

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, APRIL 10, 2017
6:30 P.M.**

APPROVED

SELECTMEN PRESENT: Brown, Hughes, Kavanagh, LaMantia, MacAskill

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Carolyn Carey, Amy Usowski, Roman Greer, Valerie Bell, Leo Cakounes, Clem Smith, Noreen Donahue, Jack Brown, Dana DeCosta, Cyndi Williams, Chris Joyce, Larry Ballantine, Ed McManus, John Chorey, Mark Ameres, and others.

WEEKLY BRIEFING

Ms. Carey invited the public to the upcoming Easter egg hunt at the Community Center. Ms. Usowski spoke on upcoming Arbor Day seedling giveaway and Tour de Trash events. Mr. Clark noted that the Wastewater Implementation Committee will be providing a public presentation on April 12th.

PUBLIC COMMENT/ANNOUNCEMENTS

Ms. Joyce announced that tomorrow is the last day to register to vote for the May election. She noted that the Voter Information Committee is going to moderate a discussion on the financial state of Harwich tomorrow and host a review of the Town Meeting warrant on April 25th. She added that the League of Women Voters will be hosting a debate on May 11th at 1:00 p.m. with the 3 Selectmen candidates.

CONSENT AGENDA

- A. Approve Minutes
 - 1. March 20, 2017 Regular Session
 - 2. March 27, 2017 Regular Session
- B. Confirm appointment of Patricia Zingarelli to the position of Administrative Assistant – Conservation and Health in the Community Development Department
- C. Approve FY18 Gas and Diesel Fuel Contract with Noonan Brothers
- D. Approve application for a "Special Permit" for relief from the town Noise By-Law (Section G) for an event to be held on June 24, 2017 by the Cakounes Family

Ms. Kavanagh moved approval of the Consent Agenda. Mr. Hughes seconded the motion and the motion carried by a unanimous vote.

NEW BUSINESS

- A. Nstar County White Sheet

There was no discussion on this item.

B. Cape Light Compact Joint Partner Entity – *Valerie Bell*

Ms. Bell, Harwich representative to the Cape Light Compact, stated that there will be an administrative change as they are going to be switching over to the Joint Partners Entity (JPE), the Compact will cease to be, and there will be a new organization format. She stated that each town that is a member of the Compact has to vote to be a member of the JPE and each town needs to appoint a representative to the JPE. She said she would be happy to serve in that role. She noted that Town Counsel has reviewed this and spoken with Mr. Clark about it. She took questions from the Board and provided an overview of the benefits to the Town, most notably the liability protection. Austin Brent of the Compact said they will be known as Cape Light Compact JPE. Ms. Kavanagh moved pursuant to General Laws Chapter 40, Section 4A1/2, the following:

1. To join the Cape Light Compact Joint Powers Entity (JPE);
2. To authorize Michael MacAskill, Chairperson of the Board of Selectmen to execute the Joint Powers Agreement of the Cape Light Compact JPE subject to final review by Town Counsel;
3. To appoint Valerie Bell as the Town's Director and to be named later, a Town Alternate Director to the Cape Light Compact Joint Powers Entity; and
4. To take any other action necessary or relative thereto.

Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

C. Financing Plan on Golf Building

Mr. Greer reported that the plan is to be paid in full through golf fees barring any weather event. Mr. Clark reviewed his memo to the Board dated April 4, 2017 as follows:

Article 18 of the May 2017 Annual Town Meeting calls for the maintenance and operational infrastructure improvements at Cranberry Valley Golf Course (CVGC). The plan calls for the demolition of the existing golf cart location structure and the construction of a new facility that will be solar capable, the reconfiguration of the existing car parking and traffic lane configuration and improvements to the existing maintenance storage facility. The golf cart storage structure will be a prefabricated building.

The Golf Director, the Chairman of the Golf Committee, Town Engineer, Facility Maintenance Director and I have been meeting to discuss this project. Based upon some preliminary estimates that have been researched the project cost is anticipated to be no greater than \$1.2 million. The Golf Committee last year established a funding source for this project at CVGC. The fund as of July 1, 2018 will contain approximately \$125,000. I have prepared two borrowing schedules, one at a 4% interest rate and a second at a 6% interest rate, depending upon the interest rate market when the Town goes out to borrow. At the 4% rate, the Town will be able to cover its costs with the existing fee structure as it stands. This does rely upon the build-up of funds to be used to offset a portion of that to cover the first five years. The higher interest rate of 6% would require additional fees to be collected above and beyond the existing bridge structure. The FY 17 rates are an additional dollar surcharge on cart rentals and two dollars on greens fees that went into effect as of January 1, 2016. I would recommend that the second rate increase be contemplated for January 1, 2018 to increase the cart fee to two dollars and the greens fee to four dollars.

This restructure should provide for contingencies due to changing interest-rate markets. I have recommended that this be a General Obligation Bond whereas if we were to have an event that would close the golf course for an extended period of time or quite honestly just a very rainy season, the revenues would be negatively impacted.

I do believe that the vast majority of the borrowing should be able to be covered in full by this fee arrangement. Please see attached schedules. The FY 17 fees generated are approximately \$48,000 and the FY 19 fees that would be generated based upon the increase of January 1, 2018 would be \$96,000. This should be sufficient funds when combined with the retained revenues to meet either schedule.

Mr. Greer and Mr. Smith took questions from the Board. Mr. Cafarelli spoke on the design aspect and took questions as well. There was no action on this item.

D. One Liners Selectmen and Finance Committee article reconciliation

The Finance Committee joined the Selectmen and called their meeting to order at 6:57 p.m.

Mr. Brown stated that the Finance Committee voted with regard to Article 14 Fund Replacement of Fire Pumper to recommend taking the money out of the Stabilization Fund. Mr. DeCosta discussed the rationale behind their vote. Mr. Clark stressed the need to build and keep reserves and said that is not a prudent action. Ms. Donahue asked for an accounting of what is in the Stabilization Fund. Mr. Hughes and Mr. LaMantia agreed with Mr. Clark. Chairman MacAskill said he agreed with Mr. DeCosta but will support the Board's vote. He noted that the Budget Message needs to be stronger next year. No action was taken by the Board.

Mr. Brown noted that the Finance Committee had a lengthy discussion on Article 20 Saquatucket Harbor Landside Renovations and said we are likely to have a lot of requests for these kind of amenities going forward. Mr. LaMantia stressed that the funds generated should be put to use for this purpose and we should structure the debt service so that it keeps the cost down lower. There was general discussion about the cost, size and design of the project. No action was taken by the Board.

Mr. DeCosta said the Finance Committee feels that the Middle School should have its own operating budget instead of paying for it with free cash. There was discussion revolving around the cost of operating the Middle School and the revenue it is generating. Mr. Brown noted that the Finance Committee has concern about the management and oversight of the revolving funds because they total almost \$800,000. Mr. Clark encouraged a discussion about fees but said he is not concerned that we are "over-feeing" people too much. Mr. LaMantia noted that you can only charge enough fees to cover the expenses and you can't make a profit. Mr. McManus clarified that the concern is over whether the decisions are being made appropriately about the expenditure of money coming in the revolving funds. He added that Mr. Brown feels that a review of the funds and how they are being operated should happen. Chairman MacAskill said he would bring this forward for discussion. Mr. Brown adjourned the Finance Committee meeting at 7:40 p.m.

TOWN ADMINISTRATOR'S REPORT

Mr. Clark reported that we are looking at a shortfall in solid waste most likely higher than last year's figure of \$166,000 and we will have to identify funds to offset the shortfall for this year.

SELECTMEN'S REPORT

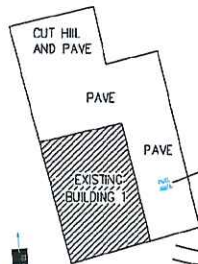
Mr. Hughes said he recently brought up the topic of sending a letter to our Congressional delegation regarding wastewater infrastructure funds and encouraged getting that done.

ADJOURNMENT

Mr. Hughes moved to adjourn at 7:49 p.m. Ms. Brown seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary



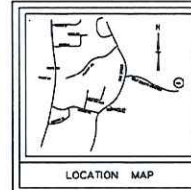
RE-LOCATE FUEL TANK
TO HERE

TWO TO ONE SLOPE

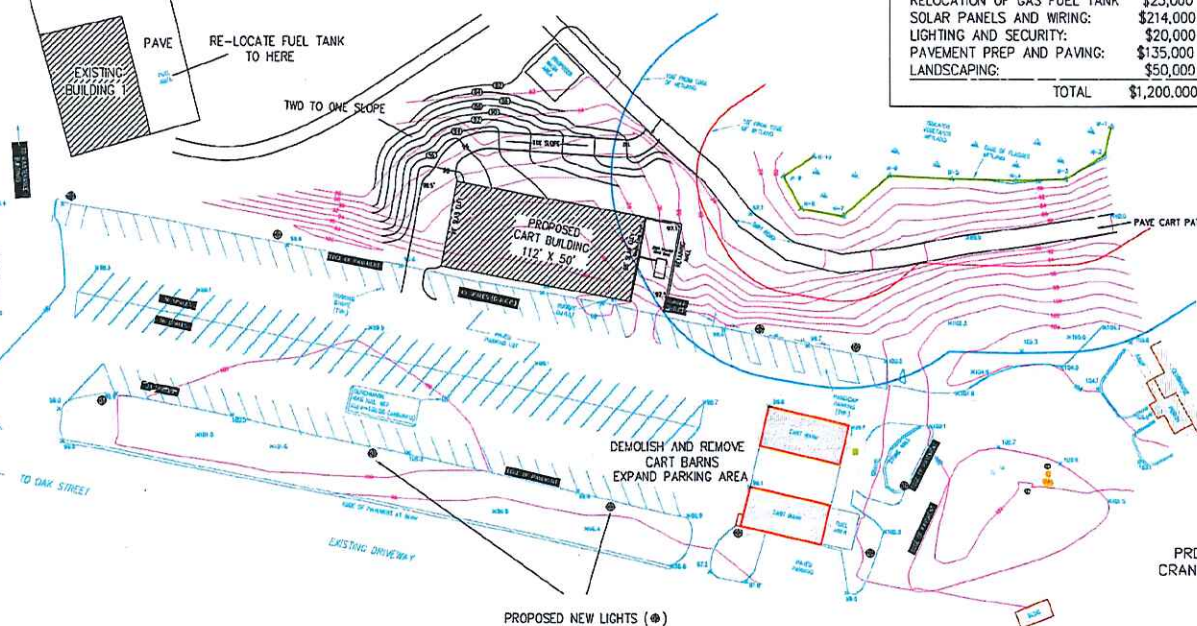
PROPOSED SCHEDULE
 APPROPRIATION: MAY 2017
 DEVELOP PLANS AND SPECS: JUNE-AUG 2017
 BID PROJECT AND AWARD CONTRACTS: SEPT 2017
 CONSTRUCTION: OCT 2017 - MAR 2018

ESTIMATED COSTS

PERMITS:	\$2,000
SITE PREPARATION:	\$80,000
FOUNDATION & CART BUILDING:	\$397,000
SLAB FLOOR PROTECTIVE COATING:	\$10,000
CART BARN ELECTRIC:	\$50,000
RE-SKINNING OF BUILDING 2:	\$100,000
ADDITIONAL PARKING:	\$51,000
WASH STATION:	\$46,000
GAS & ELECTRIC LINES:	\$10,000
CART BARN DEMOLITION:	\$10,000
RELOCATION OF GAS FUEL TANK:	\$25,000
SOLAR PANELS AND WIRING:	\$214,000
LIGHTING AND SECURITY:	\$20,000
PAVEMENT PREP AND PAVING:	\$135,000
LANDSCAPING:	\$50,000
TOTAL	\$1,200,000



NEW EMPLOYEE
PARKING
AREA
AND
MATERIAL
STORAGE



PROPOSED NEW LIGHTS (●)

SITE PLAN SHOWING
PROPOSED IMPROVEMENTS TO
CRANBERRY VALLEY GOLF COURSE

AS PREPARED FOR
CRANBERRY VALLEY GOLF COURSE

LEGEND:

DESCRIPTION	SYMBOL
EXISTING SPOT ELEVATION	88
EXISTING CONTOUR	88
FINAL CONTOUR	88
UTILITY POLE	○
CATCH BASIN	⊗
FIRE HYDRANT	⊙
LIGHT POLE	⊕
PROPOSED LIGHT POLE	⊕

PLAN VIEW

SCALE: 1"= 30'-0"



HARWICH ENGINEERING
DEPARTMENT

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FAX (508) 432-5039

REVISIONS-	DATE: JUNE 7, 2016
10/31/16	SCALE 1"=30'
	FILE NO.
	SHEET 1 OF 1

Related Documents - April 10, 2017 BOS Meeting

- 01 Agenda.pdf
- 02 Minutes - Mar 20.pdf
- 03 Minutes - Mar 27.pdf
- 04 P Zingarelli Appointment.pdf
- 05 County Gas-Diesel Bid Award.pdf
- 06 Cape Farm Supply Permit.pdf
- 07 Nstar County White Sheet.pdf
- 08 Cape Light Compact Joint Powers Entity.pdf
- 09 Golf Improvement Financing Plan.pdf
- 10 Golf Course Site Plan.pdf
- 11 One Liners - Article Reconciliation.pdf
- 12 Wastewater Meeting Notice.pdf