



# Town of Chatham

Office of the Select Board

Town Manager

549 Main Street

Chatham, MA 02633



Jill R. Goldsmith  
TOWN MANAGER  
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## MEMORANDUM

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TO: Honorable Select Board

FROM: Jill R. Goldsmith, Town Manager 

DATE: November 15, 2024 (for Select Board Meeting of November 19, 2024)

SUBJECT: Town Manager's Report and Monthly Department Reports for October 2024

### **Current Items/Select Board Follow-up Items:**

- **Government Finance Officers Association (GFOA) Awards Chatham the Certificate of Achievement for Excellence in Financial Reporting** - Congratulations to Finance Director Carrie Mazerolle and the Finance Department for their hard work to ensure that the high standards of financial management and reporting were upheld for Fiscal Year 2023. This is the third year of this prestigious award.
- **Budget Season is Underway!** - Fiscal Year 2026 Departmental Budgets submissions to the ClearGov portal were due on or before Friday, November 15, 2024. The Town Manager and Finance Director have begun departmental budget meetings with department heads to review operating and capital budget requests. Fiscal Warrant Articles are due by December 13, 2024.
- **West Chatham Neighborhood Build Out Analysis Workshop**



In response to the presentation on the West Chatham Neighborhood Center Build Out Analysis received from BSC Group at its October 28th meeting, the Planning Board will hold a dedicated work session on Monday, November 18.

The work session will provide the Planning Board members the opportunity to ask questions of the consultant on the Analysis. The public will also have the chance to ask questions of the consultants at the conclusion of the session and to provide additional input to the Planning Board on the Analysis at its next meeting on Monday, November 25th beginning at 5 p.m.

- **Chili Cook-off Champions** – The Chatham Employee Engagement Committee held the 1<sup>st</sup> annual Employee Chili Cook-off on November 7, 2024. There were 10 entrants from 8 departments and guest judges were Chatham Chamber of Commerce and Merchant’s Association Director Angela Bucar, Executive Director of Monomoy Community Services Theresa Malone, and Culinary Specialist First Class, US Coast Guard Amanda Martello. The Town’s employees raised \$300 in cash donations and the VFW donated the room reservation fee (funded by a private donor) so a total of \$650 was donated to the Cape and Island’s Veterans’ Outreach Center. Congratulations to Judge’s Choice, Sarah Clark (right) of the Community Development department and People’s Choice, Susan Mabile (left) of the Community Services department for their winning chili recipes!



- **Pet Food Drive** – Drop off any pet food donations to the Chatham Community center for the 1<sup>st</sup> Annual Pet Food Drive to help those in need take care of their pets! This pet food drive is sponsored by the Chatham Community Services Department – Recreation and Beaches Division and the Chatham Animal Control division.

For more information, contact Susan Mabile at 774-473-5412.

CHATHAM RECREATION & BEACHES AND  
CHATHAM ANIMAL CONTROL

# PET FOOD DRIVE

NOVEMBER 1 - NOVEMBER 23

We are excited to announce our first annual Pet Food Drive. Lets come together as a community to make a positive impact on the lives of those facing pet food insecurity.

**DROP YOUR ITEMS OFF AT**  
THE CHATHAM COMMUNITY CENTER  
702 MAIN ST., CHATHAM

**Dry Dog Food, Dry Cat Food,  
Canned Dog Food  
Canned Cat Food  
Pet Treats**

For More Information : Contact Susan Mabile, 774-473-5412

**Thank You Team Chatham Veterans**

Harbormaster Jason Holm	Coast Guard
Police Officer Joshua S. Wisniewski	Coast Guard
Police Officer Clint Collier	Coast Guard
Fire Fighter/EMT Dustin McGlinn	Marines
Fire Fighter/Paramedic Tyler Baker	Marines
Police Sgt William R. Glover	Army
Police Sgt William G. Massey	Navy
Mooring Officer Skip Woods	Navy

**SEASONAL EMPLOYEES:**

John Summers	Navy
Jim Horne	Marines
Wallace Bicknell	Marines
Ronald Tayson	Army
Michael Ryder	Coast Guard



*Finance Committee member JoAnn Sprague, Korean War Veteran at the 2024 Ceremony*

**Employee Years of Service Anniversary – December**

<b><u>First Name</u></b>	<b><u>Last Name</u></b>	<b><u>Department</u></b>	<b><u>Years of Service</u></b>
Julie	Smith	Town Clerk	30 years
Sharon	Stark	Recreation Supervisor	19 years
Craig	Rowe	Director Information Technology	12 years
Christopher	Merigan	Police Sergeant	12 years
Jerome	Kenlyn	Facilities Technician	8 years
Patty	Zingarelli	Department Assistant DPW	7 years
James	Bragdon	Police Officer	2 years
Kaeden	Quinn	Recreation Assistant	1 years

**Retirements**

Chatham Firefighter Kevin Moore retired on November 6, 2024. After 30 years of service to the Town of Chatham as a firefighter, including his role as the Union President, we wish him all the best in his retirement! A Last Coffee is planned for after Thanksgiving.

**Recruitment/Job Postings** - <https://www.chatham-ma.gov/Jobs.aspx>

All postings are available on the Town’s website and on social media including LinkedIn

<https://www.linkedin.com/company/townofchathammycompany/>



### **Project Updates:**

The following are current projects being undertaken throughout the Town. For more detailed information on the projects and project status, please turn, or scroll, to the page indicated.


- Housing Initiatives – page 10
- COA Programming Highlights – page 14
- 90 Bridge Street – page 31
- Ryder’s Cove Bulkhead and Ramp Replacement – page 31
- Town-wide Dredge Permit Modification – page 32
- Crowell Road/Main Street Intersection – page 51
- Library Capital Project – page 51
- CFAL Feasibility Study – page 51
- ADA Transition Plan Implementation/Status – page 52
- Wastewater (Sewer) Construction Project – page 56

### **Chatham TV Productions: *Must Sea TV***

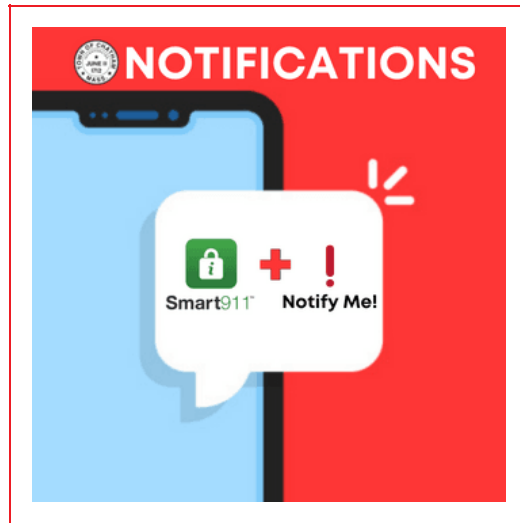
- Flash TV – November’s edition of Flash TV shined the spotlight on Council on Aging Outreach Coordinator Kerri Kelly. To watch this episode – [click here](https://youtu.be/xV92Z2bHlbl?si=HHLR78yih7Z5h4KE) - <https://youtu.be/xV92Z2bHlbl?si=HHLR78yih7Z5h4KE>

More Chatham TV programming can be found on the Town’s website or the Town of Chatham YouTube channel <https://www.youtube.com/chathamchannel18>

**E-Community Engagement as of November 15, 2024**

<b><i>E-Community Engagement as of November 15, 2024</i></b>				
<b>Town Social Media Accounts</b>	<b>Subscribers</b>			
	<b>21-Oct-24</b>	<b>15-Nov-24</b>		
Facebook	3836	3903		
Chatham TV YouTube	436	439		
Twitter/X	308	307		
Instagram	487	500		
LinkedIn	304	317		
<b>Notify Me Lists</b>				
	<b>21-Oct-24</b>	<b>15-Nov-24</b>		
Business	377	381		
Chatham Everyone (Employees)	40	40		
Community Notifications	1043	4049		
Government	1434	1439		
Housing Updates	96	96		
Low-Lying Road Alerts	106	108		
Shellfish Notifications	286	286		
Summer Residents	110	120		
The Flash - Council on Aging	436	438		
<b>Mainsheet E-Newsletter</b>				
Overall Open Rate October2024				73%
	<u>Delivered</u>	<u>Opened</u>		
	4-Oct-24	1571	*	
	11-Oct-24	1573	*	
	18-Oct-24	1573	1080	69%
	25-Oct-24	1577	1228	78%
*CivicSend analytics operating issue - not tracking open rate				

## Subscribe to Emergency & Non-Emergency Notifications



### Emergency Notifications - Smart911

In an effort to provide reliable and effective communication to residences, the Town of Chatham has implemented Smart911, as our emergency notification provider. Smart911 is a high speed notification system designed to make calls, emails, and SMS text notifications to specific people or areas in the event of an emergency. These messages may include information on floods, fires, water emergencies, road closures, missing persons, evacuation orders, weather and other emergencies.

It is important that residence and business owners verify their contact information. Accurate email addresses, landline, and mobile numbers help to ensure, but cannot guarantee, that emergency information will be passed on to everyone in a timely manner.

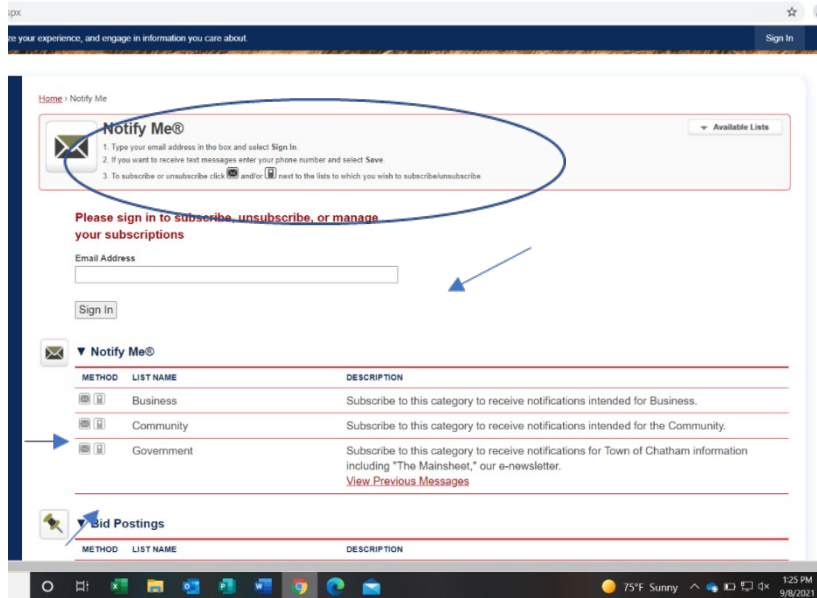
Residents can add additional telephone numbers including a cell phone. The address documented must be in Chatham, but the phone number can be from anywhere. Emergency messages can reach TTY (teletypewriter) phones used by the hearing impaired. [Please sign up using this link](#) or watch the video for instructions - <https://youtu.be/kzBM1xfYGj0> If you do not have access to a computer, you may call the Chatham Fire Department at 508-945-2324 to provide the information.

### Non-Emergency Notifications - Notify Me!

Notify Me allows you to subscribe to an unlimited number of email lists. Receive email or text message updates regarding the information you have requested. Check out [Notify Me](#) today! Directions are located at the top of the linked page.

[Weekly Newsletter – The Mainsheet](#) – Receive Town news in your in-box. Sign-up through the Town’s redesigned website to receive our weekly e-newsletter, The Mainsheet”, and other Town/community information. Visit [www.chatham-ma.gov/list.aspx](http://www.chatham-ma.gov/list.aspx) “Notify Me” to enter your

email address (or cell phone number to receive text messages) and click on the envelop or phone icon next to the list you want to subscribe.



*I am pleased to enclose the Monthly Report of Department Heads for the month of October 2024.*

**TOWN MANAGER'S OFFICE: Submitted by Jill R. Goldsmith**

*Mission Statement: The Select Board and Town Manager provide executive leadership for the Town of Chatham. Together, we pursue collaborative processes, ethical, and professional procedures to ensure 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.*

*Town Vision Statement: Chatham in 2030 will be a forward-looking, engaged, and inclusive community of demographically diverse year-round citizens that maintains a unique integration of preservation of its pristine environment, promotion of a healthy economy, fiscally responsible and responsive leadership, and a welcoming environment for all to Chatham.*

Professional and Community Outreach	Meetings	
Department Leadership Meetings, Town-wide Division Managers Meetings, Town Department On-site Meetings, Emergency Management Team, and Department Biweekly Meetings; SB Chair Agenda Setting Meetings	26	Ongoing projects and planning meetings and communications
Professional Meetings / Seminars/ Conferences	5	Cape Town Managers Meeting; MA Joint Labor/Management Committee; Women Leading Government (Steering Committee); October MMMA Meeting Moderator ( <i>Community Engagement Best Practices</i> ) Professional Development Webinars
Project/Issue Meetings	24	FY2026 Budget, Chamber Executive Director Angela Bucar (Monthly) Meeting, Food for Thought Employee Engagement Session #12, Housing Developments (Main Street/Meetinghouse Road), MRSD Finance Team, Personnel, Recruitment, Roadway Obstructions, Select Board Meeting Preparation and Follow-up, New Tax Title Law, Union (CMEA) Negotiations
Public Records Requests	4	Airport; North Skyline Drive; Morris Island Summer Detail; Veolia Water Trucks; 127 Old Harbor Road
Committee /Board Meetings/ Community Events Attended	6	Select Board, Summer Residents Advisory Committee, Finance Committee, Chamber Annual Meeting (Speaker)

**COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Kathleen Donovan**

*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*

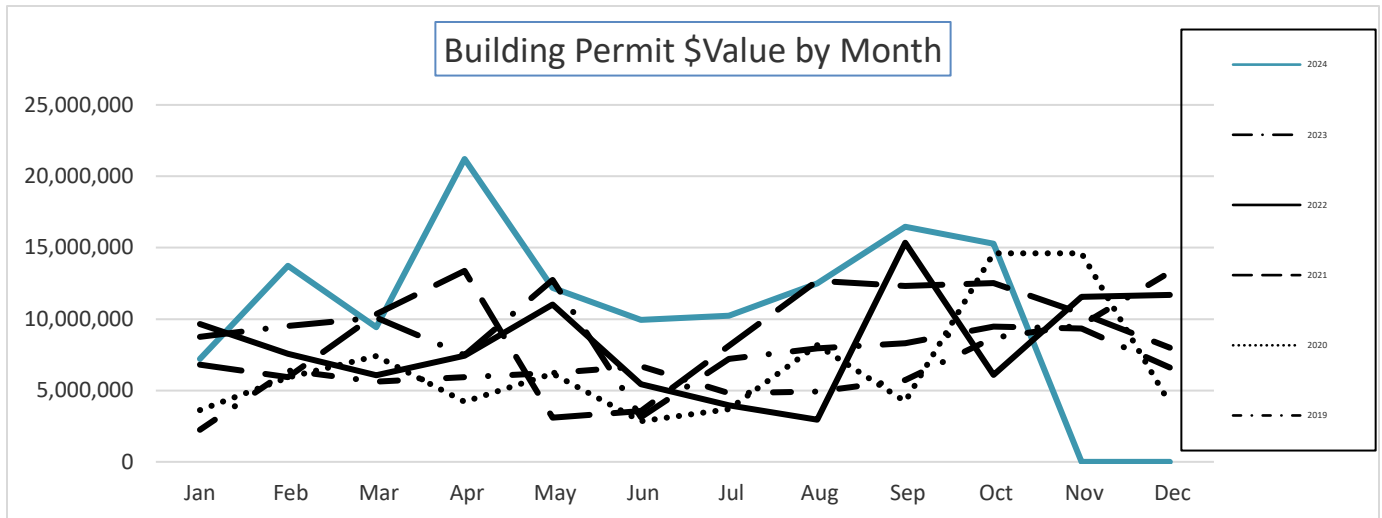
And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

The following information provides an overview of the Community Development Department’s activities for the month of **October 2024**.

**BUILDING DIVISION**

	Month	2024 YTD	Ave/ Mo	2023 Total	2023 Ave/ Mo	% 2024/ 2023	2023 \$Value YTD	\$Value 2022
<b>Bldg Permits Issued</b>								
<b>New Dwellings</b>	5	29	2.9	25	2	116%	\$39,910,254	\$21,693,960
<b>Multi-family</b>	-	-	-	-	-	-	-	-
<b>Demolitions</b>	5	21	2.1	22	1.8	95%		
<b>Residential Add/Renos</b>	87	791	79	957	80	79%	\$69,402,559	\$79,553,048
<b>Nonresidential Add/Renos</b>	5	42	4.2	66	5.5	64%	\$9,542,413	\$4,853,140
<b>Public Structures New &amp; Alts/add</b>	0	13	1.3	6	.5	216%	\$7,717,975	\$2,526,672
<b>New Comm Structures</b>	0	2	.25	0	0	200%	\$1,625,000	\$0
<b>Total Building Permits Issued</b>	<b>102</b>	<b>898</b>	<b>90</b>	<b>1077</b>	<b>90</b>	<b>85%</b>	<b>\$128,198,201</b>	<b>\$100,626,821</b>
<b>Average \$value/permit</b>							<b>\$142,760</b>	<b>\$93,433</b>
<b>Electrical Permits</b>	93	774	77	984	82	79%		
<b>Plumbing &amp; Gas Permits</b>	123	1013	101	1136	95	89%		
<b>Inspections</b>								
<b>Building</b>	146	1321	132	1642	137	80%		
<b>Electrical</b>	134	1124	112	1467	124	77%		
<b>Gas &amp; Plumbing</b>	172	1436	144	1926	161	75%		
<b>Total</b>	<b>452</b>	<b>3881</b>	<b>388</b>	<b>5035</b>	<b>419</b>	<b>77%</b>		

The following graph illustrates the reported dollar value of building permits over the past five years.



## REGULATORY BOARDS

**Historical Commission** – The Historical Commission held two hybrid meetings in the month of October. The Commission reviewed five applications under the Chapter 158 Bylaw three of which were also under the Cape Cod Commission Act. The applications that were reviewed just under the Chapter 158 Bylaw were found historically significant, but the Commission did not impose a demolition delay. Two out of the three properties that were reviewed under both the Bylaw and the Act were found historically significant with no demolition delay imposed, the Commission also reaffirmed their Contributing Structure status but did not refer them to the Cape Cod Commission for further review. The other application was continued to the November 19<sup>th</sup> meeting.

**Historic Business District Commission (HBDC)** – – There were two hybrid HBDC meetings in October. There were three applications for Certificates of Appropriateness, all which were approved. There was one sign application which was approved. There were three Administrative Approvals/Exemptions which were ratified.

**Planning Board** – The Planning Board held one hybrid meeting in October reviewing one amendment to a Site Plan Review, two new Site Plan Reviews and two Preliminary Subdivision reviews. The Board also continued to work with the one applicant for a surety release. The Board also heard the Findings of a Build Out Analysis presentation for the proposed West Chatham Neighborhood Center (WCNC). There will be a Planning Board Work Session to discuss the findings on November 18<sup>th</sup> and follow up discussion at the November 25<sup>th</sup> Planning Board meeting.

**Zoning Board of Appeals (ZBA)** – There were two hybrid ZBA meetings in October. There were seven new applications for Special Permits and one continued application, four were approved, three were withdrawn and one was continued. There were three applications for modifications of a Special Permits all which were approved.

**AFFORDABLE HOUSING TRUST** – The AHTF Board of Trustees met three times in October, including a joint meeting with the Select Board where the two boards voted to approve and execute a Land Disposition Agreement for affordable and attainable housing development at the Main Street property.

At their regular monthly meetings, the Trustees voted to unanimously to support a proposal from the Community Housing Partnership that the Select Board authorize test fits to better understand the development potential of the property at 127 Old Harbor Road and also to recommend that the SB move forward with the test fits as quickly as possible.

The Trustees, after meeting with DPW Director Rob Faley to discuss sewerage the Stepping Stones Road property, unanimously approved a motion to request that the Select Board task the Affordable Housing Trust with developing an RFP for Stepping Stones Road with a focus on home ownership, for the Select Board’s consideration and approval prior to being issued.

#### **ADVISORY COMMITTEES**

##### **Chatham Community Housing Partnership:**

The Community Housing Partnership met once in October, and welcomed new members Lynn Van Dine and Peter Higgins. CCHP membership is now full, with seven members.

Staff provided town housing project status updates. The CCHP also discussed evaluating Town-owned property for possible affordable and/or attainable housing and focused discussion on a small Town-owned lot on Pleasant Street for a single-family home. Further discussion and possible recommendations will take place at the next meeting in November.

**Economic Development Committee:** The Committee did not meet in October.

**Committee for People with Disabilities:** The Committee met once in October, its first meeting under the newly adopted quarterly meeting schedule. The Committee discussed the ADA Transition Plan action items undertaken by town staff at the Orpheum Bathrooms, Wharfinger Building, and the Railroad Museum. The chair stated he wants to know the status of designer needed items as well as the status on funds set aside to implement the Transition plan for FY24 and FY25.

#### **HOUSING INITIATIVES**

##### **Housing Production Plan**

The Housing Production Plan update project, which began in January of this year, is completed. The consultant team from JM Goldson has worked closely with the Housing Director, the AHT, and

the CCHP to produce a comprehensive Housing Needs Assessment and Housing Production Plan, including goals, strategies, and an action plan. There was also significant public outreach and engagement, including a Community Housing Visioning Forum, a survey, focus groups and interviews.

The HPP, approved unanimously by both the Select Board and the Planning Board which is a requirement before submittal to the Executive Office of Housing and Livable Communities (EOHLC), was submitted to the EOHLC for their final approval on October 2.

The EOHLC has a 30-day review period, after which they will submit comments back to the Town and possibly request edits to the HPP. The Housing Director will work with our housing consultants on any final edits the State might request in order to complete the Housing Production Plan approval process.

### **Housing Proposals for the Main Street and Meetinghouse Road Properties**

The Select Board and the Affordable Housing Trust met in a joint public meeting to review the Land Disposition Agreement (LDA) for the Main Street property. The two boards voted to approve and execute the LDA. The Town is currently negotiating an LDA for the development and ultimate sale of the Meetinghouse Road property with the selected developer, Penrose. The content of the negotiations is confidential, but the standard language that was approved for the Main Street LDA will be incorporated into the Meetinghouse Road document.

An executed LDA is required for the developer to receive a Project Eligibility Letter (PEL) from the state Office of Housing and Livable Communities before they can apply to the Town for a Comprehensive Permit under Chapter 40B. There will be opportunity for public input during the 40B process. It is anticipated that the Meetinghouse Road LDA will be reviewed in public session for approval by both the SB and the AHT in November or early December.

### **West Chatham Neighborhood Center Zoning**

The Housing Director continues to work with the Director of Community Development, the Town Planner, and the Planning Board on a build-out analysis of the proposed West Chatham Neighborhood Center to better understand the possible residential densities. This process will inform the language of the bylaw, including the section on Inclusionary and Incentive Zoning.

### **558 Crowell Road**

The Housing Director continues to work with the DPW on improvements to this 3-bedroom 2-bathroom house that was purchased by the Affordable Housing Trust in August after the former owners responded to the Town's Land Acquisition RFP. The AHT is making some minor improvements to the house based on the inspection report and the Building Commissioner's review, and will ultimately place an affordability restriction on the property and sell the house through a lottery process to an income-qualified household. The timeframe for this process is likely to be 6-8 months.

## **COMMUNITY SERVICES – Submitted by Leah LaCross**

### **Adult Behavioral Health Clinician**

October had **22** working days in it.

During those 22 days, the Adult Behavioral Health Clinician had **69 interactions with 25 Chatham Elders**, for a total of **41 hours**.

**Of the 69 interactions**, 4 were client consults, 2 were CPD referrals, 2 were CPD well-being referrals, 2 were home consultations, 10 were home visit- volunteer visits, 9 were office consultations, 22 were office visits, 2 were outside referrals, 5 were phone consultations, 10 were phone contacts, and 1 was a provider consult.

October was a month of meeting new faces at CFAL as well as at events held on Cape Cod. As I attend more workshops, insert myself at local school events, introduce myself to other clinicians that I meet at state conferences or at town functions, I am starting to put the pieces together with what services are available for our community members and how my position as Town Behavioral Health Clinician can better serve those who live or visit Chatham.

As the Town Clinician, I am not only serving our year-round or summer residents, but those who visit the town and find themselves in need of behavioral health services. Those in need of services continue to grow and I am honored to be able to assist.

## **COMMUNITY CONNECTONS**

October was a big month of meeting with a variety of colleagues, agencies, and community members from near and far. I also attended a 2-day Council on Aging Conference that allowed me to meet vendors from all over MA, as well as fellow clinicians from the state.

October saw me moving across Chatham to various locations: I was able to meet with parents at Chatham Elementary School; I met fellow Town of Chatham colleagues at Food for Thought, hosted by our Town Manager; I held a coffee meet and greet with community members, and I toured Cape Tech with the Chatham Better Together group

In the month of October, I spent **30 hours** engaging with my local community as well as community professionals from the state of Massachusetts. By continuing to attend regularly scheduled meetings with fellow clinicians from across the Cape, as well as meetings with colleagues from Chatham, I remain abreast of what is happening in our community and surrounding towns. This also enables me to develop stronger relationships with my colleagues, which results in my ability to provide the best possible care for my community members.

Planning for the Chatham Health Fair Festival is slowly coming together and looks to be the best health fair to date.

## **COA DIVISION:**

### **New Staff:**

The Council on Aging Division of the Department of Community Services is elated to welcome Josephine “Jo” Fennell to Team Chatham as the new Director of the Adult Day Program (now named *Ryder’s Cove Respite Program*, or *RCRP*). Jo joined us from a 16-year career at Cape Abilities, Inc., where she was the Day Program Administrator of a medical model program that had 120 daily participants, including a group of approximately 20 adults with Dementia, and Dementia-related illnesses.

Jo has been busy preparing program registration forms, *Welcome* packets and brochures for the program, which is targeted to begin in January, 2025.

### **Outreach:**

During the month of September there was a total of 159 outreach interactions for 92 individuals. Outreach handles everything from loaning out Durable Medical Equipment (DME), providing family support, referrals to financial resources, to helping with making connections to our community partners.

For the month of October, Outreach had 9 referrals from Chatham Police, Fire and EMS services. These requests for wellbeing and safety concern 7 individuals. The reasons for consultation ranged from increased confusion, multiple falls, to asking for assistance with resources and services.

The Outreach Coordinator made 10 home visits for 7 separate individuals. During these visits insurance issues were looked into, and well-being checks were performed. Outreach assessed the need for services as well as served as a warm handoff to community partners

We served 60 members via phone consultation, and 42 in-person at CFAL. Services ranged from assisting with paperwork, connecting members to programs, to concerns with financial support to maintain their homes.

Healthy meals in motion served 44 families this month. We added 5 new members this month and 6 more new applications for next month.

The LGBTQ+ Older Adult Group met at the Edward Gorey Museum in Yarmouth on 10/3. We had 5 members attend the tour who then continued on to *Jacks Out Back* for lunch, a favorite haunt for Edward Gory. The LGBTQ+ group has scheduled their dinner for 10/17, but most of the members that signed up were sick, and we opted to have a bigger dinner in November.

Outreach manages the Durable medical equipment program at the CFAL, and this month 21 items were lent to 14 individuals.

The state began accepting *Fuel Assistance* applications this month. We had 22 applications last year and 5 new applications this year. Planning for upcoming holiday assistance is in full swing with Thanksgiving and Holiday Season just around the corner.

**SHINE Update:**

**Medicare Open Enrollment is October 15 – December 15, 2024**

All appointments at all COAs across Cape Cod are fully booked for the Open Enrollment period.

**Transportation:**

During the busy month of October, the Council on Aging has helped Chatham residents by providing the following transportation:

<u>Orleans Day Program:</u>	9 participants 64 trips (to and from)
<u>Medical appointments:</u>	41 trips (to and from)
<u>Groceries:</u>	6 pantry deliveries, 21 resident trips to Stop & Shop and 9 deliveries from Village Market
<u>Pharmacy:</u>	7 prescription deliveries
<u>CFAL Programs:</u>	CFAL Cinema, Busy Fingers, Monthly Birthday Party, Monthly Book Club
<u>Other:</u>	Banking, 20 nursing home visits to family,

The Massachusetts RTA is a faithful supporter of our organization. They regularly supply each Town’s Council on Aging with vehicles to provide transportation services to the older adults. Additionally, they provide formal training for our drivers. Recently they donated \$4,813.93 to the CFAL to provide vehicle maintenance and other expenses of the Transportation Program. We are most grateful for their support.

**Programming:**

This monthly report outlines the activities and achievements of the Chatham Council on Aging Program Coordinator for the month of October 2024.

I. Program Highlights:

Information/Education

1. Lunch & Learn Open Enrollment 2024
  - a. 14 participants
  - b. Participants were invited to join an engaging presentation on a timely and relevant topic, led by Chatham volunteer SHINE counselors. The session provided a unique opportunity to gain valuable insights in a relaxed setting, followed by a luncheon

where attendees could network, discuss the presentation, and ask counselors questions. In attendance was Barnstable County's SHINE program manager Kristina Wheaton O'Brien who presented with Chatham counselors on the upcoming Open Enrollment Period for Medicare.

#### Community Engagement

##### 1. Nickerson Homestead Tour

- a. 20 participants
- b. Offered to the community this month was a docent-led tour of the Caleb Nickerson Homestead and Dig site. This was a look into 17th-century living in Chatham. Members of the Nickerson family were in attendance, one being a dedicated CFAL Volunteer. This was another opportunity for participants to explore their community, many in attendance were first time visitors!

##### 2. Chatham Better Together

- a. 21 Participants
- b. The members of Better Together took a step back in time this month on a tour of the Cape Cod Regional Technical School in Harwich. Upperclassman students led two groups around the \$22 million dollar building, visiting the various shops, and hearing from instructors and students alike on their experiences both inside and out of the classroom. Following the impressive 90-minute tour, participants enjoyed a delicious meal at the student-run restaurant, *The Cove*.

#### Entertainment

##### 1. Old Exit 11 Band

- a. 20 participants
- b. The CFAL offered a live performance by the Old Exit 11 Band, a talented group of local senior musicians. This program celebrated the musical talent within our community, offering an enjoyable experience for all as the band performs a variety of familiar tunes and classics. The event fostered community connection and provided an opportunity to support and appreciate the artistry of local seniors. Light refreshments were available for attendees.

##### 2. Chatham Screen Club

- a. 8 participants
- b. The CFAL invited community members to enjoy a special weekly screening of *The Perfect Couple*, filmed locally, offering a unique opportunity to watch content that highlights familiar settings and resonates with our geographic location. This show is

exclusively on Netflix, making it especially valuable for seniors and other community members who may not have personal subscriptions.

## II. Administrative Updates:

### Internship

As we conclude the second month of our student intern's time with us, we're pleased to share an update on her progress. She has been consistently performing well, taking initiative, and contributing to informative and engaging projects throughout the building. Her creativity and dedication have brought fresh energy to our projects, and her work continues to have a positive impact on our team and community. See attached photos for examples of her ideas in action. We're excited to see her growth and future contributions in the months to come, she has been working behind the desk and learning the different positions that help the Center for Active Living run smoothly.

### Gratitude Board

Interactive Gratitude Board for building visitors to engage in. Our intern added a second to the building for the end of the month prompting visitors to share their favorite Halloween costume!



### Monthly Bulletin Board

October upstairs bulletin board honoring and spreading Breast Cancer Awareness. November our intern will be switching the board to share information about Homelessness & Food Insecurity.

### Staff Development:

On Tuesday, October 8th, the CFAL was closed for the day to allow the entire team to participate in several training sessions. By noon, eight staff members were certified in CPR (including AED), First Aid, and Stop the Bleed, thanks to EMS Captain Mike Lopriore of the Chatham Fire Department. In the afternoon, the team completed a training session on "Understanding Dementia," led by Patty Sullivan from the Massachusetts Council on Aging.

**Council on Aging Board of Directors:**

The Council on Aging Board of Directors met on Monday, October 21. The Board members were introduced to Jo Fennell, Director of the Adult Supportive Day Program. Members shared monthly reports, and there was no new business discussed.

**The Human Services Committee:**

The Human Services Committee met twice this month; on October 7 and October 21. The Committee continued reviewing Request for Proposals (RFPs). The group will meet one more time to discuss the final RFP and will then make a funding recommendation to the Town Manager.

**RECREATION AND BEACHES DIVISION**

*The Recreation & Beaches Division is committed to enhancing the quality of life for all Chatham Residents, by striving to provide the best recreational programming and park facilities possible.*

**PARK Program (Positive Afterschool Recreation for Kids)**

The PARK Afterschool Program is for students in grades 3-7 to have a safe, fun, and engaging afterschool experience. It is also the intent of the program to foster a sense of community and to forge new and lasting friendships among the students attending the program.

PARK October Special Events:

- October 15<sup>th</sup>- Onsite ½ day Gaming Truck- 41 students
- October 17<sup>th</sup>- ½ day trip to Ten Pin and Cape Cod Mall- 42 students
- October 23<sup>rd</sup> - Eyeball scavenger hunt- 37 students
- October 29<sup>th</sup>- Candy Hunt- 37 students
- October 30<sup>th</sup> – Halloween Parade Community Event- 35 students

	September	October	November	December
<b>MONTHLY ATTENDANCE</b>	723	835		
<b>MONEY COLLECTED</b>	\$8,840	\$9,240		
<b>AVERAGE DAILY ATTENDANCE</b>	36	38		

## **Programming**

### **Adults:**

Chatham Pickleball Members - 466 members

Fall Tuesday Night Pickleball -63 participants

Fall Thursday Night Pickleball -65 participants

Fall Saturday Night Pickleball - 40 participants

Fall Adult Basketball - 35 participants

Fall Pickleball Lessons - 15 participants

Adult Badminton - 7 participants

Yoga with Jackie! (Hatha Mondays) - 25 participants

Yoga with Jackie! (Restorative Thursdays) - 25 participants

### **Youth**

October Family Karate - 8 participants

October Family Tai Chi - 8 participants

Kindergarten Soccer - 25 participants.

Grades 1-2 Soccer - 28 participants make up 4 teams in this league, playing games on Saturdays.

Grades 3-4 Soccer - Combining with Harwich Recreation, we created a boys and girls team to participate in the Lower Cape league comprised of 6 local towns rec department teams.

October Birthday Parties - 0

Parties are available on Saturdays and Sundays with use of the gym, game room, and teen room as options.

### **Special Events**

On Friday October 25<sup>th</sup>, we hosted our first *Pumpkin Bash Bingo* from 5pm-6pm. We had 42 participants join us. Free popcorn and prizes were handed out during the event.

On Saturday October 26<sup>th</sup> we hosted our second annual Halloween Egg Hunt. This year we had 110 registered for the event that included crafts, snacks, a bounce house, and over 3,500 eggs filled with candy and toys. Kids aged 2-10 were split into 3 age groups for the event featuring a golden egg winner for each group.

## **Employee Development/Enrichment/Other**

On October 3<sup>rd</sup>, we hosted the Cape & Islands Beach Managers meeting. Local beach managers from towns across the Cape attended the meeting discussing this past summer's beach issues that arose in each town. Staffing issues were also discussed along with future salary predictions for each town's seasonal staff.

## **Community Center Use**

### **Aerobics Room – 62 Reservations**

Group Circuit with Rachel, Classic Hatha Yoga, Restorative Yoga, COA Gentle Flow Yoga, Lite Fitness with Susan Hunter, Chatham Tai Chi, Heisig Belly Dance, Balance, Stretch and Tone with Susan, Family karate, Family Tai Chi, COA Chair Yoga.

### **Club Room – 30 Reservations**

Chatham Men's Club weekly discussion group, Chatham Democratic Committee, Fiber Arts Group, Woman's Club knitting Group, Chatham Bikeways Committee, Friends of Monomoy, Bolus card games, South Chatham Village Association, Friends of Chatham Waterways, Community Mahjong, South Coast Harbor Committee, Chatham Cemetery Commission, Chatham Women's' Club Board meeting.

### **Conference Room – 18 Reservations**

Friends of Chatham Pickleball, First Night Chatham, Chatham Windmill Group, Chatham Orpheum Theatre Fundraising Committee, Friends of Trees, Chatham Bikeways Committee, Chatham Golf Advisory Committee, Aunt Lydias Cove Committee, Art Journaling Group, Ecumenical Council for the Homeless, Chatham Men's Club Program Committee.

### **Gymnasium – 48 Reservations + Open Gym**

Tu & Th pickleball, We & Fri pickleball, Sat pickleball lessons, Sat. Night pickleball, fall pick-up basketball, Tues. night pickleball, COA indoor walking group, Mon pickleball, Halloween Egg Hunt, Friday advanced pickleball lessons.

### **Large Meeting Room – 26 Reservations**

Monomoy Professional Development, PARK Candy hunt, Chatham Girl Scouts, Chatham Men's club weekly meeting, USCG Auxiliary, Eldredge Public Library Learning Series, Chatham Girl Scouts CPR training, Chatham Garden Club, Women's Club of Chatham, Riverbay Association Annual meeting, Beach Managers meeting, Friends and Gardeners pumpkin flower arranging, First Night Committee, Girl Scouts recruitment event, Community Bingo.

**Serving Room - 13 Reservations**

Mahjong, PARK Candy Hunt, Chatham Merchants Assoc., Democratic Town Committee, Women’s Club weekly Literary Club, Women’s Club weekly knitting group, Chatham Republican Committee

**Fitness Room Access Scans**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
<b>July</b>	CLOSED	212	160	182	100	123	127	904
<b>August</b>	CLOSED	145	113	100	92	134	99	683
<b>September</b>	20	125	85	68	80	83	70	541
<b>October</b>	30	85	112	115	104	100	57	524

Active Fitness Room Memberships:      Family Members - 471    Individual Members - 181

**Parks & Recreation Commission-**

There was no October Parks & Rec Commission meeting.

**Golf Committee**

The Golf Committee meeting took place on Thursday October 17th. The committee discussed the difference between Cranberry Valley Harwich and Seaside Links “Resident Rate”. Harwich no longer provides a discount rate for Chatham residents. The committee suggested amending the rates moving forward with the new contract. Currently the rate for Chatham and Harwich members is \$350/year. It was suggested that Harwich residents now must pay the non-resident rate. The group voted unanimously to approve the new rate rules.

The Committee next discussed reservation times for members. There was some confusion about resident vs. non-resident advanced reservation times. Currently members can make a 48-hour advanced tee time before the general public. Some members were apparently not aware of the 48-hour advance. Committee members wanted to discuss further at the next meeting. This agenda item will be continued at the November meeting.

**FINANCE DEPARTMENT: Submitted by Carrie Mazerolle**

*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.*

**I. ACCOUNTING**

During October, the Balance Sheet was approved, and Free Cash in the amount of \$11,186,838.00 was certified by the Department of Revenue. In collaboration with intermunicipal departments, we successfully rolled out a new payroll software system, Harpers. Additionally, a town-wide training session has been scheduled with the Office of the Inspector General's office to cover best practices for 30B Procurement (Uniform Procurement Act). We have also begun work on the FY26 budget and hosted a successful FY26 Budget Summit.

In partnership with the Human Resources and Treasurer/Collector's offices, we completed the successful migration to the new payroll system. Using this system will help reduce calculation errors, as most rates and salary amounts are now hard-coded. Furthermore, allowing departments to manage their own payroll entries will enable more direct and immediate communication regarding discrepancies or special pay. We believe this transition will not only improve efficiency and accuracy but also enhance accountability within departments.

A training session has been arranged with the Office of the Inspector General's office to review best practices for making purchases that fall under the 30B Procurement Act. This session aims to expand staff knowledge of the Commonwealth's procurement laws and fine-tune our purchasing practices, which begin at the departmental level.

Additionally, Carrie Mazerolle and Jill Goldsmith hosted the FY26 Budget Summit, where they presented the budgeting process to the Select Board, Finance Committee, and members of the Monomoy Regional School District.

In total, we processed two payrolls and 1,356 invoices during the month of October.

Respectfully submitted,  
Nick Cantella  
Assistant Town Accountant / Assistant Finance Director

## II. ASSESSING

### Monthly Activity Report

	October	Year to Date	Year to Date	Year to Date
	2024	2024	2023	2022
RE Abatements Processed	16	18	32	20
PP Abatements Processed	0	2	106	34
MV Abatements Processed	0	92	279	294
Boat Abatements Processed	0	364	412	655
Betterment Payoffs	0	0	1	2
Boat Commitment	0	1	1	1
MV Commitments	0	7	7	8
Certified Abutter's Lists	33	413	352	285
Deferral	1	1	1	2
Real Estate Exemptions	81	81	14	23
Building Permits	111	1,399	1,175	994

The First Half Real Estate Tax Bill was issued October 1, 2024, with a November 1, 2024 due date. The Certified Tax Rate for Fiscal Year 2026 is \$3.47. There were sixteen Senior Work-Off Real Estate Abatement Applications processed in October. Real Estate and Personal Property Abatements were being accepted until the deadline of November 1, 2024 and are then reviewed and processed. The Assessing Department has up to three months to act on an Abatement.

The Mooring List was received from the Harbormaster's Department consisting of 2,633 boat owners. The Massachusetts Environmental Police sent the State List, containing 4,152 boat owners. Both files are reviewed and analyzed to determine billing for boat excise for FY2025. The files are compared with the Excise Billing database, Vadar, to determine new boats to be billed Excise. The records in Vadar are reviewed for ownership, feet, year, mailing address, title number, and Hull Number, and updated as needed.

October 1, 2024 was the filing deadline for land to be classified as agricultural/horticultural or recreational land in the next fiscal year. Assessors must review all property valuations and make adjustments to ensure current fair cash valuations every year per market sales.

Timothy Kinski and Nancy Finch of PK Valuation Group will be performing inspections for a Cyclical Review for Fiscal Year 2026. Mr. Kinski will be conducting inspections for Commercial Personal Property and Ms. Finch will be performing Residential Inspections.

October 5, 2024 was Director of Assessing Ardelle Kelley's 9th year employment anniversary with the Town of Chatham.

### III. IT

Worked with the Account Department to roll out the 2026 Capital Budget.

Deployed 10 new laptops/upgrades.

Completed the upgrade of the Town Core infrastructure. As part of the upgrade we installed a new Firewall/Security Appliance.

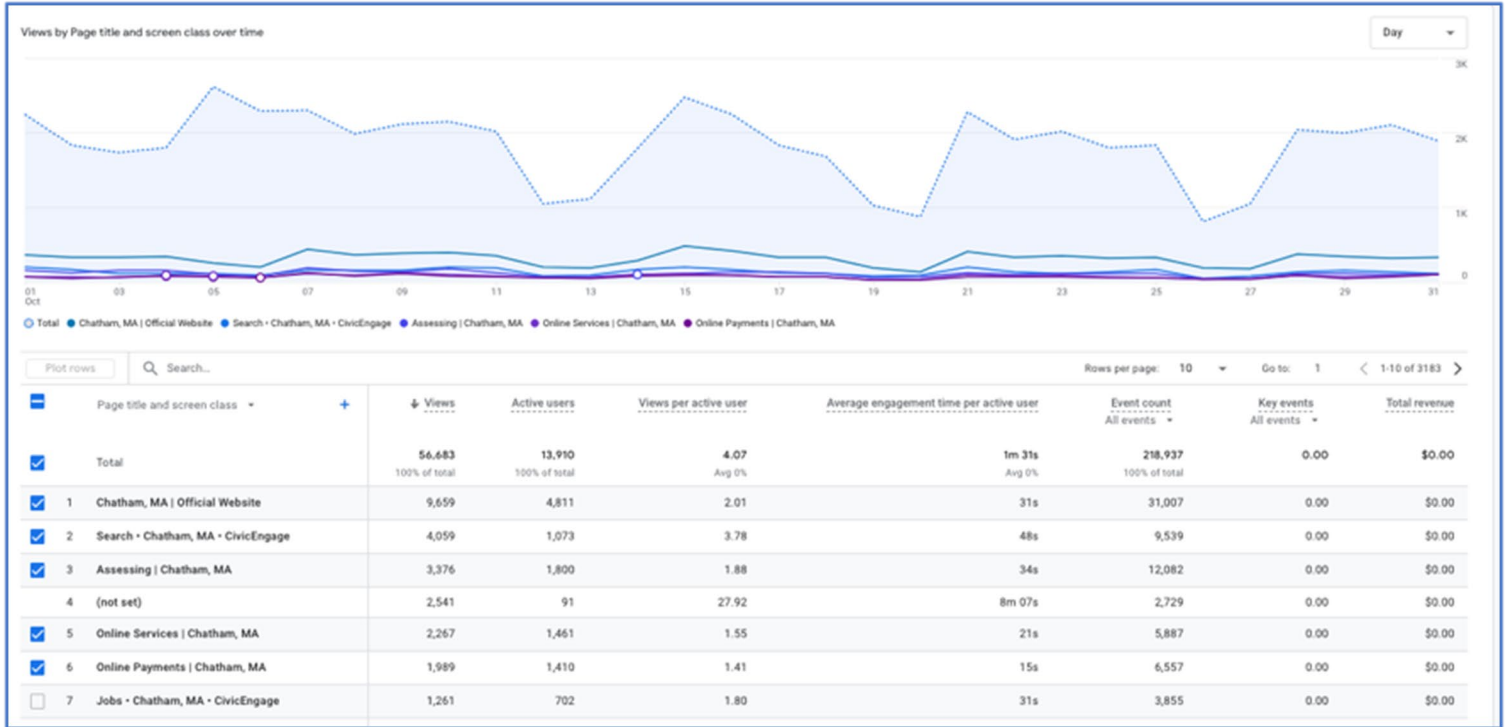
Deployed a NAS server to control the networks IP system. This was the last Phase of migrating off the Barnstable County servers

#### **Website:**

In the month of October, the Town website had a total of 56,683 views. Excluding the home page the top 5 viewed pages on the website were:

1. Search – 4,059 views
2. Assessing – 3,376 views
3. Online Services – 2,267 views
4. Online Payments – 1,989 views
5. Jobs – 1,261 views

There were 13,910 active users who accumulated these views. This metric contains the number of unique users who engaged with the site during October. The average user viewed 4 pages and spent 1 minute and 31 seconds on the site. Both of these totals are considered to be on the higher end in relation to general website benchmarks.



#### IV. CHATHAM TV

##### Highlights

- Added audio only back-up recorder to Annex SMR
- Pleasant Bay Alliance Forum at Chatham Community Center: Recorded and archived to YouTube (Ted Keon)
- Produced 3 short videos on Climate Change Adaption Plans for Pleasant Bay Alliance (Ted Keon)
- Produced Flash TV episodes 1 & 2 for October and November events at COA CFAL
- Commbuys training meeting: Facilitated Hybrid Meeting and Recorded for Archival
- Coastal Resources Information Session on Flow Training Structures (Ted Keon)
- 17 Live Meetings, 25 additional meetings added to the archive

##### Meeting Totals

Live Meetings	17
Additional Archived	25
Total Meetings	42

Meeting Break Down

Location	In Person	Hybrid	Teams Only
Annex LMR (Live on CH 18)		17	
Annex LMR (Not Live)	0	1	
Annex SMR	8	7	
Com Center Conf Room	4		
Com Center LMR (upstairs)			
Com Center Club	1		
Town Hall	3		
FULL REMOTE (not Live)	0		1
MRMS -STM	0		
Sub Totals	16	25	1

YouTube Analytics

YouTube Monthly Views: 755

Top viewed meeting: Select Board October 3, 2023 (28 Views)

Top viewed Non-meeting Content: First Night | Toejam Puppet Band (168 Views)

Other Top Viewed Content: Flow Training Structures Info Session (32 Views)

On Demand

On Demand Analytics	Total Views	% of Total
Mac	293	19.3
PC	923	60.9
Android	11	0.7
iOS	34	2.2
Other	255	16.8
On Demand Total	1516	100.0

**V. TREASURER/COLLECTOR**

As of 10/31/2024 the Treasurer/Collector’s office collected 42.96% of the FY2025 real estate taxes.

	<b>2025</b>		<b>2024</b>
Tax	\$42,389,281.72	Tax	\$41,031,794.74
OPEB	\$635,839.13	OPEB	\$615,476.87
CPA	\$1,196,856.48	CPA	\$1,153,989.98
Total Commitment	\$44,221,977.33	Total Commitment	\$42,801,261.59
	<b>10/31/2024</b>		<b>10/31/2023</b>
Tax	\$24,095.66	Tax	\$23,071,332.86
OPEB	\$2,017.08	OPEB	\$346,108.87
CPA	\$3,396.49	CPA	\$648,211.67
Total Outstanding	\$147,509.23	Total Outstanding	\$24,065,653.40
	57.04%		56.23%

Real Estate

Fiscal Year 2025 Real Estate and Personal Property tax bills were released on October 1, 2024, and were due on November 1, 2024.

FY2025 Real Estate Tax Collections for the month of October are \$18,973,535.63, including interest and demand fees.

FY2024 Real Estate Tax Collections for the month of October are \$26,837.59 including interest and fees.

FY2025 Personal Property Tax Collections for the month of October are \$227,178.08. Prior years Personal Property Tax collections for the month of October are \$507.78 including interest and demand fees.

OPEB Surcharge

OPEB Surcharge transfers to the OPEB Trust Account to date are \$3,018,240.61.

Tax Title and Foreclosure

We currently hold 22 tax title accounts with a total balance of \$594,072.97, including fees and interest. Tax Title receipts collected for the month of October are \$16,411.55, including interest and fees. This includes one tax title redemption.

Foreclosed Parcels

Doane Road, Parcel ID 15E-28A-41A

0 Barn Hill Marsh, Parcel ID 9C-51-9

0 Lime Hill Road, Parcel ID 12E-8-P31 (Pending Final Judgment in Land Court)

### Motor Vehicle Excise

The 2024 Motor Vehicle excise receipts collected for the month of October are \$51,396.01.

Previous (prior to 2024) Motor Vehicle excise receipts for the month of October are \$1,770.22, including fees and interest.

### Boat Excise

The FY2024 Boat Excise receipts collected for the month of October are \$1,376.42, including fees and interest.

Previous (prior to 2024) Boat Excise receipts for the month of October are \$632.63, including fees and interest.

### Chatham Cultural Council

#### Staff Liaison Monthly Report

The Chatham Cultural Council conducted a meeting on October 7, 2024. The council approved minutes from their September meeting and their treasurer's report for the month of September. The council discussed the status of the 2024 grantees with outstanding grants and discussed the upcoming grant cycle. In addition to updating membership information on the MCC website, the members were instructed to review the webinar created by the MCC which reviews voting, open meeting laws, making grant decisions, and guidelines. The Council will be remitting the required financial forms to the MCC prior to October 16<sup>th</sup> for the 2025 grant cycle.

### **FIRE RESCUE/EMS/EMERGENCY MANAGEMENT DEPARTMENT: Submitted by Chief Justin Tavano**

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

The monthly activity of the Chatham Fire/Rescue Department is presented below. The Department responded to 297 calls for service, of which 192 were medical calls which required the transport of 139 patients. Ambulance revenue was \$96,807.67 and Inspectional Services generated an additional \$1,055 for a total monthly revenue of \$97,862.67.

Dept	Indicator	Month		Year to Date	
		Oct '24	Oct '23	2024	2023
Fire Rescue/EMS	<b>Fire Suppression/ EMS</b>				
	1 Emergency Incidents	297	263	2,825	2,759
	2 Ambulance Transports	139	118	1,171	1,135
	3 Ambulance Receipts	\$96,809.67	\$80,040.25	\$772,700.37	\$733,951.35
	4 Firefighter Injuries	0	0	10	5
	5 Civilian Injuries	0	0	0	0
	6 Mutual Aid Given	3	1	67	67
	7 Mutual Aid Received	0	2	19	25
	<b>Fire Prevention/ Code Enforcement</b>				
	Inspections (resale, new construction and commercial)	34	40	397	422
	Fire Prevention Revenue	\$1055	\$1,196	\$11,980	\$12,084

**Personnel:**

*Anniversaries:*

Nick Ruggiere – 14 years (10/25)

The department successfully onboarded FF/Paramedic David Caruso and FF/EMT Kali Burnham. FF Caruso comes to Chatham after serving the Town of Yarmouth since 2008. FF Burnham is a home-grown recruitment after excelling during her internship program with the department last year. Both members are off to excellent starts with the department.

**Training:**

Lt. Young and Captain Silvester attended an Incident Safety Officer Program. This training enhances their individual knowledge of risks and hazards at all types of emergency incidents, which will result in a stronger and deeper command structure for the department. The Barnstable County Technical Rescue Team conducted its monthly drill at the Chatham Airport, focusing on trench collapse/rescue. The Chatham DPW assisted by providing machinery and labor to dig and backfill the trench. FF Joe Bono, FF Scott Devlin, FF Nick Pelkey, and FF Dave Caruso attended Fire Instructor 1 training and are preparing to take their certification exams. This course is a prerequisite to Fire Officer 1 and 2 and is part of the department’s officer development track. Several members participated in a joint training exercise with Orleans and

Eastham FD's and Harbormasters. The exercise is funded by MA DEP and is coordinated by NUKA Research. The objective is to test multi-agency response capabilities to oil spills on the water.

### **Incidents:**

A patient suffering from traumatic injuries was driven into the fire station after being run over by a 3,000 pound lull. The patient was working for a tree company near the fire station when the accident occurred. Co-workers loaded him into a vehicle and brought him to the station, and the patient was ultimately flown by Boston MedFlight from Chatham Airport to a Boston trauma center. Firefighters responded to a rollover motor vehicle accident on downtown Main St. There were no injuries but the road was temporarily closed until the vehicle could be safely stabilized and removed. Firefighters provided mutual aid at a commercial building fire in Orleans. Captain Silvester completed a 24 day deployment with the FEMA MA Task Force 1 as a rescue specialist following Hurricane Helene. He performed most of his work in North Carolina where the area was devastated by flood water. This was an historically long deployment. Funding for the deployment is reimbursable by FEMA.

### **Community Engagement:**

FF Nick Ruggiere conducted fire safety lessons at CES. FF Rachel McGrath continued to excel in her role as the senior safety educator, coordinating programs through the CFAL. FF/EMT's provided standby coverage for the Witches on the Water fundraising event in Oyster Pond.

### **Fire Prevention:**

Fire Inspector Shevory and Chief Tavano collaborated with the Building and Health Divisions, and management from Chatham Bars Inn to address some developing concerns regarding the building and fire codes as they pertain to tents. Education was provided to CBI Staff and a plan was developed for improved communications and processes moving forward.

### **Emergency Management:**

Deputy Director Heller assisted with the coordination of disposing nearly 100 gallons of old firefighting foam through the Barnstable County Household Hazardous Waste clean-up program at the Harwich Transfer Station. The department's older "Class B" foam had previously been removed and safely disposed of. While this "Class A" foam was non-toxic and did not contain PFAS, the department has switched to a hybrid Class A/B foam which can be used on ordinary combustibles as well as flammable/combustible liquids. This new hybrid foam does not contain any intentionally added PFAS and is more environmentally friendly. By making this switch, operations will be more environmentally conscious and there will be a cost savings for the department in the long term.

## **NATURAL RESOURCES: Submitted by Greg Berman**

*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.*

The following information provides an overview of the Department of Natural Resource's activities for the month of **October 2024**.

### **REGULATORY BOARDS**

Board of Health – The Board of Health held two hybrid meetings on October 7<sup>th</sup> and 21<sup>st</sup>. Behavioral Health Innovators (BHI) provided information on their programming in the Monomoy Regional Schools, and Chatham EMS Captain discussed the use of Narcan and drug related calls in Chatham. The Health Agent presented the results of the Lower Cape Public Health Needs Assessment. Additionally, the Health Agent presented to the Select Board an update on the status and use of the Opioid Settlement Funds. Two additional awards were given this year to BHI and the Aids Support Group of Cape Cod.

Conservation Commission – The Conservation Commission held three hybrid meetings on October 2<sup>nd</sup>, 9<sup>th</sup>, & 23<sup>rd</sup>.

### **ADVISORY COMMITTEES**

Aunt Lydia's Cove Committee – The Aunt Lydia's Cove held one hybrid meeting on October 16<sup>th</sup>. The Committee welcomed its newest member, Sam Linnell. Among the items discussed were the review and approval of the June 26, 2024, meeting minutes, the approval of the expenditure of Waterways User Fee (WUF) revolving funds for two projects. The first was a 140K expenditure for the Ryder's Cove Landing improvement design and permitting and the other was an 80K expenditure for the Little Mill Pond Pier Replacement design and permitting. A robust discussion was also held concerning an off-loading davit for the south jog at the Fish Pier.

Energy and Climate Action Committee – The Energy and Climate Action Committee held one hybrid meeting on October 15<sup>th</sup>. Some of the topics discussed included the presentation of the Town of Chatham Electric Vehicle (EV) Public Charging Station Policy and a review of a Saltmarsh Subcommittee report regarding a potential Community Perseveration Committee application.

Open Space Committee – The Open Space Committee did not meet in October.

Shellfish Advisory Committee – The Shellfish Advisory Committee held one hybrid meeting on October 16<sup>th</sup>. The Committee considered supporting expenditure of Waterways User Fee (WUF) revolving funds for two projects: a. Ryder's Cove Landing Improvement: Design and Permitting: \$140K b. Little Mill Pond Pier Replacement: Design and Permitting: \$80K. The DNR

Director and Coastal Resources Director presented the request and provided descriptions of both projects. After a robust discussion, a motion to support using WUF funds for Ryder’s Cove Landing Improvement: Design and Permitting and Little Mill Pond Pier Replacement: Design and Permitting was made, seconded, and unanimously approved.

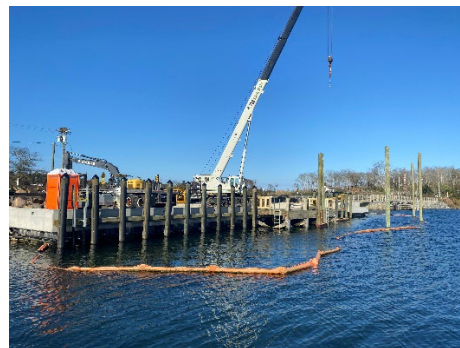
South Coastal Harbor Plan Committee – The South Coastal Harbor Plan Committee held one hybrid meeting on October 16<sup>th</sup>. Topics included a review of two requests for withdrawals of the Waterways User Fund (WUF) for design and permitting for replacement of the Little Mill Pond Pier (\$80,000) and design and permitting for renovations to the Ryder’s Cove Landing (\$140,000). Both were approved. Other topics were review of possible costs and timing for pending waterfront projects, renewal of the harbor plan and general update by Coastal Resources Director.

Waterways Advisory Committee – The Waterways Advisory Committee held one hybrid meeting on October 17<sup>th</sup>. Topics included the same review as discussed above for WUF withdrawals (both approved), brief review of pending waterfront projects, and discussion regarding request for legal counsel to attend and advise on options for preserving public rights and access at town landings and other public shore access locations.

## **COASTAL RESOURCES DIVISION**

### **Project Planning/Coordination:**

90 Bridge Street Waterfront Property- Bulkhead project should be complete by the first week of November. Silt curtain will be re-positioned and left in place as required by regulatory permits in anticipation of work for pier and float construction beginning winter 2025. Bid package for the pier and float construction being developed by engineer.



Ryder’s Cove Bulkhead & Ramp Replacement- Clark Engineering working on design and permits for deepening the trailer parking spaces with survey work scheduled for early November. As stated above, WUF withdrawal approved (\$140,000) and contract with Pare Corporation being executed to fund completion of the design and permit efforts for the overall renovations.

Townwide dredge permit modifications- Water Quality Certification (WQC) and Chapter 91 permits both issued. Town to comment and seek clarification of certain conditions contained within the WQC. Corps of Engineers Individual permit is still outstanding.

FY 23 Coastal Resiliency Grants:

- Jackknife Harbor Living Shoreline: On hold pending submission of FY26 CZM Coastal Resiliency grant for construction.
- Stage Harbor Entrance Erosion & Shoaling- Notice of Intent hearing held on October 23. Staff acknowledged that conditions are changing that may preclude constructing the project, but Town still interested in obtaining the various regulatory approvals in case conditions warrant construction. ConCom had no specific issues or concerns.

Fish Pier Improvements (S. Jog pedestrian walkway) - Chapter 91 and Corps of Engineers PCN permits have been submitted. Engineer looking at additional material consideration (fiber reinforced grating) for potential use as the walkway surface.

Marconi Tower Relocation- Notice of Intent application for extending the trailer parking spaces at Ryder's Cove Landing to include relocation of the tower.

Little Mill Pond Pier Replacement- WUF request (\$80,000) approved and contract with Pare Corporation being executed to begin design and permitting for replacement of the pier.

Town Landing Comprehensive Survey- East-Southeast Survey working on survey of each Town Landing/Shore access location.

Ryder's Cove Herring Run- Town staff and representatives of NRCS team looking at alternative engineers for design and replacement of the culvert given substantially high cost of current design proposal. Meeting scheduled for early November with MA DOT to discuss options and possible funding support from DOT.

Div Marine Fisheries Grant- Waiting for notification if application to fund purchase of mounted throwable life rings for safety improvements at various public waterfront facilities is approved.

**CONSERVATION DIVISION**

<b>APPLICATION</b>	<b>October 2024</b>	<b>October 2023</b>	<b>YEAR TO DATE 2024</b>	<b>YEAR TO DATE 2023</b>
<b>Notice of Intent</b>	6	6	42	53
<b>Request for Determination</b>	1	1	16	13
<b>Request to Amend an Order</b>	0	0	1	4
<b>Admin Reviews</b>	10	7	73	79
<b>Extensions</b>	1	1	24	15
<b>Field Chgs</b>	1	0	8	1
<b>Cert of Compliance</b>	13	5	52	31
<b>TOTAL RECEIPTS</b>	<b>2590.00</b>	<b>1652.50</b>	<b>22312.00</b>	<b>21882.00</b>

New Applications received in the month compared to previous years.

**Conservation Commission Support**

The Agent and Permit Coordinator met with the Chair and Vice-Chair the day before the hearing to ensure all necessary information was prepared. This meeting facilitated any additional information required for the hearings and allowed staff to coordinate with applicants to obtain outstanding documentation.

Notice of Intent Permit at 97 Tilipi – Staff have conducted multiple site visits to monitor the progress of the revetment construction. Work is progressing well, with most of the stone lining at the bottom of the channel completed. Finalizing the armor stonework remains. The project’s timeline for completion will depend on favorable weather conditions and tides.

Airport Vegetation Management Project & Request for Superseding Order of Conditions from DEP on State Wetlands Act - Staff responded to a request from DEP Analyst Peter Backhaus for case documents relevant to the project. Staff provided Mr. Backhaus with the complete file, including all documents related to the Notice of Intent and the associated hearings. Mr. Backhaus indicated he would conduct a site visit in November in response to the abutters' request for a Superseding Order. As of the end of October, the abutters had not filed a Civil Action in Barnstable Superior Court regarding the Local Wetland Bylaw and Regulations. Since the Order was issued on July 7, 2024, and the 60-day appeal period has lapsed, the Local Wetland Bylaw decision remains valid, and no further appeals can be made to DEP regarding the Local Wetland Bylaw decision, even if a Superseding Order is issued.

Donation of 50K to Town for Conservation Purposes- The Agent has been in contact with the anonymous donor who pledged a \$50,000 donation to confirm the timeline for its submission and provide instructions on where to send it. The donation has been received and will fund initiatives under the recently adopted Tree Planting Bylaw.

**Enforcement Orders** – The Assistant Agent has compiled a comprehensive spreadsheet documenting all outstanding violations. Staff also met with the Executive Director and Land Steward of the Chatham Conservation Foundation (CCF) to discuss enforcement actions on multiple sites where CCF holds Conservation Restrictions, owns the property, or conducts annual monitoring for violations. CCF requested that Conservation staff issue Notices of Violation for several sites identified during this review.

93 Orleans Road - The Commission issued a Restoration Order for 93 Orleans Road. However, despite repeated follow-ups by the Agent, compliance has not been achieved. The Assistant Agent has sent a Notice of Violation, indicating that required plantings must be completed by spring 2025, or a new Enforcement Order will be issued.

243 Kendrick Avenue - A Notice of Violation was issued for unauthorized clearing of vegetation and grading within an area under the Commission’s jurisdiction.

114 Portanimicut Road - The Commission approved a Restoration Order, and a Notice of Violation was issued on October 25, 2025, due to vegetation removal within the 50-foot buffer to a resource area and in the No Disturb Zone, as specified under the Local Wetland Bylaw.

414 Morris Island - A Notice of Violation was issued for the placement of an unpermitted shed in the buffer zone of a resource area and for a garden placed within an area designated for mitigation.

**Land Management of Conservation Areas**

Forest Beach Overlook – A new osprey nesting platform was installed at Forest Beach Overlook on October 26, 2024, by the Agent, several volunteers, and osprey expert Chris Walz, who designed the nesting pole and platform. However, following concerns raised by abutters and other Chatham residents about potential view obstruction, the



Agent is collaborating with them to relocate the platform to a more suitable spot on-site. The Agent consulted with Chris Walz to identify a location that would preserve residents' views while still offering a unique educational opportunity for visitors to observe the nesting ospreys and their young chicks through the fledging period.

Bridge Street Osprey Nest The Agent and Coastal Resource Director relocated an osprey nest at Bridge Street that posed a significant fire risk. The Agent coordinated with Eversource to safely remove the nest from atop transformers, and a new pole was installed in the marsh to provide a safer nesting site free from fire hazards.



Training Filed Triangle – In response to safety concerns raised by hikers and residents about hunting near the site's loop trail, "No Hunting" signs were posted throughout the area. This loop trail encircles the entire site and is close to roads and nearby homes, heightening safety considerations during hunting season. The Agent received a complaint from a hunter, to whom they explained the rationale for the new signage.

North Beach Management – End-of-season work was completed in October, including the relocation and removal of symbolic fencing, except for the fence protecting the dunes. Exclosures, signage, and equipment used during the active nesting season were organized and stored for the winter at the DPW.

HCP Annual Report – The Agent completed the Habitat Conservation Annual Report and submitted it to Mass. Natural Heritage by October 15, 2024. The report includes critical productivity and analytical data collected during the nesting season and will be used by the USFWS to evaluate the status of the Statewide HCP Permit. Filing the report is a mandatory annual requirement, regardless of whether a permit holder is actively implementing an HCP.

## **HARBORMASTER DIVISION**

October was busy once again despite the traditional end of the boating season. With largely favorable weather, maritime traffic was high for this time of year on fair weather days as we responded to 9 marine incidents this month. The Municipal Fish Pier crowds have been steady with the bus tours and other late season tourists.

In October we hauled most of our summer response assets and performed end of season maintenance and winterizing of these vessels. We launched our winter response asset the H-27 walk-around cabin and it will be stationed at the Fish Pier. The H-271 center console boat will remain in service for another month or two and will be moored in Stage Harbor.

Members of our staff participated in the MassDEP First Responders and Geographic Strategy Testing exercise in Orleans. This was a multi-agency drill that focused on classroom training and review as well as practical underway evolutions to test the Geographic Strategy tactics for use in their respective areas of responsibility.

This month we completed an internship with an 8th grade middle school intern. Most internships that we have hosted are high school and college level, so this was a first for our division. The intern was able to participate in the MassDEP First Responders and Geographic Strategy Testing exercise in Orleans. This provided them with classroom and underway immersion into the world of maritime pollution response. They also received tours of the Chatham FD, PD and Coast Guard station getting a behind the scenes look at our most vital emergency response partners. They assisted with the relocation of float docks and helped prep for our winter haul-out of floats in Stage Harbor. Their final act as intern was to hit “the button” and send out the mooring permit and waitlist renewals to over 2,000 customers.

Waitlist and Mooring Permit renewals went out this month. As a reminder, all waitlist and mooring permit renewals are due by December 31st and may be renewed online with payment by credit card or be mailed back with a check as we no longer accept cash payments

<b>HARBORMASTER DIVISION</b>	<b>OCT 2023</b>	<b>OCT 2024</b>	<b>YTD 2023</b>	<b>YTD 2024</b>
<b>MARITIME ASSISTANCE CASES</b>				
TOWS (DISABLED BOATS)	0	1	13	17
GROUNDINGS	3	1	21	14
DEWATERING	0	1	5	22
MISC. ASSIST	3	0	46	91
C.G./AGENCY ASSIST	0	0	1	5

CAPSIZED BOAT/SALVAGE	0	1	3	11
MEDICAL	0	0	7	8
P.I.W.	0	1	1	2
POLLUTION	0	0	2	6
KAYAK/WATERCRAFT ASSIST	2	0	2	2
BOAT FIRE	0	0	1	1
TRANSPORT	0	0	0	0

**HEALTH DIVISION**

The Health Division held two drive thru Influenza and COVID vaccination clinics this month. The clinics were held at the DPW garage with assistance of the VNA of Cape Cod, the BOCH CERT Team and DPW staff. 97 COVID shots, including 8 children were given. 131 Flu shots were given, including 7 children. Staff continue to hand out COVID test kits at the office.

The Health Division received a grant from DEP for air sensors to be placed around town. Five sensors were received and planning for their installation and registration has begun. One sensor is operating at the Town Office Annex and can be seen on a real-time map at [www.purpleair.com](http://www.purpleair.com).

Staff training and education continued as our STR inspector participated in an intensive Food Code Training, and our Health Inspector continues to prepare for the Registered Sanitarian Exam.

Our STR Inspector reviewed three (3) rental agencies for compliance with the regulations, reaching out to 37 property owners about the requirements to register. Utilizing a list from the assessing department of properties that transferred, she compared the list to the number of short terms rentals registered with the town and state. The table below shows the percentage of properties that transferred that have been utilized as a STR property. We believe the 2024 percentage will increase when re-examined in 2025.

	% STR
2024	7.594937
2023	26.88172
2022	27.11864
2021	28.75536

The Housing Inspector and Health Agent met with IT to discuss the use of an AI platform that will be able to provide real world data on rentals in Chatham. IT will be purchasing this platform for a pilot program this fiscal year.

Information regarding permits issued in the month compared to previous years is provided below.

	Oct-2024	Oct-2023	YTD 2024	YTD 2023
<b>PERMITS ISSUED:</b>				
Disposal Works Construction	17	12	96	78
Food Handler's	5	4	145	103
Motel/Cottage	0	0	10	7
Room Inspection	0	0	5	5
Swimming Pool/Hot Tubs	0	0	10	6
Tobacco Sales	0	0	7	0
Stable/Animal Keeping	0	0	2	2
Septic Installers	0	0	46	20
Septage Haulers	0	0	14	10
Rubbish Haulers	0	0	4	2
Recreational Camps	0	0	1	1
Well Construction	2	5	34	64
Well Destruction	0	0	0	1
Scallop Shanty	2	1	2	1
Bathing Beaches	0	0	15	15
Short Term Rental registrations	18	0	785	0
Body Art Establishment	0	0	1	0
Body Art Practitioner	0	0	1	0
<b>Total</b>	<b>44</b>	<b>22</b>	<b>1178</b>	<b>315</b>
<b>Inspections:</b>				
Restaurant/Food Inspections	5	5	84	122
Septic Inspections	10	10	103	114
Housing Inspections	0	0	1	2
Room Inspections	3	4	29	44
Complaint/nuisance Inspections	3	3	37	33
Test Holes	4	3	57	40
Pool Inspection	0	0	19	17
<b>Total</b>	<b>25</b>	<b>25</b>	<b>330</b>	<b>372</b>
<b>Reviews/Comments:</b>				
Board of Health Variance Reviews	0	3	14	29

Swimming Pool Plan Reviews	0	0	0	0
Zoning Board of Appeals Comments	4	14	57	75
Building Dept. Permit Reviews	37	30	433	346
Planning Board Comments	1	0	6	4
Board of Selectmen Comments	1	0	2	1
Real Est. Transfer Report Reviews	8	12	119	120
<b>Total</b>	<b>51</b>	<b>59</b>	<b>631</b>	<b>575</b>
<b>Total Receipts:</b>	<b>\$4260.00</b>	<b>\$2890.00</b>	<b>\$96065.00</b>	<b>\$39815.00</b>

**SEWER\***

Septic Abandonment	4	8	86	82
Sewer Connection Permit Reviews	4	8	90	66
Sewer Connection Orders Sent	0	0	0	427
Sewer Connection Time Extensions	0	1	0	3
Sewer Connection Orders Rescinded	0	0	0	15
<b>Total</b>	<b>8</b>	<b>17</b>	<b>176</b>	<b>593</b>

\*Total sewer applications to date in data base are 802 with 628 completed (78%)  
Total orders to connect to date in data base are 823 with 415 completed (50%)

*Please note: While some sewer connection information is provided in the table above, information on the Phasing, Construction, and Installation is provided in the DPW staff report.*

**SHELLFISH DIVISION**

Oyster harvesters should be very pleased this season. Over the month, the division distributed over 50,000 oysters to the most accessible areas around Stage Harbor such as the Causeway, Harbormaster’s Flat and Battlefield. Over 360 baskets were harvested so far. With plenty more to put out, harvesters should expect rounds of oysters well into December.

Soft-shell clams are still the dominate commercially landed species, and despite the intense harvesting pressure over the summer season, the flat shows no signs of slowing down. Prices remain relatively good throughout the month and ranged between \$2.65 and \$2.25 a pound. The Division also attended a number of meetings including two with Division of Marine Fisheries staff, the Barnstable County Shellfish Advisory Committee, MA Shellfish Officer’s Association (MSOA) fall meeting, MSOA Constable certification course sub-committee, internal staff meetings discussing FY26 capital and operating budgets, and the CMEA Sick Bank committee.

**Propagation:** Along with distributing oysters, the propagation team planted two more quahog nets at Buck’s Creek, changed out a torn net at the Oyster River grow-out site, cleaned off field nets and began the arduous task of power-washing gear and boats.

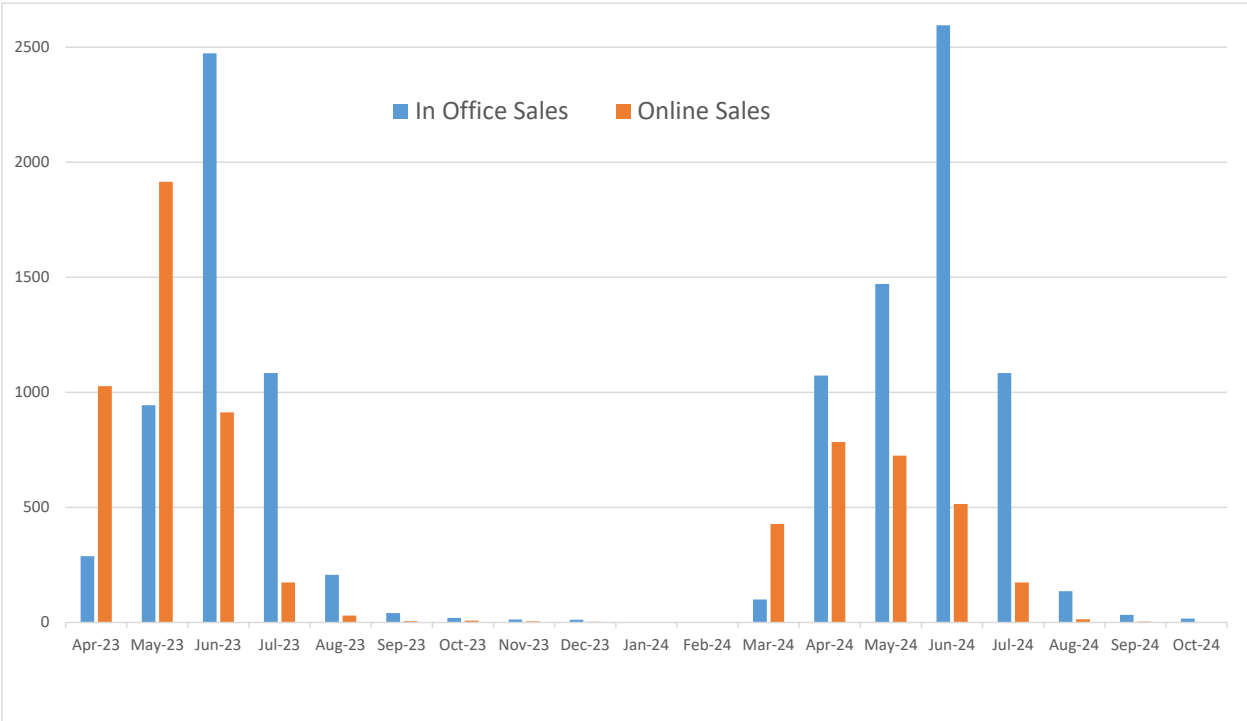
Estimated Wholesale Value of Commercial Shellfishing Fleet											
Year to Date 2024											
	January	February	March	April	May	June	July	August	September	October	Total
Soft Shell Clams	\$5,000	\$5,625	\$20,250	\$46,800	\$167,363	\$373,200	\$354,028	\$438,600	\$202,125	\$130,340	#####
Quahogs	\$21,200	\$34,344	\$30,000	\$46,110	\$59,436	\$46,586	\$57,688	\$60,696	\$36,106	\$49,258	\$441,424
Mussels	\$29,250	\$30,000	\$18,000	\$5,000	\$2,000		\$2,000				\$86,250
Razor Clams		\$4,500	\$11,400								\$15,900
Scallops											\$0
Monthly Total	\$55,450	\$74,469	\$79,650	\$97,910	\$228,799	\$419,786	\$413,716	\$499,296	\$238,231	\$179,598	
Y-T-D Total	\$2,286,905										

	Month to Month Comparison	
	23-Oct	24-Oct
Total Estimated Wholesale Value of Commercial Landings	\$202,727	\$179,598
Estimated Value of Recreational Harvest	\$96,300	\$111,619
Shellfish Violations	2	2
Verbal warning	6	3

**STICKER (PERMT) OFFICE**

In October, the sticker office was open Tuesday & Thursday from 10AM to 1PM. The online sticker application portal (City Hall Systems - eBilling ePayment) remains available for 2024/2025 stickers. So far this season, OSV sales total \$62,670 and October’s Beach-Recycle-Transfer-Combo sales total \$1,980. Mail-in applications are also still available on the Town’s website: <https://www.chatham-ma.gov/311/Sticker-Office>

October 1 - 31, 2024						
Resident Stickers	In Office Sales		Online Sales		Total - October 2024	
	Count	Amount	Count	Amount	Count	Amount
COMBO STICKER FIRST	3	\$540	0	\$0	3	\$540
COMBO STICKER SECOND	1	\$50	0	\$0	1	\$50
BEACH STICKER FIRST	1	\$30	0	\$0	1	\$30
BEACH STICKER SECOND	1	\$25	0	\$0	1	\$25
RECYCLE STICKER	1	\$35	0	\$0	1	\$35
TRANSFER STICKER FIRST	6	\$900	2	\$300	8	\$1,200
TRANSFER STICKER SECOND	4	\$100	0	\$0	4	\$100
COMBO STICKER REPLACEMENT	0	\$0	-	-	0	\$0
<b>Total:</b>	<b>17</b>	<b>\$1,680</b>	<b>2</b>	<b>\$300</b>	<b>19</b>	<b>\$1,980</b>



**WATER QUALITY LABORATORY**

The results for the samples analyzed by SMAST at UMass Dartmouth are expected in spring 2025. WQL staff are working with the IT Department to prepare data figures from the first 25 years (1998-2023) of the nutrient monitoring program, which will be uploaded to the Town’s website. Ongoing WQ equipment checks in preparation for repair and winter storage.

**POLICE DEPARTMENT: Submitted by Chief Michael Anderson**

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

During the month of October 2024, the Chatham Police Department logged 1672 calls for service. (These numbers include calls for service for the Animal Control Officer). This is slightly higher than 1661 we logged for September 2024. This is a decrease from the 2496 calls for service logged for August 2023.

On October 17, we welcomed Officer Joeseeph Pagliaro to our team. Officer Pagliaro graduated from the Massachusetts Municipal Police Academy, Holyoke, (3rd Recruit Officer Class). Before deciding on his career with us, Officer Pagliaro spent his time in the private sector, working as a contractor, and for local businesses. He has strong ties with our community. Officer Pagliaro also supports the community by coaching local youth baseball and basketball teams.

Officer Pagliaro has an Associate’s Degree from Johnson and Wales University. We welcome him to our team and wish him a safe and successful career with us.



**Chatham Police in our Community:**

On October 02, Chatham Command Staff spoke at the Summer Residents Advisory Committee’s annual meeting. The state of the department, along with our current goals and objectives were discussed, along with a Q&A session.

On October 03 and 10, the department hosted our annual Fitness Test. This contractually obligated test is administered to our staff yearly. The test consists of endurance, agility and strength events and promotes employee wellness and morale.

On October 15, CPD along with public safety agencies from Chatham and Harwich had discussions with a community establishment as a possible “reunification site” in the event of a Monomoy Regional School (building) evacuation. This location (currently sensitive to the public) would serve as the hub for regional student reunification and reinforces our commitment to student safety and security. This meeting was in conjunction with the Monomoy Regional School District’s Crisis Team.



On Saturday, October 26, CPD officers and staff participated in the annual Trunk or Treat event, hosted by the Brewster Baptist Church. This annual event, which is connected with the National “Faith and Blue” project, connects public safety personnel with members of our communities. National Faith & Blue Weekend facilitates safer and stronger communities by engaging law

enforcement officers and local residents through the connections of faith-based organizations.

We are proud to be partners with our faith-based organizations and were excited to return for this outreach opportunity.

The event was well attended, and we want to thank all of our community members who stopped by to meet us

On October 26, CPD participated in the annual DEA Drug Takeback Day. Drug Takeback is an opportunity for the public to safely and anonymously dispose of unwanted, unused or expired prescription medications. During this event, CPD collected 108 pounds of prescription meds.

On October 31, CPD provided assistance with the annual rush of Halloween Trick or Treaters at the traditional hot spot of the Elkanah and Nonantum neighborhoods.

### **Significant Departmental Trainings:**

On October 16 and 17, CPD held our annual firearms requalification training. The required mandatory recertification was held at the Nauset Rod and Gun Club, (Eastham, MA). The training included patrol rifles, sidearms and less-lethal impact munition delivery systems.

On October 29 and 30, the Department attended its annual firearms training involving the Blue Line Mobile Firearms Range. This mobile range is the rear of a modified tractor trailer and affords

the department the ability to training in “no light” and low light” conditions. It also affords the department to training on video scenarios that enhance the officer’s ability to make critical split-second decisions on shoot/no-shoot and/or other use of force options and de-escalation techniques.

**International Chiefs of Police Association’s (IACP) Annual Training Conference:**

On October 19-22, Chief Anderson and Deputy Chief Malzone attended the annual IACP Training Conference this year in Boston, MA. IACP 2024 brought together police leaders to discuss current issues challenging the profession and identify meaningful solutions, that offered more than 200 educational sessions, engaging conversations, and an expo hall filled with offerings, products, and services to CPD and our community.

**Departmental Meetings Attended:**

On October 10, CPD Staff along with our Behavioral Health Clinician and Substance Abuse Recovery Coach attended the monthly Chatham Elder Working Group (CHEWG), to discuss our community’s at-risk population.

On October 28, Chief Anderson attended (remotely) the monthly Massachusetts Chiefs of Police Association’s Committee for School Safety and Security meeting. The meeting’s guest speaker was Dr. Jessica Pepple who is the Chief Diversity and Culture officer at RFK Community Alliance. She presented titled “*The Urgent Need for a Culture of Belonging*”.

**Behavioral Health Clinician’s Report:**

Our Behavioral Health Clinician again has had a busy and productive month. For the police department alone, there were 55 total client interactions, serving 19 individuals, totaling 21 hours of direct clinical service. These interactions included voluntary/involuntary mental health commitments, crisis intervention and wellness checks. Partnerships with outside agencies were utilized, including Cape Cod Hospital and Monomoy regional School District Guidance Counselors.

Our Clinician also attended a two-day conference in Falmouth MA, hosted by the Massachusetts Council on Aging Association. Training topics included co-response training, elders with Dementia and professional networking.

**Staff Liaison Meetings:**

Public Ceremonies Committee – No meeting held. This committee is actively seeking members. (See the link here) <https://www.youtube.com/watch?v=4n1mcyimT48>

Independence Day Parade Committee – A meeting was held on October 30, 2024, at the Community Center. Chair Paul Stuka has left this committee and Steven DeBoer was named new Chairman.

***As always, we appreciate the support from our community and community partners. Always feel free to contact the Chatham Police Department, not just in an emergency, but if you have any concern or question.***

**Please follow our social media platforms:**

Facebook: <https://www.facebook.com/ChathamMAPD>

Instagram: chatham\_police\_department

Twitter (X): @chathampolicema

### Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
PROTECTION ORDER VIOL-209 A	0	1	1	< 1	0.08	17.25
ANIMAL-Bites	3	0	3	< 1	0	4.43
Animal-Barking Dog	0	2	2	< 1	6.57	6.52
ANIMAL-Found Dog	0	1	1	< 1	4.32	12.94
ANIMAL-Loose/Lost Dog	1	7	8	< 1	5.03	9.53
ALARM- COMMERCIAL	0	12	12	< 1	4.05	4.67
ALARM- RESIDENTIAL	0	22	22	1.3	5.63	4.62
Animal Checks	0	1	1	< 1	6.27	8.40
ANIMAL-All Other	0	2	2	< 1	3.80	4.88
ASSAULT & BATTERY	1	0	1	< 1	0	9.68
ASSIST CITIZEN	2	35	37	2.2	3.22	20.70
ASSIST LAW ENFORCEMENT AGENCY	2	9	11	< 1	2.36	7.79
ASSIST TOWN DEPT/ OTHER AGENCY	5	21	26	1.6	2.79	15.35
ANIMAL-Wildlife	1	2	3	< 1	0.08	32.17
BUILDING/PROPERTY CHECK	1013	0	1013	60.6	0	1.09
Child/Elder Abuse/Neglect	0	1	1	< 1	0.71	75.80
* COMMUNITY POLICING ACTIVITY	80	0	80	4.8	0	7.82
Community Policing - School	13	0	13	< 1	0	2.87
DISTURBANCE	0	1	1	< 1	2.73	7.66
DISABLED MV	0	9	9	< 1	2.45	20.07
DOMESTIC DISTURBANCE	0	3	3	< 1	2.43	74.83
E911 HANG UP/ ABANDONED/ FALSE	0	5	5	< 1	5.66	10.66
FIREARM/ AMMO SURRENDER	0	5	5	< 1	1.85	26.40
FIRE, OTHER	0	1	1	< 1	4.47	8.25
FOLLOW-UP	13	13	26	1.6	3.21	24.84
FRAUD-Identity/Counterfeit/Etc	0	8	8	< 1	4.54	36.06
HAZARDOUS SITUATION	3	4	7	< 1	5.57	10.15
INJURY-Officer/Personnel	3	0	3	< 1	0	1.40
INTOXICATED PERSON	0	4	4	< 1	3.95	29.07
JUVENILE OFFENSES	1	0	1	< 1	0	17.12
LARCENY	0	1	1	< 1	2.10	68.79
MEDICAL	0	4	4	< 1	3.88	26.45
Mental Health	4	8	12	< 1	0	0
M V CRASH - Injury	0	1	1	< 1	2.53	21.91
M V CRASH - Major prop damage	0	1	1	< 1	1.31	61.38
M V CRASH - Minor prop damage	2	13	15	< 1	3.96	11.02
M V Crash - Hit/ Run	1	1	2	< 1	3.47	49.39
* M V STOP	37	3	40	2.4	0.79	6.20
OPEN WINDOW / DOOR	3	1	4	< 1	3.22	11.20
OPERATION COMPLAINT MV/Other	3	8	11	< 1	2.65	13.96
PARKING COMPLAINT/ VIOL.	1	12	13	< 1	3.25	12.96
POLICE INFORMATION	3	18	21	1.3	0.78	0.74
PROPERTY - FOUND / LOST	2	14	16	< 1	0.72	4.84
RADAR TRAILER DEPLOYMENT	4	0	4	< 1	0	13.46
RADAR/TRAFFIC ENFORCEMENT	128	0	128	7.7	0.17	27.93
REASSURANCE CHECK	0	9	9	< 1	5.80	11.19
SERVE 209A/HARASSMENT ORDER	0	2	2	< 1	0.05	22.63
SEX OFFENDER REGISTRY	0	4	4	< 1	0.08	5.39
Suicide/ Threat/ Attempt	0	1	1	< 1	2.58	41.24
SERVE SUMMONS	1	1	2	< 1	0.17	6.00
SUSPICIOUS ACTIVITY	3	42	45	2.7	3.61	15.82
TOWN BYLAW/ CODE/ REG VIO.	2	6	8	< 1	4.59	10.92
TRAFFIC CONTROL	4	1	5	< 1	0.75	14.08
VANDALISM	1	2	3	< 1	12.01	31.52
SERVE WARRANT	0	1	1	< 1	11.41	72.30
WELL BEING CHECK	0	8	8	< 1	3.62	15.50
WIRE(S) DOWN-ALL TYPES	1	0	1	< 1	0	28.03
<b>TOTAL</b>	<b>1341</b>	<b>331</b>	<b>1672</b>	<b>100</b>	<b>3.28</b>	<b>6.94</b>

**Crime Comparison Report For the period ending 10/31/2024**

<b>Group A Crimes Against Persons</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Forcible Sodomy	2024	1												1
	2023													
	<b>Net</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Forcible Fondling	2024	2		1					1					4
	2023													
	<b>Net</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
Aggravated Assault	2024		2				1	3	5		3			14
	2023			1				2		1				4
	<b>Net</b>	<b>0</b>	<b>2</b>	<b>-1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>-1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>10</b>
Simple Assault	2024			1		1	3	3	2		4			14
	2023	5		2		2		3		2	1			15
	<b>Net</b>	<b>-5</b>	<b>0</b>	<b>-1</b>	<b>0</b>	<b>-1</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>-2</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>-1</b>
Intimidation	2024		1	1	1	1		2			1			7
	2023			1	2					2				5
	<b>Net</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>-1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>-2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>
Statutory Rape	2024			1										1
	2023													
	<b>Net</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Total Crimes Against Persons	2024	3	3	4	1	2	4	8	8		8			41
	2023	5		4	2	2		5		5	1			24
	<b>Net</b>	<b>-2</b>	<b>3</b>	<b>0</b>	<b>-1</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>8</b>	<b>-5</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>17</b>

**Crime Comparison Report For the period ending 10/31/2024**

<b>Group A Crimes Against Property</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Destruction of Property/Vandalism	2024		2	2	8	1	4	7	7	3	2			36
	2023	2			2		4	1		5	4			18
	<b>Net</b>	<b>-2</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>7</b>	<b>-2</b>	<b>-2</b>	<b>0</b>	<b>0</b>	<b>18</b>
Total Crimes Against Property	2024	11	7	6	10	3	10	15	11	11	7			91
	2023	5		5	5	5	16	6	7	7	6			62
	<b>Net</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>5</b>	<b>-2</b>	<b>-6</b>	<b>9</b>	<b>4</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>29</b>

Crime Comparison Report For the period ending 10/31/2024

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	2024		1	1	1		1		1	2	1			8
	2023	1			1		2		1					5
	Net	-1	1	1	0	0	-1	0	0	2	1	0	0	3
Extortion/ Blackmail	2024					1								1
	2023													
	Net	0	0	0	0	1	0	0	0	0	0	0	0	1
Larceny (shoplifting)	2024							1	1					2
	2023					1	1	1		1				4
	Net	0	0	0	0	-1	-1	0	1	-1	0	0	0	-2
Larceny (from building)	2024						1		1					2
	2023			1	1			2						4
	Net	0	0	-1	-1	0	1	-2	1	0	0	0	0	-2
Larceny (from motor vehicles)	2024													
	2023						1							1
	Net	0	0	0	0	0	-1	0	0	0	0	0	0	-1
Larceny (all other)	2024	4		2	1	1	1	2	1	3				15
	2023			2		2	4	2	3	1	1			15
	Net	4	0	0	1	-1	-3	0	-2	2	-1	0	0	0
Motor Vehicle Theft	2024							1						1
	2023													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1
Counterfeit/ Forgery	2024	2	2				1							5
	2023	1												1
	Net	1	2	0	0	0	1	0	0	0	0	0	0	4
Fraud (false pretense;swindle)	2024	3	2	1			1	2		2	3			14
	2023	1			1	1	2		2		1			8
	Net	2	2	1	-1	-1	-1	2	-2	2	2	0	0	6
Fraud (credit/debit card;ATM)	2024	1												1
	2023			1										1
	Net	1	0	-1	0	0	0	0	0	0	0	0	0	0
Fraud (impersonation)	2024	1					1	1		1	1			5
	2023			1		1	2		1					5
	Net	1	0	-1	0	-1	-1	1	-1	1	1	0	0	0
Stolen Property	2024							1						1
	2023													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1

**Crime Comparison Report For the period ending 10/31/2024**

<b>Group A Crimes Against Society</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2024				2									2
	2023													
	Net	0	0	0	2	0	0	0	0	0	0	0	0	2
Pornography/Obscene Material	2024			1		1								2
	2023									1				1
	Net	0	0	1	0	1	0	0	0	-1	0	0	0	1
Weapon Law Violations	2024	1	1		1			1			1			5
	2023				1									1
	Net	1	1	0	0	0	0	1	0	0	1	0	0	4
Total Crimes Against Society	2024	1	1	1	3	1		1			1			9
	2023				1					1				2
	Net	1	1	1	2	1	0	1	0	-1	1	0	0	7

**Crime Comparison Report For the period ending 10/31/2024**

<b>Group B Crimes</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2024								1					1
	2023													
	Net	0	0	0	0	0	0	0	1	0	0	0	0	1
Disorderly Conduct	2024							2	1		1			4
	2023	1									1			2
	Net	-1	0	0	0	0	0	2	1	0	0	0	0	2
Driving under Influence	2024				2	1	1							4
	2023	2	2	1	1	1	1		1	1	1			11
	Net	-2	-2	-1	1	0	0	0	-1	-1	-1	0	0	-7
Liquor Law Violations	2024				1									1
	2023													
	Net	0	0	0	1	0	0	0	0	0	0	0	0	1
Trespass of Real Property	2024													
	2023								1		1			2
	Net	0	0	0	0	0	0	0	-1	0	-1	0	0	-2
All Other Offenses	2024	3	3	2	5	3	3	4	5	3	4			35
	2023	3	4	2	4	3	5	9	3	2	5			40
	Net	0	-1	0	1	0	-2	-5	2	1	-1	0	0	-5
Total Group B Crimes	2024	3	3	2	8	4	4	6	7	3	5			45
	2023	6	6	3	5	4	6	9	5	3	8			55
	Net	-3	-3	-1	3	0	-2	-3	2	0	-3	0	0	-10



## SCAM ALERT: FAKE LOGIN

### *Tips to avoid falling victim to a scam:*

- Never click unsolicited email links.
- Scammers will try to scare you into acting quickly and impulsively. Always stop and think before clicking.
- Pay attention to details in the email. Phishing emails often contain spelling and grammatical errors and the wording of the email may seem unusual.

*If you feel you have been a victim of a scam, please call CPD at 508-945-1213*



### **PRINCIPAL PROJECTS AND OPERATIONS and GIS: Submitted by Terry Whalen**

**Department Project Activity** - There was activity during the month of October 2024 on these Department projects:

- Airport Commission – The Commission held a regular business meeting on October 9, 2024, addressing many topics including Commissioner Reports (Airport Revolving Fund (ARF), Report on noise comments received on website, Upper Air Inflation Building (UAIB) Progress, and Appeal to Department of Environmental Protection (DEP), Airport Manager’s Report - Tim Howard, Engineer’s Report - GALE Associates (Design, Permitting, Bidding for Tree Removal Project), Proposed 5-Year Capital Improvement Plan (CIP) Federal Fiscal Years (FFY) 2025-2030 (voted affirmatively to authorize) and H2 Hangar Lease Renewal discussion. Over the course of the month, Staff also assisted the Commission with processing airport related correspondence, ARF invoices/coordination, hangar lease management, grant administration, meeting package production/distribution, supporting efforts regarding siting NOAA Upper Air Station at the former Fishermen’s Storage Area, proposed EV Charging Station Grants, FY25 Capital Article implementation, Appeal of the Conservation

Commission's Order of Conditions approved in July (DEP onsite inspection 11/6/24), FAA/MassDOT Aeronautics CIP coordination, website planning/revisions, and Public Records Requests (PRR) and public inquiries.

- Crowell Road Intersection Project – Following up on the vote at the SB's meeting in September 2022 to move the MassDOT alternative into the 25% Design phase, from late 2022 through 2023 HSH efforts were devoted to preliminary filings/reviews including, the Intersection Control Evaluations (ICE) Stage 1 Worksheet, revised alternatives analysis worksheet, and revised Design Justification Workbook (DJW), all precursors leading to the 25% Design submission objective. In January 2024 HSH incorporated all outstanding State comments into the final submission package. This final 25% Design package was submitted to MassDOT in the third week of January. With the attainment of this project process milestone, MassDOT was expected to provide a Public Hearing date schedule within 90 days of the submission date. As part of an internal project team meeting with Staff, the Designer and the MassDOT Project Manager reviewing the final items identified at the June 13<sup>th</sup> project resolution meeting and needed plan changes to move the project to the next milestone, the potential for scheduling a 25% Design Public Hearing (DPH). In October, the Project Team received the approval of Revision 2 of the DJW, resulting from MassDOT's most recent internal review process noted in last month's report. Attaining this latest DJW approval paves the way for scheduling the 25% Design Public Hearing (now targeted for the second full week of January 2025).
- Library Capital Projects – With the approval of the base comprehensive funding article at the June 2020 ATM (#14) and completion of the higher prioritized shell improvements (Phase 1 & 2), project efforts continue on the final phase planning of site safety and access improvements, with Site Master Plan Project efforts in October focused reviewing revised engineering scope submitted and internal coordination discussions regarding timing of sidewalk repairs and Library Lane repaving. Also, in October continued OPM efforts on the HVAC Electrification Project, included kick off the Heat Pump Renewable Thermal Study scope to identify the most feasible HVAC upgrade options (with a site visit by the Engineering Team). This study will also identify any areas of additional technical review needed (e.g., electrical, structural, etc.) and ultimately set the stage for the provision of full mechanical and electrical plans/specifications for public bidding. Refining engineering and planning details on both projects continued in October.
- Chatham Center for Active Living (CFAL) 193 Stony Hill Road Facility Study – Following up on the Select Board's vote at their October 31, 2023, meeting to engage a professional consultant to evaluate the possible remediation of major deficiencies at the current CFAL to make the facility more serviceable for the needs of Chatham's seniors and develop approximate cost estimate for any such remediation. Staff efforts in June focused on preparation and review of final draft feasibility study materials which were presented to a joint meeting with the SB, COA Board of Directors and public on the 25<sup>th</sup>. Following up on the 7/25/24 meeting the continuing project efforts in October included the review of revised

floor plans based upon the direction given by the SB and COA Board of Directors (BOD) for Option 1B to capture any changes needed before forwarding to the cost estimator for a schematic construction cost estimate. A future final public presentation with the SB and COA BOD is targeted for December.

- Americans with Disabilities Act (ADA) Transition Plan Implementation – Continuing with the second fiscal year of implementing this five-year capital funding initiative to correct identified areas for accessibility correction/improvements, Staff has been working with the OPM on implementing the details of the three-track approach to move towards making identified Plan changes. In October for the Town Offices ADA Restroom Upgrades first track project needing design work, following on from the project bid proposal reviews in September, the construction contract was issued in October with work still targeted to start shortly after First Night with completion before the 2025 summer season. The upgrades will include improved access and entry to the bathrooms, safer floor plans for those in wheelchairs, all new and operable appliances, fixtures, furnishings, and hardware. For projects not needing design work, track two for implementation, the OPM completed coordination with the sign vendor in October finalizing and submitting the order for signage production. DPW/Facilities staff will be installing identified signage action items in the Plan (over 100 ADA signs for public buildings/parks/beaches) as the signs are received. The DPW/Facilities Team continued work in October on its assigned ADA accessibility action items as well. Review of track three projects involving those overlapping with other capital projects/potential efforts such as the Library Site Master Plan, CQX Picnic Area improvements and CFAL alternatives continued in October.

**Inter-Departmental Projects/Other Support** – Staff’s efforts in October 2024 focusing on supporting other Departments and Town efforts were as follows:

- DPW and POA project collaboration & Facility Foreman project assistance and coordination
- Railroad Museum Committee fall meeting support and follow up - October 4, 2024
- Energy and Climate Action Committee (ECAC) meeting support - October 15, 2024
- ECAC Website Revisions – internal meetings
- Former Eldredge Garage Parking Lot/Visitors Center project management assistance
- Projects Operations Assistant interviews with HR

**OPERATIONS** - Department activities related to Operations in October 2024 included:

- CLC/Green Communities efficiency projects coordination remaining FY24 initiated projects
- Marconi Site lattice tower move coordination with Coastal Resources
- EV Public Charging Station Policy continued refinement for an upcoming SB Third Reading
- Municipal Energy Manager (shared CLC position) - energy use database QA/QC & EV Data review

## **Geographic Information System (GIS) Report – October 2024**

During October, Kristen Caruso, GIS Planner, provided ongoing efforts to maintain the master address table (MAT) list, maps provided on-line for internal staff use/those provided for public access and continued preliminary planning for GIS website (updating maps for static and interactive use). Other general system maintenance this month included PeopleForms edits/backup, responding to Help Desk Tickets (computer work order system) for address/edits. She also provided the following additional Department/Commission mapping assistance:

### Department of Public Works (DPW):

- Sidewalk and Street layer downloads from Mapsonline to bring into ESRI online
- Exporting and bringing layers over to ArcGIS Online for Town Map (ongoing)

### Community Development:

- Captain Knowles Way edit
- Gander and Gosling roads removal
- Main Street address edit
- John Street address edit
- Stony Hill Road address edit
- Beldings Way address edit

### Coastal Resources:

- Final edit to 2024 Symbolic Fence Line Map

### Airport Commission:

- Initiated downloading/conversion of CQX Obstructions CAD Data into Town's GIS

### Information Technology (IT):

- Began pulling data for an ArcGIS Online interactive parking map

### Miscellaneous:

- Cape Cod Commission (CCC) – reviewed spreadsheet of features to include/exclude in their 2025/26 regional Cape Aerial and Planimetrics
- Uploaded MASSDEP metadata from MassGIS and updated map

### Training:



**DEPARTMENT OF PUBLIC WORKS: Submitted by Rob Faley**

*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.*

Attached, please find a summary of the DPW's activities including the Water & Sewer Divisions, Solid Waste Transfer Station, Facilities, Parks, Grounds and Cemeteries, and Highway Division for the month of October 2024.

In addition to the important work of DPW staff, other coordination efforts town-wide included:

- Attended monthly construction meeting on Wells 5 & 8 with the contractor (Winston Builders), designer (W&S), OPM (T&B). Foundation work is nearing completion, and first floor slab work continues (see photo below).
- Attended regular meetings with the Water & Sewer Advisory Committee, Bikeways Committee, Department Heads, Select Board, Cape Cod Joint Transportation Committee, etc.
- Participated in CMEA contract negotiations.
- Attended Affordable Housing Trust meeting to discuss sewer options on Stepping Stones Road.
- Worked with Pomroy Associates regarding ADA compliance issues and Town Hall restroom redesign project. Bids for the restroom project are currently under review.
- Attended regular sewer construction progress meetings for Queen Anne Pump Station, Mill Pond Pump Station, Contract 1C-5, Contract 1D-2A, and Contract 1E-2.
- Conducted regular meetings with Veolia (Water & Sewer O & M) and all DPW supervisors.
- Met with consultant (W&S) over town-wide Water Service Line Evaluation. List of properties with unknown water services was forwarded to DEP.
- DPW hosted two (2) flu clinics on Crowell Road with the Health Dept.
- All DPW employees attended First Aid/CPR/Stop the Bleed training at the Fire Department.
- Conducted monthly Transfer Station construction meetings with contractor (JJ Cardosi), designer (W&S), and OPM (Pomroy). Existing building has been razed and excavation for the new foundation has begun.

If you have any questions regarding the above, please do not hesitate to contact me.

Sincerely,

Robert Faley  
DPW Director



**First Floor Slab Formwork at Wells 5 & 8 PFAS Water Treatment Site**

**WASTEWATER CONSTRUCTION PROJECTS  
OCTOBER MONTHLY REPORT 2024**

Sewer Connection Applications to date: 807

Connections Completed to date: 658

Pending Applications: 159

- **Phase 1A.**
  - *Construction complete.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  - *There are approx. 336 properties in the Phase 1A area.*
  
- **Phase 1B.**
  - *Construction complete.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  - *There are approx. 78 properties in the Phase 1B area.*

- **Phase 1C-1.**
  - *Construction complete.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  - *There are approx. 99 properties in the Phase 1C-1 area.*
  
- **Phase 1C-2**
  - *Construction complete.*
  - *There are approx. 99 parcels in the Phase 1C-2 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  
- **Phase 1C-3/4**
  - *Construction complete.*
  - *There are approx. 255 parcels in the Phase 1C-3/4 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  
- **Phase 1C-5 (Oyster Pond Sewer Extension)**
  - CC Construction has commenced work on this project.
  - Work includes installing sewer on portions of Independence Lane, Pond View Avenue and Pond View Lane, Kelly Lane, Woodcarver Knoll, and connecting the Oyster Pond Condo development.
  - Three (3) wastewater pump stations are part of this contract (Independence Lane, Pond View West, and the Oyster Pond Condo site).
  
- **Phase 1D-1 (Chatham-Harwich Regionalization Interconnection)**
  - *Construction complete.*
  - *There are approx. 65 parcels in the Phase 1D-1 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  
- **Phase 1D-2A**
  - Construction is nearing completion by CC Construction.
  - Progress mtg.
  - Construction continued at pump stations at Rt. 28 & Rt. 137, and Twine Field Dr. & Morton Road.
  - Sewer construction completed on Morton Road, Meetinghouse Road, Mill Hill Road, & Middle Road
  - Mass DEP witnessed and approved a clear water test at the two pump stations.
  - There are approx. 334 parcels in the Phase 1D-2 area.

- **Phase 1E-1 (Stony Hill/Crowell Rd Infrastructure Project)**
  - *Construction complete.*
  - *There are approx. 25 parcels in the Phase 1E-1 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
  
- **Crowell Rd Phase II/Fish Pier Stormwater Project**
  - Construction is complete by N&M Construction.
  - Final payment and documentation items remaining.
  
- **Phase 1E-2 (Stage Harbor Rd Sewer Extension)**
  - Construction is underway by Dig It Construction.
  - Progress mtg
  - Project installs sewer on the southern portion of Stage Harbor Road (from Honeysuckle La. To Champlain Rd.), Atwood Lane, Cedar Swamp (north and south), Honeysuckle Lane, and the eastern portion of Champlain Road. A new pump station at Old Mill Boat Yard (behind the Harbormaster's shop) is part of this contract.
  - There are approx. 59 parcels in the Phase 1E-2 area.
  
- **Queen Anne Pump Station**
  - Construction is nearing completion by CC Construction
  - Progress mtg
  - Final paving is being scheduled.
  - Final project walk through has been completed.
  
- **Mill Pond Pump Station**
  - Construction continues with contractor Robert B. Our.
  - Work upgrades and replaces the 50+ year old pump station that was part of Chatham's original sewer system.
  - The temporary bypass has been installed.
  - Several progress meetings took place.
  
- **General**
  - Issued weekly construction status Press Release
  - Updated wastewater project webpage on the town website as needed.

**October Water Pumpage:**

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
37,313,100 Gallons	2,100,300 Gallons	639,800 Gallons	1,203,648 Gallons	1,183,163 Gallons	60,984,200 Gallons

The variance between October 2024 and October 2023’s pumping shows a 7.7 % increase which equates to 2,681,300 gallons.

Process Control	Flushing And Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
472,583 Gallons	648,785 Gallons	0 Gallons	35,795 Gallons	25,000 Gallons	0 Gallons

Total other uses 1,183,163 gallons.

**Water Sampling**

- 10 bacteria samples were taken in the month of October from the distribution system and the results reported to DEP. All samples were free of bacteria.
- PFAS6 samples were taken from Wells 4, 5 & Mill Hill Treatment Plant and the results submitted to DEP. The site was non-detect.
- Fourth quarter samples for Gross Alpha, Radium 226 & 228, Nitrate, SOCs, VOCs, Inorganics and Manganese were taken from the treatment plants.
- 10 distribution sampling sites were tested for alkalinity and orthophosphate.

**Station Maintenance**

- Routine and annual maintenance and housekeeping was performed at all stations.
- Static and dynamic (drawdowns) water level readings were recorded for each well.
- The 1.25 MG storage tank fence was repaired.
- Work continued on the foundation for the Training Field Treatment Plant.
- Maher Services redeveloped Well 6 with Pantomite. Motor has been installed. Waiting for sample results.
- Raw water pumps #310 & #330 were converted to gland packing.
- Aqueous cleaned and inspecting the raw water basin at the water treatment plant.

- A new chlorine probe was installed in Well 4.
- New Sample sink installed at well 4.
- Aqueous began pressure washing the storage tanks.

**System Maintenance**

- Dig-It relocated the water main on Honeysuckle Lane to accommodate new sewer line.
- Annual testing of registered irrigation systems was completed.
- Painting of 1/5 of the hydrants continued.
- Testing of double check valves was completed.
- Temporary water services on Kelly Lane was completed.
- Blow off installed at the end of Cleo Ln.
- Veolia employees continued to inspect numerous customer residences in response to the water service material data that is needed to complete the lead and copper data base.

**Meter Reading**

- Water meter readings were completed for the month of October.

**Meter Activities**

Dig Safes	New	Final	Turn on/off	Repair	Replace & Install Radio	Inspections
288	5	24	78	22	19	25

**CHATHAM WATER POLLUTION CONTROL FACILITY  
OCTOBER MONTHLY REPORT 2024**

**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.

- October 2<sup>nd</sup>, 2024, SCFP 552 Service Disconnect switch has faulted. A replacement for the aged switch will require removal of the current explosion proof housing to accommodate a new style switch. Discussing with electrical contractor what options are available.
- October 3<sup>rd</sup>, 2024, Beth Murphy on site for confined space inventory inspection.
- October 7<sup>th</sup>, 2024, Press operations are poor due to heavy volume of recent grease trap pumping. Split levels between Tank 1 and 2, activated additional blower and began wasting into 1 to thicken for better press operation.
- October 10<sup>th</sup>, 2024, power trouble effect limited to stations in the downtown area.
- October 14<sup>th</sup>, 2024, swapped out filter building cell 1 condensate trap.
- October 15<sup>th</sup>, 2024, Fuller lock smith on site for door lock repair at the 3 most used Operations building locks.
- October 16<sup>th</sup>, 2024, Brian Murphy on site to review welding of Raptor project. Plan discussed and will begin after a project he is working on.
- October 21<sup>st</sup>, 2024, DEP required well sampling.
- October 22<sup>nd</sup>, 2024, press failure identified. A bold had come loose allowing filtrate tray to change angle and leak.
- October 27<sup>th</sup>, 2024, MAHER Corp. contacted for quote on failing Septage Receiving blower. Unit has since been ordered.
- October 29<sup>th</sup>, 2024, Stave Rose of Woddard and Curren on site to investigate press feed pump 1 failure to operate in AUTO. Problem has been resolved.

**SLUDGE DEWATERING BUILDING**

- Sludge dewatering was performed on the 2<sup>nd</sup>, 4<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 14<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>.
- We disposed of the sludge cake at the Town of Yarmouth Septage Receiving facility on the 2<sup>nd</sup> 9.2 Ton, 10<sup>th</sup> 12.34 Ton. 18<sup>th</sup> 16.43 Ton. and 27<sup>th</sup>, 15.26 Ton.

**STAGE HARBOR ROAD 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.
- October 25<sup>th</sup>, 2024 GV11 replacement packing kits arrived and installed.

**QUEEN ANNE ROAD 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.
- October 11, EDR on site to work trouble communicating with Oyster Pond Furlong PS.

### **MILL POND ROAD 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.
- October 14<sup>th</sup>, 2024, RBO has begun the station replacement process with electrical and bypass pump installation. Station is still operational.

### **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 ROAD 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.
- October 3<sup>rd</sup>, 2024 belts were replaced on both pumps.

### **GEORGE RYDER ROAD 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.

### **LIME HILL ROAD 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.
- October 3<sup>rd</sup>, 2024 belts were replaced on both pumps.

### **MEADOWVIEW ROAD 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.

#### **HORSESHOE LANE 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.

#### **BARN HILL ROAD 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.

#### **OYSTER POND FURLONG PUMPING STATION**

- Regular inspections and checks of the station were performed.

#### **MEETINGHOUSE NORTH PUMP 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.

#### **MEETINGHOUSE SOUTH PUMP 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.
- This station isn't online as of yet but is being inspected.

#### **TWINEFIELD PUMP 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.
- This station isn't online as of yet but is being inspected.

### **BALFOUR 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.

### **SKYWAY 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

### **PERCH POND 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.

### **COLLECTION SYSTEM AND FORCEMAINS**

- Grease trap partial inspections for the month of September were completed throughout the month.
- October 1<sup>st</sup>, 2024, sewer installation inspection 52 Earls Way, Speakman installing.
- October 1<sup>st</sup>, 2024, sewer installation inspection 10 Gristmill, Mcintire installing.
- October 3<sup>rd</sup>, 2024, sewer installation inspection 139 Sky Way, Mcintire installing.
- October 21<sup>st</sup>, 2024, sewer installation inspection 85 Balfour, Borthwick and Summers installing.
- October 21<sup>st</sup>, 2024, sewer installation inspection 1281 Main St John Martin installing.
- October 22<sup>nd</sup>, 2024, sewer installation inspection 85 Balfour Borthwick and Summers installing.
- October 22<sup>nd</sup>, 2024, sewer installation inspection 79 Cross RBO installing.
- October 22<sup>nd</sup>, 2024, sewer installation inspection 1281 Main St John Martin installing.
- October 23<sup>rd</sup>, 2024, sewer installation inspection 85 Balfour Borthwick and Summers installing.

**HIGHWAY DIVISION  
OCTOBER MONTHLY REPORT 2024**

Road Maintenance:

	Pick up trash downtown, parking lots, beaches, lighthouse.
	Durapatch potholes on Cedar St, Cove Rd, Seapine rd.
	Finish private road inspections for snow and ice.
	Pick up trash downtown, parking lots, Meetinghouse Rd, Old Queen Anne Rd.
	Digsafe 3 areas on bike trail for benches.
	Set up cones and remove vehicles and equipment from storage buildings to drive thru flu clinic.
	Put back cones, vehicles, equipment after drive thru flu clinic.(10-16-24).
	Put out barricade's, barriers, cones for Oktoberfest Festival(10-18-24).
	Pick up barricade's, barriers, cones from Oktoberfest.
	Bring trash and metal to transfer station from shop.
	Pick up the wireline in roadway on Old Comers Rd.
	Patch potholes with hotbox on Morton Rd, Sam Ryder Rd, Old Harbor Rd.
	Load up sweepings, logs, brush from shop with mini excavator bring to transfer station.
	Pick up glass in roadway on Main St.

Sweeping:

	Sweep downtown, Community Center, Harding's Beach parking lot.
	Sweep storage building, parking lots, Riverview low areas, washout.
	Sweep downtown, parking lots, curbing's, Mill Creek Rd, washout, fuel.
	Sweep in Riverbay heavy leaves, downtown, curbings, parking lots, washout, fuel up.

Construction:

•	Send mini excavator to grade out Cow Yard parking lot and dig out culvert.
•	Finish loaming and tbase at 205 Old Queen Anne Rd, seed and mulch.
•	Dig trenches for electrical at bandstand with mini excavator.
•	Backfill trenches after inspection with mini excavator, grade.
•	Grade and loam trench areas at bandstand with asv track machine.
•	Rake, seed, roll loam, pick up piles, cones, caution tape at bandstand.
•	Dig Sono tubes on bike trail for benches off Wilfred and George Ryder Rd.
•	Install bench on bike trail off Wilfred and George Ryder Rd, cement, level, caution tape area.
•	Install bench on bike trail with mini excavator, dig out, set sono tubes, cement, brace near George Ryder Rd.
•	Install bench with mini excavator at airport, digout, set sono tubes, cement, brace.
•	Finish loaming and seed, remove braces on benches on bike trail and airport.

•	Send loader with forks to remove lifeguard stands off beach.
•	Send mini excavator to Ryders Cove lookout, dig for sono tubes, cement tubes, grade.
•	Bring asv to loam around sono tubes at Ryders Cove lookout, rake, grade.
•	Install two benches on sono tubes at Ryders Cove lookout, drill brace, anchor.

Fleet Maintenance:

•	Set up repair work for truck #13.
•	Work on fluid filming conveyer chains on sanders and inspect.
•	Repair belt on John Deere mowing machine.
•	Work on hydraulic leaks on lift.
•	Install work box on truck #9.
•	Empty storage building remove trucks and machines for drive thru flu clinic (10-9-24).
•	Set up cones for flu clinic.
•	Put back trucks and machines after flu clinic, pick up cones.
•	Go to Fire Department first aid training (10-16-24).
•	Replace battery and service Park truck #4.
•	Send Jeremy and Kenny to the Fire Department. first aid training (10-23-24).
•	Finish fluid filming conveyer chains on sanders.
•	Take out link and adjust chains on sanders #13, 11.
•	Put on sanders on truck #19,17,15,43.

Signs:

	Put out mowing signs on Middle Rd, Morton Rd, Cockle Cove Rd during mowing operations.
•	Reinstall pulled out sign on Sylvan way.
•	Install new overnight signs missing on Water St.
•	Pull out extra handicapped sign at DPW lot.
•	Put together and install 2 stop signs and posts at Cedar St, Battlefield Rd intersection.
•	Straighten signs on Sam Ryder Rd.
•	Replace sign and post at Barn Hill Rd near rotary.
•	Replace 2 stop signs and posts at highpoint.
•	Replace stop ahead sign and move post on bike trail.
•	Make Kent Place sign with sign machine.
•	Install missing sign and post at Kent Place.
•	Install 2 thickly settled signs and posts on Cross St.
•	Install thickly settled sign and post on Barn Hill Rd.
•	Straighten crosswalk sign on Cedar Street

Catch Basins:

•	Check basins and runoffs in three areas of town during rain event.
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Trimming:

•	Trimming and cutting branches on Horizon Dr.
•	Mowing with John Deere tractor on Middle Rd, Morton Rd, Taylors Pond, Cockle Cove Rd.
•	Mowing with John Deere tractor on Morris Island Rd, Old Main St, Old Queen Anne Rd, Medicine Bow.
•	Trimming and cutting branches on Wood Valley Rd, Winterset, Somerset, Andover.
•	Mowing with John Deere at transfer station, sewer plant rd.
•	Trimming and cutting branches on Shane Dr, Pasture Ln, Cod Ln, corner of Andover and Somerset.
•	Cut low branches on Pond St.
•	Cut back brush on sidewalk near Main St and Hallet In.

Traffic Markings:

•	Paint crosswalks on Cedar St, Tip Cart.
•	Paint stop bars on Cedar St, Stage Neck, Battlefield, Sears Rd, Tipcart.
•	Paint bike crossing stencils on Morton Rd, Sam Ryder Rd, George Ryder Rd, Morton Rd, Crowell Rd., Stepping Stones Rd, Wilfred Rd.
•	Paint fog line at Barn Hill Rd near Dunkin Donuts.
•	Finish painting bike crossing stencils, crosswalks, stop bars.

**FACILITIES DIVISION  
OCTOBER MONTHLY REPORT 2024**

•	Install jack supports at the Harbormaster's to support the decking.
•	Check all public restrooms and town buildings daily.
•	Install two TV's at the Community Center and one TV at the DPW administration meeting room.
•	Set up for drive-thru FLU/COVID clinic at the DPW.
•	Payne Electric upgraded wiring at Kate Gould Park.
•	Set up for early voting at Town Clerk's office.
•	Installed cubicle wall and rearrange furniture from library room to the lower-level waiting area at the COA.
•	Remove bees nest in the soffits at the fire department.
•	Transporter early mail ballots to the post office for town clerk's office.
•	Mechanical air control needed to repair heating unit in the south bay side of the fish pier (gas pipe was clogged).
•	Replace thermostat at the Harbormaster's office.
•	Mechanical air control replaced 2 pumps in the heating coil unit at the fire department.
•	Removed and replaced sheetrock at Dominic house (Marconi houses).
•	Reset elevators at the annex and the police department

•	Replace water filter in the fitness room and repaired light fixtures, vent in the men's restrooms at the community center
•	Jim O'Connor repaired the leaking gas pipe at the Harbormaster's office.
•	Turned on all boilers in town buildings.

**PARKS/CEMETERY/GROUNDS DIVISION  
OCTOBER MONTHLY REPORT 2024**

Weekly repainting of sports field lines was done. Season is now over.

Parks and Grounds were mowed weekly.

Field mowing has continued, and Veterans field is now getting mowed only once a week.

Kate Gould: With the Taste of Chatham coming this month we did several quick leaf clean ups.

The Park Department also sent one of our employees down to assist the Highway Department with the trench work for the electrician.

Town Hall: Leaf clean up was also done at Town Hall in preparation for the Taste of Chatham.

Library: A clean up was done here to try and keep up with the leaves.

Council on Aging: A clean up was done. We cut back the bamboo along the border. We also cut down the growth that was encroaching on the parking lot.

Chase Park: The privet hedge at the park was trimmed. The invasive growth along the driveway was cut back.

Rotary: We planted some Mums at the rotary for the holidays.

Chatham Pickleball Courts: We added a new Wind Screen to the pickleball courts.

Bike Path: The bike trail was blown off a couple of times this month.

Picnic Tables: The picnic tables at the parks were brought in and stored at the DPW.

Community Center: The Park Department is assisting the Highway Department with the painting of the parking lot lines. The white lines are almost done.

Cemetery: We mowed and trimmed Peoples, Seaside and Union Cemeteries this month.

Some tree work was done to the entrance of Peoples.

Beaches: The Life Guard chairs were brought in and stored at the parking lots.  
The gate shacks were closed up and signs stored inside the shacks.

Ridgevale Beach: The fence around the porta pottys was taken down and stored at the DPW.

Harding's Beach: The Park Department is assisting the Highway Department with the painting of the parking lines at both parking lots. White lines are 95% completed.

We needed to remove a generous amount of sand in the corner of the first lot and pushed back the sand from the curbing as well.

**CEMETERY DIVISION  
OCTOBER MONTHLY REPORT 2024**

**1. Burial and Lot Sales Data**

**Lots Sold: 1**  
**Revenue: \$800**  
**Full Burials: 1**  
**Revenue: \$100**  
**Cremation Burials: 2**  
**Revenue: \$150 (\$75 each)**  
**Total Revenue: \$1,050**

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**2. Community Engagement & Events**

**Atwood Museum Ghost Tours:**  
 Conducted ghost tours at People's Cemetery in collaboration with the Atwood Museum. This event was well-received by the community, highlighting the historical significance of the site.

**Veterans Day Flags:**

Flags were respectfully placed on veterans’ graves by the U.S. Coast Guard and Mike Ryder in honor of Veterans Day. This gesture serves as a tribute to our community’s veterans and their contributions.

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**3. Cemetery Commission & Departmental Updates**

**Cemetery Commission - Selectmen's Meeting:**

Representatives attended the Selectmen’s meeting to formally request additional assistance with ongoing and future cemetery maintenance. The department aims to enhance maintenance practices to uphold the cemeteries' standards.

**CPC Grant Application:**

Submitted an application for a Community Preservation Committee (CPC) grant to fund restoration and preservation efforts in Section A of Union Cemetery, the cemetery's oldest area. This funding would support essential conservation efforts to preserve historical gravestones and markers.

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**TRANSFER STATION  
OCTOBER MONTHLY REPORT 2024**

**Recycling/Diversion:**

Recycling/Diversion shipments out of the Town of Chatham Transfer Station were lower in October 2024 when compared to September 2024 and higher in October 2024 when compared to October 2023. The monthly comparisons are detailed below:

<b><u>October 2024</u></b>	<b><u>September 2024</u></b>	<b><u>Difference</u></b>
267.90 tons	302.39 tons	-34.49 T Decrease

<b><u>October 2024</u></b>	<b><u>October 2023</u></b>	<b><u>Difference</u></b>
267.90 tons	254.20 tons	13.70 T Increase

**Trash:**

Tonnage delivered to SEMASS in Rochester, Massachusetts was lower in October 2024 when compared to September 2024 and higher in October 2024 when compared to October 2023. The monthly comparisons are detailed below:

<u>October 2024</u>	<u>September 2024</u>	<u>Difference</u>
493.37 tons	593.12 tons	-99.75 T Decrease

<u>October 2024</u>	<u>October 2023</u>	<u>Difference</u>
493.37 tons	463.61 tons	29.76 T Increase

**Trash Delivered by Town of Chatham Employees:**

The amount of trash delivered by the Town of Chatham was lower in October 2024 when compared to September 2024 and higher in October 2024 when compared to October 2023. The monthly comparisons are detailed below:

<u>October 2024</u>	<u>September 2024</u>	<u>Difference</u>
5.66 tons	7.09 tons	-1.43 T Decrease

<u>October 2024</u>	<u>October 2023</u>	<u>Difference</u>
5.66 tons	4.52 tons	1.14 T Increase

**TRANSFER STATION/RECYCLING  
OCTOBER MONTHLY REPORT 2024**

COMMODITY	TONNAGE		TONNAGE		% CHANGE	YEAR TO DATE
	Oct-23		Oct-24			
TIN	1.63	T	2.15	T	32%	17.03
ANTIFREEZE	110	GAL	0	GAL	-100%	0.00
AUTO BATTERIES	0	PCS	1.39	PCS	100%	2.86
PAINT	0	GAL	0	GAL	0%	0.00
TIRES	122	PCS	13	PCS	-92%	13.00
WASTE OIL	400	GAL	0	GAL	-100%	700.00
CLEAR GLASS	0	T	0	T	0%	0.00
MIXED GLASS	12.9	T	0	T	-100%	131.73
#1-7 MIXED PLASTIC	9.02	T	9.39	T	4%	72.60
CARDBOARD	21.66	T	21.67	T	0%	255.34
MIXED PAPER	12.38	T	9.49	T	-30%	126.82
MATRESSES	6.23	T	6.79	T	9%	36.93
BAYSTATE TEXTILES	1.59	T	1.43	T	-11%	25.08
METAL	16.18	T	14.13	T	-15%	157.38
PROPANE TANKS	0	PCS	150	PCS	150%	565.00
RED CROSS	0.84	T	1.47	T	75%	13.02
SALVATION ARMY	1.33	T	0.89	T	-33%	12.24
PLANET AID	0	T	0.61	T	61%	2.87
DEMOLITION	90.44	T	128.23	T	42%	1120.94
CCR PARTNERSHIPS	2.66	T	1.65	T	-38%	17.44
COMPOST	0	LOAD(S)	0	LOAD(S)	0%	0.00
BRUSH	52.08	T	40.23	T	-23%	447.03
C R T'S	3.77	T	4.13	T	11%	21.62
NI CAD BATTERIES	0	BOX'S	0	BOX'S	0%	0.00
SINGLE STREAM	21.75	T	20.04	T	-8%	269.86
BLACK EARTH	0.4	T	0.63	T	58%	6.67
RIC BUTLER	0	T	0	T	0%	0.00
HAND ME DOWNS	0.82	T	1.43	T	74%	6.54
BAYSTATE BOOKS	1.57	T	3.32	T	211%	23.78
SEMASS	463.61	T	493.37	T	6%	5523.30
SEMASS LOADS	23	LOAD(S)	23	LOAD(S)	0%	259.00
ROLL OFF	46	LOAD(S)	55	LOAD(S)	20%	510.00
NEWSPAPER	0	T	0	T	0%	60.22

**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.*

**VITAL RECORDS:**

The following number of Vital Records were recorded:

<b>VITAL RECORDS REGISTERED</b>	<b>OCTOBER 2024</b>	<b>OCTOBER 2023</b>	<b>2024 YEAR TO DATE</b>
BIRTHS	0	2	21
INTENTIONS OF MARRIAGE	5	8	82
MARRIAGES	6	19	75
DEATHS	9	13	134

**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:

<b>VOTER REGISTRATION</b>	<b>OCTOBER 2024</b>	<b>OCTOBER 2023</b>	<b>2024 YEAR TO DATE</b>
NEW VOTER REGISTRATIONS	86	39	518
REMOVED VOTERS	22	29	268
TOTAL NUMBER OF REG VOTERS	6,229	6,037	6,229
TOTAL NUMBER OF RESIDENTS	6,524	6,388	6,524

**CASH RECEIPTS:**

The total amount collected and submitted to the Treasurer's Office was \$1,396.00.

<b>CASH RECEIPTS</b>	<b>OCTOBER 2024</b>	<b>OCTOBER 2023</b>	<b>2024 YEAR TO DATE</b>
	\$1,396.00	\$1,661.00	\$17,552.00

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