


## Brooks Free Library

739 Main St. Harwich MA 02645  
508-430-7562, email: [vhewitt@clamsnet.org](mailto:vhewitt@clamsnet.org)  
[www.brooksfreelibrary.org](http://www.brooksfreelibrary.org)

  
From: Virginia A. Hewitt, Library Director  
To: Community Preservation Committee  
Subject: Status Report on Brooks Free Library Projects for Your Sept. 9, 2021 Meeting  
Encl: Brooks Free Library Status Report dated April 19, 2021  
Date: August 31, 2021

The Library has one open Community Preservation Act project - Article 31 of the May 2015 ATM (Org/Object Code: 80271292/ 615031) for the Conservation of the Rogers Groups statues.

There have been no changes since your April 22, 2021 meeting. As I reported to you then, the conservator is currently completing the conservation of the 23 Rogers Groups statues at his studio in Woburn, MA and has a completion date of October 15, 2021. A copy of my April 19, 2021 written report is attached since the information hasn't changed since then.

We look forward to advising you of the completion of this project at your next status update meeting in the spring. We plan to hold a program and open house to celebrate the completion of this project in the spring or as soon thereafter as pandemic community conditions allow.

Thank you again for your support for the conservation work on this wonderful collection.

## Brooks Free Library

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508-430-7562, email: vhewitt@clamsnet.org  
www.brooksfreelibrary.org



From: Virginia A. Hewitt, Library Director  
To: Community Preservation Committee  
Subject: Status Report on Article 31 of the May 2015 ATM (Org/Object Code: 80271292/615031) Conservation of the Rogers Groups  
Date: April 19, 2021

The following status report is submitted for your April 22, 2021 meeting:

### History:

The contract for the conservation treatment on 23 Rogers Groups statues was awarded to Skylight Studios of Woburn, MA, for \$19,850 and the statues were transported to the studio by a fine arts moving company in December, 2019.

### Current Status: In Process

The original contract had a one year completion date but, as previously reported, work was delayed by the pandemic due to occupancy limits in the studio as well as pandemic-related staffing challenges. The conservators have now returned to the studio, work is underway on the backlog of projects, and we have agreed on a new completion date of Oct. 15, 2021.

### Financial Update:

Payment is not due to the conservator until the project is complete and the collection is returned to us, so there is no change in the account balance.

Transactions - May 2015 ATM # 31 Rogers Group					
FUND: 8027 ORG/OBJ: 80271292/615031					
Date	Vendor/Provider	Date of Bill	Invoice #	Amount	Notes
Balance				\$23,000.00	
3/26/2019	Conserve Art, Francis Miller	3/19/2019	19-801	\$3,150.00	condition assessment and preparation of treatment guidelines for Rogers Groups
			Expended	\$3,150.00	
			Balance Remaining	\$19,850.00	

Brooks Academy Museum Commission  
Report to Harwich Community Preservation Committee  
September 9, 2021  
David Spitz, BAMC Chair

Article #41 – 2019  
Brooks Academy Museum, \$130,000

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

As previously reported, the Town of Harwich entered into two contracts in September and October 2020 with Structures North Consulting Engineers. These two contracts were completed with the December 3, 2020 submission of two reports: “Brooks Museum Structural Conditions Assessment Report” and “Brooks Academy Museum Foundation Improvements, Preliminary Design Study”. While final accounting is still underway, I believe that more than \$115,000 in uncommitted funds will remain under this Article to be used as part of the final design and construction of the Brooks Academy structural improvements.

The formal procurement process for hiring an architect/engineering firm has been completed with the selection of Spencer Preservation Group, Preservation Architects, to do final design work for the Brooks Academy Museum Structural Improvements project for the lump sum of \$118,350. The principals of the firm, Lynne Spencer and Doug Manley, both have previous Harwich experience with Brooks Academy and Brooks Free Library. Structures North will be a subcontractor on the project.

A kick-off meeting was held at Brooks Academy on September 2, 2021. The design work should be completed in early 2022, and we intend to seek construction bids at that time.





# community development partnership

*Creating opportunities for people to live, work, & thrive on the Lower Cape*

September 8, 2021

## **Harwich Progress Report: April 1, 2021 – August 31, 2021: Cape Housing Institute**

### 2020 - 2021 Cape Housing Institute

#### Workshops

- Held workshop “Affordable Housing Trusts and CPCs: Working together to further affordable housing” in collaboration with Massachusetts Housing Partnership. In this session we discussed best practices to strengthen intra-municipal communication in service of housing production goals. Link to recording: <https://youtu.be/OB-d3Jz8bks>
- Held “Housing Coordinator Training” for housing staff. This session was not recorded; it covered technical aspects of SHI monitoring and other operations.

#### Peer Group Meetings

- Held a check-in meeting with the Lower Cape Rental Assistance Working Group to create a plan for the first evaluation meeting in the fall.
- Held Spring Peer Group meetings in April with a presentation from Philippe Jordi, the Executive Director of Island Housing Trust. Link to recording: <https://bit.ly/3n8mOQf>
- Held Summer Peer Group meetings in June.

#### Miscellaneous

- Hired intern to update our municipal database to ensure that we are conducting outreach to our target audience.
- Compiled 2021 Annual Town Meeting Housing Summary, enclosed
- Distributed monthly e-newsletters, enclosed.

### 2021 - 2022 Cape Housing Institute

#### Workshops

- During the summer, we held planning meetings with the Cape Cod Commission, Massachusetts Housing Partnership, Citizens Housing and Planning Association (CHAPA), and our Town Captains, to develop the 2021 – 22 curriculum and calendar of events. The calendar is enclosed.

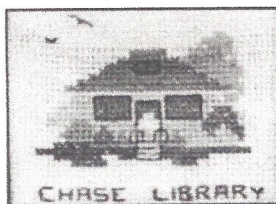
#### Peer Group Meetings

- In August, we held a meeting with Trust and CPC Chairs to determine whether to form a new Lower Cape Regional Housing Funding Working Group. Those in attendance decided to move forward with developing a set of considerations for CPCs when they receive a funding request for a regional project. The group’s description is enclosed.
- Partnered with CHAPA on discussion topics for our FY22 peer group meetings. Each meeting will have a focus on messaging that relates back to the workshops that were held in the months prior to the meeting.

#### Miscellaneous

- Distributed monthly e-newsletters, enclosed.





PO Box 457  
West Harwich, MA 02671

August 28, 2021

Mr. David Nixon, Chair  
Community Preservation Committee  
432 Main Street  
Harwich, MA 02645

Dear Mr. Nixon:

I am happy to report that Chase Library's 2020 Article #29 (2) - Historic Restoration & Preservation of Original Door and Entrance, \$15,000 is complete.

Andrew Shrake and Jesse Lambert of Shrake Construction completed the full restoration and installation of the library's original door and at the same time installed a new storm door more in keeping with the original door.

On June 14, 2021, I received the invoice from Shrake Construction which I forwarded to the town's Finance Director on June 16. After receiving an email from the Finance Director's Office on June 22, I forwarded a W9 to Shrake Construction for completion and return to that office.

Please note that while the original award was \$15,000, the final bill was \$11,200, thus returning \$3,800 of CPC funds.

I have confirmed that both Andy Shrake and Jesse Lambert have been compensated for their work. It truly was a labor of love for them and they were absolutely committed to returning the door to its original beauty. Please stop by any time to enjoy the restoration's excellent outcome!

On behalf of the Library Director and the Board of Trustees, please accept our sincere thanks for the support you have given to the historic Chase Library over the years. We are so very grateful.

Sincerely,

Patricia A. Tworek, President  
Board of Trustees

To CPC Committee:

Re: Update on Town of Harwich - Bikeways Committee Articles

From: Paul Gazaille

Date: September 2, 2021

- 1) 2021 Article #29 (1) Old Colony Rail Trail Harwich/Chatham Town Border Marker Project, \$1,000
  - A quote has been accepted by Cape Cod Stone. The Town of Harwich share of the stone marker is \$660. When the stone monument is delivered Cape Cod Stone will invoice the Town of Harwich through the DPW. So we should be giving back \$340 after being invoiced.
  
- 2) 2021 Article #29 (3) Depot Road South Crossing Lights, \$15,000
  - The procurement of the Depot Road bikeways OCRT crossing lights has been delegated to the DPW Director who will begin working on it this month.

Regards,

Paul Gazaille

Harwich Bikeways Committee

# HARWICH COMMUNITY PRESERVATION GRANT

## QUARTERLY PROJECT STATUS REPORT

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**Name of CPA Recipient:** Habitat for Humanity of Cape Cod, Inc. **Quarter Ending Date:** September 30, 2021

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**Project Title:** Harwich Murray Lane

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**Project Representative/CPC Contact Name:** Beth Hardy Wade, CPC Coordinator

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**Address:** 411 Main St., Suite 6A, Yarmouth Port, MA. 02675

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**Telephone Number:** 207-930-5918 (cell) **Email:** [land@habitatcapecod.org](mailto:land@habitatcapecod.org)

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**Amount:** \$575,000 **# of Homes:** 6

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### **Project Status:**

#### *Construction.*

- The Wall-raising, which is the start of the family and volunteer construction of the homes was held on July 10, 2021.
- Construction is moving right along, with volunteers & families doing the framing, and other construction.
- Lots 2-4-5 (ranches) have the trusses installed and sheathed. For safety reasons (intense heat and humidity) trusses and sheathing on #3 were delayed. But have resumed as conditions allowed.
- Interior partitions (in the houses with roofs), have allowed some volunteers to stay out of the sun and in the shade, and therefore continuing work.
- Lots 1 & 6 (capes) have all of the exterior walls up and tied together. Lot 1 has its 2nd floor joists installed.

#### *Fundraising.*

- Ongoing. To date we have received \$208,000 in private donations & home sponsorships.

#### *Budget/costs.*

- We have increased proposed construction costs approx. \$26k per home to cover cost increases. These include current increases for lumber & concrete, and future increases on items such as cabinets, vanities, and appliances.

**Project Timeline/Schedule:** Unanticipated infrastructure delays, delays due to Covid-19, and material supply chain issues pushed out the wall raising – but with construction now underway, we project completion of the homes for September 2022.

### **Additional Comments:**

We had 4 local eligible applicants, however one as a single adult only needed a 1-BR house. That applicant was picked during the Lottery but went to the end of the list (according to lottery rules we must maximize use of bedrooms before a home can go to a single adult). The lottery culminated with 3 homes going to local applicants, and the remainder 3 homes to open applicants. One of the open applicants while not currently working, residing, or having a child in school in Harwich (therefore not qualifying as a local applicant), did grow up in Harwich.



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Elizabeth (Beth) Hardy Wade  
Director of Land Acquisition & Project Development (CPC Coordinator)



September 3, 2021

To: The Community Preservation Committee

From: Amy Usowski, Conservation Administrator

**CPC article update Fall 2021**

1. 2018 Article #57 Public Access in the Hinckley's Pond Remediation Project -\$75,000 of the \$650,000 budget

I been given the okay to go out for Engineering Services. I have been in contact with a Land Surveyor and am awaiting a quote on what a new site plan would cost. Once we have a plan we can present it to the various permitting agencies. My hope is that the site plan can be done in the fall of 2021, permitting this winter, and project completed in spring 2021.

2. 2019 Article #45 Red River Beach Shoreline Stabilization Project, \$100,000

I have been given the okay to go out for engineering services to update the existing proposed site plan. I will be meeting with a couple engineering companies in the coming weeks to get quotes on the cost of a plan.

3. 2020 Article #29 (4) Restoration & Rehabilitation of Town-Owned Conservation Lands, \$20,000

New signage of conservation rules and regulations have been made and installed at various conservation lands. Gates have been fabricated and will be installed this fall by the Town. Various wireless trail cameras are being researched with the intent to purchase this fall and install as needed in the spots in our conservation areas in need of monitoring.



## **HARWICH CEMETERY COMMISSION**

**Office**-100 Oak Street, Harwich 02645

**Mail** -732 Main Street, Harwich, 02645

rkelley@town.harwich.ma.us



September 8, 2021

Community Preservation Committee:

Updates on Open Articles:

### **HISTORIC:**

Article #32 TM 2020 – Pine Grove Cemetery Gravestone Conservation. Appropriated Amount: \$ 75,000.00.

Was awarded to Village Green Restoration, Inc. from East Falmouth July 8, 2021. Winning bid \$ 42,000.00. I am meeting with Mike Gallagher Monday September 13 at Pine Grove to go over project.

### **RECREATION:**

Article #29 TM 2021 - Phase I of II for Veterans Memorial Circle at Evergreen Cemetery. Appropriated Amount: \$ 48,385.00.

Install flags, lighting and related electrical service. Cemetery Administrator is working with Sean Libby, Facilities Maintenance Manager on electrical and trenching bid procurement.

### **Next Year Expected Articles:**

East Harwich Gravestone Conservation – has been approved by the Board of Selectmen to be place on the warrant. I have resurveyed the property and have found seven additional monuments leaning. I will get an up to date bid. A grant agreement will need to go into packet for resubmission.

Phase II Veterans Memorials at Evergreen Cemetery. Revolutionary War and Civil War Memorials. Will be finalizing the names to be place and requesting price quotes on cost for memorials.

The Cemetery Commission would like to thank Community Preservation Committee for all the support on past, current and future articles.

Sincerely,

Robbin M. Kelley  
Cemetery Administrator  
Phone 508-430-7549

**Harwich Historical District and Harwich Historical Commission**  
**Report to Community Preservation Committee**  
**October 2021**

**Tasks Approved for CPA Funding:**

Updating 100 Year Historical Building List

Documenting Clusters of Houses in our Villages

Documenting Other Categories in MACRIS

**Update Inventory**

- The 100 Year Inventory goes through 2015 and needs to be updated through 2022.
- The process will be to extract town appraisal records by structure date from 2015-2022 sorted by streets.
- Visually inspect properties and prepare MACRIS B forms on each.
- Update 100-year spreadsheet.
- Assign to existing village/cluster if appropriate.

Sarah Korjeff of the Cape Cod Commission has volunteered her staff to do a certain amount of architectural documentation and completing MACRIS Form B using a new computer application they are developing. We are identifying the properties that need to be added to the list.

**Document Village Clusters and Houses**

The clusters have been identified within each village and 301 buildings have been selected. The villages have been entered into the MACRIS database, but only a few of the buildings. Previous CPC monies have documented 251 of the buildings using MACRIS Form B. However, they have not been submitted to the Massachusetts Historical Commission as they lack any historical narrative and references. The open CPC grant did not identify historical research so we will not be able to file with the MHC at this time. Fifty (50) additional buildings in clusters do need Form B researched and completed. Depending upon the quantity from the inventory update, the Cape Cod Commission may document some of these. If not, we will put out an RFP for up to 50 properties for architectural research. We anticipate this will require the remainder of the CPC funds.

**Updating Objects and Areas**

Our CPA grant also mentioned the inclusion of other historical information in the MACRIS database. We currently have various objects and areas in the database. We would like to add in memorials and other significant areas. We do not believe there will be sufficient money to complete this in our current round of funding.





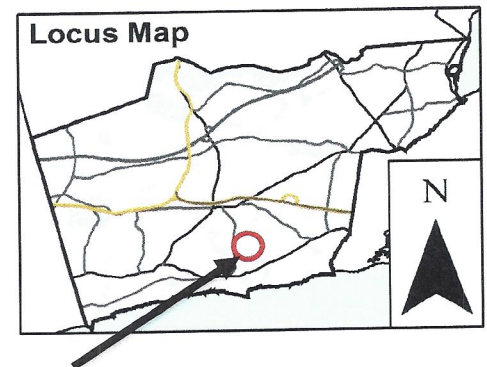
P.O. Box 101, South Harwich, MA 02661  
Ph. 508-432-3997 • E-mail: [info@harwichconservationtrust.org](mailto:info@harwichconservationtrust.org)  
[www.harwichconservationtrust.org](http://www.harwichconservationtrust.org)

To: Town of Harwich Community Preservation Committee  
From: Michael Lach, Executive Director, Harwich Conservation Trust (HCT)  
Date: Sept. 8, 2021  
Subject: Status Report—2021 Town Mtg. Article #34 Harwich Natural Heritage Trail Project, Phase One

Thank you for the opportunity to provide a status report for Phase One of the Harwich Natural Heritage Trail Project.

On August 12, 2021, we held our first planning meeting with the following project partners and representatives:

- Harwich Conservation Trust (HCT), Michael Lach, Exec. Dir.
- MA Division of Ecological Restoration, Eric Ford, Ecological Restoration Specialist & Professional Wetland Scientist
- Inter-Fluve (engineering firm specializing in river & wetland ecological restoration & access projects)
  - Nick Nelson, Regional Director & Fluvial Geomorphologist
  - Mike Burke, Principal Engineer
  - Ken Vigil, Senior Engineer
  - Marcel Young-Scaggs, Engineer



Location of Phase One, ADA trail project

We discussed the following proposed Americans with Disabilities Act (ADA) trail elements:

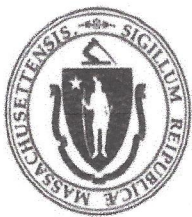
- Viewing platform access and location
- ADA trail width and surface material to accommodate wheelchair use
- Stream crossings at two locations including potential construction materials

Parking:

- Parking preference is at 203 Bank Street and adjoining town-owned parcels that are already providing parking access and adequate driver safety sight lines along either direction of Bank Street
- Although the parking preference is 203 Bank Street, an alternative analysis has been completed further south at a location on Bank St. resulting in two parking area layouts, though each offers much less space

Next steps:

- This fall conduct another planning meeting
- Integrate ADA trail design into the overall ecological restoration design process (to date, we have completed 75% of the overall design process, which is estimated to be finalized by June 2022)
- Begin the permitting process for the Cold Brook Eco-restoration Project which includes the ADA trail aspect (permitting process estimated to begin late 2021/early 2022)
- Project construction in fall 2022/winter 2023



# Harwich Housing Authority

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Telephone 508-430-2390  
Fax 508-945-5666  
P.O. Box 714 • Harwichport, MA 02646

September 17, 2021

To: Harwich Preservation Committee  
From: Harwich Housing Authority, Tracy Cannon Executive Director  
RE: Harwich CPC Funds – Rental Assistance Program (2020 Article #32)

Please accept this memo as a current status report on the funds distributed by the CPC for the purpose of Rental Assistance administered by the Harwich Housing Authority.

At present, we are aiding 6 families for a total of \$1868.00 per month. We fully expect that amount to grow substantially over the course the upcoming year. In speaking with other program coordinators, they have found the same slow start to their current programs given the enormous amount of cash relief that has been pumped into the economy since the advent of COVID. With the end of the pandemic unemployment insurance, we expect to see more need in the near future.

Thank you for the opportunity to run this very important program for the families and employees of the Town of Harwich.

I welcome any questions you might have.

Respectfully,

*Tracy Cannon*

*Natural Resources*  
Town of Harwich  
715 Main Street · P.O. Box 207  
Harwich Port, MA 02646  
(508) 430-7532 · Fax (508) 430-7535



09 September 2021

To: Community Preservation Committee  
From: Heinz Proft, Natural Resources Director *HP*  
RE: September 9th, Hinckley's Pond Remediation & Public Access project update

Hinckley's Pond Remediation & Public Access Project, 2018 Article #57

Project Budget: \$650,000  
((\$550,000 for pond treatment/monitoring + \$75,000 Public Access portion)

Committed Expenses: \$4,000 spent on NHESP filing fee.  
\$347,300 Treatment of Hinckley's Pond, Solitude Lake Management  
\$37,638 pre-treatment, during treatment, + first year monitoring  
\$15,876 2021 required water quality monitoring

May require one final year of monitoring based on second year results. In December 2021 we will get a summary report of the first 2 years. This level of water quality monitoring was placed on the Order of Conditions by the Conservation Commission.

Pond Treatment/Monitoring - \$550,000 (remaining balance = \$245,186)  
Public Access portion - \$75,000(remaining balance = \$75,000)

Treatment, monitoring and landside work will all come in under budget and the landside work will be summarized by the Conservation Agent.

Project summary & current condition of Hinckley's Pond (Water Resource Services)

Overall, the pond looks good. The clarity is only 3 m (10 ft), but it is not cyanobacteria and the water is not green or murky. There are no zooplankton to speak of, so whatever P is around is producing algae that don't get eaten, hence the lower clarity than in treated lakes with more zooplankton. I have been examining this issue at multiple lakes with past aluminum treatments and the places without alewife average >1 m higher clarity. Having zooplankton, especially large bodied grazers like Daphnia, does matter in a lake, but having low P is the most important aspect. To that end, all TP values were 10-14 ug/L, better than earlier this year and not much higher than after treatment last year. I do not know why values rose this spring then dropped off, but it could relate to inflows from the other lakes (Long and Seymour), cranberry operations (although the large bog at Hinckley's is inactive as I understand it), alewife die off, or some other source. The Cape did not get as much rain as the rest of MA in July, but there may have been enough to increase groundwater flow, which will carry iron and represents a natural P inactivation process (have seen this before on the Cape in rainy summers). Oxygen is low only in the very deepest water (>6.5 m), which is a small part of the lake, so not much threat there and we inactivated most of the surficial sediment P anyway.

Everyone seemed happy at the lake. Certainly the water looks great from shore or standing on a dock, and there are lots of mussels and lots of juvenile alewife.



## **RECREATION DEPARTMENT CPC PROJECT UPDATE 9/7/21**

### **2018 ARTICLE 54 BROOKS PARK EXPANSION PROJECT, PHASE 5 \$333,500**

We have drawn up a contract with Thompson Engineering CO. to finish the design and electrical engineering for the Brooks Lighting Project. We are currently awaiting final signatures from Town Administrator to execute contract. This contract with Thompson Engineering will cover final design, specs, and Request for Proposals. We hope to have the RFP out by the end of the month for the labor portion of the project. The materials will be bought off the state bid list through the MUSCO Lighting Company.

### **2019 ARTICLE 44 WHITEHOUSE FIELD IMPROVEMENT, SCOREBOARD \$55,000**

This project has been completed and the scoreboard was in use for most of the Harwich Mariners Baseball season this summer.

### **2019 ARTICLE 43 SAND POND RESTROOM REPLACEMENT PROJECT**

We are awaiting the final Request for Proposals from Administration/Engineering. We have already completed the septic design and plan to install a restroom identical to the other beach restrooms (pre cast concrete) This article will also include the septic system for the new restroom.

### **2019 ARTICLE 40 REPLACE 11 LIFEGUARD STANDS AT TOWN BEACHES, \$37,950**

This article was funding for materials only for the project. The Town Highway Department is performing all the construction, labor and installation. The Highway Department has completed and installed half of the lifeguard stands and will have the rest completed for the Summer 2022 Season.

### **2020 ARTICLE 33 WHITEHOUSE FIELD LIGHTING PROJECT, \$380,360**

This project has been completed and the lights were in use for most of the summer season.

### **2020 ARTICLE 34 BROOKS FIELD FENCING PROJECT, \$72,657**

We are currently awaiting final Request for Proposals from Administration/Engineering.

### **2021 ARTICLE 35 BROOKS PARK LIGHTING PROJECT, PHASE 2, \$125,000**

See above-2018 Article 54

### **2021 ARTICLE 29 SENIOR MEMORIAL FIELD FENCING PROJECT, \$40,18**

Currently putting together specifications to submit to administration/engineering to create Request for Proposals.

Respectfully Submitted,

Eric Beebe

Director-Harwich Recreation Department

9-7-21

2020 Article # 29.5

9.9.21

Hi Jan,

The project is complete and in use. Attached is a photo of the pier & dock, I'll ask our Exec Director, Mike Trovato to send along a photo of the drop off area because I don't seem to have any in my files. He also may be able to send you a link to a recent video we did that shows some of our programs using it. Mike, Can Do?

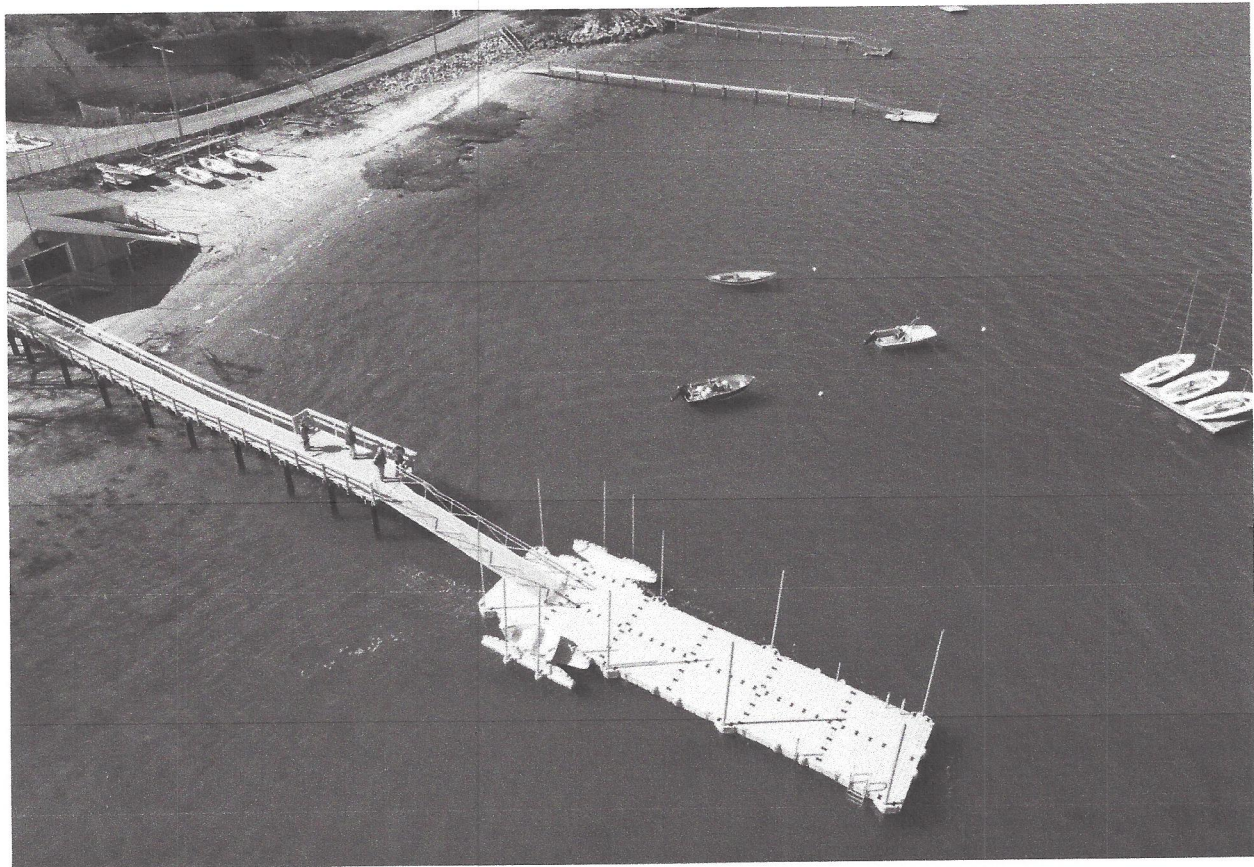
On the financial side, the overall project cost was \$375,000 and all vendors have been paid for work done to date. We appreciate Harwich CPC's contribution of \$25,000 toward that total.

Please let me know if you need any additional information.

Regards,

Ted

Ted Baylis  
President  
Pleasant Bay Community Boating  
[www.pbcbb.org](http://www.pbcbb.org)







September 14, 2021

Harwich Community Preservation Committee

Attention: Jan Moore

Subject: Article 29 (2) / Veterans Home- Dennis, MA Grant

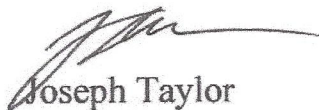
Dear Harwich Community Preservation Committee:

As set forth in the agreement between the Town of Harwich and the Cape & Islands Veterans Outreach Center (Section 3.b) please accept the following as an update on the progress of the work on the Dennis Veterans House located at 1341 RT 134, Dennis MA.

The Cape & Islands Veterans Outreach Center is currently in the process of submitting invoices for reimbursement to the Harwich Town Administrator. The project had been stalled due to lack of supplies and weather delays. The project should be completed prior to the next scheduled 6 month reporting period.

Thank you for your ongoing support and teamwork as we strive to accomplish our mission of supporting veterans throughout Cape Cod and the Islands.

Respectfully,



Joseph Taylor

Executive Director

Cape & Islands Veterans Outreach Center