

**TOWN OF HARWICH
COMMUNITY PRESERVATION COMMITTEE**

Approved 12.11.25

**Community Preservation Committee Regular Meeting Minutes
December 4, 2025**

*Recording and Taping Notification: As required by law the Town may audio or video record this meeting.
Any person intending to either audio or video record this open session is required to inform the chair.*

I Call to Order

Harwich Community Preservation Committee Meeting called to order with a quorum of committee members present by Chair Dave Nixon at 6:04 PM, on Thursday, December 4, 2025, at the Harwich Town Hall, Donn B. Griffin Room. Present for quorum: Chair Dave Nixon, Vice Chair Kathy Green, Marcy Vigneau, John Ketchum, Emily Brutti, and Art Bodin.

Absent: Mary Maslowski

II Guests Welcomed

A. Public Comment – none.

III Approval of Minutes

A. CPC Meeting Minutes of November 13, 2025.

A motion was made by Kathy Green, seconded by Art Bodin, to approve the Regular Meeting Minutes of November 13, 2025.

Vote: Chair Dave Nixon – Aye; Kathy Green – Aye; John Ketchum - Aye; Marcy Vigneau – Aye; Emily Brutti – Aye; Art Bodin – Aye.
Motion passed.

IV New Business

A. 2025/2026 Project Presentations:

Presentations of 2025/2026 Community Preservation Act funding projects requests.

Eleven project applications were submitted this year. One application has been withdrawn.

Each Applicant will be given 5 minutes to present, followed by a 15-minute increment of time for discussion with Community Preservation Committee members.

REC 1 Recreation Department Fields Irrigation Replacement Project

Applicant: Eric Beebe, Harwich Recreation Director, Town of Harwich Recreation Department

Project Representative: Eric Beebe, Harwich Recreation Director

Request: \$350,000

Eric Beebe, Harwich Recreation Director reported this project is to replace current irrigation systems for Veterans Memorial Field Complex, Senior Memorial Softball Field, and Potters Softball Field. All three of these fields' systems are failing and are at the end of their useful life with a large amount of maintenance work going into them each year including repairs of lines, sprinkler heads, etc.

The Highway and Parks Department has recommended replacing the systems. Replacing all three at once maximizes economy of scale. The fields are widely utilized by residents for recreational programs, school teams, private leagues & gatherings, and special events. Here, the town has put resources into adding fences, constructing walking paths, and building restrooms. As an important town resource, the ball fields require ongoing care and protection through maintenance and regular watering.

The new system would use commercial high-density piping, that is said to last three times longer, have less brakes, and fewer maintenance issues. The piping is not PVC and has life expediency of 60 years. They will not need special heads.

Schematics were requested for the fields behind the Community Center. The softball ballparks cannot be separated out to do two separate projects. The whole field needs to be done at once.

The funding request is high because of the flux in costs, and the costs will probably increase the longer we wait. The current quotes are not guaranteed for a year. If the project is approved by the town in May, work wouldn't begin until after the summer season next year. Committee members asked about the origin of the high-density piping and whether tariffs would apply. That information is unknown at this time. In this project, the contingency is over 50% rather than the usual 20%. They need to ask for enough funds to cover the project and will return unspent funds. They will have a clearer understanding of the costs as the start date approaches.

Most of the expense and work on this project is the piping. The existing wells are O.K. They are not worried about Brooks Park's system right now, though it is over 20 years old. They usually update systems every 20 years. The current on-going projects at Brooks Park are in good shape. The heads can be moved.

TOWN OF HARWICH COMMUNITY PRESERVATION COMMITTEE

December 4, 2025 CPC Meeting Minutes Page 2

Next summer, they will patch this system as they go, to limp it along. If a brake occurs, the field may flood overnight. Locating and repairing the issue is challenging, and the field remains unusable until the water recedes.

CH 5 Chatham 1533 Main Street Project

Applicant: Pennrose LLC, Joe Gatti, Associate Developer

Project Representative: Rio Sacchetti, Project Manager, Senior Developer at Pennrose LLC

Request: \$100,000

Handouts. The project presenter was Mr. Gatti, an Associate Developer at Pennrose LLC, a national affordable housing developer active in New England, creating units in Connecticut, Rhode Island, and Massachusetts. Pennrose also provides management to oversee some 25,000 units. Pennrose LLC has recently created 65 affordable housing units in Eastham, 62 in Orleans and 93 in Wareham. They are collaborating with the Harwich Affordable Housing Trust on a 60-unit project on Queen Anne Road.

Affordable housing is a regional issue that succeeds with collective regional assistance. The recent Orleans project received substantial financial support from Community Preservation Act contributions provided by neighboring towns, including Harwich. Regional funding encourages towns to support each other's housing projects. Although these two projects are in Chatham, the housing is open to Harwich residents. This collaborative funding approach attracted attention from State authorities, which may have contributed to the project's successful approval for State funding in the initial round.

Pennrose LLC was selected by Chatham to construct this proposed project that will provide 48 affordable and workforce housing units across nine two- and three-story village-style townhomes arranged around a central green space. The handout presents building renderings that reflect Chatham's character. The townhomes offer 1-, 2-, or 3-bedroom options. Units will be available to individuals across different income brackets, to households earning 30% to 110% of the Area Median Income (AMI). The 110 % AMI level was requested by Chatham to include workforce housing. The village will feature two entry and exit points on Main Street in Chatham, located less than two miles from downtown. Each unit will have their own front door, laundry, and storage shed. There will also be a management building for the property manager and maintenance staff and storage. The staff from the nearby second project at Chatham Meetinghouse Road will also share this building's storage.

The landscaping design for the village focuses on providing open areas and makes full use of the existing trees wherever possible. There will be a common building, a play area, and garden spaces. Native drought-resistance plant species and grasses will be utilized throughout the site. Although irrigation will be implemented, it is intended solely as an initial measure during the first three years to facilitate the establishment of the new plantings. Each unit will have 1.3 parking spaces, which is typical for affordable housing elsewhere.

CH 3 Chatham Meeting House Road Project

Applicant: Pennrose LLC, Joe Gatti, Associate Developer

Project Representative: Rio Sacchetti, Project Manager, Senior Developer at Pennrose LLC

Request: \$100,000

The project presenter, Mr. Joe Gatti, an Associate Developer at Pennrose LLC, continued with the second proposed housing development requesting funding. This project is 1 ½ miles down the road from the 1533 Main Street village and is about three miles from downtown. This parcel of land has a challenging slope to site the townhomes and is smaller in scale compared to 1533 Main Street. This village will provide 42 affordable and workforce housing units in a range of one to three bedrooms, designed for households with incomes between 30% and 100% of the Area Median Income (AMI). The architectural style will be compatible with that of the Chatham community. Similar to 1533 Main Street, the landscaping team aims to maintain open areas, protect existing trees, and plant more trees near the buildings. The townhomes will be arranged around a small parking lot rather than a shared green space. The village abuts the town's Twine Fields for recreation and bike path opportunities. It will also have a smaller management building to house the staff, the property manager and maintenance person. Bike racks will be located near the management building.

Committee discussion: The new construction will feature high energy efficiency, omitting basements, utilizing heat pumps, and will be solar ready. Residents will be encouraged to monitor their utility consumption, with cost-effective usage rewarded through unit utility credits.

The timeline of these projects: The plan is to continue submitting funding requests through the neighboring towns and governmental options in addition to mortgages. Tax credits submitted in March 2026 will be awarded in July 2026.

TOWN OF HARWICH COMMUNITY PRESERVATION COMMITTEE

December 4, 2025 CPC Meeting Minutes Page 3

A committee member suggested Pennrose also ask the local towns' Affordable Housing Trusts for contributions in addition to the Community Preservation Committees. Groundbreaking will be in 2027, followed by 16 months of construction.

The rents were discussed. Joe offered at the Meetinghouse Road village a 1-bedroom unit with a household at the 60% AIM level would rent for \$1,350. And at the 100% AIM level would rent for \$2,500. Respectively, the 2-bedroom unit – \$1,650, to \$3,000, and a 3-bedroom unit - \$ 1,800, to just over \$3,000.

The units will be awarded by lottery. Chatham residents will have the majority of the preference, followed local contributing towns' residents, and 10% balance going to Barnstable/regional residents.

The number of parking spaces per units was discussed. Balancing the desire for increased green space with the need for parking involves a strategic tradeoff. The spaces will not be assigned. A committee member offered that though the reduced number of spaces is typical for affordable housing developments, the Cape has limited public transportation.

All the ground floor units will have some level of accessibility. At the Meetinghouse Road village, there will be 4 proper ADA compliant units, and 5 ADA units at 1533 Main Street village.

Traffic was heavily studied in Chatham, with both the town and Pennrose hiring engineers to look into the matter. They agreed the traffic impact could result in an 8-second additional delay on Main Street traffic in this area.

Chatham and Pennrose researched the sites. No independent wastewater treatment plants will be built. There are no wetlands noted on the engineered survey of the Meetinghouse Road site. Storm water naturally drains into the Meetinghouse storm system. It was noted that the Town of Chatham did not ask for their Conservation Committee to review the villages.

A committee member reminded all the limited storage residents face for outdoor items like BBQs, lawn chairs, bikes can clutter the villages' appearance.

Joe reminded the committee that funding these villages in neighboring Chatham can benefit Harwich residents, providing low income and workforce housing opportunities. Whether living in Chatham, Harwich, or any nearby town, affordable housing is scarce for everyone. These villages will offer those much-needed homes. The regionalized funding approach to affordable housing development may provide a reciprocal, ripple effect. During the recent Orleans Cape Cod 5 housing development, neighboring towns contributed Community Preservation Act funds to support the project, with the expectation that future projects in their own communities might also attract similar interest for funding.

V Old Business

A. Discussion: Grant Agreements - Postponed until another meeting.

B. Update: Signs – Kathy spoke with the Harwich Conservation Trust Executive Director Mike Lach about their signs. The HCT sign in Cold Brook is an 18" by 18" green aluminum sign. It blends in with the environment. Kathy ordered a CPC sample sign. If the committee approves, this type of sign could be used to mark our Open Space – Conservation Preservation category projects. A permitting process is not required in these locations. The Conservation Commission has preferences regarding sign materials and generally dislikes options like pressure-treated wood. Metal signs are a better choice than plastic. This aluminum sign is coated to resist fading from weather for up to 10 years.

B. Update: Social media/Facebook – Emily will prepare posts for 2026. The committee requested a post about upcoming projects for the Town Meeting vote next spring, to be published after the committee finalizes the supported project list.

C. Update: Website and Application - John reported the OS1 Robbins Pond Woodlands application is no longer confidential. He has uploaded it the website. He also reported the town website has had technical issues lately. He is trying to resolve the problems.
The committee decided not to post the update reports on its webpage; instead, the reports will be included in the meeting minutes. The committee expressed their confusion of the town's new email system. Jan will use the new emails of John and Dave to test the system.

VI Other: Harwich has a new Finance Director. Dave will reach out directly to request our numbers.

VII Next meeting's Agenda points – December 11, 2025: New Project Presentations continue

VIII Adjournment: A motion was made by Art Bodin, seconded by Marcy Vigneau, to adjourn. Motion passed with unanimous vote.

Adjourned 7:47 PM.