

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, SEPTEMBER 18, 2017
6:30 P.M.**

APPROVED

SELECTMEN PRESENT: Ballantine, Brown, Howell, Kavanagh, MacAskill

OTHERS PRESENT: Town Administrator Christopher Clark, Chief Clarke, Carolyn Carey, Lee Culver, Cyndi Williams, Sally Urbano, Ed McManus, Jack Brown, Richard Elrick, Noreen Donahue, and others.

WEEKLY BRIEFING

No one appeared before the Board.

PUBLIC COMMENT/ANNOUNCEMENTS

Mr. Brown, President of the Friends of the Harwich Council on Aging, reported that they will be sponsoring a dinner and dance on October 20 at the Sea View in Dennis.

Chief Clarke commented that the Cranberry Festival at its new location was a great success and thanked all involved for their efforts. Ms. Williams of the Chamber also thanked all those involved in all the events associated with the Cranberry Festival.

Mr. Elrick, who noted that he is a resident of Barnstable, stated that he read a report in the newspaper regarding the Board's action to ban the retail sale of marijuana in Harwich and there was a great concern raised by what was quoted. Chairman MacAskill stated that the speaker is not a resident of the Town of Harwich and he is not going to allow this public comment.

Ms. Urbano stated that her comments are regarding the Board's meeting of September 5 as it pertains to her and the Housing Authority. Chairman MacAskill asked if she was speaking on behalf of the Housing Authority or as an individual and she responded that she was not speaking on behalf of the Housing Authority. He suggested that she send a request to the office and he would agenda this next week. Chairman MacAskill said he would have her removed if she continued to speak as this belongs as an agenda item with the Housing Authority. He said it was not appropriate for her to speak for the Housing Authority did not allow her to comment further.

Mr. McManus, President of the Harwich Cranberry Festival, thanked everyone in Town who helped out with the Cranberry Festival including the DPW, Community Center employees, Public Safety Departments, Joanne Clancy, Monomoy Key Club, Recreation & Youth Committee and many others.

CONSENT AGENDA

- A. Approve Minutes
 - 1. July 3, 2017 Regular Session
 - 2. September 5, 2017 Regular Session
- B. Approve application for Road Race by Fall 50 Cape Cod to be held on September 30, 2017

- C. Approve the appointment of additional Election workers per the request of the Democratic and the Republican Town Committees
- D. Accept the resignation of Robert Aron as a member of the Council on Aging
- E. Approve the appointment of James Hilliard as a full member of the ZBA from an alternate position
- F. Approve the award of contract for the Saquatucket Marina landside project to Eastward Companies in the amount of \$2,797,338

Chairman MacAskill stated that he is pulling Item A1 as the minutes were already voted, as well as pulling Item F as it is not quite ready yet. Mr. Ballantine moved approval of the balance of the agenda. Mr. Howell seconded the motion. Mr. Howell reported with regard to Item E, that there are no other applicants and they are worried about having a quorum. Ms. Brown was in agreement with the recommendation to appoint Mr. Hilliard. The motion carried by a unanimous vote.

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

A. Annual Meetings with the Selectmen:

1. Community Center Facilities Committee

Mr. Culver, Chair, delivered the annual report of the Community Center Facilities Committee. He and Ms. Carey took questions and comments from the Board.

2. Council on Aging

Mr. Waystack introduced new Council on Aging Director Judi Wilson. He delivered the annual report of the Council on Aging and took questions and comments from the Board.

OLD BUSINESS

A. Wastewater Governance – discussion

Mr. Ballantine outlined a draft of responsibilities for the Board of Selectmen and a Water/Wastewater Commission pertaining to wastewater governance (attached). He recommending expanding the elected 3 member Water Commission to an elected 5 member Water & Wastewater Commission. He stressed that we need a Project Manager to carry this through and that Mr. Clark made a strong argument that he can fulfill that role. Mr. Howell pointed out that there is nothing in the Charter that talks about a Wastewater Superintendent and the Water Superintendent is hired and governed by the Water Commissioners. Mr. Ballantine said it is noted in the document that this will require a Charter change. Mr. Clark said he would oversee the project with assistance from Mr. Cafarelli, Mr. Pelletier and CDM Smith. The Board took comments from Ms. Donahue and Mr. McManus who encouraged the hiring of a Project Manager. Chairman MacAskill noted that the Water Commission has endorsed the 5 member Board. Mr. Howell commented his concern is that when everybody is responsible for everything, no one is responsible for anything and we can't have 2 or more bosses. Mr. Ballantine recommended the Board go ahead with this as a governance model and with the idea of Project Manager and asked Mr. Clark to identify the pieces that would go toward the Project Manager role and we can revisit this in a few months and decide if we need to assign someone to that. Chairman MacAskill asked that Mr. Ballantine submit that request to him as an agenda item. Mr. Howell moved to approve the governance of future Water/Wastewater Commission with a change as noted to the

duties of the Superintendent and who he or she reports to in accordance with the way 6-6-3 (of the Charter) reads currently. Ms. Kavanagh seconded the motion and the motion carried by a unanimous vote.

B. Wastewater Implementation Committee - Charge revisions

Mr. Ballantine suggested changing the name of the committee to the Wastewater Advisory Committee. He outlined the draft charge (attached) and took questions from the Board. Mr. Howell expressed concern that it should also be public driven and meetings should be in the evenings so people can attend. He added that the charge should include language to solicit public input and Mr. Ballantine said he would add that. Ms. Brown stated that 7 members would be better and Chairman MacAskill expressed concern about filling the membership. He said 5 members with staff would be better. Mr. Clark agreed and said having 5 citizens makes sense because it is a more functional number and staff would be available to them. Mr. Ballantine agreed and said the key is their dedication to the committee. Ms. Kavanagh was also in favor of 5 members. Ms. Donahue said the committee is truly for support and suggested naming it the Wastewater Support Committee. Ms. Kavanagh moved that we approve the new charge of creating a Wastewater Support Committee that will help to serve and develop the Comprehensive Wastewater Management Plan and consist of 5 members and will have point people within the department that will assist with the charge that's written. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

NEW BUSINESS

A. Refer alleged violation of Liquor/Entertainment License to Administrative Officer to conduct hearing

Mr. Howell moved to refer the alleged violation of Liquor/Entertainment License to the Administrative Officer to conduct a hearing. Ms. Brown seconded the motion and the motion carried by a unanimous vote.

TOWN ADMINISTRATOR'S REPORT

B. Departmental Weekly Reports – September 11-18

No action was taken on this item.

Mr. Clark distributed a brochure entitled "The New Cape Cod Regional Technical High School" (attached).

SELECTMEN'S REPORT

A. Professional Public Meeting

Chairman MacAskill stated that the gentlemen who tried to speak at the beginning of the meeting was part of pro pot group that was pushing the legislation. He stated that this Board voted and supported our Public Safety Chiefs and if he would like to request an agenda item we can have that debate.

ADJOURNMENT

Ms. Kavanagh moved to adjourn the meeting at 8:02 p.m. Ms. Brown seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary

Harwich Wastewater Governance

Board of Selectmen

Responsibilities:

- Act as Wastewater Management Authority responsible for meeting Section 208 requirements.
- Will assign day-to-day administrative duties to the Town Administrator who in turn will work with applicable staff to maintain compliance with state and county regulations.
- Implementation of the Comprehensive Wastewater Management Plan as approved by the Cape Cod Commission and the Commonwealth of Massachusetts Department of Energy and Environmental Affairs. Including
 - Implementation of the eight phases described in the plan
 - Overall policy authority including
 - Construction
 - Project development
 - Construction and related capital funding
 - Town policy issues such as
 - Fertilizer management education
 - Effluent recharge (if necessary)
 - Land use controls (Open space)
 - Alternative technologies
 - Regional approaches
 - Collection system special funding requirements
- Funding of plan capital projects
 - Town generated revenue
 - State support, e.g., State Revolving Fund
 - A Wastewater Enterprise fund separate from the current Water Enterprise Fund will be drafted as soon as possible to provide a repository for operational funding.

Water/Wastewater Commission

Propose required Charter change to change the current three-member elected Water Commission to an elected five-member Water & Wastewater Commission

Responsibilities:

- Operations and Maintenance of each program phase will be handed off to the Water & Wastewater Commission when construction of each phase is completed.

- Operations and Maintenance will include responsibilities as currently assigned to the Water Commissioners but as expanded to include Wastewater.
- Responsibilities of the Water Superintendent will be expanded to include Wastewater as described in the current position description
- The Water/Wastewater Superintendent will have a dotted line responsibility to the Town Administrator to help with CWMP implementation and to aid in the transfer Operations/Maintenance responsibilities when each construction phase has been completed.

Town of Harwich

Wastewater Implementation Committee

Purpose:

Several wastewater committees have served to develop the Comprehensive Wastewater Management Plan (CWMP).

The CWMP now needs to be implemented through the Town Administrator directing and utilizing Town staff. The Wastewater Implementation Committee will act as a resource to the Town Administrator in the completion of wastewater activities.

The Wastewater Implementation Committee will advise the Board of Selectmen on implementation progress and issues with special attention to resident input, effective public outreach, sources/uses of funds and implementation of appropriate adaptive management measures. The committee will also monitor critical implementation deadlines.

Scope:

Major responsibilities:

- Coordinate and assist with public outreach as it relates to activities and education regarding implementation of CWMP activities.
- Continue oversight of the ongoing water monitoring program
- Review and update the CWMP as needed
- Support development and maintenance of a data base of existing and emerging technologies related to wastewater management.
- Advise the Board of Selectmen on wastewater cost allocation policies and methodologies.
- Recommend Charter revisions, special legislation and zoning changes which may be needed to implement proposed alternative technologies, organization and funding strategies.
- Aid in the preparation of required Town Meeting Articles.
- Monitor implementation of the CWMP for regulatory compliance.
- Seek external funding.

Membership:

The committee will be comprised of five community volunteers appointed by the Board of Selectmen. The volunteers will serve a three year term. The first appointees shall be appointed to staggered terms.

Ad-hoc members may be requested for specific expertise on a limited basis.

Procedures:

The WIC will meet monthly or more frequently if needed.

The advisory committee will be responsible for holding periodic public meetings as frequently as necessary to accomplish its purposes.

The WIC will provide updates of the status CWMP/regulatory commitments to the BOS. A comprehensive action data base will be maintained by town staff to aid in tracking this information.

In addition to reporting to the Board of Selectmen, the Committee will provide annual updates as requested by the Capital Outlay and Finance Committees

Dissolution:

Upon substantial completion of each Phase of the CWMP, the Selectmen will evaluate the need to continue the functions of the Wastewater Implementation Committee.

The New

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL

Presented by Cape Cod Regional Technical High School Building Committee



WELCOME

On October 24, 2017, there will be a district-wide vote to approve the debt for the new building project. The Cape Cod Regional Technical School Building Committee thanks the community for the remarkable support that this project has received to date.

Barnstable-Brewster-Chatham-Dennis-Eastham-Harwich-Mashpee-Orleans-Provincetown-Truro-Wellfleet-Yarmouth

351 Pleasant Lake Ave, Harwich, MA 02645-9904

508.432.4500 www.capetech.us



FINAL DECISION

Utilizing an objective criteria, new construction to the east side of the current facility clearly emerged as the preferred solution, achieving unanimous support of the CCT School Building Committee. This design satisfied the Educational Plan and caused the least disruption to student learning while cost remains nearly the same as a major renovation.

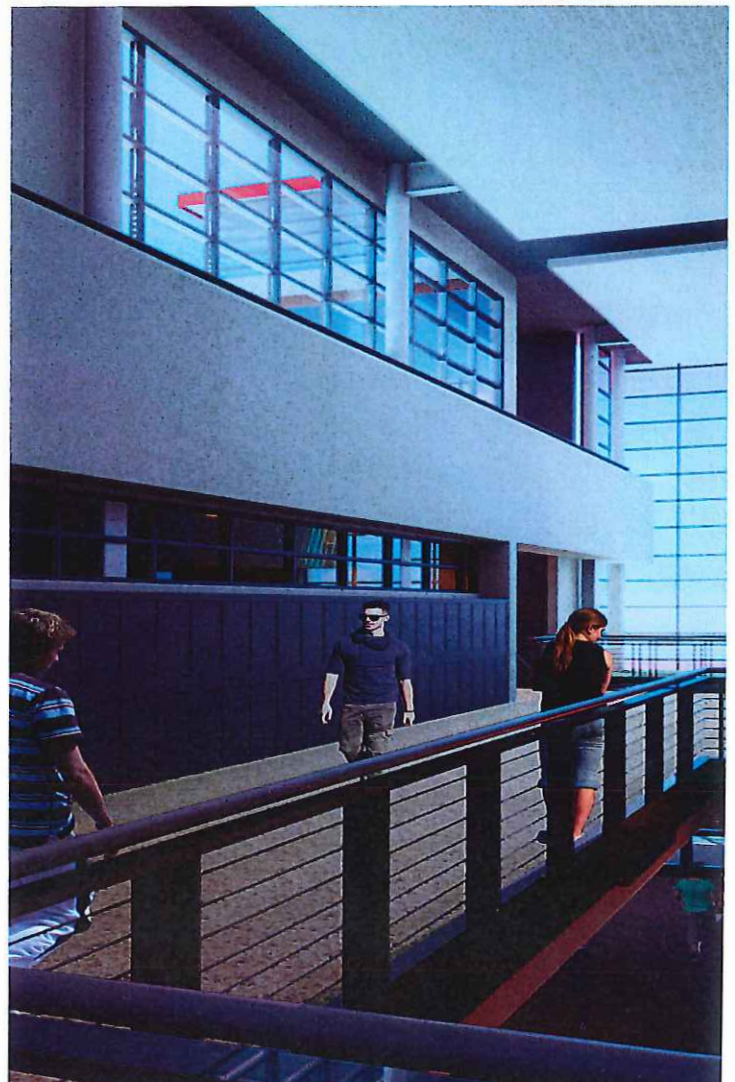


Lower Level Plan

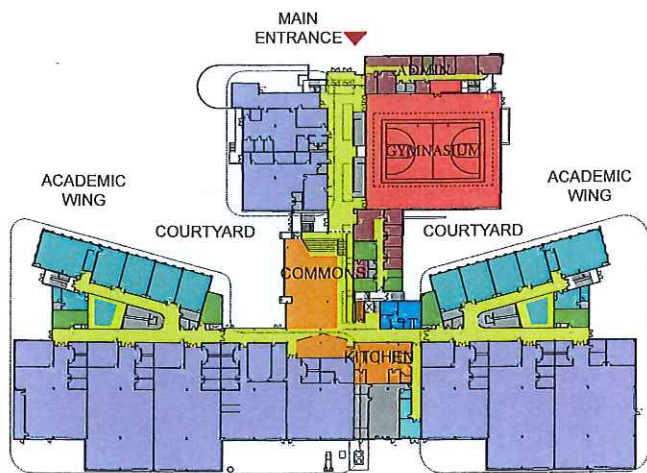
TAX IMPACT

BASED ON 30 YEAR BOND

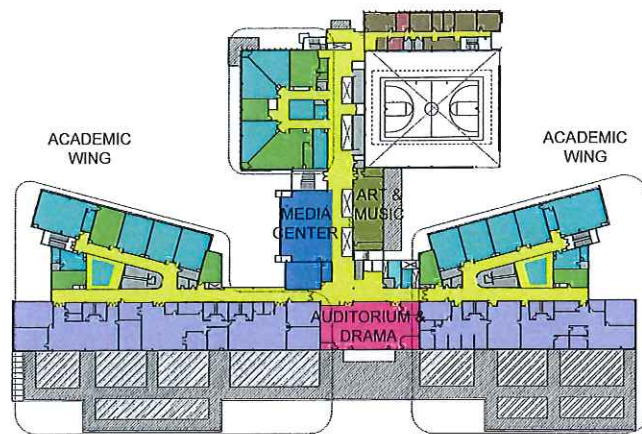
Cape Cod Regional Technical High School Project Tax Impact by Town			
Total Project Cost			\$ 127,946,027
Reimbursement Rate			45.45%
Effective Reimbursement Rate			32.75%
District Share of the Project			\$ 86,043,703
Town	Average Assessed Single Family Home Value	Tax Rate	Estimated Bill per year
Barnstable	\$ 318,600	\$ 0.14	\$ 44.60
Brewster	\$ 485,421	\$ 0.11	\$ 53.40
Chatham	\$ 872,614	\$ 0.01	\$ 8.73
Dennis	\$ 431,218	\$ 0.09	\$ 38.81
Eastham	\$ 467,642	\$ 0.05	\$ 23.38
Harwich	\$ 475,036	\$ 0.14	\$ 66.51
Mashpee	\$ 485,960	\$ 0.11	\$ 53.46
Orleans	\$ 758,205	\$ 0.03	\$ 22.75
Provincetown	\$ 891,429	\$ 0.02	\$ 15.15
Truro	\$ 749,629	\$ 0.01	\$ 9.75
Wellfleet	\$ 603,741	\$ 0.03	\$ 18.11
Yarmouth	\$ 336,907	\$ 0.22	\$ 74.12



Upper Level Corridor



Main Level Plan



Upper Level Plan

TIMELINE



DESIGN CONCEPT

The proposed new Cape Cod Tech is envisioned to be a 21st century technical high school that embodies the values and workforce demands of the region in an educationally appropriate and cost-effective structure. Specifically, the new school will be flexible, sustainable, and relevant to its setting.

To achieve these goals the new Cape Cod Tech will be a compact, three-story, H-shaped design fitting well into the available buildable area adjacent to the existing school. The main floor will be stepped to follow the sloping topography of the existing site, while also providing the additional headroom necessary for the Construction and Transportation shops. The building will be located at the high point of the site, with the main entrance to be the focal point of the re-aligned entrance drive.



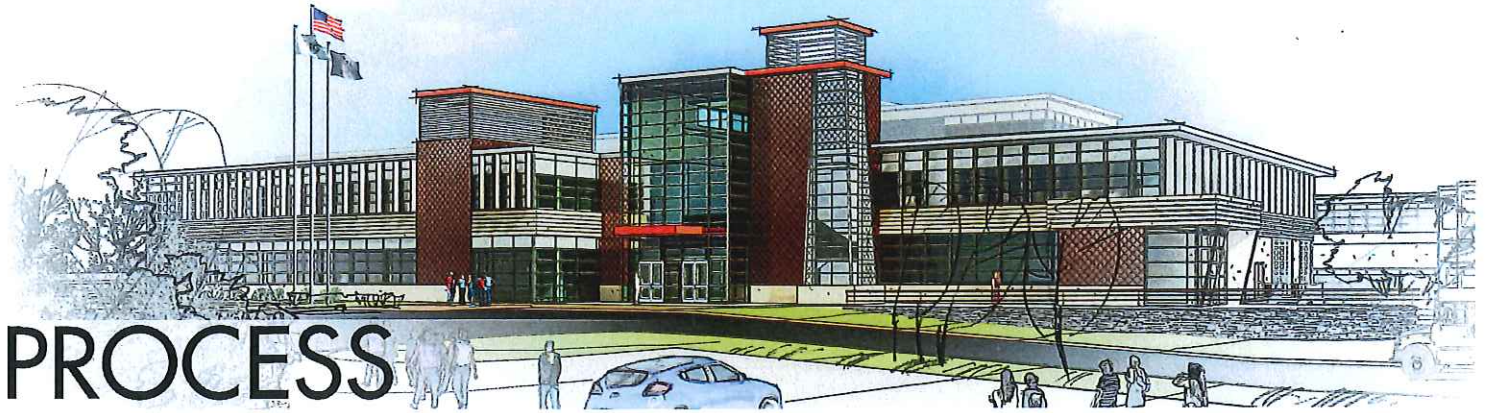
Media Center



Flex Space



Student Common



PROCESS

How did we get to a decision?

The CCT School Building Committee, representing the twelve communities of the district, is committed to a transparent and systematic approach to decision-making to ensure a fiscally responsible, educationally appropriate solution to replace the current outdated and deficient technical high school.

EDUCATION PLAN: The process began with development of an Education Plan. This document was produced by the CCT Administration with the help of a professional educational planner. The Plan, available at www.capetech.us, details a vision for a 21st century education.

OPTIONS: The Building Committee developed a strategic process to review all possible options for the school. Six different options for the project design were analyzed including 1 option for renovation, 2 options for renovation and addition and 3 options for the new construction.

CRITERIA: All of the options were measured against a list of 7 criteria to assess the most preferred option. The criteria addressed objective standards of COST & SCHEDULE as well as qualitative standards such as compliance with the Educational Plan and disruption to staff and students.

PROJECT: The Committee and MSBA determined that the selected option of new construction best met the evaluation criteria and is the most fiscally responsible and educationally appropriate solution for the District.



SITE

Including

- Two new playing fields
- No disruption to existing fields
- Associated parking and traffic circulation
- New septic system



Related Documents - September 18, 2017 BOS Meeting

- 01 Agenda.pdf
- 02 Minutes - September 5.pdf
- 03 Fall 50 Cape Cod Road Race.pdf
- 04 Additional Election Workers.pdf
- 05 COA resignation.pdf
- 06 ZBA Appointment.pdf
- 07 Saquatucket Landside Contract.pdf
- 08 Annual Rpt - Com Ctr Facilities.pdf
- 09 Annual Rpt - COA.pdf
- 10 Wastewater Governance.pdf
- 11 Wastewater Implementation Charge Draft.pdf
- 12 License Violation - Perks.pdf
- 13 SAQ Landside Project - Update.pdf
- 14 Department Weekly Reports.pdf
- 15 Public Meetings - Committee Handbook.pdf