

**MINUTES  
SELECTMEN'S MEETING  
GRIFFIN ROOM, TOWN HALL  
TUESDAY, JANUARY 17, 2017  
6:30 P.M.**

**APPROVED**

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

**OTHERS PRESENT:** Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Chief Clarke, Scott Tyldesley, John Rendon, Joe McParland, Anne Stewart, Matt Hart, Sally Urbano. Craig Chadwick, Richard Waystack, and others.

**MEETING CALLED TO ORDER** at 6:30 p.m. by Chairman MacAskill.

**PUBLIC COMMENT/ANNOUNCEMENTS**

Ms. Urbano requested that the CPC reconsider their vote on their recent decision to deny the Historical Commission's project proposal for 2016-17 regarding the area of West Harwich up for National Registry nomination.

**CONSENT AGENDA**

- A. Minutes:
  - 1. December 12, 2016 Regular Session
  - 2. December 19, 2016 Regular Session
- B. Confirm appointment of Raymond Chesley as Building Commissioner for the Town of Harwich as recommended
- C. Accept the resignation of David Sadoski as a member of the Recreation and Youth Commission effective immediately
- D. Accept the resignation of Greg Winston as a member of the Historic District/Historical Commission effective January 19, 2017

Ms. Kavanagh moved approval of the Consent Agenda. Mr. Hughes seconded the motion and the motion carried by a unanimous vote. Chairman MacAskill noted that Mr. Winston has served on the Historical Commission for 30 years and thanked him for his service.

**PUBLIC HEARINGS/PRESENTATIONS** *(Not earlier than 6:30 P.M.)*

- A. Station 2 Committee presentation on conceptual plans and estimated costs

Craig Chadwick, Chair and Richard Waystack, Vice-Chair, provided the attached Power Point presentation on the conceptual plans and estimated costs for the Station 2 project. They asked for the Board's support in moving forward with a warrant article and took questions in regard to costs, services, timeline, and design. The Board, by consensus, expressed support for the project. Mr. LaMantia requested that they also provide the cost to equip the building. Mr. Clark noted that there is a draft article ready to go and a ballot question will be required as well.

**OLD BUSINESS**

#### A. West Harwich School update

The Board discussed putting out a new RFI for the West Harwich School as well as potentially demolishing the building and the potential use of the property for a pumping station for our wastewater program in the future. Mr. Hughes noted that it wouldn't be needed for 5-10 years but would be very beneficial to the wastewater program. Mr. LaMantia liked the idea but recommended sending out one more RFI. Mr. Hughes noted that any RFI should indicate that rest rooms must be available to the public. Ms. Brown noted that in the past she suggested selling the building as there are a group of citizens interested in restoring its historic integrity, but she now believes we may need it for the wastewater program. She added that she doesn't believe we need another RFI. Ms. Kavanagh agreed and suggested moving the building. Chairman MacAskill asked if the RFI can be structured in a couple of ways including use and for purchase/removal. Mr. Clark agreed and said the property could be used for a pumping station or recharge area. A resident of 55 Smith Street said there is interest in West Harwich to restore this building. Mr. Clark said he would work on an RFI to rehab and remove this building. Mr. Hughes moved that we craft and issue a new RFI for the West Harwich School which looks at rehabbing the building and potential uses for the building as well as potentially relocate the building or selling the building. Ms. Brown seconded the motion. Ms. Urbano stated that it was unthinkable to move the building and historic standards indicate that is not a way to preserve the building. She asked the Board to take out "removal of building." The Board did not reconsider and the motion carried by a unanimous vote.

#### **NEW BUSINESS**

##### A. Saquatucket water-side project update/discussion

Mr. Hart, Waterways Committee Chair, stated that the Corps of Engineers has changed some of their policies and if the Town cannot move forward we will lose the \$1,000,000 grant. He stated that if we develop a harbor within the existing footprint we must have handicap accessibility which reduces the number of slips in the harbor now. He said they are being told that they don't want us to extend the dock out toward Nantucket and there is an issue with dredging. He commented that right now we are dead in the water.

Mr. Rendon stated that the design is 90-95% complete, Annual Town Meeting has approved the funding, and we got a \$1,000,000 grant toward construction. He stated that there have been delays with regard to permitting with the Army Corps. He explained that our initial testing on dredge material failed and that required us to do additional biological testing which is being done currently and all looks good right now. He stated that hopefully we are coming to conclusion that we can dispose of our dredge material in Rhode Island sound and we should know within a month. He noted that this has caused delay and additional cost as biological testing is not cheap. He further explained that part of our design was to extend our east dock into the Federal Navigation Area and there has been a change in how these requests are being viewed by the Navigation branch of the Army Corp. He stated that we submitted our permit package in March which is reviewed by the Navigation branch and there is now a lot more scrutiny and you must have a compelling need. Mr. Rendon explained that he thinks there is such a need as evidenced by the fact that it is a safety issue, we aren't in compliance with handicapped accessibility right now which isn't serving our public well, we get a large number of fishing boats from Chatham operating out of Harwich as the bar in Chatham is worse than ever, we are a safe haven for transients, and our waiting list is 20 years out. He noted that the review, called Section 408 review, can take 6-9 months. He stated that he has pushed as hard as he can but he doesn't consider it dead in the water. He noted that we have gotten a one year extension on the grant.

Mr. Clark reported that we have engaged Congressman Keating's office and perhaps the next step is to contact the senators and get it on their radar. He said we can prepare a letter for the Board's next meeting. Ms. Kavanagh recommended going to Governor Baker as well as coordinating with the Cape Cod Commission and Fishermen's Alliance. Mr. Hughes recommended pushing the importance of the effect on our economy as well as contacting Kopelman & Paige to see if they have any contacts on the Army Corps. The consensus of the Board was to draft letters to the senators and anyone else they can. Mr. Hart agreed to send Mr. Clark his notes to assist in drafting the letters.

Mr. Rendon pointed out that there is an alternative process where we can appeal through an Act of Congress to take ownership of that half of our harbor currently controlled by the Corps. He noted that it is a lengthy process so it would be used secondarily. The Board agreed to bring back a letter next week.

#### B. CDM Smith Phase II Contract – discussion

Mr. Clark reported that he, the Town Engineer and Water Superintendent are recommending the award of contract for the Pleasant Bay south area to CDM Smith. The Board was in agreement with the recommendation and commented on the professionalism of the firm. Mr. Hughes suggested inviting one or two of the principals of the company in to make a presentation and Chairman MacAskill recommended getting reference checks.

#### C. Petition Article procedure

Chairman MacAskill questioned Mr. Clark's traditional involvement in preparing petition articles. Mr. Clark noted that the procedure is somewhat new and it came as a result of a Town Meeting in which there were 7 petition articles and only one was legally valid to be voted on. He stated that the time involved varies but is probably 1-2 hours depending on the complexity of the proposal. Chairman MacAskill questioned if it is a guideline or policy and Mr. Clark pointed out that the procedure was voted by the Board. Mr. Hughes commented that giving people guidance makes sense legally and it behooves us to do that. Ms. Kavanagh agreed.

#### D. Action Item Register

Chairman MacAskill noted that this is just an update and encouraged the Board to keep working on their items.

### **TOWN ADMINISTRATOR'S REPORT**

#### A. Middle School Building Use – final version with recommended changes

Mr. Clark noted that the document is informational only and there is an effort to fill up the building. No action was taken.

#### B. Cape & Vineyard Electric Co-op Service Contract

Mr. Clark reported that we received the contract from CVEC in the amount of \$22,000 and he has signed it. He added that there is nothing in the document of concern and it is now operative.

### C. Snow and Ice Deficit

Mr. Clark reported that we have gone over the snow and ice budget, we have \$500,000 out of free cash to cover it and if we don't spend it, it goes into reserves.

### **SELECTMEN'S REPORT**

Mr. Hughes asked to compare the CVEC spreadsheet of September 2015 through September 2016 to now and to show the break down and net benefit.

Chairman MacAskill stated that he cannot attend the MMA meeting. Mr. Hughes moved that Angelo LaMantia represent the Board of Selectmen of the Town of Harwich at the annual MMA meeting on Saturday, January 21st and vote our wishes at the meeting as our representative. Ms. Brown seconded the motion and the motion carried by a unanimous vote.

Chairman MacAskill reported that he attended the Water Commission meeting and they have agreed to be an off-taker but they want a modification that they will get an accounting once a year.

### **ADJOURNMENT**

Chairman MacAskill adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Ann Steidel  
Recording Secretary



## Rehab and Renovation Committee

### • COMMITTEE MEMBERS

- Craig Chadwick, Chairman
- John Clarke
- Sean Libby
- Joseph McParland
- Joseph Rego
- Scott Tyldesley
- Richard Waystack, Vice Chairman

### AD HOC MEMBERS

- Robert Caffarelli
- Norman Clarke
- Charleen Greenhalgh
- David LeBlanc
- Paul Sweetser

## Fire Station #2 Rehab and Renovation Committee

Board of Selectmen January 17, 2017



**Intersection of Rt. 137 & Rt. 39**



**Fire Station #2**





### **Lack of private alert rooms for mixed gender staff**

## **Overview**

- The “current state” of STA #2 no longer meets the needs of the Fire Department and Community in a safe and effective manner and needs to be upgraded to meet current operational and future needs.
- At a minimum, the following requirements are essential to a successful project:
  - Building Code and Safety Compliance
  - Fire Station Best Practices for “Usability”
  - Energy Efficient and Environmentally Friendly
  - Financially Feasible (reuse/repurpose where and when makes sense)
  - Maintain Highest Level of Service to the Community

### **Not enough room to house apparatus assigned to STA#2 including new ambulance**



## **Background**

- Building constructed in 1976 (40 years old)
- Some modifications/upgrades made in 1995, as well as maintenance over the years
- Staffing and Apparatus have increased over the last 40 years to support call volumes





**Paramedic utility truck stored outside causing delays in response during inclement weather**



**No privacy in walk-in medical exam/treatment area located in Foyer entrance**





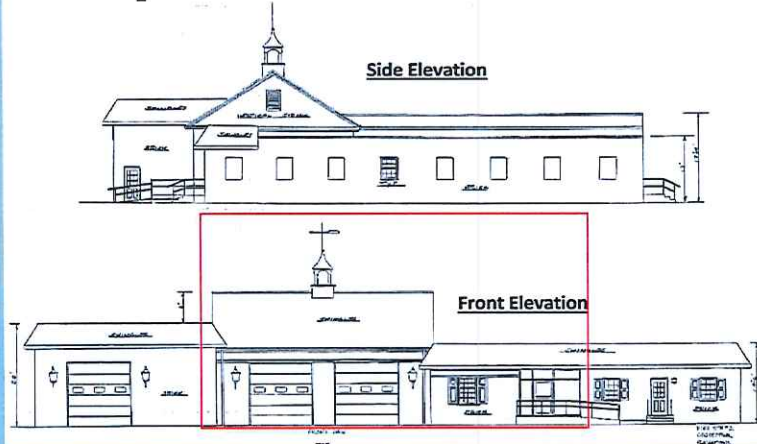
## Next Steps

- January 2017: Present Conceptual Plan to Board of Selectman for approval of warrant article for 2017 Town Meeting
- Feb.- May 2017: Conduct Community Education and Outreach
  - Committee Webpage
  - Channel 18 programs
  - Open house

## Critical building and usability deficiencies

- A number of antiquated or end of life building system components still in use
- Lack of Automatic Fire Sprinklers throughout building (NFPA requirement for new emergency buildings) Lack of private alert rooms for mixed gender staff
- Lack of Classroom/Training/Conference area
- Lack of Supervisor office

## Conceptual Elevation

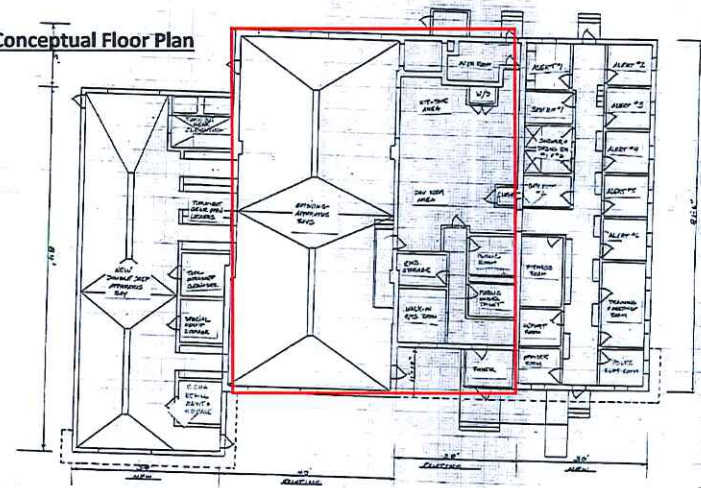


## Actions to date

- March- Sept 2016: Identified building and usability deficiencies, defined current and future needs
- Oct 2016: engaged Gary Barber, Building Consultant to assist with feasibility and concept development
- Nov 2016: Capital Outlay Committee approved \$310,000 Debt Exclusion figure for Architectural and Engineering plans for FY18
- Nov 2016: Capital Outlay Committee approved/reconfirmed original \$4 MIL construction estimate for FY19
- Dec 2016: Approved and accepted Conceptual Plan from Building Consultant



Conceptual Floor Plan



**Thank You**

## Related Documents - January 17, 2017 BOS Meeting

- 01 Agenda.pdf
- 02 Minutes Dec 12.pdf
- 03 Minutes Dec 19.pdf
- 04 Building Commissioner.pdf
- 05 Resignation - D Sadoski.pdf
- 06 Resignation - G Winston.pdf
- 07 Station 2 plans and costs.pdf
- 08 W Harwich School Bldg.pdf
- 09 Saquatucket Marina Project.pdf
- 10 Saquatucket Marina Project.pdf
- 11 CDM Smith Memo.pdf
- 12 CDM Smith - Harwich Wastewater.pdf
- 13 Article submission guidelines.pdf
- 14 Action Item Register.pdf
- 15 Final Room Rental Agreement.pdf
- 16 CVEC Service Contract.pdf