**TOWN OF HARWICH**

**CAPITAL OUTLAY**

***Small Hearing Room - Harwich Town Hall***

*Wednesday October 5, 2016*

*4:00 P.M.*

Present: Rich Larios, Chair; Chris Harlow; Robert George; Joe McParland; Peter Wall, and Bruce Nightingale.

Absent: Ed McManus

Also Present: Christopher Clark, Town Administrator; Assistant Town Administrator, Charleen Greenhalgh, Heinz Proft, Natural Resources; Lincoln Hopper; Sean Libby, Facilities Manager; John Rendon, Harbormaster; Ginny Hewitt, Library Director; Robbin Kelley, Cemetery, Carolyn Carey, Community Center, David Young, Wastewater, and Kim Banks

1. **Call to Order**

Chairman, Rich Larios called the meeting to order at 4:08 PM.

1. **Approval of Minutes**

September 21, 2016 **-** Postponed

1. Department Head Presentation – Detailed Overview Focus on Capital Requests for FY18 and FY19 and Overview/Rationale for requests made from FY20 through FY24

**4:00 PM DPW** – Lincoln Hooper

**Community Center Maintenance**

* Discussion of road maintenance 5 yr. plan
* 1.4 to 1.5 million dollars
* Route 39 and Pleasant Bay Road Roundabout. No taking of land. Discussion of traffic light out of character for the area.
* Rich Larios said he would like opinions regarding Route 39 and Queen Anne Road Roundabout from residents.
* Upper County Road not going as quickly as anticipated.
* Equipment requested: Volvo loader; MSW (Trash) Trailer; John Deer Tractor.

**4:30 PM Building Maintenance** – Sean Libby; Carolyn Carey and Robbin Kelley

* FY18 total $169,752 (Record Storage Community Center; Community Center Gymnasium Floor – resurfacing project; Fire Station II Plan/Design)
* FY19 Total $804,528
* Pet Cemetery/crematorium – Queen Anne Road location; available for all pet owners, not just Harwich residents; non-profit; charge for services; scattering garden or purchase lots; vets interested in the project; service to community; individual cremation; $486,000 would be paid back to the town.
* Town Hall Carpet, $52,000 (FY 19 placeholder)
* Community Center Carpet $72,500 – entire building where there is existing carpeting
* Brooks Library Generator, $110,000
* Rich Larios led a discussion about emergency preparedness regarding generators and keeping them for their useful life.
* FY2020 Total $4,105,000 (Fire Station Upgrade construction); Community Center HVAC controls – life expectancy of 15-20 years.
* Community Center roof discussed for between 2021 or 2024 estimated at $240,000

**Fire Station** – Craig Chadwick

* Fire Station Design Plan
* Fire Station II (East Harwich) Upgrade construction
* Needs analysis discussed (for RFP purposes)
* Safety issues
* FY 19 ($4 Million) place holder
* EMS – Fontaine (discussion of increase of growth and capacity)

**5:15 Wastewater** – David Young

Discussion of Phase I as follows:

* Approved by the state
* Approved by Cape Cod Commission
* Inter-Municipal Agreement with Chatham
* There is an estimated $6 Million cost associated with the capacity purchase to be paid at specific milestones (all still to be negotiated
* Education of public (Public outreach)
* Evaluate Dennis, Harwich and Yarmouth regional solution for a centralized treatment facility
* Purchase of undeveloped land
* Develop and implement fertilizer use

Discussion of Phase II as follows:

* Pleasant Bay Watershed sewers
* Harwich share of treatment plant in Chatham
* Cold Brook Natural Attenuation Project
* Hinckleys Pond Restoration (CPC Project Funding)

Rich Larios led a discussion of a 5 year plan vs. a 7 year plan for Wastewater.

**5:35 Library** – Ginny Hewitt

* Brooks Library roof replacement FY 2021 $135,000
* Library Generator FY 20 $110,000
* Interior modifications $100.000
* Ms. Hewitt discussed justifications for modifications which include: connect people and information; public access to the internet; disaster recovery center; safe haven, and normal services
* No increase in footprint for library modifications
* Ms. Hewitt discussed working with an interior designer regarding layout and options for use of space such as placement of circulation desk
* Discussion of costs for generator repair vs. replacement generator costs

Rich Larios suggested a place holder for a year ($100,000) to provide time for a design estimate. He also questioned whether or not the modifications to the library could be done internally.

Mr. Larios also said that the Capital Outlay Committee wants to consider the generator replacement for FY 19 or perhaps FY 18 with Town Administration approval.

Mary Wardom, Chairwoman of the Library Trustees, agreed with the plan to move up the generator project.

Discussion of “Band Aides” till June 30th and consideration of a new generator after July 1st. Discussion of inverter (to keep lights on at $15,000 cost) could be used elsewhere in town when full generator is replaced.

**6:07 Harbor** – John Rendon

* Review of last year’s plan
* Discussion of Saquatucket landside $3,000,000 FY 18
* Round Cove replacement $200,000 FY 18
* Wychmere bathrooms (completed)
* Shellfish Lab (completed)
* Harbor Master’s office; café design plan FY 17 ready to open in spring of 2018
* Downey property parking area (functional)
* Off season boat storage planned
* FY 18 Round River Ramp replacement $50,000 and $30,000
* Wychmere dredging FY 21 $500,000 place holder
* Allen Harbor Jetty Reconstruction FY 22 $2,000,000

1. **Old Business None**
2. **New Business**

**Bus Tour – Do in the Spring**

**Next meeting October 12, 2016**

1. **Adjourn**

**Motion to adjourn was made at 6:30 PM by Robert George. Seconded by Joe McParland. VOTE: All in Favor**

Respectfully submitted by Marie A. Hickey, Board Secretary