

TOWN OF HARWICH  
FINANCE COMMITTEE

Harwich Finance Committee Agenda  
Regular Meeting 6:30 PM  
Thursday, March 11, 2021

**REMOTE MEETING ONLY.** NO IN-PERSON ATTENDANCE WILL BE PERMITTED.  
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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 Finance Committee on Thursday, March 11, 2021 at 6:30 PM 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](http://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.

**AGENDA**

1. Call to order, Roll call
2. Introduce & Welcome Guest. Public Comment
3. Approval of Minutes: Finance Committee Meeting of March 4, 2021
4. New Business
  - A. Discussion and possible vote on all Community Preservation Committee Articles. Town Administrator Joe Powers may provide background information on articles.  
Presentations on CPC articles by:
    - a. Elaine Shoulin (Chair of Real Estate & Open Space), and Michael Lach (Harwich Conservation Trust), article OS-8;
    - b. Michael Lach (Harwich Conservation Trust), article R-9;
    - c. Eric Beebe (Harwich Director of Recreation), articles R-13, R-14 and R-15;
    - d. Robbin Kelly (Administrator Cemetery Department), articles HP-1 and HP-3;
    - e. David Spitz (Chair, Brooks Academy Museum Commission), article HP-4
5. Other Business
6. Adjournment

Authorized Posting Officer:  
Jon Chorey, Chairman

Posted By:  
Date: March 5, 2021

*\*Per the Attorney General's Office: The committee 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. In accordance with state law, this legal notice will also be available electronically at 'www.masspublicnotices.org'. The Town of Harwich is not responsible for any errors in the electronic posting of this legal notice.*

**Town of Harwich**  
Finance Committee Meeting  
Remote Participation  
Thursday, March 4, 2021

**Members Present:** Jon Chorey, Dan Tworek, Angelo LaMantia, Dale Kennedy, Mary Anderson, Tom Sherry, Mark Ameres, and Brian Weiner

- I. Jon Chorey, as Chairman, **called the meeting to order at 6:30 pm** with a quorum present, confirmed by a roll call of members.
- II. Chairman Chorey **welcomed guests attending the meeting** online. External participants included Town Administrator Joe Powers; Town of Harwich Finance Director, Carol Coppola; Harwich Conservation Trust Executive Director, Michael Lach; and Erin Orcutt, School Business Administrator at Cape Cod Regional Technical High School.
- III. **Approval of the minutes of the meeting of February 18, 2021**
  - **Dan Tworek proposed a minor revision to the minutes, and then the approval of the minutes was considered by the committee.**
  - Moved with the revision by Dan Tworek.
  - Seconded with the revision by Mark Ameres.
  - Approved with the revision by a roll call vote of 8-0.
- IV. **New Business**
  - Cape Cod Regional Technical High School budget presentation provided to the members of the committee by Erin Orcutt, School Business Administrator. Following her presentation, the Finance Committee chose to act on the budget request.
    - i. Approval of a budget allocation of \$1,536,309 was moved for approval by Tom Sherry.
    - ii. Seconded by Mark Ameres.
    - iii. Approved unanimously with a 8-0 vote of the committee.
  - Joe Powers, Town Administrator, and Carol Coppola, Finance Director then presented, reviewed, and responded to questions on the most recent draft budget being considered by the Board of Selectmen. Jon then provided the members with a comprehensive and thorough review of the initial budgets provided by the Town Administrator to the Finance Committee. Carol Coppola, Finance Director, provided the members with an overview of the strategy for, and rationale behind, the proposed budget document. Additionally, the Finance Committee was advised that:
    - i. The date for the Town Meeting has been changed to Saturday, May 8<sup>th</sup>, and will (weather permitting) once again be held outdoors on the football field at Monomoy Regional High School. Rain date will be the following Saturday, May 15<sup>th</sup>.
    - ii. Members of the Finance Committee can expect to receive the warrant articles from the Board of Selectmen following their meeting on Monday, March 8<sup>th</sup>. Members will receive the draft warrant electronically following the meeting.

- iii. Confronting the realities of a very compressed schedule, the Finance Committee recommendations are expected to be received by the Board of Selectmen no later than March 22<sup>nd</sup>.
- iv. Administrator Powers indicated that the Board of Selectmen is planning on three joint meetings with the Finance Committee and various Town of Harwich department heads.
- Chairman Chorey reviewed the CPC articles that the Finance Committee will be asked to consider in the coming days. He indicated that he will be inviting some of the requisitioners to come before the Finance Committee next week to further explain their applications and respond to member questions.
- Chairman Chorey briefly discussed the final draft of the Finance Committee Strategic Plan, and he called for a motion for approval.
  - i. Mary Anderson moved that the strategic plan be approved.
  - ii. Brian Weiner seconded her motion.
  - iii. The motion was approved unanimously by the committee members then present (7-0).
- Brian Weiner offered a motion to adjourn the meeting, with all new and old business having been addressed.
  - i. Motion was seconded by Dan Tworek.
  - ii. The motion was approved unanimously by the committee members then present (7-0).

**Meeting adjourned – 8:14 pm**

Respectfully submitted:



Brian L. Weiner  
March 7, 2021

TOWN OF HARWICH  
COMMUNITY PRESERVATION COMMITTEE

## 2020-2021 Community Preservation Act Funding

Projects were voted in during the Community Preservation Committee 1.28.2021 Meeting

Housekeeping items:

Land Bank Debt Service.

Approved amount: \$233,050.00

Administrative Fund

Approved amount: \$25,000

Submitted applications - projects:

HP 1 East Harwich Methodist Cemetery Gravestone Conservation & Preservation Project

Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers

Project Manager: Robbin Kelley, Town of Harwich Cemetery Administrator

Amount Requested: ~~\$102,000~~ REVISED \$112,200

Approved amount: \$112,200

HP 2 Historic Restoration of Fence Posts & Rails at East Harwich Methodist Cemetery Project

Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers

Project Manager: Robbin Kelley, Town of Harwich Cemetery Administrator

Amount Requested: ~~\$127,750~~ REVISED \$135,025

No motion to support project – not enough funds remaining in account to fund project this year

HP 3 Veterans Memorial Circle at Evergreen Cemetery, Flag Poles Project

Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers

Project Manager: Robbin Kelley, Town of Harwich Cemetery Administrator

Amount Requested: ~~\$28,209~~ REVISED ~~\$43,000~~ REVISED \$48,385

Approved amount: \$48,385

HP 4 Brooks Academy Structural Improvements Project

Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers

Project Manager: REVISED Griffin Ryder, PE Town Engineer and David Spitz, Chair, Brooks Academy Museum Commission (BAMC)

Amount Requested: ~~\$785,000~~ REVISED \$1,150,000

Approved amount: \$1,150,000

CH 5 Lower Cape Community Housing Institute

Applicant: Community Development Partnership (CDP)

Project Manager: Ann C. Robinson, CDP Chief Program Officer

Amount Requested: \$15,000 over two years, \$7,500 per year

Approved amount: \$7,500

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COMMUNITY PRESERVATION COMMITTEE

CH 6 Veterans Home in Dennis Project  
Applicant: Cape & Islands Veterans Outreach Center  
Project Manager: Adam Gracia, Director of Development, Cape & Islands Veterans Outreach Center  
Amount Requested: \$25,000  
Approved amount: \$15,000

CH 7 Funding for the Part-time Housing Coordinator  
Applicant: Town of Harwich, Harwich Affordable Housing Trust  
Project Manager: Don Howell, Chair of the Harwich Affordable Housing Trust  
Amount Requested: \$50,000  
Approved amount: \$50,000

OS 8 Hinckleys Pond Watershed Preservation Project  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Elaine Shovlin, Chair, Harwich Real Estate & Open Space Committee (REOS)  
Amount Requested: \$360,000  
Approved amount: \$360,000

R 9 Harwich Natural Heritage Trail Project, Phase 1  
Applicant: Harwich Conservation Trust (HCT)  
Project Manager: Michael Lach, Executive Director, Harwich Conservation Trust  
Amount Requested: \$150,000  
Approved amount: \$150,000

R 10 Hydration Stations for Outdoor Recreational Facilities in Harwich Project  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: REVISED Dan Pelletier, Town Superintendent of Water and Wastewater  
Amount Requested: \$20,000  
WITHDRAWN BY APPLICANT

R 11 Bikeways Crossing Lights at Depot Road South Project  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Griffin Ryder PE, Town Engineer and Paul Gazaille, Harwich Bikeways Committee  
Amount Requested: \$15,000  
Approved amount: \$15,000

R 12 Old Colony Rail Trail Harwich/Chatham Town Border Marker Project  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Griffin Ryder PE, Town Engineer and Paul Gazaille, Harwich Bikeways Committee  
Amount Requested: \$1,000  
Approved amount: \$1,000

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COMMUNITY PRESERVATION COMMITTEE

- R 13 Brooks Park Lighting Project, Phase 5, Part 2  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Eric Beebe, Harwich Recreation Director and Griffin Ryder PE, Town Engineer  
Amount Requested: \$125,000  
Approved amount: \$125,000
- R 14 Sand Pond Revitalization Project, Phase 2  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Eric Beebe, Harwich Recreation Director  
Amount Requested: \$83,500  
Approved amount: \$83,500
- R 15 Senior Memorial Field Fencing Project  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Eric Beebe, Harwich Recreation Director  
Amount Requested: \$40,181  
Approved amount: \$40,181
- R 16 Whitehouse Field Lighting Project, Phase 2  
Applicant: REVISED Town of Harwich, Interim Town Administrator Joseph Powers  
Project Manager: Eric Beebe, Harwich Recreation Director and Griffin Ryder PE, Town Engineer  
Amount Requested: \$100,000  
WITHDRAWN BY APPLICANT