

HARWICH COMMUNITY CENTER FACILITIES COMMITTEE
Friday, March 14, 2025
The Harwich Channel Studio, Harwich Community Center
100 Oak Street, Harwich MA 02645

MINUTES
Approved May 9, 2025

1. **Call 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; Christina Joyce; Vahan Khachadorian, Recreation & Youth Commission Representative; and Carolyn Carey, Community Center Director.
Note: Ralph Smith, Harwich Council on Aging (COA) Committee Representative, submitted his resignation from the COA Committee; it was accepted by the Select Board.

Also present – Reagan Wilda, Community Center Program Specialist II.

3. **Approve Minutes:** Moved by Heath Eldredge and seconded by Vahan Khachadorian, the motion to approve the February 14, 2025, minutes was approved unanimously.
4. **Reports**
 - a. **COA Committee** – no report was submitted. Angelina Chilaka indicated there may be member interested to replace Ralph Smith and represent the COA committee. It next meets on 3/19.
 - b. **Recreation and Youth Commission: Vahan Khachadorian reported on the following –**
 - i. The three Community Planning Committee (CPC) applications were approved by the CPC for inclusion in the 2026 Town Warrant.
 - ii. The Commission is developing a revised five-year plan and will look at the wooded area near White House Field, splash pads, etc.
 - iii. Fencing at Memorial Field is completed.
5. **Old Business**
 - a. **Room Use Requests –**
 - i. Both COA and Recreation & Youth Commission have sent in their proposed room usage for the next fiscal year.
 - ii. Announcement to all others has been sent out; a few submittals have been already received.

- iii. Beach, Transfer Station and Treasure Chest permits will not be sold in the Community Center this year.
- iv. There appears to be a need for additional meeting/event space.
- v. Carolyn Carey will connect with Eric Beebe, Director of Recreation and Youth, re: expressed interest in a patio outside behind the kitchen to review for inclusion in the budget process.

6. New Business:

- a. **Resignation** - Ralph Smith resignation from COA Committee – His resignation was accepted by the Select Board. See also **Attendance**.
- b. **Joint Meeting** – The committee agreed to Carolyn Carey's proposal to hold a meeting with the three department heads and the respective committees one time each year. Topic of interests include: how to best manage room cancelations and newsletters.
- c. **Proposed Select Board Animal policy** – animals in municipal buildings. The Select Board is working on a policy and plan to review the existing Brooks Free Library policy prior to making a final decision. Currently the Community Center policy is that all dogs must be on leashes.

7. Director's Update - Carolyn Carey

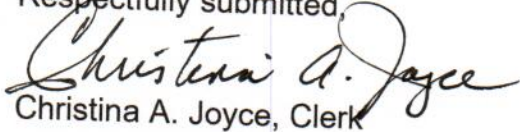
- a. **Newsletter** – the committee reviewed the *"March Harwich Community Center News."*
- b. **Community Center Programs and Events – Reagan Wilda**
 - i. **February & March Events Update**
 - 1. 32 Events/programs were held in February in celebration of the Center's 25th birthday.
 - 2. Ice Cream Social at end of February was exceedingly well attended as was the pancake breakfast.
 - 3. **Spaghetti Dinners** – will not be offered in the summer months and will resume in the fall.
 - 4. Reagan Wilda also highlighted a few events in March – St Paddy's Day Bingo, Youth and Family Safety Talk and Slime Making.
 - ii. **April Events**
 - 1. The following represent some of the programs planned:
 - 2. 4/3 Spaghetti Dinner
 - 3. 4/11 Easter Basket kits and Bunny visit
 - 4. 4/18 Adult Prom
 - 5. 4/24 Seed Starting

- 6. 4/25 Author Event – **Sea Captains of Cape Cod** by Michael Pregot
- iii. **Summer Events** – will include movies, Animal Control programs, Joint offering with COA and Health Depts.

c. **Building Use & Operations – Carolyn Carey**

- i. Carolyn is working with Fire and Police departments and her department head peers in the Center to participate in an emergency drill to ensure employees are prepared.
 - ii. Carpeting project is complete.
8. **Other** – Included in these minutes is a letter from J. Goddard thanking Harwich Town staff including the Community Center for its welcoming treatment in a March visit.

Respectfully submitted,


Christina A. Joyce, Clerk

- Next meeting April 11, 2025, 3:30 pm

March 8, 2025

Town Administrator Joseph Powers
732 Main Street, Town Hall
Harwich, MA 02645



Re: wonderful staff at library, community center, fire department

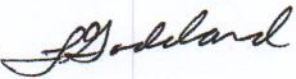
Dear Administrator Powers:

I am writing to convey how well staff on the front lines have treated me during my visit to town.

Community center employees gave a warm welcome at the spaghetti supper on March 7, Andrew Riker of the Harwich Fire Department responded quickly to open my vehicle at Red River Beach when mistakenly I locked my keys inside on March 8, and several days this week in the research area of the library, Alan Caughey helped me with computer guidance and printing.

The Town of Harwich is a pleasure to visit because of the people who work for the town. They are always friendly and helpful.

I have had a nice visit and will return soon.

Sincerely,
Jacquelyn Goddard 
New Jersey