

# 2017 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

# HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2017



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***IN MEMORIAM***  
***2017***

JAMES BARKER  
Department of Public Works

ROBERT CYBULSKI  
Traffic Safety Committee

MARGUERITE FERRIERA  
Brooks Free Library Trustee

ADRIENNE JOHNSON  
Council on Aging

JEAN ANN MCLAUGHLIN  
Disability Rights Committee

WILLIAM REUSS  
Department of Public Works

ROBERT WIDEGREN  
Brooks Free Library Trustee  
Planning Board  
Board of Selectmen

BROOKE WILLIAMS  
Harwich Housing Authority

*We remember those who have passed away and are grateful  
for their years of faithful service given to the Town of Harwich*

***HALL OF FAME INDUCTEES***  
***2017***

Arthur Francis "Pete" Watson, Jr.

**GIFTS TO THE TOWN  
2017**

Harwich Garden Club

Ora Gaylord Arooth Trust

Brendan O'Reilly

***With gratitude for your thoughtfulness and generosity  
on behalf of the residents of the Town of Harwich.***





# ADMINISTRATION

## Elected Town Officers - 2017

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### BOARD OF SELECTMEN

Michael D. MacAskill, Chair	Term expires May 2019
Julie E. Kavanagh, Clerk	Term expires May 2019
Jannell M. Brown	Term expires May 2018
Donald F. Howell	Term expires May 2020
Larry G. Ballantine	Term expires May 2020

### HOUSING AUTHORITY

Sandra Woodbridge	Term expires May 2021
Judith Underwood	Term expires May 2020
Randall Pond	Term expires May 2019
Robert MacCready – Interim Appointment	Term expires May 2018
Executive Director: John Stewart	
State Appointee: Sally Urbano	

### MODERATOR

Michael D. Ford, Esq.	Term expires May 2018
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### MONOMOY REGIONAL SCHOOL COMMITTEE

Donna Richardson	Term expires May 2019
Robert T. Russell	Term expires May 2018
Sharon Stout	Term expires May 2020
Brian Widegren, Chairman	Term expires May 2020

### TOWN CLERK

Anita N. Doucette	Term expires May 2019
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### TRUSTEES, BROOKS FREE LIBRARY

William D. Crowell	Term expires May 2019
Ann B. Emerson	Term expires May 2019
Joan McCarty	Term expires May 2018
Jeannie S. Wheeler	Term expires May 2018
Kathleen Remillard	Term expires May 2018
Mary Warde, Chair	Term expires May 2020
Joanne Brown	Term expires May 2020

**WATER COMMISSIONERS**

Danette Gonsalves	Term expires May 2019
Gary Carreiro, Chair	Term expires May 2018
Allin P. Thompson	Term expires May 2017

**BARNSTABLE COUNTY ASSEMBLY OF DELEGATES – ELECTED**

Edward J. McManus - Harwich Representative

**BARNSTABLE COUNTY COMMISSIONER - ELECTED**

Leo Cakounes

**APPOINTED BY THE MODERATOR**

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL  
DISTRICT COMMITTEE**

Robert J. Furtado	Term expires May 2019
Lee Culver	Term expires May 2020

**FINANCE COMMITTEE**

Jon Chorey	Term expires June 30, 2019
Laurie Gillespie-Lee	Term expires June 30, 2019
Noreen Donahue	Term expires June 30, 2019
Dana DeCosta	Term expires June 30, 2018
Jack Brown	Term expires June 30, 2018
Edward J. McManus	Term expires June 30, 2018
Mark Ameres	Term expires June 30, 2020

Recognition to: Larry Ballantine; Rich Larios

**SURVEYOR OF WOOD & LUMBER**

Ray Chesley	Term expires May 2018
-------------	-----------------------

**TRUSTEES, CALEB CHASE FUND**

Paul V. Doane	Term expires May 2020
James Simpson, Esq.	Term expires May 2019
Robert Doane	Term expires May 2019

**APPOINTED BY THE BOARD OF SELECTMEN**

**BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE**

John Rendon, Regular Member/Representative	Term Indefinite
Mark Russell, Alternate Member/Representative	Term Indefinite

**BARNSTABLE COUNTY HEALTH & HUMAN SERVICES AND ENVIRONMENT - RABIES TASK FORCE**

Paula J. Champagne, RS, CHO - Alternate Representative

**BARNSTABLE COUNTY WASTE MANAGEMENT ADVISORY COMMITTEE**

Lincoln S. Hooper

Term Indefinite

**BARNSTABLE COUNTY "HOME" CONSORTIUM ADVISORY COUNCIL**

Cindi Maule

Term expires January 31, 2018

**CAPE COD COMMISSION REPRESENTATIVE**

Jacqueline Etsten

Term expires April 24, 2018

**CAPE COD JOINT TRANSPORTATION COMMISSION REPRESENTATIVE**

Lincoln Hooper

Term expires on June 30, 2018

**CAPE LIGHT COMPACT REPRESENTATIVE**

Barry Worth

Valerie Bell, Alternate

**CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE**

Robert Cafarelli

Term expires June 30, 2018

**FIRE CHIEF / FOREST WARDEN**

Chief Norman Clarke

**CHIEF OF POLICE**

Chief David Guillemette

**EMERGENCY MANAGEMENT DIRECTOR**

Lee Culver

**COUNCIL OF SEMASS COMMUNITIES**

Lincoln Hooper

Term Indefinite

Michael Kiernan

Term Indefinite

**HARBORMASTER/NATURAL RESOURCES OFFICER/ WHARFINGER/SHELLFISH CONSTABLE**

John Rendon, Harbormaster

Term expires June 30, 2018

Heinz M. Proft, Natural Resources

Term expires June 30, 2018

**HAZARDOUS MATERIALS COORDINATOR**

Norman Clarke, Fire Chief

**HEALTH OFFICER**

Carol A. Topolewski, M.D.

Term expires June 30, 2018

**LOCAL ORGANIZING COMMITTEE FOR HAZARDOUS WASTE**

Paula J. Champagne, RS, CHO

Term expires June 30, 2018

**LOWER CAPE COMMUNITY DEVELOPMENT  
CORPORATION BOARD**

Patricia Whalen

Term Indefinite

**MUNICIPAL COORDINATOR FOR TOXIC WASTE**

Chief Norman Clarke

**OIL SPILL COORDINATOR**

Chief Norman Clarke

Term expires June 30, 2018

**RIGHT-TO-KNOW COORDINATOR FOR  
HAZARDOUS MATERIALS**

Captain Scott Tyldesley

Term expires June 30, 2018

**REGIONAL ADVISORY BOARD OF THE LOWER/OUTER CAPE  
HEALTH AND HUMAN SERVICES COALITION  
REGIONAL SMALL CITIES GRANT FOR CHILD CARE  
AND TRANSPORTATION APPLICATION PROCESS**

Mary Belle Small, Senior Representative

Susan Peterson, Child Care Representative

**FINANCE DIRECTOR/TOWN ACCOUNTANT**

Carol Coppola

**TOWN COUNSEL**

Kopelman & Paige, P.C.

Term Indefinite

**TOWN COUNSEL – SPECIAL REAL ESTATE MATTERS**

Michael D. Ford, Esq.

Term Indefinite

James E. Coppola, Esq.

Term Indefinite

**LABOR COUNSEL**

Feeney & Brown

Term Indefinite

## **AGRICULTURAL COMMISSION**

Angela McNamara	Term expires June 30, 2020
Mark Coleman	Term expires June 30, 2020
Brent Hemeon, Alternate member	Term expires June 30, 2020
Aaron Gingras	Term expires June 30, 2019
Wayne Coulson	Term expires June 30, 2018

## **ARCHITECTURAL ADVISORY COMMITTEE**

Inactive

## **BIKEWAYS COMMITTEE**

7 members / 3 year terms

Paul Gazaille	Term expires June 30, 2020
Eric Levy	Term expires June 30, 2020
Andrew Docken	Term expires June 30, 2019
Bruce Paige	Term expires June 30, 2018
Francis Salewski, Chairman	Term expires June 30, 2018
Shanna Nealy	Term expires June 30, 2018
Recognition to: Dennis Mozzer; Michael Glynn	

## **BOARD OF APPEALS – REGULAR MEMBERS**

James T. Hilliard	Term expires June 30, 2020
Kathleen Muller	Term expires June 30, 2020
Dean Hederstedt	Term expires June 30, 2019
David Ryer, Chair	Term expires June 30, 2018
John Burke	Term expires June 30, 2018
Recognition to: Franco Previd	

## **BOARD OF APPEALS - ASSOCIATE MEMBERS**

Joseph Donoghue	Term expires June 30, 2020
Michael Cupoli, III	Term expires June 30, 2019
Daniel Tworek	Term expires June 30, 2019
Joseph Campbell	Term expires June 30, 2018
Meghan Mahieu	Term expires June 30, 2018

## **BOARD OF ASSESSORS**

Bruce Nightingale	Term expires June 30, 2020
Jay Kavanaugh	Term expires June 30, 2019
Richard Waystack, Chair	Term expires June 30, 2018

## **BOARD OF HEALTH**

Frank Boyle	Term expires June 30, 2020
Robert Insley	Term expires June 30, 2019
Cynthia Bayerl	Term expires June 30, 2019
Pamela Howell	Term expires June 30, 2018
Matthew Cushing	Term expires June 30, 2018

## **BOARD OF REGISTRARS**

Dorothy Parkhurst	Term expires June 30, 2020
Susan Mills	Term expires June 30, 2019
Raymond Gottwald	Term expires June 30, 2018

## **BROOKS ACADEMY MUSEUM COMMITTEE**

Debora Miller	Term expires June 30, 2020
David Spitz	Term expires June 30, 2019
Sandra Hall	Term expires June 30, 2018
Barry Knowles	Term expires June 30, 2018
Peggy Rose	Term expires June 30, 2018
Recognition to: Jeremy Gingras	

## **BY-LAW/CHARTER REVIEW COMMITTEE**

Deborah Sementa	Term expires June 30, 2020
Joseph Powers	Term expires June 30, 2020
Katie O'Sullivan	Term expires June 30, 2020
Sandra Hall	Term expires June 30, 2018
Anita Doucette	Term expires June 30, 2018

## **CAPITAL OUTLAY COMMITTEE**

Peter Wall	Term expires June 30, 2020
Rich Larios	Term expires June 30, 2020
Bruce Nightingale	Term expires June 30, 2019
Joseph McParland	Term expires June 30, 2019
Dana De Costa	Term expires June 30, 2018
Christopher Harlow	Term expires June 30, 2018
Edward McManus	Term expires June 30, 2018
Recognition to: Robert George	

## **CEMETERY COMMISSION**

Robbin Kelley, Cemetery Administrator	
Karen Young	Term expires June 30, 2019
Cynthia Eldredge	Term expires June 30, 2018
Steven Connor	Term expires June 30, 2020
Recognition to: Warren Nichols, Wil Remillard	

## **COMMUNITY CENTER FACILITIES COMMITTEE**

Brian Power	Term expires June 30, 2020
Lee Culver, Chairman (Recreation)	Term expires June 30, 2020
Ralph Smith (Council on Aging)	Term expires June 30, 2019
Angela Chilaka	Term expires June 30, 2018
Sean Libby, Building Maintenance Director	

## **COMMUNITY PRESERVATION COMMITTEE**

Joseph Powers	Term expires June 30, 2020
Mary Maslowski	Term expires June 30, 2020
James Atkinson (Planning Board)	Term expires June 30, 2019
Daniel Tworek (Selectmen)	Term expires June 30, 2019
Cindi Maule (Selectmen)	Term expires June 30, 2018
David Nixon (Recreation & Youth)	Term expires June 30, 2018
Katherine Green (Real Estate and Open Space)	Term expires June 30, 2018
Recognition to: Walter Diggs, Robert Bradley	

## **CONSERVATION COMMISSION**

Amy Usowski, Conservation Agent	
Paula McGuire	Term expires June 30, 2020
Stanley Pastuszak	Term expires June 30, 2020
Ernest Crabtree	Term expires June 30, 2019
Rob Mador	Term expires June 30, 2019
Bradford Chase	Term expires June 30, 2018
John Rossetti	Term expires June 30, 2018
Carolyn O'Leary	Term expires June 30, 2018
Recognition to: Walter Diggs	

## **CONSTABLES**

Leo Cakounes	Term expires June 30, 2020
David Robinson	Term expires June 30, 2018
Gerald Beltis	Term expires June 30, 2018

## **COUNCIL ON AGING**

Judi Wilson, Director	
Joanne Lepore	Term expires June 30, 2020
Carol Thayer	Term expires June 30, 2020
Ralph Smith	Term expires June 30, 2019
Lee Culver	Term expires June 30, 2019
Angela Chilaka	Term expires June 30, 2019
Joan Felahi	Term expires June 30, 2019
Richard Waystack	Term expires June 30, 2018
James Mangan	Term expires June 30, 2018
Recognition to: Adrienne Johnson, Joseph Johnson, Michael Smith	

## **CULTURAL COUNCIL**

Lorraine Bossi	Term expires June 30, 2020
Rosann Donahue	Term expires June 30, 2020
Roseanne Shapiro	Term expires June 30, 2020
Joan Sacchetti	Term expires June 30, 2019
Sharon Mitchell	Term expires June 30, 2019
Rose Ann Clark	Term expires June 30, 2019
Deborah Ferry	Term expires June 30, 2018
Tina Games Evans, Chair	Term expires June 30, 2018
Recognition to: Anne Leete	

## **DESIGNER SELECTION REVIEW**

Robert Cafarelli, Town Engineer

## **GOLF COMMITTEE**

Martha Duffy	Term expires June 30, 2019
Clement Smith, Chair	Term expires June 30, 2019
Jeff Williams	Term expires June 30, 2018
John Wheeler	Term expires June 30, 2018
Bob Kingsbury	Term expires June 30, 2018
Thomas P. Johnson	Term expires June 30, 2020
John F. Crook	Term expires June 30, 2020

## **HARWICH ACCESSIBILITY RIGHTS COMMITTEE**

Matthew Hart	Term expires June 30, 2020
Gary Miller	Term expires June 30, 2020
Karin Larson	Term expires June 30, 2019
Taylor Mills	Term expires June 30, 2019

## **HARWICH ENERGY COMMITTEE**

Barry Worth	Term expires June 30, 2020
Valerie Bell	Term expires June 30, 2020
Larry Cole	Term expires June 30, 2019
Terry Hayden	Term expires June 30, 2019
Charles Czech	Term expires June 30, 2018



**HISTORIC DISTRICT/HISTORICAL COMMISSION**

Robert Doane	Term expires June 30, 2020
Gayle Carroll	Term expires June 30, 2020
Patricial Scarnici, Alternate	Term expires June 30, 2020
Robert Bradley	Term expires June 30, 2019
Joseph Powers	Term expires June 30, 2019
Mary Maslowski, Chair	Term expires June 30, 2018
Barbara Dowd	Term expires June 30, 2018
Jeanne Steiner	Term expires June 30, 2018
Recognition to: Greg Winston	

**HOUSING COMMITTEE, HARWICH**

Mary Maslowski	Term expires June 30, 2020
Cindi Maule	Term expires June 30, 2018
Julia Eldredge	Term expires June 30, 2018
Arthur Bodin, Chair	Term expires June 30, 2018
Recognition to: Amy Harris, Claudia Williams	

**PLANNING BOARD**

James Atkinson	Term expires June 30, 2019
Larry Brophy, Chair	Term expires June 30, 2019
Joseph McParland	Term expires June 30, 2019
Allan Peterson	Term expires June 30, 2019
Mary Maslowski	Term expires June 30, 2018
David Harris	Term expires June 30, 2020
James Joyce	Term expires June 30, 2020
Recognition to: Peter DeBakker, Tom Stello	

**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE  
STEERING COMMITTEE**

Indefinite Term  
Allin Thompson

**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE  
TECHNICAL RESOURCE COMMITTEE**

Terms Indefinite

John Rendon (Harbor/NRO) Town Planner

**REAL ESTATE & OPEN SPACE COMMITTEE**

David Callaghan	Term expires June 30, 2020
John Preston	Term expires June 30, 2019
Elaine Shovlin	Term expires June 30, 2018
Katherine Green, Chair	Term expires June 30, 2018
Marcia Thorngate Smith	Term expires June 30, 2018
Carol Porter	Term expires June 30, 2018
Recognition to: Robert Thomas	

## **RECREATION & YOUTH COMMISSION**

Eric Beebe, Director	
David Nixon	Term expires June 30, 2020
Janet Bowers	Term expires June 30, 2020
Francis Crowley	Term expires June 30, 2019
Vahan Khachadoorian	Term expires June 30, 2019
Lee Culver	Term expires June 30, 2018
Michael Hurley	Term expires June 30, 2018
John Mahan, Chair	Term expires June 30, 2018
Recognition to: David Sadoski	

## **SHELLFISH CONSTABLES (VOLUNTARY)**

Terms Expire June 30, 2016

James Coyle	Ron Saulnier
Dean Knight	

## **STATION 2 RENOVATION/REHABILITATION COMMITTEE**

Terms are indefinite:

Craig Chadwick	John Clarke
Sean Libby	Joe McParland
Joseph Rego	Scott Tyldesley
Richard Waystack	

## **TOWN FOREST COMMITTEE**

Raymond L. Thacher, Chairman	Term expires June 30, 2018
Tim Millar	Term expires June 30, 2018

## **TRAFFIC SAFETY COMMITTEE**

Gerald Beltis, Chair	Term expires June 30, 2020
Lincoln Hooper, DPW	Term expires June 30, 2020
Robert Cafarelli, Town Engineer	Term expires June 30, 2019
Linda Cebula	Term expires June 30, 2019
Chief David Guillemette, Police	Term expires June 30, 2018
Jerry Scannell	Term expires June 30, 2018

## **TRAILS COMMITTEE**

Allan Peterson (Planning)	Term expires June 30, 2019
Liz Dubuque	Term expires June 30, 2019
Wayne Stone	Term expires June 30, 2018
Ron Saulnier	Term expires June 30, 2018
David Callaghan (Real Estate)	Term expires June 30, 2017
Recognition to: Gerri Schumann, Matthew Cushing	

### **TREASURE CHEST VOLUNTEER COMMITTEE**

Elizabeth Watkins	Term expires June 30, 2019
Eric Fahle	Term expires June 30, 2018
Mark Koopman	Term expires June 30, 2018
Berry Jones	Term expires June 30, 2018
Sheila Eldredge	Term expires June 30, 2017
Mella Navickas, Alternate	Term expires June 30, 2019

### **VOTER INFORMATION COMMITTEE**

Christina Joyce, Chair	Term expires June 30, 2019
Peggy Rose	Term expires June 30, 2019
Tina Games Evans	Term expires June 30, 2018
Emily Milan	Term expires June 30, 2018
Pamela Groswald	Term expires June 30, 2019
Recognition to: Joanne Rys	

### **WASTEWATER SUPPORT COMMITTEE**

Sharon Pflieger	Term expires June 30, 2020
Noreen Donahue	Term expires June 30, 2020
Anne Howe	Term expires June 30, 2019
Peter Hughes	Term expires June 30, 2019
Christopher Harlow	Term expires June 30, 2018
Recognition to: Peter De Bakker, Allin Thompson; Danette Gonzalves; Jeremy Gingras	

### **WATERWAYS COMMITTEE**

W. Matthew Hart, Chair	Term expires June 30, 2020
Cameron Smith, Alternate	Term expires June 30, 2020
Daniel Hall	Term expires June 30, 2020
Stephen Root	Term expires June 30, 2019
Thomas Themistos	Term expires June 30, 2019
Daniel Casey	Term expires June 30, 2019
James Walpole, Alternate	Term expires June 30, 2019
Joseph Johnson	Term expires June 30, 2018
Mort Terry	Term expires June 30, 2018

### **YOUTH SERVICES COMMITTEE**

Sheila House, Youth & Family Counselor

James B. Hartley	Term expires June 30, 2020
Paula McGuire	Term expires June 30, 2020
Barbara Segal	Term expires June 30, 2019
Robin Titus	Term expires June 30, 2018
Brooke Canada	Term expires June 30, 2018
Julia Eldredge	Term expires June 30, 2018

# *Report of the* **Board of Selectmen**

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We often hear the saying, “It takes a village”; in the town of Harwich, it takes seven very special and unique villages to come together to create a better future. The major accomplishment of our Board with villages united at the polls was to pass a Comprehensive Wastewater Management Plan. Understanding that the cost of this investment will impact resident and town finances for many years, the Board undertook a substantial educational campaign to involve residents in the process and details of this initiative. Subsequently at Town Meeting and the polls, voters passed both the Inter-Municipal Agreement with the Town of Chatham and the funding for design and engineering of the East Harwich phase of the comprehensive plan. The Board of Selectmen is truly grateful for the hard work and commitment of the many talented and dedicated people it took to accomplish this goal, but especially for our residents’ support. We will continue the hard work of finding creative funding sources to defray the long term costs as well as seeking collaborative partnerships with neighboring towns to establish economically viable wastewater solutions.

As our Town grows and existing infrastructure ages and requires expansion to meet service demands, the Board faces decisions regarding projects that should be brought forward to the voters. Among the significant needs facing the Town was the Cold Brook Restoration project to restore and improve 66 acres of former cranberry bogs. Working in conjunction with the Harwich Conservation Trust, State and Federal partners, the ecological restoration will not only improve conditions for wildlife and water quality, it will assist the Town in reaching nitrogen reduction targets. A major renovation of the land side of Saquatucket Harbor, including a new Harbormaster’s building, maintenance garage, increased parking and expanded on site services was funded via Proposition 2 ½. A contract was awarded to Eastward Companies and work began before the year ended. The waterside component of the Saquatucket project which will create a first class marina was already in progress including the removal of all docks and pilings and dredging of the Harbor. The goal for the entire undertaking is to be ready for the busy summer season. The Board will be diligently watching this project to ensure that deadlines are met and the project is accomplished within the budget that the voters approved.

Two continued necessities to continue excellence in public safety included money to develop plans for Fire Station #2 and the replacement of an aging pumper apparatus. As 2017 came to a close, final plans for Fire Station #2 were presented to the Board with a unanimous vote to construct new which

will be brought to the voters at the 2018 Annual Town meeting. As part of ongoing capital plan improvements to the Cranberry Valley Golf Course, the reconstruction of a new cart barn was approved. With the commitment of Community Preservations funds, Phase 4 of the Brooks Parks expansion was funded; a new pavilion, expanded parking and renovation of the tennis courts will further enhance our community park. Though the voters were asked to fund the above capital projects and more, the Board committed itself to financial diligence in budgeting and capital expenditures as the watchdogs of our taxpayers' resources.

The Board saw a turnover in membership and in town personnel in the past year. Selectmen Peter Hughes and Angelo LaMantia retired from the Board after 15 years and 9 years of service respectively to the Town. We thank them for their outstanding commitment, time and dedication to the Town of Harwich. At the May Town election, Don Howell and Larry Ballantine were elected, both of whom have served on the Board previously and bring experience and institutional knowledge to the team. Carol Coppola was welcomed to the Finance Director position in March and has already improved and solidified town accounting practices.

Our longstanding Health Director, Paula Champagne, retired after 30 years' service to the Town, but we were fortunate to promote the Assistant Health Director, Meggan Eldredge to the Director position. Barbara Anne Foley retired as the Council on Aging Director, a position which she served in for 18 years and was replaced by Judi Wilson. The Building Department experienced a change in leadership as Ray Chelsey came on as Building Commissioner and Jay Briggs departed to the neighboring town of Chatham. As the year came to a close, our Town Planner, Aly Sabatino, also migrated to Chatham.

The Board engaged in some significant policy discussions, including reviewing the makeup and appointment process for Town committees. As a result of this review, both the Trails and Architectural Advisory committees were disbanded and two committees were renamed to more accurately reflect their charges: Harwich Energy Committee and Harwich Accessibility Rights Committee. Also, a newly formed Economic Development Committee will be tasked with generating innovative revenue ideas and working with the Chamber of Commerce to promote local business. The Board committed to a two year trial of a Cultural Center at the former Harwich Middle School building which largely through the efforts of Carolyn Carey, Harwich Community Center Director, has proven to be a successful venture. All of the classrooms have been rented by local artists and other spaces are being made available. With two well attended open houses and activities hosted there during Cranberry Festival weekend, the public has embraced the transition from

vacant school to thriving artistic and recreation center. The Board will continue to monitor the success and finances of the Cultural Center with the help of the Friends of the Harwich Cultural Center. Other important areas of policy discussion included the process for disposition of tax lien properties, inventory of municipal land for consideration of potential uses and the future of recreational marijuana sales in the Town of Harwich. A moratorium on recreational marijuana sales was brought forward by the Board and supported by voters at the May Town Meeting, allowing essential time to thoughtfully craft regulations and articles for long term consideration of whether the townspeople really want any types of recreational marijuana business in our community.

In October, the Town considered the construction of a new Cape Cod Technical High School facility along with the other 11 member towns. A special election was held to both contemplate the new construction as well as the funding source commitment of the Town. Chris Clark, Town Administrator served as the Harwich representative on the Building Committee. With the Massachusetts School Building Assistance contributing approximately \$46 million to the estimated \$128 million dollar ticket price, voters across the 12 towns resoundingly supported the replacement of the 42 year old school. Harwich's share, based on percentage enrollment, is about \$685,000 annually and was approved as a debt exclusion which will impact the voters beginning in 2020 at a cost of about \$66.51 per average annual household tax bill for a period of 30 years.

The Board again this year crafted a complex series of goals and objectives to be worked on collectively across departments, Boards, Commissions and Administration. Many of the goals focus on improved transparency in finances, communication and operations. The Board is particularly committed to effective and efficient policies in regards to town finances as we face increasing costs and demands on town resources. We appreciate and commend the work of all staff, committee members, volunteers and residents in supporting our goals and objectives, particularly the efforts of Town Administration and Department Heads.

We are proud to captain the ship of the Town of Harwich as together, we navigate the complex waters of our future, providing leadership, stability and guidance.

Michael D. MacAskill, *Chairman*  
Julie E. Kavanagh, *Vice Chairman*  
Larry G. Ballantine, *Clerk*  
Jannell M. Brown  
Donald F. Howell

# *Report of the* **Town Administrator**

---

I wish first and foremost to thank the Board of Selectmen and the residents of Harwich for gracing me with the opportunity to serve as your Town Administrator. I started my term in the last days of December 2013 and have just completed my fourth year anniversary with the Town. I appreciate tremendously the efforts of Charleen Greenhalgh, Ann Steidel and Sandy Robinson along with all Department Heads and employees of the Town who strive to make Harwich a better place to live and work.

The Board of Selectmen underwent some transition as Peter Hughes and Angelo LaMantia both decided not to seek reelection. I truly appreciate my time with both as both were on the original Board that voted to bring me to Harwich. Larry Ballantine returned to the Board along with Don Howell. I look forward to working with both in the coming years.

Calendar 2017 had some personnel administration changes. David Riquinha's departure as Building Commissioner led to the temporary elevation of Jay Briggs to Interim. Ray Chesley returned to the Town to take the Building Commissioner position. Alyxandra Sabatino, who became our Town Planner from New York was recruited away to the Town of Chatham in the Fall. Carol Coppola replaced Andy Gould, the Town's Finance Director, just before Town Meeting with David Withrow serving as Interim who had retired from the Town of Orleans. Paula Champagne retired after over 30 years of service and her able number two Meggan Tierney was elevated to the position of Health Director. Barbara-Anne Foley retired as Council on Aging Director after 18 years and we welcomed Judi Wilson as our new Director who came from the town of Orleans. I had the opportunity to fill in during transition and had a great time.

Six of the eight collective bargaining units were up to date. The HMEA (Highway Union) settled after two sessions. The HEA opted to do a careful review of their contract and still was not settled by the end of the calendar year. Talks continue. Negotiations have begun on some contracts that expire at the end of FY 18 already with the Fire Union being most notable.

The FY 18 municipal budget was brought together primarily with the Finance Director and myself and presented as a balanced budget with some additional staff added and a decreased number of financial ballot questions. The end of calendar year 2017 saw another very favorable year with Free Cash being certified at just over \$3.5 million, significantly higher than our normal trend. The FY 19 Administration Plan shows committing approximately

half to reserves/snow & ice with the other half for Capital Budget Items. Due to several large projects underway, the Town did undergo a Bond Rating Review for our temporary borrowings. Our AA+ was viewed as very stable but we did not meet some of the newer reserve thresholds to meet an AAA. Many communities in the US do not have the same level of OPEB obligations which also impacted our rating as we have made strides toward meeting our obligation. I am very proud of the hard work that has gone into our financial planning documents which were highlighted as real strength by Standard & Poor's. We are in the right direction.

I do wish to acknowledge that Administration has worked very closely with the Monomoy Regional School District and Town of Chatham Administration and Finance Team to be able to work through regional issues effectively. We do meet on a regular basis throughout the year to enhance the communication loop.

I do also believe that the 2017 Annual Town Meeting ran smoothly from an operation standpoint.

This year has also been filled with a wide variety of projects in which Town Administration has played a role. An extensive amount of work went into the implementation of Phase 2 of the Comprehensive Wastewater Management Plan with the successful passage at Town Meeting and the Town Ballot of the over \$12 million dollars in three elements including design of Southern Pleasant Bay sewer system, Chatham Wastewater plant utilization via an Intermunicipal Agreement and Cold Brook Design and Construction of Alternative Technologies. All three are underway. Construction dollars for the southern section of the Pleasant Bay project will be sought in May 2018. The two Saquatucket projects have gone from design to construction during calendar 2017. The Cape building economy has heated up and pricing on bids have risen as well. The Waterside Construction Project at Saquatucket Harbor is well underway with the voters approving a \$7 million waterside dock improvement of which \$1 million will come from a Seaport grant issued by the state and 75% of the balance will come from waterway fees used to offset the borrowing. Regulatory approvals have been delayed causing the project to slip into calendar 2017. The Landside portion being awarded very late in the calendar year and is currently underway. One other project of mention is building relationships with civic groups for improvements in West Harwich that include Route 28 improvements to sidewalks. This year saw this project being approved for the Transportation Improvement Program for Federal Funding of over \$6 million dollars for FY 22. A contract was awarded to Kaestle Boos for the design of Fire Station 2.



Some additional projects worked on include progressing our Accela implementation to a point now having more available for the general public in some areas of permitting. Also, The Board of Selectmen voted to approve a two-year Cultural Center utilization of the former Middle School. This trial period will give the Board the opportunity to see the viability of the facility as a Cultural Center. This trial period has led to a full occupancy of the classrooms with a small waiting list.

During this year, I continue to participate in the leadership of Cape Cod Municipal Health Group. We continue to seek ways to improve employee health and control costs better. I also serve on the Cape Cod Technical High School Building Committee that through their School Committee requested funding for a new facility that was overwhelmingly approved. I did advocate and the Board placed a Debt Exclusion question on our ballot on the same day to fund our portion of the borrowing assessment which was also approved overwhelmingly.

The First Congregational Church issue of the cemetery use was resolved by the court in the Church's favor and the Town has complied with the outcome.

The wastewater issue on Cape Cod has taken a primary place in Administration's effort to be able to deal with cleaning the wastewater of exceptionally high levels of nitrogen and phosphorus. The Town now has an approved Comprehensive Wastewater Management Plan (CWMP). The successful vote on Phase Two of the CWMP continues to allow us to move forward. The IMA with Chatham was successfully negotiated in 2017 with implementation underway.

Personally this year has been a more settled year. After receiving a favorable review, I requested and we negotiated a two year contract extension on top of my remaining contract year. This has given me a greater ability to look beyond just a one year plus time horizon. It has led to some stability and a better peace of mind.

Christopher Clark  
*Town Administrator*

# *Report of the* **Planning Board**

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The Planning Board continues to oversee development in Harwich to confirm that it is in compliance with the Town's Zoning Bylaws (Zoning Code), the Planning Board Rules and Regulations and the Town's Comprehensive Plan. Below is a summary of the Planning Board's regulatory reviews and planning initiatives for the 2017 calendar year.

In 2017 the Planning Board heard the following regulatory cases:

- Site Plan Reviews: 6 – 2 pending
- Special Permits: 14
- Waiver of Site Plan Review: 3
- Approval Not Required: 7
- Definitive Plan: 1
- Recession Plan: 1
- Adequacy of Access: 1
- Covenant Release: 2
- Performance Bond Release: 1
- Informal Discussions: 5

In addition to regulatory review, the Planning Board has been working on the following bylaw revisions and long range planning initiatives:

- Marijuana Moratorium- extension of the current moratorium until December 31, 2018
- Ban on Non-Medical Marijuana Establishments- these non-medical establishments include marijuana cultivators, independent testing laboratory, marijuana product manufactures, marijuana retailers or any other types of licensed marijuana-related businesses.
- Port Village District- creation of a new zoning district. This new zoning district would replace sections of the Commercial Village district and completely replace the Village Commercial Overlay District (§325-51 L) in Harwich Port. The purpose of this new district is to make the existing overlay district, the Village Commercial Overlay District mandatory.
- Local Comprehensive Plan Update- the Board at their November 14th meeting created a Planning Board sub-group to begin the planning process.

I would like to thank the Board of Selectmen for the appointment of a new full time member to the Planning Board, Jim Joyce and Mary Maslowski. The Board would also like to thank members who left the Board, Linda Cebula, Tom Stello and longtime member Peter de Bakker for their work and dedication to the Planning Board. The Planning Board currently has 2 alternate member vacancies. If any resident is interested in serving we would welcome a new addition to the Board.

In December we said goodbye to Town Planner Aly Sabatino. It was a great pleasure working with Aly over the past year. Charleen Greenhalgh, Assistant Town Administrator was appointed as Interim Town Planner. The Board looks forward to working with Charleen. I would also like to thank Elaine Banta, Planning Assistant, for all her work on behalf of the Town.

Respectfully submitted on behalf of the Planning Board,

Lawrence Brophy  
*Chairman*

# Report of the Board of Registrars

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## BOARD OF REGISTRARS

The report of the Harwich Board of Registrars for the calendar year 2017 is as follows:

### VOTER TOTALS – REPORT AS OF DECEMBER 2017

<b>Ward 0</b>	<b>PREC 1</b>	<b>PREC 2</b>	<b>PREC 3</b>	<b>PREC 4</b>	<b>TOTALS</b>
DEMOCRAT	746	714	610	663	2733
REPUBLICAN	462	471	439	342	1714
UNITED INDEPENDENT PARTY	3	6	3	4	16
GREEN RAINBOW	2	0	1	1	4
GREEN PARTY USA	0	0	0	1	1
INTER. 3RD PARTY	0	4	1	2	7
CONSERVATIVE	1	0	1	0	2
REFORM	0	0	1	0	1
AMERICAN INDEPEND	0	2	0	0	2
LIBERTARIAN	7	4	7	4	22
WORKING FAMILIES	0	1	0	0	1
MA INDEPENDENT PARTY	0	0	1	0	1
PIRATE	0	1	1	0	2
UNENROLLED	1643	1508	1634	1499	6284
GRAND TOTALS	2864	2711	2699	2516	10790

The 2017 census enumerated a population of 12,929 persons. The Board of Registrars and the Town Clerks' Office conducted the annual census by a town wide mailing that was followed by telephone solicitations for information. The intake of census data was completed the intake of census data by April 2017. The School Age Children's list, the list of town residents street by street, and statistical groupings by population and precinct were tabulated and completed by mid-May. The Jury list was compiled for the State.

During 2017 there was the May Annual Town Meeting and Election, and a Special Election was held in October for the Cape Cod Tech.

The Board of Selectmen appointed Dorothy A. Parkhurst to another three year term on the Board of Registrars.

We would like to thank the Town Clerks' Office staff Paula M. West, Assistant Town Clerk, for her dedication and support during the year. Additional we extend a special thanks to Kathryn A. Gaudet, Administrative Assistant who retired after 10 years of dedicated service to the Town Clerks' Office.

We would also like to thank the residents of the Town of Harwich for their continued support and cooperation with the annual census.

Respectfully submitted,

Raymond C. Gottwald  
Susan J. Mills  
Dorothy A. Parkhurst  
Anita N. Doucette, *Town Clerk*  
*Board of Registrars*

# TOWN RECORDS

## *Report of the* **Town Clerk**

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### **Fees Collected – Fiscal Year 2016-2017**

Marriage Intentions	\$ 2,580.00
Birth Certificates	2,260.00
Death Certificates	10,460.00
Marriage Certificates	2,040.00
Dog Licenses	12,805.00
Business Certificates	5,000.00
Photocopies	1,152.37
Non-Criminal Violation Payments – Police	200.00
Non-Criminal Violation Payments - Health	50.00
Non-Criminal Violation Payments – Harbormaster	250.00
Non-Criminal Violation Payments – Conservation	0.00
Underground Fuel Tanks	375.00
Raffle Permits	110.00
Utility Poles	620.00
Burial Permits	1,180.00
Total Amount Collected:	\$ 39,082.37
Total Amount to Treasurer:	\$ 39,082.37

### **Vital records for 2017**

“As recommended by the State Office of Vital Records, only the number of births, deaths and marriages recorded in the past year are listed”

Number of Births – 85  
Number of Deaths – 220  
Number of Marriages – 79

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
ANNUAL TOWN MEETING  
May 1, 2017**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on May 1, 2017 at 7:00 P.M., then and there to act on the following articles:

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 27<sup>th</sup> day of March, 2017

s/Michael D. MacAskill, Chair  
s/Peter S. Hughes, Vice Chair  
s/Julie E. Kavanagh, Clerk  
s/Jannell M. Brown  
BOARD OF SELECTMEN

A true copy Attest:  
s/ David A, Robinson, Constable

DATE: April 12, 2017

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Monday, the 1st of May, 2017 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David A. Robinson, Constable

The Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00 PM when a quorum of 150 was met, having 407 registered voters were in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant.

The May 2017 Harwich Annual Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

## **ARTICLES**

### **TOWN OFFICERS AND COMMITTEES**

**ARTICLE 1:** To choose various Town Officers and Committees.  
Customary Article

**FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-0**

**MOTION:** (Jack Brown – Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

**ACTION:** Motion carried.

At this time the Moderator, Michael D. Ford, Esq, made the following appointments:

### **TOWN MODERATOR APPOINTMENTS ANNUAL TOWN MEETING**

I hereby appoint Lyman E. Culver to a three-year term on the Cape Cod Regional Technical High School District Committee expiring June 30, 2020

I hereby appoint Paul V. Doane to a three-year term as a trustee on the Caleb Chase Fund expiring June 30, 2020

I hereby appoint Raymond Chesley to a three-year term as the Surveyor of Wood & Lumber expiring June 30, 2020

I reserve the right to make all other appointments at a later time.

Dated: May 1, 2017

s/Michael D. Ford, Esq.  
Town Moderator

The tellers for the first night of Town Meeting were: Allin P. Thompson, Larry Brophy, Joan McCarty, and Thomas Evans.



**REPORTS OF TOWN OFFICERS AND COMMITTEES**

**ARTICLE 2:** To hear reports of all Town Officers and Committees for the year 2017. Customary Article

**FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-0**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

**ACTION:** It was a unanimous vote, so declared

At this time, Jack Brown, read the report of the Finance Committee.

**ELECTED OFFICIALS SALARIES**

**ARTICLE 3:** To see if the Town will vote to fix the salaries of the elected officials of the Town for fiscal year commencing July 1, 2017 and ending June 30, 2018 as follows and to act fully thereon. Estimated cost: \$86,205

Selectmen (5) . . . . .	\$ 1,500 (each)
Moderator. . . . .	\$ 300
Town Clerk. . . . .	\$ 76,905
Water Commissioners (3) . . .	\$ 500 (each)

**FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-0**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as follows:

Selectmen (5) . . . . .	\$ 1,500 (each)
Moderator. . . . .	\$ 300
Town Clerk. . . . .	\$ 76,905
Water Commissioners (3) . . .	\$ 500 (each)

Duly seconded

**ACTION:** It was a unanimous vote, so declared

A motion was made and seconded to take Article 36 out of order so it so be considered prior to Article 4. The vote required a 3/4 majority vote to pass, it was a unanimous vote, so declared. The meeting continued with:

**PEG ACCESS AND CABLE RELATED FUND ACCEPTANCE**

**ARTICLE 36:** To see if the Town will vote to accept General Laws Chapter 44, Section 53F3/4, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for fiscal year 2018, which begins on July 1, 2017, and to act fully thereon. By request of the Board of Selectmen.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move to accept General Laws Chapter 44, Section 53F 3/4, which establishes a special revenue fund known as the “PEG Access and Cable Related Fund”, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and begin operation for fiscal year 2018.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**TOWN OPERATING BUDGET**

**ARTICLE 4:** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray Town charges for Fiscal Year 2018, and to act fully thereon. (BUDGET – SEE APPENDIX B).

Estimated cost: \$33,706,441.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE TOWN FOR FY 18, AND THAT \$20,290,966 BE RAISED FROM TAXATION, AND \$81,130 COME FROM FREE CASH, AND \$650,178 COME FROM WATER DEPARTMENT FUNDS, AND \$11,358,779 COME FROM LOCAL RECEIPTS, AND 1,325,388 COME FROM OTHER FUNDS INCLUDING BETTERMENTS, CABLE TV, COMMUNITY PRESERVATION, AND OTHER FUNDS. VOTE: YES-8, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that the sum of \$33,665,441 be appropriated for the purposes listed in Appendix B under the column entitled Town Meeting Budget FY 2018 with the following adjustments:

Town Accountant S&W	(\$ 6,500)
Streetlights	(\$ 5,000)
Board of Health Expenses	(\$ 4,000)
Police S&W	(\$ 5,000)
Audit	(\$ 5,000)
CEVC Expenses	\$ 5,000
Total Adjustment	(\$20,500)

**Total Town** less Line Items for Unappropriated State \$254,386, Commission \$211,604 and County \$197,368 Assessments and further that to raise this appropriation, the sum of \$32,438,614 be raised and appropriated, and that \$81,130 be transferred from Free Cash and that \$650,178 be raised and appropriated in the General Fund operating budget and allocated to the Water Enterprise Fund for funding, and that \$ 143,417 be transferred from the “PEG Access and Cable Related Fund”, and that \$ 252,102 be transferred from the Betterment and Septic Funds, and that \$100,000 be transferred from Overlay Surplus, and that \$13,508 be transferred from the FEMA Fund and \$110,931 be transferred from the Harbor Capital Fund.

Further to transfer from the adopted budget \$100,000 out of Group Health Insurance into the Other Post-Employment Benefits Trust Fund created under Article 8 of the May 6, 2014 STM. Duly seconded

At this time, Michael MacAskill, Chairman of the Board of Selectmen, read the budget message

**ACTION:** It was a unanimous vote, so declared.

**MONOMOY REGIONAL SCHOOL DISTRICT BUDGET**

**ARTICLE 5:** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 2018, and to act fully thereon. By request of the Monomoy Regional School Committee and Superintendent. Estimated cost: \$24,787,671.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE MONOMOY REGIONAL SCHOOL DISTRICT FOR FY 18, AND THAT \$24,563,557 BE RAISED FOR THIS PURPOSE AND FURTHER OF THAT TOTAL \$224,114, WHICH IS EQUAL TO THE CAPITAL NEEDS OF THE DISTRICT, BE FUNDED FROM FREE CASH. VOTE: YES-8, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the town raise and appropriate \$ 24,584,057 with additional said sum of \$175,692 to be transferred from Free Cash for portion of Capital Items to the Monomoy Regional School District Budget for Fiscal Year 2018.

TOTAL Budget: \$24,759,749

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT BUDGET**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2018, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$1,487,362.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE REGIONAL TECHNICAL HIGH SCHOOL AND THAT \$1,487,362 BE RAISED AND APPROPRIATED FOR THIS PURPOSE. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman, Finance Committee) I move that this article be accepted and adopted and the town raise and appropriate the sum of \$1,487,362 to pay its assessed share of the Cape Cod Technical Regional School District Budget for Fiscal Year 2018. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**WATER BUDGET**

**ARTICLE 7:** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray Water Department Operating Budget for Fiscal Year 2018, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$4,126,594.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$4,126,594 BE TRANSFERRED FROM WATER RATE COLLECTIONS TO BE USED TO FUND THE ANNUAL OPERATION OF THE WATER DEPARTMENT. VOTE: YES-7, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$4,126,594 be raised and appropriated from Water Department Receipts to operate the Water Enterprise Fund for this purpose:

Salaries	1,231,067
Expenses	1,374,434
Debt	820,915
Indirect Costs	650,178
OPEB	50,000
<hr/> Total	<hr/> 4,126,594

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

### **ADOPT THE CAPITAL PLAN**

**ARTICLE 8:** To see if the Town will vote to adopt the Capital Plan for the ensuing seven year period as adopted last year by the Town Meeting with new fiscal year 2024 as proposed by the Board of Selectmen and set forth below or as amended by vote of the Town Meeting, and to act fully thereon. By request of the Board of Selectmen.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

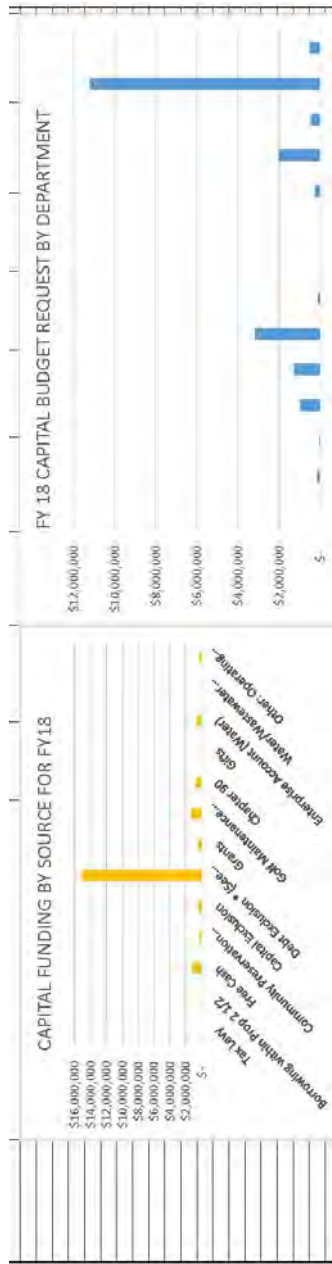
**ACTION:** It was so voted.

TOWN OF HARWICH CAPITAL BUDGET REQUEST SUMMARY (FY 13 TO 14)										Original 10/29/16		Revised 1/25/2017	
Department	Account	Subac	Fund	PLR	PLR	PLR	PLR	PLR	PLR	PLR	PLR	PLR	PLR
<b>COMMUNITY CENTER</b>													
Administration	Harwich Center Initiative - StreetCape Only			\$	50,000	\$	500,000						
Administration	Room at Democratic Harbormaster Building on Bank Street			\$	50,000								
Administration	Demolition of Former West Harwich School on Hill's Neck			\$	30,000	\$	50,000						
Administration	Two Year Plan in Place for Room of Middle School Building on Street					\$	50,000						
	<b>COMMUNITY SUB TOTAL</b>			\$	130,000	\$	550,000	\$					\$
<b>CONSERVATION</b>													
Conservation	Roof Replacement			\$	72,500	\$	72,500			\$	260,000		
Conservation	Capitol Replacement			\$	57,750	\$	57,750						
Conservation	WVAC Repair and Upgrade					\$	105,000			\$	99,000		
Conservation	Operational Replacement												
Conservation	Blowdown Construction of Public Storage Storage			\$	37,750	\$	179,750	\$	72,500	\$	179,750		
	<b>CONSERVATION SUB TOTAL</b>			\$	168,000	\$	427,000	\$	251,250	\$	538,750		
<b>ENGINEERING</b>													
Engineering	Harwich Artificial Reef (Additional Project)					\$	150,000			\$	250,000		
Engineering	Shore Stabilization/Recreation Road River Bank												
	<b>ENGINEERING SUB TOTAL</b>					\$	150,000			\$	250,000		
<b>HAZARDOUS SUB TOTAL</b>													
Engineering	Site Assessment Surface Damage Fair and Improvements			\$	20,000	\$	20,000						
	<b>HAZARDOUS SUB TOTAL</b>			\$	20,000	\$	20,000						
<b>WATER</b>													
Water	Public Safety Building for Fire/Police (500 Mln. Item Only Public Safety)			\$	183,640	\$	173,000			\$	899,444		
Water	Town Wide Radio System (New Emergency) (Town/Police/FPD/Stacking)			\$	11,830								
Water	Town Wide Radio System (New Emergency) (Water/Fire/Police)			\$	11,830								
Water	Ambulance (Schedule Replacement)					\$	310,000						
Water	Pumper Truck Replacement Schedule			\$	420,000								
Water	Automated Chart Compression System for CPR (Total \$62,000)			\$	11,000								
Water	Automated Chart Compression System for CPR (Previous App. Funds)			\$	1,000								
Water	4 Gas Meter Protection Devices			\$	24,779								
Water	Pumper Truck Replacement Schedule					\$	680,000						
Water	Water Treatment Plant					\$	350,000						
Water	Ambulance Replacement												
Water	1-8-Clar Truck Replacement												
Water	Ambulance Replacement												
Water	Station 2 Building Upgrade (Framing and Design)			\$	110,000	\$	5			\$	1,240,000		
Water	Station 2 Building Upgrade (Construction)					\$	4,000,000						
	<b>WATER SUB TOTAL</b>			\$	953,252	\$	4,847,007	\$	600,000	\$	12,304,444	\$	1,500,000
<b>GOLF</b>													
GOLF	Goal Operations and maintenance Infrastructure Improvements			\$	1,200,000								
GOLF	Goal Course Landscape and Rehabilitation 20-Ten General			\$	4,000								
GOLF	Goal Course Landscape - Greens and System to Ball			\$	1,282,000								
	<b>GOLF SUB TOTAL</b>			\$	2,486,000								
<b>HARBORMASTER</b>													
Harbormaster	Recreation Harbor Landmark Renovations and Improvements			\$	3,000,000	\$	1,000,000						
Harbormaster	Project Budget Core Ramp Replacement and Bulwark			\$	177,000								
Harbormaster	Study Alton Harbor Jetty Reconstruction			\$	50,000								
Harbormaster	Wilson Dock Landmark Improvements			\$	10,000								
Harbormaster	Harbor River Ramp Replacement			\$	75,000								
Harbormaster	Wyandure Dolar Harbor Development												
Harbormaster	Alton Harbor Jetty Reconstruction, Study and Construction												
Harbormaster	200' Harbor Pier Rehabilitation (Quarrying and Reconstruction)												
Harbormaster	200' Harbor Pier Rehabilitation (Quarrying and Reconstruction)												
	<b>HARBORMASTER SUB TOTAL</b>			\$	3,117,000	\$	1,177,000	\$	30,000	\$	2,320,000	\$	2,000,000
<b>GRAND TOTAL</b>													
				\$	3,117,000	\$	11,777,007	\$	30,000	\$	20,000,000	\$	25,000,000

Department	Project	Start	ELB	ELR	ELZ	ELZ	ELZ	ELZ									
LIBRARY	Library Interior Modifications/Restoration	\$	\$	\$ 300,000													
	Brooks Library Generator and Installation	PC	11/18/00	\$ 110,000	\$		\$ 195,000										
	Library Roof Replacement			\$	\$ 100,000	\$		\$									
<b>LIBRARY SUB-TOTAL</b>																	
NATURAL RESOURCES		\$	\$ 310,000	\$ 110,000	\$ 100,000	\$	\$	\$									
Street Restroom			\$	\$	\$			\$									
<b>NATURAL RESOURCES SUB-TOTAL</b>																	
<b>WASTEWATER RESOURCES SUB-TOTAL</b>																	
<b>PLANNING</b>																	
Alpha House - Interim/Review			\$	\$ 15,000													
Planning																	
Planning																	
Watershed Assessment of Park Street Center at the 28																	
Planning																	
Watershed Assessment of the 28 SAO to Harvard Street																	
Planning																	
<b>PLANNING SUB-TOTAL</b>																	
<b>PUBLIC</b>																	
Park	Replacement of Bullitt Restroom Vests (State and Fed Grant Portion)	Grant	11/04/01	\$	18,000	\$											
Park	Replacement of Bullitt Restroom Vests (Town Portion Only)	Grant	11/04/01	\$	22,000												
Park	Bullitt's Helmets	PC	11/27/01	\$	10,270												
Park	Replacement of Security System, Public Safety Complex	PC	11/27/01	\$	153,789												
Park	Illustrative Sign Board	PC	11/28/01	\$	19,850												
Public																	
Public																	
Public																	
<b>PUBLIC SUB-TOTAL</b>																	
<b>PUBLIC WORKS</b>																	
Park	5 Year Road Maintenance Plan	DE	7/04/01	\$	1,634,700	\$	1,293,972	\$	1,409,210	\$	1,494,125	\$	1,400,000				
Park	West Harvard Road 28 Design (Construction via Fed Funds)	Gr	7/04/01	\$	700,000	\$	2,000,000										
Park	West Harvard Road (Millstone Production DEP)	Gr	7/04/01	\$	550,000	\$	350,000										
Park	Lower County Road (Millstone Production DEP)	Gr	7/04/01	\$	3,500,000												
Park	Route 19/Priestwood Hwy Road Reconstruction	Gr	7/04/01	\$	800,000												
Park	Volley Leasler	PC	04/14/01	\$	200,000												
Park	MSW (C&D) Transfer Contract - CRD will be 1 and 4 Tank MSW)	PC	7/5/00	\$	75,000												
Park	John Deere Tractor	PC	11/29/01	\$	115,000												
Park	Fuel Management System	PC	01/09	\$	42,000												
Park	Pedestrian Lighting (PT 18 to 24) Summary	PC	04/04	\$	65,000	\$	250,000	\$	275,000	\$	165,000	\$	250,000	\$	110,000		
Park	Stormwater			\$	66,000	\$	66,000										
Public																	
<b>PUBLIC WORKS SUB-TOTAL</b>																	
<b>REGULATORY</b>																	
Road & Youth	Road River Bank Parking Lot Project/Overlay	PC	11/01/01	\$	225,000	\$											
Road & Youth	Bank Street Bank parking Lot Project/Overlay	PC	11/01/01	\$	98,000	\$											
Road & Youth	Priestwood Road Bank Parking Lot Project/Overlay	PC	11/01/01	\$													
Road & Youth	Steel Point Restrooms and Playground Improvements	PC	01/01	\$	29,000												
Road & Youth	Whitcomb Field Renovation	PC	11/01/01	\$	15,000												
Road & Youth	Various Municipal Field Press Stations	PC	01/01	\$	187,000												
Road & Youth	Brooks Park Phase IV Restrooms and Playground Improvements	PC	01/01	\$	200,000												
Road & Youth	Brooks Park Phase V - Complimentary Light Plan	PC	01/01	\$													
Road & Youth	Brooks Park Phase VI - Restroom Renovation	PC	01/01	\$													
Road & Youth	Calton Road Bank Restroom	PC	01/01	\$	434,700	\$	258,400	\$	153,000	\$	125,000	\$	154,000	\$			
Road & Youth				\$	6,706,900	\$	6,706,900										
<b>REGULATORY AND YOUTH SUB-TOTAL</b>																	
<b>WASTEWATER</b>																	
Wastewater	Intermunicipal Agreement with Chatham Purchase Capacity (Site N666/D16)	D16		\$	249,000	\$	4,150,000										
Wastewater	Tr. In. Can. to Types and Pump Station to Chatham	D16		\$	150,000												
Wastewater	CWAP Implementation and Permitting	D16		\$	2,000,000	\$	30,280,000										
Wastewater	Priestwood (South) Wastewater Collection System Design and Construction/D16	D16		\$	2,000,000	\$	2,000,000										
Wastewater	Gold Brook Natural Attraction Design and Construction/D16	D16		\$	2,000,000	\$	2,000,000										
Wastewater	Restoration of Hinkley's Field	D16		\$		\$	550,000										
Wastewater	Evaluate Phosphate issues in Separated Panel B. Active	D16		\$		\$											
Wastewater				\$	11,185,000	\$	11,185,000	\$	22,980,000	\$							
<b>WASTEWATER SUB-TOTAL</b>																	
<b>GRAND TOTAL</b>																	

Department	Project	Funding Source	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
WATER	Cremator Project Great Wastes, Queen Anne Rd, Route 19, Main St, Water E	Water E	400,000						
Water	Dipped Road and Street	Water E	107,958						
Water	2017 Street Daylighting Work (2 miles in 2018)	Water E	107,958						
Water	2017 Street Daylighting Work (2 miles in 2018)	Water E	107,958						
Water	Engineering for Abatement Aesthetic Pipe Project	Water E							
Water	Vehicle Replacements (Excavator FY18 and Equipment in FY 23)	Water E							
WATER SUB-TOTAL			507,858	507,858	120,000	120,000	120,000	250,000	75,000
<b>GRAND TOTALS</b>			20,081,438	20,081,438	3,402,710	3,402,710	5,425,569	5,610,000	2,137,000
Funding Summary									
FY 18		FY 19	FY 20	FY 21	FY 22	FY 23	FY 24		
State	1,155,976	1,155,976	72,500	177,500	177,500	177,500	177,500		
Federal	25,000	25,000							
Local	420,000	420,000	4,487,071	600,000	1,239,444	1,210,000	350,000		
Capital Budget	12,000,000	12,000,000	1,000,000	1,000,000	75,000	500,000	2,000,000	500,000	75,000
Debt	374,460	374,460	110,000	100,000	135,000	135,000			
Capital 90	700,000	700,000	231,600	231,600					
Operating	541,786	2,018,700	6,454,972	1,633,210	1,760,125	1,765,000	290,000	290,000	310,000
Water/Wastewater (Utility)	752,271	454,706	289,000	289,000	225,000	125,000	125,000	840,000	12,860,000
Water/Wastewater (Construction)	20,914,218	11,485,000	22,996,000	125,000					
Other	20,914,218	597,458							
Confirmsation Total		20,885,768	3,402,710	5,425,569	5,610,000	2,137,000	12,860,000		
* NOTE: THE WASTEWATER DEBT EXCLUSION IS A FULL AUTHORIZATION OF \$34.015 MILLION TWO VOTES BY THE BOARD OF DIRECTORS AND THE CITY COUNCIL FOR THE YEAR 2018 AND 2019. THE WASTEWATER DEBT EXCLUSION IS A FULL AUTHORIZATION OF \$34.015 MILLION TWO VOTES BY THE BOARD OF DIRECTORS AND THE CITY COUNCIL FOR THE YEAR 2018 AND 2019. THE WASTEWATER DEBT EXCLUSION IS A FULL AUTHORIZATION OF \$34.015 MILLION TWO VOTES BY THE BOARD OF DIRECTORS AND THE CITY COUNCIL FOR THE YEAR 2018 AND 2019.									
CAPITAL REQUEST BY DEPARTMENT FY18 TO FY24									
<p>Legend:</p> <ul style="list-style-type: none"> <li>State</li> <li>Federal</li> <li>Local</li> <li>Capital Budget</li> <li>Debt</li> <li>Operating</li> <li>Water/Wastewater (Utility)</li> <li>Water/Wastewater (Construction)</li> </ul>									





The Hall of Fame recipient was presented in recognition to Arthur “Pete” Watson.

**CAPITAL ITEMS FUNDED FROM FREE CASH –  
ITEMS UNDER \$50,000**

**ARTICLE 9:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to fund the items in the table below, and further to authorize the Selectmen to accept grant monies related to these items and chest compression equipment of which matching funds were authorized at the 2016 ATM and grants related to the Police Department bullet proof vests, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$116,819.

1. Fire – Gas Metering Detection Devices	\$24,779
2. Police - Bullet Proof Vests (town portion)	\$22,000
3. Police - Ballistic Helmets	\$10,220
Police - Electronic Sign Board	\$17,820
4. DPW - Fuel Management System	<u>\$42,000</u>
TOTAL	\$116,819

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$116,000 FROM AVAILABLE FUNDS TO PURCHASE NEW ITEMS FOR THE FIRE, POLICE, AND DPW DEPARTMENTS. THESE ITEMS WILL HELP REDUCE COSTS, INFORM THE PUBLIC, AND PROTECT POLICE OFFICERS. THESE ITEMS DID NOT MEET THE FUNDING THRESHHOLD TO BE INCLUDED ON THE CAPITAL PLAN. VOTE: YES-6, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$116,819 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**FACILITY MAINTENANCE AND REPAIR FUND**

**ARTICLE 10:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to defray costs related to Facility Maintenance and Repair for FY 18, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$808,086.

1. Community Center Gym Floor Resurfacing	\$57,724
2. Town Wide Radio System (Town)	\$102,643
Town Wide Radio System (Water portion)	\$33,930
3. Brooks Library Generator & Install	\$110,000

4. Police - Public Safety Complex Security System Replacement	\$153,789
5. Recreation - Red River Beach Parking Lot Paving/Overlay	\$225,000
6. DPW - Middle School Operations	<u>\$125,000</u>
TOTAL	\$808,086

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$774,000 FROM AVAILABLE FUNDS AND \$39,930 FROM WATER RATES TO PAY FOR THE MAINTENANCE AND REPAIRS OF THE LISTED ITEMS. THESE ITEMS WILL IMPROVE EMERGENCY COMMUNICATION WITHIN TOWN DEPARTMENTS, AND IMPROVE SURFACE CONDITIONS AT THE COMMUNITY CENTER AND RED RIVER BEACH, AND WILL CONTINUE PUBLIC ACCESS TO THE MIDDLE SCHOOL AS WELL AS EMERGENCY USE OF THE BROOKS LIBRARY DURING POWER OUTAGES. VOTE: YES-7, NO-0, ABSTAIN-1**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$774,156 be transferred from Free Cash and \$33,930 be transferred from Water Retained Earnings for a Total Appropriation of \$808,086 for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**IMA CAPACITY PURCHASE FEE AND DESIGN OF INTERCONNECTION WITH CHATHAM AND SEWERS IN THE PLEASANT BAY WATERSHED**

**ARTICLE 11:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to implement a portion of Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the payment to the Town of Chatham of the capacity purchase fee pursuant to an intermunicipal agreement between the Town of Harwich and the Town of Chatham which permits the Town of Harwich to deliver wastewater to the Chatham Water Pollution Control Facility for treatment and design of sewers in the Pleasant Bay Watershed and design the Chatham interconnector system, as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$9,035,000.

Explanation: The Board of Selectmen have decided to request the design components of the CWMP Phase 2 and the cost to implement the Chatham IMA to purchase capacity of \$6,765,000; the design of Pleasant Bay (south) sewer system \$2,020,000; and design of Chatham interconnector system \$250,000.. The total cost is \$9,035,000. It is anticipated that when the design is complete, an article for \$22,980,000 will be requested in 2018 to fund the construction. The IMA Interconnector cost is \$2,150,000; the Southern section of the Pleasant Bay is \$20,280,000; and the restoration of Hinckley Pond is \$550,000. The 2018 Annual Town Meeting will be requested to consider the following article. The anticipation is the numbers should be more refined by 2018. The voter should consider the full amount of such when deciding to vote at Town Meeting and on the Ballot Question. It is anticipated that the Board of Selectmen will be seeking a further appropriation to implement the CWMP at the 2018 Annual Town Meeting as follows:

### **SAMPLE ARTICLE**

#### **CONSTRUCTION OF CWMP PHASE 2 SOUTHERN SECTION OF PLEASANT BAY WATERSHED AND INTERCONNECTION WITH CHATHAM PER THE INTER-MUNICIPAL AGREEMENT**

ARTICLE XX: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to implement a portion of Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, including the construction of an interconnection between the Town of Harwich and Town of Chatham sewer systems and the construction of sewers in the southern section of Pleasant Bay Watershed identified as Phase 2 portion, as more fully described in said Comprehensive Wastewater Management Plan, and any land acquisition costs, and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$22,430,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$9,015,000 FROM DEBT EXCLUSION. THIS APPROPRIATION WILL PROVIDE THE FUNDING NEEDED TO BEGIN THE AGREEMENT WITH CHATHAM**

**TO ACCEPT OUR WASTEWATER, AND TO BEGIN THE DESIGN PHASE OF THE SEWER SYSTEM NEEDED TO HELP THE TOWN MITIGATE OUR WASTEWATER IMPACTS IN THE PLEASANT BAY WATERSHED. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMP FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C (PROPOSITION 2 ½). VOTE: YES-8, NO-0.**

**MOTION:** (Dana DeCosta-Finance Committee) I move that the Town vote to appropriate the sum of \$ 9,035,000 to implement Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the payment to the Town of Chatham of the capacity purchase fee pursuant to the Intermunicipal agreement between the Town of Harwich and the Town of Chatham which permits the Town of Harwich to deliver wastewater to the Chatham Water Pollution Control Facility for treatment and disposal, all as more fully described in said Comprehensive Wastewater Management Plan, and for the design of sewers in the Pleasant Bay Watershed and design of the Chatham interconnection system, as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto; that to meet said appropriation the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow the sum of \$9,035,000 pursuant to General Laws Chapter 44, Sections 7 or 8 and Chapter 29C, or any other enabling authority, and to issue bonds and notes of the Town therefor; provided, however, that this vote shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly seconded

**Notation: Town Ballot Question #1**

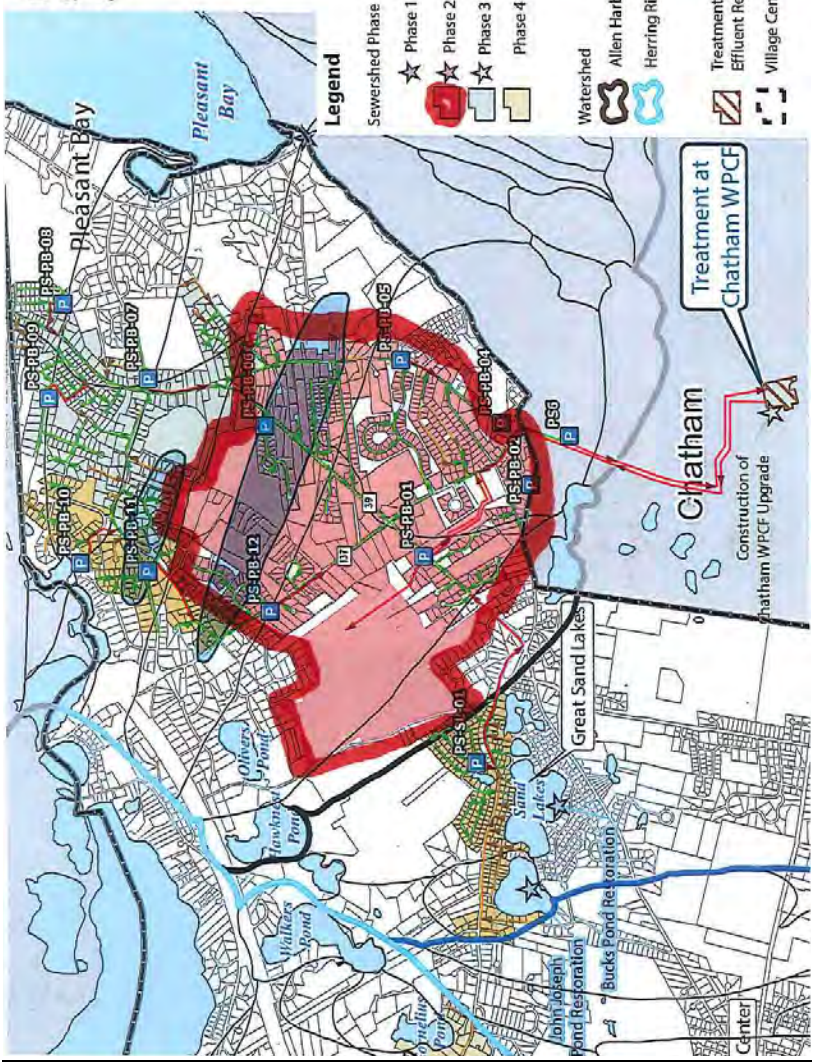
**linked to this Article**

***Debt exclusion***

A motion was made to terminate debate, this required a ¾ majority vote to pass, and it was a unanimous vote, so declared.

**ACTION:** This vote required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.

# Pleasant Bay Sewer Service Areas



## Legend

- |                     |         |               |  |
|---------------------|---------|---------------|--|
| ★ Sewershed Phase 1 | Phase 5 | Watershed     | Pleasant Bay                                 |
| ★ Sewershed Phase 2 | Phase 6 | Allen Harbor  | Wychmere Harbor                              |
| ★ Sewershed Phase 3 | Phase 7 | Herring River | Saquatucket Harbor                           |
| Phase 4             | Phase 8 |               | Zone of Contribution to Municipal Well       |
|                     |         |               | Pumping Station                              |
|                     |         |               | Effluent Infiltration Basin                  |
|                     |         |               | Treatment / Effluent Recharge Village Center |
|                     |         |               | Treatment at Chatham WPCF                    |

## **COLD BROOK PROJECT**

**ARTICLE 12:** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to implement a portion of Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, construction, and implementation of the Cold Brook Project, as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$2,000,000

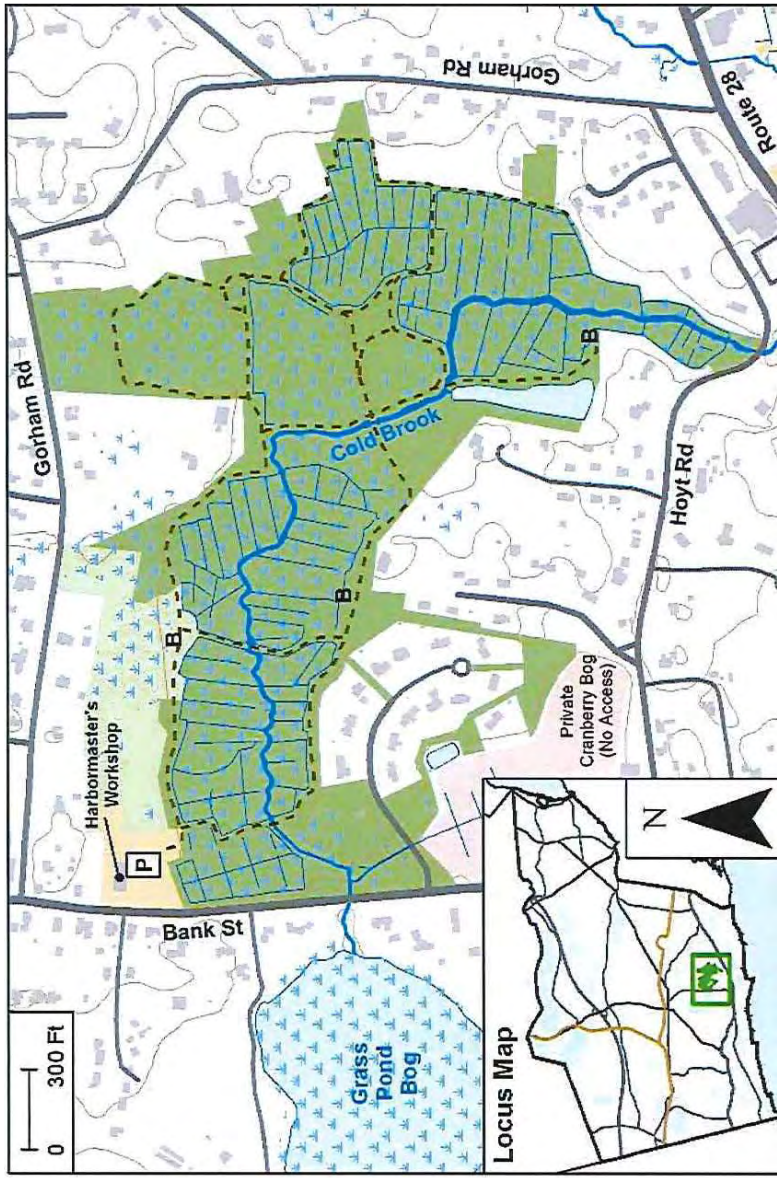
**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$2,000,000 FROM DEBT EXCLUSION. THIS APPROPRIATION WILL PROVIDE THE FUNDING NEEDED TO MAKE IMPROVMENTS TO HELP MITIGATE WASTEWATER CONTAMINATION AROUND BANK STREET AND HARWICH CENTER. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMP FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C (PROPOSITION 2 ½). VOTE: YES-8, NO-0.**

**MOTION:** (Dana DeCosta-Finance Committee) I move that the Town vote to appropriate the sum of \$2,000,000 to implement Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, construction, and implementation of the Cold Brook project, all as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto; that to meet said appropriation the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow the sum of \$2,000,000 pursuant to General Laws Chapter 44, Sections 7 or 8 and Chapter 29C, or any other enabling authority, and to issue bonds and notes of the Town therefor; provided however that this vote shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly seconded

**Notation: Town Ballot Question #2 linked to this Article**  
***Debt exclusion***

**ACTION:** This vote required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.





**AMEND THE CODE OF THE TOWN OF HARWICH GENERAL  
BY-LAWS – BY ADDING NEW SEWER USE BY-LAW CHAPTER 295**

**ARTICLE 13:** To see if the Town will vote to add a new Chapter 295 to the General By-Laws entitled Sewer Use General By-Law to be added to the Code of the Town of Harwich, governing the establishment, construction and operation of a wastewater collection and treatment system, and to act fully thereon. By request of the Board of Selectmen.

**TOWN OF HARWICH SEWER USE BY-LAW**

The Town of Harwich hereby establishes the following sewer use bylaw (Bylaw) governing the use of the wastewater collection system in Harwich, County of Barnstable, Commonwealth of Massachusetts.

While this Bylaw will apply to the wastewater collection system throughout the town it has been specifically developed herein for the wastewater collection system to be implemented in the Pleasant Bay Watershed area of Harwich. Wastewater collected in this area will be conveyed to the Town of Chatham wastewater treatment facility. As part of this Bylaw, the sewer governance board shall establish Rules and Regulations and from time to time modify said Rules and Regulations as authorized by Massachusetts General Laws Chapter 83, Section 10.

In addition to the civil penalties set forth in Massachusetts General Laws Chapter 83, Section 10, any violation of the Rules and Regulations hereinafter enacted by the sewer governance board, as they may be amended from time to time, may be enforced pursuant to Article 1, Violations and Penalties, of the Code of the Town of Harwich. When enforced through the non-criminal disposition procedures set forth in Section 1-2 of said Code, the penalty for each violation of the Rules and Regulations shall be \$300.00.

**Purpose:** The purpose of this Bylaw, and the subsequent Rules and Regulations, is:

- a) To establish the technical and administrative procedures for making connections to the sanitary sewer system including standards of materials and design;
- b) To establish requirements, restrictions, and controls on the quantities and quality of what may be discharged to the sanitary sewer system; such as discharges that may:
  1. Interfere with the operation of the sewer system, pumping station or publicly owned treatment works (POTW) in any way;
  2. Pass through the POTW, to the groundwaters, inadequately treated effluent that may cause contravention of standards for these waters or surface waters or cause violation of the POTW's Groundwater Discharge Permit (GWDP) or negatively impact the watershed into which treated effluent is discharged;

3. Reduce the opportunity to reclaim or recycle treated wastewater and/or sludge from the system;
  4. Increase the cost or otherwise hamper or limit the disposal of sludges and other residuals;
  5. Endanger municipal employees or the public;
  6. Cause, directly or indirectly, any public nuisance conditions;
- c) To prevent new sources of inflow and infiltration (I/I) and eliminate private source inflow;
  - d) To provide for equitable distribution to all uses of the POTW, all costs associated with the collection, transmission, treatment, and residuals disposal, and to provide for the collection of such costs: and
  - e) To provide for the orderly planning of sewer systems' and treatment systems' components to improve the health and environmental quality of the Town of Harwich and its people and resources while discharging wastewater in the Chatham Sewer System.

The established Rules and Regulations will be part of the contract with every person who discharges wastewater into the Town of Chatham Sewer System from the East Harwich area, and governs the relationship between the Town of Harwich and its consumers, contractors and/or developers, and all other persons who install sewers, discharges wastewater, is connected into the sewer system or applies for a connection to the sewer system.

*Explanation: The Town's Inter-Municipal Agreement with Chatham calls for Harwich to promulgate and utilize Sewer Use Regulations that are compatible with the regulations in place in the Town of Chatham. The Massachusetts Department of Environmental Protection calls for these regulations to be in place as part of the functioning of the wastewater treatment facility. The Sewer Use Regulations are designed to be dynamic in the sense that general elements will be included in the regulations with discretion given to the governing body to create or modify regulations on more specific detailed interconnection activities such as pipe size and design elements to facilitate compatibility with the existing technology of the current Chatham facility.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THE TOWN MUST ENACT A SEWER BY-LAW TO MEET ONE OF THE REQUIREMENTS OF THE COMPREHENSIVE WASTEWATER MANAGEMENT PLAN APPROVED BY THE MASSACHUSETTS SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS IN A POLICY ACT CERTIFICATE DATED MAY 13, 2016. VOTE: YES-7, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

At this time Don Howell, Chairman, By-Law Charter Review Committee read the Committee report as follows:

The By-law Charter Review Committee held a public hearing on Thursday, April 27, 2017 for the purpose of soliciting comments as to form relating to Article 13. No negative comments were received. The proposed language was review by the By-Law/Charter Review committee and was found to be consistent with the structure of the Town's Charter and the Code of the Town of Harwich.

Respectfully submitted  
Harwich By-Law/Charter Review Committee

**ACTION:** It was a unanimous vote, so declared.

**FUND REPLACING FIRE DEPARTMENT PUMPER**

**ARTICLE 14:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase or lease one pumper for the Fire Department, and further to authorize the trade-in or sale of the 1985 Pierce pumper. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c59 s21C (Proposition 2 ½ ) the amount required to pay for the capital expenditure authorized by this vote, and to act fully thereon. By request of the Fire Chief. Estimated cost: \$420,000

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$420,000 BE FUNDED FROM THE STABILIZATION ACCOUNT. THE FINANCE COMMITTEE AGREES WITH THE BOARD OF SELECTMEN THAT THIS IS A MUCH-NEEDED VEHICLE AS RECOMMENDED BY THE CAPITAL OUTLAY COMMITTEE, HOWEVER, THE FINANCE COMMITTEE RECOMMENDS THE FUNDS COME FROM STABILIZATION RATHER THAN INCREASED TAXATION.**

**VOTE: YES-5, NO-3.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that the Town vote to raise and appropriate the sum of \$420,000 to fund one new Fire Pumper, to further authorize the Fire Chief to trade-in or sell the vehicle to be replaced to off-set the purchase price; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59,

§21C (Proposition 2 ½ ) amounts required to meet this appropriation to pay for the Fire Pumper. Duly seconded

**Notation: Town Ballot Question #3 is linked to this Article  
Capital exclusion**

**ACTION:** This motion required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.

**FUND PLANS AND BID DOCUMENTS FOR STATION 2**

**ARTICLE 15:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to hire an architectural firm to develop construction plans and bid documents for construction/renovation of Fire Station 2 at 149 Route 137. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. Chapter 59, Section borrowing authorized under this article, and to act fully thereon. By request of the Fire Chief. Estimated cost: \$310,000

*Explanation: Harwich Fire Station #2 Rehab & Renovation Committee was tasked with developing a conceptual plan for construction/renovation of Fire Station 2. The conceptual plan was presented to both the Board of Selectmen and the Finance Committee, which supported the proposal. This step in the process is to fund the development of construction plans and bid documents. The next step would be to come back to the Town Meeting in 2018 for funding to construct/renovate Fire Station 2, the total estimated cost is \$4,000,000.*

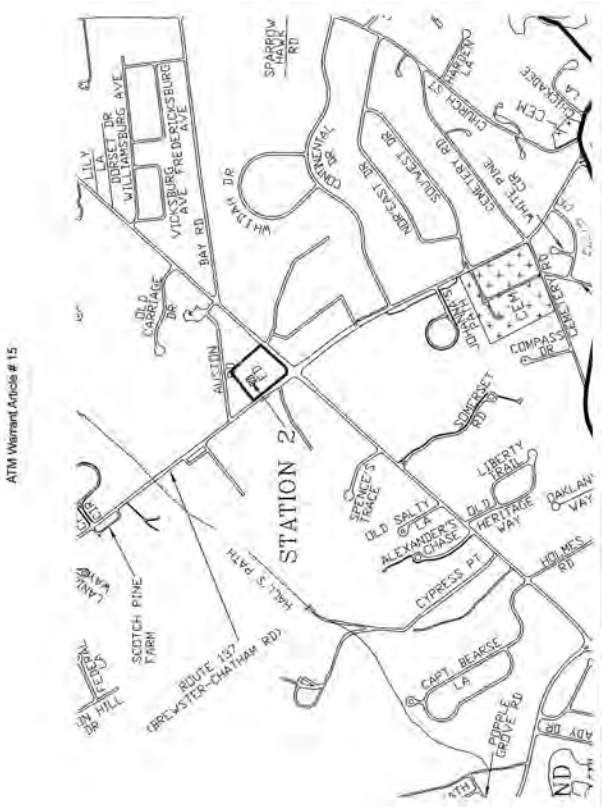
**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH \$310,000 BEING RAISED FOR THIS PURPOSE. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMPT FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C (PROPOSITION 2 ½). THIS VOTE WILL BE SUBJECT TO A TWO THIRDS TOWN MEETING VOTE TO PASS. IF PASSED THIS WILL LEAD TO AN ESTIMATED 4 MILLION DOLLARS REBUILD PROJECT. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that the Town appropriate the sum of \$310,000 to fund Plans and Bid Documents for Fire Station 2 Renovations; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$310,000 and to issue bonds and notes therefor pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is

authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) amounts required to pay the principal of and interest on the borrowing authorized by this vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Duly seconded

**Notation: Town Ballot Question #4 is linked to this Article  
Debt exclusion**

**ACTION:** This motion required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.



**LANDSCAPE RECLAMATION AND MAJOR TREE REMOVAL**

**ARTICLE 16:** To see if the Town will vote to transfer \$43,000 from the Golf Improvement fund to continue landscape reclamation and tree removal specifically hole numbers 3, 5, and 6, but not restricted to other areas that the Golf Director and the Golf Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee.

*Explanation:* The golf course continues to improve turf conditions throughout its existing fairways. Removal of growth that restricts both air and light enhances the playability of these fairways as recognized by consultation with the USGA, and with the endorsement of the Golf Committee, the Director, and the Supt. of the Green.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$43,000 FROM THE GOLF REVOLVING FUND BE USED FOR THIS PURPOSE. THESE ARE ONGOING IMPROVMENTS TO THE GOLF COURSE WHICH ARE NOW PAID DIRECTLY FROM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to supplement ongoing landscape reclamation at Cranberry Valley Golf Course and that the Town transfer \$43,000 from Golf Capital Improvements Receipts Reserve Fund for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**IRRIGATION UPGRADE AND SYSTEM REBUILD**

**ARTICLE 17:** To see if the Town will vote to transfer the sum of \$39, 000 from the Golf Improvement fund to replace the “master controller” for the CVGC irrigation system, and to act fully thereon. By request of the Director of Golf and the Golf Committee

*Explanation:* This is the necessary first step in rebuilding the irrigation infrastructure for the CVGC operation. This methodical step by step approach completely funded by the Golf Improvement Fund will save taxpayers substantially and will be completed within 5 years.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$39,000 FROM THE GOLF REVOLVING FUND BE USED FOR THIS PURPOSE. THIS IS A REBUILD OF THE MASTER COMPUTER COMPONETS THAT RUN**

**THE IRIGATION SYSTEM, AND CAN BE PAID DIRECTLY FROM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to replace the “master controller” and related components for the irrigation system at Cranberry Valley Golf Course and that the Town transfer \$39,000 from Golf Capital Improvements Receipts Reserve Fund for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**RECONSTRUCTION OF MAINTENANCE AND OPERATIONS INFRA-STRUCTURE AT CRANBERRY VALLEY GOLF COURSE (CVGC)**

**ARTICLE 18:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the reconstruction of the CVGC Cart Barn with a new facility - Solar capable, with the ability to house a state of the art electric golf car fleet, re-skin and re- roof the major existing maintenance “storage” facility, provide environmental upgrades, and reconfigure the existing car parking lot and lanes and access to the Club House and Pro Shop facilities with appropriate enhancements, and to act fully thereon. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2 ½ ) the amounts required to pay the principal of any interest on any borrowing authorized under this article, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost \$1,200,000.

*Explanation:* Last year the Town voted to approve the establishment of a “Infrastructure Revitalization Fund” for golf operations. The monies now accrued in this fund will give the Town’s golf department the maximum amount of money to self fund this obligation. The benefit derived from this investment will address long standing needs to maintain the competitiveness of the CVGC operation now and in the future.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH \$1,200,000 BEING RAISED FOR THIS PURPOSE. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMPT FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C PROPOSITION 2 ½). THIS VOTE WILL BE SUBJECT TO A TWO THIRDS TOWN MEETING VOTE TO PASS. THIS IS PART OF THE ONGOING CAPITAL PLAN FOR CVGC. VOTE: YES-8, NO-0.**

**MOTION:** (Larry Ballantine-Finance Committee ) I move that the Town appropriate the sum of \$1,200,000 to fund the reconstruction of the CVGC Cart Barn with a new facility - Solar capable, with the ability to house a state of the art electric golf car fleet, re-skin and re- roof the major existing maintenance “storage” facility, provide environmental upgrades, and reconfigure the existing car parking lot and lanes and access to the Club House and Pro Shop facilities with appropriate enhancements; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,200,000 and to issue bonds and notes therefor pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) amounts required to pay the principal of and interest on the borrowing authorized by this vote, provided further that while the entire borrowing authorized by this vote will be a general obligation of the Town, it is the intent of the Town that the vast majority of the annual payment of principal and interest on the bonds will be paid from golf receipts. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly seconded.

***Notation: Town Ballot Question #5 is linked to this Article  
Debt exclusion***

**ACTION:** This motion required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.

**FUND THE REPLACEMENT OF THE ROUND COVE BOAT RAMP**  
**ARTICLE 19:** To see if the Town will vote to transfer from available funds the remaining balance of funds contained in the following articles funded by Free Cash: Article 23 of 2010 Annual Town Meeting (\$7,600), Article 14 of 2014 Annual Town Meeting (\$159,812.01), and Article 33 of 2014 Annual Town Meeting (\$9,658.24). Said transfer of funds to be used for the replacement of the Round Cove boat ramp, and to act fully thereon. By request of the Harbormaster. Estimated cost: \$177,070.25



Explanation: The existing public boat ramp at Round Cove landing is poorly constructed and in very poor condition. Every year several boat trailers get hung-up on the leading edge of the ramp because it is too short and not properly pitched, causing significant damage to trailers. With close to 180 permitted moorings in Round Cove and Pleasant Bay, the ramp is heavily used throughout the boating season. Construction costs above the \$177,070.25 will be requested to be paid for out of the department's Mooring Account (fund #1621); Town Administrator is the approving authority. The total estimated cost is \$200,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND \$177,000 BE FUNDED FROM THE BALANCES OF OLD ARTICLES AS LISTED IN THE ARTICLE. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee)I move that the Town transfer from available funds the remaining balance of funds contained in the following articles funded by Free Cash: Article 23 of 2010 Annual Town Meeting \$7,600, Article 14 of 2014 Annual Town Meeting \$159,812.01, and Article 33 of 2014 Annual Town Meeting \$9,658.24 for a total transfer of \$177,070.25. Said transfer of funds to be used for the replacement of the Round Cove boat ramp. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

### **FUND THE CONSTRUCTION OF THE SAQUATUCKET HARBOR LANDSIDE RENOVATIONS**

**ARTICLE 20:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the construction of Saquatucket Harbor landside renovations, to include a new Harbormaster Office building, a leased snack shack, six rented seasonal vendor shacks, a boardwalk with viewing areas that overlook the marina, and a passenger boat ticket office area for booths and a Harbormaster Department maintenance facility building on the former Downey Property. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2 ½) the amounts required to pay the principal of any interest on any borrowing authorized under this article, and further authorize the Board of Selectmen to accept any State, Federal or private grant monies available for this purpose, and to act fully thereon. By request of the Harbormaster. Estimated cost: \$3,000,000

Explanation: In October 2014, the Board of Selectmen established the Saquatucket Development Committee with a charge to develop a conceptual site plan that integrated the newly purchased 2.2 acre Downey property with the 5.2 acre Saquatucket Harbor property for the purpose of supporting the expansion of the municipal marina, encouraging the restoration of degraded wetland and river frontage and providing options for increased economic development. Seeking input from all interested citizens and groups at numerous public meetings, the resulting proposed plan improves the safety of public access, improves the efficiency of harbor operations, and enhances the character, beauty, and attractiveness of the harbor for boaters and non-boaters alike. Also included in the plan are a new facility septic system, creative landscaping, and the addition of much needed vehicle parking spaces (approx. 80).

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH \$3,000,000 BEING RAISED FOR THIS PURPOSE. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMPT FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C PROPOSITION 2 ½). THIS VOTE WILL BE SUBJECT TO A TWO THIRDS TOWN MEETING VOTE TO PASS. LAST YEAR TOWN MEETING APPROVED THE WATER SIDE RENOVATION OF THE HARBOR AND WITH THE PURCHASE OF ADDITIONAL LAND FROM THE DOWNEY PROPERTY IS READY TO PROCEED WITH A TOWN MEETING VOTE. WATER RATES AND THE SALE OF THE BANK STREET PROPERTY WILL HELP DEFRAY THE COSTS OF THIS PROJECT. VOTE: YES-8, NO-0.**

**MOTION:** (Dana DeCosta-Finance Committee ) I move that the Town appropriate the sum of \$3,000,000 to fund the construction of Saquatucket Harbor landside renovations, to include a new Harbormaster Office building, a leased snack shack, six rented seasonal vendor shacks, a boardwalk with viewing areas that overlook the marina, and a passenger boat ticket office area for booths and a Harbormaster Department maintenance facility building on the former Downey Property; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$3,000,000 and to issue bonds and notes therefor pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total

taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) amounts required to pay the principal of and interest on the borrowing authorized by this vote, provided further that while the entire borrowing authorized by this vote will be a general obligation of the Town, it is the intent of the Town that Harbor revenues from rentals receipts and proceeds of the sale of 203 Bank Street and Town owned adjacent properties be used to fund or reduce principal or the annual payment of principal and interest on the bonds. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly seconded

***Notation: Town Ballot Question #7 is linked to this Article  
Debt exclusion***

**AMENDMENT TO MAIN MOTION:** (Leo Cakounes) I move that the Town appropriate the sum of \$1,000,000 to fund the construction of Saquatucket Harbor landside renovations, to include a Harbormaster Department maintenance facility building on the former Downey Property; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 and to issue bonds and notes therefor pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) amounts required to pay the principal of and interest on the borrowing authorized by this vote, provided further that while the entire borrowing authorized by this vote will be a general obligation of the Town, it is the intent of the Town that Harbor revenues from rentals receipts and proceeds of the sale of 203 Bank Street and Town owned adjacent properties be used to fund or reduce principal or the annual payment of principal and interest on the bonds. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

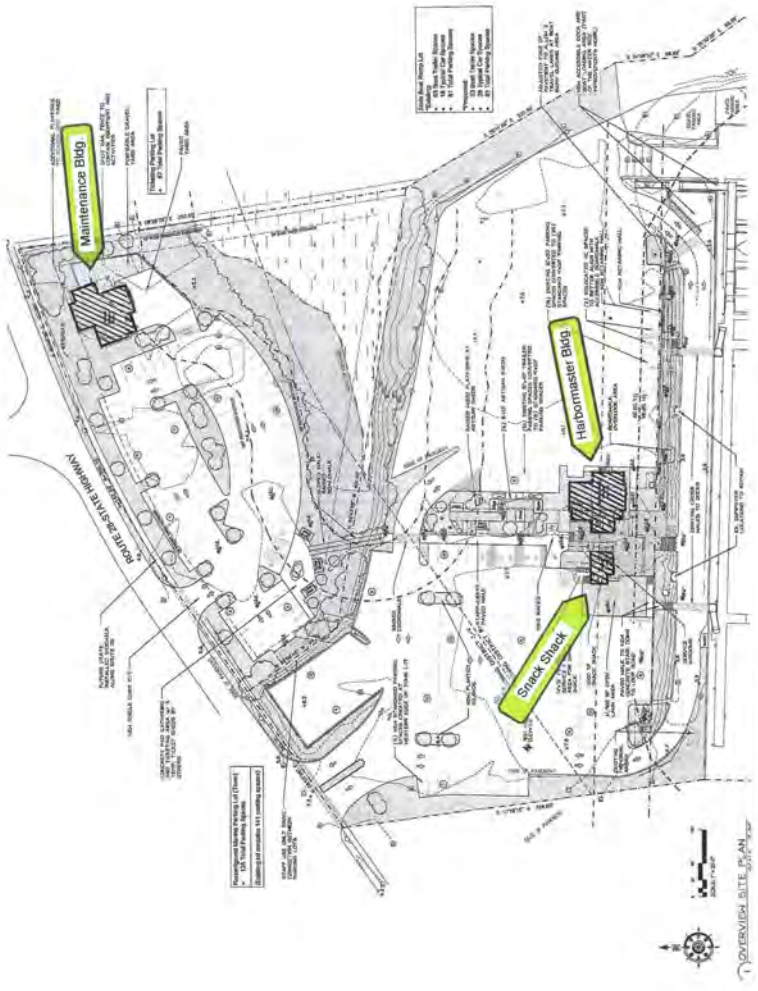
Duly seconded

A motion was made and seconded to terminate debate, this required a 3/4's majority vote to pass, it was a unanimous vote, so declared.

**ACTION ON AMENDMENT:** The amendment did not carry.

AMENDMENT TO THE MAIN MOTION: (Richard Gundersen) The amendment did not meet the scope of the article, the motion was withdrawn.

**ACTION ON THE MAIN MOTION:** This vote required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.



**PURCHASE AND EQUIP VEHICLES FOR THE DPW**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate and or transfer from available funds a sufficient sum of money to purchase and equip the following vehicles:

Volvo Loader (Disposal)	\$ 200,000
John Deere Tractor (Highway)	\$ 115,000
C&D Trailer (Disposal)	\$ 75,000

and, to further authorize the trade-in or sale of the 1996 Volvo Loader toward the purchase price, where the Board of Selectmen find that the vehicle cannot be utilized elsewhere in Town, and to act fully thereon. By request of the DPW Director. Estimated cost: \$390,000.

Explanation:

**Volvo Loader** - The current loader has over 33,000 hours on it, which is the equivalent of approximately 1,650,000 road miles.

**John Deere Tractor** - The current 1996 Ford Tractor is rusting apart from its many years of pulling the Surf Rake on the beaches. With a swing-arm mower attachment, the new tractor would also be utilized during the off season for roadside mowing.

**C&D Trailer** - This new trailer would augment the two existing trailers and improve operational efficiency. A third C&D trailer would alleviate the need to haul a full trailer immediately and allow more flexibility in managing the Town's C&D waste.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$390,000 FROM AVAILABLE FUNDS TO PURCHASE NEW ITEMS FOR THE DPW DEPARTMENT. THIS WILL INCREASE EFFICENCY AT THE LAND-FILL IN HANDELING C & D WASTE. THE FEES CHARGED FOR THIS MATERIAL GOES IN TO THE TOWN'S GENERAL FUND. VOTE: YES-8, NO-0**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$390,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

## **ROAD MAINTENANCE PROGRAM**

**ARTICLE 22:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow in accordance with Ch.44 of the M.G.L., or any other authorizing authority, the sum of \$700,000 to fund the Road Maintenance Program as requested in the Capital Plan for FY18. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59 § 21c (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the DPW Director. Estimated cost: \$700,000

*Explanation: The capital request for road maintenance is for \$700k for FY 18, which we anticipate being augmented by approximately \$700k in Chapter 90 funds. The capital project request form lists 5 years of our road maintenance plan with cash flows of approximately \$1.4M each year and has our 5 year Road Maintenance Plan attached.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$700,000 FROM DEBT EXCLUSION. THIS EXPENDITURE WILL PROVIDE SUFFICIENT FUNDS FOR THE DPW TO CONTINUE MAINTAINING TOWN ROADS AS REQUIRED BY TOWN RESIDENTS. THE APPROPRIATION AUTHORIZED BY THIS VOTE SHALL NOT TAKE EFFECT UNTIL THE TOWN VOTES TO EXEMPT FROM THE LIMITATION ON TOTAL TAXES IMPOSED BY G.L. C.59, §21C (PROPOSITION 2 ½). VOTE: YES-8, NO-0.**

**MOTION:** (Larry Ballantine-Finance Committee) I move that the Town appropriate the sum of \$700,000 to fund the Road Maintenance Program for Fiscal Year 2018, including the payment of all costs incidental or related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$700,000 and to issue bonds and notes therefor pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; and that the Board of Selectmen is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; provided, however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) amounts required to pay the principal of and interest on the borrowing authorized by this vote. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance

with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Duly seconded

***Notation: Town Ballot Question #6 is linked to this Article  
Debt exclusion***

**ACTION:** This motion required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.

**FUND THE PURCHASE OF VEHICLES  
FOR THE WATER DEPARTMENT**

**ARTICLE 23:** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sufficient sum of money for the purchase of a 2017 Ford Super Duty F-350 SRW (X3B) XL 4WD SuperCab 6.75' Box and a 2017 Ford Super Duty F-350 SRW (F3B) XL 4WD Reg Cab 8' Box. These vehicles are to replace a 2004 F-150 and 2007 Ford Ranger, and to act fully thereon. By request of the Board of Water Commissioners and the Superintendent. Estimated cost: \$107,855.50

*Explanation: The two trucks being replaced are very undersized for the work they perform on a daily basis resulting in many expensive repairs. The new trucks have been sized appropriately, and will also be able to provide support with snow removal efforts.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$107,856 BE TRANSFERRED FROM WATER RATES. THESE TWO NEW VEHICLES WILL REPLACE TWO OLD ONES WHICH ARE USED IN THE DAILY OPERATION OF THE DEPARTMENT AND THE OVERALL NUMBER OF VEHICLES FOR THE DEPARTMENT WILL REMAIN THE SAME. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman, Finance Committee) I move that this article be accepted and adopted and that \$107,856 be transferred from Water Retained Earnings for purchase and equip two new vehicles for the Water Department and further, to authorize trade in, sale or re-purpose of Water Department vehicles.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**FUND THE REPLACEMENT OF OLD WATER SERVICES  
ALONG THE NATIONAL GRID PROJECT ROUTE**

**ARTICLE 24:** To see if the Town will vote to appropriate \$400,000 to replace the old metal water services with HDPE pipe from the water main to the curb stop along the National Grid project route (Great Western, Queen Anne Road, Route 39, Main Street, Depot Street, Depot Road) and for the payment of all other costs incidental and related thereto, and to determine whether this amount shall be raised by taxation, transfer from available funds, or borrowing or otherwise provided, and to act fully thereon. By request of the Board of Water Commissioners and the Superintendent. Estimated cost: \$400,000

*Explanation: This work is to be completed as part of the department's preventative maintenance program in advance of the curb to curb repaving, and will ensure the road will not need to be cut for repairs during the Road Cut Moratorium. The labor and construction components will be put out to bid. Supplies will be provided by Water Department.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$400,000 BE TRANSFERRED FROM WATER FUNDS. IN ADVANCE OF PAVING SEVERAL STATE ROADS IN TOWN BY NATIONAL GRID THE WATER DEPARTMENT WILL REPLACE PIPES LEADING FROM THE MAIN TO THE CURB. THIS WILL HELP TO REDUCE THE NEED TO REOPEN NEWLY PAVED ROADS AS LISTED. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$400,000 be transferred from Water Retained Earnings to replace the old cast iron water services with HDPE pipe from the water main to the curb stop along the National Grid project route (Great Western, Queen Anne Road, Route 39, Main Street, Depot Street and Depot Road), including all other costs incidental and related thereto.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM  
FY 2017 COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES**

**ARTICLE 25:** To see if the Town will vote to reserve for future appropriations amounts from the FY 2018 Community Preservation Act Fund estimated annual revenues as recommended by the Community Preservation Committee as follows:



- A sum of money for the acquisition, creation and preservation of open space;
- A sum of money for the acquisition, preservation, restoration and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation and support of community housing; and
- A sum of money for the Community Preservation Act Fund FY 2018 Undesignated Reserve; and to act fully thereon. By request of the Community Preservation Committee.
- A sum of money for administrative expenses (if needed)

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINCOM VOTES NRPFI WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINCOM VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINCOM WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-6, NO-0, ABSTAIN 1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee)I move that the Town transfer from FY 17 estimated revenue Community Preservation Fund the sum of \$157,375 for the Historic Reserve Fund, \$157,375 for the Open Space Reserve Fund and \$157,375 for the Community Housing Reserve Fund.  
Duly seconded

CPC Recommendation on Article 25:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 25: Reserve for Future Appropriation Amounts from FY2018 Community Preservation Committee Fund Estimated Annual Revenues Vote: Yes 5, No 0

**ACTION:** It was a unanimous vote, so declared.

### **FUND LAND BANK DEBT SERVICE**

**ARTICLE 26:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$610,000 to fund the Debt Service on the outstanding Land Bank Debt. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Town Administrator. Estimated Cost: \$610,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$608,950 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO THE TOWN OPERATING BUDGET TO PAY THE ON-GOING LAND BAND DEBT. VOTE YES-7, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$608,950 to fund the Debt Service on the outstanding Land Bank Debt. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance. Duly seconded

CPC Recommendation on Article 26:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 26: Fund the Debt Service on Land Bank Debt Vote: Yes 5, No 0

**ACTION:** It was a unanimous vote, so declared.

**RESTORATION OF THE CHASE LIBRARY CHIMNEY**

**ARTICLE 27:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Historic Reserve, \$5,100 to fund the restoration of the chimney at the Chase Library and to authorize the Board of Selectmen to enter into a grant agreement with the Chase Library. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Historic Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Chase Library Trustees.

Estimated Cost: \$5,100

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$5,100 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-6, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$5,100 be transferred from the Community Preservation Fund (Historic Reserve), for this purpose.

Duly seconded

CPC Recommendation on Article 27:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 27: Restoration of Chase Library Chimney - \$5,100 Vote: Yes 5, No 0

**ACTION:** Motion carried.

**WHITEHOUSE FIELD IRRIGATION SYSTEM REPLACEMENT**

**ARTICLE 28:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$28,500 to replace the irrigation system at Whitehouse Field. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$28,500.

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINCOM VOTES NRPFI WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINCOM VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINCOM WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-7, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$28,500 be transferred from the Community Preservation Fund (Undesignated Fund Balance), for this purpose.

Duly seconded

CPC Recommendation on Article 28:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 28: Whitehouse Field Irrigation System Replacement - \$28,500 Vote: Yes 5, No 0

**ACTION:** It was a unanimous vote, so declared.

**BROOKS PARK EXPANSION/IMPROVEMENT PHASE 4**

**ARTICLE 29:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$167,900 to replace the playground equipment, add a restroom and provide other park amenities at Brooks Park. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$167,900.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$167,900. IT IS ANTICIPATED BY THE FINANCE COMMITTEE THAT THERE WILL BE ONE PHASE DEALING WITH LIGHTING TO FULLY COMPLETE THIS PROJECT. VOTE YES-7, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$167,900 be transferred from the Community Preservation Fund (Undesignated Fund Balance), for this purpose. Duly seconded

CPC Recommendation on Article 29:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 29: Brooks Park Expansion – Phase 4 - \$167,900 Vote: Yes 5, No 0

**ACTION:** It was a unanimous vote, so declared.

**VETERANS MEMORIAL FIELD FITNESS STATIONS**

**ARTICLE 30:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$13,800 to add a series of 20 fitness apparatus stations around the Veterans Memorial Field track. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$13,800.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$13,800 BE USED TO REPLACE THE ENTIRE SYSTEM. FUNDS TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE YES-7, NO-0, ABSTAIN-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$13,800 be transferred from the Community Preservation Fund (Undesignated Fund Balance), for this purpose. Duly seconded

CPC Recommendation on Article 30:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 30: Veteran’s Memorial Field Fitness Stations - \$13,800 Vote: Yes 5, No 0

**ACTION:** It was a unanimous vote, so declared.

**RESTORATION OF FENCE RAILS AT EVERGREEN CEMETERY**

**ARTICLE 31:** To see if the Town will vote to appropriate from Community Preservation Act Funds-Historic Reserve, \$39,000 to use for restoration of the fence rails at Evergreen Cemetery. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Historic Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Cemetery Department and Commission. Estimated Cost: \$39,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$39,000 BE USED TO REPLACE FENCE RAILS. FUNDS TO BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$39,000 be transferred from the Community Preservation Fund (Historic Reserve), for this purpose.

Duly seconded

CPC Recommendation on Article 31:

On January 26, 2017, the Community Preservation Committee met and voted the following support for projects in the Warrant identified as: Article 31: Restoration of Fence Rails at Evergreen Cemetery - \$39,000 Vote: Yes 3, No 2

**ACTION:** It was a unanimous vote, so declared.

**REIMBURSE THE HARWICH CONSERVATION TRUST**

**ARTICLE 32:** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to reimburse the Harwich Conservation Trust for overpayment of the purchase of property for Conservation purposes known as Sutphin Property, and to act fully thereon. The Harwich Conservation Trust overpayment was in the amount of \$73,000. By request of the Board of Selectmen. Estimated cost: \$73,000

*Explanation: At the May 6, 2014 Special Town Meeting, appropriation was made towards the purchase of two parcels of Sutphin property for conservation purposes. The funding source identified in the article is twofold, the first \$220,000 from Community Preservation Act funding with \$73,000 coming from the Harwich Conservation Trust (HCT). The HCT provided the funds to the Town in October 2014 and a check was prepared in the same month assuming that a closing would occur timely. Due to issues on the Sutphin side, the closing has been delayed for an extended period. Our Finance Director has indicated that the \$73,000*

from the HCT that should have been put into a gift account was left in the General Fund. At the conclusion of FY15, the \$73,000 was converted to free cash. The Town has an obligation to replace the \$73,000 from HCT. Due to the length of time related to the closing and a desire to complete the Sutphin acquisition, HCT has agreed to come up with an additional \$73,000 towards the Sutphin closing and is willing to wait for reimbursement of the original \$73,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$73,000 OF AVAILABLE FUNDS TO REPLACE AN OVER PAYMENT FROM THE HARWICH CONSERVATION TRUST. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$73,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

At 10:35pm on Monday, May 1, 2017 a motion was made and seconded to adjourn the Annual Town meeting until 7:00pm Tuesday May 2, 2017.

On Tuesday, May 2, 2017, the Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00pm and at 7:05pm after a quorum of 150 registered voters had been reached, having 223 registered voters in attendance.

The tellers for the night were: Allin P. Thompson, Larry Brophy, Joan McCarty, and Thomas Evans.

The meeting began with:

**SALE OF TOWN-OWNED LAND – 4 CENTRAL AVENUE**

**ARTICLE 33:** To see if the Town will vote to authorize the Board of Selectmen to sell 4 Central Avenue used for general municipal use as surplus property. The parcel is identified on Assessor's Map 6B, Parcel L134 and is approximately 0.04 of an acre, and to act fully thereon. By request of the Board of Selectmen.

*Explanation:* Real Estate and Open Space has identified this tiny parcel as one for sale. No Town Departments requested this parcel for municipal use. The Board of Selectmen has declared it as surplus. The parcel will be offered for sale. The Board of Selectmen will enter into a Purchase and Sale and sell the parcel.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS WILL PUT SURPLUS LAND BACK ON THE TAX ROLLS AND HELP PRODUCE REVENUE FOR THE TOWN. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted with said proceeds to be deposited in Sale of Land Account.  
Duly seconded

**ACTION:** Motion carried.



**SALE OF TOWN-OWNED LAND – 203 BANK STREET**

**ARTICLE 34:** To see if the Town will vote to authorize the Board of Selectmen to sell 203 Bank Street used for general municipal use as surplus property. The current Harbormaster's Maintenance Facility will be relocated. The four parcels contain approximately 2.08 acres identified on Assessor's Map 32, Parcel R7-B and Assessor's Map 23, Parcels B2, B2-1, and B2-3. Proceeds of the sale are to be used to offset capital costs to construct the Harbormaster's Maintenance Facility at Saquatucket Harbor, and to act fully thereon. By request of the Board of Selectmen.

*Explanation: The Board of Selectmen anticipates a relocation of the Harbormaster's maintenance facility area from Bank Street to Saquatucket Harbor. Proceeds from the sale of this property will be used to offset construction costs of the new facility. The building and land will be used for private purposes.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS WILL PUT SURPLUS LAND AND THE OLD BANK STREET FIRE STATION BACK ON THE TAX ROLLS AND HELP PRODUCE REVENUE FOR THE TOWN. VOTE: YES-7, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted with said proceeds to be deposited in Sale of Land Account to be used to offset capital costs to construct the Harbormaster's Maintenance Facility at Saquatucket Harbor as per Article 20 of the 2017 Annual Town Meeting or subsequent articles on this project.

Duly seconded

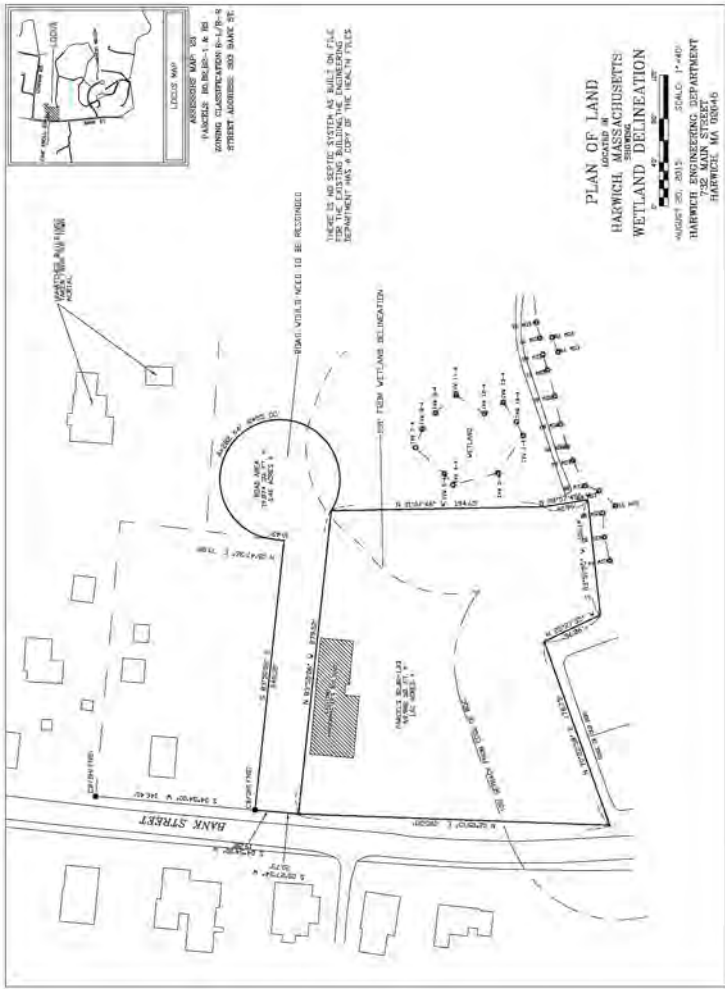
**AMENDMENT TO MAIN MOTION:** (Richard G. Gundesen) I move that the main motion be amended to read as follows: I move that the Board of Selectmen be authorized to sell the property described in the article and that the proceeds be deposited in the Sale of Land Account.

Duly seconded

**ACTION ON AMENDMENT:** The amendment failed.

**ACTION ON MAIN MOTION:** A standing count was taken, Yes 119 No 70, the motion carried.





**LEASE OF THE SQUATUCKET LANDSIDE PROPERTY**

**ARTICLE 35:** To see if the Town will vote to authorize the Board of Selectmen to lease on such terms and conditions as the Board of Selectmen deem in the best interests of the Town all or a portion of Saquatucket Harbor landside property and the so-called Downey property, as shown on a sketch plan entitled “Saquatucket Harbor Landside Improvements” for boat storage, passenger boat ticketing and retail/restaurant-related purposes, for a term not to exceed 10 years, including all extension and renewal options; said property having been acquired for general municipal purposes; and to act fully thereon. This parcel is identified on Assessor’s Map 15, Parcel H4 and is 2.95 acres. By request of the Harbormaster and Town Administrator

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS IS AN AUTHORIZATION FOR THE BOARD OF SELECTMEN TO LEASE ARTIST SHACKS, TICKET BOOTHS, SNACK SHACK AND OTHER AREAS AT THE HARBOR AFTER THE RENOVATION OF THE PROPERTIES. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman, Finance Committee) I move that this article be accepted and adopted. Duly seconded

**AMENDMENT TO THE MAIN MOTION:** (John Our) I move the main motion be amended to read as follows: "I move that the article be accepted and adopted except that the phrase "boat storage" be stricken." Duly seconded

**ACTION ON THE AMENDMENT:** The amendment carried.

**ACTION ON MAIN MOTION AS AMENDED:** Motion carried.

At 8:00pm on Tuesday, May 2, 2017 a motion was made and seconded to adjourn the Annual Town Meeting until the conclusion of the Special Town Meeting.

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
SPECIAL TOWN MEETING  
MAY 2, 2017**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on Tuesday, May 2, 20 Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 20<sup>th</sup> day of March, 2017

s/Michael D. MacAskill, Chair

s/Peter S. Hughes, Vice Chair

s/Julie E. Kavanagh, Clerk

s/Jannell M. Brown  
BOARD OF SELECTMEN

A true copy Attest:  
s/ David A, Robinson  
Constable

DATE: April 12, 2017

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 2nd of May, 2017 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David A. Robinson  
Constable

On Tuesday, May 2, 2017, the Moderator, Michael D. Ford, Esq. called the meeting to order at 8:00pm. The Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant the Special Town Meeting began with:

## **ARTICLES**

### **FUND THE SNOW AND ICE DEFICIT**

**ARTICLE 1:** To see if the Town will vote to transfer from available funds a sufficient sum of money to fund the Fiscal Year 2017 Snow and Ice Deficit Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$ Pending.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND \$295,000. BE TRANSFERRED FROM AVAILABLE FUNDS FOR THIS PURPOSE. VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$250,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**FUND SHORTFALLS IN BUDGET TRANSFERS**

**ARTICLE 2:** To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund shortfalls in various budget transfers, and to act fully thereon. By request of the Town Administrator and Town Accountant. Estimated cost: \$ Pending

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINCOM VOTES NRPFI WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINCOM VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINCOM WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION.**

**VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$120,000 be transferred from the Health Insurance Account, \$30,000 transferred from the Salary & Wages Police, \$30,000 be transferred from the Salary & Wages Fire and \$20,000 be transferred from the Salary & Wages Ambulance for a total of \$200,000 to the DPW solid waste account to offset shortages due to large volume of municipal solid waste and construction debris. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

At 8:15pm a motion was made and seconded to adjourn the Special Town Meeting and return to the Annual Town Meeting, beginning with:

**AMEND THE CODE OF THE TOWN OF HARWICH -  
ZONING BY-LAWS TO INCLUDE NEW ARTICLE XXII, §325-134 -  
“TEMPORARY MORATORIA”**

**ARTICLE 37:**To see if the Town will vote to amend the Code of the Town of Harwich – Zoning By-laws by adding the following new section 325-134:

XXII “TEMPORARY MORATORIUM ON THE SALE AND DISTRIBUTION OF RECREATIONAL MARIJUANA” , and further to amend the Table of Contents to add Article XXII. “Temporary Moratorium on the Sale and Distribution of Recreational Marijuana” and the ensuing parts as proposed herein.

### §325-134 Purpose

By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for recreational purposes. The law took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and begin accepting applications for licenses on April 1, 2018.

Currently under the Zoning Bylaw, non-medical Marijuana Establishments (hereinafter a “Recreational Marijuana Establishment”) as defined in G.L. c.94G, §1 are not a permitted use in the Town and any regulations promulgated by the State Cannabis Control Commission are expected to provide guidance to the Town in regulating Recreational Marijuana Establishments. Further, the Act establishes a provision that involves ballot action by the Town whereby the Town may, by ballot, determine whether it will prohibit Recreational Marijuana Establishments within the Town

The regulation of Recreational Marijuana Establishments and Marijuana Retailers raise novel and complex legal, planning, and public safety issues, and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments and other uses related to the regulation of recreational marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a manner consistent with sound land use planning goals and objectives.

### §325-135 Definitions

“Manufacture”, to compound, blend, extract, infuse or otherwise make or prepare a marijuana product.

“Marijuana accessories”, equipment, products, devices or materials of any kind that are intended or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling or otherwise introducing marijuana into the human body.

“Marijuana cultivator”, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers,

“Marijuana establishment”, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

“Marijuana product manufacturer”, an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

“Marijuana products”, products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

“Marijuana testing facility”, an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

“Marijuana retailer”, an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

#### §325-136 Temporary Moratorium.

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Recreational Marijuana Establishments. The moratorium shall be in effect through June 30, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission’s regulations regarding Recreational Marijuana Establishments and related uses, determine whether the town shall, by ballot measure, restrict any, or all Recreational Marijuana Establishments and shall consider adopting new provisions of the Zoning Bylaw to address the impact and operation of Recreational Marijuana Establishments and related uses,

§325-137 Severability. The provisions of this by-law are severable. If any provision, paragraph, sentence, or clause of this By-law or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.”

And to act fully thereon. By request of the Board of Selectmen

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

At this time the Lawrence Brophy read the report of the Planning Report as follows:

On Thursday, April 13, 2017 the Planning Board held a duly advertised and scheduled public hearing. All members of the public having an interest in the proposed article were welcome to attend and give comment. Public comment was favorable for the proposed article. The Board voted unanimously to recommend this article be adopted at Town Meeting.

Respectfully submitted  
Harwich Planning Board

Don Howell read the report of the By-Law Charter Review Committee as follows:

The By-Law Charter Review Committee held a public hearing on Thursday, April 27, 2017 for the purpose of soliciting comments as to form relating to Article 37. No negative comments were received. The proposed language was reviewed by the By-Law/Charter Review committee and was found to be consistent with the structure of the Town’s Charter and Code of the Town of Harwich.

Respectfully submitted  
Harwich By-Law/Charter Review Committee

**ACTION:** This motion required a 2/3’s majority vote to pass, it was ruled to have received the necessary 2/3’s vote, the motion passed.

## **VARIOUS AMENDMENTS TO THE HARWICH HOME RULE CHARTER**

**ARTICLE 38:** To see if the Town will vote to propose the following amendments to the Harwich Home Rule Charter, to be approved by the voters at the next annual Town election as follows (Deletions shown in strike through and new text shown as underlined):

**1. Amend Chapter 3 subsection 3-7-3, Prohibitions, as follows:**

3-7-3 Members of the board of selectmen shall be eligible to serve, ~~to the extent permitted by law, as ex officio members of~~ as liaisons to appointed and elected town agencies. A liaison for any elected town agency or committee shall be appointed by a majority vote of the entire board of selectmen and shall be for the sole purpose of efficient communication between the board of selectmen and the affected appointed and/or elected town agency.

**2. Amend Chapter 3 subsection 3-6-1, Powers of Appointment, as follows:**

3-6-1 Except as may otherwise be provided by General Laws, this charter, or the personnel by-law, the board of selectmen shall have the power to appoint and remove: a) a town administrator as provided in chapter 4; b) a town counsel; c) ~~a town accountant~~ a finance director; d) a police chief; e) a fire chief; f) 3 assessors for overlapping 3-year terms; g) 3 members of a board of registrars of voters for overlapping 3-year terms; h) election officers; and i) 1 or more constables.

**3. Amend Chapter 7 subsection 7-1-2, Advertising of Vacancies and Appointing Town Agencies, as follows:**

7-1-2 To further promote a maximum level of qualified, active, and interested citizen participation on appointed town agencies, the board of selectmen shall advertise all vacancies and impending appointments. This advertising shall enumerate the vacancies that are to be filled and shall solicit the submission of a citizen activity record form from persons willing and able to serve. The advertisements shall be posted in a manner consistent with open meeting law postings (including on the Town's web site) and may be published in a newspaper of general circulation in the town. and shall be made once a week for a minimum of two weeks after the vacancy arises Vacancies shall remain posted/advertised a minimum of two weeks prior to an appointment by the board of selectmen.

**4. Amend Chapter 7 subsection 7-2-2, General Provisions, as follows:**

7-2-2 All town agencies ~~of the town~~ shall; a) organize annually at the first meeting after the beginning of the town's fiscal year (July 1 - June



30); b) elect ~~necessary officers~~ a chair, a vice-chair and a clerk; c) adopt rules of procedure and voting; d) maintain minutes and records of attendance, copies of which shall be a public record and regularly filed with the town clerk; and e) nominate prospective employees of their choice, who shall be considered for appointment by the town administrator, as provided in clause 4-4-2.

**5. Amend Chapter 7 subsection 7-4-1, Board of Health, as follows:**

7-4-1 A board of health of up to five members shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's bylaws for 3-year overlapping terms. One member, at least, shall be a doctor of medicine, or a person with significant experience in public health.

**6. Amend Chapter 7 subsection 7-5-1, Planning Board, as follows:**

7-5-1 A planning board of ~~9 members and 2 alternate members~~ not less than 5 nor more than 9 members and 2 alternate members shall be appointed by the board of selectmen for 3-year overlapping terms in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws.

**7. Amend Chapter 7 subsection 7-6-1, Board of Assessors, as follows:**

7-6-1 A board of assessors ~~of 3 members~~ consisting of one, three, five, seven, or nine members shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms. One member, at least, shall be professionally qualified for the duties of the office.

**8. Amend Chapter 7 subsection 7-7-1, Conservation Commission, as follows:**

7-7-1 A conservation commission of ~~7 members and 2 alternate members~~ not less than 3 nor more than 7 members and 2 alternate members shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**9. Amend Chapter 7 subsection 7-8-1, Council on Aging, as follows:**

7-8-1 A council on aging ~~of 9 members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**10. Amend Chapter 7 subsection 7-9-1, Historic District and Historical Commission, as follows:**

7-9-1 A historic district and historical commission consisting of not less than 3 nor more than 7 members and 5 alternates shall be appointed by the board of selectmen by the Board of Selectmen in accordance with the provisions of this charter and the General Laws as outlined in Article V of the By laws in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**11. Amend Chapter 7 subsection 7-10-1, Recreation and Youth Commission, as follows:**

7-10-1 A recreation and youth commission ~~of 7 members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**12. Amend Chapter 7 subsection 7-11-1, Cultural Council, as follows:**

7-11-1 A cultural council of ~~5 members~~ not less than 5 members nor more than 22 members shall be appointed by the board of selectmen for 3-year overlapping terms in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws in accordance with the General Laws of the Commonwealth of Massachusetts. Members shall not be eligible to serve more than 2 consecutive terms.

**13. Amend Chapter 7 subsection 7-12-1, Zoning Board of Appeals, as follows:**

7-12-1 A zoning board of appeals of ~~5 members and 5 associate members~~ not less than 3 members nor more than 5 members and 5 associate members shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**14. Amend Chapter 7 section 7-13, Golf Committee, as follows:**

7-13-1 A golf committee ~~of 7 members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

7-13-2 The committee shall ~~have full power and responsibility for~~ recommend governing policies relating to the maintenance and operation of the municipal golf course for consideration by the board of selectmen.

**15. Amend Chapter 7 subsection 7-14-1, Waterways committee, as follows:**

7-14-1 waterways committee ~~of 7 members and 2 alternate members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms and shall be advisory to that board.

**16. Amend Chapter 7 subsection 7-15-1, Cemetery Commission, as follows:**

7-15-1 A cemetery commission ~~of 3 members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms.

**17. Amend Chapter 7 subsection 7-16-1, By-law/Charter Review Committee, as follows:**

7-16-1 A by-law/Charter Review Committee ~~of 5 members~~ shall be appointed by the board of selectmen in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's by-laws for 3-year overlapping terms. The committee shall regularly review the by-laws of the town and submit proposed revisions to the town meeting at least once every 5 years. In addition, the committee shall regularly review the charter and submit proposed amendments to it to the board of selectmen under section 2 of chapter 10 of this charter.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. IN GENERAL THESE ARE HOUSE KEEPING ITEMS THAT CLARIFY THE LANGUAGE IN SOME PARTS OF THE CHARTER AND HELP US TO BETER ALIGN THE TOWN WITH STATE LAWS AND REGULATIONS. VOTE: YES-7, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted Duly seconded

At this time Don Howell read the report of the By-Law Charter Review Committee as follows:

The By-Law Charter Review Committee held a public hearing on Thursday, April 27, 2017 for the purpose of soliciting comments as to form relating to Article 38. No negative comments were received. The proposed language was reviewed by the By-Law/Charter Review committee and was found to be consistent with the structure of the Town's Charter and Code of the Town of Harwich.

Respectfully submitted  
Harwich By-Law/Charter Review Committee

**ACTION:** This motion required a 2/3's majority vote to pass, it was ruled to have received the necessary 2/3's vote, the motion passed.

**DEFRAY THE EXPENSES OF THE CHASE LIBRARY  
AND HARWICH PORT LIBRARY**

**ARTICLE 39:** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$20,000 to help defray the expenses of the Chase Library and the Harwich Port Library; said funds to be expended under the direction of the Chase Library and Harwich Port Library Trustees, and to act fully thereon. By Petition. Estimated cost: \$20,000.

*Explanation: Chase Library and Harwich Port Library are free, publicly supported libraries. Town funds have been appropriated either through the general budget or by articles since 1911 (Chase) and 1926 (Harwich Port). These funds are essential for continued operation and for the customary State reimbursements.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$20,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**PROMOTE THE TOWN OF HARWICH**

**ARTICLE 40:** To see if the Town will vote to: raise and appropriate and/or transfer from available funds a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town, and to act fully thereon. By petition. Estimated cost: \$25,000

*Explanation: For more than 58 years, Harwich Chamber of Commerce (HCC) has worked in the best interest of Harwich and for the people liv-*

ing in, working in and visiting the Town of Harwich. Since 1995, the citizens of Harwich, through the annual Town Meeting, have voted to fund warrant articles submitted by the Harwich Chamber of Commerce in support of its work promoting the community, providing needed informational services, and developing and advancing economic sustainability and development strategies. We are again requesting the Town's support for the Chamber's efforts in:

(a) providing year-round informational services to visitors, residents, second homeowners, and businesses (over 74,000 visits to our Information Center in 2016)

(b) promoting the Town of Harwich and its new brand: *The Warm Side of the Cape*, thereby bringing much needed income into the community.

(c) Support of the Chamber's efforts, in partnership with the Town of Harwich, to develop and implement economic development initiatives to benefit the Town as defined by objectives in the Town's Local Comprehensive Plan.

(a) **Year-Round Information Services:** Harwich's Information Center is open 52 weeks a year. Combining this valuable resource with the Chamber's internet/website portals, as well as telephone and mail inquiries, Harwich Chamber annually provides more than 320,000 instances of contact with visitors, seasonal and year-round homeowners and residents, organizations and businesses. These connections offer the opportunity to market and promote the Town utilizing our new brand "*The Warm Side of the Cape*." By being available to meet the needs of our "customers" we are able to encourage patronage of our local amenities and businesses and to connect individuals and businesses with the appropriate Town offices and officials 12 months a year in a friendly, warm and upbeat fashion.

(b) **Promoting the Town of Harwich:** The Harwich Chamber continues to be the lead force in promoting the Town of Harwich. By utilizing a multi-faceted approach, HCC strives to position Harwich as a premier destination for local, regional, national and international individuals and families. The marketing strategies are aimed at encouraging residents, second homeowners (current and potential), and visitors to avail themselves of Harwich's recreational amenities, as well as for shopping, dining, vacations, day trips, events and festivals. The plan, which positions Harwich as a desired vacation destination and an outstanding place in which to live and work, includes:

1. *The Harwich Magazine, the Town's primary comprehensive printed and online resource for attracting tourists and visitors to Harwich, and for our residents, second home-owners and businesses.*
2. *The HCC website's robust content complements the Magazine and links to a wide range of Town resources.*
3. *Ancillary printed and on-line pieces, including specialized maps (cranberry bogs, lodging locator, dining locator, beaches, bike trail) that target market segments and interests.*
4. *Media placements in local, regional and national publications.*
5. *Online targeted ads geared towards establishing new residents, building our workforce and bringing in tax revenues for the town.*

*Special events and festivals are about more than attracting people to town to enjoyable experiences. They are about defining key elements of Harwich's brand and about parlaying those assets into support for our businesses, non-profit organizations, and the community. For example, Fall for Harwich provided the umbrella under which thousands of people were invited to participate in a robust array of more than 30 events, including the half-marathon road race, music festival, bog walks, concerts, teas, arts & crafts, our first sidewalk sale and more. Fall for Harwich and Christmas in Harwich also provide opportunities for our local non-profits to raise badly needed funds and increase their visibility. In addition, the Chamber continues to actively engage in creating and implementing new events as well as expanding existing events. In 2016, the Chamber coordinated eight Port Summer Night Musical Strolls in Harwich Port, several musical concerts that combined opportunities with restaurants to increase meals off season with a night out and a show. We look forward to continue to expand these offerings in 2017.*

***Economic Development:*** *HCC will continue to collaborate with the Town on economic development strategies and initiatives. Over this past year, HCC has worked tirelessly on behalf of the Town and its businesses and continues to do so. HCC has advocated for a strengthened technology infrastructure and better health insurance rates for small businesses. The Chamber has also provided training, counsel and support to dozens of small businesses struggling to survive in the current economic climate, and has met with several individuals considering locating their business in Harwich.*

*HCC continues to strengthen its collaboration with other local chambers of commerce through the Local Cape Chambers Collaborative (LC3) and the Lower Cape Chambers group. Among the many activities currently underway are:*

- *With LC3: meeting with the Economic Development Council on regional economic development priorities, identified by local chambers in consultation with town officials*
- *With LC3: continued advocacy on transportation issues, including real time information, bridge issues, issues relating to drug use, attracting more traffic to the Regional Airport and more.*
- *With Lower Cape Chambers: hosting the Annual Lower Cape Home & Garden Expo this year again to be held at the Cape Cod Tech, trainings (WISP and Roundtable Workshops), inter-chamber networking (giving greater business-to- business opportunities)*
- *Parking and Connectivity: Explore opportunities for remote parking lots and transit service for harbors, beaches and other sites with high seasonal demand*

*The Chamber is honored to partner with the Town on building a better community, but the Chamber relies on the Town's support to help achieve its goals. Without this support, the Chamber's marketing activities will be significantly reduced. We appreciate the past support of the Town of Harwich and request funding for these important, revenue-generating initiatives. Thank you for your consideration.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AT \$25,000. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$25,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**SUPPLEMENT ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL CULTURAL COUNCIL GRANTS**

**ARTICLE 41:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for grant awards to artists, performers and interpretive scientists who bring events to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Harwich Cultural Council. Estimated Cost: \$3000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$3,000 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**PROHIBIT THE DEMOLITION OF THE WEST HARWICH SCHOOL**  
**ARTICLE 42:** To see if the Town will vote to protect the historic and cultural resource of the town owned West Harwich Schoolhouse by prohibiting demolition and/or dismantling and/or moving of the building to another part of town, to any other town or to any other state, and to act fully thereon. By Petition.

*Explanation: The West Harwich Schoolhouse was built in 1871 and has been used for many purposes including a Veteran's Affairs office and a Youth Recreation center. It is a well built and highly adaptable building. As Captains' Row evolves into a walkable and vibrant neighborhood accenting our collective heritage and with plans for an improved Rt. 28 with design enhancements including lamp posts or benches or a pocket park and gently sidewalks the use of the schoolhouse could be invaluable. With 7 villages of Harwich each with its own distinct character, for the West Harwich village the civic building of the quintessential schoolhouse is our historic resource that should not be destroyed or taken from us. The building needs to be rehabilitated at its original site and the wishes of the community respected. There is easy access from Rt. 28 and plenty of parking. Because the schoolhouse lies in close proximity to the Historic Baptist Cemetery, the Bike Trail, Bells Neck Conservation land, Home of the Harwich Junior Theater, and the Herring River it holds the potential for multiple community oriented uses*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THE COMMITTEE FEELS THAT PASSAGE OF THIS ARTICLE WILL NOT BIND A FUTURE TOWN MEETING. A DEED RESTRICTION WOULD BE NEEDED FOR THAT. VOTE: YES-6, NO-3.**

**MOTION:** (Sally Urbano) I move that this article be accepted and adopted. Duly seconded

**ACTION:** A standing count was taken, Yes, 109 No, 70, the motion carried.



**PURCHASE AND INSTALL HISTORICALLY ACCURATE  
WINDOWS IN THE WEST HARWICH SCHOOLHOUSE**

**ARTICLE 43:** To see if the Town will vote to direct town administration to complete the wishes of the voters as expressed at the 2007 town meeting to use the existing C P C funding to purchase and install historically accurate windows in the West Harwich Schoolhouse, and to act fully thereon. By Petition

*Explanation:* At the 2007 town meeting actions under article 42 voted in the affirmative to fund a CPC article dedicating \$84,000 for installation of historically appropriate windows in the Sisson Road Recreation building and the West Harwich schoolhouse. The Sisson Road building received its windows but the West Harwich Schoolhouse windows were never installed and \$32,000 remains to complete the project. Enacting only part of the vote that was approved by town meeting and not completing the other part is a precedent that should not be tolerated. Essentially this undermines the power of town meeting and the vote. The town has the responsibility to enact what the voters approved in town meeting and a yes vote on this article assures that the citizens' vote is honored. The town has already invested \$28,000 appropriated in 2008 for repair of the foundation on this building. This continues the process that has already been started.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THERE IS NO BID PRICE ON THIS REQUEST SO THE TRUE COSTS ARE NOT KNOWN, AND WITHOUT ANY PROTECTION DUE TO THE LACK OF USE OF THE BUILDING INSTALLING NEW WINDOWS WOULD CREATE AN UNNECESSARY TARGET FOR VANDALS. VOTE: YES-6, NO-3.**

**MOTION:** (Sally Urbano) I move that this article be accepted and adopted.  
Duly seconded

**ACTION:** The motion did not carry.

At the time, the Moderator, Michael D. Ford, Esq stepped down and William D. Crowell, Esq. as appointed as the Acting Moderator for Article 44.

**USE OF THE HARWICH MIDDLE SCHOOL  
FOR TOWN OWNED HOUSING**

**ARTICLE 44:** To see if the Town will vote to raise and appropriate, transfer from available funds, free cash flow or borrow a sufficient sum of money to fund architectural and engineering plans to retain the Harwich Middle school

for development as a town owned affordable and/or senior housing facility managed either internally or by an outside agency, and to act fully thereon. The appropriation authorized by this vote shall not take effect until the town is exempt from the limitation on the total taxes imposed by M.G.L. Chapter 59, Section 21C (proposition 2 ½ ) the amounts required to pay the principal and any interest on any borrowing authorized under this article and further authorize the board of selectmen to accept any State, Federal or private grant monies for this purpose. By Petition. Estimated cost: \$65,000

*Explanation: With the formation of the Monomoy Regional School District the Harwich Middle School became an unwanted and unused building which was transferred to the Town of Harwich. At least two Board of Selectmen Repurpose Committees have struggled with the future of this facility. On May 17, 2016 a non-binding ballot question with four specific options attempted to provide a clear direction for the future use of this property. Option #3 received the most votes. This option called for the sale of the property to an outside developer for affordable or senior housing purposes. The Board of Selectmen has chosen to ignore the results of the question and seeks to rent space for non-profit activities*

*The recently updated Harwich Housing Plan identifies the need for 277 additional affordable housing units in the Town of Harwich to bring the town in line with the State of MA goal of 10% affordable housing stock in each community. Multi-unit affordable housing developments are typically undertaken by private developers under a process known as “40B “. The process circumvents local zoning and often results in the town having little or no say as to who gets to reside in these affordable housing units. The affected communities and neighborhoods often resist such developments due to the loss of local control and “not in my backyard” objections*

*In Harwich we have a real and urgent need for affordable housing for seniors, veterans, work force, individuals and small families. Many of our recently graduated college professionals are burdened with student debt and need an affordable housing solution to begin their careers here in Harwich*

*This article seeks to evaluate the potential and associated renovation / operating costs associated with a Town owned conversion of the Middle School to affordable housing units. As taxpayers we would invest in the conversion and utilize the existing Harwich Housing Authority to manage the ongoing operation of this facility*

*By funding, owning and operating this affordable housing complex we will be better able to set the rules and provide occupancy preferences based upon connections to the Town of Harwich. This is an important opportunity for us to stand up for our seniors, veterans, work force, individuals and small families while making a very significant addition to our affordable housing stock*

*By funding the conversion study the consultant will develop floor plans to identify the number and size of individual housing units as well as defining the features of common areas and site features. Most importantly the costs of converting and operating the facility will be estimated and identified.*

*Based upon the successful outcome of the study an article and associated ballot question will be provided for inclusion in the 2018 Annual Town Meeting for the Town to decide if it wants to support this project.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. THE COMMITTEE FEELS THE TOWN IS NOT PREPARED TO ENTER THE AFFORDABLE HOUSING MARKET, AND THE COMMITTEE WANTS TO SEE THE TWO-YEAR LEASE ATTEMPT BY THE BOARD OF SELECTMEN TAKE ITS COURSE BEFORE CHANGING TO A NEW IDEA AT THIS TIME. VOTE: YES-6, NO-2, ABSTAIN-1.**

**MOTION:** (Lou Urbano) I move that this article be accepted and adopted, and that the amount of \$65,000.00 be borrowed for this purpose contingent on the passage of a Proposition 2 ½ debt exclusion vote.

Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority to pass, it was ruled a majority vote.

**ACTION:** The motion required a 2/3/s majority, it was ruled not to have received the necessary 23/s vote, the motion did not carry.

### **DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION**

**ARTICLE 45:** To see if the Town will vote to authorize revolving funds for certain town departments under M.G.L. Ch. 44, § 53E ½ for the Fiscal Year beginning July 1, 2018; and to act fully thereon. By request of the Board of Selectmen

<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>	<u>FY 18 Spending Limit</u>	<u>Disposition of FY17 Fund balance</u>
Golf	Director, Golf Committee & ATA	Golf Lessons and Pro Shop Sales	Pro Shop expenses, clubhouse and kitchen maintenance, modernization, and lessons instructor	\$250,000	Available for expenditure
Golf Infrastructure fund	Director, Golf Committee	New surcharge on all green fees and cart fees	CVGC Infrastructure including Club House facilities, maintenance facilities	\$100,000	
Council on Aging	Director & Council on Aging	Fees from health, recreation, nutrition and education programs	Health, recreation, nutrition and education programs	\$125,000	Available for expenditure
Cemetery	Administrator & Cemetery Commission	90% of Lot Sales, 100 % of all Cemetery Services and Fees	Maintenance of town cemeteries	\$70,000	Available for expenditure
Community Center	Director & Facilities Committee	Fees from use of the weight room	Weight Room Equipment (and repair)	\$50,000	Available for expenditure
Recreation	Director & Rec & Youth Commission	Fees from recreation and youth programs	Recreation and youth programs	\$120,000	Available for expenditure
Albro House	Town Planner & Historic District/Hist. Commission	Fees from receipts of lease or fees for short term rooms use and rental	Restorations, maintenance, care and support of town-owned property	\$10,000	Available for expenditure
ADA	Town Administrator	Receipts of parking penalty fees	Interpreter services or accommodations required under ADA	\$2,500	Available for expenditure
Wetlands	Conservation Commission	Notice of Intent filing fees	Consultants and wetland and buffer zone management and restoration projects	\$6,000	Available for expenditure

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. ANNUAL AUTHORIZATION REQUIRED BY STATE.**

**VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted in accordance with the chart published in Warrant.  
Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ESTABLISH ANNUAL REVOLVING FUND FOR THE CARE AND MAINTENANCE OF THE FORMER HARWICH MIDDLE SCHOOL**

**ARTICLE 46:** To see if the Town will vote to authorize the creation and establishment of a revolving fund as authorized under M.G.L. Ch. 44, § 53E ½ for the Community Center Director and Facilities Manager, for the purpose of funding continuing period appropriate restorations, maintenance, care, and support of town-owned property, not to exceed \$100,000 annually with funds generated from receipt of lease or fees collected for short term, year-round, temporary or otherwise, room(s) use and rental, and to act fully thereon. By request of the Community Center Director and Town Administrator.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-2, ABSTAIN-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in Warrant. Duly seconded

**ACTION:** The motion carried.

**ESTABLISH ANNUAL SIDEWALK REVOLVING FUND**

**ARTICLE 47:** To see if the Town will vote to establish a revolving fund, effective FY 2018 under M.G.L. Chapter 44, Section 53E ½ for the purpose of accepting monies generated from receipts paid to the Town in lieu of sidewalks required to be installed in new subdivisions, credited to the revolving fund, expenditures for sidewalk improvements including consulting services and construction approved by the Town Planner and the Planning Board in an amount not to exceed fifty thousand dollars (\$50,000), and to act fully thereon. By request of the Planning Board.

*Explanation: While this Revolving Fund was properly established under M.G.L., Chapter 44, Section 53E ½ at the May 2004 Special Town Meeting, Article 9, it has not been reauthorized annually by Town Meeting as required by the statute. This article is intended to correct this oversight.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS IS A HOUSE KEEPING ARTICLE THAT WILL PROVIDE ACCESS TO A FUND THAT HAS ALREADY BEEN CREATED AND FUNDED WITH PLANNING BOARD FEES. VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in warrant.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ESTABLISH A DEPARTMENTAL REVOLVING FUNDS**

**AUTHORIZATION BY-LAW**

**ARTICLE 48:** To see if the Town will vote to establish a new by-law to be added to the Code of the Town of Harwich under a new Chapter 8, entitled “Departmental Revolving Funds”, and to act fully thereon. By request of the Board of Selectmen.

**8. Departmental Revolving Funds**

8.1 There are hereby established in the Town of Harwich pursuant to the provisions of M.G.L. c.44 §53E ½, the following Revolving Funds:

<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>
Golf	Director, Golf Committee & ATA	Golf Lessons and Pro Shop Sales	Pro Shop expenses, clubhouse and kitchen maintenance, modernization, and lessons instructor
Golf Infrastructure fund	Director, Golf Committee	New surcharge on all green fees and cart fees	CVGC Infrastructure including Club House facilities, maintenance facilities
Council on Aging	Director & Council on Aging	Fees from health, recreation, nutrition and education programs	Health, recreation, nutrition and education programs
Cemetery	Administrator & Cemetery Commission	90% of Lot Sales, 100 % of all Cemetery Services and Fees	Maintenance of town cemeteries
Community Center	Director & Facilities Committee	Fees from use of the weight room	Weight Room Equipment (and repair)
Recreation	Director & Rec & Youth Commission	Fees from recreation and youth programs	Recreation and youth programs
Albro House	Town Planner & Historic District/Hist. Commission	Fees from receipts of lease or fees for short term rooms use and rental	Restorations, maintenance, care and support of town-owned property
ADA	Town Administrator	Receipts of parking penalty fees	Interpreter services or accommodations required under ADA
Wetlands	Conservation Commission	Notice of Intent filing fees	Consultants and wetland and buffer zone management and restoration projects

8.2 Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with M.G.L. c.44, §53E ½.

*Explanation: Revolving funds must now be established by by-law or ordinance, and the expenditure limits must be established annually and prior to July 1. The Municipal Modernization Act eliminates the per board and total limitations on the size of such funds.*

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-1.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted in accordance with the chart published in Warrant. Duly seconded

**ACTION:** Motion carried.

### **STABILIZATION FUND**

**ARTICLE 49:** To see if the Town will vote to raise and appropriate or transfer from surplus revenue or available funds a sufficient sum of money to be added to the Stabilization Fund, and act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$0.

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINCOM VOTES NRPFI WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINCOM VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINCOM WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be indefinitely postponed. Duly seconded

**ACTION:** The article was indefinitely postponed.

### **OPEB TRUST FUND**

**ARTICLE 50:** To see if the Town will vote to raise and appropriate or transfer from surplus revenue or available funds a sufficient sum of money to be added to the OPEB Trust Fund, and act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$70,000.

**FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINCOM VOTES NRPFI WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINCOM VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINCOM WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-9, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$53,000 transferred from Free Cash for this purpose. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**FUND PRIOR YEAR'S UNPAID BILLS**

**ARTICLE 51:** To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to pay unpaid bills of prior years as provided for in M.G.L. Ch. 44, Section 64, and to act fully thereon. By request of the Finance Director/Accountant. Estimated cost: \$2,877.87

Explanation:

<i>Planning - copier contract (Axion) un-invoiced bill – FY 16 . . . .</i>	<i>\$678.07</i>
<i>BBE Corporation – FY 16 . . . . .</i>	<i>\$225.00</i>
<i>Siemens Industry – FY 16 . . . . .</i>	<i>\$930.00</i>
<i>Police – T-Mobile – FY 16 . . . . .</i>	<i>\$700.00</i>
<i>Police – Moore Medical – FY 16 . . . . .</i>	<i>\$344.80</i>
	<i>\$2,877.87</i>

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that the sum of \$2,877.87 be transferred from Free Cash for this purpose. Duly seconded

**ACTION:** This motion required a 4/5's majority to pass, it was a unanimous vote, so declared.

**MUNICIPAL MODERNIZATION ACT – USES OF BOND PREMIUMS**

**ARTICLE 52:** To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; and to act fully thereon. By request of the Board of Selectmen.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**



**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

### **COMPENSATING BALANCE AGREEMENT**

**ARTICLE 53:** To see if the Town will vote to authorize its Treasurer to enter into a compensating balance agreement or agreements with banking institutions for Fiscal Year 2017 pursuant to Chapter 44, § 53F of the General Laws and to act fully thereon. Customary Article.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted for Fiscal Year 2018. Duly seconded

**ACTION:** The motion carried.

### **LIABILITY TIDAL/NON-TIDAL RIVERS**

**ARTICLE 54:** To see if the Town will assume the liability in the manner provided by § 29 of Chapter 91 of the General Laws as amended by Chapter 516 and 524, Acts of 1950, for all damages that may be incurred by work to be performed by the Department of Public Works of Massachusetts, for improvement, development, maintenance and protection of tidal and non-tidal rivers, streams, harbors, tide waters, foreshore and shores along a public beach outside of Boston Harbor, including the Merrimack and Connecticut Rivers in accordance with § 11 of Chapter 91 of the General Laws and to authorize the Selectmen to execute and deliver a bond of indemnity to the Commonwealth and to act fully thereon. Customary Article.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted. Duly seconded

**ACTION:** The motion carried.

At this time the Moderator, Michael D. Ford, Esq, made the following appointments:

**TOWN MODERATOR FINANCE COMMITTEE APPOINTMENTS  
ANNUAL TOWN MEETING**

I hereby appoint Jack Brown to a three-year term on the Finance Committee  
expiring June 30, 2020

I hereby appoint Mark Ameres to a three-year on the Finance Committee  
expiring June 30, 2020

May 1, 2017

s/ Michael D. Ford, Esq.  
Town Moderator

**HERRING FISHERIES**

**ARTICLE 55:** To see what action the Town will take in regard to the  
Herring Fisheries and to act fully thereon. Customary Article.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPT-  
ED AND ADOPTED. VOTE YES-8, NO-0.**

**MOTION:** (Jack Brown, Chairman-Finance Committee) I move that this arti-  
cle be accepted and adopted. Duly seconded

**ACTION:** It was a unanimous vote, so declared.

At 10:45pm on Tuesday, May 2, 2017 a motion was made and seconded to  
adjourn the Annual Town Meeting.

**THE FOLLOWING ARTICLES WERE PASSED AT THE  
ANNUAL TOWN MEETING  
MAY 1, 2017**

**CUSTOMARY ARTICLES**

1. Town Officers & Committees
2. Reports of Town Officers & Committees
53. Compensating Balance Agreement
54. Liability Tidal/Non Tidal Rivers
55. Herring Fisheries

**CAPITAL PLAN**

8. Adopt the Capital Plan

**AMEND THE TOWN CHARTER**

- 38. Various Amendments to the Home Rule Charter

**AMEND THE TOWN BY-LAWS**

- 13. Amend the Code of the Town of Harwich General By-Laws-Sewer Use General By-law
- 48. Departmental Revolving Fund Authorization By-Law

**AMEND THE TOWN ZONING BY-LAWS**

- 37 Amend the Code of the Town of Harwich – Zoning By-Laws-Add New Section “Temporary Moratoria”

**ACCEPT MASSACHUSETTS GENERAL LAWS**

- 36. Accept Massachusetts General Law Chapter 44, Section 53F ¾

**REIMBURSEMENT ARTICLE/PROPERTY, SALES AND LEASE**

- 33. Sale of Town-Owned Property – 4 Central Avenue
- 34 Sale of Town-Owned Property – 203 Bank Street
- 35. Lease of the Saquatucket Landside Property

**PRIVATE PETITIONS**

- 42. Prohibit Demolition of the West Harwich Schoolhouse

**REVOLVING/STABLIZATION/OPEB FUNDS**

- 45. Annual Revolving Fund Authorization
- 46. Establish a Middle School Revolving Fund
- 47. Establish a Sidewalk Revolving Fund
- 52. Municipal Modernization Act – Uses of Bond Premiums

**APPROPRIACTIONS VOTED UNDER ARTICLES**

**ANNUAL TOWN MEETING**

**MAY 1, 2017**

**FROM TAX LEVY**

4. Town Operating Budget	\$31,630,317.00
5. Monomoy Regional School District Budget	24,584,057.00
6. Cape Cod Regional Technical School District Budget	1,487,362.00
7. Water Department Budget	4,126,594.00

**FROM FREE CASH**

4. Town Operating Budget	\$ 81,130.00
5. Monomoy Regional School District Budget	175,692.00
9. Capital Items Funded From Free Cash	116,819.00
10. Facility Maintenance and Repair Fund	774,156.00

21. Purchase and Equip DPW Vehicles	390,000.00
32. Reimburse the Harwich Conservation Trust	73,000.00
39. Defray Costs for the Chase and Harwich Port Libraries	\$ 20,000.00
40. Promote the Town of Harwich	25,000.00
41. Supplement Annual Allocation of Mass Cultural Council For Local Cultural Council Grants	3,000.00
50. OPEB Trust Fund	53,000.00
51. Fund Prior Year's Unpaid Bills	2,877.87

#### **FROM OTHER AVAILABLE FUNDS**

4. Town Operating Budget	
PEG Access Cable Fund	143,417.00
Betterment and Septic Fund	252,102.00
Overlay Surplus	100,000.00
FEMA Fund	13,508.00
Harbor Capital Fund	110,931.00
16. Golf Course Landscape Reclamations and Major Tree Removal	43,000.00
17. Golf Course Irrigation Upgrade and System Re-build	39,000.00
19. Replacement of the Round Cove Boat Ramp	177,070.25

#### **CAPTIAL EXCLUSION**

14. Fund Replacement of Fire Department Pumper	42,000.00
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#### **DEBT EXCLUSION**

11. IMA Purchase Capacity Fee and Design of Interconnection with Chatham and Pleasant Bay Water Shed	9,035,000.00
12. Cold Brook Project	2,000,000.00
15. Fund Plans and Bid Documents for Station 2	310,000.00
18. Reconstruction of Maintenance and Operations Infrastructure at Golf Course	1,200,000.00
20. Fund the Saquatucket Harbor Landside Renovation Project	3,000,000.00
22. Road Maintenance Program	700,000.00

#### **COMMUNITY PRESERVATION**

26. Fund Land Bank Debt Service	608,950.00
27. Restoration of the Chase Library Chimney	5,100.00
28. Whitehouse Field Irrigation System Replacement	28,500.00
29. Brooks Park Expansion/Improvements Phase 4	167,900.00
30. Veterans Memorial Field Fitness Stations	13,800.00
31. Restoration of Fence Fails at Evergreen Cemetery	39,000.00

**WATER ENTERPRISE**

4. Town Operating Budget	\$ 650,178.00
7. Water Department Budget	4,126,594.00
23. Fund the Purchase of Vehicles for the Water Department	107,856.00
24. Fund the Replacement of Old Water Services Along the National Grid Project Route	400,000.00

**THE FOLLOWING ARTICLES WERE PASSED AT THE  
SPECIAL TOWN MEETING  
MAY 2, 2017**

**FROM FREE CASH**

1. Fund the Snow and Ice Deficit	250,000.00
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**FROM OTHER AVAILABLE FUNDS**

2. Fund Shortfalls in Budget Transfers	200,000.00
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**BUDGET**  
**FY 2018 REVENUES**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	% Change
<b>Real Estate &amp; Personal Property Taxes</b>	<b>\$42,100,818</b>	<b>\$43,574,380</b>	<b>\$45,171,567</b>	<b>\$46,806,835</b>	<b>3.6%</b>
<b>Local Receipts:</b>					
Excise Tax	1,955,887	2,057,620	1,940,000	2,000,000	3.1%
Hotel/Motel & Meals	939,538	1,028,809	887,000	962,000	8.5%
Ambulance	1,489,762	1,475,372	1,425,000	1,450,000	1.8%
Waste Disposal	2,156,538	2,455,996	1,966,000	2,380,000	21.1%
Beach, Recreation & Youth	309,875	383,370	301,750	340,000	12.7%
Harbors & Landings	811,275	820,726	893,074	791,049	-11.4%
Golf Operations	1,736,998	1,841,659	1,830,000	1,830,000	0.0%
Other Local Receipts	1,665,980	2,032,182	1,656,262	1,605,730	-3.1%
<b>Total Local Receipts</b>	<b>11,065,853</b>	<b>12,095,734</b>	<b>10,899,086</b>	<b>11,358,779</b>	<b>4.2%</b>
<b>State Aid:</b>					
Cherry Sheet	550,880	666,809	683,884	705,430	3.2%
School Building Assistance	993,195	993,195	993,194	-	-100.0%
<b>Other:</b>					
Free Cash				305,244	
Overlay Surplus	100,000	100,000	125,000	100,000	-20.0%
Harbor Capital Improvement	72,000	65,839	107,163	110,931	3.5%
Cable Fund (Comcast)	233,275	239,107	129,237	143,417	11.0%
Septic Loan	17,358	17,358	17,358	17,358	0.0%
Water Enterprise Indirect Costs	495,520	625,931	587,382	650,178	10.7%
FEEMA	13,650	13,991	13,736	13,508	-1.7%
Road Betterments	30,100	29,525	52,750	49,194	-6.7%
Allan Harbor Betterments	100,000	100,000	151,000	185,550	22.9%
Golf Improvement Fund	40,000	110,000			
CPA Funds (Land Bank)	683,875	662,275	633,400	608,950	-3.9%
Transfer from other Funds	500,000				
<b>Total Revenue</b>	<b>\$56,996,524</b>	<b>\$59,294,144</b>	<b>\$69,564,757</b>	<b>\$61,055,374</b>	<b>2.5%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
MODERATOR S&W	275	300	300	300	<b>0.0%</b>
SELECTMEN S&W	7,500	7,500	7,500	7,500	0.0%
SELECTMEN - EXP	6,932	8,018	6,700	7,750	15.7%
<b>Sub-Total</b>	<b>14,432</b>	<b>15,518</b>	<b>14,200</b>	<b>15,250</b>	<b>7.4%</b>
FINANCE COMMITTEE S&W	3,019	3,300	3,300	3,500	6.1%
FINANCE COMMITTEE - EXP	204	663	450	450	0.0%
<b>Sub-Total</b>	<b>3,223</b>	<b>3,963</b>	<b>3,750</b>	<b>3,950</b>	<b>5.3%</b>
FINANCE COMMITTEE RESERVE FUND	-	40,184	125,000	125,000	<b>0.0%</b>
TOWN ACCOUNTANT - SAL	257,452	241,367	236,197	244,485	3.5%
TOWN ACCOUNTANT - EXP	1,790	3,265	3,265	3,600	10.3%
AUDIT - EXP	18,000	39,500	41,000	41,000	0.0%
<b>Sub-Total</b>	<b>277,242</b>	<b>284,132</b>	<b>280,462</b>	<b>289,085</b>	<b>3.1%</b>
ASSESSORS - S&W	210,827	220,378	207,103	187,465	-9.5%
ASSESSORS - EXP	72,703	101,012	103,040	105,860	2.7%
<b>Sub-Total</b>	<b>283,530</b>	<b>321,390</b>	<b>310,143</b>	<b>293,325</b>	<b>-5.4%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
TOWN COLLECTIONS - S&W	-	16,150	16,400	16,000	-2.4%
TOWN COLLECTIONS - EXP	-	4,760	4,760	3,760	-21.0%
<b>Sub-Total</b>	-	<b>20,910</b>	<b>21,160</b>	<b>19,760</b>	<b>-6.6%</b>
POSTAGE	46,533	41,160	56,160	56,160	0.0%
<b>Sub-Total</b>	<b>46,533</b>	<b>41,160</b>	<b>56,160</b>	<b>56,160</b>	<b>0.0%</b>
TREASURER - S&W	222,630	231,826	229,074	230,612	0.7%
TREASURER - EXP	93,954	121,620	121,670	112,650	-7.4%
<b>Sub-Total</b>	<b>316,584</b>	<b>353,446</b>	<b>350,744</b>	<b>343,262</b>	<b>-2.1%</b>
MEDICARE	172,089	192,646	195,000	200,700	2.9%
ADMINISTRATION - S&W	370,087	389,443	404,631	433,889	7.2%
ADMINISTRATION - EXP	73,801	72,572	99,380	80,950	-18.5%
ADMINISTRATION - CAP OUTLAY	2,222	5,000	5,000	5,000	0.0%
UNION CONTRACTS	-	-	5,000	-	-100.0%
<b>Sub-Total</b>	<b>446,110</b>	<b>467,015</b>	<b>514,011</b>	<b>519,839</b>	<b>1.1%</b>
LEGAL SERVICES - EXP	215,626	204,858	164,000	170,000	3.7%
CLAIMS & SUITS	-	187	400	400	0.0%
<b>Sub-Total</b>	<b>215,626</b>	<b>205,045</b>	<b>164,400</b>	<b>170,400</b>	<b>3.6%</b>



**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
INFORMATION TECHNOLOGY - S&W	92,848	95,913	97,851	99,801	2.0%
INFORMATION TECHNOLOGY - EXP	120,122	223,603	198,476	212,131	6.9%
<b>Sub-Total</b>	<b>212,970</b>	<b>319,516</b>	<b>296,327</b>	<b>311,932</b>	<b>5.3%</b>
IT CHANNEL 18 - S&W	87,037	93,393	98,237	112,417	14.4%
IT CHANNEL 18 - EXP	4,974	31,000	31,000	31,000	0.0%
<b>Sub-Total</b>	<b>92,011</b>	<b>124,393</b>	<b>129,237</b>	<b>143,417</b>	<b>11.0%</b>
CONSTABLE S & W	250	694	694	694	0.0%
TOWN CLERK - S&W	193,765	196,652	207,209	202,485	-2.3%
TOWN CLERK - EXP	31,385	34,848	42,510	29,190	-31.3%
<b>Sub-Total</b>	<b>225,150</b>	<b>231,500</b>	<b>249,719</b>	<b>231,675</b>	<b>-7.2%</b>
CONSERVATION - S&W	67,504	71,849	99,326	105,633	6.3%
CONSERVATION - EXP	5,291	6,746	6,146	9,746	58.6%
<b>Sub-Total</b>	<b>72,795</b>	<b>78,595</b>	<b>105,472</b>	<b>115,379</b>	<b>9.4%</b>
TOWN PLANNER - S&W	131,546	85,008	86,456	75,104	-13.1%
TOWN PLANNER - EXP	3,242	1,740	1,740	4,406	153.2%
<b>Sub-Total</b>	<b>134,788</b>	<b>86,748</b>	<b>88,196</b>	<b>79,510</b>	<b>-9.8%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
BOARD OF APPEALS - S&W	4,136	-	-	-	0.0%
BOARD OF APPEALS - EXP	126	560	560	710	26.8%
<b>Sub-Total</b>	<b>4,262</b>	<b>560</b>	<b>560</b>	<b>710</b>	<b>26.8%</b>
ALBRO HOUSE - EXP	4,658	4,532	4,555	5,430	19.2%
OLD RECR BUILDING - EXP	5,301	5,086	5,270	6,520	23.7%
W. HARWICH SCHOOL - EXP	873	1,003	1,400	1,400	0.0%
<b>Sub-Total</b>	<b>10,832</b>	<b>10,621</b>	<b>11,225</b>	<b>13,350</b>	<b>18.9%</b>
COMMUNITY DEVELOPMENT - S&W	-	266,834	274,828	273,909	-0.3%
COMMUNITY DEVELOPMENT - EXP	-	8,996	10,200	10,950	7.4%
<b>Sub-Total</b>	<b>-</b>	<b>275,830</b>	<b>285,028</b>	<b>284,859</b>	<b>-0.1%</b>
PUBLIC BUILDINGS REPAIRS	1,424	28,891	2,133	2,133	<b>0.0%</b>
TOWN/FIN COM REPORTS	7,421	13,000	13,000	10,000	<b>-23.1%</b>
ADVERTISING	4,438	9,404	4,500	4,500	<b>0.0%</b>
TELEPHONE	38,198	-	-	-	

**TOWN OPERATION BUDGET 2018**

	Actual	Actual	Voted	Town Meeting	PCT
	FY2015	FY2016	Budget	Budget	CHANGE
			FY2017	FY2018	
POLICE - S&W	2,923,556	3,134,153	3,160,821	3,751,911	18.7%
POLICE - EXP	389,074	432,100	415,719	618,979	48.9%
POLICE - CAP OUTLAY	107,389	152,933	165,151	126,000	-23.7%
<b>Sub-Total</b>	<b>3,420,019</b>	<b>3,719,186</b>	<b>3,741,691</b>	<b>4,496,890</b>	<b>20.2%</b>
FIRE - S&W	3,192,855	3,430,185	3,528,875	3,785,130	7.3%
FIRE - EXP	262,116	406,891	409,696	465,182	13.5%
FIRE - CAP OUTLAY	10,935	-	-	-	-
<b>Sub-Total</b>	<b>3,465,906</b>	<b>3,837,076</b>	<b>3,938,571</b>	<b>4,250,312</b>	<b>7.9%</b>
AMBULANCE - S&W	104,598	219,335	194,364	181,634	-6.5%
EMS - EXP	97,459	102,067	118,211	139,882	18.3%
<b>Sub-Total</b>	<b>202,057</b>	<b>321,402</b>	<b>312,575</b>	<b>321,516</b>	<b>2.9%</b>
EMERG. TELECOM - S&W	349,046	423,815	453,207	-	-100.0%
EMERG. TELECOM - EXP	197,916	151,965	153,463	-	-100.0%
<b>Sub-Total</b>	<b>546,962</b>	<b>575,780</b>	<b>606,670</b>	<b>-</b>	<b>-100.0%</b>
BUILDING - S&W	297,558	224,770	203,633	265,413	30.3%
BUILDING - EXP	13,317	12,468	13,968	14,468	3.6%
<b>Sub-Total</b>	<b>310,875</b>	<b>237,238</b>	<b>217,601</b>	<b>279,881</b>	<b>28.6%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
EMERG. MGMT - S&W	5,464	4,910	4,910	5,008	2.0%
EMERG. MGMT - EXP	6,745	8,500	8,500	8,500	0.0%
<b>Sub-Total</b>	<b>12,209</b>	<b>13,410</b>	<b>13,410</b>	<b>13,508</b>	<b>0.7%</b>
ANIMAL CONTROL	Included in	Included in	Budget	Budget	
ANIMAL CONTROL	Included in	Included in	Budget	Budget	
NATURAL RESOURCES - S&W	86,862	90,472	93,657	96,346	2.9%
NATURAL RESOURCES - EXP	28,446	27,600	27,600	27,600	0.0%
<b>Sub-Total</b>	<b>115,308</b>	<b>118,072</b>	<b>121,257</b>	<b>123,946</b>	<b>2.2%</b>
PLEASANT BAY ALLIANCE	16,855	17,192	17,192	17,343	0.9%
MIDDLE SCHOOL BLDG.	-	125,000	-	-	0.0%
TOWN ENGINEER - S&W	160,840	166,693	170,774	174,933	2.4%
TOWN ENGINEER - EXP	3,005	3,820	5,020	25,620	410.4%
<b>Sub-Total</b>	<b>163,845</b>	<b>170,513</b>	<b>175,794</b>	<b>200,553</b>	<b>14.1%</b>
HIGHWAY - S&W	2,173,446	2,279,626	2,436,680	2,511,112	3.1%
HIGHWAY - EXP	1,689,216	2,089,291	2,186,694	2,502,786	14.5%
<b>Sub-Total</b>	<b>3,862,662</b>	<b>4,368,917</b>	<b>4,623,374</b>	<b>5,013,898</b>	<b>8.4%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
SNOW/ICE - S&W	174,357	90,000	40,000	40,000	0.0%
SNOW/ICE - EXP	488,619	295,000	95,000	95,000	0.0%
<b>Sub-Total</b>	<b>662,976</b>	<b>385,000</b>	<b>135,000</b>	<b>135,000</b>	<b>0.0%</b>
STREET LIGHTS	46,911	80,000	60,000	40,000	-33.3%
CEMETERY ADMIN - S&W	46,783	57,228	58,866	63,178	7.3%
CEMETERY ADMIN - EXP	3,349	4,240	4,097	4,327	5.6%
<b>Sub-Total</b>	<b>50,132</b>	<b>61,468</b>	<b>62,963</b>	<b>67,505</b>	<b>7.2%</b>
BOARD OF HEALTH - S&W	253,993	184,412	191,694	197,895	3.2%
BOARD OF HEALTH - EXP	14,453	13,538	15,540	19,638	26.4%
<b>Sub-Total</b>	<b>268,446</b>	<b>197,950</b>	<b>207,234</b>	<b>217,533</b>	<b>5.0%</b>
COMMUNITY CENTER S&W	136,924	145,219	152,951	164,820	7.8%
COMMUNITY CENTER EXP	151,738	166,114	141,771	115,025	-18.9%
<b>Sub-Total</b>	<b>288,662</b>	<b>311,333</b>	<b>294,722</b>	<b>279,845</b>	<b>-5.0%</b>
COUNCIL ON AGING - S&W	296,210	339,079	355,829	368,070	3.4%
COUNCIL ON AGING - EXP	63,517	64,669	74,697	75,282	0.8%
<b>Sub-Total</b>	<b>359,727</b>	<b>403,748</b>	<b>430,526</b>	<b>443,352</b>	<b>3.0%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
YOUTH COUNSELOR - S&W	70,563	73,446	75,350	81,511	8.2%
YOUTH COUNSELOR - EXP	3,751	4,010	4,310	4,310	0.0%
<b>Sub-Total</b>	<b>74,314</b>	<b>77,456</b>	<b>79,660</b>	<b>85,821</b>	<b>7.7%</b>
VETERANS EXPENSE/BENEFITS	125,218	129,328	134,346	135,434	0.8%
DISABILITY RIGHT - EXP	-	300	300	300	0.0%
HUMAN SERVICES	76,500	78,030	79,980	79,980	0.0%
LIBRARY - S&W	487,734	574,545	626,193	643,283	2.7%
LIBRARY - EXP	255,143	312,343	269,150	270,765	0.6%
<b>Sub-Total</b>	<b>742,877</b>	<b>886,888</b>	<b>895,343</b>	<b>914,048</b>	<b>2.1%</b>
RECREATION - SEASONAL - S&W	157,260	173,540	173,580	177,070	2.0%
RECREATION - S&W	196,262	208,531	218,912	228,604	5.0%
RECREATION - EXP	45,137	50,825	45,575	45,575	-10.3%
RECREATION - CAP OUTLAY	-	12,000	12,000	12,000	0.0%
<b>Sub-Total</b>	<b>398,659</b>	<b>444,896</b>	<b>450,067</b>	<b>463,249</b>	<b>2.9%</b>

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
HARBORMASTER -S&W	234,229	270,275	282,020	293,351	4.0%
HARBORMASTER - EXP	105,264	102,685	169,605	173,050	2.0%
<b>Sub-Total</b>	<b>339,493</b>	<b>372,960</b>	<b>451,625</b>	<b>466,401</b>	<b>3.3%</b>
BROOKS ACAD MUSEUM COMMISSION	11,355	15,284	12,194	12,194	0.0%
HISTORICAL COMMISSION	1,224	-	540	540	0.0%
HISTORICAL COMMISSION	237	350	350	350	0.0%
<b>Sub-Total</b>	<b>1,461</b>	<b>350</b>	<b>890</b>	<b>890</b>	<b>0.0%</b>
CELEBRATIONS	701	1,600	1,600	1,600	0.0%
GOLF - S&W	740,443	797,672	842,050	882,530	4.8%
GOLF - EXP	586,876	615,518	684,625	697,019	1.8%
GOLF CAP OUTLAY	55,207	63,000	73,000	73,000	0.0%
<b>Sub-Total</b>	<b>1,382,526</b>	<b>1,476,190</b>	<b>1,599,675</b>	<b>1,652,549</b>	<b>3.3%</b>
ELECTRICITY - CVEC		92,100	65,000	60,000	-7.7%
<b>Total Departmental Budgets</b>	<b>19,526,839</b>	<b>21,644,128</b>	<b>21,950,681</b>	<b>23,008,738</b>	<b>4.8%</b>

**TOWN OPERATION BUDGET 2018**

**DEBT SERVICE 01700**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
TRACK/SOCCER FIELD (20	5,275	5,100	-	-	0.0%
LANDFILL CAPPING (1999	94,725	87,200	84,400	76,375	-9.5%
LAND ACQUISITION (1997 Church St.	59,425	62,750	60,750	58,500	-3.7%
ELEMENTARY SCHOOL ADDN	1,072,500	1,033,300	989,400	-	-100.0%
LAND ACQUISITION (2000) Bascom	198,750	193,150	181,850	165,125	-9.2%
GOLF CLUBHOUSE (2000)	76,300	74,675	72,725	65,850	-9.5%
LAND BANK ACQ SLOWATYCKI	26,650	25,950	25,150	29,125	15.8%
LAND BANK ACQ KRUMIN	47,300	46,300	45,100	43,900	-2.7%
WATER ABATE SEPTIC LOA	17,358	17,358	17,358	17,358	0.0%
POLICE STA REPAIRS/PLA	6,250	6,125	5,975	5,825	-2.5%



**TOWN OPERATION BUDGET 2018**

	<b>Actual FY2015</b>	<b>Actual FY2016</b>	<b>Voted Budget FY2017</b>	<b>Town Meeting Budget FY2018</b>	<b>PCT CHANGE</b>
COPELAS LAND (2002)	73,500	67,075	65,425	63,775	-2.5%
SHEA LAND (2002)	226,500	222,000	211,675	206,425	-2.5%
GOLF COURSE IRRIGATION	140,650	133,050	124,525	121,075	-2.8%
LAND ACQ ROSE/KEELER	111,175	107,800	104,200	100,600	-3.5%
BROOKS ACAD MUSEUM RENOVATION	13,000	12,600	12,200	11,800	-3.3%
MIDDLE SCHOOL ROOF	31,500	30,500	29,500	28,600	-3.1%
HIGH SCHOOL ROOF	38,200	37,000	35,800	34,600	-3.4%
GOLF COURSE BUNKERS	103,000	99,800	96,600	88,500	-8.4%
POLICE STATION	675,963	665,838	655,713	644,463	-1.7%
RD BETTERMENT - OLD POST RD	11,650	11,450	11,225	10,950	-2.4%
RD BETTERMENT - MCGUERTY RD	18,450	18,075	17,625	17,100	-3.0%

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
ALLEN HARBOR DREDGE DEB	423,000	384,300	377,700	371,100	-1.7%
SAQUATUCKET HARBOR - DOWNEY			70,350	54,435	-22.6%
ROAD MAINTENANCE PROGRAM	-	102,000	106,000	103,431	-2.4%
ROAD BETTERMENT - SKINEQUIT	-	-	23,900	21,144	-11.5%
ROAD MAINT PROG-ATM14	103,750	106,250	108,000	104,574	-3.2%
ROAD MAINT PROG-ATM15			110,000	52,859	-51.9%
WYCHMERE PIER RECONSTR.	-	65,838	107,163	110,931	3.5%
<b>Total Debt Service (Prin &amp; Int)</b>	<b>3,574,871</b>	<b>3,615,484</b>	<b>3,750,309</b>	<b>2,608,420</b>	<b>-30.4%</b>
STATE ASSESSMENTS	256,873	239,729	249,398	254,386	2.0%
BARNS CTY RETIREMENT	2,105,875	2,283,370	2,528,468	2,681,194	6.0%
CAPE COD COMMISSION ASSESSMENT	199,357	198,560	207,458	211,604	2.0%
BARNSTABLE COUNTY ASSESSMENT	185,944	204,340	193,497	197,368	2.0%
UNEMPLOYMENT COMPENSATION	7,196	35,000	35,000	20,000	-42.9%
GROUP HEALTH INSURANCE	3,319,797	3,849,202	4,200,000	4,620,227	10.0%

**TOWN OPERATION BUDGET 2018**

	Actual FY2015	Actual FY2016	Voted Budget FY2017	Town Meeting Budget FY2018	PCT CHANGE
OPEB	100,000	100,000	100,000	100,000	0.0%
GENERAL INSURANCE	470,695	533,561	596,519	608,451	2.0%
GENERAL INSURANCE DEDUCTIBLE	8,888	15,000	20,000	5,000	-75.0%
<b>TOTAL TOWN</b>	<b>29,756,334</b>	<b>32,718,374</b>	<b>33,831,330</b>	<b>34,315,388</b>	<b>1.4%</b>

**OVERLAY (Abatements/Exemptions)**

**460,000**

**C C REGIONAL TECH HIGH**

	<b>1,248,331</b>	<b>1,330,607</b>	<b>1,437,053</b>	<b>1,487,362</b>	<b>3.5%</b>
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**MONOMOY REG. SCH. DISTRICT**

Operating	19,486,696	22,843,944	21,644,248	22,487,923	3.9%
Capital/ other				224,114	0.0%
Transportation	350,715		412,558	367,275	-11.0%
Debt Service- Middle School	142,843		1,776,772	1,708,359	-3.9%
Debt Service H.S.	426,174				0.0%
Minimum Contribution FY14- credit	(336,245)				0.0%

**TOTAL MRSD ASSESMENT**

	<b>20,070,183</b>	<b>22,843,944</b>	<b>23,833,578</b>	<b>24,787,671</b>	<b>4.3%</b>
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	<b>51,074,848</b>	<b>56,892,925</b>	<b>59,101,961</b>	<b>61,050,421</b>	<b>3.9%</b>
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**NET SOURCES & USES**

\$ 4,953

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
ANNUAL ELECTION BALLOT  
MAY 16, 2017**

**BARNSTABLE, ss:**

To either of the Constables of the Town of Harwich in said County,

**Greetings:**

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 16, 2017, then and there to act on the following ballot:

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: two (2) Selectmen for three (3) years; two (2) Monomoy Regional School Committee Members for three (3) years; two (2) Library Trustees for three (3) years; one (1) Water Commissioner for three (3) years.

***BALLOT QUESTIONS***

1. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay the costs to implement a portion of Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the payment to the Town of Chatham of the capacity purchase fee pursuant to an intermunicipal agreement between the Town of Harwich and the Town of Chatham which permits the Town of Harwich to deliver wastewater to the Chatham Water Pollution Control Facility for treatment and disposal, and the design of sewers in the Pleasant Bay Watershed and the design of the Chatham interconnection system, as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay the costs to implement a portion of Phase 2 of the Town of Harwich Comprehensive Wastewater Management Plan, approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, construction, and implementation of the Cold Brook Project, as more fully described in said Comprehensive Wastewater Management Plan, including any land acquisition costs and all other costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

3. Shall the Town of Harwich be allowed to assess and additional \$420,000 in real estate and personal property taxes for the purpose of purchasing or leasing one pumper for the Fire Department for the fiscal year beginning July first, two thousand and seventeen?

YES \_\_\_\_\_ NO \_\_\_\_\_

4. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued to order to hire an architectural firm for the purpose of developing construction plans and bid documents for construction/ renovation of Fire Station 2 at 149 Route 137?

YES \_\_\_\_\_ NO \_\_\_\_\_

5. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to complete facility improvements such as construct a solar capable Cart Barn, with the ability to house a state of the art electric golf cart fleet, re-skin and re-roof the major maintenance "storage" facility, provide environmental upgrades, and reconfigure the existing parking lot and lanes and access to the Club House and Pro Shop facilities with appropriate enhancements, including all costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

6. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to fund the Road Maintenance Program as requested in the Capital Plan for fiscal year 2018?

YES \_\_\_\_\_ NO \_\_\_\_\_

7. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to design and construct Saquatucket Harbor Landside Renovations, including a new Harbormaster Office building, a leased waterfront Snack Shack, six rented seasonal vendor shacks, a boardwalk with viewing areas that overlook the marina, and passenger boat ticket booths and a Harbormaster Department maintenance facility building on the former Downey property including all costs incidental and related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

8. Shall the Town approve the charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 at the May 2, 2016, Annual Town Meeting. The amendment adds a new sentence to Section 3-6-2 of the Charter clarifying that all appointments shall be made for the full term of the position.*

YES \_\_\_\_\_ NO \_\_\_\_\_

9. Shall the Town approve the charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 at the May 2, 2016, Annual Town Meeting. The amendment amends two subsections of Section 4-3-2 of the Charter relating to the authority of the Town Administrator. The first change makes it clear that the Town Administrator is authorized to execute all contracts for goods and services on behalf of the divisions and departments of the Town under the jurisdiction of the Town Administrator, subject to the approval of the Board of Selectmen. The amendment also deletes school property from the list of exemptions for Town property for which an inventory is required to be maintained by the Town Administrator. This change was made because the Town is now a member of the Monomoy Regional School District and the local school committee no longer exists.*

YES \_\_\_\_\_ NO \_\_\_\_\_

10. Shall the Town approve the charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 at the May 2, 2016, Annual Town Meeting. The amendment adds a new section 4-4-3 of the Charter providing for the appointment of the Harbormaster and any assistants by the Town Administrator.*

YES \_\_\_\_\_ NO \_\_\_\_\_

11. Shall the Town approve the Charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 at the May 2, 2016, Annual Town Meeting. The amendment makes a change to Section 5-3-1 of the Charter by changing the name of a Town Division from a "Division of Highways and Maintenance" to a "Division of Public Works."*

YES \_\_\_\_\_ NO \_\_\_\_\_

12. Shall the Town approve the Charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 of the May 2, 2016, Annual Meeting. The amendment amends Section 5-5-1 of the Charter to clarify that the fire department is organized and operated as a so-called strong chief fire department under the provisions of section 42 of chapter 48 of the General Laws.*

YES \_\_\_\_\_ NO \_\_\_\_\_

13. Shall the Town approve the Charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 48 of the May 2, 2016, Annual Town Meeting. The amendment changes the definition section of the Charter (Section 10-3-1) by deleting the exemption for the School Committee from the definition of the word "Committee" in the Charter. This change was made because the Town is now a member of the Monomoy Regional School District and the local school committee no longer exists.*

YES \_\_\_\_\_ NO \_\_\_\_\_

14. Shall the Town approve the Charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 49 of the May 2, 2016, Annual Town Meeting. The amendment amends Section 3-6-2 of the Charter to permit the Board of Selectmen to appoint up to two alternates to policy-making Town agencies listed in Section 7 of the Charter as well as other Town agencies, to the extent permissible under the General Laws.*

YES \_\_\_\_\_ NO \_\_\_\_\_

15. Shall the Town approve the Charter amendment proposed by Town Meeting summarized below?

*The proposed Charter amendment was approved under Article 50 of the May 2, 2016, Annual Town Meeting. The amendment amends Section 7-14-2 of the Charter by extending the authority of the Waterways Commission to enact regulations governing water dependent structures, including marine ramps, docks, piers, moorings, and aquaculture.*

YES \_\_\_\_\_ NO \_\_\_\_\_

NON-BINDING PUBLIC OPINION ADVISORY QUESTION  
TO PROTECT PUBLIC HEALTH AND SAFETY – MOVE SPENT FUEL  
AT PLYMOUTH NUCLEAR POWER STATION

Whereas, the original design for the Pilgrim Nuclear Power Station (PNPS) spent fuel pool was for 880 assemblies and now holds over 2,822 densely racked and tightly packed assemblies, and;

Whereas, the PNPS spent fuel pool holds over 11 times the amount of cesium released at Chernobyl, and;

Whereas, the MA Attorney General Office 2006 report cited an accident at PNPS could result in 24,000 latent cancers, \$488 billion in damages, and contamination of hundreds of miles downwind, and;

Whereas, 885 Boraflex panels, which prevent criticality and fire, will be susceptible to unacceptable levels of deterioration by September, 2017, and;

Whereas, the citizens of the Town of Harwich, MA find this to be an unacceptable threat to our health and safety and must be resolved in the most timely manner;

Therefore, Should the people of the Town of Harwich, MA direct the town's government to communicate with Governor Baker to employ all means available to ensure spent nuclear fuel generated by the Pilgrim Nuclear Power Station be placed in secure dry casks as soon as technically feasible and consistent with the highest standards, ready to be moved to a permanent federal facility when available in order to protect the health, welfare, and economic interests of the Town of Harwich, MA and its inhabitants and visitors?

YES \_\_\_\_\_ NO \_\_\_\_\_



Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 27<sup>th</sup> day of March, 2017  
s/Michael D. MacAskill, Chair  
s/Peter S/ Hughes, Vice Chair  
s/Julie Kavanagh, Clerk  
s/Jannell Brown

BOARD OF SELECTMEN

A true copy Attest:  
s/ David A, Robinson  
Constable

DATE: April 12, 2017

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 16th of May, 2017 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David A. Robinson  
Constable

The following persons will report to the Town Clerk at the Harwich Community Center Gymnasium, to sworn in as an Election Officer at 6:45 AM.

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Warden	Susan Weinstein	Eric Carroll
Clerk:	Judy Sullivan	Tina Games-Evans
Insp.Ck In:	Judy Sullivan	Ann Kaplan
Insp.Ck Out:	Marjorie Frith	Maddyline Hastings

**PRECINCT III**

Warden: John Eldredge  
 Clerk: Janet Silverio  
 Insp. Ck In: Dot Harrington until 11  
 Insp. Ck Out: John Eldredge

**PRECINCT IV**

Gayle Carroll  
 Judy Davis  
 Sandy Hall  
 Gayle Carroll  
 Johanne Arnemann

The following election officers will report to the Town Clerk at the Community Center Gymnasium at 2:00 PM and work until the close of the polls.

**PRECINCT I**

Dep. Warden: Shirley Knowles  
 Dep. Clerk: Jackie Stiles  
 Dep.Insp.In: Judy Sullivan  
 Dep.Insp.Out: Janet Kaiser

**PRECINCT II**

Ursula Corbett  
 Deborah Sementa  
 Ann Kaplan  
 Maddyline Hastings

**PRECINCT III**

Dep. Warden: Richard Gomes  
 Dep. Clerk: Joyce Phillips  
 Dep.Insp.In: Mary Ann Pina  
 Dep.Insp.Out: Janet Bowers

**PRECINCT IV**

Wil Remillard  
 Kay Sacramone  
 Joyce Bearse  
 Johanne Arnemann

Precinct I, Precinct II, Precinct III, and Precinct IV ballot boxes were examined by the Town Clerk and the Wardens of each precinct. Each ballot box was found to register “zero”. The Town Clerk read the Warrant and Return of Warrant. At 7:00 A.M. the polls were then declared open.

The voters were directed to their respective precinct polling places in the Community Center gymnasium. Voting proceeded until 8:00 P.M. at which time, with no voters in sight or waiting to vote, the Town Clerk declared the polls closed. The ballot boxes were checked and registered a total of 1,758 included 85 absentee ballots. The voting list of each precinct showed the same number of names checked as ballots cast.

These ballots were cast by Precincts as follows:

Precinct I 458 including 27 absentee votes  
 Precinct II 538 including 33 absentee votes  
 Precinct III 443 including 14 absentee votes  
 Precinct IV 319 including 11 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 16, 2017 at 9:30 P.M as follows:

**BOARD OF SELECTMEN**

LARRY G. BALLANTINE	283	325	250	163	1,021
DONALD F. HOWELL	259	312	250	177	998
ROBERT J. MADOR	241	302	243	197	983
ALL OTHERS	2	1	1	0	4
BLANKS	131	136	142	101	510
	916	1076	886	638	3,516

**MONOMOY REGIONAL SCHOOL COMMITTEE**

SHARON A. STOUT	311	388	327	231	1,257
STEPHEN K. CRAFFEY	321	371	314	212	1,218
ALL OTHERS	3	2	2	2	9
BLANKS	281	315	243	193	1,032
	916	1076	886	638	3,516

**TRUSTEE, BROOKS FREE LIBRARY**

JOANNE BROWN	358	423	370	252	1,403
MARY V. WARDE	335	381	337	234	1,287
ALL OTHERS	1	0	0	0	1
BLANKS	222	272	179	152	825
	916	1076	886	638	3,516

**WATER COMMISSIONER**

ALLIN P. THOMPSON, JR	343	400	323	236	1,302
ALL OTHERS	1	0	0	1	2
BLANKS	114	138	120	82	454
	458	538	443	319	1,758

**QUESTION 1. WASTEWATER MANAGEMENT PLAN**

YES	373	424	344	239	1,380
NO	80	101	88	73	342
BLANKS	5	13	11	7	36
	458	538	443	319	1,758

**QUESTION 2. COLD BROOK PROJECT**

YES	363	411	325	221	1,320
NO	89	107	105	86	387
BLANKS	6	20	13	12	51
	458	538	443	319	1,758

**QUESTION 3. FIRE DEPARTMENT - ONE PUMPER**

YES	290	354	271	180	1,095
NO	159	168	161	134	622
BLANKS	9	16	11	5	41
	458	538	443	319	1,758

**QUESTION 4. FIRE STATION 2**

YES	265	305	272	163	1,005
NO	187	215	158	148	708
BLANKS	6	18	13	8	45
	458	538	443	319	1,758

**QUESTION 5. GOLF - FACILITY IMPROVEMENTS**

YES	241	277	225	139	882
NO	205	243	203	173	824
BLANKS	12	18	15	7	52
	458	538	443	319	1,758

**QUESTION 6. ROAD MAINTENANCE PROGRAM**

YES	348	415	334	234	1,331
NO	97	106	88	81	372
BLANKS	13	17	21	4	55
	458	538	443	319	1,758

**QUESTION 7. SAQUATUCKET HARBOR RENOVATIONS**

YES	267	301	241	154	963
NO	178	220	182	155	735
BLANKS	13	17	20	10	60
	458	538	443	319	1,758

**QUESTION 8. CHARTER CHANGE SECTION 3-6-2**

YES	378	440	355	253	1,426
NO	50	60	44	48	202
BLANKS	30	38	44	18	130
	458	538	443	319	1,758

**QUESTION 9. CHARTER CHANGE SECTION 4-3-2**

YES	372	436	363	243	1414
NO	59	71	52	63	245
BLANKS	27	31	28	13	99
	458	538	443	319	1,758

**QUESTION 10.CHARTER CHANGE SECTION 4-4-3**

YES	367	421	332	241	1361
NO	68	88	83	63	302
BLANKS	23	29	28	15	95
	458	538	443	319	1758

**QUESTION 11.CHARTER CHANGE SECTION 5-3-1**

YES	386	464	369	262	1481
NO	47	53	47	44	191
BLANKS	25	21	27	13	86
	458	538	443	319	1758

**QUESTION 12.CHARTER CHANGE SECTION 5-5-1**

YES	370	439	355	254	1418
NO	60	60	50	45	215
BLANKS	28	39	38	20	125
	458	538	443	319	1,758

**QUESTION13.CHARTER CHANGE SECTION10-3-1**

YES	395	473	380	267	1515
NO	43	35	31	39	148
BLANKS	20	30	32	13	95
	458	538	443	319	1758

**QUESTION 14.CHARTER CHANGE SECTION 3-6-2**

YES	351	413	344	232	1340
NO	78	97	73	72	320
BLANKS	29	28	26	15	98
	458	538	443	319	1758

**QUESTION 15.CHARTER CHANGESECTION7-14-2**

YES	369	423	337	230	1359
NO	70	97	85	76	328
BLANKS	19	18	21	13	71
	458	538	443	319	1758

**QUESTION 16. NON-BINDING QUESTION**

YES	397	466	362	276	1501
NO	44	52	57	34	187
BLANK	17	20	24	9	70
	458	538	443	319	1758

<b>NUMBER OF ABSENTEE BALLOTS</b>	<b>27</b>	<b>33</b>	<b>14</b>	<b>11</b>	<b>85</b>
<b>TOTAL NUMBER VOTED</b>	<b>458</b>	<b>538</b>	<b>443</b>	<b>319</b>	<b>1758</b>
<b>REGISTERED VOTERS</b>	<b>2821</b>	<b>2646</b>	<b>2687</b>	<b>2480</b>	<b>10634</b>

Attest: \_\_\_\_\_  
 Anita N. Doucette, MMC/CMMC  
 Town Clerk

Raymond C. Gottwald  
 Dorothy A. Parkhurst  
 Susan J. Mills  
 Anita N. Doucette  
 Board of Registrars

**ELECTION Warrant**  
**The Commonwealth of Massachusetts**

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT**

To the registered voters of the Towns of Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro Wellfleet and Yarmouth

GREETINGS:

You are hereby notified and warned that the inhabitants of the Towns of Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet and Yarmouth registered to vote in any of said Towns, said Towns being the member towns of the Cape Cod Regional Technical High School District, are to meet at their respective polling places, to wit,

In the TOWN of BARNSTABLE, at the Barnstable-West Barnstable Elementary School, located at Route 6A, in Barnstable, at the Community Center in St. George's Greek Orthodox Church, located at Route 28, in Centerville, at the Senior Center, located at 825 Falmouth Rd., in Hyannis, at Our Lady of Victory Church Hall, located at South Main Street, in Centerville, at the Osterville Fire Station, located at 999 Main St, in Osterville, at the Gym of Christ Chapel, located at 2C Oak St., in Centerville, at the Freedom Hall, located at Main Street, in Cotuit, at the Hyannis Youth & Community Center/Rink, located at Bassett Lane, in Hyannis, at the West Barnstable Fire

Station, located at 2160 Meetinghouse Way, in West Barnstable, and at the Barnstable United Elementary School, located at 730 Osterville-West Barnstable Road, in Marstons Mills, all in said Town, in the TOWN OF BREWSTER at the Brewster Baptist Church, located at 1848 Main Street in said Town, in the TOWN OF CHATHAM at the Chatham Community Center, located at 702 Main Street in said Town, in the TOWN OF DENNIS, at Carlton Hall, located at 1006 Old Bass River Road, Dennis, the Dennis Senior Center, located at 1045 Route 134, East Dennis, the Dennis Public Library, located at 5 Hall St., Dennisport, the 1867 West Dennis Graded School House, located at 67 School Street, West Dennis, and the Dennis Police Station, located at 90 Bob Crowell Road, South Dennis, all in said Town, in the TOWN OF EASTHAM at the Town Hall, located at 2500 State Highway in said Town, in the TOWN OF HARWICH at the Community Center Gymnasium, located at 100 Oak Street in said Town, in the TOWN OF MASHPEE at the Quashnet School, located at 150 Old Barnstable Road in said Town, in the TOWN OF ORLEANS at the Orleans Senior Center (Council on Aging) , located at 150 Rock Harbor Road in said Town, in the TOWN OF PROVINCETOWN at the Provincetown Town Hall, located at 260 Commercial Street in said Town, in the TOWN OF TRURO at the Truro Community Center, located at 7 Standish Way, North Truro, in said Town, in the TOWN OF WELLFLEET at the Wellfleet Senior Center, located at 715 Old King's Highway in said Town, and in the TOWN OF YARMOUTH at the First Congregational Church of Yarmouth, located at 329 Main Street, Yarmouthport, Yarmouth Senior Center, located at 528 Forest Road, South Yarmouth, the Hearing Room, Town Hall, located at 1146 Route 28, South Yarmouth, the Cape & Islands Association of Realtors, located at 22 Mid-Tech Drive, West Yarmouth, and the Meeting House, located at Kings Way Route 6A, in Yarmouthport, all in said Town,

on Tuesday, October 24, 2017, at 12:00 o'clock noon, to vote by BALLOT on the following question:

“Do you approve of the vote of the Regional District School Committee of the Cape Cod Regional Technical High School District adopted on August 24, 2017, to authorize the borrowing of \$128,062,881 to pay costs of designing, constructing, originally equipping and furnishing a new District high school to be located at 351 Pleasant Lake Avenue, Harwich, which vote provides, in relevant part, as follows:

“VOTED: That the Cape Cod Regional Technical High School District (the “District”) hereby appropriates the amount of \$128,062,881 for the purpose of paying costs of designing, constructing, originally equipping and furnishing a new District high school to be located at 351 Pleasant Lake Avenue, Harwich, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an edu-

ational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the School Building Committee. To meet this appropriation the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(n) of the General Laws and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) forty-five and forty-five hundredths percent (45.45%) of eligible, approved Project costs, as determined by the MSBA, and (2) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

If the District were to receive an MSBA grant in the amount of 45.45% of eligible, approved Project costs, it is anticipated that the net principal amount of this debt allocable to each member town of the District, exclusive of interest, would be approximately as follows:

Member Town	Approximate Amount	Member Town	Approximate Amount
Barnstable	\$25,481,352	Mashpee	\$8,215,299
Brewster	5,987,422	Orleans	2,088,635
Chatham	1,392,424	Provincetown	696,212
Dennis	9,329,238	Truro	417,727
Eastham	2,088,635	Wellfleet	1,253,181
Harwich	10,721,662	Yarmouth	19,076,204

The debt authorized by this vote of the Committee shall be submitted to the registered voters of the District’s member towns for approval at a District-wide election to be held on October 24, 2017 in accordance with the provisions of Chapter 71, Section 16(n) of the General Laws and the District Agreement.”

Yes \_\_\_\_\_ No \_\_\_\_\_

The polls will be open from 12:00 o’clock noon, to 8:00 o’clock in the evening.

The District Secretary is hereby directed to serve this Warrant by posting an attested copy thereof in at least one public place in each of the Towns of



Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet and Yarmouth, and by publishing a copy thereof at least once in a newspaper of general circulation in the District, said posting and publication to occur at least ten days before the day of election as aforesaid.

The District Secretary shall make due return of this Warrant with his or her doings thereon to the District Secretary, on or before the day of the election aforesaid.

Given under our hands and the seal of the Cape Cod Regional Technical High School District this twenty-fourth day of August, 2017.

- |                            |                         |
|----------------------------|-------------------------|
| 1. s/ Anthony Tuillio      | 11. s/Michael Sarcione  |
| 2. s/ Robert Furtado       | 12. s/Christine Greeley |
| 3. s/ Scott P. McGee       | 13. s/David Bloomfield  |
| 4. s/ Maggie Hanelt        | 14. s/Stefan Galzaai    |
| 5. s/ Lee Culver           | 15.s/ Ann Williams      |
| 6. s/ Norman Michaud       |                         |
| 7. s/ Thomas Collins       |                         |
| 8. s/ Donald B. Baker, Jr. |                         |
| 9. s/ Jack Hannon          |                         |
| 10. s/ Brian Dunne         |                         |

Cape Cod Regional Regional Technical  
High School District Committee

### **RETURN OF SERVICE**

The undersigned, Secretary of the Regional District School Committee of the Cape Cod Regional Technical High School District, certify that at least 10 days prior to October 24, 2017, I posted or caused to be posted, a true and attested copy of this warrant in the Town Clerk's office in each of the Towns of Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet and Yarmouth (collectively, the District's "Member Towns"), and in addition, that I caused a copy of the within warrant to be published in a newspaper of general circulation within the Member Towns of the District on October 11, 2017, which date was also at least 10 days prior to October 24, 2017, all as required by Chapter 71, Section 16(n) of the General Laws.

s/Robert P. Sanborn, III  
District Secretary  
DATE: September 27, 2017

A True Copy Attest:  
s/Robert P. Sanborn, III,  
District Secretary

DATE: September 25, 2017

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
SPECIAL ELECTION BALLOT  
OCTOBER 24, 2017**

**BARNSTABLE, ss:**

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, October 24, 2017, then and there to act on the following ballot:

POLLS WILL BE OPEN AT 12 NOON and CLOSE AT 8:00 P.M.

**BALLOT QUESTION**

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Cape Cod Regional Technical High School District for the purpose of paying costs of designing, constructing, originally equipping and furnishing a new District high school to be located at 351 Pleasant Lake Avenue, Harwich, including the payment of all costs incidental or related thereto?

YES \_\_\_\_\_ NO \_\_\_\_\_

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 11th day September, 2017

s/Michael D. MacAskill, Chair

s/Julie E. Kavanagh, Vice Chair

s/Larry G. Ballantine, Clerk

s/Donald F. Howell

s/Jannell M. Brown

BOARD OF SELECTMEN

A true copy Attest:

s/Anita N. Doucette, MMC/CMMC

Town Clerk

DATE: October 4, 2017

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 24th of October, 2017 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in the Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/David Robinson  
Constable

**SPECIAL TOWN ELECTION  
October 24, 2017**

The following persons will report to the Town Clerk at the Harwich Community Center Gymnasium, to sworn in as an Election Officer at 11:30 AM, and work until the close of the polls at 8:00pm

**CAPE COD TECH BALLOT**

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Warden:	Chuck Callahan	Ursula Corbett
Clerk:	Judy Davis	Paul Schlansky
Insp.Ck In:	Joan Callahan	Ann Kaplan
Insp.Ck Out:	Marjorie Frith	Dot Hemmings-Bassett

	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Warden:	Richard Gomes	David Bassett
Clerk:	Janet Silverio	Mary Maslowski
Insp. Ck In:	Judy Sullivan	Kay Sacramone
Insp. Ck Out:	Marilyn Schlansky	Gayle Carroll

The following election officers will report to the Town Clerk at the Community Center Gymnasium, to be sworn in as an Election Officer at 11:30 AM and work until the close of the polls at 8:00pm

**TOWN DEBT EXCLUSION BALLOT**

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Warden:	Chuck Callahan	Ursula Corbett
Clerk:	Kathleen Muller	Roberta Winston
Insp Ck In:	Janet Kaiser	Joyce Phillips
Insp. Ck Out:	Shirley Knowles	Maddyline Hastings

	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Warden:	Richard Gomes	David Bassett
Clerk	Eric Carroll	Elaine Dickinson
Insp. Ck In:	Mary Ann Pina	Sheila Bowen
Insp. Ck Out:	Janet Bowers	Linda Hughes

#### INFORMATION TABLE

Dolly Parkhurst - John Eldredge - Sandy Hall - Deb Sementa-Barbara Madson

Precinct I, Precinct II, Precinct III, and Precinct IV ballot boxes were examined by the Town Clerk and the Wardens of each precinct. Each ballot box was found to register “zero”. The Town Clerk read the Warrant and Return of Warrant. At 12 Noon the polls were then declared open.

The voters were directed to their respective precinct polling places in the Community Center gymnasium. Voting proceeded until 8:00 P.M. at which time, with no voters in sight or waiting to vote, the Town Clerk declared the polls closed. The ballot boxes were checked and registered a total of 3,987 – 1,994 voted in the Cape Cod Tech Election and 1993 voted in the Town Special Election included 203 absentee ballots – 102 for the Cape Cod Tech Election - 101 in the Town Special Election. The voting list of each precinct showed the same number of names checked as ballots cast.

These ballots were cast by Precincts as follows: - Cape Cod Tech

Precinct I 510 including 33 absentee votes  
 Precinct II 541 including 25 absentee votes  
 Precinct III 496 including 23 absentee votes  
 Precinct IV 447 including 21 absentee votes

These ballots were cast by Precincts as follows: - Special Town Election

Precinct I 509 including 31 absentee votes  
 Precinct II 540 including 25 absentee votes  
 Precinct III 497 including 24 absentee votes  
 Precinct IV 447 including 21 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on October 24, 2017 at 9:30 P.M as follows:

**OCTOBER 24, 2017  
ELECTION**

	<b>PRECINCTS 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>Total</b>
<b>CAPE COD TECH</b>					
<b>CAPE COD TECH QUESTION</b>					
<b>BLANKS</b>	0	0	0	0	0
<b>YES</b>	394	420	360	329	1,503
<b>NO</b>	116	121	136	118	491
	510	541	496	447	1,994
 <b>TOWN DEBT EXCULSION</b>					
<b>BLANKS</b>	1	2	0	0	3
<b>YES</b>	370	406	347	213	1,435
<b>NO</b>	138	132	150	135	555
	509	540	497	348	1,993
 <b>PRECINCT SUMMARY</b>					
 <b>BALLOT QUANTITY</b>					
<b>1001</b>	510	541	496	447	1,994
<b>1003</b>	509	540	497	447	1,993
<b>TOTAL BALLOTS</b>	1019	1081	993	894	3,987
 <b>NUMBER PERSON VOTED</b>	 <b>1019</b>	 <b>1081</b>	 <b>993</b>	 <b>894</b>	 <b>3,987</b>
 <b>TOTAL NUMBER OF VOTERS</b>	 <b>2834</b>	 <b>2692</b>	 <b>2694</b>	 <b>2503</b>	 <b>10,723</b>

Attest: \_\_\_\_\_  
Anita N. Doucette, MMC/CMMC  
Town Clerk

Raymond C. Gottwald  
Dorothy A. Parkhurst  
Susan J. Mills  
Anita N. Doucette  
Board of Registrars

# HUMAN SERVICES

## *Report of the* **Accessibility Rights Committee**

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The mission of the Harwich Accessibility Rights Committee (HARC) is to advise and guide the Town of Harwich and the general public regarding issues of accessibility by the Americans with Disabilities Act and the Massachusetts Architectural Access Board. Also, the Harwich Accessibility Rights Commission provides information and referral services to residents and visitors. In the process, we work closely with the local Harwich churches, elderly services, and the Veterans Agent.

### **Harwich Accessible and Disabled BOS Presentation:**

The Town of Harwich Disability and Accessibility Status has a higher level of special needs.

Of the 2014 noninstitutionalized population of 12,076, 1,747 or 14.4% claimed some type of disability, and that is up from 9.3% in 2000.

Of those citizens under 18 years of age, 89 or 4.8% had a disability; with another 740 in the 18 to 64 age range that also claimed a disability or 10.7% of those in this age range; for a total of 829.

Regarding the Town of Harwich population 65 years of age or older, 914 seniors or about 28% of the population are those individuals in this age group, and they each claimed some type of disability. So, between 64 years of age to 65 years of age there are an additional 85 individuals

These 28% levels of disability in Harwich, particularly for those seniors, represents a considerable number of individuals that have special 'accessibility' needs within the Harwich community and we are much higher in comparison to the average percentage of the State of Massachusetts of 11.3%.

This ratio of higher percentages of Harwich citizens as compared to other communities is also consistent with other retirement communities in the United States. Harwich is also like other communities where senior citizens are migrating to retire. As an example, communities in Florida, Texas, and Arizona that are also attractive tourist areas have high percentages of Senior Citizens.

**What does HARC do?**

- Advisory for the Town of Harwich as advocates for the disabled
- Conducts ADA compliance surveys of Town buildings and facilities
- Assists the Building Commissioner with matters of ADA compliance
- Assists local businesses find solutions to ADA compliance issues
- Assists with the research of local problems for people with disabilities
- Provides information for assistive devices and services
- Conduct ongoing projects to benefit the disabled community
- Works with Town Departments to provide equipment and assist with events
- Offers scholarships to disabled students
- Seeks grants and donations for Town accessibility projects

**How can you contact us?**

- Phone: 508-430-7514
- Website: [www.harwich-ma.gov](http://www.harwich-ma.gov)
- Address: Harwich Town Hall 732 Main Street Harwich Center, MA 02655

**Meetings:**

The 4th Thursday of the month at the Small Conference in the Harwich Town Hall.

The meetings begin at 6:30 pm Open to the Public.

Respectfully submitted

W. Matthew Hart, *Chairman*

# *Report of the* **Council on Aging**

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The Harwich Council on Aging (COA) provides comprehensive support for Harwich's senior population, including services for socialization, information and referral, entertainment, health promotion and education. Through these services and as an advocate for seniors in the community and beyond, the COA enhances the quality of life for the town's seniors and their caregivers. The services provided include information and referral regarding available community resources for seniors and caregivers, health education and clinics, wellness programs, fitness classes, caregiver support, educational programs, support groups, recreational programs, health insurance counseling, legal assistance, food security programs, support groups, loans of durable medical equipment, and more. We utilize town appropriated funds, state grants, program fees, contributions, and funds raised by our Friends to accomplish our work. Our bimonthly newsletter is mailed free of charge to any Harwich resident who wishes to receive it who is sixty years or older, handicapped or disabled, or providing care for a loved one.

Much of our staff time supports the following services:

- COA outreach services provide home visits to check on seniors, assess needs, and provide advocacy and intervention to address unmet needs. We work with seniors, caregivers, and community resources to be sure our residents are informed about the services available in the community to support them, and we provide referrals and follow-up as needed. We assist with Fuel Assistance and SNAP applications, provide home safety assessments with the Harwich Fire Department, and work collaboratively as needed with the Harwich Police Department. We assist clients in their homes, over the telephone, and in the office providing guidance and crisis intervention to keep our seniors safe and connected to resources.
- COA Cranberry Coach transportation service provides door-to-door transportation on our handicapped accessible bus for local grocery shopping, trips to the Family Pantry, library programs, and COA services and programs for those who cannot drive. We lease our bus through the Cape Cod Regional Transit Authority. We also provide transportation to medical appointments from Wellfleet to Hyannis using a dedicated group of volunteers.
- We use the Community Center kitchen to provide delicious, nutritious meals for seniors weekdays at our Monday Supper Club program and our Senior Dining Lunch program. This year, we have also developed our monthly breakfast programs and serve both men and women at robust monthly gatherings.



- The Town Nurse conducts more than a hundred home nursing visits each month to conduct assessments, provide care, and offer teaching to clients and their caregivers while communicating with health care providers, pharmacies, and home health agencies.
- We rely on a devoted and reliable group of volunteers to help answer phones, counsel seniors on health insurance and legal issues, serve meals, offer telephone reassurance, deliver food to those in need, mentor elementary school girls, provide friendly visitation, assist with technology teaching, drive to medical appointments, and provide guidance and support for many COA programs and services.

Noteworthy activity during 2017:

- The COA began offering residents of the Lower Cape a direct path of communication with a live Social Security Representative using special Social Security video service at the Harwich COA. Participants can make appointments to conference live with a Social Security staff member without waiting in line or driving to Hyannis. Available services include applying for benefits, reporting changes, asking questions, and more.
- In addition to our regular services and programs, this year we offered special programs on genealogy, memoir writing, housing, hoarding, dementia, fall prevention, meditation, card making, Death Café, technology instruction, *Being Mortal* with Atul Gawande, sailing, Medicare overview, memory screenings, holiday support group, and more.
- The COA implemented new programming initiatives this year which included cooking classes, movie programs, “Device Advice” (through collaboration with the Brooks Free Library staff), “Laptops for Seniors” (through collaboration with the Masonic Angel Foundation), a monthly women’s breakfast gathering, and an overhaul of our bi-monthly newsletter.
- Long-term COA employees Director, Barbara-Anne Foley, and Executive Assistant, Gale Barnes retired, after making many contributions which are missed by staff and program participants alike.

This past year has been one of remarkable transition for the staff, as well as for the volunteers and board members of the Harwich COA and Friends of the Harwich COA. Change is not always easy, but I am most appreciative of the dedication and hard work of our staff. I am also thankful for the commitment and support of our volunteers and board members. All are dedicated to

continuing the tradition of providing high quality programs and services for the seniors of Harwich, and it is my pleasure to serve with all of them.

Respectfully submitted on behalf of the Harwich Council on Aging,

Judi Wilson, *Director*

**COA Staff:**

Director, Judi Wilson  
Social Service Coordinator, Kevin Grunwald  
Town Nurse, Susan Jusell  
Executive Assistant, Marie Carlson  
Volunteer Coordinator, Rick Anderson  
Chef, Linda St. Pierre  
Van Drivers, Gerry Golia & Kathy Skipper

**COA Board:**

Richard Waystack, Chair  
Lee Culver, Vice Chair  
Angelina Chilaka  
Joan Felahi  
Joanne Lepore  
James Mangan  
Ralph Smith  
Carol Thayer

# *Report of the* **Cape Cod Regional Transit Authority**

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The Cape Cod Regional Transit Authority (CCRTA) has provided in Harwich 52,885 one-way passenger trips from July 2016 through June 2017 (FY17).

CCRTA provided 5,722 Medicaid trips, 8,512 Day Habilitation trips, 197 other medical trips as well as providing 50 Harwich residents with 236 trips to Boston area hospitals.

CCRTA provided 218 general public clients in Harwich with DART (Dial-a-Ride Transportation) service during FY17. These clients took a total of 7,311 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 228,888 in FY17 compared to 232,079 in FY16.

A total of 13,397 one-way trips originated in Harwich for the Flex route for the period July 2016 through June 2017; total ridership for the Flex for this period was 89,255.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham, and Orleans along the Route 28 corridors. A total of 17,510 one-way trips originated in Harwich for the H20 route for the period July 2016 through June 2017; total ridership for the H20 route for this period was 162,416.

CCRTA supplied the Harwich Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 5,083 rides from July 2016 to June 2017.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources.

# Report of the Harwich Cultural Council

---

The Harwich Cultural Council (HCC) is a town-appointed committee with a goal to enrich the cultural lives of our citizens. We are one of 329 local councils who are charged with allocating grant funds for community-based projects, as well as ticket subsidies for our students and seniors to theaters, museums, and educational venues in the arts, humanities, and interpretive sciences.

The HCC is annually funded in part by the Massachusetts Cultural Council (MCC) and by the Town of Harwich. Additionally, HCC fundraising and private gifts provide us with discretionary monies which can be used for activities that meet MCC and HCC criteria.

## **The Committee**

The HCC, with a maximum of nine members, had eight active members in 2017 with one vacancy. We met monthly on the second Thursday of the month (with the exception of July and August) at 4:30 p.m. in the Thornton Room at the Brooks Free Library (for the first half of the year) and at the Harwich Community Center (for the latter part of the year).

The HCC re-elected Chairperson Tina Games, Treasurer Joan Sacchetti, and Secretary Lorraine Bossi in June, to serve for the 2017-18 fiscal year. We also welcomed new member Rosanne Shapiro in September. Additional council members include – Rose Ann Clarke, Sharon Miller, Debbie Ferry, and Rosann Donahue.

Special recognition was given to outgoing member Anne Leete for her five years of service.

## **Grant Awards**

Our grants program continues to be our main focus and we are always looking for new and innovative ways to get the word out to members of our community. We delight in seeing the variety of applications that come in each year and make every effort to attend awardee events or programs by sending one or more council representatives.

This year, the HCC received 30 grant applications for FY 2018, totaling \$26,788 in funding requests. Through a standardized review process which began in November 2017, we awarded a total of \$10,000 in grants in three different categories – *arts, humanities, and interpretive sciences*. Selected recipients were notified in late December - and will be invited to a special reception to be held in late May 2018.

It's also important to note that the grant application process is now completely online. We no longer accept paper applications. This move was initiated by the Massachusetts Cultural Council in 2016 to enable better organization, tracking, and follow-up.

The HCC Grant Award winners for FY 2018 are as follows:

Applicant	Project Title	Award
<i>Arts</i>		
Jim Stamboni	<i>Spring Fling</i>	\$400
Monomoy Alternative Learning Program	<i>Monomoy ALP Arts</i>	\$200
Monomoy Regional Middle School	<i>The Corner Bodega – In the Heights</i>	\$500
Monomoy Regional Middle School	<i>The Big Apple - From Stage to Life</i>	\$750
Harwich Elementary School	<i>8:30</i>	\$600
Creative Outlets	<i>Finding Your Voice through Art</i>	\$200
Monomoy Middle School	<i>Language of Dance</i>	\$350
The Key Idea, Inc.	<i>The Wisdom of Children</i>	\$500
Monika Woods	<i>Open Mic Classical</i>	\$200
Monomoy Middle School - FOPA	<i>Musical Instruments</i>	\$600
Cape Cod Theatre Company	<i>Wolf Hollow</i>	\$500
<i>Humanities</i>		
Holy Trinity Preschool	<i>The Magic of a Snowy Day with Friends</i>	\$300
Cultural Council of Cape Cod	<i>Rise and Shine</i>	\$370
Chase Library	<i>Holiday Children's Author Book-signing</i>	\$300
Monomoy Regional High School	<i>School-to-School Exchange (Vigo, Spain)</i>	\$500
Cape Cod Theatre Company	<i>Creative Movement Class</i>	\$250
Alzheimer's Family Support Center	<i>Alive Inside: Screening and Conversation</i>	\$300
<i>Interpretive Sciences</i>		
Mass Audubon/Wellfleet Wildlife Sanctuary	<i>In-school lessons: Harwich Kindergarten</i>	\$480
Friends of HECAC	<i>Hands-on Nature: The Ocean is Our Home</i>	\$500
Harwich Elementary School	<i>Third Grade Field Trip: Whydah Pirate Museum</i>	\$800
Cape Cod Commercial Fishermen's Alliance	<i>Voices from the Wheelhouse II</i>	\$300
Monomoy Middle School	<i>The Heat Is On</i>	\$300
Pleasant Bay Community Boating	<i>STEM to Stern Scholarship Program</i>	\$400
Cape Cod Lighthouse Charter School	<i>Winter Art Exhibit Tour/Workshop</i>	\$100
John Root	<i>Songbirds of the East</i>	\$300

## **Other 2017 Activities**

Our annual reception for 2017 grant recipients was held on May 31st at the Harwich Community Center. There were approximately 40 people in attendance with entertainment provided by members of the Monomoy Middle School Choir.

Three of our HCC members – Tina Games, Sharon Miller, Rosanne Shapiro – attended the Open House for the Harwich Cultural Center in August, where they engaged in dialogues with various studio artists to get a firsthand account of the initiative’s positive impact.

We also explored possibilities for collaboration with the Harwich Cultural Center, inviting coordinator Erica Strzpek to meet with our council this past September. She was joined by one of the studio artists, who spoke positively about her experience at the center and who expressed gratitude for the initiative as a whole.

The HCC was also notified that the Town of Harwich was selected by the Massachusetts Cultural Council as one of seven communities in the Commonwealth to participate in a six-month pilot program to explore the possibility for a Cultural Compact. The intent behind the compact articulates a common vision, defines shared values, and creates a framework for creative partnerships between local governments and cultural leaders in our community. It brings cultural agents to the table to participate in decision-making that affects the cultural life of our town, which can impact economic growth in a positive way.

## **Goals for 2018**

- The HCC would like to increase its role and presence in the community by collaborating with the Harwich Cultural Center, looking for ways to partner together on projects and events. We will be hosting a series of collaborative conversations in 2018 and extending a special invitation for studio artists to join us.
- The HCC will hold our annual grant reception at the Harwich Cultural Center to honor the 2018 grant recipients. Grantees will be asked to give an overview of their projects.
- The HCC is currently exploring new fundraising opportunities and has formed a subcommittee that is discussing ideas and gathering information to present to our group.
- The HCC will increase public awareness of upcoming events that are co-sponsored by the council and will use a variety of marketing approaches. One of these approaches is the newly-created Facebook page which launched in the summer of 2017.

- The council will continue to strive to support high-quality cultural activities that meet the needs of Harwich citizens. Our meetings are open to the public - and anyone with a vested interest in the arts and cultural activities is welcome to attend.

Respectfully submitted by:

Tina M. Games, *Chair Harwich Cultural Council*

# Report of the Health Director

---

To the Board of Selectmen and citizens of Harwich, it is with great honor that I submit this annual report for the Health Department. The Department staffing underwent many changes in 2017, most noteworthy was the retirement of Paula Champagne. Ms. Champagne served as the town's Health Director for 30 years and left behind a legacy of high standards, professionalism and knowledge that we will forever be grateful for.

As Senior Health Agent, I was successfully promoted to take her place as the new Health Director. A native to Harwich, I began my career in public health in 1999 and am dedicated to providing a high level of service to the Town.

After many years, Mark Polselli resigned his post as Part-time Health Inspector in order to spend more time on his personal inspection business. His dedication to the department and endless humor were difficult to replace, however after hiring Inspector Hunter Twombly we are filling the void. Mr. Twombly joined our team in September and has proven to be an outstanding addition.

Great thanks go to our Executive Assistant Jennifer Clarke for her continued work within Community Development. Jennifer has been an indispensable asset to us and I am continually amazed by her abilities.

The Health Department is one of four areas of expertise within Community Development; we share the second floor offices with the Town Planner, Conservation Agent and Building Commissioner. We work together to assist residents, contractors and business owners in permitting activities. Our responsibilities as a Health Department are expansive and require a great deal of knowledge, networking and patience to accomplish. Most of our work is mandated by State and Federal Regulations, however we strive to include community health education whenever possible. Included in this report are statistics and highlights from 2017.

## **REVENUE AND STATISTICS**

The following permits were reviewed and issued by the Health Department:

TYPE	CURRENT FEE	#ISSUED
Food service establishments	\$10-250	227
Motels/Cabins	\$75	9
Rubbish Haulers	\$100	8
Swimming Pools	\$100	32



Disposal Works Installers	\$100	67
Milk & Cream	\$10	15
Manufacture of Frozen Dessert	\$50	4
Stable	\$20/50	1/7
Funeral Directors	\$50	2
Mobile Food	\$100	11
Septage Carriers	\$100	24
Catering	\$100	4
Well Permits	\$55	29
Retail Sale of Tobacco	\$50	14
Recreational Camps	\$75	1
Sewage Construction Permits	various	199
Real Estate Transfer Inspections	\$110	351
Test Holes/perc tests	\$110/lot	319/125 lots
Trench permits	\$30	123
Beach Operators	\$50	40

Total 2017 department revenue came to \$136,021.00 which includes \$3,950.00 from insurance reimbursement for the 2016 employee flu clinic, \$5,800 in BOH hearing fees and \$2,743.80 in copies. Overall, revenues decreased by 7% over 2016. This can be attributed partly to fewer sewage construction related fees and a decrease in the copy fee from 25 cents per page to 5 cents per page. Over time, we are seeing less of the outdated cesspool systems that require upgrading and more systems are passing inspections upon real estate transfer.

## ***PROJECTS AND PROGRAM DEVELOPMENT:***

### **Technical Assistance to the Board of Health-**

525 licenses encompassing 20 categories were granted by the Board. This is an increase of 15 (3%) additional licenses over 2016. Most of the increases were in the food service category and in particular, mobile food. Any new facility, business, or existing business with change in operations and/or management must undergo a department review.

The Health Director prepared 44 cases for discussion and/or hearings presented at 12 Board of Health meetings:

- 20 variances were reviewed in accordance with Title 5.
- 2 hearings to review Environmental Impact Reports of large scale facilities were conducted for 557 Route 28 and Saquatucket Harbor
- Review of 1 Comprehensive Permit, Chapter 40B housing project
- Reconsideration of orders of conditions were modified/granted for remodeling/alterations for 4 projects.

- 2 hearings were conducted for food establishments regarding seating capacity at Ember and the Port.
- 1 special permit was issued to 10Yen for specialized processing methods.
- One cease and desist order was issued for 35 Chatham Road, resulting in 6 hearings/discussions with the Board.
- The Board revised the Tobacco Sale and Use Regulation which includes, among other changes, an increase in the legal age to purchase nicotine products from 18 to 21 years of age.
- The Board declared piggeries to be a Noisome Trade within the Town of Harwich, requiring a site assignment prior to operation.

### **Community Development Programs-**

We are pleased to report that the Accela online permitting platform has been implemented for a limited amount of permits. After many years of developing a program that is user friendly and effective, we were able to “go live” with the property look-up feature that is accessible by the general public in addition to submission of real estate transfer inspection reports, trench permits and percolation test applications electronically. The ability to gain accurate property information from your home or office has reduced the amount of phone calls and foot traffic to our office tremendously.

#### Project Review:

Health Department Staff reviewed and issued advisory opinions and/or permits for a total of 2010 projects in the following areas of Community Development:

- 199 Disposal Works Construction Permits for the installation of septic systems
- 351 Septic System Inspection Reports for Real Estate Transfer
- 55 Board of Appeals and Planning Board projects
- 1258 Building permits
- 29 Well permits
- 118 Trench permits

Overall this is a 3% (63) increase from the previous year.

### **Community Sanitation Programs:**

#### Bathing Beach Program:

The results of water quality sampling from the 2017 bathing season indicate above average water quality for beaches on Cape Cod. A significant amount of regional effort goes into this program. The Barnstable County Department of Health & Environment (BCDH&E) provides a summer intern

to the town one and a half days per week for this 14 week program. BCDH&E obtains funding for all of the town's marine beach monitoring and provides freshwater monitoring at no charge.

In 2017, 338 water quality samples were taken at 38 individual Harwich beaches, including 24 public beaches and 14 semi-public beaches. Fourteen public beaches have a variance from Massachusetts Department of Public Health (MDPH) which allows for monthly sampling of water quality. This variance allows for water quality sampling to be conducted once every thirty days rather than on a weekly basis. Variances are granted to those beaches that have not had any sampling failures for a minimum of two consecutive years. Seven beaches qualified for surrogate sampling (2 public, 5 semi-public) and were able to use test results from a contiguous beach to indicate water quality.

The Town of Harwich had a sampling success of 65.79% for all public and semi-public beaches. Of the Town's twenty four public beaches, 19 passed with a 62.5% success rate. Of the fourteen semi-public beaches, 10 passed with a 71.42% success rate. Each failure was followed up with a retest within twenty four hours which passed the water quality parameters and did not require closure. It was observed that 11 of the 13 public and semi-public beach failures, occurred on the same day. After looking into the weather patterns from the previous days, it was noted that a heavy amount of rainfall had occurred in the area and would account for the high levels of bacteria. All beaches were retested and received passing results.

#### Recreational Camps for Children:

The Health Department is responsible for licensing and inspecting all Recreational Camps for Children within the Town. This task encompasses a vast set of regulations and requirements and is a time consuming process. In 2017, one Camp applied for and obtained a permit; the Lighthouse Charter School. A pre-operational inspection was made of the camps in the company of the Camp Director and on-site inspections were made at the start of camp.

We recommend that all parents and caregivers ensure that the Summer Camp that their children are attending is licensed by the Town the camp is based out of. Licensed Camps must meet health and safety guidelines including background checks of counselors and volunteers, camper to counselor ratios, medical and vaccination standards, as well as have contingency plans on hand for all emergency situations.

#### Food Program:

In 2017, a total of 227 food permits were issued and 235 inspections of food establishments were made in the Town of Harwich. Harwich welcomed three new businesses this year, Ten Yen, Kim Jerauld and Moonshine Liquors.

Many public events took place this year which required Health Department involvement. On May 5th, the Chamber of Commerce hosted the annual Toast of Harwich. This event included six hub locations where multiple food vendors were providing samples. A total of fifteen participants contributed to this event and no major violations were discovered.

In July the Cape Verdean Festival took place at Brooks Park. This highly anticipated event was attended by several mobile food vendor offering ethnic food. The organization has expressed interest in making this an annual event and we look forward to working with them to meet all health and safety requirements. The Cranberry Harvest Festival was a big success this year. There were five full service food trucks located in the designated food area and ten food event permit holders mixed in the arts and crafts area. No serious violations were found during this event.

#### Weights & Measures

The Town of Barnstable continues to serve in the capacity of sealer of weights and measures for Harwich to fulfill all of our required device certification and measuring, file annual reports with the Commonwealth, and respond to consumer complaints. This program is operated at no cost to the Town in exchange for the device inspection fees being collected by the Town of Barnstable.

#### Semi-public Swimming Pool Program:

Ensuring the health and safety of all people who use semi-public swimming pools is a primary objective of the Harwich Health Department. In 2017, 19 facilities (a total of 32 permits) applied for a permit to operate a semi-public swimming pool in Harwich. Of the nineteen, 16 facilities were granted permits at the conclusion of their initial opening inspections; 2 permits were issued after passing re-inspections and the last permit was not issued to the Inn of Treasured Memories due to the pool requiring extensive repair. At a minimum, the department will inspect each facility at least once in addition to the opening inspection with a goal of three inspections per year. In 2017 a total of 48 inspections were made by staff.

#### Stables and Animal Health:

Harwich Board of Health Regulations requires inspection and permitting for all stables (keeping of horses). Manure management, cleanliness of stall and paddock, vector control, animal health and safe water supply are all essential parts of a well managed stable. There are currently 38 sites in town, residential and commercial that house over 150 horses. We are extremely grateful to Animal Control Officer Jack Burns for managing this program for the Health Department. Officer Burns conducts the inspections, responds to any complaints and acts as liaison for us on all matters in the field. We receive

many compliments on his depth of knowledge, helpfulness and professional conduct. We are pleased to report a very successful program this year with only minor infractions reported.

The Board held a public hearing for comments regarding piggeries in September. This hearing was the result of complaints from the public regarding the keeping of pigs in residential areas. After hearing public comments and discussing the public health consequences of piggeries, the Board ultimately voted to declare piggeries a noisome trade and require a site assignment.

### ***Community Health Programs-***

#### Nursing Programs

The Health Director administers and manages the service contract with the Visiting Nurses Association. This contract covers maternal-child care visits for first time mothers; communicable disease investigation and reporting requirements; and monthly childhood immunization clinics for uninsured residents.

We continue to develop our medical volunteer corps and wish to acknowledge the efforts of Town Nurse Sue Jusell and Dierdre Arvidson (BCDH&E Public Health Nurse) for coordinating the staff at our employee flu clinic. The clinic ran smoothly with the help of these two capable individuals.

The Health Director again registered the town with Commonwealth Medicine- a clearinghouse-billing center available to local towns to submit insurance claims for flu clinics. We were able to recoup \$3950 in insurance coverage for the 2016 employee clinic.

2017 was the first year in over a decade that the Town did not hold a resident Flu Clinic. This change was made as a result of the overwhelming availability of flu vaccine at local retailers. Town resident participation numbers had been decreasing year after year and now that most pharmacies, supermarkets and doctor's office able to provide a vaccine at no or low cost, we decided that the time, effort and cost of us providing a flu clinic would not be productive.

#### Education & Employee Wellness Programs:

The former Health Director was a member of the CCMHG Wellness Committee charged with developing programs to promote fitness in hopes of controlling escalating health care costs for our 10,000 subscribers.

This position included a variety of responsibilities including: disseminating the CCMHG Wellness information to employees, hosting a "Maintain, Don't Gain" Holiday weight challenge in conjunction with CCMHG and participated in the Spring Walking Challenge- a computer based tracking program.

Emergency Management:

We continue to participate with the Cape & Islands Health Agents Coalition to achieve the goals set forth annually by the CDC and MDPH and participated in several readiness drills and tabletop communication exercises. We have also reestablished the local communication drills. September was Emergency Preparedness month; the State provided educational materials and reusable bags and flashlights for distribution.

Conclusion:

We extend sincere thanks to Barnstable County Department of Health & Environment for their many support services that augment our capabilities. This year we utilized Public Health Nursing assistance; Laboratory Services, and 3 staff days per week summer interns for inspections and water sampling. In addition, the County provided a senior sanitarian once per week during the staff transition period. This service allowed us to uphold the high level of permit review and issuance our residents are accustomed to.

We hope to continue the long standing tradition of exceptional service that the residents have come to expect and foster relationships based on trust, transparency and consistency. Public health is one of the largest building blocks in the foundation of our society. Starting at the local level, we at the Health Department will strive to protect the health and wellbeing of this beautiful town.

Meggan Eldredge, RS, CHO, *Health Director*

Hunter Twombly, *Health Inspector*

Jennifer Clarke, *Administrative Assistant*

Paula J. Champagne, RS, CHO, *Former Health Director*<sup>1</sup>

Mark Polselli, *Former Health Inspector*<sup>2</sup>

<sup>1</sup> Retired 8.3.17

<sup>2</sup> Resigned

## *Report of the* **Harwich Housing Committee**

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During the year the Housing Committee had two members resign (Claudia Williams, and Amy West). Until recently we had only three members of a five-member committee, which has made achieving a quorum a challenge at times. In September we added one new member (Mary Maslowski), which leaves the Committee with one vacancy. All members have completed the Conflict of Interest Law and have received a certificate of completion. All members have been sworn in.

The Harwich Housing Production Plan was approved earlier this year. The Plan has become a valuable tool for the Town in mapping it's future course for affordable housing. Two members of the Housing Committee (Cindi Maule and Julia Eldridge) worked on the development of the Plan.

One of the recommendations in the Housing Production Plan was for the town to hire a Housing Coordinator. This is a position that many towns on Cape Cod have filled or are in the process of filling. In a letter to the Board of Selectmen, the Housing Committee endorsed creating this position. With a Town Staff Housing Coordinator, Housing issues will have focus and raise the level of commitment.

Suitable land was a major talking point at our meetings, especially town owned land, to get a housing project started. The message to the HHC was "Let's start small."

The Housing Production Plan provided a ready list of Town owned land to be considered. After meeting with Town Administration there was a turn in direction, a new idea with new enthusiasm was introduced. Let's form a Housing Trust. Several Cape Cod Towns have gone this way with success. The Trust would be the entity that would have the authority and resources to acquire land and contract with developers to build housing. Forming a Housing Trust is endorsed by HHC.

The Housing Production Plan has indicated a number of units on the subsidized housing inventory list that are in jeopardy of losing their affordability status. This first group is Pine Oaks Village 1 and 2. This concern was communicated to Mid Cape Cod Housing Inc., parent company of Pine Oaks. They affirmed their commitment to keep all units affordable. This was followed up by a letter signed by their Board President and on file with the Town Planner's office.

Additionally, it should be noted that nine (9) other units listed on the Affordable Inventory List will lose their affordability status by 2019. These

units were made affordable under a rehab program with a fifteen-year time limit deed restriction; after which they return to market rate. Apparently, there is no recourse but to let these units pass to market rate status.

The HECH/Habitat for Humanity project for 93/97 Main Street, West Harwich, has worked through many issues and concerns and now has final approval. HECH has been able to divest itself from ownership of this property. Habitat gained ownership of the rear portion for the development of six (6) single family, owner occupied homes. The front portion along Main Street consisting of two houses (one of which is the former Chase House) and a barn was purchased by a private developer who has agreed to adhere to all terms and conditions as a condition of sale.

The Board of Selectmen requested that the housing committee take on a Disabled Housing Project being advocated by Jeff Locantore of Harwich. The vision for the project is to provide affordable housing for young adults who have disabilities and can live on their own without the need of clinical support. Additionally, this housing would provide a social component which is often lacking in traditional housing.

Housing Committee members have participated in many Housing Educational programs during the year. The list includes:

- Council on Aging's Housing Summits
- Cape Cod Housing Study - sponsored by the County Commission
- "Cape One" a three-day summit – also sponsored by the County Commission
- Cape Cod Housing Institute – sponsored by the collaboration between the Housing Assistance Corporation and Community Development Partnership. This is a six-week session, currently on-going.

The Housing Committee is looking forward to working with the Harwich Housing Trust and the Housing Coordinator. With this combination in place Harwich will be successful in achieving its housing goals.

In conclusion I would like to thank all the town administrative staff for their support and professionalism that they have provided the Housing Committee.

Arthur Bodin  
*Harwich Housing Committee Chairman*



# Report of the Brooks Free Library

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739 Main St., Harwich, MA 02645  
(508) 430-7562, [www.brooksfreelibrary.org](http://www.brooksfreelibrary.org)  
Email: [brooksfreelibrary@clamsnet.org](mailto:brooksfreelibrary@clamsnet.org)

## Vision

“a world of ideas in the heart of the community”

## Mission Statement

The Library will promote full and equal access to information and ideas, the love of reading, the joy of learning, and engagement with the arts, sciences and humanities.

## ANNUAL REPORT

The Board of Trustees respectfully submits this report for calendar year 2017.

Brooks Free Library was established by Col. Henry Brooks in 1880 and was the first free public library in the town of Harwich. The Library has been owned and operated by the Town since 1910 and is governed by a 7-member elected Board of Trustees. This year Trustees Mary Warde and JoAnne Brown were re-elected at the May election. The Trustees welcome input and feedback on library services from community members. The Board meets monthly on the second Wednesday of the month at 7 pm. Agendas, minutes and reports are posted on the Trustee section of our webpage.

The Board of Trustees is delighted to report that the volume of activity has returned to prior levels following six weeks where patrons had limited access to library services in FY17 (three weeks in July 2016 and three weeks in Sept. 2016) due to the failure of the emergency lighting system. Brooks Free Library is once again the second busiest library on the Cape and Islands.

## FY17 (July 2016 – June 2017) Statistical Information:

Scheduled Weekly Hours . . . . .	6 days, 48 hours/week
Total Hours Open in FY17 (excludes holidays & emergency closings). . .	1931
Number of registered borrowers . . . . .	13,831
Number of Harwich residents with library cards . . . . .	9,906
Visits to the library . . . . .	152,760
Items in the collection (physical items & eBooks & eAudiobooks . .	131,973
Items Checked Out (physical items, eBooks & downloadable Audio). .	218,229
Use of electronic resources . . . . .	25,028

Interlibrary Loan – items lent to other libraries . . . . .	8,727
Interlibrary Loan – items borrowed from other libraries . . . . .	32,104
Number of Reference questions . . . . .	17,738
Number of Adult Programs. . . . .	567
Attendance at Adult Programs . . . . .	2,222
Number of Programs for Children and Youth. . . . .	645
Attendance at programs for children and youth. . . . .	13,242
Number of volunteers . . . . .	96
Number of hours volunteered. . . . .	3,437
Number of staff members. . . . .	28 (6 full-time, 11 part-time, 11 substitutes)
Full-time equivalent (FTE) staffing . . . . .	11.7 FTEs

## **Our Programs**

The Library offers a mix of special programs and on-going weekly and monthly programs. Most of our programs are led by staff members or volunteers. Programs that require an expenditure of funds, such as our Theater Explorers after-school program, musical performances and magic shows, for example, are funded by our Howard W. Lang Trust Fund, donations to our Gift Account or the Friends of Brooks Free Library. This enables us to provide our programs free of charge, so there is no economic barrier to participation. New members/participants are always welcome to join our on-going programs. They are a great opportunity to get to know others in the community and share ideas or a common interest.

### **Adult**

- Morning Book Group
- Evening Book Group
- Literary Diners Book Group
- America: Then and Now: Watershed Moments Book Group
- Rising Tide Writers Group
- Evening Writers Group
- Memoir Writers Group
- Knit-Lit
- Memories in Scrapbooking & Cards
- Friends First Sunday Series
- Device Advice
- Book-a-Librarian
- Internet Navigators
- Instruction in Assistive Technology
- Author Talks
- Informational Presentations
- Music, Art and Cultural Performances

## Children and Youth Programs

- Story-time
- Mother Goose on the Loose
- Creative Movement
- Pre-school Projects
- Homeschoolers Book Group
- Homeschoolers Activity Group
- Middle School Makers
- Early Release Day programs
- Theater Explorers for Middle and High School students
- Theater Explorers for Elementary School students
- Lego Fun
- Engineering Challenges
- Summer Reading Program
- STEM and craft programs
- Special performances – puppet shows, magic shows, magicians, animal programs and story-tellers

### New program initiatives this year:

- We offered a Science First Friday series, a Music series and Wellness series during the Winter/Spring of 2017. Music, Wellness, Movie Matinees and an Adventurer's Club series are underway for Winter/Spring 2018.
- We began a new Evening Writers Group to supplement the two day-time writers groups.
- Our Greatest Generation Book Group broadened its focus this fall and changed its name to America: Then and Now: Watershed Moments.
- Our Homeschoolers group fielded two teams for Odyssey of the Mind for the 2016-2017 school year and is participating in Destination Imagination for the 2017-2018 school year.
- We created a new inter-active "Imagination Station" play area in the Children's Room, which is reset monthly as a grocery store, pizza parlor, fire station, doctor's office, bakery, etc., with all the related outfits, equipment and supplies.

## **Our Collection**

### Physical collection:

Books . . . . .	58,433
Print Subscriptions to Magazines and Newspapers. . . . .	91
Audiobooks . . . . .	4,566
DVDs . . . . .	7,398

eBooks . . . . .	52,791
Downloadable Audio . . . . .	7,682
Materials in Electronic Format. . . . .	525
Miscellaneous (lending art, board games, kits, etc.). . . . .	400

Electronic resources:

- eBooks, downloadable Audiobooks, Music, Movies and online Magazines are available through our Overdrive, Flipster, Hoopla and Tumblebooks subscriptions
- Lynda.com – learning resource for improving technology, business and management skills
- Novelist - books reviews and other tools for readers
- Ancestry.com (in-library use only) and Heritage Quest
- Consumer Reports - free access to the paid content on ConsumerReports.com
- Newsbank - free access to articles from the Cape Cod Chronicle, Cape Cod Times, Cape Codder and other local and regional newspapers
- The Massachusetts Board of Library Commissioners provides free access to articles from the Boston Globe and New York Times as well as a full suite of research databases.

Passes to Museums and Attractions:

- Cahoon Museum of Art
- Cape Cod Museum of Art
- Cape Cod Museum of Natural History
- Cape Cod Theater Company/HJT
- Chatham Shark Center
- Edaville Family Theme Park
- Harwich Historical Society
- Heritage Museum and Gardens
- Isabella Stewart Gardner Museum
- Massachusetts State Parks
- Monomoy Island Excursions
- Museum of Fine Arts
- Museum of Science
- Plymouth Plantation
- Roger Williams Park Zoo
- Whydah Pirate Museum
- Zoo New England

### New additions to the collection this year:

- Hoopla – instant access to movies, music, audiobooks, eBooks and comics
- Express Collection - additional copies of popular items that cannot be placed on hold – was added to give patrons the opportunity to find something new on the shelf when they stop in. (Note: other copies of these titles are still available through the normal hold system.)
- Two new seasonal collections were added – Outdoor Summer Games, great for family fun and neighborhood gatherings, and the Winter Baking Collection with various sizes and shapes of baking pans
- The Friends purchased passes for Monomoy Island Excursions for the first time this summer.
- This year we have submitted a request for Community Preservation Act funding to preserve and digitize the Harwich Oracle newspaper, which was published from 1986 to 2007.
- This fall we applied to the Digital Commonwealth, a non-profit that partners with the Boston Public Library to preserve the cultural heritage of Massachusetts, to have the full run of Annual Town Reports (1866 to the present) digitized. Our project has been accepted and should be completed over the next several years at no cost to the Town.

### **Technology and Assistance/Training**

Libraries today serve as public access centers, providing access to computers and the Internet for those who would not otherwise have it. Brooks Free Library currently provides 6 workstations in our Homework Center, 8 workstations for adults, 2 workstations in our assistive technology center and 5 CLAMS catalog stations. We also provide 24/7 wireless Internet access and lend Chromebooks to patrons for in-library use.

Today we focus much of our information literacy efforts on helping patrons develop their technology skills, which includes learning to use computers, the Internet, word processing, office software and devices such as smart phones, e-readers and tablets. We also teach patrons how to locate reliable sources of information online and how to use electronic resources. Patrons may stop in any time to ask questions about technology, but we've also developed several programs to ensure a staff member will have the time to provide uninterrupted assistance. We offer weekly drop-in Device Advice sessions as well as half-hour Book-A-Librarian appointments where a staff member will provide individual help with technology questions. We also conduct regular "Tech Talk" programs, focusing on subjects ranging from email basics to Google Drive and iPad photography.

### New technology assistance initiatives this year:

- This year we created the Internet Navigators program. Volunteers will work with patrons one-on-one to help them learn to use email and to develop the skills needed to apply for jobs, unemployment and other government programs.
- We trained additional staff members to provide Book-A-Librarian and expanded the number of appointments available. We've continued to offer weekly Device Advice.
- We offered regular Tech Talks, both at the Library and at the Council on Aging.
- We set up a Digitization Station to enable patrons to digitize their personal photographs.

### **VITAL (Vision Impaired Technology Assistance at the Library)**

Our innovative VITAL program utilizes volunteer tutors to provide free comprehensive, individualized instruction in the use of assistive software and devices for people with vision loss. This year we're extremely pleased to report our goal of promoting the creation of assistive technology centers in communities across Massachusetts has been realized - and our VITAL program has benefitted as well. This year Brooks Free Library entered into a partnership with the Mass. Association for the Blind and Visually Impaired (MABVI). MABVI has established assistive technology training centers at the Brookline and Worcester Councils on Aging and they plan to expand the program to senior centers and libraries in other communities. As part of this partnership MABVI is also providing funding that enables us to add much needed 5 hours per week to our 9-hour Assistive Technology Coordinator position.

### Other VITAL news this year:

- This year we hosted a paid intern from Mass. Commission for the Blind (MCB).
- In September we presented at an MCB forum in Plymouth, attended by representatives of twelve Cape Cod and South Shore libraries.
- Other outreach efforts this year included speaking engagements at Sight Loss Services support groups in Yarmouth Port, Brewster and Harwich and at the Dennis-Harwich and Chatham-Nauset Lions Clubs.

### **Collaboration and Outreach**

#### Recreation and Youth Department:

- We co-hosted the first joint "Summer Recreation and Reading Kick-off" featuring a magician, outdoor games, hot dogs and drinks.

- We provided an on-site book collection for the summer camp to provide recreational reading for the children of our working families, who may be working longer hours during the busy summer season and unable to visit the Library as often as they'd like.
- We reserved space and welcomed campers to our special Summer Reading performances and activities and we sponsored a special performance for their end of summer celebration.

#### Monomoy Regional Schools:

- We offer institutional cards (also referred to as “teacher cards”) with extended loan periods and no fines to enable teachers to add materials to their classroom libraries
- Our Youth Services Librarian visits 17 elementary school classrooms each week and several others monthly to read a story and do book talks to promote recreational reading.
- Our Youth Services Librarian leads a Mock Caldecott Award program with 3rd and 4th grade where the students read and evaluate award contenders, expanding their ability to think critically about books and illustrations. This year the program has been expanded to include the 2nd grade.
- Our Youth Services Librarian works with Monomoy Regional Middle School’s Human Rights Academy, helping select titles and leading book group discussions.
- Our Assistant Director serves on the School Council for Monomoy Regional Middle School so we can maintain a close relationship and continue to support Middle School teachers and students.
- Five of our librarians participated in Monomoy Regional High School’s Summer Reading Program, leading book group discussions in September.

#### Council on Aging:

- Librarians meet with the COA director regularly, sharing information on services and resources and planning joint programs and services.
- Our staff members helped with the initial monthly COA Women’s Breakfasts and provided the program in September, informing attendees about services and programs at the Library.
- Working with the COA Director, we have re-designed our technology training and are holding regular technology programs and bi-weekly Device Advice at the COA.

### **Collaboration with other community organizations:**

- We held a weekly Pop-Up Library at Farmers Market in July and August
- Conducted outreach visits to Pine Oaks senior housing developments
- Attended a meeting of the Habitat Oak St. neighborhood association to inform them of resources and services at the Library
- Participated in the Harwich Cranberry Festival's annual "Kids Day at the Beach," paying for a performance of Cape Cod African Dance and Drum and providing an activity booth
- Participated in the "Christmas in Harwich" weekend by serving on the Chamber of Commerce committee and provided Inter-generational Cookie Decorating program.
- Held the Annual Fine Amnesty/Canned Food Drive to benefit the Family Pantry in March.

### **Exterior Preservation Project**

The exterior preservation project to chemically strip paint from the historic sections of the building – the 1880 Brooks Block and 1855 bank building - went out to bid in April 2017 but unfortunately the bids came back higher than expected and the Town did not have sufficient funds to do the work. Additional funding has been requested for FY19 so that this much needed historic preservation project can take place. The Capital Outlay Committee and Town Administration have approved the project and recommended it for FY19 funding in the Capital Plan. As of this writing, an application is pending for Community Preservation Act funds and a decision is expected in January.

### **Friends and Volunteers**

We could not provide all the services and resources we do without the support of the Friends of Brooks Free Library. One of their major activities is the Friends' First Sunday program series, with special presenters and performances on the first Sunday of the month from September through June. Another major undertaking is coordinating our Books on Wheels program, which delivers books to Harwich residents who are homebound or unable to come into the library. The Friends also manage an on-going book sale in our Lobby and Mezzanine. This year they have opened their Book Sale Room in the basement to the public and established regular hours when the room is open. Funds raised by the Friends provide funding for the special activities and performances for our Summer Reading Program for children and youth. The Friends also pay for a subscription to a leased book service that provides additional copies of bestsellers and they purchase museum passes and support our VITAL program. We remain extremely grateful to the Friends of Brooks Free Library for all that they do, and we encourage residents and visitors to donate their gently used books to the Friends to help fund their activities.



In addition to the Friends, we are very grateful to the many individuals and community organizations that assist us. The Library could not function without the services of the many dedicated volunteers who help us with a variety of tasks such as shelving books, making phone calls and coordinating programs. Members of the Harwich Garden Club work tirelessly over the growing season to care for the beautiful garden they have created in our parking lot. They also provide a monthly floral arrangement for our Circulation area, as they have done for decades, and they maintain the blooming barrels on the Main Street side of the building. We are very appreciative of the on-going financial and volunteer support we receive from the Chatham-Nauset Lions Club and the Dennis-Harwich Lions Club for our VITAL program.

Respectfully Submitted,

*Brooks Free Library Board of Trustees*

Mary Warde, *Chairman*

Joan McCarty, *Vice Chairman*

William D. Crowell, *Treasurer*

Kathleen Remillard, *Secretary*

JoAnne Brown, *Co-Chair, Building & Grounds Committee*

Jeannie Wheeler, *Co-Chair, Building & Grounds Committee*

Ann Emerson

### **Brooks Free Library Staff Members**

Library Director:	Virginia A. Hewitt
Assistant Director:	Emily Milan
Reference Librarian:	Jennifer Pickett
Youth Services Librarian:	Ann Carpenter
Staff Librarian:	Suzanne Martell
Staff Librarian:	Emily Carta
Administrative Assistant:	Megan Green*
Assistive Technology Coordinator:	Carla Burke *
Evening Shift Supervisor:	Phil Inman*
Senior Library Technicians:	Joanne Clingan* Susan Henken*
	Christine Kaufmann* Lee Kelley*
	Pam Paine* Jack Sheedy* Carey Sims*
	*part-time employees

Substitute Circulation Assistants this year:

Gordon Benoit, Joy Buhler, Brenda Collins, Lisa Eagar, Corey Farrenkopf, Elizabeth Feil, Chelsea Garland, Cathy Howard, Dorothy Hurford, Vince Kraft, Jackie Leach, Judy Nichols, Melissa Stello and Jamie Thornton

## Report of the Treasure Chest

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The purpose of The Treasure Chest is to recycle GOOD, CLEAN items such as Clothing, Housewares, Games, Toys, Books, Furniture and other useful “STUFF”. The Treasure Chest Committee has new leadership this year with Eric Fahle voted in as the Interim Chair, Liz Watkins as Vice Chair, and Heather Bolinder as Clerk. We are operating with a dedicated group of volunteers and we welcome the addition of two new volunteers, Tom Caruso and Paula Sweeney to the Treasure Chest family.

Several changes have been implemented at the Treasure Chest this year which focus on improved safety and efficiency of the Treasure Chest. These new changes include:

- *Discussion of health and safety protocol at every Treasure Chest meeting,*
- *Implementation of daily sign-in and sign-out sheets for volunteers,*
- *Volunteer etiquette discussions,*
- *Changes to volunteer parking to free up parking for patrons,*
- *Modifications to traffic patterns to maximize safety and flow of traffic,*
- *Updates of what items to accept and which items to refuse,*
- *Requests for additional signage noting hours of operation and amount of time allotted to patrons for shopping, and*
- *Improvements/changes to drop-off tables and clothing displays.*

Addressing each of the items identified above has resulted in a more efficient, safe, and rewarding experience for both the patrons and Treasure Chest volunteers. Proposed changes planned for 2018 include:

- *Modifications to the Treasure Chest rules and charge,*
- *Stricter rules regarding the acceptance of furniture to reduce disposal costs, and*
- *Reducing the amount of waste to a minimum.*

As volunteers, we do what we can to make the Treasure Chest a place where all feel welcomed are we are always striving to improve the patron’s experience. We spend countless hours each week cleaning and preparing the Treasure Chest to make sure that it is ready to receive and serve the public during its hours of operation. As volunteers, we are committed to the task and we are up to the challenge.

Of course, none of this would be possible without the continued support of the Town Manager, Selectmen, Sandy and Ann in the Town Selectmen's office, Lincoln Hooper and the Highway Department staff, Mike, Dave and the Transfer Station employees and the Harwich Police Department. To all of you a very special thank you and we look forward to your continued support and assistance in 2018.

Respectfully submitted,

Eric Fahle, *Interim Chair 2017*

# Report of the Voter Information Committee

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***Whose purpose is to inform and prepare voters on issues to be addressed at Annual and Special town meetings and the local annual election and to encourage voter registration and participation.***

The committee presented six programs to provide helpful information to voters as they prepared for the Annual and Special Town meetings and the local election and to encourage participation in Town government:

- **Committee Recruiting Fair:** Members from twelve Town committees participated in the January 28 by hosting a table and chatting with interested attendees. Seventeen potential volunteers attended.
- **Financial State of Harwich:** Led by Joanne Rys, panelists discussed the current state of the town's finances. The one hour discussion, taped by Channel 18 on May 11, focused on key components of the town and school budgets, financial challenges, and capital warrant articles.

**Participating were:** Michael MacAskill, Chair- Board of Selectmen; Christopher Clark, Town Administrator; Jack Brown, Chair – Financial Committee; Scott Carpenter, Superintendent – Monomoy Regional School District; Carol Coppola, Finance Director/Accountant; Brian Widegren, Vice Chair – Monomoy Regional School District Committee; Robert Sanborn, Superintendent – Cape Cod Regional Technical High School, Robert Furtado, Harwich Representative on the Cape Cod regional Technical High School Committee.

- **Meet The Candidates:** Emily Milan and Tina Games hosted interviews with those candidates running for uncontested seats.

#### **Interviewed were:**

- Monomoy Regional School Committee – Sharon Stout and Steve Craffey
- Water Commissioner – Allin P. Thompson, Jr.
- Brooks Free Library Trustee – JoAnne Brown and Mary Warde.
- **Pre-Town Meeting:** Peggy Rose and Chris Joyce moderated this Channel 18 broadcast on the Annual and Special Town meeting warrant articles. Participants provided listeners with the rationale of each article and how those articles will be funded if passed.

**Participants were:** Dan Pelletier, Superintendent – Water Department; Donna Molino, Deputy Assessor; David Guillemette, Chief – Police Department, David LeBlanc, Deputy Fire Chief; John Rendon, Harbormaster; Christopher Clark, Town Administrator; Clem

Smith, Chair – Golf Committee; Heinz Proft, Department of Natural Resources, Michael MacAskill, Chair – Board of Selectmen; and Craig Chadwick, Chair – Fire Station 2 Committee.

- **League of Women Voters Moderated Debate:** In May and in preparation for the local election, Judy Thomas, League of Women Voters – Cape Cod Area, moderated a debate for the two contested Board of Selectmen seats. Fifteen members of the public participated by asking questions of the candidates. Channel 18 televised the program and broadcast it on numerous occasions leading up to the election.

**Candidates participating:** Rob Mador, Don Howell, and Larry Ballantine

- **Cape Cod Regional Technical High School:** In early October, Peggy Rose and Chris Joyce led a discussion of the upcoming October 24 vote on construction of a new school building with Superintendent Robert Sanborn. The program was taped by Channel 18 personnel and is being repeatedly broadcast until the election.

#### **Additional work during the year included:**

- **VIC Web Page – Town Website:** Committee member, Emily Milan, continues to maintain VIC’s web page which includes a link to the committee volunteer application, the *Citizens Committee Vacancy form* and recent VIC broadcasts. Additionally, Ms. Milan developed an on-line tutorial for readers to learn how to sign up for E-alerts from the town web so residents can receive links to any Town committee minutes and agenda in which they are interested.

#### **Newly Appointed Committee Member**

- VIC welcomes Pamela Groswald who was appointed by the Board of Selectmen in November and subsequently sworn in by the Town Clerk.

We respectfully submit the year-to-date report of the Harwich Voter Information Committee (VIC) for 2017 with special thanks to **Joanne Rys** who dutifully served for 12 years, was influential in having the Town of Harwich Committee Handbook updated, and generously mentored this Chair and other members of the Committee. Without the support and professionalism of Jamie Goodwin, Channel 18 Station Manager; Caleb LaDue, Information Specialist; and Julie Kavanagh, Selectman and liaison to VIC our work would be less effective.

Christina Joyce, *Chair*  
Peggy Rose, *Clerk*  
Tina Games  
Pam Groswald  
Emily Milan

# Report of the Harwich Youth Counselor

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To the Honorable Board of Selectmen and the Citizens of the Town of Harwich, I am pleased to submit the Annual Report of the Office of the Youth Counselor for the year 2017 and recognize the community members who support the needs of Harwich Youth and their families.

The Youth Counselor offers clinical mental health counseling and referrals to Harwich youth and families. Clinical services provided include individual and group therapy for youth and adults, and case management and mentoring for young people at risk who benefit from a team approach. The closest collaborator and major source of referrals for the Youth Counselor continues to be the Monomoy Schools. She works with the guidance staff, health teachers, nurses and administrators, who are all dedicated to the success and well-being of Monomoy students.

In January 2017, the Youth Counselor was appointed to the Monomoy School District SEL (Social and Emotional Learning) Steering Committee. This committee is comprised of school administrators, teachers, parents, students, and community members. SEL is “the process of developing students’ and adults’ social and emotional competencies—the knowledge, skills, attitudes, and behaviors that individuals need to make successful choices.” As of the writing of the town report, the SEL Steering Committee is currently developing a framework for implementing SEL across all levels. More information, including a report to the Monomoy School Committee, can be found on the school district website at [www.monomoy.edu](http://www.monomoy.edu). The Monomoy Regional School District SEL Vision Statement is as follows:

*“Monomoy provides tiered interventions, curriculum and other educational programs and for all students to address social-emotional learning. In addition, Monomoy will provide resources and supports as needed for staff and families to address their own social emotional needs.*

*To this end, Monomoy Regional School District is committed to working with all levels of the District’s stakeholders, including school committee members, administrators, teachers, all other personnel, and families to provide a safe and supportive learning environment for all students. We believe that when children feel safe and recognized in the classroom and school environment, they can excel academically, socially and emotionally. This provides a foundation for a lifetime of learning and positive contributions to their community.”*

In March of 2017, Harwich Youth Services hosted a showing of the documentary *Screenagers: Growing Up in the Digital Age*. Filmmaker and pediatrician, Delaney Ruston, learned that the average kid spends 6.5 hours a day looking at screens. She wondered about the impact of all this time and about the friction occurring in homes and schools around negotiating screen time—friction she knew all too well. In *Screenagers*, the film takes a deeply personal approach focusing on family life, and explores struggles over social media, video games, academics and internet addiction. The film was attended by 250 parents and community members and was followed by a Q & A with mental health experts, parents and high school students. There will be an encore showing of *Screenagers* in 2018.

In April of 2017, Harwich Youth Services and Monomoy Regional School District presented data from the Massachusetts Youth Risk Behavior Survey, which had been administered in late November of the previous year. Students from the Peer Leaders Program presented the information to peers and the public. The data was presented in 2 formats, one to students in the high school and a second to parents in the community. In comparing data to the YRBS administered 2 years prior, there were upward trends in some areas and diminishment of risk-taking behaviors in others. For a detailed copy of the survey results, contact the MRSD main office at (508) 945-5130. One of the most concerning trends, both at Monomoy and statewide, was the high number of students who chose to be a passenger in a car with an impaired driver, driving while impaired, and driving while texting or talking on a cell phone. The Youth Counselor obtained grant funding to bring the *Save-A-Life Tour* to Monomoy High School. On October 16th, juniors and seniors viewed a short documentary about the risks of impaired and distracted driving which was followed by utilization of simulators that specifically demonstrated consequences of risk taking while driving. Feedback from students was positive and indicated that the experience was educational and had a high impact.

During the 2017-17 school year, Harwich Youth Services and the Harwich Council on Aging continued their collaboration on the GIRL POWER Intergenerational Mentoring Program. Senior female mentors were paired with 3rd and 4th grade girls to engage in wellness activities ranging from nutritional education, resiliency skills building, stress management, and fun, invigorating physical activities. The relationships developed between the senior mentors and girls were meaningful and mutually beneficial. The program is scheduled twice for 2018.

The Youth Counselor is an appointee of the Barnstable County Regional Substance Use Council and Prevention Working Group. This past year, RSAC assisted the Youth Counselor in the roll-out of the Youth Risk Behavior Survey data, as well as planning and presenting the 2nd Annual My Choice Matters

Parent Summit. The parent summit theme was “Building Parent Muscle,” and featured 2 dynamic speakers- Cindy Horgan from Cape Cod Children’s Place who spoke about teaching younger children resilience, and Jon Mattleman from Needham, who talk was titled *The Secret Life of Teens*. Approximately 200 parents and community members attended the event. For more information on BRSAC and the My Choice Matters initiative, you can access the regional website at [www.bchumanservices.net](http://www.bchumanservices.net).

The Youth Counselor joined the board of the newly formed Harwich Children’s Fund, which is a partner of the Friends of Harwich Youth. The board is comprised of retired teachers and current school nurses and guidance staff and acts as a sister agency to the Chatham Children’s Fund. The vision and mission of the Harwich Children’s Fund is as follows: *The Harwich Children’s Fund/Friends of Harwich Youth is a non-profit community collaborative made up of school and community partners, who provide periodic assistance for youth. Our sister agency is the Chatham Angel Fund. Any Monomoy School District youth in need from towns other than Chatham can apply for assistance from HCF, through a parent or guardian. Areas of help available include: clothing, food, medical/dental, vision/hearing, enrichment, school supplies, and holiday needs. Each situation is assessed and needs are determined. If a referral is needed, with regards to the request, HCF will give the family contact information for support and services.*

The Youth Counselor recently joined the board of Behavioral Health Innovators, Inc. The vision of BHI is as follows: *We are leveraging many new innovations in care, technology and science and applying them to behavioral health “clusters.” Our goal is to “think differently” about how behavioral health disorders can be prevented, diagnosed early and/or managed to improve quality of life and reduce healthcare costs. Behavioral Health Innovators, Inc. is a 501(c)(3) corporation, incorporated in Massachusetts. We are working with industry leaders and the innovation economy to scale out a variety of solutions (evidence-based programs, digital solutions, research) to address behavioral health issues related to anxiety, depression and substance use disorder. We co-design solutions working with the students and the recovery community directly. Our intent is to disrupt the on-ramp to addiction, anxiety, depression and more. Behavioral Health Innovators is currently working on the formation of a Recovery BUILD Alternative Peer Group (APG). We are losing teens at an alarming rate to addiction. As a community, we need to find and fix the gaps. Recovery Build APG is a safe place where teens and young adults come together with their peers in recovery to build a sober life that will sustain them as they integrate into the broader recovery community. Please contact the Youth Counselor for more information.*



If you are interested in attending a Harwich Youth Services Committee meeting, we convene the 3rd Monday of each month at 5:30 p.m. at the Albro House next to Town Hall. When there is a Monday holiday, we usually meet the following week. To find out more about the committee's mission and how you can join, visit the town website.

Sheila House, *Harwich Youth Counselor*  
*Master of Science*  
*Licensed Clinical Mental Health Counselor*

*Harwich Youth Services Committee*

James Hartley  
Barbara Segal  
Brooke Canada  
Julia Eldredge  
Paula McGuire

# PUBLIC SAFETY

## *Report of the* **Department of Emergency Management**

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Once again we have had a quiet year here on the Cape and in Harwich. We did deal with some snow storms in January and February as well as a couple of near misses during hurricane season. We must keep in mind that we will not always be so lucky. The Town can only do so much to help you out. You must be prepared to deal with issues on your own or with little help. It is so important for you to have a plan, to know where the shelter is and what are the requirements to gain access to the shelter. You must have a communications plan so your family and friends know what you are doing.

Harwich Emergency Management uses many different ways to get information out to our citizens. We use local radio stations, local print outlets, Channel 18, the Town webpage as well as our own webpage, we also use Police and Fire webpages and Harwich Emergency Management is on Facebook as well. The Town has its own Emergency Alert System (EAS) which is under the control of the Harwich Water Department. Please contact them or go to their webpage to make sure you are registered.

I have been working with 2 students from the Mass Maritime Academy who are in the process of designing a tabletop exercise for the Town. This exercise will give us a good idea on areas that we might need to change or improve. We are hoping to have this tabletop exercise at the EOC in May 2018.

I continue to work with the Barnstable Country Regional Emergency Planning Committee (BCREPC) as the voting member from the town of Harwich. This group provides the town with additional tools to have in the event of a disaster here in Town. Harwich is part of the Regional Sheltering Plan under the direction of the BCREPC. Our shelter is located at Cape Cod Regional Technical High School on Route 124. We also have an animal shelter at this location. Information on the shelters is available on our local website, the Red Cross website as well as the BCREPC website.

We here in Harwich are also very lucky to have three Assisted Living Facilities that have no problem stepping up when we need their help. During

an event we have placed some of our seniors in these facilities to keep them safe, warm and fed. I wish to thank the Royal of Harwich, Rosewood Manor and Maplewood for their continued help and support.

One of the big milestones that was accomplished this year was the renewal and updating of the Hazard Mitigation Plan as required by the Federal Government. It took Department Heads and staff hours to get this done. We had help from the Cape Cod Commission. The plan was posted for public comment, has gone before the Board of Selectmen, has been approved by the State and the Feds. The completion of this updates allows the town to access grants for mitigation projects.

We lost two members of our Emergency Management team this year, Paula Champagne - Health Director and Barbara-Anne Foley - COA Director. These two ladies were a valuable part of the team and will be missed by all.

We have already worked a flu clinic with the new Health Director and I am working with the new COA Director to get our emergency plans updated and in writing. Meggan and Judi have become a part of our team and we welcome them.

Emergency Management is a Team effort. In Harwich we have a team that works well together. We see an issue and we deal with it. We are the envy of many cities and towns. We strive to make our team the best around. Communications is key in this effort. Support from townspeople as well as elected officials is also very important. We are a team of Department Heads, town employees and volunteers. Without the commitment from all these people this job would be tough to do. I thank them all and ask them for their continued support.

I want to thank the Town Administrator, the Board of Selectmen, the Public Safety Chiefs and all other Department Heads and their staff for their support.

Respectfully,

Lee Culver  
*Emergency Management Director*

# *Report of the* **Engineering Department**

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The Engineering Department performs work for all stages of project development including planning, design, permitting, specification writing, cost estimation, bidding and construction management. The Department also provides professional land surveying services when needed.

We continue to review submittals and perform subdivision inspections for the Planning Board, as well as assisting all Boards, Commissions and residents when the need for engineering and surveying consultation arise.

We assist all Departments in the procurement of supplies and services, as well as the development of plans and specifications for such projects. We also aid in the administration and successful completion of Town projects. This year's examples of this include:

- Improvements to Brooks Park including new parking area, new playground, and new restroom and septic system.
- Cranberry Valley Golf Course Improvements including site plan and plans and specifications for the new Golf Cart Storage building
- Whitehouse field Irrigation
- Pet Burial Ground site design and walkway design and bid
- Fire Station #2 survey, site plan and architectural services bid
- Brooks Library renovation bid assistance
- ADA grant preparation and submittal
- Saquatucket landside improvements, design and bid
- Saquatucket waterside improvements assist with project
- Beach and Parks food concession bids

Plans and specifications for a new 112' by 50' golf cart storage building at Cranberry Valley Golf Course were developed and bid for construction. The building construction, along with improvements to the parking area are anticipated for 2018.

Plans for the improvements to the land side of Saquatucket Harbor were developed and bid for construction. This includes a new Harbor Master Garage, a new Harbor Master building, boardwalk, area for vendors and increased parking on the former Downey Property recently purchased by the Town. The Department also assisted in the implementation of water side improvements to Saquatucket. Both projects are scheduled for completion in 2018.

A number of Town beaches were surveyed and the survey plans submitted to DEP as a requirement to continue the Town's nourishment of the beaches with sand dredged from harbor entrances.

The Department acts as liaison to the State and Verizon for continuous updating of the Master Street Address Guide (MSAG) and street numbering system.

The Department continually updates the Town's Assessors Maps as changes occur.

As a member of the Town's Traffic Safety Committee, we assist the Town in identification of potential traffic safety problems and their resolution.

The Town Engineer represents Harwich on the Cape Cod Regional Transit Authority Advisory Board. The CCRTA is a well-run organization which appears to serve the Town's transportation needs very well. Any issues regarding the CCRTA should be communicated to the Town Engineer.

The Engineering Department also continues to keep abreast of new MS4 requirements, and continues to improve the Town's drainage infrastructure to comply with State and Federal regulations.

Professional Land Surveyor, Paul Sweetser of the Engineering Department continues to be a valuable resource to all Town Departments, Committees and Boards.

I wish to extend my appreciation to all other Departments for their support and cooperation.

Respectfully submitted,

Robert Cafarelli, PE  
*Town Engineer*

# Report of the Fire Department

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I am pleased to present you with the annual report of the Fire Department for 2017. This last year the department responded to just over 4200 incidents, while this reflects a slight decrease in emergency calls, it does not reflect the numerous details, inspections, community outreach and general assistance that was also rendered to the community.

## Incidents and Statistics

<b>Total Incidents</b>	4205	<b>Total EMS transports</b>	2318
<b>Incidents by Call Type</b>		<b>Incidents by Village</b>	
<b>Incident Type</b>	<b>Total</b>	<b>Village</b>	<b>Total</b>
Fire/Explosion	52	North Harwich	189
Overpressure/Rupture	6	South Harwich	189
Rescue Call/EMS	3183	East Harwich	1246
Hazardous Condition	192	West Harwich	361
Service Call	226	Pleasant Lake	407
	154	Good Intent Call	
False Call	389	Harwich Center	1083
Severe Weather/Natural Disaster	1	Harwichport	579
Special Type/Complaint	2	Mutual Aid	151
		<b>Mutual Aid Breakdown</b>	
<b>Incidents by Station/District</b>		<b>Town</b>	<b>Total</b>
Headquarters	2676	Brewster	70
Station 2	1378	Chatham	17
Mutual Aid	151	Dennis	30
		Eastham	3
		Hyannis	3
		Orleans	20
		Provincetown	3
		Sandwich	1
		Yarmouth	4

## Operations

The purpose of the fire department is to provide service to the citizens and visitors of the Town of Harwich. This year the Department reviewed its mission statement and updated it to more accurately reflect the mission and values of the Department.

## Mission Statement

To protect Life, Property and the Environment from harm through SERVICE to the Community.

We will accomplish this through:

**Accountability:** To ourselves and our citizens for every action we take.

**Commitment:** To the Department and the community we serve.

**Dedication:** To prepare our shift and the Department to meet the needs of the Town and its citizens.

**Passion:** To serve and assist our community to the best of our abilities.

**Integrity:** To do the right thing for our community, every time

This year the department purchased 3 Lukas chest compression devices. These devices are used during cardiac arrest incidents and provide a higher quality CPR and also creates a safer environment during transport as personnel do not have to stand up to do chest compressions while the ambulance is moving.

The Department also upgraded the system used for treating pediatric patients. The previous system, called the Broslow System, still required personnel to calculate dosages for pediatric patients. This system is designed for use by EMS in the field which means our personnel will be better prepared for these difficult incidents.

The Department continues to train your firefighters so that you have the most qualified, best prepared firefighters responding to you at all times. The department sent the officers to two professional development programs hosted by the Barnstable County Fire Chiefs Association, additionally multiple firefighters received certifications in Fire Officer 1 and Fire Instructor 1 from the Massachusetts Fire Training Council. This training is critical in ensuring Harwich Firefighters are ready for every incident as well as maintaining a succession plan, providing that future vacancies are filled by qualified personnel.

The department also sent eight firefighters to the Nozzle Forward program hosted by the Barnstable Fire Academy. This program, focuses on hoseline movement and nozzle practices and allowed the department to institute several changes to improve our operations at fires. These 8 firefighters became the training cadre for these practices within the department, and eventually all personnel received training on these skills.

## Personnel

The backbone of the Harwich Fire Department is the personnel that work each day to keep Harwich safe and respond to each emergency as if it was

their own. This year the Department experienced more change as Firefighter Paramedic Buck Mabile and Lieutenant Timothy Jaques retired.

Firefighter Mabile was forced to retire after sustaining a back injury in the line of duty. While it was difficult to see Buck go, especially under these circumstances, it was my pleasure to appoint Firefighter Paramedic Christina Brown as his replacement. Brown comes from a fire department family and had worked as a provisional firefighter for the department prior to her appointment.

Additionally Firefighter Daniel SanGiovanni, who had also worked as a provisional was also sworn in as a firefighter in April. Firefighter SanGiovanni, who had worked as a call firefighter in Brewster, was also a provisional firefighter and was selected after an extensive interview process last spring.

Finally Firefighter Paramedic William Schneeweiss was hired to fill the vacancy created when Lieutenant Timothy Jaques retired. Lieutenant Jaques retired after 32 years of service to the town. Firefighter Ryan Edwards was promoted to Lieutenant to fill the Lieutenants position. Lieutenant Edwards was selected as Lieutenant after a competitive promotional exam.

All of these personnel represent the future of the Harwich Fire Department and are some of the best firefighters around. We are fortunate to have them here in Harwich.

As in previous years, line of duty injuries continue to plague the Department. Because of the nature of the work, these injuries are unavoidable. Fortunately most of these injuries are temporary, and personnel return to work quickly. Unfortunately in some cases this is not possible and for the second year in a row we are waiting for the retirement board to process a line of duty retirement for one of our firefighters.

Last March during the budget hearings we presented a budget that included two additional positions. The last time the department increased the minimum shift strength was in 1988 when full time dispatchers were hired. Since that time the department has seen a 100% increase in incidents. While there was support for the increase at the budget hearings, there wasn't the funding available. This year we will submit a budget that again requests two additional firefighters. It is our hope that this request will be approved and with these additional firefighters we will be able to provide a better level of service to the town.

### **Roster**

Fire Chief Norman Clarke, Jr.    Deputy Fire Chief David LeBlanc  
Administrative Assistant Susan Pires    Office Assistant Roy Eldredge  
Fire Inspector - Captain Brian Coughlan    EMS Officer - Robert Sanders



<b>Group 1</b>	<b>Group 2</b>	<b>Group 3</b>	<b>Group 4</b>
Captain/EMT Parker	Captain/EMT Clarke	Captain/EMT Mayo	Captain/EMT-P Thomson
Lieut./EMT Walorz	Lieut./EMT-P Tyldesley	Lieut./EMT Edwards	Lieut./EMT-P Smith
FF/EMT Rego	FF/EMT Young	FF/EMT-P Diamond	FF/EMT-P Finn
FF/EMT-P Hawthorne	FF/EMT-P Ford	FF/EMT-P Piche	FF/EMT L'Etoile
FF/EMT Eldredge	FF/EMT-P Gould	FF/EMT-P White	FF/EMT-P Elliott
FF/EMT-P Willis	FF/EMT Boyne	FF/EMT Clarke	FF/EMT-P Laplante
FF/EMT Duquette	FF/EMT-P Avery	FF/EMT-P Brown	FF/EMT Erving
FF/EMT-P Schneeweiss	FF/EMT Sandino (P)		FF/EMT SanGiovanni

*FF/EMT – Firefighter/Emergency Medical Technician*

*FF/EMT-P – Firefighter/Emergency Medical Technician – Paramedic*

*(P) – Provisional*

### **Buildings and Fleet**

This year was a busy year for the department in terms of building maintenance. Under the direction of Sean Libby, the air conditioning, boilers and carpet were replaced at Headquarters. All three projects were funded during past annual town meetings.

Progress was made with the planning for the Station 2 project. While the committee will report separately, it is noteworthy that with the approval of the Board of Selectmen the decision was made to design and build a new station instead of renovating the existing one.

After researching the renovation option, it was determined that it would cost less to build a new building, versus renovating a 46 year old building and the end product would be a brand new 50 year old building. One of the most significant reasons for the new construction costing less was that it would not be necessary to re-locate personnel and apparatus during construction.

The department's fleet remains in good condition. At the May Town Meeting funding was approved for an engine and in July the Deputy and I traveled to Colorado for the pre-build conference. This engine, while replacing the truck that was purchased used from Centerville Osterville Marston Mills Fire as a temporary measure to fix our aging fleet, will offer some unique capabilities to the fire department. The engine is designed on a four wheel drive commercial chassis and will offer the department additional capabilities during flooding, snow and fires that occur in the 6 ponds district and other remote areas.

After the fire in Hawksnest two years ago, the department realized it needed better resources for fires in these remotes parts of town. The Department of Conservation and Recreation manages the Government surplus program and we were able to obtain a LMVT two and a half ton truck from surplus for

no cost. The vehicle was prepped by the Cape Cod Technical High School and painted in house. A removable pump and tank was given to Harwich by the Mashpee Fire Department. This vehicle should be in service shortly and will provide the Department with better capability for brush/woods fires as well as the ability to respond into flooded areas or deep snow and will enhance the capabilities of the new engine being purchased. The pump/tank unit can be removed and the vehicle can also be used to evacuate people from flooded areas.

As we approach this year's requests the department is looking to replace an ambulance, as part of regular ambulance replacement program and the Deputy's Chiefs vehicle. The current Deputy's vehicle has close to 100,000 miles and the Inspector's car has close to 200,000. Additionally the Inspector's car will not pass inspection without a significant amount of repair work. The new vehicle would replace the Deputy Chief's vehicle and the Deputy's vehicle would replace the Inspector's car.

### **Fire Prevention/Inspections**

Fire Prevention continues to work toward making Harwich safer by conducting a variety of inspections in the residential, commercial and public buildings in the Town. As I have stated before, the goal of the Fire Prevention office is to both ensure the safety of the citizens and visitors and to provide education on best practices, the fire code and life safety.

Fire Prevention is everyone's responsibility, however the lion's share of the work is done by the Fire Inspector. Our goal is to work with the building owners and occupants so that they can meet their goals while meeting the code.

The Department also continues to educate our children and elderly in safe practices through the SAFE grant program. This program includes school education programs, home visits and other programs to make sure that every part of our population is aware of the best practices for fire safety.

### **Inspections and Fees**

Type	Number Completed	Receipts
<b>Inspections</b>	699	\$35,580.00
<b>Permits</b>	128	\$6105.00
<b>Copies</b>	19	\$95.00
<b>Fines</b>		
<b>Burn Permits</b>	321	\$3,210.00
<b>Total</b>	<b>1167</b>	<b>\$44,900.00</b>

## **Conclusion**

In July I finished my fortieth year with the Harwich Fire Department. I have seen the department change and grow in those forty years, and am proud to say this continues to be at the forefront of emergency service delivery on Cape Cod. To accomplish this we rely on the other town departments that work alongside us or support our mission. It truly is a community effort and we would not be the department we are without the support of these departments, the community and the citizens.

As I look back on 2017, I also look forward toward 2018 with the excitement that comes from pushing forward to make this department even better. I am proud to serve as your Fire Chief and I thank you for your continued support.

Submitted,

Norman Clarke Jr.  
*Fire Chief*

# *Report of the* **Harwich Fire Station #2 Rehab and Renovation Committee**

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To The Honorable Board of Selectmen and the Citizens of the Town of Harwich: On behalf of the Fire Station # 2 Renovation and Rehab Committee, I hereby submit the Annual Report on the activities and accomplishments of 2017.

This year has been a busy one for the Committee. It began with a presentation to the Board of Selectmen in January resulting in approval for a Town Meeting Warrant Article and Vote to authorize hiring an architectural firm to develop design, engineering and bid ready plans. It ended with another presentation to the Board of Selectmen in November resulting in approval to move forward with the Committee's recommendation to pursue the all new construction option.

- Throughout the year the Committee conducted a series of community outreach efforts including meetings with the Town Administration, Economic Development Committee, Capital Outlay Committee, producing/airing a VIDEO documentary with Community TV18, establishing a STA #2 Page on the town Website, assisting local media outlets with information and details for news articles, hosting an Open House at STA #2 and conducting visits and meetings with other stakeholders in town.
- After Town Meeting approval in May, the Committee completed work on the Architectural RFP and the interview process began in July. By unanimous vote of the Committee, Kaestle Boos Associates (KBA) was recommended to the Selectmen and approved by same in September.
- The Committee immediately began extensive discussions and review with KBA of the existing structure, the noted deficiencies, the conceptual work done to date and further refining the needs analysis requirements.
- Based on that work, KBA presented various design and cost estimate options to the Committee in October and determined that the cost to Rehab, Renovate and Expand the existing structure to meet the needs outlined in the Assessment/Requirements Study was the same or greater than the cost to construct a new building. In addition, the "unknowns" inherent in attempting a rehab of a 42 year old building coupled with the cost and disruption of temporarily relocating personnel and equipment presented an additional risk that is mitigated by the new construction approach.

- Once that approach was determined the Committee worked closely with KBA to consider various designs and building materials that would minimize costs while ensuring that the original objectives could be met.
- Work with the Architects continues on pace with the goal of bringing a Warrant Article and Vote to Town Meeting in May 2018 to authorize funding and putting the project out to bid in FY19.

None of this would have been possible without the active and knowledgeable participation of Committee members and I thank them for their engagement in the process. I would also like to extend my thanks to the Town staff, the Board of Selectmen, the Capital Outlay Committee and the Finance Committee for their continued guidance and support of this important project.

Respectfully Submitted,

Craig S. Chadwick, *Chairman*

COMMITTEE MEMBERS

John Clarke  
 Sean Libby  
 Joe McParland  
 Joe Rego  
 Scott Tyldesley  
 Richard Waystack

AD-HOC MEMBERS

Robert Caffarelli  
 Norm Clarke Jr.  
 Charleen Greenhalgh  
 Dave LeBlanc  
 Paul Sweetser

# Report of the Harbormaster Department

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## MISSION

Maintaining a multi-mission readiness and response posture, the Harbormaster Department provided assistance to mariners and vessels in distress, enforced MA General Laws and Harwich bylaws pertaining to vessel operations and waterways, maintained all Town owned aids to navigation, operated all Town owned marine pump-out facilities, effectively managed the Saquatucket Municipal Marina, and administered the slip, mooring, and off-loading permitting process in an accurate and timely manner.

## PERSONNEL

### Full-Time Staff:

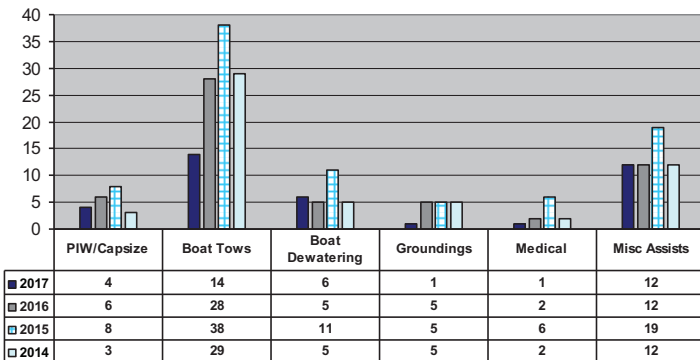
John Rendon	Harbormaster
Bill Neiser	Deputy Harbormaster
Heinz Proft	Natural Resources Director/Assistant Harbormaster
Michelle Morris	Waterways Specialist
Tom Telesmanick	Dockhand/Maintenance

### Seasonal Staff:

Samantha Parker	Jim Coyle	Barry Springer
Rich Matthews	Velna Zuzick	Tim Bailey
Michael Gonzales		

## OPERATIONS

Maritime Assistance Cases



The above graph illustrates the number and type of maritime assistance cases that were accurately recorded in Incident Reports and patrol boat daily logs. Again, the total number of assistance cases was down from the previous

years - 38 in 2017 compared to 58 in 2016 and 87 in 2015; a very positive downward trend. One noteworthy case was the rescue and assistance of 10 passengers and 5 crewmembers from the grounded ferry IYANOUGH off Hyannis Harbor. Miscellaneous Assistance cases included response and coordination of assistance by IFAW for a deceased Minke Whale on Sea Street beach, joint response with HFD for a car that drove down the boat ramp at Allen Harbor, joint response with HFD and HPD for a deceased body found floating in Saquatucket Harbor, response to an inaccurate report of a boat on fire off Allen Harbor, responded and documented several cases of boat collisions with moored/docked boats with the harbors, and two cases of minor oil pollution response.

While not recorded as incidents, the Harbormaster Department responded by boat and land to numerous reports of dead seals washed up on Nantucket Sound beaches; DPW provided great assistance with their removal and disposal.

**Law Enforcement** – The primary objective of all law enforcement actions by the Harwich Harbormaster Department is to promote public safety and compel voluntary compliance with federal, state and local boating and waterway regulations. The following enforcement actions were recorded:

- Terminated the voyage of a recreational boat for being overloaded.
- Harbor Management Plan - 3 non-criminal violations issued for non-compliance.
- Ramp/Parking Permits – 69 non-criminal violations issued.

Working with Harwich Fire and Police, Harbormaster Department patrol boat operators effectively enforced safety zones during two separate fireworks events.

**Aids to Navigation** – Patrol Boat operators deployed approximately 65 seasonal private aids to navigation within Harwich waterways prior to the start of the boating season; this includes channel markers, swim area buoys and no-wake buoys. Position of aids are verified and adjusted as needed throughout the season, and all buoys are hauled for maintenance at season end.

Providing sound justification based upon user feedback to keep Saquatucket Channel markers #8 and #9 on station, U.S. Coast Guard Sector SE New England agreed not to disestablish and remove the two important aids to navigation as initially proposed.

**Clean Vessel Act:** Throughout the boating season, patrol boat operators remained very responsive to requests from boat owners for sewage pump-out services. Operating within the guidelines of the state Clean Vessel Act (CVA) program, the department operated 4 portable pump-out carts and 2 pump-

out boats, one located in Round Cove and one in Saquatucket Harbor. The department logged 43 separate pump-out requests totaling approx. 1,908 gallons recovered. This does not include the thousands of gallons of sewage collected at the pump-out station at the east bulkhead of Saquatucket Harbor.

## **TRAINING**

The following training courses/sessions were completed by Harbormaster Department personnel:

- Harbormaster completed Certificate in Local Leadership for Public Safety and Community Challenges program (Suffolk University, 2016-2017 Academic Year)
- Deputy Harbormaster attended 4-day Search and Rescue Coordination and Execution class instructed by USCG National Search and Rescue School.
- Harbormaster attended a Death Investigation/Missing Persons training session conducted by the Cape & Islands District Attorney's office.
- Harbormaster attended training session on the Active Threat Response Plan promulgated by USCG Sector SE New England; plan addresses a potential active shooter on a passenger boat/ferry with a high capacity of passengers.
- Harbormaster attended 2-day MA All Hazards Emergency Preparedness Conference in Worcester, MA.
- Harbormaster assisted in the instruction of a 5-day Boat Operator for Search and Rescue (BoSAR) course for regional harbormasters.
- Department hosted and participated in full-scale multi-agency Oil Spill Response drill to evaluate MassDEP Geographic Response Plan for the Herring River.
- Staff completed American Heart Assoc. First Aid, CPR & AED training conducted by HFD Medical Director.
- Harbormaster & Deputy Harbormaster conducted 1-day classroom and underway training with Harwich Fire boat operators; provided instruction on boat handling, general navigation, maritime firefighting, search patterns, and towing operations.
- Joint underway boat training was conducted throughout the season with CG Station Chatham: towing, dewatering pump operations, fire fighting pump operation, man overboard, search patterns, and transferring personnel while underway.



## ADMINISTRATION

2017 Harbor Receipts: The table below provides a comprehensive list of Harbor and Waterway related revenues collected within the Harbormaster Department throughout fiscal year 2017.

<b>Source</b>	<b>FY17</b>	<b>FY16</b>	<b>FY15</b>
Saquatucket Dockage:	\$562,563.10	\$565,835.78	\$575,961.35
Visitor Dockage	\$127,753.00	\$117,933.56	\$121,755.33
Mooring Permit Fee	\$81,720.00	\$81,416.51	\$79,030.00
Allen Harbor Dockage	\$30,408.71	\$31,510.75	\$29,488.28
Ramp Fee Collected	\$21,095.00	\$24,140.00	\$23,550.00
Wychmere Harbor Dockage	\$29,623.17	\$28,087.00	\$22,274.25
Electric Use	\$25,262.36	\$24,770.24	\$31,924.65
Offload Permit Fee	\$35,696.00	\$29,383.50	\$29,401.50
List Waiting Fee	\$13,100.00	\$12,760.00	\$12,400.00
Waterways User Fee	\$78,145.00	\$76,722.31	\$76,077.50
Fuel Commission	\$10,313.28	\$8,668.81	\$8,757.66
Ice Receipts	\$1,071.00	\$1,909.00	\$1,849.10
MSA Fee	\$600.00	\$600.00	\$600.00
Restaurant Tie-up	\$2,680.00	\$2,390.00	\$818.00
Fish Weir Permit	\$50.00	\$50.00	\$50.00
Allen Parking Rental	\$10,900.00	\$15,847.25	\$15,847.25
Mooring Inspection	\$0.00	\$10.00	\$10.00
1/2 Boat Excise Tax	\$25,016.00	\$25,148.00	\$25,000.00
FW Service Fees	\$1,800.00	\$1,700.00	\$1,700.00
Winter Storage	\$2,380.00	\$0.00	\$0.00
Late Fees	\$465.15	\$1,284.44	\$856.66
<b>Total</b>	<b>\$1,060,641.77</b>	<b>\$1,050,167.15</b>	<b>\$1,057,351.53</b>

**Harbor Management Plan:** The following changes to the Harbor Management Plan were implemented during 2017:

Herring River Mooring Field – A 25’ maximum manufacture boat length requirement was instituted for all new Herring River mooring permits.

Winter Boat Storage – Winter boat storage rate and policy for Saquatucket Harbor was eliminated per BOS direction.

Marine Fee Schedule – With a few exceptions, a 10% increase of all marine fees outlined in Appendix B of the Harbor Management Plan was approved.

## GRANTS / PROJECTS

Saquatucket Municipal Marina Reconstruction – In August 2017, U.S. Army Corps of Engineers approved the towns Section 408 request for pier

expansion and dredging in the Federal Navigation Project (FNP) within Saquatucket Harbor. With all permits in place, the \$7 million construction project to replace the marina docks, piles and services and dredge portions of the harbor was put out to bid. BTT Marine Construction was selected as the qualified low bidder among the seven companies who bid on the project. The contract agreement was signed on August 21, 2017 and BTT Marine crew was on site on October 2, 2017 to commence demo work. November 8, dredging commenced and a total of approx 15,000 cubic yards of material has been removed to date. Dredging will be completed well before the January 15, 2018 deadline. Project is well on track and is scheduled to be substantially complete no later than Memorial Day 2018.

Saquatucket Harbor Landside Renovations – May 2017 Annual Town Meeting approved \$3 million for the construction of the Saquatucket Harbor Landside Renovation project, that included a New Harbormaster Office building, a leased Snack Shack, seasonal vendor shacks, a boardwalk with viewing areas that overlook the marina, and a passenger boat ticket area and Harbormaster Department maintenance facility building on the former Downey Property. The construction of the project was put out to bid and Eastward Companies was selected as the qualified low bidder among the four companies who bid on the project. The Snack Shack had been included as an Add Alternate in the bid specifications, and due the low bid amount coming in higher than estimated the Snack Shack was eliminated from the project. On November 20, 2017 the construction contract was awarded to Eastward Companies and the Notice to Proceed was signed on Nov 27. The construction project has commenced and the Harbormaster Office building has been demolished and site prep work is ongoing. Substantial completion date for the project is August 25, 2018.

### **DREDGING / BEACH NOURISHMENT**

Allen Harbor Channel (June 2017) – Barnstable County Dredge removed approximately 11,540 cubic yards of material from the Allen Harbor entrance channel. Material was pumped to Grey Neck, Earle Road, and Wah Wah Taysee public beaches, and Wyndemere Bluffs Assoc. private beach for sand nourishment.

### **CLOSING**

2017 was an extremely busy year for the Harbormaster Department with extensive planning and preparation efforts for the start of the reconstruction project of the Saquatucket Municipal Marina and the renovation of Saquatucket Landside facilities. Many thanks go to the dedicated department staff who worked hard to ensure all operational demands were met, while also meeting the additional work demands related to the major infrastructure projects. The Harbormaster Department received great support from Harwich

Fire and Police, DPW, Facilities, Conservation, and the Engineering Department throughout the year. Also the continued support of the Waterways Committee is very much appreciated.

Respectfully Submitted,

John C. Rendon, *Harbormaster*

# *Report of the* **Harwich Police Department**

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To the Honorable Board of Selectmen and the citizens of the Town of Harwich, as Chief of Police, I am pleased to submit the Annual Report of the Harwich Police Department for the year 2017. Below is the mission statement of the Harwich Police which was amended and adopted during 2017.

## **MISSION STATEMENT OF THE HARWICH POLICE DEPARTMENT**

**The members of the Harwich Police Department believe in making a positive difference in our community by providing legitimate and equitable law enforcement with a strong focus on active community engagement and community service. Our primary concern is the health, well-being and safety of all those we serve.**

**In order to honor our core values and preserve public trust we will always:**

**Do the right thing**

**Be truthful in all matters**

**Practice empathy with those we encounter**

**Strive for excellence through knowledge and training**

## **DEPARTMENT ROSTER**

(As of December 31, 2017)

### **ADMINISTRATION / COMMAND STAFF**

Chief David J. Guillemette

Deputy Chief Thomas A. Gagnon

Lieutenant John F. Sullivan, Jr.

Lieutenant Kevin M. Considine

Katie A. Varley, Executive Assistant

### **SERGEANTS**

Sergeant Richard Campbell

Sergeant Adam E. Hutton

Detective Sergeant Robert C. Brackett

Sergeant Aram V. Goshgarian

Sergeant Paul P. Boorack

### **FULL TIME OFFICERS**

Officer Jonathan L. Mitchell

Officer Robert D. Hadfield

Detective Michael E. Porter

Detective T. Paul Ulrich  
Officer Neil A. Nolan  
Officer Thomas D. Clarke  
Officer Joseph A. Labelle  
Detective Marc W. Harris  
Officer Richard E. Buttrick  
Officer Derek J. Dutra  
Officer Mark T. Holmes  
Officer Keith T. Kannally  
Officer Peter P. Petell  
Officer Amy R. Walinski  
Officer James R. Connery  
Officer Keith E. Lincoln  
Officer Brendan R. Brickley  
Officer Tyler J. Vermette  
Officer Thomas G. Griffiths  
Officer Tegan M. Debaggis  
Officer John J. Larivee  
Officer Ronald D. Ruggiero  
Officer Ryan J. Fazzino  
Officer Daniel Donovan

**SPECIAL OFFICER - ANIMAL CONTROL**

Officer John J. Burns

**POLICE COMMUNICATIONS**

Diane E. Nicholson  
Iris G. McNally  
Gabriella R. Parker  
Charles J. Brooks  
Theodore J. Monteiro  
Jade Ross

**POLICE RECORDS SPECIALIST**

Julie L. Judge

**SPECIAL OFFICERS**

John F. Sullivan, Sr.	Robert E. Currie
Lynda J. Brogden-Burns	Karen F. Young
John E. Warren	Robert F. Horgan
David J. Jacek	

## **POLICE CHAPLAINS**

Bishop Jim F. David

Reverend Tiffany Nicely Holleck

## **POLICE MATRONS**

Janet Radiewicz

## **PERSONNEL**

The last half of 2017 proved to be quite challenging due to a number of vacancies on patrol resulting from three officer injuries and one of our full time officers, Phil Southworth, resigning in order to serve with a police department in the Chicago area. These circumstances created a situation where for the past several months the department has been without four full time police officers. These vacancies have caused shortages on patrol that resulted in numerous overtime shifts each week. If an overtime shift cannot be filled voluntarily, a patrol officer must be ordered onto the shift. This practice, while necessary, takes its toll on morale and leads to tired officers on patrol. The patrol shortages also led to an earlier than normal shift to our off-season minimum staffing formula of two patrols and a supervisor.

On a brighter note, our newest patrol officer, Dan Donovan, graduated from the Municipal Police Training Committee's Basic Recruit Academy in August of 2017. In addition to his successful completion of a very challenging program, Dan was presented with the "Top Gun" trophy at the graduation ceremonies. This coveted award is given to the student officer with the highest score at the range. Congratulations Dan and welcome aboard. The full time opening created by Officer Southworth's resignation will be filled with Charlie Brooks who will be starting the basic recruit academy in early January of 2018. Charlie did an outstanding job for us as a full time dispatcher over the last year and I am confident he will make an excellent police officer.

The civilian dispatcher roster saw two new additions in 2017. Theodore "TJ" Monteiro joined us in June of 2017 following the resignation of Lethan Doig. Jade Ross was appointed a part time dispatcher in June as well. Jade is slated to become our fifth full time dispatcher in early January when Charlie Brooks enters the police academy. We are very pleased to have TJ and Jade join our dispatch team.

As one of two control chiefs for the Cape Cod Regional Law Enforcement Council SWAT team I am pleased to announce that Harwich officers Brendan Brickley and Tyler Vermette both successfully completed a very grueling and thorough selection process to become SWAT operators on the regional team. Both officers will be attending basic SWAT school in the spring of 2018.

## CRIMINAL ACTIVITY REPORTED IN 2017

	2016	2017
Homicide	0	0
Rape	6	1
Robbery	2	0
Assault	92	89
Burglary	49	106
Larceny	113	152
Auto Theft	6	5
Arson	1	0

	2016	2017
Arrests/PCs	235	216
Summons Arrests	135	135
Total Calls for Service:	16,866	16,872

### RESPONSE TO THE OPIOID CRISIS

Harwich police officers responded to 25 overdose related calls in 2017 this number is up from 21 in 2016. Of those 25 calls 21 involved heroin or similar opiate such as fentanyl, 1 involved THC, 1 involved LSD, 1 involved crack cocaine and 1 involved unknown prescription pills. Fatal overdoses in 2017 remained the same with one fatality due to a heroin overdose. Responding officers are reporting an increased use of narcan by family and friends prior to the arrival of police and medical personnel which may be a factor in decreasing fatalities even though actual overdoses have increased slightly. We remain committed to a multifaceted approach to this problem to include enforcement, education / prevention and treatment. Our relationship with treatment facilities and counselors remains strong and we look forward to collaborating with our school district on education and prevention initiatives.

### DETECTIVE DIVISION - Detective Sergeant Robert Brackett

The Harwich Police Detective Division remained committed in 2017 to maintaining a focus on the initiatives set forth by the department to address the on-going opioid crisis as well as dedicating the time and resources to investigate any specific, acute criminal activity affecting the quality of life of our community. The distribution and use/addiction to illegal narcotics remains the primary catalyst and nexus to the majority of crimes that we face in our community.

In the last year, Law Enforcement on Cape Cod has seen a dramatic increase in the availability of dangerous synthetic opioids. A large majority of these synthetic opioids are structural derivatives of the synthetic drug "fentanyl." Fentanyl is a synthetic opioid that mimics the effects of morphine in the

human body, but has potency 50–100 times that of morphine. Due to the high potency and availability of fentanyl, those involved in the illegal distribution of heroin are increasingly utilizing these dangerous synthetic opioids as a substitute and/or adulterant to the heroin they are distributing. The presence of these synthetic opioids on Cape Cod is extremely concerning as the potency of these drugs has led to a significant increase in overdose incidents and overdose related deaths throughout the area. This has also carried a significant threat to law enforcement personnel, and other first responders, who may come in contact with fentanyl and other fentanyl-related substances through routine law enforcement, emergency or life saving activities. Since fentanyl can be absorbed through the skin, nose or eyes, any substance suspected to contain fentanyl needs to be treated with extreme caution as exposure to even a small amount can lead to significant health related complications, respiratory depression, or death. The increased presence of these synthetic opioids has caused the Harwich Police Department to alter the methods and manners in the processing of suspected opioid related evidence.

The Harwich Police continue to maintain a strong relationship with the Cape Cod Drug Task Force and are committed to the assignment of a full time officer to narcotics investigations. In 2017, Harwich Police Detectives, along with the Cape Cod Task Force, conducted a notable long term federal narcotics wiretap investigation that resulted in one of the largest Fentanyl seizures to date to be prosecuted federally in Massachusetts. The primary suspects in the investigation were two brothers who were identified approximately 3 years ago as living in Harwich and being responsible for the large scale distribution of heroin in our area.

The Harwich Police Department continues its dedication to providing those who are suffering from addiction an avenue to treatment. The Harwich Police Department continues to maintain a strong partnership with Gosnold and has assisted many residents in the past year with entering treatment. Gosnold continues to host weekly family education and support group meetings at the Harwich Police Department on Monday evenings from 6:00pm-7:30pm. The meetings in Harwich continues to be one of the more populated meetings that Gosnold hosts.

Detectives of the Harwich Police Department over this past year have worked to develop a strong relationship with the landlords and/or housing agencies responsible for properties and businesses in the Town of Harwich that are identified as having issues related to the use and/or distribution of illegal narcotics in an effort to further accomplish our mission to focus on the departments initiatives to address the use and distribution of illegal narcotics.

Over the past year the Harwich Police Department has made Case Management a priority in an effort to better prepare cases for prosecution and



to identify those individuals charged with crimes that have a nexus to illegal narcotics distribution. It is hoped that these efforts combined with a strong relationship with the District Attorney's office will result with case dispositions commensurate with the needs of our community

The Harwich Police Detective Division would also like to congratulate Detective Paul Ulrich upon his receiving of the honor of being the Harwich Police Officer of the Year. Detective Ulrich was chosen as Officer of the Year as a result of his efforts in several criminal investigations of significant impact to the Harwich community that resulted in convictions in both District and Superior Courts. It is a fitting reward that recognizes the professional day to day performance of Detective Ulrich that is carried out in a humble and unpretentious manner.

### **THE ACCREDITATION PROCESS**

Accreditation is a self-initiated process by which police agencies voluntarily strive to meet and maintain standards that are established for the profession, by the profession. The purpose of the accreditation program is to improve the delivery of law enforcement service by offering over 300 professional standards, developed by law enforcement practitioners, covering a wide range of up-to-date, best practice, law enforcement topics.

Lt. John Sullivan continues his work on the accreditation process for the Harwich Police. To date over seventy five policies have been updated and distributed through our Power DMS software which is specialized software designed for policy management and training. We are hopeful and confident that our first milestone in the accreditation process will be achieved in the coming year.

### **CITIZEN'S POLICE ACADEMY - Lieutenant Kevin Considine**

The Harwich Police Department is pleased to report the graduation of the 21st Session of the Citizens Police Academy on November 9, 2017. The ten-week Academy met each Thursday evening from 6:00 - 9:00 p.m. The 24 class participants were instructed on subjects such as specialty units, communications division, traffic laws and crash reconstruction, drug abuse and identification, detective division investigations, crime scene services, court procedures, domestic violence, elder affairs, criminal law, constitutional law, community policing, joint operations with the Harwich Fire Department, animal control, use of force, firearms, operating under the influence and sobriety testing, police chaplain services and SWAT operations. The course also included a ride-along with a police officer and a firearms range day. Instructors for this year included: Lt. Kevin Considine, Sgt. Aram Goshgarian, Sgt. Paul Boorack, Communications Specialist Diane Nicholson, Officer Neil Nolan, Det. Sgt. Robert Brackett, Det. Marc Harris, Officer Amy Walinski, Animal Control Officer Jack Burns, Officer Derek Dutra, Patrol Investigator Pete

Petell, Officer John Larivee, Officer Keith Lincoln, Officer Ryan Fazzino, Harwich Fire EMS Officer Robert Sanders, Harwich Police Chaplains Rev. Jim David and Rev. Tiffany Nicely Holleck.

#### 2017 Academy Graduates

Mary Keener	Alfred Roberts	Anne Briggs	Robert Leclair
William Keener	Eric Hardy	Lois Dodier	Ann Leclair
Wayne Coulson	Kathy Rock	Robert Sarantis	Carol Thayer
Susan Carpenter	Janet Cymbala	John Barker	Theresa Fiore
Tracy Fraser	Diane Pereira	Debora Lambert	Judy O'Brien
Jane Silveria	Ray Kingston	Patricia Scarnici	Jonathan Wordell Jr.

The purpose of the Academy is to provide citizens with an understanding of the duties, responsibilities, and procedures related to the law enforcement profession. The academy gives citizens a firsthand look at police work and offers citizens the opportunity to meet and interact with department members. The Academy continues to be one of the most successful community policing initiatives for our department, graduating over 300 residents since 1994. We continue to revise and improve the program each year to include more interactive presentations and hands-on activities, which provides a better learning experience for participants.

#### **SCHOOL RESOURCE OFFICER PROGRAM**

School Resource Officers Tom Clarke (Monomoy) and Jon Mitchell (Cape Tech) continue to provide an extremely important police presence at our schools. Our SROs provided the school administrators and teachers with sound school safety advice and training throughout the 2017 school year. The SROs are always available to the students to assist with a variety of issues that may occur. Both officers are fully integrated into their school environment and always strive to do what is in the best interests of the students and staff. The SRO program not only plays a crucial role in creating a safe and secure learning environment for the students and staff of the Monomoy School District and Cape Tech but also works to build trust with the school-age youth of our community.

#### **ELDER AFFAIRS**

Following the retirement of Donna Tavano last year, Amy Walinski was selected as our new Elder Affairs Liaison officer. On a part time basis Amy has been working closely with the towns elder affairs office in identifying and addressing police related issues with our seniors. Amy's training in CCIT (Community Crisis Intervention Team) has been valuable in finding resources to assist our seniors and their family members.

#### **TRAFFIC UNIT – Sgt. Aram Goshgarian**

Traffic Division Officers stopped over 600 vehicles during the year 2017. They also investigated over 200 motor vehicle crashes during the year.

## **Crash Investigation**

Traffic Division Officers investigate all types of motor vehicle crashes ranging from the simple “fender bender” to crashes involving serious injuries and death. All Traffic Division members have received advanced training in the field of crash reconstruction. Each officer must complete three phases of crash reconstruction training which total 240 hours of classroom training as well as hands on application of the classroom instruction. In addition, each member has additional training in specialized area such as Pedestrian/Bicycle Crash Investigation.

## **Cape Cod Regional Law Enforcement Council Crash Reconstruction Team**

Officer Larivee and Officer Holmes are members of the Regional Crash Reconstruction Team which is comprised of Crash Reconstruction Officers from all of the Cape Cod towns. These officers regularly work cooperatively to assist each other in the investigation of traffic crashes within their jurisdictions.

The Team meets once a month for short training sessions and once a year receives a 40 hour class on a topic in the field of crash reconstruction. The training that members receive benefits their professional growth in the field and also helps build on the teamwork concept that is crucial to the success of the team.

## **Child Safety Seat Service**

Patrol Officer John Larivee is a certified Child Car Seat Technician. Officer Larivee attended a 40 hour training class to become certified and is available to assist citizens with the installation of car seats. Officer Larivee can be contacted by calling 430-7541 ext. 5703.

## **Radar Trailers**

The Harwich Police Department maintains two state of the art radar trailers that are routinely deployed throughout town. The trailers serve as an educational tool that informs drivers of the speed that they are traveling. Both trailers are equipped with software that tracks a variety of information such as speeds of vehicles, average speed during the deployment timeframe, and how many cars are traveling along the roadway. The information obtained helps the Police Department identify problem areas and times. The trailer can be requested through the Harwich Police Department website or by contacting Sergeant Aram Goshgarian at 430-7541 ext. 5709.

## **ANIMAL CONTROL – Officer John J. Burns**

During the year 2017 there were 802 calls for service, over 100 more than 2016. There were 396 dog related calls, 30 cat related calls, 185 wildlife related calls, 48 livestock related calls and 95 follow up visits. Included in these calls there were 48 dog and cat bites.

The 48 livestock related calls were, for the most part, barn inspections. These inspections were to determine animal health and living conditions and are mandated by the Massachusetts Department of Agricultural Resources and the Harwich Health Department. One barn required several visits because of neighbor complaints. Inspections revealed that all of the animals are being adequately cared for.

Several of the bite cases involved a cat receiving a “wound of an unknown origin” because the cat was let out and returned home injured. In these cases the cat had to be quarantined for up to 4 months. Some of the dog bites were “dog on dog bites”. It is important that all dog owners understand the breed of dog that they have and maintain proper control over their dogs at all times. One dog that was under a Selectmen’s order to be confined at all times because of a past bite violated the order. The violation resulted in a hearing at Orleans District Court. A Selectmen’s Order is valid throughout the Commonwealth regardless which jurisdiction issued it.

Distemper has appeared in the mammal wildlife population. There are no Zoonotic concerns however infected wildlife may act erratically and should be avoided. Please call the station if you see sick and injured wildlife.

Mange in the Fox and Coyote population seems to be slowly abating. The Massachusetts Department of Fish and Wildlife’s position is that mange is a naturally occurring disease and that the animals cannot be trapped without their express permission.

Rabies on the Cape appears to be controlled. The USDA rabies baiting program continued this year with bait being distributed on the upper Cape in the spring and fall. The USDA has also been conducting wildlife surveillance to determine the effect of the baiting program and also to determine the location and density of rabid wildlife.

Respectfully submitted,

John J. Burns,  
*Animal Control Officer*

## **COMMUNITY SERVICE AND OUTREACH**

### **The One Mind Campaign**

- Police departments across the commonwealth and across the country have been dealing with an ever increasing number of incidents involving citizens affected by some form of mental illness. These calls are all very challenging for police officers who in reality have very limited training in dealing with mental illness and very few options available to them to

resolve a crisis resulting from mental illness. In September of 2017 the Harwich Police department signed on to the International Chiefs of Police One Mind Campaign. The One Mind Campaign seeks to ensure successful interactions between police officers and persons affected by mental illness. Agencies who join the One Mind Campaign pledge to complete four required actions within their departments over a 12 to 36 month period to meet the campaign promise. The actions include:

- Establish a clearly defined and sustainable partnership with one or more community mental health organization.
- Develop and implement a model policy addressing police response to persons affected by mental illness.
- Train and certify 100 percent of the agency's sworn officers (and selected non-sworn staff such as dispatchers) in Mental Health First Aid.
- Provide Crisis Intervention Team training to a minimum of 20 percent of the agency's sworn officers.

Our training, policy development and collaboration will continue in the coming months as we pursue these worthy goals that will help our officers better serve their community.

Our updated mission statement reads in part that we will provide legitimate and equitable law enforcement with a strong focus on active community engagement and community service. We encourage all officers to engage with their community and create positive contacts in a variety of ways. Below are just a few of the ways our officers work to build relationships and serve their community.

### **Jailhouse Bar-B-Q**

On September 2, 2017 the Harwich Police Association held its annual Jail House Bar-B-Q. This event has become extremely popular with residents and visitors and it would not be possible without the generous donations from Stop and Shop and Georges Fish Market. Harwich officers grilled several hundred burgers and hot dogs for the attendees as well as providing drinks and deserts. The dunk tank was once again on location providing an opportunity "dunk a cop". Other attractions included a bouncy house obstacle course, face painting, a small petting zoo and T-shirt sales. The department also had several police vehicles on display. The success of this event is due to the hard work and dedication of Kate Varley, Deputy Chief Tom Gagnon, all of the officers who participate each year, our officer's wives, fire department staff and citizen volunteers.

### **Charter School Outreach**

In addition to our full time school resource officer program, the Harwich police department has begun an outreach program with the Lighthouse

Charter School. Patrol Officer Tegan Debaggis stops by the charter school on a regular basis and interacts with the students and staff. This program has been well received and we look forward to possibly expanding it into the elementary school in the coming year.

### **Youth Sports**

Several of our officers have been involved with the youth in our community over a number of years. One shining example of this is Detective Sergeant Robert Brackett's indoor soccer and beach soccer programs for grades 3 through 12. Sgt. Brackett dedicates a tremendous amount of his time to this very popular program sponsored by the Harwich Police Association. Indoor soccer runs from December through March with an enrollment of over 200. Beach soccer runs during the months of July and August at Red River Beach with close to 100 kids participating. Officer John Larivee is also deeply involved with youth sports in the Community. Officer Larivee is currently the director of Monomoy Youth Hoops a non-profit youth basketball program sponsored by the Harwich Police Association. Officer Larivee coaches the 4th grade boys team of Youth Hoops and also coaches in various rec programs as well as being a board member and coach for the Lower Cape Bluefins Pop-Warner football. Monomoy School Resource Officer Tom Clarke has also been heavily involved in youth sports through the years and currently coaches the Monomoy High School baseball team. All of these officers who give freely of their time and talent are to be commended for supporting healthy activities and positive interaction with the youth of Harwich.

### **Coffee with a Cop**

On October 4, 2017 several members of the Harwich Police department participated in "Coffee with a Cop" at Bonatt's bakery in Harwich Port. This very popular community policing initiative provides citizens an opportunity to stop in at the local coffee shop and speak with their local police about any topic they wish over a cup of coffee. We would like to thank Alice Bonatt for providing the venue for this event.

### **Special Units**

Special Units such as our mountain bike unit, ATV unit and motorcycle unit also provide a mechanism of community engagement while at the same time maintaining a visible police presence in the community. Our special units are frequently deployed during large scale events such as parades, road races, music strolls and fireworks. Bike patrols are scheduled on a routine basis through the late spring and summer with a patrol focus on our miles of bike trails as well as our busy business districts.

I would like to thank Deputy Chief Tom Gagnon, Lt. John Sullivan, Lt. Kevin Considine, Executive Assistant Katie Varley, Detective Sgt. Robert Bracket, Sgt. Aram Goshgarian and Animal Control Officer Jack Burns for their valuable assistance with this annual report.

In closing, I would like to thank Town Administrator Chris Clark and Assistant Town Administrator Charleen Greenhalgh for their assistance and guidance over the past year. I would like to thank the Board of Selectmen for their support of the police department and their commitment to leading the community of Harwich. I would like to thank all of my fellow department heads for their assistance, cooperation and teamwork over the past year. I would also like to thank the citizens of the Town of Harwich for your strong and unwavering support of the police department. Our mission could not be accomplished without the public trust.

Finally, I would like to offer my sincere thanks and appreciation to each member of our team here at the Harwich Police Department. I am very proud of the outstanding work you do each day. What you do and the professional and caring way you do it truly makes a difference in our community.

Respectfully submitted,

David J. Guillemette  
*Chief of Police*

# ENVIRONMENT & PUBLIC WORKS

## *Report of the* **Cemetery Commission**

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The Harwich Cemetery Commission is comprised of three appointed Harwich residents charged with overseeing the town's seventeen cemeteries. The total acreage of the town's cemeteries covers over 100 acres. The Commission usually meets the third Tuesday of each month. The Commission supports and provides guidance to the Cemetery Administrator, prioritizes yearly expenditures of revenues derived from annual lot sales and establishes policies and regulations related to the public use, operation and maintenance of the town's burial grounds.

During 2017, there were a total of eighty-three burials of which forty-five were cremations and thirty-eight traditional interments.

Island Pond Cemetery had the majority at forty-seven interments. Evergreen Cemetery ten and Mount Pleasant Cemetery twenty interments. Pine Grove Cemetery had three interments. North Harwich Cemetery had one interments and South Harwich Cemetery had two. Each year the number of cremation burials is increasing and the Commission will be exploring revisions in certain lot sizes to better accommodate this trend.

During this past year, Wilfred Remillard who had served the Cemetery Commission since 2010 elected not be reappointed, Steven Conner was appointed in August 21, 2017. Paul Doane who had been serving his second tenure with the Commission resigned in August and was replaced by Karen Young who was appointed on October 30, 2017. We would like to recognize our two outstanding Commissioners Wilfred Remillard and Paul Doane for their years of dedication to the Cemetery Commission without their support and guidance the cemetery department would have not been able to achieve our successes.

As of December 31, 2017, the available balance in the Commission's Annual Revolving Fund was \$61,235.21. During the past year, among other items, the Commission worked on:



- Worked on CPC Article for the Stone Restoration and Preservation at Mount Pleasant Cemetery.
- Pet Burial Ground design of grave spaces and walking pathway. Cleared the land and had Hydro seed sprayed. Installed well for irrigation and the electric panel. Placed the gazebo in the center of the lot for the walking path to go around.
- The Preplanning Luncheon and Seminar on Monday October 2, 2017. Straight Talk about Death and Dying. We had thirteen speakers on end of life decisions. It was very well attended
- Balancing the Perpetual Care Accounts with the Town Accountant.
- The Chase Mausoleum in Mount Pleasant Cemetery was added to the town inventory list. A new steel gate was installed to protect the Chase Mausoleum.
- New Sign installed at the Pine Grove Cemetery in West Harwich.
- The installation of a new handicap ramp at the South Harwich Meeting House with the Friends of the South Harwich Meeting House.
- We began researching the possibility of having Island Pond Cemetery accredited as an Arboretum.
- We inventoried all the cemetery lots within the town to be better able to locate the older historic burials.
- Completed the CPC Article for the Historic Renovation and Preservation of the Burial Crypts three in Mount Pleasant Cemetery; the Allen Crypt, the Captain Isaac Bee and the receiving tomb, the Paddock small receiving tomb in Island Pond Cemetery.
- We sprayed the trees in Evergreen, Island Pond and Mount Pleasant Cemeteries for gypsy moths and gall wasps. We removed several dead trees due to long term drought and pest infestation.
- We are working on the ten and twenty year bond for the pet crematory funding.
- Conclusion to the litigation on the Harwich Center Cemetery and the Congregational Church, the Church is the owner of the Cemetery and the Cemetery Department will no long do maintenance.

In the upcoming year, 2018, the Commission plans to:

- Pet Burial Ground: Installation of Irrigation, Walkways Lot Markers and Opening the Burial Grounds.

- We will be submitting Town Meeting Articles for Crematory and Cremation Equipment, Updating the Rules and Regulations of the Harwich Cemetery Department, New Rules and Regulations for the Harwich Pet Burial Ground, transfer of Land connected to the Island Pond Cemetery under the control of Board of Selectmen and Conservation Committee.
- In April of 2018 we will be holding a Monument Cleaning Workshop at the South Harwich Cemetery.
- Form a Committee to help plan the design of the proposed Veterans Circle at Evergreen Cemetery;
- Installation of duplicate plantings for the Entrance at Evergreen Cemetery.
- Continue with its work preparing brochures for each of the Town cemeteries to include a map with internal streets and the history of each cemetery;
- Resolve remaining issues, working with the Town Accountant, regarding the supervision of the various Perpetual Care accounts;
- Undertake various improvement, drainage, brush clearing and other maintenance projects within the cemetery properties;
- Working with David J Consalvi, Cape Cod Regional High School Horticulture Instructor on Indexing the Trees within the Island Pond Cemetery, Listing their scientific name as well as the common name and some statistics.
- Preparing documentation for Level I Accreditation for Island Pond Cemetery to be an Arboretum.
- Seek additional Town funds to replace lost trees due to drought and pest infestation.
- Installation of new cemetery sign at Mount Pleasant.

Respectfully submitted

Cynthia Eldredge, *Chair*  
 Steven H Conner  
 Karen Young  
 Robbin Kelley, *Administrator*

## *Report of* **Channel 18**

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Since taking over the Harwich Channel 18 station four years ago from my predecessor Jill Mason almost everything has changed from the technology, the meeting coverage and our “gang” of volunteers. I am pleased to report that instead of consistent coverage of only the Board of Selectmen the station now films: Conservation Commission, Historic District, Planning Board, Zoning Board of Appeals, Board of Health, Golf, Capital Outlay, Wastewater Committee and Community Preservation. Our ability to cover more meetings than ever before is contributed to a part-time videographer and a new “self-recording” video system in the small hearing room at Town Hall. Jumping from one regularly filmed meeting to ten was a huge accomplishment for Channel 18 and we hope to continue this trend into 2018.

Caleb Ladue, Channel 18’s Video and Information Specialist is busier than ever keeping the Town of Harwich’s website updated daily. Caleb posts the majority of the Agendas and Minutes for unstaffed boards and committees. In addition to legal postings he maintains a large volume of videos on our YouTube page. This year we have added over 310 videos to our YouTube page. Some noteworthy videos would be Caleb’s drone footage of Saquatucket Harbor, Red River beach and Allen Harbor. Mr. Ladue is also behind one our most popular monthly shows called “Sitting Down with the Town Administrator” where Christopher Clark discusses the current topics effecting the town.

Once again we covered some of Harwich’s favorite events: Cranberry Harvest Music and Arts Festival, Hometown Holiday Parade, Music in the Port, Jailhouse BBQ, Beach Day, Harwich Town Band Concerts and TD Bank Summer Concert series. Not only does the Channel 18 staff enjoy attending and filming these events but we understand the importance of sharing these special activities with residents who for any reason are not able to attend.

This year we celebrate Channel 18’s 19th year in producing Community Journal, the stations longest running program. Community Journal continues to be one of most popular shows and it would not be possible without all the town departments, community groups and volunteers contributing to an informative and fun show. On a monthly basis we have regular updates with the Chamber of Commerce, Harwich Conservation Trust, Community Center, Recreation, Brooks Free Library, Chase Library, Cape Cod Theatre Company and Council on Aging. I hope to evolve Community Journal in the future.

One of the most important parts of Channel 18 is “the gang” as I affectionately refer to them. This year we have had four new volunteers join us. Jim and Jane Fulton have been so gracious to volunteer to film Harwich Town Band concerts after they expressed concern over its lack of coverage in 2016. I handed them a camera and sent them to work in the summer of 2017 and can’t wait for them to return in 2018. Dinah Lane and John Ketchum have also stepped up to interview and film community events respectively. We also had an intern, Molly Hoye who impressed both Caleb and I in her ability to pick up every task effortlessly, from running a camera, floor direction and equipment set up. She was a pleasure to work with and we hope she comes back soon to lend a talented hand.

In 2017 we said goodbye to Paul Coughlin, our interviewer, who faithfully showed up twice a week to ask the hard hitting question to Community Journal guests and host the show. Paul has moved to be closer to family and we wish him the best in his new town. Channel 18 also must inform the citizens of Harwich of the passing of Florence Lebenson. Florence served as our camera woman and floor director for countless years. She moved to New York to be closer to family in 2016 and since then we have missed her jokes and unbelievable stories.

I always like to end my reports by thanking my dedicated volunteers who truly make channel 18 a success: Ron Armbruster, Joyce Roche, Jack and Eileen Wyatt, Jim and Jane Fulton, Dinah Lane and John Ketchum. Channel 18 is extremely proud of our accomplishments in 2017 and we look forward to the future of the station and serving the Town of Harwich.

Respectfully Submitted,

Jamie Lee Goodwin

# *Report of the* **Community Center Facilities Committee**

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The Facilities Committee is pleased to provide an annual update on the essential work and services provided by the Community Center. We also are eager to share our short and long range goals as we look toward and prepare for the future of the Center. We have included our charge as voted in 1998 STM, Article 5.

The Community Center serves many critical functions for the Town and for all members of our local and surrounding communities. We host many town-wide events, notably our annual Town Meeting and town election, as well as holiday events, service opportunities, and educational activities. In addition to our larger annual events, we also offer recreational, entertainment, special interest, and support services year-round on a daily basis as well as specialized care and opportunities for youth, seniors, and veterans.

Further, a huge variety of clubs and organizations, class instructors, and community members use the building for their meetings, events, classes, and other activities. In providing space and resources for these groups, the Community Center is able to support local groups and to encourage community-building and involvement among our residents. These classes and programs provide an invaluable opportunity for members of our community to build lasting relationships, to find and develop their interests, and to learn new skills. We are always working to better support and promote the existing groups using the Center and to expand our offerings and outreach to meet all community interests and needs.

We are excited to announce that the Community Center celebrated its 17th birthday in February! We are proud to have reached this milestone and we remain steadfast in our commitment to the mission that has guided our actions and priorities since the building first opened.

Consistent with years past, the Community Center has had a highly successful year to date. We continue to expand our programming and our efforts to benefit a growing number of individuals and groups in our community. We continue to collect data concerning the monthly usage of the Center. The numbers in the table below show the monthly usage breakdown for the twelve months of the 2017 calendar year.

January:	9,264
February:	10,761
March:	10,027
April:	9,564

May:	10,796
June:	9,553
July	12,569
August	9,681
September	9,600
October	10,300
November	10,977
December	11,144

In addition to the counts detailed above, one of our five activity rooms is used by the Treasurer's Department in June and July for beach and transfer station sticker sales. This room is taken offline to all other rentals for this time period. During this time, thousands of additional people make use of the Center for the purpose of buying stickers. These thousands of additional patrons are above and beyond the numbers listed above.

As has been true in past years, the Community Center Weight Room continues to be one of our most popular resources available to Harwich residents. We have an ever-increasing number of sign ups, as people take advantage of one of the multiple membership options we offer. These membership types include daily, weekly, monthly, seasonal, and full-year options. All Weight Room memberships run on the Town's fiscal year calendar. Since July 1, 2017, there have been 528 individuals who have purchased one of our memberships and more people are joining each and every day. These sign-ups have brought in approximately \$84,417.00 in revenue. Further, we continue to function as a Silver Sneakers location which gives seniors with this Medicare supplement program access to our Weight Room without any out-of-pocket cost. Members of this program continue to express their gratitude for this service.

Jill Brown, a certified personal trainer, continues to offer free drop-in appointments for Weight Room members every Monday morning. She works to show people how to correctly and safely use our Weight Room equipment. She also helps members craft individualized workout plans based on their needs and goals. She functions to make our facility a safer and healthier place and her services have increased the satisfaction and confidence our of Weight Room users. We and our members are very thankful for her continued assistance. Jill works 2 hours a week in our weight room and to December 30th has made \$1,008.00.

Our two certified passport agents, Carolyn Carey and Samantha Estabrook, continue to meet a high community demand for passport services. This service meets a significant and continuously-growing community need. On a national level, passport numbers are tracked from October 1 through September 30 in a given year. For the 2017 calendar year the town has processed 394 new passport applications and has assisted many others with the renewal process.

This year, Community Center Director Carolyn Carey, in conjunction with the Harwich Police Department, accomplished a major goal for the facility by having six new security cameras installed on the exterior of the building. The purchase and installation of these cameras was fully grant-funded and so filled a significant need without passing on any additional cost to the Town and taxpayers. These new cameras greatly increase the security of the building and provide much needed 3600 coverage of the facility.

This year marked the first full year with our updated room use fee schedule (approved in September 2016) in place. The fee increase marks the first of its kind since 2011. These moderately increased fees have helped to offset the ever-increasing costs associated with operating the building without rising so much as to be prohibitive for individuals and groups looking to use the building.

This summer marked the second year of dedicated maintenance and care of the gardens on the exterior of the Community Center. This work has been spearheaded by Community Center patron Toni Hollingsworth who has assumed the role of Head Volunteer for the gardens. She brings many years of professional and educational experience to her work and has contributed countless hours to the restoration and beautification of our gardens. She and the other volunteers working with her have performed hours upon hours of weeding, watering, planting, and the spreading of compost and mulch. As an exciting note, the volunteers working with Toni this summer have ranged from ages 12 to 100!

We are continuing in our efforts to host multiple large annual events and celebrations. This past April, we again held our annual egg hunt. This year, we held the hunt in the field in front of the former Harwich Middle School and we had well over 300 children come to seek out more than 7,000 eggs and many other fun prizes. This was a fun and safe event for so many of our local families.

Earlier in August, we held our eighth annual Community Yard Sale on Saturday, August 5th from 9:00 am -1:00pm at Brooks Park. We collaborated with the Harwich Cranberry Festival to help make this event successful. We sold spaces to over 35 vendors for a fee of \$20.00 per space. The money collected goes to the Town's general fund. Over the course of the 4 hours hundreds of people stopped to shop and enjoy the day. The vendors reported great sales and it was a positive event for vendors, buyers and the Town of Harwich.

On August 30, 2017 we received from Ora Gaylord Arooth Trust a donation of \$10,925 dollars made in memory of Joseph Arooth. This gracious gift in the past has provided the Community Center with needed equipment for the building, training for staff and countless other things that I hope have enhanced

the experience of all those that utilize the building. We are so grateful for this gracious gift.

The Cranberry Festival was held on the grounds of the Community Center this year and the first chamber Business Expo took place in the Multi-purpose room. The building was filled with visitors and the event was hugely successful.

October was busy with more large events as the Community Center not only continued popular traditions such as hosting the third annual “Boo-tique” and our sixteenth annual Halloween celebration but also for the first time hosted a Touch -A-Truck event. This new event was a great success and demonstrated a partnering with the Fire, Police, Highway and Recreation Departments along with the Chamber of Commerce and local businesses. As in the past, in the weeks leading up to the “Boo-tique”, we collected new and gently used Halloween costumes from anyone willing and able to donate them. At the event on Friday, October 20th , these costumes were available free of charge to anyone who needed them. This event was extraordinarily successful and has earned the appreciation of many local families. Local businesses and organizations generously donated to make our Halloween celebration on October 31, 2017 another big success for kids in our community with over 300 children and their families participating in the festivities.

In December, we worked with the Department of Children and Families for our annual “Mitten Tree”. For this project, we and our patrons collect gifts to donate to children for the holiday season. This year, Community Center patrons and staff members purchased gifts for 50 children! This event allows us to work towards a larger goal of ensuring that all of our local children and families have a joyful holiday. This event also serves to highlight the generosity and sense of community our residents share, and this event could not happen without them.

Before concluding the annual report, we would like to include our goals for the 2018 fiscal year. It is important to mention that one of the goals set for 2018 has already been met as we have acquired the assistive equipment to use in Community Center rooms for the deaf and hard of hearing. We are excited to help those who need this assistance utilize this wonderful tool. Other goals for 2018 are as follows:

1. Develop an updated five year plan for the Community Center
2. Establish correct staffing for the Community Center
3. Develop a marketing plan for room rentals in Town-owned buildings
4. Increase volunteer staffing at Center events – advertise volunteer opportunities and create new programs that get individuals interested in volunteering



As always, we remain committed to the continued growth and success of the Community Center. Our continued support and commitment to existing programs, resources, and groups, as well as our ongoing effort to expand our services and programming will enable us to meet and even exceed these goals. We seek always to meet the ongoing and developing needs of our Town and all of its residents. We look forward to working with you, with all other Town Departments, and with our larger community as a whole to best serve the Town of Harwich.

# Report of the Community Preservation Committee

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Harwich adopted the Community Preservation Act (CPA or the Act) modified to accommodate the replacement of the so-called Land Bank, effective beginning July 1, 2005. The Act establishes a 3% property tax surcharge supplemented by the state by an amount dependent on other funds raised. The Act requires the establishment of a Committee, the Community Preservation Committee, to study and recommend to the Board of Selectmen and the Town projects to be funded from these resources. The committee is comprised of 9 members; 2 selectmen appointees, and representatives from the housing committee, housing authority, recreation, historical commission, open space/real estate, conservation and the planning board.

## **Community Preservation Members**

Cindi Maul - Selectmen representative

James Atkinson - Planning Board

Joe Powers - Historic Commission

David Nixon - *Chair* - Recreation and Youth

Daniel Tworek - Selectmen representative

Katherine Green - *Vice Chair* - Real Estate/Open Space

Mary Maslowski - Housing Committee

For fiscal year 2018, the CPC made recommendations to the May 2017 Annual Town Meeting for 5 project articles. Town Meeting approved all 5 of these articles.

In addition, Town Meeting approved payment of debt service of \$633,000 associated with Land Bank purchases.

CPC received 16 applications for consideration for May 2018 Town Meeting totaling \$3,482,497.40. There is approximately \$3,183,654.91 available after last Town Meeting's article appropriations. This available funding will be broken down as follows: Undesignated Funds- \$1,399,446.40, Open Space- \$391,471.99, Historic Preservation- \$606,299.07, Community Housing- \$786,437.46. These numbers are an approximation.

With the requirement to fund the Land Bank Debt Service of approximately \$588,750, the amount of funds available for projects in all of the areas permitted by the CPA is approximately \$3,183,654.91. The Act requires that 10% of receipts be allocated to Open Space, Historical Preservation and Community Housing regardless of the distribution of funding applications.

The Community Preservation Committee will continue to dedicate itself to the distribution of funds annually for appropriate projects that enhance the Town of Harwich and preserve the community in an adequate manner.

Respectfully submitted,

David Nixon, *Chair*

# *Report of the* **Conservation Commission**

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The Harwich Conservation Commission is the local body responsible for implementation of the Massachusetts Wetland Protection Act, which includes the Rivers Protection Act, as well as the Town of Harwich Wetland Protection Bylaws and Regulations. These regulations are complicated and ever-changing, and the Commission tries its best to apply them accurately, fairly, and consistently.

Permitting remained robust. The Commission held bimonthly public meetings, which were very well-attended. The total number of hearings at these meetings was 120. This number encompasses 34 Notices of Intents for large projects, 30 Requests for Determinations of Applicability for lesser projects, numerous requests to amend permits, Changes in Plan, as well as Show-Cause hearings for violations. The Conservation Department issued 108 Administrative Review permits. These applications are for small projects such as removal of hazard trees or small sheds just inside the 100' buffer zone. There were 17 violations this year in which the Conservation Commission took action, more than any other year of record. There was also a joint presentation with the Planning Board on the 2017 Open Space and Recreation Plan, which was approved.

As was the case with last year, the topic of agriculture within lands in Conservation jurisdiction has been a continual topic of discussion. The Commission seeks to work with farmers so that both wetlands laws and agricultural regulations are abided by. At the end of 2017, the Commission voted to re-lease the cranberry bogs at the Depot Street entrance to the Bells Neck Conservation Area. A request for proposals will be issued in early 2018. Also at the end of 2017, the Conservation Commission was approached with the request to consider pilot programs for commercial shellfish aquaculture and kelp farming. These concepts will be further vetted in 2018.

The Commission is charged with the oversight of 1000+ acres of conservation land. This year as in past years, the Conservation Commission, with the assistance of AmeriCorps Cape Cod, the Harwich Highway Department, and the Harwich Conservation Trust, thinned out about 4 acres of densely-forested area at the Route 39 entrance to Thompson's Field. Continued thinning of vegetation in this area is anticipated in 2018 and beyond. This work will help to alleviate the danger of wildfire in this area as well as assist in bringing back a sandplain grassland/heathland habitat; a habitat that is globally rare. The Conservation Commission would also like to thank the Harwich

Trails Committee for their hard work and dedication in maintaining the Town's Conservation Areas.

The Commission would like to thank Walter Diggs and John Rossetti for their many years of service to the Commission and the Town, and would like to welcome new Commissioners Paula McGuire and Stan Pastuszak.

Respectfully,

Brad Chase, *Chairperson*  
Rob Mador, *Vice Chairperson*  
Carolyn O'Leary  
Ernest Crabtree  
Paula McGuire  
Stan Pastuszak  
Walter Diggs, *Alternate Member*

# Report of the Golf Committee

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Site preparation for the new “Cart Barn”

## **2017 COMMITTEE MEMBERS**

Clem Smith (Chair)  
Martha Duffy (Vice Chair)  
John Crook  
Jeff Williams  
Bob Kingsbury  
Tom Johnson  
Jeff Williams

## **Review of 2017**

Under the direction of Roman Greer, his staff, and the work of Superintendent of the Green, Shawn Fernandez, the Cranberry Valley Golf operation, completed another successful year. The success of the Hot Stove at CV, under Ron Leidner’s watchful eye and the Bob Miller golf instructional component have both contributed enormously to the CV golf experience. This success will help to build into an even better year in 2018. Despite numerous “rain days” and its impact on revenues has been modest in the overall financial picture of operations. Play and participation by annual fee players has been very strong. In the new category of “young adult - ages 22-30” we

have gained an additional 28 members. Increased participation of this demographic is crucial. Junior golf and its promotion has also been consistently strong. The desire to play CV by the public has been successful once again in all categories.

An example of this has come about with the hard work of Committeeman Tom Johnson on behalf of Veterans. The Golf Committee has committed to connect to the **Service Military Golf Association** (SMGA), a nonprofit agency dedicated to integrating the golf experience into the lives of disabled Veterans who served after 9/11. There is substantial research that identifies the game of golf as a positive factor in rehabilitation of PTSD victims and related military connected conditions. Under the agreement with SMGA disabled vets who desire to learn how to play golf can be trained at Cranberry Valley at no cost to them. Once trained in the fundamentals, each participant will receive a set of club and a bag provided by SMGA.

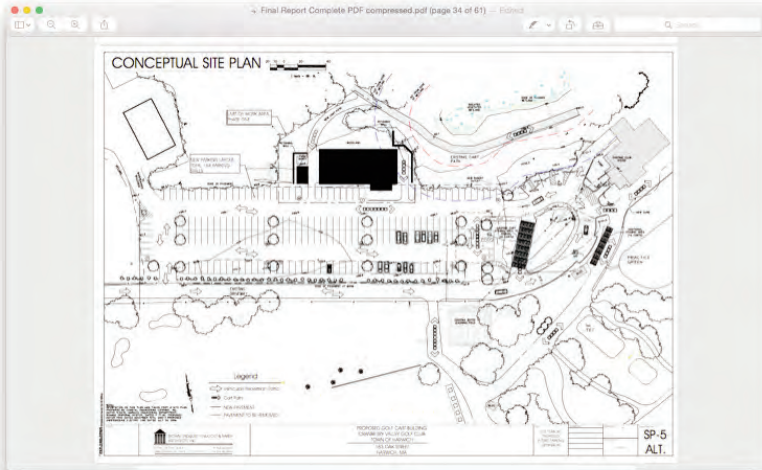
Annually there will be a golf outing for SMGA members to play with CV members. The first event was held this past May. The next is scheduled for May of 2018. The cost of play for SMGA members and for the luncheon was completely supported by private donations.

This effort to connect the town golf operation to our national respect for servicemen and women is well established. The driving range was dedicated to long time member, PFC Charles Mooney, a decorated WWII veteran. The clubhouse was dedicated to community volunteer Ray Jefferson, a former US Navy flier. Historically, veterans have been a strong component of the membership base at CVGC.

This summer, in a proactive response to future projects that involve land use, the committee has adopted a "Land Use Policy". This will preserve and protect the last remaining real estate within the boundaries of the CVGC. At its inception, this property collectively was dedicated for use by the public for golf related and recreational purposes. This policy seeks to preserve that intent. Future plans may include a "Junior/Super Senior 3-hole course. Also, the possibility of a mega putting green that will provide practice opportunities for all and with the dual function as a "nursery" for the existing 18 greens.

This Spring Town Meeting authorized a multifaceted infrastructure renovation at CV. The framework is now in place for these improvements. This initiative is headed by Chris Clark and a task force represented by Sean Libby (Town Facilities Manager), Bob Cafarelli (Town Engineer), Roman Greer (Director of Golf), Shawn Fernandez (Superintendent of the Green), Link Hopper (Town Highway), and Clem Smith, (Harwich Golf Committee). Planning sessions have been ongoing since early Spring. Our 1.2 million dollar multi-phase project is finally underway. This includes: car park renova-

tions to the existing parking lot with video security, new lighting, landscape and hardscape enhancements, a “solar array” component, an environmentally friendly water containment system, and of course a new cart barn that will house a fleet of electric powered golf carts.



Modifications of this early site plan are underway. This fully funded venture by the golf operation is an excellent model for Town capital improvements. Projections for completion of the project indicate the possibility of late Spring or early summer with minimal impact on regular season operations.

In closing, I have asked the Director of Golf to give his perspective on the year in review. Real data helps to reveal the key components of the operation: membership, revenue, and number of rounds played by the two major categories of players. In the Director’s comments, please pay particular attention to his efforts on behalf of “Junior Golf” and “growing the game” now and in the future.

### **Golf Operation Review**

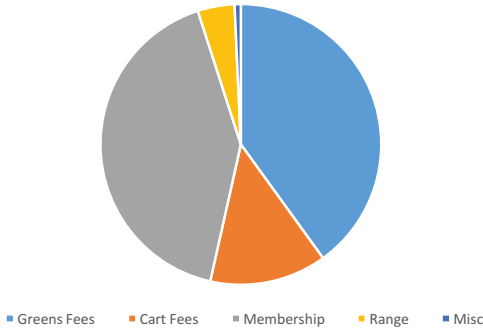
The 2017 golf season at Cranberry Valley was highlighted by successes and challenges. Another strong membership drive in the spring boosted membership numbers by 6%. The boon of the strong membership turnout was mitigated by a rainy spring, where the rain fell particularly hard on Saturday, the golf course’s most important revenue producing day. The resulting 11% decline in Greens Fees created an overall 4% negative revenue comparison over the golf operation’s high water mark of FY16.



### FY17 Revenue

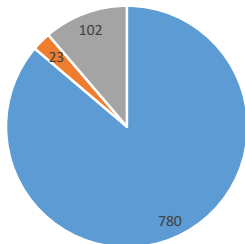
Greens Fee	\$	710,614
Cart Fee	\$	239,069
Membership	\$	715,574
Non-Res Member	\$	21,535
Range	\$	64,571
Range Member	\$	10,750
Misc	\$	12,735
Total	\$	1,774,848

### FY17 Revenue



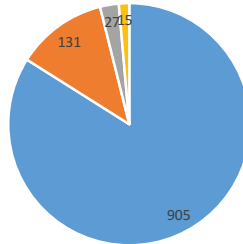
Financial numbers only tell part of the story. The impact of golf on the Harwich community was apparent as ever with the CV leagues hitting record numbers in participation, charity golf tournaments (including the Harwich Police and Fire Associations) reaching maximum numbers, continued growth in our award winning junior programs and very strong demand from nonresident public and hotel groups.

### Harwich Resident Breakdown



■ Adult ■ Young Adult ■ Junior ■ Harwich ■ Chatham ■ Eastham/Orleans ■ Non resident

### 2017 Memberships



The golf course was once again in great playing condition, thanks to Golf Course Superintendent Shawn Fernandez and his staff. Improvements to the golf course and irrigation system, funded by the Golf Improvement Fund,

ensure that the golf course will continue to present Harwich residents and guests with the high level conditions that they have come to expect for years to come.

Customer Service continues to be a top priority at CV. The annual Member Satisfaction Survey returned results showing customer service continues to rise, as well as satisfaction with tee time availability and pace of play. In response to the increase in memberships sold, a corresponding increase in member tee times helped ensure plenty of playing opportunities.

The Infrastructure Project mentioned above, highlighted by a new cart barn and future electric cart fleet as well as a more safe and customer friendly experience in the clubhouse area, will be a work in progress during the 2018 golf season. When completed CV will be positioned to provide an unparalleled experience for Harwich residents and outside play.

**Continuing our commitment to Junior Golf, CV will host the first ever on-cape Drive, Chip and Putt Qualifier, where participants will take their shot at qualifying for a chance to compete at Augusta National in the finals. This event will bring kids from the Cape and beyond to our great practice facility. We are also securing the hosting of both the State Junior Girl's Championship, also the State Junior Boy's Championship in 2019.**

Cranberry Valley's partnerships with the Hot Stove at CV and Miller Golf Performance will continue into 2018 as well. The Hot Stove @ CV is quickly becoming a favorite breakfast destination in Harwich for non-golfers and in only it's 2nd year is already considered among many to be the best 19th Hole on Cape. Miller Golf, completing it's 3rd season at CV, has continued to make an impact on all facets of the golf operation, from the increased memberships numbers to the increased junior participation. I would like to thank Bob Miller and Ron Leidner (Hot Stove) for their commitment to Cranberry Valley and the residents of Harwich.

In closing, I would like to thank Clem Smith and the Harwich Golf Committee, Town Administrator Chris Clark, the dedicated staff at CV and all of our wonderful members for making Cranberry Valley more than just a golf course, but a true gem in the community.

Sincerely,

Roman Greer - *PGA, Director of Golf*

Report respectfully submitted,

Clement Smith, *HGC Chair*

# *Report of the* **Natural Resources Department**

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## **Shellfish Laboratory**

The shellfish laboratory building located at Wychmere Harbor near the town pier continues to produce plantable shellfish seed each fall. This year, 565,950 quahogs were raised in the lab and subsequently field planted in Harwich shellfishing areas. Shellfish seed (3mm-5mm) was obtained from Aquacultural Research Cooperation (ARC) in Dennis. This was accomplished by using a direct department purchase as well as receiving some seed through the Barnstable County Seed Grant Program. Not only did we continue to have an excellent survival rate this year, our quahog seed grew to an average of 14.8mm before planting. Shellfish seed was field planted in Herring River, Oyster Creek, Wychmere Harbor, Stony Flats outside Saquatucket Harbor, Round Cove and Pleasant Bay.

Oysters were also raised in the Shellfish lab. 100,000 oysters were grown in the lab and field planted in Wychmere Harbor. They grew quite well this year and many were 1.5 inches long by October. Many of those will be harvestable next fall. Oysters need to be 3 inches long in order to be legally harvested.

Our shellfish seed continued to be tested prior to seeding (per order of the Massachusetts Division of Marine Fisheries) for Dermo, QPX, and an array of other harmful parasites. Kennebec River Biosciences tested our seed clams and they received a clean bill of health. The shellfish health inspection allows for transplanting of seed to other bodies of water for planting.

The Harwich Shellfish Lab continued to be a great hands-on internship program for high school students. This was the 20th year the Harwich Shellfish Lab conducted its high school summer aquaculture internship program. The six week program enabled students Kestrel Powers, Samantha Mahoney, Aidan Kotoski, and teaching supervisor, Delia McNamara to work closely with the Natural Resources Department to monitor and maintain the Shellfish nursery during its busiest time. The Shellfish Lab interns were also helpful in collecting water monitoring data including water temperature, water salinity, dissolved oxygen, and turbidity from Wychmere and Saquatucket Harbors.

All the students who have passed through the program have been enjoyable to work with and this year was no exception. The Shellfish Lab, which is open to the general public, received many visitor tours this year including several classes of Monomoy middle school 5th graders.

The Harwich Natural Resources Department continued to receive assistance with many of our projects from volunteers. Volunteers who assisted the Natural Resources aquaculture program, water sampling, and herring run maintenance included Jennifer Baudanza, Gene Gautheir, Jill Eastman, Rich Houston, Charles McIntyre, and the Chuck Winans family.

### **Volunteer Shellfish Wardens**

To patrol the local shellfishing flats, assistance was provided by a dedicated group of volunteer shellfish wardens: Jim Coyle (since 1999), Ron Saulnier (since 2001), and Dean Knight (since 2003). They were very generous with their time and energy. Patrolling the shellfish flats throughout the year, they not only enforced the shellfish regulations, but educated the public as well. The Natural Resources Department was more efficient and more productive because of their help. We thank all our volunteers for their effort.

### **Shellfish Permit Structure**

We currently issue individual recreational permits (Resident, Non-Resident, Resident Senior and 1-day permits) with the caveat that anyone under the age of 16 can shellfish – provided they are shellfishing with someone who holds a valid recreational shellfish permit. The individual permit holder is responsible for the children and their shellfishing activity. The shellfish permit limit is still 10qt/week of shellfish. Anyone 16 or older shellfishing is required to have their own shellfish permit. Commercial permits have always been individual permits.

Current shellfish permit rates: (there will be slight increases in 2018)

Resident	\$20/year
Non-Resident	\$60/year
Commercial	\$50/year
Resident Senior (65+)	\$ 6/year
One-Day Non Resident	\$20/year

### **2017 Shellfish Permits Sold**

Resident	166
Non-Resident	28
Commercial	5
Resident Senior (65+)	142
One-Day Non-Resident	<u>78</u>
TOTAL	419

Shellfishermen were asked to fill out a survey when obtaining their license at the Natural Resources office at Saquatucket Harbor. From those surveys, we were able to compile the following averages per shellfishermen:

Days someone went shellfishing	8.3
Pails of quahogs	3.2
Pails of oysters	0.27
Pails of softshells	1.63
Pails of scallops	0.00

\* 1 pail = 10 quart (weekly limit)

Note: When someone buys a permit, the previous year's survey results are collected. The 2017 data will be available after everyone has purchased their 2018 license and will be included in next year's town report.

### **Herring Run**

The Herring Run remains closed due to the moratorium enacted by the Division of Marine Fisheries on the taking of herring anywhere in Massachusetts. The annual meeting for the River Herring Network, held in Sandwich this year, presented a historical account of herring populations in runs throughout the state. Some herring runs in the state are showing steady improvement and there are indications that the Division of Marine Fisheries may open selective runs in the near future. The Harwich herring run still illustrates significant variability.

With the help of many Americorps volunteers, Herring River was kept clear of debris and blockages. Many early spring days were spent cutting dead wood, removing brush, and clearing debris that would inhibit the migration of herring to their freshwater spawning sites. We have often worked with Barnstable County Americorps and with their collaborative effort we can accomplish a great deal of work in a short period of time.

Harwich Conservation Trust (HCT) had 30+ volunteers on a fixed schedule for April and May stationed at the point where herring enter Hinckleys Pond. Several times a day, volunteers tabulated fish counts for a 10 minute period. The estimated size of the Herring River run this year was 11,980 fish.

Year	Herring
2017	11,980
2016	63,349
2015	127,860
2014	247,894
2013	91,167
2012	101,624
2011	10,466
2010	41,254
2009	19,336

The Massachusetts Division of Marine Fisheries (DMF) assisted us in two projects related to our herring run. The upgraded/repair of the wooden sluiceway between Long Pond and Hinckleys Pond has a floating aluminum extension which extends into Long Pond. It required some final modifications. Second, the wooden Seymour Pond sluiceway was reset due to storm damage and the banks were stabilized with loam and grass seed. Water levels at both these junctions are now better regulated and allow better fish passage between the ponds.

Massachusetts DMF also re-installed an electronic fish counter at the Johnson's flume off Depot Street. This is the second year we have utilized this electronic counter. The herring freely passed through one of 16 counting tubes as they migrated up the fish ladder. The total fish tabulated over a two month period was 284,936 fish compared to 2016 when we had 344,133 fish. The number is much higher than the volunteer counter program which is further upstream near Hinckleys Pond. Once again, the electronic counter significantly outnumbered the volunteer count program. It is likely that the nighttime migration of herring through the fish tubes, culverts, and fish ladders occurs at a much greater rate than first hypothesized.

A new (replacement) 60ft x 40ft lead line seine net with top floats was purchased and installed in the West Reservoir in order to keep migrating herring from entering the nearby cranberry bog when its flooded. New water level boards were also added in order to help regulate water levels through the bog.

### **Eel Ramp**

The eel ramp located off Bank Street, managed by DMF and assisted by Harwich Natural Resources continues to help migrating eels into Grass Pond, although we did not receive an official count. In the past, DMF, Natural Resources, and Harwich Conservation Trust would have citizen counters observe a mesh collection bucket and record young eels migrating their way into Grass Pond in the spring. The eel ramp itself consists of a small water pump which keeps an inclined ramp moist in order to assist the passage of eels from Cold Brook into the pond. Without the assistance of this pump/ramp system, not a single eel could migrate up into Grass Pond.

DMF, Harwich Conservation Trust, and Natural Resources are working on private property access for volunteer citizens to check the ramp and record eel counts. Volunteer access to the eel ramp should hopefully be rectified by 2018 so that an accurate count can be restored.

### **Harwich Water Quality Sampling**

Harwich is truly a special place when you realize that for nearly 20 years, citizen volunteers have been collecting water quality data on behalf of the Harwich Natural Resources Department. Their dedication and hard work is inspirational, to say the least.

Local water quality monitoring continued in Saquatucket Harbor, Wychmere Harbor, Allen Harbor, Herring River, and many freshwater ponds. These areas were sampled several times throughout the summer in order to continue collecting reliable water quality for our database including nitrates, phosphates, chlorophyll, dissolved oxygen levels, and coliform levels. This data is often the springboard for several aquatic and estuarine reports/studies completed for the town.

A project of this magnitude could only be completed with the continued support of our hard working volunteers – Ellen and Chris Geanacopoulos, Bob Smith and Dave Callaghan, Bill Otis, Kathleen Welch, Ralph and Jane Anderson, Jack Lohr, Peter DeBakker, Tony and Marian Piro, George Meyers, Patsy Lightbrown, Janet O’Leary, Staci Robichard, Sean Burke, Art Winterhaltler, Chris Norcross, Paul Erickson, Deborah Aylesworth, Joe Seidel, Ann Helgen, Jim Beil, Bill Clary, Jim Brennan, and Ed McCarthy.

The Natural Resources Department also continued its water sampling collection program for the Center for Coastal Studies. Water samples were collected and analyzed for contaminants of emerging concern. Contaminants of emerging concern (CECs) include pharmaceuticals and personal care products, which have been detected at low levels in surface water, leading to concerns that these compounds may have an impact on human health and aquatic life. A summary report of the Contaminants of Emerging Concern in Nantucket Sound and its Associated Estuaries and Salt Ponds can be found at [www.waquoitbayreserve.org/wp-content/uploads/WQM\\_METConf\\_CECs\\_Costa.pdf](http://www.waquoitbayreserve.org/wp-content/uploads/WQM_METConf_CECs_Costa.pdf).

Harwich also plays a role in the Pleasant Bay Water Quality Monitoring Program. The Pleasant Bay Alliance, with the help of Harwich volunteers, sampled many sites throughout the bay and surrounding embayments. Three current sampling locations are in Harwich waters; two in Pleasant Bay and one in Round Cove. Water sampling volunteers Tina Maloney, Tom Telesmanick, Denise Yocum, Louise Vivona-Miller, Al Williams and Dave Bennett were all generous with their time and we thank them for their assistance.

The Alliance completed its 18th year of water quality monitoring. In March, the Alliance presented its Pleasant Bay Watershed Composite Analysis. In June, the selectman of Harwich, Chatham, Brewster and Orleans voted and signed a resolution of the towns sharing the watershed of Pleasant Bay as it pertains to each town’s share of their current attenuated nitrogen and responsibility to remove it. A full list of completed projects and copies of reports by the Pleasant Bay Alliance can be found in their annual report and the program website [www.pleasantbay.org](http://www.pleasantbay.org).

## **Comprehensive Wastewater Management Plan (CWMP)**

The town's wastewater management plan transitioned into its implementation phases. In 2016, it was completed and approved by the state Executive Office of Energy and Environmental Affairs and this year certain pieces of that plan came to fruition. The plan also fulfilled the requirements for the Cape Cod Commissions development of regional impact regulations as it pertains to the regions 208 plan.

The Wastewater implementation committee (WIC) was disbanded by the Board of Selectman in September since the overall plan and specific projects within the plan are now at the administrative level of the town.

There continues to be success and progress in the town's effort to address its future water quality requirements. The Muddy Creek culvert project continues to pay dividends in terms of flushing and improved flow/water quality. A funding request to proceed with the Bank Street Bogs project was also approved this year. The BOS also completed negotiations and signed an inter-municipal agreement (IMA) with Chatham to have wastewater from East Harwich treated at the Chatham wastewater treatment facility.

The WIC also participated in the outreach effort for the wastewater town meeting articles. Specific details of those articles can be found in the Wastewater Implementation Committee town report. Harwich should be proud that they have begun taking the steps to maintaining a high quality of life for its residents and restoring its waterways and estuaries.

There was a new committee formed to assist the wastewater program as we head into 2018. The wastewater support committee WSC will begin having meetings in January. The first item to tackle will be the upcoming design of the East Harwich sewer system installation.

## **Miscellaneous**

We supported the Conservation department as they inherited the role of coordinating the beach clean up day known as Coastsweep from Harwich Conservation Trust. Volunteers met at Saquatucket harbor, were assigned beaches and then returned with bags full of garbage. This was then taken by Natural Resources to the transfer station for disposal and recycling.

In September, there were several dead sea birds in the Pleasant Bay area. There were reports of wide spread bird die offs on Cape Cod during that time. US fish and Wildlife looked into the matter.

We experienced yet another mass molting of spider crabs on Bank Street beach stretching to Allen Harbor in November. The previous event was in November 2014. The molting crabs shed their exoskeletons and the subsequent currents, winds, and tides place them on our south facing beaches.



Two separate year classes of oysters in Wychmere harbor were collected for UMASS Dartmouth/SMAST. There is a graduate student working on the nitrogen uptake by shellfish. The topic of shellfishing removing nitrogen has garnered much attention recently as all Cape Towns are facing wastewater management in their watersheds.

At the end of 2017, the Natural Resources Department along with the Harbormaster said good bye to our office building located at Saquatucket Harbor. The building underwent demolition as we were temporarily relocated to the Cultural Center at 204 Sisson Road. We will hopefully move back into our new office at Saquatucket at the end of August 2018.

### **Appreciation**

Often the work completed by the Natural Resources Department was accomplished with the help of other departments. I would like to thank the Harwich Police, Fire, Highway, Park & Recreation, Health, Conservation, and Planning Departments for all their assistance. Harbormaster John Rendon, Michelle Morris, Tom Telesmanick, and Billy Neiser were especially helpful in coordinating daily operations. I appreciate all their effort and hard work assisting me in my endeavors.

Respectfully Submitted,

Heinz M. Proft  
*Natural Resources Director*

# Report of the Pleasant Bay Alliance

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The Pleasant Bay Alliance is an organization of the Towns of Harwich, Orleans, Brewster and Chatham. Formed by an inter-municipal agreement, the Alliance is charged with implementing the Pleasant Bay Resource Management Plan. The Plan encompasses the Pleasant Bay Area of Critical Environmental Concern (ACEC) and Pleasant Bay watershed. The Alliance develops public policy recommendations, technical studies and public informational materials, all available on the Alliance website, [www.pleasantbay.org](http://www.pleasantbay.org). Highlights from 2017 include:

The Pleasant Bay Citizen Water Quality Monitoring Program completed its 18th monitoring season. Trained volunteers collected samples at 25 bay-wide sites achieving a 90% collection rate. Data from the program are used for local and regional nutrient management planning and implementation.

In March the Alliance presented the *Pleasant Bay Watershed Composite Nitrogen Management Analysis*. The Composite Analysis brought each individual town's nitrogen management strategy into a consolidated format enabling watershed-wide analysis. On June 23rd, the Select Boards of Brewster, Chatham, Harwich and Orleans voted to sign a *Resolution of the Towns Sharing the Watershed of Pleasant Bay*. The Resolution endorsed the *Pleasant Bay Composite Nitrogen Management Analysis* as an accurate representation of each town's share of current attenuated watershed nitrogen load and its responsibility to remove nitrogen in Pleasant Bay. This is a significant step in each town's commitment to address the problems of nutrient loading to Pleasant Bay on a watershed basis.

The Resolution also confirmed each town's agreement to work with the other watershed towns, Massachusetts Department of Environmental Protection, US Environmental Protection Agency, and the Cape Cod Commission to pursue efficiencies and cost savings through coordinated implementation, and also to participate in a Watershed Permit Pilot Project.

In May the Alliance presented a report on the potential impacts of sea level rise in Pleasant Bay. The report, prepared by Center for Coastal Studies of Provincetown, estimates the range of sea level rise likely to affect the Pleasant Bay system through 2100, and identifies potential changes to the Nauset Barrier Beach and the intertidal zone of Pleasant Bay resulting from estimated changes in sea level. This information provides a foundation for developing management strategies to address impacts associated with sea level rise. The Alliance also released draft erosion management guidelines intended to preserve healthy coastal resources. The guidelines were presented to

Conservation Commissions and the public for comment and will be published in final form in 2018. The Alliance is working with the Center for Coastal Studies and National Park Service to continue monitoring and reporting on changes in tide heights in Chatham Harbor and Pleasant Bay.

The Alliance wishes to thank the citizens of Harwich for your ongoing support.

Respectfully submitted by:

Allin Thompson, Jr., *Alliance Steering Committee*

Dolly Howell, *Alliance Steering Committee*

Heinz Proft, *Dir., Natural Resources Dept.,*

*Alliance Technical Resource Committee*

Amy Usowski, *Conservation Agent,*

*Alliance Technical Resource Committee*

John Rendon, *Harbormaster, Alliance Technical Resource Committee*

Carole Ridley, *Alliance Coordinator*

# *Report of the* **Department of Public Works**

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To the Honorable Board of Selectmen and the residents of the Town of Harwich:

I hereby submit my Annual Report on the activities of the Department of Public Works in 2017.

On November 23, 2015, at a Board of Selectmen's meeting, I proposed a stand-alone project to reconstruct Lower County Road to address numerous deficiencies including the poor condition of the road, structural defects with its base, a non-ADA compliant continuous sidewalk and old and failing drainage systems. At that meeting I informed the Board that although Lower County Road is eligible for State funding in the Transportation Improvement Program, that there is no way to meet the Complete Streets criteria (sidewalks and bike lanes on both sides of the street) within the Town's 40' ROW. In a cost savings measure, we decided to develop this project as "Book Job" rather than having it completely engineered since its cross section (footprint of the road) is relatively unchanged. To assist in the development of this project, we hired Tom Ockerbloom, a retired MassDOT Senior Project Engineer, who was in charge of the Town's Route 137 corridor project. We originally hoped to seek funding for this \$4.5M project at the 2018 Annual Town Meeting via a Capital Exclusion and begin construction in the fall of 2018, but ended up having to postpone it due to over \$1M worth of water main work that is required. The Water Department should begin its work this coming fall, which should allow us to request funding at the 2019 Annual Town Meeting.

Last year I proposed pursuing another Transportation Improvement Project (TIP) on Route 28 in West Harwich from the Dennis Town line to the Herring River Bridge. TIP projects are one way to maximize our limited maintenance dollars with State and Federal funds, where the Town is responsible for engineering and designing a project. Once the design is completed and accepted by the State, the project becomes theirs, with MassDOT bidding, awarding, and overseeing all aspects of the project until its completion. The primary impetus in proposing this project was that the Town of Dennis has an approved and funded TIP project for the Dennis Port area of Route 28. Since their current project excluded the traffic signals at the Town line, Harwich and Dennis made a joint application to MassDOT that would upgrade both traffic signals and hopefully alleviate the long backups that occur at this intersection during the summer months. The joint project was accepted by MassDOT through the Transportation Improvement Program last fall with a preliminary construction estimate of \$5.6M slated for 2022. To help pay for Harwich's

estimated engineering costs of \$330k, the Town signed an MOU with the Cape Cod Commission to utilize \$175k in Traffic Mitigation funds for that purpose.

2017 saw two long-term employees retire from the DPW. Mike Kiernan, Disposal Area Manager, was hired in 1998 as a laborer at the Disposal Area and worked his way up to Manager in five years holding several titles along the way. Mike progressed quickly through the ranks as his work ethics, thoughtfulness and dedication to public service clearly separated him from his peers. Mike retired on July 15, 2017, after 19 years of service and continues to work with the DPW on a part time basis because, in his own words, "I'm lousy at retirement." Bill Reuss was hired in 2001 as a seasonal laborer and a few years later secured a full time job as a Small Equipment Operator. Bill was known as the "Sign Guy" as he nearly single handedly replaced all of the Town's 482 public road signs with the new 9" ones over the course of several years. Bill had a great sense of humor, was always willing to lend a hand and one of the nicest guys you will ever meet. Bill retired on August 4, 2017, after 16 years of service and, sadly, passed away on August 21, 2017. I know Bill is missed by all of his former coworkers and certainly by me. May he rest in peace.

The following briefly describes accomplishments and duties of each department within the DPW. It should be noted that during hazardous conditions, such as snowstorms and hurricanes, all Division personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Division Departments as workload and staffing dictate.

### **Facility Maintenance Department**

The Facility Maintenance Department consists of four full-time employees. They are responsible for routine and preventative maintenance of over 35 town-owned buildings, with over 260k square feet of space. There are over 40 additional areas maintained by the department such as the Town Gardens, beach stairs and walkways etc.... They are also responsible for the setup and breakdown for Town Meetings and Elections. In addition to routine work, this department completed several building projects during 2017:

- Relocated the wheelchair ramp for the Albro House. Made adjustments to door entrances and restroom in order to make the entire first floor accessible.
- Repaired the two sets of stairways that lead to the beach from Wyndemere Bluffs Road and Sea Breeze Ave. Repairs were made with new pressure treated lumber and composite material for treads.
- Installed early warning crossing lights on Queen Anne Road for the bicycle path.

- Installed and improved upon a pre-fabricated 16 x 32 foot pavilion for the Brooks Park tennis and pickle ball courts.
- Worked with Rise Engineering to retrofit the Fire Department's lighting system to LED lighting. This project was entirely paid for through Cape Light Compact at an estimated cost of \$42k and should provide an annual electrical service savings of over \$8,000.00
- Replaced the broadloom carpet in the Police Station where the glue had reacted to humidity by lifting and separating. During the same time period the worn broadloom carpet in Fire Department Headquarters was also replaced. All new carpeting is comprised of carpet tiles which can easily be replaced if torn or stained.
- Worked with Rise Engineering to replace the inefficient hot water and hydronic heating system at the Fire Department Headquarters.

With the rentals and the repurposing of the old Middle School to our new Cultural Center, the work load for this department has increased immensely. Over and above general maintenance, repair requests have increased from 3 in 2016 to 162 in 2017. Towards the end of the year, we were spending approximately 60% of available labor hours at the Cultural Center.

This department responded to and completed over 780 work orders (requests for service) during the year. This is approximately a 41% increase from last year. These included repairing broken windows, light fixtures and locks on various Town buildings, repairing bathrooms, fixing leaks in ceilings, replacing broken tiles, moving furniture and office equipment, and coordinating repair services with outside contractors when appropriate.

### **Custodial Department**

The Custodial Department, which consists of five full-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Library, and the Albro House.

Routine maintenance for this department includes:

- Sweeping, vacuuming, mopping, dusting, waxing, polishing, buffing, and cleaning of floors and carpets
- Cleaning and sanitizing restrooms and locker rooms, replenishing supplies
- Cleaning, dusting furniture, walls, fixtures, drinking fountains, blinds, lights, etc....
- Opening, closing, unlocking, locking the facilities as needed
- Arranging the facilities for planned events (i.e. setup/breakdown of tables, chairs)
- Maintaining building security during activities

## **Disposal Area**

The Harwich Transfer Station/Recycle Center is open seven days a week from 8AM-4PM, 362 days a year.

The license plate recognition technology that was implemented last year to eliminate the need for disposal stickers continues to evolve with advancements in technology. It has greatly improved efficiency in the Scalehouse and has exceeded all expectations.

Harwich's continued participation in the Barnstable County Sharps Collection Program allows us to provide patrons (free of charge) with designated sharps collection containers that can be filled with contaminated hypodermic needles and given to the Transfer Station attendant.

The primary component of the Disposal Area is the removal of municipal solid waste (MSW), recyclable materials, and other waste from the Town. The MSW is loaded into 100-yard trailers and transported to facilities in Middleborough and Rochester, approximately 50 miles from Harwich. Disposal Area staff made 420 trips to these facilities, moving a total of 9,607 tons of MSW. The second component of the operation is the drop-off Recycling Center, located east of the Transfer Station. The site consists of ten roll-off containers and several tables. A total of 1,395 tons of recycled material was hauled, mostly to New Bedford, and accounted for a total of 170 trips. The last major component of the operation is the C&D pad. C&D (construction and demolition, i.e. wood waste from building and remodeling, shingles, unusable furniture and mattresses) is dropped off on a concrete pad, south of the Transfer Station, where it is processed to increase density and then loaded into 100-yard trailers for transportation to New Bedford Waste in New Bedford and New England Recycling in Taunton. Harwich vehicles made 573 trips, hauling a total of 9,919 tons of C&D waste.

The Town offers the following programs to residents:

- Paint Recycling (daily, April through October) Residents may drop off unwanted paint and paint-related products or pick up good paint for reuse.
- The Treasure Chest is open Saturday and Sunday from 9AM-3PM, year-round, for residents to drop off or pick up useful items in good condition. Many thanks to the Treasure Chest volunteers for their hard work and dedication.
- Automotive Product Recycling (daily, year round) for drop off of used oil, antifreeze, gasoline, and oil filters.
- Composting of Grass and Leaves (daily, year round). Material must be weighed, but there is no charge for residents.

- Harwich hosts the Household Hazardous Products (HHP) collections for Harwich, Brewster and Chatham, in which unwanted household chemicals are collected. Collections are held on the second Saturday of each month from May through October, 9AM-12PM. During the 2017 HHP collections, the Disposal Area staff served 205 cars, recycling a total of 3,410 gallons of paint, 1,595 gallons of gasoline, and 3,169 gallons of pesticides, cleaners, and other materials which would be hazardous to the environment.
- The Disposal Area also collected 2,825 gallons of waste oil.

In addition to the above, we continue to accept the following items for a fee: brush, TVs, computers and monitors, propane tanks, tires, refrigerators, air conditioners, scrap metal, and appliances.

### **Highway Department**

The Highway Department's primary responsibility is the maintenance, construction, and repair of 142 miles of public roadway. Staff consists of 8 full-time employees and 2 seasonal workers. Ongoing department programs include annual crack sealing, pavement resurfacing, pavement surface treatments and catch basin repair, replacement, and cleaning. In addition, this department is responsible for the snow and ice removal on 200 miles of public and private roadways, street sweeping, pothole patching, sign maintenance, pavement marking maintenance, and seaweed removal on Town-owned beaches. In addition to the above-mentioned activities, the Highway Department completed the following:

- Installed 64 drainage systems
- Reconstructed 14 drainage systems
- Patched potholes and made road repairs using 39 tons of asphalt
- Cleaned 233 catch basins with Town-owned equipment
- Maintained all Town owned beaches from May through September
- Completed street sweeping the entire Town, including all Town buildings and municipal lots, by August 11, 2017
- Striped 48 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed tree pruning on 17 Town roads
- Completed road side mowing on all main roads and started on secondary roads
- Installed 59,505 sq. yds. of chip seal on 20 Town roads
- Paved 4 roads using 4,232.29 tons of machine-placed asphalt and 317.44 tons of hand-placed asphalt, also loamed and seeded those road shoulders



- Re-paved Red River Beach parking lot using 1,185.91 tons of asphalt and installed 4 new drainage systems
- Responded to 498 work orders (requests for service)
- Maintained 11 gravel roads and 8 gravel parking lots
- Assisted in the preparation for Phase 2 of the Brooks Park Expansion Project

### **Park, Cemetery, and Forestry Departments**

These departments are responsible for the maintenance of 6 parks, 7 athletic fields, 19 memorial squares, the grounds of 14 Town-owned buildings, the Town Gardens, and the bicycle trail, the care, maintenance, preservation, and improvement of 17 Town-owned cemeteries, and the planting and maintenance of all shade trees on Town property.

The staffing of these three departments consists of five full-time and seven seasonal employees.

Routine maintenance for the Park and Cemetery Departments was as follows:

- Parks, Grounds, and Memorial Squares – These were mowed regularly from mid-spring through mid-fall. Pruning, raking, cleanup, watering, and the painting and repairing of benches were done as staffing permitted.
- Athletic Fields – These were mowed bi-weekly and prepared for games daily from mid-spring through mid-fall. Raking, pruning, watering, cleanup, and repairs to fences, irrigation systems, and drainage systems were done as necessary.
- Maintained irrigation systems for all athletic fields and Town buildings. Repaired several major breaks in piping and replaced broken sprinkler heads as needed.
- Bicycle Trail – This was patrolled on a weekly basis throughout the year for litter, washouts, debris, and other safety issues. The bike trail was mowed several times over the summer and was pruned and brushed when needed.
- Contracted with Seaside Arborists for nine days to remove roadside trees that were dead, dying, or otherwise in danger of falling.
- Cemeteries – Two full-time employees and one seasonal were dedicated to mowing and maintaining the Town's nearly 100 acres of cemeteries. When help was available from the Park Department, trimming, raking, and other routine maintenance was carried out.

In addition to the routine maintenance listed above, the employees of these departments assisted the Vehicle Maintenance Department in welding, fabricating, and repairing vehicles, plows and sanders, and completed the following projects:

Installed new irrigation system, new seed lawn, and new shrubbery at the Albro House with the help of the Highway Department

- Installed new fence cap at Whitehouse Field
- Assisted the Harwich Mariners with the installation of a new bathroom at Whitehouse Field
- Assisted Water Department with the installation of a new water line from the Whitehouse Field maintenance building to Potters Field
- With the assistance of the Highway Department, removed old shrubbery, installed new irrigation system, and replanted the center circle of the Roundabout on Route 39
- Removed over 50 diseased trees in the cemeteries with help from the Highway Department

The Park Department would like to extend a very sincere thanks to Shawn Fernandez and the Golf Department staff for their invaluable knowledge and assistance throughout the year. We would also like to thank Bev & Tim Millar and Tom Landis for maintaining and filling the Mutt Mitt Dispensers, as well as the Bikeways Committee for their diligence in patrolling and helping to maintain the bike trail.

### **Beaches and Town Restrooms**

Maintenance of the 20 Town-owned beaches and 9 restrooms was performed as a joint effort between the Highway, Park, and Building Maintenance Departments. The seaweed was removed weekly from Red River Beach, and periodically from Bank Street, Pleasant Road, and Earle Road Beaches. It was also removed from Belmont Road Beach as needed. Public restrooms were cleaned and stocked twice a day during the summer. Windswept sand was cleaned from the parking lots and beaches were patrolled for litter as staffing permitted.

### **Vehicle Maintenance Department**

The Vehicle Maintenance Department, which consists of three full time employees, is responsible for scheduling, servicing, and repair of the Town's entire fleet of vehicles and equipment, consisting of cars, trucks, loaders, sweepers, catch basin cleaner, tractors, trailers, police cruisers, fire engines, ambulances, and mowers. This department also maintains the Town's fuel dispensing system and its small equipment, as well as registering, insuring, and handling accident claims for Town vehicles.

The following is a partial list of some of the repairs and maintenance accomplished in 2017:

- Prepared 110 vehicles & pieces of equipment for Massachusetts State Inspection
- Performed 107 major and minor services to Town vehicles and equipment
- Performed 993 repairs to Town vehicles and equipment
- Prepared and maintained trucks and equipment for roadside mowing, beach cleaning and street sweeping
- Prepared 6 vehicles for intra and inter-departmental swaps
- Prepared Town trucks and equipment for snow and ice removal

**In Conclusion**

I would like to thank the Board of Selectmen, the Town Administrator and his staff, all the other Town departments for working cooperatively with the DPW throughout the year and the residents of Harwich for their continued support of our Department. I would be remiss if I did not acknowledge the enthusiastic, hardworking men and women of the Department of Public Works. It is truly a privilege to lead them and know that collectively we make Harwich a better Town to live and work in.

Respectfully Submitted,

Lincoln S. Hooper, *Director*

# *Report of the* **Real Estate & Open Space Committee**

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It has been a busy year for the REOS Committee. Over the past year the committee has conducted five on-site visits, and reviewed 10 properties that were brought to us for possible donation or acquisition. These reviews often included a meeting with the interested landowner, a consult with the Conservation Commission, and a priorities evaluation.

We met with the head of the Harwich Housing Committee, Art Bodin, to hear their needs and discuss what we could do to be more proactive with housing concerns. Amy Bullock from the tax office came to a meeting to discuss the publicized tax lien auction list - we sought to understand the process and how we might be involved. One of our members met with the Conservation Administrator to review the list to see what should be removed at this time - properties recommended for removal were those that had contiguous borders with town owned conservation land, HCT preserved land, or water department land; or properties that should be protected from potential development in water sensitive areas (those near ponds, in well recharge areas or in the Pleasant Bay watershed).

We continue to review Owners Unknown properties and town-owned properties and will make recommendations to the BOS.

Our continued appreciation goes to Amy Usowski, Conservation Administrator and Michael Lach, Director of the Harwich Conservation Trust for all their support.

The Committee would like to acknowledge the recent passing of one of our long time members, Robert Thomas. Bob, who has served as our Vice-Chair, has been a member for over 5 years and has always served this Town with professionalism, passion, and expertise. He will be missed as a colleague and a friend.

Respectfully Submitted,

Katherine Green-*Chair*  
Robert Thomas-*Vice-Chair*  
Dave Callaghan  
John Preston  
Elaine Shovlin  
Marcia Smith  
and Carol Porter

# *Report of the* **Recreation Department – Youth, Park, Beach & Commission**

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The Town of Harwich Recreation Department and Commission had a very successful and productive 2017. The Department offered a wide array of programming options for the people of Harwich throughout the year for adults, seniors, and children of all ages. The Commission and Department also worked to improve and maintain the condition of Recreation facilities including: fields, parks, beaches, and memorial squares. One of our major projects this past year was the start of Phase 4 of the Brooks Park Expansion Project. This will ultimately include an expansion of the current playground facility as well as the addition of a restroom facility near the tennis courts. This work on Phase 4 of the project will be completed in Spring of 2018. We will also begin work this Winter in replacing the irrigation system at Whitehouse Field. This work will also be completed by the Spring in time for the upcoming Harwich Mariners season. We are working on securing funding for Phase 5 of the project which would include a new LED lighting system for the park. If funding were to be secured this spring at Annual Town Meeting, work would begin in the Fall of 2018. This year we completed Phase 3 of the Brooks Park Improvement project, the repaving of Red River Beach Parking lot, and the installation of new fencing at Whitehouse Field. In collaboration with the Harwich Mariners, we also have a new restroom facility at Whitehouse Field. The Recreation Department and Commission have many other goals for the following year including the continued maintenance of all town beaches with a focus on parking lot paving, further expansion of all of our Recreation Programming, and the maintenance of all our current properties throughout the town keeping in mind safety and compliance for all of our properties and structures.

The Recreation and Youth Department also added 9 new programs and events to their program list this year including; Summer Archery, Summer youth golf, Summer Day Trip program, the Cultural Center Teen Camp Program, Adult Fishing, Equipment Swap, Hearth Cooking, Spring Soccer League, and Highschool Basketball. We will continue to explore any and all programming that would benefit the people of Harwich; youth, adult and senior alike.

We have continued to greatly expand our programming this year using the old Harwich Middle School as a second venue for Recreation programs. The gym, cafeteria, and auditorium are used predominantly 5-6 days per week for a variety of programs including Adult Pickle Ball, youth indoor soccer, youth tennis, after-school programs, basketball practices and much more. It has

become a valuable asset to the Recreation Department and has allowed us to significantly increase our programming offered to youth, adults, and seniors.

This year we continued our services to include Recreation program pick up at the Elementary School. It was another very successful year in providing this service of convenience to program participants and their parents/guardians. We provide door to door transportation from the Elementary School to the Community Center for all elementary school children registered for programs throughout the year. We also provide staff to walk children from the elementary school to the old Middle School for programs held there. With the alteration of school dismissal times this year we have incorporated a homework and movie club into our regular programs where kids enrolled in our programs get some time to have a snack, do their homework, and/or watch a movie before the regularly scheduled program begins each day. We have been able to collaborate very effectively with Harwich Elementary School in providing this service and making our programs as accessible and convenient as possible for the community, parents, and program registrants. We are currently doing school pickups all five weekdays for a variety of different programs. This service has significantly increased our program numbers in each season throughout the year. The following is a list of our youth program registration numbers by season for the past year.

Spring 2017	229 youth program participants (even with previous year)
Summer 2017	1161 youth program participants (13% increase from the previous year)
Fall 2017	373 youth program participants (4% increase from the previous year)
Winter 2017	389 youth program participants (even with previous year)
Total 2017	2152 youth program participants (5% increase from previous year)

We also had over 400 adults and seniors participate in adult Recreation Department programming throughout the year. These numbers also do not include 9160 attendees of our very popular free open gym and game room program held in the Community Center gymnasium. The following is a monthly count of open gym attendees throughout the past year:

Jan 2017-	712	July 2017-	487
Feb 2017-	932	Aug 2017-	599
March 2017-	1112	Sept 2017-	989
April 2017-	580	Oct 2017-	898
May 2017-	561	Nov 2017-	600
June 2017-	701	Dec 2017-	989

We aim to continue to provide a variety of new programming in the future and to continue to provide our previous programming at the high level we strive for at the Harwich Recreation Department.

We would like to extend our thanks and appreciation to all of the Recreation staff: Director, Eric Beebe; Executive Assistant, Lee Ames; Program Specialists, Susan Fraser, and Gerrit Murphy in recognition of their continued dedication, support, and hard work throughout the years.

**Adult Programs Offered:**

Adult Tennis/Turbo Tennis	Co-Ed Volleyball
Over 55 Volleyball	Middle School Pickle Ball
Women’s Indoor Field Hockey	Over 55 Basketball
Pickle Ball (10+ separate programs)	
Table Tennis	Middle School Table Tennis
Pickle Ball Instructional Clinic	

**Other Programs Sponsored:**

Community Center Easter Event	Harwich After-Prom Event
Community Center Halloween Event	Harwich Town Band

**The following deposits were made into the Town’s General Fund:**

Summer Recreation Program Registration Fees	\$14,350	(12% increase from 2016)
Daily Beach Parking Passes	\$82,920	(3% decrease from 2016)
Beach Sticker Sales	\$271,119	(1% increase from 2016)
General Fund Program Fees	\$14,100	(31% increase from 2016)
Food Vendor Bids for Town Beaches	\$17,798	(even with 2016)
Beach Parking Violations	\$25,450	(23% decrease from 2016)

**Total Deposit to General Fund                    \$428,237 (even with 2016)**

The Recreation and Youth Department is responsible for the Town beaches, parks, ball fields, and memorial squares. We thank the Harwich Mariners for all they have done to facilitate Whitehouse Field, one of our Town’s finest assets as well as the Cape Cod Senior Softball League for the work and resources they have contributed to Potter and Senior Memorial Fields.

During the summer season, the Recreation Department offered lessons in swimming, tennis, and offered a summer camp five days a week. Other programs offered were basketball, softball, baseball, soccer, and lacrosse. In the

summer of 2016 we continued to offer the option of full day summer camp in addition to the option of the half day program. This was very successful and was full each of the 4 two week sessions throughout the summer.

All of our Summer Staff is American Red Cross certified in CPR and first aid for the Professional Rescuer. Lifeguards must also have Lifeguard Training certificates as well. Our Water Safety Instructors need both Lifeguard Training and Water Safety Instructor certifications. Our staff consists of 60 seasonal employees; Beach Supervisor, Assistant Beach Supervisor, Waterfront Director, Playground Director, Playground Instructors, Water Safety Instructors, Lifeguards, Gate Attendants, Tennis Instructors, Summerball Instructors, and Parking Enforcement Officers. We also have between 15-20 volunteers each summer on our staff. We would like to thank our summer staff for their hard work and dedication to a safe and successful season again this year.

Also many thanks go to the Community Center Staff who work so hard everyday to make the building such a success; Community Center Director, Carolyn Carey, Channel 18 Director, Jamie Goodwin, Council on Aging Director Judi Wilson, and all of their staff members for their continuous support and cooperation with all of our programs. We would also like to thank the Community Center custodians who keep the building a safe and clean place for the Recreation Department to function within.

We would like to thank the following people for all of their continued support; the Town Administrator, Christopher Clark, Assistant Town Administrator, Charleen Greenhalgh, and Administrative Assistants; Sandy and Ann. We would also like to thank all of our volunteers and our many coaches. We would like to thank, as well, everyone in the Division of Highways and Maintenance team for caring for our parks, ball fields, beaches, memorial squares, and vehicles; the Harwich Board of Selectmen; the Harwich Police Department; the Harwich Fire Department; the Town Accountant; the Town Engineer; the Harbormaster and his staff; the Town Planner's Office; the Health Department; the Conservation Department; the School Department, and all the other departments and Town Boards and Committees which we depend upon daily for assistance.

We would also like to acknowledge and thank the Community Preservation Committee for all of their help and support, without them our projects would not be the success that they are. Acknowledgments also go out to the Town Band, Friends of the Harwich Youth, The Harwich 5K Road Race, Friends of the Harwich Community Center, Friends of the Council on Aging, the Harwich Garden Club, the Harwich Evening Women's Club, the Harwich Chamber of Commerce, the Senior Softball League, and the Town Youth Counselor, Sheila House, for all their hard work and continued dedication to the youth in Harwich.



We are thankful to the following individuals and groups for providing assistance in program instruction; UK Elite Soccer Academy, Michele Inasley, Heath Teixeira, Andrew Barbato, Mike Beorgeois, D.J. Robinson, Anna Milan, Eliza Hawthorne, Andrew Sadoski, Cameron Gannella, Alyn Pierre, Wivenor Celin, Charlotte Hawthorne, Mackenzie Tyler, Nathan Amaker, Jason Masiello, Jack Fernandez, Jillian Small, Marina Small, Madeline Hastings, Aoife Daly, Chris Hall, Abby Sullivan and Adelson Aristhomene.

Finally, a sincere and grateful acknowledgement is extended to the citizens of Harwich who continue to support the many programs provided annually. Without your commitment to our activities and services provided, we could not continue to provide the number, variety, and high level of recreational programs and services to the youth and adults of this community.

Respectfully Submitted by:

*The Harwich Recreation and Youth Commission*

John Mahan

Francis Crowley

Michael Hurley

Vahan Khachadoorian

David Nixon

Lee Culver

Janet Bowers

*Report of the*  
**Squatucket Development  
Committee**

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**Squatucket Municipal Marina “Landside”** – The progress with the replacement of the Harbormaster Office, the addition of a Pedestrian Boardwalk and construction of a Harbormaster Maintenance Facility along with the relocation of passenger ticketing, and the inclusion of additional vehicle parking on the former Downey property is successfully moving ahead on schedule for completion during the spring and summer of 2018.

This latest “Landside” design is slightly different than original concept that was proposed at the Town Meeting. Originally the design included a restaurant or snack shack (which were classified as options in the Town Warrant), but they were not included in this phase of the project.

These required changes were the result of having to reduce the overall scope of the initial estimated project to stay within the original budget that was approved by the residents at the 2017 Annual Town Meeting. These expensive design changes were recently mandated by the Federal and State authorities for Flood Zone and Conservation Set-Back regulations. This resulted in significant increases in the buildings ground heights and additional set-back positioning requirements on both the Squatucket Marina and former Downey Properties.

As a result, the possibility of a restaurant or snack shack under a combination Public/Private Town Project are still a distinct possibility that will be considered in the near future.

Sincerely,

W. Matthew Hart  
*Chairman Squatucket*

# *Report of the* **Traffic Safety Committee**

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This past year a safety audit of Route 39 and Pleasant Bay Road, performed by the Cape Cod Commission, was reviewed and recommended changes were accepted. The upgrades to the intersection lead to a significant decrease in crashes this year. Over the past 12 years, there were an average of 6 plus crashes per year. This year, with the improvements, the number of crashes was 2. With the remaining recommendations to be carried out, we trust this trend continues and improves. With continued monitoring, results may alleviate the need for a roundabout.

Due to the amount of crashes on Route 6 at Exit 11 (Route 137) and Exit 10 (Route 124), we asked Steve Tupper of the Cape Cod Commission to look at this situation. The number of crashes was found to be very high. This led to discussion with the State who asked the Cape Cod Commission to do a study of all exits on Route 6 on Cape Cod, as parts of Route 6 on/off ramps date back to the 1950's, and identify needed upgrades to current traffic conditions. This is pertinent because the Town sends a large amount of resources to these crashes and, hopefully, improvements will mitigate the amount of resources.

This year we will review other intersections in Town for possible improvements, i.e. Intersection of Route 39 and Chatham Road and the intersection of Route 39 and Lovers' Lane. If you have concerns or issues with other Harwich roadways, please report them to the Town Administrator, where they will be addressed by the appropriate Town agency or Traffic Safety Committee.

In the past when a crosswalk was requested, it varied how the request was handled and by what department. We are drafting a procedure for crosswalks to bring them up to current standards, i.e. meeting ADA requirements. The average cost of a new crosswalk with curb cuts and ramps can cost up to \$6,000. With a procedure in place, we can simplify the implementation of crosswalks in Harwich. With that in mind we would like to review and inventory all Town/State crosswalks, bikeway crossing and sidewalks for their compliance. Many sidewalks have an overgrowth of vegetation and plantings that need to be cut back or trimmed and other repairs to bring them up to current standards. This will be a costly and long-term project and one we look forward to tackling. Note: Crosswalks and sidewalks on Route 28 are the responsibility of the Commonwealth of Massachusetts and often require the approval of the Town.

I would like to thank the members of the committee, Gerard (Jerry) Scannell, DPW Director Lincoln Hooper, Police Department Kevin Considine, Aram Goshgarian, Town Engineer Robert Cafarelli, PE, and Linda Cebula.

Respectfully Submitted,

Gerald (Jerry) Beltis

# *Report of the* **Wastewater Implementation Committee**

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The Wastewater Implementation Committee (WIC) is a seven-member Committee created by the Board of Selectmen in 2014 that consists of town citizens and staff.

In 2017 the Committee accomplished the following:

**1) Implementation of the Comprehensive Wastewater Management Plan - CWMP.** The Harwich CWMP was approved by the State and the Cape Cod Commission in 2016. The approvals required several follow-up tasks to be completed. So the WIC created a matrix table to help track and monitor the required submittals moving forward.

**2) Outreach Effort for WIC Town Meeting Articles.** The WIC recognized that, unless the citizenry of Harwich was well-informed, the Wastewater Program could face major opposition at Town Meeting, for the wrong reasons. With our consultant CDM Smith we developed several handbooks, brochures, posters and TV scripts. Town Hall Staff, members of the BOS, WIC members and a host of other volunteers were of tremendous help. The Committee also very much appreciates the assistance of Channel 18, the newspapers and many others who got our message across.

**3) Inter-Municipal Agreement with Chatham.** The BOS of Chatham and Harwich completed negotiations and signed an Inter-Municipal Agreement (IMA) to have wastewater from the East Harwich/Pleasant Bay Watershed treated at the Chatham Wastewater Treatment Facility. The Agreement was approved at the May Town Meeting.

**4) Attenuation Programs. Two projects were addressed:**

a) The Muddy Creek culvert project, which creates a 24-foot wide opening to increase flushing of the Muddy Creek, was approved and funded in 2015, and completed in 2016.

Final touches were done in 2017. The Project is considered a success; increased flushing has proven to be beneficial from many points of view. The change in nitrogen loading is being monitored

b) Bank Street Bogs. A study of the bogs' current nitrogen removal parameters was completed in the summer of 2016. A funding request, in the amount of \$2,000,000, to proceed with the project was approved at the May Town Meeting.

**5) Phase 2 Funding.** With an approved CWMP and cost recovery model in hand, the WIC was ready to request funding for Phase 2 (design) and Phase 3 (construction) at Town Meeting. After discussions with the BOS it was decided to only request Phase 2 design funds and seek construction funding to 2018. The following funds were requested:

- Phase 2 design funds for the East Harwich sewer system to convey wastewater to Chatham: \$2,020,000.
- Capacity purchase at Chatham treatment plant: \$6,765,000
- Continuation of the Bank Street Bog Program: \$2,000,000.
- Harwich portion of design for interconnection to Chatham: \$250,000
- Remediation of Hinckleys Pond Water Quality issues: \$550,000 (CPC funds requested)

All of the above funding requests were approved except that the Hinckleys Pond funding request at CPC was denied.

With a fully approved and funded Wastewater Program the Project was ready to enter its next Phase: Implementation of the CWMP. This required a Committee with a different composition and structure in which resources and funds could be allocated. Realizing this, (and with full agreement from the WIC), the BOS decided to disband the WIC on September 11, 2017.

I want to thank the people of Harwich who, though their votes, have supported this Program. Inexpensive it is not, but future generations will commend you for what you did.

I would also like to thank CDM Smith, our consultant, led by David Young. They have been with this Program from the beginning though several Committees, and have been indispensable for their expertise and dedication.

Finally I would like to express my deepest appreciation to the members of the WIC, past and present, who contributed to getting this Program where it is. On a personal note I want to say that this project has been a wonderful learning experience, and the people with whom I worked have greatly enriched my life.

Respectfully submitted,

Peter de Bakker, *Chairman*  
Chris Harlow, *Vice Chairman*  
Allin Thompson, *Clerk*  
Heinz Proft, *Natural Resources Director*  
Robert Cafarelli, *Town Engineer*  
Jeremy Gingras, *Harwich Chamber of Commerce*  
Sharon Pflieger, *Committee Member*

# Report of the Water Department

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The Harwich Board of Water Commissioners and Water Department respectfully submit our Annual Report to the Honorable Board of Selectmen and to the citizens of the Town of Harwich for the year ending 2017.

## Operations

The Water Department offers a wide variety of services from seasonal water turn on/off, new and renewal water service installation, utility markouts, final readings for property transfers, backflow inspection and much more. Below is a summary of services performed in 2017:

### 2017 Annual Statistics of Services Performed

Curb Stop Repair / Renewals	5	Meter Replacement	461
Final Read for Property Transfer	394	Seasonal Turn On/Off	1126
Frozen Water Meters / Services	2	Service Repairs general	194
Hydrant Installation/Replacement	2	Water Main Breaks/Repairs	5
Hydrant Maintenance/Repair	1	Water Service Installation	40
Mark Outs	365	Water Service Renewal	47
Meter Installation new	39		

We are pleased to report that automated meter reading technology now exists for 99.9% of our customers. Thanks to this automation has allowed us to plan for quarterly meter reading and billing. The move from semi-annual billing to quarterly billing is planned to commence in FY19, which begins in July 2018.

## Projects & Accomplishments

2017 was an extremely eventful year for the Harwich Water Department. Please find some of the more notable projects & accomplishments below:

- The Lothrop Ave. ground level storage tank & pumping station was put online in May
- Completed the installation of the new Supervisory & Data Acquisition(SCADA) system
- Cleaned, redeveloped, and replaced pumps & motors in 3 wells located at the Chatham Road wellfield
- Replaced the failed submersible pump at Well 6 with a more reliable vertical turbine pump & motor
- Completed preparatory work in Harwich Port to begin 2" water main replacement in 2018

- Implemented a uni-directional flushing program to increase water quality throughout the community
- Continued facility upgrades, including but not limited to, replacing older wooden trim with PVC board, replacing lighting fixtures with LEDs, replacement of deteriorating exterior fiberglass enclosures with stainless steel enclosures, replace RTU storage shed at Rt. 39 tank, replaced older propane heaters in remote wells with new electric unit heaters
- Pressure washed & applied an anti-fungal coating to the exterior of the two elevated storage tanks
- Installed mobile radio system in all department vehicles
- Renovated “Building C” at the Chatham Rd. wellfield to provide for indoor storage of waterworks materials & function as an indoor workshop.
- Switched from Sodium Hydroxide (Naoh) to Potassium Hydroxide (Koh) for pH adjustment. Potassium Hydroxide is a more stable chemical and can handle temperature fluctuation without freezing.
- Replaced 2 vehicles in the departments fleet
- Implemented a program for large meter replacement which includes all meters in the distribution system larger than 1 ½”
- Began engineering for water main improvements on Lower County Rd.

### **Water Rates and Financial Overview**

The Department is pleased to announce that there is no rate increase scheduled for our current fiscal year; FY18. Implementing quarterly billing in FY19 will result in a modification to the tier structure and/or rates. Any changes to water rates require legal notification and a public hearing.

Although the stance of the Board of Water Commissioners with support of the Department is to keep rates fair and equitable, water rate increases become necessary when revenues are unable to keep up with inflation, increases to operational and maintenance expenses and/or when a new capital project must be funded. To see whats on the horizon for capital projects for the next seven (7) years, please refer to the System Improvements section in our report.

In addition to water rates and services, the Department continues to look for other revenue sources as well as ways to run more efficiently and economically.



## **FY17 Financial Summary**

### **Expenses**

Salary and Wages	1,162,233
Supplies, Services & Maintenance/Repair	1,112,439
Indirect Expenses; Insurance & Employee Benefits	587,382
Debt	830,919
Encumbrances	<u>32,054</u>
<b>Total Expenses</b>	<b>3,725,027</b>

### **Revenues**

Water Rates & Recurring Services	4,123,194
Service Repairs & Technical Services	159,073
Service Tight Protection Plan	59,790
Solar Revenue	143,338
Backflow Inspection	20,772
Water Service Installation and Renewals	191,252
Late Fees, Interest, Lien Interest & Penalties	72,054
Wireless Communications Lease	<u>151,471</u>
<b>Total Revenues</b>	<b>4,920,944</b>

FY17 Abatements & Adjustments	15,542
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## **Water Enterprise Fund Balance Summary**

FY17 Fund Balance	<b>2,312,182</b>
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## **Capital Planning**

In 2012, the Department employed an independent engineering firm to evaluate the department's assets, population projections; water needs forecasts, and develop a "30-Year Master Plan".

The master plan provides department with recommendations for capital improvements to support the population projections & water needs forecasts. The master plan is one of the resources used as a reference when developing the departments' 7-year capital plan that is submitted annually to the Capital Outlay Committee. Some of the recently submitted & future requests can be found below:

- 2018 Lower County Road water main improvements
- 2018 Crossover Project / Replace old metal water services along Nat'l Grid project route. (currently exploring bidding/phasing options)
- 2018 Fleet/Truck Acquisition (2)
- 2018 Asphalt Management Plan – Repaving Well Access Roads
- 2021 Asbestos Main Project Engineering

- 2022 Asbestos Main Project; Remove/Replace 7,900 feet of Asbestos Water Main.
- 2024 Phase 1- Pipe Discontinuity Replacement
- 2025 Pleasant Lake Tank Rehabilitation

### **System Maintenance**

The Department experience a couple of larger water main breaks in 2017 that required a large area of the distribution system to be shutdown, leaving many people without water while repairs were made. It is a priority of the Department to install more gate valves in distribution system, which will ultimately reduce the number of customers effected in the event of a water main break, or distribution system maintenance. Additionally, the Department continues its standard maintenance/monitoring programs, which include:

- **Hydrant Maintenance** - Evaluate hydrant coatings & re-paint where necessary to prevent corrosion & remove and lubricate hydrant cups to maintain ease of access in the event the hydrant needs to be utilized for fire suppression
- **Valve Maintenance** - Vacuum valve boxes to guarantee access to the valves operating nut & exercise the valve by opening and closing to verify it is working order
- **Well & Pumps** - Take manual drawdown readings to check the wells specific capacity, which is used to check the wells current capacity to historical data. This information is used to determine if the well is in need of cleaning & redevelopment, or to verify the pump is functioning in the capacity it was designed
- **Water Storage Tanks** - In addition to the daily site visits, monthly tank inspection reports are completed to document a more thorough evaluation of the tanks conditions. These monthly reports combined with our contracted annual inspection are used to predict future maintenance needs
- **Water Meter Replacement** - The department upgrades & replaces all customer meters 15 years or older

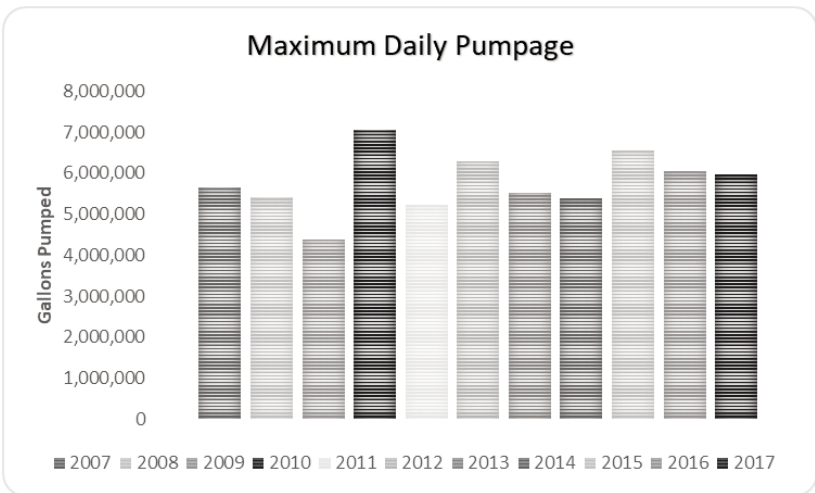
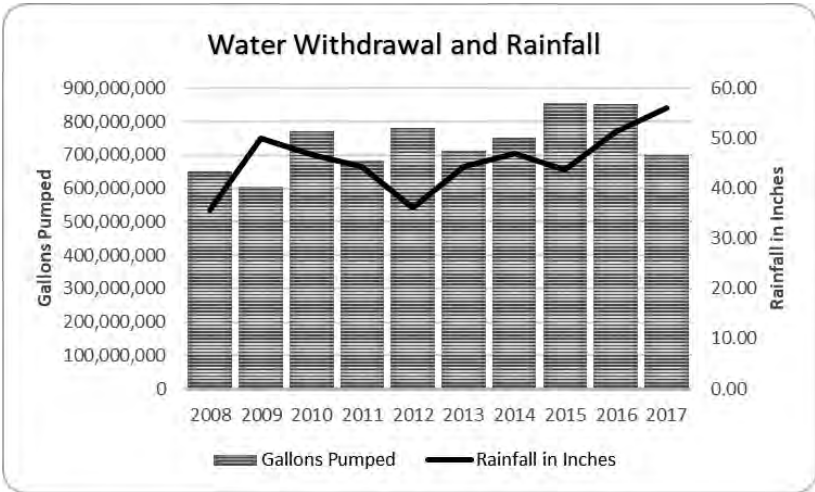
### **Water System**

The original water system was established in 1936. Major expansion projects were undertaken in the 1950s, late 1960s and again in the late 1970s, these expansions made the water distribution system what it is today.

The Water Department operation consists of 14 pump stations, approximately 400 acres of well fields/watershed protection areas, 5 corrosion control facilities, 2 elevated and 1 ground-level water storage tanks and 2 new Greensand Water Treatment facilities which provide service to 9,957 metered accounts, 125 fire sprinkler accounts and 1,360 fire hydrants for fire protection.

## Water Withdrawal

The Water Department pumped 699,206,010 million gallons of water from our wellfields during 2017. Most of the water pumped was withdrawn from Chatham Road and Depot Road wells.



## Water Quality

The Harwich Water Department is constantly striving to provide its consumers with the best water possible. The water provided to the residents of Harwich is tested numerous times a month for a variety of contaminants. Harwich water continues to provide water that meets or exceeds State and Federal standards. The results of this testing are located within the Annual

Water Quality Report on the department website. Iron and Manganese levels in the untreated source water have, in the past, caused unfavorable aesthetic qualities in the water. Sources containing these impurities were infrequently pumped. Since the addition of the Bruce Cahoon Greensand Water Treatment Facility and North Westgate Treatment Facility, these minerals are no longer affecting the water quality.

Nitrogen and Phosphorus in fertilizer are the greatest concern to water quality. Generally speaking, lawns need less fertilizer than advertised and there are multitudes of fertilizing alternatives available today. While water quality in Harwich is excellent, let's do our best to keep it that way and protect our precious resource.

### **Service Tight Protection Plan**

Did you know that as a homeowner you are responsible for the water service line that runs from the street to your home? In many cases those lines have been in place since your home was originally built. Many homeowners assume the lines are the water department's responsibility or any problems on the lines are covered under their homeowners' insurance policies. Unfortunately, these are false assumptions. Replacing a water service can cost \$2,000 or more.

Why not protect yourself and sign up for our *Service Tight Protection Plan!* For as little as \$68 per year we can protect participants from costly repairs or replacement costs in the event of a water service break at your property. Exclusions do apply so please see our brochure for eligibility. You can learn more about this plan and enroll by visiting our website and/or feel free to contact our office and we'll mail you a brochure.

### **Drought Management and Conservation**

The Water Department has placed drought management signs throughout the Harwich Community. During peak season please refer to the signs around town as well as notices on our website for drought notification. We continue to encourage our customers to be diligent in conserving water even if the supply is abundant.

It is important to keep in mind that the average person uses 80-100 gallons of water per day on the following activities:

Bathing & Hygiene	15 gallons per day	Kitchen	7 gallons per day
Housekeeping	1 gallon per day	Laundry	8 gallons per day
Irrigation/Watering	70 gallons per day	Toilet	19 gallons per day

To review your metered water bill, divide your water usage by the number of days in the billing period (approximately 180 days) and also by the number of residents of your household to determine your average.

## **High Consumption and Irrigation Systems**

The majority of our high consumption calls come in after the September bill is received. In general, when we receive these calls, the irrigation system has been shut down for the season and the seasonal home is vacant. We can't stress enough the importance of becoming familiar with your irrigation systems to anticipate this expense. You may need the help of your irrigation company to determine the number of zones, number of heads in each zone, frequency of zones running, and how much water is used for a full cycle and/or each day, each week, each month, etc. Consumption should be monitored on a regular basis by checking your water meter reading so if an issue exists it can be corrected immediately. All water that passes through the meter is the responsibility of the homeowner, and who wants to pay for water that is lost?

We would also like to remind our customers who do have an irrigation system that a testable backflow device must be installed on the line that feeds your irrigation system. This device is put in place to protect containments from being pulled back into the public water supply. More importantly, it is a waste of our precious water resource.

## **Conclusion**

As we begin 2018, the Board of Water Commissioners would like to thank long time Commissioner Danette Gonsalves who has stepped down after 22 years of serving the community. We would also like thank the dedicated staff and further extend our appreciation to all Town Departments, Town Committees, Boards and Residents for the continued support.

Sincerely,

*Board of Water Commissioners  
Gary Carreiro, Chairman  
Allin Thompson, Vice Chairman*

## *Report of the* **Waterways Committee**

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The Town of Harwich Waterways Committee has had a successful year of progress thanks to the efforts of the Harwich residents, the Harbormaster's Department, Natural Resource Department, Waterways Committee, and the U.S. Army Corps of Engineers.

I would like to thank the Bourne Engineering for designing, managing and the on-going the replacement project of the Saquatucket Marina and the Harbormaster's Department for their professional services to the Town of Harwich all year. The Waterways Committee has worked closely and successfully with the boaters, residents, Board of Selectmen and the Harbormaster's Department during the planning, design, dredging and now replacement of the Marina along with the involvement with the other waterways projects. The meetings have been well attended, and the member's attendance, interaction and participation have been again this year commendable.

Squatucket Municipal Marina Waterside – With the possible exception of unexpected inclement weather, the \$7 million project to replace the Saquatucket Municipal Marina docks, piles, and services including the dredging of approximately 12,500 cubic yards of material from the harbor is on scheduled and due to be completed by the Memorial Day Weekend of 2018.

As a welcome reminder to Harwich Taxpayers and visitors, this Marina upgrade would include a handicap accessible ramp system that would bring the new marina in compliance with the American with Disability Act. In addition, a \$1 million Seaport Economic Council grant was received to help fund the reconstruction project. Specifically, the East Dock section that includes the handicap accessible ramp system for the passenger boats and the commercial fishing boat slips. But most important to the Harwich Taxpayers is that this Marina replacement project will be funded over a 20-year term with approximately 75% of the debt service paid from harbor revenues.

Respectfully submitted,

W. Matthew Hart,  
*Chairman Harwich Waterway Committee*

# SCHOOLS

## *Report of the* **Superintendent of Schools**

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**Monomoy Regional School District is a community of learners of all ages focused on building knowledge, positive character, and resiliency in a safe, supportive, creative, and challenging environment. The following report summarizes many of the happenings during the 2017 calendar year for your local schools.**



### **Graduating the Class of 2017**

June 4th again found the white tent standing upon the front fields at Monomoy Regional High School, welcoming 113 seniors and their friends and families to celebrate the commencement of the Class of 2017. Colleen Cronin was the valedictorian and Sarah Gregory was the salutatorian this year. Colleen Cronin also received the Massachusetts Association of School Superintendents' Certificate of Academic Excellence Award, acknowledging her exemplary grade point average (GPA) and contributions to the school and community.

### **Strategically Improving Teaching and Learning**

The district made progress on implementing its Strategic Plan, which focuses on improving student outcomes in our schools. There are four strategic objectives within the plan:

- Develop engaging, appropriately challenging, and interdisciplinary curriculum.
- Strengthen parent and community partnerships in support of student learning.

- Support learners of all ages in a supportive and safe environment.
- Create an inspiring, positive culture that promotes and celebrates achievement.

During the 2017 calendar year, a number of these actions were taken to advance these strategic objectives.

A key enhancement of the educational program occurred within the middle school, where a “One-to-World” initiative was launched for the beginning of the 2017-2018 school year. Each middle school student in grades 5 through 7 was issued a Chromebook to bring the “world” into their classrooms and to allow each student to engage in more “real-world” learning activities. This one-to-one initiative mirrors one previously put in place for all Monomoy high school students (grades 8-12). In preparation for this initiative, the middle school teachers embarked on professional development to begin designing the curriculum to incorporate added technology and use of the Chromebooks.

An additional technological upgrade aimed at improving communications between the school district and parents, as well as with the communities we serve, involved the school district’s website. In the spring of 2017, Monomoy launched a new website at [www.monomoy.edu](http://www.monomoy.edu). To provide a seamless flow of information, the district concurrently launched a Monomoy app for smartphones.

To provide a safe and supportive learning environment, the district embarked upon the development of a comprehensive social emotional learning (SEL) program. Highlights of the district’s success in addressing SEL included: forming a Social Emotional Learning Steering Committee, comprised of community members, parents, teachers, and administrators; development of a vision statement for social emotional learning; reviewing a variety of curriculum and choosing *Second Step* to implement across Preschool through eighth grade; providing Mental Health First Aid classes to teachers and parents; partnering with Gosnold to provide counseling services for students in the schools who might not otherwise be able to receive counseling after school; and, a variety of activities occur across all four schools to support students social emotional learning. Monomoy received a grant through the Attorney General to implement Botvin Lifeskills Curriculum, an anti-addiction program. The district was also chosen to participate on a state networking team, exSEL (excellence through Social Emotional Learning), that is supported by the Rennie Center, Teachers 21, and Transforming Education with the goal of developing an SEL integration plan for the district.

After much community discussion and School Committee deliberation, the Committee voted to implement a change in school start time effective September 2017. To align the district’s school start times with the ever-



mounting pool of research with the research on when student's more optimally learn, the district shifted to having its elementary schools begin before its middle and high schools. Research on adolescents indicated that a later high school start time would support both teen health and learning. Anecdotal evidence also indicated that the circadian rhythms of pre-adolescents may better align with earlier school start times, thereby mitigating some of the fatigue and decreased learning that our younger students had each afternoon. The elementary school start time shifted forward to 7:45 A.M. and the middle and high school day shifted backwards to 8:45 A. M.

At the high school's 4th Annual Breakfast of Excellence in November, students were recognized for high achievements on Advanced Placement exams and on their 10th Grade MCAS tests. Samantha Mahoney, Taylor Morris, and Sean Stone were each recognized for a perfect score on the state's Grade 10 Science MCAS. Caroline Davock was had a perfect score on her 10th Grade Math MCAS. Based on the high achievement on 2016 ELA, math, and science MCAS exams, 32 Monomoy students, representing 29% of their cohort, earned John and Abigail Adams Scholarships, which give students a tuition waiver for up to eight semesters of undergraduate education at a Massachusetts state college or university.

Several Monomoy students earned AP Scholar Awards in 2016 for receiving scores of 3 or higher on three or more AP exams. Our AP Scholars were Grace Boyle, Grace Drake, Livia Graham, Lauren Handle, Jacob Poitras, Aleela Rose, Kelly Simundson, and Owen Van Sickle. Three Monomoy students were AP Scholars with Honor, receiving an average score of at least 3.25 on all AP exams and having scores of 3 or higher on four or more of these exams. Our AP Scholars with Honor were Tara Barry, Sarah Hemeon, and David Van Sickle. Finally five of our students were recognized as AP Scholars with Distinction for having average AP scores of at least 3.5 on all exams take and scores of 3 or higher on five or more AP exams. Our AP Scholars with Distinction were Francesca Barr, Coleen Cronin, Sarah Gregory, Graham Smith, and Jack Watson.

### **Monomoy Athletics and Arts**

The performing arts across the grade levels continue to be a highlight of the district, including instrumental, choral, and drama. Our high school ensemble performed the musical *Catch Me If You* in the spring and the John Cariani's play *Almost Maine* in the fall. The middle school's spring production of the *Annie Jr.* and fall production of *The Further Adventures of Nancy Tickle, Fairytale Detective!*

The 2017 Calendar year was another exciting and successful year for the High School athletic programs. Our teams were all competitive in the Cape and Islands League and a majority of our teams made post season tournament play.

Our winter sports teams found the boys varsity basketball team finishing first in the Cape and Islands League and as South Sectional Finalists. The boys were also awarded the IAABO Board 152 Sportsmanship Award. They were led by league MVP Chris Mazullis and league all-stars Nick Meehan and Eli Nickerson. Girls varsity basketball finished second in the league with Geia Alverio and Christine Friedel making the all-star selection. Boys Varsity Ice Hockey continued their coop with Mashpee and had a great season led by seniors Peter Lucarelli and Conor Tyldesley. Girls Varsity Ice Hockey continued their coop with Nauset and Cape Tech and finished the season with much improvement led by Junior Maura Blute.

The spring season was led by the success of the varsity softball team and their League Championship and South Sectional Semi-Finals appearance. Mollie Charest was named league MVP. League all-stars were Emma Thacher, Karley Marchese, Carlee Tolley and Eliza Hawthorne. Baseball finished in the middle of the pack and had two all-stars, Owen Cottle and Nathan Amaker. The Girls Track and Field team was led by All Stars Tara Barry, Victoria McCormack and Margo Dery. Tara Barry competed at the Div. 3 State Meet in the 400 Meter Hurdles. Boys track and field was led by Steven Young, Perry Comeau and Jon Frisbie. Jon Frisbie competed at the Div. 3 State Meet in the Javelin. Boys and girls lacrosse had their first seasons as Varsity programs. Both teams made leaps and bounds in their abilities over the course of the season. Boys Varsity lacrosse was led by all stars Connor Santoni and Kyle Charlot. Girls varsity lacrosse was led by all stars Emma Mawn and Madison Rush. Girls varsity tennis won the Cape and Islands league and advanced to the South Sectional semi-finals behind the stellar play of league MVP Carly Donovan. League all-stars for the girls tennis team were Caty Street, Lauren Handel and Julia Smith. Boys varsity tennis was led by league all-star Rudy Fratus. The varsity girls golf team had another great season finishing third at the South Sectional tournament. They were led by all stars Caroline Howard and Maddie Leonard, who also advanced to the State Championship tournament. The sailing team competed in the NESL this spring and had a great season.

The fall teams kicked off our school year with some great successes. Varsity Cheer had their first season of competition this fall and finished the season with a trip to Regionals. They were led by senior Lizzy Pandiscio. Football finished with their best record in school history and first trip to the playoffs. They were led by Mayflower League all-stars Gavin Viera, Cameron Jones, Eli Nickerson, Isaac Hart and Kyle Charlot. Girls varsity soccer finished second in the league and was the number 1 seed in the Div. 4 South Sectional Tournament. They were led by league all-stars Francesca Barr, Abigail Higgins, Tara Barry and Katie Ganshaw. Boys varsity soccer also had a great season by qualifying for state tournament play. They were led

by all stars Sean Spies and Ben Thomas. Girls and boys varsity cross country finished a great season behind all stars Margo Dery, Caroline Davock, Emma Mitchell, Steven Young, Ryder Robbins and Tom Graham. Varsity Field hockey won the Cape and Islands League behind the leadership of league MVP Emma Mawn and all stars Aoife Daly, Caroline Howard and Holly Evans. Boys varsity golf finished second in the Cape and Islands league and had a great showing in the South Sectional tournament. They were led by all stars, Jacob Poitras, Matthew Viery and Owen Van Sickle.

### **Finance and Capital Projects**

The FY17 General Fund budget presented to each community's Town Meeting, for the third year of full regionalization, was \$36,354,036, a 3.8% increase over the prior fiscal year. The FY18 General Fund budget was \$38,115,065, a 4.84% increase over FY17. Detailed budget information is always available on the school district's website and is provided to each town's library and Town Hall, per the regional agreement.

The Monomoy budget is how much it costs to fund the education of children in Harwich and Chatham. The Assessment is how much each town pays to fund the Monomoy Regional School District according to the formula in the district's Regional Agreement. The enrollment of students attending public schools in each town is calculated using a three-year rolling average of the foundation enrollments to determine how much each town pays for Monomoy budget. The Operating Assessment in FY17 was 73.68% Harwich (26.32% Chatham), and increased slightly towards Chatham in FY18, with a three-year rolling average split of 73.48% Harwich (26.52% Chatham). Each town also has a "minimum required contribution," calculated by the State, using the number of school-aged children in the town attending public schools and real estate and income wealth within the town. The FY18 Assessment for Chatham (including debt) was \$8,941,137, a 3.57% increase over the prior fiscal year. The FY18 Assessment for Harwich (including debt) was \$24,759,749, a 2.92% increase over the prior fiscal year.

Monomoy's FY18 budget season found mutual support from the selectmen and finance committees in both towns. The FY18 budget presented by the Superintendent was a level-staff budget, maintaining programs and staffing within the district.

Since regionalization, the school district has maintained a 5-year capital and technology plan, with the goal of ensuring that both the physical plants and technology infrastructure continually support learning and preserve the towns' facilities investments. During the 2017 calendar year, a series of capital and technology improvements (each over \$3000) were made which include:

- Replacement of the Harwich Elementary Cafeteria floor
- Roof repairs to Chatham Elementary School
- Re-striping the high school parking lot
- Irrigating the Chatham Elementary playground
- Re-carpeting parts of the middle school and Chatham Elementary lobby
- Interior painting parts of Harwich Elementary
- Upgrading network switches at Chatham Elementary School

### **Enrollment & School Choice**

Monomoy Regional's October 1 enrollment saw a 67 student drop between 2016 and 2017, from an October 1, 2016 enrollment of 1,931 students to the October 1, 2017 enrollment of 1,864. The ratio of Harwich to Chatham children based on the district's "foundation enrollment" for the fiscal year was 72.83% Harwich (27.17% Chatham) in FY17, this decreased slightly for Harwich to 73.54% Harwich (26.46% Chatham) in FY18. Here, foundation enrollment includes all resident children in a town for which the district is financially responsible – these include children from Harwich or Chatham attending Monomoy, another local school district through school choice, or a charter school. Children attending Cape Tech or private schools are not included in a district's foundation enrollment.

Monomoy continues to be one of the few school districts on the Cape that brings in more school choice tuition than sends out to other districts. Based on June 2017 school choice enrollments, the district received 239 students through the school choice program, and with them came \$1,359,051 in tuition. The district concurrently has paid out \$1,287,193 in school choice tuitions for 211 Chatham and Harwich children attending school in other districts. This is 18 fewer school choice attending Monomoy than the prior year and 14 more resident students choosing to attend other districts.

The 2016-2017 academic year saw a slight increase in Chatham and Harwich resident students opting for more expensive charter schools. The total number of children opting for area charter schools increased to 74 students, taking with them a net \$1,218,017 in charter school tuitions. This is six more students attending charter school than the prior year.

### **Staff Retirements**

During the 2017 calendar year we bid farewell to a number of retiring educators from our district. Combined, this group dedicated 201 years of service to the children of Harwich and Chatham. We appreciate and honor the service of each:

David Breski, Technology and Engineering, MRHS, 8 years

Charles Catalado, Technology and Engineering, MRHS, 7 years

Angeline Chilaka, Health and Wellness, MRHS 30 years  
Valerie Cote, Special Education, MRHS, 13 years  
David Devlin, Custodian, MRMS, 8 years  
Gary Garbit, Custodian, HES & MRHS, 8 years  
Francie Joseph, Make Way for Kids, HES, 29 years  
Nancy Malcolm, English teacher, MRMS, 33 years  
Patricia Malinowski, teacher, HES 27 years  
Janis McGrory, Math teacher, MRHS, 9 years  
Carol Trull, Art teacher, MRHS, 29 years

### **Director of Instructional Technology**

Jim Birchfield, who had been appointed as the interim Director of Instructional Technology, took the lead on a number of ambitious projects, including upgrading the district's infrastructure, increasing data storage capabilities, conversion of email systems to Gmail, and overhauling the Monomoy website. He also helped the district launch the "One-to-World" initiative at the middle school, equipping each middle school student in grades 5 through 7, with a Chromebook to support their 21st learning. Given his demonstration of both strong leadership with technology and keen eye towards fiscal management, the "interim" was dropped from Jim Birchfield's title, and he became the district's Director of Instructional Technology.

### **Advancing the Monomoy Mission**

Monomoy Regional School District continues to be committed to working with all levels of the stakeholders, including school committee members, administrators, teachers, all other personnel, and families to provide a safe and supportive learning environment for all students. Since fully regionalizing just four short years ago, Monomoy's academic programs, extracurricular opportunities, and athletics have flourished, and we believe the best is yet to come.

*More information about Monomoy Regional School District can be found on our website at [www.monomoy.edu](http://www.monomoy.edu).*

Proud to be a Shark,

Scott Carpenter  
Superintendent  
Monomoy Regional School District

# Report of the Cape Cod Regional Technical High School District

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*Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world.*

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school. The CCRTHS district draws students from 12 towns extending from Mashpee to Provincetown. For our school year 2016-2017, we had 623 students enrolled in 17 different technical programs with an operating budget of \$14,459,300\*. (\*The annual budget and town assessments are based on the previous school year's October 1 enrollment.)

The town of Harwich had 77 students enrolled at CCRTHS as of October 1, 2016. The assessment for Harwich in FY17 was \$1,437,053\* based on the previous year's enrollment.

## ***Highlights from Cape Cod Tech 2016-17 School Year***

*Cape Cod Regional Technical High School wishes to thank all twelve towns for approving our building project. We are now in Design Development with tentative date for start of construction as November, 2018. For more information go to: <http://www.capetech.us/domain/50>.*

- Graduated 135 seniors in June 2017; fifteen from Harwich.
- CCRTHS students meet the same academic standards required by the state as our sending schools.
- CCRTHS has improved public and community relations by serving community members in our technical shops allowing communities to realize significant savings in labor charges.
- Thirty-Nine students received John and Abigail Adams Scholarships; 1 from Harwich.
- The National Technical Honor Society inducted 75 students; 7 from Harwich.
- At the SkillsUSA State level competition; 47 students attended of which 13 students won medals. Medals won: 3 Gold, 6 Bronze and 4 Ribbons. Eight students qualified to go on to the National Competition.
- At the SkillsUSA District level competition, 62 students attended of which 9 students medaled. Medals won: 3 Gold, 5 Bronze and 1 Fourth Place.

- At the 2017 Future Farmers of America (FFA) Massachusetts State Convention, 6 Team Awards were received by 15 students. Awards included: Nursery Landscape 3rd Place, Floriculture 4th Place, Chapter Exhibit 4th Place, Agri-Science 2nd Place, Quiz Bowl 2nd Place, and Turf Management 1st Place/CDE State Champions.
- In Auto Collision 80% of grade 12 students were employed as of graduation day with 75% of those employed being in the trade. This shop completed 164 jobs for the public with a savings of \$60,000 to Cape Cod residents.
- Auto Technology has converted from laptops to Chromebooks and Google docs. All shop students in the 10th, 11th, and 12th grade became SP2 Safety certified and half of the students in 10th, 11th, and 12th grade became Student ASE certified.
- The Carpentry Department curriculum parallels National Education & Research Construction and participates in school-wide reading and writing initiatives. This year the shop had 7 females enrolled and 7 students on Co-Operative placements. All juniors and seniors completed the Occupational Safety and Health Administrations (OSHA) certification.
- The Cosmetology program expanded enrollment by offering a summer camp program to 5th- 8th graders and reaching out to non-traditional students. Community Services offered included 'Mannies for Nannies' and 'The Wig Bank'. The program also offered 512 services to clients, saving the public more than \$22,000. All seniors passed the Cosmetology State Board Exam.
- Culinary Arts received a four star rating from the Board of Health. Students were engaged in community outreach to the Food Bank and Soup Kitchen. The Hidden Cove Restaurant continues to be a hands-on opportunity to practice learned skills in the shop curriculum.
- Dental Assisting increased their curriculum for digital radiography. Students participated in the State Leadership Conference, District SkillsUSA and State SkillsUSA competitions. The shop offered summer camp for 5th-8th graders and adult education for the school's evening program.
- Early Childhood Education reported: 6 seniors and 2 juniors placed in teaching internships, 5 seniors were recommended for Mass ECE teacher certification; a junior was the recipient of Orleans Rising Star Award; multiple field trips taken to community programs for children.

- The Electrical Department established Google classrooms this year. The shop teaches basics of electrical work while theory classes focus on complex calculations that electricians complete on the Journeyman's Test to become licensed. Eight of 11 juniors achieved Co-Op placements and the shop reports 95.8% attendance for the year.
- The Engineering Technology Shop celebrated their first graduating class. Six of their eight seniors went on to college to study Engineering. The shop offered two courses in 3D modeling software and added opportunities for their students to take online certifications and calculus.
- Graphic Arts enjoyed their largest 9th grade class yet and are proud of one student's work chosen for a state-wide honor, the design of the Massachusetts state pin for the SkillsUSA competition. The shop focused on 21st century skills of web design and graphic user interfaces.
- Health Tech had a total of 62 students, the largest of all shops and achieved the highest grade point average. Five seniors were placed in internships at Cape Cod Hospital in the Emergency Room, Maternity, and IV therapy; and one at the Pain Management Center. Three students went out on co-operative education placements and 100% of juniors successfully passed their State Certified Nursing Exam and received their licenses.
- Horticulture shifted the greenhouse program towards food. There was no use of synthetic pesticides in the greenhouse this year. By tracking student formative assessment scores throughout the year to identify skills and knowledge, students have finished in the top 5 in all of their competitions in Future Farmers of America (FFA) Career Development Education.
- HVAC collaborated with the Plumbing Shop to open another avenue for licensing of graduating HVAC students. They collaborated with HVAC Instructors from other technical high schools to assist with curriculum development and delivery. All six seniors achieved their EPA Section 608 Universal Certification; 3 achieved Exemplary Student Project Awards; and 4 students participated in co-operative education placements.
- Marine Services made significant progress aligning current curriculum to the new format of scope and sequence for Vocational Technical Education. The students in this shop serviced more than 50 jobs for customers, saving them more than \$20,000 in competitive labor costs.
- The Information Technology shop accomplished their goals to update textbooks and significantly increased the amount of hardware available to create more engaging labs that reflect real-world implementations of technology. Their students operate the school's Helpdesk for technical support.



- The Plumbing Department had 15 students on co-operative education placements this year.
- The Welding Shop began a three year transition to closing. One of their biggest accomplishments was the retention of all the seniors from September to graduation. Also this year the students were introduced to all positions of welding. The seniors were able to “stick weld” aluminum while all students practiced pipe welding.
- Cooperative Education reported 109 juniors and seniors qualified for job placements or internships for real-life work experience. Grades of C or better in academic classes and B or better in shop/theory classes are required. Lead teachers actively solicit employment opportunities for students with employers and track performance with the Program Coordinator.
- The Computer/21st Century Learning department implemented a new technology-based Personal Finance curriculum. Students were polled during class for specific interest/ability levels to ensure student interest and eliminate re-teaching known concepts.
- In the English Department’s Advanced Placement Language and Literature classes, nearly a third of the students received qualifying scores, consistent with the state average of all high schools. Eleventh and twelfth grade teams continued to collaborate effectively on the Junior Proposal and the Senior Project Papers.
- The Math Department added more problem solving activities into lesson plans; increased academic opportunities for students with honors level and advanced math classes; and created additional opportunities for students to showcase their talents in math competitions.
- The Athletic Department offered a “no-cut, no-fee” program in which all students can participate without fees. The following sports are offered: baseball, basketball, cheerleading, cross-country, football, golf, hockey, lacrosse, soccer, softball, tennis and volleyball.
- The Science Department maintained rigorous 90 day courses for 11th & 12th grade. The department used project based assignments, an organized notebook system, and Google Classroom in their curriculum. MCAS results for 10th grade were favorable.
- The Social Studies Department increased Criminal Justice to three classes due to high demand. Honors classes successfully expanded to include all grades. Both 9th and 10th grade honors classes were at capacity and served as a feeder program for upper-class AP courses.
- The Spanish Department was active in the community with Diversity Day, Philanthropy Day and Cape Cod Arts.

- Special Education successfully implemented a uniform homework policy that required homework to be completed in a timely manner or to stay after school for extra help. As a result homework completion was increased and grades improved. They successfully used a data collection template to create behavior plans for students who struggle with behavior problems. They also developed classroom methods to encourage students to become lifelong learners.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

Respectfully submitted,

Robert Furtado, *Vice-Chair*  
Lee Culver  
*Harwich Representatives to CCRTHS School Committee*

# FINANCE

## *Report of the* **Board of Assessors**

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The Board of Assessors continues to meet our primary legal responsibility in assuring a fair assessment of all property in the Town of Harwich in a professional manner so that tax revenues may be generated timely.

A Senior Citizen Supplemental Tax Credit of \$500 was approved at our last Town Meeting, bringing the overall credit of up to \$1,500 in tax credits to qualified seniors. A similar article was proposed to allow other communities in the Commonwealth to do likewise as a local option. While the Commonwealth has not acted on the legislation as of this printing, the Board will be sponsoring a similar article at the 2018 Town Meeting to continue to offer our Senior Citizen Supplemental Tax Credit until such time that the bill is signed into law for all communities.

The Town of Harwich utilizes a quarterly tax billing system. At a public meeting, The Board of Assessors recommended to the Board of Selectmen that Real Property be taxed at a single tax rate which was set at \$8.80 per \$1,000 valuation for FY 2018, a reduction from the FY 2017 tax rate of \$8.97. Total value of real property in Harwich is now over 5 Billion Dollars. Total real estate values are up an average of 7% over last year.

The ever changing real estate market continues to impact the value of the Town. The market has continued to be on an appreciating trend. As we know, real estate markets are cyclical and require the Assessor Office to inspect approximately 1,000 properties each year to verify appropriate assessment data. The 2018 assessed values are product of sales that occurred in 2016 and are a benchmark as of January 1st each year. Taxpayers may review their property record card, by visiting the Assessor's Office at Town Hall or online at [www.harwich-ma.gov](http://www.harwich-ma.gov).

The Board oversees and approves a number of programs which are available for our seniors, veterans, spouses of veterans, sight impaired citizens and those who may need assistance in meeting their tax obligations. The Town also has many programs available through exemptions and deferrals which allow residents to put off paying their taxes as well. Please visit the Assessor's Office for more information.

We thank our staff for their continued cooperation and support, Assessing Director, Donna Molino, Assistant Assessor, Elaine Zaiatz, and Clerk, Carlene Jones.

**FISCAL YEAR 2018**

The taxable value of all real and personal property assessed:	\$ 5,313,780,820.00
Total amount to be raised:	\$ 68,226,100.24
Total estimated receipts and revenue:	\$ 21,504,829.02
Net amount to be raised by taxation of real and personal property:	\$ 46,761,271.22
Tax rate for each \$1000 value assessed:	\$ 8.80
Total number of tax bills:	15,988

**MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2017**

18,285 - Bills were issued with a valuation of:	\$ 108,266,350.00
- Amount of tax:	\$ 2,356,911.79
912 - Abatements were issued in the amount of:	\$ 108,317.27

**BOAT EXCISE ISSUED IN FISCAL YEAR 2017**

1,256 - Bills were issued with a valuation of:	\$ 6,041,100.00
- Amount of tax:	\$ 60,101.66
116 - Abatements were issued in the amount of:	\$ 6,381.02

Respectfully submitted,

Richard J. Waystack, *Chairman*  
Bruce W. Nightingale  
Jay Kavanaugh

# Report of the Capital Outlay Committee

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## OVERVIEW

This Seven-Year Capital Plan is submitted to the Board of Selectmen (BOS) under the format of presenting the next fiscal budget year as its first year and the next six years thereafter (2019-2025). Its ease and simplicity makes for better viewing, planning and understanding. The Capital Outlay Committee (COC) has the task of reviewing not only departmental requests but also overall town requests for funding of capital amounts greater than \$50,000. The COC has the responsibility to review the funding amounts and the actual time required for funding. It must vote and recommend funding amounts for the next fiscal year in this report (2019). Both short-term and long-term requests are reviewed and hopefully placed in the Plan in a timely way to show the impact on the Town's budget. Thus, we attempt to keep the funding demand curve as smooth as possible and avoid major highs and lows. Once approved by the BOS, the Plan is presented and approved at the Annual Town Meeting. The January, 2018 submission is subject to change for final version approval at Town Meeting.

Capital Outlay Committee Members are:

Richard Larios (TA) - Chairman  
Christopher Harlow (BOS) – Vice Chairman  
Ed McManus (Fin Com)  
Joseph McParland (PB)  
Bruce Nightingale (PB)  
Dana Costa (Fin Com)  
Peter Wall (TA)

The primary goal of the COC is to create a capital expenditure plan which best reflects the financial interests of Harwich over many years. Several principles are in the forefront of our planning: health, safety, and protection of major town assets. Each year the COC conducts a meticulous and objective evaluation of each financial component which includes “on-site” visits as well as detailed interviews with department and committee heads.

Capital projects are financed through a variety of sources and the Committee is sensitive to effects on our taxpayers. It is clear that financing plans may become a real challenge. For example, most residents expect ever increasing levels of service, yet are reluctant to significantly raise taxes.

As Harwich continues to invest in vital new construction, it must also demonstrate an ability to maintain and manage its current assets such as

roads, buildings, recreation facilities, and vehicles. Underfunding of basic maintenance costs will result in high long-term costs. A continued review of underutilized capital assets must also be of concerns to the town's financial health.

The COC is fortunate to have a remarkable level of residential support. It is aware of the historic trends of year-over-year expenditures which must be explained and justified in the public interest. Harwich residents are welcome to attend COC meetings to gain and provide information.

Preparing the Capital Plan with the most precise detail is essential to the process. The COC is appreciative to all that add their input. The COC is well-served by the partnership with these dedicated individuals. We want to thank our Town Administrator Chris Clark for his continued support and knowledgeable advice during these troubling financial times.

## **FINANCIAL REVIEW**

Short Term (2019):

The Capital Outlay Committee has reviewed and recommended capital funding requests of approximately \$36,500,000 for the next fiscal budget year of 2017 through methods of Free Cash, Capital Exclusion, Debt Exclusion, Grants, and Enterprise Funds. Each funding methodology has been analyzed and will be implemented by the Town Administrator and Finance Director with the support of the COC and the Board of Selectmen.

The COC's 2019 Capital Plan funding recommendations are as follows (includes rounding)\*:

\$ 6,600,000	Fire Department
1,700,000	Public Works Department
1,000,000	Waterways/Harbors
22,500,000	Waste Water Management
1,300,000	Water Department
550,000	Recreation Department
700,000	Natural Resources
600,000	Facilities Maintenance

\*These recommendations do not include CPC (Community Preservation Committee) requests that may be supported by the COC.

Long Term (2020-2025+)

In the framework of this Seven-Year Capital Plan, it is literally impossible to show any financial impact of requirements beyond 2025. However, the Capital Outlay Committee is extremely aware of and concerned about the cap-

ital requirements and financial responsibilities of the Town for obligations that may extend out some 40 years. Please review the attachment to understand potential future capital requirements generated by major capital projects. Also the Town's debt service on current debt and future borrowings is of major concern and must be scrutinized thoroughly.

### **CAPITAL ISSUES**

Beyond these "defined" long-term Capital projects requiring significant dollars over the years, the Capital Outlay Committee is again concerned about the impact of capital needs for public safety and the ability to meet them. Also of concern are rising costs of maintenance on current capital assets of the Town. With the current financial and economic situation that Harwich must work in, the Committee continues to support the need for better maintenance to extend current lives of our assets. This Committee recommends a continued review of Town's capital assets. Potential asset reuse or disposal may have a positive impact on the financial health of Harwich.

The Capital Outlay Committee continues to work with all funding requestors throughout the year. It plans to meet monthly, conduct financial discussions and visit any Town location that may seek capital financial funding. The Committee wants to ensure that all interests of capital funding that may impact Harwich are understood and evaluated to the highest level.

# *Report of the* **Finance Director/Town Accountant**

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To the Honorable Board of Selectmen and Citizens of the Town of Harwich

It is the mission of the Finance Department to facilitate the exchange of accurate financial information to all members of the public, Town departments, boards and commissions. Our concentration is to safeguard the financial interests of the Town of Harwich, to uphold effective budgeting and budgetary controls, and to preserve internal controls, while maintaining a high level of compliance with all pertinent Federal, State and Local rules and regulations, generally accepted accounting procedures, and Governmental Accounting Standards.

The Finance Department provides accounting, purchasing, payroll, billing, collection, debt management and cash management services for Town of Harwich departments. Additionally, it provides support services to the Town Administrator for the preparation of the annual operating budget and the capital improvement plan and provides financial services for various elected and appointed boards and commissions.

In accordance with section 61 of chapter 41 of the General Laws of the Commonwealth, I present the following financial statements for the fiscal year ended June 30, 2017:

- **Balance Sheet (All Government Funds)**
- **General Fund Revenues**
- **General Fund Appropriations and Articles**
- **Water Enterprise Fund Revenues, Expenditures and Fund Balance**
- **Capital Project Revenues, Expenditures and Fund Balances**
- **Special Revenue Fund Revenues, Expenditures and Fund Balances**
- **Trust & Agency Funds Revenues, Expenditures and Fund Balances**
- **General Long Term Obligations**
- **Capital Assets**

I would like to extend my appreciation to the Board of Selectmen, Town Administrator, Assessor and Treasurer/Collector for their combined efforts and support during my first year as Finance Director. In addition I would like to extend my gratitude to the departments of the town for their essential support and helpfulness in assisting with this transition. I would especially like to thank my assistants Wendy Tulloch and Patricia Sampson for their hard work and support.

Sincerely,

Carol Coppola  
*Finance Director/Town Accountant*  
*Town of Harwich*



TOWN OF HARWICH, MASSACHUSETTS  
 COMBINED BALANCE SHEET - ALL FUNDS AND ACCOUNT GROUPS  
 JUNE 30, 2017

	GOVERNMENTAL FUND TYPES				ACCOUNT GROUPS		ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM ONLY)
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	FIDUCIARY FUND TYPES	GENERAL LONG-TERM OBLIGATIONS GROUP	GENERAL CAPITAL ASSETS NET OF ACCU DEPRECIATION		
Revenue	56,965,945	5,019,470	1,871,479	4,922,791	156,909	-	-	70,938,495	
Expenditures	60,702,241	3,756,635	894,386	6,298,296	50,483	-	-	71,702,040	
Balance	(1,736,296)	1,262,835	977,094	(1,375,505)	108,426	-	-	(765,345)	
Transfers in	1,412,388	263,673	-	-	1,828,500	-	-	3,504,561	
Transfers out	479,268	1,438,182	-	-	-	-	-	1,917,451	
Surplus/(Deficit)	(803,277)	88,326	977,094	(1,375,505)	1,938,926	-	-	823,565	
Beg. Fund Balance 6/30/2016	8,992,016	6,483,609	(3,491,874)	4,532,568	3,243,207	-	-	19,759,526	
Current Year Activity	(803,277)	88,326	977,094	(1,375,505)	1,938,926	-	-	823,565	
Adjustments to Fund Balance	(307,193)	338,450	-	(31,257)	-	-	-	-	
End. Fund Balance 6/30/2017	7,881,546	6,310,385	(2,514,780)	3,125,807	5,180,133	-	-	20,853,091	
<b>ASSETS</b>									
CASH AND SHORT-TERM INVESTMENTS	\$ 2,881	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,881	
POOLED CASH RECEIVABLES:	8,393,156	6,817,098	4,664,607	3,251,138	4,734,499	-	-	27,860,497	
PERSONAL PROPERTY	17,037	-	-	-	-	-	-	17,037	
REAL ESTATE	747,271	-	-	-	-	-	-	747,271	
REAL ESTATE TAX LENS/DEFERRED	2,465,432	-	-	-	-	-	-	2,465,432	
MOTOR VEHICLE AND BOAT EXCISE	174,765	-	-	-	-	-	-	174,765	
SPECIAL REVENUE FUNDS- RECEIVABLES	2,500,109	-	220,643	-	-	-	-	2,720,752	
OTHER RECEIVABLES (Misc & Etc.)	2,319,180	-	-	-	98,751	-	-	2,417,931	
RESERVE FOR ABATEMENTS	(592,157)	-	-	-	-	-	-	(592,157)	
CAPITAL ASSETS, NET OF DEPRECIATION	-	-	-	-	-	-	94,929,632	94,929,632	
INVENTORY	-	152,585	-	-	-	-	-	152,585	
INVESTMENTS	-	-	-	-	385,336	-	-	385,336	
TAX FORECLOSURES	332,256	-	-	-	-	-	-	332,256	
AMOUNT TO BE PROVIDED FOR RETIREMENT OF LONG TERM DEBT	-	-	-	-	-	19,184,455	-	19,184,455	
<b>TOTAL ASSETS</b>	<b>13,859,221.28</b>	<b>\$ 9,469,792</b>	<b>\$ 4,664,607</b>	<b>\$ 3,471,761</b>	<b>\$ 5,218,566</b>	<b>\$ 19,184,455</b>	<b>\$ 94,929,632</b>	<b>\$ 150,795,073</b>	

TOWN OF HARWICH, MASSACHUSETTS  
 COMBINED BALANCE SHEET- ALL FUNDS AND ACCOUNT GROUPS  
 JUNE 30, 2017

	<u>GOVERNMENTAL FUND TYPES</u>				<u>ACCOUNT GROUPS</u>		<u>ACCOUNT GROUPS</u>		<u>COMBINED TOTALS (MEMORANDUM) ONLY</u>
	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE</u>	<u>CAPITAL PROJECT</u>	<u>ENTERPRISE FUND</u>	<u>FIDUCIARY FUND TYPES</u>	<u>GENERAL LONG-TERM OBLIGATIONS</u>	<u>GENERAL CAPITAL ASSETS</u>	<u>NET OF ACCU. DEPRECIATION</u>	
<b>LIABILITIES &amp; FUND EQUITY</b>									
<b>LIABILITIES:</b>									
WARRANTS PAYABLE	\$ 181,424	359,288	-	125,331	9,930	-	-	-	675,983
TAILINGS	70,280	-	-	-	-	-	-	-	70,280
GUARANTEE DEPOSITS	4,936	-	-	-	-	-	-	-	4,936
OTHER LIAB.(PR. WH, )	259,509	-	-	-	(70,228)	-	-	-	189,282
DEFERRED REVENUE	5,461,525	2,100,109	-	220,643	98,751	-	-	-	7,881,028
BONDS AND NOTES PAYABLE	-	100,000	7,179,387	-	-	19,184,455	-	-	26,463,842
<b>TOTAL LIABILITIES</b>	<b>5,977,675</b>	<b>2,559,407</b>	<b>7,179,387</b>	<b>345,973</b>	<b>38,453</b>	<b>19,184,455</b>	<b>-</b>	<b>-</b>	<b>35,285,350</b>
<b>FUND EQUITY (DEFICIT):</b>									
ENCUMBRANCES	1,757,912	1,080,011	-	271,839	-	-	-	-	3,109,761
INVESTED IN CAPITAL ASSETS NET	-	-	-	-	-	-	94,929,632	-	94,929,632
RESERVED FOR EXPENDITURES	1,714,675	254,300	-	541,786	-	-	-	-	2,510,761
RESERVED TAX TIE	100,000	-	-	-	-	-	-	-	100,000
RESERVED - BOND PREMIUM	-	-	-	-	-	-	-	-	-
RESERVED FUND APPROP. DEFICIT	-	-	-	-	-	-	-	-	-
RESERVED -REFINANCING	3,884	-	-	-	-	-	-	-	3,884
BUDGETARY FUND BALANCE	-	-	-	-	-	-	-	-	-
RESERVED FOR CPC OPEN SPACE	-	299,700	-	-	-	-	-	-	299,700
RESERVED FOR CPC HISTORIC	-	421,686	-	-	-	-	-	-	421,686
RESERVED FOR CPC COMMUNITY HOUSING	-	547,085	-	-	-	-	-	-	547,085
RESERVED FOR INVESTMENT	-	152,585	-	-	-	-	-	-	152,585
RESERVED FOR INVENTORY	-	-	-	-	366,501	-	-	-	366,501
UNRESERVED FUND BALANCE	4,305,075	4,155,018	(2,514,780)	2,312,183	4,813,633	-	-	-	13,071,127
<b>TOTAL FUND BALANCES</b>	<b>7,881,546</b>	<b>6,910,385</b>	<b>(2,514,780)</b>	<b>3,125,807</b>	<b>5,180,133</b>	<b>-</b>	<b>94,929,632</b>	<b>-</b>	<b>115,512,723</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 13,859,221</b>	<b>\$ 9,469,792</b>	<b>\$ 4,664,607</b>	<b>\$ 3,471,781</b>	<b>\$ 5,218,586</b>	<b>\$ 19,184,455</b>	<b>\$ 94,929,632</b>	<b>\$</b>	<b>150,798,073</b>

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Town of Harwich  
General Fund Revenue  
Fiscal Year 2017

FY 2017 GENERAL FUND	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
01 GENERAL FUND - BAL	1,104,644	1,412,388	-307,744	127.9
010004 GENERAL FUND - MISC REV	70,000	173,779	-103,779	248.3
011224 SELECTMEN - REV	136,710	129,258	7,452	94.5
011414 ASSESSORS - REV	2,572,029	2,761,375	-189,346	107.4
011454 TREASURER - REV	28,500	49,334	-20,834	173.1
011464 COLLECTOR - REV	47,472,717	47,367,867	104,850	99.8
011614 TOWN CLERK - REV	40,860	39,308	1,552	96.2
011714 CONSERVATION - REV	18,280	22,560	-4,280	123.4
011744 TOWN PLANNER - REV	16,000	27,910	-11,910	174.4
011764 BOARD OF APPEALS - REV	10,000	11,340	-1,340	113.4
011994 CVEC ELECTRIC REVENUE	300,000	296,485	3,515	98.8
012104 POLICE - REV	70,450	85,062	-14,612	120.7
012204 FIRE - REV	40,050	51,550	-11,500	128.7
012314 AMBULANCE - REV	1,425,000	1,478,899	-53,899	103.8
012414 BUILDING - REV	251,200	280,559	-29,359	111.7
012424 GAS INSPECTION - REV	30,000	41,025	-11,025	136.8
012434 PLUMBING	40,000	45,685	-5,685	114.2
012454 ELECTRICAL REVENUE	63,000	77,095	-14,095	122.4
012914 EMERGENCY MANAGEMENT RE	0	2,942	-2,942	100.0
012964 Shellfish Revenues	0	7,583	-7,583	100.0
014394 WASTE DISPOSAL REVENUE	1,966,000	2,749,461	-783,461	139.9
014914 CEMETERY ADMINISTRATION	0	3	-3	100.0
015104 BOARD OF HEALTH	119,375	136,021	-16,646	113.9
015394 CHANNEL 18 TELEVISION S	0	45	-45	100.0
015404 COMMUNITY CENTER REVENU	25,000	36,430	-11,430	145.7
015414 COUNCIL ON AGING REVENU	20,000	21,369	-1,369	106.8
015424 YOUTH COUNSELOR REVENUE	250	-	250	0.0
016104 LIBRARY REVENUE	7,000	6,423	577	91.8
016304 RECREATION & YOUTH REVE	301,500	371,252	-69,752	123.1
016334 HARBORMASTER REVENUE	893,074	918,546	-25,472	102.9
016914 HISTORIC COMM REVENUE	165	1,580	-1,415	957.6
016954 GOLF OPERATIONS REVENUE	1,830,000	1,775,101	54,899	97.0
<b>Total General Fund</b>	<b>58,851,804</b>	<b>60,378,233</b>	<b>-1,526,429</b>	<b>102.59%</b>

Town of Harwich  
General Fund Expenditures  
Fiscal Year 2017

FY 2017 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
01 GENERAL FUND - BAL	0	479,268	-479,268	100.00
011141 MODERATOR S&W	300	-	300	0.00
011221 SELECTMEN S&W	7,500	7,500	0	100.00
011222 SELECTMEN - EXP	6,700	6,303	397	94.10
01122A2 SELECTMEN - WARRANT AR	1,794,154	1,775,650	18,504	99.00
01129A2 CPC - WARRANT ARTICLES	0	-	0	0.00
011311 FINANCE COMMITTEE S&W	3,300	2,239	1,061	67.80
011312 FINANCE COMMITTEE - EXP	450	221	229	49.20
011322 Finance Committee Reser	65,825	-	65,825	0.00
011351 TOWN ACCOUNTANT - SAL	229,286	219,162	10,124	95.60
011352 TOWN ACCOUNTANT - EXP	3,265	2,919	346	89.40
01135A2 TOWN ACCOUNTANT - WARR	37,879	22,222	15,657	58.70
01135N2 TOWN ACCT ENCUMBERED E	5,000	5,000	0	100.00
011362 AUDIT - EXP	41,000	41,000	0	100.00
011411 ASSESSORS - S&W	198,803	172,706	26,098	86.90
011412 ASSESSORS - EXP	97,540	71,150	26,390	72.90
01141A2 ASSESSORS - WARRANT AR	47,421	-	47,421	0.00
01141N2 ASSESSORS ENCUMBERED E	15,700	843	14,857	5.40
011431 TOWN COLLECTIONS - S&W	16,400	12,140	4,260	74.00
011432 TOWN COLLECTIONS - EXP	4,760	4,700	60	98.70
011442 POSTAGE	46,160	52,104	-5,944	112.90
011451 TREASURER - S&W	229,074	228,362	712	99.70
011452 TREASURER - EXP	121,670	81,993	39,677	67.40
01145A2 REMOV-DANG/ABAND BLDGS	350	-	350	0.00
01146A2 COLLECTOR - WARRANT AR	50,000	-	50,000	0.00
01146N2 TREASURER ENCUMBERED E	3,807	3,807	0	100.00
011482 MEDICARE	202,600	202,561	39	100.00
011491 ADMINISTRATION - S&W	404,631	409,417	-4,786	101.20
011492 ADMINISTRATION - EXP	110,430	113,789	-3,359	103.00
011498 ADMINISTRATION - CAP OU	5,000	3,416	1,584	68.30
011501 UNION CONTRACTS	5,000	5,000	0	100.00
011512 LEGAL SERVICES - EXP	204,000	204,738	-738	100.40
011522 CLAIMS & SUITS	400	-	400	0.00
011551 INFORMATION TECHNOLOGY	97,851	97,501	349	99.60
011552 INFORMATION TECHNOLOGY	198,476	176,207	22,268	88.80
01155A2 INFORMATION TECH ARTIC	7,760	-	7,760	0.00
01155N2 INFORMATIONTECH ENCUMB	49,594	15,930	33,664	32.10
011561 IT CHANNEL 18 S&W	98,307	98,307	0	100.00
011562 IT CHANNEL 18 EXPENSES	31,000	18,673	12,327	60.20
011571 CONSTABLE S & W	694	250	444	36.00
011611 TOWN CLERK - S&W	215,509	215,499	10	100.00
011612 TOWN CLERK - EXP	48,010	48,008	2	100.00
01161N2 TN CLERK ENCUMBERED EX	5,037	3,928	1,109	78.00

Town of Harwich  
General Fund Expenditures  
Fiscal Year 2017

FY 2017 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
011711 CONSERVATION - S&W	99,326	81,732	17,594	82.30
011712 CONSERVATION - EXP	6,146	5,835	311	94.90
01171N2 CONSERVATION COMM ENCU	136	136	0	100.00
011741 TOWN PLANNER - S&W	86,456	57,331	29,125	66.30
011742 TOWN PLANNER - EXP	1,740	1,419	321	81.60
011762 BOARD OF APPEALS EXPENS	560	439	121	78.40
011802 ALBRO HOUSE EXP	4,555	2,890	1,665	63.50
011812 OLD RECR BUILDING EXP	5,270	4,710	560	89.40
011822 WEST HARWICH SCHOOL EXP	1,400	577	823	41.20
011831 COMMUNITY DEVELOPMENT -	254,828	230,386	24,442	90.40
011832 COMMUNITY DEVELOPMENT -	10,200	10,379	-179	101.80
01183N2 COMMUNITY DEV ENCUMBER	690	690	0	100.00
011912 PUBLIC BUILDINGS REPAIR	2,133	1,100	1,033	51.60
011922 TOWN/FIN COM REPORTS -	13,000	7,869	5,131	60.50
011942 ADVERTISING	14,500	13,514	986	93.20
011992 CVEC ELECTRIC EXPENSES	65,000	64,315	685	98.90
012101 POLICE - S&W	3,130,821	3,079,151	51,670	98.30
012102 POLICE - EXP	415,719	313,061	102,658	75.30
012108 POLICE - CAP OUTLAY	165,151	165,151	0	100.00
01210A2 POLICE - WARRANT ARTIC	63,125	36,310	26,815	57.50
01210N2 POLICE ENCUMBERED EXPE	22,018	22,017	1	100.00
012201 FIRE - S&W	3,514,731	3,472,080	42,651	98.80
012202 FIRE - EXP	409,696	365,663	44,033	89.30
01220A2 FIRE - WARRANT ARTICLE	537,698	343,477	194,221	63.90
01220N2 FIRE ENCUMBERED EXPENS	2,500	2,500	0	100.00
012311 AMBULANCE - S&W	158,508	143,001	15,507	90.20
012312 EMS EXPENSE	132,211	129,183	3,028	97.70
012351 EMERGENCY TELECOMMUNICA	453,207	391,025	62,182	86.30
012352 EMERGENCY TELECOMMUNICA	153,463	133,120	20,343	86.70
012411 BUILDING - S&W	228,033	227,995	38	100.00
012412 BUILDING - EXP	14,473	14,955	-482	103.30
01241A2 BUILDING - WARRANT ART	1,142	-	1,142	0.00
01241N2 BUILDING INSP ENCUMBER	32	-	32	0.00
012911 EMERGENCY MANAGEMENT S&	4,910	4,458	452	90.80
012912 EMERGENCY MANAGEMENT	8,500	3,126	5,374	36.80
01291A2 EMERG MGMT WARRANT ART	326	-	326	0.00
012961 NATURAL RESOURSCES S&W	93,657	93,375	282	99.70
012962 NATURAL RESOURCES	27,600	26,798	802	97.10
012972 PLEASANT BAY ALLIANCE E	17,192	16,920	272	98.40
01300A2 SCHOOL - WARRANT ARTIC	0	-	0	0.00
013012 C C REGIONAL TECH HIGH	1,437,053	1,437,053	0	100.00
013022 MONOMOY REG SCHOOL DIST	24,058,301	24,058,301	0	100.00
014111 TOWN ENGINEER	170,774	170,185	589	99.70
014112 TOWN ENGINEER	21,320	17,738	3,582	83.20

Town of Harwich  
General Fund Expenditures  
Fiscal Year 2017

FY 2017 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
01411N2 ENGINEER ENCUMBERED EX	1,966	1,966	0	100.00
014211 HIGHWAY SALARIES & WAGE	2,436,681	2,402,760	33,921	98.60
014212 HIGHWAY EXPENSE	2,395,986	2,331,328	64,658	97.30
01421A2 HIGHWAY - WARRANT ARTI	1,109,155	690,990	418,165	62.30
01421N2 HIGHWAY ENCUMBERED EXP	64,004	11,964	52,040	18.70
014231 SNOW/ICE SALARIES & WAG	110,000	108,597	1,403	98.70
014232 SNOW/ICE EQPT HIRE/MATE	275,000	271,908	3,092	98.90
014242 STREET LIGHTS	60,000	38,130	21,870	63.60
01440A2 WASTE WATER ARTICLES	10,015	10,015	0	100.00
014911 CEMETERY ADMINISTRATION	58,866	58,830	36	99.90
014912 CEMETERY ADMINISTRATION	4,800	4,799	1	100.00
01491A2 CEMETERY - WARRANT ART	0	-	0	0.00
015101 BOARD OF HEALTH	191,694	181,165	10,529	94.50
015102 BOARD OF HEALTH EXPENSE	15,538	12,252	3,286	78.90
015401 COMMUNITY CENTER S&W	152,951	152,894	57	100.00
015402 COMMUNITY CENTER EXPENS	141,771	109,636	32,135	77.30
01540N2 COMMUNITY CENTER ENCUM	6,727	-	6,727	0.00
015411 COUNCIL ON AGING S&W	363,154	359,394	3,760	99.00
015412 COUNCIL ON AGING EXPENS	74,697	68,198	6,499	91.30
015421 YOUTH COUNSELOR S&W	75,638	75,637	1	100.00
015422 YOUTH COUNSELOR EXPENSE	4,310	3,932	378	91.20
015432 VETERANS EXPENSE/BENEFI	134,346	96,671	37,675	72.00
015502 DISABILTY RIGHTS EXPENS	300	-	300	0.00
01550A2 HUMAN SERVICES - WARRN	1,999	-	1,999	0.00
015602 HUMAN SERVICES	79,980	79,980	0	100.00
016101 LIBRARY SALARIES & WAGE	626,193	603,961	22,232	96.40
016102 LIBRARY EXPENSE	269,150	252,696	16,454	93.90
01610A2 LIBRARY - WARRANT ARTI	84,096	20,844	63,252	24.80
01610N2 BROOKS LIBRARY ENCUMBE	13,906	12,706	1,200	91.40
016291 RECREATION SEASONAL S&W	175,733	175,732	1	100.00
016301 RECREATION & YOUTH S&W	218,912	218,336	576	99.70
016302 RECREATION & YOUTH EXPE	45,575	44,636	939	97.90
016308 RECREATION & YOUTH CAP	12,000	7,319	4,681	61.00
01630A2 REC & YOUTH - WARRANT	27,123	9,929	17,194	36.60
016331 HARBORMASTER SALARIES &	282,020	280,246	1,774	99.40
016332 HARBORMASTER EXP	169,605	108,556	61,049	64.00
01633A2 HARBORMASTER - WARRNT	554,482	53,632	500,850	9.70
016702 BROOKS MUSEUM COMMISSIO	12,194	10,138	2,056	83.10
01670A2 BROOKS MUSEUM - WARRNT	0	-	0	0.00
016911 HISTORICAL COMMISSION S	540	80	460	14.90
016912 HISTORICAL COMMISSION E	350	-	350	0.00
01691A2 HISTORICAL COMM - WARR	19,255	14,435	4,820	75.00
016922 CELEBRATIONS	1,600	-	1,600	0.00
016951 GOLF S&W	842,050	768,211	73,839	91.20

Town of Harwich  
General Fund Expenditures  
Fiscal Year 2017

FY 2017 GENERAL FUND	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
016952 GOLF EXPENSE	684,625	578,068	106,558	84.40
016958 GOLF CAPITAL OUTLAY	73,000	69,548	3,452	95.30
01695A2 GOLF - WARRANT ARTICLE	135,188	62,314	72,874	46.10
01697A2 CULTURAL COUNCIL WARRA	0	-	0	0.00
017347 LANDFILL CAPPING (1999)	84,400	84,400	0	100.00
017357 LAND ACQUISITION (1997)	60,750	60,750	0	100.00
017367 ELEMENTARY SCHOOL ADDN	989,400	989,400	0	100.00
017377 LAND ACQUISITION(2000)L	181,850	181,850	0	100.00
017427 GOLF CLUBHOUSE (2000)	72,725	72,725	0	100.00
017437 LAND BK ACQ SLOWATYCKI	25,150	25,150	0	100.00
017447 LAND BANK ACQ KRUMIN (2	45,100	45,100	0	100.00
017457 WATER ABATE SEPTIC LOAN	17,358	17,358	0	100.00
017477 POLICE STA REPAIRS/PLAN	5,975	5,975	0	100.00
017487 COPELAS LAND (2002)	65,425	65,425	0	100.00
017497 SHEA LAND (2002)	211,675	211,675	0	100.00
017520 BAN INTEREST	0	5,718	-5,718	100.00
017527 GOLF COURSE IRRIGATION	124,525	124,525	0	100.00
017537 LD AQUI ROSE/KEELER 200	104,200	104,200	0	100.00
017557 BROOKS ACAD RENOVATION	12,200	12,200	0	100.00
017567 MIDDLE SCHOOL ROOF	29,500	29,500	0	100.00
017577 HIGH SCHOOL ROOF	35,800	35,800	0	100.00
017587 ROADS MAINT	110,000	103,431	6,569	94.00
017597 GOLF COURSE BUNKERS	96,600	96,600	0	100.00
017637 POLICE STATION	655,713	655,713	0	100.00
017657 RD BETT- OLD POST RD	11,225	11,225	0	100.00
017697 RD BETT - MCGUERTY RD	17,625	17,625	0	100.00
017707 ALLEN HARBOR DREDG DEBT	377,700	377,700	0	100.00
017717 ROAD MAINTENANCE PROG-F	106,000	104,574	1,426	98.70
017727 ROAD BETTMT - SKINEQUIT	23,900	21,144	2,756	88.50
017737 ROAD MAINT PROG-ATM14 #	108,000	102,859	5,141	95.20
017747 DOWNEY PROP ACQUIS-ATM1	70,350	60,153	10,197	85.50
017757 WYCHMERE PIER RECON-ATM	107,163	107,821	-658	100.60
018212 STATE ASSESSMENTS	249,398	245,490	3,908	98.40
018312 BARNS CTY RETIR & TAX A	2,721,965	2,558,422	163,543	94.00
018352 CAPE COD COMMISSION ASS	207,455	207,455	0	100.00
019132 UNEMPLOYMENT COMPENSATI	35,000	2,567	32,433	7.30
019142 GROUP HEALTH INS	4,132,400	3,663,522	468,878	88.70
019452 GENERAL INSURANCE	596,521	450,389	146,132	75.50
019462 GENERAL INSURANCE DEDUC	20,000	8,151	11,849	40.80
Total General Fund	<u>64,248,966</u>	<u>61,181,509</u>	<u>3,067,457</u>	<u>95.23%</u>

**TOWN OF HARWICH, MA**  
**Water Enterprise Fund**  
**Fiscal Year 2017**

	1320
<u>Enterprise Fund</u>	<u>Water Enterprise Fund</u>
Revenue	4,922,790.83
Expenditures	6,298,295.64
Transfers in	
Transfers out	
Adj to Beg FB	31,257.00
Net change	<u>(1,406,761.81)</u>
Beg. fund balance	<u>4,532,568.88</u>
Current Year Activity	(1,406,761.81)
<b>End. fund balance</b>	<b><u><u>3,125,807.07</u></u></b>
 <b>Balance Sheet</b>	
Cash	-
Pooled Cash	3,251,137.60
Receivables:	196,099.02
Water Liens A/R	24,543.89
<b>Total assets</b>	<b><u><u>3,471,780.51</u></u></b>
Accounts Payable	125,330.53
Other Liabilities sales tax	-
Deferred revenue	220,642.91
<b>Total Liabilities</b>	<b><u>345,973.44</u></b>
Encumbrances & Contin. Appro	271,838.55
Reserved For Expenditures	541,786.00
Encumbrance Control	
Retained Earnings	2,312,182.52
Total Fund Balance	<u>3,125,807.07</u>
<b>Total Liab. &amp; FB</b>	<b><u><u>3,471,780.51</u></u></b>



**Town of Harwich  
Capital Projects  
Fiscal Year 2017**

	General 0400	Muddy Creek 0425	Wychmere Pier 0430	Allen Harbor 0440	Saquantucket Harbor 445	McGuerty 0450	North Westgate Well WTF 0470
<b>Revenue/Bonds</b>	300,000.00	1,173,438.36	103,041.00		295,000.00		-
<b>Expenditures</b>	653,697.35	(194,077.69)	4,515.44		430,250.40		
<b>Total</b>	<b>353,697.35</b>	<b>1,367,516.05</b>	<b>98,525.56</b>		<b>(135,250.40)</b>		
Transfers in	-						
Transfers out	-						
<b>Net change</b>	<b>(353,697.35)</b>	<b>1,367,516.05</b>	<b>98,525.56</b>		<b>(135,250.40)</b>		
Beg. Fund Balance 6/30/2016	(622,949.44)	(1,750,810.57)	(269,871.19)	2,099.40	(941,635.39)	31,525.00	59,767.89
Current Year Activity	(353,697.35)	1,367,516.05	98,525.56	-	(135,250.40)	-	-
<b>End. Fund Balance 6/30/2017</b>	<b>(976,646.79)</b>	<b>(383,294.52)</b>	<b>(171,345.63)</b>	<b>2,099.40</b>	<b>(1,076,885.79)</b>	<b>31,525.00</b>	<b>59,767.89</b>
<b>Cash</b>							
Pooled Cash	4,048,353.21	116,705.48	103,041.37	2,099.40	203,114.21	31,525.00	159,767.89
Receivables:	-	-	-	-	-	-	-
<b>Total assets</b>	<b>4,048,353.21</b>	<b>116,705.48</b>	<b>103,041.37</b>	<b>2,099.40</b>	<b>203,114.21</b>	<b>31,525.00</b>	<b>159,767.89</b>
Warrants payable	-	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-	-
Bonds & Notes Payable	5,025,000.00	500,000.00	274,387.00	-	1,280,000.00	-	100,000.00
Deferred revenue	-	-	-	-	-	-	-
<b>Total Liabilities</b>	<b>5,025,000.00</b>	<b>500,000.00</b>	<b>274,387.00</b>		<b>1,280,000.00</b>		<b>100,000.00</b>
Fund Balance	(976,646.79)	(383,294.52)	(171,345.63)	2,099.40	(1,076,885.79)	31,525.00	59,767.89
<b>Total Liab. &amp; FB</b>	<b>4,048,353.21</b>	<b>116,705.48</b>	<b>103,041.37</b>	<b>2,099.40</b>	<b>203,114.21</b>	<b>31,525.00</b>	<b>159,767.89</b>

**Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017**

Special Revenues	1102	1104	1105	1199	1218	1226	1237	1242	1208	1225	1228	1240	1201
Revenue	PD Safety Total	Student Safe Grant	Senior Safe Grant	FEMA Recovery	Police Traffic Enforcement	Police Equip. Grant	FIRE SAFE GRANT	Fire Sr. SAFE Grant	CH 637 Hwy Sl. Grant	CHPT. 90 Highway Fund	SIDEWALKS	Brooks Library State AID	State Septic Grant
Combined Total	5,019,470.11	3,951.00	2,896.00	7,545.97	6,481.20	2,784.89	-	-	-	1,421,865.78	-	7,678.49	-
Expenditures	3,756,634.65	445.00	1,016.29	7,545.97	5,363.47	2,784.89	4,207.20	2,378.38	-	1,646,600.48	-	7,678.49	-
Balance	1,262,835.46	-	1,265.61	1,579.71	1,117.73	-	(4,207.20)	(2,378.38)	-	(225,234.70)	-	-	-
Transfers in	263,673.29	-	-	-	2,318.49	-	30.01	-	-	-	34,404.94	-	75,278.06
Transfers out	1,438,182.41	775.04	-	13,736.00	-	-	(4,237.21)	(2,378.38)	-	(225,234.70)	(34,404.94)	7,678.49	(75,278.06)
Surplus/(Deficit)	88,326.34	(775.04)	1,265.61	1,579.71	3,436.22	-	4,237.21	2,378.38	19,336.18	104,727.28	34,404.94	35,925.06	75,278.06
Beg. Fund Balance 6/30/2016	6,483,608.51	775.04	-	28,407.86	(3,924.65)	-	4,237.21	2,378.38	19,336.18	104,727.28	34,404.94	35,925.06	75,278.06
Current Year Activity	88,326.34	(775.04)	1,265.61	1,579.71	3,436.22	-	(4,237.21)	(2,378.38)	-	(225,234.70)	(34,404.94)	7,678.49	(75,278.06)
AP	338,450.49	-	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2017	6,910,385.34	-	1,265.61	22,217.83	(488.43)	-	-	-	19,336.18	(120,807.42)	-	45,603.55	-
Cash	-	-	-	-	-	-	-	-	-	-	-	-	-
Postal Cash	6,817,097.54	-	1,265.61	1,579.71	22,217.83	(488.43)	-	-	19,336.18	(120,807.42)	-	45,603.55	-
Receivables:	2,500,108.83	-	-	-	-	-	-	-	-	1,244,501.05	-	-	-
Inventory	152,585.48	-	-	-	-	-	-	-	-	-	-	-	-
Total assets	9,469,791.85	-	1,265.61	1,579.71	22,217.83	(488.43)	-	-	19,336.18	1,123,993.63	-	45,603.55	-
Warrants payable	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	359,297.68	-	-	-	-	-	-	-	-	-	-	-	-
Deferred revenue	2,100,108.83	-	-	-	-	-	-	-	-	1,244,501.05	-	-	-
BAN	100,000.00	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	2,559,406.51	-	-	-	-	-	-	-	-	1,244,501.05	-	-	-
Reserve for Encum. & Cont Approp	1,080,010.65	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	254,300.00	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	299,700.30	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	421,686.48	-	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	547,084.93	-	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	152,585.48	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	4,155,017.50	-	1,265.61	1,579.71	22,217.83	(488.43)	-	-	19,336.18	(120,807.42)	-	45,603.55	-
Total Fund Balance	6,910,385.34	-	1,265.61	1,579.71	22,217.83	(488.43)	-	-	19,336.18	1,123,993.63	-	45,603.55	-
Total Liab. & FB	9,469,791.85	-	1,265.61	1,579.71	22,217.83	(488.43)	-	-	19,336.18	1,123,993.63	-	45,603.55	-

**Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017**

Special Revenues	1202	1204	1205	1210	1243	1284	1295	1296	1401	1404	1408	1420	1424	1501	1504
Revenue	Pump Out Boat	Saquancker Reef Grant	Recycling Grant	Elder Affairs SL Grant	MIN/PORT RECYCLING	Youth Counselor \$54	Tn.Clk AID	Flu Program	Shellfish Lab.Gift	Brooks Lib. Bldg. Gift	COA Gift	Blue Back Tower.Gift	Empl./Chase Gift Fund	Cultural Council	Brooks Lib. Final Gift
Expenditures	23,840.60	-	10,050.00	35,969.90	805.00	998.00	4,304.00	2,501.94	640.00	1,261.78	1,695.50	12,156.30	-	8,670.00	13,951.86
Balance	-	-	-	3,007.10	805.00	(998.00)	-	1,448.12	(640.00)	(1,261.78)	430.37	-	6,531.00	(4,269.29)	(13,951.86)
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	23,840.60	-	-	3,007.10	805.00	(998.00)	4,304.00	1,448.12	(640.00)	(1,261.78)	430.37	-	6,531.00	(4,269.29)	(13,951.86)
Beg. Fund Balance 6/30/2016	16,778.09	6,778.00	-	7,413.00	1,188.51	1,073.49	19,949.95	13,412.97	1,850.15	2,942.23	72,196.29	-	13,239.81	2,320.08	71,524.97
Current Year Activity	23,840.60	-	-	3,007.10	805.00	(998.00)	4,304.00	1,448.12	(640.00)	(1,261.78)	430.37	-	6,531.00	(4,269.29)	(13,951.86)
AP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2017	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,626.66	-	19,770.81	1,050.79	57,573.11
Cash	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,725.66	-	19,770.81	1,050.79	57,573.11
Postal Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Receivables:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total assets	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,725.66	-	19,770.81	1,050.79	57,573.11
Warrants payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,626.66	-	19,770.81	1,050.79	57,573.11
Total Fund Balance	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,626.66	-	19,770.81	1,050.79	57,573.11
Total Liab. & FB	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15	1,680.45	72,725.66	-	19,770.81	1,050.79	57,573.11

**Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017**

Special Revenues	1505	1508	1510	1512	1514	1515	1516	1518	1526	1530	1532	1540	1541	1542	1543
	Brooks Lib Gift	Radar Cm	Ambulance Fund Gift	Town Nurse Gift	Whitcomb Field Elec	Harwich Conserv Trust	Comm Center Gift	Comm Center Pool Gift	Trail Comm. Gift	Wetlands Conserv Trust	Friends of Harwich Youth	Recreation Renovating	GOLF Revitalization	COA Revolving	GOLF Renovating
Revenue	2,337.02	-	1,360.00	50.00	5,313.25	-	12,379.00	21.93	-	3,594.50	-	168,118.00	46,839.00	36,397.00	185,317.77
Expenditures	1,973.73	-	7,750.00	50.00	10,428.65	-	12,379.00	21.93	55.50	831.20	814.24	162,122.38	46,839.00	35,183.57	151,528.60
Balance	563.29	-	(6,390.00)	-	(5,115.40)	-	-	-	(55.50)	2,673.30	(814.24)	5,995.62	46,839.00	1,213.43	33,789.17
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	563.29	-	(6,390.00)	50.00	(5,115.40)	-	12,379.00	21.93	(55.50)	2,673.30	(814.24)	5,995.62	46,839.00	1,213.43	33,789.17
Beg. Fund Balance 6/30/2016	8,765.45	321.98	14,622.80	990.36	10,645.00	975.00	26,348.20	33.41	250.00	11,165.77	1,489.75	39,111.45	16,238.00	12,097.59	287,291.99
Current Year Activity	563.29	-	(6,390.00)	50.00	(5,115.40)	-	12,379.00	21.93	(55.50)	2,673.30	(814.24)	5,995.62	46,839.00	1,213.43	33,789.17
AP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2017	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	45,107.07	63,077.00	13,311.02	321,081.16
Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Postal Cash	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	46,904.61	63,077.00	13,311.02	179,876.03
Receivables:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total assets	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	46,904.61	63,077.00	13,311.02	332,461.51
Liabilities:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Warrants payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-	1,797.54	-	-	11,380.35
BAN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	-	-	-	-	-	-	-	1,797.54	-	-	11,380.35
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	45,107.07	63,077.00	13,311.02	166,496.68
Total Fund Balance	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	45,107.07	63,077.00	13,311.02	321,081.16
Total Liab. & FB	9,238.74	321.98	8,232.80	1,040.36	5,529.60	975.00	38,727.20	55.34	194.50	13,839.07	675.51	46,904.61	63,077.00	13,311.02	332,461.51

**Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017**

Special Revenues	1544	1545	1546	1548	1549	1550	1599	1609	1610	1611	1614	1615	1621	1626
	Comm. CTR	Golf	Althro House	Sidewalk	Cemetery R/F	Cultural	Sale Of	State Aid	County Dog	Cemetery	Media One	Police	Waterway	Harbor Impr.
	Resolv.ED	Capital.B.F.E	Resolving	Resolving	Spec.Ed	Center	Esstment	to Libraries	Tax	Lot Sales		Ins. Recovery	Md.	& Maint.
Revenue	51,520.00	76,120.00	2,750.00	16,000.00		27,680.00		1,678.48		33,806.00	344,515.61		114,570.70	80,575.47
Expenditures	16,543.59	-	210.54											
Balance	34,976.41	76,120.00	2,539.46	16,000.00		27,680.00		11,455.92		44,356.44	96,394.52		6,899.81	-
Transfers in	23,775.00			34,404.94				(3,777.44)		(10,551.44)	248,121.09		107,620.89	80,575.47
Transfers out	65,000.00										129,237.00			107,163.00
Surplus/(Deficit)	34,976.41	34,895.00	2,539.46	50,404.94		27,680.00		(3,777.44)		(10,551.44)	118,884.09		107,620.89	(26,387.53)
Beg. Fund Balance 6/30/2016	159,696.61	150,343.00	4,727.71	-	705.56	80.50	7,554.90	2,144.31		52,826.65	703,811.05		2,439.02	232,080.23
Current Year Activity	34,976.41	34,895.00	2,539.46	50,404.94		27,680.00		(3,777.44)		(10,551.44)	118,884.09		107,620.89	(26,387.53)
AP														
Adjustments to Fund Balance														
End. Fund Balance 6/30/2017	194,673.02	185,238.00	7,267.17	50,404.94	705.56	27,680.00	80.50	3,777.46	2,144.31	42,275.21	822,695.14		2,439.02	205,992.70
Cash	194,673.02	185,238.00	7,267.17	50,404.94	705.56	27,680.00	80.50	5,715.58	2,144.31	42,275.21	831,644.80		2,439.02	205,992.70
Postal Cash														
Receivables:														
Inventory														
Total assets	194,673.02	185,238.00	7,267.17	50,404.94	705.56	27,680.00	80.50	5,715.58	2,144.31	42,275.21	831,644.80		2,439.02	205,992.70
Warrants payable														
Accounts Payable								1,938.12			8,949.66			
Deferred revenue														
BAN														
Total Liabilities								1,938.12			8,949.66			
Reserve for Encum & Cont Approp														
Reserve for Expenditures														
Res. CPC Open Space														
Res. CPC Historic														
Res. Housing														
Res. for Inventory														
Undesignated Fund Balance	194,673.02	185,238.00	7,267.17	50,404.94	705.56	27,680.00	80.50	3,777.46	2,144.31	42,275.21	822,695.14		2,439.02	205,992.70
Total Fund Balance	194,673.02	185,238.00	7,267.17	50,404.94	705.56	27,680.00	80.50	5,715.58	2,144.31	42,275.21	831,644.80		2,439.02	205,992.70
Total Liab. & FB								1,938.12			8,949.66			

**Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017**

Special Revenues	1305	1321	1323	1360	1534	1600	1602	1605	1655	1656	1701	1702	1703	1704
	ESCRNTROG	New County	Health Fair	HCC-Har	Mitigation	Workers Comp	Police Ins.	Highway Ins.	Friends Of	High School	Septic Loan	Old Post Road	Bertram/Rd	Shawmut
Revenue	Grant	Grant	Grant	Yth Wellness	Fees	Recovery	Recovery	Recovery	Harwich Bikeway	Track	Recovery	Recovery	McGarvey	Shawmut
Revenue	600.00	600.00	600.00	600.00	6,500.00	6,500.00	5,370.18	-	0.27	9.86	7,358.87	10,142.09	8,544.64	33,920.04
Expenditures	-	-	515.00	-	6,500.00	-	5,370.18	-	108.00	9.86	7,358.87	10,142.09	8,544.64	33,920.04
Balance	-	-	85.00	-	-	-	-	-	(107.73)	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	-	85.00	-	6,500.00	-	-	-	(107.73)	(3,916.17)	(9,999.13)	(1,307.91)	(9,530.36)	10,695.04
Beg. Fund Balance 6/30/2016	6,845.23	6,762.45	543.45	29.75	14,000.00	519.53	-	11,300.52	298.53	3,926.17	32,756.08	13,144.02	35,783.30	(91,797.50)
Current Year Activity	-	-	85.00	-	6,500.00	-	-	-	(107.73)	(3,916.17)	(9,999.13)	(1,307.91)	(9,530.36)	10,695.04
AP	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2017	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	-	11,300.52	190.80	10.00	22,756.95	11,836.11	26,252.94	(81,102.46)
Cash	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	-	11,300.52	190.80	10.00	22,756.95	11,836.11	26,252.94	18,897.54
Receivables:	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total assets	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	-	11,300.52	190.80	10.00	56,765.65	34,675.64	53,500.34	115,991.54
Warrants payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total liabilities	-	-	-	-	-	-	-	-	-	-	34,008.70	22,839.53	27,337.40	100,000.00
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Fund Balance	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	-	11,300.52	190.80	10.00	22,756.95	11,836.11	26,252.94	(81,102.46)
Total Liab. & FB	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	-	11,300.52	190.80	10.00	56,765.65	34,675.64	53,500.34	115,991.54

Town of Harwich  
Special Revenue Funds  
Fiscal Year 2017

Special Revenues	1705	1730	1740	1750	8027
	Rd Betterment	Culture Con. Gif.	Allen Harbor Boatment	Aff. Housing Fund	CPC (Land Bk)
Revenue	-	4,776.90	66,694.81	59,333.02	2,039,658.70
Expenditures	158,461.25	2,312.68	41,932.00	1,248,441.34	
Balance	(158,461.25)	2,464.22	66,694.81	17,401.02	791,217.36
Transfers in					200,138.81
Transfers out			151,000.00		633,400.00
Surplus/(Deficit)	(158,461.25)	2,464.22	(84,305.19)	17,401.02	357,956.17
Beg. Fund Balance 6/30/2016	-	8,259.33	307,009.51	222,537.20	3,413,982.78
Current Year Activity	(158,461.25)	2,464.22	(84,305.19)	17,401.02	357,956.17
AP					338,450.49
Adjustments to Fund Balance					
End. Fund Balance 6/30/2017	(158,461.25)	10,723.55	222,704.32	239,938.22	3,910,389.44
Cash					-
Postal Cash	(158,461.25)	10,723.55	222,704.32	239,938.22	3,845,522.45
Receivables:	223,650.00	-	373,461.33		477,216.82
Inventory					
Total assets	<b>65,188.75</b>	<b>10,723.55</b>	<b>596,165.65</b>	<b>239,938.22</b>	<b>4,322,739.27</b>
Warrants payable					335,133.01
Accounts Payable			373,461.33		77,216.82
Deferred revenue					
BAN					
Total Liabilities	<b>223,650.00</b>	<b>-</b>	<b>373,461.33</b>	<b>-</b>	<b>412,349.83</b>
Reserve for Encum. & Cont Approp					1,080,010.65
Reserve for Expenditures					254,300.00
Res. CPC Open Space					299,700.30
Res. CPC Historic					421,686.48
Res. Housing					547,084.93
Res. for Inventory					
Undesignated Fund Balance	(158,461.25)	10,723.55	222,704.32	239,938.22	<b>1,307,607.08</b>
Total Fund Balance	<b>(158,461.25)</b>	<b>10,723.55</b>	<b>222,704.32</b>	<b>239,938.22</b>	<b>3,910,389.44</b>
Total Liab. & FB	<b>65,188.75</b>	<b>10,723.55</b>	<b>596,165.65</b>	<b>239,938.22</b>	<b>4,322,739.27</b>

**TOWN OF HARWICH,  
Trust/Agency Funds  
Fiscal Year 2017**

	Trust & Agency							
	8002	8003	8004	8005	8006	8007	8020	8021
Combined	POLICE/FIRE	CALEB CHASE	Law Enforcement Trust	PLANNING	AFLAC (TEP)	WORKERS COMP.	STABILIZATION	CONSERVATION
Total 6/30/2016								
Revenue	226.48	18,835.79	15.14	-	-	-	17,946.85	15.37
Expenditures	8,536.69	4,497.30	362.35	-	8,610.18	-	-	-
Total	(8,310.21)	14,338.49	(347.21)	-	(8,610.18)	-	17,946.85	15.37
Transfers In	-	1,828,500.00	-	-	-	-	1,728,500.00	-
Transfers out	-	-	-	-	-	-	-	-
Net change	(8,310.21)	14,338.49	(347.21)	-	(8,610.18)	-	1,746,446.85	15.37
Beg. Fund Balance	10,671.44	392,485.20	5,127.70	5.50	8,610.18	362.89	1,109,414.86	5,551.42
Current Year Activity	(8,310.21)	14,338.49	(347.21)	-	(8,610.18)	-	1,746,446.85	15.37
End. Fund Balance	2,361.23	406,793.69	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79
Cash	-	-	-	-	-	-	-	-
Pooled Cash	10,987.92	21,852.28	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79
Receivables:	-	-	-	-	-	-	-	-
Investments	-	-	-	-	-	-	-	-
Deposit/ Other	-	385,336.41	-	-	-	-	-	-
Total assets	10,987.92	407,188.69	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79
Warrants payable	-	-	-	-	-	-	-	-
Accounts Payable	9,930.20	395.00	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-
Total Liabilities	9,930.20	395.00	-	-	-	-	-	-
FB Investments	366,500.62	366,500.62	-	-	-	-	-	-
Fund Balance	2,361.23	40,293.07	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79
Total Fund Balance	2,361.23	406,793.69	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79
Total Liab. & FB	10,987.92	407,188.69	4,780.49	5.50	-	362.89	2,855,861.71	5,566.79



**TOWN OF HARWICH,  
Trust/Agency Funds  
Fiscal Year 2017**

	Trust & Agency									
	8022	8023	8024	8025	8028	8030	8050	8052	8053	
	400TH ANVER	WHITEHOUSE	BROOKS	CEMETERY	KELLY	GAS&S	SCHOOL	Eaton	CharlesSara	
	Field	Library	SCHOOL	OPPB	Trust	Cultural Trust	Retil			
Revenue	3.87	25.76	46,144.46	38,776.69	2,149.36	31,823.79	2,945.91			
Expenditures										
Total	3.87	25.76	18,082.71	38,776.69	2,149.36	31,823.79	415.01			
Transfers in						100,000.00				
Transfers out										
Net change	3.87	25.76	18,082.71	38,776.69	2,149.36	131,823.79	2,530.90			
Beg. Fund Balance	1,575.14	8,951.31	679,126.97	382,330.57	24,823.61	535,428.41	50,342.78	28,400.00		29.08
Current Year Activity	3.87	25.76	18,082.71	38,776.69	2,149.36	131,823.79	2,530.90			
End. Fund Balance	1,579.01	8,977.07	697,209.68	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08
Cash										
PooledCash	1,579.01	8,977.07	698,118.19	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08
Receivables:										
Investments										
Deposit/ Other										
Total assets	1,579.01	8,977.07	698,118.19	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08
Warrants payable										
Accounts Payable										
Other Liabilities										
Deferred revenue										
Total Liabilities										
FB Investments										
Fund Balance	1,579.01	8,977.07	697,209.68	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08
Total Fund Balance	1,579.01	8,977.07	697,209.68	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08
Total Liab. & FB	1,579.01	8,977.07	698,118.19	421,107.26	26,972.97	667,252.20	52,873.68	28,400.00		29.08

**Massachusetts Department of Revenue, Division of Local Services  
Bureau of Accounts ~ Automated Statement of Indebtedness**

City/Town/District of : Harwich \_\_\_\_\_

**FY2017**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2016	+ New Debt Issued	- Retirements	= Outstanding June 30, 2017	Interest Paid in FY2017
Buildings	5,890,000.00		515,000.00	5,375,000.00	213,437.50
Departmental Equipment				0.00	
School Buildings	1,315,000.00		1,035,000.00	280,000.00	31,900.00
School - All Other				0.00	
Sewer				0.00	
Solid Waste	0.00		0.00	0.00	0.00
Other Inside	6,500,000.00		1,140,000.00	5,360,000.00	187,800.00
<b>SUB - TOTAL Inside</b>	<b>\$13,705,000.00</b>	<b>\$0.00</b>	<b>\$2,690,000.00</b>	<b>\$11,015,000.00</b>	<b>\$433,137.50</b>

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2016	+ New Debt Issued	- Retirements	= Outstanding June 30, 2017	Interest Paid in FY2017
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings				0.00	
Sewer				0.00	
Solid Waste	330,000.00	0.00	70,000.00	260,000.00	14,400.00
Water	8,368,232.00	0.00	545,976.00	7,822,256.00	233,227.90
Other Outside	104,556.37	0.00	17,357.73	87,198.64	0.00
<b>SUB - TOTAL Outside</b>	<b>\$8,802,788.37</b>	<b>\$0.00</b>	<b>\$633,333.73</b>	<b>\$8,169,454.64</b>	<b>\$247,627.90</b>

<b>TOTAL Long Term Debt</b>	<b>\$22,507,788.37</b>	<b>\$0.00</b>	<b>\$3,323,333.73</b>	<b>\$19,184,454.64</b>	<b>\$680,765.40</b>
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*Please complete all sections of this report and return it to the Public Finance Section no later than September 30, 2016.*

I certify to the best of my knowledge that this information is complete and accurate as of this date.

\_\_\_\_\_  
Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

I certify that long and short term debt as identified in this Statement of Indebtedness is in agreement with the general ledger controls in my department and are also reflected on the balance sheet.

\_\_\_\_\_  
Accounting Officer: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Delivery By U.S. Mail</b>	<b>Phone/Fax</b>	<b>FedEx, UPS, Other Delivery</b>
Public Finance Section	(617) 626-2399	Public Finance Section
Division of Local Services	(617) 626-2382	Division of Local Services
PO Box 9569	(617) 626-4110	100 Cambridge St.
Boston MA 02114-9569	Fax (617) 626-3916	Boston MA 02114

Short Term Debt	Outstanding July 1, 2016	+ Issued	- Retired	= Outstanding June 30, 2017	Interest Paid in FY2017
RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings				0.00	
School Buildings				0.00	
Sewer				0.00	
Water	150,000.00	100,000.00	150,000.00	100,000.00	1,715.42
Other BANs	3,293,000.00	7,179,387.00	3,293,000.00	7,179,387.00	37,659.11
SANs - State Grant Anticipation				0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt				0.00	
<b>TOTAL Short Term Debt</b>	<b>\$3,443,000.00</b>	<b>\$7,279,387.00</b>	<b>\$3,443,000.00</b>	<b>\$7,279,387.00</b>	<b>\$39,374.53</b>
<b>GRAND TOTAL All Debt</b>	<b>\$25,950,788.37</b>	<b>\$7,279,387.00</b>	<b>\$6,766,333.73</b>	<b>\$26,463,841.64</b>	<b>\$720,139.93</b>

Authorized and Unissued Debt						
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescinded	= Unissued 6/30/2017	
Road Maint. Program	05/06/13	14	500,000.00	500,000.00		0.00
Road Betterment - Skinequit Rd.	05/06/13	36	172,000.00	120,000.00		52,000.00
Greensands Well	05/03/10	15,10,25	3,500,000.00	3,500,000.00		0.00
Road Maint. Program	05/05/14	21	500,000.00	500,000.00		0.00
Construct Muddy Creek Culvert	05/05/14	27	4,500,000.00			4,500,000.00
Wychmere Harbor Piers & Bulkheads	05/05/14	32	1,704,000.00	478,000.00		1,226,000.00
Land Acquisition - Downey	05/05/14	60	825,000.00	825,000.00		0.00
Greensand Water Treatment	05/05/14	10	1,960,000.00	1,960,000.00		0.00
Saquatucket Dock Replacement	05/04/15	19	500,000.00	500,000.00		0.00
Road Maint. Program	05/04/15	21	250,000.00	250,000.00		0.00
Muddy Creek Culvert - Addtl Costs	05/04/15	26	500,000.00	500,000.00		0.00
Saquatucket Municipal Marina Impr	05/02/16	16	7,000,000.00	0.00		7,000,000.00
Road Maint. Program	05/02/16	18	700,000.00	700,000.00		0.00
Ginger Plum Lane Private Way Betterment	05/02/16	51	223,650.00			223,650.00
						0.00
						\$13,001,650.00
<b>SUB - TOTAL from additional sheet(s)</b>						<b>\$0.00</b>
<b>TOTAL Authorized and Unissued Debt</b>						<b>\$13,001,650.00</b>

Please Complete Additional Sections if Needed

**BUREAU OF ACCOUNTS, STATEMENT OF INDEBTEDNESS DETAIL**

Public Finance Section  
(Revised July 2006)

Long Term Debt Inside the Debt Limit Report by Issuance	Outstanding July 1, 2016	+ New Debt Issued	- Retirements	= Outstanding June 30, 2017	Interest Paid in FY2017
Brooks Academy ART 16-2004	60,000.00		10,000.00	50,000.00	2,200.00
Police Station ART 6-2008	5,600,000.00		450,000.00	5,150,000.00	205,712.50
Mid School Roof ART 1-2006	125,000.00		25,000.00	100,000.00	4,500.00
High School Roof ART 2-2006	160,000.00		30,000.00	130,000.00	5,800.00
Land Bank -Rose/Keeler	355,000.00		90,000.00	265,000.00	14,200.00
Golf Bunkers ART 74-2006	455,000.00		80,000.00	375,000.00	16,600.00
Land Refunding - Bascom 9/16/09	630,000.00		155,000.00	475,000.00	26,850.00
Church St. Refunding 9/16/09	245,000.00		50,000.00	195,000.00	10,750.00
Slowatyki Refunding 9/16/09	115,000.00		20,000.00	95,000.00	5,150.00
Elem School Refunding 9/16/09	970,000.00		970,000.00	0.00	19,400.00
Old Post Betterment ART 45-2011	30,000.00		10,000.00	20,000.00	1,225.00
McGuerty Betterment ART 64-2011	90,000.00		15,000.00	75,000.00	2,625.00
Golf Clubhouse Refund 10/30/2012	290,000.00		65,000.00	225,000.00	7,725.00
Krumin - Refund 10/30/2012	190,000.00		40,000.00	150,000.00	5,100.00
Shea - Refund 10/30/2012	1,365,000.00		175,000.00	1,190,000.00	36,675.00
Copelas - Refund 10/30/2012	375,000.00		55,000.00	320,000.00	10,425.00
Police Station Plans - Refund 10/30/2012	35,000.00		5,000.00	30,000.00	975.00
Golf Irrigation - Refund 10/30/2012	375,000.00		115,000.00	260,000.00	9,525.00
Allen Harbor Dredging ART 17 - 2011	2,240,000.00		330,000.00	1,910,000.00	47,700.00
				0.00	0.00
				0.00	0.00
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
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				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
TOTAL	13,705,000.00	0.00	2,690,000.00	11,015,000.00	433,137.50
				Must equal	
				page 1 subtotal	

Long Term Debt Outside the Debt Limit Report by Issuance	Outstanding July 1, 2016	+ New Debt Issued	- Retirements	= Outstanding June 30, 2017	Interest Paid in FY2017
Landfill Refund 9/16/2009	330,000.00		<b>70,000.00</b>	260,000.00	14,400.00
Water Line ART 12 - 2009	1,050,000.00		<b>75,000.00</b>	975,000.00	<b>40,125.00</b>
Water Treatment-Greenwood ART 15-2010	2,730,000.00		<b>130,000.00</b>	2,600,000.00	<b>85,020.00</b>
Storage Tank #39 ART 16 - 2010	930,000.00		<b>155,000.00</b>	775,000.00	<b>27,125.00</b>
Water Tank ART 1 - 2004 Refund 10/30/12	1,780,000.00		<b>110,000.00</b>	1,670,000.00	<b>46,106.26</b>
Water Treatment Facility ART 10-2014 STM	1,878,232.00	0.00	75,976.00	1,802,256.00	34,851.64
Septic Loan ART 48-1999	54,364.37		10,828.73	43,535.64	
Septic Loan ART	50,192.00		6,529.00	43,663.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
<b>TOTAL</b>	<b>8,802,788.37</b>	<b>0.00</b>	<b>633,333.73</b>	<b>8,169,454.64</b>	<b>247,627.90</b>

Must equal  
page 1 subtotal

Short Term Debt Report by Issuance	Outstanding July 1, 2016	+ Issued	- Retired	= Outstanding June 30, 2017	Interest Paid in FY2017
Roads	300,000.00		100,000.00	200,000.00	3,430.83
Water BAN # 547	150,000.00		50,000.00	100,000.00	1,715.42
Land Acquisition	825,000.00		45,000.00	780,000.00	9,434.79
Town Pier	418,000.00		143,613.00	274,387.00	4,780.29
Roads	400,000.00		100,000.00	300,000.00	4,574.44
Roads	250,000.00	0.00	100,000.00	150,000.00	2,859.03
Road Betterment	100,000.00	20,000.00	20,000.00	100,000.00	1,143.61
Bridge & Culvert	500,000.00	0.00		500,000.00	5,718.06
Saquatucket Harbor & Dock	500,000.00	0.00		500,000.00	5,718.06
Roads		700,000.00		700,000.00	
Roads		350,000.00		350,000.00	
Bid Documents Station 2		310,000.00		310,000.00	
Purchase Fee & Design WW		3,015,000.00		3,015,000.00	
				0.00	
				0.00	
				0.00	
<b>TOTAL</b>	<b>3,443,000.00</b>	<b>4,395,000.00</b>	<b>558,613.00</b>	<b>7,279,387.00</b>	<b>39,374.53</b>

Must equal  
page 2 Total

Town of Harwich  
Capital Assets Accumulated Depreciation  
Fiscal Year 2017

General Fund	Category	Balance		Change in Assets		FY17		Change in Accumulated Depreciation		Balance	
		6/30/2016	6/30/2017	FY17	Disposals	6/30/2017	6/30/2016	FY17	Disposals	6/30/2017	6/30/2016
											115,226,504
	Summarized by Category:										
	1000 Land	22,566,068	23,366,068	-	-	800,000	-	-	-	-	-
	9000 CIP	546,885	546,885	-	-	800,000	-	-	-	-	-
	sub-total non depreciable	23,112,953	23,912,953	-	-						
	2000 Bldg & Improvements	-	-	-	-	-	-	-	-	-	-
	1500 Land Imp	4,163,600	4,448,847	285,247	-	285,247	-	197,370	-	2,964,171	3,161,541
	4000 Other Imp	3,096,388	3,096,388	-	-	-	-	96,374	-	1,435,424	1,531,798
	sub-total other improvements	6,604,409	7,545,234	285,247	-	285,247	-	293,744	-	4,399,595	4,693,339
	3000 Equip	10,517,276	11,693,874	1,176,599	-	1,176,599	-	689,206	-	7,110,689	7,799,894
	5000 Infra	85,011,817	87,442,747	2,430,930	-	2,430,930	-	2,094,751	-	63,735,040	65,829,791
	sub-total depreciable	102,789,080	106,681,856	3,892,776	-	3,892,776	-	3,077,701	-	75,245,323	78,323,024
	Total by Category	125,902,033	130,594,809	4,692,776	-	4,692,776	-	3,077,701	-	75,245,323	78,323,024
	<u>Water Enterprise Fund</u>										
	Summarized by Category:										
	1000 Land	1,505,893	1,505,893	-	-	-	-	-	-	-	-
	9000 CIP	2,245,350	2,245,350	-	-	-	-	-	-	-	-
	sub-total non depreciable	3,751,243	3,751,243	-	-	-	-	-	-	-	-
	2000 Bldg & Improvements	6,417,657	6,417,657	-	-	-	-	161,090	-	648,220	809,310
	3000 Equip	2,763,593	2,884,045	120,452	-	120,452	-	188,936	-	1,056,747	1,245,682
	5000 Infra	36,494,816	36,343,757	2,323,941	(2,475,000)	36,343,757	25,317,445	1,206,403	1,930,500	25,317,445	24,593,348
	sub-total depreciable	45,676,066	45,645,459	2,444,393	(2,475,000)	2,444,393	27,022,411	1,556,429	1,930,500	27,022,411	26,648,340
	Total by Category	49,427,309	49,396,702	2,444,393	(2,475,000)	2,444,393	27,022,411	1,556,429	1,930,500	27,022,411	26,648,340

REPORT OF TREASURER COLLECTIONS  
 FISCAL YEAR 2017  
 JULY 1, 2016 - JUNE 30, 2017

Tax Title Accounts	Munis	CPA	Water liens	Title 5	Prior
Outstanding July 1, 2016	\$ 2,395,204.62	\$ 50,270.25	\$ 16,402.41	\$ 2,059.05	\$ 27,294.60
Committed fiscal year 2017	324,664.64	\$ 9,611.74	2,174.97	\$ 431.01	
Committed Fees & Interest	55,190.74				
Exemptions, Abatements, Adjustments	\$ (143,833.82)	\$ (3,056.75)			
Payments	\$ (289,465.34)	\$ (6,708.61)	\$ (2,308.66)		
Foreclosed	\$ (3,255.53)	\$ (54.02)			
Interest paid	\$ 163,291.65	\$ 3,797.94	\$ 1,092.14		
<b>Outstanding June 30, 2017</b>	<b>\$ 2,338,505.31</b>	<b>\$ 50,062.61</b>	<b>\$ 16,268.72</b>	<b>\$ 2,490.06</b>	<b>\$ 27,294.60</b>
<b>Total outstanding tax titles</b>			<b>\$ 2,407,326.70</b>		<b>\$ 2,434,621.30</b>
<hr style="border-top: 1px dashed black;"/>					
Deferred Tax Accounts					
Outstanding July 1, 2016	\$ 106,633.72				
Deferred fiscal year 2017	6,525.41				
Payments	\$ (11,149.90)				
Interest paid	\$ 3,043.58				
<b>Outstanding June 30, 2017</b>	<b>\$ 102,009.23</b>				

REPORT OF TAXES  
FISCAL YEAR 2017  
JULY 1, 2016-JUNE 30, 2017

Tax Account	Outstanding July 1, 2016	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2017
2018 Community Preservation Act			(7.73)						(7.73)
2018 Real Estate									-
2018 Personal Property			(227.11)						(227.11)
2017 Community Preservation Act	(585.09)	1,318,518.72	(1,294,271.03)		(5,811.39)			(238.02)	17,613.19
2017 Real Estate	(11,522.08)	44,014,920.68	(43,221,835.06)	63,767.66	(228,365.07)		(6,525.41)	(7,927.41)	602,513.31
Water Liens		28,503.92	(20,228.75)						8,275.17
Title 5		7,775.02	(7,358.87)						416.15
Road Betterments		27,223.27	(22,920.98)						3,447.99
Allen Harbor Betterments		66,694.81	(66,694.81)					(854.30)	-
2017 Personal Property	(177.69)	695,267.30	(684,675.05)	831.99	(734.54)			(489.69)	10,022.32
2017 Motor Vehicle Excise		2,129,023.83	(1,949,625.09)	16,089.61	(81,235.78)				114,252.57
2017 Boat Excise		60,101.66	(50,545.55)	527.75	(6,293.02)				3,790.84
2016 Community Preservation Act	20,274.33	96.67	(9,984.01)			(8,034.92)		6.02	2,358.09
2016 Real Estate	704,991.22	3,222.51	(353,968.13)			(269,593.34)		201.37	84,853.63
Water Liens	4,507.14		(1,974.40)			(1,808.25)			724.49
Title 5	431.01					(431.01)			-
Road Betterments	1,720.00		(1,231.01)						488.99
2016 Personal Property	11,926.50		(7,928.00)					16.53	4,015.03
2016 Motor Vehicle Excise	173,181.51	235,264.89	(367,450.10)	12,279.15	(27,081.49)			(32.38)	26,161.58
2016 Boat Excise	2,198.69		(148.00)	50.00	(88.00)			0.31	2,013.00
2015 Community Preservation Act	2,227.81		(650.49)			(1,576.82)		(0.50)	-
2015 Real Estate	78,325.81		(23,238.81)			(55,071.30)		(15.70)	-
2015 Water Liens	520.02		(153.30)			(366.72)			-
2015 Personal Property	3,969.54		(742.01)					(0.33)	3,227.20
2015 Motor Vehicle Excise	19,548.28		(8,526.67)	724.79	(769.89)			4.49	10,981.00
2015 Boat Excise	1,374.00		(40.00)						1,334.00



Tax Account	Outstanding July 1, 2016	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2017
2014 Personal Property	3,368.51		(282.84)		(3,085.67)				-
2014 Motor Vehicle Excise	7,552.93		(2,526.68)	1,432.18	(1,432.18)			0.04	5,026.29
2014 Boat Excise	1,246.66		(20.00)						1,226.66
2013 Personal Property	3,881.39		(170.82)		(3,710.57)				-
2013 Motor Vehicle Excise	5,615.37		(1,093.38)						4,521.99
2013 Boat Excise	1,295.00		(38.00)						1,257.00
2012 Personal Property	4,074.09		(92.65)		(3,981.44)				-
2012 Motor Vehicle Excise	4,751.78		(552.09)						4,199.69
2012 Boat Excise	1,300.24		(20.00)		(1,280.24)				-
2011 Personal Property	-		(197.19)	4,145.99	(4,145.99)				-
2011 Motor Vehicle Excise	5,724.43				(5,527.24)				-
2011 Boat Excise	925.15				(925.15)				-
2010 Personal Property	-			3,807.43	(3,807.43)				-
2010 Motor Vehicle Excise	6,298.62		(157.50)	3,807.43	(9,948.55)				-
Echo Woods re-assessment years 1994-2015	89,291.06		(28,835.55)						60,455.51
<b>Totals</b>	<b>1,058,945.17</b>	<b>\$ 48,586,613.28</b>	<b>\$ (48,099,341.27)</b>	<b>\$ 107,463.98</b>	<b>\$ (388,223.64)</b>	<b>\$ (336,882.36)</b>	<b>\$ (6,525.41)</b>	<b>\$ (9,329.57)</b>	<b>\$ 912,720.18</b>

COLLECTOR REPORT  
FISCAL YEAR 2017  
JULY 1, 2016-JUNE 30, 2017

SOURCE	AMOUNT	
Tax/Special Assessments		
CPA/LAND BANK	1,304,913.26	
ALLEN HARBOR BETTERMENTS	66,694.81	
ROAD BETTERMENTS	24,151.99	
TITLE 5 BETTERMENTS	7,358.87	
WATER LIENS	22,203.15	
REAL ESTATE TAXES	43,627,877.55	
PERSONAL PROPERTY TAXES	694,118.48	
MOTOR VEHICLE EXCISE TAX	2,330,128.70	
BOAT EXCISE TAX	50,811.55	
TAX LIENS/DEFERRALS	<u>309,632.51</u>	
Sub-total		48,437,890.87
Interst & Fees		
COMMUNITY PRESERVATION ACT	3,115.78	
WATER LIENS	436.80	
REAL ESTATE/LIENS/BETTERMENTS/PERSONAL	145,775.53	
MOTOR VEHICLE & BOAT EXCISE TAX	93,429.07	
TAX LIENS/DEFERRALS	<u>171,225.31</u>	
Sub-total		413,982.49
WATER BILLS	4,546,443.92	
AMBULANCE BILLS	1,486,385.00	
MUNICIPAL LIEN CERTIFICATES	20,625.00	
RMV MARKING FEES	<u>10,140.00</u>	
Sub-total		6,063,593.92
Refunds		
TAX	107,463.98	
FEES	190.00	
WATER BILLS	13,917.63	
AMBULANCE BILLS	<u>7,486.38</u>	
Sub-total		129,057.99
NET COLLECTIONS		54,786,409.29

# Salaries & Wages Paid

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
<b>ACCOUNTING DEPARTMENT</b>					
COPPOLA CAROL F	26,666.63	-	-	-	500.00
GOULD ANDREW	64,520.59	-	-	-	5,910.97
SAMPSON PATRICIA A	49,519.34	-	-	-	-
TULLOCH WENDY A	59,227.66	-	-	-	325.00
WITHROW DAVID A	17,250.00	-	-	-	-
<b>ACCOUNTING DEPARTMENT Total</b>	<b>217,184.22</b>	-	-	-	<b>6,735.97</b>
<b>SELECTMEN</b>					
BALLANTINE LARRY G	185.48	-	-	-	-
BROWN JANNELL M	1,500.00	-	-	-	-
HOWELL DONALD F	2,695.48	-	-	-	-
HUGHES PETER S	1,314.52	-	-	-	-
KAVANAGH JULIE	1,500.00	-	-	-	-
LAMANTIA ANGELO S	1,314.52	-	-	-	-
MACASKILL MICHAEL D	1,500.00	-	-	-	-
<b>ADMIN SELECTMEN Total</b>	<b>10,010.00</b>	-	-	-	-
<b>ADMIN TOWN HALL</b>					
CLARK CHRISTOPHER	161,913.63	-	-	-	11,149.44
GREENHALGH CHARLEEN L	101,440.85	-	-	-	230.21
HICKEY MARIE A	9,720.43	-	-	-	-

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
MOORE JEANETTE H	782.14	-	-	-	-
ROBINSON SANDRA J	62,540.10	-	-	-	4,521.56
STEIDEL ANN	67,813.62	-	151.20	-	7,531.12
<b>ADMIN TOWN HALL Total</b>	<b>404,210.77</b>	-	<b>151.20</b>	-	<b>23,432.33</b>
<b>ASSESSOR/BOARD OF ASSESSORS</b>					
HOLMES MEGAN R	30,310.62	1,353.54	993.14	-	898.38
KAVANAUGH JAY J	500.00	-	-	-	-
MOLINO DONNA M	78,837.16	-	-	-	4,087.16
NIGHTINGALE BRUCE W	500.00	-	-	-	-
TAYLOR TAMMY E	13,133.59	-	78.39	-	3,307.27
WAYSTACK RICHARD J	500.00	-	-	-	-
<b>ASSESSOR/BD OF ASSESSORS Total</b>	<b>123,781.37</b>	<b>1,353.54</b>	<b>1,071.53</b>	-	<b>8,292.81</b>
<b>BUILDING DEPARTMENT</b>					
BRIGGS JAY W	57,023.09	-	-	-	216.64
CHESLEY RAYMOND G	32,461.34	-	-	-	-
RIQUINHA DAVID L	17,513.41	-	-	-	5,565.63
STEVENS RICHARD G	21,444.91	-	-	-	-
<b>BUILDING DEPARTMENT Total</b>	<b>128,442.75</b>	-	-	-	<b>5,782.27</b>
<b>CEMETERY ASSOCIATION</b>					
KELLEY ROBBIN M	57,931.49	-	-	-	2,601.60
<b>CEMETERY ASSOCIATION Total</b>	<b>57,931.49</b>	-	-	-	<b>2,601.60</b>

<b>CHANNEL 18</b>									
GOODWIN JAMIE L	61,257.41	-	-	-	-	-	-	-	-
LADUE CALEB M	38,038.94	-	-	-	-	-	-	-	810.07
<b>CHANNEL 18 Total</b>	<b>99,296.35</b>	-	-	-	-	-	-	-	<b>810.07</b>
<b>COMMUNITY CENTER</b>									
CAREY CAROLYN	85,161.35	-	-	-	-	-	-	-	3,623.42
ESTABROOK SAMANTHA M	39,746.98	-	321.04	-	-	-	-	-	325.00
MITCHELL EMILY J	20,383.80	-	-	-	-	-	-	-	-
NEWTON JUDITH A	6,147.00	-	-	-	-	-	-	-	-
<b>COMMUNITY CENTER Total</b>	<b>151,439.13</b>	-	<b>321.04</b>	-	-	-	-	-	<b>3,948.42</b>
<b>COMMUNITY DEVELOPMENT</b>									
BANTA ELAINE	54,563.95	-	29.38	-	-	-	-	-	1,918.05
CARLSON, MARIE	54,960.47	-	146.85	-	-	-	-	-	3,207.56
CLARKE JENNIFER M	47,265.63	-	556.23	-	-	-	-	-	297.91
DELANEY SHELAGH M	45,604.74	-	3,054.36	-	-	-	-	-	-
GENATOSSIO CAROLYN A	704.88	-	-	-	-	-	-	-	4,711.44
ZINGARELLI PATRICIA	8,543.53	-	48.82	-	-	-	-	-	-
<b>COMMUNITY DEVELOPMENT Total</b>	<b>211,643.20</b>	-	<b>3,835.64</b>	-	-	-	-	-	<b>10,134.96</b>
<b>CONSERVATION DEPT</b>									
SMITH NICOLE D	7,985.45	-	-	-	-	-	-	-	-
USOWSKI AMY E	75,128.94	-	-	-	-	-	-	-	-
<b>CONSERVATION DEPT Total</b>	<b>83,114.39</b>	-	-	-	-	-	-	-	-

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
<b>CONSTABLES</b>					
BELTIS GERALD C	125.00	-	-	-	-
ROBINSON DAVID A	125.00	-	-	-	-
<b>CONSTABLES Total</b>	<b>250.00</b>	-	-	-	-
<b>COUNCIL ON AGING</b>					
ANDERSON RICHARD S	21,419.68	-	-	-	325.00
BARNES GALE	54,579.53	-	-	-	2,937.97
ELDREDGE DANIEL E	23,285.13	-	-	-	2,054.05
FALLON VIRGINIA S	1,267.79	-	-	-	-
FOLEY BARBARA-ANNE	71,601.37	-	-	-	5,275.34
GOLIA GERALD E	14,413.47	-	-	-	-
GRUNWALD KEVIN M	52,892.52	-	-	-	325.00
HUSSEY JOAN E	3,559.60	-	-	-	-
JUSELL SUSAN J	81,131.92	-	-	-	5,084.87
LUSHER CHARLOTTA G	2,619.20	-	-	-	-
MALONEY MARIETTA J	2,217.60	-	-	-	-
RYDER JANE M	178.55	-	-	-	-
ST PIERRE LINDA	37,330.50	-	953.80	-	325.00
THIBODEAU REMI W	3,954.73	-	-	-	-
<b>COUNCIL ON AGING Total</b>	<b>370,451.59</b>	-	<b>953.80</b>	-	<b>16,327.23</b>

<b>ELECTRICAL INSPECTOR</b>									
HAARMAN RICHARD A	201.32	-	-	-	-	-	-	-	-
SERPONE RICHARD L	2,910.31	-	-	-	-	-	-	-	-
WHELAN THOMAS R	38,338.31	-	-	-	-	-	-	-	-
<b>ELECTRICAL INSPECTOR Total</b>	<b>41,449.94</b>	-	-	-	-	-	-	-	-
<b>ENGINEERING DEPT</b>									
CAFARELLI ROBERT M	101,015.07	-	-	-	-	-	-	-	1,343.21
SWEETSER PAUL E	66,360.39	-	-	-	-	-	-	-	4,549.45
<b>ENGINEERING DEPT Total</b>	<b>167,375.46</b>	-	-	-	-	-	-	-	<b>5,892.66</b>
<b>FIRE DEPARTMENT</b>									
AVERY RYAN E	53,731.01	-	16,149.09	650.26	3,500.00				
AYER JOHN C	9,495.55	-	6,363.88	-	8,430.13				
BOYNE JASON R	63,568.64	-	1,703.95	1,842.42	6,630.98				
BROWN CHRISTINA L	48,728.83	-	4,406.08	650.25	6,607.06				
CLARKE JAMES M	53,461.58	-	33,801.64	487.69	2,170.21				
CLARKE JOHN H	73,717.65	-	37,963.82	789.41	10,291.11				
CLARKE NORMAN M JR	130,571.01	-	-	-	-				
COUGHLAN BRIAN T	72,975.42	-	12,069.76	433.50	10,468.54				
DIAMOND ERIC C	67,726.84	-	19,146.07	216.76	6,993.81				
DUQUETTE KEVIN MICHAEL	51,013.72	-	11,284.09	216.75	6,233.27				
EDWARDS RYAN P	63,879.31	-	26,840.33	921.20	8,280.20				
ELDREDGE MATTHEW A	61,924.73	-	11,585.18	-	8,871.64				
ELDREDGE ROY H JR	19,528.78	-	-	-	-				

<b>Employee Name</b>	<b>Base Pay</b>	<b>Seasonal</b>	<b>Overtime</b>	<b>Details</b>	<b>Other</b>
ELLIOTT ERIC K	66,487.34	-	52,984.13	1,083.77	3,814.80
ERVING JEFFREY D JR	52,210.63	-	11,411.20	1,517.29	2,500.00
FINN PAUL	67,655.41	-	22,970.99	921.20	8,901.22
FORD JOSHUA D	66,616.30	-	29,265.52	433.50	6,993.81
GOULD THOMAS D	67,772.47	-	35,493.20	975.39	9,537.02
HAWTHORNE GLENN D	68,355.55	-	38,507.21	-	9,537.02
JAQUES TIMOTHY S	70,810.90	-	4,968.07	-	10,158.04
LAPLANTE ADAM S	60,895.60	-	50,454.56	711.79	2,332.98
LEBLANC DAVID J	98,858.74	-	7,364.60	-	13,839.77
L'ETOILE BRAD A	61,848.93	-	27,709.74	2,167.56	2,957.22
MABILE BUCKY J	40,674.14	-	-	-	22,122.08
MAYO JOSEPH	73,717.56	-	42,675.05	862.77	10,291.11
PARKER DONALD W JR	73,057.88	-	75,133.99	1,354.72	10,291.11
PICHE SHAWN P	66,876.02	-	19,471.10	1,137.96	6,993.81
PIRES SUSAN A	43,120.86	-	-	-	2,779.58
REGO JOSEPH H III	62,008.72	-	12,361.77	-	8,871.64
SANDERS ROBERT K	74,212.39	-	5,202.31	270.94	10,645.97
SANGIOVANNI DANIEL A	27,879.68	-	5,936.80	-	-
SCHNEEWEISS WILLIAM B	26,561.14	-	2,263.20	-	-
SCHOFIELD BRENDA L	42,202.73	-	502.18	-	12,633.07
SHAW JORDAN A	5,510.34	-	1,213.60	-	-
SMITH LEIGHANNE M	70,810.94	-	40,734.68	433.50	10,158.04
THORNTON CRAIG W	74,830.64	-	50,801.95	867.03	10,734.69
TYLDESLEY SCOTT A	70,810.91	-	58,738.61	216.75	10,158.04



WALORZ JUSTYNE L	70,810.90	-	35,509.61	433.50	10,158.04
WHITE JUSTIN G	68,448.46	-	49,381.77	216.75	7,629.61
WILLIS BRAD R	66,485.50	-	30,543.62	921.20	5,086.40
YOUNG BRUCE F	63,044.32	-	39,360.84	2,054.94	8,871.64
<b>FIRE DEPARTMENT Total</b>	<b>2,472,898.07</b>	<b>-</b>	<b>932,274.19</b>	<b>22,788.80</b>	<b>296,473.66</b>

**GOLF OPERATIONS**

ADAMS JACOB C	-	2,668.42	-	-	-
AGNES DELANEY R	-	181.50	-	-	-
ANTONEVICH KEVIN R	-	2,458.19	-	-	-
BAILEY DAVID T	8.13	1,746.38	-	-	-
BARRETT WILLIAM H	-	3,992.01	-	-	-
BEST PETER A	-	1,346.33	-	-	-
BOSWORTH MARK W	3,891.24	-	-	-	-
CARLSON CONNOR P	-	4,983.68	-	-	-
CASEY BRIAN M	-	1,347.50	-	-	-
CLAPTON MARTIN G	-	6,019.52	-	-	-
COSKER WILLIAM F	-	17,752.48	1,789.83	-	-
DAMON DEAN A	-	17,205.95	1,969.95	-	-
D'ANGELO MARK W	-	246.82	-	-	-
DOMOS PAMELA R	48,488.68	-	770.39	-	1,434.18
DONOVAN ROBERT E	62,476.17	-	8,781.24	-	1,796.79
DRAGO NICHOLAS J	-	5,348.52	21.56	-	-
ESPINOZA MIGUEL E	-	3,027.27	-	-	-
FAGAN RICHARD J	-	29,627.68	-	-	7,705.80

<b>Employee Name</b>	<b>Base Pay</b>	<b>Seasonal</b>	<b>Overtime</b>	<b>Details</b>	<b>Other</b>
FERNANDEZ SHAWN M	85,161.39	-	-	-	13,976.79
FERRIGNO RALPH R	-	2,146.13	-	-	-
FLAHERTY PETER M	-	4,691.44	-	-	-
GALANIS GREGORY L	-	3,735.05	-	-	-
GALEOTA RALPH E	-	7,430.01	-	-	-
GASS BRYAN A	-	948.75	-	-	-
GREENWOOD WILSON JR	-	2,293.50	-	-	-
GREER ROMAN S	76,788.31	-	-	-	3,104.00
GRISOLIA RICHARD D	-	3,313.30	8.63	-	-
HANDLER ROBERT	-	1,113.00	-	-	-
HANSEN KAREN B	-	1,116.50	-	-	-
HARRIS ADRIAN S	-	6,619.00	-	-	-
HEATH JENNIFER J	22,190.84	-	91.17	-	3,359.55
HINDS ROGER J	-	3,383.12	-	-	-
JAZWINSKI EDWIN A	-	17,816.50	1,503.45	-	-
JOHNSON GEORGE R JR.	-	4,634.70	-	-	-
KELLEY EDWARD J	-	4,120.08	-	-	-
LANGLOIS DEAN W	48,968.56	-	4,659.53	-	3,926.71
LAVIERI JOSEPH L	-	4,666.00	-	-	-
MCCARTHY JOHN W	-	3,780.79	-	-	-
MCDONNELL CONOR P	-	1,448.30	-	-	-
MEISSNER BENJAMIN J	-	1,207.25	-	-	-
MELLO PAUL R	51,415.00	-	4,838.01	-	250.00
MONDERER JENNIFER E	-	1,839.20	-	-	-

NASH ERWIN R	52.50	5,978.28	-	-	-
O'DONNELL ALLISON L	-	473.00	-	-	-
O'DONNELL MATTHEW D	-	3,120.00	208.94	-	-
ONNEMBO V M	838.04	-	-	-	-
PULASKI KEITH A	-	15,972.48	2,229.99	-	-
RAE HALEY B	-	2,469.88	-	-	-
REYNOLDS DONALD E	-	8,200.71	-	-	-
RODERICK RICARDO J	-	587.51	-	-	-
RODRIGUES ANTHONY	-	3,754.13	-	-	-
ROSE GILBERT H	23,571.23	-	1,812.80	-	5,679.31
RYDER RAIN C	51,415.01	-	6,468.77	-	4,094.15
SERIJAN MICHAEL T	8,853.62	6,032.56	172.21	-	-
SIMS FRANCIS X	-	8,086.42	-	-	-
SMITH JOHN R	-	3,419.46	-	-	-
SPELMAN JOHN D	-	7,624.10	-	-	-
ST PIERRE COLLEEN M	-	11,983.70	8.63	-	-
STEIDEL DANIEL A	-	1,247.56	-	-	-
STEIDEL MICHAEL A	-	4,685.69	-	-	-
SULLIVAN LINDSAY A	-	2,126.49	-	-	-
TOMASIAN THOMAS III	-	5,369.79	-	-	-
VARZEAS KIM M	-	5,106.68	-	-	-
WALKER NATHANIEL C	-	5,821.20	366.22	-	-
<b>GOLF OPERATIONS Total</b>	<b>484,118.72</b>	<b>276,314.51</b>	<b>35,701.32</b>	<b>-</b>	<b>45,327.28</b>

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
<b>HARBORMASTER DEPARTMENT</b>					
BAILEY TIMOTHY J	-	225.50	-	-	-
CONNELL SEAN T	-	7,491.04	54.53	-	-
CONNOLLY TERESE A	-	5,408.89	-	-	-
COYLE JAMES F	-	414.39	-	-	-
GONZALES-HESSE MICHAEL R	-	1,059.28	-	-	-
MATHEWS RICHARD A JR	-	1,620.47	-	-	-
MORRIS MICHELLE N	57,450.70	-	-	-	-
NEISER WILLIAM F	60,106.94	-	638.55	-	-
PARKER SAMANTHA E	-	6,490.10	43.62	-	-
PELAN ELLEN G	73.56	-	-	-	-
RENDON JOHN C	86,361.34	-	-	-	350.00
SPRINGER BARRY A	-	4,422.79	-	-	-
TELESMANICK THOMAS W	48,968.56	-	1,139.50	-	1,761.45
TOBIN RYAN P	-	2,828.93	-	-	-
ZUZICK VELNA M	-	1,532.81	-	-	-
<b>HARBORMASTER DEPARTMENT Total</b>	<b>252,961.10</b>	<b>31,494.20</b>	<b>1,876.20</b>	<b>-</b>	<b>2,111.45</b>
<b>HEALTH DEPARTMENT</b>					
BAYERL CYNTHIA T	500.00	-	-	-	-
BOYLE JOHN F	500.00	-	-	-	-
CHAMPAGNE-LAWTON PAULA	85,001.20	-	-	-	6,101.79
ELDRIDGE MEGGAN M	65,336.55	-	447.29	-	250.00
HOWELL PAMELA	500.00	-	-	-	-

INLSLEY ROBERT G	500.00	-	-	-	-
POLSELLI MARK N	25,469.22	-	-	-	250.00
<b>HEALTH DEPARTMENT Total</b>	<b>177,806.97</b>	-	<b>447.29</b>	-	<b>6,601.79</b>
<b>HIGHWAY DEPARTMENT</b>					
BERUBE KIM	60,079.55	-	10,821.92	-	169.74
BRYDA MICHAEL E	46,694.32	-	3,912.72	-	3,441.55
CENTRELLA PATRICIA A	46,716.24	-	6,247.20	-	3,191.55
CHADWICK ROBERT J	50,369.80	-	5,081.61	-	325.00
EDDY RUFINA A	1,548.36	-	-	-	-
EDSON KYLE R	69,291.90	-	12,884.06	-	528.34
FURNAS CASEY J	-	5,074.46	10.91	-	-
GAGNON THOMAS A JR	54,044.01	-	9,118.27	-	495.80
GIFFEE CHRISTOPHER J	47,245.32	-	3,464.79	-	3,930.93
HERSEY STEVEN P	52,188.72	-	10,477.25	-	110.61
HOLMES COLLIN F	59,498.16	-	4,230.48	-	820.80
HOOPER LINCOLN S	110,286.10	-	-	-	1,082.60
HORAN DAVID C	2,584.76	-	476.34	-	-
HUNT VALERIE J	15,895.88	-	2,506.10	-	-
LEWIS DANIEL N	46,573.76	-	1,676.24	-	1,021.99
MEDEIROS MICHAEL A	2,359.68	-	-	-	1,109.08
NICKERSON DONALD C	69,259.28	-	9,125.49	-	146.79
OELSCHAGER DANIEL J	-	8,949.35	-	-	-
REUSS WILLIAM L	44,038.93	-	560.44	-	378.38
SALAS ANTHONY	44,524.24	-	6,165.00	-	1,161.87

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
SEELY JOAN T	45,679.37	-	7,370.50	-	342.95
SMITH DAVID J	50,222.32	-	4,264.65	-	172.06
SOUZA ANDREW F	34,065.36	-	5,553.67	-	357.72
TUOMINEN CHARLES L	20,647.95	-	-	-	-
WRIGHTINGTON DAVID R	55,222.48	-	11,820.19	-	481.72
YARBRO THOMAS J	52,213.30	-	11,652.79	-	472.06
<b>HIGHWAY DEPARTMENT Total</b>	<b>1,081,249.79</b>	<b>14,023.81</b>	<b>127,420.62</b>	-	<b>19,741.54</b>
<b>HIGHWAY/BUILDING</b>					
ELDREDGE ERIC C	62,982.64	-	11,809.09	-	207.84
LANGWAY WESLEY J	52,188.72	-	11,485.05	-	172.06
LIBBY SEAN B	69,291.90	-	14,755.84	-	397.86
VIERA PAUL A	34,440.40	-	5,485.26	-	224.23
<b>HIGHWAY/BUILDING Total</b>	<b>218,903.66</b>	-	<b>43,535.24</b>	-	<b>1,001.99</b>
<b>HIGHWAY-CEMETERY DEPARTMENT</b>					
HOPKINS JARED J	52,188.72	-	4,823.84	-	110.61
MELLO GREGORY J	-	1,456.94	-	-	-
MURPHY THOMAS J	-	1,054.15	-	-	-
POWERS GRIFFIN C	-	2,881.86	-	-	-
STRATTON JAMES W	52,213.30	-	4,897.58	-	472.06
<b>HIGHWAY-CEMETERY DEPARTMENT Total</b>	<b>104,402.02</b>	<b>5,392.95</b>	<b>9,721.42</b>	-	<b>582.67</b>

**HIGHWAY-DISPOSAL/LANDFILL DEPT**

CROWELL EDWARD T	55,978.32	-	16,965.54	-	840.99
GERMAIN ERIN K	50,074.72	-	11,391.80	-	82.39
GILBERT DAVID M	62,919.60	-	18,445.01	-	418.76
GROSSE CODY J	42,651.52	-	12,664.56	-	79.44
HOSKING RICHARD L	37,426.16	-	9,051.80	-	625.00
JESUDOWICH ALEX	13,013.67	-	-	-	-
KIERNAN MICHAEL F	54,254.08	-	6,287.10	-	463.64
MCNEELY DANIEL J	59,530.32	-	20,895.43	-	416.20
OHARA SHAWN P	-	1,192.28	-	-	-
SORENSEN HENRY ZACHOREE J	2,138.64	13,688.32	2,327.77	-	-
STOVICH PETER E	46,926.08	-	11,028.35	-	473.33
STRATTON WALTER E III	69,389.76	-	10,479.19	-	228.34
SUTHERLAND GEORGE T	23,224.60	-	-	-	-
VANWEEL JOHN F	461.12	-	-	-	-
<b>HIGHWAY-DISPOSAL/LANDFILL DEPT Total</b>	<b>517,988.59</b>	<b>14,880.60</b>	<b>119,536.55</b>	<b>-</b>	<b>3,628.09</b>

**HIGHWAY-PARK DEPARTMENT**

ALBEE BRIAN J	61,275.87	-	5,535.91	-	199.02
BENGSTON ZACHERY E	39,904.00	-	4,084.30	-	456.60
BERUBE RICHARD	69,291.90	-	12,050.23	-	228.34
ELDRIDGE ZACHARY T	-	28,076.48	654.33	-	-
PASQUAROSA PETER M	-	5,449.16	-	-	-
QUIGLEY RYAN R	-	3,652.48	-	-	-
REED MARK S	-	4,858.27	1,332.14	-	-

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
THIBEAULT MARC N	-	5,775.92	-	-	-
VIERA ALEXANDER P	-	465.28	-	-	-
<b>HIGHWAY-PARK DEPARTMENT Total</b>	<b>170,471.77</b>	<b>48,277.59</b>	<b>23,656.91</b>	-	<b>883.96</b>
<b>INFORMATION TECHNOLOGY</b>					
BANFORD RICHARD F	92,477.63	-	-	-	12,981.99
<b>INFORMATION TECHNOLOGY Total</b>	<b>92,477.63</b>	-	-	-	<b>12,981.99</b>
<b>LIBRARY DEPARTMENT</b>					
BENNETT ROSE E	393.90	-	-	-	-
BENOIT GORDON D	179.97	-	-	-	-
BUHLER JOY E	2,450.53	-	-	-	-
BURKE CARLA	18,328.27	-	-	-	-
CARPENTER ANN S	57,495.84	-	-	-	-
CARTA EMILY R	43,774.36	-	55.42	-	3,515.94
CLINGAN JOANNE	23,434.52	-	-	-	-
COLLINS BRENDA L	1,576.08	-	-	-	-
EAGAR LISA A	3,788.15	-	-	-	-
FARRENKOPF COREY R	1,522.32	-	-	-	-
GARLAND CHELSEA A	3,192.87	-	-	-	-
GREEN MEGAN R	36,392.29	-	-	-	-
HENKEN SUSAN D	14,583.63	-	-	-	-
HEWITT VIRGINIA	85,161.92	-	-	-	5,015.88
HOWARD CATHERINE E	5,912.38	-	-	-	-



HURFORD DOROTHY D	2,700.50	-	-	-	-
INMAN PHILLIP E	21,369.87	-	-	-	238.56
KAUFMANN CHRISTINE E	4,731.53	91.67	-	-	-
KELLEY LAURA L	21,178.94	-	-	-	-
KRAFT VINCENT H	274.24	-	-	-	-
LEACH JACQUELINE S	4,319.28	-	-	-	-
MARTELL SUZANNE P	54,461.13	51.40	-	-	4,066.74
MILAN EMILY R	57,636.91	30.33	-	-	-
NICHOLS JUDITH H	4,157.27	-	-	-	-
NIKULA-DALTON JANICE L	871.83	-	-	-	-
PAINE PAMELA A	34,294.97	-	-	-	641.87
PICKETT JENNIFER B	57,495.95	61.78	-	-	2,248.79
SHEEDY JOHN T	18,688.70	-	-	-	-
SIMS CAREY V	15,268.81	-	-	-	-
STELLO MELISSA E	1,738.88	-	-	-	-
THORNTON JAMIE K	1,132.46	-	-	-	-
<b>LIBRARY DEPARTMENT Total</b>	<b>598,508.30</b>	<b>290.60</b>	-	-	<b>15,727.78</b>
<b>NATURAL RESOURCES</b>					
HOYE MOLLY R	-	991.20	-	-	-
MCNAMARA DELIA K	-	2,827.44	-	-	-
PROFT HEINZ M	85,161.33	-	-	-	3,693.89
SIMUNDSON VERONICA L	-	1,095.04	-	-	-
<b>NATURAL RESOURCES Total</b>	<b>85,161.33</b>	<b>4,913.68</b>	-	-	<b>3,693.89</b>

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
<b>PLANNING DEPT</b>					
SABATINO ALYXANDRA K	48,332.90	-	-	-	-
SPITZ DAVID H	3,325.71	-	-	-	8,875.37
<b>PLANNING DEPT Total</b>	<b>51,658.61</b>	-	-	-	<b>8,875.37</b>
<b>PLUMBING INSPECTOR</b>					
DAVIS THOMAS J	42,876.71	-	-	-	-
MOYNIHAN JAMES M	11,524.46	-	-	-	-
VAN RYSWOOD PETER M	255.24	-	-	-	-
<b>PLUMBING INSPECTOR Total</b>	<b>54,656.41</b>	-	-	-	-
<b>POLICE DEPT</b>					
BOORACK PAUL P	85,492.67	-	26,570.78	10,129.80	-
BRACKETT ROBERT C	83,150.55	-	29,335.11	5,404.96	-
BRICKLEY BRENDAN R	62,555.83	-	25,466.91	24,568.50	-
BROOKS CHARLES J	23,819.63	-	9,804.58	-	-
BROULLETTE AMY L	1,941.65	-	-	-	5,626.82
BURNS JOHN J	62,657.44	-	5,536.09	184.00	4,652.51
BUTTRICK RICHARD E JR	74,631.48	-	14,489.51	6,293.88	-
CAMPBELL RICHARD	95,142.18	-	37,242.08	15,522.88	-
CLARKE THOMAS D	72,141.49	-	45,386.54	13,820.68	-
CODY STEPHEN W	4,289.58	-	-	-	-
CONNERY JAMES R	65,213.45	-	5,446.67	20,696.00	-
CONSIDINE KEVIN M	103,486.20	-	7,222.33	7,906.24	-

CULVER LYMAN E JR	4,458.28	-	-	-	-	-	-
CURRIE ROBERT E	4,527.02	-	-	-	53,683.00	-	-
DAVIS JEFFREY F	13,646.25	-	-	-	-	-	2,086.40
DEBAGGIS TEGAN M	59,157.44	-	-	17,167.07	16,426.00	-	-
DOIG LEATHAN M	16,625.66	-	-	3,648.95	-	-	-
DONOVAN DANIEL J	15,226.15	-	-	46.68	-	-	-
DUTRA DEREK J	75,876.18	-	6,367.20	24,858.05	8,396.25	-	-
FAZZINO RYAN J	48,804.04	-	-	14,508.05	24,983.66	-	-
FOLEY PATRICK	1,612.34	-	-	-	-	-	-
GAGNON THOMAS A JR	123,191.95	-	-	-	12,308.24	-	325.00
GOSHGARIAN ARAM V	86,980.11	-	-	23,807.80	14,152.74	-	-
GRIFFITHS THOMAS G JR.	59,419.84	-	-	4,786.35	20,141.00	-	-
GUILLEMETTE DAVID J	124,690.33	-	-	-	-	-	-
HADFIELD ROBERT D	72,894.32	-	-	4,770.65	12,904.05	-	1,300.00
HARRIS MARC W	75,516.02	-	-	3,452.30	2,952.00	-	800.00
HOLMES MARK T	66,986.26	-	-	24,601.28	34,343.81	-	-
HORGAN ROBERT F	78.56	-	-	-	7,660.00	-	-
HUTTON ADAM E	91,462.75	-	-	21,603.20	22,051.41	-	-
JACEK DAVID J	1,315.88	-	-	-	45,071.50	-	-
JUDGE JULIE L	52,934.64	-	-	795.96	-	-	4,170.35
KANNALLY KEITH T	64,263.81	-	-	16,461.32	21,617.00	-	-
LABELLE JOSEPH F JR	68,022.71	-	-	2,091.98	19,905.56	-	800.00
LARIVEE JOHN J	64,841.21	-	-	17,848.37	32,086.94	-	-
LINCOLN KEITH E	60,185.76	-	-	1,867.69	9,135.00	-	800.00
MCINALLY IRIS G	57,027.37	-	-	46,262.06	-	-	7,240.71

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
MITCHELL JONATHAN L	67,607.63	-	-	-	-
MONTEIRO THEODORE R IV	1,431.35	-	-	-	-
NICHOLSON DIANE A	56,611.09	-	40,057.24	-	7,240.71
NOLAN NEIL A	68,252.14	-	4,002.89	27,577.50	-
PARKER GABRIELLA R	34,905.54	-	8,286.96	-	-
PETELL PETER P	64,534.48	-	16,025.44	-	-
PORTER MICHAEL E JR	70,491.35	-	14,610.67	38,398.40	800.00
RUGGIERO RONALD D	46,861.31	-	5,173.94	20,755.98	-
SOUTHWORTH PHILIP M	56,665.54	-	15,435.82	26,416.00	-
SULLIVAN JOHN F JR	106,084.90	-	2,659.83	13,150.32	-
SULLIVAN JOHN F SR	864.16	-	-	25,247.50	-
TAVANO DONNA L	27,704.74	-	-	-	12,915.88
ULRICH T P	67,372.40	-	-	-	-
VARLEY KATIE A	54,623.80	-	719.57	-	-
VERMETTE TYLER J	58,625.45	-	14,793.82	6,567.00	-
WALINSKI AMY	74,219.63	-	26,578.35	3,818.37	-
WARREN JOHN E JR	942.72	-	-	61,013.50	-
YOUNG KAREN F	2,231.64	-	-	-	10,625.48
<b>POLICE DEPT Total</b>	<b>2,904,296.90</b>	<b>6,367.20</b>	<b>583,422.89</b>	<b>685,289.67</b>	<b>59,383.86</b>

**REC & YOUTH DEPARTMENT**

AMAKER NATHAN F	-	777.55	-	-	-
AMES LEE A	60,723.56	-	1,650.98	-	3,311.26
ARISTHOMENE ADELSON	-	814.24	-	-	-

AZANOW ADAM M	-	6,600.08	-	-	-
BARBATO ANDREW W	810.00	6,404.96	-	-	-
BARRY TARA A	-	3,492.90	-	-	-
BEEBE ERIC J	73,428.47	-	-	-	2,237.10
BERNIER ERNEST J	-	2,911.16	-	-	-
BILOTTA AMBRIA C	-	4,811.26	-	-	-
BOURGEAIS JUSTIN R	55.65	2,012.10	-	-	-
BOURGEAIS MICHAEL H	-	3,717.98	-	-	-
CABIDO MARISSA M	31.80	3,026.08	-	-	-
CATANZARO CHRISTINA M	61.20	5,640.05	-	-	-
CELIN WIVENOR R	40.43	4,135.65	-	-	-
CHARRON MARY K	-	522.34	-	-	-
CLANCY JOHN M	-	4,881.95	-	-	-
CLANCY JULIA G	-	591.22	-	-	-
COHEN DAVID C	-	2,931.57	-	-	-
DALY AOIFFE T	-	281.26	-	-	-
DEMPSEY MICHAEL	-	5,512.33	-	-	-
DWYER KATHERINE R	-	1,322.80	-	-	-
EITELBACH HUNTER J	21.20	516.60	-	-	-
EUSTIS LAURA A	-	3,773.99	-	-	-
FERNANDES JACK W	40.28	5,189.02	-	-	-
FOLEY ERIN R	-	9,209.41	-	-	-
FOLEY MEGAN D	-	484.70	-	-	-
FRASER SUSAN H	65,657.97	-	4,588.00	-	325.00
GARR JOHN E	-	3,056.66	-	-	-

<b>Employee Name</b>	<b>Base Pay</b>	<b>Seasonal</b>	<b>Overtime</b>	<b>Details</b>	<b>Other</b>
GONNELLA CAMERON J	246.23	3,698.85	-	-	-
GONNELLA FRANCESCA K	-	504.00	-	-	-
HADFIELD TALON N	-	1,511.68	-	-	-
HALL JONATHAN II	55.13	3,844.76	-	-	-
HANNIGAN CHRISTOPHER A	-	2,305.48	-	-	-
HARLOR ERIN M	40.28	2,522.47	-	-	-
HAWTHORNE CHARLOTTE A	55.12	4,821.32	-	-	-
HAWTHORNE ELIZA R	41.74	5,899.18	-	-	-
IMLER LAURA G	-	625.00	-	-	-
JUNG HANNAH M	-	2,660.60	-	-	-
KARLSON NORMAN D	-	1,533.31	-	-	-
KELLEY HALEY M	-	3,310.95	-	-	-
LOGIE MICHAEL T	-	1,545.76	-	-	-
LORANGER MATTHEW T	-	596.96	-	-	-
LORANGER STEVEN T	-	424.76	-	-	-
MABILE SAMUEL S	-	1,265.25	-	-	-
MAGGIONI ALEXANDER H	-	4,484.61	-	-	-
MARCHESE KARLEY M	-	1,444.32	-	-	-
MASIELLO JASON J	18.02	3,319.84	-	-	-
MAYNARD GRACE M	-	2,465.44	-	-	-
MCGOWAN THOMAS L	-	602.70	-	-	-
MCGURTY MOLLY M	-	332.92	-	-	-
MEEHAN NICHOLAS M	-	3,494.63	-	-	-
MEEHAN REAGAN F	23.85	2,619.86	-	-	-

MILAN ANNA L	39.66	5,035.61	-	-
MOLESKI ELENA M	-	3,205.47	-	-
MOLESKI JOSEPH M	-	3,005.13	-	-
MONAHAN JOHN P	-	5,210.87	-	-
MORAN KAITLYN E	-	3,557.57	-	-
MURPHY GERRIT W	12,423.02	-	-	-
O'CONNOR KATHLEEN J	-	4,100.53	-	-
O'CONNOR THOMAS P	-	3,961.74	-	-
PEATMAN CHARLES	-	1,897.23	-	-
PEZZANO DIANDRA L	40.80	4,262.33	-	-
PIERRE ALYN	28.35	5,158.02	-	-
POTTER HANNAH J	-	654.38	-	-
QUINN CASEY	-	510.86	-	-
QUINN HUNTER W	-	4,646.38	-	-
QUINN KAELEN	-	510.86	-	-
RIDLEY TREVOR T	-	4,091.45	-	-
ROBINSON DAVID J	40.80	5,055.65	-	-
ROMA ALEXIS E	-	1,040.65	-	-
ROWE MEREDITH K	-	267.75	-	-
SADOSKI ANDREW M	600.00	155.48	-	-
SEARS BLAKE M	47.25	4,471.02	-	-
SEARS KAYLA A	-	346.50	-	-
SEISER ELI M	-	5,414.46	-	-
SHEA MELISSA	-	4,746.82	-	-
SMALL MARINA L	-	1,065.68	-	-

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
SOBCHUK ALEXANDER M	-	4,370.68	-	-	-
SOBCHUK JACK A	-	4,261.48	-	-	-
SOBCHUK WILLIAM H	-	625.66	-	-	-
SULLIVAN ABIGAIL C	-	425.25	-	-	-
TALHAM AMANDA P	-	4,788.06	-	-	-
THOMAS MADISON P	56.14	2,627.98	-	-	-
TOUAFEK GASTON N	-	3,816.30	-	-	-
TYLER MCKENZIE L	-	1,106.31	-	-	-
VEALE MATTHEW P	-	2,963.61	-	-	-
VEALE NICHOLAS J	-	4,100.43	-	-	-
VISCO DOMENIC A	-	3,668.66	-	-	-
VISCO NADIA S	39.38	1,841.63	-	-	-
WALSH KEVIN E	-	3,959.62	-	-	-
WEIS SYDNEY M	-	3,303.48	-	-	-
WILDMAN SARAH L	-	5,170.50	-	-	-
<b>REC &amp; YOUTH DEPARTMENT Total</b>	<b>214,666.33</b>	<b>257,854.60</b>	<b>6,238.98</b>	<b>-</b>	<b>5,873.36</b>
<b>TOWN CLERK DEPT</b>					
ARNEMANN JOHANNE M	120.00	-	-	-	-
BASSETT DAVID A	240.00	-	-	-	-
BEARSE JOYCE E	220.00	-	-	-	-
BOWEN SHEILA K	180.00	-	-	-	-
BOWERS JANET S	280.00	-	-	-	-
BOWERS RICHARD H	210.00	-	-	-	-



CALLAHAN CHARLES L	290.00	-	-	-
CALLAHAN JOAN A	290.00	-	-	-
CARROLL ERIC G	190.00	-	-	-
CARROLL GAYLE E	180.00	-	-	-
CORBETT URSULA K	480.00	-	-	-
DAVIS JUDITH	375.00	-	-	-
DOUCETTE ANITA N	79,162.33	-	-	-
EAGAN MARY M	70.00	-	-	-
EATON DONNA W	880.00	-	-	-
ELDRIDGE JOHN A SR	3,160.45	445.35	-	17,012.37
FRITH MARJORIE	210.00	-	-	-
GAMES TINA M	70.00	-	-	-
GAUDET KATHRYN A	49,519.29	639.63	-	1,455.64
GOMES RICHARD E	220.00	-	-	-
HADLEY JEFFREY G	80.00	-	-	-
HALL SANDRA	640.00	-	-	-
HARRINGTON DOROTHY M	180.00	-	-	-
HASTINGS MADDYLIN E	1,160.00	-	-	-
HEMMINGS DOROTHY G	260.00	-	-	-
HUGHES LINDA L	70.00	-	-	-
KAISER JANET M	400.00	-	-	-
KAPLAN ANN W	440.00	-	-	-
KNOWLES SHIRLEY	1,040.00	-	-	-
KOPASZ DENISE	48,472.32	1,951.27	-	-
MADSON BARBARA A	80.00	-	-	-

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
MILLS SUSAN J	1,927.50	-	-	-	-
PARKHURST DOROTHY A	4,208.38	-	-	-	-
PHILLIPS JOYCE E	50.00	-	-	-	-
PINA MARY ANN E	220.00	-	-	-	-
REMILLARD WILFRED	190.00	-	-	-	-
SACRAMONE CATHERINE A	90.00	-	-	-	-
SCHLANSKY MARILYN A	80.00	-	-	-	-
SCHLANSKY PAUL M	80.00	-	-	-	-
SEMENTA DEBORAH A	310.00	-	-	-	-
SHELTON SANDRA	70.00	-	-	-	-
SILVERIO JANET	70.00	-	-	-	-
STARK VIRGINIA A	70.00	-	-	-	-
STILES JACQUELYN D	130.00	-	-	-	-
SULLIVAN JUDITH M	1,250.00	-	-	-	-
WEINSTEIN SUSAN W	240.00	-	-	-	-
WEST PAULA M	57,387.77	-	1,034.82	-	1,128.72
<b>TOWN CLERK DEPT Total</b>	<b>255,543.04</b>	-	<b>4,071.07</b>	-	<b>19,596.73</b>
<b>TREASURER/TAX COLLECTOR</b>					
BULLOCK AMY E	75,942.63	-	-	-	1,603.96
DECKER EMILY-JEANNE B	915.00	-	-	-	-
FARRELL VIRGINIA A	49,519.28	-	-	-	-
GAUTHIER EUGENE	730.00	-	-	-	-
HEMEON BRUCE T T	1,000.00	-	-	-	-

JELLISON DEBORAH L	-	2,830.42	-	-	-
KERR SUSAN E	45,514.82	-	183.09	-	325.00
KING BRENDA J	-	1,031.56	-	-	-
KLUZA CAMERON M	-	3,007.03	-	-	-
KNEPPER NANCY A	55,933.29	-	3,170.89	-	890.57
LACERRA ANN M	-	3,231.50	-	-	-
LIVINGSTON JAMES J	-	1,048.61	-	-	-
LYDON LAUREL G	-	975.49	-	-	-
MULLANE MICHAEL J	1,000.00	-	-	-	-
WEBB DOREEN A	160.00	-	-	-	-
WINSTON MILDRED F	1,000.00	-	-	-	-
<b>TREASURER/TAX COLLECTOR Total</b>	<b>231,715.02</b>	<b>12,124.61</b>	<b>3,353.98</b>	<b>-</b>	<b>2,819.53</b>

**WATER DEPARTMENT**

ALVES TRACEY L	48,759.99	-	755.31	-	325.00
BUTTRICK AUSTIN K	-	112.24	-	-	-
CARREIRO GARY A	500.00	-	-	-	-
CURRIE SCOTT A JR	-	4,099.59	-	-	-
CURRIE SCOTT A SR	61,284.91	-	1,663.79	-	3,096.24
ELDREDGE JASON M	64,858.74	-	38,000.45	-	2,361.41
GONSALVES DANETTE L	500.00	-	-	-	-
HICKS STEVEN G	72,325.20	-	17,665.47	-	1,040.70
MAJKA JOSHUA D	43,985.44	-	11,193.43	-	55.16
MARSH WELLESLEY	56,700.09	-	828.08	-	2,542.28
MILAN DANA M	55,583.84	-	26,033.14	-	4,979.80

Employee Name	Base Pay	Seasonal	Overtime	Details	Other
NEWHARD BERNARD	61,284.92	-	31,061.33	-	4,669.74
NICHOLSON DAVID C JR	53,222.56	-	6,786.32	-	3,247.50
NORCOTT NICHOLAS S	-	2,244.80	-	-	-
PELLETIER DANIEL R	91,853.81	-	-	-	-
PENINGER WILLIAM E	61,284.89	-	25,237.56	-	4,644.74
PICARD TIMOTHY J	53,222.56	-	7,574.97	-	1,602.48
SALZILLO NEIL J	64,858.73	-	32,630.52	-	4,614.34
SANTORE ANDREW J	-	448.96	-	-	-
SENATORE ANDREW J	-	2,574.51	-	-	-
SHEEHAN PAUL F	-	2,132.56	-	-	-
SIEGER SANDRA	72,325.20	-	1,601.99	-	5,275.40
SMITH JUSTIN E	-	259.56	-	-	-
SMITH JUSTIN T	-	1,564.35	-	-	-
SPARROW PHILIP M	53,222.56	-	19,208.24	-	4,431.76
THOMPSON ALLIN	500.00	-	-	-	-
<b>WATER DEPARTMENT Total</b>	<b>916,273.44</b>	<b>13,436.57</b>	<b>220,240.60</b>	<b>-</b>	<b>42,886.55</b>
<b>YOUTH COUNSELOR</b>					
HOUSE SHEILA	73,078.40	-	-	-	5,475.34
<b>YOUTH COUNSELOR Total</b>	<b>73,078.40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,475.34</b>
<b>Grand Total</b>	<b>17,175,675.31</b>	<b>13,025,416.76</b>	<b>2,118,121.07</b>	<b>708,078.47</b>	<b>637,625.15</b>



# Citizens Activity Record Form

## Act Now - Serve Your Community

Town government needs citizens who are willing to give time in the service of their community. The Citizens Activity Record program was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees.

Activity records are being updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

### CITIZENS ACTIVITY RECORD PROGRAM

### BOARD OF SELECTMEN

732 Main Street, Harwich, MA 02645

Name \_\_\_\_\_

Street/P.O. Box \_\_\_\_\_

Town \_\_\_\_\_ ZIP \_\_\_\_\_

Occupation \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

#### LIST IN ORDER OF PREFERENCE

#### PLANNING AND PRESERVATION

- Agricultural Commission
- Architectural Advisory Committee
- \*Board of Appeals**
- Brooks Academy Museum Commission
- Building Code Board of Appeals
- Bylaw/Charter Review Committee
- Community Preservation Committee
- \*Conservation Commission**
- Cultural Council
- Historical/Historic District Commission
- Middle School Repurpose Committee
- \*Planning Board**
- Real Estate, Open Space & Land Bank Committee
- Town Forest Committee
- Traffic Safety Committee
- Trail Committee
- Utility & Energy Conservation Commission
- OTHER \_\_\_\_\_

#### RECREATION

- Bikeways Committee
- Golf Committee
- Recreation & Youth Commission
- Waterways Committee

#### OTHER

- \*Board of Assessors**
- \*Board of Health**
- Capital Outlay Committee
- Cemetery Commission
- Community Center Facilities Committee
- Constable
- Council on Aging
- Disability Rights Committee
- Finance Committee
- Harwich Housing Committee
- Herring Supervisor (Voluntary)
- Saquatucket Development Committee
- Shellfish Constable (Voluntary)
- Treasure Chest Volunteers
- Wastewater Support Committee
- Youth Services Committee
- Voter Information Committee

**\* Please include a resume with form**