

TOWN OF HARWICH

Community Preservation Committee

Approved 6.9.22

Community Preservation Committee Regular Meeting Minutes April 7, 2022

I Call to Order

Harwich Community Preservation Committee Meeting called to order per Vote by Vice-Chair Kathy Green at 6:02 PM, on Thursday, April 7, 2022 at the Harwich Town Hall, Donn B. Griffin Room.

VOTE Present: Mary Maslowski - Aye; Bob Doane - Aye; Elizabeth Harder – Aye; Carole Ridley – Aye; Joseph McParland III – Aye; Kathy Green – Aye.

Motion carried unanimously.

Meeting called to order.

Absent: Chair Dave Nixon and John Ketchum

II GUESTS WELCOMED

Public Comment

Handout. Emailed to committee 4.6.22 Revised Application: Adult Shared Living of Harwich, Inc. (CH6) Project request: \$250,000

Project Manager Jeff Locantore spoke to the current work his group has done since he last presented to the CPC. He has met with the Harwich Affordable Housing Trust regarding acquiring land for the project. The group has put a deposit down with the builders. They have a blueprint for the structure. The plans have been approved. Donors are providing some building services.

Jeff had requested their revised application project be placed on the Town Warrant.

Vice-Chair Kathy Green informed Jeff the committee could not discuss the project at tonight's meeting. It will be on the next CPC meeting agenda in May.

III APPROVAL OF MINUTES

Approval of Meeting Minutes: March 10, 2022

A motion was made by Mary Maslowski and seconded by Bob Doane to approve the CPC Meetings minutes of March 10, 2022.

VOTE: Mary Maslowski - Aye; Bob Doane - Aye; Elizabeth Harder – Aye; Carole Ridley – Aye; Joseph McParland III – Aye; Kathy Green – Aye.

Motion carried unanimously.

IV NEW BUSINESS

A. Update Status Reports

Project Managers presenting oral and written reports on their projects with open balances

Brooks Free Library - Virginia Hewitt, Library Director

Handout report.

2015 Article #31 Rogers Groups Statues Restoration, \$23,000

Project complete.

The open balance of \$270.00 remains in the account.

There was a newspaper article announcing the restored statues at the Brooks Free Library. They had hoped more of the stolen statues would be returned to the library, but nothing yet. The statute of limitations on the theft of the statues has expired, so there is still hope some of the stolen statues will be returned.

Bob Doane stated he was impressed with the statues now that they have been restored, remarking the photos don't do the work justice. Ms. Hewitt reminded the committee in the 1950's some statues were worked on and painted in the end. That was not the work that was done in this restoration project. She is very pleased with the work the studio did in their restoration.

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Habitat for Humanity of Cape Cod - Beth Wade, CPC Liaison
Handout report.

2018 Article #53 Murry Lane Project (Harwich 93-97 Main St./Rt. 28), \$300,000
Project work complete, though the work continues on the development.
Zero - open balance in the account.

Though this project has seen many delays, including COVID, supply chain issues, they estimate the new residents will be moving in this November. There will be six families moving into these homes. The homes will be solar, an add-on feature.

Harwich Conservation Trust – Michael Lach Executive Director
Handout report.

2021 Article #34 Harwich Natural Heritage Trail, Phase 1, \$150,000
The project has had design team meetings and will continue. They are in the last quarter of the design phase. They have been discussing the route for the half-mile wheelchair accessible trail. The Select Board is reviewing the options. The stream crossings will have a width of eight feet across to allow for the wheelchairs. It will also be wide enough for riding lawn mowers to maintain land and provide emergency access. They are working on the cost-effective modular approach for the trail. Parking will be where it has always been. (At the 2017 Annual Town Meeting, it was approved to give the town permission to control the 2-acres, and the parking lot it part of that parcel. The HTC will submit a proposal. The town will review all submitted proposals.) Permitting for the trail has started, to include local committees, Massachusetts Environmental Act, and Project Change. They estimate the prelim work will be completed by fall. Construction will begin after that, in the fall/wintertime. They estimate the construction work should take about six months. The decking panels will not be a composite material but will have a lifespan expectancy of 40 to 50 years.

Harwich Housing Authority - Harwich Housing Authority Executive Director Tracy Cannon
Handout report.

2020 Article #34 Rental Assistance Program, \$200,000
Program is still open. Six to seven families are using this program now. They usually can afford to help up to twelve to fourteen families. There is still money available to help, however there aren't any rentals available, and families just aren't coming in. Tracy plans to increase outreach and place another ad in the Chronicle to advertise the program. The income-based program allows for rental assistance for up to three years. The participants are reviewed annually. Over the last nine years, Tracy has seen the need for assistance isn't as dire as it had been. They thought after the COVID assistance money ran out they would see more families come in. That hasn't happened. Some landlords are tricky to work with - some may choose not to participate, or they offer illegal rentals. This is the same program that is offered in other towns, like Chatham, and they all have funds available, but no rentals available. Note: There are three openings on the Harwich Housing Board.

Town of Harwich - Town Administrator Joe Powers
Handout report.

2020 Article #37 Harwich Community Playground, \$500,000
Construction has begun. The ceremonial ribbon cutting will happen in a few weeks. They estimate completion in June, before school lets out for the summer. The Assistant Town Administrator is now in charge of project.

Town of Harwich - Affordable Housing Trust – Town Administrator Joe Powers, Chair of Trust
Handout report.

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2021 Article #32 Harwich Part-Time Housing Coordinator, \$50,000

The Town HR Department did advertise to fill the part-time position and three to four people applied, though none were selected. The funds haven't been spent. No vendor was hired. Joe will verify that the funds can be released, then notify the CPC when we can act to restore the funds to CPC accounts.

New this year, the BOS plan to create a "Housing Advocate" position. This would be in lieu of the CPA funded Part-time Housing Coordinator. This new position is part of the town budget waiting to be passed at the May 2022 Annual Town Meeting. If the budget passes, Joe will instruct the Town Moderator during the Town Meeting to withdraw indefinitely their Community Preservation Act 2022 Article #32 Part-time Housing Coordinator, requesting \$50,000 in funds, from consideration. The new position will be full time. The Town will advertise immediately, with a position starting date of July 1st. The Housing Advocate will coordinate with the Harwich Affordable Housing Trust, the Harwich Housing Committee, and the Harwich Housing Authority.

Town of Harwich - Bikeways Committee - Paul Gazaille, Harwich Bikeways Committee
Handout report.

2021 Article #29 (3) Depot Street South Crossing Lights, \$15,000

Quotes for work are out; returns due shortly. They expect to have unit installed after the purchase process is complete, hopefully before the summer rush.

2021 Article #29 (1) Old Colony Rail Trail Harwich/Chatham Town Border Marker, \$1,000

The marker is due to arrive and be installed shortly. The project cost was split with Chatham. Of the \$1,000 funds available, Harwich's portion of the cost is \$660.00. They expect funds to be returned to the CPC accounts after project completion.

The Cape Cod Commission awarded a grant to Harwich for the Headwaters lights.

The Bikeways Committee will review other sites for crossing lights. Engineering review needed first before going forward.

Town of Harwich - Brooks Academy Museum - David Spitz, Chair Brooks Academy Museum Commission
Handout report.

2019 Article #41 Brooks Academy Assessment & Restoration of Foundation, \$130,000

2021 Article #31 Brooks Academy Structural Improvements, \$1,150,000

They will know more about the project in a couple of weeks. They are still approved to fix the building foundation and dig out the basement, though they have reduced the basement excavation by ten feet. The reduced excavation of a 10 foot segment in the basement will mean less risk, less work, and will require less climate control, but will provide less storage and save about \$100,000. They are getting into the mechanicals in the basement, and plan to keep most, but will be replacing some units. They have done a cost estimate, and it is coming in a little higher than thought, about \$100,000 more. They are starting a couple of months later than planned, their sub-contractors engineering took longer than expected. They have received interest from the company that did the work at Brooks Free Library and another company who did the Bray Farm. It remains to be seen if they need to do a re-bid. If so, the best time for that would be late August, early September. Currently, they know they are some \$75,000 to \$100,000 short to do the projected work. They plan to try to stay on plan. They may have to apply for more funds from the CPC this October. Other project work is need on the exterior siding. They want to keep the old windows. The roof and gutters are a town item expense. The planned new entrance may be moved. The project work is estimated to take about six months.

The Harwich Historical Society will not operate this year in the main building, but they will be running activities outside, and the Crowell Barn will be open. They have started to move their things out of the building.

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Town of Harwich - Cemetery Department - Robbin Kelley, Town of Harwich Cemetery Administrator
Handout report.

2020 Article #32 Pine Grove Cemetery Gravestone Conservation & Preservation Project, \$75,000
On-going. The winning bidder will begin in next April.

2021 Article # 29 (6) Veterans Memorial Circle at Evergreen Cemetery, Flag Poles, \$48,385
On-going. Re-bided on project, now must have six flag poles (Space Force required).

Older project – 2018 Article #50 (2) Mount Pleasant Cemetery Gravestone Preservation Project
Completed. Work progression photos online now. Open Balance of \$760.00 can be returned to CPC
accounts.

Town of Harwich Recreation & Youth Services - Eric Beebe, Recreation Department
Director

Report was emailed prior to the meeting. Mr. Beebe didn't present report. Report read.

2018 Article #54 Brooks Park Expansion, Phase 5, \$333,500
Project complete.

2019 Article #43 Sand Pond Restroom Replacement, \$125,000
On-going. Have received two quotes for work. Install planned for fall.

2019 Article #40 Replace 11 Lifeguard Stands at Town Beaches, \$37,950
On-going. Stands are complete. Ready to install for this year's season.

2020 Article #36 Brooks Field Fencing, \$72,657.00
On-going. Project bid to go out in late summer.

2021 Article #35 Brooks Park Lighting, Phase 5, Part 2, \$125,000
Project complete.

2021 Article #29 (5) Senior Memorial Field Fencing, \$40,181
On-going. Project bid to go out in late summer. Install in the fall.

B. Restore Open Balances to CPC Accounts

A motion was made by Mary Maslowski, seconded by Bob Doane to return \$270.00 to the appropriate CPC Reserve from 2015 Article #31 Rodgers Groups Statues Project open balance.

VOTE: Mary Maslowski - Aye; Bob Doane - Aye; Elizabeth Harder – Aye; Carole Ridley – Aye; Joseph McParland III – Aye; Kathy Green – Aye.

Motion carried unanimously.

A motion was made by Mary Maslowski, seconded by Elizabeth Harder to return \$760.00 to the appropriate CPC Reserve from 2018 Article #50 Mount Pleasant Cemetery Gravestone Preservation Project open balance.

VOTE: Mary Maslowski - Aye; Bob Doane - Aye; Elizabeth Harder – Aye; Carole Ridley – Aye; Joseph McParland III – Aye; Kathy Green – Aye.

Motion carried unanimously.

V. Old Business

VI. Other

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VII. Agenda Points for the next Meetings

- Thursday, May 12, 2022 meeting, in-person at the town hall. Regular CPC Meeting. Follow-up from Carole on the revisions of CPC application.
- Confirmed - Thursday, June 9, 2022 meeting will be the Annual Public Information Hearing, in-person at the town hall. To be followed by the Regular CPC Meeting.

VIII. Adjournment

A motion was made by Mary Maslowski, seconded by Elizabeth Harder to adjourn.

VOTE: Mary Maslowski - Aye; Bob Doane - Aye; Elizabeth Harder – Aye; Carole Ridley – Aye; Joseph McParland III – Aye; Kathy Green – Aye.

Motion carried unanimously.

Adjournment at 7:12 PM.