

HARWICH COMMUNITY CENTER FACILITIES COMMITTEE

Friday, September 12, 2025

3:30 PM

**The Harwich Channel Studio, Harwich Community Center
100 Oak Street, Harwich MA 02645**

MINUTES – Approved 11/14/2025

1. **Call Meeting to Order:** Chair Angelina Chilaka called the meeting to order at 3:30 pm.
2. **Attendance: Present** – In addition to the Chair, were members Heath Eldredge, Phyllis Thomason, Christina Joyce, and Carolyn Carey.

There was a quorum.

Also present was Reagan Wilda, Program Assistant II.

3. **Approve minutes:** Moved by Heath Eldredge and seconded by Phyllis Thomason, the motion to approve the August 8, 2025, was unanimous with a correction to Paragraph 4bii, Reports to indicated the Recreation & Youth Commission is considering applying to Community Preservation Committee for funds to replace basketball nets.

4. Reports

- a. **Council on Aging Committee (COAC)** – No Report. The committee has not named its member who will also serve on HCCFC.
- b. **Recreation & Youth Commission** – Phyllis Thomason: Carolyn Carey outlined plan to contract to paint walls in rec offices. Currently one of the custodians is painting baseboards and chair rails throughout the building.

5. Old Business

- a. **Capital Projects for 2027 fiscal year (over \$10k)** – Carolyn Carey: Request to submit projects was received from Town Administration office to department heads. **Refer Attachment 1 for the project list.** She is also looking at additional parking.

b. **New Member – COAC:** See paragraph 4a.

c. **Letter to Chair Chilaka from Peter Pickarski dated August 14, 2025:** See Attachment 2. Per his request for agenda and minutes, Carolyn Carey will send him the committee's agenda; Chris Joyce will send him approved minutes.

6. New Business

a. Director's Update

i. New hire, Michael Mitchell, will work evening shifts

b. **Program/Events Update** – Reagan Wilda outlined numerous programs scheduled for September and October. A few major events include the **Boutique for Halloween Costumes on 10/16 and the Halloween Party on 10/30**. Other events include:

- i. Matters of the Heart – first of four sessions held
- ii. 9/20 Barks in the Park in Brooks Park
- iii. CPR class is full; scheduling a second that is half full.
- iv. 9/26 Slime making
- v. 10/2 Spaghetti Dinner
- vi. 10/3 Sports Trivia
- vii. 10/23 Sound Dunes Sock Hop and Trivia

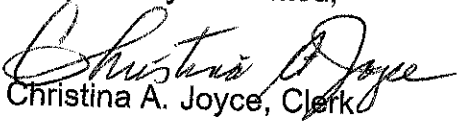
c. **Harwich Cranberry Festival 2025** – Carolyn Carey reminded the committee that the festival will be September 13 and 14 in the fields behind the Community Center. Set up starts Friday, September 12. A cranberry exhibit by Alan Hall will be set up in the gym.

d. Building/Operations Update

- i. Handicap mechanism for entry doors remains an issue after new switch installed
- ii. Blinds – some repairs being made.
- iii. A few squares have been replaced in the carpeting.
- iv. Facility Kitchen passed inspection. The kitchen is shared with COA and Elder Services amongst others.
- v. Fire Department responded to natural gas smell; pilot light was out.

7. **Other:** Chris Joyce asked about the gift to the Community Center accepted at the last Select Board's meeting. Carolyn Carey explained the leader of the Summer Cribbage Camp donated \$200 from the attendees' fees.
8. **Adjourn:** Moved by Heath Eldredge and seconded by Phyllis Thomason, the motion to adjourn at 4:06pm was approved unanimously.

Respectfully submitted,


Christina A. Joyce, Clerk

Attachments

Attachment 1 – List of Capital Project Requests for 2027 fiscal year (\$10k and above.)

Attachment 2 - August 14, 2025 Letter from Peter Piekarski, Select Board member, to Chair Chilaka

ATTACHMENT 1

List of Capital Project Requests for 2027 fiscal year

- Install irrigation system for front of building
- Replace some building furniture especially folding tables and some furniture in seating areas,
- Replace basketball hoop systems,
- Paint multi-purpose room, weight room and other large areas; may require closing all or parts of the building.
- Replace part or all floors for bathrooms, weight room and entrance way
- Replace handicap mechanisms for entry doors
- Finish the temporary paneled room across from Rec office.

ATTACHMENT 2

August 14, 2025 Letter from Peter Piekarski, Select Board member, to Chair Chilaka

Carolyn Carey

Attachment 2

From: Peter Piekarski
Sent: Thursday, August 14, 2025 12:39 PM
To: achilakacapecod@aol.com
Cc: Peter Piekarski; Carolyn Carey
Subject: Community Center and Facilities Committee Liaison

Hello Ms. Chilaka –

First, let me apologize for the delay in sending out this communication. In all likelihood, you have already been informed that I was assigned as the Select Board liaison to the Community Center and Facilities Committee.

As your liaison, I'm happy to assist whenever it is necessary. However, I don't typically insert myself onto your agendas or into your meetings. I strongly believe in providing your board with the necessary space to discuss/ work on matters that are important to the board and more importantly to the individuals that you service.

Please don't ever hesitate to reach out if I can be of assistance or potentially help move an item along.

I look forward to reading your meeting minutes along with the annual update to the Select Board. If possible, I would like to receive copies of your meeting agendas.

Thank you

Pete Piekarski
peter.piekarski@harwich-ma.gov