



Town of Chatham

Office of the Select Board

Town Manager

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Chatham, MA 02633




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TOWN MANAGER
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MEMORANDUM

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TO: Honorable Select Board

FROM: Jill R. Goldsmith, Town Manager 

DATE: April 24, 2025 (for Select Board Meeting of April 29, 2025)

SUBJECT: Town Manager's Report and Monthly Department Reports for March 2025

Current Items/Select Board Follow-up Items:

Chatham's AAA Bond Rating Affirmed on 4/23/25 With a Stable Outlook

Finance Director Carrie, Town Treasurer/Collector Sharon, and I had a very successful S&P Global Ratings meeting last week! Also contributing to the meeting preparations were Director of Natural Resources Greg, Director of Community Development Katie, and IT Manager Ryan - and the broader Team Chatham for the outstanding work behind this important outcome. We have once again secured the **AAA bond rating**—the highest rating assigned to municipalities—ensuring the most favorable borrowing interest rates as we continue investing in Chatham's infrastructure and long-term resilience. This recognition reflects our strong financial management, as well as our leadership in coastal resiliency, cyber security, and efforts to support a vibrant, year-round community. See the link for additional information. Here is the Press Release:

CHATHAM, MA – Jill R. Goldsmith, Chatham Town Manager, is proud to announce that on April 23, 2025, S&P Global Ratings reaffirmed the Town's 'AAA' bond rating, the highest possible, in connection with the upcoming sale of its \$8.185 million General Obligation Municipal-Purpose Loan of 2025 bonds for previously approved projects. This reaffirmation reflects the Town's strong fiscal stewardship, prudent financial planning, and continued economic resilience. Chatham remains one of only a select group of municipalities across the nation to achieve and maintain this elite bond rating.

S&P Global's report cited several strengths supporting the AAA rating, including:

- Desirability of the community with an extremely large tax base;

- Consistent operating surpluses based on predictable property tax revenue and cautious budgetary assumptions;
- Healthy reserve levels that are expected to remain favorable even with planned drawdowns for key infrastructure projects;
- Proactive capital and long-term financial planning, including critical wastewater and PFAS remediation projects.

“The Town is committed to responsible financial governance, and this rating reflects our ongoing efforts to balance community needs with long-term sustainability,” said Town Manager Jill Goldsmith. “Maintaining the highest bond rating helps Chatham secure the most favorable interest rates, ultimately saving taxpayer dollars as we invest in essential infrastructure and services.” S&P also acknowledged Chatham’s proactive approach to environmental risk management, highlighting coastal resiliency efforts, the implementation of the Town’s Hazard Mitigation Plan currently being updated and the hiring of a Coastal Resiliency Director. The rating outlook remains stable based on the agency’s expectation that Chatham will maintain generally balanced operations and a healthy fund balance that will remain comparable with that of other ‘AAA’ rated municipalities. The reaffirmation of the AAA rating provides further evidence of Chatham’s strong financial health and management, even as the Town proceeds with significant capital improvements. The ratings review is associated with an upcoming bond sale of \$8.185M for previously approved projects, which includes the Transfer Station, Waterfront Infrastructure, and Wastewater. The Select Board is scheduled to award the bond sale at its meeting on May 6, 2025. [News Flash • Town's AAA Bond Rating Reaffirmed](#)

Committee, Boards, and Commissions Reappointments and Interviews – Current committee, board, and commission members who have terms ending June 30, 2025 have been contacted to determine if they are still interested. At the time of this report, five (5) candidates are not seeking reappointment; two on the Council on Aging, one on the Cultural Council, one on the Conservation Commission, and one on the Community Preservation Committee. The Talent Bank has been reviewed for any candidates on file who have submitted interest and those individuals have been emailed to determine if they are still interested. Interviews are being scheduled based on the direction given by the Select Board at the April 1, 2025 meeting.

Below are the current vacancies on the Town Committees, Boards, and Commissions:

Committee/Board/Commission	Open Seats	Open Alternate/Associate Seats
Airport Commission	2 ¹	0
Cable Advisory Committee*	2	0
Committee for People with Disabilities*	1	2
Community Preservation Committee	1 ²	0
Conservation Commission	1 ²	3

Council on Aging*	2 ²	0
Cultural Council*	2	0
Economic Development Committee*	2 ¹	0
Historic Business District Commission	0	1
Historical Commission	0	1
Local State Building Code Board of Appeals	5	0
Open Space Committee*	0	1
Public Ceremonies Committee*	3	0
South Coastal Harbor Plan Committee*	1	0
Summer Residents Advisory Committee*	0	1 ¹
Traffic Safety Committee*	0	1
Waterways Advisory Committee*	1 ²	0

Members serve 3-year term; Associates/Alternates serve 1-year term.

*Non-resident taxpayers are eligible to serve on advisory committees, the Cultural Council, and the Council on Aging Board of Directors. Only those registered to vote in Chatham are eligible to serve on regulatory and statutory Boards and Commissions.

**Appointed by Town Moderator

¹ - Interviews Scheduled/Appointments Pending

² - Open Seat as of June 30, 2025

To Submit a Talent Bank Form click here: <https://www.chatham-ma.gov/FormCenter/Town-Manager-Forms-19/Talent-Bank-80>

Team Chatham Celebrates Earth Week

In celebration of Earth Week, the Friends of Chatham Waterways (a non-profit organization committed to the protection, wise use, and enjoyment of Chatham's fresh and salt waterways), held an informational event at the Orpheum Theater on April 23rd.

After several brief educational videos, a panelist discussion convened where Renee Gagne, Shellfish Constable, and Rob Faley, Director of Public Works, were joined by Susan Baur, Old Ladies Against Underwater Garbage (OLAUG) and Kristin Andres, Association for the Preservation of Cape Cod, who discussed impacts to Chatham's water resources. The primary focus was on education with a campaign for residents to take the [Chatham Water Pledge](#) which aims to improve the health and quality of our fresh and salt waters by raising public awareness

to conserve water and reduce the use of fertilizer and pesticides. The Pledge asks residents to skip the fertilizer, avoid pesticides, conserve water, and grow a Cape-friendly lawn.

3rd Annual Big Blue Conference

The Cape Cod Blue Economy Foundation will hold its 3rd Annual Big Blue Conference from 12:30 p.m. to 5 p.m. on Tuesday, April 29th and from 8:30 a.m. to 2:30 p.m. on Wednesday, April 30th at the Cape Cod Regional Technical High School, 351 Pleasant Bay Road, Harwich.

This year leaders in the field of education, curriculum development, and workforce training will share how the Blue Economy fits in their visions of the future for learners of all ages. The conference will also explore climate impacts on working waterfronts, advancements in aquaculture, and how innovation leads to conversation.

Our own Director of Natural Resources, Greg Berman, will serve on the panel on "Climate Impacts on Working Waterfronts," moderated by Cape Cod on the Fly's Patrick Cassidy on Wednesday.

Tickets are available for both or individual days. For more information and to purchase tickets visit [Big Blue Conference | Cape Cod Blue Economy Foundation, Inc.](#)

DPW Water Division Open House Events

The DPW Water Division will host Open House events on Saturday, May 3rd from 10 a.m. to 2 p.m. at both the Water Pollution Control Facility, 59 Sam Ryder Road, and the Water Treatment Plant, 375 Morton Road, to kick off Drinking Water Week.

Water & Sewer professionals from Veolia will be on hand at both locations to give tours and answer questions. Stop by either or both locations to learn about the science, engineering, and operations that ensure that clean water comes to your tap – and where it goes after it is used.

Chatham Reads Poetry Program, Saturday April 26 at 2pm at the Eldredge Public Library

Town Manager Goldsmith is participating in this annual event, reading *We Rise* by Amanda Gorman.

Employee Years of Service Anniversary – May

First Name	Last Name	Department	Years of Service
David	Ready	Fire Captain	35 years
William	Delande	Fire Fighter	25 years
Sarah	Harris	Police Lieutenant	25 years
Ronald	Friend	Parks Foreman	18 years
Sean	Ryder	Police Sergeant	16 years
Crystal	Keon	Wetlands Permitting Coordinator	4 years
Donnovan	Harrington	Laborer	3 years

Amy	Burrow	Assistant Town Clerk	3 years
Thomas	Devlin	Fire Fighter	3 years
Benjamin	Sacco	Shellfish Propagation/Deputy Shellfish Constable	2 years
James "Skip"	Woods	Mooring Manager	2 years
Diane	Nash	Adult Behavioral Health Community Service Clinician	1 year
Kerri	Kelly	COA Outreach Coordinator	1 year
Christine	Boorack	Administrative Assistant Police Department	1 year
Joseph	Pagliari	Police Officer	1 year
Jordyn	Gagliardi	Police Officer	1 year
Alexis	Weglarz	COA Department Coordinator	1 year

Welcome April New Hires

Police Officer - I am very pleased to announce my appointment of Chatham’s newest Police Officer, Kenton Frenking, reporting to Chief of Police, Michael Anderson. Mr. Frenking was sworn in at 549 Main Street on Friday, April 4th in anticipation of attending the Massachusetts Police Training Council Academy on Monday, April 7, 2025. Mr. Frenking is a former National Guardsman and was Platoon Leader and Assistant Operations Officer in the United States Army. He holds dual Bachelor’s degrees in Intelligence/Homeland Security and Pre-law with a concentration in Political Science. Most recently, he interned for the District Court in Falmouth. A formal swearing-in ceremony will be held upon completion of the Massachusetts Police Training Council Academy.



Retirements

Sergeant William “Bill” Glover – After 44 years of service to the Town of Chatham, our longest serving employee Bill Glover will retire on April 30, 2025. He began as a Special Officer with the Town on June 15, 1981 and on September 1, 1981, was appointed as a full-time Patrolman. He was promoted to Sergeant on October 23, 2001. While he did not want a formal acknowledgment (or party), I wanted to thank him for his dedication and excellent service to Chatham. We wish Bill all the best in his retirement!



Promotions

Sergeant Liz Thompson - I am very pleased to announce that I have promoted Team Chatham’s own Police Officer, Elizabeth (Liz) Thompson, to serve as our newest Police Sergeant, reporting to Chief of Police Michael Anderson. Her promotion takes effect on Thursday, May 1, 2025. Officer Elizabeth Thompson has been a member of the Chatham Police Department for five years, since her appointment in July of 2019. Currently, she is assigned to the Patrol Division and is designated as an Officer In-Charge (a role that acts as shift supervisor in-lieu of a Sergeant on the shift), a role attained in 2024.

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/townofchamma/mycompany/>

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 13
- COA Programming Highlights – page 21
- 90 Bridge Street – page 40
- Ryder's Cove Bulkhead and Ramp Replacement – page 40
- Town-wide Dredge Permit Modification – page 40
- Crowell Road/Main Street Intersection – page 40
- Library Capital Project – page 58
- CFAL Feasibility Study – page 58
- ADA Transition Plan Implementation/Status – page 58
- Wastewater (Sewer) Construction Project – page 64

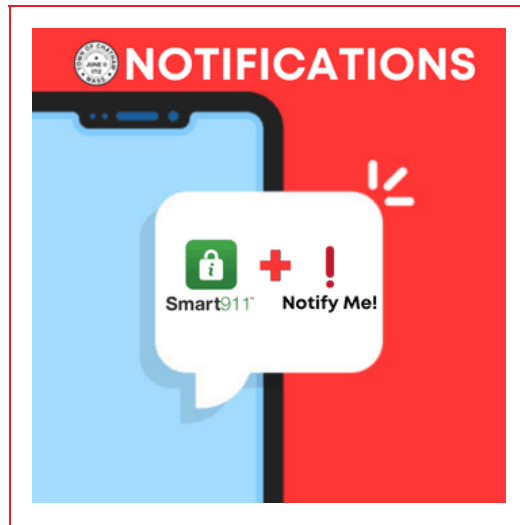
Chatham TV Productions: *Must See TV*

- [2025 Annual Town Meeting E-Voting PSA](#)
Town Moderator William Litchfield explains how to use the electronic voting system that is used at Annual Town Meeting
- [2025 Annual Town Meeting Preview Show](#)
Town Manager Jill Goldsmith and Director of Finance Carrie Mazerolle review the articles included in the 2025 Annual Town Meeting. Information on funding sources and recommendations from both the Select Board and Finance Committee are presented as well.
- [West Chatham Neighborhood Center Q&A](#)
Town Planner Christine O'Grady, Planning Board Chair Art Spruch, and Planning Board Vice Chair Kathryn Halpern answer frequently asked questions about the proposed changes to the Town's Protective (Zoning) Bylaws and Zoning Map to create the West Chatham Neighborhood Center District.

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 April 22, 2024			
Town Social Media Accounts		Subscribers	
	18-Mar-25	22-Apr-25	
Facebook	4078	4102	
Chatham TV YouTube	455	461	
Twitter/X	308	311	
Instagram	674	697	
LinkedIn	369	387	
Notify Me Lists			
	18-Mar-25	22-Apr-25	
Business	400	403	
Chatham Everyone (Employees)	40	41	
Community Notifications	1076	1082	
Government	1476	1486	
Housing Updates	113	116	
Low-Lying Road Alerts	126	128	
Shellfish Notifications	280	286	
Summer Residents	152	159	
The Flash - Council on Aging	452	458	
Mainsheet E-Newsletter			
Overall Open Rate March 2025			72%
	<u>Delivered</u>	<u>Opened</u>	
7-Mar-25	1616	1096	68%
21-Mar-25	1625	1120	69%
28-Mar-25	1629	1292	79%

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.

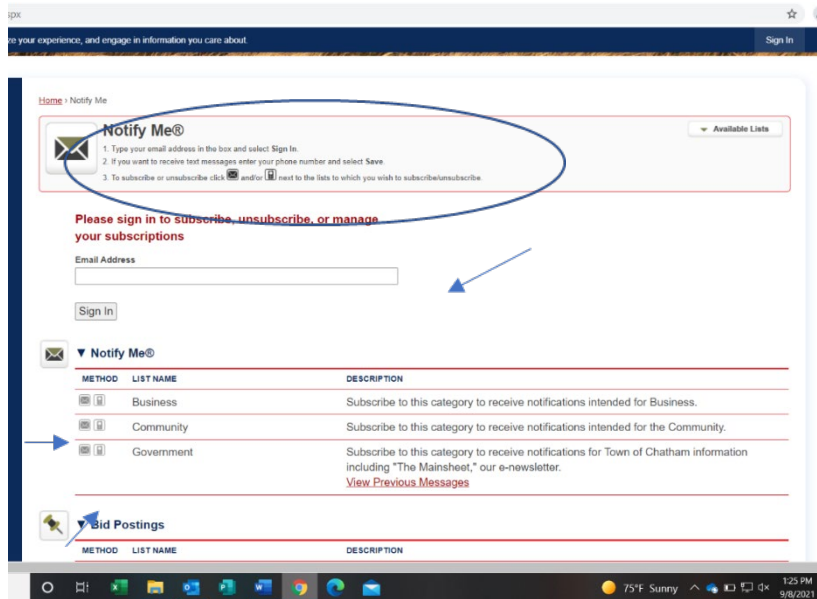
It is important that residence and business owners verify their contact information. Accurate email addresses, landline, and mobile numbers help to ensure, but cannot guarantee, that emergency information will be passed on to everyone in a timely manner.

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 “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 March 2025.

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, Emergency Management Team, and Department Biweekly Meetings; SB Chair Agenda Setting Meetings	21	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); ICMA Athenian Project, Professional Development Webinars
Project/Issue Meetings		ADA projects, ATM warrant finalization and ATM preview show, Chamber Executive Director Angela Bucar (Monthly) Meeting, MRSD Finance Team, Meeting with Community Services Department, Website Redesign, Personnel, Recruitment, Select Board Meeting Preparation and Follow-up
Committee /Board Meetings/ Community Events Attended	8	Select Board, Finance Committee, Constituents

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:

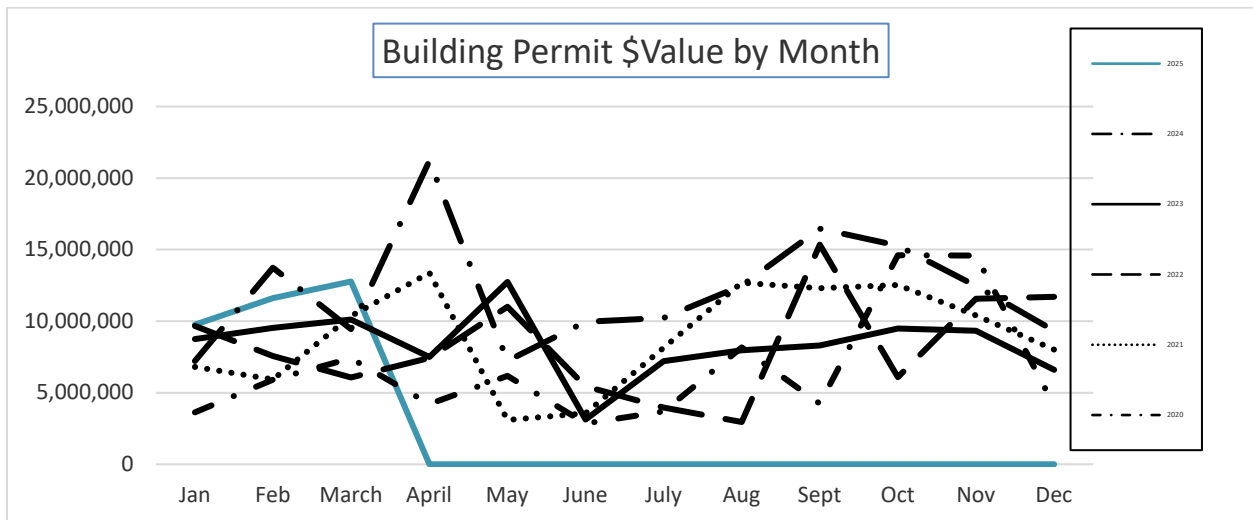
- *Listening to your concerns and providing accurate answers and information by responding in a friendly and thoughtful manner*
- *Being accountable for all we do, “not shutting the door and pulling down the blinds” recognizing that everyone’s needs are important*
- *Being the “helping hand” in making 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

BUILDING DIVISION

	Month	2025 YTD	Ave/ Mo	2024 Total	2024 Ave/Mo	% 2025/2024	2025 \$Value YTD	\$Value 2024
Bldg Permits Issued								
New Dwellings	3	7	2	36	3	19%	\$6,600,000	\$48,315,966
Multi-family	-	-	-	-	-	-	-	-
Demolitions	2	5	1.7	27	2.25	19%		
Residential Add/Renos	93	237	79	956	80	25%	\$24,802,735	\$82,260,202
Nonresidential Add/Renos	7	18	6	51	4.25	35%	\$2,266,103	\$4,968,636
Public Structures New & Alts/add	0	3	1.5	14	1.16	30%	\$474,400	\$7,850,975
New Comm Structures	0	0	0	2	.17	0%	\$0	\$1,625,000
Total Building Permits Issued	105	270	90	1086	90	25%	\$34,143,238	\$149,970,788
Average \$value/permit							\$126,456	\$138,095
Electrical Permits	88	231	77	911	76	25%		
Plumbing & Gas Permits	104	316	105	1152	96	27%		
Inspections								
Building	138	386	129	1605	134	24%		
Electrical	106	283	94	1316	110	22%		
Gas & Plumbing	148	435	145	1657	138	26%		
Total	392	1104	368	4578	382	24%		

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



REGULATORY BOARDS

Historical Commission – The Historical Commission held one hybrid meeting in the month of March. There were no new applications to be reviewed, however, the Commission discussed the William and Anne Nickerson on the Monomoyck Lands eligibility to possibly become a

National Register District. They also discussed potential amendments to the Rules and Regulations.

Historic Business District Commission (HBDC) – There were two hybrid HBDC meetings in March. There were four new applications for Certificates of Appropriateness all of which were approved. There was one request to modify an existing Certificate of Appropriateness which was approved. There were four new applications for signage and one continued application of which all were approved. There was one Administrative Approval which was ratified.

Planning Board – The Planning Board held two regularly scheduled hybrid meetings in March. In addition to standard meeting items, the Board focused on finalizing the details of the Long-Range Planning efforts related to the proposed West Chatham Neighborhood Center (WCNC) District bylaw. They also conducted Public Hearings for two of the Impact Chatham Citizens Petitions, Stormwater within the Conservancy District and Exterior Mechanical System Appliances. Officials from the Pennrose development team presented an overview of the Main Street Housing Development at one of the meetings.

Planning Board members also held an additional meeting dedicated to the Public Hearings for the West Chatham Neighborhood Center District bylaw and Amendment to the Zoning Map in preparation for Annual Town Meeting in May. The Chair of the Planning Board and the Town Planner also gave presentations in March to the Select Board and Finance Committee on the proposed bylaw.

Zoning Board of Appeals (ZBA) – There were two hybrid ZBA meetings in March. There were seven new applications for Special Permits and three continued Special Permit hearings, seven were approved, two were withdrawn and one was continued. There was one request to modify a Special Permit which was approved.

AFFORDABLE HOUSING TRUST – The AHTF Board of Trustees met twice in March. The Trustees reviewed Community Housing Partnership recommendations to the Select Board regarding Town Meeting Warrant Articles and endorsed the CCHP recommendations to place acceptance of the Seasonal Communities designation and a home rule petition to give a housing preference to commercial fishermen on the 2025 Annual Town Meeting Warrant. The Trustees provided input to staff to finalize a draft Request for Proposals for housing development on the Stepping Stones Road property, which will be forwarded to the Select Board. The Trustees also began reviewing the recently approved Housing Production Plan's Goals and Action Strategies, with a focus on prioritizing AHT actions. Staff provided project status updates on Town housing initiatives, including the work being done on 558 Crowell and timeline for completion.

ADVISORY COMMITTEES

Chatham Community Housing Partnership:

The Community Housing Partnership met once in March. The CCHP members discussed housing outreach prior to Town Meeting and the different groups that members were talking to. The

Chair provided an update on recommendations made by the CCHP to the SB regarding 2025 Annual Town Meeting Warrant Article. The members discussed next steps for outreach for affordable housing sign-up and asked staff to invite a local non-profit to a future meeting to discuss the affordable housing lottery process. Staff also provided project status updates on Town housing initiatives.

Economic Development Committee: The Committee did not meet in March.

Committee for People with Disabilities: The Committee did not meet in March.

HOUSING INITIATIVES

Meetinghouse Road Property

The Town and developer met on site with abutters to review access to the project and their homes. The developer provided an alternatives analysis of five access options for abutters. Discussions are ongoing to reach consensus on the best solution for all involved.

Main Street Property

Pennrose, the selected developer, met with the Planning Board on March 24 to get comments and feedback on the development plans from the board members before they apply to the ZBA for a Comprehensive Permit under Chapter 40B. They plan to submit their 40B application sometime in April or May. There will be additional opportunities for Board and public input during the 40B process.

Stepping Stones Road Property

A draft RFP for affordable and attainable housing development on the town-owned property at Stepping Stones Road has been completed, incorporating input from the Affordable Housing Trust. The draft RFP will be reviewed by the Select Board and is subject to SB approval. The current draft of the RFP seeks proposals for between 12 and 20 dwelling units, with 25% of the units affordable to households at 80% AMI (this would satisfy the requirements of 40B), and the remaining 75% of the units affordable to households between 100% and 200% AMI, making this a primarily attainable project. At this time, the Select Board has not scheduled a date to review the draft RFP.

Ellis Property

The Town contracted with Utile Architecture and Planning to conduct test fits for development scenarios on the Ellis property at 127 Old Harbor Road. The Select Board requested test fits for between two and six units on the property. Initial test fit scenarios were presented to the Select Board at their meeting of February 25. The members of the SB asked for further refinement of 3 development scenarios, including a development with 2 structures on the parcel, a scenario with 3 structures on the parcel divided into 2 lots to allow for the possible retention of the existing house or the construction of a new house on its own lot, and a scenario with 3

structures on the overall parcel. Final refined test fits will be presented to the Select Board at their meeting of April 15.

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. All work has been completed with the exception of reconstructing the deck. The AHT plans to place an affordability restriction on the property and sell the house through a lottery process to an income-qualified household.

West Chatham Neighborhood Center Zoning

The Housing Director continued to work with the Director of Community Development, the Town Planner, and the Planning Board in order to finalize the draft zoning language, specifically with respect to housing-related sections of the proposed bylaw, including Definitions and Inclusionary and Incentive Zoning, for the 2025 ATM Warrant.

COMMUNITY SERVICES – Submitted by Leah LaCross

March was a very busy month across both divisions of the Community Services Department. All staff members from both divisions continued to work together at bi-weekly meetings to carefully plan out the potential move of the Center for Active Living (CFAL) to the Community Center should Article 17 - ***Expansion and Renovation of the Existing Center for Active Living at 193 Stony Hill Road*** receive a favorable vote by residents at the 2025 Annual Town Meeting.

To date, we have identified the need for new cabinets, a refrigerator, and a dishwasher for the existing warming kitchen on the 3rd floor of the Community Center so that the Adult Supportive Day Program staff will have an area to prepare meals for participants. Additionally, the need for new furniture in the 3rd floor Club Room was identified by staff. Other issues discussed included the need for additional network wiring in order to support additional staff in the building. While there are many small issues to tackle, we feel that as a collective team we are in excellent shape in our planning.

On Monday, March 3rd, the CFAL was honored to host the ***First Annual Team Chatham Employee Art Showcase***, presented by the Town of Chatham Employee Engagement and Recognition Committee. Altogether, 7 artists from across Town departments submitted works in a variety of mediums showcasing their incredible talents. Over 40 people attended the Opening Reception, which delighted guests with beautiful artwork and local treats. The exhibit will be in place through April 18th at the Center for Active Living

Chatham's Recreation and Beaches Division was awarded the **2025 Community Impact Award for the Cape & Islands Region by the Massachusetts Recreation and Park Association (MRPA)** on Wednesday, March 19th. This award is made annually to the MRPA member city or town that has provided an outstanding service, program, or event to their community.

Our staff was recognized for the construction of the new pickleball courts, their work with the Friends of Chatham Pickleball, and their focus on special community events throughout the last year.

Congratulations to Aimee Howell, Deputy Director of Community Services, and the entire staff of the Recreation and Beaches Division!

Adult Behavioral Health Clinician:

The month of **March** had **21** working days in it.

Of the **21 days** worked in March, I had **95 interactions with 21 Chatham residents**, for a total of **35.8 hours**.

Of the 95 interactions:

3 were Center for Active Living (CFAL) outreach visits, which include home visits made at the request of outside referrals.

27 were phone outreach calls, which include calls I made to check in on residents, calls with family members, calls with collateral providers, and calls with medical providers.

1 was a Chatham Fire Department/Emergency Medical Services (CFD/EMS) referral, which included helping an elder get a lock box installed.

11 were client consultations, which means I spoke with other providers within and outside of our town agencies, on behalf of the client.

1 was a co-response call with a Chatham Police Officer. These are carried out when I need to go to the home of a Chatham resident who is either unfamiliar to me and may be unsafe for me to go alone, or for someone who the Chatham Police Department (CPD) is familiar with and insists I go with an officer so that I can safely assess their mental status.

4 were CPD referrals, which include calls that police officers responded to, where the officer feels it necessary for the behavioral health clinician to assess the identified client for possible mental health/substance abuse services or referrals.

3 were CPD well-being referrals, which occurred when the officer gives me a "heads up" on a familiar Chatham resident, and I follow up with the client to make sure they don't need any behavioral health assistance or support.

2 were CPD referral follow-ups, which means that the identified client is someone CPD has referred to me in the past and I check in on them to make sure they have remained stable.

9 were home visits which are made for those unable to make their way to CFAL or CPD due to physical restraints or transportation issues.

12 were CFAL office visits, which occurred when the resident either had a scheduled appointment with me, or agreed to come to CFAL to discuss how I could assist them.

15 were CFAL incoming client calls, which include the number of calls I received from the Chatham residents asking for assistance.

2 were incoming CPD calls, which includes someone calling into CFAL regarding an elder that may be posing a legal threat to the community.

2 were phone contacts which occur when a Chatham resident calls in looking to meet with the clinician to discuss ideas that fall in the realm of behavioral health.

3 were CFAL follow up outreach, which includes following up either with a phone call or home visit, to a resident that is of concern to a CFAL member.

Community Connections:

This month, I spent 17.5 hours participating in a variety of venues, adding to my pot of knowledge and learning about areas that will enhance my role as the Behavioral Health Clinician for Chatham.

Starting with our **monthly staff meetings at CFAL** and our planning **meetings with the Chatham Recreation staff**, both are aimed at making sure staff is identifying areas that need to be addressed, changes that need to be made, and preparing for the possibility that CFAL will be temporarily house at the Recreation Center.

Next, I continue to attend our **CCIT** (Community Crisis Intervention Team) Meeting in Orleans, where I was able to discuss a case with the team and get feedback and suggestions from the team of first responders, probation officers, recovery coaches, and all the other agencies at the table. The knowledge that all who were present had to offer me was priceless. It is a great opportunity to learn from each other, see how different towns handle situations, and run ideas by the team. The thing I like the most about this group is the connections I am making with my colleagues. Each month I feel more comfortable reaching out to them to ask questions and pick up the phone and call them for advice. It is exciting and rewarding at the same time.

I also attended a presentation on **Teen Substance Abuse and Mental Health on Cape Cod**, spearheaded by Behavioral Health Innovators of Cape Cod. It was difficult to listen to, but incredibly eye-opening and important to hear. As a clinician who is faced with young adults suffering from substance abuse and mental health struggles, it was raw and honest look at what our youth are facing on Cape Cod. I was able to network with amazing professionals who are boots on the ground, working directly with our youth, giving us an honest look at what they are facing today.

The last event I attended, and the most startling one to date, was the **Chatham Police Department Tactical Training** I was invited to at the Gannon Training Facility in Yarmouth.

To be honest, when I heard about this training, I thought I would just sit back and watch a movie on guns or watch the officers shoot at a shooting range. Boy was I wrong. I left both days of training feeling both gratitude and admiration for our police officers.

Although I have been on multiple co response calls with the officers, this training gave me a real, raw look through the eyes of the officers of what they face every time they are sent to a home or building for a 911 call. Being a first responder is not for the weak. They are literally putting their lives on the line for our community. They risk their lives EVERY.TIME. they respond to a call.

There were exercises that required me to go into a simulated scene of someone who needs a clinician, while also carrying a weapon and holding someone hostage. Although the officer was on the scene with me, the amount of terror that comes with the unknown is indescribable. I appreciate that the CPD has been thoughtful in their training and are working with our officers to make sure my safety is at the forefront. There were exercises that went step by step with how to handle my presence on a call. The Chief and Deputy Chief are now creating policy around having the clinician present on calls and outlining what is safe and unsafe and policy around where the line is drawn to keep me safe but effective.

Overall, March was a great month of learning and growing.

March Reflection

Family and Caregivers

Have you ever wondered what happens to the **family and caregivers** who take care of our most vulnerable residents? Who takes care of **them**? Who follows up with them to make sure they have what they need amid a mental health crisis, or a pending death, or declining health of a loved one?

Whether we are talking about an 80-year-old with Dementia or a 20-year-old with behavioral health issues, the family and/or caregivers have often been an afterthought; Not intentionally, but because we (first responders, myself, recovery coach, CFAL) must get to our “next call.”

This month it became very clear to me that the caregivers need just as much support as the identified client does, but they are not aware that they can ask for help too.

During the month of March, as several of our residents began to deteriorate, their caretakers were now the ones being identified for behavioral health services. Before my position came about, our first responders and CFAL were not inclined to refer the caretakers to a provider because there was not one readily available. But now that my position is part of the structure of our town, CPD and CFAL do an amazing job identifying those who could use support after a family crisis.

In March alone, I worked with a family who had a child who held them hostage. I also worked with the grandchild of one of our elders who flew in from California to care for their grandmother as she is at the end stage of her life. Instead of leaving the home after the crisis and not following up on the family again, our first responders and CFAL staff now know how to ask the right questions and to look for signs that may indicate the caretakers could use support. It is now routine for CPD to offer families and caretakers the support they may need by offering my services to them.

By adding this one extra step of acknowledging that the caretakers/family members are struggling as well, we continue to help those who are suffering in silence. Chatham is making it acceptable to receive help even if you are not in a physical crisis. Chatham is normalizing that life is hard and that there is help available. The CPD is solid in their assessments and ability to gauge when I need to follow up with a family. They don't hesitate to reach out to me immediately to run cases by me. We work together to make sure no one is left suffering alone.

I always share how lucky Chatham residents are to have such compassionate first responders and CFAL staff who take the time to make each person feel as if they are the most important residents in town.

Cases may not always have a happy ending, but I can attest that our Town does all it can to make sure services are offered to ALL of our residents. Sometimes, those who need the most support are not those in plain sight. We need to look beyond the surface, and Chatham is doing that effortlessly.

COUNCIL ON AGING DIVISION:

Outreach:

In the month of March, Outreach had a total of 152 interactions, with 69 separate individuals. This month we continue to see requests for family support, from 31 individuals in February to 33 in March.

This month Outreach received 3 new consultation referrals from Chatham Police, Fire and EMS services, with 1 additional follow-up referral from the Town Clinician's calls.

Outreach made 11 home visits for 8 separate individuals. We made 4 well-being checks on residents who were referred to Outreach by concerned Center for Active Living (CFAL) staff.

We had a significant increase in phone consultations (from 57 in February to 76 in March), serving 38 individuals. Outreach had 51 in-person office consultations at CFAL. For the month of March, we saw an increase in care coordination. While we at the CFAL do not offer direct care support, providing a space to collaborate and coordinate with our community partners has been proving beneficial. Outreach has been seeing increases in demand for the same shared services. To avoid duplication as well as increase efficiency, we are coordinating plans and

resources. Outreach referred 19 individuals to 8 different community partners for support in March.

Healthy Meals in Motion served 40 families this month. We continue to see requests for assistance and next month several families that took a break from the program will be returning.

The LGBTQ+ Older Adult Group met on March 6th here at the CFAL. We had a *Spring Planting Seminar* with Sonny Gada. This session instructed guests on the best time to plant certain vegetables, co-planting and what thrives where. We served *Sunflower-Crunch Salad* and a *Squash Bisque*. On March 20th we had our monthly dinner, which was pasta with meatballs, and tiramisu. Excellent conversations on the future of the group ensued and the new ideas for future gatherings were discussed as well.

Outreach manages durable medical equipment; this month 24 items were lent to 14 individuals. We continue to work on improving the tracking of DME in and out. We have also had multiple new donations of DME.

Outreach attended the Caring for the Caregivers webinar presented the Alzheimer's Association. We also meet monthly with the other 14 Cape Cod COA Outreach Coordinators to review services; this month's presentation was by the Housing Assistance Corporation. An educational overview on rental assistance, housing and the housing application process were provided.

Transportation:

March is always an unpredictable month here at the Center for Active Living. It seems that many of our participants take vacations during this time, but that hasn't slowed us down! Chatham residents continue to actively utilize our transportation services for the following:

Orleans Day Program

- 7 participants
- 47 trips (round trips)

Ryders Cove Respite

- 4 participants
- 19 trips (round trips)

Medical Appointments

- 37 trips (round trips)

Groceries

- 7 pantry deliveries
- 14 resident trips to Stop & Shop (Thursdays)
- 15 deliveries from The Chatham Village Market

Pharmacy

- 6 prescription deliveries

CFAL Programs

16 Participants attended a variety of programs, including:

- COA Cinema
- Busy Fingers
- Birthday Party
- Book Club
- Chair Yoga
- Lunch and Learn

Other Services

- Banking

March is upon us—birds are chirping, the grass is turning green, and warmer days are just around the corner. This month has been especially busy with trips to Hyannis for the Chatham Council on Aging. While we logged 237 more miles than last month, we had 29 fewer participants. This decline is due to the need for participants to carpool in the vans, as well as an increased number of trips for medical appointments in Hyannis. Drivers have shared that many carpooling participants have exchanged contact information in hopes of swapping books they've read.

Additionally, two participants from our Orleans Supportive Day Program are no longer attending, which means we can expect a decrease in transportation numbers for April.

We've also noticed an increase in calls from seasonal residents preparing to return for the summer, many of whom will need transportation for medical appointments while they are here.

Programming:

This report outlines the activities and achievements of the Chatham Council on Aging Program Coordinator for the month of March 2025.

Program Highlights:

Community Engagement

MA Audubon Winter Bird presentation

20 participants (including 6 Ryders Cove Respite participants)



Educators from the Massachusetts Audubon presented at the CFAL on the Winter Birds of Cape Cod. This program was well attended, and the first collaborative program with the Ryder’s Cove Respite Program.

Participants in attendance asked great questions and were given some tips and tricks to identifying the various species of birds.

Entertainment/Socialization

St. Patrick’s Day Luncheon & Legends of Irelands with Diane Edgecomb and Margot Chamberlin

25 participants, 10-person waitlist

The annual Corned Beef and Cabbage luncheon in honor of St Patrick’s Day was extra special this year as it landed on the holiday. Not only did participants enjoy a delicious meal, but a story telling performance of the great legends of Ireland.

This program was supported by the Chatham Cultural Council, Massachusetts Cultural Council, and the Friends of Chatham COA. As one of the most popular programs in our calendar year, we had a waiting list of about 10 people due to the limited space available in the current dining room.



Chatham Better Together

20 participants

For this month’s gathering the Better Together members enjoyed a live senior game show complete with the witty host, big buzzers, and fun prizes! Participants worked as teams to compete in



Family Feud, Wheel of Fortune, and Memory games all geared towards the senior population. Everyone had a blast and requested the host come back again soon.

Services Highlights:

Tech Help

5 participants

This month there were five members of the community who requested a tech help appointment. The following issues were addressed and resolved:

1. Setting up and connecting a printer
2. Organizing travel documents to be easily accessible electronically
3. Updating passwords after a security breach
4. Navigating Google Suite
5. Virus protection for a personal device

Ryder's Cove Respite Program:

As the Director of the Adult Supportive Day Program, I am pleased to present a detailed overview of our program's progress and significant developments for the month of March 2025. The program continues to evolve, and we are excited to share our achievements, improvements, and plans for continued success.

During March, the program successfully supported five older adults who are experiencing cognitive decline and memory-related challenges. This month marks an important milestone as we reflect on the initial phase of the program, which began in January. We have made substantial progress in developing systems that ensure smooth communication between caregivers and program staff.

- **Communication Books:** We introduced Communication Books to provide caregivers with essential updates on participants' daily activities. These books cover a wide range of topics including:
 - Exercise sessions
 - Music and art therapy
 - Memory games
 - Nutritional snacks and meals

Additionally, these books offer a space to address any concerns raised by caregivers or staff, ensuring ongoing dialogue and feedback.

Program Preparation and Scheduling

We are continuously working to enhance the program experience by prioritizing activity planning, memory care practices, and fostering overall physical and cognitive well-being.

Notable Program Developments:

- **Health & Fitness Activities:** Our health and fitness program has expanded with the addition of activities such as ball catching, small weights, and exercise bands. These exercises help maintain coordination, balance, and improve blood circulation, ultimately supporting cognitive function and memory.
- **Local Entertainers & Guest Speakers:** We have successfully engaged local entertainers to provide enjoyable and stimulating social experiences for our participants. In addition, we've secured guest speakers who bring diverse educational content.
- **Music Therapy Expansion:** To further enrich the program, we've hired an additional music entertainer, complementing our two current Music Therapists. These professionals will alternate conducting bi-monthly music therapy sessions. Additionally, we have invested in percussion instruments to further engage participants and enhance their musical experiences.
- **Dog Therapy Sessions:** Monthly Dog Therapy sessions have been introduced to provide emotional support and comfort to our participants.
- **Local Historians:** We've scheduled several local historians to engage with participants, offering fascinating talks. In March, participants enjoyed a "Planting" session with a local gardener and a presentation on the history of Christmas trees.
- **Dementia-Specific Aids:** To further promote cognitive engagement, we've acquired a range of dementia-specific tools, including puzzles, memory care aids, fine motor skill crafts, art supplies, and other materials that encourage mental stimulation.

Staffing and Recruitment

I am delighted to report that all positions within the day program are now filled with qualified personnel, ensuring that we have the necessary support to provide excellent care and engagement for our participants.

Person-Centered Programming & Goal Development

With the program now in its third month, we continue to focus on person-centered programming tailored to the specific needs and preferences of each participant. Our team works closely with Day Program Aides to develop individualized care objectives and personal care plans, ensuring that participants receive support aligned with their unique goals.

Recent Activities:

- I have completed an initial summary of each participant's progress, engagement, and evolving needs.
- Personal discussions with caregivers have been held to provide updates and receive feedback on how their loved ones are progressing. These conversations allow us to address any concerns and fine-tune our programming to best serve everyone.

Training & Professional Development

To further my knowledge and understanding of Dementia and cognitive decline, I have registered for a two-day training program offered in Hyannis by the Institute for Brain Potential scheduled for May 2025. The course will be conducted by Dr. Mark Moss, Ph.D., and Dr. Bill Seiber, Ph.D., focusing on the following topics:

Training Topics Include:

- Understanding Executive Function
- The Impact of Stroke on Cognitive Health
- Aging, Memory, and the Phenomenon of "Superagers"
- Anxiety, Sleep, and Brain Health
- Cognition, Successful Aging, and Nutrition
- Calming an Overactive Brain
- Managing Acute Stress and Fatigue
- Psychobiology of Fatigue
- Full Catastrophe Living
- Listening to the Body

This training will equip me with valuable insights and strategies to further enhance the care and support we provide for our participants.

Overall, March 2025 has been a successful month for the Adult Supportive Day Program. We had the privilege of serving five participants, each attending sessions on either Tuesdays, Thursdays, or both days. I am particularly pleased to share that, for the first time since the program began, we came very close to achieving **100% attendance** for the month of March.

Looking ahead, we are committed to further expanding the program and providing meaningful, individualized engagement for all participants. We will continue to develop personalized care plans, introduce new activities, and refine our program offerings to best meet the needs of those we serve.

Council on Aging Board of Directors:

The Council on Aging Board of Directors met on Monday, March 17th. Due to diminished attendance, the Board discussed setting new goals for the upcoming fiscal year, and the proposed Expansion and Renovation of the Existing CFAL Project.

The Human Services Committee:

There was no meeting of the Human Services Committee in March, 2025. The next meeting will be held on Monday, April 14th.

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 Events March:

Wednesday March 21st- Early release day with Mobile Gaming Truck

Wednesday March 26th- Early release day with inflatable obstacle course

	December	January	February	March
MONTHLY ATTENDANCE	481	663	454	618
MONEY COLLECTED	\$6,120	\$8,155	\$5,605	\$7,685
AVERAGE DAILY ATTENDANCE	32	31.6	37	29

Programming

Adults:

Winter Tuesday Night Pickleball-70 participants

Winter Thursday Night Pickleball-70 participants

Winter Saturday Night Pickleball- 66 participants

Winter Pickleball Mon-Friday 8am-12pm – 336 participants

Winter Adult Basketball- 41 participants

Winter Floor Hockey- 28 participants

Winter Pickleball Lessons- 16 participants

Adult Badminton-17 participants

Yoga with Jackie! (Hatha Mondays)- 47 participants

Yoga with Jackie! (Restorative Thursdays)- 50 participants

Yoga with Jackie! (Vinyasa Fridays) – 28 participants

Fly Casting- 15 Participants

Youth

March Family Karte- 13 participants

March Family Tai Chi- 8 participants

Preschool Soccer- 24 participants

Basketball Grades 5-6 Boys- 10 participants (1 team)

Basketball Grades 3-4 Boys- 18 participants (2 teams)

Basketball Grades 1-2 Co-ed – 29 participants

Kindergarten Basketball- 16 participants

March 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 February 7th we hosted *Henry the Juggler* through a cultural grant. The event was free for families and included pizza and snacks for participants. Over 50 participants enjoyed the event.

On Friday March 14th, the Municipal Lower Cape Basketball league hosted a *Basketball Hot Contest*. Multiple members of our teams participated in the 2nd annual event held at Nauset Middle School.

On Sunday March 16th, we sponsored a *Family Skate Session* at Charles Moore Arena. This event is co-sponsored with Harwich Recreation. 50+ members of the communities enjoyed this free event.

Employee Development/Enrichment/Other

On Thursday March 13th, Sue Frederick (Recreation Coordinator) and Sharon Stark (Recreation Supervisor) attended the Cape Cod Tech job fair. The job fair is held during the students' lunch period for the entire school.

On Wednesday March 19th, Aimee Howell (Community Services Deputy Director), Sue Frederick (Recreation Coordinator), Nick Delande (Recreation Assistant) and Kaeden Quinn (Recreation Assistant) attended the annual Massachusetts Parks and Recreation Conference in Norwood, MA. At the conference, the team accepted the ***Community Impact Award for the Cape and Islands Region***. The award was given to Chatham Recreation due to our work with the new pickleball courts, Friends of Pickleball, and our focus on Special events in the last year.

On Wednesday March 26th, Aimee Howell (Community Services Deputy Director) attended the lower cape MRPA sports meeting in Eastham. A wrap up of the lower cape's basketball league was discussed at the meeting along with the upcoming Lower Cape softball season.

Community Center Use

Aerobics Room - 65 Reservations

Chatham Tai Chi, Circuit Class with Rachel, Heisig Belly Dance, Lite Fitness with Susan Hunter, CFAL Move and Groove, COA Strong at Heart, COA Chair Yoga, Friday Family Karate, Friday Tai Chi, Hatha Yoga, Restorative Yoga, Nordic Walking, Vinyasa Yoga, Mixed yoga Saturday, mahjong.

Arts & Crafts Room – 3 Reservations

Crafty Chicks, Fiber Arts

Club Room – 17 Reservations

AARP Tax Aide, Women's Club Knitting Group, Friends of Chatham Waterways, Bolus Card Game, Men's Club weekly discussion group, Monomoy After Prom Committee.

Conference Room – 16 Reservations

Park & Recreation Committee, Men's Club Programming Committee, Fiber Arts, Republican Town Committee, Garden Club of Chatham Board meeting, Chatham Platform Tennis, Ecumenical Council for the Homeless, Chatham Cemetery Commission, Friends of Trees, Chatham Golf Advisory Committee, Chatham HR/Boston Mutual, Chatham Bikeways Committee, Chatham Independence Day Parade Committee, Chatham Democratic Committee.

Gymnasium – 89 Reservations

Grade 1 & 2 basketball, Fly Casting, Saturday Night Pickleball, Monday pickleball 11-1, Pick up basketball, Tu & Th pickleball 8-10, Tu & Th pickleball 10-12, COA Indoor walking group, Tues. Night pickleball, We & Fr pickleball 8-10 & 10-12, beginner pickleball lessons, Thurs. night pickleball 5-7, winter floor hockey, Henry the Juggler Family Event, advanced pickleball lessons, preschool soccer ages 3-5.

Large Meeting Room – 25 Reservations

US Coast Guard Auxiliary, Chatham Conservation Foundation, COA Wellness Warriors, DPW Holiday Party, Friends and Gardeners, Men’s Club weekly meeting, Community Services meeting, Women’s Club of Chatham, PARK After School, Women’s Club Epicurean Group, Bolus Card game, Chatham Hospital Auxiliary.

Serving Room – 12 Reservations

AARP Tax Aide, Community Mahjong, Chatham Harwich Hospital Auxiliary, Women’s Club knitting group, Friends of Chatham Pickleball, Chatham Women’s Club Board meeting.

Fitness Room Access Scans

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
December	60	172	113	104	130	103	118	800
January	57	129	141	136	188	151	132	934
February	65	109	149	146	145	115	107	836
March	44	193	135	135	141	97	131	

Active Fitness Room Memberships: Family Members - 479 Individual Members - 179

Parks & Recreation Commission:

The Parks & Recreation Commission met on Monday March 3rd. At the request of the Commission, local businesses that transport passengers over to North Beach Island met to discuss issues and concerns from past summers. Representatives from Chatham Bars Inn and The Beachcomber attended the meeting. Discussion ensued about making sure patrons were aware of the rules and regulations along with the dangers associated with North Beach Island. Chatham Harbormaster Jason Holm was also in attendance. The business representatives and the town agreed to work together to promote safety and rules. The businesses will show patrons a QR code that will take them to our rules and regs and safety issues. They will also have open lines of communication with any concerns they have and relay them to the town.

A final draft of *North Beach Island and Parks and Beaches Rules and Regulations* were approved by the Commission and recommended to be approved by the Select Board at an upcoming meeting.

New *Permission to Use Town Property* guidelines, fees, and policies were presented to the Commission. The Commission asked that town staff add more details to some aspects and bring them back to a future meeting to be approved.

An update on the CFAL relocating to the Community Center if the project passes at the Town Meeting was discussed. The two divisions have been meeting regularly to discuss the logistics so that if the project passes, the project can start right away, and the divisions are ready to implement the plan.

An update on the Community Centers Cleaning Contract was given to the commission. The contract runs through June. It was noted that town staff are aware of the poor services from the current contract holders. The commission was happy to hear that the fitness room and gymnasium will be added to the new contract as they were not included in the current contract.

Golf Advisory Committee

The Golf Advisory Committee met on Thursday March 20th. An update on the Pump House maintenance was discussed. DPW has removed tree branches, small trees, and holes in the siding were repaired. A broken window was replaced along with an adding wire to the outside to stop golf balls from breaking the window in the future. Parks & Grounds will remove brush close to the building and replenish rocks around the foundation of the building as the weather allows.

Susan Mabile gave an update on the current budget and remaining funds for Fiscal Year 2025.

Jason Laramie of Johnson Golf Management presented 3 different quotes for plantings around the Seaside Links sign at the request of the Committee. Discussion ensued about different planting options and what the committee wants to ultimately do with the sign and surrounding area. The Committee will review and discuss the options at an upcoming meeting.

Jason Laramie also gave the Committee an update on the 8th Tee Box rebuild that the Committee has been discussing. The Committee requested that a quote be brought to the next meeting.

Bruce Bogardus, Chair, discussed the Select Board's goals of ADA compliance around the town. Mr. Bogardus has requested a report on the club house's compliance and what if anything needs to be done.

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

In March, the Accounting Department welcomed a new team member, Chris Mazulis, Chatham's first Finance Administrator. We also attended the Massachusetts Municipal Auditors and Accountants Association (MMAAA) annual conference and prepared for the opening of the Sticker Office. Additionally, we continued to refine our internal processes, with a particular focus on procurement this month.

As Finance Administrator, Chris Mazulis is responsible for managing seasonal staff and daily operations at the Sticker Office, as well as assisting in the preparation of the Town's annual operating and capital budgets. Chris immediately began modernizing the Sticker Office, introducing credit card processing for in-person transactions. The Accounting team also held multiple meetings to improve office operations, including the development of a standard operating manual.

The Accounting team attended the MMAAA annual educational conference at UMass Amherst, a valuable opportunity for municipal finance professionals to collaborate and participate in specialized training. The conference also offers the Certified Governmental Accountant (CGA) exam, which Assistant Town Accountant/Assistant Finance Director Nick Cantella sat for this year.

In collaboration with the Town Manager's Office, Department Heads, Town Administration, the Finance Committee, the Finance Director, and the Select Board, the Annual Town Meeting Warrant has been finalized for Chatham's 2025 Annual Town Meeting, scheduled for Saturday, May 10, at 11 AM. This year's warrant includes 59 articles. The budgeting and preparation process, which began in October 2024, is a significant undertaking made possible by the dedication of town staff and elected officials.

Looking ahead to April, the Accounting Department, in collaboration with the Operational Services Division (OSD), will host a town-wide training on COMMBUYS. This session will focus on identifying and utilizing state-wide contracts and posting bid advertisements. We remain committed to providing financial education and transparency for Chatham employees and residents.

II. ASSESSING

Monthly Activity Report

	March	Year to Date	Year to Date	Year to Date	Year to Date
	2025	2025	2024	2023	2022
Real Estate Abatements Processed	1	8	25	32	20
PP Abatements Processed	0	1	18	106	34
MV Abatements Processed	44	47	165	279	294
Boat Abatements Processed	97	36	395	412	655
Betterment Payoffs	0	0	0	1	2
Boat Commitment	0	1	1	1	1
MV Commitments	1	2	8	7	8
Certified Abutter’s Lists	22	43	457	352	285
Deferral	0	0	1	1	2
Real Estate Exemptions	5	0	81	14	23
Building Permits	90	175	1589	1,175	994

The second half of the Fiscal Year 2025 Real Estate Tax Bills were mailed out to the Taxpayers and are due May 1, 2025.

The 2HF Forms for Personal Property subject to taxation for Secondary Homeowners, The Forms of List for Businesses, and 3ABCs for Charitable Organizations deadline was March 1, 2025. The Income and Expense Forms continue to be accepted until April 1, 2025. The totals for all 3 forms received to date are 1,959.

Nancy Finch of Paul Kapinos Valuations Group is conducting inspections for Building Permits.

Board of Assessors:

The Board of Assessors convened on **Thursday, March 20, 2025**. The meeting began with the approval of minutes from the previous session:

- The Minutes from the **February 18, 2025** meeting, were reviewed, voted on, and subsequently approved for release.

Abatement Reviews:

At the meetings, the Board of Assessors conducted the following reviews and actions:

- **Motor Vehicle Commitment #2:** This was reviewed and approved as presented.
- **Motor Vehicle and Boat Abatements:** These were reviewed and approved as presented.

- **Real Estate Abatements:** These were also reviewed in detail, and appropriate actions were taken at each meeting.

Next Meeting:

The next meeting of the Board of Assessors has not been scheduled at this time. The Board will continue to review and address Real Estate and Personal Property bills and Motor Vehicle and Boat Excise Abatements at its next meeting.

III. Information Technologies

Worked with Newtex to procure licenses for the upgrade of the Access Control system Town-wide. This upgrade will centralize the software on a server at the Police Department.

Worked on the design of the fiber optic runs for the new Training Field Road Water plant and the new connection design between the plant and wells 5 and 8.

Veolia and Town staff were trained on the process of meter readings for backflow devices on our new cloud asset management system.

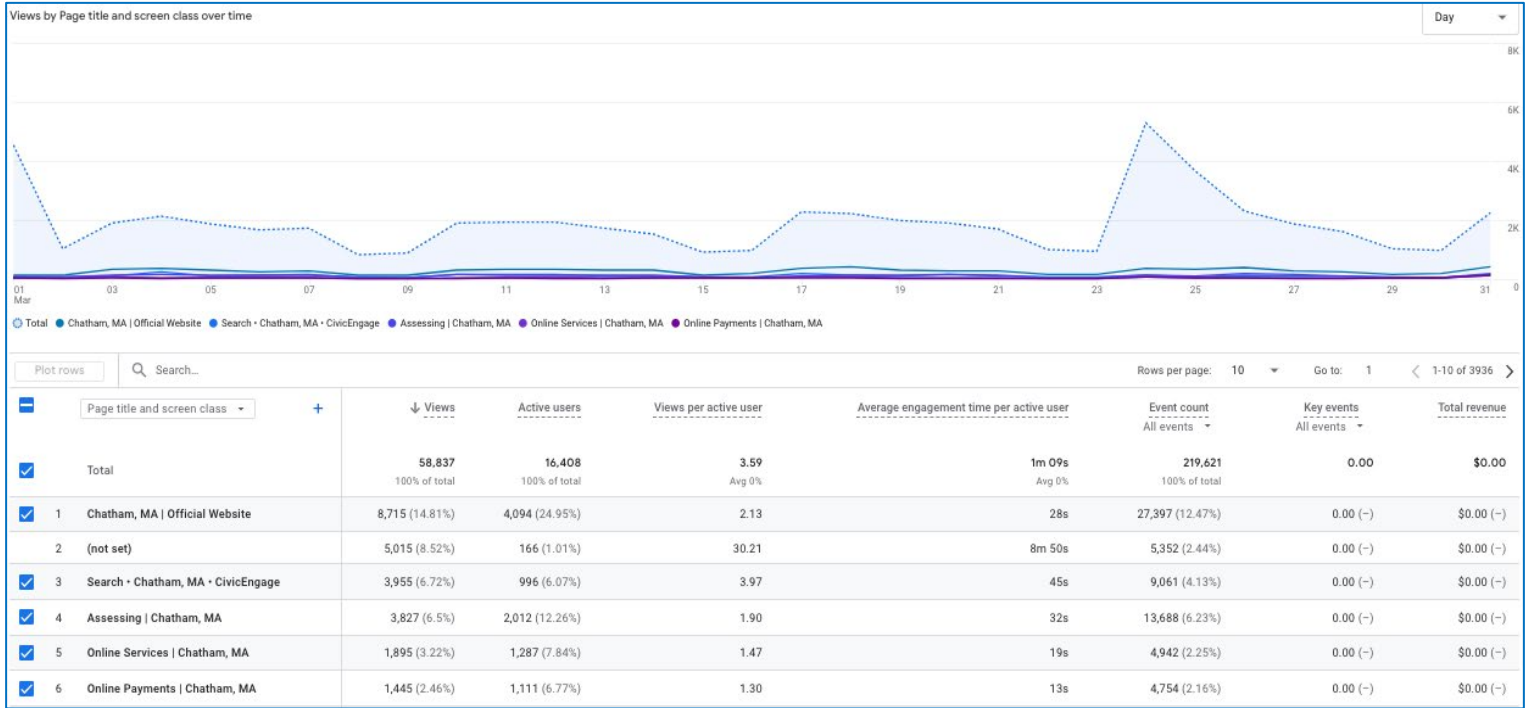
IT met with the Health Division and our AI integration vendor for training and access to our new analytics dashboard for short-term rentals. Data is crawled from public resources like the Town Assessors' Database, the Barnstable County Registry of Deeds, and online rental platforms to aggregate that data into meaningful insights.

Website:

In the month of March, the Town website had a total of 58,837 views. Besides the home page, the top 5 viewed pages on the website are as follows:

1. Search – 3,955 views
2. Assessing – 3,827 views
3. Online Services – 1,895 views
4. Online Payments – 1,445 views
5. Jobs – 1,319 views

There were 16,408 active users who accumulated these views. This metric contains the number of unique users who engaged with the site during this time period. The average user viewed 3.59 pages and spent 1 minute and 9 seconds on the site.



IV. CHATHAM TV

Highlights

- Completed Backstage | Sewering 2025
- Completed Backstage | C.F.A.L. Walk-Through 2025
- Completed Backstage | Transfer Station 2025
- Compiled info for ATM Warrant Companion
- 20 Live Meetings, 19 additional meetings added to the archive

Meeting Totals

Live Meetings	20
Additional Archived	19
Total Meetings	39

Meeting Break Down

Location	In Person	Hybrid	Teams Only
Annex LMR (Live on CH 1072)		20	
Annex LMR (Not Live)		1	
Annex SMR	2	9	

Com Center Conf Room	4		
Com Center Club	0		
Town Hall	1		
FULL REMOTE			2
Sub Totals	7	30	2

YouTube Analytics

YouTube Monthly Views: 1,258
 Top viewed meeting: Finance Committee | March 18, 2025 (30 views)
 Top viewed non-meeting Content: Backstage | DPW Transfer Station 2025 (125 views)

On Demand

Archive & Website VIEWS	Views	Percentage
WINDOWS	406	35
Mac	442	38
Android	87	7
iOS	165	14
Other	60	5
TOTALS	1160	100

V. TREASURER/COLLECTOR

As of 3/31/2025 the Treasurer/Collector's office collected 52.91% of the FY2025 real estate taxes.

	2025		2024
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
	3/31/2025		3/31/2024
Tax	\$19,963,164.52	Tax	\$19,562,997.90
OPEB	\$299,356.32	OPEB	\$293,330.21
CPA	\$562,058.73	CPA	\$548,718.62
Total Outstanding	\$20,824,579.57	Total Outstanding	\$20,405,046.73
	47.09%		47.67%

Real Estate

Fiscal Year 2025 Real Estate and Personal Property tax second installment bills were released on March 24, 2025, and will be due on May 1, 2025.

FY2025 Real Estate Tax Collections for the month of March are \$658,641.38, including interest.

FY2024 Real Estate Tax Collections for the month of March are \$6,220.00 including interest and fees.

FY2025 Personal Property Tax Collections for the month of March are \$9,128.51. Prior years Personal Property Tax collections for the month of March are \$3,670.90.

OPEB Surcharge

OPEB Surcharge transfers to the OPEB Trust Account to date are \$3,267,514.01.

Tax Title and Foreclosure

The Town currently holds 21 tax title accounts with a total balance of \$573,084.50, including fees and interest. Tax Title receipts collected for the month of March are \$950.00, including interest and fees and one 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 2025 Motor Vehicle excise bills were released on 1/27/2025. The total 2025 Motor Vehicle excise commitment is \$1,288,658.47 and receipts collected for the month of March are \$154,254.91.

Previous (prior to 2025) Motor Vehicle excise receipts for the month of March are \$9,880.45, including fees and interest.

Boat Excise

The 2025 Boat Excise bills were released on February 10, 2025. The total 2025 Boat Excise commitment is \$103,386.00. The FY2025 Boat Excise receipts collected for the month of March are \$28,039.00, including fees and interest.

Previous (years prior to 2025) Boat Excise receipts for the month of March are \$720.11, including fees and interest.

Chatham Cultural Council

The Chatham Cultural Council held a meeting on March 4, 2025, during which members approved the minutes from the January 6th meeting, as well as the Treasurer's reports for December and January. Susan Wegner was appointed as the acting secretary for the session. The council also provided updates on the remaining 2024 grantees and assigned liaisons to the 2025 grantees. Discussions focused on recruitment and fundraising efforts. Barry Desilets proposed distributing Cultural Council flyers on the seats at the Summer Residents Advisory Board meeting and will take steps to seek approval. Additionally, members explored the idea of a personal letter campaign, with the staff liaison recommending that all distributions come from the Cultural Council rather than individual members. Lastly, the council suggested placing an advertisement at the Orpheum Theater for the month of June to increase visibility.



April Daffodils in Chase Park Photo Credit: Shanna Nealy

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 202 calls for service, of which 152 were medical calls which required the transport of 103 patients. Ambulance revenue was \$68,288.43 and Inspectional Services generated an additional \$930 for a total monthly revenue of \$69,218.43.

Dept		Indicator	Month		Year to Date	
			Mar '25	Mar '24	2025	2024
Fire Rescue/EMS	Fire Suppression/ EMS					
	1	Emergency Incidents	202	194	648	647
	2	Ambulance Transports	103	84	298	285
	3	Ambulance Receipts	\$68,288.43	\$64,173.16	\$212,990.33	\$215,980.43
	4	Firefighter Injuries	1	0	4	3
	5	Civilian Injuries	0	0	0	0
	6	Mutual Aid Given	5	11	16	22
	7	Mutual Aid Received	0	1	3	4
	Fire Prevention/ Code Enforcement					
		Inspections (resale, new construction and commercial)	32	46	98	93
		Fire Prevention Revenue	\$930	\$1000	\$1865	\$2260

Personnel:

Anniversaries:

Captain Mark Higgins – 3/1/25 – 22 years

FF Ryan Friel – 3/27/25 – 2 years

The department welcomed FF Dan Deering to the department. He completed two weeks of orientation training and has been assigned to Group 1, reporting to Captain Dave Ready and Lieutenant James Young.

Training:

Lieutenant Tim Hunter attended a week-long supervisory course at the National Fire Academy in Emmitsburg, MD. This class is funded by the US Fire Administration which includes reimbursement for travel and lodging expenses. Each shift conducted training exercises at an acquired structure on Barcliff

Ave. This opportunity was provided to the department by a private resident prior to the home being demolished. A member of the Joint Base Cape Cod Fire Department conducted in-service training for each shift to increase provider awareness when interacting with patients with autism. The Barnstable County Technical Rescue Team conducted a monthly training exercised and Chatham FD was represented by four team members. The Drone Team (FD and PD members) conducted a training exercise to review equipment/software and captured aerial imagery to Chatham TV for an ongoing town project as part of an ongoing project.

Incidents:

The Drone Team was activated to assist Chatham PD with the search for a missing person who was wanted by PD for his connection was an assault case. Tech Team members and drone pilots were activated for the search for a missing person in Falmouth. An engine crew responded mutual aid to Harwich for a building fire. Ambulance crews responded to three Priority One (most critical level) patients in a seven-hour span on 3/29/25.

Emergency Management:

Chief Tavano and Deputy Director Heller attended a group planning meeting as part of an effort to update the Town's Hazard Mitigation Plan. A small-scale tabletop exercise was held in the FD Emergency Operations Center which focused on a mass dolphin stranding near Morris Island. Representatives from other town departments participated and the objective of this type of exercise is to collaboratively brainstorm about incident priorities and objectives, needed resources, and resource management. The results will be catalogued as a reference guide for responders if this situation ever presents itself.

Fire Prevention:

Chief Tavano, Deputy Chief Clarke, and Fire Inspector Shevory met with Chatham Bars Inn leadership and event planning staff to discuss some of the past challenges with larger high-profile events, particularly regarding tents. A solid action plan and a strong line of communication for future events was established.

Administration:

Dispatch transition

Lower Cape Chiefs meeting with State Rep re: STR bill

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 **March 2025**.

The Department is pleased to announce that the Town of Chatham has been awarded \$133,500 in Natural Resource Nitrogen Sensitive Area grant funding from the Massachusetts Department of Environmental Protection (MassDEP). This grant will support efforts to generate watershed data, inform decision-making, ensure continued compliance with MassDEP permitting requirements, and engage the community in water quality initiatives. By securing these funds, the Town reduces the direct financial impact on taxpayers while making meaningful progress toward its long-term goal of reducing nitrogen pollution and protecting Chatham's coastal and freshwater resources.

REGULATORY BOARDS

Board of Health – The Board of Health held one hybrid meetings on March 17th. There was one hearing on additional bedroom approval with IA technologies for a new lot development. Discussions and updates on the status of the ordered clean up at 32 Mill Hill Rd. Additionally, the Board suggested items for future agendas, including the transfer station and follow-up on the use of lead containing fuels at the airport. The Board is also interested in the performance of Innovative Alternative Nitrogen Using Technologies being installed in the town.

Conservation Commission – The Conservation Commission held three hybrid meetings on March 5th, 12th, and 26th. The Commission is receiving updates on two new coastal bank violations at Barcliff Road and Moonpenny Road, with the next update scheduled for April 23, 2025.

ADVISORY COMMITTEES

Working Waterfront Advisory Committee – Formerly Aunt Lydia's Cove Committee – The Aunt Lydia's Cove Committee did not meet in March. However, on March 25, 2025, the Select Board met and considered the proposed charge of the Aunt Lydia's Cove Committee. The Board voted unanimously (5-0-0) to accept the new charge with an amendment. The new charge now reads as follows: *This Committee should consist of those individuals interested in and familiar with issues related to Aunt Lydia's Cove, the Trap Dock at Stage Harbor and any interests of the Commercial Fishing Industry. The Committee should convene at least quarterly throughout the year to discuss and make recommendations on or about Aunt Lydia's Cove, the Trap Dock at*

Stage Harbor, and Commercial Fishing Industry interests within the Town of Chatham at either their initiative or at the request of the Select Board. After accepting the new charge, the Board discussed the impact of the new charge and considered a name change for the Committee. The Board voted unanimously (5-0-0) to change the name from Aunt Lydia’s Cove Committee to the Working Waterfront Advisory Committee.

Energy and Climate Action Committee – The Energy and Climate Action Committee held one hybrid meeting on March 18th. The meeting covered several topics, including a discussion recommending a revised charge to the Select Board, and a follow-up on the ECAC Recycling Audit.

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

Shellfish Advisory Committee – The Shellfish Advisory Committee held one meeting on March 12th. The Committee noted their appreciation to Ted Keon’s 27 years of dedicated service to the Town with a framed antique map of Chatham. Following, the committee voted to enter into executive session.

South Coastal Harbor Plan Committee – The South Coastal Harbor Plan Committee held one meeting on March 5th. Topics meeting included proposed changes to the charge of the Aunt Lydia’s Cove Committee as presented by chair Jim Nash, and further review of the draft public presentation regarding renewal of the South Coastal Harbor Plan.

Waterways Advisory Committee – The Waterways Advisory Committee did not meet in March.

COASTAL RESOURCES DIVISION

Project Planning/Coordination:

90 Bridge Street Waterfront Property- Contractor, Robert B. Our Marine Division, is providing the engineer with various project submittals for approval relative to the pier and float construction phase. Weekly job meetings are being held to monitor progress and respond to questions. The Town recently identified, and will likely pursue, an additional grant opportunity through the MA Dept of Agriculture to offset costs for the boathouse/upweller phase of the project. The grant provides funds for capital improvements related to enhancing local food production.

Ryder’s Cove Bulkhead & Ramp Replacement- Clark Engineering finalizing Notice of Intent (NOI) to be filled with the Conservation Commission for trailer parking extension and the Marconi tower relocation. NOI to be heard by the Conservation Commission in April. Pare Corporation is working on design refinements for the overall renovations of the landing.

Townwide dredge permit modifications- Awaiting further guidance from the US Army Corps of Engineers (USACE) regarding what additional information may be required to continue their review of the full townwide permit. A reduced version of the permit was issued to enable dredging at Stage Harbor and Mill Creek this season.

Stage Harbor Dredging: New USACE permit issued in February allows commencement of dredging in Stage Harbor entrance channel. Weather conditions (strong winds) have impacted the County dredge's ability to mobilize to the site. Project now scheduled for initiation in April after completion of the Mill Creek dredging which also has been delayed.

Mill Creek Dredging: New USACE permit issued in February allows commencement of dredging at Mill Creek to remove shoal at mouth of inlet with sand placement at Cockle Cove. Project continued to be delayed due to high winds and now scheduled to be initiated in early April.

FY 24 Coastal Resiliency Grants:

- Jackknife Harbor Living Shoreline: On hold pending submission of FY26 CZM Coastal Resiliency grant for construction.
- Stage Harbor Entrance Erosion & Shoaling- State and federal permits under review.

Fish Pier Improvements (S. Jog pedestrian walkway) – Awaiting final permit approval of walkway. Select Board has endorsed moving forward with contracting with engineer to finalize the design and prepare bid documents for the project.

Marconi Tower Relocation- Notice of Intent application scheduled to be heard in April for extending the trailer parking spaces at Ryder's Cove Landing to include relocation of the tower. Town assessing scope of tree planting mitigation needed due to required tree removal to move the tower.

Little Mill Pond Pier Replacement- Engineer provided several design and material recommendations for reconstruction of the pier. Meeting was held on site to review options for raising the inland parking area for resiliency. Reviewed how raising may impact the design of the adjacent sewer pumping station under construction.

Town Landing Comprehensive Survey- South Coastal Harbor Plan Committee, Waterways Advisory Committee and Shellfish Advisory Committee have all reviewed the various surveys of the town landings in executive session. Chairs of the three committees intend to meet and discuss the various thoughts/concerns as expressed by their members.

Ryder's Cove Herring Run: Rt 28 Culvert Replacement- Technical proposals from two firms were received on March 7 and provided to the study team for review. Meeting was held on March 21 to discuss the proposals and then the cost basis for the proposals were opened for comparison. Costs for the work exceeds the currently available NRCS budget and the Team is reviewing options for moving forward.

Div Marine Fisheries Grant: Life Rings- Town procured several life ring cabinets for installation throughout the town at various landing and water access locations funded by DMF grant. Harbormaster staff will be installing over next few months prior to summer season.

Municipal Vulnerability Program (MVP) Action Grant- Town is working with several consultants to prepare an application for an MVP Action Grant entitled *Chatham South Beaches Sediment Nourishment Resiliency Planning Project*. Grant funding is being sought to develop plans for addressing the nourishment needs, sand sources available and methodologies and costs to maintain nourishment along the beaches of Nantucket Sound. The grant is due April 4.

MA EOED Dredge Grant- A dredge grant was submitted to EOED to support dredging (50% cost-shared) in Aunt Lydia’s Cove in FY26. This is the annual grant program that the Town has successfully received grants from since its inception in 2018.

CONSERVATION DIVISION

New Applications received in the month compared to previous years.

APPLICATION	March 2025	March 2024	YEAR TO DATE 2025	YEAR TO DATE 2024
Notice of Intent	0	3	12	10
Request for Determination	3	3	4	8
Request to Amend an Order	0	1	2	1
Admin Reviews	6	5	12	19
Extensions	0	3	0	6
Field Chgs	3	0	4	1
Cert of Compliance	5	3	13	12
TOTAL RECEIPTS	890.00	2937.50	5127.00	7000.00

Conservation Commission Support

Violations Status for March—Two new coastal bank violations were identified in late March at Barcliff Road and Moonpenny Lane; violation letters will be issued in April, with the next Commission update scheduled for April 23, 2025. A letter of violation was sent to 314 Cackle Cove for unpermitted structures, and the consultant is pursuing after-the-fact permitting. At 93 Orleans Road, the Commission approved a modified restoration plan. At 97 Tilipi Run, unauthorized vista pruning was observed during a site visit; the owner’s legal representative was notified. A potential violation on conservation land at 30 Woods End Lane is under review. Communication continues regarding the ongoing violation at 243 Kendrick.

Regulatory Updates and Training – The Assistant Agent attended the EBC Conference, where regulators highlighted the emerging acceptance of Thin Layer Placement for salt marsh protection and ongoing development of regulations for Land Subject to Coastal Storm Flowage. A new offsite sediment disposal facility is now available. The need for better coordination among project stakeholders was emphasized to ensure permit compliance. The Assistant Agent also attended a session on Public Records and Open Meeting Law updates, and key takeaways will be shared with the Commission to support ongoing compliance.

Project Coordination and Site Work – Staff attended hearings to support the Commission with procedural guidance and to ensure that all necessary application materials were available for review. Staff also coordinated with engineers and environmental consultants to provide the Commission with the information needed to make informed decisions. The Coastal Resource Director and Assistant Agent met with Crawford Land Management at 110 Seashells, 94 Seashells, and 60 Sea Mist to review final grades and nourishment profiles placed on the coastal beach and below mean high water; the project is expected to be completed in early April. Additionally, the Agent reviewed several sewer connection requests from the Department of Public Works to determine if conservation permits were necessary.

Land Management of Conservation Areas

North Beach – The annual Barrier Beach Guidelines assessment of piping plover nesting habitat was completed in early March, followed by the installation of habitat fencing and signage, expected to finish in early April. Beach profiles indicate accretion and rising elevations, promoting dune formation, a natural result of the absence of major storms. Aerial imagery shows offshore shoals migrating west and landward, further supporting accretion. For the first time in years, the entire front coastal beach is accessible to off-road vehicles without an inner OSV corridor. Surveillance cameras have been ordered for monitoring, predation tracking, and public education on plover behavior. Several pairs of plovers were observed in March, with more expected to establish nesting territories. New Shark Bleed Emergency Kits have been restocked, and updated shark and severe bleed signs will replace the old ones.

Oyster Pond Town Beach – The Conservation Agent, Coastal Resource Director Ted Keon, and Recreation Director Amiee Howell met onsite with DPW staff to develop a plan for improving beach conditions. The area has been overtaken by invasive species, including Phragmites. These will be



removed, and windblown sand from the Harding’s Beach parking area will be redistributed across the beach to expand usable space for visitors.

Mary’s Pond, George Ryder Conservation Area – In late March, a resident submitted a complaint and photographs showing blue Styrofoam debris along the shoreline of Mary’s Pond, located within the George Ryder Forest Conservation Area and near land managed by the Chatham Conservation Foundation. Staff investigated and determined the source to be two floats in the pond using outdated blue Styrofoam, which is now banned in Chatham. The property owners were notified and instructed to remove and replace the floats with non-toxic alternatives.



MCI Ryder’s Cove Project – The MCI project to refurbish and relocate communication towers at Ryder’s Cove continues to move forward under a Notice of Intent. Final design details were developed following multiple site visits. Ospreys currently nesting on the towers will be allowed to remain for the 2025 season. After one tower is relocated further inland and all are refurbished, two towers will be equipped with osprey nesting platforms, and one will include a nesting guard. Mitigation planting details will be finalized at the public hearing scheduled for April 23, 2025.

Osprey Nesting Platform, Bridge Street – Division staff coordinated with Eversource and wildlife specialist Chris Walz ("the Birdman") to install a new osprey nesting platform at Bridge Street. A previous nest built on live electrical components caught fire twice in 2024, prompting the installation of a T-guard to deter further nesting on the utility pole. The alternative platform was installed nearby, and upon their return in early



March 2025, the osprey pair began nesting on the new structure. This action improves public safety, prevents future fires and power outages, and supports wildlife conservation.

HARBORMASTER DIVISION

The month of March was relatively slow with maritime traffic along the waterfront with only a few commercial clammers and mussel boats operating throughout town waters.

In March, our staff started construction on the new waste oil shed at the Municipal Fish Pier. The old structure was damaged last fall and in desperate need of replacement. The former system featured a waste oil tank that would need to be pumped when full. The new shed will accommodate waste oil barrels that can be replaced when full and not required to have a pump truck.

Our Mooring Manager attended a Marine Medical Emergency course in March. This course is required as part of the curriculum for initial training requirements for Harbormaster’s. This two-day course was held in Yarmouth and featured classroom instruction as well as practical underway evolutions focusing on emergency response to marine medical emergencies.

Administratively, our staff have processed the mooring permit and waitlist renewals for 2025 and reviewed those results in preparation to make mooring permit offers next month in April.

HARBORMASTER DIVISION	MAR 2024	MAR 2025	YTD 2024	YTD 2025
MARITIME ASSISTANCE CASES				
TOWS (DISABLED BOATS)	0	0	0	1
GROUNDINGS	1	0	1	1
DEWATERING	1	0	1	0
MISC. ASSIST	0	1	6	5
C.G./AGENCY ASSIST	0	0	1	1
CAPSIZED BOAT/SALVAGE	1	0	1	1
MEDICAL	0	0	0	0
P.I.W.	0	0	0	0
POLLUTION	0	0	0	0
KAYAK/WATERCRAFT ASSIST	0	0	0	0
BOAT FIRE	0	0	0	0
TRANSPORT	0	0	0	0

HEALTH DIVISION

The Department is gearing up for the Summer Season. The Health Inspector has been busy scheduling and conducting team inspections of restaurants. Real estate Title 5 inspection reports are coming in at a rapid pace and when submitted they are reviewed by the Health Inspector and staff and a letter is generated for each report. Follow up with Realtors and Inspectors is conducted. Staff continue to attend weekly Bird Flu office hours and follow up on dead bird reports. The Health Inspector attended the Annual Massachusetts Environmental Health Association Title 5 Seminar.

The Health Agent and staff assisted the Chatham Recycles volunteers to organize and set up the 13th annual Book and Media Swap. The event was very successful and well received by the public. Additionally, the Health Agent completed a cost tool analysis required by State DPH for local public health shared services. This is an in-depth look at foundational public health services, and allows for the collection for data (budget, staff etc.) to assist with estimating current and necessary resources for local public health. The Health Agent and Inspector attended a Public Health Emergency tabletop exercise. The scenario was a measles outbreak on Cape Cod. This was very useful and timely.

The STR Inspector conducted 58 routine inspections this month and continues to register applicants for the 2025 rental season.

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

	March 2025	March 2024	YTD 2025	YTD 2024
PERMITS ISSUED:				
Disposal Works Construction	5	6	21	26
Food Handler's	3	9	14	74
Motel/Cottage	1	5	2	8
Room Inspection	0	1	0	5
Swimming Pool/Hot Tubs	1	4	1	5
Tobacco Sales	1	1	1	5
Stable/Animal Keeping	0	0	0	0
Septic Installers	2	0	14	43
Septage Haulers	1	0	3	14
Rubbish Haulers	1	0	2	4
Recreational Camps	0	0	0	0
Well Construction	0	3	2	7
Well Destruction	0	0	0	0
Scallop Shanty	0	0	0	0
Bathing Beaches	0	0	0	0
Short Term Rental registrations	79	71	858	372
Body Art Establishment	0	0	0	0

Body Art Practitioner	0	0	0	0
Total	94	100	918	563
Inspections:				
Restaurant/Food Inspections	8	12	14	25
Septic Inspections	17	13	46	35
Housing Inspections	0	0	0	1
Short Term Rental Inspections	58	0	145	0
Room Inspections	2	8	9	13
Complaint/nuisance Inspections	2	3	5	12
Test Holes	3	3	6	21
Pool Inspection	0	0	0	0
Total	90	39	225	107
Reviews/Comments:				
Board of Health Variance Reviews	1	3	4	4
Swimming Pool Plan Reviews	0	0	0	0
Zoning Board of Appeals Comments	3	13	20	30
Building Dept. Permit Reviews	31	23	101	96
Planning Board Comments	0	0	0	3
Board of Selectmen Comments	0	0	0	0
Real Est. Transfer Report Reviews	10	9	18	23
Total	45	48	143	156
Total Receipts:	\$6,280.00	\$8,150.00	\$43,095.00	\$47,770.00

SEWER*

Septic Abandonment	7	9	25	39
Sewer Connection Permit Reviews	9	10	29	40
Sewer Connection Orders Sent	0	0	0	427
Sewer Connection Time Extensions	0	1	0	1
Sewer Connection Orders Rescinded	0	0	0	15
Total	16	20	54	522

*Total sewer applications to date in database are 831 with 668 completed (80%)
Total orders to connect to date in data base are 823 with 448 completed (54%)

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

What a difference a month makes! Other than a brief dip below 30 degrees in early March, the daily temperatures gradually increased throughout the month, and harvesters took advantage. Commercial landings for both quahogs and steamers rose significantly. Most of the commercial fleet headed to the South Beach flats and targeted steamers. Shellfish were still deep in the sediment, but decent prices motivated harvesters to dig deep. Recreational oyster harvesters were also treated with a late season distribution of 4,500 over-sized oysters, 3,500 purchased from Chatham Shellfish Company through the Revolving fund with an additional 1,000 donated to the town.

The division staff was also busy on many fronts over the month preparing for the upcoming season and included setting up an online platform with Bonsai Logic (along with Finance Administrator, Chris Mazulis and Greg Berman) to offer online sales of shellfish permits as well as the creation of a database with permit holder information and revamping the Shellfish Division page to include an interactive shellfish map (Ryan Darmon and Krissy Caruso) and easy accessibility to shellfish regulations and other helpful shellfish information. We also continued prep work for the upcoming propagation season and launched the first boat of the year. Staff also participated in organizing the MSOA annual convention, began talks with 4Cs to assist in coordinating a new Shellfish Constable Certification Program by creating a hybrid semester long course including weekly online curriculum and in person lab requirements, and participated in a Shellfish Advisory Panel meeting.

Estimated Wholesale Value of Commercial Shellfishing Fleet				
Year to Date 2025				
	January	February	March	Total
Soft Shell Clam	\$9,000	\$10,000	\$77,875	\$96,875
Quahogs	\$10,498	\$11,580	\$27,183	\$49,261
Mussels				\$0
Razor Clams				\$0
Scallops				\$0
Monthly Total	\$19,498	\$21,580	\$105,058	
Y-T-D Total	\$146,136			

			Month to Month Comparison	
			24-Mar	25-Mar
Total Estimated Wholesale				
Value of Commercial Landings			\$ 79,650	105,058
Estimated Recreational Value			\$ 8,325	15,262

CAPE COD WATER RESOURCES RESTORATION PROJECT (CCWRRP)

The CCWRRP, managed by NRCS and CCCD, is a federally funded program focused on salt marsh restoration, fish passage restoration, and stormwater remediation to protect shellfish beds. Chatham has participated since 2010, completing stormwater improvements at Oyster Pond Furlong with initial funding, and securing grants for six additional projects now in the assessment/design phase:

- Fox Hill Road: \$416,000 allocated for stormwater improvements near the town landing discharging into Crows Pond. The Town and NRCS have 60% design plans under review. A meeting of the Project Team has been scheduled for early April to discuss the comments on the 60% design.
- Eliphamets Lane: \$299,000 allocated for reducing runoff into Mill Pond. The Town and NRCS are reviewing 60% design plans. A meeting of the Project Team has been scheduled for early April to discuss the comments on the 60% design.
- Sears Road: \$91,000 allocated for reducing runoff into Oyster Pond River. The Town and NRCS are reviewing 30% design plans.
- Little Mill Pond: \$325,000 has been allocated for stormwater improvements to reduce runoff. The project is currently on hold due to nearby sewer work, and early planning for reconstruction of the adjacent Town Pier. An onsite meeting was held with the sewer project and pier project engineers and Town Staff to discuss integration/coordination of the 3 projects in the small footprint area available.
- Ryders Cove Herring Run: A total of \$556,000 has been allocated to replace a collapsed pipe under Rt. 28. The initial assessment by MADOT is complete, and the Town, in collaboration with NRCS, has issued an RFP for design proposals for the culvert replacement. The Town received 2 responses to the RFP, unfortunately both proposals exceeded available funds for engineering under the grant. Town staff and NRCS are looking at opportunities for additional funding and/or changes to the project scope.
- Frost Fish Creek: \$230,000 has been allocated for wetland restoration focused on culverts at Rt. 28, with partners including CCF, MADOT, NRCS/CCCD, and DER. The funding includes \$75,000 in CPA funds and a \$300,000 DER grant. SMAST is evaluating the optimal opening size at Rt. 28 and its water quality impacts. The optimization report was received at the end of March and is under review by the Project Team. The Town received 2 responses to the RFP for a consultant to undertake field data collection, planning, and design for coastal wetlands restoration of Frost Fish Creek, as well as perform environmental assessments based on the optimal opening. The responses were reviewed by the Project Team and a recommendation to award has been made to the Town Manager. This work will be funded by the DER grant.

WATER QUALITY LABORATORY

The results from the summer 2024 samples analyzed by SMAST at UMass Dartmouth have been received and are currently being reviewed and updated figures of the results produced which will be uploaded to the Program webpage (<https://www.chatham-ma.gov/977/Coastal-Water-Nutrient-Monitoring-Progra>).

A planning meeting for summer 2025 was held to discuss logistics for the upcoming water quality monitoring season, including the schedule, station coverage, volunteer recruitment, materials and equipment, training and certification, communications, transport to SMAST, and reporting. Those interested in volunteering should reach out to the coordinator for their preferred area. For Chatham Harbor and Pleasant Bay, contact Bob Samuelson at rjsamuelson@icloud.com. For Stage Harbor, Oyster Pond, Mill Pond, and Nantucket Sound, contact Betsy Mosser at betsymosser@aol.com. See below for the schedule of sampling dates for the 2025 water quality monitoring season.

2025 Water Quality Monitoring Season:

Pleasant Bay Estuary (Orleans/Harwich/Chatham)

Nauset Estuary (Eastham/Orleans)

Stage Harbor Complex (Chatham)

Nantucket Sound (Chatham/Harwich)

Cape Cod Bay (Orleans)

2025 SAMPLE COLLECTION DATES AND TIMES

Date	Day	Stage Harbor		Pleasant Bay		Nauset Harbor	
		Low Tide*	Sample Window	Low Tide*	Sample Window	Low Tide*	Sample Window
July 14	Monday	0908	6-8am	1156	7:30-9am	0934	6-8am
July 28	Monday	0907	6-8am	1158	7:30-9am	0936	6-8am
August 13	Wednesday	0924	6-8am	1212	7:30-9am	1013	6-8:30 am
August 27	Wednesday	0909	6-8am	1203	7:30-9am	1000	6-8:30 am
September 11	Thursday	0856	6-7:30am	1146	7:30-9am	0943	6-8 am

Dates have been chosen to most effectively meet the goals (mid, ebbing tide) within the constraints of when samples can be sent to SMAST.

* approximate.

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 March 2025, the Chatham Police Department logged 1918 calls for service. (These numbers include calls for service for the Animal Control Officer). This is higher than 1667 we logged for February 2025. This is almost the same from the 1985 calls for service logged for March 2024.

CHATHAM POLICE IN THE COMMUNITY:

Our annual “Citizen’s Police Academy” continued through the month of March. Each Monday, during the month, our attendees were delivered many specialized topics. Some of those topics included, Dispatch, Animal Control, Cyber Crime, K9 and Drone demonstrations, Elder Affairs and Court Prosecution. The Academy continues with an expected graduation date of: April 05, 2025.

On March 10, CPD Command Staff spoke at the opening ceremonies of the annual Federal Bureau of Investigation’s (FBI) Regional Command College. This annual event held March 10-12, at the Chatham Bars Inn, attracts the area’s top law enforcement leaders from around New England, to hear from public safety professionals from the local, state and federal level.

SIGNIFICANT DEPARTMENTAL TRAINING HELD:

On March 19 and 20, the department held a specialized training event at the Gannon Law Enforcement Training Center in Yarmouth. Police officers were refreshed on the department’s “Use of Force” policies and went through multiple “live fire”, “shoot-no shoot” scenarios. Modified duty weapons were used, that fired “Simmunitions”, a type of harmless, paint-based training ammunition. What made this training unique was the introduction of the Town’s Mental Health Clinician, and scenarios that reflected her being present in co-response situations that (either) escalate or de-escalate.

SIGNIFICANT TRAINING ATTENDED:

On March 25-27, CPD Command Staff attended the annual Massachusetts Police Accreditation Conference, held in Falmouth. This annual convention focuses on the Certification and Accreditation processes that Chatham PD is currently undergoing.

DEPARTMENTAL MEETINGS ATTENDED:

On March 24, CPD staff attended the monthly Independence Day Parade Committee meeting held at the Chatham Community Center.

On March 26, CPD Staff, (including the Behavioral Health Clinician and the Substance Abuse Recovery Coach), attend the annual Chatham Elder Working Group (CHEWG) meeting to discuss our community’s at-risk population.

On March 26, CPD staff attended the annual Monomoy regional School Department's Crisis Team meeting, held at the Monomoy Regional High School.

DEPARTMENTAL PROMOTIONAL PROCESS HELD:

Due to the anticipated vacancy in the rank of Sergeant, an internal departmental Sergeant Promotional Assessment Process was held on March 05 and 06. Several qualified candidates were identified based on years of service, departmental resume, formal and professional training and education and other factors. The two-day process consisted of interviews, writing assignments, internal testing and scenarios. Upon completion, an internal "Promotional List" was established, and this list will be valid for the next two (2) years.

BEHAVIORAL HEALTH CLINICIAN'S REPORT:

Our clinician continues to deliver quality service and assistance to both our public safety partners and members of our community. On the Police Department side, (only), for the month of march, Clinician Nash had 77 total interactions involving 20 individual clients, for over 24 hours of personal, (in contact) direct clinical service. Other activities included in-home follow-ups, phone and email conversations, and assistance with CPD staff investigations.

Clinician Nash continues to attend the monthly Community Crisis Intervention Team meetings in Orleans.

Our clinician also attended a Teen Substance Abuse and Mental Health presentation, sponsored by Behavioral health Innovators of Cape Cod. The topics focused on young adults suffering from substance abuse and behavioral health issues.

Our clinician (as mentioned earlier) was the focus of two days of tactical training consisting of some of the following: shoot/no-shoot scenarios, de-escalation, extricating/removing the clinician from a hostile event. The police department are constantly developing (and modifying), policies and procedures involving the safety and security of our clinician.

Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
ANIMAL-Bites	0	1	1	< 1	3.97	0.18
ANIMAL-Found Dog	0	1	1	< 1	9.13	8.00
ANIMAL-Loose/Lost Dog	1	1	2	< 1	2.73	3.80
ALARM- COMMERCIAL	0	9	9	< 1	3.62	4.58
ALARM- RESIDENTIAL	0	22	22	1.1	4.56	3.67
ANIMAL-All Other	0	1	1	< 1	9.45	16.18
ASSAULT & BATTERY	0	2	2	< 1	2.18	184.28
ASSIST CITIZEN	2	26	28	1.5	5.39	18.56
ASSIST LAW ENFORCEMENT AGENCY	2	5	7	< 1	2.00	13.76
ASSIST TOWN DEPT/ OTHER AGENCY	8	10	18	< 1	3.02	13.69
ANIMAL-Wildlife	5	5	10	< 1	0.10	5.35
BUILDING/PROPERTY CHECK	1205	2	1207	62.9	4.40	1.08
* COMMUNITY POLICING ACTIVITY	105	0	105	5.5	0	5.54
Community Policing - School	19	0	19	< 1	0	11.96
DISTURBANCE	0	1	1	< 1	4.07	61.71
DISABLED MV	3	2	5	< 1	1.13	5.10
DOMESTIC DISTURBANCE	0	2	2	< 1	8.10	57.49
E911 HANG UP/ ABANDONED/ FALSE	0	4	4	< 1	3.06	5.15
FIREARM/ AMMO SURRENDER	0	2	2	< 1	5.99	15.28
FOLLOW-UP	8	11	19	< 1	3.00	36.60
FRAUD-Identity/Counterfeit/Etc	0	2	2	< 1	1.50	25.65
GAS ODOR / LEAK	0	1	1	< 1	0.08	43.60
HAZARDOUS SITUATION	1	2	3	< 1	3.16	2.33
JUVENILE OFFENSES	0	2	2	< 1	4.28	19.67
LARCENY	0	2	2	< 1	5.01	21.74
MEDICAL	3	12	15	< 1	3.26	13.17
Mental Health	2	5	7	< 1	0.05	0.57
MISSING PERSON	0	1	1	< 1	5.56	42.82
M V CRASH - Major prop damage	0	1	1	< 1	1.36	56.51
M V CRASH - Minor prop damage	1	5	6	< 1	4.00	14.66
* M V STOP	93	4	97	5.1	1.25	6.13
Internet Incident	0	1	1	< 1	5.18	16.63
OPEN WINDOW / DOOR	1	1	2	< 1	5.98	10.24
OPERATION COMPLAINT MV/Other	4	4	8	< 1	5.06	15.33
PARKING COMPLAINT/ VIOL.	0	2	2	< 1	6.89	3.27
ANNOYING / SUSP PHONE CALLS	0	1	1	< 1	2.70	33.05
POLICE INFORMATION	1	9	10	< 1	0.11	1.12
POWER OUTAGE	0	1	1	< 1	3.43	8.65
PROPERTY - FOUND / LOST	1	9	10	< 1	2.28	5.57
RADAR TRAILER DEPLOYMENT	2	0	2	< 1	0	0.03
RADAR/TRAFFIC ENFORCEMENT	204	0	204	10.6	1.11	24.41
REASSURANCE CHECK	0	7	7	< 1	3.67	6.51
SERVE 209A/HARASSMENT ORDER	0	2	2	< 1	0.07	1.17
SUDDEN DEATH	0	1	1	< 1	0.93	48.81
SHOPLIFTING	0	1	1	< 1	6.62	14.95
SEX OFFENDER REGISTRY	0	3	3	< 1	6666667E-02	17.08
SERVE SUMMONS	0	4	4	< 1	0.08	9.72
SUSPICIOUS ACTIVITY	6	24	30	1.6	4.12	13.58
TOWN BYLAW/ CODE/ REG VIO.	2	2	4	< 1	2.48	6.93
TRAFFIC CONTROL	1	1	2	< 1	1.92	3.04
TRESPASS	0	1	1	< 1	7.75	35.15
VANDALISM	0	1	1	< 1	7.09	37.30
SERVE WARRANT	0	1	1	< 1	1.87	99.34
WATER LINE LEAK / BREAK	0	2	2	< 1	6.73	27.48
WELL BEING CHECK	0	12	12	< 1	4.98	9.88
WIRE(S) DOWN-ALL TYPES	1	3	4	< 1	2.91	6.15
TOTAL	1681	237	1918	100	3.17	6.24

Crime Comparison Report For the period ending 03/31/2025

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2025			3										3
	2024													
	Net	0	0	3	0	0	0	0	0	0	0	0	0	3
Forcible Sodomy	2025													
	2024	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Forcible Fondling	2025	1	1											2
	2024	2		1										3
	Net	-1	1	-1	0	0	0	0	0	0	0	0	0	-1
Aggravated Assault	2025	2		2										4
	2024		2											2
	Net	2	-2	2	0	0	0	0	0	0	0	0	0	2
Simple Assault	2025	1	2	2										5
	2024			1										1
	Net	1	2	1	0	0	0	0	0	0	0	0	0	4
Intimidation	2025		1	1										2
	2024		1	1										2
	Net	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Crimes Against Persons	2025	4	4	8										16
	2024	3	3	3										9
	Net	1	1	5	0	0	0	0	0	0	0	0	0	7

Crime Comparison Report For the period ending 03/31/2025

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Pornography/Obscene Material	2025													
	2024			1										1
	Net	0	0	-1	0	0	0	0	0	0	0	0	0	-1
Weapon Law Violations	2025													
	2024	1	1											2
	Net	-1	-1	0	0	0	0	0	0	0	0	0	0	-2
Total Crimes Against Society	2025													
	2024	1	1	1										3
	Net	-1	-1	-1	0	0	0	0	0	0	0	0	0	-3

Crime Comparison Report For the period ending 03/31/2025

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	2025	1	1	1										3
	2024		1	1										2
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Larceny (shoplifting)	2025			1										1
	2024													
	Net	0	0	1	0	0	0	0	0	0	0	0	0	1
Larceny (all other)	2025	3	1	1										5
	2024	4		1										5
	Net	-1	1	0	0	0	0	0	0	0	0	0	0	0
Counterfeit/ Forgery	2025													
	2024	2	2											4
	Net	-2	-2	0	0	0	0	0	0	0	0	0	0	-4
Fraud (false pretense;swindle)	2025	1	2	1										4
	2024	3	2	1										6
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Fraud (credit/debit card;ATM)	2025	1												1
	2024	1												1
	Net	0	0	0	0	0	0	0	0	0	0	0	0	0
Fraud (impersonation)	2025													
	2024	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Stolen Property	2025	1												1
	2024													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Destruction of Property/Vandalism	2025	2		2										4
	2024		2	2										4
	Net	2	-2	0	0	0	0	0	0	0	0	0	0	0
Total Crimes Against Property	2025	9	4	6										19
	2024	11	7	5										23
	Net	-2	-3	1	0	0	0	0	0	0	0	0	0	-4

Crime Comparison Report For the period ending 03/31/2025

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Disorderly Conduct	2025	1												1
	2024													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Driving under Influence	2025	1		1										2
	2024													
	Net	1	0	1	0	0	0	0	0	0	0	0	0	2
All Other Offenses	2025	7	1	2										10
	2024	3	3	2										8
	Net	4	-2	0	0	0	0	0	0	0	0	0	0	2
Total Group B Crimes	2025	9	1	3										13
	2024	3	3	2										8
	Net	6	-2	1	0	0	0	0	0	0	0	0	0	5

TAX SEASON SCAMS -WHAT TO KNOW-



- ⚠️ The IRS first contacts people by mail – not by phone or email – about unpaid taxes.
- ⚠️ If anyone calls about your taxes, hang up and call the IRS directly: **800-829-1040**
- ⚠️ The IRS will not ask for payment using a pre-paid debit card, money order or wire transfer.
- ⚠️ The IRS also will not ask for a credit card number over the phone.
- ⚠️ The IRS never requests personal or financial information by email, text or social media.



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](https://www.instagram.com/chatham_police_department)

PRINCIPAL PROJECTS AND OPERATIONS and GIS: Submitted by Terry Whalen

Below please find a summary of the Projects and Operations Administration Division's activity for the month of **March 2025**.

PROJECTS - Division Project Activity - There was activity during the month of March 2025 on these Department projects:

- Airport Commission – The Commission held a regular business meeting on March 12, 2025, addressing many topics including Commissioner Reports (Airport Revolving Fund (ARF), Report on noise comments received on website, Upper Air Inflation Building (UAIB) Progress, FY25 Capital Electrical Project Update (Administration Building Upgrades & Generator RFP), Hangar B – Drain and Flooring Project, H2 Hangar invoices, Airport Manager's Report - Tim Howard, Engineer's Report - GALE Associates (Design, Permitting, Bidding for Tree Removal Project, Navigation Aids (NAVAID) Replacement - Runway End Identifier Lights [REILs], Precision Approach Path Indicators [PAPIs], Rotating Beacon and Relocate Wind Sock, Install Fencing and Gate [former Fisherman's Storage Area and other ASMP grant projects]). 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, coordination with Finance on reporting improvements, supporting efforts regarding siting NOAA Upper Air Station at the former Fishermen's Storage Area, FY25 Capital Article implementation (procurement compliance support), FAA/MassDOT Aeronautics CIP coordination, website planning/revisions, 5-Year Capital Plan request submissions, obstruction removal project, 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 2024. 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 13th 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 January 2025, work and coordination continued to assemble materials for MassDOT to schedule and hold the District Utility and Constructability Engineer (DUCE) site utility walk, which now needs to be completed before hearing planning can resume. Additionally, the State Utilities Engineer (SUE) also requested underground survey utility location (e.g., ground penetrating radar or other electromagnetic methods) in advance of the site meeting. In March, proposals were

reviewed to complete the SUE work for review with the Town. These additional review/study steps will push back the scheduling of a 25% Design Public into middle 2025 at the earliest - the project implementation is still scheduled on the TIP for FFY28.

- 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 March focused on reconciling site plan elements from original PB/HBDC approved plan base with revised essentials and additional field data collection regarding the integration of “off-site” sidewalk repairs and Library Lane repaving. Also, in March continued OPM efforts on the HVAC Electrification Project, included coordinating with the Engineering Team to finalize the Heat Pump Renewable Thermal Study to propose the most feasible HVAC upgrade options for bidding. This study is expected to be completed in early April 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 March.
- 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 and to implement the corresponding Feasibility Study findings attained a major milestone in March 2025, with the SB placing and recommending the Expansion and Renovation of the Existing Center for Active Living (CFAL) at 193 Stony Hill Road to go before the 2025 ATM to request \$5 million dollars of funding via a Free Cash Capital Article. Staff efforts in March focused on issuing/processing Request for Qualifications (RFQs) for an Owner’s Project Manager (OPM) and Architect/Designer for compliance with procurement to be ready to meet the project’s tight schedule if the Warrant Article is approved requiring immediately moving into the Design Development phase.
- 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 March for the Town Offices ADA Restroom Upgrades first track project needing design work, construction activity continued with completion targeted 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. With the availability of additional American Rescue Plan Act (ARPA), the entire base contract cost (\$433,000) has been allocated to cover construction costs. For projects not needing design work, track two for implementation, the number of Action Items moved from 69 identified in the previous reporting quarter to 144

in the 3rd Quarter FY25 reporting at the end of March. For more detailed project implementation information please use the following link ([☐Chatham ADA - Task Tracking](#)). 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 also continued in March.

Inter-Departmental Projects/Other Support – Staff’s efforts in March 2025 focusing on supporting other Departments and Town efforts were as follows:

- DPW and POA project collaboration & Facility Foreman project assistance/coordination
- Energy and Climate Action Committee (ECAC) meeting support – March 18, 2025
- IT coordination regarding implementation of a new ClearGov Capital Project tracking software module to roll out in early FY26, to improve transparency and streamline progress reporting

OPERATIONS - Department activities related to Operations in March 2025 included:

- CLC/Green Communities proposed efficiency projects final review for the 1st round 2025 Grant Round submission in April
- Issued the Invitation for Bids for the Marconi Lattice Towers Historic Restoration Project (submittals due in early April)
- Municipal Energy Manager (shared CLC position) - energy use database QA/QC & EV Data review

Geographic Information System (GIS) Report – March 2025

During March, 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:

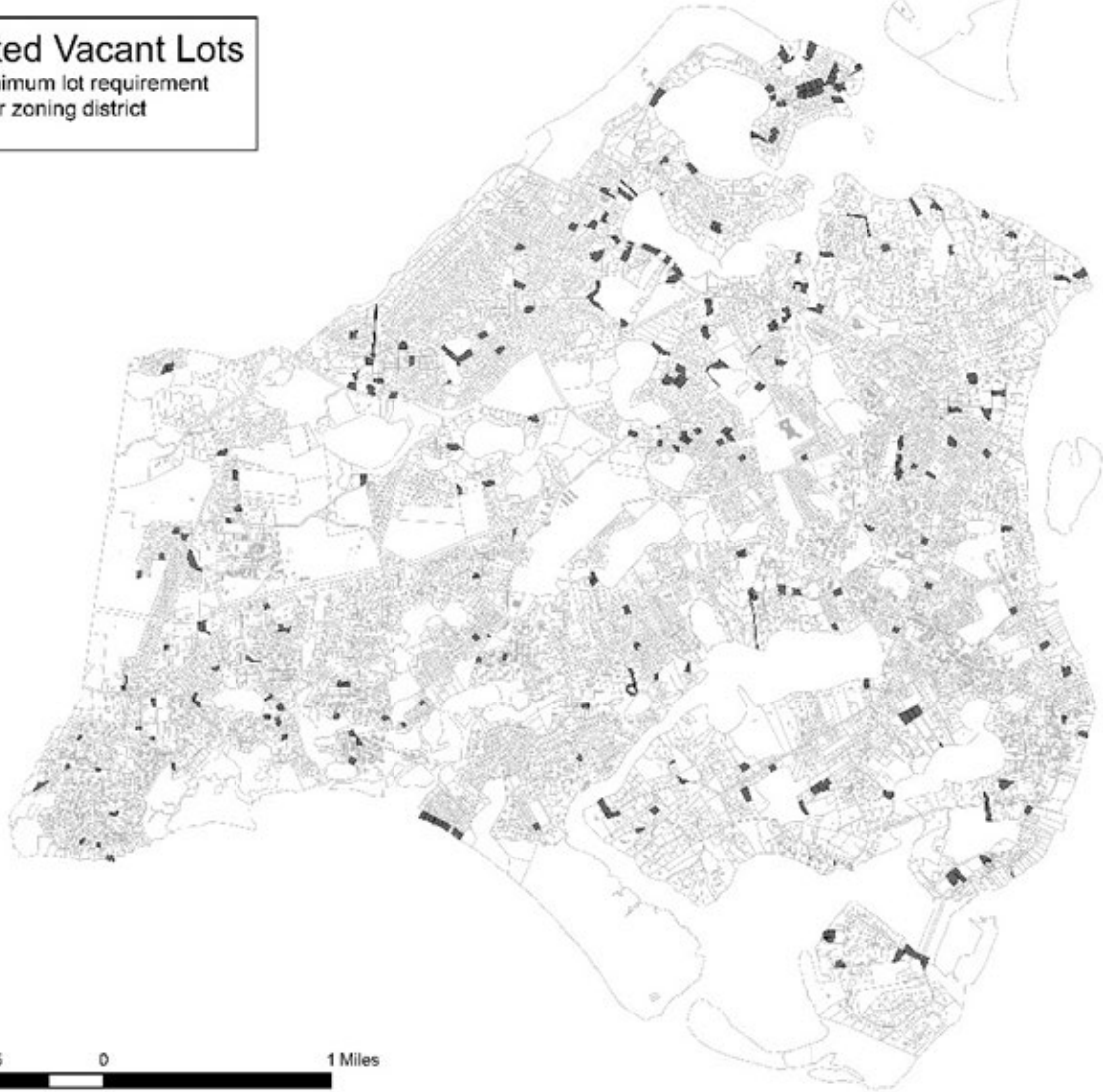
Assessing:

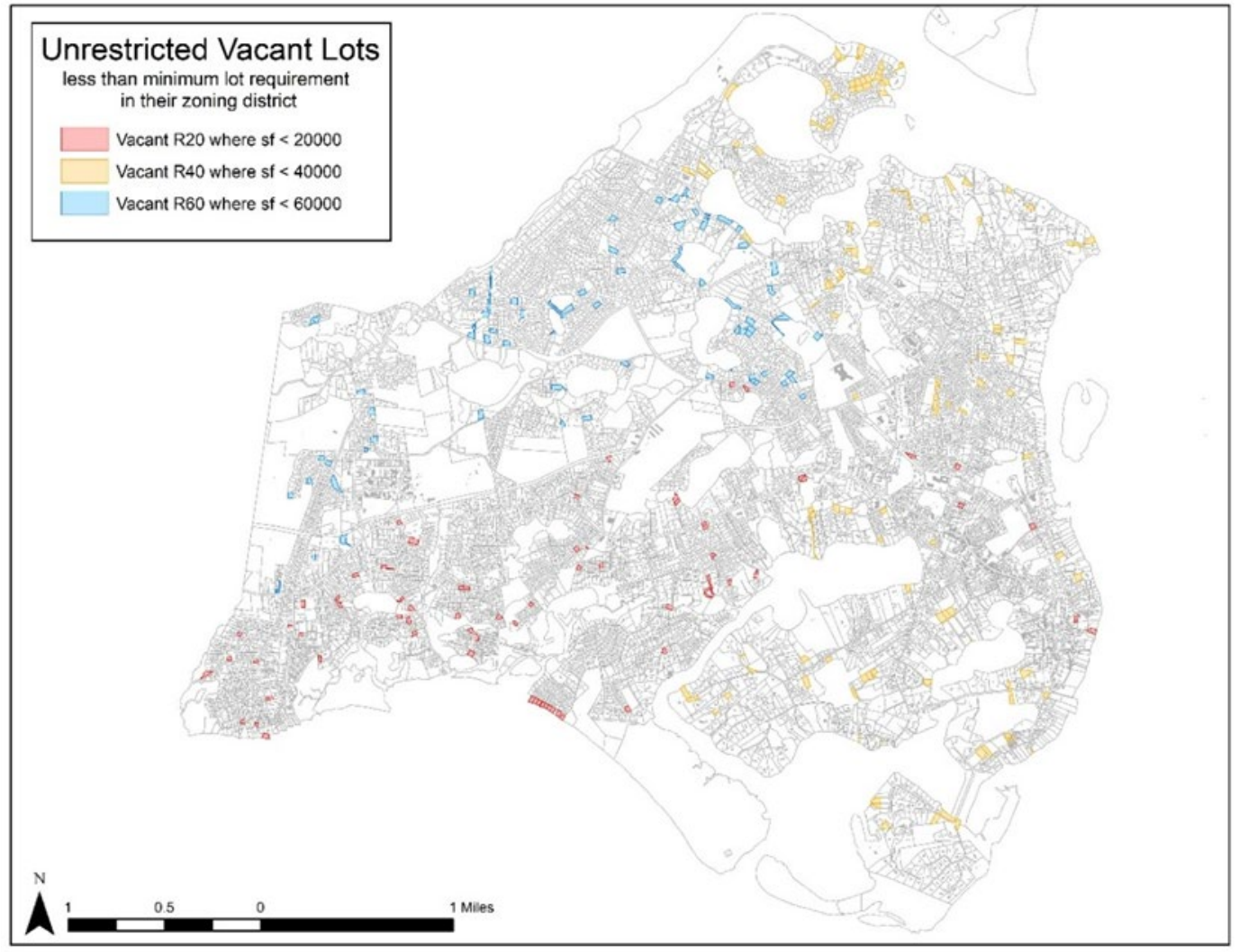
- FY25 Parcel Update – Parcel edits and vendor export submitted to MassGIS – under review
- FY25 Map Atlas book in progress

Community Development:

- Several Master Address inputs and updates
- Unrestricted vacant lots analysis

Unrestricted Vacant Lots
less than minimum lot requirement
in their zoning district





Natural Resources:

- Preliminary discussions and drafts of Recreational Shellfishing maps. In the process of creating static maps of the different areas in town as well as an interactive map for public and staff consumption.

Police Department:

- Provided the following datalayers to Barnstable County Sheriff's Office: Zoning, Points of Interest, Conservation, Driveways, Parking Lots, Old Colony Rail Trail (OCRT) and Mile Markers

Information Technology (IT):

- Continuing to download MapsOnline/PeopleForms data and layers and migrating them into the ArcOnline platform

Miscellaneous and Ongoing/Upcoming:

- MassGIS Data Layer Updates
- Webinars: Opensource GIS tools & Story Mapping extensions

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 March 2025.

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). Exterior brick work has begun, and green sand filters have been installed (see photo).
- Attended regular meetings with the Department Heads, Select Board, Cape Cod Joint Transportation Committee, Barnstable County Public Works Association, Cape Cod Association of Public Procurement Officials, etc.
- Worked with Pomroy Associates regarding ADA compliance issues. Attended bi-weekly Town Hall restroom project meetings.
- Installed two new radar feedback signs on Old Queen Anne Road.
- Attended regular sewer construction progress meetings for the Mill Pond Pump Station, Contract 1C-5, Contract 1E-2, Biosolids coordination meeting, along with planning and design meetings with the Town's consultant GHD.
- Attended meetings and provided support to several committees including Water and Sewer Advisory Committee, Finance Committee, and Bikeways Committee.
- Met with Waterworth and Finance Director about restructuring water rates.
- Director and Deputy Director attended Gorman Rupp training on pump station pump operation.
- Installed new charging station at DPW for town fleet vehicles.
- Conducted bi-weekly meetings with Veolia (Water & Sewer O & M) for maintenance updates and strategies for efficiencies.
- Conducted monthly Transfer Station construction meetings with contractor (JJ Cardosi), designer (W&S), and OPM (Pomroy). Building envelope and windows nearing completion (see picture below).



**Wells 5 & 8
Treatment Plant –
Green Sand Filters**

**Building Envelope
Construction at
Transfer Station –
Phase II (Priority I)**



**WASTEWATER CONSTRUCTION PROJECTS MONTHLY REPORT
MARCH 2025**

Sewer Connection Applications to date: 830

Connections Completed to date: 679

Pending Applications: 151

- **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 continues 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 substantially complete by CC Construction with only punch list items remaining.
 - 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
 - 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 continues 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 complete and the pump station is activated.
 - Final paperwork and as-built drawings continue.

- **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 pump station shell and inner construction is ongoing.
 - Progress meeting.

- **General**
 - Issued weekly construction status Press Release
 - Updated wastewater project webpage on the town website as needed.

**CHATHAM WATER SYSTEM MONTHLY REPORT
MARCH 2025**

Listed below is an overview of the daily and monthly activities for March 2025.

March Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
15,943,300 Gallons	871,500 Gallons	265,300 Gallons	514,300 Gallons	2,697,353 Gallons	13,275,100 Gallons

The variance between March 2025 and March 2024’s pumping shows a decrease of 5.8 % which equates to 989,600 gallons.

Process Control	Flushing And Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
452,949 Gallons	2,189,654 Gallons	0 Gallons	53,750 Gallons	0 Gallons	0 Gallons

Total other uses 2,697,353 gallons.

For more specific breakdown of other water use, please see Pumping Report.

Water Sampling

- 10 bacteria samples were taken for the month of March and the results reported to DEP. All samples were free of bacteria.
- Monthly treatment plant samples for Alkalinity and Orthophosphates were taken.

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.
- A sanitary and security assessment was performed on both water storage tanks.
- Carbon monoxide detectors were installed in all pumping stations.
- South Shore Generator performed the preventative maintenance on all station generators.
- Hach serviced station analyzers

System Maintenance

- Bortolotti installed a new hydrant on Woodcarver Knoll.
- Installed new hydrant at end of Pleasant St
- 2" Blowoff on Mayflower Rd repaired
- Hydrant painting began.
- A shortened flushing program began.
- Curb stops replaced at 37 Collins Ln and 181 Champlain Rd

Meter Reading

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

Compliance & Notes

- The 2024 Annual Statistical Report was submitted to DEP.
- Launched "On Tap" the water newsletter
- Continued work to assist with chemical transfer at Wells 5 & 8

Meter Activities

Dig Safes	New	Final	Turn on/off	Repair	Replace & Install Radio	Inspections
265	3	14	125	11	11	13

**WATER POLLUTION CONTROL FACILITY MONTHLY REPORT
MARCH 2025**

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.
- March 3- SCADA data trending still being corrected.
- March 3- MAC HVAC on site for process building boilers. Both pressure relief units leaking.
- March 3- Filter cell 1 back online.
- March 4- True North on site for flow meter calibration inspections.
- March 5- Orbal process spike, all aerators ran abnormally for an hour.
- March 5- new battery in the Skid Steer
- March 9- denite filter 5 has trouble with recirculation of the sand bed.
- March 10- EDR restarted the historian server to attempt fixing SCADA trending collection/display failures.
- March 10- Denite filter 5 B side sand absent from air lift. Air lift pulled obvious signs of failure and replaced.
- March 18- PFAS samples collected for testing of septage and grease and influent.
- March 18- Influent raptor Output card failure located and replaced on the 20th.
- March 21- Influent raptor returned to operation after successful operational checks performed by both EDR and operational staff.
- March 24- Veolia personnel working with Town DPW driver dispatched to the Harbormaster/shellfish location to clean the upweller system.
- March 24- Influent pH system returned to operation.
- March 25- GHD on site to review Biosolids upgrade press control system.
- March 25- PO for recycle pump station pump has been received and the order placed.
- March 25- attempt to run press today. High concentration of grease in the mixed liquor affecting the process.
- March 25- Walter Nye on site to replace Grit Pump Back flow device. System is now operating properly.
- March 27- Ingersoll Rand on site for purchased scheduled yearly maintenance work.
- March 27- permit required well sampling completed.
- March 28- Polymer ordered.
- March 28- Annesse electric on site to begin MEOH VFD replacement.

SLUDGE DEWATERING BUILDING

- Sludge dewatering was performed on the 4th, 7th, 11th, 17th, 21st, 27th, and the 28th.
- We disposed of the sludge cake at the Town of Yarmouth Septage Receiving facility on the 12th 16.74 Ton. and the 25th 13.02 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.
- March 17- station valve packing replacement.

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.

MILL POND ROAD EJECTOR STATION

- Daily inspections and checks of the station were suspended.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders also suspended.
- Station upgrade remains in progress with RBO.

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.

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.

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.
- March 19- station communication failure unexpectedly. EDR consulted for what was believed to be a PLC problem. Eventual resolve on the 20th, was EDR on site and remote access used to reinstall the missing program and the system is currently operating normally.
- March 26- station communication down again.
- March 27- EDR on site for communication trouble.

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.
- March 4- Tech on site at MHSPS for generator work.
- March 10- pump 2 flushing valve replaced.
- March 11- pump 2 check valve inspected, flow restriction removed and pump returned to full time use.

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 inspections for the month of March were completed throughout the month.
- March 3- Partial sewer inspection for J W Dubis at 43 Jeanette rd.
- March 4- Final sewer inspection for J W Dubis at 43 Jeanette rd.
- March 6- Preplanned partial sewer installation at 513 Stage Harbor by Brundage. It is not connected to the sewer as the pump station isn't complete yet and not connected to house. The purpose was install for driveway upgrade.
- March 7- sewer installation inspection at 27 Blackberry for McIntire.
- March 18-Sewer inspections at 66 The Cornfield for APEX and 351 Barn hill for John Martin.
- March 31- final sewer installation inspection at 94 Heritage for APEX.

HIGHWAY DIVISION MONTHLY REPORT MARCH 2025

Road Maintenance:

Pick up trash downtown, parking lots, beaches.
Pick up trash on main roads, Route 137, Old Queen Anne Rd, Old Comers Rd.
Repair plow damage on Barcliff Ave.
Asphalt potholes on Crowell Rd, Main St, Barn Hill Ln.
Pick up dead deer at Old Queen Anne Rd and Medicine Bow.
Asphalt potholes on Morton Rd, Elkanah St, Library Ln, Hillcrest.
Pick up plow damage and grade on #65 Youngs Rd.
Repair bricks near sidewalk at Main St and Library Ln intersection.
Pick up dead birds at Oyster Pond parking lot, Cockle Cove, Florence and Bayview, Ethelma.
Pick up piles of osprey nest at P.D.
Pick up hot mix with hotbox and fill potholes on Stony Hill Rd, Old Harbor Rd, Seapine Rd, Cove Rd, Cedar Street, Morris Island Rd, Morton Rd.

Sweeping:

Sweep downtown, curbing on Old Harbor Rd, Seaview St, Rt 137 islands, wash out.
Sweep Cedar St, Stage Neck Rd, Sears Rd, Battlefield, Champlain Rd, Stage Harbor Rd, clean out.

Construction:

Send mini excavator to Affordable Housing unit at 466 Crowell Rd, cut limbs and

remove fence, take down shed load in container and bring to Transfer Station.
Send loader to Cow Yard Landing and regrade potholes.
T-base edge of the roadway on Ridgevale Rd entrance.
Pick up asphalt chunks on Old Harbor Rd.
Loam with mini excavator and berm box truck on edge of roadway at Seaview St, Old Harbor Rd.
Rake and grade loam and seed Seaview St and Old Harbor Rd.
Dig trench for electric charging station at D.P.W. backfill trench and loam, grade, seed.
Bring 3 loads of beach sand to Cackle Cove parking lot with roll off Peterbilt.
Send Jeremy to drive and run Vactor truck for sewer dept.
Put out loam on edge of roadway with berm box at Old Harbor Rd.

Fleet Maintenance:

Work on sander screens on truck #15.
Work on sweeper, new gutter broom motor, skirts, skip broom, gutter broom.
Work on sander #11, blown bearings, jammed conveyer chain.
Take off sander on truck #17, put on tailgate and berm box.
United picked up John Deere mowing machine for repair (3-14-25).
Service truck #3 one ton for transfer station and facilities truck #41.
Pick up parts for v plow repairs.
Service pony motor on sweeper.
Work on v plow for asv.
Service front motor on sweeper and replace batteries.
Service truck #43 facilities.
Bring metal and used brooms and flaps to transfer station.

Signs:

Remove old crosswalk sign on Seaview St and replace.
Put up new sign and post at crosswalk on Seaview St.
Install new signs and posts at Harding’s Beach parking lot (handicapped).
Put up new signs and posts at Scout Hall, Police Station, Chase Park, Eldridge garage.
Make new sign for Harding’s Ln and install.
Install 2 posts on Old Queen Anne Rd for speed signs.
Put up \$75 stickers on signs at Barn Hill landing.
Put up new speed signs on Old Queene Anne Rd.
Make and install new signs and post for Wood Valley Rd ext.
Put up 2 new signs and posts at D.P.W. (electric charging station).
Put up 2 speed limit signs and wire connect speed signs on Old Queen Anne Rd.

Catch Basins:

Clean off basins and runoffs in low areas around town.
Clean off basins and runoffs in three areas (3-17-25).
Clean off basins and runoffs on (3-24-25).

Trimming:

Trimming at triangle of Tip Cart and Barcliff Ave, Chatham Bars Ave.
Cut broken limb on Veteran's Field Rd.
Trimming and cutting branches on Morris Island Rd, Seaview St.
Weed trim islands at rotary and Main St, Rt 137 and Old Queen Anne Rd.
Trimming at 106 Chipping Stones Rd (visibility).
Pick up seagrass at landing of Eliphamets.
Blow off and clean up intersection of Crowell Rd and Depot Rd.
Trimming on Lakeview and Bishops Terrace and 28.
Pick up brush pile on Shane Dr.

Snow & Ice Operations:

Wash and clean off sanders #11, 13, 17, 27, and 5.
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**FACILITIES DIVISION MONTHLY REPORT
MARCH 2025**

Repaired handicap ramp at the railroad museum.
Installed all the handicap and Braille signs in each of the town buildings that were assigned.
Daily check of all town buildings and public restrooms.
Secured garage door at the Ryders Cove building.
Installed blackout shades in the media room at the COA.
Repair domestic hot water heater tank at the town annex.
Adjusted all clocks in the town buildings.
Install 2 wall fans in the fitness room at the community center.
Maintenance was done (lubricated) on the basketball hoops at the Community Center.
Cleaned out the gutters at Town hall and the Bassett house.
Replace soap dispensers at the fire station.
Needed to call mechanical air control for an issue at the Community Center because the valves were leaking it was repaired and replaced 2 ceiling tiles with security camera on the first level, removed or high-top tables to the transfer station.
Repaired clogged and running toilet in the break room at town hall.

Reorganize tables and chairs and bring them downstairs to the lower level at the COA.
Repaired light fixtures, faucet leak and mechanical air control repaired copper pipes to the radiant heat in the employee's room at the library.
Removed the vent from Assessor's office at town hall.
Elevator inspection was done at the scout hall (passed inspection).
Assembled 2 bookshelf, 6 plant shelves, 2 end tables for the adult supportive day program at the COA.
Repair toilet sensors in the woman's restroom, replace plastic cover for the audio control panel in the large meeting room and repair safety pads in the gymnasium at the Community Center.
Assembled new office chairs in the Assessor's office at town hall.
Removed the old grill and set up a chest freezer at the COA.
We removed IT equipment from the town hall and transported it to the transfer station.

**PARKS/CEMETERIES/GROUNDS DIVISION MONTHLY REPORT
MARCH 2025**

Cemetery: Union: The first round of rejuvenation pruning has been completed on the privet hedge around the mausoleum. A pine tree that was growing amongst the cedar trees were cut down and used as a training event. In preparation for the mowing season, we continued cutting low branches where necessary.

Some clean-up of the stump grinding areas was cleaned but more will be needed before loam and seed are put down.

Parks: Clean: The downtown properties have been cleaned up for spring, which includes Kate Gould, Town Hall, the Library, and Nickerson Park.

The benches at Chase Park are still being maintained. The picnic tables have been completed.

Fields: Edging: All the baseball fields that we are responsible for are edged. The infields still need to be weeded and smoothed out but the weather has not been cooperative as of yet.

There was a clump of overgrown privet at the top of Veteran's field that we cut and neatened up.

The playground at Veterans field had some safety issues that we needed to take care of. Mulch was also added to the playground.

We needed to secure a hole in the fence that surrounds the Little League field. We also secured the chain link fence to the top rail where it was needed.

Other: We inspected the fences along the bike path and replaced or repaired anything that needed it.

At Doc Keene Hall, the top of the flag pole was repaired.

We assisted the Conservation Department by removing some homemade bike jumps that were built on town property.

We had two brush cutting machines at the transfer station and we cleared around the fence line.

The Park Dept. also helped out the Facilities Dept. in moving furniture at the Rec Building.

CEMETERY DIVISION MONTHLY REPORT MARCH 2025

Lot Sales and Burials

- **Lot Sales:** 1 lot sold.
- **Burials:**
 - **Cremation Interments:** 2
 - **Full Burials:** 1

Cemetery Commission Meeting

The Cemetery Commission met this month to review ongoing projects and maintenance efforts. A key discussion point was the tree work recently completed at **Union Cemetery**.

Website Updates

The town's website was updated to provide clearer guidance on the process for **veteran monument reimbursements**. These updates aim to assist families in navigating the reimbursement process more efficiently and ensure accurate information is easily accessible.

Memorial Day Planning

Preparations have begun for **Memorial Day** to ensure proper recognition of veterans in Chatham's cemeteries. Plans include:

- Organizing flag placement on veterans' graves in coordination with volunteers.
- Reviewing cemetery grounds to address any necessary maintenance before the holiday.

Ongoing and Future Efforts

- Monitoring seasonal maintenance needs across all cemeteries.
- Continuing efforts to enhance communication and accessibility of cemetery-related information for the public.

**TRANSFER STATION MONTHLY REPORT
MARCH 2025**

Recycling/Diversion:

Recycling/diversion shipments out of the Town of Chatham Transfer Station were **lower** in March 2025 when compared to February 2025 and **higher** in March 2025 when compared to March 2024. The monthly comparisons are detailed below:

March 2025	February 2025	Difference
284.26 tons	366.46 tons	-82.20 T Decrease
March 2025	March 2024	Difference
284.26 tons	220.03 tons	64.23 T Increase

Trash:

Tonnage delivered to SEMASS in Rochester, Massachusetts was **higher** in March 2025 when compared to February 2025 and **higher** in March 2025 when compared to March 2024. The monthly comparisons are detailed below:

March 2025	February 2025	Difference
335.46 tons	273.92 tons	61.54 T Increase
March 2025	March 2024	Difference
335.46 tons	331.8 tons	3.66 T Increase

Trash Delivered by Town of Chatham Employees:

The amount of trash delivered by the Town of Chatham was **higher** in March 2025 when compared to February 2025 and **lower** in March 2025 when compared to March 2024.

The monthly comparisons are detailed below:

March 2025	February 2025	Difference
3.01 tons	2.96 tons	0.05 T Increase

March 2025	March 2024	Difference
3.01 tons	3.73 tons	-0.72 T Decrease

**TRANSFER STATION MONTHLY RECYCLING REPORT
MARCH 2025**

COMMODITY	TONNAGE		TONNAGE		% CHANGE	YEAR TO DATE
	Mar-24		Mar-25			
BRUSH	49.9	T	32.12	T	-36%	67.12
CCR PARTNERSHIPS	0.35	T	1.1	T	214%	2.94
PLANET AID	0.38	T	0.04	T	-89%	0.38
SALVATION ARMY	1.23	T	0.93	T	-24%	2.37
RED CROSS	1.1	T	1.44	T	31%	3.94
HAND ME DOWNS	0.29	T	0.17	T	-41%	0.55
BAYSTATE TEXTILES	3.75	T	1.36	T	-64%	3.43
BLACK EARTH	0.32	T	0.5	T	56%	166.03
BAYSTATE BOOKS	1.26	T	2.66	T	111%	4.42
MIXED PAPER	10.09	T	15.06	T	49%	26.62
TIN	2.25	T	2.77	T	23%	10.41
CARDBOARD	15.98	T	15.49	T	-3%	27.74
METAL	5.73	T	10.26	T	79%	28.01
SINGLE STREAM	6.02	T	14.91	T	148%	43.26
NEWSPAPER	0	T	0	T	0%	15.54
#1-7 MIXED PLASTIC	2.43	T	2	T	-18%	5.86
MIXED GLASS	24.41	T	0	T	-100%	4.78
MATRESSES	2.14	T	48	PCS	n/a	126.69
DEMOLITION	95.17	T	182.45	T	92%	412.49
ROLL OFF	36	LOAD(S)	50	LOAD(S)	39%	129.00
SEMASS	331.8	T	335.46	T	1%	975.84
SEMASS LOADS	16	LOAD(S)	17	LOAD(S)	6%	52.00
ANTIFREEZE	0	GAL	0	GAL	0%	55.00
AUTO BATTERIES	0	T	0	T	0%	0.00
C R T'S	0	T	0	T	0%	4.28
CLEAR GLASS	0	T	0	T	0%	0.00
COMPOST	0	LOAD(S)	0	LOAD(S)	0%	0.00
NI CAD BATTERIES	0	BOX'S	0	BOX'S	0%	0.00
PAINT	0	GAL	0	GAL	0%	0.00
PROPANE TANKS	66	PCS	0	PCS	-100%	0.00
TIRES	0	PCS	35	PCS	100%	115.00
WASTE OIL	0	GAL	0	GAL	0%	450.00

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:

VITAL RECORDS REGISTERED	MARCH 2025	MARCH 2024	2025 YEAR TO DATE
BIRTHS	1	1	4
INTENTIONS OF MARRIAGE	5	3	7
MARRIAGES	4	1	8
DEATHS	13	15	32

VOTER REGISTRATION:

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

VOTER REGISTRATION	MARCH 2025	MARCH 2024	2025 YEAR TO DATE
NEW VOTER REGISTRATIONS	30	46	83
REMOVED VOTERS	25	37	160
TOTAL NUMBER OF REGISTERED VOTERS	6,117	6,057	6,117
TOTAL NUMBER OF RESIDENTS	6,400	6,403	6,400

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer's Office for the month of March was \$2,186.00.

CASH RECEIPTS	MARCH 2025	MARCH 2024	2025 YEAR TO DATE
	\$2,186.00	\$1,585.00	\$6,584.00

* * * * *

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