



Town of Chatham

Office of the Selectmen
Town Manager
549 Main Street
Chatham, MA 02633



Jill R. Goldsmith
TOWN MANAGER

Tel: (508) 945-5105
Fax: (508) 945-3550
www.chatham-ma.gov

TO: Honorable Board of Selectmen
FROM: Jill R. Goldsmith, Town Manager
DATE: August 22, 2014
SUBJECT: Town Manager’s Report for the BOS meeting of August 19, 2014

I am pleased to enclose the Monthly Report of Department Heads for the month of July 2014.

TOWN MANAGER’S OFFICE: Submitted by Jill Goldsmith

Mission Statement: The Board of Selectmen and Town Manager provide executive leadership for the Town of Chatham. Together, we pursue collaborative processes, ethical, and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Chatham.

Professional and Community Outreach	Meetings	Notes
Weekly Department Head and DH Regular Biweekly - Meetings	20	
Professional Meetings/Seminars/Conferences	3	MA Joint Labor-Mgt Committee for Police and Fire (Mgt Chairman) and Cape Town Managers Association
Meetings with Residents/Businesses	4	
Project/Issue Meetings	8	Fire Station, Subsurface Contamination, CVEC, Elder Services Meals Program, Lake Street Apartments Management, CBI General Manager, Film Permit, Employment Interview, Performance Mgt., Personnel matters
Committee/Board Meetings Attended	3	BOS and SRAC
Union Meetings/Negotiation Sessions	1	CMEA and Fire IAFF
Town Counsel – On-site Office Hours	1	
Weekly Department Head and DH Regular Biweekly - Meetings	20	

COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Deanna Ruffer

On a daily basis the Chatham Community Development Department strives to provide courteous and responsive quality service to our valued customers by fostering a respectful and welcoming environment resulting in a positive experience for all by:

- *Listening to your concerns and providing accurate answers and information by responding in a friendly and thoughtful manner*
- *Being accountable for all we do, “not shutting the door and pulling down the blinds” recognizing that everyone’s needs are important*
- *Being the “helping hand” in making the permitting process easier and employing a collaborative approach to finding solutions on complex issues, enabling the successful completion of your projects*
- *Maintaining a commitment to transparency by responding to requests for information to the full extent of Massachusetts public meeting and records law*

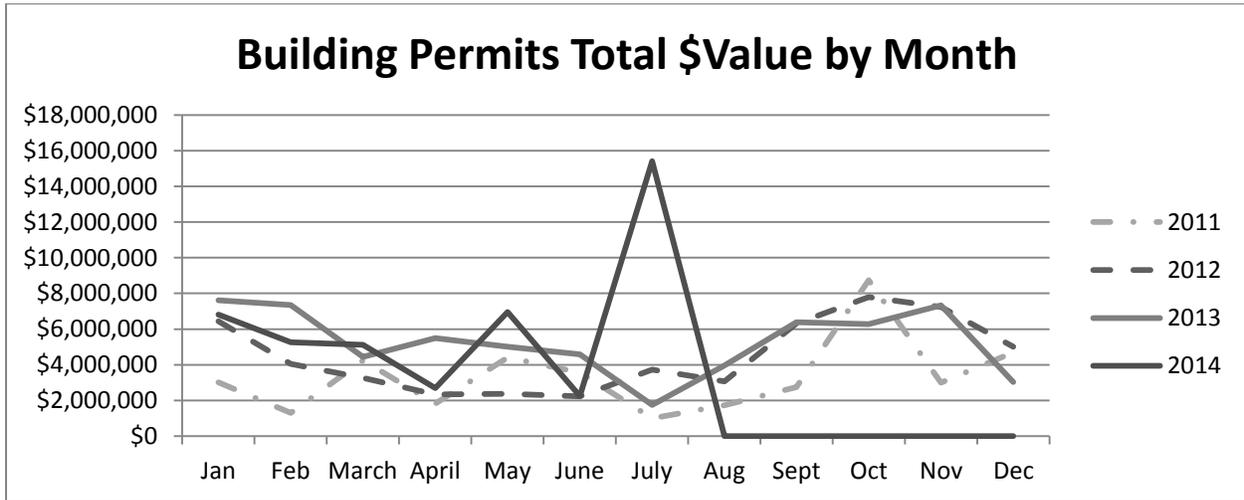
And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

BUILDING DIVISION

	Month	YTD	Ave/Mo	2013 Total	2013 Ave/Mo	% 2014/2013	\$Value YTD	\$Value 2013
Bldg Apps Submitted	67	441	63	686	57	65%		
Bldg Permits Issued								
New Dwellings	9	30	5	41	3	73%	\$26,220,620	\$27,787,000
Multi-family	-	-	-	3	0	-	-	\$0
Demolitions	7	19	3	25	2	76%		
Residential Add/Renos	58	365	52	578	48	63%	\$13,430,865	\$30,377,934
Nonresidential Add/Renos	5	32	5	33	3	97%	\$2,221,877	\$4,479,140
Public Structures New & Alts/add	-	4	.6	7	.5	80%	\$1,626,844	\$521,000
New Comm Structures	1	3	.5	1	0	300%	\$998,768	\$44,500
Total Building Permits	80	453	65	688	57	66%	\$44,489,974	\$63,209,574
Average \$value/permit							\$98,212	\$91,874.38
Electrical Permits	69	441	63	759	63	58%		
Plumbing & Gas Permits	85	615	88	1004	84	62%		
Inspections								
Building	137	697	100	1053	88	66%		
Electrical	79	560	80	902	75	62%		
Gas & Plumbing	123	821	118	913	76	90%		
Total	339	2,078	297	2868	239	73%		

There was a dramatic spike in building activities during July, demonstrating how fluid the construction business can be. After closely tracking 2013 building trends for the first six months of the year, permit activity and values skyrocketed in July, resulting in several notable areas now outpacing 2013 activities. For example, in July the total value of building permits issued

was \$15,404,822, as compared to an average per month value of \$4,847,525 over the first six months of the year. This dramatic increase appears to be due to the spike in the number of building permits issued for new dwellings, with 9 permits issued in July (with an average value of \$2,913,402) as compared to none in June and an average of 3.5 per month for the first six months of the year. The demand for inspections, and in particular gas and plumbing inspections, is also notably higher than in 2013.



REGULATORY BOARDS

Historical Commission – There was one Historical Commission meeting in July 2014. The CHC continues its review of draft rules and regulations as well as working with the Department to revise and update its application forms.

Historical Commission	2013 Totals							2014 Totals
mtgs	17	1						11
		Apps Heard	Approved	Imposed	Continued	Withdrawn	Mo Totals	
Demo delay - full	10	1	1				1	1
Demo delay - partial	10	0					0	4
substantial alternation	3	1			1		1	6
Total	23	2	1	0	1	0	2	11

Historic Business District Commission (HBDC) – There were three HBDC meeting in July 2014. On July 16th, the HBDC issued a Certificate of Appropriateness with conditions for the proposed Cumberland Farms at 678-686 Main Street, for a structure and canopy and site plan which had been significantly modified based on HBDC input subsequent to the submittal of the original application.

HBDC	2013 Totals							2014 Totals
mtgs	23	3						16
		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	

Pre-apps	5	0					0	1
COAs	58	6	6	0	0	0	6	35
Signs	81	5	4	0	1	0	5	68
Total	144	11	10	0	1	0	11	104

Planning Board – There were three Planning Board meetings in July 2014, including one dedicated to the continued review of the proposed site plan for the proposed Cumberland Farms at 678-686 Main Street. On July 24th, the Planning Board closed the public hearing on this application and began its deliberations.

Planning Board	2013 Totals							2014 Totals
Mtgs	24	3						16
Subdivision		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
ANR	8						0	7
Prelim	0						0	1
Defin	2						0	1
Site Plans								
pre-apps	9						0	9
Formal	8	2	2				2	10
Amendment	8						0	2
Special Permits	0						0	0
ZBA Recom	9						0	4
Bond Reduct/CoC	14	2	2				2	7
Total	58	4	4	0	0	0	4	41

Zoning Board of Appeals (ZBA) – There were two ZBA meetings in July 2014.

ZBA	2013 Totals							2014 Totals
Mtgs	22	2						14
		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Special Permits	95	5	4		1		5	52
Amendments	3	3	3				3	10
Dimensional Variance	1						0	2
Sign Permits	8						0	8
Appeals of ZEO	1						0	0
40B	1						0	1
Total	109	8	7	0	1	0	8	73

PLANNING DIVISION

During the month of July 2014, staff worked on the following planning projects and assisted the following advisory committees with their activities:

ROUTE 28 CORRIDOR LAND USE VISIONING PROJECT: The Planning Board has selected the first five recommendations made by the Cape Cod Commission to focus on at this time and has scheduled an August 25th meeting with South Chatham neighborhood residents and business owners to begin this work. The objective of this meeting is to finalize the boundary for the South Chatham neighborhood center and begin a review of desired uses and zoning for the center as well as developing standards for future development and redevelopment that may occur along the corridor in South Chatham. This is expected to be the first of two or three meetings with the neighborhood. Similar meetings will be held with the West Chatham, Cornfield and Crowell Road neighborhoods. Ultimately the Planning Board expects to advance recommended amendments to the Protective Bylaw for Town Meeting consideration.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE: The Committee is on hiatus for the summer.

COMMITTEE FOR THE DISABLED: Work was completed on the ADA booklet "Accessible Chatham". The publication has been distributed around Town and is available on the Town website.

BIKEWAYS COMMITTEE: The Committee is re-focusing its efforts on long range planning. The Committee has prioritized the following locations for bicycle connections to existing facilities:

- George Ryder Road: Connect existing bike trail to planned bicycle connection at Rte. 28 currently scoped as part of West Chatham Transportation Improvement Project
- Sam Ryder Road: Connect Old Queen Anne Road to existing bike trail via Volunteer Park

The Bikeways Committee will be developing background and supporting material in anticipation of a budget request this fall for funds for preliminary feasibility/engineering analysis.

AFFORDABLE HOUSING COMMITTEE: The Consultant Karen Suunarborg has begun background research necessary to analyze and make recommendations on:

- The Guidelines and Capitalization of the Affordable Housing Trust Fund
- Modification of the Accessory Apartment Bylaw

A kickoff meeting with the Affordable Housing Committee is being scheduled for September.

The Affordable Housing Committee is continuing to develop a series of educational videos. Filming for the first two segments is scheduled for August with a completion date set for September

GIS PARCEL UPDATES: Final parcel geometry edits were updated for FY14 parcels and loaded into the PK Assessing software and MapsOnline. Additional editing was required for parcels to utilize the MassGIS State Parcel Standard which contains a new unique ID based on XY coordinates. This feature will improve data tracking and the ability to link outside data to the parcels for various analysis purposes. FY15 parcel updates are underway.

MASS-ORTHO/AERIAL FLYOVER PROJECT: GIS Coordinator continues to collaborate with Cape Cod Commission to develop scope of work for upcoming regional planimetric data acquisition. This second phase will build off the regional aerial flyover project completed in June.

INTER-DEPARTMENTAL PROJECTS

Community Development Department staff was involved in the following inter-departmental or town-wide projects in the month of June 2014:

SEWER CONNECTION SOFTWARE: The GIS Coordinator continues to work on developing real-time mapping layers linked to sewer connection applications. These map layers will improve data tracking, analysis and reporting functions. This work is ongoing.

ACCELLA/E-PERMITTING: The GIS Coordinator has been assisting the IT Director to develop a comprehensive data export that will merge the Town's master address database and the assessing database into one report which will sync directly to the Accella permitting software. This data export is a key component in ensuring the integrity of the new software system. This work is ongoing.

PERMIT DEPARTMENT SOFTWARE: GIS Coordinator has been assisting the IT Department in setting up a new permit tracking module. Staff has been inputting legacy data into the new standardized format based off the Town's Master Address Data. This work is ongoing.

COUNCIL ON AGING: Submitted by Amanda Speakman

Staff Update: Bus Driver George Parsons passed away on July 1, 2014. George was a 27 year employee of the Polaroid Corporation and discovered the joy of giving back through his work at the Chatham COA. George's family has asked that in lieu of flowers, everyone enjoy a Red Sox game and remember George. All are invited to the COA on Wed, August 13 to watch the Red Sox play the Reds at 12:35. We're inviting all to wear their Red Sox gear, bring an appetite for ballpark snacks and favorite memories and stories of George to share!

Outreach: The Outreach file system continues to be refined and formalized using the electric support of My Senior Center (MSC). MSC is software for Senior Centers. It's easy to use, secure, cloud based and customizable. For Outreach purposes this allows us privacy, security and the ability to manage less paper files and controls private, personal information. The MSC Outreach function allows tracking of Outreach services and documentation. Confidentiality requirements and the need for increased efficiency mandated the COA update its Outreach hard-copy file management system. The Outreach folders are now kept centrally in one locked office, in locked files; there now is a master record of Outreach folders. In the spring of 2013 through the generosity of donors we were able to purchase a shredder and began the process of establishing Outreach standards for file protocol. Using carefully selected volunteers under the oversight of Outreach/Volunteer Coordinator Eva Souza the shredding process started in July 2013. Each folder had non-pertinent medical, financial and legal material removed and shredded. The shredding process was resumed in July 2014 utilizing a Tax Work Off participant

along with a Chatham COA volunteer. The filing cabinets have been reduced from 15 to 5. The current Outreach system includes:

- Active Outreach folders: The Chatham COA has 177 active Outreach files, 124 hard copy files folders have been created. A paper file is generated when there are three points of contact or a noteworthy critical event that generates additional paperwork such as a Chatham Police report or an Adult Protective Services Referral.
- Dormant Outreach Folders: An Outreach folder is defined as not seeking Outreach services for one calendar year. These folders are placed in a separate filing cabinet in the event of future use or for historical reference. This happens when residents relocate or the crisis has passed.
- Deceased: The electronic file in My Senior Center is flagged when a resident has died and the Outreach folder is pulled and is placed in the deceased drawer. Refining the Outreach file system includes additional organization of the dormant and the deceased folders for accuracy and duplication. Strategies for similarly updating additional Outreach-related files such as Fuel Assistance and Supplemental Food Programs are being considered to maximize security and confidentiality.

Policy and Procedure: COA Board has approved updates of the Driver and Transportation policies and has ratified the Durable Medical Equipment Loan program policy and procedures; Code of Conduct/Standards of Independence for the COA.

Programming and services highlights: Sue Keller Ragtime performance and Café luncheon sold out; Senior Tax Work-off Year 2 ends August 31, 2014 with 650 hours worked to date in 9 different departments/divisions; Senior TWO Year 3 began July 1, 2014 and will end June 30, 2015 with 22 applicants and 8 participants placed or in the interview process to date.

FINANCE DEPARTMENT: Submitted by Alexandra H. Heilala

The Town of Chatham Finance Department will listen carefully and completely to our customers request for service and view their needs with importance and responsiveness while using the opportunity to foster positive relationships.

Accounting

The new fiscal year began on July 1, 2014; Happy New Year. The month of July is busy with the final 'clean-up' warrant from FY2014, which was due on or before July 15 (per MGL), as well as issuing the first payments for assessments that are due on July 1st. We are busy reviewing all accounts to reconcile the fiscal year, balancing cash and receivables before closing the books. There was a 'split' payroll for the first pay in July; employees are paid through June 30 from FY2014 funds at FY2014 pay rates then the Assistant Town Accountant verifies the new pay rates that went in to effect on July 1, and processes the remaining pay period from FY2015 funds. Essentially she runs two payrolls and then merges them into one to cover the bi-weekly pay period.

In addition to the meetings listed below, the Finance Director met with Hugh Moulton of the Summer Residents' Advisory Committee and participated with the other staff to review

automation of the permit department (see IT report). There was a meeting with the MRSD 'finance team' which consists of the Superintendent, School Business Manager, Chatham's Town Manager, Harwich Town Administrator and the Finance Directors of each town.

The Finance Director attended the following meetings in July:

- Board of Selectmen 2
- Cemetery Commission 1
- Community Preservation Committee 1

Assessors Report

- Prepare for FY2015 DOR Certification Process and Analysis
- Accept passport applications on a regular basis
- Work with Clerks & Collectors for office coverage
- Process monthly MV & Boat excise abatements
- Prepare for FY15 Boat Excise billing
- Process RE abatement applications; prepare & hold BOA meetings.
- Field taxpayer questions on actual property values/tax bills
- Continue test GIS integration in CAMA system
- Support Permit Dept. when ownership questions arise for beach stickers
- Update CAMA database to reflect FY14 parcels changes

Treasurer/Collector

July is a busy month for the Treasurer's office for some of the same reasons as stated in the accounting office report, with the two warrants payable that cover two fiscal years. In preparation for year-end the Statement of Indebtedness is updated, cash and receivables are reconciled with the accounting office and the Year-end Reports are compiled for submission to the Dept. of Revenue.

Information Technology Services

During the month of July the technology department has been working on the initial stages of digitizing all Beach, Transfer Station and Shellfish permits. Our goal is to have all permits in Peopleforms software by September. Once the information is in the software we will begin to develop the process to allow citizens the ability to renew and pay for the permits online.

July was the first full month that Building Inspectors have had the technology to complete all inspections online. The staff has been using Ipads in the field to complete their inspections. We are continuing to build on the roll out of Ipad to the Health Inspectors and should have them online by the end of August.

The IT department has been working with the Barnstable County IT Department to upgrade our VOIP phone system. Currently the County is working on a Scope of Work and an Agreement with the Town to provide these services.

FIRE RESCUE/EMS DEPARTMENT: Submitted by Chief Michael Ambriscoe

Answering the Call, Making a Difference, Protection and Service through EXCELLENCE!

Below is the monthly activity report for the fire department. The fire department responded to 345 emergency incidents in the month of July. The ambulance transported 117 patients and received \$52,053.88 in revenue. Fire Inspections and permits generated \$2,145.00 in revenue. Total revenue collected in July is \$54,198.88.

This was the busiest July having a 15% increase in incidents over 2011. More incidents occurred on Tuesdays followed by Thursdays with Mondays being the slowest day of the week in July.

Dept	Indicator		Month		Year to Date	
			July 2014	July 2013	2014	2013
Fire Rescue/EMS	Fire Suppression/ EMS					
	1	Emergency Incidents	345	338	1,653	1,641
	2	Ambulance Transports	117	106	608	582
	3	Ambulance Receipts	\$52,053.88	\$41,434.50	\$329,000.64	\$313,553.40
	4	Firefighter Injuries	0	0	7	2
	5	Civilian Injuries	0	0	0	0
	6	Mutual Aid Given	1	1	8	8
	7	Mutual Aid Received	2	3	4	12
	Fire Prevention/ Code Enforcement					
	1	Residential Inspections	30	23	159	150
	2	Commercial Inspections	8	5	105	77
	3	Plan Review	15	2	93	97
	4	Oil Tank Removals	4	1	17	24
	5	Oil Burner Inspections	2	0	18	23
	6	Sprinkler Modifications/Disconnects	2	0	9	8
	7	Sprinkler System Test	0	0	5	9
	9	Permits	4	6	130	123
	11	School Fire Drills	0	0	2	0
	12	Open Burning Permits	0	0	191	260
	13	Fire Prevention revenue	\$2,145.00	\$1,800.00	\$14,825.00	\$14,674.00
	Training					
	1	Hours Training	134.5	108	960.5	746
	Public Education					
1	Hours	0	0	49	50	

HUMAN RESOURCES DEPARTMENT: Submitted by Gerry Panuczak

Assimilate best practices to balance management, employees, and taxpayers points of view in the creation of that environment.

Human Resources

July completed the seasonal hiring for summer 2014. The town hired 25 Lifeguards and Water Safety Instructors, 20 Camp Counselors, 6 Beach Gates, 2 Windmill Attendants, 5 Beach Patrollers for Lighthouse Beach, 7 Tennis Instructors, 5 Shorebird Monitors, 9 Assistant Harbormasters, 2 Shellfish Propagation Assistants, 13 Shellfish Deputies, 3 Town Landing Officers, 6 Grounds Workers, 1 Custodian, and 3 Permit Office Clerks, for a total of 107 seasonal hires.

As is customary, a handful of seasonal hires leave mid-season, and we source replacements that are still available for hire. This activity went quite smoothly this season, and there were very few issues in the departments that were serviced by the seasonal employees. I would like to thank the Department Heads and Division Managers that participated in this activity this year, as there was great communication and coordination to realize these staff placements in a timely and efficient manner. Of particular note, was an international hire from Ireland to the Lifeguard team.

Interviews were conducted, and an appointment was made to Richard Hooper for the Intermittent Trash Collector Position. Richard started on July 28, 2014 training at the Transfer Station, and will transition to the trash collection in August and September.

Interviews were conducted and an appointment was made for Intermittent Recording Secretary. Deborah Hayward Norris started on August 4, 2014, and her first assignment is to support the Monomoy National Wildlife Refuge Task Force. Additional committees will be supported when the task force activity winds down, and other committees such as the Finance Committee enter their busy season.

Interviews were conducted and an appointment was made for the Assistant Treasurer/Collector Position. Marie Chmura will start on September 2, 2014 and was the Collector in Hatfield Massachusetts prior to this appointment.

Interviews were completed for Police Officer. An appointment was made for Joseph Amara who will start on September 12, 2014, by attending the full-time police academy.

July payrolls included the step increases and cost of living adjustments that were approved in ratified collective bargaining agreements. Changes were made for Police, Police Dispatchers, and Chatham Municipal Employee Association employees consistent with their respective agreements. There was a step 3 grievance submitted by the Chatham Municipal Employees Association which was responded to in a timely manner.

Category	July 2013	July 2014
Total Number of Seasonal Hires	107	107
Number of Open Regular Positions	3	5
Number of Regular New Hires	0	4
Union Grievances Responded To	0	1

Human Services Committee

The contracts for Fiscal 2015 were drafted, signed, and mailed to organizations receiving awards as approved at 2014 Annual Town Meeting. The committee began planning for the Fiscal 2016 RFP process. The questionnaire was revised to reflect the information necessary to apply for a grant for Fiscal 2016. Also, in an effort to prepare for the Fiscal 2016 RFP process, committee members were given a 10 year historical report of grant awards by funded organization. The committee also discussed board officers and term limits.

NATURAL RESOURCES: Submitted by Dr. Robert Duncanson

We are committed to maintaining the health and welfare of the citizens of Chatham while preserving, and enhancing where possible, Chatham's unique natural environment within the confines of state and town regulations, codes, and policies and will endeavor to administer these rules in a fair and impartial manner.

CONSERVATION DIVISION

Conservation Commission / Regulatory Responsibilities

The Conservation Commission held 4 meetings and 3 organized on-sites. Staff has provided two half hour training sessions for the new members on how to read a site plan and how to prepare for making a site visit.

New Applications received in the month of July 2014 compared to previous years:

APPLICATION	July 2014	July 2013	July 2012	YEAR TO DATE 2014	YEAR TO DATE 2013
Notice of Intent	10	1	7	41	29
Request for Determination	5	0	2	13	8
Request to Amend an Order	0	0	1	1	2
Administrative Reviews	18	4	3	58	45
TOTAL RECEIPTS	\$3,865.00	\$1,035.50	\$1,707.50	\$23,500.00	\$47,174.50

This month the Commission dealt with several field changes requested by applicants on projects already permitted and underway. If minor, these changes were accepted. If significant and still within the scope of the original permit, the Commission allowed the filing of a request to Amend the Order of Conditions pursuant to MA DEP's policy #85-4.

Appeals. Three appeals are pending: 100 Valley Farm Road by applicant for ConCom denial of new house; 197 Strong Island Road by applicant for ConCom denial of pier; 14 Periwnkle Lane by neighbor for ConCom approval of improvements to shorefront protection.

Comments to other Boards: Comment letters were provided to the Zoning Board of Appeals and/or the Planning Board and/or Board of Health.

Violations

36 Sears Pt, David Rogers – unauthorized use of a skid steer in resource areas. Clerk Magistrate’s decision requiring Mr. Rogers to pay \$33,000 in tickets was appealed by Mr. Rogers. Court date was postponed to Sept 19th. As the matter is in litigation, restoration requirements are under discussion.

Subcommittee. Subcommittee on process and procedures met three times. Recommendations were made to the Commission.

Field Work and Administrative Work - Staff made numerous site visits to review proposed projects; inspected projects for compliance; conducted numerous site visits prior to work start or to review projects in progress; conducted inspections for Certificates of Compliance; followed up on violation matters which included writing violation letters, calling contractors, follow up on compliance with enforcement actions; and met with applicants, contractors and representatives relative to proposed and ongoing projects; reviewed all building permits prior to their issuance; issued comments to the Zoning Board of Appeals and to the Planning Board.

AmeriCorps – Individual placement assisting with Land Stewardship Program concluded in the month of July. The Department and other Town departments have participated in the AmeriCorps program since its inception and once again are fortunate to be allotted the service of these volunteers to help on special projects at no cost to the Town.

Conservation Land Management

- Website: An independent town of Chatham conservation land website has been published detailing trails on conservation properties <http://chathamamericorps.wix.com/chathamconserv> (This is done through a free website provider at no cost to the town.)

Conferences, Meetings and Workshops

Public Outreach & Education

Senior Tax Work Off Program: The Conservation Division is very pleased to have three participants working on projects within the Division this year. Doug Nichols will assist with ChathamRecycles efforts in improving public awareness of recycling; Barbara Waters will continue her work with the Land Stewardship Program.

Land Bank Open Space Committee – one meeting in July

ChathamRecycles

Volunteer Paulette Fehlig continues to provide the biweekly ChathamRecycles column in the *Cape Cod Chronicle* and helps manage the website – www.ChathamRecycles.org

The current list of recyclables in brochure form is now handed out with the transfer station stickers that list the recyclables and the fee schedule for other items that must be disposed of and diverted from SEMASS (mattresses, tires, construction debris, appliances, etc.). Recent changes include:

- Mixed Paper – no more separation of newspapers and magazines. Mixed paper bin is for newspaper, magazines, phonebooks, cereal boxes, paper bags, etc.
- Textile Bin – new added bin takes all things textile including single shoes, damaged clothing, linens, towels, rags, hats, belts, remnants, etc. Items do NOT need to be re-usable, only clean and dry as they will be recycled in many ways. The town receives \$100 per ton. American Red Cross and Salvation Army bins remain.
- Bulky, Rigid Plastics – a separate receptacle is now in place taking bulky plastics such as children’s toys, patio furniture, fish totes, etc.

Food Composting Program – bring food compost to the Transfer Station. Accepting compostable food scraps (please no meat/bones/fat). Bins are located in the recycling area. Any questions, contact the Transfer Station. *Food scraps are a significant part of our garbage and much of it is compostable.* This is waste that can be diverted from the waste stream which saves the cost of trash disposal at SEMASS.

ChathamRecycles’ blue Recycle Totes continue to be available for purchase at \$8 each. Since receiving a grant from DEP in 1996, we continue to offer Earth Machine Compost Bins at wholesale cost for a price of \$45 (up from \$43 in 2013). Both items are for sale at the Transfer Station.

ITEM	July 2014	July 2013	Year to Date 2014	Year to Date 2013
Compost Bins	4	2	9	8
Recycle Totes	9	7	29	30
Total \$	\$239	\$136	\$968	\$848

HEALTH DIVISION

The following items and activities were conducted during the month of July 2014 by Health Department staff:

- Health Agent/Secretary: Work on Accela applications for licenses and renewals
- Health Agent and Secretary: Accela system initiated, continuing to refine live version with IT department to develop proper forms and tracking.
- Secretary/Health Agent: Process and review Sewer connection properties.
- Health Agent: Work with GIS to develop sewer connection tracking system.
- Secretary: Assist in scheduling routine and business inspections.

- Health Agent/Health Inspector: Annual and routine inspections/re-inspections.
- Health Agent/Health Inspector: Routine field inspections of septic system installations, test holes and percolation test, summer camp review and inspections.
- Health Inspector: conduct annual team inspections with Fire and Building Inspector.
- Health Agent: Engineer and Business owner’s conferences requested
- Health Agent: Review hearing applications and prepare staff reports for Board of Health.
- Health Agent: Emergency Planning Meeting with LEPC and Barnstable County Health Nurse Planner. Fall KI distribution drill.
- Health Agent/Health Inspector: Continue to distribute Health Survey in Community.
- Health Inspector: Coordinate summer sanitarian schedule.
- Health Agent: Respond to oil spill call Chatham Fire Dept.
- Health Agent: Respond to skunk rabies investigation, Chatham Police, Animal Control and Department of Public Health.
- Health Agent: Review bedroom status with Oyster Pond Condo Association.

Board of Health:

- July 7-cancelled
- July 21
- Hearings/Discussions: 7

Health Division/Indicator	July 2014	July 2013	YTD 2014	YTD 2013
PERMITS ISSUED:				
Disposal Works Construction	16	12	71	57
Food Handler's	12	7	138	69
Motel/Cottage	0	0	13	10
Room Inspection	0	0	27	6
Swimming Pool/Hot Tubs	0	0	22	9
Tobacco Sales	0	0	9	3
Stable/Animal Keeping	0	1	9	11
Septic Installers	0	0	43	13
Septage Haulers	1	0	29	4
Rubbish Haulers	0	0	6	3
Recreational Camps	1	2	2	5
Well Construction	4	3	16	10
Well Destruction	0	0	0	0
Scallop Shanty	0	0	0	0
Septic Abandonment	0	0	1	0
Inspections:				
Restaurant/Food Inspections	28	18	85	60
Septic Inspections	20	5	110	57
Housing Inspections	0	2	2	4

Room Inspections	3	5	17	32
Complaint Inspections	2	0	10	1
Test Holes	12	6	59	45
Pool Inspection	5	2	19	2
Review s/Comments:				
Board of Health Variance Reviews	6	4	16	17
Swimming Pool Plan Reviews	0	0	1	0
Zoning Board of Appeals Comments	3	6	36	27
Building Dept. Permit Reviews	31	16	187	141
Planning Board Comments	1	2	11	13
Board of Selectmen Comments	1	1	5	5
Sewer Connection Permit Reviews	1	0	5	0
Real Est. Transfer Report Reviews	29	17	147	122
Total Receipts:	\$5,240.00	\$2,045.00	\$51,590.00	\$32,171.00

COASTAL RESOURCES

Project Planning/Coordination

- Old Mill Boat Yard Pier Reconfiguration-. Waiting approval of Water Quality Certificate and permits from Chap. 91 and USACE. Project engineer conducted site visit with other electrical and structural engineers for detailed site inspection in preparation of developing detailed design for plans and specifications. Met with Seaport Advisory Council and DCR staff to discuss grant funding. Anticipate a formal review and anticipated approval by the Seaport Council of the construction grant in the fall. If approved, funding would likely be available for FY 16.
- Pleasant Bay ACEC dredging-. Final revisions to pre-application document completed. Center for Coastal Studies acquired some additional eelgrass and bathymetry coverage. Coordinating a pre-application meeting with resource agencies sometime in August. State has not yet officially revised state regulations prohibiting improvement dredging within an ACEC.
- Ryder's Cove/Marconi Park- Staff to coordinate some additional refinements to the current design with the engineer.
- Mitchell River Bridge- Contractor has been on-site to conduct ground surveys. NSTAR has begun modifying/relocating utility lines.
- 90 Bridge Street Waterfront Property Acquisition (Fennell Parcel)- Review of possible reuse options has begun with various committees. General consensus is to incorporate public use as well as shellfish upweller options. Waterways Advisory Committee encourages rebuild of existing dock and possibly as is in order to have some public use for next year. Reviewed site with representatives from the Seaport advisory Council and MA DCR.

- Mill Creek/South Chatham Beach Nourishment- Contacted the County dredge for possible dredging of Mill Creek Channel in August or early September to remove recurrent channel shoal.
- Battlefield Landing and road- Engineer is delayed in providing revised plans for staff review. We have contacted him to requesting more timely provision of updated plans for review.
- South Coastal Harbor Plan Update Report- Revisions to draft Implementation report to be developed to bring report into compliance with wishes of CZM.
- Water Street East Access Stairs- Old Village Assoc. involved in independent fund raising effort.
- Corps of Engineers Stage Harbor Dredge Disposal Study (Sect 204)- No significant action by the Corps pending additional funding.

Ongoing Administrative Activities

- Monomoy Refuge CCP- Weekly and sometimes bi-weekly meetings underway with the Monomoy CCP Task Force. Developing recommendations for additional hired consultant and/or legal assistance to provide comments to CCP. This intense effort will continue for the foreseeable future.
- Shorebird Monitoring Program- Actively monitoring various piping plover, American oyster catcher and least tern nests on both North Beach and North Beach Island. Considerable predation of established plover nests has been occurring.
- North Beach ORV Sticker/Program- ORV access restricted for all of July due to unfledged plover chicks and least tern nests in Orleans.
- Attended on-site meeting with Conservation Commission and MADEP regarding appeal of denial of an Order of Conditions.
- Met with representatives of the Seaport Advisory council and Mass DCR to discuss both the existing Old Mill Boat Yard renovation project as well as potential redevelopment of the newly acquired site at 90 Bridge Street.
- Met with and coordinated new parking lines at Barn Hill Landing. Water faucets at Barn Hill Landing were replaced with a new style due to recurrent problems and failure of the previous system.
- Commercial bass season is underway and commercial boat traffic at Ryder's Cove has been "spotty" due to inconsistent availability of striped bass.
- Continued oversight of a member of the senior tax "work off" program.
- Continuing to work with a summer intern to analyze tidal data from Outermost Harbor Marina to assess tidal changes associated with changes to South Beach. Installed tide staff to help calibrate existing automated tide gage with visual observations.
- Met with high school junior regarding possible internship project for summer of 2015.

Other Meetings

Attended regular and special committee meetings with the South Coastal Harbor Committee, North Beach Advisory Committee, Waterways Advisory Committee, and Monomoy CCP Task Force.

SHELLFISH

The number of dedicated commercial harvesters remained relatively the same as in June. Sets of quahogs and soft-shell clams in the Southway are the most productive flats, though quahog landings from Stage Harbor seem up from previous years. A handful of harvesters are still finding product within Chatham Harbor/Pleasant Bay. Prices are the big news this month. Price per pound for steamers ranged from \$3.25 to \$4.00 dollars and little and top necks reached highs of .21¢ a piece.

Estimated Wholesale Value of Commercial Shellfishing Fleet								
Year to Date 2014								
	January	February	March	April	May	June	July	Total
Soft Shell Clams	\$3,000	\$5,000	\$8,700	\$20,500	\$67,500	\$70,000	\$118,125	\$292,825.00
Quahogs	\$6,335	\$20,000	\$30,500	\$38,000	\$76,000	\$95,000	\$100,000	\$383,960.00
Mussels								\$0.00
Razor Clams	\$2,000	\$4,000	\$2,000	\$7,600	\$25,500	\$15,000	\$10,125	\$174,225.00
Scallops			\$4,000					\$4,000.00
Monthly Total	\$11,335	\$29,000	\$45,200	\$66,100	\$169,000	\$180,000	\$228,250	
Y-T-D Total	\$855,010							

Recreational activities far exceed numbers from last year specifically at the dedicated recreational area at the Causeway. Daily visits averaged 30 permit holders per tide. Surprisingly, the quahog stock at the Causeway has held up; providing a fruitful and satisfying recreational experience. Throughout the 2014 season, Deputy Wardens were asked to count the number of their interactions with recreational harvesters and to also estimate their catches. Granted, these estimates most likely underestimate the “real” recreational catch, as most continue to shellfish after being checked, we are still hoping to gather long term data to better assess overall recreational harvest. From the Deputy Warden reports, the department estimated 250 baskets of quahogs were harvested off the flats, with an approximate value of \$7,000 during the month of July.

				Month to Month Comparison	
				13-Jul	14-Jul
Total Estimated Wholesale					
Value of Commercial Landings				\$325,000	\$228,250
Shellfish Violations				7	5
				1-Suspension	
Shellfish Permits Issued				Res	Non-Res
				183	137
Value of Permits Issued				\$4,140	\$10,960

Department Activities:

Monomoy

- Weekly Monomoy Task Force meetings
- Conference calls (with Ted Keon):
 - Coonamesett Farm Foundation: Ronald Smolowitz
 - Jeff Pike: Pike Associates
 - Steve Parker: The Nature Conservancy
 - Andrew Nelson: Rep. Keating
- Discussion with:
 - Owen Nichols: Center for Coastal Studies
 - Tom Dempsey: Cape Fishermen's Alliance
 - Diane Murphy: Barnstable County Extension
- Scientific literature search
- Meeting with Diane Murphy and John Geary

Propagation

- Daily cleaning
- Grade and size oysters and quahog
- Flip float bags (Stetson's Cove) weekly
- Upweller to field: 100,000 seed oysters to float bags, 440,000 quahogs
- AmeriCorps day:
 - Dig out 100,000 quahogs Mill Creek
 - Broadcast: 100,000 quahogs in Mill Creek
 - Cull 100,000 oysters
 - Pull in overwinter gear from Stage Harbor site
- Deploy Barnstable County Extension SHORE experiment in 3 locations
- Video film shoot for Massachusetts Service Alliance (AmeriCorps)

Also

- Scheduling patrols – 13 Deputy Wardens, daily shore and boat patrols
- Supervise daily patrols, payroll, expenses
- Mussel collection for PSP testing: red tide
- State water testing throughout Stage Harbor (2xs)
- Chatham Water Watchers: two Nantucket Sound water sampling
- Hurricane Arthur: Power outage at upweller; overnight vigilance

Attended

- South Coastal Advisory Committee
- Shellfish Advisory Committee
 - AmeriCorps placement presentation: Shellfish Population Survey
 - Discussion of family permit requirements: review inclusion of children/grandchildren/any family member
 - Gulf of Maine Branding survey
 - Fennel property

- Monomoy update

AmeriCorps graduation: Graduation of our year-long placement, Brianna Walsh A special acknowledgment to Brianna Walsh for her dedication and hard work!

HARBORMASTER DIVISION

The month of July was a very active month for the Harbormaster Division. Despite the unseasonal weather patterns we saw a steady increase in vessel traffic and maritime assistance cases.

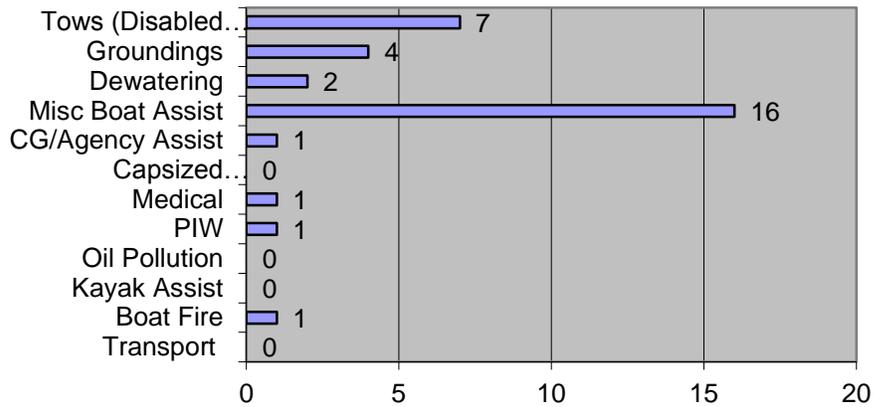
One notable incident occurred in early July when the 55' Fishing Vessel Paula Jean illegally moored to the southern float dock at the Chatham Municipal Fish Pier. The operator left the vessel and could not be located for several hours. The large fishing boat significantly hindered navigation and operations at the pier. In coordination with the Chatham Coast Guard Station and the Chatham Police, the operator was identified and found to have several outstanding warrants for his arrest. Once the operator returned to the pier he was apprehended and taken into custody. A boarding by the Coast Guard revealed several safety violations and the vessel was ordered to not leave the harbor until the safety issues were resolved. The vessel was moved to a mooring in the harbor and eventually affected the necessary repairs and was able to leave Chatham Harbor.

Over the past month we were able to adjust some of the aids to navigation in the old southway area. Flags K-Z were relieved due to the shoaling in that area. Some have been replaced with orange ball buoys to assist mariners that still transit the area. Two "Hazardous Area" buoys have been placed near flags "D" and "F" due to the shoaling. Mariners are advised to use extreme caution while transiting that area.

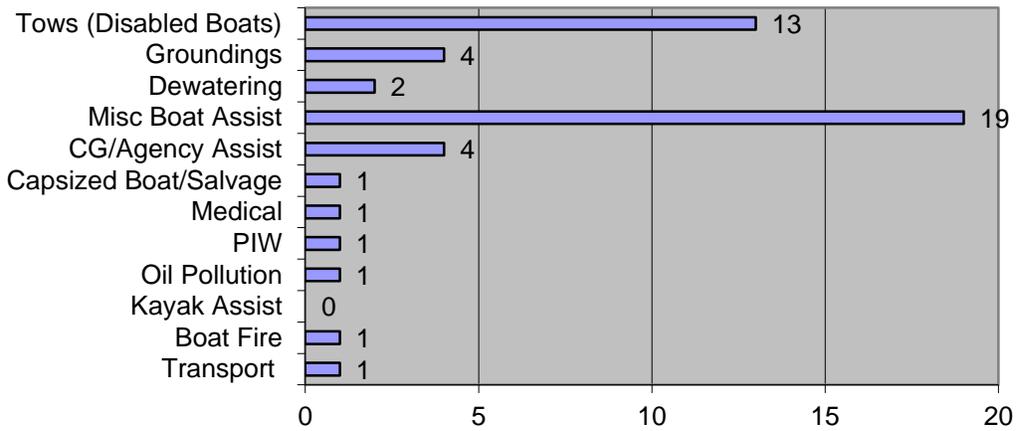
The two dinghy docks that were previously mentioned in the monthly reports have been placed into service at the Fish Pier. The early feedback has been positive and it seems to have eased some of the congestion on the concrete floats.

The new Fish Pier Parking Regulations for the upper lot went into effect this month. Parking in the upper lot between the hours of 1AM and 7AM is restricted to permit parking only. There are three one hour only parking spots that are available for non-permit holders between 1AM and 7AM.

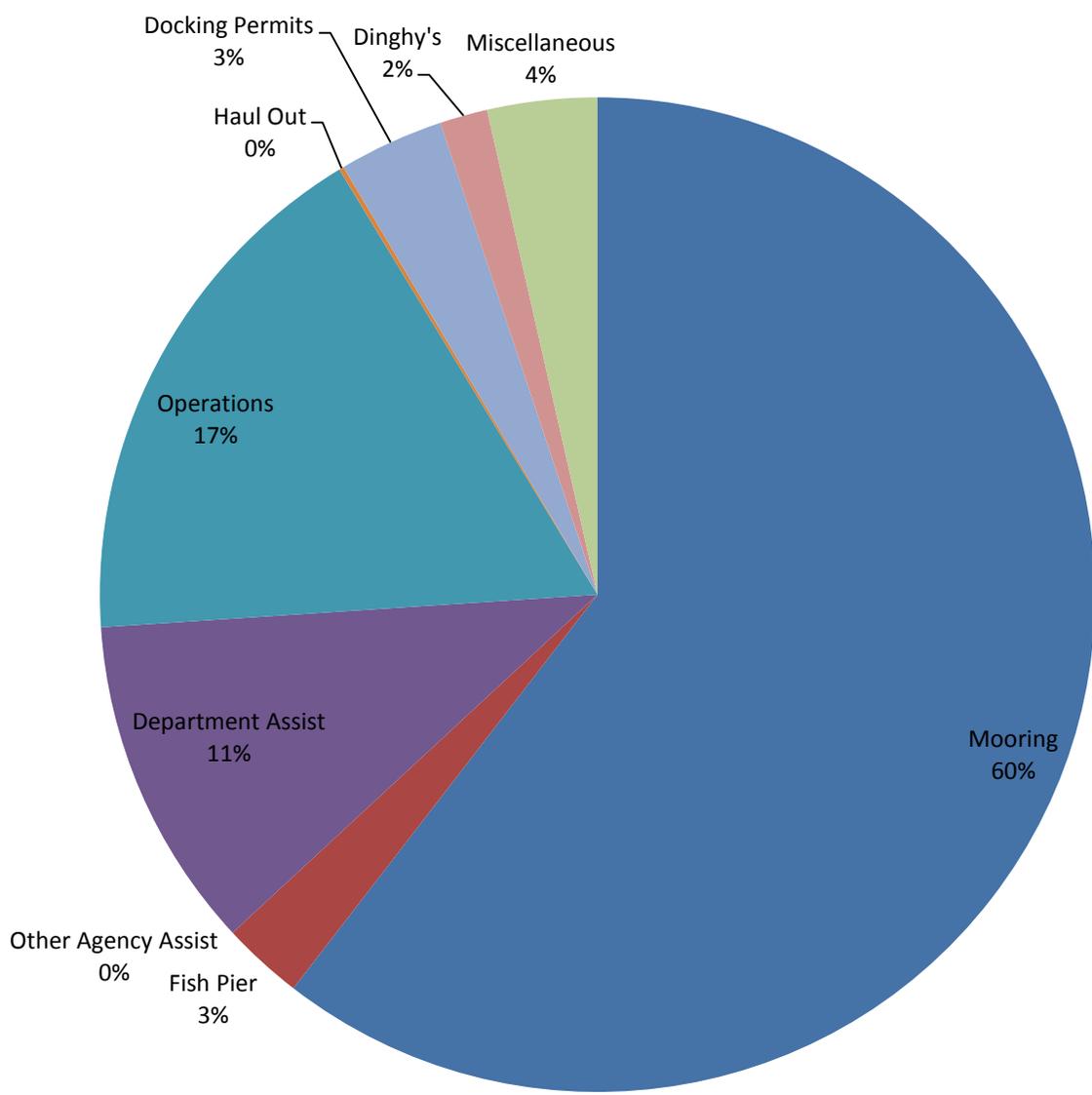
Maritime Assistance Cases July 2014



Maritime Assistance Cases Year to Date 2014



July Harbormaster Call Breakdown



WATER QUALITY LABORATORY

- Continued relocation/setup of laboratory facilities into new laboratory in wastewater treatment facility Operations Building
- Distributed water quality monitoring kits for summer Coastal Water Quality Nutrient Monitoring Program
- Managed two rounds of sampling for Coastal Water Quality Nutrient Monitoring Program

STICKER (PERMIT) OFFICE

The Sticker Office re-opened for the season in mid-April daily hours began on May 12th. 2014-2015 applications are available on the town's website at: [http://www.chatham-ma.gov/Public Documents/ChathamMA Permits/index](http://www.chatham-ma.gov/Public_Documents/ChathamMA_Permits/index). North Beach ORV stickers are also available by mail or walk in.

During July the following stickers/permits were sold:

	July 2014	July 2013	2014 Year to Date	2013 Year to Date
New Recycle Sticker	277	254	1022	929
New Combo Sticker	813	871	4043	3747
New Transfer Station Only	454	390	1428	1332
New Beach Only	593	536	2228	1880
New Family Resident Shellfish*	281	302	1679	1585
New Family Non-Resident Shellfish	162	162	679	697
New Commercial Shellfish**	0	0	273	377
Replacement Stickers – all types	47	45	153	168
North Beach ORV	76	74	364	327
Revenue for Month	\$164,794	\$161,151	\$794,159	\$724,494

*Includes Senior. ** Includes Senior and Junior (commercial only available April & May).

WASTEWATER PROJECT

- **Phase 1A.** Sewer connections. These connections have been voluntary; no Board of Health connection orders have yet been issued. There are approximately 350 properties in the Phase 1A area.
 - Applications Filed (new sewer connection applications received): 8
 - Applications Pending (applications under review): 10
 - Permit Issued (awaiting installation): 9
 - Installation Complete (property connected to sewer): 76
- **Phase 1B.** D&C Construction finalized work on minor punch list items.
- **Phase 1C.** Pre-construction meeting scheduled with Engineer and Contractor (D&C Construction) Construction will start on the sewer extensions under that contract in the fall.
- On-site meeting with Engineer and Town Staff to review sewer main routing
- Provided tour of Wastewater Treatment Facility of Cape Cod Chronicle reporter
- Conducted punch list walkthrough of Stage Harbor Pump Station and Cedar St./Stage Harbor Rd/Harding's Ln./Robinson Court with Contractor and Engineer
- Updated wastewater project webpage on town website as needed

- Meeting with Engineer and Contractor to discuss pending Phase 1B project Change Orders and final walkthrough of roads regarding status of punch list items
- Meeting with Engineers, Operations Staff and Town Staff regarding closed-circuit TV monitoring
- Numerous interactions (phone/in-person) with local residents regarding wastewater program topics/issues
- Ongoing dissemination of information on the Barnstable County Community Septic Management Loan Program, this program provides low interest loans for septic system replacement/upgrade and sewer connections. Information is available at: <http://www.barnstablecountysepticloan.org/>

TOWN/OTHER PROJECTS

Director of Natural Resources activities included the following areas, in addition to wastewater project activities above:

- Weekly Department Head meetings
- Bi-weekly Town Manager meetings
- Coordinate and attend weekly meetings of the Monomoy Comprehensive Conservation Plan Task Force
- Coordinate and attend special meetings of the Monomoy Comprehensive Conservation Plan Task Force
- Provided training to new staff on bathing beach sampling
- Supervised Coastal Water Quality Nutrient Monitoring Program check-off session for volunteers
- Provided training session for new volunteers in the Coastal Water Quality Nutrient Monitoring Program
- Prepared and submitted EPA grant for stormwater Best Management Practice project
- On-site with EPA staff on grant submitted for stormwater Best Management Practice project
- Meeting with LSP regarding ongoing FD site hazmat remediation
- Staff meeting regarding Sticker Office automation
- Attended meeting of Cape Cod Water Protection Collaborative Governing Board
- Attended MADEP onsite regarding pier application at 197 Strong Island Rd
- Meeting with town Manager and Chair of BOS regarding letter to Attorney General on Monomoy CCP
- Project Team meeting on FD construction
- Staff meeting on legal issues related to Monomoy CCP
- Participated in meeting of Cape Wide 208 Plan monitoring committee
- Conference call regarding Muddy Creek Restoration Bridge Project
- Meeting with staff from Seaport Council to review Chatham projects
- Meeting of Water & Sewer Advisory Committee meeting for ongoing review of revisions to Article II of the Town of Chatham Rules and Regulations of the Sewer Department and other topics
- Participated in Muddy Creek Restoration Bridge Project Team meeting

- Staff meeting in preparation for drive thru KI distribution drill planned for October
- Meeting with proposed hazmat remediation contractor for FD project
- Participated in meeting with MADOT staff, MADER staff, Project coordinator, Engineers, Harwich reps on the Muddy Creek Restoration Bridge Project
- Meeting with MADER staff, Harwich reps, project coordinator on low property assessment for Muddy Creek Restoration Bridge Project
- Coordinated ongoing environmental assessment activities at Fire Station
- Prepared and submitted comments to Planning Board and DPW on pending projects
- Prepared and submitted monthly Department activities report
- Attended Board of Selectmen meeting(s) on variety of topics

PARKS & RECREATION: Submitted by Dan Tobin

Creating lasting memories and community through people, programs, parks and beaches with integrity and excellence.

Youth Sports/programs

- Swimming lessons got up and running. Session 1 & 2 were successful
- Session 3 (swimming) began July 28th.
- PTUSA Soccer Camp ran from July 7-10. We had 25 participants
- Sarah Behn Basketball camp ran from July 21-25. We had 18 participants.
- Fall soccer uniforms were ordered
- We ran 3 STEM (Science, Technology, and Engineering & Math) classes in July.
 - CSI had 9 participants, Make it Take it had 19 participants, Can you Dig it Fossil Hunt had 11 participants. A very successful first time out for these programs.
- Fall programming continues for the PARK program and upcoming soccer season.

Youth Services

On the 4th of July, Sheila House and I, along with 22 students were in the parade. Camp has over 180 students enrolled, and the PARK program account was set up so we are now taking registration with money to back them up. We took trips to Coast Guard Beach, Water Wizz, had performers on site.

Adult Program Info

Adult Classes: All Occasion Stamp-A-Stack Card Class – ongoing once per month
 Mosaic Workshops in July: July 15 – Mosaic Butterfly
 July 29 – Abstract Monochromatic Mosaic

Adult Recreation: Badminton – Monday & Friday evenings from 5 – 7 P.M.
 Pickleball – Tuesday & Thursday evenings from 5 – 7 P.M.

Adult Fitness: Boot Camp Chatham – Monday, Thursday & Saturday mornings
 Yoga for All – Mon./ Wed./ Fri. mornings
 Kripalu Yoga – Tuesday morning

Zumba with Shelly – Tuesday & Thursday mornings

Other Offerings: Mah-Jongg – Wednesday & Thursday

Other Duties:

- RecPro data entry for courses, registrations, memberships, & PTU requests for room rental requests
- Bulletin Board Announcements & registration forms for new programs
- Financial Reports/Turn-Ins to Helene
- Vender Request for payment to Helene
- BOS update to Dan
- Compile CCC News for monthly advertisement in The Chronicle
- Help with room set-ups/take downs/cleaning as needed
- Coordinator's Meetings – Periodic to touch base with the PARK program and other ongoing offerings & continuing planning for the same

Ongoing Summer Planning:

- Continuing Registrations for youth programs
- Work on Summer Recreation Program Planning
- Payroll for Summer Recreation Counselors and Tennis Instructors
- Keep up with weekly schedule needs in terms of equipment & supplies
- Chaperone trips for youngest Summer Recreation Participants age 6 - 10

Parks Beaches and Grounds:

- Trash 7 days per week at all locations.
- Mowing of parks, ball fields and town properties
- Weed control in landscape areas
- Trimming of privet and yew hedges in parks
- Regular litter pickup at Beach, Park and Veterans Field
- Windmill open Monday, Wednesday, and Friday from 11:00am to 3:00pm visitation up
- Beaches open and staffed all month with no significant issues.
- Assist in Parade set up and clean up
- Taste of Chatham event held on ball field for the first time
- Antique Show and Arts and Craft shows at Community Center

POLICE DEPARTMENT: Submitted by Chief Mark Pawlina

Providing Excellence in law enforcement and community policing services to our citizens through dedication, fairness and professionalism

The month of July was extremely busy as expected. Chatham Police Officers processed 2,959 calls for service during the month. Areas of concern were a significant increase in assaults for the month compared to the same month last year. The assaults were attributed to two types. The first type was domestic assaults and the second type was assaults occurring at liquor

establishments in town. Chatham Police conducted directed patrols at the involved liquor establishments during the midnight shift in order to dissuade this activity.

The annual July 4th Parade took place and the crowd was as large as ever, along with the second largest number of parade entries (floats, marchers, bands, etc.) in Chatham history. The event went off extremely well with few problems or issues. The Chatham Police provided traffic and security services for the event. A highly complementary letter to the editor of the local newspaper was written by a Chatham resident praising the professionalism and assistance provided by the Chatham Police. Chatham Police also covered the summer events of the Chatham Anglers baseball games and the summer band concerts in town.

Parking issues and complaints also were significant during the month of July. Increased enforcement was requested on numerous occasions by residents, most likely due to a large number of visitors to Chatham this summer. Parking ticket enforcement was stepped up in order to maintain proper and safe egress on the streets for vehicles in town.

Call Reason Breakdown

<u>Call Reason</u>	<u>Total</u>
PROTECTION ORDER VIOL-209 A	02
ANIMAL-Bites	02
ABANDONED M V / Trailer	01
Animal-Barking Dog	06
ANIMAL-Cats	03
ANIMAL-Found Dog	06
AIRCRAFT INCIDENT	01
ANIMAL-Loose/Lost Dog	23
ALARM- COMMERCIAL	22
ALARM- RESIDENTIAL	47
ANIMAL-All Other	11
ASSAULT & BATTERY	02
ASSIST CITIZEN	56
ASSIST LAW ENFORCEMENT AGENCY	13
ASSIST TOWN DEPT/ OTHER AGENCY	48
ANIMAL-Wildlife	07
BUILDING/PROPERTY CHECK	744
BURGLARY / B & E	02
* COMMUNITY POLICING ACTIVITY	790
DISTURBANCE	16
DISABLED MV	29
DOMESTIC DISTURBANCE	07
E911 HANG UP/ ABANDONED/ FALSE	13
FIREARM/ AMMO SURRENDER	01
FIRE, BRUSH	02

FIRE, STRUCTURE	03
FIRE, OTHER	03
FIREWORKS COMPLAINT/ VIO.	13
FOLLOW-UP	26
GAS ODOR / LEAK	01
HAZARDOUS SITUATION	14
INTOXICATED PERSON	04
LARCENY	19
MEDICAL EMERGENCY	11
M V CRASH - Injury	05
M V CRASH - Major prop damage	05
M V CRASH - Minor prop damage	30
M V Crash - Hit/ Run	09
* M V STOP	136
Internet Incident	03
OPEN WINDOW / DOOR	07
OPERATION COMPLAINT MV/Other	26
PARKING COMPLAINT/ VIOL.	198
ANNOYING / SUSP PHONE CALLS	03
POLICE INFORMATION	22
Power Outage	04
PROPERTY - FOUND / LOST	59
RADAR TRAILER DEPLOYMENT	23
RADAR/TRAFFIC ENFORCEMENT	231
REASSURANCE CHECK	15
REPOSSESSION MV / OTHER PROP	01
SERVE RESTRAINING ORDER	09
SHOPLIFTING	01
Suicide/ Threat/ Attempt	03
SERVE SUMMONS	03
SUSPICIOUS ACTIVITY	136
TOWN BYLAW/ CODE/ REG VIO.	31
Parking Tickets (Admin)	03
TRAFFIC CONTROL	11
TRANSPORT/ ESCORT	08
TRESPASS	04
VANDALISM	07
WATER LINE LEAK / BREAK	01
WATER EMERGENCY - ALL TYPES	04
WELL BEING CHECK	08
WIRE(S) DOWN-ALL TYPES	05
TOTAL	2,959

Crime Comparison Report For the period ending 07/31/2014

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2014													
	2013	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Forcible Rape	2014				1									1
	2013													
	Net	0	0	0	1	0	0	0	0	0	0	0	0	1
Aggravated Assault	2014	1		1	1	1		3						7
	2013	2												2
	Net	-1	0	1	1	1	0	3	0	0	0	0	0	5
Simple Assault	2014	1	3	4	2	5	5	9						29
	2013	5	5	3	2	10	5	7						37
	Net	-4	-2	1	0	-5	0	2	0	0	0	0	0	-8
Intimidation	2014	2			4	2		5						13
	2013	3	1		2	2								8
	Net	-1	-1	0	2	0	0	5	0	0	0	0	0	5
Total Crimes Against Persons	2014	4	3	5	8	8	5	17						50
	2013	11	6	3	4	12	5	7						48
	Net	-7	-3	2	4	-4	0	10	0	0	0	0	0	2

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2014	1				1	3	2						7
	2013		1	2				4						7
	Net	1	-1	-2	0	1	3	-2	0	0	0	0	0	0
Total Crimes Against Society	2014	1				1	3	2						7
	2013		1	2				4						7
	Net	1	-1	-2	0	1	3	-2	0	0	0	0	0	0

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2014	3			1	7	2	1						14
	2013	1	2	3	2	2	1	1						12
	Net	2	-2	-3	-1	5	1	0	0	0	0	0	0	2
Larceny (shoplifting)	2014				2	1		1						4
	2013	1				1		3						5
	Net	-1	0	0	2	0	0	-2	0	0	0	0	0	-1
Larceny (from building)	2014	1	2	1	3	5	4	3						19
	2013	1			2									3
	Net	0	2	1	1	5	4	3	0	0	0	0	0	16
Larceny (from motor vehicles)	2014							2						2
	2013	2					4	1						7
	Net	-2	0	0	0	0	-4	1	0	0	0	0	0	-5
Larceny (all other)	2014	1	3	3	7	5	2	19						40
	2013	1	2	3	15	13	13	17						64
	Net	0	1	0	-8	-8	-11	2	0	0	0	0	0	-24
Motor Vehicle Theft	2014					1								1
	2013							1						1
	Net	0	0	0	0	1	0	-1	0	0	0	0	0	0
Counterfeit/ Forgery	2014						1							1
	2013				2	2		1						5
	Net	0	0	0	-2	-2	1	-1	0	0	0	0	0	-4
Fraud (false pretense;swindle)	2014				4	4	2	5						15
	2013	1				1	2							4
	Net	-1	0	0	4	3	0	5	0	0	0	0	0	11
Fraud (impersonation)	2014													
	2013				1									1
	Net	0	0	0	-1	0	0	0	0	0	0	0	0	-1
Embezzlement	2014													
	2013							1						1
	Net	0	0	0	0	0	0	-1	0	0	0	0	0	-1
Stolen Property	2014							2						2
	2013				1									1
	Net	0	0	0	-1	0	0	2	0	0	0	0	0	1
Destruction of Property/Vandalism	2014	6		2	6	2	4	7						27
	2013	2	1	4	3	3	2	9						24
	Net	4	-1	-2	3	-1	2	-2	0	0	0	0	0	3

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2014							1						1
	2013	2				2								4
	Net	-2	0	0	0	-2	0	1	0	0	0	0	0	-3
Disorderly Conduct	2014						1	1						2
	2013	1		1		3		1						6
	Net	-1	0	-1	0	-3	1	0	0	0	0	0	0	-4
Driving under Influence	2014	1	1	3	3		1	3						12
	2013	2	1	2	2	3	4	7						21
	Net	-1	0	1	1	-3	-3	-4	0	0	0	0	0	-9
Drunkenness	2014	4	3		1	4		5						17
	2013	2		1	1	3	6	5						18
	Net	2	3	-1	0	1	-6	0	0	0	0	0	0	-1
Liquor Law Violations	2014		2	1	1	1	1							6
	2013							2						2
	Net	0	2	1	1	1	1	-2	0	0	0	0	0	4
Trespass of Real Property	2014					2								2
	2013							1						1
	Net	0	0	0	0	2	0	-1	0	0	0	0	0	1
All Other Offenses	2014	1	6	3	4	4	2	6						26
	2013	6	3	3	6	1	2	5						26
	Net	-5	3	0	-2	3	0	1	0	0	0	0	0	0
Total Group B Crimes	2014	6	12	7	9	11	5	16						66
	2013	13	4	7	9	12	12	21						78
	Net	-7	8	0	0	-1	-7	-5	0	0	0	0	0	-12

PRINCIPAL PROJECTS AND OPERATIONS: Submitted by Terry Whalen

PRINCIPAL PROJECTS

Department Project Activity - There was activity during the month of July 2014 on these Department projects:

- West Chatham Roadway Design Project – Continued project coordination with consultant, staff and MassDOT in the review of preliminary 25% design. After receipt of internal comments on the recommendation, the next major project milestone, the MassDOT 25% Design Public Hearing is now anticipated to be held in the fall – HSH is still waiting on comments from District 5 as they have had to prioritize maintenance projects in the District for the summer (project is on the TIP for 2016).
- Crowell Road Intersection Project – Traffic counting and other preliminary data collection has commenced to work towards the development of a recommended design to address functional deficiencies for Board of Selectmen review (project is on the TIP for 2018).
- New Fire Station Headquarters Project – OPM, Designer and staff coordination. Two project meetings were held in July to review design development drawings, the corresponding construction cost estimates and preparation for the August 5th Board of Selectmen update meeting. Implementation of actions items for the temporary relocation of the Fire Department to the DPW site began in July, highlighted by final procurement/initiation for electrical and plumbing work at DPW and the delivery of rental of trailers to house the Fire Department in temporary quarters on the site. Additionally, close project coordination continued this month with the environmental consultant addressing the site contamination issue to evaluate potential construction,

budget and schedule impacts associated with remediation of the identified gas plume. Project specifications for the demolition of the Old Community Building and 127/135 Depot Road building were issued in July and bids were received on August 7, 2014. Contract expected to be executed in the third week in August.

- Airport Commission – Attended monthly Commission meeting on July 7, 2014, coordinated with SRE building engineer on multiple topics related to the project and reviewed requests by members of the public for information on the Airport.
- Energy Committee - Preparation for and attendance at July 2, 2014 monthly meeting.
- Phase I Solar Project – Continued project coordination in July 2014. The bulk of efforts in July were related to the installation of poles that will connect the project to the grid and review of specifications to meet DEP requirements. ACE, CVEC, DEP and the Town finalized issues with final pole locations (installed on August 8th) and DEP compliance. Town is awaiting details of final connection to the grid and the engineering response to reported glare by an abutter.
- Phase II Solar Projects – Completion of panel installation was reported to FAA as part of requirements of approval on both the Annex and Police Department building panels to close out files. System connection/generation targeted for August.
- CVEC Net Metering Credits – Continued coordination with Town Manager and Town Counsel to finalize the CVEC “Off-taker” agreement for net metering credits (presented to the BOS on June 24, 2014). Agreement was executed in mid-August to setup mechanism for Town to receive financial benefits from other CVEC Phase I PV projects.

Inter-Departmental Projects/Other Support - Staff was also involved in other town-wide projects in the month of July 2014 as follows:

- Participated in Water Treatment Plant progress meeting.
- Coordinated kick-off meeting with Department Heads on July 22, 2014 for continued participation in the Collins Center Performance Management Program for FY15

OPERATIONS - Department activities related to Operations in July 2014 included:

- Coordination activities with new Fire Protection Services contractor
- Monthly status meeting with HVAC contractor
- Completed FY14 year-end financial closeout activities
- Attended Chatham Marconi Maritime Center (CMMC) systems walk-through at the recently completed former Hotel Building.

FACILITIES DEPARTMENT: Submitted by Chip Whalen

To deliver thorough and timely service to citizens and staff in a courteous and professional manner. To maintain buildings in a clean, safe condition at all times.

In addition to daily routine duties (building rounds, general monitoring, preventative maintenance inspections and responses) and multiple minor items to be addressed with increased seasonal rest room use and summer activity, the Facilities Crew also worked on the following specific items in July:

- Coordinated response to air conditioning issues at Water Pollution Control Facility
- Assisted in setup/breakdown of reviewing stand for 4th of July Parade
- Responded to calls for elevator problems at the Police Department and Annex and initiated repairs by elevator contractor
- Provided mechanical contractor access to uninsulated piping in wall/ceiling for correction of condensation situation at the Library and made wall repairs
- Installed masonry barriers in well field buildings
- Investigated and coordinated repairs and quotes for metal door repairs at the Transfer Station, Community Center and Veterans Field rest room.
- Fixed damaged support post at the Fish Pier as a result of forklift contact
- Lockset changes associated with Fire Department relocation to DPW site
- Attended pre-construction meeting for in-house work on Fire Department relocation related to temporary trailers

DEPARTMENT OF PUBLIC WORKS: Submitted by Jeff Colby

Our focused effort is to provide rapid and friendly service responses that are inviting, helpful, and courteous to all who contact any employee of the DPW.

Water Iron & Manganese Treatment Facility

A project status meeting was held on July 16th with the Town, the Engineer and the Owners Project Manager (OPM) for the Iron & Manganese Treatment facility for Wells #6 & #7. An archeological study is under way for the Morton Road proposed site. Final plans and specifications will be submitted to the DEP SRF program for their approval in the fall.

Highway Truck procurement

The Town has begun to prepare the bid documents for the procurement of a new Highway small dump truck. Bid documents should be available at the beginning of August. The goal is to have the new vehicle available for snow plowing this up-coming winter season.

Sewer Collection System Construction

A design meeting was conducted on July 24th the Town, and the engineer to review design considerations for the next phase of the sewer project. Phase 1C-1 of the sewer construction project is scheduled to begin after Labor Day.

Water Mains and Service Replacements

Water services that were installed using pipes made of lead, steel or copper are continuing to be replaced to improve the quality of water to the customers who have these types of old pipes delivering water to them. When the customer replaces the private side of their water service the Water Division replaces the public side or street side of their water service. Replacing these pipes will conserve water by preventing the waste of water through possible leaks from the old pipes.

Water Meter Reading System Upgrades

The upgrades to the water meter reading system have been on-going through the month. 264 radio interface units were installed during the month of July. When completed this system will allow the approximately 7,000 individual water meters to be read more quickly and efficiently than with the current outdated system.

Fire Relocation to DPW site

During the month of July significant activities occurred in preparation for the Fire Departments relocation to the Department of Public Works site at 221 Crowell Road. A Fire Department relocation meeting was held on July 21st with Town staff and the Owners Project Manager to coordinate the continued site modifications that are necessary in advance of an early September relocation of the Fire Department.

Road Maintenance Projects

Several road maintenance activities were completed during the first week of July. Those projects included the roadway lines painting of all Town maintained roads, and seasonal road patching was also completed in early July.

Standpipe Tenant Leases

During July, the Town completed the renewal of two of the leases for existing tenants on two sections of the water standpipes (water towers) for cellular transmissions. It is expected that there will be no significant changes with the infrastructure at the stand pipes as these are tenants with existing equipment in place.

Solid Waste/Transfer Station update

A new intermittent trash/recycling collector started with the DPW at the end of July. This position will allow the Town to gradually expandable the recycling at various Town facilities and beaches. New single stream recycling contains have also been ordered in preparation for this recycling expansion. The recycling containers were paid for in part by a grant from the Department of Environmental Protection (DEP).

DPW Division Operations

Attached are the reports from the Department of Public Works divisions consisting of the Water, Sewer, Solid Waste Transfer Station, and Highway Divisions.

July Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average A. Day	Estimated Other Use	Previous Month
80,653,400 Gallons	3,159,100 Gallons	1,769,000 Gallons	2,601,722 Gallons	1,827,182 Gallons	63,119,100 Gallons

The variance between July 2014 and July 2013’s pumpage shows an increase of

3.2%, which equates to 2,493,300 gallons.

Process Control	Flushing and Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
327,971 Gallons	1,378,260 Gallons	46,250 Gallons	56,425 Gallons	0 Gallons	0 Gallons

Total other uses 1,827,182 gallons.

CHATHAM WATER POLLUTION CONTROL FACILITY

Main Facility

- Daily, weekly and monthly laboratory testing was performed.
- Bi-weekly and monthly samples were collected and sent to Rhode Island Analytical Laboratory for analysis.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- All portable emergency pumps, generators, blowers and compressors have been tested and exercised.
- All off-line equipment has been exercised.
- On July 1st, representatives of M.A.C. were back onsite attempting to troubleshoot the ongoing issue with the Operations Building’s AHU # 1.
- On July 1st, a technician from HACH was onsite to perform the quarterly calibration of all of the DEP required instrumentation.
- On July 1st, Locksmith Jon Fuller was onsite to repair the lock located on the backdoor of the Operations Building.
- On July 1st, a representative of Burnell Controls was onsite (9:00 PM) to troubleshoot the ongoing issue with the Operations Building AHU # 1.
- On July 2nd, we received 800 gallons of diesel fuel for the WPCF’s emergency generator from Cape Discount Fuel (aka. Petersons).
- On July 5th, we experienced a trouble alarm on Verizon’s dedicated fire line (Line # 2).
- On July 7th, Verizon attempted to troubleshoot the troubled fire alarm line (Line # 2).
- On July 8th, Verizon repaired Line # 2.
- On July 8th, we received approximately 2,850 gallons of Methanol from Univar.
- On July 9th, Steve Rose of Woodard & Curran was on site to address the on-going issues with the SCADA system as well as, provide an interlock between the SCADA system and the sodium hydroxide pumps.
- On July 9th, a technician from N.E. Instrumentation was on site to perform the DEP required calibration of flow meters.
- On July 9th, we received the rebuilt power washer from Power America.
- On July 10th, plant personnel attended a “Dig Safe” training session that was held at the WPCF.

- On July 14th, representatives of Hiller Fire Systems were on site to perform inspection and testing of both the Sludge Processing and Process Building's fire suppression systems.
- On July 14th, we received the 50 HP motor for Odor Control Unit # 1.
- On July 15th, representatives of Over Head Door of Hyannis was once again on site to continue to troubleshoot the Influent Building's overhead door.
- On July 16th, Master Electrician Dan Welch was on site to address some electrical issues (sump controls and relocation of the LEL sensor in the Septage Receiving Building).
- On July 16th, we received approximately 30,000 gallons of waste from the Bailey's Path subdivision's now decommissioned onsite waste treatment system.
- On July 17th, representatives of Walco were onsite to install the recently received 50 HP motor for Odor Control Unit # 1. Rise Engineering will have to return to connect some wires in order to confirm rotation.
- On July 18th, plant personnel replaced the faulty continuous sampling effluent pump.
- On July 21st, representatives of GHD were onsite to continue to troubleshoot/adjust the facility's SCADA system.
- On July 21st, a representative of Overhead Door Providence was onsite to troubleshoot the Influent Building's roll up door.
- On July 22nd – 25th, representatives of GHD were onsite to continue to work on the facility's SCADA system.
- On July 23rd, representatives of AJ Equipment picked up the facility's roll off MACK truck to repair the ongoing leaking hydraulics.
- On July 23rd, a representative of Verizon was on site to troubleshoot the SCADA system's dedicated call out phone line.
- On July 24th, representatives of Rise Engineers were onsite to startup Odor Control Unit # 1.
- On July 28, 2014, Bob Duncanson gave Tim Wood of the Chronicle a tour of the WPCF facility.
- On July 28, 2014, plant staff york and surf raked the effluent beds.
- On July 28, 2014, representatives of A&J Supply returned the MACK truck.
- On July 30, 2014, representatives of Overhead Door of Providence were on site to repair the Influent Building's roll up door # 2.

Sludge Dewatering Building

- Performed sludge dewatering on July 1st, 2nd, 8th, 17th, 21st, 28th, 29th & 31st.
- We disposed of the sludge cake at the Yarmouth W.W.T.F.

Stage Harbor Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.
- On July 9th, a representative of US Automation was on site to inspect the connections in

the station's control panels.

- On July 14th, Jerry White of Chesterton Seals was onsite to repair both faulty mechanical seals on pumps # 1 & # 2.

Queen Anne Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.

Mill Pond Ejector Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

C.H.O.P.S. Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Huckleberry Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

George Ryder Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On July 14th, Steve Rose of Woodard & Curran was on site to troubleshoot SCADA communication issues at the station.

Lime Hill Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Meadowview Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Horseshoe Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On July 13th, we experienced an activated alarm at the pumping station.
- On July 18th, representatives of FR Manhony were onsite to troubleshoot a faulty pump # 1 at the station. They identified the issue and as a result, an internal wire was replaced as well as, the faulty stator was replaced.

Barnhill Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On July 2nd, plant personnel responded to an activated alarm at the station.

Collection System & Forcemains

- Grease trap inspections for the month of July were completed on the 24th.
- On July 1st, plant personnel jet washed the Kate Gould Park’s sewer line as a precautionary measure due to the upcoming 4th of July holiday.
- On July 1st, plant personnel jet washed the last section of collection system on Stage Harbor Road.
- On July 2nd, plant personnel performed a sewer installation inspection at # 875 Main Street. JW Dubis was the contractor.
- On July 2nd, representatives of the Robert B Our Company made the necessary repairs to manhole # 241 (intersection of Rte. 28 and Joshua’s Way). The low pressure 2” pipe is now exposed and allowing flow from the low pressure system on Rte. 28.
- On July 3rd, Bailey’s Path began discharging into the Town’s collection system.
- On July 5th, plant personnel responded to an emergency dig safe at # 1238 Main Street.
- On July 24th, plant staff performed a partial sewer installation inspection at # 27/#29 Barnhill Road. Bortilotti was the contractor.
- On July 25, 2014, plant staff jet washed the Kate Gould Park’s sewer line as a precaution.

CHATHAM WATER POLLUTION CONTROL FACILITY
MONTHLY REPORT
July 2014

INFLUENT

<i>Total Combined Effluent for the month</i>	6,544,698	Gallons
<i>Total Septage received for the month</i>	88,293	Gallons
<i>Total Grease received for the month</i>	9,384	Gallons

LOADING*

<i>Pounds of BOD received per day</i>	1056
<i>Pounds of BOD removed per day</i>	1031

<i>Pounds of TSS received per day</i>	1766
<i>Pounds of TSS removed per day</i>	1760

FINAL EFFLUENT QUALITY*

<i>Total Suspended Solids</i>	3.5	Permit 10 mg/l	99.6%	Removal
<i>Biochemical Oxygen Demand</i>	14.2	Permit 30 mg/l	99.0%	Removal
<i>Nitrate Nitrogen</i>	0.4	Permit 10 mg/l		
<i>Total Nitrogen</i>	2.8	Permit 10 mg/l		

* These numbers are monthly averages
BRL = Below Reporting Limit

HIGHWAY DIVISION

- Painted two crosswalks on Main Street near Homestead Lane, 2 men 3 hours
- 1996 Chevrolet Kodiak dump truck replaced broken power steering line, 1 man 7.5 hours
- Put out barricades, traffic cones, and put up No Parking signs around town for the 4th of July Parade, and pick same after the Parade was over, 4 men 26 hours
- Storm damage clean-up during storm, Moved down trees out of roadways with John Deere front end loader , also assisted the State DPW in excavating a tree stump along Route 28 across from Cuffy’s with John Deere front end loader, 1 man 12 hours
- Storm damage cleanup after storm, Cleaned up storm damage and cleaned catch basin grates also storm water runoffs, 4 men 87 hours
- Put T-base in pot holes at Cow Yard Landing, 2 men 14 hours
- Filled in settled area’s around bulkhead with stone at Harbor Master parking lot, 1 man 3 hours
- Trimmed overhanging limbs and brush alongside roadways, 4 men 175 hours
- Cold patch pot hole in town roads 2 men 14 hours
- Excavated 4 test holes at Fire Department. 2 men 9 hours
- Put new alternator on Johnson sweeper motor, 1 man 2.5 hours
- Prep catch basins ready for hot mix, 2 men 18.5 hours
- Mowing sides of roads with tractor mower, 1 man 100.5 hours
- Serviced 2009 Chevrolet 2500 HD pick-up truck changed oil, oil filter, fuel filter, air filter, greased and checked all fluid levels, 1 man 6 hours
- Main Street picked up trash along sidewalks and parking lots, 2 men 54 hours
- Sweeping private roads with Johnson sweeper, 1 man 81 hours
- Cleaned Main Street sidewalks with power vac’s and parking lots on Saturday mornings, 1 man 20 hours

- Put up NO OVERNIGHT PARKING signs in town office parking lot “not to be enforced” 1 man 2 hours
- Put up six sign post in Fish Pier upper parking lot for signs Fisherman parking only 1 am to 7 am, “these probably won’t be enforced either,” 1 man 3 hours
- Replaced cutting blades on John Deere tractor mower and greased tractor and mowing unit, 1 man 12 hours
- Re-adjusted parking stops at Annex parking lot, 2 men 3 hours
- Loamed, seeded and mulch Meservey’ s rest area along Route 28, 2 men 12 hours
- Picked up trash along town roads, 4 men 61 hours
- Repaired electric brakes on Park Department trailer, 1 man 2.5 hours
- Checked catch basins and storm water runoffs during rain storms, 4 men 34.5 hours
- Town Office, Library and Impudent Oyster parking lots trimmed overhanging limbs and brush, 2 men 9.5 hours
- Buried a deceased Sea Turtle on Harding Beach, 1 man 2 hours
- Started re-organizing storage building getting ready for the Fire Department move, 2 men 76.5 hours
- Replaced rubber pads on outriggers and replaced broken bolts in cutting edge for front bucket on John Deere 710 G
- back-hoe, 1 man 5.5 hours
- Trimmed Tanglewood Drive and Crescent Road, 2 men 15 hours
- Saw cut and notched Capri Lane entrance, and saw cut Stepping Stones Road pot hole area getting ready for hot mix, 2 men 9.5 hours

TRANSFER STATION

COMMODITY	TONNAGE		% CHANGE	YEAR TO DATE
	Jul-13	Jul-14		
TIN	0	0	0.00	55
ANTIFREEZE			0.00	55
OIL FILTERS	0		0.00	2
BATTERIES	50 PCS	0	-50.00	2
PAINT	0		0.00	68
TIRES			0.00	68
WASTE OIL	275 GAL	500 GAL	387.50	0
CLEAR GLASS			0.00	0
MIXED GLASS		26.02 T	26.02	32.24
#1-7 MIXED PLASTIC	12.63 T	11.91 T	-0.72	30.89
CARDBOARD	44.93 T	43.43	-1.50	124.89
MIXED PAPER	34.59 T	31.12 T	-3.47	150.3
RIGID PLASTIC	4.91 T	2.9 T	-2.01	7.33

TEXTILES	1.89	T	1.89	T	0.00	3.21
METAL PILE	25.42	T	27.29	T	1.87	38.31
WHITE GOODS	3.21	T	4.37		1.16	1.95
PROPANE TANKS					0.00	9.76
BOOKS	2.86		2.27		-0.59	11.76
RED CROSS	1.52	T	1.49	T	-0.03	8.28
SALVATION ARMY	1.09	T	1.25	T	0.16	7.42
PLANET AID	0.72	T	1.17	T	0.45	137.57
DEMOLITION	52.99	T	52.4	T	-0.59	290.06
CHAMP HOMES	7.51	T	8.03	T	0.52	2.7
COMPOST					0.00	0
WOODCHIPS					0.00	65.05
BRUSH	27.29	T	36.17		8.88	145.83
BOY SCOUTS	0.79	T	0.95		0.16	7.59
C R T'S	8.18	T	3.36		-4.82	10.57
NI CAD BATTERIES	2	BOX	1	BOX'S	-1.00	10.13
SINGLE STREAM	7.99	T	6.57		-1.42	7.13
WATTS FARM	0.4	T	0.47		0.07	2.02
FLAGS					0.00	1
SEAMASS	927.61	T	878.4	T	-49.21	1210.6
SEAMASS LOADS	37	LOADS	36	LOADS	-1.00	104
ROLL OFF	33	LOADS	34	LOADS	1	69

TOWN CLERK: Submitted by Julie Smith

Neutrality - Impartiality - Trust: The Town Clerk's Office upholds the integrity of the town's democratic process by ensuring the town voters can rely upon impartiality and neutrality at our town meetings and elections. We strive for a well-informed public by maintaining and preserving the official town records consistent with the Town Charter, local, state, and federal laws, by providing equal and professional service to all.

ONLINE/CREDIT CARD PAYMENTS:

In January 2014, the Town Clerk's Office began offering an online payment option for requests of birth, death and marriage certificates and dog and cat license renewals. The link can be found at the Town Clerk's webpage and on the home page (under the Online Payments link).

ONLINE CREDIT CARD REQUESTS	JULY 2014	2014 YEAR TO DATE
BIRTH CERTIFICATE	1	6
MARRIAGE CERTIFICATE	7	52
DEATH CERTIFICATE	0	4
DOG LICENSE RENEWAL	0	3
CAT LICENSE RENEWAL	0	0

VITAL RECORDS:

We recorded the following number of Vital Records during the Month of July:

VITAL RECORDS REGISTERED	JULY 2014	JULY 2013	2014 YEAR TO DATE
BIRTH CERTIFICATES	1	1	15
INTENTIONS OF MARRIAGE	17	12	45
MARRIAGE CERTIFICATES	7	9	37
DEATH CERTIFICATES	13	9	72

VOTER REGISTRATION:

The Town Clerk's Office processed the following number of new voter registration forms and removed the following number of voters due to death or change of residence:

VOTER REGISTRATION	JULY 2014	JULY 2013	2014 YEAR TO DATE
NEW VOTER REGISTRATION	15	17	146
REMOVED VOTERS	14	10	175
TOTAL NUMBER OF REGISTERED VOTERS	5,527	5,546	5,527
TOTAL NUMBER OF RESIDENTS	6,186	6,218	6,186

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer's Office for the month of July was \$2,433.00.

CASH RECEIPTS	JULY 2014	JULY 2013	2014 YEAR TO DATE
	\$2,433.00	\$2,123.00	\$17,756.00



Cape Light Compact

Tel: (508) 375-6644 • Fax: (508) 362-4136
www.capelightcompact.org

POST OFFICE BOX 427 • BARNSTABLE SUPERIOR COURT HOUSE • BARNSTABLE, MASSACHUSETTS 02630

August 4, 2014

Ms. Jill R. Goldsmith
Town Manager
549 Main Street
Chatham, MA 02633

Dear Ms. Goldsmith,

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's monthly Energy Efficiency Report. The Report reflects the program activity for all of Cape Cod & Martha's Vineyard and breaks out the detail on a town-by-town basis.

Below is a summary of the activity in your town for the month of June, 2014. To view each of your monthly reports, please visit our website at www.capelightcompact.org and click on Reports.

- 51 residents and/or businesses in Chatham participated in the program.
- \$53,779.01 in incentive dollars were distributed to the 51 participants.
- 28,546 kWh were saved through implementation of these energy efficiency measures.
- Through June, 2014 your town has spent 56.4% of its town allocated annual budget.

If you have any questions on the attached report, please contact me at (508) 375-6636.

Sincerely,

Margaret T. Downey
Administrator

Enclosure

cc: Peter Cocolis

AGUINAH • BARNSTABLE • BARNSTABLE COUNTY • BOURNE • BREWSTER • CHATHAM • CHILMARK • DENNIS • DUKES COUNTY • EASTHAM • EDGARTOWN
FALMOUTH • HANWICH • MASHPEE • OAK BLUFFS • ORLEANS • PROVINCETOWN • SANDWICH • TISBURY • TRURO • WELLFLEET • WEST TISBURY • YARMOUTH

Energy Efficiency Program Activity by Town

<http://www.campightcompact.org/TownReports.htm>

Town Name: Chatham
 Program Period: 2014
 Current Dates: 06/01/14 - 06/30/14
 Cumulative Dates: 01/01/14 - 06/30/14

Program	Current Period			Cumulative for Reporting Period			Actual % of Budget
	Annual kWh Savings	Annual Expenditures	Actual Unique Customer Accounts	Annual kWh Savings	Annual Expenditures	Actual Unique Customer Accounts	
Low-Income New Construction	0	0.00	0	0	0.00	0	0.0%
Low-Income Single-Family	2,261	1,822.10	3	7,267	21,234.62	9	67,845.13
Low-Income Multi-Family	0	0.00	0	0	0.00	0	0.0%
LJ Subtotal	2,261	1,822.10	3	7,267	21,234.62	9	67,845.13
LJ % of Total	7.9%	3.6%	0.9%	2.6%	4.3%	3.6%	11.9%
Residential New Construction	0	0.00	0	0	0.00	0	0.0%
Residential Multi-Family Retrofit	311	313.51	1	311	313.51	1	0.00
Peak Home Energy	14,670	48,995.80	30	106,279	386,017.25	131	362,410.82
Energy Star HVAC	2,262	2,075.80	7	15,388	10,325.00	38	0.00
Energy Star Lighting	6,031	473.60	1	7,327	990.60	4	0.00
Energy Star Appliances	2,341	400.00	8	14,524	2,474.00	47	0.00
Res Subtotal	26,215	55,158.91	48	142,026	303,821.99	222	362,410.82
Res % of Total	92.1%	97.8%	94.1%	51.6%	61.9%	93.7%	60.6%
CSI New Construction	0	0.00	0	0	0.00	0	0.0%
CSI Govt New Construction	0	0.00	0	0	0.00	0	0.0%
CSI Large Retrofit	0	0.00	0	32,252	3,518.00	1	0.00
CSI Govt Large	0	0.00	0	0	147,173.75	1	0.00
CSI Small Retrofit	0	0.00	0	53,639	10,205.12	2	53,233.95
CSI Govt Small	0	0.00	0	0	0.00	0	45,322.10
CSI Products & Services	0	0.00	0	31,218	4,585.00	2	0.00
CSI Subtotal	0	0.00	0	126,899	165,481.87	6	130,155.13
CSI % of Total	0.0%	0.0%	0.0%	45.6%	33.7%	2.6%	24.4%
Report Total	28,548	55,773.01	51	276,760	490,337.97	227	660,414.69
Budget Comparison					321,357.19		960,414.69

*Some entry include Customer Incentives, Sales, Technical Assistance and Training. **% information presented is preliminary and is subject to change. ***% of program budget are allocated by town.

* * * * *

Should you have any questions regarding the forgoing, please contact Jill Goldsmith, Town Manager at 508.945.5105 or jgoldsmith@chatham-ma.gov. Please visit the Town's website for more up to date information – www.chatham-ma.gov