



Town of Chatham

Office of the Select Board

Town Manager

549 Main Street

Chatham, MA 02633



Jill R. Goldsmith
TOWN MANAGER
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MEMORANDUM

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TO: Honorable Select Board

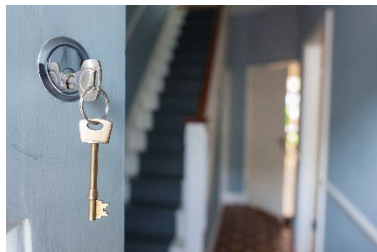
FROM: Jill R. Goldsmith, Town Manager 

DATE: December 13, 2024 (for Select Board Meeting of December 17, 2024)

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

Current Items/Select Board Follow-up Items:

The Select Board's **Annual Committee/Board/Commission Review** took place on Thursday, December 5, 2024. During the working session, the Board approved recommendations to revise the Golf Advisory Committee and Parks and Recreation Commission charges; discussed possible revisions to the charges of the Open Space Committee, Aunt Lydia's Cove Committee, and the Economic Development Advisory Committee. The Board also discussed the future of the Parking Solutions Working Group and the possibility of expanding the purview of the Traffic Safety Committee to include parking. Watch the meeting on demand with Chatham TV: <https://play.champds.com/chathamma/event/2030>



The next steps in the development of **Affordable Housing at 1533 Main Street** will be presentations to the various public bodies over the next few weeks in which Penrose will present their plans. These meetings will allow the various boards and committees to discuss the plan, ask questions, and provide feedback to the developer. Public comment will be permitted at the discretion of the Chair of each body. Agendas for the following

meetings will be posted to MyTownGovernment.org:

- Monday, Dec. 9 at 11:00 am – Community Housing Partnership, Small Meeting Room (meeting now available for viewing on demand: <https://play.champds.com/chathamma/event/2031/s/0>)
- Tuesday, Dec. 17 at 10:30 am – Historical Commission, Large Meeting Room

Though meetings had also been scheduled for the Planning Board and the Historic Business District Commission, Penrose has requested to postpone those meetings so they may further refine/develop the plans relating to the aspects that would fall under the jurisdiction of those bodies. It is anticipated that those meetings will happen in January.

Penrose will provide a status update on both the 1533 Main Street and Meetinghouse Road Developments at a Joint Meeting of the Select Board and Affordable Housing Trust on Tuesday December 17 at 5:30pm in the Large Meeting Room.

The Chatham Police Department is collecting toys for **Toys for Tots** through Sunday, December 15. Bring any unwrapped toys to the Chatham Police Department drop-off location at 249 George Ryder Road.



Gift Wrapping at the Council on Aging



The flyer features a header with nine colorful gift boxes (yellow, red, blue, yellow, red, blue, yellow, red, blue) hanging from dotted lines. Below this is the title "Timeless Tidings Gift Wrapping Service" in blue text. The main body contains three sections: "What:", "Where:", and "When:", each with a red header and black text. At the bottom, there is a paragraph of text and a circular seal for the Friends of Chatham COA.

Timeless Tidings Gift Wrapping Service

What: Timeless Tidings is a volunteer run holiday gift-wrapping service for Chatham seniors, aiming to spread joy and ease during the season. Sponsored by the Friends of the COA, all materials are provided.

Where: Chatham Center for Active Living
193 Stony Hill Road Chatham, MA 02633

When: Mondays & Fridays 1-3 pm beginning December 9th.
First come, first served, or call 508-945-5190 for an appointment!

We extend our gratitude to the Friends of Chatham COA for their generous sponsorship of our program. While not required, a suggested donation of \$5 is appreciated.



The Town’s various **Committees, Boards, and Commissions** are a great way for you to get involved and have a say about what happens in Chatham. The list of vacancies can be found here: <https://www.chatham-ma.gov/DocumentCenter/View/2366/Committee-Vacancies-12-10-2024-PDF?bidId=>

Also, make sure you **subscribe to Chatham TV on YouTube** for Calls for Committee members such as this one for the Public Ceremonies Committee: https://youtu.be/4n1mcyimT48?si=8_AWD0g6of5tSuk2

Employee Years of Service Anniversary – January

First Name	Last Name	Department	Years of Service
Theodore	Keon	Coastal Resources Director	27 years
Gerald	Friend Jr	Heavy Equipment Operator	20 years
Sarah	Clark	Central Permitting Planner	17 years
Christina	Bassett	Department Coordinator Community Development	9 years
Harrison	Fietz	Fire Fighter/Paramedic	9 years
Joseph	Bono	Fire Fighter/Paramedic	7 years
David	Lusher	Transfer Station Foreman	7 years
William	Dimitres	Police Officer	4 years
Tyler	Baker	Fire Fighter/Paramedic	2 years
Anne	Hayes	Department Assistant Community Development	2 years
Aimee	Howell	Deputy Director Community Services Recreation and Beaches	2 years
Erich	Finan	Transfer Station Gate and Scale Attendant	1 year
Michael	McKean	DPW Grounds Laborer	1 year

Welcome December New Hires

DEPARTMENT OF PUBLIC WORKS PARKS AND GROUNDS LABORER – Matthew Eames

I am very pleased to announce that I have appointed Matthew Eames as Chatham’s newest Laborer in the Parks and Grounds Division of the Department of Public Works (DPW) reporting to DPW Director Rob Faley. Matthew begins his employment this Monday, December 9, 2024.

Mr. Eames has worked as a Tow Truck Driver for the past nine years, responding to auto emergencies and operating vehicles in variety of weather-related events. Most recently, Matthew served as Dispatcher and Tow Truck Driver for Buckler’s Towing Service out of Hyannis for the past three years. Prior to his tenure as a driver, he worked as a Fleet Mechanic and Landscaper.

Promotions

PROJECTS AND OPERATIONS ASSISTANT – Sawyer Bengston

I have promoted Team Chatham's own Sawyer Bengston as Chatham's newest Projects and Operations Assistant reporting to Projects and Operations Administrator, Terry Whalen. Sawyer has served as a Department Assistant in the Department of Public Works since November of 2023. In that capacity, he has provided administrative and clerical support to the Department and has assisted with special projects that interface between the Highway and Facilities Divisions of the DPW and Projects and Operations. Sawyer most recently facilitated the installation of touchless fixtures in the Town's municipal restrooms. Mr. Bengston is now located on the second floor of the DPW.



COMMUNITY SERVICES COUNCIL ON AGING DEPARTMENT COORDINATOR – Alexis Weglarz

I have promoted Team Chatham's own Alexis Weglarz as Chatham's newest Department Coordinator reporting to Director of Community Services, Leah LaCross. Alexis has been the Council on Aging Department Assistant since May of 2024 and is a familiar face to our Center For Active Living (CFAL) participants and clients. Prior to her employment with the Town, she served as a receptionist at Cape Cod Healthcare. She was also a server at Larry's PX in Chatham for 12 years. Ms. Weglarz began her new role on December 9, 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/townofchathammycompany/>

Join Team Chatham!



Public Works - Department Assistant

The Town of Chatham is accepting applications for the position of Department Assistant for the Department of Public Works.

- Starting hourly wage is \$25.39 - \$26.42; 35 hours per week
- Performs a full range of administrative and clerical duties
- Acts as primary customer service interface for response to road, water & sewer, public buildings & grounds, and solid waste concerns
- Provides administrative support to the Director and Deputy Director of Public Works



Send cover letter and resume in one PDF to:

jobs@chatham-ma.gov

Attn: Megan Downey, Human Resources

For the full job description:

chatham-ma.gov/jobs.aspx

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 12
- COA Programming Highlights – page 17
- 90 Bridge Street – page 33
- Ryder's Cove Bulkhead and Ramp Replacement – page 33
- Town-wide Dredge Permit Modification – page 33
- Crowell Road/Main Street Intersection – page 52
- Library Capital Project – page 53
- CFAL Feasibility Study – page 53
- ADA Transition Plan Implementation/Status – page 53
- Wastewater (Sewer) Construction Project – page 58

Chatham TV Productions: *Must Sea TV*

- It's almost time for **FIRST NIGHT CHATHAM** – watch this promotional video and look at the fun from past years so you can make plans to attend this year's event!
<https://youtu.be/ffMwUxR2PLc>
- The December episode of Flash TV features Ryder's Cove Respite Day Program Director Josephine Fennell. Get to know her and catch up on the goings on at the Center for Active

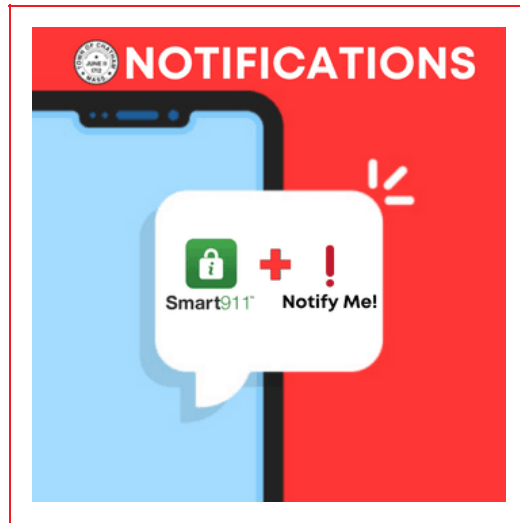
Living by watching this month's episode here:
https://youtu.be/Y7Djpf2swv0?si=8ztg_lj5tfKDjnit

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 December 11, 2024

<i>E-Community Engagement as of December 11, 2024</i>			
Town Social Media Accounts	Subscribers		
	15-Nov-24	11-Dec-24	
Facebook	3903	3999	
Chatham TV YouTube	439	438	
Twitter/X	307	307	
Instagram	500	548	
LinkedIn	317	339	
Notify Me Lists			
	15-Nov-24	11-Dec-24	
Business	381	384	
Chatham Everyone (Employees)	40	40	
Community Notifications	1049	1056	
Government	1439	1449	
Housing Updates	96	100	
Low-Lying Road Alerts	108	112	
Shellfish Notifications	286	294	
Summer Residents	120	126	
The Flash - Council on Aging	438	440	
Mainsheet E-Newsletter			
Overall Open Rate November 2024			75%
	<u>Delivered</u>	<u>Opened</u>	
1-Nov-24	1579	1089	69%
8-Nov-24	1579	1128	71%
15-Nov-24	1579	1266	80%
22-Nov-24	1580	1206	76%
27-Nov-24	1578	1254	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.

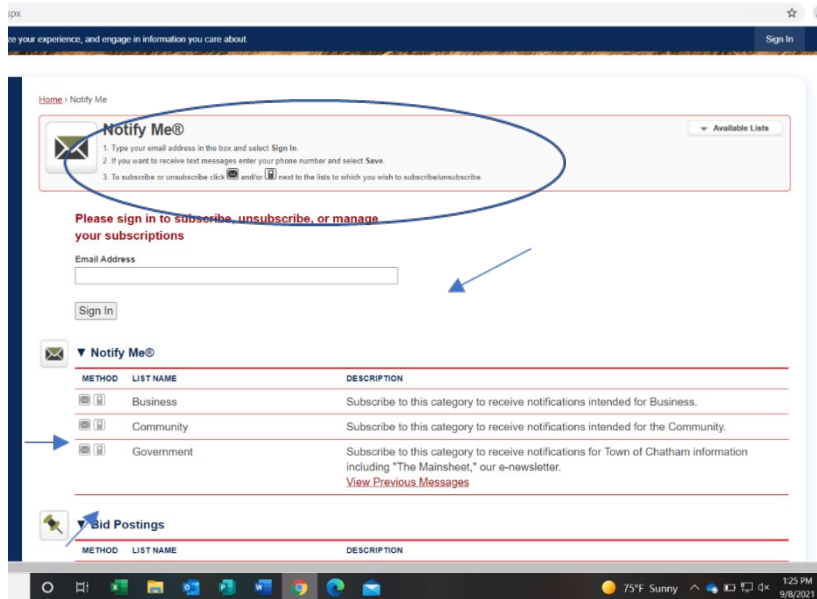
It is important that residents and business owners verify their contact information. Accurate email addresses, landline, and mobile numbers help to ensure, but cannot guarantee, that emergency information will be passed on to everyone in a timely manner.

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 December 2024.

TOWN MANAGER’S OFFICE: Submitted by Jill R. Goldsmith

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

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

Professional and Community Outreach	Meetings	
Department Leadership Meetings, Town-wide Division Managers Meetings, Emergency Management Team, and Department Biweekly Meetings; SB Chair Agenda Setting Meetings	26	Ongoing projects, planning meetings and communications
Professional Meetings / Seminars/ Conferences	4	Cape Town Managers Meeting; MA Joint Labor/Management Committee; Women Leading Government (Steering Committee); Professional Development Webinars
Project/Issue Meetings	25	Chamber Executive Director Angela Bucar (Monthly) Meeting, Collective Bargaining Sessions (CMEA), Food for Thought Employee Engagement Session #13, FY2026 Operating & Capital Budget Meetings, Grinder Pumps, Housing, Personnel, Recruitment, Select Board Meeting Preparation and Follow-up
Public Records Requests	5	1533 Main St. LDA, Airport, AHT Response Letter
Committee /Board Meetings/ Community Events Attended		Select Board, Finance Committee Chamber Local Business Ribbon-cuttings, Summer Residents Advisory Committee, Employee Chili Cook-off, Turkey Trot

COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Kathleen Donovan

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

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

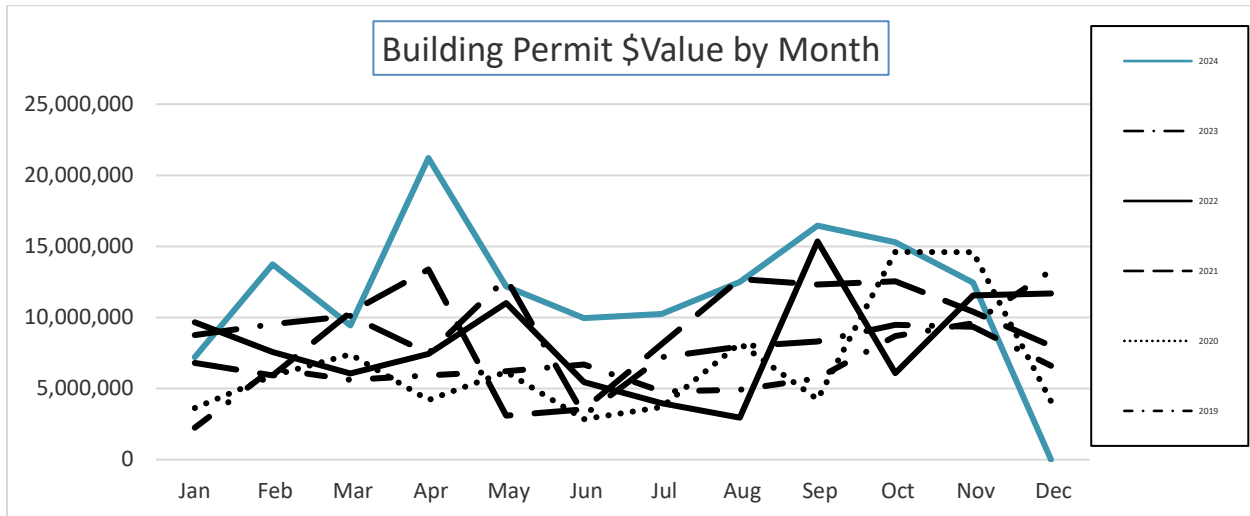
And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

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

BUILDING DIVISION

	Month	2024 YTD	Ave/ Mo	2023 Total	2023 Ave/ Mo	% 2024/2023	2023 \$Value YTD	\$Value 2022
Bldg Permits Issued								
New Dwellings	4	33	3	25	2	132%	\$45,615,961	\$21,693,960
Multi-family	-	-	-	-	-	-	-	-
Demolitions	4	25	2.27	22	1.8	114%		
Residential Add/Renos	73	864	79	957	80	90%	\$75,810,083	\$79,553,048
Nonresidential Add/Renos	7	49	4.45	66	5.5	74%	\$9,882,436	\$4,853,140
Public Structures New & Alts/add	0	13	1.3	6	.5	216%	\$7,717,975	\$2,526,672
New Comm Structures	0	2	.25	0	0	200%	\$1,625,000	\$0
Total Building Permits Issued	88	986	90	1077	90	93%	\$140,651,455	\$100,626,821
Average \$value/permit							\$142,649	\$93,433
Electrical Permits	65	839	76	984	82	85%		
Plumbing & Gas Permits	73	1086	99	1136	95	95%		
Inspections								
Building	138	1459	133	1642	137	88%		
Electrical	99	1223	111	1467	124	83%		
Gas & Plumbing	118	1554	141	1926	161	81%		
Total	355	4236	385	5035	419	84%		

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 November. The Commission reviewed 3 applications under the Chapter 158 Bylaw. Two of the applications were continued and one was found not historically significant. The Commission discussed upcoming CPC applications, upcoming projects, and appointed Nancy Barr as the Clerk.

Historic Business District Commission (HBDC) – There were two hybrid HBDC meetings in November. There were ten new applications for Certificates of Appropriateness, all of which were approved. There were six Administrative Approvals/Exemptions which were ratified.

Planning Board – The Planning Board held one regularly scheduled hybrid meeting in November and a West Chatham Neighborhood Center (WCNC) Buildout Analysis Work Session. Business conducted at the regular meeting included the release of a construction bond, review and recommendation to the Zoning Board of Appeals for a Driveway within the Conservancy District and a Site Plan Review – amended/change of use review.

Zoning Board of Appeals (ZBA) – There were two hybrid ZBA meetings in November. There were eleven new applications for Special Permits, eight were approved, two were withdrawn and one was continued. There were two applications for modifications of Special Permits which were approved.

AFFORDABLE HOUSING TRUST – The AHTF Board of Trustees met in two regular monthly meetings in November, each with a special guest speaker. Chloe Schaefer, Chief Planner, Cape

Cod Commission, provided the AHT with an introduction and overview of the Cape Cod Commission's Pre-Approved Plans Project; and Finance Director Carrie Mazerolle and Treasurer/Tax Collector Sharon Drown met with the Trustees to report on and discuss Affordable Housing Trust Fund finances.

The AHT also reviewed prior work/test fits for the Stepping Stones property, work which was done before the new Trust was formed, and correspondence from Rick Leavitt regarding the future development on the Stepping Stones Road property. This formed the basis for beginning discussions regarding the development of the housing development RFP.

The AHT was also provided with Town housing project status updates from the Housing and Sustainability Director.

ADVISORY COMMITTEES

Chatham Community Housing Partnership: The Community Housing Partnership met once in November and welcomed Housing Staff from Brewster to present information on their outreach program for housing vouchers, as well as other Brewster housing initiatives.

Staff provided town housing project status updates. The CCHP also continued discussion of a small Town-owned property on Pleasant Street/Deep Hole Road for possible affordable and/or attainable housing and voted unanimously to recommend that the Select Board dispose of Parcel 2B-25-23 for development as a two-bedroom home for a household earning up to 80% of the Annual Median Income for Barnstable County.

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

Committee for People with Disabilities: The Committee did not meet in November

HOUSING INITIATIVES

Housing Production Plan

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

After the EOHLC's 30-day review period, they submitted comments to the Housing Director, requesting two minor edits to the HPP. The Housing Director will work with our housing consultants on these final edits requested by the State in order to complete the Housing Production Plan approval process. The final plan is expected to be submitted to EOHLC the first week of December.

Because the changes requested were minor, the EOHLC does not require any additional approvals from the Planning Board or Select Board.

Housing Proposals for the Main Street and Meetinghouse Road Properties

The Town is continuing to negotiate a Land Disposition Agreement (LDA) for the development and ultimate sale of the Meetinghouse Road property with the selected developer, Pennrose. The content of the negotiations is confidential, but the standard language that was approved for the Main Street LDA will be incorporated into the Meetinghouse Road document.

Regarding the Main Street project, the developer is working with Town Staff to set up pre-40B application meetings with various town boards and committees that would normally review the Main Street project if it were not a 40B. The purpose of these meetings is to give the boards the opportunity to provide comments and feedback on the plans so they can make requested changes before they submit them with their 40B application. There will be opportunity for public input during the 40B process.

Stepping Stones Road

The AHT began discussions regarding the housing development RFP for the Stepping Stones property, including some initial ideas for development parameters. The Housing Director has been working with Town Counsel to review the prior RFPs that were issued for Main Street and Meetinghouse Road with the goal of improving future housing development RFPs, including the language and process.

127 Old Harbor Road

The Housing Director contacted four firms regarding test fits for the property at 127 Old Harbor Road and received three positive responses. Through conversations with the Director of Community Development and Town Manager, the decision was made to move forward with Utile Architecture & Planning. The Housing Director is working with Utile on the scope, terms and conditions, and we expect to enter into a contract with Utile to perform the test fits sometime in December. The entire project is anticipated to take two months from execution of the contract, and will include initial test fits with a presentation to the Select Board for comments and feedback, and final refined test fits also presented to the Select Board.

558 Crowell Road

The Housing Director continues to work with the DPW on improvements to this 3-bedroom 2-bathroom house that was purchased by the Affordable Housing Trust in August after the former owners responded to the Town's Land Acquisition RFP. The AHT is making some minor improvements to the house based on the inspection report and the Building Commissioner's review, which includes plumbing work which has been completed, tiling, electrical work for which we have received an estimate, and work on the deck for which we have also received an estimate. The timeframe to complete all necessary and desired work is estimated to be 3-4 months.

The AHT plans to place an affordability restriction on the property and sell the house through a lottery process to an income-qualified household.

COMMUNITY SERVICES – Submitted by Leah LaCross

Adult Behavioral Health Clinician’s Report:

The month of **November** had **18** working days in it. During this time, Diane attended a **40-hour, week-long** conference during the week of November 4-8, and attended a day-long mental health training for Chatham Town Staff, leaving me with a total of **12 days** of work this month.

During the remaining 12 working days in November, there were **44 interactions with 17 Chatham Elders**, for a total of **14.91 hours**.

Of the 44 interactions, 17 were CFAL outreach visits/calls, **1** was a client consultation, **2** were CPD referrals, **1** was a CPD well-being referral, **5** were CPD referral follow-ups, **1** was a home consultation, **1** was a home visit- volunteer visit, **7** were office visits, **4** were CFAL referrals, and **5** were phone contacts.

The month of November brought new clinical experiences for Diane, as she was able to ride in the **ambulance** with a Chatham resident who she had sent to Cape Cod Hospital on a “Section 12” (*Section 12 of Massachusetts General Law Chapter 123 is a law that allows for the involuntary commitment of a person with a mental illness to a hospital for up to three days. Section 12 can be used when a person is at risk to themselves or others, or is unable to protect themselves*).

Once there, Diane met with the social workers and ER nurses who see our clients when they arrive at the hospital. This allowed her the opportunity to make connections in person with the ER staff who care for our residents when placed on a Section 12 to CCH, and to give her the ability to see what the process our residents experience when they arrive at the hospital.

Diane also attended a weeklong, **40-hour, co-responder training in Northampton, MA**. This training gathered 15 co-responder clinicians from MA, and we were taught and trained by the clinicians and police officers who created the original “co-response model” of clinician and police officer working together on mental health calls. Not only did she gain invaluable training and support, but she was able to meet and network with other clinicians and police officers who are in my same position around the state. Diane reported that it was the best training that she had ever received and that she left the training feeling inspired and excited and more educated on her role as a Town clinician.

The Town of Chatham also held day-long mental health training for Town employees.

Networking was the theme in November for Diane. Between the Co-Responder Training in Northampton and the day training in Chatham, she reports feeling more familiar with other clinicians around the state, as well as colleagues in Town. *“My role is a fast paced, often spontaneous decision-making position, which often requires me to reach out to colleagues for*

help and support. By already having a relationship with them, it helps the continuity of care for my clients.”

As word is spreading of having a Town Clinician in Chatham, Diane is working with new agencies, such as Monomoy High School, and working collaboratively to help the students. As they find they have more clients in common, the school social worker and Diane can work collaboratively to provide the identified students with the best quality of care. This month, Diane had 3 new students and can now work in tandem with the school social worker to make sure the students are getting the services they need.

Finally, Diane continues to attend regularly scheduled meetings with fellow clinicians from across the Cape at the Dennis CCIT monthly meeting, as well as preparing for our Chatham Health Fair Festival that is coming in January.

COA DIVISION:

Outreach:

During the month of November, we had a total of 108 Outreach interactions for 69 individuals. More than half were for families looking for help or support with a loved one here in Chatham. Help with resources and guidance accessing them.

This month Outreach had 3 consultations from Chatham Police, Fire and EMS services referrals. These requests for wellbeing and safety concern 3 individuals. In one case we were able to help resolve years-long family concern with safety and wellbeing.

The Outreach Coordinator made 4 home visits for 4 separate individuals. During these visits we worked on insurance issues, wellbeing checks. Delivering supplies and coordinating meals distribution for the holidays.

We served 39 members via phone consultation, and 49 in-person office consultations at CFAL. Outreach served from assisting with paperwork, connecting members to programs, concerns with financial support to maintain their homes. We have seen an increase in walking first time visits to the COA looking for support. This month we coordinated with 5 different agencies

Healthy Meals in Motion served 40 families this month. We had 10 more new applications for December.

The LGBTQ+ Older Adult Group met at the Whydah Museum on November 7, 2024. We had 5 individuals from Yarmouth to Eastham attend. On November 21, we held our November dinner. We had pies from Marion’s Pie shop, both sweet and savory pies. There was a total of 14 people in attendance from Yarmouth, Brewster Eastham and Chatham. The response from them was that our group, though smaller than some of the others, is a good group for conversation. Pies were a hit!

Outreach manages durable medical equipment; this month 18 items were lent to 15 individuals. We have also had multiple new donations of DME.

In the month of November, we were able to give out 80, \$25 gift cards to Chatham Village Market, to identified seniors for Thanksgiving.

SHINE Update:

It has been another incredibly busy year for our SHINE volunteers.

Open Enrollment for Medicare runs from October 15th through December 7th, and the 3 SHINE volunteers at the CFAL put in five, 8-hour days per week, assisting Chatham residents with their Medicare changes during this period. The enrollment period was so busy, that all SHINE appointments across all of Cape Cod and at the County offices were booked by October 25th. A very special thanks to our volunteers who put in additional hours outside of their normal schedule to get every single resident off the waitlist!

Transportation:

As the busy holiday season has begun, during the month of November, the Council on Aging has helped Chatham residents by providing the following:

Orleans Day Program:	9 participants 45 trips (to and from)
Medical appointments:	36 trips (to and from)
Groceries:	6 pantry deliveries, 14 resident trips to Stop & Shop and 7 deliveries from Village Market
Pharmacy:	5 prescription deliveries
COA Programs:	COA cinema, busy fingers, birthday party, music with Matt York
Other:	Banking, 17 nursing home visits to family, 4 to Thanksgiving Dinner at the Wayside inn

There has been an increase in reoccurring appointments among participants. We have found that the participants who need transportation often live alone and seek socialization. We added the monthly *Flash* Newsletter to each of the vehicles to give more information on programs and resources. We hope to get more of these participants involved here at The Center for Active Living.

Programming:

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

Program Highlights:

Informational/Education:

Lunch and Learn with Consumer Assistance Council 20 participants

November's Lunch and Learn session with the Consumer Assistance Council (CAC) of Massachusetts was both insightful and empowering, shedding light on the vital role CAC plays in protecting consumer rights. The speaker highlighted the free resources available to resolve disputes with businesses, shared practical advice on navigating scams/fraud, and emphasized the importance of being informed to prevent consumer issues. The Q&A session added practical value, addressing real-life scenarios and potential solutions.

Community Engagement:

Coffee with Chatham Fire Department 20 participants

This program was an engaging and enlightening opportunity to connect with local Paramedic, Rachel McGrath, Liaison to the CFAL. Participants gained valuable insights into the work done at the Chatham Fire Department and were reminded of important safety programs and tips,



including fire prevention strategies, proper use of smoke detectors, and emergency preparedness. The informal setting encouraged meaningful dialogue, allowing attendees to ask questions, learn more about the department's operations, and share their gratitude.

Entertainment:

Cut Loose Art Workshop

12 participants (Max set by facilitator: 12)

The Cut Loose Collage Workshop was a creative and inspiring experience where participants learned the art of making unique ornaments using collage techniques. The workshop fostered a welcoming and hands-on environment, encouraging attendees to experiment with colors, textures, and materials to craft personalized decorations. The instructor's guidance and emphasis on letting creativity flow without constraints made the process enjoyable and relaxing. Participants shared ideas and techniques, making the session both collaborative and fun.



Ryder's Cove Respite Program:

As the Director of the Adult Supportive Day Program, I am pleased to present a comprehensive overview of my progress and developments for the month of October 2024.

Over the course of this month, I have had the opportunity to conduct discussions with seven prospective participants' caregivers for the Ryder's Cove Respite Program. These conversations provided a wealth of valuable information, allowing me to learn about each potential participant's demographic background, specific needs, concerns, and daily activities. I also gained important insights into their health and overall well-being. This inclusive information will be instrumental in developing individualized care plans, tailored to the unique requirements of each person.

To further enhance this process, caregivers were asked to share personal narratives about their loved ones, helping us create a more comprehensive and compassionate approach to care planning. In addition, information packets containing the program's Admissions and Discharge criteria, "Tell Us About Your Loved One" biography questions, an emergency fact sheet, and a medication information list were distributed to caregivers for completion and return.

I have continued the task of revising and updating key program documents and procedures. One additional document this month was the creation of a new procedure to address medical issues and illnesses that may arise within the program, ensuring we are well-prepared for any health-related concerns and for the wellbeing of all our participants.

Working collaboratively with the Town's Communication Manager, and the CFAL's own Communications staff, I have been involved in the development of our community outreach approach, which is integral to promoting the upcoming opening of the Day Program. This initiative is taking shape with the creation of promotional materials; including flyers, a social

media campaign, and brochures, all designed to inform the community about the services to be offered. We are focusing on reaching out to the caregivers/families in the Town of Chatham to ensure the program reaches those who would benefit most from our services.

To expand my understanding and advance the support we will be providing to caregivers and their loved ones, I have been participating in a 5-week (5 Mondays) Caregiver Education Program offered at the Dennis Council on Aging. Led by Dementia Educator, Melanie Braverman, Co-Founder of the Alzheimer's Family Support Program of Cape Cod, this program offers valuable insights into caregiving strategies and resources, which I look forward to integrating into our program. Additionally, I attended the second SSDP (Supportive Services for Dementia Patients) Collaboration Meeting with all the others around Massachusetts who were awarded these grants. These meetings provide a great platform for sharing knowledge and exploring new strategies to enhance the care we provide for our participants, ensuring we stay informed about the latest developments in dementia care.

Council on Aging Board of Directors:

Town Health Agent Judy Giorgio, presented findings from the *Key Secondary Data Findings* from the *Community Health Needs Assessment Report*, compiled by the Lower Cape Cod Community Health Needs Assessment of which she is a member. The report, which includes Brewster, Chatham, Harwich and Orleans, helps to guide strategic planning.

The Human Services Committee:

There was no meeting of the Human Services Committee in November. The next meeting will be held on Monday, January 19, 2025.

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 November Special Events:

- PARK hosted the 9th annual Fudge Fundraiser with Chatham Candy Manor. 89 lbs of Fudge were sold with \$890 raised for the program.
- November 20th the staff held a Thanksgiving themed BINGO and Scavenger Hunt.

	September	October	November	December
MONTHLY ATTENDANCE	723	835	514	
MONEY COLLECTED	\$8,840	\$9,240	\$6,245	
AVERAGE DAILY ATTENDANCE	36	38	34.3	

Programming

Adults:

- Fall Tuesday Night Pickleball-63 participants
- Fall Thursday Night Pickleball-65 participants
- Fall Saturday Night Pickleball- 40 participants
- Winter Pickleball Mon-Friday 8am-12pm – 294 participants
- Fall Adult Basketball- 38 participants
- Fall Pickleball Lessons- 15 participants
- Adult Badminton- 7 participants
- Yoga with Jackie! (Hatha Mondays)- 30 participants
- Yoga with Jackie! (Restorative Thursdays)- 20 participants
- Yoga with Jackie! (Vinyasa Fridays) – 11 participants

Youth

- November Family Karte- 9 participants
- November Family Tai Chi- 8 participants
- Big Ballers Basketball Grades 3& 4- 9 participants
- Big Ballers Basketball Grades 5-7- 15 participants
- November Birthday Parties- 2

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

Special Events

On Saturday, November 16th we partnered with AC & DC Family Crafting for a Holiday Tree Sea glass workshop. We had 12 participants.

The 17th annual Holiday Shopping Fair was held on Saturday, November 23rd. We had 45 vendors join us in the gymnasium from 9-2pm. The PARK Program sold baked goods and sold raffle tickets. A total of \$1,882 was raised from the fair that goes to the PARK Afterschool Program.

On Saturday, November 30th we partnered with South Shore Blanket Parties for a “Learn how to make a Chunky Knit Blanket” workshop. We had 13 participants.

We held our first Annual Pet Food Drive in partnership with Chatham Animal Control. 100 plus cans and bags of cat/dog food were donated during the drive which will go towards helping Chatham residents in need of pet food. We look forward to continuing this drive next year.

Employee Development/Enrichment/Other

On November 13th, Sue Frederick attended the Lower Cape Recreation Sports Meeting to wrap up the fall soccer season and discuss the upcoming Lower Cape Basketball league.

On Tuesday November 19th, Aimee Howell (Deputy Director) and Sharon Stark (Recreation Coordinator) attended the Cape and Island MRPA Regional meeting. Fall and Winter program successes and failures were discussed amongst the group along with regional issues arising in the field.

Community Center Use

Aerobics Room – 62 Reservations

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

Club Room – 30 Reservations

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

Conference Room – 18 Reservations

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

Gymnasium – 48 Reservations + Open Gym

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

Large Meeting Room – 26 Reservations

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

Serving Room - 13 Reservations

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

Fitness Room Access Scans

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
August	CLOSED	145	113	100	92	134	99	683
September	20	125	85	68	80	83	70	541
October	30	85	112	115	104	100	57	524
November	59	120	136	139	94	96	101	745

Active Fitness Room Memberships: Family Members - 468 Individual Members - 185

Parks & Recreation Commission:

The Parks & Recreation Commission met on Monday November 18th. The meeting started with Community Services Deputy Director Aimee Howell giving a Fall and Winter program update. Programs running from September – December have had 1743 registrations. There are 20 programs and 9 events/workshops taking place.

The Beach Sign sub-committee that was formed decided to disband and bring it back to the whole commission for discussion and finding ways to work as a group for this long-standing goal of the Commission.

The updated Beach Rules and Regulations were reviewed with more changes including a Drone regulation added. The commission hopes to vote on the official update at the next meeting.

The Commission discussed the lack of Shark signs at the beaches and questioned if the town was liable without them. The commission would like to see shark signs at least at Lighthouse beach and North Beach Island along with looking into Stop the Bleed kits.

The Commission discussed inviting local businesses that provide transportation out to North Beach Island to the next meeting to discuss education to the public about rules and dangers on North Beach Island.

Golf Committee

The Golf Committee met on Thursday November 14th. Community Services Deputy Director updated the Committee about the RFP for the Seaside Link Pump House and the winning bid. The project is scheduled to be completed by April 1, 2025.

The Committee agreed to remove Harwich Residents from the Resident Rate due to the fact that there is no longer reciprocation from Harwich's course.

All other topics were put off until the next meeting due to missing Committee members.

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

November Updates

- **Payroll Training:** In November, the Accounting Department partnered with Harpers to deliver a joint training session on decentralized payroll entry for town staff.
- **FY24 Audit:** The Accounting Department continued collaborating with CBIZ, the town's independent auditing firm, on the FY24 audit.
- **GFOA Recognition:** The Finance Department received the *Certificate of Achievement for Excellence in Financial Reporting* from the Government Finance Officers Association

(GFOA) for the FY23 Annual Comprehensive Financial Report. This marks the third year the town has earned this distinction.

- **Budget and Capital Planning:** The Finance Department has been actively working with all town departments on FY26 capital requests and operating budgets.

Community Preservation Committee (CPC) Updates

- **Application Reviews:**
The CPC began reviewing applications submitted by the November 1, 2024 deadline for FY26 funding. Projects under consideration include:
 - Affordable Housing Trust Fund Allocation
 - Little Mill Pond Pier Reconstruction
 - Nickerson Historic Barn
 - Stallknecht Painting Preservation
 - Open Space and Recreation Plan
 - Field Studies for Salt Marsh Preservation
 - Depot Street Tennis Court Rehabilitation
 - Union Cemetery Restoration
- **Meeting Schedule:**
The CPC conducted application review meetings on November 18 and December 2. The next meeting is scheduled for December 16 at 4:00 PM, where the following applications will be reviewed:
 - Affordable Housing Trust Fund Allocation
 - Union Cemetery Restoration
 - Stallknecht Painting Preservation

Looking Ahead

We remain focused on streamlining processes, leveraging technology, reducing redundancies, and fostering open communication and transparency in all financial operations.

II. ASSESSING

	Nov	Year to Date	Year to Date	Year to Date
	2024	2024	2023	2022
RE Abatements Processed	3	18	32	20
PP Abatements Processed	15	2	106	34
MV Abatements Processed	67	92	279	294
Boat Abatements Processed	18	364	412	655
Betterment Payoffs	0	0	1	2
Boat Commitment	0	1	1	1

MV Commitments	1	7	7	8
Certified Abutter's Lists	29	413	352	285
Deferral	0	1	1	2
Real Estate Exemptions	0	81	14	23
Building Permits	102	1,399	1,175	994

The First Half of Fiscal Year 2025 Semi-Annual Tax Bill was due November 1, 2024 for Real Estate and Personal Property. Also, November 1, 2024 was, the filing deadline for Real Estate and Personal Property Abatement Applications.

The Motor Vehicle Commitment, Number 6, was processed and submitted to the Deputy Collector for issuing excise bills. The total of \$33,048.22 is the amount to levy and collect.

PK Valuation Group is conducting cycle inspections for properties for Fiscal Year 2026.

III. INFORMATION TECHNOLOGIES

Completed the installation and upgrade of the security cameras in the booking area for the Police Department.

Built 3 new switches for the Airport, Water Pollution Control Facility and Annex Building.

Installed and tested the fiber connection between the Annex Building and the Airport Hanger.

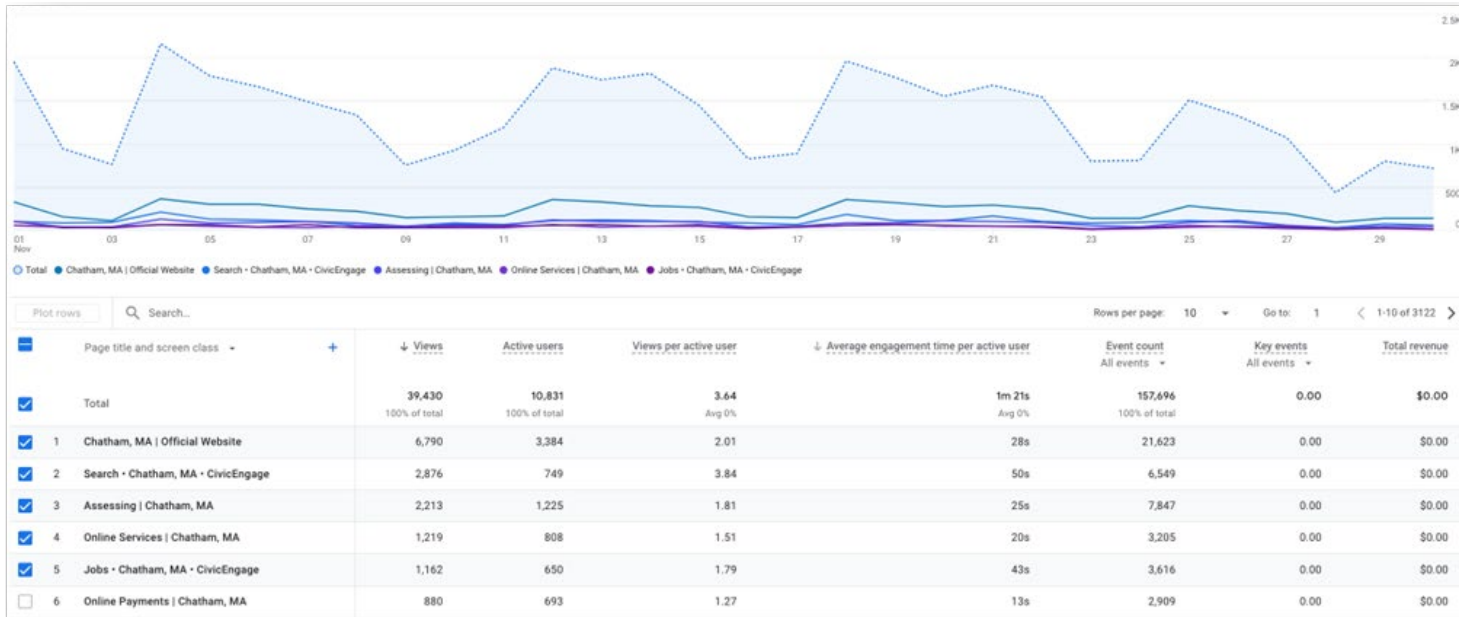
Built and installed 2 new camera servers, one at the Police Department the other housed at Townhall. These servers are upgrades of the current server and will distribute the workload.

Website:

In the month of November, the Town website had a total of 39,430 views. Excluding the home page the top 5 viewed pages on the website were:

1. Search – 2,876 views
2. Assessing – 2,213 views
3. Online Services – 1,219 views
4. Jobs – 1,162 views
5. Online Payments – 880 views

There were 10,831 active users who accumulated these views. This metric contains the number of unique users who engaged with the site during November. The **average user viewed 3.64**



pages and spent 1 minute and 21 seconds on the site. Both of these totals are considered to be on the higher end in relation to general website benchmarks.

IV. CHATHAM TV

Highlights

- Produced “Flash TV” Season 2 Episode 3 for December 2024 Community Services Department
- 11 Live Meetings, 25 additional meetings added to the archive



Meeting Totals

Live Meetings	11
Additional Archived	25
Total Meetings	36

Meeting Break Down

Location	In Person	Hybrid	Teams Only
Annex LMR (Live on CH 1072)		11	
Annex LMR (Not Live)	0	1	
Annex SMR	2	11	
Com Center Conf Room	3		
Com Center Club	1		
Town Hall	4		

FULL REMOTE			1
Sub Totals	10	23	1

YouTube Analytics

YouTube Monthly Views: 583
 Top viewed meeting: Select Board 11/13/24 (39 views)
 Top viewed Non-meeting Content: Chatham First Night 2022 | Toejam Puppet Band (107 Views)

On Demand

Archive & Website VIEWS	Views	Percentage
Windows (PC)	394	69
Mac	135	24
Android	2	0
iOS	42	7
Other	0	0
TOTALS	574	100

V. TREASURER/COLLECTOR

As of 11/30/2024 the Treasurer/Collector’s office collected 49.49% 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
	11/30/2024		11/30/2023
Tax	\$21,412,355.42.66	Tax	\$20,833,172.20
OPEB	\$321,050.60	OPEB	\$312,461.22
CPA	\$603,406.36	CPA	\$584,875.61
Total Outstanding	\$22,336,812.38	Total Outstanding	\$21,730,509.03
	50.51%		50.77%

Real Estate

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

FY2025 Real Estate Tax Collections for the month of November are \$27,911,205.25, including interest and demand fees.

FY2024 Real Estate Tax Collections for the month of November are \$3,163.60 including interest and fees.

FY2025 Personal Property Tax Collections for the month of November are \$19,980.16. Prior years Personal Property Tax collections for the month of November are \$53.95 including interest and demand fees.

OPEB Surcharge

OPEB Surcharge transfers to the OPEB Trust Account to date are \$3,242,158.47.

Tax Title and Foreclosure

We currently hold 22 tax title accounts with a total balance of \$596,719.48, including fees and interest. Tax Title receipts collected for the month of November are \$1,190.00, including interest and fees.

Foreclosed Parcels

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

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

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

Motor Vehicle Excise

The 2024 Motor Vehicle excise receipts collected for the month of November are \$16,449.14.

Previous (prior to 2024) Motor Vehicle excise receipts for the month of November are \$1,640.11, including fees and interest.

Boat Excise

The FY2024 Boat Excise receipts collected for the month of November are \$1,147.51, including fees and interest.

Previous (prior to 2024) Boat Excise receipts for the month of November are \$1,653.80, including fees and interest.

Chatham Cultural Council

Staff Liaison Monthly Report

The Chatham Cultural Council conducted a meeting on November 4, 2024. The council approved minutes from their October meeting and their treasurer’s report for the month of October. The council members discussed the status of undistributed grant funds and voted to reallocate 2023 undistributed grant funds back to donations. The annual financial report has been filed with the MCC and the 2025 grant award as of this report is \$12,000, which is a decrease from last year. The MCC contribution to the LCC \$5,700.00 for 2025. The council discussed reaching out to the Select Board liaison to request an annual match for MCC’s annual contributions going forward. An announcement was made that the Select Board granted the Cultural Council’s request to reduce membership from 9 to 7 members.

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 237 calls for service, of which 161 were medical calls which required the transport of 99 patients. Ambulance revenue was \$75,082.59 and Inspectional Services generated an additional \$1,670 for a total monthly revenue of \$97,862.67.

Dept	Indicator	Month		Year to Date		
		Nov '24	Nov '23	2024	2023	
Fire Rescue/EMS	Fire Suppression/ EMS					
	1	Emergency Incidents	237	265	3,062	3,024
	2	Ambulance Transports	99	127	1,270	1,262
	3	Ambulance Receipts	\$75,082.59	\$71,998.98	\$847,782.96	\$805,950.33
	4	Firefighter Injuries	0	0	10	5
	5	Civilian Injuries	0	0	0	0
	6	Mutual Aid Given	7	9	74	76
	7	Mutual Aid Received	2	4	21	29
	Fire Prevention/ Code Enforcement					
		Inspections (resale, new construction and commercial)	47	33	444	455
		Fire Prevention Revenue	\$1670	\$1135	\$13,650	\$13,219

Personnel:

Retirement: FF/EMT Kevin Moore was approved for a disability retirement after 30+ years of service to the Town. Kevin began as a Call FF in 1994 and was hired full-time in 1996. Kevin was involved in Union leadership throughout his career and was a notable participant in community events. We wish him a lengthy and happy retirement!

Training:

Chief Tavano and Administrative Assistant Ellie Ward participated in Payroll and Procurement training sessions put on by the Finance Department. EMS Captain Mike Lopriore attended a seminar on illicit narcotics and community risk reduction strategies to tackle this ongoing problem. Fire department staff assisted the Chatham PD with coordinating Emergency Evacuation training for the elementary and middle school students and staff. FF/P Dave Caruso, one of the newest members of the department participated in a monthly drill as a member of the Cape Cod Regional SWAT team. He serves as a tactical paramedic on that regional team. Deputy Chief Clarke and Deputy Director of Emergency Management Mark Heller attended a “Vision Zero” first responder focus group in Harwich, an initiative of the Cape Cod Commission to reduce road and traffic hazards. Chief Tavano participated in a focus group with staff from Barnstable High School and Southern Maine Community College to assist with internship program development.

Incidents:

FF/EMT Connor Brickley was in the right place at the right time and provided lifesaving aid to a patron who was choking at the Land Ho restaurant in Orleans. He will be recognized with a Life Saving Award at the department holiday party in December. Crews provided mutual aid at a 2nd alarm commercial building fire in Yarmouth. Members of the regional technical rescue team responded to Hyannis for structural stabilization of a building involved in a motor vehicle accident. An ambulance crew provided mutual aid to Harwich for a high priority patient that was involved in a high-speed motor vehicle accident on Queen Anne Rd. An engine crew responded mutual aid to Harwich for a fire in a hotel unit at the Wequasset Resort. The department responded to a serious motor vehicle accident involving a car vs. building at Larry’s PX with multiple casualties. This was a challenging incident which involved a variety of significant hazards such as gas and electrical utilities being compromised, loss of structural integrity of the building, and high priority trauma patients who were entrapped. The immediate concern with this incident was the rapid treatment and transport of the victims involved, which were accomplished by CFD and CPD personnel. Mutual aid was then requested to assist with stabilizing the secondary utility and structural concerns and preserving property. All responding personnel performed exceptionally.

Community Engagement:

Chief Tavano attended the Monomoy Regional High School’s Credit for Life Fair. This annual event provides graduating seniors with an opportunity to role play life after high school. Students are provided with a budget and must make important financial decisions. Community volunteers provide guidance to the students as they navigate these decisions.

Fire Prevention:

Unprecedented fire weather plagued the enter state throughout the month of November, prompting many communities to implement outdoor burning bans for several weeks. During this time, the department responded to several residences for unauthorized burning (primarily fires in firepits) and informed the residents of the regulations. For several days, a smoke odor and haze blew across the Cape Cod Bay from the North Shore area of the state, prompting additional calls from concerned residents. Fortunately, there were no significant issues in our area during this time.

Emergency Management:

Emergency Management is currently focusing on upgrading resources and equipment in the Emergency Operations Center, identifying necessary training and education, developing guidelines for emergencies and planned events that involve multiple town departments, inventorying town generators at fixed facilities and preparing maintenance schedules and records, and planning and preparing for the upcoming winter storm season. The monthly Emergency Management Working Group meeting consisted of a site visit to the fire station EOC to review newly updated and implemented job aids which will be in place at both the primary and secondary EOC.

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 **November 2024**.

The Department is very pleased to announce that the Town of Chatham has been awarded a \$300,000 grant from the MA Division of Ecological Restoration to help design the Frost Fish Creek Wetland Restoration Project. The project will redesign Route 28 culverts to restore tidal

flow, improve water quality, and convert an abandoned cranberry bog into an estuarine wetland.

REGULATORY BOARDS

Board of Health – The Board of Health held two hybrid meetings on November 4th and 18th. One meeting was devoted to a Public Health Forum with presentations from: Eliza Morrison, Director of Harm Reduction Services, Aids Support Group Cape Cod, including Narcan training; Morgan Eldredge, Fishing Partnership Support Services; Leah LaCross, Director of Chatham Community Services; and Pat Burke, SHINE Program Coordinator at the CFAL. The purpose of the forum was to provide the Board and public updated information on community services available to citizens.

Conservation Commission – The Conservation Commission held two hybrid meetings on November 6th and 13th.

ADVISORY COMMITTEES

Aunt Lydia's Cove Committee – The Aunt Lydia's Cove Committee did not meet in November. The next scheduled meeting is at 5pm December 11, 2024, in the Club Room at the Community Center.

Energy and Climate Action Committee – The Energy and Climate Action Committee held one hybrid meeting on October 15th. Some of the topics discussed included the presentation by Shelly McComb (Coastal Resilience Specialist) on the exploration of mandatory disclosure of Sea Level Rise (SLR), flooding, and erosion risk upon the sale of a properties and an update from the Saltmarsh Subcommittee regarding the application presented to the Community Perseveration Committee.

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

Shellfish Advisory Committee – The Shellfish Advisory Committee held one meeting on November 20th. Ted Keon gave the Committee an update on the current status of 90 Bridge Street along with details of the next phase and approximate timeline. The committee agreed to revisit and review previously proposed draft language within the Town's Waterways Regulations concerning permissible/prohibited uses, time of year, and other activities at 90 Bridge street.

South Coastal Harbor Plan Committee – The South Coastal Harbor Plan Committee held one meeting on November 13th. Topics included a presentation by Jamie Bassett regarding the kelp farm project offshore of Harding's Beach, further review for renewal of the harbor plan and general update by Coastal Resources Director.

Waterways Advisory Committee – The Waterways Advisory Committee held one meeting on November 21st. Topics included a brief review of pending waterfront projects, update on

proposed meeting with town counsel for preserving public rights and shore access, and update from Harbormaster on (a) 2025 “blue foam” prohibition for moored floats and (b) off-season Town Landing Special Use permits.

COASTAL RESOURCES DIVISION

Project Planning/Coordination:

90 Bridge Street Waterfront Property- Bulkhead project completed. Bid package for the pier and float construction being developed by the engineer. The silt curtain was re-positioned in anticipation of the next phase of pier work. One of the piles used to hold the silt curtain was relocated across the road and driven just offshore to serve as a new osprey platform to relocate the current nest repeatedly built upon the adjacent electrical transformers.



Ryder’s Cove Bulkhead & Ramp Replacement- Clark Engineering completed survey work and draft plans of existing conditions for deepening the trailer parking spaces. A Notice of Intent to be filled with the Conservation Commission for the work. The contract with Pare Corporation executed and kick-off meeting held to review goals and design objectives for completion of the overall renovations to the landing.

Townwide dredge permit modifications- Town provided comments on recent Water Quality Certification (WQC) which were accepted by MA DEP. Corps of Engineers Individual permit is still pending.

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- Conservation Commission final Order of Conditions to be reviewed and approved on December 4.

Fish Pier Improvements (S. Jog pedestrian walkway) -Engineer provided cost comparisons for various walkway surfaces. Meeting scheduled in early December to select the preferred alternative for final design. Chapter 91 and Corps of Engineers PCN permits have been submitted.

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

Little Mill Pond Pier Replacement- Contract with Pare Corporation executed and kick-off meeting held regarding design and permitting for replacement of the pier. Meeting with the CPC held to

review submission of a \$250,000 request to support construction of the pier in FY26 estimated to cost approximately \$500,000.

Town Landing Comprehensive Survey- East-Southeast Survey working on survey of each Town Landing/Shore access location. Completion is anticipated around year’s end.

Ryder’s Cove Herring Run: Rt 28 Culvert Replacement- Meeting held in early November with MA DOT to discuss options and possible funding support from DOT.

Div Marine Fisheries Grant- Waiting for notification if application for \$12,000 grant is approved to fund safety improvements at various public waterfront facilities through purchase of mounted throwable life rings.

CONSERVATION DIVISION

APPLICATION	November 2024	November 2023	YEAR TO DATE 2024	YEAR TO DATE 2023
Notice of Intent	5	4	47	53
Request for Determination	1	1	17	13
Request to Amend an Order	1	0	2	4
Admin Reviews	5	4	78	79
Extensions	0	0	24	15
Field Chgs	0	0	8	1
Cert of Compliance	5	4	57	31
TOTAL RECEIPTS	\$3,457.50	\$2,082.50	\$25,769.50	\$23,964.50

New Applications received in the month compared to previous years.

Conservation Commission Support

Enforcement Orders: 243 Kendrick Road - Enforcement Order Notices of Violation were sent on October 30 and follow-up was required due to an incorrect address in the assessor's records. 59 Chase Street - An Enforcement Order was drafted in October and issued during the first week of December.

Outermost Harbor Notice of Intent: The applicant filed a Notice of Intent (NOI) for a 10-year dredging improvement project. Staff conducted multiple meetings to review the application

and its complex file history. After reviewing the NOI, the applicant's engineering consultant, BSC, was contacted, and the hearing initially scheduled for December 4, 2024, was continued. This allowed the applicant to revise their application and address staff concerns. Abutters who inquired about the project received all submitted documents and were offered a group meeting to update them on the project following the first public hearing.

Airport Vegetation Management Project Appeal and DEP Request for Superseding Order of Conditions: The Superseding Order of Conditions under the State Wetlands Act has not yet been issued by the Department of Environmental Protection (DEP), though it is expected in December. As previously noted, the appellants failed to appeal under the Local Wetlands Bylaw, limiting further appeal opportunities. Any MEPA appeal request remains a possibility.

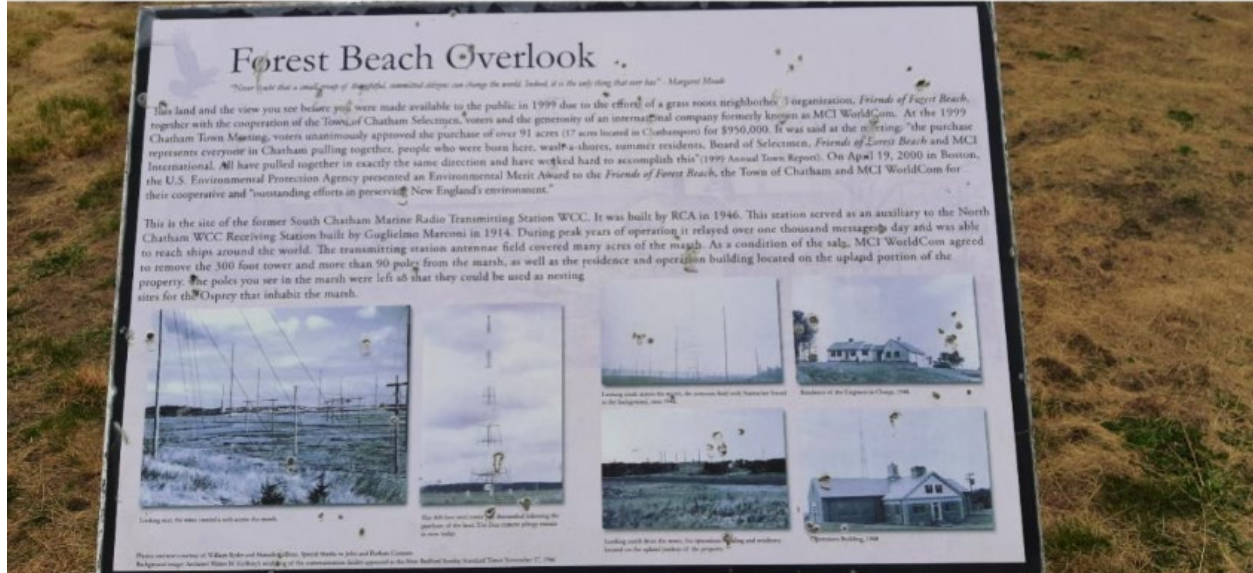
Conservation Restrictions: The Division continues to coordinate with the Chatham Conservation Foundation (CCF) and its Land Manager, regarding Conservation Restrictions on Town-owned conservation areas. These restrictions ensure that the properties remain designated for conservation purposes by outlining permitted and prohibited activities. No new Conservation Restrictions are pending approval by the Board of Selectmen. Violations, such as debris dumping or encroachments reported during CCF's annual review, are addressed by Division staff. With the Division fully staffed, site visits to investigate reported violations are planned for December 12, 2024. The Assistant Agent is prioritizing violations based on their severity.

Land Management of Conservation Areas

Forest Beach Overlook: A new osprey nesting platform was relocated from its original site near the parking lot and benches to a nearby salt marsh, addressing community concerns. The updated location maintains visibility of the platform and the educational kiosk.



Kiosk Forest Beach and MCI Museum – The Agent contacted the Marconi Museum to request historical photographs of the kiosk at the Forest Beach Overlook Conservation Area. Arrangements were made to meet with the museum archivist to obtain copies. The kiosk is outdated and damaged, requiring replacement.



Bridge Street Osprey Nest: Staff coordinated with local tree companies, Eversource, and volunteer Chris Walz to replace the existing nesting platform and install a deterrent on the transformer pole. This work, scheduled for mid-December, will prevent electrical fires and protect osprey chicks.

Training Field Triangle: Trail maintenance was completed in November, including cutting back trails to a width of 4 feet.

Ryder's Cove MCI Property: Staff conducted an on-site evaluation of mitigation plantings required for relocating the communication tower away from an eroding coastal bank. The project includes expanded parking for safety and winter storage of boats.

Oyster Pond Restoration and Mitigation Planting: Staff collaborated with Bartlett Tree Company to remove invasive species at the Town landing. Mitigation plantings for a project at 500 Shore Road will also benefit this location.

Old Comers Conservation Area: Routine trail and vegetation maintenance was completed, including trimming trails to 4 feet in width and addressing minor tree work.

The Assistant Conservation Agent completed a grant-writing course and is preparing a MassTrails grant application. The Division is updating its webpage on conservation areas to include trail information, wildlife details, and site management plans. As part of the grant development, a new electronic QR code system is being explored to enhance access to

conservation trail maps and information, following practices adopted by other private non-profit land trusts. This grant would offset development costs and improve user engagement with Town conservation areas.

HARBORMASTER DIVISION

The month of November was relatively busy along the waterfront with some favorable weather, maritime traffic was high for this time of year. The Municipal Fish Pier has been busy with lobstermen bringing in gear and some finfish boats still operating.

In November we hauled the remainder of the navigational aids leaving a few markers in place in the Pleasant Bay channel to assist mariners with navigation. The aids to navigation were left in place in the north and south inlets and they are still being routinely used by the fishing fleet and some recreational mariners. The floats from the North and South Jog at the Fish Pier, the floats at Old Mill Boatyard, Oyster Pond swim floats and the floats at Ryder’s Cove were hauled this month as well.

Waitlist and Mooring Permit renewals went out in later October. At the end of November, we had renewed 54% of the mooring permits with 78% of those renewing online. As a reminder, all waitlist and mooring permit renewals are due by December 31st and may be renewed online with payment by credit card or be mailed back with a check as we no longer accept cash payments

HARBORMASTER DIVISION	NOV 2023	NOV 2024	YTD 2023	YTD 2024
MARITIME ASSISTANCE CASES				
TOWS (DISABLED BOATS)	1	0	14	17
GROUNDINGS	0	0	21	14
DEWATERING	0	0	5	22
MISC. ASSIST	0	2	46	93
C.G./AGENCY ASSIST	0	0	1	5
CAPSIZED BOAT/SALVAGE	0	0	3	11
MEDICAL	0	0	7	8
P.I.W.	0	0	1	2
POLLUTION	1	0	3	6
KAYAK/WATERCRAFT ASSIST	0	0	2	2
BOAT FIRE	0	0	1	1
TRANSPORT	0	0	0	0

HEALTH DIVISION

The Health Division was busy with normal operations this month. We received a new supply of COVID test kits which continue to be available for the upcoming holidays.

The Health Agent and Inspector attended the Massachusetts Health Officers Annual Conference. Many valuable educational sessions were attended over the two-day period. Additionally, Mental Health First Aid Training was attended by Staff. Fuel Storage Regulations were reviewed and revised for BOH updates. A public hearing will be held in December. The Health Agent presented to the COA Board the Community Health Needs Assessment that was recently completed.

Permit information issued in the month compared to previous years is provided below.

	Nov-2024	Nov-2023	YTD 2024	YTD 2023
PERMITS ISSUED:				
Disposal Works Construction	6	7	102	85
Food Handler's	2	2	147	105
Motel/Cottage	0	0	10	7
Room Inspection	2	0	7	5
Swimming Pool/Hot Tubs	0	0	10	6
Tobacco Sales	0	0	7	0
Stable/Animal Keeping	0	0	2	2
Septic Installers	16	1	62	20
Septage Haulers	7	0	21	10
Rubbish Haulers	1	0	5	2
Recreational Camps	0	0	1	1
Well Construction	1	3	35	67
Well Destruction	0	0	0	1
Scallop Shanty	2	1	2	1
Bathing Beaches	0	0	15	15
Short Term Rental registrations	27	39	812	39
Body Art Establishment	0	0	1	0
Body Art Practitioner	0	0	1	0
Total	64	53	1240	366
Inspections:				
Restaurant/Food Inspections	3	5	87	127
Septic Inspections	7	12	110	126
Housing Inspections	1	0	2	2

Room Inspections	3	5	32	49
Complaint/nuisance Inspections	3	1	40	34
Test Holes	2	7	59	47
Pool Inspection	0	0	19	17
Total	19	30	349	402
Reviews/Comments:				
Board of Health Variance Reviews	3	3	17	29
Swimming Pool Plan Reviews	0	0	0	0
Zoning Board of Appeals Comments	9	4	66	79
Building Dept. Permit Reviews	40	32	473	378
Planning Board Comments	0	2	6	6
Board of Selectmen Comments	0	2	2	3
Real Est. Transfer Report Reviews	9	50	128	170
Total	61	93	692	665
Total Receipts:	\$6,015.00	\$4,220.00	\$102,080.00	\$44,035.00

SEWER*

Septic Abandonment	1	8	87	90
Sewer Connection Permit Reviews	1	10	91	76
Sewer Connection Orders Sent	0	0	0	427
Sewer Connection Time Extensions	0	1	0	3
Sewer Connection Orders Rescinded	0	0	0	15
Total	2	19	178	611

*Total sewer applications to date in data base are 810 with 628 completed (78%)
Total orders to connect to date in data base are 823 with 415 completed (50%)

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

The Short-Term Rental (STR) Inspector has completed the review of smaller rental agencies' listings for compliance with our STR regulations. Non-compliant property owners have been notified via letters outlining the requirements. Additionally, the inspector conducted a comparative analysis of other towns' rental programs, focusing on fee structures and inspection requirements.

Town	STR Rental Fee	YR Rental Fee?
Chatham	\$50	Not required
Provincetown	\$750	\$300 for 3 yrs
Truro	\$450	Not required
Wellfleet	No registration required	Not required
Eastham	\$75 with proposed increase this year to \$350	Proposed \$100
Orleans	no fee	No fee
Brewster	No registration required	Not required
Harwich	No fee	Not required
Dennis	\$500	\$100
Yarmouth	\$80	\$80
Barnstable	\$90 and \$25 for <i>each</i> additional unit on the same parcel.	same as STR
Sandwich	No registration required	Not required
Mashpee	\$25 w/\$75 inspection fee	same as STR
Falmouth	\$50.00, each additional unit \$25.00	same as STR
Bourne	voluntary registration	

SHELLFISH DIVISION

November was the month of endless wind, so surprisingly, commercial landings did not plummet but instead only slightly decreased from October’s landings. The flats between South Beach and Monomoy continue to be productive for soft-shell clams while most of the quahog harvest occurred within Stage Harbor.

The Division continued to distribute oysters over the month with a big push right before the Thanksgiving holiday. Over 65,000 pieces were broadcasted over the traditional areas of the Causeway, Battlefield and the Harbormaster flat and approximately 22,000 oysters were harvested. There are still a lot of oysters to be harvested!

Division staff also attended a Board of Directors meeting of the MA Shellfish Advisory Panel and completed the Mental Health First Aid certification training.

Propagation: Fall is a busy and physical time for the Shellfish Division. Staff continued emptying out the upweller in order to shut off the pumps before the Thanksgiving holiday. This allows the pipes to “foul” while our harbormaster neighbors are enjoying turkey and not suffering the “smells” of dying biofouling. Two more nets were planted in Mill and Buck’s Creek, with an estimated 465K of our largest seed (fastest growers) directly broadcasted with the Stage Harbor Complex. Power washing gear continued and sinking our overwintered seed off of the Oyster Pond swimming beach began.

Estimated Wholesale Value of Commercial Shellfishing Fleet												
Year to Date 2024												
	January	February	March	April	May	June	July	August	September	October	November	Total
Soft Shell Clams	\$5,000	\$5,625	\$20,250	\$46,800	\$167,363	\$373,200	\$354,028	\$438,600	\$202,125	\$130,340	\$94,000	\$1,837,331
Quahogs	\$21,200	\$34,344	\$30,000	\$46,110	\$59,436	\$46,586	\$57,688	\$60,696	\$36,106	\$49,258	\$30,238	\$471,662
Mussels	\$29,250	\$30,000	\$18,000	\$5,000	\$2,000		\$2,000					\$86,250
Razor Clams		\$4,500	\$11,400									\$15,900
Scallops												\$0
Monthly Total	\$55,450	\$74,469	\$79,650	\$97,910	\$228,799	\$419,786	\$413,716	\$499,296	\$238,231	\$179,598	\$124,238	
Y-T-D Total	\$2,411,143											

Month to Month Comparison			
		23-Nov	24-Nov
Total Estimated Wholesale			
Value of Commercial Landings		\$127,624	\$124,238
Estimated Value of			
Recreational Harvest		\$25,650.00	\$66,632
Shellfish Violations		1	3

STICKER (PERMT) OFFICE

In November, the sticker office was open Tuesday & Thursday from 10AM to 1PM. The online sticker application portal (City Hall Systems - eBilling ePayment) remains available for 2024/2025 stickers. So far this season, OSV sales total \$62,940 and November’s Beach-Recycle-Transfer-Combo sales total \$1,350. Mail-in applications are also still available on the Town’s website: <https://www.chatham-ma.gov/311/Sticker-Office>

November 1 - 30, 2024						
Resident Stickers	In Office Sales		Online Sales		Total - November 2024	
	Count	Amount	Count	Amount	Count	Amount
COMBO STICKER FIRST	0	\$0	0	\$0	0	\$0
COMBO STICKER SECOND	4	\$200	0	\$0	4	\$200
BEACH STICKER FIRST	1	\$30	0	\$0	1	\$30
BEACH STICKER SECOND	0	\$0	0	\$0	0	\$0
RECYCLE STICKER	0	\$0	2	\$70	2	\$70
TRANSFER STICKER FIRST	3	\$600	4	\$450	7	\$1,050
TRANSFER STICKER SECOND	0	\$0	0	\$0	0	\$0
COMBO STICKER REPLACEMENT	0	\$0	-	-	0	\$0
Total:	8	\$830	6	\$520	14	\$1,350

CAPE COD WATER RESOURCES RESTORATION PROJECT (CCWRRP)

The CCWRRP, managed by the Natural Resources Conservation Service (NRCS) and Cape Cod Conservation District (CCCD), is a federally funded program focusing on (1) salt marsh restoration, (2) fish passage restoration, and (3) stormwater remediation to protect shellfish beds. Chatham has participated since the program began in 2010, completing stormwater improvements at Oyster Pond Furlong as part of a prior sewer project using the initial funding round. In the second funding round, the Town secured 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 30% design plans under review.
- Sears Road: \$91,000 allocated for reducing runoff into Oyster Pond River. The Town and NRCS are reviewing 30% design plans.
- Eliphamets Lane: \$299,000 allocated for reducing runoff into Mill Pond. The Town and NRCS are reviewing 30% design plans.
- Little Mill Pond: \$325,000 allocated for stormwater improvements to reduce runoff. Project on hold due to nearby sewer work. Design will resume once infrastructure locations are confirmed.
- Ryders Cove Herring Run: \$556,000 allocated to replace a collapsed pipe under Rt. 28. Initial assessment by MADOT is complete. The Town is working with NRCS to expedite design via an RFP.
- Frost Fish Creek: \$230,000 allocated for wetland restoration addressing culverts at Rt. 28. Partners include CCF, MADOT, NRCS/CCCD, and DER. Funding includes \$75,000 in CPA funds and a \$300,000 DER grant. SMAST is evaluating culvert size and water quality impacts.

WATER QUALITY LABORATORY

The results for the samples analyzed by SMAST at UMass Dartmouth are expected in spring 2025. WQL staff are working with the IT Department to prepare data figures from the first 25 years (1998-2023) of the nutrient monitoring program, which will be uploaded to the Town's website. Work continues decommissioning and preparing equipment for winter storage, including repairs as needed, and determination equipment replacement needs for summer 2025.

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 November 2024, the Chatham Police Department logged 1901 calls for service. (These numbers include calls for service for the Animal Control Officer). This is slightly lower than 2024 we logged for October 2024. This is an increase from the 1868 calls for service logged for November 2023.

CHATHAM POLICE IN OUR COMMUNITY:

On November 07, CPD participated in the Town of Chatham (Employee) Chili Cook Off. The event, organized by the TOC Employee Recognition Committee, was held at the Brown, James Buck VFW. The event was well attended, and the PD's lone entry, (unfortunately) came up short. Cash donations and food were collected and donated to local veteran's organizations.



On November 08, CPD staff joined many members of our local business, school, public safety and civic partners, and participated in the annual Cape Cod Five's Credit for Life Fair. The fair (above) was attended by Monomoy High School's Senior Class, where they learned about budgeting, financial planning, wellness and other costs of life.



On November 11, members of the department, along with other Chatham Public Safety, Town Government, Veterans and other officials, participated in the annual Veteran’s Day event. The event, held annually at 11:00a.m. at the Community Center drew a large crowd. **Please Note:** *This event is organized by the Chatham Public Ceremonies Committee. Currently the Committee is seeking new members. More info here: <https://www.youtube.com/watch?v=4n1mcyimT48>*

On November 24, CPD staff and our families, along with Chatham Fire Department staff and families, were treated to the annual “Kids Holiday Party”. We express our thanks to the Chatham Orpheum Theatre, for hosting and the Chatham Filling Station Diner for catering the breakfast. Santa arrived on the Fire Engine with police escort, and the kids were treated to a movie, (The Santa Clause).



On November 24, Chatham Police provided traffic assistance for the annual “Chatham in the Fall 10K Road Race”. The race route, (which is similar to the Harbor Run Route), takes the runners through most of Chatham’s waterfront roadways. The race had over 200 registered entrants. The event was held without incident.

On November 28, Chatham Police provided traffic assistance for the annual “Turkey Trot 5K Road Race”. The route encompasses the Oyster Pond area with the Cedar/Champlain Road “loop”. Several hundred runners and walkers participated. The event was held without incident.

SIGNIFICANT TRAININGS ATTENDED:

On November 19, Officer James Bragdon attended “The Officer In-Charge” training. The training was held in east Bridgewater and was sponsored by the Municipal Police Institute. The First Line Supervisor is one of the most important positions in any Police Department. In the absence of a formal supervisor, many Police Departments utilize the Senior Officer on shift as the “Officer in Charge”. The OIC is responsible for directing personnel and providing supervisory oversight for their shift. They also serve as a critical communication link between the upper command staff and patrol officer.

DEPARTMENTAL MEETINGS ATTENDED:

On November 14, 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 November 20, CPD members of the Monomoy regional School Department’s Crisis Team. The topic of discussion was the further design and implementation of the school’s Reunification Plan, to deal with reunifying students to their families in the event of a building evacuation or critical incident.

On November 25, Chief Anderson attended (remotely) the monthly Massachusetts Chiefs of Police Association’s Committee for School Safety and Security meeting. The meeting’s guest speaker was former Army Officer (Lt. Col), Edward Monk. Mr. Monk has spent the last 17 years studying school shootings and police and school response. He presented “*A School-Focused Summary of the Active Shooter Problem & How to Minimize Victims*”. The presentation focused on the importance of understanding the “Time” and the “Math” associated with the totality of an incident.

Staff Liaison Meetings:

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

Independence Day Parade Committee – No meeting was held in November. The next scheduled meeting is December 02, 2024, (7pm), at the Chatham Community Center.

BEHAVIORAL HEALTH CLINICIAN’S REPORT:

Another productive month for our Behavioral Health Clinician. On the police department side (only), for the month of October, Clinician Diane Nash had 33 total client interactions, serving 19 individuals, totaling 10/75 hours of direct clinical service. Her activities also included assisting in voluntary and involuntary mental health committals, crisis interventions, co-response with police officers and wellness checks.

Clinician Nash also attended a 40-hour training conference in Northampton Ma. This training focused on clinicians working with police officers and involving a “co-response” where clinicians are riding with officers and responding to calls for service. In addition to the typical “persons in crisis” types of calls, there was training on responding to victims (or witnesses) to trauma and death.

Clinician Nash also attended a town wide 8-hour mental health training class with a large majority of town employees who are typically unfamiliar in dealing with (or recognizing) persons in crisis.

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

Please follow our social media platforms:

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

Instagram: chatham_police_department

Twitter (X): @chathampolicema

Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
ANIMAL-Bites	1	1	2	< 1	0.07	4.31
Animal-Barking Dog	0	1	1	< 1	2.92	5.62
ANIMAL-Cats	0	1	1	< 1	0.10	16.97
ANIMAL-Found Dog	0	1	1	< 1	1.85	11.30
ANIMAL-Loose/Lost Dog	3	3	6	< 1	3.24	9.90
ALARM- COMMERCIAL	0	9	9	< 1	3.28	5.08
ALARM- RESIDENTIAL	0	33	33	1.7	5.46	4.75
ANIMAL-Livestock	6	0	6	< 1	0	8.39
ANIMAL-All Other	0	1	1	< 1	6.50	8.98
ASSIST CITIZEN	3	29	32	1.7	4.42	21.12
ASSIST LAW ENFORCEMENT AGENCY	1	8	9	< 1	2.35	24.29
ASSIST TOWN DEPT/ OTHER AGENCY	4	16	20	1.1	4.13	6.48
ANIMAL-Wildlife	1	2	3	< 1	4.67	6.79
BUILDING/PROPERTY CHECK	1112	2	1114	58.6	1.63	1.04
BURGLARY / B & E	0	1	1	< 1	1.96	20.52
* COMMUNITY POLICING ACTIVITY	133	0	133	7.0	0.05	7.45
Community Policing - School	21	1	22	1.2	0.07	9.55
DISTURBANCE	0	2	2	< 1	2.75	39.43
DISABLED MV	0	4	4	< 1	0.99	0.91
DOMESTIC DISTURBANCE	0	2	2	< 1	3.23	65.18
E911 HANG UP/ ABANDONED/ FALSE	0	2	2	< 1	4.26	5.24
FIREWORKS COMPLAINT/ VIO.	0	1	1	< 1	0.13	0.03
FOLLOW-UP	10	8	18	< 1	3.60	37.40
FRAUD-Identity/Counterfeit/Etc	1	10	11	< 1	2.49	31.99
GAS ODOR / LEAK	1	0	1	< 1	0	36.97
HAZARDOUS SITUATION	3	4	7	< 1	5.78	21.07
INJURY-Officer/Personnel	0	1	1	< 1	0.07	8.80
INTOXICATED PERSON	0	1	1	< 1	27.78	61.18
LARCENY	1	2	3	< 1	3.82	39.65
MEDICAL	0	5	5	< 1	2.00	15.42
Mental Health	5	7	12	< 1	0	0
M V CRASH - Major prop damage	0	6	6	< 1	2.51	36.02
M V CRASH - Minor prop damage	1	5	6	< 1	3.87	39.02
M V Crash - Hit/ Run	0	1	1	< 1	7.87	4.50
* M V STOP	79	2	81	4.3	0.69	6.58
Internet Incident	0	2	2	< 1	1.07	28.05
OPEN WINDOW / DOOR	6	3	9	< 1	4.34	13.91
OPERATION COMPLAINT MV/Other	1	6	7	< 1	2.06	6.83
PARKING COMPLAINT/ VIOL.	0	2	2	< 1	4.73	9.35
POLICE INFORMATION	6	17	23	1.2	0.24	2.21
PROPERTY - FOUND / LOST	2	7	9	< 1	0.98	6.47
RADAR TRAILER DEPLOYMENT	2	0	2	< 1	0	10.98
RADAR/TRAFFIC ENFORCEMENT	186	0	186	9.8	0.24	23.80
REASSURANCE CHECK	0	16	16	< 1	6.10	4.91
SERVE 209A/HARASSMENT ORDER	1	0	1	< 1	2.73	26.29
SUDDEN DEATH	0	1	1	< 1	2.05	72.57
SEX OFFENDER REGISTRY	0	5	5	< 1	0.08	4.78
SERVE SUMMONS	2	5	7	< 1	0.82	8.28
SUSPICIOUS ACTIVITY	11	32	43	2.3	3.19	12.26
TOWN BYLAW/ CODE/ REG VIO.	3	3	6	< 1	4.47	9.62
TRAFFIC CONTROL	5	1	6	< 1	2.97	13.16
TRANSPORT/ ESCORT	1	0	1	< 1	0	9.30
SERVE WARRANT	1	3	4	< 1	5.09	23.29
WATER LINE LEAK / BREAK	1	1	2	< 1	4.08	8.43
WELL BEING CHECK	0	7	7	< 1	5.42	24.06
WIRE(S) DOWN-ALL TYPES	1	3	4	< 1	4.13	5.98
TOTAL	1615	286	1901	100	3.16	6.62

Crime Comparison Report For the period ending 11/01/2024

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

Crime Comparison Report For the period ending 11/01/2024

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

Crime Comparison Report For the period ending 11/01/2024

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2024		1	1	1		1		1	2	1			8
	2023	1			1		2		1					5
	Net	-1	1	1	0	0	-1	0	0	2	1	0	0	3
Extortion/ Blackmail	2024					1								1
	2023													
	Net	0	0	0	0	1	0	0	0	0	0	0	0	1
Larceny (shoplifting)	2024							1	1					2
	2023					1	1	1		1				4
	Net	0	0	0	0	-1	-1	0	1	-1	0	0	0	-2
Larceny (from building)	2024						1		1					2
	2023			1	1			2						4
	Net	0	0	-1	-1	0	1	-2	1	0	0	0	0	-2
Larceny (from motor vehicles)	2024													
	2023						1							1
	Net	0	0	0	0	0	-1	0	0	0	0	0	0	-1
Larceny (all other)	2024	4		2	1	1	1	2	1	3				15
	2023			2		2	4	2	3	1	1			15
	Net	4	0	0	1	-1	-3	0	-2	2	-1	0	0	0
Motor Vehicle Theft	2024							1						1
	2023													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1
Counterfeit/ Forgery	2024	2	2				1							5
	2023	1												1
	Net	1	2	0	0	0	1	0	0	0	0	0	0	4
Fraud (false pretense;swindle)	2024	3	2	1			1	2		2	3			14
	2023	1			1	1	2		2		1			8
	Net	2	2	1	-1	-1	-1	2	-2	2	2	0	0	6
Fraud (credit/debit card;ATM)	2024	1												1
	2023			1										1
	Net	1	0	-1	0	0	0	0	0	0	0	0	0	0
Fraud (impersonation)	2024	1					1	1		1	1			5
	2023			1		1	2		1					5
	Net	1	0	-1	0	-1	-1	1	-1	1	1	0	0	0
Stolen Property	2024							1						1
	2023													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1

Crime Comparison Report For the period ending 11/01/2024

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

Crime Comparison Report For the period ending 11/01/2024

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2024								1					1
	2023													
	Net	0	0	0	0	0	0	0	1	0	0	0	0	1
Disorderly Conduct	2024							2	1		1			4
	2023	1									1			2
	Net	-1	0	0	0	0	0	2	1	0	0	0	0	2
Driving under Influence	2024				2	1	1							4
	2023	2	2	1	1	1	1		1	1	1			11
	Net	-2	-2	-1	1	0	0	0	-1	-1	-1	0	0	-7
Liquor Law Violations	2024				1									1
	2023													
	Net	0	0	0	1	0	0	0	0	0	0	0	0	1
Trespass of Real Property	2024													
	2023								1		1	1		3
	Net	0	0	0	0	0	0	0	-1	0	-1	-1	0	-3
All Other Offenses	2024	3	3	2	5	3	3	4	5	3	4	1		36
	2023	3	4	2	4	3	5	9	3	2	5			40
	Net	0	-1	0	1	0	-2	-5	2	1	-1	1	0	-4
Total Group B Crimes	2024	3	3	2	8	4	4	6	7	3	5	1		48
	2023	6	6	3	5	4	6	9	5	3	8	1		56
	Net	-3	-3	-1	3	0	-2	-3	2	0	-3	0	0	-10

CHATHAM POLICE DEPARTMENT



CITIZENS POLICE ACADEMY

Currently accepting applications for the 2025 class!

- Get to know your Police Department and its staff
- Gain insight into its day to day operations
- Learn through hand-on applications



Areas of instruction:

Traffic Enforcement, Patrol Procedures, Crash Investigations, Criminal Law, Constitutional Law, Use of Force, Domestic Violence, Emergency Dispatch, Interview & Interrogation, Arrest/Procedures, Court Procedures

Program starts on Monday, January 6, 2025

Meet every Monday from 6:00pm to 9:00pm for 11 weeks

Location: Police Station, 249 George Ryder Road, EOC room

Light refreshments served during each class

Space is limited, apply ASAP

Apply online

<https://www.chatham-ma.gov/>

PRINCIPAL PROJECTS AND OPERATIONS and GIS: Submitted by Terry Whalen

Below please find a summary of the Principal Projects and Operations Department activity for the month of **November 2024**.

PRINCIPAL PROJECTS - Department Project Activity - There was activity during the month of November 2024 on these Department projects:

- Airport Commission – The Commission held a regular business meeting on November 13, 2024, addressing many topics including Commissioner Reports (Airport Revolving Fund (ARF), Report on noise comments received on website, Upper Air Inflation Building (UAIB) Progress, Appeal to Department of Environmental Protection (DEP)), Airport Manager’s Report - Tim Howard, Engineer’s Report - GALE Associates (Design, Permitting, Bidding for Tree Removal Project), H2 Hangar Lease Renewals - Calendar Years 2025-2029 (Continued Discussion), Updated Rules and Regulation Vote on Rate Increase (AC approved 7.5% increase with a 2 year term). Over the course of the month, Staff also assisted the Commission with processing airport related correspondence, ARF invoices/coordination, hangar lease management, lease revision review with Town Counsel, grant administration, meeting package production/distribution, production of Fly Friendly Program promotional materials, coordination with Finance on reporting improvements, closeout of roof leak repairs project on the historic Hangar Building’s Quonset Roof, supporting efforts regarding siting NOAA Upper Air Station at the former Fishermen’s Storage Area, proposed EV Charging Station Grants, FY25 Capital Article implementation, Appeal of the Conservation Commission’s Order of Conditions approved in July (DEP onsite inspection 11/6/24 – follow up to questions/requests), FAA/MassDOT Aeronautics CIP coordination, website planning/revisions, and Public Records Requests (PRR) and public inquiries.
- Crowell Road Intersection Project – Following up on the vote at the SB’s meeting in September 2022 to move the MassDOT alternative into the 25% Design phase, from late 2022 through 2023 HSH efforts were devoted to preliminary filings/reviews including, the Intersection Control Evaluations (ICE) Stage 1 Worksheet, revised alternatives analysis worksheet, and revised Design Justification Workbook (DJW), all precursors leading to the 25% Design submission objective. In January 2024 HSH incorporated all outstanding State comments into the final submission package. This final 25% Design package was submitted to MassDOT in the third week of January. With the attainment of this project process milestone, MassDOT was expected to provide a Public Hearing date schedule within 90 days of the submission date. As part of an internal project team meeting with Staff, the Designer and the MassDOT Project Manager reviewing the final items identified at the June 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 November, building on the approval of Revision 2 of the DJW, preliminary planning was underway this month for a 25% Design Hearing when MassDOT noted the need to hold a coordinated site utility walk before hearing planning can resume. Depending upon the outcome of the site walk and any other

follow up it generates, a more likely time frame for a 25% Design Public Hearing will most likely be February 2025 at the earliest or later into the spring.

- 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 November focused reviewing revised engineering scope submitted and internal coordination discussions regarding timing of sidewalk repairs and Library Lane repaving. Also, in November continued OPM efforts on the HVAC Electrification Project, included follow up site visits with the Engineering Team to continue working on the Heat Pump Renewable Thermal Study scope to identify the most feasible HVAC upgrade options. This study will also identify any areas of additional technical review needed (e.g., electrical, structural, etc.) and ultimately set the stage for the provision of full mechanical and electrical plans/specifications for public bidding. Refining engineering and planning details on both projects continued in November.
- Chatham Center for Active Living (CFAL) 193 Stony Hill Road Facility Study – Following up on the Select Board’s vote at their October 31, 2023, meeting to engage a professional consultant to evaluate the possible remediation of major deficiencies at the current CFAL to make the facility more serviceable for the needs of Chatham’s seniors and develop approximate cost estimate for any such remediation. Staff efforts in June focused on preparation and review of final draft feasibility study materials which were presented to a joint meeting with the SB, COA Board of Directors and the public on the 25th. Following up on the 7/25/24 meeting the continuing project efforts in November included refinements to revised floor plans based upon the direction given by the SB and COA Board of Directors (BOD) for Option 1B to capture any changes needed before forwarding to the cost estimator for a schematic construction cost estimate. A future final public presentation with the SB and COA BOD is targeted for January 7, 2025, to present study results.
- 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 November for the Town Offices ADA Restroom Upgrades first track project needing design work, following on from the project bid proposal reviews in September, the construction contract was issued in October with work still targeted to start shortly after First Night with completion before the 2025 summer season. The upgrades will include improved access and entry to the bathrooms, safer floor plans for those in wheelchairs, all new and operable appliances, fixtures, furnishings, and hardware. For projects not needing design work, track two for implementation, the OPM completed some final coordination follow up in November with the sign vendor regarding final production which the installation is slated be completed by Facilities Staff as signs are received (over 100 ADA signs for public buildings/parks/beaches). The DPW/Facilities Team continued work in November on its assigned ADA accessibility action items as well. Review of track three projects involving those

overlapping with other capital projects/potential efforts such as the Library Site Master Plan, CQX Picnic Area improvements and CFAL alternatives continued in November.

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

- DPW and POA project collaboration & Facility Foreman project assistance and coordination
- Energy and Climate Action Committee (ECAC) meeting support – November 19, 2024
- ECAC Website Revisions – Ongoing discussion
- Former Eldredge Garage Parking Lot/Visitors Center project management assistance
- Procurement training/review of software to improve procurement processing/compliance
- Renewal of LED streetlight contract services support for DPW

OPERATIONS - Department activities related to Operations in November 2024 included:

- CLC/Green Communities efficiency projects coordination remaining FY24 initiated projects
- EV Public Charging Station Policy continued refinement for an upcoming SB Third Reading
- Municipal Energy Manager (shared CLC position) - energy use database QA/QC & EV Data review
- Finalization of FY26 Capital Submissions
- Coordination with Library regarding National Sustainable Library Initiative
- Annual Green Communities program report submission (keeps Town eligible to seek funding in Spring FY25 grant round)
- Eversource coordination for “energizing” of former Eldridge Garage Parking lot EV stations for testing

Geographic Information System (GIS) Report – November 2024

During November, 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:

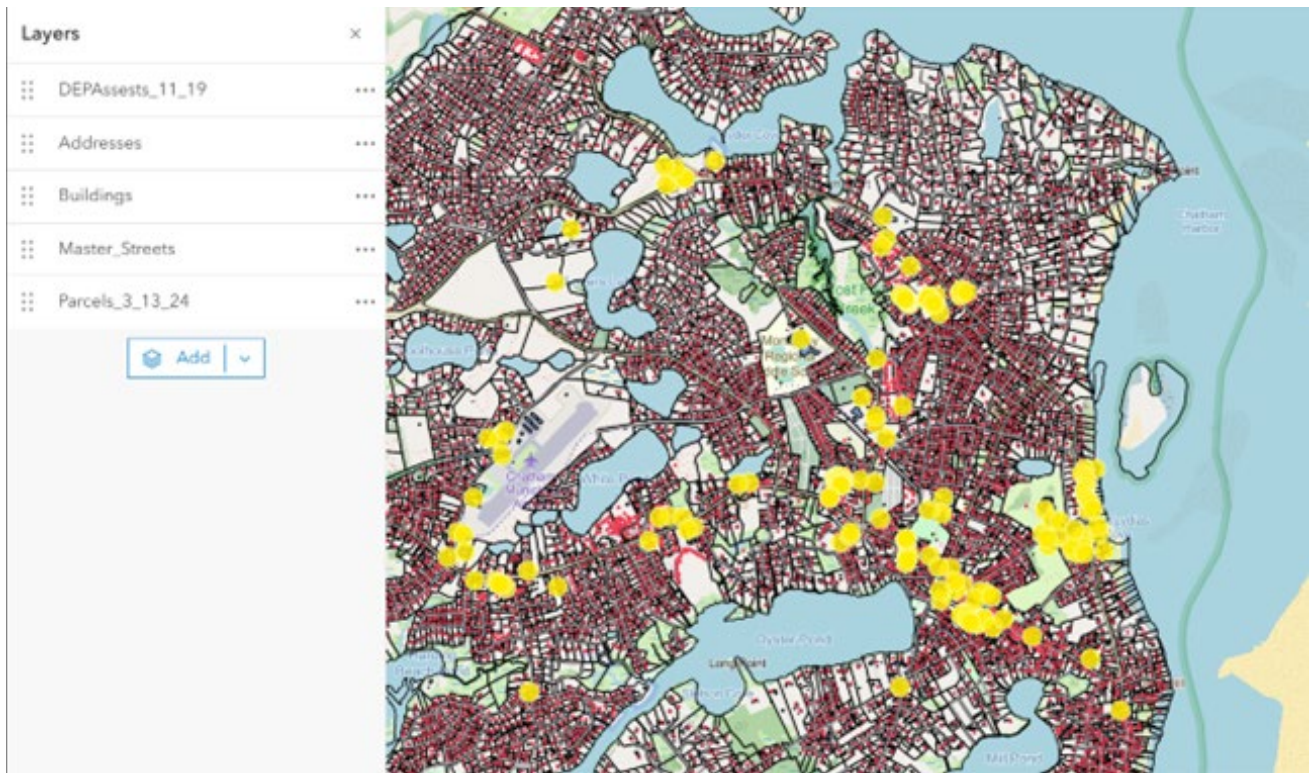
- Crosswind Farm Road Edit
- Abutter list function fixed for MapsOnline after technical issue

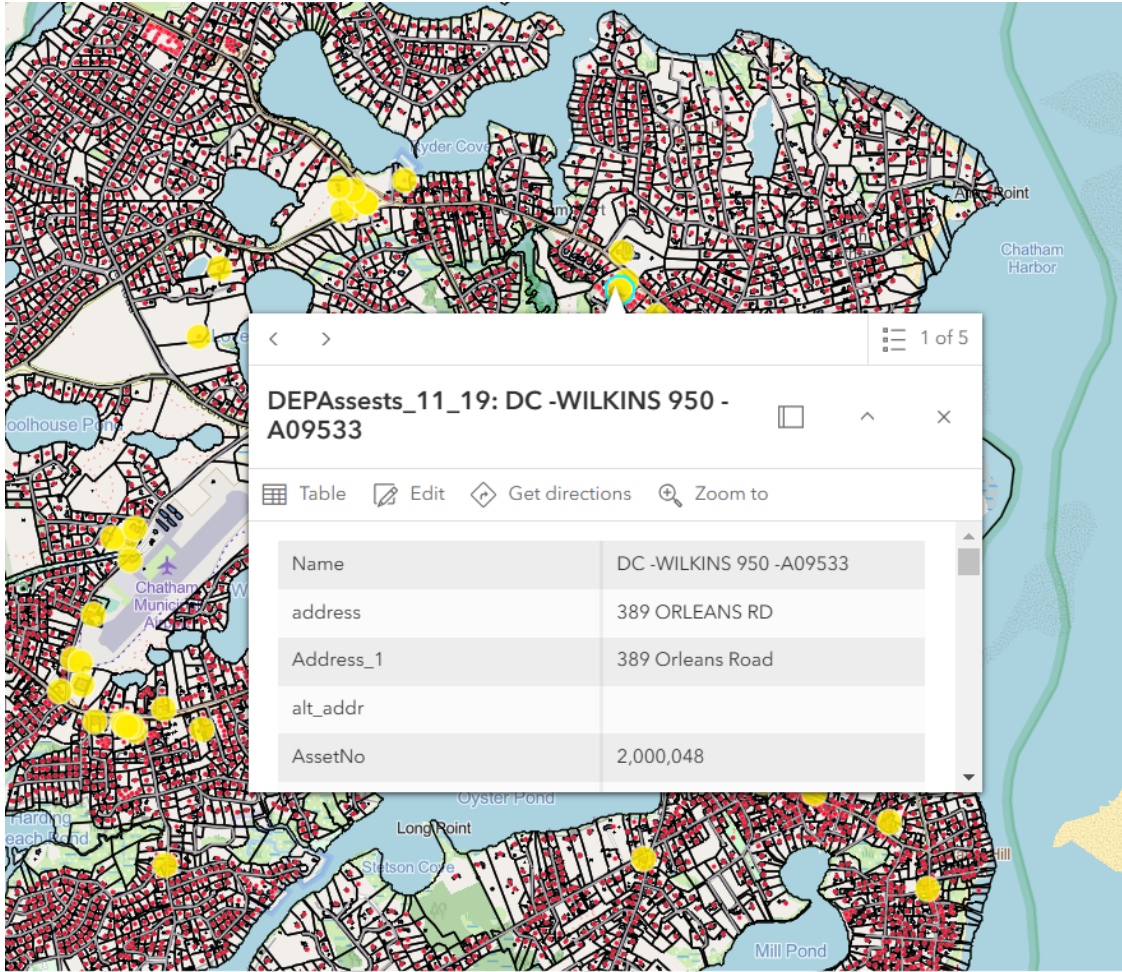
Fire Department:

- Several help desk tickets MAT edits

Information Technology:

- Town Basemap recreation (replicate MapsOnline public map) into ArcOnline – In progress
- Water Quality Test Station Location Spreadsheet for website
- Created basic basemap for Brightly Test map and follow up testing
- Brightly Setup meeting to discuss data setup for asset management integration
- Irrigation and DEP Backflow spreadsheets – Geo processed spreadsheet data to create spatial data, data management to create global IDs and uploaded layer to ArcOnline for Brightly Work Order system





Community Development:

- MassGIS update for 2D building structure layer off 2023 state aerial imagery

Town Manager:

- Aerials of Blackberry Lane

Miscellaneous and Ongoing/Upcoming:

- GIS Strategic Planning for Stormwater and Sewer Systems webinar
- MAT edits/updates
- National GIS Day – Teams meeting to highlight in the Mainsheet
- Updated Floodplain Layer

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 November 2024.

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

- Attended monthly construction meeting on Wells 5 & 8 with the contractor (Winston Builders), designer (W&S), OPM (T&B). Foundation work is largely completed, and first floor slab has been poured.
- Attended regular meetings with the Water & Sewer Advisory Committee, Bikeways Committee, Cemetery Commissioners, Department Heads, Select Board, Cape Cod Joint Transportation Committee, etc.
- Held a Biosolids preconstruction meeting with Robert B. Our regarding the belt filter press.
- Participated in CMEA contract negotiations.
- Director presented DPW responsibilities to the Chatham Men's Club.
- Worked with Pomroy Associates regarding ADA compliance issues and Town Hall restroom redesign project.
- Attended regular sewer construction progress meetings for the Mill Pond Pump Station, Contract 1C-5, and Contract 1E-2. Performed a final walk through for contract 1D-2A.
- Director and Transfer Station Foreman attended a Waste Forum Workshop.
- Conducted regular meetings with Veolia (Water & Sewer O & M) and all DPW supervisors.
- Conducted monthly Transfer Station construction meetings with contractor (JJ Cardosi), designer (W&S), and OPM (Pomroy). Concrete foundation and site work continues (see picture below).



Foundation work at Transfer Station – Phase II (Priority I)

**WASTEWATER CONSTRUCTION PROJECTS
MONTHLY REPORT NOVEMBER 2024**

Sewer Connection Applications to date: 811

Connections Completed to date: 658

Pending Applications: 153

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

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

- **Phase 1C-1.**
 - *Construction complete.*
 - *Following a Board of Health vote mandatory connection orders were issued.*
 - *There are approx. 99 properties in the Phase 1C-1 area.*

- **Phase 1C-2**
 - *Construction complete.*
 - *There are approx. 99 parcels in the Phase 1C-2 area.*
 - *Following a Board of Health vote mandatory connection orders were issued.*

- **Phase 1C-3/4**
 - *Construction complete.*
 - *There are approx. 255 parcels in the Phase 1C-3/4 area.*
 - *Following a Board of Health vote mandatory connection orders were issued.*

- **Phase 1C-5 (Oyster Pond Sewer Extension)**
 - *CC Construction has commenced work on this project.*
 - *Work includes installing sewer on portions of Independence Lane, Pond View Avenue and Pond View Lane, Kelly Lane, Woodcarver Knoll, and connecting the Oyster Pond Condo development.*
 - *Three (3) wastewater pump stations are part of this contract (Independence Lane, Pond View West, and the Oyster Pond Condo site).*

- **Phase 1D-1 (Chatham-Harwich Regionalization Interconnection)**
 - *Construction complete.*
 - *There are approx. 65 parcels in the Phase 1D-1 area.*
 - *Following a Board of Health vote mandatory connection orders were issued.*

- **Phase 1D-2A**
 - Construction is nearing completion by CC Construction.
 - Progress mtg.
 - Construction continued at pump stations at Rt. 28 & Rt. 137, and Twine Field Dr. & Morton Road.
 - Sewer construction completed on Morton Road, Meetinghouse Road, Mill Hill Road, & Middle Road
 - Final walk through of two pump stations was conducted with Town, Contractor, and Engineer.
 - There are approx. 334 parcels in the Phase 1D-2 area.

- **Phase 1E-1 (Stony Hill/Crowell Rd Infrastructure Project)**
 - *Construction complete.*
 - *There are approx. 25 parcels in the Phase 1E-1 area.*
 - *Following a Board of Health vote mandatory connection orders were issued.*

- **Crowell Rd Phase II/Fish Pier Stormwater Project**
 - Construction is complete by N&M Construction.
 - Final payment and documentation items remaining.

- **Phase 1E-2 (Stage Harbor Rd Sewer Extension)**
 - Construction is underway by Dig It Construction.
 - Progress mtg
 - Project installs sewer on the southern portion of Stage Harbor Road (from Honeysuckle La. To Champlain Rd.), Atwood Lane, Cedar Swamp (north and south), Honeysuckle Lane, and the eastern portion of Champlain Road. A new pump station at Old Mill Boat Yard (behind the Harbormaster's shop) is part of this contract.
 - There are approx. 59 parcels in the Phase 1E-2 area.

- **Queen Anne Pump Station**
 - Construction is nearing completion by CC Construction
 - Work is complete and final paperwork continues.

- **Mill Pond Pump Station**
 - Construction continues with contractor Robert B. Our.
 - Work upgrades and replaces the 50+ year old pump station that was part of Chatham's original sewer system.
 - The temporary bypass has been installed.
 - Progress meeting.

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

Listed below is an overview of the daily and monthly activities for November 2024.

November Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
18,880,400 Gallons	856,000 Gallons	314,600 Gallons	609,045 Gallons	1,192,139 Gallons	37,313,100 Gallons

The variance between November 2024 and November 2023’s pumping shows a 5.1 % decrease which equates to 1,016,900 gallons.

Process Control	Flushing And Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
484,604 Gallons	654,870 Gallons	0 Gallons	35,750 Gallons	0 Gallons	15,915 Gallons

Total other uses 1,192,139 gallons.

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

Water Sampling

- 10 bacteria samples were taken in the month of November from the distribution system and the results reported to DEP. All samples were free of bacteria.
- PFAS6 samples were taken from Mill Hill Treatment Plant on October 17th came back with a total PFAS6 result of 3.12 ng/l and the results submitted to DEP.
- Quarterly samples were taken for Total Trihalomethanes and Haloacetic Acids.
- Monthly and quarterly samples were taken for alkalinity and orthophosphates.

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.
- Work continued on the foundation for the Training Field Treatment Plant.

- Well 6 motor was reinstalled and now back in service.
- Aqueous continued pressure washing the storage tanks.
- Spin Tech balanced the motor at Well 4.
- Ralco installed a new VFD screen at Well 4.

System Maintenance

- Painting of 1/5 of the hydrants continued
- Testing of second round of reduced pressure zone devices began.
- The water main on Kelly Lane was hit during construction and repaired CC Construction.
- A service line on Pond Street was hit during construction and repaired by CC Construction.
- The AC main on Stony Hill Road developed a radial crack and was repaired by Bortolotti.
- Veolia employees continued to inspect numerous customer residences in response to the water service material data that is needed to complete the lead and copper data base.

Meter Reading

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

Meter Activities

Dig Safes	New	Final	Turn on/off	Repair	Replace & Install Radio	Inspections
181	9	17	188	30	34	28

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

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.
- November 6, 2024, safety markings updated at the WPCF.
- November 7, 2024, Cassella/Maine required yearly testing of sludge cake sent to Alpha (now Pace Labs).
- November 11th, 2024, CLOSED in observance of the Veterans Day Holiday
- November 12th, 2024, DEP Permit required well sampling performed.
- November 13th, 2024, met with Agresource Inc. to discuss sludge processing/transfer alternatives.
- November 19th, 2024, Brain Murphy on site to perform welding on the Influent building raptor.
- November 20th, 2024, denite filter 1 in alarm. There were no obvious reasons for this. Will continue to monitor.
- November 20th, 2024, operator on site at MSPS for parts inventory check. While there the gas odor inside the generator was brought up to Dave T. from CC again.
- November 21st, 2024, Notice of Non Compliance received. RTC in progress.
- November 25th, 2024, polymer system performing strangely. Modifications made. (it was later determined a heavy grease load taken in may have contained some form of cleaning material. After blending the tank normal press operations returned)
- November 25th, 2024, Plant water has been struggling to maintain proper pressure in the system. Attempts to bleed air from the lines will be performed and an additional sensor will be purchased to validate sensor trouble. (The sensor swap had no change in the system pressure low reporting. Multiple hydrant locations were opened and extensive flushing began. Hours into the constant flow water began to surface near clarifier froth spray system believed to be a system leak. Bortolotti has been contacted)
- November 25th, 2024, Ralph Cross on site for lab equipment calibration.
- November 26th, 2024, Grease trap inspections.
- November 26th, 2024, UV rack bulbs Unit 2 replaced for end of time alert.
- November 28th, 2024, Closed for Thanksgiving.
- November 29th, 2024, Closed for Thanksgiving.

SLUDGE DEWATERING BUILDING

- Sludge dewatering was performed on the 11th, 12th, 18th, 19th, 22nd, 25th and 26th.
- We disposed of the sludge cake at the Town of Yarmouth Septage Receiving facility on the 12th - 9.5 Ton., 20th - 11.05 Ton., and 26th - 13.93 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.

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.
- November 1st, 2024, as requested by RBO, the tools and repair equipment have been cleared of the pump station.
- November 7, 2024, RBO now has official control of the pump station.

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.

HORSESHOE LANE PUMPING STATION

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

BARN HILL ROAD PUMPING STATION

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

OYSTER POND FURLONG PUMPING STATION

- Regular inspections and checks of the station were performed.

MEETINGHOUSE NORTH PUMP STATION

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

MEETINGHOUSE SOUTH PUMP STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.
- This station isn't online 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 yet but is being inspected.

BALFOUR PUMPING STATION

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

SKYWAY PUMPING STATION

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

- We performed weekly exercising of the emergency generator

PERCH POND PUMPING STATION

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

COLLECTION SYSTEM AND FORCEMAINS

- Grease trap partial inspections for the month of November were completed throughout the month.
- November 4, 2024, mark out and inspection at 1370 Main St. for JW Dubis.
- November 5, 2024, sewer installation inspection at 351 Barn Hill for John Martin.
- November 5, 2024, final sewer installation inspection at 1370 Main St. for JW Dubis.
- November 13th, 2024, sewer installation inspection at 145 Stoney Hill for John Martin.
- November 19th, 2024, sewer installation inspection at Bay view for John Martin.
- November 21st, 2024, sewer installation/reconnect inspection at 45 Meadowview South for Barrows.
- November 25th, 2024, called to Sea View St. to relocate Sewer MH locations lost when covers were removed for paving etc.
- November 25th, 2024, Village Landing sewer installation for JW Dubis.
- November 27th, 2024, Ringing/Loose MH cover at 1409 Main St. rte. 28 gasket put in place.

**DPW HIGHWAY DIVISION
NOVEMBER 2024 MONTHLY REPORT**

Road Maintenance:

- Pick up trash downtown, parking lots, lighthouse, beaches.
- Pick up glass on edge of roadway at Stony Hill and Lake St.
- Durapatch pothole at entrance to Squire.
- Pick up chairs at Barn Hill Landing.
- Pick up bag of trash and pipes on Old Queen Anne Rd.
- Pick up brush pile at Joshua Jethro from Eversource.
- Haul sweepings from the shop to transfer station.
- Patch pothole at 161 Cockle Cove Rd.
- Patch potholes with hotbox at transfer station.
- Stage barricades and cones for 10k race (11-24-24).
- Pick up barricades and cones from 10k race on Sunday.
- Clear off basins downtown during water main break on Seaview St.

Sweeping:

- Sweep heavy leaves in S. Chatham area, Oak Hill Rd, Echo Ln, Riverbay.
- Sweep downtown, curbing, Bridge St., Sears Rd.
- Finish sweeping in Riverbay, downtown, curbing, heavy leaves areas.
- Sweep Seapine Rd, Middle Rd, Woodland Rd, Pine Knoll Rd, Indian Hill Rd, Horizon Dr, transfer station, Harding's Beach Rd, Malabar, downtown, curbing with heavy leaves.
- Sweep downtown near Seaview St after water main break.

Construction:

- Haul 4 loads of beach sand to Cotchpinicut Landing.
- Scrape off beach sand with asv at Scatterree Landing, grade off beach.
- Push off piles at Cotchpinicut with asv and regrade.
- Send loader with forks to harbormasters to remove docks and stack in parking lot.
- Dig safe two drainage areas on Morris Island Rd, Fox Hill rd.
- Clean up and inspect one-ton and sander trucks, wash, interior, glass.
- Organize storage building and make room for truck #3.
- Remove tree in parking lot with mini excavator and bring to transfer station.
- Bring mini excavator to Morris Island Rd, dig out marked areas for drainage, fill with 1 ½ stone, 3/8 stone to grade of roadway.
- Bring backhoe to Main St triangle to install Christmas tree.
- Move Durapatch and bluestone to new location for Mill Creek sewer work storage area.
- Bring two more bollards to Harbormasters for sewer project.
- Bring loader to Harding's Beach 2nd parking lot, scrape off beach sand from storms.

Fleet Maintenance:

- Service truck #1, air filter.
- Hook up hydraulic lines on sanders.
- Repair sander lights on truck #15.
- Bring trucks #11, 13 to Cape Cod Truck for inspection.
- Fix power gate on facilities truck #41.
- Make and install a new license plate holder for new John Deere mower.
- Replace the gutter broom and repair hood rubber on sweeper.
- Fix belts on old mowing machine and straighten cover.
- Drop off truck #5 at Meservey's for repair.
- Fix hydraulic line on Genie lift and put back together.
- Work on belts on old mowing machine.
- Work on plow #19, crank jack, cutting edge.
- Work on grease pins on asv, trailer lights, wet systems on sanders.
- Replace battery on truck #15
- Top off hydraulic tanks for sanders.
- Fix flat tire on backhoe.

- Replace leaking o ring on sweeper hydraulics.
- Weld and repair bent trip edge on plow #19, replace cutting edge.
- Repair wiring on park truck #6.
- Service truck #9
- Inspect and fill oil on 1-ton plows.

Signs:

- Make sign with sign machine.
- Put up sign and post on Fox Hill Rd.
- Put up 2 new signs and posts at intersection of Barcliff Ave and Old Harbor Rd (stop signs).
- Put up 3 new signs and posts at Shore Rd (no parking).
- Put out signboard for bridge work repair at lighthouse parking lot (11-4-24).
- Put out barricade and cones at Bridge St on Stage Harbor side before bridge work.
- Pick up the signboard and barricade and cones after bridge work.
- Dig up and replace posts and swap signs on Taylors Pond Rd, Middle Rd (stop signs).
- Put up a new post and sign on Riverview Dr (four-way intersection).
- Make 2 signs with the sign machine.
- Install 2 signs and post at George Ryder Rd.

Catch Basins:

- Clean off basins and runoffs in three areas during rain event (11-21-24).
- Dig basins with basin digger downtown after water main break near Seaview St

Trimming:

- Trimming and cutting low branches on Barbara Dr, Ethelma, Ell St, Medicine Bow, Echo Ln.
- Mowing with tractor at well fields.
- Cut hanging branch on 95 Old Comers Rd.
- Finish mowing and trimming back at well fields.
- Finish trimming and cutting branches on Echo Ln.
- Trimming and cutting low branches on Harbor Coves, Seapine Rd, Middle Rd, Woodland Rd.

**DPW FACILITIES DIVISION
NOVEMBER 2024 MONTHLY REPORT**

- Check all town buildings and public restrooms daily.
- Painted the floor in the information booth on Main Street.
- Repaired windowpane top sash at the Annex in small medium room.
- Repair faucet leak in the utility closet at the Community Center.

- Transported folding chairs from the COA to the Community Center for Tuesday’s yoga class.
- Repair garage door for the outbuilding at the Police Department.
- Installed air monitors sensor device outside the Annex building.
- Repaired hose reel at the fire department.
- Adjusted all the clocks at all the town properties
- Winterized Veteran’s Field and Harding’s Beach restrooms for the winter.
- Replaced LED light in front of the Community Center.
- Repaired 4 windowpanes, put insulation and got a new dehumidifier for the Bassett House.
- Repair Rachel's desk the town clerk's office.
- Replaced 4 new flat screen TV's at the Police Department dispatch office.
- Replace all the batteries to the thermostat at the Old Mill Boat Yard.
- Repaired pick up box in front of the Annex.
- Rearrange Alexis’s office moved three file cabinets and remove partitions wall.
- Installed window blinds for the human resource office at the town office.

**DPW PARKS/CEMETERY GROUNDS DIVISION
NOVEMBER 2024 MONTHLY REPORT**

Cemetery: Union: Loam was used to fill in the low areas along the driveways and roadsides.
Peoples: We are in the process of clearing the fence line that surrounds the cemetery. Pruning and clearing along the roadside is getting done also.

Sports: All the sports fields have received their final mow. The soccer/field hockey goals and nets have been taken down and stored onsite at the middle school.

Volunteer Field: goals and nets are down and stored in the shed onsite. We also built two new picnic tables by the playground.
The windscreen at the pickleball courts had to be resecured.

Bike Path: We gave the bike path another blow off this month.

Parks/Grounds: We did our final clean ups at the parks.

*Parking lot lines: Harding’s Beach: The Park department was able to get all the white lines and yellow lines painted before the weather got too cold to paint. The Handicap emblems still remain to be painted.

Community Center: The weather turned too cold to complete the lines here.

Beaches: At Harding's Beach we continued to reclaim the curbing in the first parking lot.

Christmas lights: Christmas lights were inspected and repaired if necessary. Frosty and the whales were also gone over and any repairs or replacements were done. The lights were put out a bit early this year to coincide with the Merchants putting their lights out. Frosty and the whales also got an early start.

DPW CEMETERIES NOVEMBER 2024 MONTHLY REPORT

Summary of Activities

- **Lot Sales:** 1 lot sold for \$800
- **Cremation Interments:** 3 processed

Veterans Day Activities

- **Flag Placement:** Veteran's Day flags were placed in honor of our veterans, with assistance from Mike Ryder and the Coast Guard. Coordination with the Coast Guard was successfully managed by Robert Fluke.
- **New Flag Guidelines:** Recently implemented flag guidelines have significantly improved clarity, reducing confusion for visitors and staff regarding the placement and retrieval of personal flags. These guidelines have also enhanced the overall presentation and respectfulness of cemetery grounds.

Cemetery Maintenance

- **Trimming:** Routine trimming was completed across all four active cemeteries to maintain a well-kept appearance.
- **Tree Work:**
 - Major tree maintenance was undertaken in **Union Cemetery**, addressing safety concerns and improving the landscape. Efforts included removing hazardous branches and pruning overgrown areas to ensure the safety of visitors and preserve the natural beauty of the cemeteries.

CPC Application

- **Union Cemetery Restoration Project:**
 - The application for this critical restoration project has been completed, aiming to preserve the historical and cultural significance of Union Cemetery.

Key Presentations:

- **Historical Commission:** Scheduled for December 17th at 10:30 AM to outline the project’s historical value.
- **Community Preservation Committee:** Scheduled for December 16th at 4:00 PM to discuss funding and project details.

Website Updates

- **Expansion Cemetery Lot Dimensions:**
 - Updated verbiage on the Cemetery website now clearly specifies lot dimensions in the expansion cemeteries at Union and Seaside.
 - **Details:** Lots measure **11 x 5 feet**, with **9-foot gaps** every other lot, ensuring adequate spacing and clarity for future lot owners.

Additional Notes

- The Cemetery Department remains dedicated to providing transparent communication, high-quality maintenance, and services that honor the community’s needs.
- Continued collaboration with community partners, such as the Coast Guard and local committees, strengthens our efforts to uphold the cemeteries as places of remembrance and respect.

DPW TRANSFER STATION NOVEMBER 2024 MONTHLY REPORT

Recycling/Diversion:

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

<u>November 2024</u>	<u>October 2024</u>	<u>Difference</u>
298.04 tons	267.90 tons	30.14 T Increase

<u>November 2024</u>	<u>November 2023</u>	<u>Difference</u>
298.04 tons	209.58 tons	88.46 T Increase

Trash:

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

<u>November 2024</u>	<u>October 2024</u>	<u>Difference</u>
399.16 tons	493.37 tons	-94.21 T Decrease

<u>November 2024</u>	<u>November 2023</u>	<u>Difference</u>
399.16 tons	385.65 tons	13.51 T Increase

Trash Delivered by Town of Chatham Employees:

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

<u>November 2024</u>	<u>October 2024</u>	<u>Difference</u>
3.69 tons	5.66 tons	-1.97 T Decrease

<u>November 2024</u>	<u>November 2023</u>	<u>Difference</u>
3.69 tons	4.82 tons	-1.13 T Decrease

**DPW TRANSFER STATION
NOVEMBER 2024 MONTHLY RECYCLING REPORT**

COMMODITY	TONNAGE		TONNAGE		% CHANGE	YEAR TO DATE
	Nov-23		Nov-24			
TIN	0	T	1.64	T	164%	18.67
ANTIFREEZE	0	GAL	0	GAL	0%	0.00
AUTO BATTERIES	0	PCS	0	PCS	0%	2.86
PAINT	0	GAL	0	GAL	0%	0.00
TIRES	0	PCS	13	PCS	100%	26.00
WASTE OIL	0	GAL	475	GAL	100%	1175.00
CLEAR GLASS	0	T	0	T	0%	0.00
MIXED GLASS	11.68	T	26.87	T	230%	158.60
#1-7 MIXED PLASTIC	5.33	T	5.02	T	-6%	77.62
CARDBOARD	23.47	T	20.56	T	-14%	275.90
MIXED PAPER	10.94	T	9.55	T	-14%	136.37
MATRESSES	2.62	T	4.53	T	173%	41.46
BAYSTATE TEXTILES	2.04	T	0.62	T	-329%	25.70
METAL	17.92	T	15.05	T	-19%	172.43
PROPANE TANKS	0	PCS	0	PCS	0%	565.00
RED CROSS	1.53	T	1.34	T	-12%	14.36
SALVATION ARMY	1.53	T	1.12	T	-37%	13.36
PLANET AID	0	T	0.19	T	19%	3.06
DEMOLITION	73.74	T	151.34	T	205%	1272.28
CCR PARTNERSHIPS	1.17	T	1	T	-17%	18.44
COMPOST	0	LOAD(S)	0	LOAD(S)	0%	0.00
BRUSH	38.49	T	25.39	T	-52%	472.42
C R T'S	0	T	0	T	0%	21.62
NI CAD BATTERIES	0	BOX'S	0	BOX'S	0%	0.00
SINGLE STREAM	15.8	T	19.34	T	22%	289.20
BLACK EARTH	0.34	T	0.93	T	274%	7.60
RIC BUTLER	0	T	0	T	0%	0.00
HAND ME DOWNS	0.68	T	0.26	T	-262%	6.80
DISCOVER BOOKS	2.3	T	0	T	-100%	23.78
SEMASS	385.65	T	399.16	T	4%	5922.46
SEMASS LOADS	20	LOAD(S)	20	LOAD(S)	0%	279.00
ROLL OFF	39	LOAD(S)	56	LOAD(S)	44%	566.00
NEWSPAPER	0	T	9.34	T	100%	69.56

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.

The Town Clerk’s Office has been **extremely** busy during this Presidential Election year. The months of October and November were particularly demanding while we conducted multiple weeks of In-Person Early Voting, the processing of Mail-In Early Vote Ballots, and preparing for and conducting the November Presidential (State) Election Day.

In addition to processing thousands of Mail-in Early Vote ballots (3,338 ballots were mailed out to voters; 1,847 were returned), we conducted In-Person Early Voting during a 12-day period beginning on Saturday, October 19th and ending Friday, November 1st (including 6 hours on Saturday, October 19th and 6 hours on Saturday, October 26th). During this extended time period, 1,197 In-Person Early Voters personally visited us at the Town Offices to cast their ballots. Additionally, on Election Day, 1,857 voters chose to vote in person at the polls, which were open from 7:00 a.m. to 8:00 p.m. at the Chatham Community Center.

Ultimately, 4,901 Presidential Election ballots were cast (79%).

I would like to express my appreciation to the following individuals for their hard work and assistance during these Presidential Election events (and throughout the entire year): Assistant Town Clerk Amy Burrow, Principal Clerk Rachel Smith, Deputy Warden Anita Doucette, Election Officials Joan Bagnell, Janet Edson, Mary Fougere, Charleen Greenhalgh, Todd Greenhalgh, Bette Hahner, Sandi Porter, Louise Redfield, Diane Rowlings, Dee Shippelhute, Jennifer Smith, and Paula Wiseman.

VITAL RECORDS:

The following number of Vital Records were recorded:

VITAL RECORDS REGISTERED	NOVEMBER 2024	NOVEMBER 2023	2024 YEAR TO DATE
BIRTHS	2	3	23
INTENTIONS OF MARRIAGE	6	1	88
MARRIAGES	7	2	82
DEATHS	13	13	147

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	NOVEMBER 2024	NOVEMBER 2023	2024 YEAR TO DATE
NEW VOTER REGISTRATIONS	29	39	547
REMOVED VOTERS	10	31	278
TOTAL NUMBER OF REGISTERED VOTERS	6,254	6,056	6,254
TOTAL NUMBER OF RESIDENTS	6,546	6,406	6,546

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer’s Office was \$1,440.00.

CASH RECEIPTS	NOVEMBER 2024	NOVEMBER 2023	2024 YEAR TO DATE
	\$1,440.00	\$1,088.00	\$18,522.00

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