

TOWN OF HARWICH
COMMUNITY PRESERVATION COMMITTEE

Approved 12.15.22

**Community Preservation Committee Regular Meeting Minutes
December 8, 2022**

Recording and Taping Notification: As required by law the Town may audio or video record this meeting. Any person intending to either audio or video record this open session is required to inform the chair.

I Call to Order

Harwich Community Preservation Committee Meeting called to order per vote by Chair Dave Nixon at 6:01 PM, on Thursday, December 8, 2022 at the Harwich Town Hall, Donn B. Griffin Room.

Present Vote: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Joseph McParland III - Aye; Elizabeth Harder - Aye; John Ketchum – Aye; Bob Doane – Aye; Mary Maslowski– Aye.

Meeting called to order.

Absent: Carole Ridley & Kelly Barber

II Guests Welcomed

No public comment.

III Approval of Minutes:

A. CPC Meeting – October 13, 2022 and November 10, 2022

A motion was made by Bob Doane, seconded by Mary Maslowski to approve the CPC meeting minutes of October 13, 2022 and November 10, 2022.

Vote: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Joseph McParland III - Aye; Elizabeth Harder - Aye; John Ketchum – Aye; Bob Doane – Aye; Mary Maslowski– Aye.

Motion carried unanimously.

IV New Business:

A. Vote to return CPC open balances' projects to CPC accounts:

a. 2021 Article #32 Part-time Housing Coordinator, \$50,000

A motion was made by Mary Maslowski, seconded by Elizabeth Harder to return 2021 Article #32 Part-time Housing Coordinator, \$50,000 to CPC accounts.

Vote: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Joseph McParland III - Aye; Elizabeth Harder - Aye; John Ketchum – Aye; Bob Doane – Aye; Mary Maslowski– Aye.

Motion carried unanimously.

b. 2022 Article #32 Part-time Housing Coordinator, \$50,000

A motion was made by Elizabeth Harder, seconded by Bob Doane to return 2022 Article #32 Part-time Housing Coordinator, \$50,000 to CPC accounts.

Vote: Chair Dave Nixon - Aye; Vice-Chair Kathy Green - Aye; Joseph McParland III - Aye; Elizabeth Harder - Aye; John Ketchum – Aye; Bob Doane – Aye; Mary Maslowski– Aye.

Motion carried unanimously.

B. Second night - Presentations of the 2022/2023 CPA Funding Requests. Each applicant will be given 5 minutes to present, followed by a 15-minute increment of time for discussion with CPC members.

Project applications can be found on: <https://www.harwich-ma.gov/community-preservation-committee/pages/2022-2023-cpa-funding-requests-for-fy2024>

HP 8 Old Fire Station Restoration – 203 Bank Street Project. Applicant: Harwich Fire Association. Project Manager: HFA Joseph H. Rego III. Amount Requested: \$350,000

Presenter: Joseph H. Rego III

Handout: New quote

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- The new quote for exterior brick veneer came in much higher than expected and listed in application budget. However, the HFA can adjust the project, use brick veneer just in the building's front exterior, and still come in within budget. The HFA does not plan to request more funding from the CPC to cover the \$14,000 difference.
- They signed the deed papers today with the Harwich Conservation Trust.
- The Harwich Historic District and Historical Commission (Meeting minutes to come): The project received HDHC support to start the project. HFA will return to the HDHC once project has been started.
- The building had two bays in 1928. The third bay was added in the 1960's. The back of the building was extended in the 1970's/1980's.
- The project will have all three bays.
- The HFA intends to have the 1928 fire engine on display, with spotlighting it to draw attention to it.
- The bay doors will be modern, but will look appropriate for the 1920's, with doors that look like they swing-out. (As pictured in application drawings.)
- The building is made of stucco and cement blocks. The brick veneer will be on the pillars between the doors.
- The back will look more in character with the Cape Cod shingle style.
- The boarded-up windows will be opened again.
- The antenna will be removed.

HP 6 Revolutionary & Civil War Memorials Project. Applicant: Harwich Cemetery Department. Project Manager: Harwich Cemetery Administrator Robbin Kelley. Amount Requested: \$256,282.40

Presenter: Robbin Kelley

Power Point Presentation

- Robbin did extensive research for the veterans that will be included on the memorials. The Veterans agency and DAR set the rules for listing veterans, requiring a lot of detailed information. She followed the trail in the handwritten documents, going through name changes, location changes, etc., to complete the list of some 284 veterans from the Revolutionary War, and 146 veterans for the Civil War to be listed on the memorials.
- Brewster was a part of Harwich during the Revolutionary War, so those veterans will be included on our memorial.
- Cemetery Commission supported the project at their Sept. 26, 2022 meeting
- HDHC supported the project at their Oct. 19, 2022 meeting
- She is working with the Town Administration and the Finance Department to finish setting up an account that will accept donations for this project to offset the costs. She should know by May's Annual Town Meeting the amount.
- The memorial will be at the Evergreen Cemetery, near the flags installation.
- The gazebo has been moved.
- Robbin is planning to provide a pictorial rendition of the project.
- In town there is a small memorial plaque honoring veterans, but no names are listed.
- The Cemetery Revolving Fund receives monies from selling plots in town. It pays for water at the cemeteries and Robbin's mileage. The Perpetual Care Fund covered putting in the water spigots, using water from the onsite water wells.
- Robbin is agreeable with speaking with the Brewster CPC to work together.

HP 7 North Harwich Cemetery Fence Post & Rails *Revised Project. Applicant: Harwich Cemetery Department. Project Manager: Harwich Cemetery Administrator Robbin Kelley. Amount Requested: \$94,600

Presenter: Robbin Kelley

Power Point Presentation

- The cemetery was turned over to the town in 1948.
- Repair, install and straighten fence, coving the cost of the fence pipes. No granite posts will be needed.
- 120 pipes, cut to length. (Pipe comes in 21" sections and will be needed to cut to fit.) Three pipes per granite post.
\$34,500
Install \$45,000
Misc. Costs \$6,000
- The work will be done from inside the cemetery property, not street side.
- Cemetery Commission supported the project at their Sept. 26, 2022 meeting

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- HDHC supported the project at their Oct. 19, 2022 meeting
- Robbin will request another job estimate.
- The committee was invited to do a site visit. (Kathy already did.)
- The fence has had some work done before. It has survived two car accidents. One insurance claim via the Highway Department replaced pipes that were not galvanized, and they have since rusted. Following the second car accident, they did replace with galvanized pipes. Someone along the way has tried painting some pipes, but that hasn't worked out.

R 14 Skinequit Pond Remediation. Applicant: Harwich Natural Resources Director Heinz Proft. Project Manager: Harwich Natural Resources Director Heinz Proft. Amount Requested: \$92,000

Presenter: Anne Helgen, President WASH

Power Point Presentation

Handouts: 1) Letter of support from WASH property owners
2) Copy of Power Point Presentation sides

Note: John Ketchum is a resident in this area and recused himself from the CPC for this project's presentation.

- Harwich Natural Resources Director Heinz Proft and Harwich Conservation Agent Amy Usowski have both been working with WASH on this project. WASH has been actively working on the pond's water quality issues, working with the town for years.
- The Power Point Presentation shows the pond's water quality issues, all points in detail, why this pond needs treatment, how it meets the CPA guidelines and the Town of Harwich's Comprehensive Plan.
- This is a resource area and preserved as natural habitat.
- There is a small public access via a small, narrow path at the end of Ocean Street. No parking lot. The town will address the path's condition with a proper cleaning up.
- Work access will probably be via a private waterfront property's back yard.
- Cost estimate is from the same company the town worked with on Hinckley's Pond. That treatment has concluded.
- The 15% contingency will cover increasing costs.
- The State owns the pond and oversees it through the town. This is classified as a great pond.
- Town departments of Natural Resources, Conservation, and Board of Health are supporting this project.
- This is not the only pond in town with water quality issues, nor the town's top priority.

V Old Business:

A. CPC Logo/Signs

- The logo is for taxpayers to recognize where CPA funds were used.
- The to be designed logo will be used in print, on signs, and digitally for websites.
- Elizabeth will contact the Harwich Tech and discuss the possibility of having students compete in a contest to design the logo. She will report back to committee in January.

VI Other:

- Dave instructed committee members to go through the Chair if they had any CPC related issues with the town administration.
- The committee has not received the financial report yet from the new Harwich Finance Director. Until the committee receives that report, it is unknown how much is in the accounts to fund the new requested projects. The Annual Committee Report to the Selectmen could not be made in October because we don't have the figures. The financial report will be coming.

VII Next meeting's Agenda points - Thursday, December 15, 2022 at the Harwich Town Hall, 6:00 PM

VIII Adjournment

A motion was made by Bob Doane, seconded by Mary Maslowski to adjourn.

Adjournment at 7:56 PM