**TOWN OF HARWICH**

**Town Hall**

**732 Main Street, Harwich, MA 02645**

**CAPITAL OUTLAY COMMITTEE**

***Small Hearing Room***

***MINUTES***

*Tuesday. July 18, 2017*

*4:00 P.M.*

**Present**: Chairman, Rich Larios; Chris Harlow; Bruce Nightingale, and Joe McParland.

**Absent:** Peter Wall and Ed McManus.

**Also Present**: Christopher Clark, Town Administrator and Carolyn Copula, Finance Department.

1. **Call to Order**

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

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1. **Minutes**

Minutes of May 30, 2017

**Motion made by Joe McParland to approve the Minutes of May 30, 2017. Seconded by Bruce Nightingale. Vote: 4-0-0.**

1. **Election of COC Chairman, Vice Chairman and Clerk**

**Motion made by Joe McParland to nominate and elect the following:**

**Chairman: Richard Larios for three years through July 2020**

**Vice Chairman and Clerk: Chris Harlow. Seconded by Bruce Nightingale. Vote: 4-0-0.**

1. **Discussions:**
2. Review Wastewater Plan

* Discussion of $20M appropriation.

1. Discussion of Bus Tour Visits

* Chairman Larios thanked all of the Department Heads by way of Chris Clark for their cooperation on the Bus Tour.
* Discussion of Water Tank painting.
* Fire Station: Joe McParland reported RFP will be published in the *Register* tomorrow (July 19th) and *Chronical* a day after tomorrow (July 21st) regarding Design Bids. Open Bids on August 3rd. Sign Contract on August 21st.
* Discussion of changes to Fire Station: $310,000 for planning ear marked by Town Meeting. No definite number until spring. Project to stay within $3M.
* Discussion of Middle School use as Cultural Center and the costs involved.

1. New Capital Appropriation Plan (CAP) timeline and request forms

* Discussion of any Capital Improvement Projects having a representative from COC on their committee.
* Discussion of Open Agenda Item of COC for Open Projects.
* Cape Tech Project discussed (12% of $120 M = $700,000)
* Discussion of the fine job done by Town people: DPW; Garden Club etc.).
* Bruce Nightingale said that the new beach benches installed by Shawn Libby were very much appreciated by the Towns people.

1. Debt Service Information

* No changes per Chris Clark.
* New audit firm: Powers & Sullivan from Wakefield, MA.

1. **Old Business**

* Discussion regarding Finance Committee members not being on any other Town Committee except Capital Outlay Committee per Town By Law.

1. **New Business**

* No COC meeting in August.
* Next COC Meeting September 19th at 4:00 PM. Small Conference Room at Town Hall.

1. **Adjourn**

**Motion to adjourn was made at 5:10 PM by Joe McParland. Seconded Bruce Nightingale. Vote: 4-0-0.**

Respectfully submitted by Marie A. Hickey, Board Secretary