



TOWN OF HARWICH 2018 ANNUAL REPORTS



Front cover photo: New Saquatucket Harbor

Photo taken by: Amy Usowski

2018 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2018



Printed on Recycled Paper (30% post consumer) by

J & R Graphics, Inc.

Hanover, MA – (800) 852-2252

Table of Contents

In Memoriam 5
Gifts to the Town 6

ADMINISTRATION

Town Officers
 Elected 7
 Appointed 8
Board of Selectmen 18
Town Administrator 20
Planning Board & Planning Department. 25
Board of Registrars 27

TOWN RECORDS

Town Clerk
 Fees Collected 29
 Births, Deaths, Marriages 29
 Annual Town Meeting - May 7, 2018. 30
 Annual Town Election - May 15, 2018. 146
 State Primary Election - September 4, 2018. 153
 State Election - November 6, 2018 162

HUMAN SERVICES

Council on Aging 170
Cape Cod Regional Transit Authority 173
Harwich Cultural Center 178
Cultural Council 181
Board of Health 185
Health Director 187
Housing Committee 194
Brooks Free Library 195
Voter Information Committee 201

PUBLIC SAFETY

Fire Department 203
Harbormaster 210
Police Department 215

ENVIRONMENT & PUBLIC WORKS

Cemetery Commission	229
Channel 18	233
Community Center Facilities Committee.	235
Community Preservation Committee	241
Conservation Commission	243
Engineering Department	245
Finance Committee.	247
Garden Club.	249
Golf Committee	250
Golf Department.	252
Natural Resources Department	254
Pleasant Bay Alliance	261
Public Works Department	263
Real Estate & Open Space Committee.	271
Recreation Department, Youth, Park & Beach Commission	273
Traffic Safety Committee.	277
Wastewater Support Committee	278
Water Department	280

SCHOOL

Superintendent of Schools.	286
Cape Cod Regional Technical High School	293

FINANCE

Board of Assessors	298
Finance Director/Town Accountant	301
Collector of Taxes.	326
Treasurer	324

SALARIES & WAGES

General Government.	329
-----------------------------	-----

CITIZENS ACTIVITY FORM 354

IN MEMORIAM
2018

CRAIG WIEGAND
Water Department

FREEMAN ALLISON
Selectman

ROBERT THOMAS
Real Estate and Open Space

EMULOUS E. "BUDDY" HALL
Finance Committee
Planning Board
Cape Cod Economic Development Council

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

GIFTS TO THE TOWN 2018

Agway

Wendy Christern

Harwich Cranberry Festival

Harwich Garden Club

The Home Watch Companies

Ora Gaylord Arooth Trust

Friends of the Harwich Council on Aging

Brendan O'Reilly

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

ADMINISTRATION

Elected Town Officers - 2018

BOARD OF SELECTMEN

Julie E. Kavanagh, Chair	Term expires May 2019
Michael D. MacAskill	Term expires May 2019
Larry G. Ballantine	Term expires May 2020
Donald F. Howell	Term expires May 2020
Edward J. McManus	Term expires May 2021

HOUSING AUTHORITY

Phillip R. Pond	Term expires May 2019
Judith Underwood	Term expires May 2020
Executive Director: John Stewart	
State Appointee: Sandra Woodbridge	

MODERATOR

Michael D. Ford, Esq.	Term expires May 2021
-----------------------	-----------------------

MONOMOY REGIONAL SCHOOL COMMITTEE

Donna Richardson, Chair	Term expires May 2019
Stephen Craffey	Term expires May 2019
Sharon Stout	Term expires May 2020
Robert T. Russell	Term expires May 2021

TOWN CLERK

Anita N. Doucette	Term expires May 2019
-------------------	-----------------------

TRUSTEES, BROOKS FREE LIBRARY

William D. Crowell	Term expires May 2019
Ann B. Emerson	Term expires May 2019
Joan McCarty	Term expires May 2021
Jeannie S. Wheeler	Term expires May 2021
Kathleen Remillard	Term expires May 2021
Mary Warde, Chair	Term expires May 2020
Joanne Brown	Term expires May 2020

WATER COMMISSIONERS

Judith Underwood	Term expires May 2019
Gary Carreiro, Chair	Term expires May 2021
Allin P. Thompson	Term expires May 2020

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES – ELECTED

Edward J. McManus	Served until May 2018
Peter S. Hughes	Appointed June 2018

APPOINTED BY THE MODERATOR

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE

Robert J. Furtado	Term expires May 2019
Lyman E. Culver	Term expires May 2020

FINANCE COMMITTEE

Jon Chorey	Term expires June 30, 2019
Laurie Gillespie-Lee	Term expires June 30, 2019
Thomas Sherry	Term expires June 30, 2019
Mark Ameres	Term expires June 30, 2020
Dana DeCosta	Term expires June 30, 2021
Jack Brown	Term expires June 30, 2020
Angelo S. La Mantia	Term expires June 30, 2021
Bonnie Kenney	Term expires June 30, 2021
Daniel Tworek	Term expires June 30, 2021

Recognition to: Edward McManus; Noreen Donahue

SURVEYOR OF WOOD & LUMBER

Ray Chesley	Term expires May 2019
-------------	-----------------------

TRUSTEES, CALEB CHASE FUND

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

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**

Meggan Eldredge, 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, 2019

CAPE COD COMMISSION REPRESENTATIVE

Jacqueline Etsten

Term expires April 24, 2021

**CAPE COD JOINT TRANSPORTATION
COMMISSION REPRESENTATIVE**

Lincoln Hooper

Term expires on June 30, 2019

CAPE LIGHT COMPACT REPRESENTATIVE

Barry Worth

Valerie Bell, Alternate

CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE

Robert Cafarelli

Term expires June 30, 2019

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, 2019

Heinz M. Proft, Natural Resources

Term expires June 30, 2019

HAZARDOUS MATERIALS COORDINATOR

Norman Clark, Fire Chief

HEALTH OFFICER

Meggan Eldredge, RS, CHO

Term to expire June 30, 2019

MUNICIPAL COORDINATOR FOR TOXIC WASTE

Chief Norman Clarke

OIL SPILL COORDINATOR

Chief Norman Clarke

Term expires June 30, 2019

RIGHT-TO-KNOW COORDINATOR FOR HAZARDOUS MATERIALS

Captain Scot Tyldesley

Term expires June 30, 2019

FINANCE DIRECTOR/TOWN ACCOUNTANT

Carol Coppola

TOWN COUNSEL

Kopelman & Paige, P.C.

Term Indefinite

TOWN COUNSEL – SPECIAL REAL ESTATE MATTERS

James E. Coppola, Esq.

Term Indefinite

LABOR COUNSEL

Feeley & Brown

Term Indefinite

AGRICULTURAL COMMISSION

Aaron Gingras

Term expires June 30, 2019

Angela McNamara

Term expires June 30, 2020

Mark Coleman

Term expires June 30, 2020

Brent Hemeon, Alternate member

Term expires June 30, 2020

Wayne Coulson

Term expires June 30, 2021

BIKEWAYS COMMITTEE

7 members / 3 year terms

Andrew Docken

Term expires June 30, 2019

Paul Gazaille

Term expires June 30, 2020

Eric Levy

Term expires June 30, 2020

Francis Salewski, Chairman

Term expires June 30, 2021

Recognition to: Shanna Nealy, Bruce Paige

BOARD OF APPEALS – REGULAR MEMBERS

Dean Hederstedt	Term expires June 30, 2019
Michael Cupoli, III	Term expires June 30, 2019
James T. Hilliard	Term expires June 30, 2020
Kathleen Muller	Term expires June 30, 2020
Al Donoghue	Term expires June 30, 2020
Joseph Donoghue	Term expires June 30, 2020
David Ryer, Chair	Term expires June 30, 2021
Meghan Mahieu	Term expires June 30, 2021
Recognition to: Dan Tworek, Joseph Campbell	

BOARD OF ASSESSORS

Bruce Nightingale	Term expires June 30, 2020
Jay Kavanaugh	Term expires June 30, 2019
Richard Waystack, Chair	Term expires June 30, 2021

BOARD OF HEALTH

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

BOARD OF REGISTRARS

Susan Mills	Term expires June 30, 2019
Dorothy Parkhurst	Term expires June 30, 2020
Raymond Gottwald	Term expires June 30, 2021

BROOKS ACADEMY MUSEUM COMMITTEE

David Spitz	Term expires June 30, 2019
Debora Miller	Term expires June 30, 2020
Sandra Hall	Term expires June 30, 2021
Barry Knowles	Term expires June 30, 2021
Peggy Rose	Term expires June 30, 2021

BY-LAW/CHARTER REVIEW COMMITTEE

Deborah Sementa	Term expires June 30, 2020
Tina Games	Term expires June 30, 2020
Carol Thayer	Term expires June 30, 2020
Sandra Hall	Term expires June 30, 2021
Anita Doucette	Term expires June 30, 2021

CAPITAL OUTLAY COMMITTEE

Bruce Nightingale	Term expires June 30, 2019
Joseph McParland	Term expires June 30, 2019
Peter Wall	Term expires June 30, 2020
Rich Larios	Term expires June 30, 2020
Dana De Costa	Term expires June 30, 2021
Christopher Harlow	Term expires June 30, 2021
Angelo La Mantia	Term expires June 30, 2021
Recognition to: Edward McManus	

CEMETERY COMMISSION

Robbin Kelley, Cemetery Administrator	
Karen Young	Term expires June 30, 2019
Steven Connor	Term expires June 30, 2020
Cynthia Eldredge	Term expires June 30, 2021

COMMUNITY CENTER FACILITIES COMMITTEE

Ralph Smith (Council on Aging)	Term expires June 30, 2019
Brian Power	Term expires June 30, 2020
Lee Culver, Chairman (Recreation)	Term expires June 30, 2020
Angela Chilaka	Term expires June 30, 2021
Sean Libby, Building Maintenance Director	

COMMUNITY PRESERVATION COMMITTEE

Randall Pond (Housing Authority)	Term expires June 30, 2019
James Atkinson (Planning Board)	Term expires June 30, 2019
Daniel Tworek (Selectmen)	Term expires June 30, 2019
John Ketchum (Conservation)	Term expires June 30, 2019
Mary Maslowski (Housing)	Term expires June 30, 2020
Cindi Maule (Selectmen)	Term expires June 30, 2021
David Nixon (Recreation & Youth)	Term expires June 30, 2021
Katherine Green (Real Estate and Open Space)	Term expires June 30, 2021

CONSERVATION COMMISSION

Amy Usowski, Conservation Agent

John Ketchum	Term expires June 30, 2019
Mark Coleman	Term expires June 30, 2019
Paula McGuire	Term expires June 30, 2020
Stanley Pastuszak	Term expires June 30, 2020
Walter Diggs, Alternate	Term expires June 30, 2020
Ernest Crabtree, Alternate	Term expires June 30, 2021
James Donovan	Term expires June 30, 2021
Bradford Chase	Term expires June 30, 2021
Carolyn O'Leary	Term expires June 30, 2021
Recognition to: Rob Mador, John Rosetti	

CONSTABLES

Leo Cakounes	Term expires June 30, 2020
David Robinson	Term expires June 30, 2021
Gerald Beltis	Term expires June 30, 2021

COUNCIL ON AGING

Judi Wilson, Director

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
Joanne Lepore	Term expires June 30, 2020
Carol Thayer	Term expires June 30, 2020
Richard Waystack	Term expires June 30, 2021
Justin White, Alternate	Term expires June 30, 2021
Recognition to: Joan Felahi, James Mangan	

CULTURAL COUNCIL

Joan Sacchetti	Term expires June 30, 2019
Sharon Mitchell	Term expires June 30, 2019
Rose Ann Clark	Term expires June 30, 2019
Lorraine Bossi	Term expires June 30, 2020
Rosann Donahue	Term expires June 30, 2020
Roseanne Shapiro	Term expires June 30, 2020
Deborah Ferry	Term expires June 30, 2021
Tina Games Evans, Chair	Term expires June 30, 2021

DESIGNER SELECTION REVIEW

Robert Cafarelli, Town Engineer

GOLF COMMITTEE

Martha Duffy	Term expires June 30, 2019
Clement Smith, Chair	Term expires June 30, 2019
Thomas P. Johnson	Term expires June 30, 2020
John F. Crook	Term expires June 30, 2020
Steve Bilotta	Term expires June 30, 2021
John Wheeler	Term expires June 30, 2021
John Connolly	Term expires June 30, 2021
Recognition to: Jeff Williams; Bob Kingsbury	

ACCESSIBILITY RIGHTS COMMITTEE

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

HARWICH ENERGY COMMITTEE

Larry Cole	Term expires June 30, 2019
Terry Hayden	Term expires June 30, 2019
Barry Worth	Term expires June 30, 2020
Valerie Bell	Term expires June 30, 2020
Charles Czech	Term expires June 30, 2021

HISTORIC DISTRICT/HISTORICAL COMMISSION

Brendan Lowney	Term expires June 30, 2019
Robert Bradley	Term expires June 30, 2019
Gayle Carroll	Term expires June 30, 2020
Angelo Kyriakides, Alternate	Term expires June 30, 2020
Mary Maslowski, Chair	Term expires June 30, 2021
Julie Eldredge	Term expires June 30, 2021
Jeanne Steiner	Term expires June 30, 2021
Recognition to: Joseph Powers, Barbara Dowd	

HOUSING COMMITTEE, HARWICH

Meg Patterson	Term expires June 30, 2019
Mary Maslowski	Term expires June 30, 2020
Cindi Maule	Term expires June 30, 2021
Arthur Bodin, Chair	Term expires June 30, 2021
Joseph McParland, Jr.	Term expires June 30, 2021
Recognition to: Julie Eldredge	

PLANNING BOARD

James Atkinson	Term expires June 30, 2019
Craig Chadwick	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, 2021
David Harris	Term expires June 30, 2020
James Joyce	Term expires June 30, 2020
Recognition to Larry Brophy	

**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE
STEERING COMMITTEE**

Indefinite Term

Allin Thompson

Dorothy Howell, Alternate Member

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

Terms Indefinite

John Rendon (Harbor/NRO)

Charleen Greenhalgh, Town Planner

REAL ESTATE & OPEN SPACE COMMITTEE

John Preston

Term expires June 30, 2019

David Callaghan

Term expires June 30, 2020

Elaine Shovlin

Term expires June 30, 2021

Katherine Green, Chair

Term expires June 30, 2021

Marcia Thorngate Smith

Term expires June 30, 2021

Carol Porter

Term expires June 30, 2021

James Donovan (Conservation)

Term expires June 30, 2021

RECREATION & YOUTH COMMISSION

Eric Beebe, Director

Francis Crowley

Term expires June 30, 2019

Vahan Khachadoorian

Term expires June 30, 2019

David Nixon

Term expires June 30, 2020

Janet Bowers

Term expires June 30, 2020

Lee Culver

Term expires June 30, 2021

Michael Hurley

Term expires June 30, 2021

John Mahan, Chair

Term expires June 30, 2021

SHELLFISH CONSTABLES (VOLUNTARY)

1 year terms

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, 2021

Tim Millar

Term expires June 30, 2021

TRAFFIC SAFETY COMMITTEE

Robert Cafarelli, Town Engineer	Term expires June 30, 2019
Linda Cebula	Term expires June 30, 2019
Gerald Beltis, Chair	Term expires June 30, 2020
Lincoln Hooper, DPW	Term expires June 30, 2020
Chief David Guillemette, Police	Term expires June 30, 2021
Jerry Scannell	Term expires June 30, 2021

TRAILS COMMITTEE

Disbanded

Recognition to:

Allan Peterson, Liz Dubuque, Wayne Stone, Ron Saulnier, David Callaghan
Gerri Schumann, Matthew Cushing

TREASURE CHEST VOLUNTEER COMMITTEE

Elizabeth Watkins	Term expires June 30, 2019
Mella Navickas, Alternate	Term expires June 30, 2019
Sheila Eldredge	Term expires June 30, 2020
Heather Bolinder	Term expires June 30, 2020
Tom Caruso	Term expires June 30, 2020
Eric Fahle	Term expires June 30, 2021
Mark Koopman	Term expires June 30, 2021
Janet Evans	Term expires June 30, 2021

VOTER INFORMATION COMMITTEE

Christina Joyce, Chair	Term expires June 30, 2019
Peggy Rose	Term expires June 30, 2019
Pamela Groswald	Term expires June 30, 2019
Emily Milan	Term expires June 30, 2021
Recognition to: Tina Games	

WASTEWATER SUPPORT COMMITTEE

Anne Howe	Term expires June 30, 2019
Peter Hughes	Term expires June 30, 2019
Sharon Pfleger	Term expires June 30, 2020
Noreen Donahue	Term expires June 30, 2020
Recognition to: Christopher Harlow	

WATERWAYS COMMITTEE

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
W. Matthew Hart, Chair	Term expires June 30, 2020
Cameron Smith, Alternate	Term expires June 30, 2020
Daniel Hall	Term expires June 30, 2020
Joseph Johnson	Term expires June 30, 2021
Mort Terry	Term expires June 30, 2021

YOUTH SERVICES COMMITTEE

Sheila House, Youth & Family Counselor

Barbara Segal	Term expires June 30, 2019
Joy Jordan	Term expires June 30, 2019
James B. Hartley	Term expires June 30, 2020
Paula McGuire	Term expires June 30, 2020
Brooke Canada	Term expires June 30, 2021
Recognition to: Julia Eldredge	

Report of the **Board of Selectmen**

I wish to thank my fellow members for selecting me as Chair of the Board. The Board consists of Julie Kavanaugh, Chair, Larry Ballantine, Vice Chair, Ed McManus, Secretary and members Michael MacAskill and Don Howell serve as Interview Committee. We wish to thank Michael MacAskill for serving as Chair over the last two years.

The Selectmen and Finance Committee worked to present a responsible FY 19 municipal budget. We were successful in avoiding the need for a General Override and maintained staffing levels.

The Board has been responding to concerns of our employees by approving Collective Bargaining Agreements that are fair and reasonable. We have had to recommend some adjustments because some of our employees are some of the lowest paid on the Cape. We are approving contracts that move them from toward the lowest to the average of counterparts on the Cape.

We have had another strong financial year in which our Audit, Bond Ratings and Reserves all being strong and stable.

The Board had a very active Calendar Year with numerous projects over 2018. An extensive amount of work went into the implementation of construction elements of Phase 2 of the Comprehensive Wastewater Management Plan with the successful passage at Town Meeting and the Town Ballot of the over \$25 million dollars in construction of the East Harwich Area sewer system. The Saquatucket Harbor during Calendar 2018 has been under significant construction effort. The Waterside Construction Project at Saquatucket Harbor was finished. The Landside portion was divided up into pieces (Buildings/Septic/Parking Lot) and required an additional \$1 million dollar Seaport Council Grant being accepted by Town Meeting. The Town did also approve funding for improvements to Cranberry Valley Golf Course. 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.

I do also believe that the 2018 Annual Town Meeting ran smoothly. The Board was able to successfully navigate our recommendation on the ballot supported opposition to the retail sale of marijuana at Town Meeting. The members voted to Ban the Sale and extend the Moratorium. We also focused on

addressing the very serious issue of housing for our communities young families by not only creating an Affordable Housing Trust but also working closely with the Community Preservation Committee to fund the Trust for FY 19 and proposed for FY 20. We also are pursuing revisions to Accessory Use Dwelling Zoning Bylaw by allowing residents to stay in their home. These efforts should be considered at the 2019 Annual Town Meeting.

The Board of Selectmen voted to approve a five-year cultural center utilization of the former middle school. This extended trial period will give the board the opportunity to see the viability of the facility as a cultural center. This period has led to a full occupancy of the classrooms with a small waiting list. Community Center staff has been working to develop additional uses. A land use line has been agreed to with Monomoy.

The wastewater issue on Cape Cod has been a primary Board focus 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 construction vote on Phase Two of the CWMP continues to allow us to move forward. Our efforts to partner with the Towns of Dennis and Yarmouth on DHY efforts. This agreement if it comes to fruition could save Harwich residents almost \$40 million in construction savings with even more on an Annual costs.

We do with to thank Christopher Clark, Town Administrator, Ann Steidel and Sandy Robinson along with all Department Heads and employees of the Town for working diligently for us and for all our residents.

*Julie Kavanagh, Chair
Board of Selectmen*

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 fifth year anniversary with the town.

I appreciate tremendously the efforts of 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.

Calendar 2018 was a quieter year for Department Head changes with only one significant change of the departure back to her previous position of Judi Wilson from the Council on Aging. Administration recruited a new comer to the profession in Emily Mitchell who is a very talented previous employee who was selected for the position. Charleen Greenhalgh moved from Assistant Town Administrator to the Town Planner during this year. Charleen's passion is in planning. I thank her for her service on both counts.

Calendar 2018 was busy year for Collective Bargaining as HEA, Fire, Managers and Water were worked on and completed. Three Unions are still in negotiations with Administration at the end of Calendar 2018 with the contracts of the three ending in June 2019. Administration is in active discussions with Police Superior Officers, Police Patrol and Dispatchers and are making good progress.

The FY 19 municipal budget was brought together primarily with the Finance Director Carol Coppola and myself and presented as a balanced budget with minor staff adjustments and a decreased number of financial ballot questions. The end of calendar 2018 saw another very favorable year with Free Cash being certified at just over \$3.5 million significantly higher than our normal trend. The FY 20 Administration Plan shows committing approximately half to funding OPEB obligations, 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 threshold 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 that the hard work that has gone into our Financial Planning documents which were high-light as real strength. We are on 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 2018 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 construction elements of Phase 2 of the Comprehensive Wastewater Management Plan with the successful passage at Town Meeting and the Town Ballot of the over \$25 million dollars in construction of the East Harwich Area sewer system. The calendar year has been set preparing for going out to bid for a system that has over 8 miles of pipes and 8 pump stations plus plugging into the Chatham Sewer System and Plant. The Saquatucket Harbor during Calendar 2018 has been under have gone significant construction effort. The Waterside Construction Project at Saquatucket Harbor is was finished. The Landside portion was divided up into pieces (Buildings/Septic/Parking Lot) and required an additional \$1 million dollar Seaport Council Grant being accepted by Town Meeting. The work on the Landside lasted throughout Summer Season but by the end of Calendar 2018 the Landside is mostly complete with some landscaping and paving pending for spring 2019. The Town did also approve funding for improvements to Cranberry Valley Golf Course. The Cart Building shell construction has been completed with finishing elements, landscaping and parking lot improvements scheduled for 2019. 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.

The Board of Selectmen voted to approve a five-year cultural center utilization of the former middle school. This extended trial period will give the board the opportunity to see the viability of the facility as a cultural center. This period has led to a full occupancy of the classrooms with a small waiting list. Community Center staff has been working to develop additional uses. A land use line has been agreed to with Monomoy.

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. The groups experience over FY 2018 and 19 (partial) have been favorable. I also serve on the Cape Cod Technical High School Building Committee has started to work on the construction of the

facility started in earnest in the fall and winter of 2018. The construction will take place over two years.

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 construction vote on Phase Two of the CWMP continues to allow us to move forward. Our efforts to partner with the Towns of Dennis and Yarmouth on DHY efforts. This agreement if it comes to fruition could save Harwich residents almost \$40 million in construction savings with even more on an Annual costs.

Personally this year has been a more settled year. We were finally able to sell our house in Sturbridge during the summer and transitioned out of our Osterville rental. Our family picked a home in Harwich. We moved into Town at the end of October. It is nice to be a resident and your Town Administrator.

Christopher Clark
Town Administrator

Report of the **By-Law Charter Review Committee**

The Harwich Home Rule Charter was adopted by the town in 1987 and is the governing document of the Town of Harwich.

Under the Charter Section 16, the By-Law/Charter Review Committee consists of five members appointed by the board of selectmen for three-year overlapping terms. Our charge is to regularly review the by-laws of the town and submit proposed revisions to the town meeting at least once every five years and to regularly review the charter and submit proposed amendments to the Board of Selectmen.

With new members Carol Thayer and Tina Games on board, we now have a full complement of members which also includes Anita Doucette, Deborah Sementa, and Sandra Hall, all of whom have taken their ethics training and who regularly attend meetings. We would also like to take this opportunity to thank retired members Joe Powers and Katie O'Sullivan for their valuable contributions over the past several years.

The 2018 Annual Meeting included only one proposed Charter amendment to create a Water and Sewer Commission in place of the current Water Commission. The article was indefinitely postponed over language concerns. We expect to see it re-submitted for consideration in 2019.

By-Law changes reviewed by the Committee for the 2018 ATM included reconciliation of language between the Charter and Bylaws regarding the number of members on various boards and committees and establishment of a new Housing Trust, among others.

The 2018 Town Election Ballot included various charter changes adopted by the 2017 Annual Town Meeting, specifically:

- A provision that members of the Board of Selectmen serve as liaisons to appointed and elected town agencies, instead of as ex officio members;
- Replacing the title of "town accountant" as an office appointed by the Board of Selectmen with the title "finance director";
- Revision of procedures for advertising various vacancies on boards and committees so that notice of positions will be posted for a minimum of two weeks in the same manner as required for meeting notices under the Open Meeting Law, including on the Town's website, and will render newspaper publication optional;

- Clarification of the requirement that town committees and boards reorganize at the first meeting after the beginning of the town's fiscal year (July 1) and elect a chair, vice-chair and clerk;

Revision of various provisions regarding the number of members on the various boards and committees in order to provide more flexibility for future by-law changes; and

Clarification of the responsibilities of the Golf Committee in making recommendations to the Board of Selectmen.

Going forward, we understand that the Board of Selectmen may wish to clarify language regarding the ex officio appointments to ensure that such appointments do not outlive the terms of members of the sending boards. We are also currently reviewing various financial provisions of the Charter and continuing the ongoing review of the Charter in general consistent with the purpose of our Committee as outlined in the Harwich Home Rule Charter itself.

Respectfully submitted,

Sandra B. Hall, *Chairman*

Report of the **Planning Board**

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. 2018 was a busy year for the Planning Board. The Board saw the departure of Aly Sabatino in late 2017. Aly was an asset to the Board and we wish her well. Charleen Greenhalgh was appointed as the Town Planner and has been with us full time since February. Charleen's work, along with that of Elaine Banta, has been invaluable to the Board.

The Planning Board also saw the departure of long term Board Member Larry Brophy, who did not seek reappointment after the end of his term. Larry's knowledge and experience will be sorely missed. James Atkinson also resigned from the Board in late December, he will also be sorely missed. Craig Chadwick was appointed to the Board in July and has proven himself as a valued member of the Board. The Board currently has 2 alternate member vacancies. If any resident is interested in serving we would welcome a new addition to the Board.

The Board has held 22 meetings in 2018. There were two cases carried over from 2017 and 39 applications filed this year. Two of these case will carry over into 2019. The Board approved:

- 1 new medical facility
- 2 Town projects – Fire Station 2 and Golf Cart Barn
- 1 regional project – CCTech
- 5 commercial site plan reviews
- 4 waivers of site plan
- 1 mobile food truck special permit
- 1 road name change
- 1 for-profit education special permit
- 5 accessory apartments
- 2 accessory buildings with bedrooms
- 7 ANR plans
- 2 preliminary subdivision plans
- 1 definitive subdivision plan
- 1 definitive cluster subdivision plan
- 1 rescission plan
- 2 covenant releases
- 1 informal discussion on potential plan

Three applications were withdrawn without prejudice. The divisions of land and the one rescission plan resulted in a net increase of 15 new building lots.

The Board held four (4) public hearings for Board sponsored zoning amendments, including:

- Extension of the Temporary Moratorium on Retail Sales of Marijuana
- Ban of the Retail Sale of Marijuana
- Use Special Permit for the Retail Sale of Marijuana
- Large-Scale Ground Mounted Photovoltaic Array – Green Communities

All but the Use Special Permit for the Retail Sale of Marijuana, which was not moved on the floor of Town Meeting, were approved by the Town Meeting in May 2018 and approved by the Attorney General.

The Board had a presentation from Cape Cod Commission Staff on the update of the Regional Policy Plan (“RPP”). The Board Members were appreciative of the time and effort that has gone into the update of the RPP and the presentation made. The Planning Board attended a joint meeting with the Board of Selectmen to discuss Accessory Dwelling Units (“ADU”) by right, rather than the current special permit requirement, and zoning along Route 28. Additionally, the Board supported the grant application to the Community Preservation Committee for grant funds for the Affordable Housing Trust and Part-time Housing Coordinator.

The Board began reviewing and discussing potential zoning amendment in September. Many hours have been spent by the Planning Board discussing and review amendments relative to ADUs by-right; Freestanding Portable Signs; Retaining Walls relative to septic systems; and, Building Height for Structures within the Flood Plain. The Board hopes to bring these amendments to the Annual Town Meeting in May 2019.

The Planning Board would like to thank the Board of Selectmen and the Citizens of Harwich for their continued support in the Planning Board’s effort.

Respectfully Submitted,

Jim Joyce, Planning Board Chairman

Report of the **Board of Registrars**

The report of the Harwich Board of Registrars for the calendar year 2018 is as follows:

VOTER TOTALS – REPORT AS OF DECEMBER 2018

Ward 0	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
DEMOCRAT	702	706	611	678	2697
REPUBLICAN	460	459	425	344	1688
SOCIALIST	0	0	1	1	2
UNITED INDEPENDENT PARTY	3	4	3	5	15
GREEN RAINBOW	1	1	1	1	4
GREEN PARTY USA	0	0	0	1	1
INTER. 3RD PARTY	0	6	2	2	10
CONSERVATIVE	2	1	1	0	4
LIBERTARIAN	10	6	7	10	33
WORKING FAMILIES	0	1	0	0	1
MA INDEPENDENT PARTY	1	0	1	1	3
PIRATE	0	1	2	0	3
UNENROLLED	1640	1502	1656	1516	6314
GRAND TOTALS	2819	2687	2710	2559	10775

The 2018 census enumerated a population of 12,774 persons. The Board of Registrars and the Town Clerk's Office conducted the Annual Street Listing (census) by a town wide mailing that was followed by additional mailing and telephone solicitations for information. The intake of census data was completed by April 2018. 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 also was compiled for the State.

During 2018 the Town held its May Annual Town Meeting and Election. A State Primary Election was held in September and a State General Election was held in November.

The Board of Selectmen appointed Raymond C. Gottwald to another three year term on the Board of Registrars. Additionally this year, this office welcomed Mary A. Maslowski as Executive Assistant.

We would like to thank the Town Clerk's Office staff Paula M. West, Assistant Town Clerk, and Mary A. Maslowski, Executive Assistant, for their

dedication and support during the year. We would also like to thank the residents of the Town of Harwich for their continued support and cooperation with the Annual Street Listing.

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**

Fees Collected – Fiscal Year 2017-2018

Marriage Intentions	\$ 2,700.00
Birth Certificates	2,680.00
Death Certificates	9,390.00
Marriage Certificates	1,700.00
Dog Licenses	14,299.00
Business Certificates	3,800.00
Photocopies	213.70
Non-Criminal Violation Payments – Police	300.00
Non-Criminal Violation Payments - Health	125.00
Non-Criminal Violation Payments – Harbormaster	0.00
Non-Criminal Violation Payments – Conservation	2,100.00
Underground Fuel Tanks	375.00
Raffle Permits	120.00
Utility Poles	40.00
Burial Permits	1,170.00
Hearing Officer-Parking	575.00
Records Access Officer	274.15

Total Amount Collected: \$ 39,861.85

Total Amount to Treasurer: \$39,861.85

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 – 73
Number of Deaths – 240
Number of Marriages – 90

COMPLETE

ANNUAL TOWN MEETING WARRANT With RECOMMENDATIONS



MAY 7, 2018

TABLE OF CONTENTS
ANNUAL TOWN MEETING
May 7, 2018

Procedures.....	5
Motion Chart.....	6
Tax Rate Chart.....	7
Municipal Finance Terms Voting.....	8
Proposition 2 ½ Terms.....	9

ARTICLES

1. Town Officers & Committees.....	10
2. Reports of Town Officers & Committees.....	10
3. Elected Officials Salaries.....	10

BUDGETS

4. Town Operating Budget.....	11
5. Monomoy Regional School District Budget.....	12
6. Cape Cod Regional Technical School District Budget.....	12
7. Water Department Budget	13

CAPITAL BUDGET

8. Adopt the Capital Plan	13
---------------------------------	----

ADMINISTRATION

9. Capital Items Funded From Free Cash	18
10. Facility Maintenance and Repair Fund	18
11. Fund the Snow and Ice Deficit for FY18.....	19
12. Fund Shortfalls in Budget Transfers for FY18	19
13. Rescind Amounts in Long Term Debt Authorized by Vote of the Town for Various Purposes That Is No Longer Needed	19

WASTEWATER

14. Fund the Construction of Phase II of the CWMP... <i>BALLOT QUESTION #1</i>	21
15. DHY Clean Waters Community Partnership	21
16. Sewer Enterprise Fund.....	22

WATER DEPARTMENT

17. Lower County Road Project for FY18.....	23
18. Repave Access Roads to Well Sites.....	23
19. Purchase Utility Trucks for the Water Department	23

20. Re-appropriation of Bond Proceeds	24
---	----

DEPARTMENT OF PUBLIC WORKS

21. Purchase and Equip Vehicles for the DPW	24
22. Road Maintenance Program... <u>BALLOT QUESTION #2</u>	25

FIRE DEPARTMENT

23. Purchase New Replacement Ambulance	26
24. Construction of Station 2... <u>BALLOT QUESTION #3</u>	26

CEMETERY DEPARTMENT

25. Transfer of Land for Island Pond Cemetery	27
26. Construction of Pet Crematory/Fund Equipment for Pet Crematory.....	28
27. Harwich Cemetery Commission Rules and Regulations Amendments.....	28

GOLF DEPARTMENT

28. Landscape Reclamation and Major Tree Removal.....	29
29. Phase 2 Completion of Landscaping.....	30

HARBORMASTER DEPARTMENT

30. Accept Grant for The Saquatucket Harbor Landside Project	30
--	----

REGIONAL AGREEMENT

31.....	Mo
nomoy Regional Agreement Amendments	32

GREEN COMMUNITIES

32. Amend the Code of Harwich General Bylaws – Adopt the Stretch Energy Code... ..	32
33. Amend the Code of Harwich Zoning Bylaws - Large-Scale Ground-Mounted Photovoltaic Arrays.....	34

MARIJUANA

34. Amend the Code of Harwich Zoning Bylaws – Marijuana Establishments Ban.....	41
35. Amend the Code of Harwich General Bylaws – Marijuana Establishments Ban.....	42
36. Amend the Code of Harwich Zoning Bylaws – Marijuana Temporary Moratorium.. ..	43
37. Amend the Code of Harwich Zoning Bylaws – Marijuana Establishment – Recreational Special Permit Use.....	44

CHARTER/BYLAW AMENDMENTS

38. Amend the Code of Harwich – Charter – To Change from “Water Commission” to “Water/Wastewater Commission”	45
39. Amend the Code of Harwich General Bylaws § 7-10 – Composition of Town Agencies	47
40. Amend the Code of Harwich Zoning Bylaws to Add a New Harwich Affordable Housing Trust	48
41. Special Legislation – Additional Annual Liquor Licenses	49
42. Amend M.G.L. Chapter 59, §5, Clause 5k – Senior Work Off Program – Angel Provision	50
43. Adopt M.G.L., Chapter 59, §5, Clause 56 – Personal Property Tax Abatement for National Guard and Reservists.....	50
44. De-Commission the Architectural Advisory Committee	50

LAND ISSUES

45. Town Owned Property at 4 Central Avenue	51
46. Deeds Accepted in Lieu of Foreclosure – 31/33 Lakeview Drive	52
47. 70 Willow Street Town Property Clear Title and Revise Boundary Lines.....	53

COMMUNITY PRESERVATION

48. Reserve for Future Appropriation Amounts from FY 2018 Community Preservation Fund Estimated Annual Revenues	55
49. Fund Land Bank Debt Service	55
50. Community Preservation Articles under \$50,000.....	55
51. Brooks Free Library Restoration	57
52. Construction of Municipal Public Records Storage Facility at Community Center.....	57
53. Habitat for Humanity Community Housing	57
54. Brooks Park Expansion/Improvements Phase 5	58
55. Judah Eldredge Property Acquisition	58
56. Purchase of Cornelius Pond Property	59
57. Hinckley Pond Remediation and Public Access Improvements near Rt. 124	61
58. Fund the Harwich Affordable Housing Trust	61

PRIVATE PETITIONS

59. Defray Costs for the Chase and Harwich Port Libraries.....	62
60. Promote the Town of Harwich.....	62
61. Supplement Annual Allocation of Mass Cultural Council For Local Cultural Council Grants	64
62. Pleasant Bay Alliance – IMA	65
63. Pleasant Bay Management Resource Plan Update - MOU	66

REVOLVING/STABILIZATION/OPEB FUNDS

64. Annual Revolving Fund Authorization.....67

65. Establish Annual Tax Title Collection Revolving Account68

66. Stabilization Fund.....69

67. OPEB Trust Fund.....69

68. Fund Prior Year’s Unpaid Bills69

CUSTOMARY ARTICLES

69. Herring Fisheries.....70

- APPENDIX A – Sample Ballot and Explanation of Charter Changes
- APPENDIX B – Capital Plan
- APPENDIX C – Budget
- APPENDIX D – Message from the Superintendent

VOTING PROCEDURES

- I A quorum, 150 registered voters, must be present in order to conduct business. The only motion in order when no quorum is present is a motion to adjourn.
- II A two-thirds majority of the Town Meeting shall be required for inclusion of any Capital Outlay, unless it was included in the Capital Outlay Plan adopted at the preceding Town Meeting.
- III All motions introduced at the Town Meeting shall be in writing when required by the Moderator.
- IV Voters are limited to two times speaking on any one question; the total time speaking not to exceed 10 minutes.
- V Only registered voters shall occupy the meeting “floor”.
- VI No voter will be allowed to speak until he or she is recognized by the Moderator.
- VII Motion requiring more than a simple majority to pass:
 - A. To reconsider a vote on a motion – $\frac{3}{4}$ majority (this motion must be made prior to the next adjournment of the meeting).
 - B. To consider articles in an order other than as appears on the warrant – $\frac{3}{4}$ majority.
 - C. To pay unpaid bills – $\frac{4}{5}$ majority at the Annual Town Meeting, $\frac{9}{10}$ majority at a Special Town Meeting.
 - D. To move the previous question (terminate debate) – $\frac{3}{4}$ majority.
- VIII Quorum cannot be questioned after a motion has been made and seconded.

MOTION CHART Section 1-211
(Application of Rules is indicated by an X)

[illegible]

TAX RATE CHART

THE CHART BELOW SHOWS THE AMOUNT OF MONEY REQUIRED TO CHANGE
THE FY 2018 TAX RATE

TAX RATE CHANGE IN \$/1000	DOLLARS REQUIRED
\$0.01	\$53,138
\$0.05	\$265,689
\$0.10	\$531,378
\$0.15	\$797,067
\$0.20	\$1,062,756
\$0.25	\$1,328,445
\$0.30	\$1,594,134
\$0.35	\$1,859,823
\$0.40	\$2,125,512
\$0.45	\$2,391,201
\$0.50	\$2,656,890
\$0.55	\$2,922,579
\$0.60	\$3,188,268
\$0.65	\$3,453,957
\$0.70	\$3,719,646
\$0.75	\$3,985,335
\$0.80	\$4,251,024
\$0.85	\$4,516,713
\$0.90	\$4,782,402
\$0.95	\$5,048,091
\$1.00	\$5,313,780

MUNICIPAL FINANCE TERMS

APPROPRIATION: An authorization granted by the Town Meeting to make expenditures and to incur obligations for specific purposes.

AVAILABLE FUNDS: Available funds refer to other funds available for appropriation by the Town Meeting, such as Wetland Protection funds, Cemetery Lot sales and Perpetual Care Interest and old article balances returned to revenue.

OVERLAY, ALSO CALLED ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS:
The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover tax abatements granted and avoiding fractions in the tax rate. It cannot exceed 5% of the levy.

FREE CASH: Certified each year by the Director of State Bureau of Accounts, this is the portion of the fund balance which is available for appropriation by a Vote of Town Meeting. It is not cash, but rather is the approximate total of cash and receivables less current liabilities and earmarked reserves.

TRANSFER: The authorization to use an appropriation for a different purpose; in most cases only the Town Meeting may authorize a transfer.

RESERVE FUND: This fund is established by the voters at an Annual Town Meeting only and is composed of an appropriation (not exceeding 5% of the tax levy of the preceding year). Transfers from the Reserve Fund are within the exclusive control of the Finance Committee, and are for “extraordinary or unforeseen” situations, normally emergencies.

STABILIZATION FUND: This is a special reserve for future expenditures. The aggregate amount in the fund shall not exceed, at any time, 10% of the valuation in the preceding year. Money may be voted into the fund by a majority vote at Town Meeting. Money may be appropriated from the fund only by a two-thirds vote at Town Meeting for any municipal purpose.

CHERRY SHEET: An annual statement received from the State Department of Revenue detailing estimated receipts for the next fiscal year from various State Aid accounts and estimated charges payable by the assessors in setting the tax rate. Named for the cherry colored paper, which the State traditionally has printed it on.

PROPOSITION 2 ½ TERMS

Chapter 59, Section 21C of the Massachusetts General Laws commonly referred to as Proposition 2 ½ (Prop. 2 ½) or the Tax Limiting Law for Cities and Towns in Massachusetts.

LEVY: The property tax levy is the revenue a Town can raise through real and personal property taxes. The property tax levy is the largest source of revenue for the Town.

LEVY CEILING: This is the maximum the levy limit can be. The ceiling equals 2.5% of the Town's full and fair cash value.

LEVY LIMIT: The Maximum the levy can be in a given year. The limit is based on the previous year's levy limit plus certain allowable increases.

LEVY LIMIT INCREASE: The levy limit automatically increases each year by 2.5% of the previous year's levy limit.

NEW GROWTH: New construction and new parcel subdivision may also increase the Town's levy limit.

OVERRIDE: A community can permanently increase its levy limit by successfully voting at a referendum to exceed the limits. A community may take this action as long as it is below the levy ceiling.

GENERAL OVERRIDE: A general override ballot question can be placed on a referendum if a majority of the Board of Selectmen vote to do so. If the ballot question is approved by a majority of the voters, the Town's levy limit is permanently increased by the amount voted at the referendum. The levy limit increase may not exceed the Town's levy ceiling. Override questions must be presented in dollar terms and specify the purpose.

DEBT EXCLUSION: This override ballot question can be placed on a referendum by a two-thirds vote of the Board of Selectmen. If a majority of the voters approve the ballot question the Town's levy limit is increased only for the amount voted at the referendum for the life of that debt only. The levy limit increase may exceed the Town's levy ceiling.

CAPITAL OUTLAY EXPENDITURE EXCLUSION: This override ballot question can be placed on a referendum by a two-thirds vote of the Board of Selectmen. If a majority of the voters approve the ballot question the additional amount for the payment of the capital project cost is added to the levy limit or levy ceiling only for the year in which the project is being undertaken.

CONTINGENT VOTES: Chapter 634 of the Acts of 1989 permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (OVERRIDE). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Board of Selectmen. If a referendum is called by the Selectmen it must take place within forty-five days of the Town Meeting vote.

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
May 7, 2018**

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 7, 2018 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 12th day of March, 2018

s/Michael D. MacAskill, Chair
s/Julie E. Kavanagh, Vice Clerk
s/Larry G. Ballantine
s/Jannell M. Brown
s/Donald F. Howell
BOARD OF SELECTMEN

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

DATE: April 19, 2018

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 7th of May, 2018 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 and it was adjourned to allow the voters to check in for the Town Meeting, a quorum of more than 150 was met, having 665 registered voters in attendance. Before town business began at 7:15, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant.

The May 2018 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

THE FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0

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

ACTION: Motion carried

Donald F. Howell-Selectmen read a tribute to honor a life time resident of the Town of Harwich James (Jimmy) Marceline.

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

TOWN MODERATOR APPOINTMENTS ANNUAL TOWN MEETING

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 7, 2018

s/Michael D. Ford, Esq.
Town Moderator

The tellers for the first night of Town Meeting were: Allin P. Thompson, Jr, 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

THE FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0

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

ACTION: Motion carried.

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, 2018 and ending June 30, 2019 as follows and to act fully thereon. Estimated cost: \$115,490.

	<u>FY 2018</u>		<u>FY 2019 Fincom Proposal</u>
Selectmen (5)	\$1,500 each		\$2,400 each
Moderator	\$300		\$1,000
Water Commissioners (3)	\$500 each		\$1,000 each
Library Trustees (7)	N/A		\$1,000 each
Town Clerk	76,905	up to	\$92,490 recommended (M5 \$75,910 - \$94,803 range. Non-Union Compensation Plan Bylaw position)
TOTAL	\$9,300 (Elected)		\$23,000 (Elected)
	\$76,905 (Town Clerk)		\$92,490 (Town Clerk)
	\$86,205		\$115,490

***Explanation:** If the Finance Committee's proposal is adopted, the listed elected positions would be increased for FY19, the Library Trustees would be newly compensated and the Town Clerk position would be placed on a classification pay plan. A new Town Clerk with no experience would be at the low end of the scale and a new Town Clerk with a lot of experience would be at the higher end. The Town Administrator administers the pay plan.*

**FINANCE COMMITTEE RECOMMENDS THIS CUSTOMARY ARTICLE BE ACCEPTED AND ADOPTED. THIS YEAR WE ARE RECOMMENDING AN INCREASE IN ELECTED OFFICIALS SALARIES INCLUDING FOR THE FIRST TIME THE ELECTED LIBRARY TRUSTEES, AND WE ARE RECOMMENDING THE ESTABLISHMENT OF A SALARY RANGE FOR THE TOWN CLERK POSITION.
VOTE: YES-3, NO-0, ABSTAIN-2.**

At this time Jack Brown, Chairman – Finance Committee read the Report of the Finance Committee to the Town Meeting.

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted as follows:

	<u>FY 2019 Fincom Proposal</u>
Selectmen (5)	\$2,400 each
Moderator	\$1,000
Water Commissioners (3)	\$1,000 each
Library Trustees (7)	\$1,000 each
Town Clerk	Up to \$92,490 recommended (M5 \$75,910 - \$94,803 range. Non-Union Compensation Plan Bylaw position)
TOTAL	\$23,000 (Elected) <u>\$92,490 (Town Clerk)</u> \$115,490 Duly seconded

AMEND THE MAIN MOTION: (Sebastian Mudry) I move that main motion be accepted and adopted as printed in the warrant with the following change: that the Town Clerks’ salary be reduced to \$78,605. Duly seconded

A motion was made and seconded to terminate debate, this motion required a 2/3 majority vote to pass, it was a unanimous vote so declared.

ACTION ON THE AMENDMENT: A standing count was taken –
Gymnasium YES 57 NO 455
Multipurpose Room YES 0 NO 54
Total Vote YES 57 NO 509 The amendment did not carry.

AMEND THE MAIN MOTION: (Donna Richardson) I move that this article be accepted and adopted as follows:

	FY 2019 Amendment
Selectmen (5)	\$2,400.00 each
Moderator	\$ 500.00 savings of \$ 200.00
Water Commissioners (3)	\$ 500.00 savings of \$1,500.00
Library Trustees (7)	\$.00 savings of \$7,000.00
This motion did not include the Town Clerk’s Salary	Duly seconded

A motion was made and seconded to terminate debate, this motion required a 2/3 majority vote to pass, it was a unanimous vote so declared.

ACTION ON THE AMENDMENT: A standing count was taken
Gymnasium YES 8 NO 512
Multipurpose Room YES 1 NO 54
Total Vote YES 9 NO 566 The amendment did not carry.

ACTION ON MAIN MOTION: Gymnasium and Multipurpose Room – 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 2019, and to act fully thereon. By request of the Board of Selectmen. (BUDGET – SEE APPENDIX B). Estimated cost: \$37,043,203.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE TOWN FOR FY 19, AND THAT \$22,227,479 BE RAISED FROM TAXATION, AND \$118,000 COME FROM FREE CASH, AND \$732,843 COME FROM WATER DEPARTMENT FUNDS, AND \$12,620,945 COME FROM LOCAL RECEIPTS, AND \$1,343,936 COME FROM OTHER FUNDS INCLUDING BETTERMENTS, CABLE TV, COMMUNITY PRESERVATION, AND OTHER FUNDS. VOTE: YES-4, NO-1.

Free Cash	118,000
Water Enterprise	732,843
CPA	588,750
Betterment	156,450
Golf Improvement	75,600
Waterways & Mooring	236,058
FEMA	13,608
Town Clerk State Aid	15,585
Total	<u>2,194,779</u>
Local Receipts	12,620,945
Taxes	<u>22,227,479</u>
Operating Budget	37,043,203

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that the sum of \$37,043,203 be appropriated for the purposes listed in Appendix C under the column entitled Town Meeting Budget FY 19 less line items for Unappropriated State \$269,897, Cape Cod Commission \$229,452, and County \$202,302 Assessments and further that to raise this appropriation, the sum of \$36,341,552 be raised and appropriated, and that \$118,000 be transferred from Free Cash, and that \$732,843 be raised and appropriated in the General Fund operating budget and allocated to the Water Enterprise Fund for funding, and that \$156,450 be transferred from the “PEG Access and Cable Related Fund”, and that \$257,885 be transferred from the Betterment and Septic Funds, and that \$100,000 be transferred from Overlay Surplus, and that \$13,608 be transferred from the FEMA Fund and that \$236,058 be transferred from the Harbor Waterways and Mooring Funds and that \$75,600 be transferred from the Golf Improvement Fund and that \$15,585 be transferred from the Town Clerk State Aid Fund.

Duly seconded

At this time, Michael D. MacAskill, Chairman-Board of Selectmen read the Report of the Board of Selectmen to the Town Meeting.

ACTION: A standing count was taken YES 579 NO 1, the motion carried

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 2019, the capital portion of the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation of total taxes imposed by M.G.L. c.59, §21C (Proposition 2 ½) the amount required to pay for the capital exclusion authorized by this vote, and to act fully thereon. By request of the Monomoy Regional School Committee and Superintendent. Estimated cost: \$25,609,390. (See Appendix D – Message from the MRSD Superintendent)

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE MONOMOY REGIONAL SCHOOL DISTRICT FOR FY 19, AND THAT \$25,609,390 BE RAISED FOR THIS PURPOSE AND FURTHER OF THAT TOTAL \$260,038 A PORTION WHICH IS EQUAL TO THE CAPITAL NEEDS OF THE DISTRICT, BE FUNDED FROM A COMBINATION OF FREE CASH (\$147,336) AND CAPITAL EXCLUSION (BATHROOMS - \$76,078 AND EDUCATION STABILIZATION \$36,625) WITH THE CAPITAL EXCLUSION PORTIONS BEING SUBJECT TO A BALLOT VOTE. VOTE: YES-4, NO-1.

Operating Budget	23,282,215
Transportation	430,896
Capital	147,336
Restrooms	76,077
Stabilization	36,625
Debt – Middle School	24,328
Debt – High School	1,611,913
Total	25,609,390

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to fund the FY 2019 Monomoy Regional School Budget totaling \$25,609,390 and the town raise and appropriate \$25,349,352 with additional said sum of \$260,038 which comprises the Capital Assessment for the Town of Harwich to be funded by \$147,336 to be transferred from Free Cash and the sum of \$112,702 to be raised and appropriated contingent upon the passage of a G.L. c.59, §21C (Proposition 2 ½) Capital Exclusion vote for Fiscal Year 2019. Duly seconded
TOTAL Budget: \$25,609,390

AMEND THE MAIN MOTION: (Simon Evans) I move that this article be accepted and adopted to fund the FY 2019 Monomoy Regional School Budget totaling \$25,609,390 and the town raise and appropriate \$25,349,352 with additional said sum of \$260,038 which comprises the Capital Assessment for the Town of Harwich to be funded by \$260,038 to be transferred from Free Cash. Duly seconded

ACTION ON THE AMENDMENT: Amendment Carried

ACTION ON THE MAIN MOTION AS AMENDED: 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 2019, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$1,581,237.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE CAPE COD REGIONAL TECHNICAL HIGH SCHOOL, AND THAT \$1,581,237 BE RAISED AND APPROPRIATED FOR THIS PURPOSE. VOTE: YES-5, 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 \$1,581,237 to pay its assessed share of the Cape Cod Technical Regional School District Budget for Fiscal Year 2019. 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 2019, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$ \$4,238,297.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$4,238,297 BE TRANSFERRED FROM WATER RATE COLLECTIONS TO BE USED TO FUND THE ANNUAL OPERATION OF THE WATER DEPARTMENT. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$3,505,454 be raised and appropriated from Water Department Receipts to operate the Water Enterprise Fund for this purpose:

Salaries	1,261,949
Expenses	1,442,258
Debt	751,247

Further to transfer from the proposed budget \$50,000 out of OPEB in the Water Enterprise Fund into the Other Post-employment Benefits Trust Fund created under Article 8 of the May 6, 2014 STM.

Notation Indirect Costs of \$732,843 were included in Article 4 from Water Department Receipts.

Grand Total Indirect (Article 4) and Article 7: \$4,238,297 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 2025 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. (See Appendix B)

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0

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

Page 1 Pet Crematory COC Recommendation \$ 0
Page 1 Animal Cremation Retort COC Recommendation \$0

Page 2 Fire Station 2 COC Recommendation of Revised amount \$6,750,000

Page 2 Seaport Grant COC Recommendation of \$1,000,000

Page 3 Tie into Chatham Pump Station COC Recommendation of Revised amount
\$2,950,000

Page 3 Pleasant Bay South Sewer Construction COC Recommendation of Revised amount
\$21,825,000

Page 4 Lower County Road Waterline COC Recommendation of Revised amount
\$1,235,171

Duly seconded

ACTION: Motion carried.

CPC, TA and COC (OVER \$50,000 ONLY) See Appendix for Full										TOWN OF HARWICH CAPITAL BUDGET REQUEST SUMMARY (FY 18 TO 25)					Revision: 3/8/2018		
Department	Project	Funding Source	TA/COC/CPC	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25							
ADMINISTRATION	Harwich Center Initiative - Streetscape Only				\$ 50,000	\$ 500,000											
	Admin																
	Install Sidewalk Rte 28 SAQ to Harwichport	FC	\$ 250,000	\$ 250,000													
	Admin				\$ 231,000												
ADMIN	Install Sidewalk Bank Street Center to Rte 28																
	Admin				\$ 50,000												
ADMIN SUB-TOTAL																	
			\$ 252,000	\$ 282,500	\$ 281,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -							
CEMETERY																	
	Pvt Crematory	Cemetery Repl	\$ 486,000	\$ 486,000													
CEMETERY																	
	BLP 500 M2 Animal (Cremation Device)	Cemetery Repl	\$ 91,850	\$ 91,850													
CEMETERY SUB-TOTAL																	
			\$ 627,850	\$ 627,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
COMMUNITY CENTER																	
	Roof Repl - (See Facility Maintenance)																
COMMUNITY CENTER																	
	Generator Replacement (See Facility Maint.)																
COMMUNITY CENTER SUB-TOTAL																	
			\$ 130,275	\$ 130,275													
COMMUNITY CENTER SUB-TOTAL																	
			\$ 135,875	\$ 135,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
CONSERVATION																	
	Harwich Artificial Reef (Additional Project)																
CONSERVATION																	
	Preservation of the Judith Edgerly Property	CPC - OS	\$ 159,000	\$ 369,000		\$ 250,000	\$ -										
CONSERVATION/REDS																	
	Preservation of the Judith Edgerly Property	CPC-UN/Repl	\$ 210,000														
CONSERVATION																	
	Corral Property - Cons. Repl. over 15 Acres	CPC - OS	\$ 200,000														
CONSERVATION																	
	Corral Property - Cons. Repl. 15 Acres	CPC-UN/Repl	\$ -														
CONSERVATION SUB-TOTAL																	
			\$ 569,000	\$ 569,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -							
CONSERVATION SUB-TOTAL																	
FACILITY MAINT-DPW																	
	Com. Ctr HVAC Controls (Included below)																
FACILITY MAINT-DPW																	
	Replace Town's Energy Man. System for HVAC (All)	FC	\$ 346,000	\$ 346,000													
FACILITY MAINT-DPW																	
	Preservation (Sup. Apr. Ext. of Building)	CPC - Harw	\$ 300,000	\$ 300,000													
FACILITY MAINT-DPW																	
	Carpet - (Community Center and Town Hall)	FC	\$ 130,000														
FACILITY MAINT-DPW																	
	Highway Barn Metal Roof Insulation			\$ 230,500													
FACILITY MAINT-DPW																	
	Facility Maintenance Workshop Facility			\$ 250,000													
FACILITY MAINT-DPW																	
	Brooks Library Roof				\$ 135,000												
FACILITY MAINT-DPW																	
	Record Storage Com. Ctr (See Com. Ctr)																
FACILITY MAINT-DPW																	
	Community Center Generator						\$ 99,000										
FACILITY MAINT-DPW																	
	Community Center Fence						\$ 57,000	\$ 275,000									
FACILITY MAINT-DPW																	
	Community Center Condensing Units																
FACILITY MAINT-DPW																	
	Community Center Roof																
FACILITY MAINT-DPW																	
	Library Boiler Replacement																
FACILITY MAINT-DPW																	
	Community Center Boiler																
FACILITY MAINTENANCE SUB-TOTAL																	
			\$ 810,000	\$ 810,000	\$ 480,500	\$ 135,000	\$ 151,000	\$ 275,000	\$ 240,000	\$ 120,000							
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	
FACILITY MAINTENANCE SUB-TOTAL																	

Department	Project	\$ Source	Tot Rec	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
FIRE										
Fire	Police and Fire Radio Sys. (Partial)		\$ -	\$ -	\$ 350,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ -
Fire	Phase Two - Townwide Radio System	FC	\$ 100,000	\$ 100,000						
Fire (New)	Noise and Vibe Res. Program - (Town Portion)	FC	\$ 3,750							
Fire (New)	Noise and Vibe Res. Program - (Grant Funded Portion)	Grants	\$ 71,250							
Fire	Air Pack Res. Program - (Town Funded Portion)	FC	\$ -	\$ 15,000						
Fire	Air Pack Res. Program - (Federal/States Grant Funded)	Grants	\$ -	\$ 285,000						
Fire	Ambulance Replacement Program	FC	\$ 340,000	\$ 340,000	\$ 357,500			\$ 375,975		\$ 394,145
Fire	Pumper Truck Replacement Scheduled			\$ 600,000						
Fire	Ladder Truck Replacement								\$ 1,350,000	
Fire	Station 2 Building Upgrade (Construction)	DE	\$ 6,050,000	\$ -	\$ -	\$ -	\$ -	\$ -		
FIRE SUB-TOTAL			\$ 6,513,000	\$ 1,350,000	\$ 607,500	\$ 250,000	\$ 250,000	\$ 625,975	\$ 1,350,000	\$ 394,145
GOLF										
Golf	Landscape Operational/Safety - Traffic Config.	Golf Fees	\$ 50,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Golf	Irrigation Update and System Rebuild	Golf Fees	\$ 30,000							
GOLF SUB-TOTAL			\$ 109,000	\$ 109,000	\$ 188,000	\$ 88,000	\$ 88,000	\$ 50,000	\$ 50,000	\$ -
HARBORMASTER										
Harbormaster	Supplement SAQ Landslide Res. and Imp.	BPA	\$ -	\$ -	\$ -	\$ -	\$ -			
Harbormaster	Seismic Grant (for Landslide (SLO m)	Grants	\$ 1,000,000							
Harbormaster	Winton Dock Landslide Improvements		\$ -	\$ 50,000						
Harbormaster	Herring River Ramp Rebuild				\$ 200,000					
Harbormaster	Allen Harbor Jetty Study and Construction		\$ 56,000				\$ 2,000,000			
Harbormaster	SAQ Harbor M & E Bulkhead (Offloading Area)							\$ 1,000,000		
Harbormaster	Wichewa Outer Harbor Boulding								\$ 500,000	
Harbormaster	Study - Wichewa Outer Harbor Jetty									
HARBORMASTER SUB-TOTAL			\$ 1,000,000	\$ 1,056,000	\$ 50,000	\$ 200,000	\$ 2,000,000	\$ 1,000,000	\$ 500,000	\$ 75,000
LIBRARY										
Library	Library Interior Modifications/Restorations		\$ -	\$ -	\$ -	\$ 100,000				
Library	Sup. Exterior Preservation (See Fec. Main)	CHF - Grants	\$ -							
LIBRARY SUB-TOTAL			\$ 10,340	\$ 10,340	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
NATURAL RESOURCES										
Natural Resources	Hickley's Trend Restoration	CHF - C&J/Un.	\$ 575,000	\$ 600,000						
Natural Resources	Hickley's Trend Public Access Area	CHF - UN/Res	\$ 75,000	\$ 75,000						
Natural Resources	Port 2-150 for Natural Resources Dept	FC	\$ 29,103							
NATURAL RESOURCES SUB-TOTAL			\$ 679,103	\$ 704,103	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING										
Planning	Housing Trust/PT Housing Coordinator	CHF - Housing	\$ 490,000	\$ 500,000	TBD	TBD	TBD	TBD	TBD	TBD
Planning	Housing Trust/PT Housing Coordinator	CHF - Housing	\$ 10,000	\$ 500,000	TBD	TBD	TBD	TBD	TBD	TBD
Planning	Local Comprehensive Plan Update	CHF - Housing	\$ -	\$ 200,000	TBD	TBD	TBD	TBD	TBD	TBD
PLANNING SUB-TOTAL			\$ 500,000	\$ 1,000,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
POLICE										
Police	Electronic Sign Board		\$ -						\$ 24,000	
POLICE SUB-TOTAL			\$ 36,000	\$ 36,000	\$ 13,700	\$ 14,400	\$ 30,000	\$ 40,000	\$ 61,000	\$ 35,000

Department	Project	\$ Source	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
PUBLIC WORKS										
Public Works	5 Year Road Maintenance Plan	DE	\$ 700,000							
		Ch. 90	700,000							
		Incl. in 5-Yr Pl								
Public Works	W. Harwich the 28 Design (\$100K in FY 19)	DE								
		W. Harwich the 28 (Construction - Fed Funds)								
Public Works	Lower County Road (Main - No TRP Funds)	DE								
		Highway Barn Road Insulation (If Needed)								
Public Works	Highway Barn Road Insulation (If Needed)	DE								
		Ford F-350 Dump Truck - Cemetery #18								
Public Works	Ford F-350 Dump Truck - Cemetery #18	FC	\$ 80,000							
		Ford F-350 Pick Up - Highway #23								
Public Works	Ford F-350 Pick Up - Highway #23	FC	\$ 55,000							
		Ford F-350 Dump Truck - Park #16								
Public Works	Ford F-350 Dump Truck - Park #16	FC	\$ 80,000							
		Johnston Sweeper Body - Highway #50								
Public Works	Johnston Sweeper Body - Highway #50	FC	\$ 125,000							
		Vehicle Listing (FY 18 to 24) Summary								
PUBLIC WORKS SUB-TOTAL			\$ 1,615,000							
REC & YOUTH										
Rec & Youth	Bank Street Beach Parking Lot Paving	FC	\$ 80,000							
Rec & Youth	Pleasant Road Beach Parking Lot Paving	FC								
Rec & Youth	Sand Pond Restrooms and Playground Imp.									
Rec & Youth	Whitehouse Field Scoreboard Replacement	CYC-UN/Rec								
Rec & Youth	Brooks Park Phase V - Compres. Light Plan	CYC-UN/Rec	\$ 333,500							
Rec & Youth	Red River Beach Restroom Renovations									
Rec & Youth	Caloon Road Beach Restroom									
RECREATION AND YOUTH SUB-TOTAL			\$ 448,500							
TOWN CLERK										
TOWN CLERK SUB-TOTAL			\$ 80,000							
WASTEWATER										
Wastewater	The In Costs to Pipes and Pump St. - Chatham	DE*	\$ 2,150,000							
Wastewater	Pleasant Bay (South) Collection System Cont.	DE*	\$ 20,480,000							
Wastewater	Restoration Hicok's Pond (See Nat. Res.)									
Wastewater	Evaluate Phosphorus Sensor Pond									
WASTEWATER SUB-TOTAL			\$ 22,630,000							
WATER										
Water	Lower County Road Project (Waterlines)	Water- R.E.	\$ 1,018,700							
Water	Water Source N Har. Explore and Dev (08/01)									
Water	WLB Pond F-550 with Box (2 units in 2019)	Water Rev.	\$ 110,000							
Water	WLB and Pump Access Right of Way	Water Rev.	\$ 175,000							
Water	Phosphorus Sensor Pond Rehabilitation									
Water	Engine Access for Access Pipe Project									
Water	Replace Access Pipe Project									
Water	Vehicles (Excavator 18 and Equip. 23)									
WATER SUB-TOTAL			\$ 1,303,700							
GRAND TOTALS			\$ 37,595,888	\$ 8,908,410	\$ 4,489,825	\$ 12,096,572	\$ 5,910,375	\$ 18,536,000	\$ 2,898,145	

ADMINISTRATION

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 included in the FY 19 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$234,000.

1	Albro House/Brooks Academy boilers	40,000
2	Deputy Fire Chief – vehicle replacement	48,000
3	Nozel and Valve replacement program (town funded)	3,750
	Nozel and Valve replacement program (grant funded)	71,250
5	Taser replacement (5 year program – 3 to pay)and further to authorize a lease/purchase for a term of up to five years	36,000
6	2018 Ford Transport Passenger Wagon	<u>35,000</u>
	TOTAL	234,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$234,000 FROM AVAILABLE FUNDS TO PURCHASE NEW ITEMS FOR THE FIRE, POLICE, AND RECREATION DEPARTMENTS. THE NATURAL RESOURCES TRUCK WILL COME FROM ANOTHER DEPARTMENT AND DOES NOT NEED TO BE FUNDED AT THIS TIME. THESE ITEMS DID NOT MEET THE FUNDING THRESHOLD TO BE INCLUDED ON THE CAPITAL PLAN. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$234,000 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: This 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 included in the FY 19 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$825,000

1	Walkway reconstruction, Rte. 28 SAQ to Harwich Port	250,000
2	Update/Replace Town's energy mgmt. system – HVAC Town Hall, Community Center, Fire Station One, Police Department	140,000
3	Community Center/Town Hall carpet replacement	130,000
4	Phase 2 Town Wide Radio System	100,000
5	Bank Street parking lot paving	80,000
6	Cultural Center Subsidy	<u>125,000</u>
	TOTAL	825,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$825,000 FROM AVAILABLE FUNDS TO PAY FOR THE MAINTENANCE AND REPAIRS OF THE LISTED ITEMS. WHERE POSSIBLE THE TOWN IS COMBINING LIKE PROJECTS TO SAVE MONEY. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$825,000 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: This was a unanimous vote, so declared.

FUND SNOW AND ICE DEFICIT FOR FY18

ARTICLE 11: To see if the Town will vote to transfer from available funds a sufficient sum of money to fund the Fiscal Year 2018 Snow and Ice Deficit Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$ 250,000.

Explanation: The winter has been fairly mild but we did have a long cold stretch that required spending on materials. We anticipate an overage of \$250,000 to cover the balance of the season.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPI). FINANCE COMMITTEE VOTES NRPI 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$230,500 be transferred from Free Cash for FY 2018 for this purpose.
Duly seconded

ACTION: Motion carried.

FUND BUDGET SHORTFALLS IN BUDGET TRANSFERS FOR FY18

ARTICLE 12: 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 FY 18 budget and fund transfers, and to act fully thereon. By request of the Town Administrator and Finance Director. Estimated cost: \$100,000.

Explanation: The Town has two known areas at this time. First, the Police Detail Account has become underfunded over several years and requires a transfer of \$75,000 to bring it into balance. The second is continuing to fund the Senior Exemption increase pending adoption of Special Legislation in an amount of \$25,000.

THE FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPII). THE FINANCE COMMITTEE VOTES NRPII 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. THE FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$100,000 be transferred from Free Cash to fund shortfalls of \$75,000 in the Police Details Account and to fund \$25,000 for Senior Exemptions Home Rule Petition which is still pending in FY 2018. Duly seconded

ACTION: Motion carried.

**RESCIND AMOUNTS IN LONG TERM DEBT AUTHORIZED BY VOTE
OF THE TOWN FOR VARIOUS PURPOSES THAT IS NO LONGER NEEDED**

ARTICLE 13: To see if the Town will vote to rescind \$6,145,166.57 in long term debt previously authorized by vote of the Town for various purposes, articles and Annual Town Meetings set forth in the detail below. These amounts are no longer needed to pay costs of completing the projects for which they were approved, or take any other action thereon.

To rescind the following:

- \$100,000 balance of the \$3,500,000 to construct Greensand Water Treatment Facility, ATM 2010 Article # 15,
- \$2,802.50 balance of the \$172,000 to reconstruct Skinequit Road through private road betterment, ATM 2013 Article #36,
- \$4,500,000 balance of the \$4,500,000 to construct the Muddy Creek Culvert, ATM 2014 Article #27,
- \$1,369,613.37 balance of the \$1,704,000 to replace the Wychmere Harbor Town Pier and Bulkheads, ATM 2014 Article #32,
- \$116,311.95 balance of the \$500,000 to supplement construction of Muddy Creek Bridge, ATM 2015 Article #26,
- \$56,438.75 balance of the \$223,650 to reconstruct Ginger Plum Lane through private road betterment, ATM 2016 Article #51.

And to act fully thereon. By request of the Finance Director

Explanation:

The 2010 Annual Town Meeting approved \$3,500,000 borrowing for the Greensand Water Treatment Facility project. The project is completed and the actual cost was less than originally approved.

The 2013 Annual Town Meeting approved \$172,000 borrowing for the Skinequit Road Betterment project. The project is completed and the actual cost was \$169,197.50.

The 2014 annual town meeting approved \$4,500,000 borrowing for the Muddy Creek Culvert project. The town received state and federal grants to cover the cost of the project.

The 2014 Annual Town Meeting approved \$1,704,000 borrowing for the replacement of the Wychmere Harbor Town Pier and Bulkheads. The town received state grants to cover most of the project cost.

The 2015 Annual Town Meeting approved \$500,000 borrowing to supplement construction of the Muddy Creek Bridge. The project is completed and the actual cost was \$383,688.05.

The 2016 Annual Town Meeting approved \$223,650 borrowing for the Ginger Plum Betterment project. The project is completed and the actual cost was \$167,211.25.

This article will rescind the remaining \$6,145,166.57 borrowing authority which is no longer needed for the projects listed above.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REMOVE THE TOTAL AUTHORIZATION OF COMPLETED PROJECTS THAT HAD A LOWER PRICE THAN AUTHORIZED. THIS "HOUSE KEEPING" MEASURE IS NECESSARY FROM TIME TO TIME TO REMOVE UNNECESSARY COMMITTED DEBT AUTHORIZATIONS AND TO MAKE SURE THAT NO ADDITIONAL SPENDING IS AVAILABLE FOR A COMPLETED PROJECT. VOTE: YES-5, 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.

WASTEWATER

CONSTRUCTION OF INTERCONNECTION WITH CHATHAM AND SEWERS IN THE SOUTHERN SECTION OF PLEASANT BAY WATERSHED

ARTICLE 14: 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 construction of sewers in the Southern section of Pleasant Bay Watershed and construction of 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 further, 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. Estimated cost: \$22,450,000.

Explanation: Phase 2 of our Comprehensive Wastewater Management Plan requires design and construction of a Watershed Collection System. In FY18, the design dollars and our Intermunicipal Agreement with Chatham were funded. The FY19 request includes the actual construction costs of the collection system also including the tie-in costs with Chatham in their pump station and piping to their treatment facility. This will fully implement Phase 2 of our regulatory required plan.

THE FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). THE FINANCE COMMITTEE VOTES NRPRI 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. THE FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that the Town vote to appropriate the sum of \$ 24,775,000 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 construction of sewers in the Southern section of the Pleasant Bay Watershed and construction of the Chatham interconnector system, all as more fully described in said Comprehensive Wastewater Management Plan, and 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 \$24,775,000 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 is linked to this Article – Debt Exclusion

ACTION: This motion required a 2/3 majority vote to pass, it was declared to have received the necessary 2/3 vote, motion carried.

**DENNIS HARWICH YARMOUTH (DHY) CLEAN WATERS
COMMUNITY PARTNERSHIP**

ARTICLE 15: To see if the Town will vote to authorize and direct the Board of Selectmen, in cooperation with the Towns of Dennis and Yarmouth, to draft special legislation to create the DHY Clean Waters Community Partnership, with substantially the powers, membership, governance, and purposes set forth in Massachusetts General Laws, Chapter 21, Sections 28 through 30, and Massachusetts General Laws Chapter 40N, supplemented and amended as the Board of Selectmen shall determine to be in the best interests of the Town; to direct the Board of Selectmen to request that the state representative and senator representing the Town file and support such special legislation; and to authorize the Board of Selectmen to take all action necessary to effect the foregoing; provided, however, that such special legislation shall contain a condition that requires approval by town meeting in each of the towns participating in the final agreement before any agreement entered into pursuant to said special legislation takes effect; and to act fully thereon. By request of the Board of Selectmen

Explanation: Dennis, Harwich and Yarmouth are working together on a Clean Waters Community Partnership. This article allows for discussions in areas to hopefully lead to a more formal Partnership Agreement to be brought back to the Town.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS ARTICLE WILL CREATE THE FRAMEWORK HARWICH WILL NEED TO POSSIBLY WORK IN CONJUNCTION WITH THE TOWNS OF DENNIS AND YARMOUTH IN FINDING COMMON SOLUTIONS TO ADDRESSING CLEAN WATER ISSUES IN ALL THREE TOWNS. VOTE: YES-5, 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.

SEWER ENTERPRISE FUND

ARTICLE 16: To see if the Town will vote to establish a Sewer Enterprise Fund, pursuant to M.G.L. Ch. 44, §53F ½, to cover the cost of operation debt, capital and other operation and maintenance costs of a sewer utility. The fund to begin operation for Fiscal Year 2019, which begins on July 1, 2018, and further to raise and appropriate or transfer from free cash a sum of money for an initial deposit into the Enterprise Fund, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$70,000.

Explanation: The Town is developing a Wastewater Collection System in the Southern sector of Pleasant Bay. The Phase 2 project will not have enough users to support fees. This will create a sewer Enterprise Account to allow for a combination of a collection of fees along with a taxpayer subsidy until sufficient users are connected which will be several years. The raise and appropriate request for \$70,000 will be placed into a line item of inter-governmental transfers. The Sewer Enterprise account will not be spent, but be allowed to build up so when payments are necessary, funds will be available.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ESTABLISH THE FUNDING STRUCTURE NEEDED FOR FUTURE CLEAN WATER BUDGETS. VOTE: YES-5, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and raise and appropriate the sum of \$70,000.00 for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

WATER DEPARTMENT

LOWER COUNTY ROAD PROJECT FOR FY18

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow, a sufficient sum of money to conduct distribution system upgrades outlined in our master plan and in conjunction with the DPW's plan to repave Lower County Road, including all costs incidental and related thereto. This project includes abandoning an 8" asbestos (AC) water main, moving water services from the AC main to the existing 16" ductile iron water main, installing in-line gate valves, installing tee's & hydrants, and increasing the pipe diameter underneath the Allen harbor bridge to address pipe discontinuity. Estimated cost: \$1,300,000

Explanation: All of the aforementioned upgrades will increase water quality, water pressure, as well as, provide additional firefighting capacity in one of the most densely populated areas in the community. In addition, this work will lay the foundation to replace the old 2" cast iron water main located on the abutting streets, further improving water quality and firefighting capacity. Engineering for this project is currently underway intend to bid the project prior to TM to ensure adequate funding request.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE WATER DEPARTMENT TO MAINTAIN OR RENEW WATER PIPES, WATER MAINS, AND CONNECTING PIPES BEFORE THE ROADWAY IS UPGRADED AND RESURFACED BY THE DPW. VOTE: YES-5, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$1,235,175 be transferred from Water Retained Earnings to conduct distribution system upgrades outlined in the master plan and in conjunction with the DPW's plan to repave Lower County Road, including all costs incidental and related thereto.

Duly seconded

ACTION: It was a unanimous vote, so declared.

REPAVE ACCESS ROADS TO WELL SITES

ARTICLE 18: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sufficient sum of money for repaving of access roads to well sites, and to act fully thereon. By request of the Board of Water Commissioners and Superintendent. Estimated cost: \$175,000.00

Explanation: *Continued deterioration of the access roads makes travel to and from the remote well sites difficult and promotes excessive wear and tear on the department vehicles, especially during snow removal efforts. It should be noted that all remote well sites are required by MassDEP to be monitored & visually inspected 365 days a year and maintaining access during all severe weather is mandatory.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND AN ONGOING PROJECT TO IMPROVE ACCESS TO EXISTING WELLS. VOTE : YES-5, NO-0

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$175,000 be transferred from Water Department Receipts for repaving of access roads to well sites. Duly seconded

ACTION: It was unanimous vote, so declared.

PURCHASE UTILITY TRUCKS FOR THE WATER DEPARTMENT

ARTICLE 19: 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 two (2) 2018 Ford F350's. These vehicles are to replace a 2004 F150 4WD Pickup and a 2005 F350 4WD Pickup, and to act fully thereon. By request of the Board of Water Commissioners and Superintendent. Estimated cost: \$110,000, less trades \$8,175.00. (Total Dollars \$101,825)

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.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$101,825 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-4, NO-1

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$101,825 be transferred from Water Retained Earnings to 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: Motion carried.

RE-APPROPRIATION OF BOND PROCEEDS

ARTICLE 20: To see if the Town will vote to transfer the excess bond proceeds of \$59,767.89 from the \$3,500,000 borrowing authorized under Article #15, May 3, 2010 to Construct Greensand Water Treatment Facility to reduce the amount paid for water main replacement and to act fully thereon. By request of the Board of Water Commissioners and the Superintendent. Estimated cost: 59,767.89

Explanation: Article #15 of the May 3, 2010 Town Meeting appropriated \$3,500,000 for the construction of the Bruce Cahoon Greensand Water Treatment Facility. The project has since been completed and a balance of \$59,767.89 remains unspent. It is the intent of the Water Department, upon approval, to re-allocate these funds to Fiscal Year 2019 budget, line item 13204502-553350 – Water Main Replacement” to assist with the funding for the replacement of 2” water mains.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AS A HOUSE KEEPING MEASURE TO CLEAN OUT THE AUTHORIZATIONS OF COMPLETED PROJECTS THAT WERE FINISHED UNDER THE BUDGET AND ORIGINAL AUTHORIZED AMOUNTS. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to transfer the excess bond proceeds of \$59,767.89 from the \$3,500,000 borrowing authorized under Article #15, May 3, 2010 to Construct Greensand Water Treatment Facility to reduce the amount paid for water main replacement.

Duly seconded

ACTION: It was a unanimous vote, so declared.

DEPARTMENT OF PUBLIC WORKS

PURCHASE AND EQUIP VEHICLES FOR THE DPW

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

(1) One Ton Dump Truck (Parks)	\$80,000
(1) One Ton Dump Truck (Cemetery)	\$80,000
(1) One Ton Dump Truck (Highway)	<u>\$55,000</u>
TOTAL	\$215,000

And further to authorize the trade-in or sale of the following old vehicles toward the purchase price, where the Board of Selectmen find that the vehicles cannot be utilized elsewhere in the Town:

1999 Ford F-350 Dump Truck
2006 Ford F-350 Dump Truck
2000 Ford F-250 Pickup Truck

And to act fully thereon. By request of the DPW Director. Estimated cost: \$215,000

Explanation: This request is for three (3) one-ton dump trucks to replace a 1999 dump truck, a 2006 dump truck and a 2000 pick-up truck used by the Parks, Cemetery, and the Highway Departments. The current trucks, which are front-line vehicles in their

departments, are in poor condition with high mileage (145,785, 101, 026, 147,995 miles respectively) and are rapidly deteriorating. The primary functions of these vehicles include transport of staff, tools and materials to and from job sites, snow plowing, sanding, pothole and road repairs, and towing equipment trailers.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$215,000 FROM AVAILABLE FUNDS TO PURCHASE NEW TRUCKS WITH SANDERS AND PLOWS FOR THE DPW DEPARTMENT. THIS WILL INCREASE EFFICIENCY FOR THE PARKS, CEMETERIES, AND HIGHWAY. THE FEES CHARGED BY THE DPW GOES IN TO THE TOWN'S GENERAL FUND. VOTE: YES-5, NO-0.

THE BOARD OF SELECTMEN, AT THEIR MEETING ON APRIL 9, 2018, VOTED ONLY TWO (2) ONE-TON DUMP TRUCKS AT A TOTAL COST OF \$135,000

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted except for (1) One Ton Dump Truck costing (Cemetery) \$80,000 and that \$135,000 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 and/or transfer from available funds, or borrow the sum of \$700,000 to fund the Road Maintenance Program as requested in the Capital Plan for FY19, including all costs incidental and related thereto. 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 further, 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 DPW Director. Estimated cost: \$700,000.

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 M.G.L. C.59, §21C PROPOSITION 2 ½). VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that the Town appropriate the sum of \$700,000 to fund the Road Maintenance Program for Fiscal Year 2019, 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.

Notation: Town Ballot Question #2 is linked to this Article – Debt Exclusion

ACTION: It was a unanimous vote, so declared.

FIRE DEPARTMENT

PURCHASE NEW REPLACEMENT AMBULANCE

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to purchase or lease an ambulance for the Fire Department, and further to authorize a lease/purchase agreement of up to five years; and to act fully thereon. By request of the Fire Chief. Estimated cost: \$340,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE AN EXISTING AMBULANCE AS THE FIRE DEPARTMENT CONTINUES TO MAINTAIN AND USE 4 AMBULANCES. THESE VEHICLES ARE ROTATED NEWEST TO OLDEST TO MEET THE INCREASING NEEDS OF THE DEPARTMENT, AS WELL AS PROLONG THE USE OF THE OLDER VEHICLES. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to purchase and equip one new replacement Ambulance for the Fire Department and the sum of \$340,000 be transferred from Free Cash for this purpose, and to further authorize the Fire Chief to trade-in or sale of applicable vehicle toward purchase price. Duly seconded

ACTION: It was a unanimous vote, so declared.

CONSTRUCTION FOR STATION 2

ARTICLE 24: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money for the design and construction, and construction administration, of Fire Station 2 at 149 Route 137; including equipment and furnishing, and any other costs incidental and related thereto. 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 § 21 (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article. And further, 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 Fire Chief. Estimated cost: \$6,050,000.

Explanation: Fire Station #2 on Route 137 has become a more full service station due to the increased calls for service. A committee has been formed to review its use. The 2017 ATM approved design funds to improve the facility. The Board of Selectmen, the committee and design firm have agreed to construct a new facility on the same site to provide services to this section of our community. This appropriation will all ow for the construction of a new facility.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH AN ESTIMATED COST OF \$6,050,000 BEING BORROWED 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 M.G.L. C.59, §21C PROPOSITION 2 ½). THIS VOTE WILL BE SUBJECT TO A TWO THIRDS TOWN MEETING VOTE TO PASS. THE COST OF THE DESIGN AND PLAN MONIES WERE APPROVED AT THE MAY, 2017 ANNUAL TOWN MEETING. VOTE: YES-4, NO-1.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that the Town appropriate the sum of \$6,750,000 for the construction, and construction administration, of Fire Station 2 at 149 Route 137; including equipment and furnishing, and any other costs incidental and related thereto; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$6,750,000 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.

Notation: Town Ballot Question #3 is linked to this Article – Debt Exclusion

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

CEMETERY

TRANSFER OF LAND FROM BOARD OF SELECTMEN PROPERTY TO ISLAND POND CEMETERY

ARTICLE 25: To see if the Town will vote to transfer from the Board of Selectmen, currently being held for General Municipal Use to the Cemetery Commission to be held for cemetery purposes, a parcel of land consisting of approximately 1 acre identified as shown on the sketch of plan included in the Warrant for this Town Meeting. Assessors Map: 49 Parcel: R3 (Deed References: Bk.12500 Pg.140, Bk.3161 Pg.056, and Bk.1486 Pg. 647), and to act fully thereon. By request of the Cemetery Director and the Cemetery Commission.

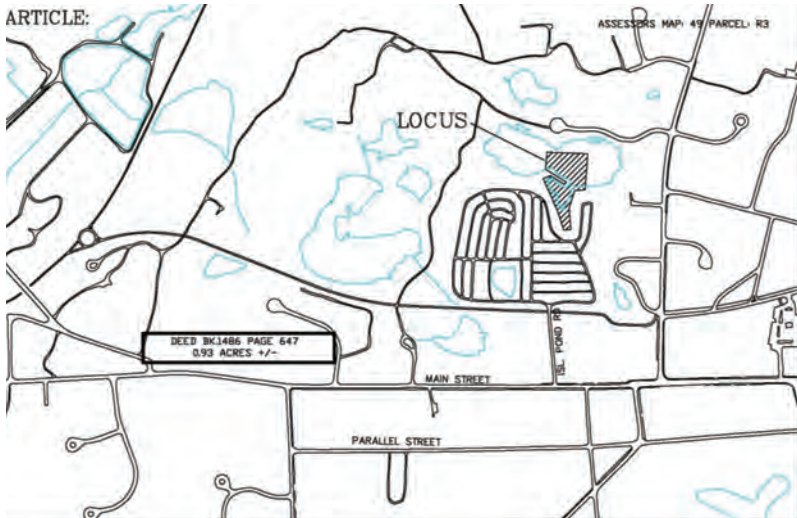
***Explanation:** To add an approximately an additional 120 burial spaces and to be used for grant opportunities for the Island Pond Arboretum.*

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW FOR INCREASE BURIAL SPACES FROM THIS LAND LOCKED PARTIAL, AND TO GIVE THE COMMISSION THE TOTAL LAND NECESSARY TO APPLY FOR GRANT OPPORTUNITIES TO BUILD AN ARBORETUM. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to allow for increase burial spaces from this land locked partial, and to give the Cemetery Commission the total land necessary to apply for grant opportunities to build an arboretum.

Duly seconded

ACTION: This vote required a 2/3 majority vote to pass, it was a unanimous vote, so declared.



Article 25

CONSTRUCTION OF BUILDING AND PURCHASE OF EQUIPMENT FOR PET CREMATORY

ARTICLE 26: 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 design and construction and equipment, including a cremation device for a pet crematory located at 276 Queen Anne Road commonly known as the Pet Cemetery including the purchase and installation of an Animal Cremation Retort (cremation unit) and all costs incidentals and related thereto. 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 and interest on any borrowing authorized under this article. And further, 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 Cemetery Administrator and the Cemetery Commission. Estimated cost \$577,950.

***Explanation:** The Cemetery Director and Commission have determined that a significant need exists for persons to respectfully dispose of their pets. This article calls for the construction of a building and a device to be able to cremate small pets. The facility will*

be located adjacent to the pet burial ground on 276 Queen Anne Road, approved at a previous Annual Town Meeting.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$577,950 FROM A DEBT EXCLUSION BALLOT VOTE BE AUTHORIZED TO ALLOW THE PET CEMETERY THAT WAS AUTHORIZED IN THE 2017 ANNUAL TOWN MEETING TO MOVE FORWARD. THIS WILL PROVIDE THE TOWN WITH A MUCH-NEEDED SERVICE THAT IS HARD TO FIND ON CAPE COD, AND OVER TIME IT WILL HELP PRODUCE REVENUE FOR THE TOWN. EVEN THOUGH A DEBT EXCLUSION VOTE IS NEEDED TO GET THIS PROJECT STARTED IT IS ANTICIPATED THAT THE FEES CHARGED WILL SOON COVER THE COST OF THE PROJECT AND THEN CONTRIBUTE TO THE GENERAL FUND. 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). VOTE: YES-5, NO-0.

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

ACTION: The article is indefinitely postponed.

**AMEND THE HARWICH CEMETERY COMMISSION
RULES AND REGULATIONS OF HARWICH CEMETERIES**

ARTICLE 27: To see if the Town will vote to amend the Rules and Regulations of the Harwich Cemeteries as follows, and to act fully thereon. By request of the Cemetery Commission.

<p>Harwich Cemetery Commission Rules and Regulations of Harwich Cemeteries</p>
--

III. Cemetery Lots

- 7. Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures. All Christmas decorations must be removed by January 31st anything left on the grave will be removed by the cemetery personnel.

12. Items left at or on the lots after burial will be removed after one week.

13. The Above Rules will be strictly enforced.

VI. Active Cemeteries (*Burial space available*)
Harwich Center Cemetery, 686 Main Street, AKA Congregational Church Yard Cemetery

Cemetery Office located @ 273 ~~Queen Anne Road~~ **100 Oak Street**; mail received at Town Hall, 732 Main Street

Office phone: 508-430-7549

FINANCE COMMITTEE DOES NOT RECOMMEND THIS ARTICLE AND ASKS THAT IT BE INDEFINITELY POSTPONED. GRAVESIDE GRIEVING AND REMEMBRANCE IS OBSERVED BY PEOPLE IN MANY DIFFERENT WAYS AND THE FINANCE COMMITTEE FEELS THAT THESE RULES ARE TOO RESTRICTIVE AND DO NOT ALLOW ENOUGH TIME FOR THE PUBLIC TO SHOW THEIR FEELINGS TOWARDS THEIR LOVED ONES. THESE RULES ARE DESIGNED TO BENEFIT THE MAINTENANCE STAFF AND NOT THE PUBLIC. VOTE: YES-1, NO-4.

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

ACTION: This article was indefinitely postponed.

GOLF DEPARTMENT

LANDSCAPE RECLAMATION AND MAJOR TREE REMOVAL

ARTICLE 28: To see if the Town will vote to raise and appropriate and/or transfer a sufficient sum of money from the Golf Improvement Fund to continue landscape reclamation and tree removal specific to holes 1-9, but not restricted to any other areas that the Golf Director and the Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost: \$40,000

Explanation: The golf course continues to improve turf conditions through-out the existing 18 fairways. Significant work on holes 10 through 18 has been done over the last 4 years. Attention to holes 1-9 is now in its second year of work to be completed. 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. THIS USES FUNDS FROM GOLF RECEIPTS TO WORK ON LONG TERM PROJECTS FOR IMPROVEMENTS. THIS YEARS FUNDS WILL BE MAINLY DIRECTED TOWARDS HOLES 1-9 WHILE PAST REVENUES HAVE BEEN DIRECTED AT HOLES 10 – 18. VOTE: YES-5, 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 \$40,000 from the Golf Capital Improvements Receipts Reserve Fund for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

PHASE TWO COMPLETION OF LANDSCAPING

ARTICLE 29: To see if the Town will vote to transfer a sufficient sum of money from the Golf Improvement Fund to complete the landscape and streetscape improvements as part of the infrastructure improvements voted in Article 18 of the 2017 Annual Town Meeting, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost: \$50,000

Explanation: this is the necessary completion phase to the capital project which will enhance traffic flow, pedestrian access to the Club House and the "Hot Stove", as well as emergency vehicle access. This methodical step by step approach will be completely funded by the Golf Improvement

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS USES FUNDS FROM GOLF RECEIPTS TO WORK ON LONG TERM PROJECTS FOR IMPROVEMENTS. IN ADDITION TO LANDSCAPING THESE FUNDS WILL ALSO PROVIDE EMERGENCY VEHICLE ACCESS TO THE CLUB HOUSE. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to complete the landscape and streetscape improvements as part of the infrastructure improvements voted in Article 18 of the 2017 Annual Town Meeting at Cranberry Valley Golf Course and that the Town transfer \$50,000 from the Golf Capital Improvements Receipts Reserve Fund for this purpose. Duly seconded

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

HARBORMASTER DEPARTMENT

ACCEPT MASSACHUSETTS SEAPORT ECONOMIC COUNCIL GRANT FOR THE SAQUATUCKET HARBOR LANDSIDE PROJECT

ARTICLE 30: To see if the Town will vote to authorize the Board of Selectmen to expend a grant, which the Board of Selectmen has voted to accept, from the Massachusetts Seaport Economic Council in the amount of \$1,000,000, for the construction of landside improvements at Saquatucket Harbor, said grant to be expended in addition to the appropriation of \$3,000,000 under Article 20 of the May 1, 2017 Annual Town Meeting, for the purposes set forth in the site plan included in the prior vote of Town Meeting; including any other costs incidental and related thereto; and to act fully thereon. By request of the Board of Selectmen.

Explanation: The Town approved in FY18 \$3,000,000 for the Landside renovations to Saquatucket Harbor with a provision to seek grants. The Harbormaster has been successful in obtaining a Seaport Grant for \$1,000,000, which the Board of Selectmen has voted to accept. Due to escalating costs, the project had come in over \$3,000,000. This article seeks to allow the Board of Selectmen to expend the Grant in addition to the \$3,000,000 previously appropriated for the project. The grand total available would be \$4,000,000. Administration will expend the Grant first, and will only borrow under the \$3,000,000 bond authorized last year the amount necessary to complete the site plan presented at Town Meeting and voted and approved on the Ballot. It is estimated that the

total project cost will be approximately \$3,850,000, so that only \$2,850,000 of the amount approved last year will need to be borrowed. Once the Project is completed, any unused borrowing authority will be either repurposed or rescinded at a future town meeting.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THE ACCEPTANCE OF THE \$1,000,000 GRANT IS IMPORTANT TO THE TOWN AND CAN BE USED TO REDUCE THE OVERALL COST OF THE TOWN, OR IT CAN BE USED TO COMPLETE THE SITE PLAN THAT WAS PRESENTED AT A PREVIOUS TOWN MEETING. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted to authorize the Board of Selectmen to expend a grant, which the Board of Selectmen has voted to accept, from the Massachusetts Seaport Economic Council in the amount of \$1,000,000, for the construction of landside improvements at Saquatucket Harbor, said grant to be expended in addition to the appropriation of \$3,000,000 under Article 20 of the May 1, 2017 Annual Town Meeting, for the purposes set forth in the site plan included in the prior vote of Town Meeting; including any other costs incidental and related thereto. Duly seconded

A motion was made and seconded to terminate debate, this vote required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3 vote, motion carried.

ACTION: Motion carried.

May 8, 2018

The Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00 PM, a quorum of more than 150 was met, having 306 registered voters in attendance.

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

The meeting began with:

**AMENDMENT TO THE “AGREEMENT BETWEEN THE TOWNS OF
CHATHAM AND HARWICH WITH RESPECT TO THE FORMATION OF A
REGIONAL SCHOOL DISTRICT**

ARTICLE 31: To see if the Town will vote to authorize the Board of Selectmen to execute an amendment to the “Agreement between the Towns of Chatham and Harwich with Respect to the Formation of a Regional School District” and to act fully thereon. By Request of the Board of Selectmen and Monomoy Regional School District.

Explanation: The Monomoy Regional School District Agreement calls for a review of the document after five years. This review has been completed and amendments are recommended. Most of the revisions include elimination of the transition elements contained in the original agreement and an updating of language to include the Monomoy name. Based on feedback from the community and Select Boards, the Assignment of Schools language makes no change to the current regional agreement wording about assignment to elementary schools. Both towns retain their elementary schools with their town's children attending elementary school in the town of their residence. The Capital Expenditure and Borrowing costs shares have been updated to reflect the cost sharing of the operating budget. The amendment must be approved by both Harwich and Chatham respective Board of Selectmen and Town Meeting before becoming effective.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AS PART OF A REQUIRED 5 YEAR REVIEW OF THE DOCUMENT AND TO ELIMINATE UNNECESSARY LANGUAGE THAT WAS INSERTED AS PART OF THE TRANSITION TO THE REGIONAL DISTRICT. VOTE: YES-5, NO-0.

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

ACTION: The article was indefinitely postponed.

GREEN COMMUNITIES

**AMEND THE CODE OF HARWICH GENERAL
BYLAWS– CHAPTER 115 STRETCH ENERGY CODE**

ARTICLE 32: To see if the Town will vote to amend the Code of the Town of Harwich under the General By-Laws by adding a new by-law under Chapter 115 – Stretch Energy Code for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building

Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of January 1, 2019 a copy of which is on file with the Town Clerk, and to act fully thereon. By request of the Board of Selectmen.

Chapter 115 Stretch Energy Code

§115-1 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

§115-2 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code – Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

§115-3 Applicability

This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

§115-4 Authority

A municipality seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix. 780 CMR 115.AA may be adopted or rescinded by any municipality in the commonwealth in the manner prescribed by law.

§115-5 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into the Code of the Town of Harwich under the General Bylaws, Chapter 115. The Stretch Code is enforceable by the inspector of buildings or building commissioner and effective as of January 1, 2019.

Explanation: The Town is seeking to qualify as a state designated Green Community. One of the necessary criteria to become a Green Community is to adopt the Stretch Energy Code. On January 1, 2017, both the Base Energy Code and the Stretch Energy Code were updated. The differences between the two are now much smaller than in the past.

Basically, to comply with the Stretch Code, new residential construction in a Stretch Code town needs to follow the Performance Path of the Base Code rather than the Prescriptive Path. The updated Stretch Code also applies to all new commercial buildings over 100,000 square feet and new commercial buildings over 40,000 square feet if they are specific high energy users such as Supermarkets, Laboratory buildings, Refrigerated warehouses. **All additions, renovations, and repairs to residential buildings are explicitly exempted from the Stretch Code.** Also smaller new commercial buildings as well as additions, renovations and repairs of commercial buildings are exempt.

A key feature of the Stretch Energy Code is that it is performance based. It requires new homes to meet a HERS (Home Energy Rating System) index rating target of 55, rather than requiring the installation of specific levels of energy efficiency for each building element (e.g. Windows, Wall insulation, roof insulation, furnace etc.). The HERS rating is a measure based on a home's total expected energy use and overall efficiency. It is calculated by a certified HERS rater using accredited software, which uses information on the design of the energy systems in a home to calculate the annual energy needs of the home and give it a rating score.

Currently 215 out of 351 communities, representing more than 71% of the state's population, have adopted the Stretch Energy Code. Many builders are familiar with the stretch energy code. Many say that the energy efficiency trade-off features of the Stretch Code 55 HERS rating makes it easier to construct a Stretch Code home than a Base Energy Code home.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AS ONE OF THE NECESSARY STEPS TO MAKE HARWICH A GREEN COMMUNITY. VOTE: YES-5, NO-0.

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

ACTION: Motion carried.

**ZONING BYLAW ARTICLE LARGE-SCALE
GROUND-MOUNTED PHOTOVOLTAIC ARRAYS**

ARTICLE 33: To see if the Town will vote to amend the Town's Zoning Bylaw, by establishing a new Article XXIII, Large-Scale Ground-Mounted Photovoltaic Arrays (>250kW), to include the following subsections:

- §325-138 Purpose and Intent.
- §325-139 Definitions
- §325-140 Large Scale Solar Review.
- §325-141 Operation & Maintenance Plan
- §325-142 Utility Notification
- §325-143 Dimension and Density Requirements.
- §325-144 Design Standards.
- §325-145 Safety and Environmental Standards.
- §325-146 Monitoring and Maintenance
- §325-146 Monitoring and Maintenance.

§325-147 Abandonment and Decommissioning.

§325-148 Financial Surety

Further to amend Article III, Establishment of Zoning Districts by adding under:

§325-3 Division of Town into districts, a new “Solar Farm Overlay District”; and,
§325-4 Maps, add “E. Solar Farm Overlay District” and a corresponding map.

Further to amend Article V, Use Regulations:

§325-13, Table of Uses, D. Paragraph IV, Commercial Uses and Attachment 1 –
Table 1, by adding: 47 - Large-Scale Ground-Mounted Photovoltaic Array (§325-
14S, Article XXII) as “P” in the IL zoning district.; and,

§325-14 Supplemental regulations, a new subsection “S. Large-Scale Ground-
Mounted Photovoltaic Array shall be permitted by right within the Solar Farm
Overlay District pursuant to the provisions of Article XXIII (§325-138 - §325-148).

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

**Below is the complete text for the proposed changes related to the Large-Scale
Ground-Mounted Photovoltaic Arrays Bylaws – this is ALL new text.**

XXIII. Large-Scale Ground-Mounted Photovoltaic Arrays

§325-138 Purpose and Intent. The purpose of this bylaw is to promote the creation of new Large-Scale Ground Mounted Solar Photovoltaic Installations (250kW or larger and covering at least one acres in size) by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations to address public safety, minimize impacts on scenic, natural and historic resources, and provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of Large-Scale Ground-Mounted Solar Photovoltaic Installations. This section shall apply to Large-Scale Ground-Mounted Solar Photovoltaic Installations proposed for construction after the effective date of this section. This section shall also pertain to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

§325-139 Definitions

As-of-Right Siting. As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-Right development may be subject to Large Scale Solar Review to determine conformance with local zoning ordinances or bylaws. Projects subject to Large Scale Solar Review cannot be prohibited, but can be reasonably regulated by the building commissioner or local inspector.

Designated Location. The location designated by the Zoning Bylaw, in accordance with Massachusetts General Laws Chapter 40A, section 5, where Large-Scale Ground-Mounted Solar Photovoltaic Installations may be sited As-of-Right. Said location(s) are shown on the Zoning Map of Harwich pursuant to Massachusetts General Laws Chapter 40A Section 4. This map is hereby made a part of this section and is on file in the Office of the Town Clerk.

Large-Scale Ground-Mounted Solar Photovoltaic Installation. A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC. All Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be owned and operated by either the Town of Harwich or under agreements with the Town of Harwich.

Large Scale Solar Review. A review by the Planning Board to determine conformance with local zoning ordinances or bylaws.

On-Site Solar Photovoltaic Installation. A solar photovoltaic installation that is constructed at a location where other uses of the underlying property occur.

Rated Nameplate Capacity. The maximum rated output of the electric power production of the photovoltaic system in Direct Current (DC).

Solar Photovoltaic Array. an arrangement of solar photovoltaic panels.

§325-140 Large Scale Solar Review. Prior to construction, installation or modification, Large-Scale Ground Mounted Solar Photovoltaic Installations with 250 kW or larger nameplate capacity shall undergo Large Scale Solar Review by the Planning Board as provided below. In accordance with Section 22(c) of the Massachusetts Green Communities Act, Large Scale Solar Review shall be expedited and no decision shall be rendered more than one (1) year after the date of the application.

A. Compliance with Laws, Ordinances and Regulations.

The construction and operation of all Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of the installation shall be constructed in accordance with the State Building Code.

No Large-Scale Ground Mounted Solar Photovoltaic Installation shall be constructed, installed or modified without first obtaining a building permit.

B. Large Scale Solar Review Application and Plan Requirements.

All applications and plans shall be filed with the Planning Board.

1. Two (2) copies of a properly executed application for Large Scale Solar Review, along with a filing fee of \$525.00.

2. Twelve (12) copies of site plan(s), prepared by a Registered Land Surveyor licensed in the Commonwealth of Massachusetts, at a scale of one inch equals forty feet (1" = 40'), including:
 - a. North arrow and locus map;
 - b. Property boundaries;
 - c. Name/Description of project;
 - d. Topography, both existing and proposed, including proposed drainage;
 - e. Zoning designation;
 - f. Location of proposed structures, drives, etc., including setbacks;
 - g. Sign(s) location(s);
 - h. Landscaping, both existing and proposed;
 - i. Lighting, including locations, type and wattage.
 3. Twelve (12) copies each of the following:
 - a. Plans or drawings of the Large-Scale Ground-Mounted Solar Photovoltaic Installation prepared by a Registered Professional Engineer licensed in the Commonwealth of Massachusetts, showing the proposed layout of the system and any potential shading from nearby structures;
 - b. One or three line electrical diagram detailing the Large-Scale Ground Mounted Solar Photovoltaic Installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
 - c. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter(s);
 - d. Documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation;
 - e. An operation and maintenance plan (see also §325-141);
 - f. Proof of liability insurance;
 - g. Description of financial surety that satisfies §325-148;
 - h. A public outreach plan, including project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and other wise inform abutters and the community.
- C. Waiver of Requirements: Upon written request submitted as part of the application, the Planning Board may waive any requirements.

§325-141 Operation & Maintenance Plan. The project proponent shall submit a plan for the operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.

§325-142 Utility Notification No Large-Scale Ground –Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Planning Board that

the utility company that operates the electrical grid where the installation is to be located has been informed of the installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.

§325-143. Dimension and Density Requirements.

- A. Setbacks. Setbacks from all boundary lines shall be a minimum of fifty feet (50').
- B. Appurtenant Structures. All appurtenant structures to Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

§325-144. Design Standards.

- A. Lighting. Lighting of Large-Scale Ground-Mounted Solar Photovoltaic Installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- B. Signage. Signs on Large-Scale Ground-Mounted Solar Photovoltaic Installations shall comply with a Harwich Sign Code. A sign that identifies the owner and provides a 24-hour emergency contact phone number shall be required.

Large-Scale Ground-Mounted Solar Photovoltaic Installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the installation.

- C. Utility Connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections for the Large-Scale Ground-Mounted Solar Photovoltaic Installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

§325-145 Safety and Environmental Standards.

- A. Emergency Services. The Large-Scale Ground-Mounted Solar Photovoltaic Installation owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Harwich Fire Chief. Upon request, the owner or operator

shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

- B. Land Clearing, Soil Erosion and Habitat Impacts. Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the Large-Scale Ground-Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable laws, regulations, and bylaws.

§325-146 Monitoring and Maintenance.

- A. Large-Scale Ground-Mounted Solar Photovoltaic Installation Conditions. The Large-Scale Ground Mounted Solar Photovoltaic Installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Harwich Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the installation and any access road(s), unless accepted as a public way.
- B. Modifications. All material modifications to a Large-Scale Ground-Mounted Solar Photovoltaic Installation made after issuance of the required building permit shall require approval by the Planning Board.

§325-147 Abandonment and Decommissioning.

- A. Removal Requirements. Any Large-Scale Ground-Mounted Solar Photovoltaic Installation which has reached the end of its useful life or has been abandoned consistent with §325-147.B shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Large Scale Solar Review Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:
 - 1. Physical removal of all Large-Scale Ground-Mounted Solar Photovoltaic Installations, structures, equipment, security barriers and transmission lines from the site.
 - 2. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
 - 3. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Large Scale Solar Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

B. Abandonment. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the Large-Scale Ground-Mounted Solar Photovoltaic Installation shall be considered abandoned when it fails to operate for more than one (1) year without the written consent of the Planning Board. If the owner or operator of the large-Scale Ground-Mounted Solar Photovoltaic Installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town may enter the property and physically remove the installation.

§325-148 Financial Surety. Proponents of Large-Scale Ground-Mounted Solar Photovoltaic projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. Such surety will not be required for municipally- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

Article III. Establishment of Zoning Districts

§325-3. Division of Town into districts

Solar Farm Overlay District

§325-4. Maps.

E. The Solar Farm Overlay District established hereunder is shown on a map labeled “Town of Harwich, Solar Farm Overlay District” dated February 8, 2018, a copy of which is on file in the office of the Town Clerk.

Article V. Use Regulations

§325-13, Table of Uses, D. Paragraph IV, Commercial Uses and Attachment 1 – Table 1

Use	RR	RL	RM	RH-1	RH-2	RH-3	CV	CH-1	CH-2	IL	MRL	MRL-1	WR
Paragraph IV – Commercial Uses													
47 Large-Scale Ground-Mounted Photovoltaic Array (§325-14S, Article XXII)	-	-	-	-	-	-	-	-	-	P	-	-	-

§325-14 Supplemental regulations.

S. Large-Scale Ground-Mounted Photovoltaic Array shall be permitted by right within the Solar Farm Overlay District pursuant to the provisions of Article XXIII (§325-138 - §325-148).

Explanation: The Town is seeking to qualify as a state designated Green Community. One of the necessary criteria to become a Green Community is to adopt an as-of-right site for renewable or Alternative Energy. This bylaw provides three components 1) A provision for Large Scale Solar Review by the Planning Board for Large-Scale Ground-Mounted Photovoltaic ("PV") Arrays (similar to Site Plan Review; however it is not a special permit, it is by right) with specific criteria; 2) creates an overlay district "Solar Farm Overlay District" and map (an 8+ acre area of town-owned land just west of the existing PV array on the capped landfill; and 3) add the Large-Scale Ground-Mounted Photovoltaic Arrays to the use table.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AS ONE OF THE NECESSARY STEPS TO MAKE HARWICH A GREEN COMMUNITY. THIS ARTICLE WILL CREATE THE ZONING NECESSARY TO ALLOW AN AREA OF LAND AT THE LAND FILL TO BE USED FOR PHOTOVOLTAIC ARRAYS. VOTE: YES-5, NO-0.

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

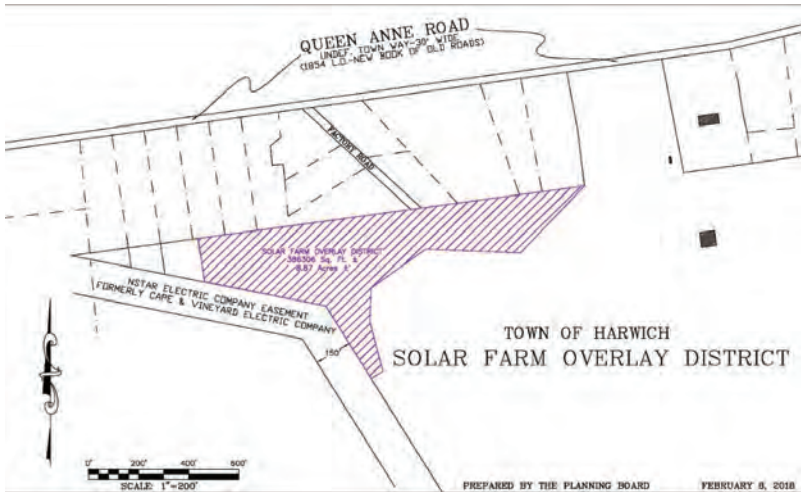
At this time Larry Brophy, Chairman – Planning Board, read the Planning Board report as follows:

May 1, 2018

To: Michael MacAskill, Board of Selectmen Chairman
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: Lawrence Brophy, Planning Board Chairman
RE: Article 33 – Zoning Amendment
Large-Scale Ground-Mounted Photovoltaic Arrays

At a duly posted and noticed public hearing held by the Harwich Planning Board on March 27, 2018 the Board voted unanimously to accept and to recommend the Large-Scale Ground-Mounted Photovoltaic Arrays zoning amendment as it appears in the Annual Town Meeting Warrant. Public input was received in support of this amendment.

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.



Article 33

MARIJUANA ESTABLISHMENTS

AMEND THE CODE OF THE TOWN OF HARWICH ZONING BYLAWS

MARIJUANA ESTABLISHMENTS - BAN

ARTICLE 34: To see if the Town will vote to amend the Town's Zoning Bylaw, ARTICLE V, Use Regulations, §325-10 Prohibited uses in all zoning districts, to include a new paragraph K, that would provide as follows, and further to amend the ARTICLE II § 325-2 Word usage and definitions to include, "Marijuana Establishments" as follows:

Section 325-10 Prohibited uses in all zoning districts.

K. Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical "marijuana establishments" as defined in G.L. c.94G §1, including marijuana cultivators, independent testing laboratory, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Harwich.

Section 325-2 Word usage and definitions.

MARIJUANA ESTABLISHMENTS - Marijuana cultivators, independent testing laboratory, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, as defined in G.L. c.94G §1.

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

Explanation: This zoning bylaw would prohibit marijuana establishments (including cultivators, testing labs, product manufacturers or any other types of licensed marijuana related businesses) within the Town of Harwich.

It does not prohibit the use of recreational marijuana, or an individual's right to have marijuana plants, consistent with state law.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO BAN MARIJUANA ESTABLISHMENTS. THIS ARTICLE ALONG WITH A POSITIVE VOTE IN THE NEXT ARTICLE, (35) WILL NOT AFFECT RECREATIONAL MARIJUANA LAWS BUT WILL ELIMINATE THE SALE OF MARIJUANA THROUGH RETAIL ESTABLISHMENTS IN HARWICH. VOTE: YES-5, NO-0.

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

At this time Larry Brophy, Chairman – Planning Board, read the Planning Board report as follows:

May 1, 2018

To: Michael MacAskill, Board of Selectmen Chairman
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: Lawrence Brophy, Planning Board Chairman
RE: Article 34 – Zoning Amendment
Marijuana Establishment Ban

At a duly posted and noticed public hearing held by the Harwich Planning Board on January 23, 2018 the Board voted unanimously to accept and to recommend the Marijuana Establishment Ban zoning amendment as it appears in the Annual Town Meeting Warrant. Public input was received in support of this amendment.

A motion was made and seconded to terminate debate, this motion required a 2/3 majority vote to pass, it was declared to have received the necessary 2/3 vote, motion carried.

ACTION: This motion required a 2/3 majority vote to pass, a standing count was taken YES 184 NO 48, the motion carried.

AMEND THE CODE OF THE TOWN OF HARWICH –
GENERAL BYLAWS
MARIJUANA ESTABLISHMENTS - BAN

ARTICLE 35: To see if the Town will vote to amend the Town's General Bylaw Chapter 171 Marijuana by adding a new Section 171-3, that would provide as follows:

Section 171-3

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical “marijuana establishments” as defined in G.L. c.94G, §1, to including marijuana cultivators, independent testing laboratory, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Harwich.

And to act fully thereon.

Explanation: This general bylaw would prohibit marijuana establishments (including cultivators, testing labs, product manufacturers or any other types of licensed marijuana related businesses) within the Town of Harwich.

It does not prohibit the use of recreational marijuana, or an individual's right to have marijuana plants, consistent with state law.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: Motion carried

AMEND THE CODE OF HARWICH ZONING BYLAW - TEMPORARY
MORATORIUM ON SALE AND DISTRIBUTION OF RECREATIONAL
MARIJUANA

ARTICLE 36: To see if the Town will vote to amend the Town's Zoning Bylaw, “Article XXII, Temporary Moratorium on the Sale and Distribution of Recreational Marijuana” as follows:

§325-134 Purpose

Paragraph A: add in the second sentence within the parenthesis after “Acts of 2016”, the following “and thereafter, on July 28, 2017 by Chapter 55 of the Acts of 2017”

Paragraph B: Within the first sentence replace the phrase “a permitted use in the Town,” with “specifically addressed in the Zoning Bylaw” and delete in its entirety the last sentence.

§325-135 Definitions

Add a new definition for “Marijuana Establishment” as follows: “A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.”

Change “Marijuana Testing Facility” to “Independent Testing Laboratory” and keep the existing definition language.

§325-136 Temporary moratorium

In the second sentence, change “June 30, 2018 to “December 31, 2018”

In the third sentence, delete “, by ballot measure,”

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

Explanation: This zoning bylaw would extend the moratorium approved at last year’s Annual Town Meeting from June 30, 2018 to December 31, 2018. In the event that the previous two (2) articles banning marijuana establishments are approved, the extension of the moratorium is necessary to allow for the opportunity to review and approval by the Attorney General of the zoning and general bylaw amendments. In the event that the previous two (2) articles banning marijuana establishment are not approved, the extension would provide an additional 6 months to study the issue of marijuana establishments. It does not prohibit the use of recreational marijuana, or an individual’s right to have marijuana plants, consistent with state law.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO GIVE THE TOWN ADDITIONAL TIME NEEDED TO ESTABLISH GOOD LAW AND ORDER WITH REGARD TO THE USE OF MARIJUANA.

VOTE: YES-5, NO-0.

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

At this time Larry Brophy, Chairman – Planning Board, read the Planning Board report as follows:

May 1, 2018

To: Michael MacAskill, Board of Selectmen Chairman
Cc: Anita Doucette, Town Clerk
Michael Ford, Town Moderator
From: Lawrence Brophy, Planning Board Chairman
RE: Article 36 – Zoning Amendment
Moratorium on Sale and Distribution of Recreational Marijuana

At a duly posted and noticed public hearing held by the Harwich Planning Board on January 23, 2018 the Board voted unanimously to accept and to recommend the Marijuana

Establishment Ban zoning amendment as it appears in the Annual Town Meeting Warrant. Public input was received in support of this amendment.

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

**ZONING BYLAW ARTICLE MARIJUANA ESTABLISHMENT –
RECREATIONAL SPECIAL PERMIT USE**

ARTICLE 37: To see if the Town will vote to amend the Town’s Zoning Bylaw, Article V, Use Regulations, §325-14 Supplemental Regulations, to include a new paragraph “R” that would provide as follows; further to amend Article II §325-2 Word usage and definitions to include, “Marijuana Establishment – Recreational”, as follows; and further to amend Article V, Use Regulations, §325-13, Table of Uses, D. Paragraph IV, Commercial Uses and Attachment 1 – Table 1 by inserting said use into the Use Table, as follows:

§325-14 Supplemental Regulations

R. Marijuana Establishment – Recreational are subject to special permit review pursuant to §325-51 and site plan review pursuant to §325-55. Recreational marijuana establishments shall be prohibited as an accessory use in all zoning districts. Recreational marijuana establishments are subject to the following standards:

- 1. Recreational marijuana establishments shall be located in stand-alone facilities and shall not be allowed within a building or structure containing other retail, commercial, residential, industrial, or other uses.
- 2. A minimum separation of 1000 feet, measured between lot lines, is required between recreational marijuana establishments and state-certified public or private schools, state-licensed day care centers, public park, recreation facilities and/or religious facilities or any facility in which children congregate.
- 3. No building permit for a recreational marijuana establishment shall issue until the applicant has executed a Host Community Agreement with the Town pursuant to G.L. c.94G, §3(d).

Recreational marijuana establishments shall be subject to the zoning moratorium adopted as §139-37 of this Bylaw. Applicants may not apply for a special permit for recreational marijuana establishments prior to January 1, 2019.

§325-2 Word usage and definitions

MARIJUANA ESTABLISHMENT - RECREATIONAL

A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business as defined in G.L. c.94G, §1.

§325-13, Table of Uses, D. Paragraph IV, Commercial Uses and Attachment 1

Use	RR	RL	RM	RH-1	RH-2	RH-3	CV	CH-1	CH-2	IL	MRL	MRL-1	WR
Paragraph IV – Commercial Uses													
46 Marijuana Establishment - Recreational	-	-	-	-	-	-	S	S	S	-	-	-	P

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

*Explanation: This zoning bylaw would create a time/place/manner bylaw for the sale of marijuana establishment – recreational by special permit from the Planning Board in commercial zoning districts. In the event that the previous marijuana articles to not pass, this zoning bylaw would provide for some oversight of when establishments could be created (time); where they could be located (place); and the methods by which they would be allowed, by special permit, meeting specific criteria (manner). If all of the proposed marijuana related bylaws fail, then marijuana establishments would be allowable anywhere in Harwich where retail sales are permitted by right, or by use special permit, with no review or criteria.
It does not prohibit the use of recreational marijuana, or an individual's right to have marijuana plants, consistent with state law.*

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

MOTION: (Dana DeCosta - Finance Committee) I move that this article be indefinitely postponed. Duly seconded

ACTION: This article was indefinitely postponed.

M.G.L./CHARTER/BY-LAW AMENDMENTS

AMEND THE TOWN OF HARWICH - CHARTER TO CHANGE THE NAME OF WATER COMMISSION TO WATER/WASTEWATER COMMISSION

ARTICLE 38: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapters 6 and 10 of the Town Charter, which amendment will be subject to approval by the voters at the 2019 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

1. Amend Chapter 6, subsection 6-1-1, General Provisions, as follows:
6-1-1 The officers and town agencies to be elected by vote of the town shall be: a moderator, a town clerk, a board of selectmen as provided in chapter 3, members of the Monomoy regional school district committee, a water and wastewater commission, a board of library trustees, and a housing authority.
2. Amend Chapter 6, Section 6, Water Commission, as follows:
Section 6. Water and Wastewater Commission

6-6-1 A water **and wastewater** commission of ~~3~~ **5** members shall be elected for 3-year overlapping terms.

6-6-2 The water **and wastewater** commission shall possess and exercise all powers given to ~~this~~ **the board of water commissioners** under chapter 165 of the acts of 1935, **and boards of sewer commissioners under chapter 83 of the General Laws. The water and wastewater commission shall be responsible for the administration, maintenance and operation of the water and sewer systems and facilities.**

6-6-3 The **water and wastewater** commission shall appoint a water **and wastewater** superintendent, and **such officer shall work cooperatively with** ~~shall request this officer to cooperate with, and be responsive to, requests from the town administrator's office.~~

6-6-4 Notwithstanding any other provision of this section to the contrary, the board of selectmen shall be responsible for the design and construction of the town sewer systems and for implementation of the comprehensive wastewater management plan.

3. Amend Chapter 10, Additional Provisions, by inserting the following new section:

Section 4. Water and Wastewater Commission Transition

10-4-1 The vote of the May 7, 2018 Annual Town Meeting to amend the Section 6 of the Town Charter shall take effect upon approval by the voters at the 2019 Annual Town Election ("amendment").

10-4-2 As of the effective date of the amendment, the water commission shall have the additional powers, duties and responsibilities of a sewer commission under the general laws, except as otherwise specified in the amendment. No contracts or liabilities in force on the effective date of the amendment shall be affected by the expansion of the powers and duties of the water commission, and the newly established water and wastewater commission shall in all respects be the lawful successor of the water commission. All records, property and equipment whatsoever of the water commission shall be assigned to the water and wastewater commission, and any appropriation for the operations of such water commission and water system, and for the sewer system, shall, following initial approval by the town administrator, be available for expenditure by the water and wastewater commission consistent with the purposes for which such funds were appropriated.

10-4-3 Any incumbent elected water commissioner shall serve as a member of the water and wastewater commission for a period equivalent to the remainder of their elected term, and shall be entitled to have the words "candidate for re-election" appear next to their name on the ballot if they choose to run for election to the water and wastewater commission while serving in that capacity. At the first annual town election held after the

effective date of this Charter amendment, two additional offices of water and wastewater commissioner shall be included on the election warrant, one for a two-year term and one for a three-year term; provided, however, that until said election, the water and wastewater commission shall be deemed to consist of three members.

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

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS VOTE IS NEEDED TO TRANSITION THE WATER COMMISSION OF THREE MEMBERS TO A WATER AND WASTE WATER COMMISSION OF FIVE MEMBERS TO OVERSEE THE OPERATION OF BOTH THE WATER AND WASTER WATER DEPARTMENTS. VOTE: YES-5, NO-0.

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

The report of the By-Law Charter Committee was read as follows:

The By-Law Charter Review Committee held a public hearing on TUESDAY, APRIL 17, 2018 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

AMENDMENT TO THE MAIN MOTION: (Allin P. Thompson, Jr. Water Commissioner - Chris Clark, Town Administrator) A motion was made to amend the main motion by referring this matter back to the Board of Selectmen for further study, Jack Brown, Chairman-Finance Committee, so moved. Duly seconded

ACTION ON THE AMENDMENT: The amendment carried.

ACTION ON MAIN MOTION AS AMENDED: Motion carried.

AMEND THE CODE OF HARWICH – GENERAL BYLAWS § 7-10
COMPOSITION OF APPOINTED AGENCIES

ARTICLE 39: To see if the Town will vote to amend the Harwich General By-laws by deleting the text and title of Section 7-10 in its entirety and inserting in place thereof the following:

Section 7-10 Composition of Appointed Town Agencies

- A. Pursuant to Chapter 7 of the Town Charter, the following appointed boards and committees shall be comprised as follows:

	<u>Board</u>	<u>Membership</u>	<u>Charter Reference</u>
1	Board of Health	Five full members	§7-4-1
2	Planning Board	Seven members, two alternates	§7-5-1
3	Board of Assessors	Three full members	§7-6-1
4	Conservation Commission	Seven full members	§7-7-1
5	Council on Aging	Nine full members	§7-8-1
6	Historic District/Historical Commission	Seven full members - one alternate	§7-9-1
7	Recreation and Youth	Seven full members	§7-10-1
8	Cultural Council	Nine full members	§7-11-1
9	Zoning Board of Appeals	Five full members – five associate	§7-12-1
10	Golf Committee	Seven full members	§7-13-1
11	Waterways Committee	Seven full members – two alternate	§7-14-1
12	Cemetery Commission	Three full members	§7-15-1
13	By-Law/Charter Review Committee	Five full members	§7-16-1

- B. Members of the appointed boards and committees listed in the preceding section shall be appointed for the term set forth in the Charter. If the Charter is silent as to the term, members shall be appointed for 3-year staggered terms.

And to act fully thereon. By request of the Board of Selectmen and Bylaw/Charter Review Committee.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

AMENDMENT TO MAIN MOTION: (Richard Waystack) I move that this article be accepted and adopted as printed in the warrant with the following change: on #5 Council on Aging - under membership by striking the word Nine and inserting in its place the word Seven. Duly seconded

ACTION ON THE AMENDMENT: The amendment carried.

ACTION ON THE MAIN MOTION AS AMENDED: Motion carried.

AMEND THE CODE OF HARWICH GENERAL BYLAWS – CHAPTER 140
HARWICH AFFORDABLE HOUSING TRUST

ARTICLE 40: To see if the Town will vote to accept the provisions of M.G.L. ch.44, §55C to establish an Affordable Housing Trust Fund; and further to amend the Code of the Town of Harwich to add a new Chapter 140 “Harwich Affordable Housing Trust” to read as follows:

Affordable Housing Trust

Section 140-1 – Appointments – As authorized by Chapter 44, §55C, the Board of Selectmen shall appoint 5 Trustees, one of whom shall be the Town Administrator or designee, and one of whom shall be a member of the Board of Selectmen; the remaining three (3) Trustees shall be appointed by the Board of Selectmen for two-year staggered terms.

Section 140-2 – Duties and Responsibilities

- A. The Trust shall possess all of the powers and authority set forth in M.G.L. c.44, §55C. The Selectman member of the Trust shall report to the full Board of Selectmen on purchases or sales of real property.
- B. In addition, the Affordable Housing Trust shall work with the Harwich Housing Committee to develop an affordable housing plan, which shall be updated each year and a copy presented to the Board of Selectmen.

Section 140-3 – Removal – A member may be removed from the Trust by the Board of Selectmen by a majority vote for cause after a public meeting or by failure to reappoint.

And to act fully thereon. By request of Town Administrator and Board of Selectmen.

Explanation: The Affordable Housing Trust, allowed under MGL Chapter 44, Section 55 C, would expedite the Town’s ability to partner with private developers and convert existing housing to affordable housing. The purpose of the Trust is to provide a public benefit and a suitable living environment by increasing the access to and availability of safe and decent affordable housing to Harwich residents, while maintaining quality of life for all. Additionally, the Trust will provide for the creation and preservation of affordable housing in municipalities for the benefit of low and moderate-income households. Yarmouth, Norwell, Lincoln, Dartmouth, Cambridge, Upton, Sudbury, Georgetown and Scituate are some examples of successful Affordable Housing Trusts.

A key part in establishing the Trust and one of the most effective ways our community can jump-start a housing effort is to fund the hiring of a part time Housing Coordinator. Funding for this has been requested through a CPA request. The Housing Coordinator would work closely with the Trust to provide support services for housing-related programs, projects, and affordable housing initiatives.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It is a unanimous vote, so declared.

SPECIAL LEGISLATION TO INCREASE ANNUAL LIQUOR LICENSES

ARTICLE 41: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for three (3) additional all alcohol on premises liquor licenses, bringing the number of said licenses from fifteen (15) to eighteen (18), as set forth below, said licenses not to be transferred to any other locations; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, and to act fully thereon. By request of the Board of Selectmen.

The petition for special legislation shall take the following form:

**AN ACT AUTHORIZING THE TOWN OF HARWICH TO ISSUE THREE
ADDITIONAL LIQUOR LICENSES.**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. (a) Notwithstanding section 17 of chapter 138 of the General Laws or any other general or special, rule or regulation to the contrary, the licensing authority of the town of Harwich may grant three (3) additional licenses for the sale of all alcoholic beverages to be consumed on premises under section 12 of said chapter 138 as follows: one license to Blue Stripe LLC d/b/a Cape Sea Grille, to be exercised at 31 Sea St., in the Town of Harwich Port; one license to Ember Pizza, Inc. d/b/a Ember, to be exercised at 600 Route 28, in the Town of Harwich Port; and one license to Pleasant Bay Group Inc. d/b/a Wequassett Inn, to be exercised at 2173 Route 28, in the Town of Harwich. Licenses granted under this section shall be subject to all of said chapter 138 except said section 17.

(b) Once issued, the licensing authority shall not approve the transfer of a license issued under this act to any other location, but it may grant a license to a new applicant at the same location if the applicant files with the authority a letter from the department of revenue indicating that the license is in good standing with the department and that all applicable taxes have been paid.

(c) If any of the licenses granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority, which may then grant the license to a new applicant at the same location under the same conditions as specified in this act.

SECTION 2. This act shall take effect upon passage.
and to act fully thereon. By request of the Board of Selectmen.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND
ADOPTED. VOTE: YES-5, NO-0.**

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

ACTION: Motion carried.

**AMEND M.G.L. CHAPTER 59, §5. Clause 5k – SENIOR WORK-OFF
EXEMPTION-ANGEL PROVISION**

ARTICLE 42: To see if the Town will vote to adjust the senior work-off exemption in General Laws Chapter 59, s. 5K by: (1) allowing an approved representative, for persons physically unable, to provide such services to the city or town; and (2) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,500; and to act fully thereon. By request of the Board of Assessors.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: Motion carried.

**ACCEPT M.G.L., CHAPTER 59, §5, CLAUSE 56 – PERSONAL PROPERTY TAX
ABATEMENT FOR NATIONAL GUARD AND RESERVISTS**

ARTICLE 43: To see if the Town will vote to accept M.G.L. Chapter 59, §5, Clause 56. Upon acceptance of this section by the Town, the Board of Assessors may grant, real and personal property tax abatement up to 100% of the total tax assessed to members of the Massachusetts National Guard and to Reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board of Assessors. The authority to grant abatements under this section shall expire after 2 years of acceptance unless extended by a vote of the city or town. Said change to take effect FY 2019 and act fully thereon. By request of the Harwich Veteran's Agent and Board of Assessors.

Explanation: This local option for the National Guard and Reservists must be renewed every two (2) years.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

DE-COMMISSION THE ARCHITECTURAL ADVISORY COMMITTEE

ARTICLE 44: To see if the Town will vote to authorize and instruct the Board of Selectmen to de-commission the Architectural Advisory Committee and to act fully thereon. By request of the Board of Selectmen.

Explanation: Throughout the years the responsibilities of the Architectural Advisory Committee (AAC) have been eliminated to the point of advisory only. The AAC was created at Special Town Meeting in October 1984 giving them review over commercial buildings and signs; at this time the Planning Board did not have review authority. In

1986, the Zoning Bylaws were amended to grant review authority to the Planning Board of commercial buildings through Site Plan Review; the AAC no longer had an active participation in the review process. In May 2009, Town Meeting approved and adopted a new Sign Code under the Zoning Bylaws granting sign review to Staff within the Building Department, and Master Sign Plan Review by the Planning Board as part of Site Plan Review. The Historic District and Historical Commission continue to have review/approval authority. At this time the AAC no longer has specific responsibilities.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-4, NO-1.

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

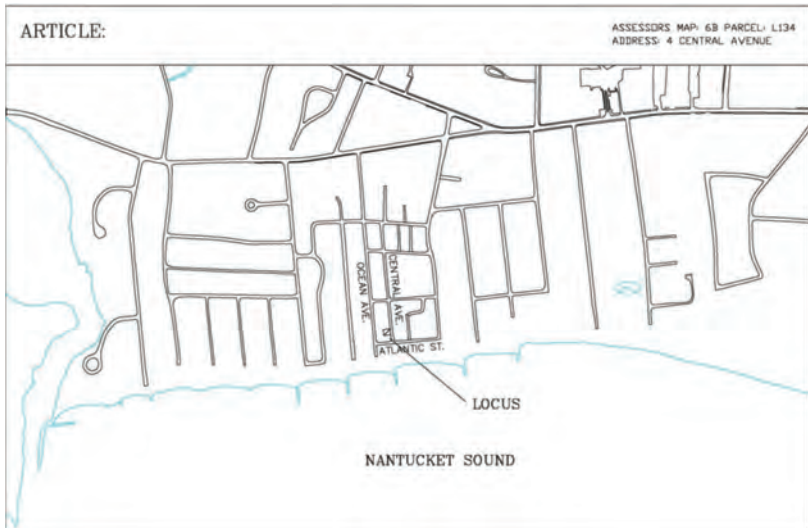
ACTION: Motion carried.

LAND MATTERS

TOWN-OWNED LAND – 4 CENTRAL AVENUE – CLEAR THE TITLE

ARTICLE 45: To see if the Town will vote to authorize the Board of Selectmen to take by Eminent Domain, for the purpose of clearing the Title, 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: The 2017 Annual Town Meeting authorized the sale of this parcel. The Board of Selectmen has an accepted bid for the parcel. It was learned that the title has some potential defects. This action will clear the title and allow the transfer to be completed.



Article 45

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

DEED ACCEPTED IN LIEU OF FORECLOSURE – 31/33 LAKEVIEW DRIVE

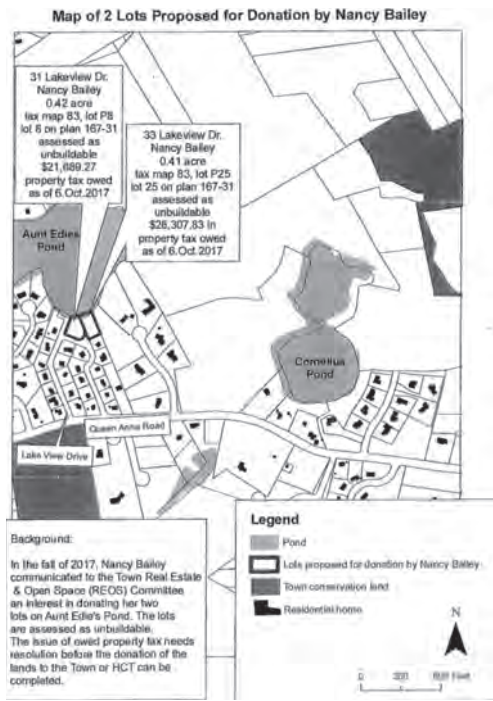
ARTICLE 46: To see if the Town will vote to authorize the Board of Selectmen to accept a deed in lieu of foreclosure pursuant to M.G.L. c.60 § 77C for 0.42 acres at 31 Lakeview Drive and 0.41 acres at 33 Lakeview Drive owned by Nancy Bailey. The parcels are identified on Assessor's Map 83, Lot P8 and Assessor's Map 83, Lot P25, and to act fully thereon. By request of the Board of Selectmen.

Explanation: *An elderly resident owns two parcels and has not been able to pay taxes. Both are in foreclosure. The resident has offered the deeds in lieu of foreclosure. The statute allows Town Meeting to accept in lieu of taxes owed.*

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.



**70 WILLOW STREET TOWN PROPERTY CLEAR TITLE
AND REVISE BOUNDARY LINES**

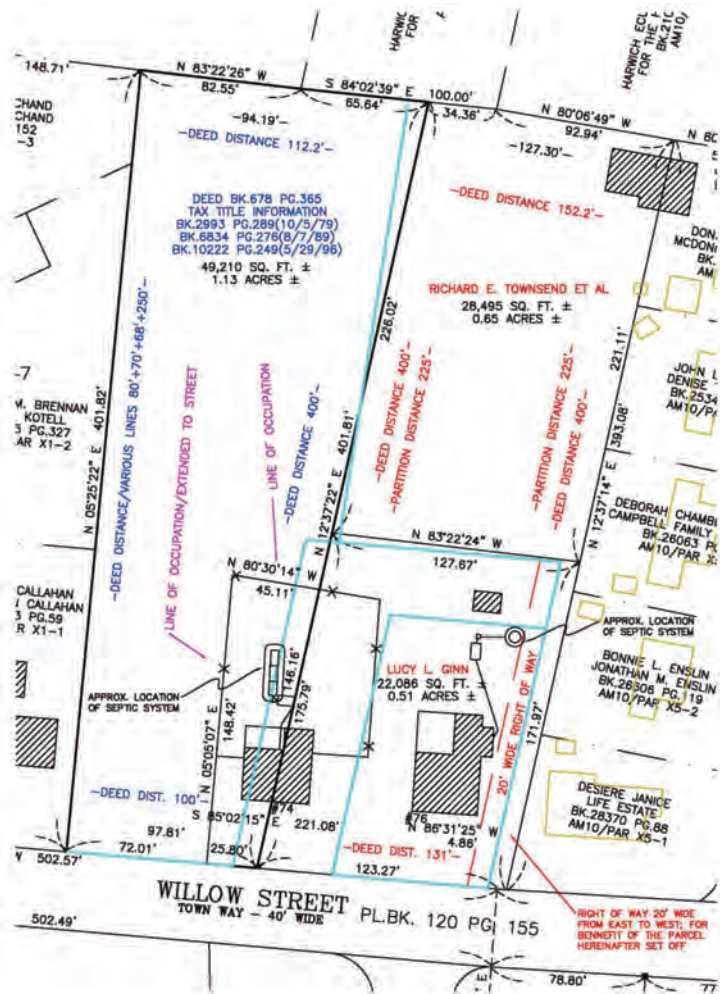
ARTICLE 47: To see if the Town will vote to transfer the care, custody and control of the parcel of land located on Willow Street and identified by the Assessors as Parcel 10-X3 from the tax custodian for tax title purposes to the Board of Selectmen for general municipal purposes and for the purpose of conveyance; to authorize the Board of Selectmen to enter into agreements with abutters, and to convey a portion or portions of Parcel 10-X3 to abutters, and, in connection therewith, to accept deeds from abutters to portions of the abutting parcels, for the purpose of establishing the boundary lines of all said parcels, for general municipal purposes and/or for the purpose of conveyance; to authorize the Board of Selectmen to take Parcel 10-X3 and/or the foregoing portions of the abutting parcels by eminent domain, if appropriate, for the purpose of clearing the Town's title thereto and/or for affordable housing purposes; and, further, to authorize the Board of Selectmen to convey all or portions of Parcel 10-X3 and other land acquired by the Town hereunder for affordable housing purposes for such consideration, which may be nominal consideration, and on such other terms and conditions as the Board may deem appropriate; and act fully thereon.

Explanation: 70 Willow Street is a Town Owned piece of property that when acquired had some defects in Title and Property Boundaries. This Article will allow the Board of Selectmen to clear title by Eminent Domain and allow for revisions to the Property Boundary lines to reflect the actual situation. Two neighbors have portions of their property on "town owned land". The Board of Selectmen will be authorized under this article to clear up long standing issues.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.



Article 47

In the complete put in the full report of the CPC committee

COMMUNITY PRESERVATION
RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM FY 2018
COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES

ARTICLE 48: 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 Fund Balance

And to act fully thereon. By request of the Community Preservation Committee.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

At this time David Nixon, Chairman - Community Preservation Committee (CPC) read the report as follows:

The Community Preservation Committee voted Articles 48, 49, 50, 51, 52,53,54,55,56,57,58, in 2017 to fund and bring to Town Meeting 2018 for approval.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that the Town transfer from FY19 estimated revenue Community Preservation Fund the sum of \$164,303 for the Historic Reserve Fund, \$164,303 for the Open Space Reserve Fund and \$164,303 for the Community Housing Reserve Fund. Duly seconded
ACTION: It was a unanimous vote, so declared.

FUND LAND BANK DEBT SERVICE

ARTICLE 49: To see if the Town will vote to appropriate from the Community Preservation Act Funds - Undesignated Fund Balance, \$588,750- 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 Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Town Administrator. Estimated Cost: \$ 588,750.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$588,750 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS TO THE TOWN OPERATING BUDGET TO PAY THE ON-GOING LAND BAND DEBT. VOTE: YES-5, NO-0.

Refer to the Community Preservation Report under article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move to appropriate from Community Preservation Act Funds-Undesignated Fund Balance, \$588,750 to fund the Debt Service on the outstanding Land Bank Debt in Article 4 of this Town Meeting. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance. Duly seconded

ACTION: It was a unanimous vote, so declared.

COMMUNITY PRESERVATION ACTIVITIES UNDER \$50,000

ARTICLE 50: To see if the Town will vote to raise and appropriate and/or transfer from the Community Preservation Act, a sufficient sum of money to fund the items in the table below consistent with their respective applications. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund from which the appropriation is made as specified in the chart below, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$139,740

	Project	Purpose	Amount	Appropriation Source
1	Albro House Status Assessment	Assessment of the structure of the house for future use.	2,500	Historic Reserve
2	Mt. Pleasant Cemetery Gravestone Preservation	Preservation of the gravestones.	49,900	Historic Reserve
3	Pleasant Lake Ave Crossing Lights	Installation of pedestrian warning lights on the bike trail.	27,000	Undesignated Reserve
4	Library Preservation & Digitization of the Harwich Oracle maintained at Brooks Free Library	Digitization of paper copies.	10,340	Historic Reserve
5	Contracting for Records Retention	Records retention specialist firm to cull through historic documents.	40,000	Historic Reserve
6	Community Development Partnership	Fund educational training activities related to Affordable Housing and enter into a grant agreement with the Community Development Partnership	10,000	Community Housing Reserve
		TOTAL		

H-1 ALBRO HOUSE – BUILDING CONDITIONS ASSESSMENT & EVALUATION PASSED 7 TO 0.

**H-6 MOUNT PLEASANT CEMETERY GRAVESTONE CONSERVATION.
PASSED 7 TO 0.**

REC-16 PLEASANT LAKE AVENUE CROSSING LIGHTS.PASSED 4 TO 3.

**H-2 PRESERVATION AND DIGITIZATION OF THE HARWICH ORACLE NEWSPAPER.
PASSED 7 TO 0.**

**H-4 PRESERVATION AND ARCHIVING OF PUBLIC RECORDS STORAGE AT HARWICH
COMMUNITY CENTER.PASSED 7 TO 0.**

CH-7 CAPE HOUSING INSTITUTE.PASSED 6 TO 0(1 RECUSAL).

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND
ADOPTED AND THAT \$139,740 BE TRANSFERRED FROM COMMUNITY
PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC.
VOTE: YES-5, NO-0.**

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$139,740 be transferred from community preservation act funds as identified on the chart in the warrant for this purpose. Duly seconded

ACTION: Motion carried.

**HISTORIC BROOKS FREE LIBRARY
RESTORATION – SUPPLEMENTAL FUNDS**

ARTICLE 51: To see if the Town will vote to appropriate from Community Preservation Act Funds - Historic Reserve, \$300,000 of additional funding to accomplish historic preservation work on the exterior of the Brooks Free Library appropriated at the 2016 Annual Town Meeting. 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 Brooks Free Library Board of Trustees. Estimated Cost: \$300,000

**H-3 HISTORIC PRESERVATION OF BROOKS FREE LIBRARY EXTERIOR
PASSED 6 TO 1.**

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND
ADOPTED AND THAT \$300,000 BE TRANSFERRED FROM COMMUNITY
PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC.
VOTE: YES-5, NO-0.**

Refer to the Community Preservation Report under Article 48.

MOTION: (Dana DeCosta-Finance Committee) I move that this article be accepted and adopted and that \$300,000 be transferred from community preservation act funds – Historic reserve for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

CONSTRUCTION OF AN APPROPRIATE MUNICIPAL PUBLIC RECORDS STORAGE FACILITY IN THE HARWICH COMMUNITY CENTER BASEMENT

ARTICLE 52: To see if the Town will vote to appropriate from Community Preservation Act Funds - Historic Reserve, \$120,275 to construct an appropriate municipal public records storage facility in the Harwich Community Center for the preservation and archiving of public records. 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 Town Administrator. Estimated Cost: \$120,275.

H-4 PRESERVATION AND ARCHIVING OF PUBLIC RECORDS STORAGE AT HARWICH COMMUNITY CENTER. PASSED 7 TO 0.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$120,275 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-5, NO-0.

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$120,275 be transferred from community preservation act funds – Historic reserve of \$18,946 and \$101,329 from FY 19 Estimated Annual Revenue for this purpose. Duly seconded

ACTION: Motion carried

HABITAT FOR HUMANITY COMMUNITY HOUSING

ARTICLE 53: To see if the Town will vote to appropriate from Community Preservation Act Funds - Community Housing Reserve, \$300,000 to support Habitat for Humanity of Cape Cod, Inc. in building six new affordable homes located at 93-97 Main Street in West Harwich and to enter into a grant agreement with Habitat for Humanity of Cape Cod, Inc., and further authorize the Board of Selectmen to accept an affordable housing restriction on said property. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds - Community Housing Reserve, and to act fully thereon. By request of the Community Preservation Committee and Habitat for Humanity of Cape Cod, Inc. Estimated Cost: \$300,000.

CH-9 93-97 MAIN STREET/ROUTE 28 HABITAT FOR HUMANITY COMMUNITY HOUSING. PASSED 7 TO 0.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$300,000 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-5, NO-0.

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$300,000 be transferred from community preservation act funds – Community Housing reserve for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

BROOKS PARK EXPANSION/IMPROVEMENT PHASE 5

ARTICLE 54: To see if the Town will vote to appropriate from Community Preservation Act Funds - Undesignated Reserve, \$333,500 to replace the current Brooks Park lighting system with a new comprehensive lighting system. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds - Undesignated Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$333,500

REC-14 BROOKS PARK IMPROVEMENT PHASE 5 – LIGHTING. PASSED 7 TO 0.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$333,500 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-5, NO-0.

Refer to the Community Preservation Report under Article 48.

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted and that \$333,500 be transferred from community preservation act funds – Undesignated Fund Balance for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

JUDAH ELDDREDGE PROPERTY ACQUISITION

ARTICLE 55: To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain, for conservation and open space purposes, a parcel of land located on Seth Whitefield Road, identified by the Assessors as Parcel 85/B1-R, containing 24.6 acres, more or less, and described in a deed recorded with the Barnstable Registry of Deeds in Book 1, Page 512, with the care, custody, control and management thereof to be vested with the Conservation Commission; to raise and appropriate, transfer from available funds, including without limitation, from the Community Preservation Fund/Open Space Reserves \$209,695.30, and Undesignated Reserve \$159,304.70m for a total of \$369,000 and further, to authorize the Board of Selectmen and/or the Conservation Commission to apply for, accept and expend any funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or

reimbursement from the Commonwealth under the Self-Help Act, G.L. c. 132A, Section 11 (now, so-called LAND grants), which grants and/or funds so received shall be used to repay all or a portion of the sum provided by the Community Preservation Fund hereunder; and to authorize the Board of Selectmen and/or the Conservation Commission to grant to a qualified organization a perpetual conservation restriction pursuant to the provisions of G.L. c. 184, Sections 31-33, in compliance with G.L. c. 44B, Section 12(a), protecting the property for the purposes for which it is acquired, and to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing purposes, provided that any funds left unspent from this ""Article are to be returned to the Community Preservation Act Funds – Open Space Fund Balance, and to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$369,000

**OS-12 PRESERVATION OF THE ELDREDGE CONSERVATION LANDS.
PASSED 4 TO 3.**

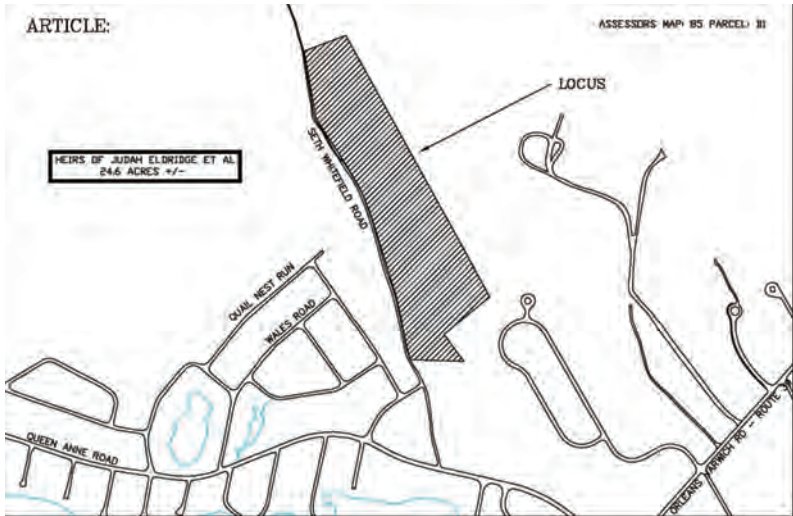
**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$369,000 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC.
VOTE: YES-5, NO-0.**

Refer to the Community Preservation Report under Article 48.

MOTION: (Dana DeCosta, Finance Committee) I move that this article be accepted and adopted as printed in the warrant and that \$369,000 be transferred from community preservation act funds /Open Space Reserves \$209,695.30, and Undesignated Fund Balance \$159,304.70 for this purpose. Duly seconded

A motion was made and seconded to terminate debate, this motion required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3 vote, motion carried.

ACTION: This vote required a 2/3 vote to pass, a standing count was taken, YES 161 NO 65, it did receive the necessary 2/3 vote, the motion carried.



Article 55

**PURCHASE OF CONSERVATION RESTRICTION FOR 15 ACRES
AT CORNELIUS POND (AKA ELDRIDGE POND)**

ARTICLE 56: To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, a perpetual conservation restriction pursuant to the provisions of G.L. c.184, §§31-33, for open space and watershed protection purposes under the provisions of G.L. c. 40, §8C, on certain parcels of land situated on Cornelius Pond off of 588 Queen Anne Road in Harwich, containing 15 acres, more or less, in the aggregate, which parcels are shown as the land in Plan Book 215, Page 47, except Lot S-1 on Plan Book 430, Page 18, and further described in a deed recorded with said Deeds in Book 30652, Page 193, with the care, custody, control and management of such conservation restriction to be vested with the Conservation Commission; and/or estimated annual revenues under G.L. c.44B, the so-called Community Preservation Act, the sum of \$200,000 for the foregoing acquisition and costs incidental or related thereto, including, without limitation, costs of appraisals and closing costs; to authorize the Board of Selectmen and the Conservation Commission to apply for, accept, and expend any grants and/or reimbursement of funds which may be provided by the Commonwealth of Massachusetts to defray all or a portion of the foregoing costs, including, but not limited to, funding under the Self-Help Act (G.L. c.132A, §11), the Federal Land & Water Conservation Fund (P.L. 88-568, 78 Stat 897), and/or other federal and state programs in any way related to the scope of this article, and, further, to authorize the Board of Selectmen and/or Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing

purposes; provided that any funds left unspent from this Article are to be returned to the Community Preservation Act Funds –Open Space, and to act fully thereon. By request of the Community Preservation Committee, Harwich Conservation Trust and the Real Estate and Open Space Committee. Estimated cost: \$200,000.

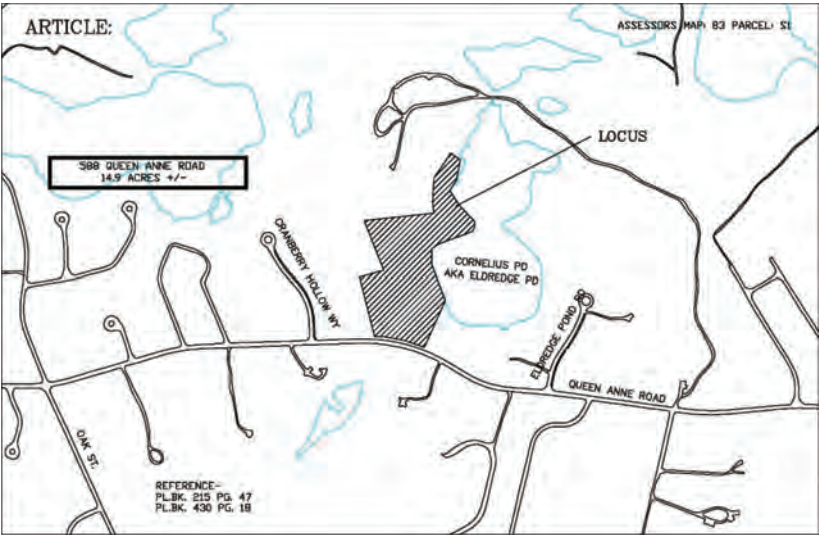
OS -11 CORNELIUS POND WOODLANDS PROJECT. PASSED 7 TO 0.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$200,000 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-5, NO-0.

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the warrant and that \$200,000 be transferred from community preservation act funds – Open Space reserve of \$90,005 and \$109,995 from FY’19 Estimated Annual Revenue for this purpose. Duly seconded

ACTION: This motion required a 2/3 majority vote to pass, it was a unanimous vote, so declared.



Article 56

HINCKLEY POND REMEDIATION/IMPROVEMENTS

ARTICLE 57: To see if the Town will vote to raise and appropriate , transfer from available funds, including \$575,000 from the Community Preservation Act Funds – Undesignated Reserve, 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 remediation, including alum treatment of Hinckley Pond, as more fully described in said Comprehensive Wastewater Management Plan, and all other costs incidental and related thereto; and to appropriate from Community Preservation Act Funds – Undesignated Fund Balance, \$75,000 to work with the Recreation and youth Commission to improve and enhance the public access area closest to the bike trail/Rte. 124 intersection with the addition of a walkway and viewing platform, bike kiosk, picnic tables and an ADA compatible path for a total request of \$650,000, provided that any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Undesignated; and to act fully thereon. By request of the Community Preservation Committee and Town Administration. Estimated Costs: \$650,000

**REC-15 HINCKLEY POND RESTORATION AND PUBLIC ACCESS AREA RT. 124.
PASSED 5 TO 2.**

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$650,000 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC.
VOTE: YES-5, NO-0.**

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the warrant and that \$650,000 be transferred from community preservation act funds – Undesignated Fund Balance of \$199,052 and \$450,948 from FY 19 Estimated Annual Revenue for this purpose. Duly seconded
ACTION: It was a unanimous vote, so declared.

FUND THE AFFORDABLE HOUSING TRUST

ARTICLE 58: To see if the Town will vote to appropriate from Community Preservation Act Funds – Community Housing Reserve, \$490,000 and \$10,000 from Undesignated Reserve, for a total of \$500,000 to fund the Harwich Affordable Housing Trust to create and preserve affordable housing in the Town of Harwich, and to fund the hiring of a part-time Housing Coordinator. Said appropriation is subject to approval of the Housing Trust acceptance statute and related bylaw that is contained within this Annual Town Meeting. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Community Housing Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Board of Selectmen. Estimated cost: \$500,000.

CH-10 HARWICH AFFORDABLE HOUSING TRUST FUND / PART TIME HOUSING COORDINATOR. PASSED 7 TO 0.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THAT \$500,000 BE TRANSFERRED FROM COMMUNITY PRESERVATION ACT FUNDS FOR THIS PURPOSE BY REQUEST OF THE CPC. VOTE: YES-4, NO-1.

Refer to the Community Preservation Report under Article 48.

MOTION: (Jack Brown, Chairman-Finance Committee) I move this article be accepted and adopted as printed in the warrant and that \$500,000 be transferred from community preservation act funds – Community Housing Reserve of \$237,085, and \$262,915 from FY 19 Estimated Annual Revenue for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

PRIVATE PETITIONS

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

ARTICLE 59: 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-5, 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 60: 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: \$30,000

Explanation: *For more than 59 years, Harwich Chamber of Commerce (HCC) has worked in the best interest of Harwich and for the people living 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 76,000 visits to our Information Center in 2017)
(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, and marketing Harwich's Cultural Districts; Harwich Port and Harwich Center.

*(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, New explore boards located at Logan Airport, North and South Stations as well in many locations throughout Massachusetts, New England and Nationally and continued 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 2018 Harwich Magazine will focus on Arts and Culture, 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. In 2017 the Harwich Chamber of Commerce in partnership with sponsorships from Harwich Chamber of Commerce members we brought back after a 10 year absence the much loved Fireworks as part of the Harwich Cranberry Festival. In addition, Fall for Harwich provided the umbrella under which thousands of people were invited to participate in a wide array of more than 30 events, including the half-marathon road race, music festival, bog walks, concerts, teas, arts & crafts, our second sidewalk sale and more. Fall for Harwich and Christmas in Harwich also provide opportunities for our local non-profits to raise much 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 2017, the Chamber coordinated eight Port Summer Night Musical Strolls in Harwich Port, several musical concerts that combined opportunities with restaurants and other businesses to increase meals, shopping and a night out with a show. We look forward to continuing to expand these offerings in 2018.

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 Show this year again to be held at the Cape Cod Tech, trainings, inter-chamber networking (giving greater business-to- business opportunities)*
- *Parking and Connectivity continue to 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. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$30,000 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: Motion carried.

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

ARTICLE 61: 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: \$3,600.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$3,600 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: It was a unanimous vote, so declared.

INTERMUNICIPAL AGREEMENT TO FACILITATE REMOVAL OF EXCESS NITROGEN LOADS TO PLEASANT BAY

ARTICLE 62: To see if the Town will vote to direct the Board of Selectmen to approve and execute an Intermunicipal Agreement (IMA) with the Towns of Chatham, Brewster, and Orleans relative to a Pleasant Bay Watershed Permit to be requested from the Massachusetts Department of Environmental Protection to facilitate removal of excess nitrogen loads to Pleasant Bay; execution of the IMA shall be contingent upon and subject to the satisfactory completion and acceptance by the Board of Selectmen of the Pleasant Bay Targeted Watershed Management Plan, Watershed Permit terms and conditions, and final proposed Intermunicipal Agreement; and to act fully thereon. By request of the Board of Selectmen and the Pleasant Bay Alliance.

***Explanation:** MassDEP has initiated a new program of Watershed Permitting to facilitate removal of excess nitrogen loads impacting coastal embayments. Pleasant Bay has been selected to participate in a pilot project to obtain such a permit, pending town approvals.*

The core aspect of the permit will be a Targeted Watershed Management Plan (TWMP). The TWMP is based on the nutrient management plans (ie, CWMPs) already prepared by the towns in the watershed and will demonstrate how the combined effect of the four towns' plans will achieve the necessary nutrient removal within the Pleasant Bay watershed., and will not be a new plan. The TWMP will be an elaboration of the Pleasant Bay Composite Nitrogen Management Analysis (March 2017).

In order to obtain a Watershed Permit, a four-town intermunicipal agreement (IMA) will need to be executed that confirms each town's share of nitrogen removal responsibility and its intended implementation schedule, giving all towns the assurance that the towns are working together and that improved water quality will be not delayed by one town's inactions.

The proposed IMA builds on the Resolution of the Towns Sharing the Watershed of Pleasant Bay signed by the Board of Selectmen in June 2017. The resolution endorsed the Pleasant Bay Composite Nitrogen Management Analysis as an accurate representation of the Town's share of current attenuated nitrogen load and its responsibility to remove nitrogen in Pleasant Bay.

The Watershed Permit will give the towns MassDEP permission to conduct nitrogen removal projects for which there is no current permitting program, such as so-called non-traditional technologies, with an agreed-upon process for documenting the nitrogen removal that actually occurs.

By accepting the permit, the town obtains the following advantages:

- Eligibility for SRF financing for non-traditional technologies*
- Higher priority for SRF financing for both traditional and non-traditional technologies*
- Special consideration for other grant programs;*

- *An assured procedure for documenting nitrogen removal credits toward TMDL compliance;*
- *Protection from DEP enforcement actions related to current excessive nitrogen loads, provided that implementation schedules are met.*

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: Motion carried.

PLEASANT BAY RESOURCE MANAGEMENT PLAN UPDATE

ARTICLE 63: To see if the Town will vote to adopt the 2018 Pleasant Bay Resource Management Plan Update developed in accordance with the Pleasant Bay Resource Management Plan adopted by the Town in 1998 and updated in 2003, 2008 and 2013, and the Memorandum of Agreement with the Towns of Orleans, Chatham and Brewster, originally authorized by the Town in 1998 and re-authorized in 2003, 2008 and 2013; and to authorize the Board of Selectmen to enter into a successor Memorandum of Agreement, as amended by the Board of Selectmen, with one or more of the aforementioned towns for the purpose of continuing the Pleasant Bay Resource Management Alliance to implement the plan and plan updates and to act fully thereon. By request of the Board of Selectmen and Pleasant Bay Alliance.

Explanation: *The Pleasant Bay Resource Management Plan 2018 Update describes management issues and provides recommendations for coordinated management activity within the Pleasant Bay Area of Critical Environmental Concern (ACEC) and watershed. The purpose of the management plan is to promote the natural resource health and public enjoyment of Pleasant Bay. The management plan is updated as needed by the Pleasant Bay Alliance, an organization formed by an inter-municipal agreement between Brewster, Orleans, Chatham and Harwich. Town Meeting in each town is being asked to adopt the 2018 Update and renew the Memorandum of Agreement forming the Alliance. The 2018 Update contains recommendations in the areas of Biodiversity and Habitat Protection, Wetlands Protection, Fisheries Management, Watershed Planning, Coastal Processes and Coastal Structures, Navigation Safety, Public Access and Historic Resources. The Update was developed over the past year by the Alliance with input from local and regional resource managers and interested citizens. A public hearing was held in xxx.*

The 2018 Update is available on the home page of the Pleasant Bay Alliance website, www.pleasantbay.org. Resource Management priorities include:

1. Continuing to Facilitate Watershed-based Collaboration to Address Nitrogen Loading
Encourage the four watershed towns to make progress in developing and implementing nutrient management plans and promote watershed-based collaboration to achieve total nitrogen Total Maximum Daily Loads (TMDLs). Stormwater management, smart growth, and fertilizer controls will be areas of focus.

2. Promoting Coastal Resiliency by Protecting Healthy Coastal Processes
Continue to work with Conservation Commissions to implement the Guidelines for Erosion Management in Pleasant Bay, Evaluate Management and Resiliency Strategies for Dealing with the Effects of Sea Level Rise in Pleasant Bay and Chatham Harbor.

3. Promoting Strengthening of Wetland Protections
Continue to work to strengthen local wetlands protection regulations and review procedures by recommending modifications to local conservation regulations and bylaws.

4. Developing Best Management Practices to Protect Biodiversity
Develop best management practices designed to manage invasive species and promote habitat and resource protection. Investigate, monitor and improve opportunities for diadromous fish passage.

5. Continuing Resource Monitoring Programs and Research
Continue to monitor water quality, tide data, salt marsh and eelgrass health, and aerial photography for management support and regulatory compliance. Rely on rigorous technical analyses to discern significant trends.

6. Continuing to Build Stewardship through Public Education
Continue to develop stewardship by sharing research, data and information regarding resource conditions and trends.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: Motion carried.

REVOLVING/STABILIZATION/OPEB FUNDS

DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 64: To see if the Town will vote to set the spending limits for various revolving funds that have been authorized pursuant to Section 8.1 of the Town Code; 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 19 Spending Limit</u>	<u>Disposition of FY18 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	
<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>	<u>FY 19 Spending Limit</u>	<u>Disposition of FY18 Fund balance</u>
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	\$100,000	Available for expenditure
Community Center	Director & Facilities Committee	Fees from use of the weight room	Weight Room Equipment (and repair)	\$100,000	Available for expenditure
Recreation	Director & Rec & Youth Commission	Fees from recreation and youth programs	Recreation and youth programs	\$125,000	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
Middle School	Community Center Director and Facilities Manager	funds generated from receipt of lease or fees collected for short term, year-round, temporary or otherwise, room(s) use and rental	funding restorations, maintenance, care, and support	\$100,000	Available for expenditure
Sidewalks	Town Planner and Planning Board	sidewalk improvements including consulting services and construction	monies generated from receipts paid to the Town in lieu of sidewalks required to be installed in new subdivisions	\$50,000	Available for expenditure

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted in accordance with the chart published in the Warrant except for the Cemetery Fund will be \$70,000 instead of the \$100,000. Duly seconded

ACTION: It was a unanimous vote, so declared.

At 9:45 a motion was made and seconded to reconsider Article 64, this required a $\frac{3}{4}$ majority vote to pass, it was a unanimous vote, so declared.

MOTION TO RECONSIDER ARTICLE 64: (Dana DeCosta – Finance Committee) I move to accept and adopt Article 64 as printed in the warrant. Duly seconded

ACTION: It was a unanimous vote, so declared.

ESTABLISH ANNUAL TAX TITLE COLLECTION REVOLVING FUND

ARTICLE 65: To see if the Town will accept General Laws Chapter 60, Section 15B, which allows the Town to establish by vote a Tax Title Collection Revolving Fund, effective FY 19, to offset expenses incurred in connection with a tax taking or tax title foreclosure, including, but not limited to, searching and examining titles, mailing, publishing or advertising notices or documents, petitioning the land court, serving court filings and documents and paying legal fees. Said Revolving Fund shall be under the control of the Treasurer/Collector, and to act fully thereon. By request of the Finance Director and Treasurer/Collector.

Explanation: Establish revolving fund to be utilized by the treasurer-collector for costs, charges, and fees associated with tax title management and to pay out-of-pocket expenses related to tax takings, redemptions and foreclosures of tax titles.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in warrant provided that the maximum amount authorized to be expended from the Revolving Account shall not exceed \$36,000 in any fiscal year.

Duly seconded

ACTION: Motion carried.

STABILIZATION FUND

ARTICLE 66: To see if the Town will vote to raise and appropriate or transfer from 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: \$700,000.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINANCE COMMITTEE VOTES NRPI 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$630,000 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: It was unanimous vote, so declared.

OPEB TRUST FUND

ARTICLE 67: To see if the Town will vote to raise and appropriate or transfer from 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: \$700,000.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINANCE COMMITTEE 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$700,000 be transferred from Free Cash for this purpose.
Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND PRIOR YEAR'S UNPAID BILLS

ARTICLE 68: 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. Estimated cost: \$10,500.

Explanation:

<i>Matthews & Mathews, LLC – Legal Expense</i>	<i>\$7,825.00</i>
<i>Coppola & Coppola – Legal Expense</i>	<i>\$ 2,431.25</i>

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). FINANCE COMMITTEE 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 FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-0.

MOTION: (Jack Brown, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in warrant and that the sum of \$10,500 be transferred from Free Cash for this purpose. Duly seconded

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

CUSTOMARY

HERRING FISHERIES

ARTICLE 69: 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 CUSTOMARY ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.**

MOTION: (Mark Ameres, Finance Committee) I move that this article be accepted and adopted. Duly seconded

ACTION: It was a unanimous vote, so declared.

At this time the Moderator made the following appointment:

TOWN MODERATOR APPOINTMENTS ANNUAL TOWN MEETING

I hereby appoint Dana A. DeCosta to a three-year term to the Finance Committee
Expiring June 30, 2020

Dated: May 7, 2018

s/Michael D. Ford, Esq.
Town Moderator

At 10:00 pm on Tuesday, May 8, 2018 a motion was made and seconded to adjourn the Annual Town Meeting.

THE FOLLOWING ARTICLES WERE PASSED AT THE ANNUAL TOWN MEETING MAY 7, 2018

CUSTOMARY ARTICLES

1. Town Officers & Committees
2. Reports of Town Officers & Committees
69. Herring Fisheries

CAPITAL PLAN

8. Adopt the Capital Plan

ADMINISTRATION

13. Rescind Amounts in Long Term Debt Authorized by Vote of the Town for Various

GREEN COMMUNITIES

32. Amend the Code of Harwich General Bylaws – Adopt the Stretch Energy Code
33. Amend the Code of Harwich Zoning Bylaws - Large-Scale Ground-Mounted Photovoltaic Arrays

MARIJUANA

34. Amend the Code of Harwich Zoning Bylaws – Marijuana Establishments Ban
35. Amend the Code of Harwich General Bylaws – Marijuana Establishments Ban
36. Amend the Code of Harwich Zoning Bylaws – Marijuana Temporary Moratorium

CHARTER/BYLAW AMENDMENTS

39. Amend the Code of Harwich General Bylaws § 7-10 – Composition of Town Agencies
40. Amend the Code of Harwich Zoning Bylaws to Add a New Harwich Affordable Housing Trust

SPECIAL LEGISLATION

41. Special Legislation – Additional Annual Liquor Licenses

ADOPT MASSACHUSETTS GENERAL LAWS

42. Amend M.G.L. Chapter 59, §5, Clause 5k – Senior Work Off Program – Angel Provision
43. Adopt M.G.L., Chapter 59, §5, Clause 56 – Personal Property Tax Abatement for National Guard and Reservists

DE-COMMISSION LOCAL COMMITTEE

44. De-Commission the Architectural Advisory Committee

LAND ISSUES

45. Town Owned Property at 4 Central Avenue
46. Deeds in Lieu of Foreclosure – 31/33 Lakeview Drive
47. 70 Willow Street Town Property Clear Title and Revise Boundary Lines

PRIVATE PETITIONS

- 62. Pleasant Bay Alliance – IMA
- 63. Pleasant Bay Management Resource Plan Update – MOU

REVOLVING/STABILIZATION/OPEB FUNDS

- 64. Annual Revolving Fund Authorization
- 65. Establish Annual Tax Title Collection Revolving Account

**APPROPRIATIONS VOTED UNDER ARTICLES
ANNUAL TOWN MEETING
MAY 7, 2018**

**BUDGETS
FROM TAX LEVY**

4.	Budget	\$ 34,635,523.00
5.	Monomoy Regional School District Budget	\$ 25,349,352.00
6.	Cape Cod Regional Technical School District Budget	\$ 1,581,237.00
16.	Sewer Enterprise	\$ 70,000.00

WATER ENTERPRISE

4.	Budget	\$ 732,843.00
7.	Water Department Budget	\$ 3,455,454.00
	Water Department Budget – OPEB	\$ 50,000.00
17.	Lower County Road Project For FY'18	\$ 1,236,175.00
18.	Repave Access Roads to Wells Sites	\$ 175,000.00
19.	Purchase Utility Trucks for the Water Department	\$ 101,825.00

FREE CASH

4.	Budget	\$ 118,000.00
5.	Monomoy Regional School District Budget	\$ 260,038.00
9.	Capital Items Funded From Free Cash	\$ 234,000.00
10.	Facility Maintenance and Repair Fund	\$ 825,000.00
11.	Fund the Snow and Ice Deficit for FY18	\$ 230,500.00
12.	Fund Shortfalls in Budget Transfers for FY18	\$ 100,000.00
21.	Purchase and Equip Vehicles for the DPW	\$ 135,000.00
23.	Purchase New Replacement Ambulance	\$ 340,000.00
59.	Defray Costs for the Chase and Harwich Port Libraries	\$ 20,000.00
60.	Promote the Town of Harwich	\$ 30,000.00
61.	Supplement Annual Allocation for Mass Cultural Council	\$ 3,600.00
66.	Stabilization Fund	\$ 630,000.00
67.	OPEB Trust Fund	\$ 700,000.00
68.	Fund Prior Year's Unpaid Bills	\$ 10,500.00

OTHER AVAILABLE FUNDS

4	Budget	\$ 855,100.00
28	Golf Capital Improvements Receipts Fund	\$ 40,000.00
29	Golf Capital Improvements Receipts Fund	\$ 50,000.00

DEBT EXCLUSION

14	Fund the Construction of Phase II of the CWMP	\$ 24,775,000.00
22	Road Maintenance Program	\$ 700,000.00
24	Construction of Station 2	\$ 6,750,000.00

COMMUNITY PRESERVATION

49	Fund Land Bank Debt Service	\$ 588,750.00
50	Community Preservation Articles under \$50,000	\$ 139,740.00
51	Brooks Free Library Restoration	\$ 300,000.00
52	Construction of Municipal Public Records Storage Facility at Community Center	\$ 120,275.00
53	Habitat for Humanity Community Housing	\$ 300,000.00
54	Brooks Park Expansion/Improvements Phase 5	\$ 333,500.00
55	Judah Eldredge Property Acquisition	\$ 369,000.00
56	Purchase of Cornelius Pond Property	\$ 200,000.00
57	Hinckley Pond Remediation and Public Access Improvements near Rt. 124	\$ 650,000.00
58	Fund the Harwich Affordable Housing Trust	\$ 500,000.00

APPENDIX A

**SAMPLE BALLOT
AND
EXPLANATION OF
CHARTER CHANGES**

**SAMPLE
COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 15, 2018**

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 15, 2018, 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: one (1) Selectmen for three (3) years; one (1) Moderator for three (3) years; one (1) Monomoy Regional School Committee Member for three (3) years; three (3) Library Trustees for three (3) years; one (1) Water Commissioner for three (3) years; one Water Commissioner for one (1) year unexpired term

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 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 construction of sewers in the Southern section of Pleasant Bay Watershed and construction of 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?”

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 fund the Road Maintenance Program as requested in the Capital Plan for FY19, including all costs incidental and related thereto?”

YES _____ NO _____

3. “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 fund the design and construction, and construction administration, of Fire Station 2 at 149 Route 137; including equipment and furnishing, and any other costs incidental and related thereto?”

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 bond issued in order to fund the design and construction and equipment, including a cremation device for a pet crematory located at 276 Queen Anne Road commonly known as the Pet Cemetery including the purchase and installation of an Animal Cremation Retort (cremation unit) and all costs incidentals and related thereto?”

YES _____ NO _____

5. “Shall the Town of Harwich be allowed to assess an additional \$76,078 in Real and Personal Property Taxes for the purpose of partially funding the Monomoy Regional School – Harwich Assessment – for installation of bathroom facilities at Stadium Field included in the Capital Program for the Fiscal Year beginning July 1, 2018?”

YES _____ NO _____

6. “Shall the Town of Harwich be allowed to assess an additional \$36,625 in Real and Personal Property Taxes for the purpose of partially funding the Monomoy Regional School – Harwich Assessment – for funding a Stabilization Account included in the Capital Program for the Fiscal Year beginning July 1, 2018?”

YES _____ NO _____

7. “Shall the Town of Harwich Shall this Town approve the charter amendments proposed by Town Meeting summarized below?”

The proposed charter amendments were approved under Article 38 of the May 1, 2017 Annual Town Meeting warrant. The following amendments were approved: providing that members of the Board of Selectmen serve as liaisons to appointed and elected town agencies, instead of as ex officio members; inserting the office of “finance director” as an office appointed by the Board of Selectmen and removing “town accountant” from the list; revising the manner in which vacancies and other appointments are advertised so that notice of positions will be posted for a minimum of two weeks in the same manner as required for meeting notices under the Open Meeting Law, including on the Town’s

website, and will render newspaper publication optional; clarifying that town agencies shall organize at the first meeting after the beginning of the town's fiscal year and elect a chair, vice-chair and clerk; revising the number of members on the following boards and committees to allow the Town to establish the size by bylaw: Board of Health (up to 5), Planning Board (not less than 5 nor more than 9 and 2 alternates), Board of Assessors (at 1,3,5,7, or 9), Conservation Commission (not less than 3 nor more than 7 and 2 alternates), Historic District and Historical Commission (not less than 3 nor more than 7 and 5 alternates), Cultural Council (not less than 5 nor more than 22), Zoning Board of Appeals (not less than 3 nor more than 5 and 5 associate members), Council on Aging, Recreation and Youth Commission, Golf Committee, Waterways Committee, Cemetery Commission, and Bylaw/Charter Review Committee (eliminates any reference to the number of members); clarifying the responsibilities of the Golf Committee in making recommendations to the Board of Selectmen as to policies relating to the maintenance and operation of the municipal golf course; and resolving certain grammatical errors and capitalization.

YES _____ NO _____

Dear Voters:

The May 1, 2017 Annual Town Meeting voted under Article 38 to amend the Town Charter pursuant to the provisions of General Laws chapter 43B, also known as the Home Rule Procedures Act. As required by law, the Charter amendments were then forwarded to the Attorney General for review.

On June 12, 2017, the Attorney General concluded that the amendments do not conflict with the laws or constitution of the Commonwealth of Massachusetts.

Therefore, as required by law, the Charter amendments approved by Town Meeting must appear as a ballot question at the Annual Town Election for your vote of final approval.

In addition, the Town is required by law to provide each household with one or more registered voters a copy of the Charter amendments approved by Town Meeting. Accordingly, please find the text of the amendments to the Town Charter approved by the May 1, 2017 Annual Town Meeting under Article 38. The text to be inserted is denoted by underlining, while the text to be deleted is shown in strikethrough.

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, Bylaw/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.

On Election Day, Tuesday, May 15, 2018, the polls will be open from 7:00 AM to 8:00 PM. Voting by absentee ballot will be available up until 12 noon on Monday, May 14th. **For further information regarding the form of the ballot question and the availability of absentee ballots, please visit the Town's website at <http://www.harwich-ma.gov/>.**

Please feel free to contact the Town Clerk's office at (508) 430-7516 with any questions.

APPENDIX B

CAPITAL PLAN

CPC, TA and Capital Outlay Committee Recommendations Full Version										TOWN OF HARWICH CAPITAL BUDGET REQUEST SUMMARY (FY 13 TO 25)					March 8 2018	
Department	Project	ATM #	Funding Source	TA/COC/CPC	FY 19	FY 20	FY 21	FY 22	FY 23							
ADMINISTRATION																
Admin	Harwich Center Initiative - Streetscape Only	50	CPC - H	\$ 2,500	\$ 2,500	\$ 50,000	\$ 500,000									
Admin	Albion House - Status Assessment	10	FC	\$ 250,000	\$ 250,000											
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport															
Admin	Walkway Reconstruction Bank Street Center to Rte 28					\$ 231,000										
Admin	Demolition of Former West Harwich School on Balls Neck			\$ -	\$ 30,000	\$ -	\$ -									
Admin	Two Year Plan in Place for Cultural Ctr on Slison					\$ 50,000										
ADMIN SUB-TOTAL					\$ 282,500	\$ 281,000	\$ 500,000	\$ -	\$ -							
CEMETERY																
Cemetery	Mount Pleasant Cemetery Gravestones Conservation	50	CPC - H	\$ 49,900	\$ 49,900											
Cemetery	Pet Crematory	26	Cemetery Rev.	\$ 486,000	\$ 486,000											
Cemetery	BLP 500 MZ Animal Cremation Retort (Cremation Device)	26	Cemetery Rev.	\$ 91,950	\$ 91,950											
Cemetery SUB-TOTAL					\$ 627,850	\$ -	\$ -	\$ -	\$ -							
COMMUNITY CENTER																
Community Center	Computer Replacement Entire Building	4	OB	\$ 15,600	\$ 15,600											
Community Center	Roof Replacement- (See Facility Maintenance)							\$ -	\$ -							
Community Center	Generator Replacement (See Facility Maintenance)							\$ -	\$ -							
Community Center	Basement Construction of Public Records Storage	50	CPC-H	\$ 130,275	\$ 130,275	\$ -	\$ -	\$ -	\$ -							
COMMUNITY CENTER SUB-TOTAL					\$ 135,875	\$ -	\$ -	\$ -	\$ -							
CONSERVATION																
Conservation	Harwich Artificial Reef (Additional Project)				\$ -			\$ 250,000	\$ -							
Conservation	Preservation of the Judan Elmridge Property	55	CPC - OS	\$ 159,000	\$ 369,000											
Conservation	Preservation of the Judan Elmridge Property	55	CPC-UN	\$ 210,000												
Conservation/REOS	Elbridge/Cornelius Pond Property - Cons. Res. over 15 Acres	56	CPC - OS	\$ 200,000	\$ 200,000											
Conservation	Elbridge/Cornelius Pond Property - Cons. Res. over 15 Acres			\$ -												
Conservation	Shore Stabilization/Jetty Extension Red River Beach				\$ 100,000	\$ -	\$ -									
CONSERVATION SUB-TOTAL					\$ 569,000	\$ 100,000	\$ -	\$ 250,000	\$ -							
ENGINEERING																
Engineering	MS4 Municipal Surface Drainage Plan and Improvements	4	OB	\$ 25,000	\$ 25,000		\$ 250,000									
Engineering	Pleasant Lake Avenue Crossing Lights	50	CPC-UN	\$ 27,000	\$ 27,000											
ENGINEERING SUB-TOTAL					\$ 52,000	\$ -	\$ 250,000	\$ -	\$ -							
Facility Main-DPW																
Facility Main-DPW	Community Center HVAC Controls (Included below)					\$ -										
Facility Main-DPW	Replace the Town's Energy Management System for HVAC (All)	10	FC	\$ 140,000	\$ 140,000											
Facility Main-DPW	Library Preservation (Supplemental for Exterior of Building)	51	CPC - H	\$ 300,000	\$ 300,000											
Facility Main-DPW	Carpet - (Community Center and Town Hall)	10	FC	\$ 130,000	\$ 130,000											
Facility Main-DPW	Highway Barn Metal Roof- Insulation					\$ 280,500										
Facility Main-DPW	Facility Maintenance Workshop Facility					\$ -										
Facility Main-DPW	Brooks Library Roof					\$ 250,000	\$ 135,000									
Facility Main-DPW	Record Storage in Community Center (See Community Center)							\$ 99,000								
Facility Main-DPW	Community Center Generator							\$ -	\$ 52,000							
Facility Main-DPW	Community Center Fence															

Department	ATM Funding #	Source	FY 19	FY 20	FY 21	FY 22	FY 23
Facility Main-DPW		Community Center Condensing Units					
Facility Main-DPW		Community Center Roof					
Facility Main-DPW		Library Boiler Replacement					
Facility Main-DPW		Community Center Boiler					
Facility Main-DPW		Albion/Booke Academy Boilers					
FACILITY MAINTENANCE SUB-TOTAL	10	FC	\$ 40,000	\$ 40,000			
Fire		Police and Fire Radio System (Phase Implementation)	\$ 610,000	\$ 610,000	\$ 480,500	\$ 315,000	\$ 151,000
Fire		Phase Two - Townwide Radio System	\$ -	\$ -	\$ 240,000	\$ 250,000	\$ 250,000
Fire		Deputy Chief Vehicle Replacement	\$ 100,000	\$ 100,000	\$ 100,000		
Fire (New)		Nozzle and Valve Replacement Program - (Town Funded)	\$ 48,000	\$ 48,000			
Fire (New)		Nozzle and Valve Replacement Program - (Grant Funded)	\$ 3,750	\$ 3,750			
Fire		Albion Pack Replacement Program - (Town Funded Portion)	\$ 71,250	\$ 71,250			
Fire		Albion Pack Replacement Program - (Federal/State Portion)	\$ -	\$ -	\$ 15,000		
Fire		Ambulance Replacement Program	\$ -	\$ -	\$ 285,000		
Fire		Pumper Truck Replacement Scheduled	\$ 340,000	\$ 340,000	\$ 357,500		\$ 375,375
Fire		Ladder Truck Replacement			\$ 600,000		\$ -
Fire		Station 2 Building Upgrade (Construction)	\$ 6,050,000	\$ 5,800,000		\$ -	\$ -
FIRE SUB-TOTAL	24	DE	\$ 6,613,000	\$ 6,368,000	\$ 1,250,000	\$ 607,500	\$ 250,000
GOLF							
Golf		Landscape Reclamation and Major Tree Removal	\$ 35,000	\$ 35,000			
Golf		Landscape & Operational/Safety Projects in Traffic Confl.	\$ 50,000	\$ 50,000			
Golf		Cart Path Hole #12, FY 19-21 to FY 20, #6 FY 20 (\$24K) #4 FY 21	\$ 24,000	\$ 24,000	\$ 75,000	\$ 10,000	
Golf		Improvements to Not at Driving Range				\$ 25,000	\$ 30,000
Golf		New Tee Box Improvements (#11 in FY 20)			\$ 24,000		
Golf		Golf Course Irrigation Update and System Rebuild	\$ 109,000	\$ 109,000	\$ 183,000	\$ 50,000	\$ 50,000
GOLF SUB-TOTAL			\$ 109,000	\$ 109,000	\$ 183,000	\$ 80,000	\$ 50,000
HARBORMASTER							
Harbormaster		Supplement SAC Harbor Landside Improvements	\$ -	\$ -	\$ -	\$ -	
Harbormaster		Seaport Grant for Landside (\$1.0 m)	\$ 1,000,000	\$ 1,000,000			
Harbormaster		Wren Dock Landside Improvements	\$ -	\$ -	\$ 50,000		
Harbormaster		Herring River Ramp Replacement				\$ 200,000	
Harbormaster		Allen Harbor Jetty Reconstruction Study and Construction	\$ 56,000				
Harbormaster		SAC Harbor N & E Bulkhead (Offloading Area) Reconstruction					\$ 1,000,000
Harbormaster		Wychmere Outer Harbor Dredging					\$ -
Harbormaster		Study - Wychmere Outer Harbor Jetty					\$ -
HARBORMASTER SUB-TOTAL			\$ 1,000,000	\$ 1,056,000	\$ 50,000	\$ 200,000	\$ 1,000,000
LIBRARY							
Library		Library Interior Modifications/Renovations	\$ -	\$ -	\$ -	\$ 100,000	
Library		Supplemental Library Exterior/See Facility Maintenance	\$ -	\$ -			
Library		Library Digitization of Harwich Grade Newspaper	\$ 10,340	\$ 10,340			
LIBRARY SUB-TOTAL	50	CPC - H	\$ 10,340	\$ 10,340			
NATURAL RESOURCES							
Natural Resources	57	CPC-OS/Un.	\$ 575,000	\$ 600,000			
		Hindley's Pond Restoration off of Route 124 (Pond)					

Department	Project	ATM Funding #	Source	TA/COC/CPC	FY 19	FY 20	FY 21	FY 22	FY 23
TOWN CLERK SUB-TOTAL									
Wastewater	Thin Coats to Pipes and Pump Station to Chatham	14	DE ³	\$	30,000	\$	80,000	\$	
Wastewater	CWMP Implementation Services	4	OB	\$	2,150,000	\$	2,150,000	\$	CWMP PHASE E
Wastewater	Pleasant Bay South Wastewater Collection System Construct.	14	DE ³	\$	20,000	\$	20,000	\$	
Wastewater	Restoration of Hensley's Pond (See Natural Resources)			\$	20,250,000	\$	20,250,000	\$	\$ 900,000
Wastewater	Evaluate Phosphorus Issues in Seymour Pond & Action			\$		\$		\$	
WASTEWATER SUB-TOTAL									
WATER				\$	22,450,000	\$	22,450,000	\$	\$ 40,000
Water	Lower County Road Project (Waterline Replacement Work)	17	Water, R.E.	\$	1,018,700	\$	1,018,700	\$	\$ 840,000
Water	Water Source N. Norwich Exploration and Development (D&C)			\$		\$		\$	
Water	2018 Ford Super Duty F-350 with Box (2 units in 2019)	19	Water Rev.	\$	110,000	\$	110,000	\$	\$ 250,000
Water	Wells and Pump Access Asphalt Management Plan	18	Water Rev.	\$	375,000	\$	375,000	\$	
Water	Pleasant Lake Avenue Tank Rehabilitation			\$		\$		\$	\$ 1,500,000
Water	Engineering for Asbestos Pipe Project			\$		\$		\$	\$ 250,000
Water	Construction/Removal Asbestos Pipe Project			\$		\$		\$	\$ 1,000,000
Water	Vehicle Replacements (Excavator FY18 and Equipment in FY 23)			\$		\$		\$	
WATER SUB-TOTALS				\$	1,303,700	\$	1,303,700	\$	\$ 75,000
GRAND TOTALS				\$	37,691,668	\$	37,595,868	\$	\$ 1,825,000
Non-Town/Private				\$		\$		\$	\$ 12,096,572
Non-Town/Private	CPC Applications			\$	10,000	\$	10,000	\$	
Non-Town/Private	Community Development Partnership - Housing Initiative	50	CPC - Housing	\$	300,000	\$	300,000	\$	
Non-Town/Private	93 S 97 Main St. Route 28 (6 homes subsidy X 50K each)	53	CPC - Housing	\$		\$	400,000	\$	
Non-Town/Private	Buy Down Purchase Program			\$		\$		\$	
Non-Town/Private	GRAND TOTAL INCLUDING Non-Town			\$	37,401,668	\$		\$	
Funding Summary									
<i>Funding Summary</i>									
This Levy									
Borrowing within Prop 2 1/2									
FC - Free Cash									
RFA - Reauthorized Previous Appropriation									
Community Preservation Funds									
Community Revenue (General Fund and Debt Exclusion)									
Debt Exclusion									
Grants									
Golf Maintenance Fund									
Chapter 50									
Water Enterprise - Repealed Earnings									
Water Enterprise Account - Revenues									
OB - Operating Budget									
Other Operating Budget Encumbrances									
Confirmation Total									
<div> <div></div> <div>\$ 37,595,868</div> <div>\$ 8,908,410</div> <div>\$ 4,489,025</div> <div>\$ 12,096,572</div> <div>\$ 5,330,375</div> </div>									

* NOTE: THE WASTEWATER DEBT EXCLUSION IS A FULL AUTHORIZATION OF \$22.43 MILLION VOTE

THE IMA WITH CHATMAN, COLD BROOK PROJECT AND DESIGN OF THE SYSTEM WERE INCL Total of Debt Exclusion Wastewater \$ 22,430,000

THE FY 19 APPROPRIATION IS TO CONSTRUCT THE PHASE TWO SYSTEM IN THE SOUTHERN AREA OF PLEASANT BA

FREE CASH		TOTAL	
Available Free Cash	\$ 3,576,156	(12/13/17*)	
Capital Budget Items	V	\$ 1,446,853	
Monomoy Capital Assessment	S	\$ 235,000	\$ 1,399,446
Snow and Ice	11	\$ 250,000	\$ 391,472
OPEB	67	\$ 650,000	\$ 606,299
Cultural Center Operations Subsidy	10	\$ 125,000	\$ 786,437
Stabilization	66	\$ 625,000	\$ 3,187,655
Chamber of Commerce	60	\$ 30,000	TOTALS
Libraries	59	\$ 20,000	\$ 435,500
Cultural Council	61	\$ 3,600	\$ 1,169,000
FY 18 Details \$75K/Seions\$25 #12 Small Capitalized		\$ 180,000	\$ 523,015
Other Years Urged Bills	68	\$ 20,000	\$ 1,210,000
Available Balance		\$ 703	\$ 3,237,515
TOTAL ALLOCATED		\$ 3,576,453	CPC Voted

CPC Variant from Requests to Available Funding \$ (553,960) \$ 350,000

CPC Variant from Town Administrator Suggested Allocation \$ 271,140 \$ 800,000

*Available Revenue Includes FY 2018 and Partial FY 18 Collection and Turnbacks

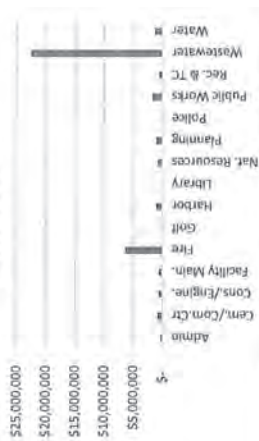
CAPITAL FUNDING BY SOURCE FOR FY19



CAPITAL REQUEST BY DEPARTMENT FY19 TO FY 25

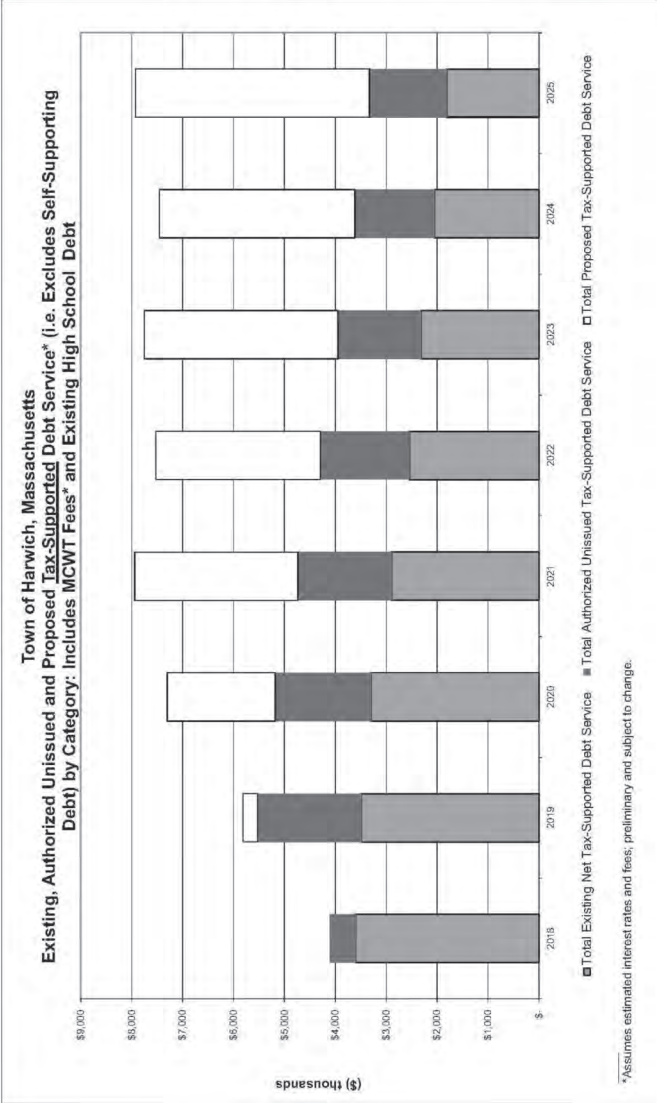


FY 19 CAPITAL BUDGET REQUEST BY DEPARTMENT



APPENDIX C

BUDGET



BUDGET FY 2019 REVENUES	Actual FY2016	Actual FY2017	Voted Budget FY2018	Town Meeting Budget FY2019	% Change
Real Estate & Personal Property Taxes	\$43,574,380	\$44,226,259	\$46,774,148	\$49,549,834	5.9%
Local Receipts:					
Excise Tax	2,057,620	2,324,772	1,975,000	2,325,000	17.7%
Hotel/Motel & Meals	1,028,809	1,084,691	962,000	1,080,000	12.3%
Ambulance	1,475,372	1,478,899	1,450,000	1,460,000	0.7%
Waste Disposal	2,455,996	2,748,461	2,380,000	2,889,000	21.4%
Beach, Recreation & Youth	383,370	371,252	339,750	381,000	12.1%
Harbors & Landings	820,726	918,546	791,049	851,500	7.6%
Golf Operations	1,841,659	1,775,101	1,830,000	1,759,000	-3.9%
Other Local Receipts	2,032,182	3,869,975	1,657,720	1,945,445	17.4%
Total Local Receipts	12,095,734	14,571,696	11,385,519	12,690,945	11.5%
State Aid:					
Cherry Sheet	666,809	683,884	705,430	678,426	-3.8%
School Building Assistance	993,195	993,193	-	-	0.0%
Other:					
Free Cash			-	265,336	100.0%
Overlay Surplus	100,000	125,000	100,000	100,000	0.0%
Harbor Capital Improvement - Wychmere	65,839	107,163	110,930	62,808	-43.4%
Cable Fund (Comcast)	239,107	129,237	143,417	156,460	9.1%
Septic Loan	17,358	17,358	17,358	17,358	0.0%
Water Enterprise Indirect Costs	625,931	587,382	650,178	732,843	12.7%
FEMA	13,991	13,736	13,506	13,606	0.7%
Road Betterments	29,525	52,750	49,194	58,277	18.5%
Allan Harbor Betterments	100,000	151,000	185,550	182,250	-1.8%
Golf Improvement Fund	110,000			75,600	0.0%
SAQ Mooring				103,125	0.0%
SAQ Waterways				70,125	0.0%
CPA Funds (Land Bank)	662,275	633,400	608,950	588,750	-3.3%
Town Clerk State Aid				15,585	0.0%
Total Revenue	\$59,294,144	\$62,292,058	\$60,744,181	\$65,361,320	7.6%

APPENDIX C - BUDGET

<u>TOWN OPERATION BUDGET 2019</u>		Actual FY2015	Actual FY2016	Actual FY2017	Voled Budget FY2018	Town Meeting Budget FY2018	PCT CHANGE
1	MODERATOR S&W	275	300	-	300	1,000	233.3%
2	SELECTMEN S&W	7,500	7,500	7,500	7,500	12,000	60.0%
3	SELECTMEN - EXP	6,932	8,018	8,303	7,750	8,575	10.0%
4	Sub-Total	14,432	15,818	13,803	15,250	20,575	34.9%
5	FINANCE COMMITTEE S&W	3,018	3,300	2,239	3,500	4,000	14.3%
6	FINANCE COMMITTEE - EXP	204	883	221	450	500	11.1%
7	Sub-Total	3,223	3,983	2,460	3,950	4,500	13.9%
8	FINANCE COMMITTEE RESERVE FUND	-	40,184	-	125,000	125,000	0.0%
9	TOWN ACCOUNTANT - SAL	257,452	241,367	216,511	237,985	250,711	5.3%
10	TOWN ACCOUNTANT - EXP	1,750	3,285	2,919	3,600	3,800	0.0%
11	AUDIT - EXP	18,000	39,500	41,000	36,000	44,500	23.6%
12	Sub-Total	277,242	284,132	260,430	277,585	298,911	7.6%
13	ASSESSORS - S&W	210,827	220,378	172,706	187,465	196,212	4.7%
14	ASSESSORS - EXP	72,703	101,012	71,150	105,880	107,380	1.4%
15	Sub-Total	283,530	321,390	243,856	293,325	303,602	3.6%
16	TOWN COLLECTIONS - S&W	-	16,150	12,140	16,000	15,500	-3.1%
17	TOWN COLLECTIONS - EXP	-	4,760	4,700	3,700	3,760	0.0%
18	Sub-Total	-	20,910	16,840	19,700	19,260	-2.5%
19	POSTAGE	46,533	41,160	52,104	56,160	55,000	-2.1%
20	Sub-Total	46,533	41,160	52,104	56,160	55,000	-2.1%
21	TREASURER - S&W	222,630	231,826	227,049	230,612	256,186	11.1%
22	TREASURER - EXP	93,954	121,620	81,993	112,650	103,250	-8.3%
23	Sub-Total	316,584	353,446	309,042	343,262	359,446	4.7%
24	VACATION & SICK LEAVE BUY BACK	PREVIOUSLY IN DEPARTMENT BUDGETS					47,560 100.0%
25	MEDICARE	172,089	182,646	202,561	200,700	217,904	8.1%
26	ADMINISTRATION - S&W	370,087	389,443	409,417	433,869	449,807	3.7%
27	ADMINISTRATION - EXP	73,801	72,572	113,789	80,950	89,312	10.3%
28	ADMINISTRATION - CAP OUTLAY	2,222	5,000	3,416	5,000	5,500	10.0%
29	UNION CONTRACTS	-	-	5,000	-	-	-
30	Sub-Total	446,110	467,015	531,623	519,839	544,619	4.8%
31	LEGAL SERVICES - EXP	215,826	204,858	204,738	170,000	170,000	0.0%
32	CLAIMS & SUITS	-	167	-	400	500	25.0%
33	Sub-Total	215,826	205,045	204,738	170,400	170,500	0.1%
34	INFORMATION TECHNOLOGY - S&W	92,648	95,913	97,501	99,501	101,750	2.0%
35	INFORMATION TECHNOLOGY - EXP	120,122	223,603	176,207	212,131	276,362	30.3%
36	Sub-Total	212,970	319,516	273,709	311,632	378,112	21.2%
38	IT CHANNEL 18 - S&W	87,037	93,393	98,307	112,417	125,450	11.8%
39	IT CHANNEL 18 - EXP	4,874	31,000	18,073	31,000	31,000	0.0%
40	Sub-Total	92,011	124,393	116,379	143,417	156,450	9.1%
41	CONSTABLE S & W	250	694	250	694	708	2.0%
42	TOWN CLERK - S&W	193,765	196,852	213,478	202,465	230,630	14.0%
43	TOWN CLERK - EXP	31,385	34,646	46,006	29,190	41,322	41.6%
44	Sub-Total	225,150	231,500	261,486	231,675	272,252	17.5%
46	CONSERVATION - S&W	67,504	71,849	81,732	105,633	136,070	28.8%
47	CONSERVATION - EXP	5,291	6,795	5,957	8,746	9,941	2.0%

APPENDIX C - BUDGET

<u>TOWN OPERATION BUDGET 2019</u>		Actual FY2015	Actual FY2016	Actual FY2017	Voted Budget FY2018	Town Meeting Budget FY2019	PCT CHANGE
48	Sub-Total	72,795	78,595	87,689	115,379	146,011	26.5%
49	TOWN PLANNER - S&W	131,546	85,008	57,331	75,104	87,324	16.3%
50	TOWN PLANNER - EXP	3,242	1,740	2,279	4,408	4,531	2.8%
51	Sub-Total	134,788	86,748	59,610	79,510	91,855	15.5%
52	BOARD OF APPEALS - S&W	4,136	-	-	-	-	0.0%
53	BOARD OF APPEALS - EXP	126	560	439	710	735	3.5%
54	Sub-Total	4,262	560	439	710	735	3.6%
55	ALBRO HOUSE - EXP	4,658	4,532	2,690	5,430	5,835	7.5%
56	OLD RECR BUILDING - EXP	5,301	5,086	4,710	6,520	6,989	7.2%
57	W. HARWICH SCHOOL - EXP	673	1,003	577	1,400	1,425	1.8%
58	Sub-Total	10,632	10,621	8,177	13,350	14,249	6.7%
59	COMMUNITY DEVELOPMENT - S&W	-	266,834	230,386	273,909	221,032	-19.3%
60	COMMUNITY DEVELOPMENT - EXP	-	8,996	10,379	10,950	11,830	6.2%
61	Sub-Total	-	275,830	240,765	284,859	232,862	-18.3%
62	PUBLIC BUILDINGS REPAIRS	1,424	28,891	1,100	2,133	2,133	0.0%
63	TOWN/IN COM REPORTS	7,421	13,000	7,869	10,000	10,000	0.0%
64	ADVERTISING	4,438	9,404	13,514	4,500	7,500	66.7%
65	TELEPHONE	38,198	-	-	-	-	0.0%
66	POLICE - S&W	2,923,556	3,134,153	3,058,309	3,746,911	3,825,308	2.1%
67	POLICE - EXP	386,074	432,100	313,061	618,979	570,476	-7.8%
68	POLICE - CAP OUTLAY	107,389	152,933	165,151	126,000	126,000	0.0%
69	Sub-Total	3,420,019	3,719,186	3,536,521	4,491,889	4,521,784	0.7%
70	FIRE - S&W	3,192,855	3,430,185	3,297,262	3,785,130	3,870,063	2.2%
71	FIRE - EXP	252,116	406,891	365,603	465,182	416,211	-10.5%
72	FIRE - CAP OUTLAY	10,935	-	-	-	-	0.0%
73	Sub-Total	3,465,906	3,837,076	3,662,945	4,250,312	4,286,294	0.8%
74	AMBULANCE - S&W	104,598	219,335	143,001	181,634	169,389	-6.7%
75	EMS - EXP	97,459	102,087	129,163	139,862	119,530	-14.6%
76	Sub-Total	202,057	321,422	272,164	321,516	288,925	-10.1%
77	EMERG. TELECOM - S&W	348,046	423,815	391,025	-	-	0.0%
78	EMERG. TELECOM - EXP	197,918	151,865	133,120	-	-	0.0%
79	Sub-Total	546,962	575,780	524,146	-	-	0.0%
80	BUILDING - S&W	297,558	224,770	227,995	265,413	311,233	17.3%
81	BUILDING - EXP	13,317	12,488	14,955	14,466	20,806	44.6%
82	Sub-Total	310,875	237,258	242,950	279,881	332,139	18.7%
83	EMERG. MGMT - S&W	5,464	4,910	4,458	5,008	5,108	2.0%
84	EMERG. MGMT - EXP	6,745	6,500	3,126	8,500	8,500	0.0%
85	Sub-Total	12,209	13,410	7,584	13,508	13,608	0.7%
86	NATURAL RESOURCES - S&W	86,862	90,472	93,375	95,346	102,233	6.1%
87	NATURAL RESOURCES - EXP	28,446	27,800	26,798	27,500	27,500	1.1%
88	Sub-Total	115,308	118,272	120,173	123,846	130,133	5.0%
89	PLEASANT BAY ALLIANCE	16,855	17,192	16,920	17,343	20,160	16.2%
90	MIDDLE SCHOOL BLDG	-	125,000	-	-	-	0.0%
91	TOWN ENGINEER - S&W	160,640	166,693	170,185	174,932	180,860	3.4%
92	TOWN ENGINEER - EXP	3,005	3,820	17,738	25,620	25,670	0.2%

APPENDIX C - BUDGET

<u>TOWN OPERATION BUDGET 2019</u>		Actual FY2015	Actual FY2016	Actual FY2017	Voted Budget FY2018	Town Meeting Budget FY2019	PCT CHANGE
93	Sub-Total	163,845	170,513	187,923	200,552	205,530	3.0%
94	HIGHWAY - S&W	2,173,446	2,279,629	2,402,760	2,511,112	2,589,991	3.1%
95	HIGHWAY - EXP	1,689,216	2,089,291	2,331,328	2,502,785	2,691,641	7.5%
96	Sub-Total	3,862,662	4,368,917	4,734,087	5,013,898	5,281,632	5.3%
97	SNOW/ICE - S&W	174,357	90,000	108,597	40,000	40,000	0.0%
99	SNOW/ICE - EXP	488,619	295,000	271,808	95,000	95,000	0.0%
99	Sub-Total	662,976	385,000	380,505	135,000	135,000	0.0%
100	STREET LIGHTS	46,911	80,000	38,130	35,000	37,500	7.1%
101	INTERGOVERNMENTAL TRANS - WW					70,000	100.0%
102	CEMETERY ADMIN - S&W	46,783	57,228	58,830	63,178	64,847	2.6%
103	CEMETERY ADMIN - EXP	3,349	4,240	4,799	4,327	4,742	9.6%
104	Sub-Total	50,132	61,468	63,629	67,505	69,589	3.1%
105	BOARD OF HEALTH - S&W	253,993	184,412	181,111	187,895	177,593	-10.3%
106	BOARD OF HEALTH - EXP	14,453	13,538	12,252	15,638	17,038	9.0%
107	Sub-Total	268,446	197,950	193,364	213,533	194,632	-8.9%
108	COMMUNITY CENTER S&W	136,924	145,219	152,894	164,820	188,488	14.3%
109	COMMUNITY CENTER EXP	151,738	166,114	109,630	115,025	119,521	3.9%
110	Sub-Total	288,662	311,333	262,524	279,845	307,989	10.1%
111	COUNCIL ON AGING - S&W	296,210	339,079	359,322	368,670	370,480	0.7%
112	COUNCIL ON AGING - EXP	63,517	64,669	68,198	75,282	77,286	2.7%
113	Sub-Total	359,727	403,748	427,521	443,952	447,766	1.0%
114	YOUTH COUNSELOR - S&W	70,563	73,446	75,637	81,511	85,203	4.5%
115	YOUTH COUNSELOR - EXP	3,751	4,010	3,932	4,310	4,910	13.9%
116	Sub-Total	74,314	77,456	79,569	85,821	90,113	5.0%
117	VETERANS EXPENSE/BENEFITS	125,218	129,328	96,871	135,434	134,500	-0.7%
118	DISABILITY RIGHT - EXP	-	300	-	300	300	0.0%
119	HUMAN SERVICES	76,500	76,030	79,980	79,980	81,560	2.0%
120	LIBRARY - S&W	487,734	574,545	597,688	643,283	676,741	5.2%
121	LIBRARY - EXP	255,143	312,343	252,696	270,765	274,111	1.2%
122	Sub-Total	742,877	886,888	850,383	914,048	950,852	4.0%
123	RECREATION - SEASONAL -S&W	157,260	173,540	175,732	177,070	215,988	22.0%
124	RECREATION - S&W	186,262	208,531	212,853	228,604	250,115	9.4%
125	RECREATION - EXP	45,137	50,825	44,636	45,575	45,575	0.0%
126	RECREATION - CAP OUTLAY	-	12,000	7,319	12,000	12,000	0.0%
127	Sub-Total	398,659	444,896	440,540	463,249	523,678	13.0%
128	HARBORMASTER -S&W	234,229	270,275	280,246	293,351	311,576	6.2%
129	HARBORMASTER - EXP	105,264	102,885	108,550	173,050	173,300	0.1%
130	Sub-Total	339,493	373,960	388,803	466,401	484,876	4.0%
131	BROOKS ACAD MUSEUM COMMISSION	11,350	15,284	10,138	12,184	12,894	5.7%
132	HISTORICAL COMMISSION	1,224	-	80	540	-	-100.0%
133	HISTORICAL COMMISSION	237	350	-	350	350	0.0%
134	Sub-Total	1,461	350	80	890	350	-60.7%
135	CELEBRATIONS	701	1,600	-	1,600	1,600	0.0%
136	GOLF - S&W	740,443	797,672	762,933	882,530	870,333	-1.4%

APPENDIX C - BUDGET

TOWN OPERATION BUDGET 2019		Actual FY2015	Actual FY2016	Actual FY2017	Voted Budget FY2018	Town Meeting Budget FY2019	PCT CHANGE
137	GOLF - EXP	586,876	615,518	578,068	697,019	676,367	-3.0%
138	GOLF CAP OUTLAY	55,207	63,000	69,548	73,000	73,000	0.0%
139	Sub-Total	1,382,526	1,478,180	1,410,848	1,662,549	1,819,700	-2.0%
140	GOLF IMA MRSD					84,363	100.0%
141	ELECTRICITY - CVEC		92,100	64,315	65,000	85,925	1.4%
142	Total Departmental Budgets	19,526,839	21,644,128	21,001,165	22,988,236	23,874,026	3.6%
143	<u>DEBT SERVICE 01700</u>						
144	TRACK/SOCCER FIELD (20	5,275	5,100	-	-	-	0.0%
145	LANDFILL CAPPING (1999	94,725	87,200	84,400	76,375	73,125	-4.3%
146	LAND ACQUISITION (1997 Church St	59,426	62,750	60,750	58,500	58,000	-4.3%
147	ELEMENTARY SCHOOL ADDN	1,072,500	1,033,300	989,400	-	-	0.0%
148	LAND ACQUISITION (2000) Balcorn	198,750	193,150	181,850	165,125	157,875	-4.4%
149	GOLF CLUBHOUSE (2000)	76,300	74,875	72,725	65,850	59,125	-10.2%
150	LAND BANK ACQ SLOWATYCKI	26,650	25,650	25,150	29,125	27,875	-4.3%
151	LAND BANK ACQ KRUMH	47,300	46,300	45,100	43,800	42,700	-2.7%
152	WATER ABATE SEPTIC LOA	17,358	17,358	17,358	17,358	17,358	0.0%
153	POLICE STA REPAIRS/PLA	6,250	6,125	5,975	5,825	5,675	-2.6%
154	COPELAND LAND (2002)	73,500	67,075	65,425	63,775	62,125	-2.8%
155	SHEA LAND (2002)	226,500	222,000	211,675	206,425	201,175	-2.5%
156	GOLF COURSE IRRIGATION	140,650	133,050	124,525	121,075	112,700	-6.8%
157	LAND ACQ ROSE/KEELER	111,175	107,800	104,200	100,600	97,000	-3.6%
158	BROOKS ACAD MUSEUM RENOVATION	13,000	12,600	12,200	11,800	11,400	-3.4%
159	MIDDLE SCHOOL ROOF	31,500	30,500	29,500	28,500	28,500	-0.3%
160	HIGH SCHOOL ROOF	38,200	37,000	35,800	34,800	22,800	-34.1%
161	GOLF COURSE BUNKERS	103,000	99,800	96,600	88,500	85,500	-3.4%
162	POLICE STATION	675,983	665,838	655,713	644,463	630,983	-2.1%
163	RD BETTERMENT - OLD POST RD	11,650	11,450	11,225	10,950	5,450	-50.2%
164	RD BETTERMENT - MCQUERTY RD	18,450	18,075	17,625	17,100	16,650	-2.6%
165	ALLEN HARBOR DREDGE DEB	423,000	384,300	377,700	371,100	364,500	-1.8%
166	SAGUATUCKET HARBOR - DOWNEY			60,153	54,435	89,400	27.5%
167	ROAD MAINTENANCE PROGRAM	-	102,000	104,574	104,574	55,000	-47.4%
168	ROAD BETTERMENT - SKINEQUIT	-	-	21,144	21,144	18,388	-13.1%
169	ROAD MAINT PROG-ATM14	103,750	108,250	102,859	103,431	105,000	1.6%
170	ROAD MAINT PROG-ATM15			103,431	52,859	55,000	4.1%
171	WYCHMERE PIER RECONSTR	-	65,838	107,821	110,931	62,868	-43.4%

APPENDIX C - BUDGET

TOWN OPERATION BUDGET 2019		Actual FY2015	Actual FY2016	Actual FY2017	Voted Budget FY2018	Town Meeting Budget FY2019	PCT CHANGE
172	SAQ HARBOR DOCK REPLACEMENT					39,600	100.0%
173	ROAD MAINTENANCE FY 17					55,000	100.0%
174	MUDDY CREEK BRIDGE & CULVERT					34,580	100.0%
175	FIRE STATION #2 PLANNING					92,400	100.0%
176	WASTEWATER PHASE 2A					225,000	100.0%
177	WASTEWATER PHASE 2B					354,398	100.0%
178	ROAD MAINTENANCE FY 18					55,000	100.0%
179	SAQ WATERSIDE TAX SUPP					365,800	100.0%
180	SAQ WATERSIDE SELF SUPP					179,200	100.0%
181	CVGC INFRASTRUCTURE					97,200	100.0%
182	CVGC INFRASTRUCTURE - TAX SUPP					10,800	100.0%
183	SAQ LANDSIDE					270,000	100.0%
184	SAQ HARBOR DOCK DESIGN - TAX SUPP					80,400	100.0%
185	GINGER PLUMB PRIVATE WAY					17,809	100.0%
186	INTEREST ON SHORT TERM NOTES			5,718	-	441,224	100.0%
187	Total Debt Service (Prin & Int)	3,574,371	3,615,484	3,730,696	2,608,420	4,762,464	82.6%
188	STATE ASSESSMENTS	250,873	239,729	245,490	254,386	269,697	6.1%
189	BARNES CTY RETIREMENT	2,109,875	2,283,370	2,364,925	2,681,194	2,763,836	3.1%
190	CAPE COD COMMISSION ASSESSMENT	189,367	188,680	207,455	211,604	229,452	8.4%
191	BARNSTABLE COUNTY ASSESSMENT	185,644	204,340	193,497	197,388	202,302	2.5%
192	UNEMPLOYMENT COMPENSATION	7,198	35,000	2,667	20,000	10,000	-50.0%
193	GROUP HEALTH INSURANCE	3,319,787	3,849,202	3,563,522	4,620,227	4,776,977	3.4%
194	OPEB	100,000	100,000	100,000	100,000	125,000	25.0%
195	GENERAL INSURANCE	470,665	533,561	450,389	606,451	661,000	11.9%
196	GENERAL INSURANCE DEDUCTIBLE	8,886	15,000	8,151	5,000	5,000	0.0%
197	TOTAL TOWN	29,756,334	32,716,374	31,867,798	34,294,886	37,701,953	9.9%
198	OVERLAY (Abetements/Exemptions)					460,080	
199	C C REGIONAL TECH HIGH	1,248,331	1,330,607	1,437,053	1,467,362	1,581,237	6.3%
200	MONOMOY REG. SCH. DISTRICT						
201	Operating	19,486,696	22,843,944	21,644,248	22,506,423	23,262,215	3.4%
202	Capital other			224,723	175,692	269,039	48.0%
203	Transportation	350,715		412,558	387,275	430,869	17.3%
204	Debt Service- Middle School	142,843		1,776,772	1,708,359	24,328	-98.6%
205	Debt Service H.S.	429,174				1,611,913	0.0%
206	Minimum Contribution FY14 - credit	(336,245)					0.0%
207	TOTAL MRSD ASSESSMENT	20,070,183	22,843,944	24,066,301	24,769,749	25,609,390	3.4%
208	TOTAL	61,074,848	66,892,925	67,363,112	69,541,997	73,362,580	7.9%
	Reconciliation to Article 4:						
	Total from line 208					\$ 65,362,580	
	Less:						
	Land Bank Debt Service					586,750	
	Overlay					460,080	
	Wastewater					70,000	
	Cape Cod Technical High School					1,581,237	
	Monomoy Regional School District					25,609,390	
	Total Reductions					28,309,377	
	Article 4					\$ 37,043,203	

APPENDIX C - BUDGET

APPENDIX D

**MESSAGE
FROM THE
SUPERINTENDENT**

APPENDIX D

Dear Harwich Voters,

I'd like to thank you for your support of the Monomoy Regional School District. Monomoy's FY19 budget allows our school district to maintain and strategically enhance its academic program, to provide needed supports for struggling learners, and to expand opportunities for the children of our towns. As in past years, Monomoy's FY19 budget supports personalized learning by providing small class sizes that are on average 18 students or fewer at the elementary level and 20 students or fewer at the middle and high school levels. Beyond the classroom, students are immersed in a vibrant arts program, a comprehensive interscholastic athletic program, and a rich extracurricular program. Our students' educational travels this year have included school trips to the Dominican Republic and Washington, D.C, and for the 2018-2019 school year will include Monomoy students participating in a Spanish foreign exchange and a high school trip to Iceland.

The quality of our schools can be seen within our performing arts, on our athletic fields, and in the graduates we are producing. From the joy of our elementary choir to the middle school production of *The Further Adventures of Nancy Fickle Fairytale Detective* this fall, to the talent in the recent high school musical *All Shook Up*, the performing arts are thriving within Monomoy Regional, adding to the cultural fabric of our towns. Our high school varsity sports program continues to strengthen, and so far this school year, every fall varsity team advanced to their state tournament, with Varsity Field Hockey winning the Cape and Islands League Championship, and in the winter, Boys Varsity Basketball also advanced to their state tournament.

This year's M.A.S.S. Award of Academic Excellence was presented to Monomoy Regional High School senior Francesca Barr, who will be attending Harvard University in the fall. Francesca not only excels academically, but also served as the captain of the girls varsity soccer team, along with other student leadership roles within our high school. She is one of the founding members of Monomoy's new Global Studies Program, which offers our students the opportunity to go beyond the high school curriculum to make connections to the larger world. Francesca will graduate with a Global Studies Diploma with Distinction, after completing a capstone project on treating schizophrenia in developing countries. She is a testament to the level of academic rigor and breadth of opportunities now available within your town's high school.

During the 2017-2018 school year, 1,887 students attend Monomoy Regional. This is an increase of 23 students, but the enrollment of Harwich students within the district decreased by 21 students. The town's assessment is determined, in part, by a three-year rolling average of foundation enrollment, which is the number of Harwich students attending Monomoy Regional and charter schools or other public school districts through school choice. Included in this foundation enrollment calculation are 144 Harwich students attending other school districts through inter-district school choice (an increase of 11 students over the prior year) and 48 Harwich students attending charter schools (a decrease of 8 students over the prior year), each of whom Monomoy Regional is fiscally responsible for funding during the 2017-2018

APPENDIX D

academic year. Harwich's FY19 foundation enrollment represents 73.25% of Monomoy's three-year rolling average – this is a .23% decrease over the prior year.

Monomoy Regional's FY19 budget is a "level staffing" budget, maintaining all of the educational programs the district has put in place in recent years. These programs include our new *Math in Focus* curriculum in Grades K-7, *Measures of Academic Success* progress monitoring across grade levels, interdisciplinary oceanography for all 8th graders, physics for all high school freshmen, both Latin and Spanish instruction at the middle school level, and Latin, Spanish, French, and Mandarin instruction for high school students, providing each student in Grades 5 through 12 a Chromebook and technology rich instruction, and our new Global Studies Program at the high school. Within this FY19 budget are also new initiatives, improving the quality of instruction and learning in our schools. Included in these is expansion robotics engineering at the middle and high school levels, an introduction of the *Words Their Way* elementary English curriculum, and extensive social-emotional programming to support students across the grade levels.

Monomoy Regional's FY19 General Fund Budget, including debt, is \$39,708,354, a 4.18% increase over FY18. Monomoy will be using \$705,000 from our Excess and Deficiency reserve to offset the FY19 budget. The school district's FY19 debt service is \$2,233,776, which will continually decrease as we pay down the cost of the new high school over the next 22 years. Harwich's FY19 assessment will be \$25,609,390, a 3.43% increase over the prior year.

At Monomoy Regional, we take pride in the educational program and opportunities we are developing and providing for the children of Chatham and Harwich, and we appreciate your support of our FY19 budget so we can continue to provide a high quality education to the children of our towns. You can learn more about our educational program and Monomoy's schools on our website at www.monomoy.edu.

Proud to be a Monomoy Shark.

Scott Carpenter
Superintendent
Monomoy Regional School District

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 15, 2018**

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 15, 2018, 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: one (1) Selectmen for three (3) years; one (1) Moderator for three (3) years; one (1) Monomoy Regional School Committee Member for three (3) years; three (3) Library Trustees for three (3) years; one (1) Water Commissioner for three (3) years; one Water Commissioner for one (1) year unexpired term

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 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 construction of sewers in the Southern section of Pleasant Bay Watershed and construction of 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?”

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 fund the Road Maintenance Program as requested in the Capital Plan for FY19, including all costs incidental and related thereto?”

YES _____ NO _____

3. “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 fund the design and construction, and construction administration, of Fire Station 2 at 149 Route 137; including equipment and furnishing, and any other costs incidental and related thereto?”

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 bond issued in order to fund the design and construction and equipment, including a cremation device for a pet crematory located at 276 Queen Anne Road commonly known as the Pet Cemetery including the purchase and installation of an Animal Cremation Retort (cremation unit) and all costs incidentals and related thereto?”

YES _____ NO _____

5. “Shall the Town of Harwich be allowed to assess an additional \$76,078 in Real and Personal Property Taxes for the purpose of partially funding the Monomoy Regional School – Harwich Assessment – for installation of bathroom facilities at Stadium Field included in the Capital Program for the Fiscal Year beginning July 1, 2018?”

YES _____ NO _____

6. “Shall the Town of Harwich be allowed to assess an additional \$36,625 in Real and Personal Property Taxes for the purpose of partially funding the Monomoy Regional School – Harwich Assessment – for funding a Stabilization Account included in the Capital Program for the Fiscal Year beginning July 1, 2018?”

YES _____ NO _____

7. “Shall the Town of Harwich Shall this Town approve the charter amendments proposed by Town Meeting summarized below?”

The proposed charter amendments were approved under Article 38 of the May 1, 2017 Annual Town Meeting warrant. The following amendments were approved: providing that members of the Board of Selectmen serve as liaisons to appointed and elected town agencies, instead of as ex officio members; inserting the office of “finance director” as an office appointed by the Board of Selectmen and removing “town accountant” from the list; revising the manner in which vacancies and other appointments are advertised so that notice of positions will be posted for a minimum of two weeks in the same manner as required for meeting notices under the Open Meeting Law, including on the Town’s website, and will render newspaper publication optional; clarifying that town agencies shall organize at the first meeting after the beginning of the town’s fiscal year and elect a

chair, vice-chair and clerk; revising the number of members on the following boards and committees to allow the Town to establish the size by bylaw: Board of Health (up to 5), Planning Board (not less than 5 nor more than 9 and 2 alternates), Board of Assessors (at 1,3,5,7, or 9), Conservation Commission (not less than 3 nor more than 7 and 2 alternates), Historic District and Historical Commission (not less than 3 nor more than 7 and 5 alternates), Cultural Council (not less than 5 nor more than 22), Zoning Board of Appeals (not less than 3 nor more than 5 and 5 associate members), Council on Aging, Recreation and Youth Commission, Golf Committee, Waterways Committee, Cemetery Commission, and Bylaw/Charter Review Committee (eliminates any reference to the number of members); clarifying the responsibilities of the Golf Committee in making recommendations to the Board of Selectmen as to policies relating to the maintenance and operation of the municipal golf course; and resolving certain grammatical errors and capitalization.

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 12th day of March, 2018

s/Michael D. MacAskill, Chair

s/Julie E. Kavanaugh, Vice Chair

s/Larry G. Ballantine, Clerk

s/Jannell Brown

s/Donald F. Howell

BOARD OF SELECTMEN

A true copy Attest:

s/ David A. Robinson

Constable

DATE: April 19, 2018

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 15th of May, 2018 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 be sworn in as an Election Officer for the Town of Harwich at 6:45 AM.

PRECINCT I
Warden Susan Weinstein
Clerk: Judy Davis
Insp.Ck In: Roberta Winston
Insp.Ck Out: Marjorie Frith

PRECINCT II
Eric Carroll
Dean Panko
Ann Kaplan
Gayle Carroll

PRECINCT III
Warden: Chuck Callahan
Clerk: Sandy Hall
Insp. Ck In: Maddyline Hastings
Insp. Ck Out: Joan Callahan

PRECINCT IV
Donna Tavano
Janet Silverio
Dot Harrington
Linda Hughes

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: Wil Remillard
Dep.Insp.In: Roberta Winston
Dep.Insp.Out: Janet Kaiser

PRECINCT II
Eric Carroll
Elaine Dickinson
Ann Kaplan
Gayle Carroll

PRECINCT III
Dep. Warden: Chuck Callahan
Dep. Clerk Deb Sementa
Dep.Insp.In: Janet Bowers
Dep.Insp.Out: Joan Callahan

PRECINCT IV
Donna Tavano
Richard Gomes
Mary Ann Pina
Joyce Bearse

INFORMATION TABLE

Sue Mills–Dolly Parkhurst - John Eldredge - Sandy Hall

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 1,881 included 69 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	536 including	22 absentee votes
Precinct II	570 including	24 absentee votes
Precinct III	461 including	15 absentee votes
Precinct IV	314 including	8 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 15, 2018 at 8:45 P.M as follows:

BOARD OF SELECTMEN

BLANKS

EDWARD JAMES MCMANUS

STEVEN J F SCANNELL

THOMAS E. SHERRY

WRITE-INS

MODERATOR

BLANKS

MICHAEL D. FORD

WRITE-INS

MONOMOY REGIONAL SCHOOL COMMITTEE MEMBER

BLANKS

ROBERT T. RUSSELL

WRITE-INS

TRUSTEE, BROOKS FREE LIBRARY

BLANKS

JOAN A. MCCARTY

KATHLEEN A. REMILLARD

JEANNIE S. WHEELER

WRITE-INS

11	8	7	2	28
276	260	201	164	901
14	26	20	9	69
234	275	233	138	880
1	1	0	1	3
536	570	461	314	1,881
81	84	78	32	275
453	484	379	280	1,596
2	2	4	2	10
536	570	461	314	1,881
99	108	107	63	377
437	459	349	250	1,495
0	3	5	1	9
536	570	461	314	1,881
437	493	388	272	1,590
393	406	326	222	1,347
395	417	348	234	1,394
382	390	321	214	1,307
1	4	0	0	5
1608	1710	1383	942	5,643

**WATER COMMISSIONER –
3 YEAR TERM**

BLANKS

GARY A. CAREIRO

WRITE-INS

**WATER COMMISSIONER –
1 YEAR UNEXPIRED TERM**

BLANKS

JUDITH A. UNDERWOOD

WRITE-INS

**QUESTION 1. WASTEWATER
MANAGEMENT PLAN - PHASE 2**

BLANKS

YES

NO

**QUESTION 2. ROAD
MAINTENANCE PROGRAM**

BLANKS

YES

NO

**QUESTION 3. FIRE
DEPARTMENT - STATION 2**

BLANKS

YES

NO

**QUESTION 4. PET
CREMATORY**

BLANKS

YES

NO

130	135	135	79	479
406	433	326	235	1,400
0	2	0	0	2
536	570	461	314	1,881
110	118	107	67	402
425	448	351	247	1,471
1	4	3	0	8
536	570	461	314	1,881
28	21	9	12	70
377	404	300	206	1287
131	145	152	96	524
536	570	461	314	1,881
34	23	10	11	78
375	410	320	225	1,330
127	137	131	78	473
536	570	461	314	1,881
32	19	5	14	70
318	350	293	193	1,154
186	201	163	107	657
536	570	461	314	1,881
35	25	10	14	84
88	66	62	51	267
413	479	389	249	1530
536	570	461	314	1881

**QUESTION 5. MONOMOY
SCHOOLS - BATHROOMS
STADIUM FIELD**

BLANKS

YES

NO

**QUESTION 6. MONOMOY
SCHOOLS – STABLIZATION
ACCOUNT**

BLANKS

YES

NO

**QUESTION 7. CHARTER
CHANGES**

BLANKS

YES

NO

TOTAL NUMBER VOTED

REGISTERED VOTERS

ABSENTEE VOTERS

22	12	8	3	45
350	357	275	208	1,190
164	201	178	103	646
536	570	461	314	1881
28	19	12	12	71
328	332	238	190	1088
180	219	211	112	722
536	570	461	314	1,881
43	41	30	20	134
386	404	331	228	1349
107	125	100	66	398
536	570	461	314	1881
536	570	461	314	1881
2821	2681	2672	2498	10672
22	24	15	8	69

Attested:

Anita N. Doucette, MMC/CMMC
Town Clerk

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

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH
STATE PRIMARY WARRANT
SEPTEMBER 4, 2018**

BARNSTABLE SS.

To the Constables of the Town of Harwich

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Primaries to vote at the Community Center Gymnasium, 100 Oak Street, Harwich on:

TUESDAY, THE FOURTH DAY OF SEPTEMBER, 2018

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS	FOR THIS COMMONWEALTH
GOVERNOR	FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR	FOR THIS COMMONWEALTH
ATTORNEY GENERAL	FOR THIS COMMONWEALTH
SECRETARY OF STATE	FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL	FOR THIS COMMONWEALTH
AUDITOR	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS	NINTH DISTRICT
COUNCILLOR	FIRST DISTRICT
SENATOR IN GENERAL COURT	CAPE & ISLANDS DISTRICT
REPRESENTATIVE IN GENERAL COURT	FOURTH BARNSTABLE DISTRICT
DISTRICT ATTORNEY	CAPE & ISLANDS DISTRICT
CLERK OF COURTS	BARNSTABLE COUNTY
REGISTER OF DEEDS	BARNSTABLE DISTRICT
COUNTY COMMISSIONER	BARNSTABLE COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 6th day of August, 2018.

s/ Julie A. Kavanagh, Chairman
s/ Edward J. McManus, Clerk
s/ Donald F. Howell
Selectmen Town of Harwich

s/Larry Ballantine, Vice Chair
s/ Michael D. MacAskill

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

David Robinson
Constable

August 8, 2018
(month and day)

Warrant must be posted by **August 28, 2018**, (at least *seven days prior* to the **September 4, 2018** State Primary).

Date: August 8, 2018

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, September 4, 2018 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 Community Center in the Town of Harwich, which covers all four precincts, at least seven (7) days before the time of said meeting as within directed.

Attest: s/ David Robinson

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

	PRECINCT I	PRECINCT II
Warden	Susan Weinstein	Eric Carroll
Clerk:	Judy Davis	Dean Panko
Insp.Ck In:	Donna Tavano	Ann Kaplan
Insp.Ck Out:	Marjorie Frith	Gayle Carroll
	PRECINCT III	PRECINCT IV
Warden:	Deb Sementa	Leslie Flynn
Clerk:	Peggy Rose	Lynda Burchfield
Insp. Ck In:	Joan Callahan	Tina Games
Insp. Ck Out:	Dot Harrington until 12	Linda Hughes

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	PRECINCT II
Dep. Warden:	Ursula Corbet	Eric Carroll
Dep. Clerk:	Maddyline Hastings	Elaine Dickinson
Dep.Insp.In:	Donna Tavano *	Ann Kaplan
Dep.Insp.Out:	Janet Kaiser *	Gayle Carroll
	PRECINCT III	PRECINCT IV
Dep. Warden:	Wil Remillard	Richard Gomes
Dep. Clerk:	Peggy Rose	Janet Bowers
Dep.Insp.In:	Joan Callahan	Mary Ann Pina
Dep.Insp.Out:	Shirley Knowles	Joyce Bearse

INFORMATION TABLE

John Eldredge – Sandra Hall - Donna Eaton - Dolly Parkhurst

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 2,732 included 116 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	800	including	46 absentee votes
Precinct II	779	including	36 absentee votes
Precinct III	616	including	14 absentee votes
Precinct IV	537	including	20 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on September 4, 2018 at 9:30 P.M as follows:

	1	2	3	4	Total
REPUBLICAN PARTY					
SENATOR IN CONGRESS					
BLANKS	13	13	10	13	49
GEOFF DIEHL	186	192	148	126	652
JOHN KINGSTON	86	86	68	55	295
BETH JOYCE LINDSTROM	58	60	59	34	211
WRITE-INS	0	1	0	0	1
	343	352	285	228	1,208
GOVERNOR					
BLANKS	2	7	9	4	22
CHARLES D. BAKER	211	219	151	127	708
SCOTT D. LIVELY	130	126	125	97	478
WRITE-INS	0	0	0	0	0
	343	352	285	228	1,208
LIEUTENANT GOVERNOR					
BLANKS	88	66	72	48	274
KARYN E. POLITO	253	285	210	178	926
WRITE-INS	2	1	3	2	8
	343	352	285	228	1,208
ATTORNEY GENERAL					
BLANKS	61	45	43	24	173
JAMES R. McMAHON, III	218	223	186	146	773
DANIEL L. SHORES	64	83	56	58	261
WRITE-INS	0	1	0	0	1
	343	352	285	228	1,208
SECRETARY OF STATE					
BLANKS	106	89	84	60	339
ANTHONY M. AMORE	236	261	201	167	865
WRITE-INS	1	2	0	1	4
	343	352	285	228	1,208

TREASURER

BLANKS
KEIKO M. ORRALL
WRITE-INS

AUDITOR

BLANKS
HELEN BRADY
WRITE-INS

REPRESENTATIVE IN CONGRESS

BLANKS
PETER D. TEDESCHI
WRITE-INS

COUNCILLOR

BLANKS
THOMAS F. KEYES
WRITE-INS

SENATOR IN GENERAL COURT

BLANKS
JOHN G. FLORES
WRITE-INS

REPRESENTATIVE IN GENERAL COURT

BLANKS
WRITE-INS

DISTRICT ATTORNEY

BLANKS
MICHAEL D. O'KEEFE
WRITE-INS

109	92	91	60	352
233	259	194	168	854
1	1	0	0	2
343	352	285	228	1,208
107	91	92	59	349
236	261	193	169	859
0	0	0	0	0
343	352	285	228	1208
85	73	76	49	283
258	279	209	179	925
0	0	0	0	0
343	352	285	228	1,208
100	88	89	55	332
243	264	195	173	875
0	0	1	0	1
343	352	285	228	1,208
98	80	82	49	309
245	272	201	179	897
0	0	2	0	2
343	352	285	228	1,208
272	284	242	186	984
71	68	43	42	224
343	352	285	228	1,208
89	75	75	44	283
251	274	208	184	917
3	3	2	0	8
343	352	285	228	1,208

CLERK OF COURTS

BLANKS
SCOTT W. NICKERSON
WRITE-INS

99	78	73	50	300
243	274	211	178	906
1	0	1	0	2
343	352	285	228	1,208

REGISTER OF DEEDS

BLANKS
JOHN F. MEADE
WRITE-INS

94	79	85	49	307
249	273	200	178	900
0	0	0	1	1
343	352	285	228	1208

COUNTY COMMISSIONER

BLANKS
LEO G. CAKOUNES
WRITE-INS

86	55	58	28	227
254	295	225	200	974
3	2	2	0	7
343	352	285	228	1208

**LIBERTARIAN PARTY
SENATOR IN CONGRESS**

BLANKS
WRITE-INS

1	2	3	4	Total
1	1	0	0	2
0	2	0	0	2

GOVERNOR

BLANKS
WRITE-INS

1	2	0	0	3
0	1	0	0	1

LIEUTENANT GOVERNOR

BLANKS
WRITE-INS

1	2	0	0	3
0	1	0	0	1

ATTORNEY GENERAL

BLANKS
WRITE-INS

1	2	0	0	3
0	1	0	0	1

SECRETARY OF STATE

BLANKS
WRITE-INS

1	3	0	0	4
0	0	0	0	0

TREASURER

BLANKS
WRITE-INS

1	3	0	0	4
0	0	0	0	0

GOVERNOR

BLANKS
 JAY M. GONZALEZ
 BOB MASSIE
 WRITE-INS
 CHARLIE BAKER

LIEUTENANT GOVERNOR

BLANKS
 QUENTIN PALFREY
 JIMMY TINGLE
 WRITE-INS

ATTORNEY GENERAL

BLANKS
 MAURA HEALEY
 WRITE-INS

SECRETARY OF STATE

BLANKS
 WILLIAM FRANCIS GALVIN
 JOSH ZAKIM
 WRITE-INS

TREASURER

BLANKS
 DEBORAH B. GOLDBERG
 WRITE-INS

AUDITOR

BLANKS
 SUZANNE M. BUMP
 WRITE-INS

REPRESENTATIVE IN CONGRESS

BLANKS
 BILL KEATING
 BILL CIMBRELO
 WRITE-INS

456	424	331	309	1,520
116	83	81	48	328
243	218	171	165	797
92	108	70	94	364
5	2	0	2	9
0	13	9	0	22
456	424	331	309	1,520
107	83	69	46	305
198	195	161	136	690
151	141	100	127	519
0	5	1	0	6
456	424	331	309	1,520
45	37	15	20	117
409	384	316	287	1,396
2	3	0	2	7
456	424	331	309	1,520
10	15	12	11	48
346	302	246	204	1,098
100	107	73	94	374
0	0	0	0	0
456	424	331	309	1,520
89	77	53	45	264
366	344	278	264	1,252
1	3	0	0	4
456	424	331	309	1,520
87	76	56	47	266
368	345	275	262	1,250
1	3	0	0	4
456	424	331	309	1,520
5	12	7	8	32
384	339	278	245	1246
67	72	46	56	241
0	1	0	0	1

COUNCILLOR

BLANKS

JOSEPH C. FERREIRA

WRITE-INS

456	424	331	309	1,520
114	100	73	60	347
342	322	258	249	1,171
0	2	0	0	2
456	424	331	309	1,520

DEMOCRATIC

SENATOR IN GENERAL COURT

BLANKS

JULIAN ANDRE CYR

WRITE-INS

66	46	26	26	164
389	375	304	280	1348
1	3	1	3	8
456	424	331	309	1,520

REPRESENTATIVE IN GENERAL COURT

BLANKS

SARAH K. PEAKE

WRITE-INS

47	41	20	16	124
408	380	310	291	1,389
1	3	1	2	7
456	424	331	309	1,520

DISTRICT ATTORNEY

BLANKS

WRITE-INS

455	420	325	301	1501
1	4	6	8	19
456	424	331	309	1,520

CLERK OF COURTS

BLANKS

WRITE-INS

454	423	327	307	1,511
2	1	4	2	9
456	424	331	309	1,520

REGISTER OF DEEDS

BLANKS

WRITE-INS

455	423	329	306	1513
1	1	2	3	7
456	424	331	309	1520

COUNTY COMMISSIONER

BLANKS

RONALD J. BERGSTROM

WRITE-INS

123	95	76	62	356
332	325	255	244	1,156
1	4	0	3	8
456	424	331	309	1,520

TOTAL OF REGISTERED VOTERS	2842	2688	2694	2537	10,761
<i>PRECINCT totals</i>					
TOTAL NUMBER OF DEM VOTERS	456	424	331	309	1520
TOTAL NUMBER OF REP VOTERS	343	352	285	228	1208
TOTAL NUMBER OF LIBERTARIANS	1	3	0	0	4
TOTAL NUMBER VOTED	800	779	616	537	2732
ATTESTED					
Anita N. Doucette, MMC/CMMC					
Town Clerk					
Harwich Board of Registrars					
Dorothy A. Parkhurst					
Raymond C. Gottwald					
Susan J. Mills					
Anita N. Doucette					

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH
NOVEMBER 6, 2018**

BARNSTABLE SS.

To the Constables of the Town of Harwich

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in State Elections to vote at the Community Center Gymnasium, 100 Oak Street, Harwich on:

TUESDAY, THE SIXTH DAY OF NOVEMBER, 2018

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Election for the candidates of political parties for the following offices:
SENATOR IN CONGRESS. FOR THIS COMMONWEALTH
GOVERNOR and LIEUTENANT GOVERNOR FOR THIS COMMONWEALTH
ATTORNEY GENERAL. FOR THIS COMMONWEALTH
SECRETARY OF STATE. FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL. FOR THIS COMMONWEALTH
AUDITOR. FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS. NINTH DISTRICT
COUNCILLOR. FIRST DISTRICT
SENATOR IN GENERAL COURT CAPE & ISLANDS DISTRICT
REPRESENTATIVE IN GENERAL COURT FOURTH BARNSTABLE DISTRICT
DISTRICT ATTORNEY CAPE & ISLANDS DISTRICT
CLERK OF COURTS BARNSTABLE COUNTY
REGISTER OF DEEDS BARNSTABLE DISTRICT
COUNTY COMMISSIONER. BARNSTABLE COUNTY
BARNSTABLE ASSEMBLY DELEGATES BARNSTABLE COUNTY

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;
- In units with post-anesthesia care or operating room patients: 1 patient under anesthesia per nurse; 2 patients post-anesthesia per nurse;
- In the emergency services department: 1 critical or intensive care patient per nurse (or 2 if the nurse has assessed each patient's condition as stable); 2 urgent non-stable patients per nurse; 3 urgent stable patients per nurse; or 5 non-urgent stable patients per nurse;

- In units with maternity patients: (a) active labor patients: 1 patient per nurse; (b) during birth and for up to two hours immediately postpartum: 1 mother per nurse and 1 baby per nurse; (c) when the condition of the mother and baby are determined to be stable: 1 mother and her baby or babies per nurse; (d) postpartum: 6 patients per nurse; (e) intermediate care or continuing care babies: 2 babies per nurse; (f) well-babies: 6 babies per nurse;
- In units with pediatric, medical, surgical, telemetry, or observational/outpatient treatment patients, or any other unit: 4 patients per nurse; and
- In units with psychiatric or rehabilitation patients: 5 patients per nurse.

The proposed law would require a covered facility to comply with the patient assignment limits without reducing its level of nursing, service, maintenance, clerical, professional, and other staff.

The proposed law would also require every covered facility to develop a written patient acuity tool for each unit to evaluate the condition of each patient. This tool would be used by nurses in deciding whether patient limits should be lower than the limits of the proposed law at any given time.

The proposed law would not override any contract in effect on January 1, 2019 that set higher patient limits. The proposed law's limits would take effect after any such contract expired.

The state Health Policy Commission would be required to promulgate regulations to implement the proposed law. The Commission could conduct inspections to ensure compliance with the law. Any facility receiving written notice from the Commission of a complaint or a violation would be required to submit a written compliance plan to the Commission. The Commission could report violations to the state Attorney General, who could file suit to obtain a civil penalty of up to \$25,000 per violation as well as up to \$25,000 for each day a violation continued after the Commission notified the covered facility of the violation. The Health Policy Commission would be required to establish a toll-free telephone number for complaints and a website where complaints, compliance plans, and violations would appear.

The proposed law would prohibit discipline or retaliation against any employee for complying with the patient assignment limits of the law. The proposed law would require every covered facility to post within each unit, patient room, and waiting area a notice explaining the patient limits and how to report violations. Each day of a facility's non-compliance with the posting requirement would be punishable by a civil penalty between \$250 and \$2,500.

The proposed law's requirements would be suspended during a state or nationally declared public health emergency.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A YES VOTE would limit the number of patients that could be assigned to one registered nurse in hospitals and certain other health care facilities.

A NO VOTE would make no change in current laws relative to patient-to-nurse limits.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY

This proposed law would create a citizens commission to consider and recommend potential amendments to the United States Constitution to establish that corporations do not have the same Constitutional rights as human beings and that campaign contributions and expenditures may be regulated.

Any resident of Massachusetts who is a United States citizen would be able to apply for appointment to the 15-member commission, and members would serve without compensation. The Governor, the Secretary of the Commonwealth, the state Attorney General, the Speaker of the state House of Representatives, and the President of the state Senate would each appoint three members of the commission and, in making these appointments, would seek to ensure that the commission reflects a range of geographic, political, and demographic backgrounds.

The commission would be required to research and take testimony, and then issue a report regarding (1) the impact of political spending in Massachusetts; (2) any limitations on the state's ability to regulate corporations and other entities in light of Supreme Court decisions that allow corporations to assert certain constitutional rights; (3) recommendations for constitutional amendments; (4) an analysis of constitutional amendments introduced to Congress; and (5) recommendations for advancing proposed amendments to the United States Constitution.

The commission would be subject to the state Open Meeting Law and Public Records Law. The commission's first report would be due December 31, 2019, and the Secretary of the Commonwealth would be required to deliver the commission's report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A YES VOTE would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

A NO VOTE would not create this commission.

QUESTION 3: REFERENDUM ON AN EXISTING LAW

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

SUMMARY

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A "place of public accommodation, resort or amusement" is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. "Gender identity" is defined as a person's sincerely held

gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person's physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person's admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person's gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

A YES VOTE would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

A NO VOTE would repeal this provision of the public accommodation law.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 9th day of October, 2018.

s/Julie A. Kavanagh, Chairman
s/Edward J. McManus, Clerk
s/Donald F. Howell
Selectmen Town of Harwich

s/Larry Ballantine, Vice Chairs
s/ Michael D. MacAskill

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

s/David Robinson
Constable

October 11, 2018.
(month and day)

Warrant must be posted by **October 30, 2018**, (at least *seven days prior* to the **November 6, 2018** State Election).

Date: October 11, 2018

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, November 6, 2018 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 Community Center in the Town of Harwich, which covers all four precincts, at least seven (7) days before the time of said meeting as within directed.

s/ David Robinson
Constable

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 7,553 and the total ballots cast were 7566 which included 391 absentee ballots, 2378 early voting ballots and 12 overseas ballots and 1 provisional ballot. The voting list of each precinct showed the same number of names checked as ballots cast.

The Town Clerk, Anita N. Doucette, announced the results on November 6, 2018 at 9:00 P.M as follows:

	1	2	3	4	Total
SENATOR					
BLANKS	16	11	11	15	53
ELIZABETH A. WARREN	1040	1052	1012	929	4,033
GEOFF DIEHL	868	845	866	685	3,264
SHIVA AYYADURAI	58	45	43	67	213
WRITE-INS	1	1	1	0	3
	1983	1954	1933	1696	7,566
GOVERNOR					
AND LIEUTENANT GOVERNOR					
BLANKS	57	43	48	36	184
BAKER and POLITO	1448	1476	1448	1220	5,592
GONZALEZ and PALFREY	469	430	430	437	1,766
WRITE-INS	9	5	7	3	24
	1983	1954	1933	1696	7,566
ATTORNEY GENERAL					
BLANKS	23	20	28	30	101
MAURA HEALEY	1210	1187	1146	1069	4,612
JAMES R. MCMAHON, III	750	746	758	596	2,850
WRITE-INS	0	1	1	1	3
	1983	1954	1933	1696	7,566

SECRETARY OF STATE

BLANKS
 WILLIAM FRANCIS GALVIN
 ANTHONY M. AMORE
 JUAN G. SANCHEZ, JR
 WRITE-INS

49	49	42	51	191
1274	1264	1209	1138	4,885
607	595	628	460	2,290
53	44	54	46	197
0	2	0	1	3
1983	1954	1933	1696	7,566

TREASURER

BLANKS
 DEBORAH B. GOLDBERG
 KEIKO M. ORRAL
 JAMES M. GUERIN
 WRITE-INS

67	69	67	76	279
1141	1130	1099	1027	4,397
722	712	712	546	2,692
51	41	55	46	193
2	2	0	1	5
1983	1954	1933	1696	7,566

AUDITOR

BLANKS
 SUZANNE M. BUMP
 HELEN BRADY
 DANIEL FISHMAN
 EDWARD J. STAMAS
 WRITE-INS

76	86	72	80	314
1031	1040	1013	957	4,041
777	743	748	568	2,836
66	52	52	62	232
32	32	46	28	138
1	1	2	1	5
1983	1954	1933	1696	7566

REPRESENTATIVE IN CONGRESS

BLANKS
 BILL KEATING
 PETER D. TEDESCHI
 WRITE-INS

27	25	20	25	97
1185	1164	1147	1078	4574
771	763	765	592	2891
0	2	1	1	4
1983	1954	1933	1696	7,566

COUNCILLOR

BLANKS
 JOSEPH C. FERREIRA
 THOMAS F. KEYES
 WRITE-INS

85	74	80	76	315
1066	1061	1038	968	4,133
832	816	812	651	3,111
0	3	3	1	7
1983	1954	1933	1696	7,566

BLANKS
JULIAN ANDRE CYR
JOHN G. FLORES
WRITE-INS

BLANKS
SARAH K. PEAKE
WRITE-INS

548	512	439	402	1901

BLANKS
MICHAEL D. O'KEEFE
WRITE-INS

588	536	478	441	2 043

BLANKS
SCOTT W. NICKERSON
WRITE-INS

580	532	485	439	2 036

BLANKS
JOHN F. MEADE
WRITE-INS

96	60	82	76	212

BLANKS
LEO G. CAKOUNES
RONALD J. BERGSTROM
WRITE-INS

BLANKS
ELIZABETH R. HARDER
PETER S. HUGHES
WRITE-INS

401	340	372	284	1397
869	866	828	833	3396
711	744	723	575	2753
2	4	10	4	20
1983	1954	1933	1696	7566

BLANKS
YES
NO

52	24	34	27	137
623	565	601	574	2363
1308	1365	1298	1095	5066
1983	1954	1933	1696	7566

BLANKS
YES
NO

69	50	52	50	221
1306	1314	1299	1179	5098
608	590	582	467	2247
1983	1954	1933	1696	7566

BLANKS
YES
NO

68	34	45	28	175
1280	1271	1248	1139	4938
635	649	640	529	2453
1983	1954	1933	1696	7566

ATTESTED
Anita N. Doucette, MMC/CMMC
Town Clerk

2877	2720	2735	2600	10932
1983	1954	1933	1696	7566

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

[illegible]

HUMAN SERVICES

Report of the **Council on Aging**

Members:

Richard Waystack, Chairman
Lee Culver, Vice Chairman
Ralph Smith
James Mangan
Carol Thayer
Joanne Lepore
Angelina Chilaka
Justin White, HFD

The Council on Aging, in this annual report to the Town of Harwich, continues to promote our mission which is to support and advocate for older adults, their families, and caregivers.

The Council serves this mission in a variety of ways. We organize or sponsor programs designed to meet a wide variety of seniors' needs including entertainment, health and fitness, socialization, nutrition, and more. We bring in SHINE counselors who assist folks in navigating the complicated world of health insurance, attorneys who specialize in Elder Law, caseworkers from the Homeless Prevention Council, specialists in providing foot care, specialized support groups, a monthly dental clinic, and video conferencing technology that allows people to make appointments regarding Social Security without having to travel to the Hyannis office. We provide free transportation to any resident who needs it to all Council on Aging programming as well as to the Family Pantry, the library, local grocery stores, and further locations as well.

The Council instituted within budget and with the support of the Friends of the Council on Aging, new software, My Senior Center, which has allowed the Council to better serve the needs of our members, who have embraced the new software enthusiastically. This new software allows us to schedule and manage events, track event attendance and volunteer hours, adopt multiple methods of communication including robo-calls, mailing, and email lists, and to generate data that is essential for applying for grant funding. We are eager to build upon our existing grant funding which currently includes our annual

Formula Grant awarded by the Executive Office of Elder Affairs which netted the Town of Harwich over \$50,000 in late 2018 as well as smaller grants from the Cape Cod Regional Transit Authority which help fill gaps in our transportation services.

Longtime Social Service Coordinator and licensed social worker, Kevin Grunwald retired midsummer. Kevin played an integral role in the lives of many of our members and residents. His presence will be missed, as his five year tenure was rich with relationships and problem solving, but always with a smile and a hand for all. We sincerely thank Kevin for his service to our community!

Susanna Keith, a Harwich resident, joined the Council in August to replace Mr. Grunwald. Ms. Keith has extensive experience working with older adults and as a case manager in elderly facilities. We welcome Susanna to the team!

Judi Wilson, Director decided to leave Harwich and return to her previous position with the Orleans Council on Aging. Once again, Christopher Clark, Town Administrator, served in the capacity as Interim Director this fall also bringing on Emily Mitchell as interim Office Manager. After a thorough search, the position of Director, Harwich Council on Aging, was offered to Ms. Mitchell. Ms. Mitchell, a Harwich native and graduate of Harwich High School has previously been on the staff of the Harwich Community Center. Her familiarity with our older adults, the facility, and the staff will ensure her a smooth transition to her new position of Director.

At the 2018 Annual Town Meeting, a charter change to increase the Council to nine members was permanently defeated, and the Council as per the Charter, will become seven members. Two new members of the Board were appointed, Angelina Chilaka, long time educator in the Harwich and Monomoy Schools, as well as a new, non-voting member, Harwich Firefighter, Justin White. The work of the Council relies heavily on an effective working relationship with our Harwich Public Safety Team. Firefighter White's appointment supplements the expertise of Vice Chairman Lee Culver, retired Harwich Police Detective, and current Director of Emergency Management.

The Council on Aging could not provide the breadth and scope of programs and services without the aid of our 75 plus volunteers. Their donations of time, energy, and experience make our Council successful in reaching out to the countless members of our community who we serve. Our volunteers provide health insurance counseling through the SHINE program, offer specialized legal counseling, income tax preparation, rides to medical appointments, friendly visiting, and telephone reassurance. They also prepare, serve, and deliver meals, and many serve as the first smiling and helpful faces you see when you walk into the COA offices. To translate this service into num-

bers, volunteers provided upwards of 5,600 hours of service in 2018 – this is roughly equivalent to three full-time staff members! A Volunteer Luncheon was held in January, 2019 to recognize these dedicated and hardworking volunteers.

Updating the goals and objectives under the new leadership of the Council is a major goal. Both the Council and the Board believe that this is a great opportunity to examine the needs of our senior population, and to create services and programs that meet their needs. This process of soliciting community feedback and setting goals is possible now that the infrastructure and software are in place to monitor the effectiveness of the vast array of programs and events sponsored by the Council.

The COA has an exceptional relationship with the Friends of the Harwich Council on Aging, a 501(c)(3) nonprofit organization which supports programs and needs outside of the town budget for our seniors. A member of the COA attends Friends meetings monthly to coordinate programs and to continue to monitor the needs our senior population. Through their generosity, the Council purchased and installed the new My Senior Center software system. Further, with programs expanding meal services to our residents, they have stepped up to help purchase the equipment necessary to continue to provide quality, nutritious meals.

Our relationship with the Department staff continues to excel. Susanna Keith, Social Services Coordinator, Susan Jusell, Town Nurse, Linda St. Pierre, Town Chef, Rick Anderson, Transportation/ Volunteer Coordinator, Marie Carlson, Executive Assistant, and our Van Drivers, all serve as integral members of the team in providing the services and programs that enable our seniors to be active, thriving members of our community. Mr. Anderson recently had his position regraded to that of program specialist 1, overseeing the transportation and volunteer needs of the department.

The Council on Aging meets monthly, the first Wednesday of each month at the Community Center at 10:00 AM. Mr. Donald Howell is the liaison to the Council on Aging, and we appreciate his availability as our link to the Board of Selectmen. Our posted meetings are open to the public, and we welcome any and all who share in our mission of providing comprehensive support for the older adult population in Harwich.

It is our honor and pleasure to assist the residents of Harwich, their families and caregivers; we thank you for the opportunity to serve!

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

The Cape Cod Regional Transit Authority (CCRTA) has provided a total of 48,848 one-way passenger trips across all services in the town of Harwich from July 2017 through June 2018 (FY18).

CCRTA provided 4,863 Medicaid trips, 7,458 Day Habilitation trips, 2 ADA trips, and 132 other medical trips for Harwich residents. CCRTA also provided 50 Harwich residents with 214 trips to Boston area hospitals through the Boston Hospital Transportation service.

CCRTA provided 227 Harwich residents with 7,389 DART (Dial-a-Ride Transportation) trips during FY18. Total DART passenger trips in the fifteen towns of Cape Cod were 217,037 in FY18.

The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro, and Provincetown. A total of 11,634 one-way trips originated in Harwich for the Flex route for the period July 2017 through June 2018. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Harwich, including some who began and ended their trips in Harwich. Total ridership for the Flex for this period was 87,346.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham, Brewster, and Orleans along the Route 28 corridors. A total of 17,156 one-way trips originated in Harwich for the H20 route for the period July 2017 through June 2018. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Harwich, including some who began and ended their trips in Harwich. Total ridership for the H20 route for this period was 151,673.

CCRTA supplied the Harwich Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 4,827 rides from July 2017 to June 2018.

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

Report of the **Cape Light Compact**

Cape Light Compact JPE is an intergovernmental organization consisting of the 21 towns on Cape Cod and Martha's Vineyard and Duke's County. The Compact's mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.

Effective July 1, 2017, the Cape Light Compact reorganized and reconstituted itself as a joint powers entity pursuant to Massachusetts General Law Chapter 40 Section 4A1/2, becoming the first joint powers entity in Massachusetts. Reorganizing as a joint powers entity protects member towns from potential liabilities and mandates greater financial accountability through expanded reporting requirements to the Massachusetts Department of Revenue and member Towns, and designation of Treasury functions to an independent entity.

POWER SUPPLY

During 2018, the Compact's power supplier for all residential, commercial, and industrial customers was NextEra Energy Services of Massachusetts (NextEra). The Compact is pleased that our residential price in 2018 was lower than Eversource's basic service residential, while also being 100% renewable.

The Compact has been a green aggregation since January 2017, meaning 100% of Compact's power supply customers' annual electricity usage is met with renewable energy certificates (RECs). Each REC represents the generation of 1 megawatt hour (1,000 kilowatt hours) of electricity produced by a renewable resource, such as wind or solar. By retiring RECs to match the Compact's customers' usage, Compact customers are financially supporting renewable energy resources, including resources located on Cape Cod and southeastern Massachusetts. In addition, NextEra pledged to deposit all premiums paid for voluntary RECs, plus their supplier and retail fees (expected to total over \$3 million per year), into a trust fund to be used solely for the development of new renewable energy resources. In December 2018, the Compact also announced that it had entered in to a long-term power purchase agreement (PPA) for both energy and RECs from a solar facility under development in Farmington, Maine, which is scheduled to begin delivering energy to Compact customers in 2021. Now, by purchasing electricity through the Compact, all Compact power supply customers are supporting renewable energy and acting locally to combat climate change.

At a regional level, New England continues to face electricity pricing challenges during the winter months. Over the last fifteen years, New England has greatly increased its reliance on natural gas for electricity production, and now over fifty (50) percent of New England's electricity is generated with natural gas. However, natural gas pipeline capacity has not substantially increased during that same period. As a result, during winter cold snaps, demand for natural gas to generate electricity competes with natural gas demand for heating purposes. Allocation of natural gas for heating has priority over natural gas for generating electricity. This creates a supply shortage of natural gas for electricity production, and therefore increases prices for electric generators, which is passed on to all New England power supply customers. Massachusetts has taken a major step to address this issue through the execution of long-term contracts for off-shore wind energy, and continues to negotiate contracts for additional renewable energy resources; however, until such time as this issue is fully resolved, either through additional infrastructure, demand reduction or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future. The Compact will continue to seek ways to help customers reduce their electricity costs through innovative energy efficiency programs to mitigate the impacts of higher winter electricity pricing.

As of December 2018, the Compact had approximately 8,205 electric accounts in the Town of Harwich on its power supply.

CONSUMER ADVOCACY

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level. In 2018, the Compact continued its focus on grid modernization, reviewing the plans submitted by the utilities in August 2015. The Compact held community and stakeholder meetings about what is being proposed and the implications for the energy future of Cape Cod and Martha's Vineyard. There were several key areas of concern that the Compact and engaged stakeholders identified, mainly centered around the fact that Eversource's grid modernization plan was mostly grid-facing and did not offer many opportunities to engage customers with a modernized grid. The Compact was an active participant in the DPU docket and retained experts to analyze Eversource's plan and present expert witness testimony, submitted information requests to Eversource, and submitted briefs. The DPU issued their grid modernization orders in May 2018, approving some of the utilities' requests but deferring decisions on customer-facing technologies (such as advanced metering infrastructure) to future proceedings. The Compact will seek to participate in future grid modernization proceedings at the DPU to advocate for the interests of Cape and Vineyard customers.

In December 2017, the DPU issued an order on Eversource’s rate case, which was filed in January 2017. This was Eversource’s first fully-litigated rate case since the 1980’s. Rate case proceedings determine the charges that Eversource is allowed to impose on the distribution side of the electric bill, which affect all residents and businesses on Cape Cod and Martha’s Vineyard. The Compact was an active participant in this proceeding as well. The Compact’s concerns with the proposal were: (1) the proposal to increase customer charges and impose new demand charges, which decrease customers’ ability to manage their bills; (2) the 10.5% return on equity sought by the company, which is higher than the national average for a regulated utility; (3) the proposal to shift approximately \$30 million per year of costs from Western MA customers (and Eastern MA commercial customers) on to Eastern MA residential customers, which includes the Cape and Vineyard. Unfortunately, the DPU approved increased customer charges and demand charges, a 10% rate of return, and the cost shift from Western MA and Eastern MA commercial customers on to Eastern MA residential customers. However, the participation of the Compact and other intervenors resulted in a lower approved customer charge than Eversource proposed, a rejection of consolidated Transition charges (saving Cape & Vineyard customers approx. \$8M/year), and rejection of the consolidation of commercial and industrial rate classes which would have had steep bill impacts for some Cape & Vineyard customers. Since the December 2017 Order, the Department has opened two related proceedings that the Compact is participating in regarding performance metrics and the Monthly Minimum Reliability Charge (MMRC) outreach and education plan. Additionally, the Compact filed an amicus brief with the MA Supreme Judicial Court (SJC), supporting other parties’ appeals of the approved return on equity rate and MMRC. The SJC has not ruled on the appeals as of December 2018.

The Compact also participated in regulatory proceedings at the DPU related to the retail electric market, pushing for policies that promote a competitive power supply market while ensuring common-sense protections for consumers.

ENERGY EFFICIENCY

Jan – Nov 2018	# of	Customer	kWh Saved	Rebates/Incentives
	Participants	Savings		Paid to Customers
Low Income	60	\$16,663.20	83,316	\$95,268.65
Residential	3,074	\$268,349.80	1,341,749	\$1,241,720.93
Commercial	67	\$85,778.80	428,894	\$264,766.97
Total	3,201	\$370,791.80	1,853,959	\$1,601,756.55

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from the monthly customer “energy conservation” charge on each customers’ electric bill, which is multiplied by the number of kilowatt hours used during the month (\$0.02109 for residential customers and \$0.0078 for commercial and industrial customers).

Other Cape Light Compact Efforts Include:

- Consulting and engineering services were completed at the Cape Cod Regional Technical High School and Brook Free Library.
- 8 ENERGY STAR® qualified homes were built in the Town of Harwich.

Cape Light Compact continues to offer support for energy education to the Monomoy School District through classroom visits, teacher workshops, curriculum and free materials all aligned with the state NGSS and STEM initiatives through the Compact’s Energy Education Outreach program. Monomoy Middle School participated in the Compact’s Be Energy Efficient Smart (BEES) program where they learned about energy efficiency science and helped to make their own homes more energy efficient.

Harwich Representative – Valerie Bell

Report of the **Harwich Cultural Center**

Our heartfelt thanks to the Harwich Board of Selectmen, town officials, and the residents of Harwich, Massachusetts for a wonderful and exciting second year of operation. Your continued support has allowed the Center to expand the scope and frequency of events and offerings that it has been able to host. It is our sincere belief that the building mission, fostering residents' creative spirit, has had a positive impact on the economic growth of the community as well as the wellbeing of its residents.

It has been an exciting year for the Center all around. In April of this past year, Harwich was selected to join five other communities (Pittsfield, Lynn, Worcester, New Bedford, and Springfield) in the signing of the Massachusetts Cultural Compact. The Massachusetts Cultural Compact is an initiative supported by the Massachusetts Cultural Council, the mission of which is to support the arts, sciences, and the humanities, primarily thorough grants, services, and advocacy. The Council believes that support of these activities will improve the quality of life of residents across the state. Support of this building demonstrated by the townspeople was cited by the Council as one of the main reasons that Harwich was invited into the compact agreement. The Compact agreement is the first step in the possible designation of two Cultural Districts planned for the town (Harwich Port and Harwich Center). Cultural Districts are state-designated areas that foster artists, cultural organizations, and entrepreneurs to improve the quality of life, attract visitors, and stimulate local economic activity.

Building Growth

Building off a successful first year, the Center itself has continued to see growth in 2018. The building added a second part-time program aide to its staff. Bryan Fede joined Erica Strzepek this past July. The addition of this second position has allowed for additional programming in the common areas of the building. It has also allowed for increased use of the building by its occupants to expand their offering of classes and activities in their private studios. In addition to a second program aide, Valerie Hunt joined the Center's staff as a part-time custodian. Valerie has become integral to the operation of the building, keeping the facilities clean and well maintained.

The Cultural Center has also expanded in the number of private studio spaces available for rent. The three previously unoccupied "portable" classrooms located in the activity wing of the building were updated and made available as permanent studio space. Additionally, in September, the building's office moved into the space previously occupied by the Harbormaster.

This opened up a fourth additional rental space within the facility. We are happy to announce that all four of these spaces have been rented increasing the total number of occupied spaces from 30 to 34. As of the first of this year, all of the spaces that had served as classrooms in the former Harwich Middle School are now rented to long-term occupants.

In an effort to increase communication regarding programs, events, and course offerings in the building, the staff has made efforts to increase the Center's digital footprint. In this vein we have introduced a Facebook page and Instagram account. The Facebook page currently has about 225 followers and is growing daily. We have also defined a hashtag (#InspiresHarwich) and encourage the public to use this tag across any and all social media accounts to share pictures and events within the town that inspire creativity. Staff also has plans to unveil a monthly newsletter in January and update the building's website later in the year.

Building Usage

Public interest in the usage of the building's common spaces has increased along with the popularity of its long-term studio space offerings. The building's gymnasium, auditorium, cafeteria, music room, art room, and library are available for short term rental to individuals and groups with a need for space for their programming. The building's facilities have hosted a variety of events including monthly indoor labyrinth walks, ballet recitals, plays, lectures, art classes, pop-up marketplaces, and a variety of other public events. The Harwich Cranberry Arts and Music Festival even utilized the building's outdoor courtyard to offer a seven-week concert series which ran from July 12 through August 23. This series, dubbed "CranFest in the Courtyard", featured national and international acts, and drew a diverse crowd to the building every Thursday this past summer. The building is also used regularly for meetings of the Garden Club, Cultural Council, and Chatham-Harwich Newcomers.

The Center is also host to a couple of not for profit entities that have placed a distinctive mark on the building this past year. The 501(c)(3) non-profit Cape Cod Makers group, which joined the building in January and have been a valuable contributor to building culture. The Makers, who currently have 15 members, hold weekly member meet-ups as well as a Maker open house on the last Saturday of each month. They have transformed what used to be the school's home economics room into an amazing creative space that exists at the intersection of the arts and technology. The Blue Institute at Cape Cod Bay, a 501(c)(3) whose mission is to address clean water and climate change by developing the next generation of civic leaders, collaborated with Harwich Elementary School in June to celebrate World Oceans Day. This included a walking field trip for 120 kindergarten students to inform budding these scientists and future leaders about water resource management and conservation efforts.

Use of the building by the Town of Harwich itself was also high this past year. The gymnasium was utilized by the Recreation Department on a near daily basis to hold after school and summer programming for youths of the town. Adult programming also made frequent use of the gymnasium. Pickleball was held in the gymnasium each morning between September and June. This popular program expanded their usage this year to include Monday and Friday evening sessions to go along with mornings in the winter months. In addition to the gymnasium, the town frequently used the auditorium space as a venue for a variety of information sessions and larger meetings.

Future Plans

Moving forward, the Cultural Center looks to build on the building's growing popularity. Plans are in place to look at ways of increasing the amount of long-term studio space. This includes a plan to install four artist shacks on the Saquatucket property now occupied by the Harbormaster which the Cultural Center Staff will maintain and administer. Plans are also in the works to expand artist studio space to the former middle school administrative suite which is currently unoccupied. As part of this expansion plan, we will begin to look at offering amenities like internet coverage across the building (currently only available in the office), and "pop-up" gallery space aimed at drawing the public together with building artists to support continued economic growth in the community and connect the town to its cultural roots.

Our greatest focus is on Art Week which will be held this year from April 26 to May 5th. Art week is a state-wide program that encourages connections between artists and residents of Massachusetts. The overarching goal of Art Week is to give the public a "behind-the-scenes" look into the creative process. The success of Art Week events last year at the Harwich Community Center were so successful that the building is being used in advertising for this year's event. In particular, photos from our "light-up-the-night" event are being used alongside the Prudential Center and the Zakim Bridge to promote this year's event.

The staff and friends of the Harwich Cultural Center would like to reiterate their thanks for support of the program. The Center has been and continues to be an evolving endeavor that depends on the support of the town to survive and thrive. If you have not been to the building, we encourage you to stop by and see why the Cultural Center continues to #InspireHarwich.

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 programs, activities, and events that meet MCC and HCC criteria.

The Committee

The HCC, with a maximum of nine members, had eight active members through June 2018 with one vacancy – and currently has seven active members with two vacancies (as of July 2018). For the first half of the year (January through June), we met monthly on the second Thursday of the month at 4:30 p.m. at the Harwich Community Center.

After taking the summer off (July and August), we resumed our monthly meetings in September, meeting on the second Thursday of the month at 4:30 p.m. at the Harwich Cultural Center. We changed our meeting location in an effort to be more visible and available to the local cultural community. This change has increased our public attendance, which has led to more public comment during our regular monthly meetings.

The HCC re-elected Chairperson Tina Games and Treasurer Joan Sacchetti – and elected Rosanne Shapiro as Secretary at our June meeting to serve for the 2018-19 fiscal year. Additional council members include – Rose Ann Clarke, Sharon Mitchell, Lorraine Bosco, and Rosann Donahue.

Special recognition was given at the 2018 grant reception (held on May 31st) to outgoing member Debbie Ferry for her six years of service on the Harwich Cultural Council.

Grant Awards

Our local cultural 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 and programs by sending one or more council representatives.

This year, the HCC received a total of 25 grant applications for FY 2019 totaling \$24,018 in funding requests. Through a standardized review process which began in November 2018, we awarded \$9,000 in local grants in three different categories – arts, humanities, and interpretive sciences. Selected recipients were notified at the end of December and will be honored at a special reception to be held at the Harwich Cultural Center in early June.

The Harwich Cultural Council Grant Award winners for FY 2019 are:

Applicant	Project Title	Award
<i>Arts</i>		
Monomoy Regional Middle School	<i>Phantom of the Opera – Field Trip</i>	\$1000
Creative Outlets	<i>Finding Your Voice through Art</i>	\$300
Monomoy Regional Middle School	<i>Language of Dance</i>	\$350
Monika Woods	<i>Open Mic Classical</i>	\$300
Monomoy Middle School - FOPA	<i>Broadway Actor/ Set Design Workshop</i>	\$600
Cynthia Hartman	<i>The Bottle Project</i>	\$500
Guild of Harwich Artists	<i>Interactive Make & Take Art Experience</i>	\$300
Traci Noone	<i>Figure Drawing Mondays</i>	\$500
<i>Humanities</i>		
Cultural Council of Cape Cod	<i>Rise and Shine</i>	\$300
Chase Library	<i>Fall Author Brunch</i>	\$300
Alzheimer's Family Support Center	<i>Arts and Ideas</i>	\$500
First Night Chatham	<i>First Night Chatham – Art/Music</i>	\$500
RESS Foundation	<i>In the Eyes of Another</i>	\$500
Song Keepers, Ltd.	<i>Explanation: Hip, Hop Jazz Theatre</i>	\$300
<i>Interpretive Sciences</i>		
Mass Audubon/ Wellfleet Wildlife Sanctuary	<i>In-school lessons: Harwich Kindergarten</i>	\$600
Friends of HECAC	<i>Feathers, Beaks, and Nests – Let's Be Birds</i>	\$600
Cape Cod Commercial Fishermen's Alliance	<i>Documenting Fishing Culture</i>	\$300
Monomoy Regional Middle School	<i>The Heat Is On</i>	\$300
John Root	<i>Attracting Birds, Butterflies, and Other Beneficia</i>	\$300
Harwich Elementary School	<i>"Only One You" in Our School Garden's Path</i>	\$650

Other 2018 Activities

Our annual reception for 2018 grant recipients was held on May 31st at the Harwich Cultural Center. There were approximately 50 people in attendance with entertainment provided by Open Mic Classical and members of the Monomoy Middle School Choir – and refreshments provided by the Harwich Cultural Council. Each grant recipient was also given the opportunity to make a brief presentation about the program or event that their grant supported. The reception continues to serve as a good overview of the impact of our local grants program.

The HCC also took the lead in finalizing an opportunity presented to the Town of Harwich by the Massachusetts Cultural Council (MCC), which resulted in the signing of a Cultural Compact agreement on February 26th. Harwich was one of seven communities in the Commonwealth chosen to participate in this program – and the only town selected. The intent behind the compact articulates a common vision, defines shared values, and creates a framework for creative partnerships between our local government and cultural leaders in our community. It brings cultural agents and stakeholders to the table as decisions are made that affect the cultural life of our town.

Partnering with the Town of Harwich and the Harwich Chamber of Commerce, one of the highlights of the Cultural Compact agreement is the formation of two cultural districts, one in Harwichport and the other in Harwich Center, with a working plan toward designation currently underway.

Also, as part of the Cultural Compact agreement, Harwich was awarded a \$10,000 grant from the Massachusetts Cultural Council (MCC) to be used for signs, maps, and a website for the two cultural districts – and toward kitchen renovations at the Harwich Cultural Center.

The Harwich Cultural Council is also pleased to share that we now have an official logo – which was designed by Hannah Capra, a high school student at Cape Cod Regional Technical High School, as part of a graphic design internship project. The logo features two main colors, cranberry red and ocean blue, and will be used exclusively for HCC business.

Goals for 2019

- The HCC will continue to partner with the Town of Harwich and the Harwich Chamber of Commerce toward Cultural District designation for Harwichport and Harwich Center.
- The HCC will hold our annual grant reception at the Harwich Cultural Center to honor the 2019 grant recipients. Grantees will be asked to give an overview of their projects.

- The HCC is currently exploring new fundraising opportunities and is entertaining a possible collaboration with the Harwich Chamber of Commerce for a joint-fundraiser.
- The HCC will continue its efforts to increase public awareness of cultural activities in our town through a variety of marketing approaches, including our Facebook page.
- The HCC will conduct a community cultural needs assessment as required by the MCC.

Respectfully submitted by:

Tina M. Games, *Chair Harwich Cultural Council*

Report of the **Board of Health**

I want to thank the Board of Selectmen for the opportunity to provide this annual report. In particular, I thank our liaison, Larry Ballantine for being a steady presence at our meetings. During this past year, all members have been sworn in and taken their state ethics course. There are no recurrent absences and all meetings are posted and advertised in accordance with the Open Meeting Law. Also, meeting minutes are voted and available to the public for past meetings online as well as in hard copy at the Health Department.

2018 has been a challenging year for the Board of Health on many fronts. Looking back at the past year:

- The Health Board's actions last year relating to piggeries being declared a Noisome Trade (as well as other farm and environmental actions taken with regard to the Viprino property) resulted in a large legal action being filed by the property owners against many Town Boards, including the Board of Health. Our cooperation with the Town's lawyers is ongoing.
- There have been many conversations concerning the transition of East Harwich to municipal sewerage. Much of the conversation has focused on the Board getting a better understanding of its role in the process. While the Health Director has been involved at the staff level, some critical actions require policy development, which can only be addressed by the vote of the Board itself.
- We voted to raise the legal purchase age for tobacco products from 18 to 21 years old. This would cover sales to anyone within the Town of Harwich.

Looking to the New Year, we are focusing on:

- Holding hearings to assess needed policy actions which will be required to address the public's concerns about the sewerage process. The likely outcome will be policies to address situations where a Title 5 system has failed on a property which would be shortly converted to a sewer hookup. The public also would expect policies to address allowable time to make a hookup (in the event of a financial hardship or on a property which only recently had a new Title 5 installation). We anticipate this will all be in place as the system begins to be built out on the municipal side next spring. I want the public to know that this will be a very high priority for us.

- In conjunction with the policy development for sewerage, we will be looking into fertilizer use regulations and guidelines to reduce nitrogen runoff, as required by the Comprehensive Wastewater Management Plan that was proposed by the Town and approved by the County and the State Department of Environmental Protection.

At this time, I would like to recognize the other Board members: Frank Boyle, our Vice-Chair, Cynthia Taft Bayerl, and Matthew Cushing, M.D. As we go forward into 2019, we welcome new member Ron Dowgiallo, DMD to fill the long standing vacancy on our Board. Dedication of our members is crucial to this important area of our Town.

Finally, let me say it has been an honor serving the Town of Harwich this past year.

Respectfully submitted,

Pamela R Howell, RN
Harwich Board of Health Chair

Report of the Health Director

It is with great pleasure that this annual report of the Health Director for 2018 is submitted to the Board of Selectmen and the citizens of Harwich. With the help and support of co-workers, administration, members of the Board of Health and Selectmen, I believe the shift from Health Agent to Health Director has gone smoothly.

This transition would not have been possible without my Executive Assistant, Jennifer Clarke. I would like to thank her for all of her work and dedication over the last year. She is truly indispensable and I could not have asked for a better co-worker.

We welcomed a new Senior Health Agent, Kathleen Tenaglia to our team in February. Kathleen has become an incredible asset to the Town, proving herself to be a knowledgeable, hard-working and competent Agent. Our part-time Health Inspector position once again became vacant mid-year with the departure of Hunter Twombly. This position often proves difficult to maintain due to the part-time nature and specialized knowledge required. Fortunately, previous Inspector Mark Polselli returned to the department in October to resume his place as part-time Health Inspector. Mark's familiarity with the department and regulations made for an easy and quick transition.

The Health Department encompasses a vast range of responsibilities that together ensure the health and safety of our residents, guests and environment. This report includes revenue and statistics from calendar year 2018 as well as an overview of programs we oversee.

REVENUE AND STATISTICS

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

TYPE	CURRENT FEE	#ISSUED
Food Service Establishments	\$10-250	221
Motels/Cabins	\$75	8
Rubbish Haulers	\$125	10
Swimming Pools	\$125	29
Disposal Works Installers	\$125	68
Title 5 System Inspector	\$125	32
Milk & Cream	\$10	17
Manufacture of Frozen Dessert	\$50	6
Stable	\$30/50	37
Funeral Directors	\$50	2

Mobile Food	\$100	9
Septage Carriers	\$125	25
Catering	\$100	5
Well Permits	\$60	18
Retail Sale of Tobacco	\$50	15
Recreational Camps	\$75	2
Sewage Construction Permits	various	195
Real Estate Transfer Inspections	\$110	339
Test Holes/perc tests	\$110	123
Trench Permits	\$30	120
Beach Operators	\$50	38

Total 2018 department revenue came to \$150,149.92 which includes \$3240.84 from insurance reimbursement for the 2017 employee flu clinic and \$3,800 in BOH hearing fees. Overall, revenues increase by 10% over 2017. This can be attributed to the number of licenses issued remaining relatively the same from 2017, the increase in fees as well as the institution of a new fee for Title 5 System Inspectors.

TECHNICAL ASSISTANCE TO THE BOARD OF HEALTH

In 2018, a total of 524 licenses encompassing 21 categories were granted by the Board. Additionally, 57 cases for discussion and/or hearings were prepared for the Board of Health at 12 meetings:

- 16 properties were reviewed for variances in accordance with Title 5
- 6 hearings to review Environmental Impact Reports of large scale facilities were conducted
- 7 reconsideration of orders of conditions were modified/granted for remodeling/alterations
- 1 hearing was conducted for variances from the Food Code at Dr. Cavity's
- 1 hearing was conducted to request to modify seasonal seating plan at Ember
- 2 hearings were conducted to request to modify food service permit conditions at Perk's
- 2 variance extension requests for Beach samplings were granted
- 2 hearings were held for violations of the Sale of Tobacco Regulations
- 4 Show Cause hearings were held for violations of the Sanitary Code
- The Board revised the Real Estate Transfer Regulation as well as the Groundwater Protection Regulation.

- The Board held one executive session for discussion regarding 35 Chatham Road
- Various discussions surrounding Phase 2 sewerage, regulation updates, waiver requests and policy were conducted

PROGRAMS

Community Development

We work together with the Planning, Building, and Conservation Departments to make up the Community Development Department. This team approach enables residents and contractors to streamline the permitting process. The practice of meeting weekly has been well received by the public as a planning tool; the ability to consult with four departments at once streamlines the process.

In addition to weekly meetings, Health Department Staff reviewed and issued 76 advisory opinions to the Board of Appeals and the Planning Board as well as reviewed 1077 Building Permits.

Bathing Beach Program

Each year, the Barnstable County Department of Health & Environment (BCDH&E) provides a summer intern to the town one day per week for 12 weeks to sample our public beaches. BCDH&E obtains funding for all of the town's marine beach monitoring and provides freshwater monitoring at no charge to the towns.

In 2018, 276 water quality samples were taken at Harwich beaches - 25 public beach locations and 14 semi-public beach locations. We had an average sampling success rate of 98.6% for all public and semi-public beaches in 2018. Four sampling exceedances occurred in Harwich in 2018 – two at freshwater beach locations, and two at marine beach locations.

Water is tested for two different types of bacteria; Enterococcus in marine water, and E. coli in fresh water. It is important to note that these two bacteria are considered indicator organisms, which, as their name implies, are used to “indicate” the presence of conditions that have the potential to cause illness. Their presence in recreational waters suggests that other harmful organisms and viruses (called pathogens) might be present. If these pathogens are inadvertently ingested while swimming, they may cause a variety of diseases, the most common of which is a mild gastroenteritis with flu-like symptoms. Storm water runoff is a dominant cause for elevated indicator bacteria levels as it carries pollutants from roads and other paved surfaces directly to the surface water of beaches and ponds.

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 2018, the Camp Regulations were amended to include Christian's Law as well as a multitude of other changes. Two Camps applied for and obtained permits in 2018; the Lighthouse Charter School and the UK Elite Soccer 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 2018, a total of 162 food service establishments were permitted. This includes brick and mortar, temporary, mobile and event permits. Many establishments hold more than one license type, such as: retail food sales, take out, catering, seating, milk and cream. Our staff performed 264 food service inspections with the assistance of the Barnstable County Department of Health and Environment, who provide a summer staff member one day per week.

After many years in anticipation, the State Department of Public Health adopted the 2013 Federal Food Code which became effective in October. This new Food Code comes with many changes that both our inspectors as well as the permit holders will need to become familiar with.

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:

In 2018, 18 facilities (29 permits) applied for a permit to operate a semi-public swimming pool in Harwich. The Department conducted 41 semi-public pool inspections in 2018. Routine inspections contribute to pool operators maintaining regulatory compliance throughout the season.

Seven pools were closed temporarily in 2018 due to violations of chemical standards. During routine inspections, these pools were found to either have significantly high chlorine levels, or no chlorine at all. The inspector ordered the pools closed until the chemical standards were met. In all instances, the pools were able to re-open within 24 hours.

We expect the Pool Regulations to be updated by the State Department of Public Health for the coming summer season. The proposed regulations include extensive changes that will impact pool enclosures, design and construction, chemical storage and management. We will hold informational sessions for pool operators before the regulations will be enforced.

Stables and Animal Health:

Harwich Board of Health Regulations require inspections and permitting for the 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. We are pleased to report a very successful program this year with only minor infractions reported.

There are currently 37 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.

Comprehensive Wastewater Management Plan

Along with our usual caseload of septic system permits, food service inspections, and housing complaint investigations the Health Department has become an integral part of Phase 2 of the Comprehensive Wastewater Management Plan (CWMP).

With the approval of funding for construction of Phase 2, a large amount of time has been spent fielding inquiries regarding the plan for sewerage a portion of the Pleasant Bay watershed. Staff at the Health Department has worked diligently to make septic records in Phase 2 accessible to residents and have enacted an open door policy when it comes to questions regarding the sewer project. Over the last year, I have attended many Wastewater Support Committee meetings and participated in community outreach presentations for the CWMP. Residents are anxious to know the process of connecting and both staff and the Board of Health have been sympathetic to their needs.

The Board of Health amended the Real Estate Transfer Regulations in order to accommodate for the impending sewerage of parts of East Harwich. The amended regulations now allow for waivers to be requested to allow for systems that do not pass a Title 5 inspection to remain in place until the sewer system is available. Sewers are projected to be available in early summer of 2021. Properties granted a waiver from upgrading their existing septic system will be mandated to connect to the sewer within 45 days of availability rather than the 1-2 year timeframe given to typical properties. This regulation change will alleviate the financial burden of upgrading a Title 5 system that will be required to be abandoned within 2 years.

The transition from onsite septic systems to sewers has proven to be labor intensive not only for staff but also for the Board members. Nearly every meeting held in 2018 included discussion surrounding Phase 2 of the CWMP. Our department will be responsible for licensing Utility Installers, permitting Sewer Connections, issuing orders to connect, hearing extension requests, hearing waiver requests, inspecting the construction and abandonment of the existing system, and tracking compliance.

Community Health Programs-

Nursing Programs

The Health Director administers and manages the service contract with the Visiting Nurses Association. In FY19, the contract amount was reduced from \$5,000 per year to \$4,000 per year. 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. In 2018 the VNA followed up on 22 communicable disease reports, administered 8 childhood immunizations and conducted 2 maternal child health visits.

With changes in health care coverage requirements, we are seeing fewer uninsured residents which decreases the need for supplementary care through this contract. Having a relationship with the VNA is a vital part of emergency management in Public Health. As we prepare our plans for emergent diseases and large scale medication dispensing sites, the use of the VNA staff will be necessary for implementation.

We continue to develop our medical volunteer corps and wish to acknowledge the efforts of Town Nurse Sue Jusell for coordinating the staff at our employee flu clinic. With the assistance of the Barnstable County Public Health Nurse, Deirdre Arvidson, the clinic ran smoothly administering over 120 vaccinations.

We remain registered with Commonwealth Medicine, a clearinghouse-billing center available to local towns to submit insurance claims for flu clinics. This year we were able to recoup \$3240 in insurance coverage for the 2017 employee clinic.

Education & Wellness Programs:

I have become a member of the CCMHG Wellness Committee. This committee is charged with developing programs to promote fitness in hopes of controlling escalating health care costs for our 10,000 subscribers. Programs such as Couch to 5K, Spring Walking Challenge, Maintain Don't Gain are popular among employees and new programs that target stress reduction and nutrition have started piquing the interest of members.

I was able to obtain an intern over the summer from the Department of Public Health. Dr. Lauren Daniels joined our team over the summer for an internship furthering her studies for a Master's Degree in Public Health. Dr. Daniels joined forces with Susan Jusell, our Town Nurse to provide monthly wellness clinics. The clinics incorporated a seminar to the attendees geared toward healthy eating, blood pressure management and exercise. Additionally, Dr. Daniels has provided us with over a years' worth of wellness outreach material. I envision an addition to our website or social media that will include healthy recipes and encouragement of physical activity.

Emergency Management:

We continue to participate with the Cape & Islands Health Agents Coalition to achieve the requirements set forth annually by the CDC and MDPH. One of the requirements of the State is to set up our emergency dispensing site facility annually. In October, the employee flu clinic served as our facility set up drill. Lee Culver, the Emergency Management Director assisted with the preparation of the plan. I am forever grateful to Lee for his professionalism and thorough knowledge of the town.

Conclusion:

I wish to thank the Board of Health members Pamela Howell, Frank Boyle, Cynthia Taft Bayerl, Dr. Matt Cushing as well as our liaison Larry Ballantine for their support over the last year; together we have worked to continue to protect the health and environment of Harwich.

Over the next year I hope to put in place a nutrition program for elementary school students and promote physical activity for all ages. Easing the transition from Title 5 systems to sewers will also be at the top of the priority list. With the help of my staff, I am confident we will continue to provide a high level of service to the Town and accomplish these goals.

Respectfully,

Meggan Eldredge, RS, CHO, *Health Director*
Kathleen Tenaglia, MS, *Health Agent*
Mark Polselli, *Health Inspector*
Jennifer Clarke, *Executive Assistant*
Hunter Twombly, *Former Health Inspector*

Report of the **Harwich Housing Committee**

During the year the Housing Committee gained two new members, Joe McParland, Jr. and Meggan Patterson, giving us a full committee of five members. All members have completed the Conflict of Interest Law Course and have received a Certificate of Completion and all members have been sworn in.

New officers were voted on for the present year with Arthur Bodin remaining as Chairman and Meggan Patterson as Secretary. We hold monthly meetings (with the exception of July and August), submit and post agendas and minutes for each meeting.

- Six affordable Habitat for Humanity homes are planned for construction in West Harwich and Community Preservation Committee Funding was approved for the infrastructure of that project.
- At the Annual Town Meeting, the voters approved the Affordable Housing Trust. CPC Funds were approved to fund the Trust which will be the vehicle that will drive housing efforts including funds to hire a Housing Coordinator.
- Housing Committee members have participated in many Housing Educational programs during the year. The list includes:
 1. The 2018 Cape Housing Institute, presented by Community Development Partnership and the Housing Assistance Corporation. It is a six-week course held for Lower Cape Communities at the Harwich Cultural Center.
 2. Cape Housing Institute Peer Group Meetings.
 3. Representative membership in the Barnstable County Home Consortium.
 4. Visits to other Lower Cape Housing Committee meetings, including Orleans, Brewster and Chatham to learn first hand what other Housing Committees are doing.

The 2018 Housing efforts have been a Community effort with the Housing Committee taking part in what will be a productive future for housing in Harwich. All in all, it was a good year for housing. A list of the members on the Team includes:

- Board of Selectmen
- Planning Department
- Community Preservation Committee
- Housing Committee
- Housing Authority

Report of **Brooks Free Library**

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.

2018 ANNUAL REPORT

The Brooks Free Library Board of Trustees consists of seven community members elected for staggered three-year terms. This year Trustees Mary Warde and JoAnne Brown were re-elected at the Town elections in May. Under the provisions of the Town's Home Rule Charter the Board of Trustees is responsible for overseeing the administration and operation of the Library. The Trustees ensure that the Library provides services that respond to the community's needs and interests while also advocating for the resources to provide those services. The Board welcomes feedback from the public and invites community members to attend our monthly meetings, held on the second Wednesday of the month at 7 pm.

Exterior Preservation Project

Following the approval of additional Community Preservation Act funds at the May 2018 Town Meeting, the historic preservation work on the exterior of the two historic portions of the Library began in July and was completed in January 2019. Securing funding for this project has been a major focus of the Trustees in recent years. We very much appreciate the support of the Selectmen, Town Administrator, Community Preservation Committee, Historic District Historic Commission, Capital Outlay Committee, Finance Committee and the voters for funding this much needed work. The project was managed by Town Facilities Manager Sean Libby with the assistance of historic preservation architects at McGinley Kalsow and Associates, and we'd like to extend our appreciation to them for a job well done. With the work complete, the columns back in place and fresh coats of paint applied, the Library has been restored to its former glory and looks stunning. Harwich residents can once again take pride in this magnificent building which serves as a bookend for Historic Harwich Center.

20 Year Anniversary of Renovation

This year marked the 20th anniversary of the February 1998 completion of the last major renovation and expansion so it seems appropriate to take a

look at the changes that have occurred since then. Checking out books and materials remains a staple library service today, but we've also seen tremendous growth in activities not captured in traditional measures of library use. Residents and visitors come to the Library to read newspapers and magazines, participate in story-times or book discussion groups, ask reference questions, use the computers or attend a concert, presentation or lecture. The Library serves all ages and segments of the community and has become a community gathering place, helping to build connections and create a sense of community. The following statistics document the growth that's occurred from FY1999, the first full year after the renovation, to FY2018.

The number of items checked out has more than doubled in the past twenty years, increasing from 110,487 to 223,840 items. When the use of electronic resources is included - something which didn't exist in 1999 - our items and resources were used 249,118 times in FY2018, a 126% increase in the past 20 years. The growth and sustained use of the Library is even more impressive when you consider that many in the early 2000's predicted the demise of public libraries as result of the Internet and technology. Rather than rue the changes brought about technology, however, we have embraced them, incorporating technology into our services without sacrificing the quality of the physical collection or short-changing traditional services.

The size of our physical collection of items has grown from 45,199 to 71,130 items in the past 20 years and variety of formats of library materials has also increased. In 1999 we had 945 videos on VHS tapes. Today we have over 7000 DVDs. We had 1,219 "books on tape" in 1999 and today have over 4,500 audiobooks in CD and playaway format. We also provide our patrons with free access to eBooks, downloadable videos, audiobooks and movies, online magazines, research databases and other electronic resources. We circulate board games, graphic novels and collections of non-traditional items such as baking pans, craft kits and outdoor games.

The role of libraries as public access centers for technology and as resources for learning or improving digital literacy skills was in its infancy in 1999. Today it's a foundation of public library service. The digital divide remains real and many people depend on the public library for access to computers and the Internet and for assistance in learning to use technology. In 1999 we had 8 public workstations. Today we have 21, as well laptops and Chromebooks that can be checked out for in-house use and 24-7 wi-fi service. 2 of the adult computers are in our Vision Impaired Technology Assistance for the Library (VITAL) area, where we have software, equipment and devices for people with vision loss. We began our innovative VITAL program in 2003, providing one-on-one comprehensive instruction to teach people with vision loss to use assistive technology. 15 years later that program remains a model

for providing library services to people with vision loss and for ensuring municipal services are accessible and inclusionary.

The number of reference questions received has increased 320% since FY1999. While some predicted reference use of libraries would decline because of the Internet, the opposite has occurred. Libraries have always been about connecting people and information and that remains true, even in this digital age. We provide traditional reference services, locating and providing information for patrons, but we also show patrons how to search online and how to find reliable sources of information. We make patrons aware of electronic and online resources, assist them with learning to use new software and devices and help them to improve their technology skills.

The amount of public programming we offer has greatly increased in the twenty years since the renovation. In 1999, we offered two story-times per week and did not offer any regular adult programming. 212 programs were offered that year with total attendance of 4,522. In 2018 we offered 1,278 programs for children, youth and adults, with a total attendance of 18,227. We offer 3-4 programs for young children per week, after-school programming for school-age children, and day and evening book groups, writers groups and other interest groups that meet on a regular basis. We also offer special concerts, informational programs, author talks, art programs and other presentations and performances. These programs provide opportunities for residents to share ideas, explore an interest, get to know each other, and to develop relationships with others in the community.

Digitized Town Reports

This year we completed the digitization of our collection of the town's Annual Town Reports, which stretched back to 1866. These reports are now available online, where they can be easily accessed and searched from any location with an Internet connection. This project was completed by the Boston Public Library and the Digital Commonwealth at no cost to the Town. The availability of the digitized reports will help preserve the original Annual Town Reports since they do not need to be handled to access the contents of the reports.

Outreach and Collaboration

We have an excellent relationship with the Monomoy Regional School District, partnering with them on summer reading programs and special projects and providing materials to support curriculum themes. Our Youth Services Librarian does book talks to promote interest in recreational reading at the Harwich Elementary School every Thursday, visiting almost every classroom on a weekly or monthly basis. We also work closely with the Harwich Recreation and Youth Dept., holding a joint summer kick-off event, and we

provide a recreational reading library for students in summer day camps run by the Recreation Dept. and the Monomoy Community Learning Program. We provide regular “Device Advice” sessions at the Council on Aging and work collaboratively with COA and congregate housing sites for seniors on special projects and activities. This year we continued our “pop-up” library at the Farmers Market at Brooks Academy during July and August, performing outreach, providing library cards, and a collection of books attendees could borrow. We once again provided an activity booth as well as paid performer for the Harwich Cranberry Festival’s annual “Kids Day at the Beach.” We are active in the Chamber of Commerce, participating in Business After Hours networking events and serving on committees for Christmas in Harwich and other events. Traditional partners continue to be the Harwich Historical Society, the Cape Cod Theater Company/Harwich Junior Theater and the Family Pantry, which benefits from our Fine Amnesty Food Drive held annually in March. We appreciate the on-going support of Channel 18, which helps us keep residents informed about what’s happening at the Library through their Community Journal program announcements and outreach segments recorded with our librarians.

This year we were pleased to support the Cape Verdean Heritage Oral History Project, which has been utilizing our meeting room to video and audio record interviews with community members, an extremely worthwhile project to preserve our local history. We also worked closely with the Harwich Accessibility Rights Committee to support their Americans with Disability Act Self-Assessment of Town facilities. We appreciate being included in the assessment so we can remedy any deficiencies and continue to improve access and services. We have been participating in the effort to obtain a formal Harwich Center Cultural District designation from the Mass. Cultural Council and we’re also working with the re-invigorated Harwich Center Initiative Committee.

FY18 (July 2017 – June 2018) Statistical Information:

Scheduled Weekly Hours	6 days, 48 hours/week
Total Hours Open (excludes holidays & emergency closings).	2357
Number of Registered Borrowers	13,410
Number of Harwich Residents with Library Cards	9,709
Visits to the Library	156,688
Items in the Collection	
(physical items, eBooks & downloadable Audio)	138,677
Items Checked Out	
(physical items, eBooks & downloadable Audio)	223,840
Use of Electronic Resources	25,278

Items Lent to Other Libraries	25,703
Items Borrowed from Other Libraries.	29,975
Number of Reference Questions	18,304
Number of Adult Programs	551
Attendance at Adult Programs	4040
Number of Programs for Children and Youth.	727
Attendance at Programs for Children and Youth.	14,181
Number of Staff Members 27 (6 full-time, 10 part-time, 11 substitutes)	
Full-Time Equivalent (FTE) Staffing	11.7 FTEs

Notes of Thanks:

We would like to express our appreciation to the following individuals and organizations:

- 86 volunteers performed 3,561 hours of service in FY2018, returning books to the shelves, straightening and organizing materials, coordinating and leading programs and performing many other tasks. This assistance is invaluable and much appreciated!
- The Harwich Garden Club puts in countless hours caring for the beautifully landscaped island in the Library parking lot as well as the two blooming barrels in front of the Library. Members also continue to provide lovely floral arrangements every month for our main Circulation area, as they have for many decades. Their efforts beautify our grounds and provide a warm welcome for visitors as they enter the Library.
- We owe a tremendous amount of gratitude to the Friends of Brooks Free Library for all they do to support the Library! The Friends pay for special programs for our Summer Reading Program for children and youth, the leased book subscription that provides additional copies of bestsellers, the passes for free or discounted admission to museums and attractions, and they raise funds for our assistive technology program for people with vision loss. The Friends also sponsor and host the very popular “First Sunday” program series from September through June. They manage the Books on Wheels homebound delivery service that brings books and other materials to Harwich residents who aren’t able to visit the Library in person. The Friends raise funds through memberships in the Friends group, donations and from their book sales. The on-going book sale in the Lobby and Mezzanine is available during all open hours. In recent years the Friends have added a Book Sale Room in the basement, which is open several hours each day with some morning, afternoon and Saturday hours. The Friends welcome donations of gently used recently published books to help them in their fundraising efforts.

- This year the Woodworkers Group of the Chatham-Harwich Newcomers built and installed shelving for our Holds Shelf, a matching workstation for the Self-Check Station and a lovely bench under the window in our Circulation area. These custom pieces greatly enhance the appearance of this highly visible and heavily utilized area.

This year the Harwich Fire Association assisted us to procure a state of the art, fully accessible Automated External Defibrillator (AED), something we very much needed. Angelina Chilaka of the American Heart Association generously gave of her time to provide CPR and AED training to permanent staff members.

Respectfully submitted,

Mary Warde, *Chair*

Joan McCarty, *Vice-Chair*

William Crowell, *Treasurer*

Kathleen Remillard, *Secretary*

JoAnne Brown, *Co-Chair, Building and Grounds Committee*

Jeannie Wheeler, *Co-Chair, Buildings and 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* Lee Kelley* Pam Paine* Jack Sheedy* Carey Sims* and Jamie Thornton*
	*part-time employees

Substitute Circulation Assistants: Joy Buhler, Elizabeth Feil, Cathy Howard, Dorothy Hurford, Christine Kaufmann, Vince Kraft, Jackie Leach, Judy Nichols, Pam North, Sharon Shaw and Melissa Stello

Report of the **Harwich Voter Information Committee**

To meet the purpose of the Harwich Voter Information Committee 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 five programs:

- **Private Warrant Petition Preparation:** Pam Groswald interviewed Town Moderator, Michael Ford, in February on the requirements to submit a private petition for the Town Warrant. The program was taped by Channel 18 and will be broadcast again before the petition deadline in 2019.
- **Financial State of Harwich:** With introductions by Tina Games, Pam Groswald led panelists in a discussion on the current state of the town's finances. The one-hour program, taped by Channel 18 on April 10, focused on key components of the town and school budgets, financial challenges, and capital warrant articles. Get Tina's name in [here](#)

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; Terry Russell, – Monomoy Regional School District Committee; and Robert Sanborn, Superintendent – Cape Cod Regional Technical High School.

- **Meet The Candidates:** VIC invited all candidates running unopposed to be interviewed for its Ch 18 program on May 1st. Emily Milan and Tina Games held interviews with the following:
 - Monomoy Regional School Committee – Terry Russell
 - Water Commissioner – Gary Carreiro
 - Brooks Free Library Trustees – Jeannie Wheeler and Joan McCarty
- **Pre-Town Meeting:** Peggy Rose and Chris Joyce moderated this April 24th program which 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; David LeBlanc, Deputy Fire Chief; Christopher Clark, Town Administrator; Michael MacAskill, Chair – Board of Selectmen; Charlene Greenhalgh, Town Planner; Kathy Green – Vice Chair – Community Preservation Funds and Larry Ballantine – Selectman.

- **League of Women Voters Moderated Forum:** On May 1st, and in preparation for the local election, Florence Seldin, League of Women Voters – Cape Cod Area, moderated a forum to “standing room only” voters for the contested Board of Selectman seat. Fifty-nine voters attended and participated in the question and answer format. Channel 18 staff televised the program and broadcast it on numerous occasions leading up to the election.

Candidates participating: Edward McManus, Thomas Sherry, and Steven JF Scannell

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 welcomed Pamela Groswald who was appointed by the Board of Selectmen in November and subsequently sworn in by the Town Clerk. Additionally, Peggy Rose and Emily Milan were appointed for additional terms.

We respectfully submit Voter Information Committee (VIC) report for 2018 and acknowledge outgoing member, Tina Games, who spearheaded our publicity efforts and continues to serve Harwich on the Cultural Council and Charter committees. Our committee work is enhanced and would be less effective if not for the support and professionalism of Jamie Goodwin, Channel 18 Station Manager; Caleb LaDue, Information Specialist; Anne Steidel, Sandy Robinson, Administrative Secretaries; and Michael MacAskill, Selectman and liaison to VIC.

Christina Joyce, *Chair*
Peggy Rose
Pam Groswald
Emily Milan

PUBLIC SAFETY

Report of the Fire Department

It is my pleasure to bring you the report of the Fire Department for 2018. 2018 presented the department with some unique challenges, including continued absences from line of duty injuries and several significant storms in the winter that taxed the department's abilities.

The Department respond to 5029 incidents this year. This represents an almost 20% increase from 2017. While the storms did contribute to some of this call volume, routine incidents represented most of the increase. The charts below will show a breakdown of incidents, EMS transports, calls by station as well as a breakdown of mutual aid.

Incident Type Breakdown	
Incident Type Category	Total
False Alarm & False Call	478
Fire	68
Good Intent Call	186
Hazardous Condition (No Fire)	336
Overpressure Rupture, Explosion, Overheat (no fire)	6
Rescue & Emergency Medical Service Incident	3587
Service Call	342
Severe Weather & Natural Disaster	5
Special Incident Type	21
Total Incidents	5,029

EMS Transport Type		
Incident Type	ALS Transport	BLS Transport
EMS call, excluding vehicle accident with injury	1,983	532
Extrication of victim(s) from vehicle	2	
Good intent call, other	1	
Motor vehicle accident with injuries	35	43
Motor vehicle accident with no injuries.	1	2
Motor vehicle/pedestrian accident (MV Ped)	2	2
Rescue, EMS incident, other	1	
Smoke scare, odor of smoke	1	
Sub Total	2,026	579
Total EMS Transports		2,605

ALS – Advanced Life Support

BLS – Basic Life Support

Incidents by Station		
	Station 1	Station 2
Total Incidents by Station	3,389	1,613

*Incidents by station indicates the district the incident was located in. In many cases, both stations will respond to an incident.

Mutual Aid – Received		
	Automatic Aid – Received	Mutual Aid – Received
Harwich	20	84
Total Mutual Aid Received		104

Mutual Aid – Given		
Town	Automatic Aid – Given	Mutual Aid – Given
Bourne	0	1
Brewster	31	71
Chatham	2	34
Cotuit	0	1
Dennis	13	25
Eastham	0	5
Orleans	0	10
Wellfleet	0	1
Yarmouth	0	6
Sub Total	46	154
Total Mutual Aid Given		200

Automatic Aid – Certain responses require Towns to send apparatus on the report of an incident. For example, a reported building fire in Harwich receives an Engine from either Dennis or Chatham and a Ladder from Brewster.

Mutual Aid – these responses are generated by a request from another town for additional resources. For example, when all the Harwich ambulances are tied up and another ambulance call is received, the next closest ambulance is requested by Mutual aid.

Both types of aid are part of our Mutual Aid system and are used to ensure the best response to every incident, regardless of which jurisdiction the incident is located in. Barnstable County developed this system many years ago, and it is one of the more robust mutual aid systems in the Country.

Personnel

Administration						
	Chief of Department	Norman Clarke Jr		Administrative Assistant	Susan Pires	
	Deputy Chief	David LeBlanc		Office Assistant	Roy Eldredge	
	EMS Officer	Robert Sanders				
	Fire Inspector	Brian Coughlan				
Shift Personnel						
	Group 1	Group 2		Group 3	Group 4	
Captain	Donald Parker	Leighanne Smith	P	Joseph Mayo	Craig Thornton	P
Lieutenant	Justyne Walorz	P Scott Tyldesley	P	Ryan Edwards	Justin White	P
OIC	Joseph Rego	Bruce Young		Eric Diamond	P Eric Elliott	P
Firefighter	Glenn Hawthorne	P Thomas Gould	P	Shawn Piche	P Brad L'eToile	
Firefighter	Matthew Eldredge	Josh Ford	P	James Clarke	Adam Laplante	P
Firefighter	Brad Willis	P Paul Finn	P	Ryan Avery	P Dan SanGiovanni	
Firefighter	Kevin Duquette	Jason Boyne		Christina Brown	P Joseph Battista	P
Firefighter	William Schneeweiss	P James Sandino		Andrew Ottino	<i>Bryant Warner</i>	
		Timothy Druckenbrod	P			
	OIC - Designated Officer In Charge			P – Paramedic	<i>Italics - Provisional Firefighter</i>	

The department's biggest asset are the firefighters that respond day in and day out to the emergencies. We are fortunate to have a very well trained and capable group of fire officers and firefighters that staff the stations each day and provide the coverage needed to meet the mission of this department.

Over the past several years the department has seen a significant change in personnel. This change is mostly due to retirements, unfortunately some due to injuries sustained while serving the town. Since 2015, eleven firefighters have been hired, Two of these were eleven were approved at the 2018 Spring Annual Town Meeting, and allowed the Department to increase the minimum shift strength for the first time since 1988. This increase has been in discussion for several budget cycles and we were fortunate enough to get approval last year. These new firefighters allow the department to respond more effectively and efficiently to emergencies.

2018 bought some changes to the department as Captain John Clarke retired after more than 36 years in the Fire Service. John started as a call fire-

fighter and retired as the Captain of Group 2. Throughout his career he was responsible for the Department's Citizens Fire Academy, organizing many of the department events and ceremonies, and worked to ensure the department's history was passed on to the newer firefighters.

With John's retirement a promotional process was held. I was extremely proud to promote Leighanne Smith to Captain. Leighanne, who was born and raised in Harwich, was hired in 2000 and promoted to Lieutenant in 2014. She is a nationally certified Paramedic and also responsible for running the Elder and Child SAFE Programs. These programs, funded through a State grant, provide education and address safety concerns with our two most vulnerable populations.

Firefighter Justin White was promoted to Lieutenant to fill the vacancy created by Captain Smith's promotion. Justin was hired in 2011 and also works with the Elder and Child SAFE Programs. Originally from Provincetown, Justin comes from a family of firefighters. He is also an instructor at the Barnstable County Fire Rescue Training Academy.

One additional vacancy that occurred in 2018 was Firefighter Jeffrey Erving leaving to go to Hyannis. Firefighter Erving came to Harwich in 2016. Originally from Barnstable, Jeffrey had a lifelong dream of working for the Hyannis Fire Department. Early in July an opportunity presented itself and Jeff left for Hyannis.

The two vacancies created by these departures were quickly filled by two provisional firefighters that were worked for the department. Firefighter Andrew Ottino and Firefighter Joseph Battista were made permanent employees.

Several long term injuries continue to plague department members and the department added provisional firefighter Bryant Warner in the fall. Provisional firefighters are used by the department to fill long term vacancies. They allow staffing to remain constant without a significant impact to the overtime budget. It takes over a year for most cases to work through the retirement system, and without the benefit of these positions, the budget would be significantly impacted.

The department constantly looks at ways to reduce or prevent injuries. This is done with the best interest of the employee and the town in mind. Unfortunately the nature of the work often makes these injuries unavoidable. In 2019 two firefighters, currently out on long term leave from injuries, will retire from the department.

Operations

The 5029 incidents the department responded to represent a record number of incidents. While no incident is routine, the majority of this number represent the typical type of call the departments responds to. Approximately 70% of the calls for service are Emergency Medical in nature.

There were several notable events, particularly the storms of February and March that brought wind and ice and caused long term power outages. Trees and wires were down and blocked roads, access to many areas was limited. The department worked with the Police and Council on Aging when it became necessary to evacuate John Nelson Way due to a lack of power and heat.

In the fall three firefighters deployed to North Carolina as part of the Barnstable County Technical Rescue team. Firefighters Josh Ford, Brad LeToile and Eric Elliott were all deployed as part of a swift water rescue team due to the flooding that occurred once the storm made landfall. This response included unit from all over Southeastern Massachusetts and was requested by the North Carolina Emergency Management Agency.

The department continues to prepare your firefighters through training offered at both the Barnstable Fire Academy and the Massachusetts Fire Academy. Aside from the recruit training all new firefighters are sent to, the Massachusetts Academy offers a variety of programs for professional development and both basic and advanced skill training. This training is invaluable in keeping everyone prepared for the demands of the job. Additionally nationally known speakers have been brought in through the Fire Chief's association and department personnel have been sent to these as well. This is a unique opportunity, particularly for the Officers, to receive training that they might otherwise not be able to obtain.

Finally the department was able to secure a grant through the Assistance to Firefighters (AFG) program. This Federally funded grant program allows department to receive equipment or training with only a 5% match being required by the town. In the past this program has been used to upgrade radios, provide training, replace protective equipment, and replace our thermal imaging cameras. The grant we were awarded this year was for \$70,866. The program will be used to replace all of the Department's nozzles and the valves we use to hook up to the hydrant. There is also \$15,000 in training money attached to the grant.

Fire Prevention

The Fire prevention Office was busy in 2018 providing fire and safety inspections. Every sale of a property in town requires an inspection before the closing. It can often be a struggle to keep up with the demand of the real estate market as properties are sold.

Additionally certain properties are required by code to have inspections either annually or quarterly. These inspections, combined with plan reviews, and permits keep the Fire Inspector and the office busy throughout the year.

Fire Prevention is truly the first line of defense when it comes to fighting fires. These inspections allow the inspector to make sure the property is up to code and ready for the occupants to continue to use safely. While they can't prevent every fire, they can work toward making sure if there is a fire, the occupants will have every opportunity to escape safely.

Fire Prevention		
Type	Number	Fee
Inspections: Resale, Final, Quarterly, Annual	661	\$39,030.00
Permits	191	\$9,045.00
Record requests: Copies	38	\$190.00
Fines	0	\$0.00
Open Burning Permits	413	\$4,130.00
Totals		\$52,395.00

Fleet and Buildings

The major building project for 2018 was the approval of Station 2 at the Spring 2018 Town Meeting and subsequent beginning of construction. After some delays due to the bidding process, I am happy to report the project is well underway and we will soon have a fire station in East Harwich for now and the future. This project certainly would not have been possible without the support of the citizens of Harwich and we are grateful for your continued support and for you helping us help you.

This year saw the replacement of the roof at the Robert Peterson Firehouse. Built in 1995, the roof replacement was approved in 2017 at Town Meeting. With the completion of the roof project, headquarters is good shape for the foreseeable future. As always, I am indebted to Sean Libby for his help in getting these projects accomplished.

In the Spring 2017 Annual Town Meeting funding was approved for the purchase of a new Engine. After a year of construction, the new Engine was delivered in December and is currently in service. Unlike our other engines, this engine has 4 wheel drive. This gives the department some additional capability during storms when snow or flooding may limit access.

The Spring 2018 Annual Town Meeting approved an ambulance as part of the every other year replacement program. The new ambulance is in construction and expected to be delivered to the Department in early 2019.

The remainder of the fleet is in excellent condition, in no small part because of the efforts of the Kyle Edson and the staff at the DPW. They do an excellent job of keeping the fleet running, as well as handling special projects as needed.

One project that was handled in house in 2018 was the addition of a surplus military vehicle to use as a forestry unit. The Town of Mashpee has a surplus skid unit, a tank and pump that can be easily removed, and the LMTV was acquired through the government surplus program. Painted, wired and put together in house with the assistance of the DPW, this vehicle now offers the department an additional four wheel drive vehicle for use in storms, or for brush fires in areas with limited access, like Hawksnest.

Conclusion

As I write this report, I reflect on over 41 years of service to the town. 41 years doing a job which is much more than a job, but really a calling and a life style. The department is much different from when I first started. Every Chief sees it as his mission to leave the department better than he found it before him. All of my predecessors have done that, and I continue to work toward my goals to do the same.

The fleet and buildings are in good shape and with the completion of Station 2, the department is heading into the future with a good foundation. However, the buildings and vehicles mean nothing without the people we hire to do the job. Harwich continues to hire and employ some of the best firefighters, some of the best people, anywhere. The job you see done is not a reflection of me, but of their hard work and dedication to our community, our home, Harwich.

Respectfully submitted,

Norman Clarke Jr,
Chief of Department

Report of the Harbormaster

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	Alan Fish	Barry Springer
Rich Matthews	Velna Zuzick	Tim Bailey
Eddie Donnelly		

OPERATIONS

The above graph illustrates the number and type of maritime assistance cases that were accurately recorded in Incident Reports and patrol boat daily logs. There has been a steady decline in the number of disabled boat tows conducted by department patrol boats, due in part to a more active response by BoatU.S., a commercial towing provider located in Chatham. One noteworthy case was the high-speed response to a 36' boat stolen from Allen Harbor; with the assistance of Harwich PD, boat was stopped and suspects were apprehended and arrested.

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:

- Harbor Management Plan - 4 non-criminal violations issued for non-compliance.

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 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.

As a required condition of the US Army Corps of Engineers permit for the reconstruction of Saquatucket Municipal Marina, the department established two private aides to mark the edge of the 75' wide channel in the federal navigation project area (SAQ buoys #10 and #12).

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 69 separate pump-out requests totaling approx. 4,640 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:

- Deputy Harbormaster attended 400 hour Reserve Police Training Academy, a core requirement for full-time Harbormasters/Assistant Harbormasters. Training course will be completed at the end of January. Course included First Responder Medical Training.
- Staff completed the following training course instructed by HFD Medical Director: Stop The Bleeding, American Heart Assoc. First Aid, CPR & AED.
- Boat operations training including: boat handling, general navigation, towing, dewatering pump operations, fire fighting, and boat waste pump-outs.

ADMINISTRATION

2018 Harbor Receipts: The table below provides a comprehensive list of Harbor and Waterway related revenues collected within the Harbormaster Department throughout fiscal year 2018.

Harbor Management Plan: The following changes to the Harbor Management Plan were implemented during 2018:

- Class A Permit – Added one additional 40’ Class A Commercial F/V permit.
- Special Purpose Mooring – Added one additional Special Purpose Mooring for Harwich Pines Association.
- Winter Rate for Recreational Boaters – Winter dockage season for recreational boats will run from November 15 through May 1 at a rate of \$24.00 per foot.
- Class F(ferry) & Class D (passenger boat) Facility Fee – A annual \$2000 facility fee was added to the Class F & D offloading permit to enable boat owners to run their ticketing operation from town property.

GRANTS / PROJECTS

Saquatucket Municipal Marina Reconstruction – The \$7 million Saquatucket Marina Reconstruction project completed in June 2018 included the replacement of all existing floats, piles, electrical service, plumbing, fire suppression, bubbler system, wireless internet and ramps, in addition to dredging. Eleven boat slips were added as part of the marina redesign, bringing the total number of municipal slips to 202. The addition of a handicap accessible ramp system was an important part of the project, bringing the municipal marina into compliance with both the American with Disability Act and the Massachusetts Architectural Access Board requirements. Dredging of shoaled areas within the harbor to permitted depths was also a major part of the total project; approximately 18,300 cubic yards of material was dredged from the harbor. A \$1 million Massachusetts Seaport Economic Council grant was awarded to the Town to fund the east dock portion of the project.

Saquatucket Harbor Landside Renovations – The Saquatucket Municipal Marina Landside Renovation project substantially completed in November 2018 included the construction of a new Harbormaster Office building with expanded restroom facilities for both the public and slip permit holders. The project also included a waterfront “Snack Shack” building to be leased to a private operator, as well as four seasonal booths to be leased and operated by local vendors and artisans. A boardwalk with public viewing areas that overlooks the marina was an important aspect of the project as it greatly improved pedestrian and handicap accessibility at the facility. In addition, the construction of a Harbormaster Department maintenance facility building, a designat-

ed area for passenger boat ticketing booths, the addition of 87 vehicle paved parking spaces, and creative landscaping to enhance the appearance of the newly purchased adjacent property were all part of the approximate \$4 million Saquatucket Landside Renovation project. A \$1 million Massachusetts Seaport Economic Council grant was awarded to the Town to help fund the project.

MassWorks Infrastructure Program Grant – The town was awarded a 2018 Navigational Dredging Pilot Grant in the amount of \$36,000 to help fund the dredging of Allen Harbor entrance channel; dredging is scheduled for June 2019.

DREDGING / BEACH NOURISHMENT

Saquatucket Harbor Basin (Nov2017 – Jan2018) – As part of the Saquatucket Marina Reconstruction project, approximately 18,300 cubic yards of material was removed from the harbor by Patriot Marine. Material was removed using a dredge barge with a topside mounted dredge excavator and clamshell bucket and transported via dump scows to the Rhode Island offshore disposal site.

Saquatucket Harbor Channel (April 2018) - Barnstable County Dredge removed approximately 8357 cubic yards of material from the Saquatucket Harbor entrance channel. Material was pumped to Neel Road public beach and various private properties beaches along Saquatucket Bluffs for sand nourishment.

Allen Harbor Channel (June 2018) – Barnstable County Dredge removed approximately 6740 cubic yards of material from the Allen Harbor entrance channel. Material was pumped to Grey Neck, Wah Wah Taysee, Zylpha, Atlantic and Ayer Lane public beaches for sand nourishment.

Round Cove Channel (December 2018) - Barnstable County Dredge removed approximately 5200 cubic yards of material from the Round Cove entrance channel. Material was pumped to Bay Road public beach and Wequasset beach area north of the channel.

CLOSING

The completion of two major capital projects that have renewed and revived Saquatucket Municipal Marina was clearly the highlight of 2018. So much work went into the planning and execution of the landside renovation and marina reconstruction projects, and a great deal of thanks are owed to the Saquatucket Development Committee, Waterways Committee, town administration, and various town departments whose support and expertise were critical to the projects success. To the boating public, especially our Saquatucket Marina slip permit holders, a sincere thanks for your cooperation in dealing

with disruptions during the boating season caused by the construction projects. Above all, I so appreciate the work of the Harbormaster Department staff that ensured all operational, administrative and maintenance requirements were met during a year of temporary relocation, transition, and added demands resulting from the two major projects.

Respectfully Submitted,

John C. Rendon, *Harbormaster*

Report of **Harwich Police Department**

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 2018.

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, 2018)

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
Officer 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
Officer Charles Brooks
Student Officer Christopher Arrigo

SPECIAL OFFICER - ANIMAL CONTROL

Officer John J. Burns

POLICE COMMUNICATIONS

Diane E. Nicholson
Iris G. McNally
Gabriella R. Parker
Theodore J. Monteiro
Jade Ross

POLICE RECORDS SPECIALIST

Julie L. Judge

SPECIAL OFFICERS

John F. Sullivan, Sr.	Robert E. Currie
Karen F. Young	David J. Jacek
John E. Warren	Robert F. Horgan

POLICE CHAPLAINS

Bishop Jim F. David	Reverend Tiffany Nicely Holleck
---------------------	---------------------------------

PERSONNEL

The Harwich Police Department has an authorized strength of 35 full time police officers to include the Chief of Police. In 2018 the police department continued to be plagued with a large number of long-term injuries and illnesses that created vacancies on the line. Our patrol division was short at least one patrol Sergeant and three patrol officers for the majority of the year. The unprecedented number of staff shortages forced us to make several staffing adjustments in order to cover patrol shifts and keep overtime expenditures at manageable levels. Examples of these adjustments include reassigning a detective to patrol, utilizing our Patrol Investigator for OIC and patrol shifts, holding off on filing a full-time position at the Cape Cod Drug Task Force and dropping to off-season staffing numbers much sooner than previous years. We hope to welcome back a number of officers before the summer season begins.

Our newest addition, Christopher Arrigo, was hired in September of 2018 and has nearly completed his training at the Municipal Police Training Committee's Basic Recruit Academy in Plymouth. Student Officer Arrigo is slated to graduate in early 2019 and begin his field training.

Our civilian dispatcher roster has remained stable throughout most of 2018 following Jade Ross' appointment to full time dispatcher in January.

The anticipated retirement of Deputy Chief Tom Gagnon in April of 2019 will result in several promotions within the department – Patrol officer to Sergeant, Sergeant to Lieutenant and Lieutenant to Deputy Chief. An extensive selection process for the rank of Sergeant was held in 2018. The process consisted of a written exam, an assessment center and interviews with the chief. Officer Amy Walinski scored highest overall and was selected to be promoted to the rank of Sergeant in the spring of 2019. Processes for the ranks of Deputy Chief and Lieutenant are currently under way with selections anticipated in February of 2019.

In September of 2018 Lt. John Sullivan became only the second member of the Harwich Police Department to graduate from the prestigious FBI National Academy in Quantico Virginia (Chief Norm Fennell was the first). The National Academy is a 10 week executive leadership development program hosted by the FBI. Police executives from across the United States and multiple foreign countries stay at the FBI academy and attend a variety of college level courses in conjunction with physical fitness training and professional development. This was an outstanding opportunity for Lt. Sullivan as only about 1% of all law enforcement officers in the country will be selected to attend the National Academy. Congratulations Lt. Sullivan.

CRIMINAL ACTIVITY REPORTED IN 2018

	2017	2018
Homicide	0	0
Rape	1	4
Robbery	0	2
Assault	89	71
Burglary	106	32
Larceny	152	88
Auto Theft	5	3
Arson	0	0

	2017	2018
Arrests/PCs/Sec 12	216	210
Summons Arrests	135	156
Total Calls for Service:	16,891	18,154

DETECTIVE DIVISION - Detective Sergeant Robert Brackett

The Harwich Police Detective Division maintains a commitment to focus on the criminal activity that occurs within the Town of Harwich that most critically impacts the quality of life of our residents and visitors. It has well been documented that those who suffer from substance abuse often become involved in criminal activity such as selling drugs or committing crimes such as robbery, theft, and housebreaks to support their addiction. Drug or alcohol addiction can not only ruin the life of an addicted person but can affect the lives of family, friends and others in the community.

The Detectives of the Harwich Police Department will continue to be proactive in identifying, investigating and arresting those who are involved in the illegal distribution of narcotics in our community. With that being said, The Harwich Police are also in a position to be able to identify members of the community who are addicted to drugs and who need treatment. The Harwich Police often respond to drug overdoses, incidents of domestic violence, vehicle crashes, and reports of suspicious neighborhood activity that involve addicted persons. By identifying addicts and maintaining relationships with substance abuse professionals we have the opportunity to help addicts receive the treatment they need. Reducing the number of addicts in the community is not only ethical, it will reduce the criminality caused by drug addiction.

The Harwich Police responded to fewer reports of overdoses in 2018 compared to prior years but saw an increase in the number of fatal overdoses (2017 – 1 Fatal, 2018 – 3 Fatal). Although police response to overdoses is down it is not believed that the number of overdoses has decreased in our community. With the increased availability of Narcan there are many family and friends of addicts who are able to administer Narcan in the event of an overdose without calling for police or medical assistance.

The Harwich Police have been challenged in the past year with the legislative changes pertaining to marijuana. Despite changes to the laws in regards to legalization and the retail sales of marijuana, there continues to be a large black market element that continues to exist. This results in neighborhood complaints of excessive traffic, noise, littering and disorderly behavior. This activity is resulting in frustration for neighbors of residences who are engaging in this activity. It is becoming equally challenging for the police in addressing these issues as the changes in laws are limiting, and in some cases eliminating the ability to conduct criminal investigations into the activity.

Notable Cases:

January 2018 – Detectives and Patrol Officers investigated a shooting and stabbing on Main Street in North Harwich. The investigation resulted in the arrest of a Juvenile from Dennis, Ma and the recovery of a firearm which was found in his possession. The Juvenile is currently under indictment in Barnstable Superior Court. This incident is believed to be related to the sales of marijuana.

March 2018 – Detectives investigated the overnight breaking and entering to the CVS in Harwich Port. The break in targeted the ATM machine inside the store where approximately \$38,000 was stolen. Detectives learned that similar incidents had occurred over the prior several months in various communities throughout Massachusetts. Working with Detectives from other communities a group of suspects from Lawrence, Ma were identified and subsequently indicted in Salem, Ma Superior Court. All suspects plead Guilty and sentenced to State Prison terms.

March 2018 – Detectives arrested an 18 year old female from Mashpee for Armed Assault in a Dwelling. The arrest was the result of an incident in East Harwich where the occupants of a residence in east Harwich were assaulted after multiple people forced their way into the residence armed with knives and assaulted the occupants. This incident is believed to be related to the sales of marijuana.

November 2018 – Detectives assisted Patrol Investigator Peter Petell in the investigation of approximately 20 motor vehicle breaking and entering's that occurred primarily in East Harwich. Detectives were able to identify two suspects from New Bedford who were coming to Cape Cod on random dates to randomly break into cars in several different Cape Cod towns. Working with Detectives from other Towns as well as Detectives from New Bedford the suspects were located and arrested. The suspects were subsequently linked to breaking and entering offenses throughout many communities in south central and western Massachusetts. The suspects were found to be engaging in this criminal activity in an effort to support their addiction.

The Harwich Police Detective Division would also like to congratulate Detective Marc Harris upon his receiving of the honor of being the Harwich Police Officer of the Year. Detective Harris was chosen as Officer of the Year as a result of his performance as Court Prosecutor of the Harwich Police Department. As Court Prosecutor, Detective Harris handles approximately 3400 court matters a year between prosecutions/hearings/discovery motions and appealed hearings. These cases require communication, scheduling and organizing of witnesses and evidence. As one of the longest tenured Court Prosecutors in Orleans District Court, Detective Harris has earned the respect of his peers as well as the staff at Orleans District Court and the District Attorney's Office. Detective Harris performs his duties professionally, admirably and humbly and is most deserving of the award of being Officer of the Year.

TRAFFIC UNIT – Sgt. Aram Goshgarian

The Harwich Police Department received a traffic safety grant of \$10,000 through the Massachusetts Executive Office of Safety and Security. The grant allowed the department to participate in specialized grant patrols such as “Click-it-or-Ticket”, “Drive Sober or Get Pulled Over”, and distracted driving. The department also received a grant in the amount of \$2,250 for the purposes of pedestrian and bicycle enforcement. This money was used to fund crosswalk enforcement in the Harwich Port business district.

The department also purchased two state of the art LIDAR units. LIDAR is similar to radar however it uses a laser to measure speed. The LIDAR units were purchased through grant funding and have been added to our speed enforcement capabilities.

We have continued to aggressively deploy or speed monitoring trailers. We are looking to purchase 6 flashing speed limit signs. These signs are mobile and would be used in higher traffic areas throughout the town. Like the trailers, the flashing signs would gather data on the speeds of vehicles that can be used to better direct enforcement efforts.

Traffic Division Officer Mark Holmes attended the specialized training class Event Data Recorder Use in Traffic Crash Reconstruction. Officer Holmes is now one of two officers on Cape Cod who is certified to read and interpret data from a vehicle's Event Data Recorder more commonly known as a “black box.” Most vehicles contain “black boxes” which record information about your car such as speed, seat belt position, brakes, etc. This information is an important aspect when investigating motor vehicle crashes.

The Traffic Division investigated 3 fatal motor vehicle crashes during 2018. One of these crashes resulted in criminal charges being filed. This case is in the process of being prosecuted.

ANIMAL CONTROL – Officer John J. Burns

From January 1, 2018 to December 31, 2018 Harwich Animal Control handled 641 Calls for service. These included;

356 dog calls; Most of these were for loose dogs but they also include injured dogs and dogs on the beach during the summer season. Dogs are prohibited from Town of Harwich Beaches from Memorial Day to Labor Day. State law requires all dogs to be licensed annually and to be wearing a collar with the license attached. It is a good idea to have an ID tag on the dog's collar with owner contact information and to consider having a microchip. Collars can come off but a microchip is inserted under the dog's skin and cannot be lost. Animal Control also responds to any and all complaints about dogs.

30 cat calls; There is no leash law for Cats, however, cats do sometime get lost. These are very difficult calls as the original owner sometimes thinks that their cat has been killed and does not report it missing. Other times cat owners let their cat out during the day and the animal starts to hang around where it can get a free handout of food. If the cat is picked up and taken to the Shelter the owner again thinks that it has been killed. It is very important that all cats have some kind of identification on them or a microchip so that they can be returned to their family. Animal Control also responds to any and all complaints about cats.

122 wildlife calls; Most wildlife calls are for sick or injured wild animals who, if captured, are taken to Wildcare or The Cape Wildlife Center. Animal Control also responds to any and all complaints about wildlife.

31 animal bites; Some animal bites involve a dog or a cat biting a person but others involve an animal to animal bite or a bite to a dog or cat from an unknown source. It is State law that all dogs, cats and ferrets have a current rabies vaccination.

62 follow up calls; Most follow up calls are for return visits involving bites or ongoing investigations.

Barn inspections; Each year The Animal Control acting as the Animal Inspector visits each licensed barn in town to check on the care and condition of the animals being kept there. This year all of the barns in Harwich were being run in a proper manner and all of the animals appeared to be healthy. There was one barn that did not have a current license and that was reported to the Harwich Health Department. Animal Control also responds to any and all complaints about barns.

Through the Hard work of the USDA, The Cape Cod Rabies Task Force and all of the Animal Control Officers on the Cape the Raccoon strain of Rabies has not been found on the Cape for over 5 years. Bat strain Rabies is however still

here and probably always will be. It is so important for animal owners to be constantly aware of where their animals are and that their pets be up to date on all of their vaccinations.

COMMUNITY SERVICE AND OUTREACH PROGRAMS

Our 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.

CITIZEN'S POLICE ACADEMY - Lieutenant Kevin Considine

The Harwich Police Department is pleased to report the graduation of the 22nd Session of the Citizens Police Academy on November 15, 2018. The ten-week Academy met each Thursday evening from 6:00 - 9:00 p.m. This year, we had a total of 30 class participants which was the largest class in the history of the program. The 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 SWAT operations, K-9 operations and crisis negotiation. The course also included a ride-along with a police officer and a firearms range day. Instructors for this year included: Sgt. Aram Goshgarian, Sgt. Paul Boorack, Officer Neil Nolan, Det. Sgt. Robert Brackett, Det. Marc Harris, Officer Amy Walinski, Animal Control Officer Jack Burns, Officer Derek Dutra, Officer Mark Holmes, Patrol Investigator Peter Petell, Officer John Larivee, Harwich Fire EMS Officer Robert Sanders, Harwich Police Chaplains Rev. Jim David and Rev. Tiffany Nicely Holleck. A very special thanks to members of the Cape Cod Regional SWAT team, negotiators and K-9 unit members as well as the Barnstable County Sheriff's Office, Bureau of Criminal Identification unit.

This year's academy also began the position of Assistant Academy Director. This valuable position was created to assist the Academy Director in the weekly operation of the Academy. This position was offered to department members who have clearly demonstrated strong community engagement efforts during their career. I am proud to announce that Patrol Investigator Peter Petell was chosen to fill this role. Patrol Investigator Petell has been an instructor in the academy for many years and will be a great asset to this program.

2018 Academy Graduates

Diane Behan	Susan Chorey	Andrea Dawes
Sara Chase	Phyllis Thomason	Edla Wilson
David Mahan	Robert Doherty	Joyce Noyes
Brittany Geishecker	Andrew Higgins	Edie Ruggles
Jack Geishecker	Alan McDonald	Virginia Hewitt
Ronald McGann	Martin Stepner	Penny Fennell
Nancy Barsic	Anna Harper	Berry Jones
Roy Simmons	Teresa Fleming	Sharon Mitchell
Stanley Pastuszek	Doris Sipowicz	Mark Safferstone
Robert Whinn	Edward Sipowicz	Deborah Devaney

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. We continue to involve academy alumni in police department events and future classes as extremely loyal and motivated volunteers. We would like to thank this class, as well as the past academy graduates, for their continued support of the Harwich Police Department and the Citizen Academy.

SCHOOL RESOURCE OFFICER PROGRAM – Officer Thomas Clarke & Jon Mitchell

The Harwich Police Department and SRO program remain committed to maintaining our strong partnership/relationship with the schools within our community.

Safety is a top priority, we are regularly training students/staff in school safety and security response options/protocols and conducting drills on a frequent basis.

SRO's consistently attend school related activities, athletic contests, plays, concerts, dances etc. in an effort to continue building trust and developing positive relationships within the school community- students, staff, parents etc.

We participate in many fundraisers for good causes as well as student driven initiatives and events...to name a few- Hoops For Heart, Volleyball For A Cause, Powder Puff Game, Community Public Safety Football Game, Special Olympics Games, Best Buddies, Holiday Drives, Safe Routes To School Programs, High Five Fridays, HES and MRMS Field Days, MRHS Senior Beach Day, Bike Rodeos and our Back To School and Holiday Shop With a Cop events.

In addition to helping maintain a safe and secure learning environment in the schools, SRO's are visiting classrooms and giving presentations on a variety of topics such as: drugs and alcohol education and awareness, bullying and criminal harassment, responsible use of social media, JOL teen driver laws, journalism/crime stories, personal security and safe driving tips.

ELDER AFFAIRS LIAISON – Officer Amy Walinski

Senior citizens have public safety concerns which differ from other segments of the population. The goal of the Elder Affairs Liaison is to reduce the fear of crime through awareness and education and to help provide quality police service to our older adult population. The Harwich Police Department is committed to providing these public safety services.

Officer Amy Walinski works directly with the Harwich Council on Aging and provides regular outreach visits with the Town Nurse, Susan Jusell and the Social Services Coordinator, Suzanna Keith to educate and offer assistance to seniors throughout the community. Officer Walinski is eager to work more closely with the new Council on Aging Director Emily Mitchell.

Officer Walinski exhibits the knowledge of working with additional outside agencies for support to offer information and guidance to the families of seniors, seniors themselves or concerned friends and neighbors. As Law Enforcement personnel, we are required to file mandated reports for any suspected self-neglect or neglect/abuse by others (M.G.L. c. 19A, s. 15). These reports are followed and monitored and information shared to ensure the safety of the senior population and others.

Officer Walinski has spoken to various groups throughout the community including the Women's Garden Club, Balance Boosters, and the residents at both Pine Oaks Village locations. With an aging population of 44% over the age of 60 in Harwich, it is important that we continue to foster our relationship with the Council on Aging and the various other agencies we work closely with.

Mental Health and the One Mind Campaign

Harwich police officers respond to a variety of mental health calls every year. To better respond to the needs of our community we have a number of officers who have attended Community Crisis Intervention Team (CCIT) training in partnership with National Alliance of Mental Illness (NAMI). NAMI works with police departments in engaging with individuals experiencing mental health crisis, and fosters connections between law enforcement, behavioral health providers, and other community stakeholders. This training helps improve services provided to those community members who are suffering from a mental health crisis at any given moment and helps develop a more educated, safe, and effective response to these crises.

We have developed a behavioral health collaborative group which is comprised of Dennis, Harwich, Brewster, Chatham and Orleans Police Departments and also behavioral health providers, and other community department members. We are also working closely with Bay Cove Human Services and the Cape Cod Hospital Emergency Room Staff to prevent unnecessary emergency room visits and making sure individuals who are suffering from a mental health crisis are provided the care and treatment they need.

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 organizations.
- 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.

We are now into our second year of this campaign and I am happy to report that we have now trained 20 percent of our agencies sworn officers in Community Crisis Intervention Team training also known as CCIT. We are also well on track to certify 100% of our personnel in Mental Health First Aid. 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.

Law Enforcement Torch Run for Special Olympics - Lieutenant Kevin Considine

The Harwich Police Department has been supporting and participating in Law Enforcement Torch Run events for many years. What is the Law Enforcement Torch Run? The Law Enforcement Torch Run (LETR) is the largest public awareness vehicle and grass-roots fundraiser for Special Olympics. Known honorably as Guardians of the Flame, law enforcement members and Special Olympic athletes carry the "Flame of Hope". Annually, more than 97,000 dedicated and compassionate law enforcement members carry the "Flame of Hope", symbolizing courage and celebration of diversity, uniting communities everywhere.

What does LETR do? The LETR for Special Olympics engages law enforcement worldwide championing acceptance and inclusion for people with intellectual disabilities, starting first with their own communities. The Harwich Police is proud to support this great cause. Lt. Considine currently serves at the LETR representative for law enforcement in Barnstable County. Since its inception, LETR has raised more than half a billion dollars. Locally, in Massachusetts, LETR has over 1,000 officers participating and last year raised a new record of \$630,000 in 2017.

Jailhouse Bar-B-Q

On September 1, 2018 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 and a small petting zoo (courtesy of Leo Cakounes). The department also had several police vehicles on display including the Cape Cod SWAT armored vehicle. 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, spouses of our officers, fire department staff and citizen volunteers.

Charter School and Elementary School Outreach

In addition to our full time school resource officer program, the Harwich Police Department has begun outreach programs with the Lighthouse Charter School and the Monomoy Elementary School. Patrol Officer Tegan Debaggis stops by the charter school on a regular basis and interacts with the students and staff and Officer John Larivee has been conducting similar visits with the elementary school. This program has been well received by the students and staff of both schools and helps to build positive relationships with the younger students of our community.

Youth Sports

Several of our officers continue their involvement with coaching the youth in our community. Detective Sergeant Robert Brackett's oversees the Harwich Police 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. 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 currently coaches the 5th grade boys team of Youth Hoops and also coaches in various rec programs as well as being a board member for the Lower

Cape Bluefins Pop-Warner football. Monomoy School Resource Officer Tom Clarke currently coaches the Monomoy High School baseball team. All of these officers are to be commended for supporting healthy activities and positive interaction with the youth of Harwich.

Coffee with a Cop

The first week in October has been designated Community Policing week in the Commonwealth. All police departments across the state are encouraged to participate in community events in recognition of Community Policing Week. On October 3, 2018 members of the Harwich Police department participated in "Coffee with a Cop" at the Harwich Community Center. 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 the staff at the community center for providing the venue for this event and assisting us with providing coffee and treats

Supporting our Officers

2018 was an extremely difficult year for our police officers. On April 12, 2018 Yarmouth police K-9 Officer Sean Gannon was killed by an armed violent offender hiding in an attic space. Many of us knew Sean personally and professionally. I was extremely proud of the way our department responded to the tragedy in the days that followed. Our dispatchers and patrol officers assisted with covering Yarmouth dispatch and patrol shifts and our command staff along with numerous patrol officers stepped up to assist with running staging operations for the wake and funeral of Sean Gannon.

Not long after the Gannon murder Officer Michael Chesna of Weymouth Police was brutally killed by a violent criminal in Weymouth. Dozens of officers from Cape Cod attended the Chesna services in July. A short time later two Falmouth officers were shot but survived. This unprecedented violence towards police came as a shock to our officers. As the year progressed our officers responded to a number of accidental deaths, some involving young people, one only 7 years old. These calls are always the most difficult and traumatic to deal with. We must always remember that police officers are human beings not machines and even though they are able to respond to traumatic situations and perform their duty as they are trained, it eventually takes a physical and emotional toll.

We strongly encourage our officers who have responded to traumatic incidents to participate in critical incident diffusions and debriefs facilitated by the Cape and Islands Critical Incident Support Team. Peer support within our own department is another area we hope to encourage and develop in the coming months.

In closing, I would first like to thank Deputy Chief Tom Gagnon, Lt. John Sullivan, Lt. Kevin Considine, Executive Assistant Kate Varley, Detective Sgt. Robert Bracket, Detective Marc Harris, Sgt. Aram Goshgarian, Officer Amy Walinski and Animal Control Officer Jack Burns for their valuable assistance with this annual report.

I would like to thank Town Administrator Chris Clark for his 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 especially like to thank the citizens of Harwich for the unwavering support you display for our officers throughout the year. Finally, I would like to offer my sincere thanks and appreciation to each member of our team here at the Harwich Police Department. You all perform a very difficult job with professionalism and empathy. I am extremely proud of each of you and of the service you provide to our community.

Respectfully submitted,

David J. Guillemette
Chief of Police

ENVIRONMENT & PUBLIC WORKS

Report of the **Cemetery Commission**

The Harwich Cemetery Commission is comprised of three appointed Harwich residents charged with overseeing the town's seventeen cemeteries. The Commissioners are as follows Cynthia Eldredge, Karen Young and Steven Conner. All of the Commissioners have been sworn in and have up to date State Ethics testing. The Commission meets the first Tuesday of each month. Over the past twelve months we had ten meetings, five of which were attended by all members and five with two members.

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 cemeteries. The total acreage of the town's cemeteries covers 100 acres.

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.

As of December 31, 2018, the available balance in the Commission's Annual Revolving Fund was \$77,439.96.

During the past year the Commission completed the following:.

- New signs were installed at Mount Pleasant Cemetery in Harwichport, Evergreen Cemetery in East Harwich, the South Harwich Cemetery and the North Harwich Cemetery.
- We resolved the remaining issues with assistance from the Town Accountant, regarding the Perpetual Care accounts and their balances.
- In April of 2018 we had a Monument Cleaning Workshop at the South Harwich Cemetery which was well attended. We now have a Facebook page Harwich Gravestone Preservation, with members who clean the memorials. We would like to thank Deborah Merigan who has been

extremely helpful in organizing the group and the cleaning of the gravestone memorials.

- We completed the CPC Article for Restoration of Fence Rails at Evergreen Cemetery on June 27, 2018, which was Article #31 on May 1, 2017 at Town Meeting. The total amount awarded was \$39,000.00. The fence that surrounds the Route 137 section of Evergreen Cemetery had fallen into disrepair. The rails that separate the granite posts were bent, rusty or missing. Some of the granite posts needed to be reset. The fence is the first impression of the cemetery that the public sees when they approach from either Route 137 or Cemetery Road. The rails replaced started at the corner of Route 137 and Cemetery Road and continued down to the back section of the cemetery along the tree line. The original fence was completed on June 10, 1889. The commission was able to access this record from a previous CPC article "The Restoration Preservation and Digitization of Harwich Cemetery Records," Article #57 on May 6, 2013.
- The Pet Burial Ground and Walking Park project was awarded the Kenneth Pickard Municipal Innovation Award. The award was presented to Christopher Clark, Town Administrator and Robbin Kelley, Cemetery Administrator at the MMA's 2018 Annual Meeting in Boston. The Cemetery Administrator attended the Paw Palooza at the Dennis Yarmouth High School where she displayed the award above and answered questions in regard to the pet burial ground and walking park. She received overwhelming support from the pet community.
- The Island Pond Arboretum: Article # 25 at the 2018 Town Meeting: The transfer of a parcel of land from the Board of Selectmen to the Cemetery Commission for use in the Island Pond Cemetery. The parcel is surrounded on two sides by the existing Island Pond Cemetery. It will add approximately 120 more burial spaces and allow us the grant opportunity for the Island Pond Arboretum.
- We continue to research the possibility of having Island Pond Cemetery accredited as an Arboretum. Our Administrator Robbin Kelley worked with Amy Usowski of our Conservation Department and David J Consalvi, Horticulture Instructor at Cape Cod Regional High School, to identify 33 different species of trees on the property. Russell Norton, Agriculture & Horticulture Extension Educator from the Cape Cod Cooperative Extension has completed a soil report for the Island Pond Arboretum area. This extensive 67 page report with detailed information will assist us with information needed for the new plantings to be implemented in the Arboretum project. This service was free to the town through the Cape Cod Cooperative Extension. Robbin Kelley and Amy Usowski met with Russell Norton at the Tree Farm in Barnstable

to look at possibilities of new species to add to the cemetery and arboretum.

- We submitted Article #27 which was indefinitely postponed by the Finance Committee, requesting to update the Rules and Regulations of the Harwich Cemeteries to include; an edit to #11. All Christmas decorations must be removed by January 31st. Items left on the grave beyond that will be removed by cemetery personnel. New additions to current Rules and Regulations: 12. Items left on a lot after a burial will be removed after one week. 13. The above rules will be strictly enforced. Also under the Town Owned Cemeteries list, remove the Harwich Center Cemetery.
- Article # 50: CPC Article for the Mount Pleasant Cemetery Gravestone Preservation for \$49,900 was approved at May 2018 Town Meeting. 42 gravestones and monuments with cracks and fractures will be reset and restored. 108 gravestones and monuments need foundation repair and resetting. 150 gravestones and monuments, will be treated and cleaned with D/2 Biological Solution. Eroded gravestones and monuments will be treated and consolidated with a stone strengthener to protect and preserve. We will receive a complete report of the entire project and documentation relating to each of the 150 stones conserved, including before and after conservation photos of each stone. The award was given to Gravestone Conservation Inc. with a completion date of June 15, 2019.
- Article # 64: The Cemetery Commission's Revolving Account was approved and changed from \$70,000 to \$100,000. The original Article which was passed in May 3, 2010 language was "for the purpose of funding maintenance, care and support of town cemetery properties." It is currently listed as "maintenance of town cemeteries", even though it was not changed with a vote at town meeting. The commission will be submitting language to request the town to change the language back to its original intent.
- We continue to inventory all the cemetery lots which is especially helpful in locating the older historic burials.
- We continued to spray the trees in Evergreen, Island Pond and Mount Pleasant Cemeteries for gypsy moths and gall wasps. We removed about 100 dead trees due to long term drought and pest infestation.
- In May of 2018 we had extensive damage due to storms in all the cemeteries. It was necessary to close Island Pond Cemetery for two days due to down trees for public safety. All the cemeteries needed extensive cleanup due to storm damaged and that resulted in fallen trees and debris.

- We had a Walking Tour in the South Harwich Cemetery identifying prominent residents. Also at Island Pond Cemetery we had a Walking Tour identifying trees and plantings.
- In the upcoming year 2019 the Commission plans to:
- Finalize the Kelley Cemetery land taking from 2008 and have a new map filed at Barnstable County Registry of Deeds.
- Purchase and plant new trees at all the cemeteries.
- Consider purchasing software for the cemeteries which will include 360 views of lots with burial information. It would be user friendly for the public to find family lots where loved ones are buried as well as finding available lots for sale.
- Form a Committee to design a Veterans Memorial at Evergreen Cemetery.
- Plant new duplicate plantings at the entrance at Evergreen Cemetery to match the east wall plantings.
- We will continue to prepare brochures for each cemetery including a map with internal streets and the history of each cemetery;
- We will continue to work on various improvements including drainage, brush clearing and other improvements in the cemeteries.
- Work will continue with David J Consalvi, Cape Cod Regional High School Horticulture Instructor on indexing the trees in Island Pond Cemetery, listing their scientific name as well as the common name and some information on each one.
- Robbin Kelley, Administrator will continue working on documentation for Level I Accreditation for Island Pond Cemetery to be an Arboretum.
- Our Administrator will continue to work on grant opportunities for other cemetery projects.

Respectfully submitted

Cynthia Eldredge, *Chair*
 Steven H Conner, *Commissioner*
 Karen Young, *Commissioner*
 Robbin Kelley, *Administrator*

Report of **Channel 18**

Channel 18 is pleased to report that we have added even more Boards and Committees to our coverage list. Some of you may remember that just four short years ago, Channel 18 only routinely covered the weekly Board of Selectmen's meetings. Today we cover over 13 Boards and Committees - a total of 180 public meetings were filmed in 2018 and many of them broadcast LIVE on Comcast 18 and web streaming through the town website. Channel 18 isn't business all the time. Sometimes we have a little fun including covering interesting community events such as: The Arts Foundation Summer Concert Series in Brooks Park, Summer Town Band Concerts, Community Wastewater forums, Hometown Parade, ArtWeek at the Cultural Center, Jailhouse BBQ, Cranberry Festival, Town Band Christmas Concert and many more. Channel 18 feels it essential to cover these fun events for those citizens that are not able to attend in person allowing them to feel connected to the fabric of our community.

Community Journal remains one of our most popular programs which highlights all the amazing events we having going on in Harwich. Each week we bring you rotating updates with busy town departments and partners such as: Community Center, Council on Aging, Recreation, Brooks Library, Chase Library, Harwichport Library, Town Administrator, Chamber of Commerce, Conservation Trust, Garden Club of Harwich and Harwich Cultural Center to name a few. Moving forward into 2019 you may see some exciting changes to the program so stay tuned!

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 and maintains a large volume of videos on our YouTube page. This year we have added over 350 videos to our YouTube page which is up from 2017's total count of 310. That equates to approximately seven video uploads every week or more than one video per day and is a huge accomplishment for our department.

Moving forward into 2019 we have some big goals we are setting out to accomplish. We plan to equip two new rooms – the Town Hall Library and the Channel 18 Studio located in the Harwich Community Center – to facilitate filming of public meetings. More public meetings shown on cable and available on the webpage equates to more transparency in government.

Many of the programs on Channel 18 would not be possible if it weren't for our faithful volunteers, Jack and Eileen Wyatt, Ron Armbruster, Dinah Lane, John Ketchum and Jim and Jane Fulton. Caleb and I appreciate each

one of them and the time they contribute to our department and the citizens of Harwich. This past year Channel 18 was fortunate enough to have two interns from Monomoy High School, Trentin and Meadow. They are incredibly talented and we appreciate the projects they completed.

I hate to end on a sad note but Channel 18 lost two of its beloved volunteers this past year. Paul Coughlin passed away in October. Paul for many years was our main interviewer and host for Community Journal for more than 9 years. We also lost one of Channel 18's longest volunteers Joyce Roche who started volunteering with her husband John in 1996. Joyce was a woman of all trades: she could run a camera, floor direct and interview. Paul and Joyce will be greatly missed but the show must go on. Channel 18 looks forward to serving the citizens of Harwich in the year ahead.

Respectfully Submitted,

Jamie Goodwin
Station Manager

Report of the **Community Center Facilities Committee**

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.

Community Center Purpose

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, other year-round, daily activities range from recreational, entertainment, special interest, and support services for the community's 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 18th 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.

Usage

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 installation of door counters has begun collecting information on the enormous amount of people coming into the building. Additionally, the numbers in the table below show the monthly usage breakdown for twelve months of the 2018 calendar year.

	2017	2018	% change
January	9,264	12,783	38% increase
February	10,761	12,551	17% increase
March	10,027	13,338	33% increase
April	9,564	10,230	7% increase
May	10,796	13,978	29% increase
June	9,553	16,634	74% increase
July	12,569	23,213	85% increase
August	9,681	20,407	111% increase
September	9,600	18,185	89% increase
October	10,300	20,529	99% increase
November	10,977	21,909	100% increase
December	11,144	17,436	56% increase

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.

Fitness Room

As has been true in past years, the Community Center Fitness 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 memberships. We also have members utilizing the KOKO Smartrainer Program. The Fitness Room had its best year to date in 2018 with significant increases in the number of memberships, admittances, and revenue:

	2017	2018	Percent change
Memberships	802	972	21% increase
Admittances	8,330	11,471	37.7% increase
Revenue	60,166	80,166	33.5% increase

Since mid-September staff emphasized the need to scan membership cards on every visit to ensure Fitness Room users have current paid memberships. We've created several new signs, including simplified directions. In addition, we are now using the *Admittance Screen Sounds* function of SportsMan, our facility and membership management software. When a user scans their card, they are greeted with an audible, "Welcome". If the card is not valid, "Please see attendant" is heard to alert the desk attendant that the membership is not valid. A newly developed program encouraging members to exercise more and

scan their membership cards gathers data of members with the highest number of visits. Every month we post the top 20 members with the most number of visits the prior month. This creates a healthy competition, especially among our regular, long-term users who previously did not consistently scan their membership card. In addition, we created a Holiday Workout Challenge to incentivize users to exercise more to reduce stress during the Holidays and to scan their membership card.

This emphasis on scanning membership cards increased memberships, admittances, and revenue compared to the previous year:

	July- Dec 2017	July- Dec 2018	Percent change
Memberships	398	529	33% increase
Admittances	3,647	6,996	92% increase
Revenue	37,512	50,806	35% increase

Monthly Admittances:

	2017	2018	Percent change
January	960	889	-7%
February	835	815	-2%
March	977	802	-18%
April	679	822	21%
May	701	611	-13%
June	531	526	-1%
July	695	859	24%
August	827	964	17%
September	628	952	52%
October	516	1456	182%
November	516	1331	158%
December	465	1434	208%

Sunday hours for the Fitness Room began September 23, 2018. From 9/23/2018 to 12/31/2018, the average weekday has 50-60 admittances, Saturday has an average around 30 admittances, and Sunday's average admittance is around 20.

Day of the Week	Average number of admittances
Sunday	21
Monday	62
Tuesday	50
Wednesday	55
Thursday	50
Friday	55
Saturday	29

The Fitness Room memberships run on the Town's fiscal year calendar. Since July 1, 2018, there have been 542 individuals who have purchased one of our memberships and more people are joining each and every day. These sign-ups have brought in approximately \$61,915 in revenue from January 1, 2018 –September 1, 2018.

All of these numbers do not include memberships, admittances, and revenue from the Silver Sneakers program. Silver Sneakers is a fitness program for seniors that's included with many Medicare Advantage plans. We continue to hear how grateful the members are that we are a Silver Sneakers location. The Community Center is reimbursed from Silver Sneakers every time one of its members checks in.

Jill Brown, a certified personal trainer, continues to offer free drop-in appointments for Fitness Room members and due to the growing demand for these services her hours have expanded from one morning per week to two mornings for a total of four hours per week. The focus of her job is to show people how to correctly and safely use our Fitness 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 Fitness Room users. We and our members are very thankful for her continued assistance.

Passport Services

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. With that structure in mind we can report that the town has processed 429 new passport applications and has assisted many others with the renewal process.

Gardens

Dedicated maintenance and care of the gardens on the exterior of the Community Center continues. 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!

Annual Events

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 behind the Community Building 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 events for so many of our local families.

On Saturday, August 4th from 9:00 am -1:00pm, we held our ninth annual Community Yard Sale at Brooks Park. 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 sellers reported great sales and it was a positive event for vendors, buyers and the Town of Harwich.

The Cranberry Festival was held on the grounds of the Community Center again this year. The building was filled with visitors utilizing the indoor facilities and the event was hugely successful.

Our traditional and very popular "Boo-tique", and our 18th annual Halloween celebration were tremendously successful and hugely attended. The second annual Touch -A-Truck event was positively received by all age ranges who attended. Our continued work with the Department of Children and Families collecting gifts for our annual "Mitten Tree" event was a rewarding experience that brought out community members together to help those less fortunate. A special Holiday offering added to the Community this year was the addition of a life size mailbox with a direct link to the North Pole. Many children were delighted to receive return letters from Santa himself.

Donations

On July 16, 2018 we received from Ora Gaylord Arooth Trust a donation of \$11,165 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 and will continue to cautiously and appropriately utilize these precious funds.

Before concluding this report, it is important to mention the newly expanded hours of operation at the Community Center. The move to have the gymnasium open for "open gym" times as well as the Fitness center open on Sundays began on September 23, 2018. We will be closely monitoring the progress of this venture and will be able to report with detailed specifics at the conclusion of the trail period.

The Community Center is continuing its work toward its goals for this coming year:

1. Assess Room and Fitness Room fee's

2. Address Security Concerns
3. Set up File retention Storage in the basement
4. Create/Update Policy manual for the building

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, all other Town Departments, and the larger community as a whole to best serve the Town of Harwich.

Report of the **Community Preservation Committee**

Harwich adopted the Community Preservation Act (CPA), modified to accommodate the replacement of the so-called Land Bank, effective beginning July 1, 2005. The primary source of revenue for the Community Preservation Fund is a property tax surcharge of 3% that is assessed on each parcel of taxable real estate within the community. The other major sources of revenue for the fund are distributions from the Massachusetts Community Preservation Trust Fund and interest revenue. The Community Preservation Fund may be appropriated and spent for certain open space, historic resource, recreation and community housing purposes.

The committee is comprised of 9 members: 2 selectman appointees, and representatives from the following areas - (1 each) Housing Committee, Housing Authority, Recreation, Historical Commission, Open Space/Real Estate, Conservation and Planning Board. As of this report, there are two vacancies on the committee - planning board and 1 selectman appointee.

In 2018 approximately \$3,300,000 (including approx. \$588,000 of land debt) was available for distribution. Sixteen applications were reviewed and fourteen applications were approved for Town Meeting Approval. All fourteen were passed at Town Meeting May, 2018. The awarded distributions were as follows:

Historic Applications:	approx. \$523,000.
Comm. Housing Applications:	approx. \$800,000.
Open Space Applications:	approx. \$410,000.
Applications using Undesignated Funds:	approx. \$1,179,804.
(The majority were recreation applications totaling \$1,010,500.)	
A grand total of approx. \$2,912,515 in CPA funds were awarded.	

This past fall the Committee received 8 new applications with requests totaling \$822,450: Historic -\$130,000; Community Housing -\$347,500; Open Space - \$50,000 and Undesignated/ Recreation - \$294,950.

All eight applications were presented to the committee, reviewed, deliberated upon, and all were approved for their total requests at our January 17, 2019 meeting. In addition, a motion for funding the Land Bank debt was approved, they will be presented as warrant articles at the May 2019 Town Meeting.

In addition, the Committee successfully rescinded and closed out previously funded articles that were either completed, or uncompleted with many years

of non-activity, in the amount of approx. \$87,000 - all monies were returned to their respective fund reserve.

The Community Preservation Committee would like to acknowledge and thank Cindy Maule, Dan Tworek, and James Atkinson who have all served on this committee for several years - they have moved on with our sincere appreciation. In addition we would like to thank Finance Director, Carol Coppola; Town Planner, Charlene Greenhalgh; and Town Administrator, Chris Clark for their continued support throughout the year.

Respectfully Submitted,

David Nixon, *Chairman*

Report of the **Conservation Commission**

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. The purpose of these regulations is to ensure the protection of our valuable wetland resource areas and their interests, such as habitat protection, water quality, and storm damage prevention amongst other things.

Permitting remained strong. The Commission held bimonthly public meetings, which were very well-attended. The total number of hearings at these meetings was 147. The Conservation Department issued 100 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 6 violations this year in which the Conservation Commission took action, fewer than last year.

A highlight of 2018 was the updating of the Harwich Wetland Protection Bylaws. This involved a substantial effort of Conservation Department staff and Commission members at several times during the year to edit and improve several aspects of the bylaws. In the end, needed protections were provided to the natural resources of the Town of Harwich with reductions in fertilizer applications and improvements to buffer zone protections.

As has been the case with many years past, the topic of agriculture within lands in Conservation Commission 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. In particular, the Commission is seeking to come to a conclusion this year about whether to re-lease the Bells Neck Cranberry Bogs or to naturalize them.

The Conservation Commission played a role in permitting numerous Town projects this year, such as the new Technical High School, the redevelopment of Saquatucket Harbor, a new cart barn for Cranberry Valley Golf Course, and the town-wide dredge and beach nourishment permit. In 2019 we hope to work with other town departments to look for a solution to water quality issues with Hinckley Pond, as well as initiating a habitat restoration project to install oyster beds in the Herring River.

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, the Harwich Trails Stewards, and the Harwich Conservation Trust, continued to thin out densely-forested area at the Route 39 entrance to Thompson's Field. Continued thinning of vegetation in this area is anticipated in 2019 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. This year we have noticed more encroachment onto town-owned conservation land, and will be working with adjacent property owners to alleviate that.

The Commission would like to thank Commissioner Rob Mador and Ernest Crabtree for their service to the Town, and welcome new Commissioners James Donovan, Mark Coleman, and John Ketchum to the board.

Respectfully,

Brad Chase, *Chair*

Carolyn O'Leary

Paula McGuire

Stan Pastuszak

James Donovan

Mark Coleman

John Ketchum

Walter Diggs, *Alternate Member*

Ernest Crabtree, *Alternate Member*

Report of the **Engineering Department**

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 services arise.

We assist all Departments in the procurement of supplies and services, as well as the development of plans and specifications and construction supervision for such 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 construction of the new Golf Cart Storage building
- Assist in various grant applications
- Assist in the planning and design of Fire Station #2
- Saquatucket landside improvements, construction oversight
- Saquatucket waterside improvements assist with project
- Beach and Parks food concession bids

Site preparation and construction of a new 112' by 50' golf cart storage building at Cranberry Valley Golf Course was substantially completed in 2018. Site plans and construction supervision for this project were provided by the Engineering Department.

The improvements to the land side of Saquatucket Harbor were substantially completed in 2018. This includes a new Harbor Master Garage, a new Harbor Master building, a Snack Shed, boardwalk, area for vendors and increased parking on the former Downey Property.

A number of Town beaches were surveyed 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.

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 retired in 2018 after 18 years of service to the Town. His technical expertise and "institutional" knowledge of the Town and Cape Cod was a valuable resource to all Town Departments, Committees and Boards and his contribution will be sorely missed.

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 **Finance Committee**

From January to the May 2018 Town Meeting the Finance Committee spent most of its time preparing recommendations for the warrant. The Board of Selectmen presented a warrant with \$104,421,292.00 worth of requests in 69 articles. The operating budgets for the Town, Schools, and Water totaled \$68,500,028.00. In addition, funds for two large projects were also requested with \$24,775,000.00 earmarked for Phase II of the Town's waste water management project which will bring sewer lines to East Harwich, and \$6,750,000.00 requested to build a new Fire Department substation in East Harwich. Other funding articles requested \$4,396,264.00. There were 31 additional articles that were not funding requests that the Finance Committee, as required by the Home Rule Charter, also took positions on. There were no transfer requests from the reserve in FY 2018.

In May the Finance Committee said goodbye to three long serving members. Because of term limits, Rich Larios finished nine years, (three full terms), as a member and was required by the Charter to take a year off. He will continue to serve the Town as chairman of the Capital Outlay Committee. Edward McManus was elected to the Board of Selectmen. Noreen Donahue, also in her third term decided to continue her service on the Town's Waste Water Committee. It is no surprise to us that these experienced people continue to serve the Town. We thank them for all the work they did on the Finance Committee, and we wish them well. The Finance Committee also said goodbye to board secretary Marie Hickey who kept our minutes over many years. Her services are truly missed.

In July the Finance Committee welcomed three new members, Bonnie Kenny, Tom Sherry, and Dan Tworek to the board, and finished the final year end 3% transfers to close the books on FY 2018. In August the board reorganized naming Dana DeCosta as the new chairman, Jack Brown as vice-chairman, Jon Chorey as clerk, and Angelo LaMantia and Dana DeCosta as the representatives to the Capital Outlay Committee.

In the Fall of 2018 the Finance Committee focused on the proposed agreement to join with the Towns of Dennis and Yarmouth as a regional approach to waste water. Waste Water has and will continue to change the capital requirements of the Town for many years to come. In several joint meetings with the Board of Selectmen and the Capital Outlay Committee the Finance Committee reviewed \$71,444,313.00 worth of projects on the 7-year capital plan. For year one, FY 2020, there are \$12,179,735.00 worth of requests

with the two largest dollar amounts being for road improvements. The Finance Committee would like to express its thanks to the many volunteers that help the Town each year with countless hours of service, and we look forward to a productive year in 2019.

Thank you,

Respectfully submitted by,

Dana DeCosta, *Chairman*

Report of the **Harwich Garden Club**

Founded in 1932 by a group of energetic ladies, the Garden Club of Harwich is dedicated to encourage interest in gardening and horticulture as well as to beautify Harwich via education, conservation and cooperation with civic authorities.

In our numerous activities throughout town, we have established and maintain:

- 18 parks and gardens
- 51 containers to showcase spring, summer and fall flowers and plants
- Blooming Bouquet's monthly program that creates and sends floral bouquets (except in the summer) to various assisted-living facilities in Harwich
- Scholarships/Grants/Toolships to local school students
- Civic Beautification Awards to area businesses
- Project G-Litter
- Public Building Wreaths
- Town Pole Wreaths

It is the pleasure of The Garden Club of Harwich to participate in these many and varied activities to help enrich the natural seaside beauty of Harwich.

If you wish to make a donation to The Garden Club of Harwich, our mailing address is: P.O. Box 301, Harwich Port, MA 02646. Our website address is: gardenclubofharwich.org

Report of the **Golf Committee**

2018 proved to be another productive year for operations of the Harwich golf department. Recently the Golf committee had two vacancies. These were filled with the efforts of the Selectmen in very timely fashion. Mr. Steve Bilotta and Mr. Jack Connely were named to the committee, and both individuals have strong business backgrounds that make them ideal replacements for Jeff Williams and Mr. Robert Kingsbury. These former members served the committee very productively. The committee stands on the principle that they represent the entire Harwich community, and not just those that choose to play golf. They are a welcomed addition and will help to insure the continued success of the HGC.

This spring, ground breaking for the new Cart Barn facility was underway. The winning bid was offered by J. Cardosi construction out of Rhode Island. Despite a long and frustrating weather pattern at this time the building is 95% complete. Outside landscaping is in full swing led by DG Construction of Harwich. The company is owned and operated by Demitrius Gonsalves who has been a frequent hire for various projects around the course during the winter. His team has just completed the accent wall adjacent to the new building. This is one of the bigger projects in the beautification of the site. The necessary last steps will include additional landscaping in and around the Club house, removal of the existing Cart Barn structure, car park restoration, electrification of the building/along with the Solar component, and construction of the clean water recycling system. The workmanship has been outstanding and is a credit to all those involved. The usual delays of course have held the up project somewhat, but the prospect of being open and ready for business in May of 2019 is excellent. This facility will now house a new fleet of electric, state of the art golf carts, for the 2019 season.

On the business side of operations (please review Graph data) all major categories of revenue are up. In today's competitive golf market place, this is an outstanding accomplishment. The Director of Golf and his staff have once again excelled in providing a superior customer service based experience for both Annual Fee Players, and the general paying public at large. In fact, annual fee players at Cranberry Valley also have seen an increase in value of their membership with additional numbers of tee times made available throughout the season

Our committee's goal of growing the game was highlighted by hosting the National "Drive, Chip, and Putt" competition for young golfers, girls and boys, between the ages of 7 and 15 . We will host the Ma. State Junior Women's Championship in 2019 and the following year the Junior Men's Championship.

A key component of planning has been the use of the USGA services to Cranberry Valley. This consultation is on an every other year basis and helps to formulate strategies to improve the playing conditions of the existing golf course. This valuable input also contributes to long range planning in adjusting cart pathing, new forward tees, and reclaiming sight lines of the original layout of this Brian Silva - Geoffrey Cornish gem. In concert with this, Shawn Fernandez and his crew have once again done an outstanding job at maintaining the course and grounds. This summer water resources were stretched to the max along with an extended period of high humidity, but his crew was up to the challenge.

Negotiations with the Hot Stove have been completed. We are pleased to announce that the Hot Stove will continue for the next two years as our food and beverage provider. We also have secured a new contract with the "Bob Miller" instructional group. The public response to both these services continues to be very positive. We are truly fortunate to have them as part of the CV team.

Finally, this report would not be complete without a message from the Director of Golf, Roman Greer. Once again his contributions to this town's department cannot be stated enough. Please, continue to review his message.

Respectfully submitted,

Clem Smith, *Chair HGC*

Committee Members:

Steve Bilotta

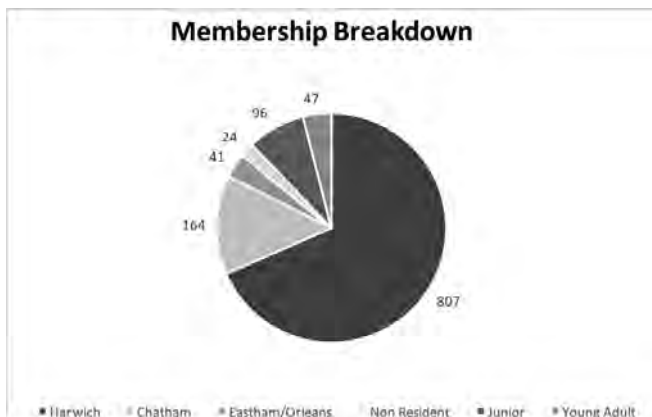
Jack Connely

John Crook

Martha Duffy (*Vice Chair*)

Tom Johnson

John Wheeler



Report of the Golf Department

2018 was an exciting year at Cranberry Valley as capital projects move forward to completion, resident memberships and participation continued to rise, overall revenues are reached new high water marks and golfer development initiatives showed promising results.

The Golf Infrastructure Project, highlighted by the building of a new cart barn that will house an electric fleet to be charged by solar power, moves forward. It was a challenge to operate the busiest 18 hole golf course on the Cape around the construction, but good planning and cooperation with staff and builder mitigated any impact on customers and events. Town Administration is currently working with Eversource to bring electric service to CV for the opening in Spring of 2019.

For the third year in a row, the number of resident Annual Fee memberships increased. We are seeing more participation than any time in recent memory. The golf course is hitting all-time highs in league play with a Monday Quota League (@40 participants per week in mid- summer), Tuesday Ladies day (100), Wednesday Men's Sweeps (140) and Thursday Twilight League (34).

Our Annual Member Satisfaction Survey once again returned great results, giving us usable feedback and showing an overall high level of satisfaction among Harwich resident members. Strong facility usage by Harwich residents was matched by non-resident fee-players.

Greens fee revenue for FY18 increased by 10% over FY17. While weather and changes to advance payment policy contributed to this increase, positive returns in nearly every revenue category (cart fees 3%, range 10%, range memberships 25%) allowed the Golf Department to set a new high in revenues at 1,856,220 in FY18 (up 4% over FY17).

Marketing the golf course, both locally and regionally, is critical to revenues. The advertising plan at CV continues to evolve from the old days of print ads in magazines and newspapers to more modern initiatives such as video ads (cable, streaming, social media), a new dynamic website (www.cranberryvalley.golf), and creation of a CV App for smart devices, direct email and Search Engine Optimization services. Cranberry Valley's stature in the regional golf landscape is also an important marketing feature.

The golf course continues to host high profile State Championships and Qualifiers. In 2018 CV hosted the MGA Amateur Qualifier. These events have

a lasting impact on the golf course's reputation among New England golfers, contribute to golf course revenues, and impact the Harwich economy in a positive way.

Our partnership with Miller Golf (Independent Golf Instruction License holder) has been a central part of golfer development, as their team run weekly men's & ladies clinics, offers individual instruction, and summer youth programs. Our staff at CV helps to oversee an award winning PGA Junior League program that, in partnership with Harwich Port GC, administers an All-Harwich league of over 80 kids. These programs feed the local school programs, where CV is a home for both Monomoy Middle and High school programs. This helps tie our programs to national initiatives and get the youth of Harwich playing and competing at an early age.

It further illustrates how active a partner Cranberry Valley is with the Harwich community. Strong support from Town Administration, the Town Selectmen and the Harwich Golf Committee have helped establish CV as a great place for residents to recreate and socialize, for nonresident guests to visit and for the regional golf community to compete. Current capital projects now and in the future will continue to enhance the golf experience at CV. This helps foster a market position as one of the Cape and Southern New England's premier municipal golf venues.

Roman Greer
PGA Director of Golf, Town of Harwich

Report of the **Natural Resources Department**

Shellfish Laboratory

The shellfish laboratory building located at Wychmere Harbor near the town pier continues to produce plantable shellfish seed each fall. This year, 674,000 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 15.6 mm 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.

In the fall, October, Shellfish mitigation funds were used to acquire large field plant quahogs. 94,000 large quahogs were planted in Wychmere Harbor, Saquatucket stony flats, Herring River, and Pleasant Bay. These shellfish will be harvestable next year.

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 21st year the Harwich Shellfish Lab conducted its high school summer aquaculture internship program. The six week program enabled students Patrick Smeltzer, Maeve Noone-Pierce, Caroline Davock, 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 Lyndsey Burns, Mike Mulane, and Jill Eastman.

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 10qt/week of shellfish. Anyone 16 or older shellfishing is required to have their own shellfish permit. Commercial permits, available to only Harwich full time residents, have always been individual permits.

Current shellfish permit rates:

Resident	\$25/year
Non-Resident	\$65/year
Commercial	\$55/year
Resident Senior (65+)	\$10/year
One-Day Non Resident	\$25/year

2018 Shellfish Permits Sold

Resident	177
Non-Resident	31
Commercial	3
Resident Senior (65+)	160
One-Day Non-Resident	65
TOTAL	<u>436</u>

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	8.9
Pails of quahogs	3.7
Pails of oysters	0.4
Pails of softshells	1.8
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 2018 data will be available after everyone has purchased their 2019 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, 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 47,698 fish.

Year	Volunteer Herring count
2018	47,698
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) continued to assist in a project 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. DMF was able to add some water flow-through holes on the sides of the chute making it less buoyant. Water level was higher than normal at Long Pond this past year and water flow is now better regulated and allows for better fish passage between the ponds.

Natural Resources with help from the Conservation department planted shrubs and bushes along the shoreline of Seymour pond. These were planted to help stabilize the bank material alongside the wooden fish way connecting Seymour Pond to Hinckley's Pond. Grass seed was also used.

Massachusetts DMF also re-installed an electronic fish counter at the Johnson's flume off Depot Street. This is the third year we have utilized this electronic counter. The herring freely passed through one of several counting tubes as they migrated up the fish ladder. The total fish tabulated over a two month period was 882,630 fish compared to 2017 when we had 284,936 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. Also, it is very possible herring spawn in the West Reservoir.

Year	DMF Electronic Herring counter
2018	882,630
2017	284,936
2016	344,133

The 60ft x 40ft lead line seine net with top floats which remained installed in the West Reservoir in order to keep migrating herring from entering the nearby cranberry bog when it is flooded worked well. We had to make some minor stitch repairs in the top portion of the net and it continued to function as required. 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 still has yet to be restored, but we very close to having this rectified so that an accurate count can be restored.

Harwich Water Quality Sampling

Harwich is truly a special place when you realize that for 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.

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 19th year of water quality monitoring. A Center for Coastal Studies report was written for the Pleasant Bay Alliance which focused on benthic habitats, fisheries, and seals. Pleasant Bay Alliance is also working on a TWMP, Targeted Watershed Management Plan in which each town, Harwich, Chatham, Orleans, and Brewster share their plans for addressing the removal of current attenuated nitrogen in the Bay. The TWMP includes technology choices, growth management, financing, implementation and contingency planning. 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.

Hinckley's Pond Remediation

In 2012 an evaluation study of Hinckley's pond determined that the internal loading of phosphorus in the benthic (bottom) layer of the pond contributes to poor water quality and blue-green algae blooms. In 2018, after previous attempts, Harwich Town meeting passed article #57 and funds from the Community Preservation Fund were made available to remediate Hinckley's pond and improve public access. Additional water and benthic samples were collected in June and a phosphorus inactivation treatment (Alum treatment) plan was developed. At the time of this writing, it has been reviewed by the Natural Heritage & Endangered Species Program and will still need final approval from the Harwich Conservation Commission. A 2007 alum treatment was successful in Long Pond and we expect similar results in Hinckley's Pond in 2019. Improvement to public access near Rt. 124 overlooking the pond will also be completed in 2019.

Comprehensive Wastewater Management Plan (CWMP)

The town's wastewater management plan transitioned into its implementation phases. The CWMP is the Town's plan to address our future wastewater needs and degradation of our estuaries. Funding was secured to proceed with the Bank Street Bogs project in conjunction with Harwich Conservation Trust. The Town also continues to work closely with Chatham and within a couple years wastewater from East Harwich will be treated at the Chatham wastewater facility.

In order to assist the general public, a WSC Wastewater Support Committee was formed. One of their accomplishments in this first year was helping homeowners negotiate financing and planning regarding their sewer system. A guidebook entitled "Homeowner's Sewer Connection Guidebook" was produced and is available at Town Hall or the Town's website.

Miscellaneous

We supported the Conservation department as they continued their role of coordinating the beach clean up day known as Coastsweep. 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 October, many freshwater jellyfish *Craspedacusta sowerbyi* were observed in Bucks Pond. This jellyfish appears sporadically in ponds and lakes and this was the first time Natural Resources was aware in 21 years that they were seen in Bucks Pond.

Harwich Aquaculture & Shellfish grant licenses are becoming a greater topic. There have been inquiries as well as a pilot kelp growing project just off Herring River. The possibility of small shellfish grants has spurred Natural Resources and Conservation departments to begin the outline and structure for a grant license and permit application procedure.

In the fall of 2018, the Natural Resources and Harbormaster Departments moved back from the Cultural Center at 204 Sisson Road to our newly constructed waterfront office located at Saquatucket Harbor. This new, modern office, will serve the public waterfront for many years to come.

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, and Conservation 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

The Pleasant Bay Alliance is an organization of the Towns of Chatham, Orleans, Brewster and Harwich. Formed through 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 and distributes public policy recommendations, technical studies and public information/educational materials, all available on the Alliance website, www.pleasantbay.org. Highlights from 2018 include:

The Pleasant Bay Citizen Water Quality Monitoring Program completed its 19th 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.

The Alliance worked with town officials from our member towns, along with representatives of Massachusetts Department of Environmental Protection (MassDEP), US Environmental Protection Agency (USEPA) and Cape Cod Commission to successfully complete the *Watershed Permit Pilot Project*. The project culminated in development of: 1) an intermunicipal agreement among the four Alliance towns to seek a Pleasant Bay Watershed Permit; 2) completion of the Pleasant Bay Targeted Watershed Management Plan; and 3) development of Watershed Permit conditions. The Alliance obtained a determination from the Cape Cod Commission that the Targeted Watershed Management Plan is consistent with the regional 208 Plan. Town Meetings in all four towns approved the intermunicipal agreement. The Watershed Permit application package was submitted to MassDEP in June, and MassDEP issued the first of its kind Watershed Permit to the Alliance towns in August. The Alliance and each member town were awarded an Environmental Merit Award from USEPA Region 1 for this work.

The Alliance applied for and obtained a \$250,000 grant from the US EPA Southeast New England Watershed grants program to fund implementation activities under the Pleasant Bay Watershed Permit.

The document entitled *Guidelines for Managing Erosion in Pleasant Bay* was finalized, incorporating comments from conservation commissions and other stakeholders.

The Alliance prepared the *2018 Pleasant Bay Resource Management Plan Update*, and obtained Town Meeting approvals of the update in all four

Alliance towns. The Update has been submitted to the Executive Office of Energy and Environmental Affairs for approval.

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**

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 2018.

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, 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 a "Book Job" rather than having it completely engineered, since its cross section (footprint of the road) is relatively unchanged, saving approximately \$300k in engineering costs. 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. The Water Department completed its \$1.2M worth of water main upgrades on Lower County Road in December of 2018, clearing the way for this project. The project is anticipated to be bid in January 2019, which should provide Town Meeting with the real construction costs rather than an estimate.

In 2016, 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 with a preliminary construction estimate of \$5.6M slated for 2022. To help pay for Harwich's esti-

mated engineering costs of \$330k, the Town signed an MOU with the Cape Cod Commission to utilize \$175k in Traffic Mitigation funds for that purpose. To date, the Town has held a kickoff meeting, 3 site walks, including one open to the general public, a brainstorming session with the public and 2 meetings with MassDOT, Cape Cod Commission, Town of Dennis personnel and the design consultant, VHB.

In 2014 National Grid placed a moratorium on new gas services due to capacity limitations in their system until they were able to upgrade their main transmission lines. Unfortunately, 9 + miles of Main Replacement Plan were in the Town of Harwich. The Town of Harwich DPW and Police Department has worked as cooperatively as we could with National Grid in an effort to get the natural gas moratorium lifted as soon as possible. Examples of this include allowing National Grid to continue construction during the summer months, which is normally prohibited, allowing some holiday and weekend work and working to resolve any conflicts as quickly as possible. These efforts should allow National Grid to lift the moratorium sometime in the spring of 2019. As part of the Town's restoration requirements, National Grid will be resurfacing all the roads in Harwich that they worked on with a curb to curb overlay once potential gas customers along the Main Replacement route are allowed gas services to be installed. The overlays are anticipated to take place sometime in 2020.

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 Department personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Divisions within the Department as workload and staffing dictate.

Building Maintenance Department

The Building 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 that are also 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 2018:

- Replaced the ten-ton air conditioning system for the Fire Station Headquarters main floor with a newer and higher efficient system.
- Removed and replaced the deteriorated siding, roof, and gutters of the Transfer Station

- Completed the repairs to the beach stairways identified in Article 23 of FY16. Repairs were made with new pressure treated lumber and composite material for treads and railings.
- Provided oversight and management for the restoration of Brooks Free Library exterior. Contract was signed in July with a January 2019 completion date. Majority of work consisted of lead abatement, replacement and repair of rotted wood and painting.
- Worked with the Assistant Administrator and Town Planner on the submission for our Green Community Designation which we were approved for in December.
- Worked with the contractor in completing the resurfacing of the Community Center gymnasium floor.
- Completed the repairs and shingle replacement on the Fire Station Headquarters roof.
- Worked closely with the contracted consultant for Accessibility compliance throughout the Town. The results have been tabulated and worked into the Capital Plan for the next few years.

This department also responded to and completed over 785 work orders (requests for service) during the 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 one part time and five full-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Library, Cultural Center, 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.

Harwich continues to participate in the Barnstable County Sharps Collection Program. This service provides patrons (free of charge) with designated sharps collection containers that can be filled with contaminated hypodermic needles and given to the Transfer Station attendant.

Of course, the main component of the facility is the removal of municipal solid waste (MSW), recycling materials, and other waste materials from the Town. The MSW is loaded into 100-yard trailers and transported to the SEMASS facility in West Wareham, Massachusetts, approximately 50 miles from Harwich. Disposal Area staff made 441 trips to this facility moving a total of 10,291 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 1,282 tons of recycled material was hauled mostly to Westport and accounted for a total of 158 trips. The last major component of the operation is known as 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 685 trips, hauling a total of 12,159 tons of C&D.

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 2018

HHP collections, the Disposal Area staff served 221 cars, recycling a total of 3435 gallons of paint, 1655 gallons of gasoline, and 2,805 gallons of pesticides, cleaners, and other materials which would be hazardous to the environment.

- The Disposal Area also collected 2,975 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 61 drainage systems
- Reconstructed 32 drainage systems
- Patched potholes and made road repairs using 43.5 tons of asphalt
- Cleaned 313 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 17, 2018
- Striped 56 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed tree pruning on 19 Town roads
- Completed road side mowing on all main roads and started on secondary roads
- Installed 54,373 sq. yds. of chip seal on 22 Town roads
- Paved 5 roads using 3080 tons of machine-placed asphalt and 160 tons of hand-placed asphalt, also loamed and seeded those road shoulders
- Re-paved Bank Street Beach parking lot using 425 tons of asphalt and installed 3 new drainage systems
- Responded to 648 work orders (requests for service)

- Maintained 11 gravel roads and 8 gravel parking lots
- Assisted in the preparation for Phase 3 of the Brooks Park Expansion Project
- Assisted the Conservation Department for 12 days maintaining both Thompson's Field and Texeira's Field, utilizing a skid-steer loader and brush mower
- Mowed and cleaned out Brooks Park Hollow
- Landscaped the area around the Artist/Vendor shed at Saquatucket Harbor

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 four full-time and four 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, with assistance from the Cemetery and Highway Departments.
- Athletic Fields – These were mowed twice 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 fifteen 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.
- Cemeteries – Assisted with burial mark-outs and lot surveying

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 sod lawn at Saquatucket Harbor with the assistance of the Highway and Golf Departments
- Assisted with the installation of a new irrigation system at Whitehouse Field
- Replaced all of the valve manifolds on McPhee Soccer 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 30 diseased trees in the cemeteries with help from the Highway Department and Seaside Arborists

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 four 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 2018:

- Prepared 115 vehicles & pieces of equipment for Massachusetts State Inspection
- Performed 67 major and minor services to Town vehicles and equipment
- Performed 1,048 repairs to Town vehicles and equipment
- Prepared and maintained trucks and equipment for roadside mowing, beach cleaning and street sweeping
- Prepared 9 vehicles for intra and inter-departmental swaps
- Prepared Town trucks and equipment for snow and ice removal
- Scheduled and supervised the installation of a Town-wide radio in DPW vehicles

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 and Open Space Committee**

The Real Estate and Open Space Committee was successful this past year sponsoring the purchase of a Conservation Restriction for the Town of Harwich on the approximately 15 acre property referred to as the “Cornelius Pond Woodlands Project”. This parcel contains 1,000 feet of shoreline on Cornelius Pond - a coastal plain pond - (also known as Eldredge Pond) located north of Queen Anne Road. With the Town’s Community Preservation funding, private fundraising and a state grant, the Harwich Conservation Trust was able to acquire this property to protect pond health, drinking water quality, and wildlife habitat.

The Committee continues to review parcels that are brought before us by individuals interested in offering their property for purchase. We listen to a presentation by the owner, arrange for a site visit, evaluate the property and then decide whether to take further action.

We have also reached out to many town boards and departments requesting information on their future real estate needs. Much time was spent reviewing town-owned parcels, owner unknown parcels, and parcels in a tax lien situation - with the intent of making recommendations for future conservation protection, for water quality protection, and/or possible community housing. The Committee has worked with the Housing Committee Chair and the Water Department to keep on top of their needs.

The Committee currently has one vacancy. We would like to acknowledge the passing of our Clerk, John Preston. He was a strong advocate for open space protection and always had a supportive and gentle way of hearing all sides of a proposal. We sincerely appreciate his many years of service to the Town of Harwich and he will be missed. We would like to thank Amy Usowski, Conservation Agent, and Michael Lach, Executive Director of the Harwich Conservation Trust for their continued support.

Respectfully submitted by:

Katherine Green *Chair*,
Dave Callaghan,
Elaine Shovlin,
Marcia Smith,
Carol Porter,
and James Donovan

Report of the **Harwich Recreation Department Youth, Park, Beach & Commission**

The Town of Harwich Recreation Department and Commission had a very successful and productive 2018. 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. The new expansion of the playground was completed and the new restroom facility is nearing completion. We also completed the Whitehouse Field Irrigation Project and the field will be ready for regular play in the Spring of 2019. We also secured funding for Phase 5 of the Brooks Park Expansion project which includes a new LED lighting system for the park. We are awaiting final revisions on a RFP to go out this Winter. This year we also completed the re-paving of Bank Street Beach parking lot which was funded at last May's Annual Town Meeting. 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; Mad Science Event, Snowshoeing Program, 3 vs. 3 Basketball League, Fall Youth Archery, Spring Beach Day Program, SNAG Youth Golf Clinic, Summer Camp Bonus Week Program, Expanded Kayak and Stand Up Paddleboard Rentals, and Adult Pickle Ball Instructional Clinics. 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, youth field hockey, 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. This program has also been aided significantly by the addition of a new 13-passenger van to the Recreation Department fleet of vehicles. Funding for the new van was secured at last May's Annual Town Meeting. 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 last year we continue to incorporate 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 2018-	230 youth program participants (even with previous year)
Summer 2018-	1250 youth program participants (8% increase from the previous year)
Fall 2018-	402 youth program participants (8% increase from the previous year)
Winter 2018-	385 youth program participants (even with previous year)
Total 2018-	2267 youth program participants (5% increase from previous year)

We also had over 450 adults and seniors participate in adult Recreation Department programming throughout the year. These numbers also do not include 9233 attendees of our very popular free open gym and game room program held in the Community Center gymnasium. Also new this year, we began Sunday Open Gym Times from 10am-3pm at the Harwich Community Center Gymnasium. The following is a monthly count of open gym attendees throughout the past year:

Jan 2016-	694	July 2016-	500
Feb 2016-	987	Aug 2016-	541
March 2016-	1101	Sept 2016-	976

April 2016-	577	Oct 2016-	852
May 2016-	601	Nov 2016-	613
June 2016-	789	Dec 2016-	1002

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	\$12,400	(13% decrease from 2017)
Daily Beach Parking Passes	\$79,340	(4% decrease from 2017)
Beach Sticker Sales	\$309,292	(14% increase from 2017)
General Fund Program Fees	\$14,100	(even with 2017)
Food Vendor Bids for Town Beaches	\$15,500	(even with 2017)
Beach Parking Violations	\$16,550	(23% decrease from 2017)
Total Deposit to General Fund	\$447,182	(4% increase from 2017)

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 2018 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. We also offered a new bonus camp week program at the end of August for local residents that was also very successful and well attended.

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 65 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 Emily Mitchell, 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, 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 Jordan Fisher Scholarship Fund,

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 Insley, Heath Teixeira, 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, Madeline Hastings, Aoife Daly, Abby Sullivan, Emily Celia, and Rachel Cardillo.

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 be able to 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 **Traffic Safety Committee**

Last year in our town report we requested that citizens report on intersections and roadways that may need improvements. Two concerns brought to our attention were intersections at Rt 39 at Chatham Road and Miles Street at South Street. The Town is presently working on these concerns. Due to relocating electric power poles, memorial monument, water lines, a fire hydrant, engineering requirements, etc., they are taking more time than originally anticipated. We are learning that these types of issues can be costly and time consuming.

We were requested to develop a crosswalk policy that would streamline the review process. This was approved by the Board of Selectmen and may be the first such policy on Cape Cod. Thanks to all who contributed their knowledge and time. Subsequent to this issue, the committee was asked to research and propose a traffic calming policy.

The Town has long been seeking improvement (beginning in 2004) to the on/off ramps at Rt 124 and Rt 137 off Route 6. Due to their obsolete design (the road was built in the 1950's), this has caused many problems for the Town of Harwich. The Cape Cod Commission was requested by the Board of Selectmen to review the traffic incidents and the reasons for the incidents: high accident rate due to these outdated ramps. These findings encouraged the State to request the Cape Cod Commission review all of Rt. 6 and on/off ramps on Route 6 from the Sagamore Bridge to Exit 12, Orleans. The Cape Cod Commission is currently working on a report for these issues with suggestions on how to appropriately address.

A busy summer has brought many speeding concerns and complaints. The speed limits are set by the State, thus a difficult process to change, may result in increased versus requested lower speed limits. The town is planning to purchase more of flashing speed radar signs in efforts to reduce speeding.

On a more local level we continue to work with town departments and committees to make improvements in Harwich. If you have any suggestions or concerns, please contact us online or through Town Hall.

With many thanks,

Traffic Safety Committee

Jerry Beltis, *Chair*
Robert Cafarelli, Linda Cebula,
Aram Goshgarian, Linc Hooper
Gerard Scannel

Report of the **Wastewater Support Committee**

The Wastewater Support Committee (WSC) advises and informs the Board of Selectmen on the implementation progress and issues regarding the Comprehensive Wastewater Management Program (CWMP). Special attention is given to effective and timely public outreach including resident input, discussions and concerns regarding sewer connections.

The WSC meets a minimum of twice monthly throughout the year. All meetings are televised on Channel 18 and the public is encouraged to attend and participate. The committee consists of five residents appointed by the Selectmen.

During 2018 the following activities were undertaken by the WSC:

- Reorganized the Wastewater segment of the town website to make it easier for the public to locate information.
- WSC members attended voter information meetings in the run up to the Annual Town Meeting.
- Presentation made to the local realtors group to provide them with information regarding the effects of the wastewater program on real estate transactions.
- Facilitated a presentation and discussion of the Barnstable County Septic Loan Program by Kendall Ayers from the county.
- Met with the local banking community (3 institutions) to explore opportunities for homeowner financing of sewer connection costs.
- Developed and published a 2 page handout entitled, **“5 Steps to Hook Up to the Town Sewer System”** which is available on the website.
- Developed and published a comprehensive, **“Homeowner’s Sewer Connection Guidebook”** which is also available on the website.
- Both documents cited are available in hardcopy at Town Hall, Brooks Library and the Harwich Chamber of Commerce.
- The committee toured the Cold Brook Project area to better understand this ongoing project which seeks to reduce the level of nitrogen and therefore potentially reduce the number of sewer connections in the Saquatucket Watershed.
- The committee worked with all parties to develop a roles & responsibilities document to support the retention of a Wastewater Project Manager.

The committee wishes to express its appreciation for the wastewater program support we have received from Meggan Eldridge (Health Director), Dan Pelletier (Water/Wastewater Superintendent), Chris Clark (Town Administrator) and our Board of Selectmen liaison Larry Ballantine. Our appreciation is also extended to Chris Harlow for his contribution, and whose tenure ended in June, 2018.

Respectfully submitted,

Sharon Pflieger, *Chair*
Peter Hughes, *Vice Chair*
Noreen Donahue, *Clerk*
Richard "Val" Peter
Ann Howe

Report of the **Board of Water Commissioners** **Water Department**

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 of 2018.

2018 Public Water Systems Awards

The Harwich Water Department was recognized by the Senate, House of Representatives, and Massachusetts Department of Environmental Protection for having won the Public Water Suppliers award for three consecutive years!

Operations

The Water Department offers a wide variety of services from seasonal water turn on/off, new and renewal water service installation, utility mark outs, final readings for property transfers, backflow inspection and much more. Below is a summary of services performed in 2018:

Projects & Accomplishments

2018 was an eventful year for the Harwich Water Department. Please find some of the more notable projects & accomplishments below:

- Water Main Upgrade Project on Lower County Road
 - Increased the diameter of the pipe under the Allen Harbor Bridge from 12" to 16"
 - Moved 76 water services from the 8" water main to the 16" water main
 - Connected all abutting street to the 16" water main

- Installed six 16" line gates
- Installed 9 fire hydrants
- Abandoned 8" water main
- Completed 20-year Water Management Act permit application
- Continued large meter replacement program
- Implemented quarterly billing
- Installed new well level transducers at all wells
- Revised the Department capital plan & conducted a rate study
- Continued facility upgrades, including but not limited to, remove/replace insulation and ceilings in wells 8 & 9, replace electrical service to Well 2, replace wooden trim with PVC board Stations 1, 2, 4, 8, & 9, re-seal the base of the Oak St. tank, replace lighting throughout department properties fixtures with LEDs

Water Rates and Financial Overview

With the implementation of quarterly billing in 2018 the water rates were restructured, but not increased. The Department is currently analyzing current water rates to determine what impacts funding future capital projects may have in the years to come.

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 Capital 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.

FY18 Financial Summary

Expenses

Salary and Wages	1,178,350
Supplies, Services & Maintenance/Repair	1,289,663
OPEB Contribution	50,000

Debt

Indirect Expenses; Insurance & Employee Benefits	767,712
--	---------

Total Expenses	650,178
-----------------------	----------------

3,935,903

Revenues

Water Rates & Recurring Services	3,562,136
Service Repairs & Technical Services	77,479

Service Tight Protection Plan	63,316
Solar Revenue	138,000
Backflow Inspection	20,333
Water Service Installation and Renewals	148,662
Late Fees, Interest, Lien Collection & Penalties	85,303
Wireless Communications Lease	157,154
Total Revenues	4,252,382

Articles (ATM17 for FY18)

ATM17 #10 Town Radio Project-Water Portion	33,930
ATM17 #23 Vehicle Replacement	107,856

Water Enterprise Fund Balance Summary

FY18 Fund Balance	1,116,662
FY18 Abatements & Adjustments	19,907

Capital Planning

In 2018, the Board of Water Commissioners and Department staff evaluated the aging infrastructure, water consumption forecasts, revenue projections, and the current debt schedule to identify and plan for the future capital needs of the Department. The Department also worked with Tighe & Bond to review the financial impacts of the proposed capital plan and how it will affect water rates.

- Fiscal Year 2020
 - Lothrop Ave – Water main repair
 - Pleasant Lake Tank - Increase diameter of fill pipe
 - Main facility generator replacement
 - Mini excavator replacement
 - (1) Fleet/Truck replacement
- Fiscal Year 2021
 - New source exploration
- Fiscal Year 2022
 - Route 28 Water main replacement design
 - Station 8 Generator replacement
- Fiscal Year 2023
 - Route 28 Water main construction
 - New Well Construction
 - (2) Fleet/Truck replacement
- Fiscal Year 2024
 - Pavement Management - Well access roads

- Fiscal Year 2025
 - Paint Pleasant Lake Tank
 - (1) Fleet/Truck replacement
- Fiscal Year 2026
 - Water main Upgrades - Pipe Discontinuity

System Maintenance

The Department experienced a number of larger water main breaks in 2018, most of which occurred on Route 28 (installed in the late 1930s and early 1940s). Regular distribution maintenance helps minimized the impact to residents and businesses during repairs. For this reason, 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 tank 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

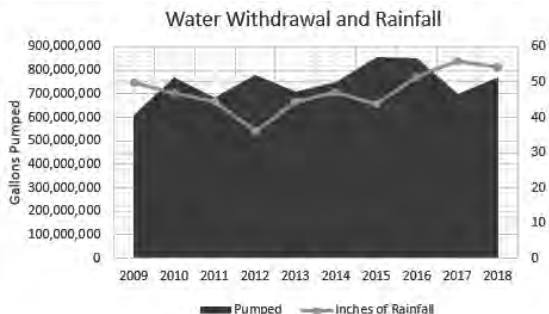
Water System

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 9,989 metered accounts, 126 fire sprinkler accounts and 1,360 fire hydrants for fire protection.

Water Withdrawal

The Water Department pumped 772,591,156 million gallons of water from our wellfields during 2018. 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 Department 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

As property owner, you are responsible for the repair and maintenance of your water service, and until a problem occurs, you could incur thousands of dollars in repair costs. Harwich Water offers a Service Tight Protection Plan which covers the costs of repairs to your service in the event of a sudden leak. The cost is \$17 per quarter for an annual fee of \$68. You can enroll and learn more by visiting harwichwater.com or by calling the department for a brochure.

Drought Management and Conservation

The Water Department has 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 90 days) and 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 October 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 2019, the Board of Water Commissioners would like welcome Judith Underwood to the commission who has taken the place of long-time commissioner Danette Gonsalves. 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

Allin Thompson, *Chairman*
Gary Carreiro, *Vice Chairman*
Judith Underwood, *Clerk*

SCHOOLS

Report of the **Superintendent of Monomoy Regional School District**

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 2018 calendar year for your local schools.

The Graduating Class of 2018

June 3, 2018, again found the white tent standing upon the front fields at Monomoy Regional High School, welcoming 111 seniors and their friends and families to celebrate the commencement of the Class of 2018. Francesca Barr was the valedictorian and Grace Boyle was the salutatorian this year. Francesca Barr also received the Massachusetts Association of School Superintendents' Certificate of Academic Excellence Award, acknowledging her exemplary grade point average and contributions to the school and community.

Developing the District's Next Strategic Plan

On September 29, 2018, more than 100 parents, teachers, students, administrators, and community members participated in a Strategic Planning Focus Group to offer collective guidance on the future direction of our schools. Those gathered heard reports from the Superintendent and each Monomoy principal conveying recent successes and existing challenges for the district and its schools. Given the fast pace of our ever-changing digital world and the demographic shifts happening in our region, attendees were encouraged to think about the future of our community, country, and world as we launch Monomoy's current students into the future, keeping in mind that our current kindergarteners will be receiving their high school diplomas in 2031.

Participants in this Strategic Planning Focus Group discussed ways in which Monomoy is effective, where we can improve, and what obstacles we might need to overcome to realize improvement. The participants were divided into smaller focus groups, providing feedback, insights, and creativity in their responses to four questions:

- What are the strengths of Monomoy's programs?
- What do you see as Monomoy's areas of possible improvement?
- In order to meet the needs of all learners and to position each graduate to be successful in 2030 and beyond, what enhancements should be made in the next three years to advance Monomoy's excellence?
- What factors might hinder Monomoy in making significant progress in achieving an audacious Strategic Plan for the next three years and how might we address these?

The table notes from each group were compiled to capture the collective contributions of the 100+ participants, and every individual was able to identify their personal priorities related to each of the above questions. This feedback, along with the unabridged notes generated by each table, was passed on to a 15-member Strategic Planning Steering Committee, comprised of Monomoy administrators, school committee members, teachers, parents, and a community member.

The Steering Committee met 10 times over a two-month period to draft a new Strategic Plan. Committee members combed over the raw table notes, synthesized this with prioritized feedback from the Strategic Planning Focus Group, and was briefed on district and building-level data by the superintendent and principals. Together they distilled the data and feedback, identified four themes (which became the strategic objectives), and determined the initiatives required to achieve each strategic objective. Action steps, measurements of progress, and a timeline were specified by the Steering Committee for each strategic initiative. The four strategic objectives underpinning the 2018-2022 Strategic Plan:

1. Expand Community Engagement and Partnerships by focusing on families' equity of access, increasing community involvement, and further embedding service learning within the curriculum.
2. Strengthen Social and Emotional Well-Being through a deliberate focus on the development of healthy, supportive relationships and a fully integrated social-emotional learning curriculum.
3. Close the Achievement Gap by developing and implementing targeted instruction and supports to improve outcomes for the largest and most persistent achievement gaps.
4. Improve Curriculum, Instruction and Assessment for All Learners by ensuring our collective practices are focused on students, preparing them for college, career, and life as members of both a local and global community.

This plan was presented to and adopted by the Monomoy Regional School Committee on December 13, 2018 and will guide the district's efforts for the next three school years (through 2021-2022).

Academic Excellence

At the high school's 5th Annual Breakfast of Excellence in November, students were recognized for high achievements on Advanced Placement exams and on their 10th Grade MCAS tests. Sage Barnes was recognized for a perfect score on the state's Grade 10 ELA MCAS. Shannon Holbrook was recognized for a perfect score on the state's Grade 10 Math MCAS. In addition, Kyla Gilley was recognized for a perfect score on the state's Grade 8 STE MCAS. Based on the high achievement on 2018 ELA, math, and science MCAS exams, 31 Monomoy students, representing 28% 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 2018 for receiving scores of 3 or higher on three or more AP exams. Our AP Scholars were Cameron Archibald, Samantha Barr, Emma Burke, Perry Comeau, Riley Demanche, Nicholas Gould, Livia Graham, James Kiernan, Madison Leonard, Lillian MacAskill, Samantha Mahoney, Isabell O'Donnell, Elizabeth Pandiscio, Alan Papenfus, Nicholas Russell, Lucy Ryan, Veronica Simundson, Isaiah Stafford, Benjamin Teele, Doug Ulrich and Lauren Walsh. 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 Jacob Poitras, Tommye Wall, 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 taken and scores of 3 or higher on five or more AP exams. Our AP Scholars with Distinction were Francesca Barr, Grace Boyle, Sophie Clingan, Benjamin Thomas, and Owen Van Sickle.

Monomoy Preforming Arts and Athletics

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 *All Shook Up* in the spring and Stephen Gregg's play *Trap* in the fall. The middle school's spring production was *The Wizard of Oz* and the fall production was *The Bluebird of Happiness*.

The 2018 Calendar year was another exciting and successful year for the High School athletic program. Monomoy's teams were quite competitive in the Cape and Islands League, and a majority of the teams made post-season tournament play.

Monomoy's winter sports teams found the boys varsity basketball team finishing second in the Cape and Islands League and as South Sectional Finalists. They were led by league all-stars Eli Nickerson, Isaiah Stafford and Nick Meehan. Girls varsity basketball just missed post season play by one game.

They were led by league all-stars Maddie Leonard and Maggie Dever. The girls were also awarded the IAABO Board 152 Team Sportsmanship Award. Boys Varsity Ice Hockey continued their coop with Mashpee and had a great season, led by seniors Griffin Handler and Will Whatola. Girls Varsity Ice Hockey continued their coop with Nauset and Cape Tech and finished the season with much improvement, led by Senior All Star Maura Blute.

The spring season saw success of the varsity softball team and their League Championship. Mollie Charest was named league MVP for the second straight year. League all-stars were Emma Thacher, Mollie Charest, and Samantha Barr. Baseball finished second in the league, led by all-stars Nathan Amaker, Logan Routhier, and Sean Gould. The Girls Track and Field team was led by League MVP Tara Barry and all-stars Margot Dery and Caroline Davock. Boys track and field was led by Steven Young, Perry Comeau, Aidan Melton, and Jon Frisbee. Boys and girls lacrosse made the state tournament for the first time in program history. Boys Varsity lacrosse was led by all-stars Connor Santoni, Kyle Charlot, and Connor Deveau. Girls varsity lacrosse was led by all-stars Emma Mawn, Madison Rush, and Kelsey Olson. Girls varsity tennis was led by league all-star Lindsay McDonald. Boys varsity tennis was led by league all-star Caleb Petit. The varsity girls golf team had another great season. They were led by all-stars Caroline Howard and Maddie Leonard. The sailing team competed in the NESL and had a great season.

The fall teams kicked off our school year with some great successes. Field hockey finished the season as Cape and Islands Champions for the third straight year. They were led by league MVP Aoife Daly and all-stars Nikki Awalt, Alison Barrett, and Caroline Howard. Football was led by Mayflower League all-stars Elijah Beasley, Mark Pawlina, Isaac Hart, Kyle Charlot, and Chevar Shakespeare. Girls varsity soccer made the state tournament, winning their first game and hosting Hull in the quarter finals. They were led by league all-stars Kelsey Olson, Abigail Higgins and Maggie Dever. Boys varsity soccer also had a great season and qualified for state tournament play. They were led by all-stars Clifton Wilson, Logan Routhier and A.J. Williams. Girls and boys varsity cross country finished a great season behind all-stars Margo Dery, Caroline Davock, Francesca Marchesi, Steven Young and Ryder Robbins. Boys varsity golf was led by league all-star seniors Jason Masiello and Ian Johnson.

Finance and Capital Projects

The FY18 General Fund budget presented to each community's Town Meeting was \$38,115,065, a 4.84% increase over the prior fiscal year. The FY19 General Fund budget was \$39,708,354, a 4.18% increase over FY18. Detailed budget information is always made available on the school district's website and is provided to each town's library and Town Hall, per the district's 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 FY18 was 73.48% Harwich (26.52% Chatham), and increased slightly towards Chatham in FY19, with a three-year rolling average split of 73.25% Harwich (26.75% 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 FY19 Assessment for Chatham (including debt) was \$9,210,686, a 3.01% increase over the prior fiscal year. The FY19 Assessment for Harwich (including debt) was \$25,609,390, a 3.43% increase over the prior fiscal year.

Monomoy's FY19 budget season found mutual support from the selectmen and finance committees in both towns. The FY19 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 2018 calendar year, several capital and technology improvements (each over \$3,000) were made, including:

- Roof repairs to Chatham Elementary School and Monomoy Regional Middle School
- Replacement of carpets in science rooms at the Middle School with vinyl tiles
- Completion of the Concession Stand and Bathrooms at the Monomoy Regional High School athletic fields
- Upgraded wireless networks at Chatham Elementary School and Harwich Elementary School

Enrollment & School Choice

The ratio of Harwich to Chatham children based on the district's "foundation enrollment" for the fiscal year was 73.54% Harwich (26.46% Chatham) in FY18, this increased slightly for Harwich to 73.97% (26.03% Chatham) in FY19. 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 2018 school choice enrollments, the district received 245 students through the school choice program, and with them came \$1,352,531 in tuition. The district concurrently has paid out \$1,387,208 in school choice tuition for 223 Chatham and Harwich children attending school in other districts. This represents 6 fewer students attending Monomoy via school choice than the prior year, and 12 more resident students choosing to attend other districts.

The 2017-2018 academic year saw a 7-student decrease in Chatham and Harwich resident students opting for more expensive charter schools. The total number of children opting for area charter schools decreased to 67 students; however, these 67 students take with them a net \$1,146,659 in charter school tuition from the district's operating budget.

Staff Retirements

During the 2018 calendar year we bid farewell to a number of retiring educators from our district. Combined, this group dedicated 314 years of service to the children of Harwich and Chatham. We appreciate and honor the service of each:

Leslie Chizek, Speech and Language Pathologist, MRHS, 18 years
Darlene Coy, Math Teacher, MRMS, 17 years
Dave Demers, Custodian, MRHS, 25 years
Maria Dyer, Instructional Teaching Assistant, CES, 29 years
Judy Fratus, Special Ed Teacher, MRHS, 27 years
Debra Greig, Instructional Teaching Assistant, CES, 18 years
Linda Jordan, Cafeteria Employee, MRMS, 26 years
Nancy Koch, Teacher, CES, 29 years
Peter Moynagh, Teacher Assistant, MRHS, 19 years
Janeen Murray, Cafeteria Employee, HES, 29 years
Mary Lou Poignand, Instructional Teaching Assistant, MRHS, 15 years
Joan Roberts, Art Teacher, MRMS, 19 years
Barbara Susko, Administrative Assistant to the Superintendent, 9 years
Karen Sylver, Instructional Assistant, MRMS, 23 years
Jamie Vient, Special Ed Teacher, HES, 11 years

Transition in the Director of Curriculum, Instruction, and Assessment Role

Dr. Carla Blanchard, who had served as Monomoy's Director of Curriculum, Instruction, and Assessment since the formation of the district, chose to retire after serving 25 years within the former Harwich Public Schools and the current Monomoy system. Dr. Blanchard began her career at Harwich Middle School in 1993 when she was hired as a French and Spanish teacher. In 1997, she was hired to teach French at Harwich High School, and was promoted in July of

2012 to Director of Curriculum, Instruction, and Assessment. Over her career, Carla's outgoing personality, commitment to others, and passion for education found her supporting the success of hundreds of students and teachers alike.

An open and far-reaching search process for Carla's successor found the hiring committee unanimously recommending Marc Smith to assume the duties of the Director of Curriculum, Instruction, and Assessment. This was for Marc somewhat of a homecoming, having previously served as the Supervisor of Elementary Curriculum and Instruction with Harwich Public Schools, a role which was partly involved in aligning curriculum during the early stages of the district's regionalization. Marc left Harwich Public Schools in 2013 and served as the Principal of the Forestdale School in Sandwich for five years prior to returning to Monomoy.

A new Principal for Harwich Elementary School

The end of the 2017-2018 school year also found Harwich Elementary School's principal Sam Hein stepping down after a long career in education. Sam was Monomoy's "senior" administrator, serving in the role of Principal at Harwich Elementary for 12 years. Again, an open and far-reaching search process was conducted to fill this role, and the ideal person to succeed Principal Hein, was found "in-house." Harwich Elementary School's Assistant Principal, Mary Oldach, was the unanimous choice from the hiring committee.

Advancing the Monomoy Mission

Whether it be in the classroom, on the athletic fields, in the performing arts, or our extracurricular programs, we offer a vibrant and strong educational program for children. As a district, we hold true to our Mission Statement, being "a community of learners of all ages focused on building knowledge, positive character, and resiliency in a safe, supportive, creative, and challenging environment." We are committed to work with all stakeholders in advancing this mission by implementing the district's 2018-2022 Strategic Plan, and greatly appreciate the many individuals who played a role in the Strategic Plan's development. We've come a long way over the past five years as a fully regional district, and with the continued support of our stakeholders, the best is yet to come.

Proud to be a Shark,

Dr. Scott Carpenter
Superintendent

Monomoy Regional School District

*More information about Monomoy Regional School District,
including the full 30-page 2018-2022 Strategic Plan,
can be found on our website at www.monomoy.edu.*

Report of the **Cape Cod Regional Technical High School District**

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school. CCRTHS students meet the same academic standards required by the state as our sending schools.

District Towns: Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

Mission Statement: 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.

Strategic Objectives:

- 1.) Engage and retain students,
- 2.) Empower, develop and retain staff,
- 3.) Strengthen our identity as a premier Technical High School,
- 4.) Increase students 21st Century skill sets to succeed in a changing technological environment and global community,
- 5.) Enhance the CCRTHS image to attract students and improve community presence.

Enrollment: For school year 2017-2018, on October 1, 2018 we had **591** students enrolled in 17 different technical programs.

Operating Budget: For school year 2017-18 (FY18) there was a total operating and capital budget of **\$14,732,000**. Formulation of the annual budget and town assessments are based on the previous school year's October 1 enrollment.

News on the New School Building Project: Once again Cape Cod Regional Technical High School wishes to thank all twelve towns for approving our building project. We will soon be starting construction in January 2019. For more information go to: <http://www.capetech.us/domain/50>.

Town of Harwich: The town of Harwich had **77** students enrolled at CCRTHS as of October 1, 2017. The assessment for Harwich in FY18 was **\$1,487,362** based on the previous year's enrollment.

Highlights from Cape Cod Tech 2017-18 School Year

- Graduated 137 seniors in June 2018; twenty-one from Harwich.

- CCRTS technical shops provides services to the public, allowing communities to realize significant savings of more than **\$411,299** in total labor charges across 17 shops.
- Accolades go the school newspaper *Tech Talk* for winning numerous prestigious awards this year, including but not limited to: the American Scholastic Press, Colombia Scholastics, Youth Journalism International, New England Scholastic Press Association and the Massachusetts Press Association. The journalist students and instructor Scott Dalton deserve high praise.
- Through the generosity of Cape Cod community organizations, charities and family memorials, CCRTS presented 66 toolships and 79 scholarships to the graduating class of 2018 for a total of **\$220,675**.
- Thirty-Eight students received John and Abigail Adams Scholarships; six from Harwich.
- The National Technical Honor Society honored 57 students; ten from Harwich.
- At the SkillsUSA District level competition, 91 students attended of which 18 students medaled; two from Harwich. Medals won: 4 "Perfect Gold", 4 Gold, 5 Silver and 5 Bronze.
- At the SkillsUSA State level competition; 65 students attended of which 16 students won medals. Medals won: 2 Gold, 4 Silver and 2 delegate seats. Three students qualified to go on to the National Competition, including.
- At the 2018 Future Farmers of America (FFA) Massachusetts State Convention, 8 Team Awards were received by 15 students, including two students from Harwich. Awards included: 1st Place Reporters Scrapbook, 1st Place Turf Management, 2nd Place Agri-Science, 2nd Place Nursery Landscape, 3rd Place 11th Grade Skills Demonstration, 3rd Place Quiz Bowl Team, 3rd Place Floriculture; and also received the 100% Chapter Award.
- In Auto Collision, 150 jobs were performed for the public; community outreach projects were completed for Cape Cod Cares for the Troops, U.S. Park Service, Town of Chatham and Girls Scouts. All juniors were successfully certified in OSHA and all seniors achieved Chapter 74 Auto Collision certification.
- The Auto Technology program is involved with national training programs that help students achieve certifications. Students competed in MA Auto Dealers Competition and SkillsUSA. Local car clubs presented demonstrations and many industry-related field trips were taken.

- The Carpentry Department follows the curriculum of the National Center for Construction Education & Research; and participates in school-wide reading and writing initiatives. This year the shop had 7 females enrolled and 8 students on Co-Operative placements. All juniors and seniors completed OSHA certification.
- The Cosmetology program graduated all seniors, and each passed the Cosmetology State Board Exam. Junior class students passed the Nail Technician State Board exam and OSHA certification. The program has integrated Chromebook, digital text books and appointment scheduling software into their curriculum. Community service included *The Wig Bank* and *Mannies for Nannies*.
- Culinary Arts trained and certified 10 students in ServSafe sanitation. Students learned Point of Sale software in The Cove Restaurant, created a Grab & Go menu, added themes to the buffet specials and were engaged in community events and food preparation for school district events.
- The Dental Assisting program is currently a two-year program for 11th and 12th grades. Five seniors graduated, all participated in 4-week internships in local dental offices and achieved their MA Certification in Radiology. The program is well-respected in the dental community.
- Design & Visual Communications is a new name for the Graphic Arts program, having earned a new Chapter 74 certification with DESE. This involved more challenging curriculum by adding more web design and motion graphics to increase higher caliber course work.
- Early Childhood Education relied on their multiple training certifications to prepare their students. They attended numerous workshops and field trips related to working with children. This is the final year for this shop.
- The Electrical Department boasts a 96% attendance rate, a 50% increase in student participation in SkillsUSA competitions, and had 11 juniors and seniors on Co-Operative Education placements in the local work force. The senior class salutatorian was a student of the Electrical Shop.
- The Engineering Technology Shop has phased in Algebra 2 and Calculus to their curriculum. Students were assigned to new equipment, received through a grant, to investigate and prepare user manuals and then present their work to their class.
- Health Technologies students had the highest grade point average of all shops. All juniors successfully passed their CNA. Seven students were placed in internships, three at Cape Cod Hospital, and two in pharmacy training with CVS evolving into gainful employment.

- The Horticulture program increased student participation in job shadowing, internships and Co-Operative Education placements. The program took advantage of the training opportunities of tree removal and replanting for the new building project as well as multiple community projects at Pleasant Bay Boating, Eddy Elementary School, Harwich Little League, Habitat for Humanity, and The Wellfleet Audubon Society.
- The HVAC program completed its implementation of a new online text and workbook and consistently used Google classroom for teaching. For the second year in a row HVAC was the first choice placement by 9th graders after the exploring all shops.
- Marine Services integrated ABYC standards into their curriculum in order to provide their students with industry recognized certificates. All freshman successfully completed certification in Boating Safety.
- The Information Technology shop introduced their students to a new online Robotics coding course and several educational gaming products. Sophomores and juniors worked in small groups. The curriculum for seniors was rigorous with ten seniors earning a total of 26 certificates.
- The Plumbing Department had two new teachers this year and added members to their advisory board. Thirteen students participated in Cooperative Education placements in local businesses; ten seniors achieved Massachusetts Plumbing Board Tier 2 certification; and one senior was selected as the school's Vocational Student of the Year.
- The Welding Shop completed all work assignments during the year in a digit form using G-Suite. Efforts to improve attendance were very successful, as was retaining students. There was a positive shop environment during this final year of the welding program.
- The Cooperative Education program placed a total of 88 junior and senior students with local businesses, enhancing their skills through Co-op placements, internships or practicums. The program also sponsored a Fifth Annual Student Job Fair with the entire student body participating and 51 employers seeking to hire skilled employees.
- The Business Education/21st Century Learning Department enhanced their skill-building curriculum with: customer service and active listening skills, ethical business practices, and a framework to rate the academic portions of the students' technical training. This department also hosted the Sixth Annual Credit for Life event sponsored by Cape Cod 5 Bank.
- The English Department's Journalism class delivered an award-winning year for the student newspaper, *Tech Talk*, including 1st Place American Scholastic Press Association, Silver Medal Columbia Scholastic Press and numerous other prestigious awards. Advanced Placement (AP) courses continued in high demand and all students passed MCAS ELA.

- The Math Department successfully implemented an online Pre-Calculus course and an after school Math Lab during the year. Department members worked individually and collectively on the ability to teach problem solving skills within their lesson plans.
- 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 increased the use of electronic formats, such as having students use Google sheets to record and analyze data. Teachers used Google classroom to post and accept assignments/assessments, communicate with students, and prepared test strategies for the MCAS Technology and Engineering, which 9th graders completed in June.
- The Social Studies Department completed its first year of an Advanced Placement (AP) Government course. Both this course and AP History have larger classes pre-registered for next year. Also the curriculum for Contemporary World Cultures was expanded to meet the challenges of the 2018 world. The Criminal Justice course offered mock trials and the department continued to focus on special activities to honor US Veterans.
- The Spanish Department hosted a highly successful multicultural festival this year, which is anticipated to be an annual event.
- The Special Education Department continued progress with using data collection to improve student academic achievement. The department also worked collaboratively to expand social emotional learning curriculum and strategies for all students, not just special education.

Please visit our website: www.capetech.us for more information.

Respectfully submitted,

Lee Culver

Robert J. Furtado, *Vice-Chair*

Harwich Representatives to CCRTHS School Committee

FINANCE

Report of the **Board of Assessors**

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.

In 2018, the Department of Revenue has opined that the Senior Tax Credit can be combined with a Senior Work-Off Program, established by Town Meeting and overseen by the Assessing Office and the Council on Aging which will raise the level of assistance to our seniors up to \$3,000 per year. This is a result of the annual Town Meeting raising the Senior Citizen Tax Credit to \$1,500 per qualified taxpayer. A similar article was proposed to allow other communities in the Commonwealth to do likewise as a local option. An article has been prepared for May of 2019 to continue the program until the Commonwealth approves the local initiative.

The Town of Harwich utilizes a quarterly tax billing system. At a publicly held 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 \$8.67 per \$1,000 valuation for FY 2019, a reduction from the FY 2018 tax rate of \$8.80. Total value of real property in Harwich is now over 5 Billion Dollars. Values are up an average of close to 7%.

The ever changing real estate market continues to impact the value of the Town. The market had been on an appreciating trend, with moderation in the third and fourth quarter. Real estate markets are cyclical and require the Assessor Office to inspect approximately 1,000 properties each year to verify appropriate assessment data. The 2019 assessed values are product of sales that occurred in 2017, 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.

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 the staff for their continued assistance in meeting the goals of fair assessments and timely issuance of tax bills to the community.

FISCAL YEAR 2019

The taxable value of all real and personal property assessed:	\$ 5,683,494,390.00
Total amount to be raised:	\$ 76,623,482.00
Total estimated receipts and revenue:	\$ 27,347,585.63
Net amount to be raised by taxation of real and personal property:	\$ 49,275,896.37
Tax rate for each \$1000 value assessed:	\$ 8.67
Total number of tax bills:	16,256

MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2018

18,945- Bills were issued with a valuation of:	\$ 116,281,200.00
- Amount of tax:	\$ 2,448,346.71
564 - Abatements were issued in the amount of:	\$ 74,043.21

BOAT EXCISE ISSUED IN FISCAL YEAR 2018

1,340 -Bills were issued with a valuation of:	\$ 6,324,000.00
- Amount of tax:	\$ 62,930.66
177 - Abatements were issued in the amount of:	\$ 8,336.81

Respectfully submitted,

Richard J. Waystack, *Chairman*
Bruce W. Nightingale
Jay Kavanaugh

**TOWN OF HARWICH
BOARD OF ASSESSORS
732 MAIN STREET
HARWICH, MASSACHUSETTS 02645
TEL: 508-430-7503—FAX 508-430-7086**

FY 2019 TAX RATE \$8.67

\$541,900	+6.55%	Average Single Family	\$4,692.85	+\$236.52
\$394,800	+5.70%	Median Single Family	\$3,418.97	+\$142.73
\$151,500	+9.04%	Median Vacant Residential Lot	\$1,311.99	+\$ 99.35

FY 2018 TAX RATE \$8.80

\$506,403	+6.20%	Average Single Family	\$4,456.35	+\$195.60
\$372,300	+6.39%	Median Single Family	\$3,276.24	+\$150.19
\$137,800	+7.47%	Median Vacant Residential Lot	\$1,212.64	+\$ 68.96

FY 2017 TAX RATE \$8.97

\$475,000	+3.07%	Average Single Family	\$4,260.75	+\$ 84.92
\$348,500	+2.38%	Median Single Family	\$3,126.05	+\$ 40.44
\$127,500	+1.19%	Median Vacant Residential Lot	\$1,143.68	+\$ 0.86

FY 2016 TAX RATE \$9.07

\$460,400	+2.22%	Average Single Family	\$4,175.83	+\$135.74
\$340,200	+3.91%	Median Single Family	\$3,085.61	+\$148.83
\$126,000	+1.61%	Median Vacant Residential Lot	\$1,142.82	+\$ 30.54

Report of the **Finance Director**

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, and boards and commissions, 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.

Major accomplishments in FY18 included the following:

- Received the Certificate in Achievement for Excellence in Financial Reporting for its comprehensive annual financial report (CAFR) for the fiscal year ending June 30, 2017
- The Town's AA+ Bond Rating from Standard & Poor's rating agency was reaffirmed as well as the Town's SP-1+ short term credit rating, the short term rating is in the highest category by Standard & Poor's
- Completed a \$12,525,000 General Obligation Bond (GOB) borrowing with a very desirable net interest rate of 2.799%
- Completed two General Obligation Borrowing Anticipation Notes (BANs) totaling \$18,195,150
- Conducted comprehensive internal control assessments with all departments
- Drafted Fraud Risk Assessment Policy

The following pages include abbreviated financial statements for the Town of Harwich for the year ending June 30, 2018. These statements reflect the Town's financial position in accordance with the Uniform Municipal Accounting System (UMAS), required by the Department of Revenue. Once again the town has prepared the Comprehensive Annual Financial Report (CAFR), the report includes all financial transactions summarized in accordance with Governmental Accounting Standards and audited by an independent auditor. The Town's Fiscal 2018 CAFR will be available for reading and downloading on the town's web site.

I would like to extend my appreciation to the dedicated members of the Finance Department for their hard work and commitment to the Town of Harwich.

Sincerely,

Carol Coppola
Finance Director/Town Accountant
Town of Harwich

TOWN OF HARWICH, MASSACHUSETTS
COMBINED BALANCE SHEET- ALL FUNDS AND ACCOUNT GROUPS
JUNE 30,2018

	GOVERNMENTAL FUND TYPES					ACCOUNT GROUPS		ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM) ONLY
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	FIDUCIARY FUND TYPES TRUST & AGENCY	LONG-TERM OBLIGATIONS GROUP	GENERAL GROUPS	GENERAL CAPITAL ASSETS NET OF ACQU. DEPRECIATION		
Revenue	61,119,915	4,564,304	15,087,312	4,252,382	132,761					85,156,673
Expenditures	61,622,018	1,813,950	14,120,448	3,688,560	120,937					81,385,913
Balance	(502,103)	2,750,354	966,864	563,822	11,823				-	3,790,760
Transfers in	1,861,530	87,229	2,236,245	-	270,624					4,455,629
Transfers out	582,229	1,352,827	-	2,285,353	-					4,220,409
Surplus/(Deficit)	777,197	1,484,757	3,203,109	(1,721,531)	282,448				-	4,025,980
Beg. Fund Balance 6/30/2017	7,881,546	6,910,385	(2,514,780)	3,125,807	5,184,631					20,587,589
Current Year Activity	777,197	1,484,757	3,203,109	(1,721,531)	282,448				-	4,025,980
End. Fund Balance 6/30/2018	8,658,743	8,395,142	688,328	1,404,276	5,467,079				-	24,613,569
ASSETS										
CASH AND SHORT-TERM INVESTMENTS	\$ 3,122	\$ 4,435	\$ -	\$ 275	\$ -				-	7,832
POOLED CASH RECEIVABLES:	10,368,685	8,580,595	20,988,896	\$ 1,403,343	5,071,127				-	46,412,645
PERSONAL PROPERTY	19,769	-	-	-	-				-	19,769
REAL ESTATE	793,012	-	-	-	-				-	793,012
REAL ESTATE TAX LIENS/DEFERRED	2,582,797	-	-	-	-				-	2,582,797
MOTOR VEHICLE AND BOAT EXCISE	181,265	-	-	-	-				-	181,265
SPECIAL REVENUE FUNDS- RECEIVABLES	-	2,018,071	-	750,480	-				-	2,768,551
OTHER(Ambulance, Disposal, Misc. & Etc.)	1,288,228	-	275,000	-	65,633				-	1,628,861
RESERVE FOR ABATEMENTS	(268,944)	-	-	-	-				-	(268,944)
CAPITAL ASSETS, NET OF DEPRECIATION	-	-	-	-	-				105,137,340	105,137,340
INVENTORY	-	54,403	-	-	-				-	54,403
TAX FORECLOSURES	166,598	-	-	-	460,449				-	627,047
AMOUNT TO BE PROVIDED FOR RETIREMENT OF LONG TERM DEBT	-	-	-	-	-				-	166,598
	-	-	-	-	-				29,379,469	29,379,469

TOWN OF HARWICH, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUNDS AND ACCOUNT GROUPS
JUNE 30, 2018

	GOVERNMENTAL FUND TYPES									
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	FIDUCIARY FUND TYPES TRUST & AGENCY	ACCOUNT GROUPS LONG-TERM OBLIGATIONS GROUP	ACCOUNT GROUPS GENERAL CAPITAL ASSETS NET OF ACCU. DEPRECIATION	COMBINED TOTALS (MEMORANDUM) ONLY		
TOTAL ASSETS	15,134,532.64	\$ 10,657,505	\$ 21,263,896	\$ 2,154,097	\$ 5,597,209	\$ 29,379,469	\$ 105,137,340	\$ 189,324,049		
LIABILITIES & FUND EQUITY										
LIABILITIES:										
WARRANTS PAYABLE	\$ 723,415	277,557	2,105,417	33,111	10,462	-	-	3,149,962		
TALINGS	89,852	-	-	-	-	-	-	89,852		
GUARANTEE DEPOSITS	54,498	-	-	-	-	-	-	54,498		
OTHER LIAB. (PR. W/H.)	914,458	-	-	-	54,036	-	-	968,493		
DEFERRED REVENUE	4,693,567	1,984,805	275,000	716,710	65,633	-	-	7,735,716		
BONDS AND NOTES PAYABLE	-	-	18,195,150	-	-	29,379,469	-	47,574,619		
TOTAL LIABILITIES	6,475,789	2,262,362	20,575,567	749,822	130,130	29,379,469	-	59,573,140		
FUND EQUITY (DEFICIT):										
ENCUMBRANCES	770,597	898,410	-	15,709	-	-	-	1,684,716		
INVESTED IN CAPITAL ASSETS NET	-	-	-	-	-	-	-	105,137,340		
RESERVED FOR EXPENDITURES	3,224,388	2,912,515	-	276,825	-	-	-	6,413,728		
RESERVED TAX Title	100,000	-	-	-	-	-	-	100,000		
RESERVED FOR CPC OPEN SPACE	-	167,305	-	-	-	-	-	167,305		
RESERVED FOR CPC HISTORIC	-	189,732	-	-	-	-	-	189,732		
RESERVED FOR CPC COMMUNITY HOUSING	-	311,884	-	-	-	-	-	311,884		
RESERVED FOR INVENTORY	-	54,403	-	-	-	-	-	54,403		
RESERVED FOR INVESTMENTS	-	-	-	-	-	-	-	460,449		
UNRESERVED FUND BALANCE	4,563,759	3,860,893	688,328	1,111,742	5,006,630	-	-	15,231,351		
TOTAL FUND BALANCES	8,658,743	8,395,142	688,328	1,404,276	5,467,079	-	-	129,750,909		
TOTAL LIABILITIES AND FUND EQUITY	15,134,533	10,657,505	21,263,896	2,154,097	5,597,209	29,379,469	105,137,340	189,324,049		

**TOWN OF HARWICH
GENERAL FUND REVENUE
FISCAL YEAR 2018**

ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	AVAILABLE BUDGET	% COLLECTED
01 TRANSFER FROM OTHER FUNDS	1,861,086	1,861,530	-444	100.00
010004 GENERAL FUND - MISC REV	70,000	16,988	53,012	24.30
011224 SELECTMEN - REV	134,999	130,143	4,856	96.40
011414 ASSESSORS - REV	1,678,631	1,778,326	-99,695	105.90
011454 TREASURER - REV	31,000	160,833	-129,833	518.80
011464 COLLECTOR - REV	49,185,958	49,343,651	-157,693	100.30
011614 TOWN CLERK - REV	33,660	39,524	-5,864	117.40
011714 CONSERVATION - REV	17,030	23,844	-6,814	140.00
011744 TOWN PLANNER - REV	25,000	26,529	-1,529	106.10
011764 BOARD OF APPEALS - REV	7,000	10,395	-3,395	148.50
011994 CVEC ELECTRIC REVENUE	250,000	270,608	-20,608	108.20
012104 POLICE - REV	70,000	84,056	-14,056	120.10
012204 FIRE - REV	38,600	49,335	-10,735	127.80
012314 AMBULANCE - REV	1,450,000	1,452,109	-2,109	100.10
012414 BUILDING - REV	251,200	291,674	-40,474	116.10
012424 GAS INSPECTION - REV	30,000	47,545	-17,545	158.50
012434 PLUMBING	40,000	49,765	-9,765	124.40
012454 ELECTRICAL REVENUE	70,000	75,745	-5,745	108.20
012964 SHELLFISH REVENUE	0	9,645	-9,645	100.00
014394 WASTE DISPOSAL REVENUE	2,380,000	3,110,693	-730,693	130.70
015104 BOARD OF HEALTH	119,375	152,261	-32,886	127.50
015404 COMMUNITY CENTER REVENUE	27,500	38,508	-11,008	140.00
015414 COUNCIL ON AGING REVENUE	20,000	16,829	3,172	84.10
015424 YOUTH COUNSELOR REVENUE	250	-	250	0.00
016104 LIBRARY REVENUE	7,000	5,565	1,435	79.50
016304 RECREATION & YOUTH REVE	339,750	413,637	-73,887	121.70
016334 HARBORMASTER REVENUE	791,049	929,773	-138,724	117.50
016914 HISTORIC COMM REVENUE	165	715	-550	433.30
016954 GOLF OPERATIONS REVENUE	1,830,000	1,856,221	-26,221	101.40
0100 GENERAL FUND	60,759,253	62,246,445	-1,487,192	102.40

TOWN OF HARWICH
GENERAL FUND

<u>TOWN OPERATING BUDGET 2018</u>		<u>Budet FY2018</u>	<u>Actual FY2018</u>	<u>Balance Remaining</u>	<u>Percent Remaining</u>
1	MODERATOR S&W	300	-	300	100.0%
2	SELECTMEN S&W	7,500	7,500	-	0.0%
3	SELECTMEN - EXP	7,750	7,077	673	8.7%
4	Sub-Total	15,250	14,577	673	4.4%
5	FINANCE COMMITTEE S&W	3,500	745	2,755	78.7%
6	FINANCE COMMITTEE - EXP	810	809	1	0.1%
7	Sub-Total	4,310	1,554	2,756	64.0%
8	FINANCE COMMITTEE RESERVE FUND	125,000	-	125,000	100.0%
9	TOWN ACCOUNTANT - SAL	237,985	234,292	3,693	1.6%
10	TOWN ACCOUNTANT - EXP	3,600	3,626	(26)	-0.7%
11	AUDIT - EXP	37,900	37,900	-	0.0%
12	Sub-Total	279,485	275,818	3,667	1.3%
13	ASSESSORS - S&W	187,465	153,113	34,352	18.3%
14	ASSESSORS - EXP	105,860	68,266	37,594	35.5%
15	Sub-Total	293,325	221,379	71,945	24.5%
16	TOWN COLLECTIONS - S&W	16,000	12,476	3,524	22.0%
17	TOWN COLLECTIONS - EXP	3,760	3,154	606	16.1%
18	Sub-Total	19,760	15,631	4,129	20.9%
19	POSTAGE	56,160	46,452	9,708	17.3%
20	Sub-Total	56,160	46,452	9,708	17.3%
21	TREASURER - S&W	236,984	236,983	1	0.0%
22	TREASURER - EXP	112,650	97,760	14,890	13.2%
23	Sub-Total	349,634	334,743	14,891	4.3%
24	MEDICARE	217,300	217,264	36	0.0%
25	ADMINISTRATION - S&W	422,517	418,242	4,275	1.0%
26	ADMINISTRATION - EXP	80,950	75,450	5,500	6.8%
27	ADMINISTRATION - CAP OUTLAY	5,000	4,958	42	0.8%
28	UNION CONTRACTS	5,000	5,000	-	0.0%
29	Sub-Total	513,467	503,651	9,816	1.9%
30	LEGAL SERVICES - EXP	170,000	159,374	10,626	6.3%
31	CLAIMS & SUITS	400	-	400	100.0%
32	Sub-Total	170,400	159,374	11,026	6.5%
33	INFORMATION TECHNOLOGY - S&W	99,801	99,800	1	0.0%
34	INFORMATION TECHNOLOGY - EXP	212,131	211,708	424	0.2%
35	Sub-Total	311,932	311,507	425	0.1%
36	IT CHANNEL 18 - S&W	112,417	106,300	6,116	5.4%
37	IT CHANNEL 18 - EXP	31,000	24,790	6,210	20.0%

**TOWN OF HARWICH
GENERAL FUND**

<u>TOWN OPERATING BUDGET 2018</u>		<u>Budget FY2018</u>	<u>Actual FY2018</u>	<u>Balance Remaining</u>	<u>Percent Remaining</u>
38	Sub-Total	143,417	131,091	12,326	8.6%
39	CONSTABLE S & W	694	356	338	48.7%
40	TOWN CLERK - S&W	203,157	203,156	1	0.0%
41	TOWN CLERK - EXP	30,690	30,684	6	0.0%
42	Sub-Total	233,847	233,840	7	0.0%
43	CONSERVATION - S&W	111,533	111,527	6	0.0%
44	CONSERVATION - EXP	9,746	6,841	2,905	29.8%
45	Sub-Total	121,279	118,368	2,911	2.4%
46	TOWN PLANNER - S&W	75,104	69,515	5,589	7.4%
47	TOWN PLANNER - EXP	4,406	1,928	2,478	56.3%
48	Sub-Total	79,510	71,443	8,067	10.1%
49	BOARD OF APPEALS - S&W	-	-	-	0.0%
50	BOARD OF APPEALS - EXP	710	594	116	16.3%
51	Sub-Total	710	594	116	16.3%
52	ALBRO HOUSE - EXP	5,430	3,148	2,282	42.0%
53	OLD RECR BUILDING - EXP	6,520	5,321	1,199	18.4%
54	W. HARWICH SCHOOL - EXP	1,400	408	992	70.9%
55	Sub-Total	13,350	8,876	4,474	33.5%
56	COMMUNITY DEVELOPMENT - S&W	260,757	218,879	41,879	16.1%
57	COMMUNITY DEVELOPMENT - EXP	10,950	10,834	116	1.1%
58	Sub-Total	271,707	229,713	41,995	15.5%
59	PUBLIC BUILDINGS REPAIRS	2,133	-	2,133	100.0%
60	TOWN/FIN COM REPORTS	10,000	7,658	2,342	23.4%
61	ADVERTISING	24,500	21,671	2,829	11.5%
62	POLICE - S&W	3,746,911	3,567,871	179,039	4.8%
63	POLICE - EXP	618,979	544,305	74,673	12.1%
64	POLICE - CAP OUTLAY	126,000	121,482	4,518	3.6%
65	Sub-Total	4,491,889	4,233,659	258,231	5.7%
66	FIRE - S&W	3,785,130	3,525,224	259,906	6.9%
67	FIRE - EXP	465,182	394,875	70,307	15.1%
68	Sub-Total	4,250,312	3,920,098	330,213	7.8%
69	AMBULANCE - S&W	181,634	112,767	68,868	37.9%
70	EMS - EXP	139,882	136,314	3,568	2.6%
71	Sub-Total	321,516	249,081	72,436	22.5%
72	BUILDING - S&W	265,413	249,720	15,693	5.9%
73	BUILDING - EXP	14,468	11,349	3,118	21.6%
74	Sub-Total	279,881	261,069	18,811	6.7%

**TOWN OF HARWICH
GENERAL FUND**

<u>TOWN OPERATING BUDGET 2018</u>				
	<u>Budget FY2018</u>	<u>Actual FY2018</u>	<u>Balance Remaining</u>	<u>Percent Remaining</u>
75	EMERG. MGMT - S&W	5,008	2,444	51.2%
76	EMERG. MGMT - EXP	8,500	3,317	61.0%
77	Sub-Total	13,508	7,747	57.4%
78	NATURAL RESOURCES - S&W	96,346	96,343	0.0%
79	NATURAL RESOURCES - EXP	27,600	26,998	2.2%
80	Sub-Total	123,946	123,341	0.5%
81	PLEASANT BAY ALLIANCE	17,343	17,343	0.0%
82	TOWN ENGINEER - S&W	174,932	174,256	0.4%
83	TOWN ENGINEER - EXP	25,620	9,831	61.6%
84	Sub-Total	200,552	184,088	8.2%
85	HIGHWAY - S&W	2,511,112	2,495,639	0.6%
86	HIGHWAY - EXP	2,502,785	2,501,442	0.1%
87	Sub-Total	5,013,898	4,997,081	0.3%
88	SNOW/ICE - S&W	104,576	104,576	0.0%
89	SNOW/ICE - EXP	260,924	260,924	0.0%
90	Sub-Total	365,500	365,500	0.0%
91	STREET LIGHTS	35,000	31,372	10.4%
92	CEMETERY ADMIN - S&W	63,178	63,203	0.0%
93	CEMETERY ADMIN - EXP	44,457	43,294	2.6%
94	Sub-Total	107,635	106,496	1.1%
95	BOARD OF HEALTH - S&W	197,895	170,172	14.0%
96	BOARD OF HEALTH - EXP	16,210	16,209	0.0%
97	Sub-Total	214,105	186,381	12.9%
98	COMMUNITY CENTER S&W	165,500	165,498	0.0%
99	COMMUNITY CENTER EXP	131,025	131,306	-0.2%
100	Sub-Total	296,525	296,804	-0.2%
101	COUNCIL ON AGING - S&W	372,470	372,404	0.0%
102	COUNCIL ON AGING - EXP	75,282	63,690	15.4%
103	Sub-Total	447,752	436,093	2.6%
104	YOUTH COUNSELOR - S&W	81,511	81,511	0.0%
105	YOUTH COUNSELOR - EXP	4,310	4,017	293
106	Sub-Total	85,821	85,528	0.3%
107	VETERANS EXPENSE/BENEFITS	135,434	99,997	35,437
108	DISABILITY RIGHT - EXP	300	-	300
109	HUMAN SERVICES	79,980	72,605	7,375
110	LIBRARY - S&W	643,283	634,434	8,849

**TOWN OF HARWICH
GENERAL FUND**

<u>TOWN OPERATING BUDGET 2018</u>				
	<u>Budget FY2018</u>	<u>Actual FY2018</u>	<u>Balance Remaining</u>	<u>Percent Remaining</u>
111 LIBRARY - EXP	270,765	269,410	1,355	0.5%
112 Sub-Total	914,048	903,844	10,204	1.1%
113 RECREATION - SEASONAL - S&W	177,070	174,725	2,345	1.3%
114 RECREATION - S&W	230,767	230,767	0	0.0%
115 RECREATION - EXP	43,412	41,735	1,677	3.9%
116 RECREATION - CAP OUTLAY	12,000	-	12,000	100.0%
117 Sub-Total	463,249	447,227	16,022	3.5%
118 HARBORMASTER -S&W	293,351	289,846	3,505	1.2%
119 HARBORMASTER - EXP	173,050	171,596	1,454	0.8%
120 Sub-Total	466,401	461,442	4,959	2.0%
121 BROOKS ACAD MUSEUM COMMISSION	12,194	10,754	1,440	11.8%
122 HISTORICAL COMMISSION	540	540	-	0.0%
123 HISTORICAL COMMISSION	350	-	350	100.0%
124 Sub-Total	890	540	350	39.3%
125 CELEBRATIONS	1,600	1,299	301	0.0%
126 GOLF - S&W	882,530	799,834	82,696	9.4%
127 GOLF - EXP	697,019	621,381	75,638	10.9%
128 GOLF CAP OUTLAY	73,000	66,277	6,723	9.2%
129 Sub-Total	1,652,549	1,487,492	165,057	29.4%
130 ELECTRICITY - CVEC	66,255	66,254	1	0.0%
131 Total Departmental Budgets	23,315,553	21,976,710	1,338,842	5.7%
132 Total Debt Service (Prin & Int)	2,608,420	2,598,419	10,001	0.4%
133 STATE ASSESSMENTS	254,386	261,135	(6,749)	-2.7%
134 BARNS CTY RETIREMENT	2,687,106	2,884,474	-	0.0%
135 CAPE COD COMMISSION ASSESSMENT	217,944	217,944	-	0.0%
136 BARNSTABLE COUNTY ASSESSMENT	197,368	-	-	0.0%
137 UNEMPLOYMENT COMPENSATION	7,748	5,087	2,661	34.3%
138 GROUP HEALTH INSURANCE	4,496,110	4,343,270	152,840	3.4%
139 OPEB	53,000	53,000	-	0.0%
140 GENERAL INSURANCE	652,601	656,366	(3,765)	-0.6%
141 GENERAL INSURANCE DEDUCTIBLE	5,000	4,603	397	7.9%
142 TOTAL TOWN	34,495,235	33,001,008	1,494,228	4.3%
143 C C REGIONAL TECH HIGH	1,487,362	1,487,362	-	0.0%
144 MONOMOY REG. SCH. DISTRICT	24,759,749	24,759,749	-	0.0%
145 TOTAL	60,742,346	59,248,119	1,494,228	4.3%

FY 2018	1320
<u>Enterprise Fund</u>	<u>Water Enterprise Fund</u>
Revenue	4,252,381.96
Expenditures	3,688,560.27
Transfers in	
Transfers out	2,285,353.00
Adj to Beg FB	-
Net change	(1,721,531.31)
Beg. fund balance	3,125,807.07
Current Year Activity	(1,721,531.31)
End. fund balance	1,404,275.76
Balance Sheet	
Cash	275.00
Pooled Cash	1,403,342.55
Receivables:	729,872.19
Water Liens A/R	20,607.68
Total assets	2,154,097.42
Accounts Payable	33,111.18
Other Liabilities sales tax	-
Deferred revenue	716,710.48
Total Liabilities	749,821.66
Encumbrances & Contin. Appro	15,708.81
Reserved For Expenditures	276,825.00
Encumbrance Control	
Retained Earnings	1,111,741.95
Total Fund Balance	1,404,275.76
Total Liab. & FB	2,154,097.42

**Town of Harwich
Capital Projects
Fiscal Year 2018**

FY 2018
Town of Harwich
Capital
Funds # 0400-0470

General	Combined Total	General 0400	Muddy Creek 0425	Wychmere Pier 0430	Allen Harbor 0440	Saquaket Harbor 0445	McGuerty 0450	North Westgate Well WTF 0470
Revenue/Bonds	15,087,311.90	3,981,435.24	383,688.00	110,106.66		10,610,640.00		1,442.00
Expenditures	14,120,448.08	4,251,424.23	393.53	-		9,867,061.80		1,568.52
Total	966,863.82	(269,988.99)	383,294.47	110,106.66	-	743,578.20	-	(126.52)
Transfers in	2,236,245.05	420,000.00	0.05					
Net change	3,203,108.87	150,011.01	383,294.52	110,106.66	-	924,648.20	-	1,635,048.48
Beg. Fund Balance 6/30/2017	(2,514,780.44)	(976,646.79)	(383,294.52)	(171,345.63)	2,099.40	(1,076,885.79)	31,525.00	59,767.89
Current Year Activity	3,203,108.87	150,011.01	383,294.52	110,106.66	-	924,648.20	-	1,635,048.48
End. Fund Balance	688,328.43	(826,635.78)	-	(61,238.97)	2,099.40	(152,237.59)	31,525.00	1,694,816.37
Cash	-	-	-	-	-	-	-	-
Pooled Cash	20,988,895.67	8,461,090.27	-	63,957.03	2,099.40	10,735,407.60	31,525.00	1,694,816.37
Receivables:	275,000.00	-	-	-	-	275,000.00	-	-
Total assets	\$ 21,263,895.67	8,461,090.27	-	63,957.03	2,099.40	11,010,407.60	31,525.00	1,694,816.37
Warrants payable	2,105,417.24	217,772.05	-	-	-	1,887,645.19	-	-
Bonds & Notes Payable	18,195,150.00	9,069,954.00	-	125,196.00	-	9,000,000.00	-	-
Deferred revenue	275,000.00	-	-	-	-	275,000.00	-	-
Total Liabilities	20,575,567.24	9,287,726.05	-	125,196.00	-	11,162,645.19	-	-
Fund Balance	688,328.43	(826,635.78)	-	(61,238.97)	2,099.40	(152,237.59)	31,525.00	1,694,816.37
Total Liab. & FB	\$ 21,263,895.67	8,461,090.27	-	63,957.03	2,099.40	11,010,407.60	31,525.00	1,694,816.37

**Town of Hanwich
Special Revenue Funds
Fiscal Year 2018**

**FY 2018
Special Revenues**

Revenue	1102	1104	1105	1116	1199	1207	1211	1217	1218	1226	1208
	PD Safety	Student Safe	Senior Safe	Access	FEMA	ECOPS - State	COA CCRT/ Grant	Police Safety	Police Traffic	Police	CH 637 Hwy
	Yess	Grant	Grant	Library	Recovery	Grant		Equipment	Enforcement	Equipm.	St. Grant
Expenditures	1,813,949.72	4,433.29	2,288.97	7,180.35	-	-	3,072.61	3,220.00	2,154.48	2,784.89	-
Balance	2,750,394.37	(725.29)	126.03	319.65	-	-	-	-	(1,083.35)	-	-
Transfers in	87,229.43	-	-	-	13,508.00	-	-	-	488.43	-	-
Transfers out	1,352,826.74	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	1,484,797.06	(725.29)	126.03	319.65	(13,508.00)	-	3,072.61	-	(594.92)	-	-
Beg. Fund Balance 6/30/2017	6,910,385.54	1,265.61	1,579.71	-	22,217.83	-	-	-	(488.43)	-	19,336.18
Current Year Activity	1,484,797.06	(725.29)	126.03	319.65	(13,508.00)	-	3,072.61	-	(594.92)	-	-
AP	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2018	8,395,182.40	540.32	1,705.74	319.65	8,709.83	-	3,072.61	-	(1,083.35)	-	19,336.18
Cash	4,435.28	-	-	-	-	-	-	-	-	-	-
Pooled Cash	8,580,594.99	-	-	-	-	-	-	-	-	-	-
Receivables:	978,940.77	-	-	-	-	-	-	-	-	-	-
Inventory	54,403.00	-	-	-	-	-	-	-	-	-	-
Total assets	9,618,374.04	540.32	1,705.74	319.65	8,709.83	-	3,072.61	-	(0.14)	-	19,336.18
Warrants payable	30,609.91	-	-	-	-	-	-	-	-	-	-
Accounts Payable	246,947.34	-	-	-	-	-	-	-	-	-	-
Deferred revenue	945,634.39	-	-	-	-	-	-	-	1,083.21	-	-
BAN	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	1,223,191.64	-	-	-	-	-	-	-	1,083.21	-	-
Reserve for Encum & Cont Approp	898,410.03	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	2,912,515.00	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	167,304.70	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	189,732.20	-	-	-	-	-	-	-	-	-	-
Res. Housing	311,884.47	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	54,403.00	-	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	3,860,933.00	540.32	1,705.74	319.65	8,709.83	-	3,072.61	-	(1,083.35)	-	19,336.18
Total Fund Balance	8,395,182.40	540.32	1,705.74	319.65	8,709.83	-	3,072.61	-	(1,083.35)	-	19,336.18
Total Liab. & FB	9,618,374.04	540.32	1,705.74	319.65	8,709.83	-	3,072.61	-	(0.14)	-	19,336.18

**Town of Harwich
Special Revenue Funds
Fiscal Year 2018**

FY 2018 Special Revenues	1209 Vet Grave Repair	1225 CHPT. 90 Highway Fund	1240 Brooks Library State AID	1202 Pump Out Boat	1204 Squauncket Reef Grant	1205 Recycling Grant	1210 Elder Affairs St. Grant	1243 MUN PORT RECYC>	1284 Youth Counselor #s4	1295 To Ck AID	1296 Flu Program	1401 Shellfish Lab Gift
Revenue	-	648,208.18	11,364.07	9,176.66	-	12,100.00	44,901.00	-	-	-	2,397.97	-
Expenditures	-	103,905.20	-	-	-	-	(10,320.10)	525.00	-	6,170.20	851.88	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	-	103,905.20	11,364.07	9,176.66	-	-	(10,320.10)	525.00	-	6,170.20	851.88	-
Beg. Fund Balance 6/30/2017	-	(120,507.42)	43,603.55	40,618.69	6,778.00	-	10,320.10	1,993.51	75.49	24,253.95	14,861.09	1,210.15
Current Year Activity	-	103,905.20	11,364.07	9,176.66	-	-	(10,320.10)	525.00	-	6,170.20	851.88	-
AP	-	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2018	-	(16,602.22)	54,967.62	49,795.35	6,778.00	-	0.00	2,518.51	75.49	30,424.15	15,712.97	1,210.15
Cash	-	-	-	-	-	-	-	-	-	-	-	-
Pooled Cash	-	190,269.08	54,967.62	49,795.35	6,778.00	-	8,076.63	2,518.51	75.49	30,424.15	15,712.97	1,210.15
Receivables	-	255,697.04	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Total assets	-	452,966.12	54,967.62	49,795.35	6,778.00	-	8,076.63	2,518.51	75.49	30,424.15	15,712.97	1,210.15
Warrants payable	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	215,871.30	-	-	-	-	8,076.63	-	-	-	-	-
Deferred revenue	-	255,697.04	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	469,568.34	-	-	-	-	8,076.63	-	-	-	-	-
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	-	(16,602.22)	54,967.62	49,795.35	6,778.00	-	-	2,518.51	75.49	30,424.15	15,712.97	1,210.15
Total Fund Balance	-	(16,602.22)	54,967.62	49,795.35	6,778.00	-	-	2,518.51	75.49	30,424.15	15,712.97	1,210.15
Total Liab. & FB	-	452,966.12	54,967.62	49,795.35	6,778.00	-	8,076.63	2,518.51	75.49	30,424.15	15,712.97	1,210.15

**Town of Harwich
Special Revenue Funds
Fiscal Year 2018**

FY 2018 Special Revenues												
Revenue												
1404	1408	1415	1424	1426	1501	1504	1505	1507	1508	1510	1511	1512
Brooks Lib. Bldg. Gift	COA Gift	Cran Valley Gift	Empl/ Chase Gift Fund	Friends of Harwich Gift	Cultural Council	Brooks Lib Fund Gift	Brooks Lib. Gift	ADA Grant	Radar Gun	Ambulance Fund Gift	Fire Gift	Town Nurse Gift
-	132.99	-	3,031.81	-	5,795.00	-	6,089.17	30,000.00	-	4,116.87	-	-
-	3,529.01	-	24,664.47	-	(1,394.00)	-	(3,210.45)	-	-	(2,206.87)	-	-
-	-	-	40,000.00	-	3,000.00	-	-	-	-	-	-	-
-	3,529.01	-	(15,335.53)	-	1,606.00	-	(3,210.45)	-	-	(2,206.87)	-	-
1,680.45	72,626.66	150.00	19,770.81	3,302.67	1,050.79	57,573.11	9,328.74	-	321.98	8,232.80	-	1,040.36
-	3,529.01	-	(15,335.53)	-	1,606.00	-	(3,210.45)	-	-	(2,206.87)	-	-
Current Year Activity												
AP												
Adjustments to Fund Balance												
1,680.45	76,155.67	150.00	4,435.28	3,302.67	2,656.79	57,573.11	6,118.29	-	321.98	6,025.93	-	1,040.36
End. Fund Balance 6/30/2018												
Cash												
1,680.45	76,155.67	150.00	4,435.28	3,302.67	3,156.79	57,573.11	6,275.55	-	321.98	6,025.93	-	1,040.36
Pooled Cash												
Receivables:												
Inventory												
Total assets												
1,680.45	76,155.67	150.00	4,435.28	3,302.67	3,156.79	57,573.11	6,275.55	30,000.00	321.98	6,025.93	-	1,040.36
Warrants payable												
Accounts Payable												
Deferred revenue												
BAN												
Total Liabilities												
-	-	-	-	-	500.00	-	157.26	30,000.00	-	-	-	-
Reserve for Encum & Cont Approp												
Reserve for Expenditures												
Res. CPC Open Space												
Res. CPC Historic												
Res. Housing												
Res. for Inventory												
Res. Prior year encum.												
Undesignated Fund Balance												
Total Fund Balance												
1,680.45	76,155.67	150.00	4,435.28	3,302.67	2,656.79	57,573.11	6,118.29	-	321.98	6,025.93	-	1,040.36
Total Liab. & FB												
1,680.45	76,155.67	150.00	4,435.28	3,302.67	3,156.79	57,573.11	6,275.55	30,000.00	321.98	6,025.93	-	1,040.36

**Town of Harwich
Special Revenue Funds
Fiscal Year 2018**

	FY 2018 Special Revenues											
	1513	1514	1515	1516	1518	1520	1526	1530	1532	1540	1541	1542
Park & Rec	Gift	Whitehouse	Harwich	Comm Center	Comm Center	Police Gift	Trail Comm.	Wetlands	Friends of	Recreation	GOLF	COA
		Field Elec	Conser Trust	Gift	Pool Gift	Animal Care	Gift	Conser Trust	Harwich Yout	Revolving	Revitalization	Revolving
Revenue		4,761.25	50.00	14,065.00	37.95	5,100.00		9,349.50	-	150,177.73	76,369.00	37,616.50
Expenditures	-	10,268.28	-	5,086.06	37.95	5,100.00	-	-	-	171,664.24	-	37,490.07
Balance	-	(5,507.03)	50.00	8,978.94				9,349.50	-	(21,486.51)	76,369.00	126.43
Transfers in	-					-						
Transfers out	-											
Surplus/(Deficit)	-	(5,507.03)	50.00	8,978.94	37.95	5,100.00	-	9,349.50	-	(21,486.51)	76,369.00	126.43
Reg. Fund Balance 6/30/2017	-	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
Current Year Activity	-	(5,507.03)	50.00	8,978.94	37.95	5,100.00	-	9,349.50	-	(21,486.51)	76,369.00	126.43
AP												
Adjustments to Fund Balance												
End. Fund Balance 6/30/2018	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	23,620.56	139,446.00	13,437.45
Cash												
Prepaid Cash	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	24,200.56	139,446.00	14,135.45
Receivables:												
Inventory												
Total assets	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	24,200.56	139,446.00	14,135.45
Warrants payable												
Accounts Payable												
Deferred revenue										580.00		698.00
BAN												
Total Liabilities	-	-	-	-	-	-	-	-	-	580.00	-	698.00
Reserve for Encum & Cont Approp												
Reserve for Expenditures												
Res. CPC Open Space	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	23,620.56	139,446.00	13,437.45
Res. CPC Historic	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	23,620.56	139,446.00	13,437.45
Res. Housing												
Res. for Inventory												
Res. Prior year encum.												
Undesignated Fund Balance	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	24,200.56	139,446.00	14,135.45
Total Fund Balance	-	22.57	1,025.00	47,706.14	93.29	5,100.00	194.50	23,188.57	675.51	24,200.56	139,446.00	14,135.45
Total Liab. & FB												

**Town of Harwich
Special Revenue Funds
Fiscal Year 2018**

	FY 2018 Special Revenues										Media One
	1543	1544	1545	1546	1548	1550	1599	1609	1610	1611	
Revenue	GOLF Revolving	Comm. CTR Revol. FD	Golf Capital R/E	Albros House Revolving	Sidewalk Revolving	Cultural Center	Sale Of Easement	State Aid to Libraries	County Dog Tax	Cemetery Lot Sales	Media One
	254,154.95	43,269.29	-	-	-	14,791.10	-	11,363.94	-	26,749.81	-
Expenditures	(50,261.10)	18,314.90	82,175.00	3,620.00	-	104,448.90	-	(3,777.31)	-	16,090.19	353,142.13
Balance	203,893.85	61,584.19	1,600.00	-	-	82,000.00	-	-	-	30,150.00	-
Transfers in	-	-	-	-	-	-	-	-	-	26,918.74	143,417.00
Transfers out	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	(50,261.10)	18,314.90	1,775.00	3,620.00	-	104,448.90	-	(3,777.31)	-	19,321.45	209,725.13
Beg. Fund Balance 6/30/2017	321,081.16	194,673.02	185,238.00	7,267.17	50,404.94	27,680.00	80.50	3,777.46	2,144.31	42,275.21	822,695.14
Current Year Activity	(50,261.10)	18,314.90	1,775.00	3,620.00	-	104,448.90	-	(3,777.31)	-	19,321.45	209,725.13
AP	-	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	-	-	-	-	-	-	-	-	-	-
End. Fund Balance 6/30/2018	270,820.06	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	61,596.66	1,032,420.27
Cash	-	-	-	-	-	-	-	-	-	-	-
Pooled Cash	226,575.85	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	69,486.93	1,032,420.27
Receivables:	-	-	-	-	-	-	-	-	-	-	-
Inventory	-	-	-	-	-	-	-	-	-	-	-
Total assets	54,403.00	-	-	-	-	-	-	-	-	-	-
	280,978.85	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	69,486.93	1,032,420.27
Liabilities	-	-	-	-	-	-	-	-	-	-	-
Warrants payable	561.81	-	-	-	-	-	-	-	-	-	-
Accounts Payable	9,596.98	-	-	-	-	-	-	-	-	7,890.27	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-
BAN	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	10,158.79	-	-	-	-	-	-	-	-	7,890.27	-
Reserve for Encum & Cont. Approp	-	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-	-	-
Res. for Inventory	54,403.00	-	-	-	-	-	-	-	-	-	-
Res. Prior year encum.	-	-	-	-	-	-	-	-	-	-	-
Undesignated Fund Balance	216,417.06	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	61,596.66	1,032,420.27
Total Fund Balance	270,820.06	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	61,596.66	1,032,420.27
Total Liab. & FB	280,978.85	212,987.92	187,013.00	10,887.17	50,404.94	132,128.90	80.50	0.15	2,144.31	69,486.93	1,032,420.27

**Town of Harwich
Special Revenue Funds
Fiscal Year 2018**

	FY 2018												
	Special Revenues		1615	1621	1626	1305	1321	1323	1360	1534	1600	1605	1655
	Police	Waterway	Ins. Recovery	Mgt.	Harbor Impr. & Maint.	ESCR Nitrog	New County	Health Fair	HCC-Har	Mitigation	Workers Com	Highway Ins.	Friends Of
Revenue		122,396.55		122,396.55	87,505.49	Grant	Grant	Grant	Yth Wellness	Fees	Recovery	Recovery	Harwich Bikeway
										7,600.00		7,394.18	0.36
Expenditures													
Balance	-	122,396.55			87,505.49	-	-	500.00	-	7,600.00	-	6,883.52	0.36
Transfers in		75,000.00			110,931.00								
Transfers out													
Surplus/(Deficit)	-	47,396.55			(23,425.51)	-	-	(500.00)	-	7,600.00	-	510.66	0.36
Beg. Fund Balance 6/30/2017	2,439.02	368,918.91			205,492.70	6,845.23	6,762.45	628.45	29.75	20,500.00	519.53	11,300.52	190.80
Current Year Activity	-	47,396.55			(23,425.51)	-	-	(500.00)	-	7,600.00	-	510.66	0.36
AP													
Adjustments to Fund Balance													
End. Fund Balance 6/30/2018	2,439.02	416,315.46			182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16
Cash													
Pooled Cash	2,439.02	416,085.46			178,990.81	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16
Receivables:		66,372.85			3,076.38								
Inventory													
Total assets	2,439.02	482,458.31			182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16
Warrants payable													
Accounts Payable													
Deferred revenue		66,142.85											
BAN													
Total Liabilities	-	66,142.85			-	-	-	-	-	-	-	-	-
Reserve for Encum & Cont Approp													
Reserve for Expenditures													
Res. CPC Open Space													
Res. CPC Historic													
Res. Housing													
Res. for Inventory													
Res. Prior year encum.	2,439.02	416,315.46			182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16
Undesignated Fund Balance	2,439.02	416,315.46			182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16
Total Fund Balance													
Total Liab. & FB	2,439.02	482,458.31			182,067.19	6,845.23	6,762.45	128.45	29.75	28,100.00	519.53	11,811.18	191.16

**Town of Hanwich
Special Revenue Funds
Fiscal Year 2018**

FY 2018

Special Revenues

	1656	1701	1702	1703	1704	1705	1730	1740	1750	8027
High School Track										
Revenue		Septic Loan 12,004.19	Old Post Road 2,965.02	McGuire 8,205.80	Sluiceway 163,188.99	Rd Bettermnt 255,008.74	Culture Cen. -	Allen Harbor 65,081.24	Aff. Housing 66,187.38	CPC (Land BK) 1,655,370.94
Expenditures	10.00	-	2,965.02	8,205.80	163,188.99	246,258.74	5,927.67	-	258,068.00	163,205.47
Balance	(10.00)	12,004.19	-	-	-	-	(5,927.67)	65,081.24	(191,880.62)	1,492,165.47
Transfers in	-	17,358.00	10,950.00	17,100.00	21,144.00	-	-	185,550.00	-	51,991.00
Transfers out	-	-	-	-	-	-	-	-	-	608,950.00
Surplus/(Deficit)	(10.00)	(5,353.81)	(7,984.98)	(8,894.20)	142,044.99	246,258.74	(5,927.67)	(120,468.76)	(191,880.62)	935,206.47
Beg. Fund Balance 6/30/2017	10.00	22,756.95	11,836.11	26,252.94	(81,102.46)	(158,461.25)	10,723.55	222,704.32	239,938.22	3,910,389.44
Current Year Activity	(10.00)	(5,353.81)	(7,984.98)	(8,894.20)	142,044.99	246,258.74	(5,927.67)	(120,468.76)	(191,880.62)	935,206.47
AP	-	-	-	-	-	-	-	-	-	-
Adjustments to Fund Balance	-	17,403.14	3,851.13	17,358.74	60,942.53	87,797.49	4,795.88	102,235.56	48,057.60	4,845,595.91
End. Fund Balance 6/30/2018	-	-	-	-	-	-	-	-	-	-
Cash	-	-	-	-	-	-	-	-	-	-
Pooled Cash	-	17,403.14	3,851.13	17,358.74	60,942.53	87,797.49	4,795.88	102,235.56	48,057.60	4,849,220.91
Receivables:	-	28,521.60	20,202.03	20,503.00	72,240.00	87,796.80	-	322,716.90	-	72,730.96
Inventory	-	-	-	-	-	-	-	-	-	-
Total assets	-	45,924.74	24,053.16	37,861.74	133,182.53	175,594.29	4,795.88	424,952.46	48,057.60	4,921,951.87
Warrants payable	-	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	28,521.60	20,202.03	20,503.00	72,240.00	87,796.80	-	322,716.90	-	3,625.00
BAN	-	-	-	-	-	-	-	-	-	-
Total Liabilities	-	28,521.60	20,202.03	20,503.00	72,240.00	87,796.80	-	322,716.90	-	76,355.96
Reserve for Encum & Cont Approp	-	-	-	-	-	-	-	-	-	-
Reserve for Expenditures	-	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-	898,410.03
Res. CPC Historic	-	-	-	-	-	-	-	-	-	2,912,515.00
Res. Housing	-	-	-	-	-	-	-	-	-	167,304.70
Res. for Inventory	-	-	-	-	-	-	-	-	-	189,732.20
Res. Prior year encum.	-	-	-	-	-	-	-	-	-	311,884.47
Undesignated Fund Balance	-	17,403.14	3,851.13	17,358.74	60,942.53	87,797.49	4,795.88	102,235.56	48,057.60	3,605,749.51
Total Fund Balance	-	17,403.14	3,851.13	17,358.74	60,942.53	87,797.49	4,795.88	102,235.56	48,057.60	4,845,595.91
Total Liab. & FB	-	45,924.74	24,053.16	37,861.74	133,182.53	175,594.29	4,795.88	424,952.46	48,057.60	4,921,951.87

TOWN OF HARWICH,
Trust/Agency Funds
Fiscal Year 2018

FY 2018 Trust & Agency	Combined Total 6/30/2018	8002 POLICE/FIRE	8003 CALEB CHASE	8004 Law Enforcement Trust	8005 PLANNING	8007 WORKERS COMP.	8010 CEMETERY FLOWERS	8011 MCLARK FLOWERS	8012 GCCHASE CEMETERY	8020 STABILIZATION	8021 CONSERVATION
Revenue	132,760.81	45,586.83	35,112.94	6,822.29	-	-	47.60	299.84	33.26	-	595.50
Expenditures	120,937.38	36,553.53	21,457.28	479.88	-	-	278.00	-	-	20,689.23	-
Total	11,823.43	9,033.30	13,655.66	6,342.41	-	-	(230.40)	299.84	33.26	(20,689.23)	595.50
Transfers in	2770,624.30	-	40,000.00	-	5.50	362.89	-	-	-	-	-
Transfers out	397.47	-	-	-	-	-	-	-	-	-	-
Net change	282,050.26	9,033.30	53,655.66	6,342.41	(5.50)	(362.89)	(230.40)	299.84	33.26	(20,689.23)	595.50
Beg. Fund Balance	5,184,631.25	2,361.23	406,793.69	4,780.49	5.50	362.89	10,394.00	4,722.00	7,178.00	2,855,861.71	5,566.79
Current Year Activity	282,050.26	9,033.30	53,655.66	6,342.41	(5.50)	(362.89)	(230.40)	299.84	33.26	(20,689.23)	595.50
End. Fund Balance	5,466,681.51	11,394.53	460,449.35	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29
Cash	-	-	-	-	-	-	-	-	-	-	-
Pooled/Cash	5,016,693.68	11,394.53	-	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29
Receivables:	-	-	-	-	-	-	-	-	-	-	-
Investments	460,449.35	-	460,449.35	-	-	-	-	-	-	-	-
Deposit/ Other	-	-	-	-	-	-	-	-	-	-	-
Total assets	5,477,143.03	11,394.53	460,449.35	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29
Warrants payable	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable	10,461.52	-	-	-	-	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	10,461.52	-	-	-	-	-	-	-	-	-	-
FB Investments	460,449.35	-	460,449.35	-	-	-	-	-	-	-	-
Fund Balance	5,006,332.16	11,394.53	-	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29
Total Fund Balance	5,466,681.51	11,394.53	460,449.35	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29
Total Liab. & FB	5,477,143.03	11,394.53	460,449.35	11,122.90	-	-	10,163.60	5,021.84	7,211.26	2,835,172.48	6,162.29

**TOWN OF HARWICH,
Trust/Agency Funds
Fiscal Year 2018**

	8022 400TH ANVY, Trust & Agency	8023 WHITEHOUSE Field	8024 BROOKS Library	8025 CEMETERY	8028 KELLY SCHOLARSHIP	8030 GASB-45 OPEB	8050 SCHOOL Trust	8052 Eaton Cultural Trust	8053 Charles-Sara Reid
Revenue	7.15	46.06	-	6,820.90	1,118.45	33,431.85	32.35	2,805.79	
Expenditures	36.58		37,629.88	3,813.00					
Total	(29.43)	46.06	(37,629.88)	3,807.90	1,118.45	33,431.85	32.35	2,805.79	-
Transfers in									
Transfers out				27,624.30		203,000.00			29.08
Net change	(29.43)	46.06	(37,629.88)	30,632.20	1,118.45	236,431.85	32.35	2,805.79	(29.08)
Beg. Fund Balance	1,579.01	8,977.07	697,209.68	403,311.26	26,972.97	667,232.20	52,873.68	28,400.00	29.08
Current Year Activity	(29.43)	46.06	(37,629.88)	30,632.20	1,118.45	236,431.85	32.35	2,805.79	(29.08)
End. Fund Balance	1,549.58	9,023.13	659,579.80	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-
Cash	-								
Pool/Cash	1,549.58	9,023.13	670,041.32	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-
Receivables:									
Investments									
Deposit/ Other									
Total assets	1,549.58	9,023.13	670,041.32	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-
Warrants payable									
Accounts Payable									
Other Liabilities									
Deferred revenue									
Total Liabilities	-	-	10,461.52	-	-	-	-	-	-
FB Investments									
Fund Balance	1,549.58	9,023.13	659,579.80	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-
Total Fund Balance	1,549.58	9,023.13	659,579.80	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-
Total Liab. & FB	1,549.58	9,023.13	670,041.32	433,943.46	28,091.42	903,664.05	52,906.03	31,205.79	-

Massachusetts Department of Revenue

Division of Local Services

Bureau of Accounts

Statement of Indebtedness

Harwich, Massachusetts

FY 18

Long Term Debt Inside the Debt Limit*	Outstanding July 1, 2017	+ Issued	- Retired	= Outstanding June 30, 2018	Interest Paid in FY 18
Building	5,375,000	7,690,500	510,000	12,555,500	200,312
Departmental Equipment	-	-	-	-	-
School Buildings	280,000	-	60,000	220,000	10,000
School Other	-	-	-	-	-
Sewer	-	3,078,000	-	3,078,000	-
Solid Waste Landfill	-	-	-	-	-
Other Inside	5,360,000	1,756,500	1,130,000	5,986,500	152,000
SUB-TOTAL Inside	11,015,000	12,525,000	1,700,000	21,840,000	362,312
Long Term Debt Outside the Debt Limit*					
Airport	-	-	-	-	-
Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-
Solid Waste Landfill	260,000	-	65,000	195,000	11,375
Water	7,822,256	1,721,937	2,272,256	7,271,937	219,084
Other Outside	87,199	-	17,358	69,841	-
SUB-TOTAL Outside	8,169,455	1,721,937	2,354,614	7,536,778	230,459
GRAND TOTAL	19,184,455	14,246,937	4,054,614	29,376,778	592,771

Please complete both sides of this report and return it to the Division of Local Services no later than September 30th.

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 the 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: _____

Bureau of Accounts

Part Two

Harwich, Massachusetts

FY 18

Short Term Debt*	Outstanding July 1, 2017	+ Issued	- Retired	= Outstanding June 30, 2018	Interest Paid in FY 18
RANs - Revenue Anticipation	-	-	-	-	-
BANs - Bond Anticipation	-	-	-	-	-
Buildings	-	13,100,000	-	13,100,000	-
School	-	-	-	-	-
Water	100,000	-	100,000	-	1,442
Other BANs	7,179,387	5,095,150	7,179,387	5,095,150	103,527
SAANs - State Grant Anticipation	-	-	-	-	-
FAANs - Federal Grant Anticipation	-	-	-	-	-
Other Short Term Debt	-	-	-	-	-
TOTAL SHORT TERM DEBT	7,279,387	18,195,150	7,279,387	18,195,150	104,969
TOTAL ALL DEBT	26,463,842	32,442,087	11,334,001	47,571,928	697,740

Authorized and Unissued Debt					
Purpose	Date of Vote	Article No.	Amount Authorized	Less New Bond Issues, Retirements and/or Recissions	= Balance Unissued 6/30/18
Greensands Well	5/3/2010	15,10,25	3,500,000	3,500,000	-
Road Maintenance	5/6/2013	14	500,000	370,000	130,000
Road Betterment	5/6/2013	36	172,000	132,001	40,000
Muddy Creek Culvert	5/5/2014	27	4,500,000	4,500,000	-
Road Maintenance	5/5/2014	21	500,000	270,000	230,000
Wychmere Piers	5/5/2014	32	1,704,000	1,578,804	125,196
Land Acquisition - Downey	5/5/2014	60	825,000	825,000	-
Greensand Water Treatment	5/5/2014	10	1,960,000	1,960,000	-
Road Maintenance	5/4/2015	21	250,000	150,046	99,954
Saquatucket Design	5/4/2015	19	500,000	500,000	-
Muddy Creek Bridge	5/4/2015	26	500,000	500,000	-
Road Betterment	5/2/2016	51	223,650	223,650	-
Saquatucket Municipal Marina	5/2/2016	16	7,000,000	6,000,000	1,000,000
Road Maintenance	5/2/2016	18	700,000	-	700,000
Wastewater Phase 2	5/1/2017	11	9,035,000	3,315,000	5,720,000
Wastewater Cold Brook	5/1/2017	12	2,000,000	35,000	1,965,000
Fire Station #2 - Design	5/1/2017	15	310,000	-	310,000
Cranberry Valley Golf Improvements	5/1/2017	18	1,200,000	-	1,200,000
Road Maintenance	5/1/2017	22	700,000	-	700,000
Saquatucket Building/Boardwalk	5/1/2017	20	3,000,000	3,000,000	-
Wastewater Construction	5/7/2018	14	24,775,000	-	24,775,000
Road Maintenance	5/7/2018	22	700,000	-	700,000
Fire Station #2 Construction	5/7/2018	24	6,750,000	-	6,750,000
TOTAL			71,304,650	26,859,501	44,445,150

Massachusetts Department of Revenue

Division of Local Services

Bureau of Accounts

Part Three

Harwich, Massachusetts

FY 18

Long Term Debt Inside the Debt Limit*	Outstanding July 1, 2017	+ Issued	- Retired	= Outstanding June 30, 2018	Interest Paid in FY 18
Land Acquisition	265,000	-	90,000	175,000	10,600
School Roof Repairs	130,000	-	30,000	100,000	4,600
School Road Repairs	100,000	-	20,000	80,000	3,600
Brooks Academy	50,000	-	10,000	40,000	1,800
Golf Course Renovations	375,000	-	75,000	300,000	13,500
Police Station Construction	5,150,000	-	450,000	4,700,000	194,463
Land Acquisition	475,000	-	145,000	330,000	20,125
Land Acquisition	195,000	-	50,000	145,000	8,500
Land Acquisition	95,000	-	25,000	70,000	4,125
Road Maintenance	20,000	-	10,000	10,000	950
Road Maintenance	75,000	-	15,000	60,000	2,100
Land Acquisition	150,000	-	40,000	110,000	3,900
Golf Course Clubhouse	225,000	-	60,000	165,000	5,850
Land Acquisition	1,190,000	-	175,000	1,015,000	31,425
Land Acquisition	320,000	-	55,000	265,000	8,775
Police Station Planning	30,000	-	5,000	25,000	825
Golf Course Improvements	260,000	-	115,000	145,000	6,075
Allen Harbor Dredging	1,910,000	-	330,000	1,580,000	41,100
Land Acquisition - Downey	-	672,000	-	672,000	-
Muddy Creek Bridge	-	350,500	-	350,500	-
Saquatucket Harbor Building	-	2,351,500	-	2,351,500	-
Betterment - Ginger Plum	-	148,500	-	148,500	-
Betterment - Skinequit Road	-	117,500	-	117,500	-
Saquatucket Marina	-	5,339,000	-	5,339,000	-
Saquatucket Marina Design	-	468,000	-	468,000	-
Wastewater Phase 2	-	3,045,500	-	3,045,500	-
Wastewater Cold Brook	-	32,500	-	32,500	-
SUB-TOTAL Inside	11,015,000	12,525,000	1,700,000	21,840,000	362,313
Long Term Debt Outside the Debt Limit*					
Septic Loan - MCWT	43,536	-	10,829	32,707	2,204
Septic Loan - MCWT	43,663	-	6,529	37,134	2,044
Recycling Facility	260,000	-	65,000	195,000	11,375
Water Infrastructure	975,000	-	75,000	900,000	38,063
Water Storage Tank	775,000	-	155,000	620,000	21,700
Greensand Water Treatment	2,600,000	-	130,000	2,470,000	80,470
Water Storage Tank	1,670,000	-	110,000	1,560,000	42,806
Water Treatment Facility	1,802,256	-	80,319	1,721,937	36,045
SUB-TOTAL Outside	8,169,455	-	632,676	7,536,779	234,707
GRAND TOTAL	19,184,455	12,525,000	2,332,676	29,376,779	597,019

Massachusetts Department of Revenue *Division of Local Services*

Bureau of Accounts *Part Four*

Harwich, Massachusetts

FY 18

Short Term Debt* Report by Issuance	Outstanding July 1, 2017	+ Issued	- Retired	= Outstanding June 30, 2018	Interest Paid in FY 18
June 22 2017 BAN - Greensands Well	100,000	-	100,000	-	1,442
June 22 2017 BAN - Roads	200,000	-	200,000	-	2,884
June 22 2017 BAN - Road Maintenance Program	300,000	-	300,000	-	4,326
June 22 2017 BAN - Wychmere Harbor Piers & Bulkheads	274,387	-	274,387	-	3,957
June 22 2017 BAN - Land Acquisition- Downey	780,000	-	780,000	-	11,248
June 22 2017 BAN - Skinequit Road Betterments	100,000	-	100,000	-	1,442
June 22 2017 BAN - Saquatucket Harbor Dock Replacement	500,000	-	500,000	-	7,210
June 22 2017 BAN - Road Maintenance	150,000	-	150,000	-	2,163
June 22 2017 BAN - Muddy Creek Bridge & Culvert	500,000	-	500,000	-	7,210
June 22 2017 BAN - Road Maintenance	700,000	-	700,000	-	10,094
June 22 2017 BAN - Fire Station Renovation Planning	310,000	-	310,000	-	4,470
June 22 2017 BAN - Road Maintenance	350,000	-	350,000	-	5,047
June 22 2017 BAN - Wastewater Treatment	3,015,000	-	3,015,000	-	43,476
Saquatucket Municipal Marina Improvements		6,000,000		6,000,000	
Sewer Interconnection & Planning		300,000		300,000	
Cold Brook Wastewater Project		35,000		35,000	
Cranberry Valley Golf Course Reconstruction		1,200,000		1,200,000	
Saquatucket Harbormaster Building & Boardwalk		3,000,000		3,000,000	
Roadway Maintenance		215,000		215,000	
Roads		130,000		130,000	
Road Maintenance Program		230,000		230,000	
Wychmere Harbor Piers & Bulkheads		125,196		125,196	
Road Maintenance		99,954		99,954	
Road Maintenance		700,000		700,000	
Fire Station Renovation Planning		310,000		310,000	
Fire Station Construction		2,900,000		2,900,000	
Cranberry Valley Golf Course Building Constructic		1,200,000		1,200,000	
Sewer Interconnection & Planning (Phase 2A)		700,000		700,000	
Road Maintenance		700,000		700,000	
Road Maintenance		350,000		350,000	
	-	-	-	-	-
TOTAL SHORT TERM DEBT	7,279,387	18,195,150	7,279,387	18,195,150	104,969

Category	Change in Assets			Change in Accumulated Depreciation		
	Balance 6/30/2017	FY18 Additions	FY18 Disposals	Balance 6/30/2017	FY18 Depreciation	Balance 6/30/2018
General Fund						
<u>Summarized by Category:</u>						
1000 Land	23,366,068	-	-	-	-	-
9000 CIP	546,885	3,285,232	-	-	-	-
sub-total non depreciable	23,912,953	3,285,232	-	-	-	-
2000 Bldg & Imp	56,515,469	621,231	-	36,903,481	1,573,724	-
1500 Land Imp	4,448,847	307,178	-	3,161,541	216,987	38,477,204
4000 Other Imp	3,096,388	7,538,847	-	1,531,798	347,669	3,378,528
sub-total other improvements	7,545,234	7,846,025	-	4,693,339	564,655	1,879,467
3000 Equip	11,693,874	817,559	(219,750)	7,799,894	825,852	5,257,994
5000 Infra	87,442,747	2,105,036	-	65,829,791	2,172,196	8,564,459
sub-total depreciable	163,197,325	11,389,851	(219,750)	115,226,505	5,136,427	68,001,987
Total by Category	187,110,278	14,675,083	(219,750)	115,226,505	5,136,427	120,301,644
Water Enterprise Fund						
<u>Summarized by Category:</u>						
1000 Land	1,505,893	-	-	-	-	-
9000 CIP	2,245,350	-	2,245,350	-	-	-
sub-total non depreciable	3,751,243	-	2,245,350	-	-	-
2000 Bldg & Imp	6,417,657	-	-	809,310	161,090	-
3000 Equip	2,884,045	107,855	(30,000)	1,245,682	198,544	970,399
5000 Infra	36,343,757	376,944	-	24,593,348	1,154,737	1,414,226
sub-total depreciable	45,645,459	484,799	(30,000)	26,648,340	1,514,370	25,748,085
Total by Category	49,396,702	484,799	2,215,350	26,648,340	1,514,370	28,132,710

REPORT OF TREASURER'S COLLECTIONS
FISCAL YEAR 2018
JULY 1, 2017 - JUNE 30, 2018

Tax Title Accounts	Munis	CPA	Water liens	Title 5	Prior
Outstanding June 30, 2017	\$ 2,338,505.31	\$ 50,062.61	\$ 16,268.72	\$ 2,490.06	\$ 27,294.60
Committed Tax/Liens/Special Assessments	251,881.49	\$ 7,198.23	4,642.84	\$ 416.15	
Committed Fees & Interest	124,800.79				
Exemptions, Abatements, Adjustments	\$ 5,675.81				
Payments	\$ (255,397.81)	\$ (6,545.50)	\$ (3,878.43)	\$ (2,906.21)	
Foreclosed	\$ (14,282.37)	\$ (428.48)			
Interest paid	\$ 152,067.03	\$ 3,762.37	\$ 1,254.22	\$ 1,534.58	
Outstanding June 30, 2018	\$ 2,451,183.22	\$ 50,286.86	\$ 17,033.13	\$ -	\$ 27,294.60
Total outstanding tax titles				\$ 2,518,503.21	\$ 2,545,797.81
<hr/>					
Deferred Tax Accounts					
Outstanding June 30, 2017	\$ 102,009.23				
Deferred fiscal year 2018	\$ 7,434.16				
Payments	\$ (5,124.10)				
Interest paid	\$ 1,175.82				
Outstanding June 30, 2018	\$ 104,319.29				

COLLECTOR'S REPORT
FISCAL YEAR 2018
JULY 1, 2017-JUNE 30, 2018

SOURCE	AMOUNT	
Tax/Special Assessments		
CPA/LAND BANK	1,365,453.49	
ALLEN HARBOR BETTERMENTS	65,081.24	
ROAD BETTERMENTS	32,071.94	
TITLE 5 BETTERMENTS	6,750.53	
WATER LIENS	17,763.16	
REAL ESTATE TAXES	45,851,394.56	
PERSONAL PROPERTY TAXES	724,830.01	
MOTOR VEHICLE EXCISE TAX	2,372,787.88	
BOAT EXCISE TAX	53,060.09	
TAX LIENS/DEFERRALS	273,852.05	
Sub-total		50,763,044.95
Interest & Fees		
COMMUNITY PRESERVATION ACT	2,533.88	
WATER LIENS	1,501.04	
REAL ESTATE/LIENS/BETTERMENTS/PERSONAL	118,844.96	
MOTOR VEHICLE & BOAT EXCISE TAX	109,759.54	
TAX LIENS/DEFERRALS	153,242.85	
Sub-total		385,882.27
WATER BILLS	3,861,189.67	
AMBULANCE BILLS	1,452,247.28	
MUNICIPAL LIEN CERTIFICATES	18,375.00	
RMV MARKING FEES	10,680.00	
Sub-total		5,342,491.95
Refunds		
TAX	353,906.60	
FEES	-	
WATER BILLS	1,280.32	
AMBULANCE BILLS	138.62	
Sub-total		355,325.54
NET COLLECTIONS		56,136,093.63

REPORT OF TAX COLLECTION
FISCAL YEAR 2018
JULY 1, 2017-JUNE 30, 2018

Tax Account	Outstanding July 1, 2017	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2018
2019 Community Preservation Act	-		(105.56)						(105.56)
2019 Real Estate	-		(5,512.91)						(5,512.91)
2018 Community Preservation Act	(7.73)	1,380,052.33	(1,354,526.15)	102.12	(5,623.93)				
2018 Real Estate	-	46,067,997.87	(45,470,574.40)	319,143.58	(211,042.12)		(7,434.16)	(969.32)	19,027.32
Water Liens	-	18,469.79	(15,533.20)						668,180.70
Title 5	-	6,750.53	(6,750.53)						2,936.59
Road Betterments	-	35,182.29	(30,628.96)						-
Allen Harbor Betterments	-	65,081.24	(65,081.24)						4,553.33
2018 Personal Property	(227.11)	727,084.63	(717,861.87)	5,130.42	(663.08)			(3,999.83)	9,463.16
2018 Motor Vehicle Excise	-	2,203,792.30	(2,035,216.41)	12,300.32	(74,043.21)			4.51	106,837.51
2018 Boat Excise	-	62,930.66	(52,053.57)	987.31	(7,541.81)			(0.59)	4,322.00
2017 Community Preservation Act	17,613.19		(9,083.20)	0.95	(1.86)	(5,304.23)			3,224.85
2017 Real Estate	602,513.31		(309,433.17)	119.92	(61.90)	(179,431.79)		(13.54)	113,692.83
Water Liens	8,275.17		(1,524.79)			(4,623.52)			2,126.86
Title 5	416.15					(416.15)			0.00
Road Betterments	3447.99		(953.99)						2,494.00
2017 Personal Property	10,022.32		(5,946.72)	12.00				1.18	4,088.78
2017 Motor Vehicle Excise	114,252.57	244,824.46	(321,488.82)	13,839.93	(24,402.33)			11.18	27,036.99
2017 Boat Excise	3,790.84		(870.52)	177.52	(443.00)			5.16	2,660.00
2016 Community Preservation Act	2,358.09		(1,738.58)	17.27	(17.27)	(588.27)			31.24
2016 Real Estate	84,853.63		(61,494.40)	575.95	(575.95)	(21,915.16)		1.18	1,445.25
Water Liens	724.49		(705.17)			(19.32)			(0.00)
Road Betterments	488.99		(488.99)						-
2016 Personal Property	4,015.03		(669.26)	12.00	(15.42)				3,342.35
2016 Motor Vehicle Excise	26,161.58	302.81	(13,161.68)	223.75	(488.23)			1.80	13,040.03
2016 Boat Excise	2,013.00		(146.00)	145.00	(236.00)				1,776.00

REPORT OF TAX COLLECTION
FISCAL YEAR 2018
JULY 1, 2017-JUNE 30, 2018

Tax Account	Outstanding July 1, 2017	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2018
2015 Personal Property	3,227.20		(352.16)						2,875.04
2015 Motor Vehicle Excise	10,981.00	20.00	(1,866.07)	1,118.56	(1,118.56)				9,134.93
2015 Boat Excise	1,334.00		25.00		(63.00)				1,296.00
2014 Motor Vehicle Excise	5,026.29		(658.34)						4,367.95
2014 Boat Excise	1,226.66		(15.00)						1,211.66
2013 Motor Vehicle Excise	4,521.99		(230.31)						4,291.68
2013 Boat Excise	1,257.00								1,257.00
2012 Motor Vehicle Excise	4,199.69		(166.25)						4,033.44
Echo Woods re-assessment years 1994-2015	60,455.51		(4,379.68)			(51,840.27)			4,235.56
Totals	\$ 972,940.85	\$ 50,812,488.91	\$ (50,489,192.90)	\$ 353,906.60	\$ (326,337.67)	\$ (264,138.71)	\$ (7,434.16)	\$ (34,868.34)	\$ 1,017,364.58

FY 2018 WAGE DATA

July 1, 2017-June 30, 2018

Name	Base	Seasonal	OT	Details	Other
Accounting					
COPPOLA, CAROL F	119,999.92	-	-	-	2,000.00
SAMPSON, PATRICIA A	50,317.41	-	-	-	350.00
TULLOCH, WENDY A	61,274.50	-	-	-	350.00
Assessing					
JONES, CARLENE M	23,292.89	-	654.61	-	-
KAVANAUGH, JAY J	500.00	-	-	-	-
MOLINO, DONNA M	81,028.60	-	-	-	2,719.68
NIGHTINGALE, BRUCE W	500.00	-	-	-	-
WAYSTACK, RICHARD J	500.00	-	-	-	-
ZAIATZ, ELAINE M	41,999.30	-	1,917.94	-	-
Treasurer/Collector					
BULLOCK, AMY E	78,104.11	-	-	-	350.00
CALLEN, SUSAN M	-	1,486.89	-	-	-
FARRELL, VIRGINIA A	49,900.22	-	-	-	325.00
JELLISON, DEBORAH L	-	2,378.99	-	-	-
KERR, SUSAN E	47,756.92	-	364.28	-	350.00
KING, BRENDA J	-	949.32	-	-	-

Name	Base	Seasonal	OT	Details	Other
KLUZA, CAMERON M	-	1,454.52	-	-	-
KNEPPER, NANCY A	58,431.19	-	2,352.75	-	350.00
LACERRA, ANN M	-	2,457.83	-	-	-
LYDON, LAUREL G	-	915.00	-	-	-
MURPHY, JUDITH A	1,532.63	-	-	-	-
Administration, Selectmen, Constables					
BALLANTINE, LARRY G	1,500.00	-	-	-	-
BELTIS, GERALD C	125.00	-	-	-	-
BROWN, JANNELL M	1,310.48	-	-	-	-
CAKOUNES, LEO G	105.70	-	-	-	-
CLARK, CHRISTOPHER	162,364.80	-	-	-	8,222.40
HICKEY, MARIE A	1,762.09	-	-	-	-
HOWELL, DONALD F	1,500.00	-	-	-	-
KAVANAGH, JULIE	1,500.00	-	-	-	-
LAWTON, ROBERT C	21,000.00	-	-	-	-
MACASKILL, MICHAEL D	1,500.00	-	-	-	-
MANION, SARAH	454.73	-	-	-	-
MCMANUS, EDWARD J	189.52	-	-	-	-
MELILLO, EVAN N	6,971.68	-	-	-	-
MOORE, JEANETTE H	979.72	-	-	-	-
ROBINSON, DAVID A	125.00	-	-	-	-
ROBINSON, SANDRA J	62,371.48	-	-	-	4,630.64

Name	Base	Seasonal	OT	Details	Other
STEIDEL, ANN	69,037.03	-	2,219.00	-	12,032.65
Building, Community Development, Conservation, Engineering, Health, Planning					
BANFORD, AMY E	33,763.84	-	1,817.56	-	-
BANTA, ELAINE	54,527.26	-	1,014.93	-	1,985.82
BAYERL, CYNTHIA T	500.00	-	-	-	-
BOYLE, JOHN F	500.00	-	-	-	-
BRIGGS, JAY W	20,175.79	-	-	-	3,911.84
BRIGGS, SARAH E	2,909.06	-	-	-	-
CAFARELLI, ROBERT M	101,905.91	-	-	-	2,276.14
CHAMPAGNE-LAWTON, PAULA	9,838.73	-	-	-	36,484.65
CHESLEY, RAYMOND G	78,041.03	-	-	-	395.83
CLARKE, JENNIFER M	48,360.30	-	363.51	-	-
CUSHING, MATTHEW J	458.33	-	-	-	-
DAVIS, THOMAS J	41,861.90	-	-	-	-
DELANEY, SHELAGH M	49,693.89	-	2,189.76	-	-
ELDREDGE, MEGGAN M	73,934.64	-	327.80	-	250.00
GREENHALGH, CHARLEEN L	97,083.80	-	-	-	479.94
HAARMAN, RICHARD A	3,074.83	-	-	-	-
HOWELL, PAMELA	500.00	-	-	-	-
INSLEY, ROBERT G	208.35	-	-	-	-
MOYNIHAN, JAMES M	18,124.70	-	-	-	-
MURPHY, KENNETH L	12,744.90	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
POLSELLI, MARK N	580.83	-	-	-	-
SABATINO, ALYXANDRA K	33,447.83	-	-	-	4,911.42
SMITH, NICOLE D	32,325.47	-	20.77	-	250.00
STEVENS, RICHARD G	31,650.97	-	-	-	250.00
SWEETSER, PAUL E	66,284.40	-	-	-	4,889.91
TENAGLIA, KATHLEEN A	23,461.20	-	-	-	-
TWOMBLY, HUNTER J	23,627.72	-	-	-	-
USOWSKI, AMY E	79,180.93	-	-	-	250.00
WHELAN, THOMAS R	40,237.90	-	-	-	-
ZINGARELLI, PATRICIA	18,737.29	-	249.00	-	2,149.93

IT, Channel 18

BANFORD, RICHARD F	92,943.77	-	-	-	6,856.08
GOODWIN, JAMIE L	65,255.39	-	-	-	-
LADUE, CALEB M	40,182.47	-	-	-	350.00
WYATT, JOHN A	1,712.58	-	-	-	-

Town Clerk

BASSETT, DAVID A	95.00	-	-	-	-
BEARSE, JOYCE E	70.00	-	-	-	-
BOWEN, SHEILA K	75.00	-	-	-	-
BOWERS, JANET S	225.00	-	-	-	-
BOWERS, RICHARD H	30.00	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
CALLAHAN, CHARLES L	235.00	-	-	-	-
CALLAHAN, JOAN A	235.00	-	-	-	-
CARROLL, ERIC G	235.00	-	-	-	-
CARROLL, GAYLE E	235.00	-	-	-	-
CORBETT, URSULA K	95.00	-	-	-	-
DAVIS, JUDITH	255.00	-	-	-	-
DICKINSON, ELAINE F	165.00	-	-	-	-
DOUCETTE, ANITA N	81,905.00	-	-	-	-
ELDRIDGE, JOHN A SR	355.00	-	-	-	-
FRITH, MARJORIE	165.00	-	-	-	-
GAUDET, KATHRYN A	1,594.04	-	-	-	8,345.42
GOMES, RICHARD E	225.00	-	-	-	-
HALL, SANDRA	235.00	-	-	-	-
HARRINGTON, DOROTHY M	50.00	-	-	-	-
HEMMINGS, DOROTHY G	95.00	-	-	-	-
HUGHES, LINDA L	165.00	-	-	-	-
KAISER, JANET M	225.00	-	-	-	-
KAPLAN, ANN W	235.00	-	-	-	-
KNOWLES, SHIRLEY	295.00	-	-	-	-
KOPASZ, DENISE	20,936.30	-	-	-	1,043.83
MADSON, BARBARA A	50.00	-	-	-	-
MASLOWSKI, MARY A	22,439.73	-	435.04	-	-
MILLS, SUSAN J	314.64	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
MULLER, KATHLEEN	95.00	-	-	-	-
PANKO, DEAN K	70.00	-	-	-	-
PARKHURST, DOROTHY A	3,192.29	-	-	-	-
PHILLIPS, JOYCE E	95.00	-	-	-	-
PINA, MARY ANN E	165.00	-	-	-	-
REMILLARD, WILFRED	110.00	-	-	-	-
SACRAMONE, CATHERINE A	115.00	-	-	-	-
SCHLANSKY, MARILYN A	95.00	-	-	-	-
SCHLANSKY, PAUL M	95.00	-	-	-	-
SEMENTA, DEBORAH A	175.00	-	-	-	-
SILVERIO, JANET	145.00	-	-	-	-
SULLIVAN, JUDITH M	155.00	-	-	-	-
TAVANO, DONNA L	140.00	-	-	-	-
WEINSTEIN, SUSAN W	70.00	-	-	-	-
WEST, PAULA M	57,348.27	-	441.14	-	2,070.45
WINSTON, ROBERTA E	235.00	-	-	-	-

Community and Cultural Centers

CAREY, CAROLYN	85,269.08	-	-	-	4,547.86
ESTABROOK, SAMANTHA M	43,406.91	-	3,031.06	-	350.00
LOTTI, KERRY L	12,557.13	-	-	-	-
MEUNIER, RICHARD M	3,592.14	-	-	-	-
MITCHELL, EMILY J	2,325.54	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
NEWTON, JUDITH A	6,175.51	-	-	-	-
PORTER, RICHARD S	878.37	-	-	-	-
STEIDEL, DANIEL A	511.29	1,988.76	-	-	-
STRZEPEK, ERICA D	15,412.65	-	-	-	-
Council on Aging					
ANDERSON, RICHARD S	22,813.43	-	-	-	-
BARNES, GALE	1,048.60	-	-	-	13,982.69
CARLSON, MARIE A	54,527.21	-	-	-	-
FALLON, VIRGINIA S	496.74	-	-	-	-
FOLEY, BARBARA-ANNE	1,380.17	-	-	-	19,646.38
GOLIA, GERALD E	20,700.03	-	-	-	-
GRUNWALD, KEVIN M	55,174.72	-	-	-	-
JUSELL, SUSAN J	80,912.00	-	-	-	6,013.84
LUSHER, CHARLOTTA G	928.92	-	-	-	-
PETRACCA, GARTH J	1,280.00	-	-	-	-
ROGERS, RICHARD H	2,839.72	-	234.78	-	-
RYDER, JANE M	437.05	-	-	-	-
SKIPPER, KATHLEEN A	12,901.72	-	-	-	-
ST PIERRE, LINDA	38,948.05	-	321.02	-	350.00
THIBODEAU, REMI W	1,538.20	-	-	-	-
WILSON, JUDITH L	59,071.28	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
Highway, Transfer Station, Parks, Cemetery, Building Maintenance					
ALBEE, BRIAN J	62,982.40	-	4,844.77	-	136.26
BAILEY, DAVID I	-	2,544.75	-	-	-
BENGSTON, ZACHERY E	41,558.40	-	5,534.44	-	264.74
BERUBE, KIM	60,023.63	-	9,646.71	-	362.79
BERUBE, RICHARD	68,403.12	-	16,776.58	-	790.83
BRYDA, MICHAEL E	46,531.16	-	1,006.20	-	3,505.62
CENTRELLA, PATRICIA A	46,508.80	-	4,231.63	-	3,255.62
CHADWICK, ROBERT J	6,016.80	-	-	-	-
CROWELL, EDWARD T	58,234.33	-	15,562.85	-	1,011.56
EDSON, KYLE R	69,201.63	-	10,147.60	-	790.83
ELDRIDGE, ERIC C	62,982.40	-	8,523.75	-	751.21
ELDRIDGE, ZACHARY T	-	3,845.18	161.18	-	-
GAGNON, THOMAS A JR	59,342.42	-	7,339.40	-	728.03
GARZA, MICHAEL A	-	1,638.50	-	-	-
GERMAIN, ERIN K	52,411.60	-	10,082.80	-	402.28
GIFFEE, CHRISTOPHER J	47,112.02	-	815.41	-	3,897.84
GILBERT, DAVID M	59,380.64	-	14,392.07	-	616.16
GROSSE, CODY J	44,496.00	-	12,103.87	-	603.20
HERSEY, STEVEN P	52,145.60	-	9,501.73	-	112.82
HOLMES, COLLIN F	58,429.45	-	1,925.82	-	1,285.16
HOOPER, LINCOLN S	110,425.14	-	-	-	2,208.50
HOPKINS, JARED J	52,145.60	-	4,738.30	-	332.18

Name	Base	Seasonal	OT	Details	Other
HORAN, DAVID C	10,059.23	-	1,073.76	-	-
HOSKING, RICHARD L	58,011.20	-	17,375.81	-	461.56
HUNT, VALERIE J	17,931.97	-	2,859.50	-	-
JESUDOWICH, ALEX	14,097.02	-	-	-	-
KELLEY, ROBBIN M	59,859.81	-	-	-	3,343.00
KIERNAN, MICHAEL F	21,496.51	-	899.64	-	14,694.12
LANGWAY, WESLEY J	52,145.60	-	8,599.09	-	332.18
LEWIS, DANIEL N	46,732.40	-	4,086.29	-	1,236.08
LIBBY, SEAN B	69,201.60	-	14,173.16	-	790.83
MASON, AIDAN F	3,896.03	-	-	-	-
MCNEELY, DANIEL J	58,011.20	-	19,920.82	-	223.12
MERESTE, DANIEL	36,607.14	-	4,710.92	-	572.73
MURPHY, EUGENE J JR	7,253.85	-	1,156.70	-	-
NICKERSON, DONALD C	69,201.61	-	12,359.93	-	149.72
OELSCHAGER, DANIEL J	-	6,627.75	438.94	-	-
PASQUAROSA, PETER M	-	5,088.80	-	-	-
PINA, F. JEFFREY	35,848.80	-	3,550.45	-	566.99
REED, MARK S	200.00	30,375.93	4,863.93	-	-
REUSS, WILLIAM L	4,356.00	-	-	-	725.93
SALAS, ANTHONY	46,508.80	-	1,274.52	-	1,645.26
SEELY, JOAN T	47,656.00	-	7,089.01	-	552.59
SMITH, DAVID J	50,641.42	-	4,443.73	-	332.18
SORENSEN HENRY, ZACHOREE J	15,203.86	-	3,444.03	-	-

Name	Base	Seasonal	OT	Details	Other
SOUZA, ANDREW F	49,347.52	-	7,683.26	-	668.14
STOVICH, PETER E	53,266.88	-	12,425.48	-	605.80
STRATTON, JAMES W	62,565.60	-	8,045.47	-	751.21
STRATTON, WALTER E III	63,221.60	-	8,243.73	-	471.12
SUTHERLAND, CHRISTOPHER J	-	600.00	33.75	-	-
SUTHERLAND, GEORGE T	26,368.58	-	786.60	-	-
THIBEAULT, MARC N	-	3,174.00	-	-	-
TUOMINEN, CHARLES L	19,018.59	-	-	-	-
VIERA, ALEXANDER P	26.18	8,237.91	860.14	-	-
VIERA, PAUL A	62,982.40	-	5,162.71	-	751.21
WRIGHTINGTON, DAVID R	55,078.40	-	12,399.26	-	700.86
YARBRO, THOMAS J	54,627.20	-	13,767.71	-	700.86
ZIEGLER, ROBERT A	12,962.62	-	-	-	-
Fire Department					
AVERY, RYAN E	60,721.51	-	19,116.47	-	-
BATTISTA, JOSEPH J	3,747.04	-	301.10	-	-
BOYNE, JASON R	63,683.41	-	-	-	6,496.78
BROWN, CHRISTINA L	55,874.37	-	11,522.51	663.26	4,367.65
CLARKE, JAMES M	58,392.92	-	35,974.80	607.98	2,413.09
CLARKE, JOHN H	73,878.41	-	34,600.48	221.08	10,496.93
CLARKE, NORMAN M JR	132,967.23	-	-	-	-
COUGHLAN, BRIAN T	74,119.42	-	7,309.30	1,547.62	10,677.92

Name	Base	Seasonal	OT	Details	Other
DIAMOND, ERIC C	68,881.07	-	15,820.94	221.08	7,133.69
DRUCKENBROD, TIMOTHY F	13,124.00	-	4,250.65	-	2,183.83
DUQUETTE, KEVIN M	54,023.66	-	8,726.04	221.08	4,427.23
EDWARDS, RYAN P	69,175.87	-	34,440.34	1,437.06	9,531.69
ELDREDGE, MATTHEW A	61,998.49	-	10,149.16	-	9,049.08
ELDREDGE, ROY H JR	19,239.37	-	-	-	-
ELLIOTT, ERIC K	66,847.96	-	51,669.80	276.36	7,133.69
ERVING, JEFFREY D JR	55,903.61	-	25,310.25	884.34	3,500.00
FINN, PAUL	67,166.05	-	7,676.64	-	10,351.34
FORD, JOSHUA D	66,712.59	-	26,104.57	442.17	7,133.69
GOULD, THOMAS D	66,673.97	-	2,919.66	442.16	10,351.34
HAWTHORNE, GLENN D	68,623.91	-	34,984.73	-	9,727.76
JAQUES, TIMOTHY S	6,167.39	-	-	-	26,812.82
LAPLANTE, ADAM S	66,588.90	-	42,941.18	694.94	2,594.07
LEBLANC, DAVID J	99,087.65	-	10,555.13	-	17,736.20
L'ETOILE, BRAD A	62,705.62	-	16,459.45	663.27	3,619.63
MAYO, JOSEPH	73,872.61	-	37,916.72	1,326.50	10,496.93
OTTINO, ANDREW W	3,747.04	-	167.28	-	-
PARKER, DONALD W JR	73,872.61	-	61,462.77	663.26	10,496.93
PICHE, SHAWN P	66,656.62	-	34,361.15	1,160.70	7,133.69
PIRES, SUSAN A	42,618.25	-	-	-	2,835.41
REGO, JOSEPH H III	64,790.65	-	11,340.38	-	9,049.08
SANDERS, ROBERT K	74,358.78	-	9,091.35	442.18	10,858.89

Name	Base	Seasonal	OT	Details	Other
SANDINO, JAMES A	45,901.24	-	3,914.30	-	-
SANGIOVANNI, DANIEL A	52,627.29	-	25,787.47	718.53	4,531.47
SCHNEEWEISS, WILLIAM B	56,269.02	-	11,994.83	663.25	8,183.83
SMITH, LEIGHANNE M	70,924.94	-	31,698.06	663.27	10,361.29
THORNTON, CRAIG W	77,057.02	-	40,358.28	221.09	10,949.38
TYLDESLEY, SCOTT A	71,025.49	-	54,612.24	-	10,361.19
WALORZ, JUSTYNE L	70,962.64	-	31,534.34	221.09	10,361.19
WHITE, JUSTIN G	68,513.73	-	45,403.29	1,160.69	8,430.73
WILLIS, BRAD R	67,212.39	-	18,444.46	773.79	8,430.73
YOUNG, BRUCE F	62,941.82	-	69,614.53	663.27	9,049.08
Police Department					
BOORACK, PAUL P	88,667.49	-	39,219.58	17,187.04	-
BRACKETT, ROBERT C	83,412.30	-	30,404.75	9,287.36	-
BRICKLEY, BRENDAN R	64,611.41	-	19,591.94	30,822.50	-
BROOKS, CHARLES J	43,629.33	-	10,585.56	-	-
BURNS, JOHN J	65,827.93	-	5,113.21	-	4,924.78
BUTTRICK, RICHARD E JR	74,703.38	-	12,350.89	4,841.19	-
CAMPBELL, RICHARD	96,134.30	-	23,508.53	19,719.82	-
CLARKE, THOMAS D	72,050.65	-	44,795.56	5,649.19	800.00
CODY, STEPHEN W	11,633.70	-	-	-	-
CONNERY, JAMES R	68,139.20	-	3,411.92	29,281.32	800.00
CONSIDINE, KEVIN M	106,453.60	-	11,139.40	7,629.39	-

Name	Base	Seasonal	OT	Details	Other
CULVER, LYMAN E JR	2,443.66	-	-	-	-
CURRIE, ROBERT E	4,296.49	-	-	72,275.00	-
DEBAGGIS, TEGAN M	60,358.34	-	11,917.26	12,865.50	-
DONOVAN, DANIEL J	47,547.66	-	4,923.44	20,045.50	-
DUTRA, DEREK J	75,575.38	-	19,442.18	4,648.02	-
FAZZINO, RYAN J	52,683.48	-	13,948.81	23,458.00	-
GAGNON, THOMAS A JR	125,685.63	-	-	14,909.64	350.00
GOSHGARIAN, ARAM V	89,450.48	-	27,395.64	21,517.01	-
GRIFFITHS, THOMAS G JR.	61,114.26	-	3,851.77	24,591.00	-
GUILLEMETTE, DAVID J	135,841.18	-	-	-	-
HADFIELD, ROBERT D	73,020.99	-	9,228.77	17,202.00	1,300.00
HARRIS, MARC W	75,653.44	-	2,230.73	3,219.50	800.00
HOLMES, MARK T	66,627.67	-	20,197.36	31,427.50	-
HORGAN, ROBERT F	771.16	-	-	7,070.00	-
HUTTON, ADAM E	91,872.35	-	35,977.67	32,056.47	-
JACEK, DAVID J	1,321.98	-	-	61,093.00	-
JUDGE, JULIE L	49,485.80	-	-	-	3,464.01
KANNALLY, KEITH T	64,749.17	-	19,305.31	15,485.00	-
LABELLE, JOSEPH F JR	67,255.74	-	-	940.80	800.00
LARVEE, JOHN J	66,464.81	-	16,397.84	30,721.84	-
LINCOLN, KEITH E	60,760.84	-	1,267.97	11,162.50	800.00
MCINALLY, IRIS G	58,174.04	-	25,776.45	-	7,363.52
MITCHELL, JONATHAN L	67,866.46	-	292.85	-	-

Name	Base	Seasonal	OT	Details	Other
MONTEIRO, THEODORE R IV	44,033.21	-	7,685.81	-	-
NICHOLSON, DIANE A	59,262.12	-	25,367.28	-	7,363.52
NOLAN, NEIL A	65,695.32	-	1,438.10	13,383.34	-
PARKER, GABRIELLA R	44,987.28	-	7,277.63	-	-
PETELL, PETER P	65,143.32	-	2,594.07	-	-
PORTER, MICHAEL E JR	74,048.31	-	14,571.48	5,053.69	800.00
ROSS, JADE D	32,369.96	-	3,602.96	-	2,009.59
RUGGIERO, RONALD D	55,208.33	-	17,713.63	30,461.70	-
SOUTHWORTH, PHILIP M	3,644.21	-	40.79	564.00	4,410.55
SULLIVAN, JOHN F JR	110,923.89	-	3,868.69	18,496.59	-
SULLIVAN, JOHN F SR	320.48	-	-	14,268.50	-
ULRICH, T P	67,686.56	-	1,116.96	-	-
VARLEY, KATIE A	54,527.21	-	749.01	-	2,531.09
VERMETTE, TYLER J	59,706.25	-	14,301.90	2,868.00	-
WALINSKI, AMY	75,245.76	-	24,297.67	3,353.80	-
WARREN, JOHN E JR	1,221.83	-	-	76,089.00	-
YOUNG, KAREN F	793.95	-	-	-	-

Cranberry Valley Golf Course

AGNES, DELANEY R	-	2,324.50	-	-	-
BARRETT, WILLIAM H	-	3,085.25	-	-	-
BOSWORTH, MARK W	4,592.08	-	-	-	-
CANTO, JUSTUS B	-	1,402.18	-	-	-

Name	Base	Seasonal	OT	Details	Other
CARLSON, CONNOR P	-	2,692.85	-	-	-
CASEY, BRIAN M	-	3,155.65	-	-	-
CLAPTON, MARTIN G	-	7,601.13	-	-	-
CONVERSE, GEOFFREY M	-	1,531.75	-	-	-
COSKER, WILLIAM F	-	19,119.52	1,829.16	-	-
DAMON, DEAN A	27,566.02	8,970.52	3,374.87	-	-
DAVIDSON, SAMUEL T	-	213.18	-	-	-
DOMOS, PAMELA R	49,977.96	-	234.88	-	2,492.67
DONOVAN, ROBERT E	62,316.81	-	7,707.27	-	2,578.89
DRAGO, NICHOLAS J	303.38	2,805.00	-	-	-
ESPINOZA, MIGUEL E	-	1,164.08	-	-	-
FAGAN, RICHARD J	9,282.30	29,846.72	-	-	-
FERNANDEZ, SHAWN M	87,419.13	-	-	-	14,093.83
FERRIGNO, RALPH R	-	2,945.26	-	-	-
FLAHERTY, PETER M	-	4,356.95	-	-	-
GALANIS, GREGORY L	-	3,667.59	-	-	-
GALANIS, KATHERINE E	-	3,189.30	-	-	-
GALEOTA, RALPH E	-	6,356.84	-	-	-
GASS, BRYAN A	-	2,244.01	-	-	-
GOFF, WILLIAM F	-	4,238.00	-	-	-
GOODE, TYLER R	-	779.80	-	-	-
GREENWOOD, WILSON JR	-	2,216.31	-	-	-
GREER, ROMAN S	82,289.51	-	-	-	350.00

Name	Base	Seasonal	OT	Details	Other
GRISOLIA, RICHARD D	-	3,743.91	-	-	-
HANDLER, ROBERT	-	2,765.76	-	-	-
HANSEN, KAREN B	-	3,169.67	-	-	-
HARRIS, ADRIAN S	-	3,750.28	-	-	-
HRISTOV, HRISTO D	-	4,782.00	558.00	-	-
HULL, JOHN R	-	220.00	-	-	-
JAZWINSKI, EDWIN A	-	19,698.07	1,786.85	-	-
JOHNSON, GEORGE R JR.	-	4,163.48	-	-	-
JOHNSON, LAWRENCE P	-	1,793.00	-	-	-
KELLEY, EDWARD J	-	5,242.64	-	-	-
KILMURRAY, MARK S	-	1,902.00	207.00	-	-
KUHL, JAMES W	-	2,032.65	-	-	-
LABELLE, RYAN J	-	180.00	-	-	-
LANGLOIS, DEAN W	50,832.08	-	6,096.04	-	600.00
LAVIERI, JOSEPH L	-	4,207.10	-	-	-
MARTY, HANNAH R	-	1,127.62	-	-	-
MCCARTHY, JOHN W	-	4,653.12	-	-	-
MEISSNER, BENJAMIN J	-	981.76	-	-	-
MELLO, PAUL R	51,272.08	-	5,694.22	-	575.00
MINER, JOSHUA W	-	2,431.95	-	-	-
NASH, ERWIN R	-	6,938.74	-	-	-
NUZZO, ANTHONY R	-	2,414.50	-	-	-
O'DONNELL, ALLISON L	-	2,665.66	-	-	-

Name	Base	Seasonal	OT	Details	Other
O'DONNELL, EMILY N	-	701.50	-	-	-
O'DONNELL, MATTHEW D	-	4,383.23	240.12	-	-
PAGE, DENNIS B	-	3,237.28	-	-	-
PAVLAKIS, CHRISTIAN P	-	2,006.76	-	-	-
PULASKI, KEITH A	-	4,054.50	726.76	-	-
RAE, HALEY B	-	3,493.17	-	-	-
REYNARD, TUCKER C	-	816.75	-	-	-
REYNOLDS, DONALD E	-	8,715.83	-	-	-
RODRIGUES, ANTHONY	-	1,840.01	-	-	-
RYAN, MACKENZIE P	-	3,029.00	-	-	-
RYDER, RAIN C	56,433.28	-	6,330.69	-	600.00
SERIJAN, MICHAEL T	36,987.74	-	162.08	-	87.49
SIMS, FRANCIS X	-	6,200.27	-	-	-
SPELMAN, JOHN D	-	5,777.76	-	-	-
SQUIRES, JEREMIAH T	-	1,171.00	-	-	-
ST PIERRE, COLLEEN M	-	10,807.47	-	-	-
STEIDEL, ARTHUR H	-	5,089.43	-	-	-
STEIDEL, MICHAEL A	-	2,129.00	-	-	-
TOMASIAN, THOMAS III	-	5,404.41	-	-	-
VARZEAS, KIM M	-	6,571.96	-	-	-
WALKER, NATHANIEL C	-	5,898.24	646.54	-	-
WARNER, GRANT E	-	720.50	-	-	-
WHITSED, JACK C	-	1,593.29	-	-	-

Name	Base	Seasonal	OT	Details	Other
Harbor, Natural Resources					
BAILEY, TIMOTHY J	-	2,405.67	-	-	-
COYLE, JAMES F	-	222.45	-	-	-
FISH, ALLAN J	-	604.50	-	-	-
GONZALES-HESSE, MICHAEL R	-	797.64	-	-	-
KOTOSKI, AIDAN W	-	1,194.12	-	-	-
MAHONEY, SAMANTHA A	-	1,107.45	-	-	-
MATHEWS, RICHARD A JR	-	9,491.47	-	-	-
MCNAMARA, DELIA K	-	2,907.03	-	-	-
MCPHERSON, LEAH K	677.05	-	-	-	-
MORRIS, MICHELLE N	57,348.25	-	551.46	-	923.48
NEISER, WILLIAM F	62,759.57	-	376.25	-	-
PARKER, SAMANTHA E	-	6,867.56	33.36	-	-
POWERS, KESTREL R	-	1,001.52	-	-	-
PROFT, HEINZ M	86,319.22	-	-	-	4,863.45
RENDON, JOHN C	88,464.01	-	-	-	600.00
SPRINGER, BARRY A	-	5,496.28	-	-	-
TELESMANICK, THOMAS W	47,547.00	-	369.82	-	2,379.86
TOBIN, RYAN P	-	212.32	-	-	-
ZUZICK, VELNA M	-	2,615.93	-	-	-
Brooks Library					
BUHLER, JOY E	4,077.61	-	-	-	-
BURKE, CARLA	24,738.69	-	-	-	133.61

Name	Base	Seasonal	OT	Details	Other
CARPENTER, ANN S	57,568.84	-	112.46	-	3,217.41
CARTA, EMILY R	50,052.87	-	97.97	-	350.00
CLINGAN, JOANNE	25,602.28	-	-	-	259.26
COLLINS, BRENDA L	730.80	-	-	-	-
FEIL, ELIZABETH C	3,877.30	-	-	-	-
GREEN, MEGAN R	38,279.96	-	88.87	-	-
HENKEN, SUSAN D	17,454.30	-	-	-	-
HEWITT, VIRGINIA	85,270.12	-	-	-	5,968.90
HOWARD, CATHERINE E	3,665.75	-	-	-	-
HURFORD, DOROTHY D	7,319.44	-	-	-	-
INMAN, PHILLIP E	22,208.95	-	-	-	-
KAUFMANN, CHRISTINE E	4,568.76	-	-	-	-
KELLEY, LAURA L	23,387.83	-	-	-	-
KRAFT, VINCENT H	252.44	-	-	-	-
LEACH, JACQUELINE S	4,789.52	-	-	-	-
MARTELL, SUZANNE P	54,736.96	-	234.26	-	4,631.28
MILAN, EMILY R	60,132.84	-	208.79	-	-
NICHOLS, JUDITH H	2,962.86	-	-	-	-
PAINE, PAMELA A	34,295.70	-	79.23	-	1,009.93
PICKETT, JENNIFER B	57,568.81	-	47.27	-	2,867.41
SHEEDY, JOHN T	14,281.53	-	-	-	-
SIMS, CAREY V	19,554.18	-	-	-	-
STELLO, MELISSA E	2,237.44	-	-	-	-
THORNTON, JAMIE K	5,932.80	-	-	-	-

Name	Base	Seasonal	OT	Details	Other
Recreation & Youth					
AMAKER, NATHAN F	-	1,876.79	-	-	-
AMES, LEE A	62,316.87	-	898.39	-	4,362.18
AZANOW, ADAM M	-	6,038.85	-	-	-
BARBATO, ANDREW W	-	5,209.06	-	-	-
BARBELLA-RANELLO, AVA M	-	56.10	-	-	-
BEEBE, ERIC J	77,250.32	-	-	-	1,757.24
BILOTTA, AMBRIA C	-	5,008.52	-	-	-
BOURGEOIS, MICHAEL H	240.00	9,118.02	-	-	-
BYRNE, MOLLY A	-	128.52	-	-	-
CABIDO, MARISSA M	-	2,816.22	-	-	-
CARDILLO, MACKENZIE G	-	140.52	-	-	-
CARDILLO, RACHEL M	-	140.52	-	-	-
CATANZARO, CHRISTINA M	-	4,864.14	-	-	-
CELIN, WIVENOR R	303.39	3,079.15	-	-	-
CHARRON, MARY K	-	3,187.52	-	-	-
CLANCY, JAMES A	-	52.70	-	-	-
CLANCY, JOHN M	-	4,452.10	-	-	-
CLANCY, JULIA G	-	4,063.39	-	-	-
DALY, AOIFFE T	-	3,385.35	-	-	-
DEMPSEY, MICHAEL	-	5,588.08	-	-	-
DONNELLY, EMILY A	-	140.52	-	-	-
EITELBACH, HUNTER J	-	3,741.38	-	-	-

Name	Base	Seasonal	OT	Details	Other
EUSTIS, LAURA A	-	1,989.03	-	-	-
FERNANDES, JACK W	-	4,446.11	-	-	-
FERREIRA, AEMILIA A	-	140.52	-	-	-
FERREIRA, GUINEVERE A	-	140.52	-	-	-
FOLEY, ERIN R	-	6,594.01	-	-	-
FRASER, SUSAN H	65,540.84	-	5,916.07	-	1,005.41
GONNELLA, CAMERON J	-	3,315.01	-	-	-
GONNELLA, FRANCESCA K	-	3,358.90	-	-	-
HALL, CHRISTOPHER W	-	392.09	-	-	-
HALL, JONATHAN II	-	3,935.46	-	-	-
HANNIGAN, CHRISTOPHER A	-	856.11	-	-	-
HARLOR, ERIN M	-	2,653.53	-	-	-
HASTINGS, MADDYLINE E	250.00	5,626.02	-	-	-
HAWTHORNE, CHARLOTTE A	-	4,790.13	-	-	-
HAWTHORNE, ELIZA R	1,099.77	3,218.96	-	-	-
IMLER, LAURA G	-	4,386.03	-	-	-
JUNG, HANNAH M	-	3,406.08	-	-	-
KARLSON, NORMAN D	-	1,447.38	-	-	-
KELLEY, HALEY M	-	2,974.85	-	-	-
LOGIE, MICHAEL T	-	1,466.25	-	-	-
LORANGER, MATTHEW T	-	2,997.80	-	-	-
LORANGER, STEVEN T	-	2,892.41	-	-	-
MAGGIONI, ALEXANDER H	-	3,742.18	-	-	-

Name	Base	Seasonal	OT	Details	Other
MARCHESE, KARLEY M	-	2,025.21	-	-	-
MASIELLO, JASON J	120.00	3,553.52	-	-	-
MCGOWAN, THOMAS L	-	3,782.35	-	-	-
MCGURTY, MOLLY M	-	2,646.49	-	-	-
MEEHAN, REAGAN F	-	3,413.49	-	-	-
MILAN, ANNA L	-	4,272.54	-	-	-
MOLESKI, ELENA M	-	3,259.33	-	-	-
MONAHAN, JOHN P	-	6,053.17	-	-	-
MORAN, KAITLYN E	-	3,500.90	-	-	-
MURPHY, GERRIT W	11,719.81	-	-	-	-
MURPHY, SAMANTHA A	-	140.52	-	-	-
O'CONNOR, KATHLEEN J	-	3,962.55	-	-	-
O'CONNOR, PATRICK J	-	2,732.38	-	-	-
O'CONNOR, THOMAS P	-	3,837.78	-	-	-
PEATMAN, CHARLES	-	1,357.90	-	-	-
PEZZANO, DIANDRA L	-	3,397.89	-	-	-
PIERRE, ALYN	660.00	6,422.10	-	-	-
QUINN, CASEY	-	2,505.98	-	-	-
QUINN, HUNTER W	-	3,387.74	-	-	-
QUINN, KAEDEN	-	2,974.37	-	-	-
RIDLEY, TREVOR T	-	3,961.10	-	-	-
RIOUX, JULIA R	-	966.09	-	-	-
ROBINSON, DAVID J	960.00	13,046.81	-	-	-

Name	Base	Seasonal	OT	Details	Other
ROWE, MEREDITH K	-	3,294.64	-	-	-
ROWE, NATHANIEL	-	128.52	-	-	-
SADOSKI, ANDREW M	150.00	2,769.04	-	-	-
SEARS, BLAKE M	-	4,885.41	-	-	-
SEARS, KAYLA A	-	2,693.59	-	-	-
SEISER, ELI M	-	4,188.82	-	-	-
SEISER, LUCIEN M	-	2,431.20	-	-	-
SHEA, MELISSA	-	3,868.13	-	-	-
SMALL, JILLIAN L	-	631.17	-	-	-
SMALL, MARINA L	-	357.00	-	-	-
SOBCHUK, JACK A	-	3,854.95	-	-	-
SOBCHUK, WILLIAM H	-	3,676.98	-	-	-
SULLIVAN, ABIGAIL C	-	4,857.35	-	-	-
TALHAM, AMANDA P	-	704.43	-	-	-
TYLER, MCKENZIE L	-	2,108.14	-	-	-
VEALE, MATTHEW P	-	3,502.68	-	-	-
VEALE, NICHOLAS J	-	3,308.64	-	-	-
VISCO, NADIA S	-	3,895.29	-	-	-
WALSH, KEVIN E	-	4,519.88	-	-	-

Water Department

ALVES, TRACEY L	50,847.24	-	623.07	-	-
BUTTRICK, AUSTIN K	-	457.92	-	-	-

Name	Base	Seasonal	OT	Details	Other
CARREIRO, GARY A	500.00	-	-	-	-
CURRIE, SCOTT A SR	61,131.23	-	1,124.17	-	3,767.87
ELDREDGE, JASON M	64,688.00	-	33,611.41	-	2,299.14
GONSALVES, DANETTE L	208.38	-	-	-	-
HICKS, STEVEN G	72,134.40	-	13,600.68	-	1,581.41
MAJKA, JOSHUA D	46,657.60	-	5,482.16	-	187.45
MARSH, WELLESLEY	56,555.29	-	764.77	-	2,827.76
MILAN, DANA M	55,432.03	-	24,304.87	-	3,550.86
NEWHARD, BERNARD	61,131.22	-	30,484.80	-	4,754.18
NEWHARD, PATRICIA A	-	3,464.00	-	-	-
NICHOLSON, DAVID C JR	53,081.60	-	6,277.92	-	3,936.41
NORCOTT, NICHOLAS S	-	3,992.50	-	-	-
PELLETIER, DANIEL R	94,458.92	-	-	-	-
PENINGER, WILLIAM E	61,131.20	-	26,120.38	-	4,404.18
PICARD, TIMOTHY J	53,081.60	-	5,531.46	-	2,603.13
SALZILLO, NEIL J	64,688.00	-	31,955.25	-	4,728.16
SENATORE, ANDREW J	-	2,060.64	-	-	-
SIEGER, SANDRA	72,134.40	-	1,937.75	-	5,049.41
SPARROW, PHILIP M	53,081.60	-	24,020.70	-	3,740.71
THOMPSON, ALLIN	500.00	-	-	-	-
UNDERWOOD, JUDITH	166.64	-	-	-	-
HOUSE, SHEILA	81,161.08	-	-	-	950.00
	13,287,225.75	659,807.69	2,012,902.49	710,644.73	640,926.80

Citizens Committee Vacancy Form

Volunteer Now - Serve Your Community

Town government needs citizens who are willing to give time in the service of their community. This form was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees and Commissions

Vacancy Forms are updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

CITIZEN'S COMMITTEE VACANCY FORM BOARD OF SELECTMEN 732 Main Street, Harwich, MA 02645

Name _____

Street/P.O. Box _____

Town _____ ZIP _____

Occupation _____

Email _____

Telephone _____

LIST IN ORDER OF PREFERENCE

PLANNING AND PRESERVATION

OTHER

- | | |
|---|--|
| () Agricultural Commission | () Affordable Housing Trust |
| () *Board of Appeals | () *Board of Assessors |
| () Brooks Academy Museum Commission | () *Board of Health |
| () Building Code Board of Appeals | () Capital Outlay Committee |
| () Bylaw/Charter Review Committee | () Cemetery Commission |
| () Community Preservation Committee | () Community Center Facilities Committee |
| () *Conservation Commission | () Constable |
| () Cultural Council | () Council on Aging |
| () Historical/Historic District Commission | () Finance Committee |
| () *Planning Board | () Harwich Accessibility Rights Committee |
| () Real Estate, Open Space Committee | () Harwich Center Initiative Committee |
| () Town Forest Committee | () Harwich Housing Committee |
| () Traffic Safety Committee | () Herring Supervisor (Voluntary) |
| () Trail Committee | () Saquatucket Development Committee |
| () Harwich Energy Committee | () Shellfish Constable (Voluntary) |
| () OTHER _____ | () Treasure Chest Volunteers |
| | () Voter Information Committee |
| | () Wastewater Support Committee |
| | () Youth Services Committee |

RECREATION

- () Bikeways Committee
- () Golf Committee
- () Recreation & Youth Commission
- () Waterways Committee

*** Please include a resume with form**

TOWN OF HARWICH - TELEPHONE NUMBERS

TOWN OFFICES

Animal Control Officer	430-7565
Board of Assessors	430-7503
Building Department	430-7506
Cemetery Commission	430-7549
Channel 18	430-7569
Community Center	430-7568
Conservation Commission	430-7538
Conservation Director	430-7538
Council on Aging	430-7550
Outreach Program	430-7551
Disposal Area Scalehouse	430-7558
Harbormaster	430-7532
Harbor Workshop	430-7529
Health Department	430-7509
Department of Public Works	430-7555
Inspectors (Gas, Wiring, Plumbing)	430-7507
Planning Board	430-7511
Recreation & Youth	430-7553
Recreation Director's Office	430-7554
Beach Sticker Sellers (June - Labor Day)	430-7638
Selectmen's Office	430-7513
TTY (For the Hearing Impaired)	430-7537
Town Accountant	430-7518
Town Administrator	430-7513
Town Clerk	430-7516
Town Engineer	430-7508
Town Nurse	430-7505
Town Planner	430-7511
Town Treasurer/Tax Collector	430-7501
Veterans' Agent	430-0617
Water Department	432-0304
Youth Counselor	430-7836

LIBRARIES

Brooks Free Library	430-7562
Chase Library	432-2610
Harwich Port Library	432-3320

CRANBERRY VALLEY GOLF COURSE

Administration/Pro Shop	430-5234
Maintenance	430-7561
Tee Times	430-7560

MONOMOY REGIONAL SCHOOL DISTRICT 945-5130

**** ALL EMERGENCY CALLS **911** ****

POLICE DEPARTMENT	432-1212
Other Calls	430-7541
FIRE DEPARTMENT	432-2323
Other Calls	430-7546

Back cover photo: New Saquatucket Harbor

Photo taken by: John Rendon

