

**HARWICH COMMUNITY CENTER
FACILITIES COMMITTEE MINUTES
Friday, January 10, 2025
The Harwich Channel Studio, Harwich Community Center
100 Oak Street, Harwich MA 02645
Approved February 14, 2025**

1. **Call to Order:** Chair Angelina Chilaka called the meeting to order at 3:30pm
2. **Attendance:**
Present: In addition to the Chair were members: Heath Eldredge; Christina Joyce; Vahn Khachadorian, Recreation & Youth Commission Representative; Ralph Smith, Council on Aging Committee Representative; and Carolyn Carey, Community Center Director.

Quorum: There was a quorum.

Also present: Reagan Wilda, Community Center Program Specialist II
3. **Approve Minutes:**
 - a. Moved by Vahn Khachadorian and seconded by Heath Eldredge, the motion to approve the November 8, 2024 minutes was approved unanimously.
 - b. Moved by Heath Eldredge and seconded by Vahn Khachadorian, the motion to approve the September 13, 2024 minutes was approved unanimously.
4. **Reports from COA Committee and Recreation & Youth Commission (R&YC):**
 - a. Ralph Smith reported for COA that the men's breakfast was well attended. The planned speaker from Cape Rep Theater in Brewster was unable to attend. Town Nurse Sue Jusell recommended joining Balance Boosters class; Richard Waystack reviewed available property tax abatements for older adults.
 - b. Vahn Khachadorian reported for R&YC there was no meeting in December. Specifications for fencing and bathroom at Memorial Field are completed and out to bid.
5. **Old Business:** Carolyn Carey indicated the budget has been submitted to Joe Powers, Town Administrator; a meeting with Joe Powers is upcoming. The budget message included no new staffing for budget fiscal year 2026.

6. **New Business:**

- a. **Annual Report for 2024 Town Report** – Members had prior to this meeting provided input; a correction to spelling Vahn Khachadoorian's name was made.
- b. **Community Center Birthday Celebration:** February marks the 25th Anniversary of the Center. The Center will host 25 programs in February some of which will be partnerships with other Town Departments sharing the facility.

7. **Director's Update:**

- a. **Harwich Community Center News:** Carolyn Carey said **February's newsletter** will focus on the 25th Anniversary and those people who were influential in bringing the Center to fruition.
- b. **Programs & Events:**
 - i. Reagan Wilda reviewed **January programs** and highlighted the Police Department's Safety program, the Volunteer Recruiting Fair, and the Talent Show. To date, the Volunteer Recruiting Fair has 22 organizations signed up for the event on January 23, from 4-6 pm.
 - ii. Regan also walked us through the **events planned for February** which include: Design a 25th Anniversary Tshirt, Card Making, a Spaghetti Feed, Pancake Breakfast, Ice Cream Social, Decorate a Duck, and Family Karaoke.
- c. **Building Use/Operations:**
 - i. **Carpeting** will be installed and the hope is the building will not be shut d– own during any part of the installation.
 - ii. **Interior Activity Room painting** continues and new toilet seats are on order.
 - iii. **Basement – Town** departments did a great job of clearing out files, equipment, etc. and re-organizing storage areas.

8. **Other:**

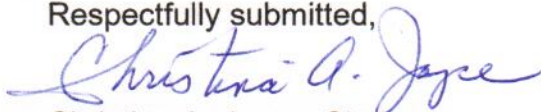
- a. An update from Chair Chilaka re:
 - i. Town of Harwich insurance claim from last summer's use of Veterans' Memorial Field Complex by Circus Smirkus indicates both Town Administrator Joe Powers and DPW Director Linc Hooper met with a circus insurance representative to reach agreement.
 - ii. The proposed plan to use land on the north east side of Monomoy Reginal High School as a fair ground has been dropped by Town administration.
- b. On January 21s, Nate DuBrule, Circus Smirkus, will be at the 204 Municipal Building on Sisson Road to determine if the fields are suitable for Circus Smirkus in 2025. He will also meet with Kara

MeWhinney, Linc Hooper and with some members of the Harwich Children's Fund.

- c. Vahn Khachadorian asked how Town and Departmental policies are managed and retained. Carolyn Carey indicated the Center's policies are reviewed yearly and retained at the Center. Select Board policies are retained by the Town Administrator; individual departments are responsible for policies within their related area of Town government.

- 9. **Adjournment:** The meeting adjourned at 4:03 pm after the unanimously approved motion made by Heath Eldredge and seconded by Vahn Khachadorian.

Respectfully submitted,



Christina A. Joyce, Clerk

Next meeting – February 14, 2024 at 3pm