



# Town of Chatham

Office of the Select Board

Town Manager

549 Main Street

Chatham, MA 02633



Jill R. Goldsmith  
TOWN MANAGER  
[jgoldsmith@chatham-ma.gov](mailto:jgoldsmith@chatham-ma.gov)

## MEMORANDUM

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TO: Honorable Select Board

FROM: Jill R. Goldsmith, Town Manager 

DATE: May 22, 2025 (for Select Board Meeting of May 27, 2025)

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

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

#### **Memorial Day Observance – May 26 at 10AM Outdoors at the Community Center Lawn**

The Town's Memorial Day Observance will take place on Monday, Monday, May 26, 2025, beginning at 10:00 am. on the front lawn of the Community Center, adjacent to the World War I Memorial. The ceremony will move indoors in case of inclement weather. SPC Ted Miller, US Army Ret., will be the guest speaker.

#### **Select Board Summer Meeting Schedule**

On May 20, 2025, the Select Board voted to adopt a summer schedule. The Select Board will meet at **5:00 PM** on the following dates listed below:

June 24, 2025 – 5:00 PM	September 2, 2025 – 5:00 PM
July 8, 2025 – 5:00 PM	September 16, 2025 – 5:00 PM
July 22, 2025 – 5:00 PM	September 30, 2025 – 5:00 PM
August 5, 2025 – 5:00 PM	October 14, 2025 – 5:00 PM
August 19, 2025 – 5:00 PM	

#### **Employee Years of Service Anniversary – JUNE**

First Name	Last Name	Department	Years of Service
Dianne	Langlois	Department Coordinator Natural Resources	37 years
Timothy	Hunter	Fire Fighter	25 years
Brian	Powers	Highway Laborer	20 years
Justin	Tavano	Fire Chief	20 years
Suzanne	Frederick-Campbell	Recreation Coordinator	18 years

Christopher	Vardakis	Police Sergeant	15 years
Kristen	Caruso	GIS Planner	10 years
Stephen	Ricotta	Fire Fighter	6 years
Marcus	Lefeged	Heavy Equipment Operator	5 years
Lucas	Amato	Health Inspector	4 years
Nicholas	Delande	Recreation Assistant	3 years
Jeremy	Sinclair	Heavy Equipment Operator	3 years
Catherine	Lewis	Executive Assistant	2 years
Thomas	Barr	Deputy Director Public Works	2 years

National Public Works Week (May 18 – 22) – Featured below are members of our outstanding DPW Team for the Town’s social media posts:



Public Access to Public Works Requests

The public can report any road, sidewalk or grounds issues through the Town’s website via the Public Works Request icon on the main page or directly at <https://citizenportal.dudesolutions.com/ChathamMA/disclaimer?returnUrl=%2FChathamMA%2Fhome>.



### Welcome MAY New Hire - Marshall Burke – Deputy Harbormaster

I am very pleased to announce that I have appointed Marshall Burke as our next Deputy Harbormaster, reporting to Director of Natural Resources, Greg Berman and Harbormaster Jason Holm. His first day of employment with the Town was on May 21, 2025. Marshall is joining Team Chatham after retiring with twenty years of service in the Coast Guard with the past ten years having been spent serving Cape Cod from Provincetown to Sandwich.

Marshall served as a Heavy Weather/Surf Search and Rescue Boat Operator and Federal Boarding Officer at Station Chatham from 2015 through 2019 before becoming the Executive Petty Officer at Station Provincetown from 2019 through 2024. He currently serves as Rescue and Survival Systems Program Manager for the Coast Guard Maritime Safety and Security Team, Cape Cod. Prior to Marshall's tenure on Cape Cod, he was stationed out of Florida, Southwest Asia and Virginia.

Throughout his various roles and assignments with the Coast Guard, Marshall has been responsible for personnel management, operating budgets, waterfront facilities, unit safety, search, rescue, and survival, training and commercial fisheries boarding. Personal military awards received include Coast Guard Commendation Medal, Overseas Service Ribbon, National Defense Service Medal, Commandant Letter of Commendation Ribbon, and Armed Forces Service Medal.

### Promotions

Catherine Ricks – Coastal Resilience Director

I am very pleased to announce that I have promoted Team Chatham's own Catherine Ricks as Chatham's next Coastal Resilience Director (previously titled Coastal Resource Director) reporting to Director of Natural Resources, Greg Berman. Ms. Ricks began her new position on Monday, May 5, 2025.

Ms. Ricks has served as our Assistant Conservation Agent since this past August and brings extensive experience as a project manager and engineer in coastal waterfront engineering, permitting, dredge projects, and nourishment design. She came to the Town from Tighe and Bond where she worked as a Project Manager (formerly Coastal Engineering before acquired by Tighe and Bond) and was in that role since 2021. She has worked as a Permit Specialist, Engineer, and Hazard Mitigation Grant Assistant in Massachusetts, Florida and Louisiana.

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

All postings are available on the Town's website and on social media including LinkedIn - <https://www.linkedin.com/company/townofchamma/mycompany/>



**We are  
HIRING  
Join Team  
Chatham!**



**Assistant Conservation Agent**

- ✓ Provides technical & administrative assistance for municipal conservation land management
- ✓ Enforces & provides education on the Wetlands Protection Act
- ✓ Supports the Conservation Commission
- ✓ Patrols conservation lands to enforce applicable regulations
- ✓ Assists in development of management plans, grants and project oversight
- ✓ Starting biweekly rate of \$2,710.40 - \$2,820.00 (3% cost of living increase scheduled for 7/1/25)

To apply, send your cover letter and resume in one pdf to: [jobs@chatham-ma.gov](mailto:jobs@chatham-ma.gov) - Attention Megan Downey

For more details and application: [CHATHAM-MA.GOV/JOBS](https://www.chatham-ma.gov/Jobs)



**We are  
HIRING  
Join Team  
Chatham!**



**Engineering Technician**

- ✓ Provides technical support for the Town's public works projects and infrastructure
- ✓ Focus on asset management, stormwater and drainage systems, occupational health and safety
- ✓ Ensures compliance with environmental and safety regulations
- ✓ Associates Degree in civil engineering or related field preferred
- ✓ Starting biweekly rate of \$2,846.40 - \$2,961.60 (3% cost of living increase scheduled for 7/1/25)

To apply, send your cover letter and resume in one pdf to: [jobs@chatham-ma.gov](mailto:jobs@chatham-ma.gov) - Attention Megan Downey

For more details and application: [CHATHAM-MA.GOV/JOBS](https://www.chatham-ma.gov/Jobs)



**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 11
- COA Programming Highlights – page 18
- 90 Bridge Street – page 36
- Ryder's Cove Bulkhead and Ramp Replacement – page 37
- Town-wide Dredge Permit Modification – page 37
- Crowell Road/Main Street Intersection – page 56
- Library Capital Project – page 56
- CFAL Feasibility Study – page 57
- ADA Transition Plan Implementation/Status – page 57
- Wastewater (Sewer) Construction Project – page 64

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

- [Seasonal Communities Designation](#)  
Karolyn McClelland, Chair of the Community Housing Partnership, answers questions about the Seasonal Community Designation to educate voters in advance of Annual Town Meeting.

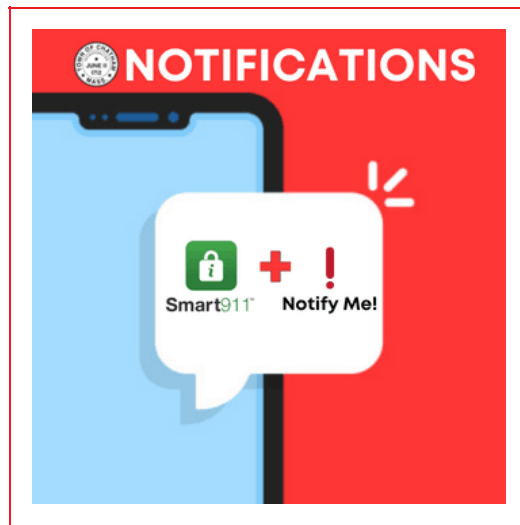
- [Annual Town Meeting](#)

The 2025 Annual Town Meeting is available to view in its entirety through Chatham TV's YouTube Channel.

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

<b>E-Community Engagement as of May 22, 2024</b>			
<b>Town Social Media Accounts</b>	<b>Subscribers</b>		
	<b>22-Apr-25</b>	<b>22-May-25</b>	
Facebook	4102	4147	
Chatham TV YouTube	461	474	
Twitter/X	311	317	
Instagram	697	743	
LinkedIn	387	404	
<b>Notify Me Lists</b>			
	<b>22-Apr-25</b>	<b>22-May-25</b>	
Business	403	414	
Chatham Everyone (Employees)	41	48	
Community Notifications	1082	1096	
Government	1486	1504	
Housing Updates	116	120	
Low-Lying Road Alerts	128	133	
Shellfish Notifications	286	289	
Summer Residents	159	163	
The Flash - Council on Aging	458	462	
<b>Mainsheet E-Newsletter</b>			
Overall Open Rate April 2025			69%
	<u>Delivered</u>	<u>Opened</u>	
4-Apr-25	1621	1264	78%
11-Apr-25	1630	1088	67%
18-Apr-25	1631	1095	67%
25-Apr-25	1630	1076	66%

## Subscribe to Emergency & Non-Emergency Notifications



### **Emergency Notifications - Smart911**

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

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

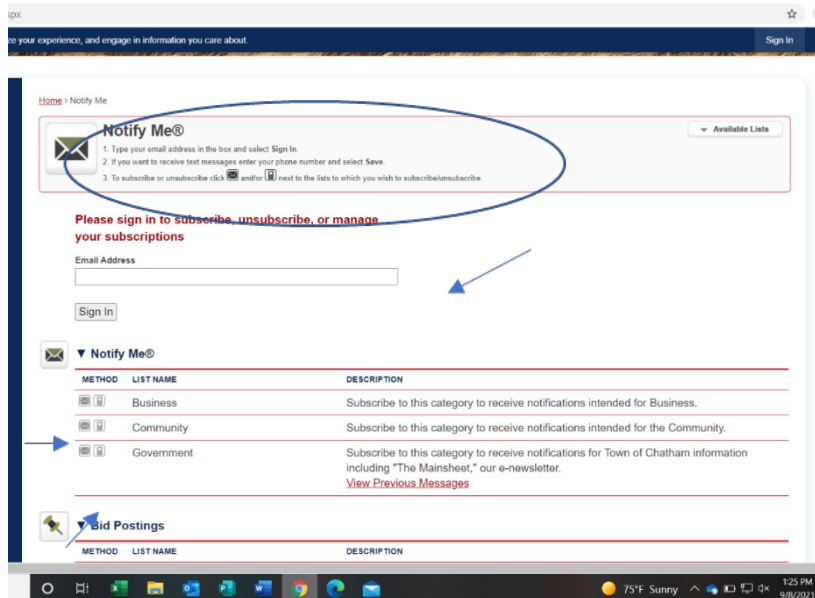
Residents can add additional telephone numbers including a cell phone. The address documented must be in Chatham, but the phone number can be from anywhere. Emergency messages can reach TTY (teletypewriter) phones used by the hearing impaired. [Please sign up using this link](#) or watch the video for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

### **Non-Emergency Notifications - Notify Me!**

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

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

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



*I am pleased to enclose the Monthly Report of Department Heads for the month of April 2025.*

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

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

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

<b>Professional and Community Outreach</b>	<b>Meetings</b>	
Department Leadership Meetings, Town-wide Division Managers Meetings, Emergency Management Team, and Department Biweekly Meetings; SB Chair Agenda Setting Meetings	16	Ongoing projects and planning meetings and communications. Quarterly 549 Employee Meeting
Professional Meetings / Seminars/ Conferences	4	Cape Town Managers Meeting; MA Joint Labor/Management Committee; Women Leading Government (Steering Committee); Professional Development Webinars; ICMA Athenian Project
Project/Issue Meetings	21	ADA projects update meeting, Chamber Executive Director Angela Bucar (Monthly) Meeting, Personnel, Recruitment, Employee Performance Evaluations, Retirement Recognition for Ted Keon, Select Board Meeting Preparation and Follow-up, S&P Bond Rating Call, TM Evaluation Mtgs, Chatham Municipal Academy Planning, Town Meeting Preparations & Chatham TV filming, US Coast Guard Internal Meeting, Website Upgrade Meeting.
Public Records Requests	1	ATM warrant article background
Committee /Board Meetings/ Community Events Attended	6	Select Board, Finance Committee, PD Citizen Academy Graduation, MRSD Regional Assessment Meeting, EPL Chatham Reads Poetry

**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*

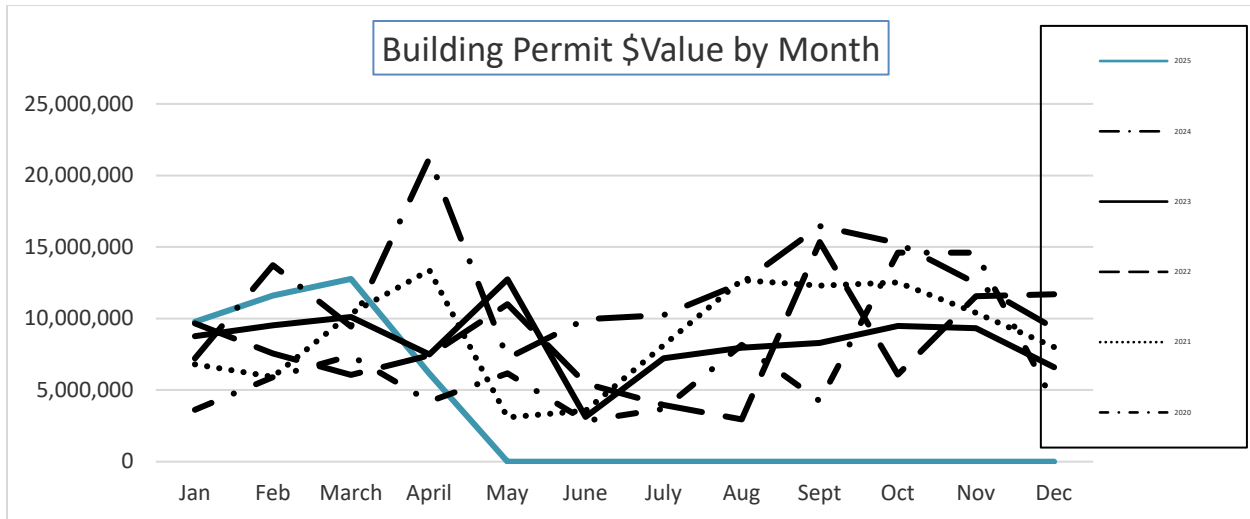
*And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions*

**Community Development Department  
Monthly Activity Report – April 2025**

**BUILDING DIVISION**

	Month	2025 YTD	Ave/ Mo	2024 Total	2024 Ave/Mo	% 2025/2024	2025 \$Value YTD	\$Value 2024
<b>Bldg Permits Issued</b>								
<b>New Dwellings</b>	2	9	11	36	3	25%	\$8,635,868	\$48,315,966
<b>Multi-family</b>	-	-	-	-	-	-	-	-
<b>Demolitions</b>	0	5	1.25	27	2.25	19%		
<b>Residential Add/Renos</b>	74	311	78	956	80	33%	\$28,913,041	\$82,260,202
<b>Nonresidential Add/Renos</b>	1	19	5	51	4.25	37%	\$2,270,667	\$4,968,636
<b>Public Structures New &amp; Alts/add</b>	0	3	1.5	14	1.16	30%	\$474,400	\$7,850,975
<b>New Comm Structures</b>	0	0	0	2	,17	0%	\$0	\$1,625,000
<b>Total Building Permits Issued</b>	<b>77</b>	<b>347</b>	<b>87</b>	<b>1086</b>	<b>90</b>	<b>32%</b>	<b>\$40,293,976</b>	<b>\$149,970,788</b>
<b>Average \$value/permit</b>							<b>\$116,121</b>	<b>\$138,095</b>
<b>Electrical Permits</b>	81	308	77	911	76	34%		
<b>Plumbing &amp; Gas Permits</b>	109	425	106	1152	96	37%		
<b>Inspections</b>								
<b>Building</b>	152	538	135	1605	134	34%		
<b>Electrical</b>	137	420	105	1316	110	32%		
<b>Gas &amp; Plumbing</b>	169	604	151	1657	138	36%		
<b>Total</b>	<b>458</b>	<b>1562</b>	<b>366</b>	<b>4578</b>	<b>382</b>	<b>34%</b>		

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



**REGULATORY/STATUTORY BOARDS, COMMITTEES AND COMMISSIONS**

**Historical Commission** – The Historical Commission held one hybrid meeting in the month of April. The Commission reviewed one application under the Chapter 158 Bylaw. They found that application to be historically significant, but the proposed changes did not materially diminish the home’s historical significance, so they did not impose a demolition delay. The Commission discussed reworking their Bylaws and are looking to Staff and Town Counsel to help with that process.

**Historic Business District Commission (HBDC)** – There were two hybrid HBDC meeting in April. There were six new applications for Certificates of Appropriateness, and one continued hearing, all which were approved. There were two new applications for signage which were approved.

**Planning Board** – The Planning Board held two regularly scheduled hybrid meetings in April. In addition to standard meeting items, the Board focused on finalizing the details of the Long-Range Planning efforts related to the proposed West Chatham Neighborhood Center (WCNC) District bylaw. They also conducted Public Hearings for two proposals from the Impact Chatham Citizens Petitions, Stormwater within the Conservancy District and Exterior Mechanical System Appliances. Board members also conducted two site visits, one for a review of completed work and one for a pending subdivision project.

The Chair and Vice Chair of the Planning Board worked with the Town Planner and the Media Coordinator to develop an informational video for distribution prior to Town Meeting. The video, which has been airing on Channel 1072 and is available on YouTube, is in a Question and Answer format. Planning Board members also conducted informational sessions at end of each scheduled meeting related to the WCNC bylaw and map amendments.

**Zoning Board of Appeals (ZBA)** –There were two hybrid ZBA meetings and one executive session in April. There were five new applications for Special Permits and two continued Special Permit hearings, five were approved and two were denied. There was one request to modify a Special Permit which was approved. There were two requests for Variances which were granted.

**Affordable Housing Trust Board of Trustees** – The AHTF Board of Trustees met once in April, when the Trustees held an Executive Session. Additionally, the Housing Director provided project status updates on Town housing initiatives, including the work being done on 558 Crowell Road, development test fit scenarios for the former Ellis property at 127 Old Harbor Road, and the progress with both the Main Street and Meetinghouse Road developments.

### **ADVISORY COMMITTEES**

**Chatham Community Housing Partnership:** The Community Housing Partnership met once in April. Gael Kelleher and Kayla Schell from the Housing Assistance Corp (HAC) presented information to and answered questions from the Partnership members on the lottery process for affordable and attainable housing, including what applicants have to do to qualify and how the lottery itself is run. The CCHP members discussed housing outreach prior to Town Meeting, including a possible forum on the Seasonal Communities designation Warrant Article. Staff also provided project status updates on Town housing initiatives.

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

**Committee for People with Disabilities:** The Committee for People with Disabilities held a Hybrid meeting on April 10, 2025, its second quarterly meeting of the new year. Pomeroy Associates provided updated spreadsheets, in advance, identifying the status of design vs. non-design work, which items have been completed, which items are in progress, and items yet to be addressed with respect to the transition plan action items. A financial spreadsheet was also provided showing amount of yearly allocation spent per Fiscal Year as well as carry over. The Committee will comprise a list of questions to relay to the Projects and Operations Administrator prior to the next meeting in July. A Pomeroy Associates representative will be attending future quarterly meetings to present updates to the Committee.

### **HOUSING INITIATIVES**

#### **Meetinghouse Road Property**

The Housing Director worked with Pennrose and MassDevelopment to finalize the engineering consultants, scope of work, and timeline for Site Readiness Grant funding of \$175,000 that was awarded last fiscal year. This funding will be used for the design, construction documents, permitting, and cost estimating for the construction of an access road from Meetinghouse Road to the rear portion of the parcel where the housing will be located.

### **Main Street Property**

After meeting informally with regulatory boards, including the Planning Board, Historical Commission, and Historic Business District Commission, receiving comments, and incorporating feedback into revised plans, Penrose has submitted their application to the Zoning Board of Appeals for a Comprehensive Permit pursuant to Chapter 40B. The public hearing will open on May 8. There will be opportunities for Board and public input during the 40B process.

### **Stepping Stones Road Property**

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

### **Ellis Property**

The Town contracted with Utile Architecture and Planning to conduct test fits for development scenarios on the Ellis property at 127 Old Harbor Road. Initial test fit scenarios were presented the Select Board at their meeting of February 25. Refined test fits, based on feedback received from the Select Board, were presented at their meeting of April 15, and included development scenarios with 2 structures on the parcel, a scenario with 3 structures on the parcel divided into 2 lots to allow for the possible retention of the existing house or the construction of a new house on its own lot, and a scenario with 3 structures on the overall parcel. Next steps will include the Housing Director working with Utile to develop a set of Design Guidelines that will inform the Request for Proposals for housing development on the Ellis property.

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

April was another active month for the Department of Community Services. The Recreation and Beaches Division focused on preparations for the upcoming summer season, including the recruitment of seasonal staff. In addition, they began preliminary planning for a potential temporary relocation of the Council on Aging (COA) Division to the Community Center, contingent upon the approval of Article 17 at the Annual Town Meeting (ATM) on May 10th.

At the Center for Active Living (CFAL), the Ryder's Cove Respite Program (RCRP) concluded its activities under the current grant, with all remaining funds expended and the final report submitted on April 30th, coinciding with the close of the contract.

On April 15th, the Director of Community Services led a training session for the Department and Division Heads, titled "*Serving Those with Dementia.*" This session provided all Department

and Division Heads with practical, research-based communication techniques for effectively engaging residents experiencing cognitive challenges.

The following week, on April 22nd, the Director introduced the proposed *Chatham Municipal Academy* to Department Heads. Scheduled to launch in the fall of 2025, the Academy will consist of nine sessions, each facilitated by a different department. The final session will include a “Call to Action,” encouraging participants to become actively involved in local government through committee or commission service. Department and Division Heads are currently developing their individual session curricula.

The Employee Engagement and Appreciation Committee convened in April to finalize plans for the upcoming “Grilling and Chilling” staff appreciation barbecue. This event will take place on Tuesday, May 27, from 11:30 a.m. to 1:30 p.m. at the Community Center and is open to all Team Chatham employees.

Lastly, CFAL hosted its Annual Volunteer Appreciation Luncheon on April 25th. The event featured a “pick-your-own” flower truck and breakfast from Chatham Perk. It was a heartfelt celebration recognizing the valuable contributions of CFAL’s many volunteers, as well as two dedicated interns, Luli and Emily, both seniors at Monomoy High School.

**Adult Behavioral Health Clinician:**

The month of **April** had **20** working days in it. Of the **20 days** I worked in April, I had **79 interactions with 21 Chatham residents**.

**Of the 79 interactions:**

- **41** were Behavioral Health Clinician contacts, which includes in person contact between a CFAL client and myself. It could be at the Center for Active Living (CFAL), Chatham Police Department (CPD), or at their home.
- **2** were CFAL outreach visits, which include home visits made at the request of outside referrals.
- **2** were phone outreach calls, which include calls I made to check in on residents, calls with family members, calls with collateral providers, and calls with medical providers.
- **6** were client consultations, which means I spoke with other providers within and outside of our Town agencies, on behalf of the client.
- **4** were co-response calls with a Chatham police officer. These are carried out when I need to go to the home of a Chatham resident who is either unfamiliar to me and may be unsafe for me to go alone, or for someone who the CPD is familiar with and insists I go with an officer so that I can safely assess their mental status.
- **2** were CPD referrals, which include calls that police officers responded to, where the officer feels it necessary for the Clinician to assess the identified client for possible mental health/substance abuse services or referrals.

- **1** was a CPD well-being referral, which occurred when the officer gives me a “heads up” on a familiar Chatham resident, and I follow up with the client to make sure they don’t need any behavioral health assistance or support.
- **2** were CPD phone outreach calls, which occurs when a request has been made that I “check in” on a community member who accessed CPD.
- **2** were CPD referral follow-ups, which means that the identified client is someone CPD has referred to me in the past and I check in on them to make sure they have remained stable.
- **4** were home visits which are made for those unable to make their way to CFAL or CPD due to physical restraints or transportation issues.
- **2** were CFAL office visits, which occurred when the resident either had a scheduled appointment with me or agreed to come to CFAL to discuss how I could assist them.
- **4** were CFAL incoming client calls, which include the number of calls I received from the Chatham residents asking for assistance.
- **1** was an incoming CPD call, which includes someone calling into CFAL regarding an elder that may be posing a legal threat to the community.
- **4** were phone contacts which occur when a Chatham resident calls in looking to meet with the clinician to discuss ideas that fall in the realm of behavioral health.
- **1** was a CFAL follow up outreach contact, which includes following up either with a phone call or home visit, to a resident that is of concern to a CFAL member.
- **1** was a CFAL referral, which occurs when someone from CFAL requests that I make contact with a CFAL member

### **Community Connections:**

This month, I spent **12** hours participating in a variety of trainings and conversations; some were monthly commitments, and some were new. This month I took part in a discussion with several of our Board of Selectmen, as well as participated in CPR/First Aid Training at Chatham Fire.

I was asked to take part in a discussion with Chief Anderson and several of our Select Board members, to have a dialogue concerning an issue with one of our community residents. It was very productive and gave me the opportunity to see how the Select Board conducts concerning incidents in our Town. Together we had a useful conversation where we all had a voice at the table and came up with a unanimous solution.

I also participated in a First Aid/CPR/Stop the Bleed training at Chatham Fire Department. This was beneficial to me, as we reviewed situations that were actual scenarios that I may encounter in my day-to-day job.

I continue to attend our **CCIT** (Community Crisis Intervention Team) Meetings in Orleans and Dennis, where I can discuss clients of concern and the other team members share their cases as well.

I also attended a presentation called **Lunch and Learn** by my CFAL colleague, Kerri Kelly, that showcased the Teams application. Our town of Chatham uses Teams, which allows us the opportunity to communicate amongst departments in a timely fashion. There are so many ways to use the application that cut down on time and paper use.

Last, I attended a viewing of a documentary called *“Lift the Mask: Portraits of Life With Mental Illness,”* that focused on mental health in our Youth. I met parents and professionals from throughout New England that were present to discuss the importance of supporting our teens and their mental health.

### **April Reflection**

Refusal. That is what I was faced with this past month.

What do you do when a client needs services, but they don’t want to accept them? That is what I met with repeatedly last month. There are very clear rules that are in place when it comes to offering a client assistance- be it housing, mental health, medical, food, or financial. Unless a client is at imminent risk of harm to self or others, it is purely up to the individual if they want to accept services offered.

It can be very difficult to sit with, as you watch someone suffer when there is help out there, but that is what I ran into several times last month. It took a lot of patience, support from my colleagues, and compassion to recognize that the people I work with have a right to refuse help. They are allowed to live the way they want to live, even if I don’t feel comfortable with it. Not to say that there aren’t limits, because there are, but this was the first time that I felt the pain and frustration family members sit with when they must watch their loved ones suffer. It is heartbreaking, and it is real.

Despite the sadness and frustration I face in this position, there are just as many days of job and love and compassion, and that is what keeps me going.

### **COUNCIL ON AGING DIVISION**

#### **Outreach:**

In the month of April, Outreach had a total of 133 interactions, with 80 separate individuals. This month, Outreach saw yet another increase in safety and well-being checks.

Outreach received 5 new consultation referrals from Chatham Police, Fire and EMS services, leading to co-response services. This increase in collaborative services leads to a better understanding of care and resources across all participating departments.

The Outreach Coordinator made 18 home visits for 17 separate individuals. There were 9 well-being checks performed on members referred from CFAL staff and community members concerned about residents.

For April we maintained similar numbers for telephone consultations (71), serving 42 individuals. Outreach had 31 in-person office consultations at CFAL. April saw an increase in community members with concern for our elderly population. General wellbeing and access being the main contributors for the increase. We referred 15 individuals to 7 different Community partners for support this month.

Healthy Meals in Motion served 34 families this month. We continue to see requests for assistance and next month, several families will be returning to the program after a brief hiatus.

On April 17<sup>th</sup> the LGBTQ+ Older adult group met for dinner. A simple but fun dinner with pizza and ice-cream from Pizza Shark. The group has been working on a plan to increase attendance and add members. After much discussion and a few brief surveys, we decided to hold 2 larger events for the last 5 months of the grant. All were excited and looking forward to the upcoming events.

***UPDATE:** Unfortunately, we received news from Elder Services of Cape Cod, that due to budget constraints, the grant funding for this program has been halted for the foreseeable future. Outreach will maintain contact, updating the group with news of other activities and events in the area. We will also continue to be available for support and services should the need arise.*

The Outreach Coordinator manages durable medical equipment (DME), and this month 15 items were lent to 14 individuals. The inventory has been low on rollators and wheelchairs, our biggest requests. We have had multiple new donations of DME.

On April 8<sup>th</sup> the Outreach Coordinator gave a 45 min presentation to the local St Vincent DePaul chapter. We discussed all the services we offer as well as the community partners that we refer to. This was a very informative discussion for both sides.

The Outreach Coordinator visited the Anchorage at Chatham Housing Authority, for a “Meet and Greet” coffee hour on April 22<sup>nd</sup>. We offered an overview of services and programs available at the Center for Active Living, as well as a question-and-answer session that proved helpful and informative.

### **Transportation:**

April brought a mix of seasonal changes and a notable increase in transportation usage this month, with 48 more round-trip rides compared to March. Our services supported residents with a range of needs, including:

### **Orleans Supportive Day Program**

- 6 participants
- 46 round trips

### **Ryder's Cove Respite Program**

- 5 participants
- 27 round trips

### **Medical Appointments**

- 42 round trips

### **Grocery Access**

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

### **Pharmacy Support**

- 6 prescription deliveries

### **Council on Aging Programs**

A total of 27 participants engaged in a variety of COA special programs, including:

- COA Cinema
- Busy Fingers
- Book Club
- Chair Yoga
- Chatham Better Together
- Lunch and Learn
- Bingo

### **Additional Services Provided**

Transportation support also extended to:

- Banking Trips
- Tax Appointments
- Library Visits
- Personal Errands

### **Scheduling Update**

With several participants transitioning out of the Orleans Supportive Day Program, both Supportive Day Transportation Programs will now run on Tuesdays and Thursdays only. This adjustment allows us to expand medical appointment transportation availability to earlier hours (before 10 a.m.) on Mondays and Wednesdays.

### **Special Outing Highlight**

On April 18th, Chatham Better Together organized a successful group outing to the Whydah Museum, followed by lunch at the Dennis Kream 'n Kone. A full bus of 12 participants enjoyed the experience.

### **Vehicle Maintenance**

To ensure the reliability of our transportation services, routine maintenance was completed:

- Our small van received an oil change and a new inspection sticker
- The Ford Transit van also passed its vehicle inspection

### **Programming**

This monthly report outlines the activities and achievements of the Chatham Council on Aging Program Coordinator for the month of April in the year 2025.

Program Highlights:

*Community Engagement :*

### **Liberty Bakery Tour**

16 participants

Members of the community were invited to take a tour of Liberty Artisanal Bakery, a new business in town. Along with a full facility tour and taste test of breads and pastries made on site, participants were able to meet the owners, learn about their history, and gain insights into their business operations here in Chatham.



### **Chatham Conservation Foundation: Mammals in Chatham**

16 participants

Conservation Agent, Elijah Valentine, came to the CFAL this month to share about the mammals they are seeing in Chatham, and how to identify them. Never seen before trail camera footage of coyotes, deer, otters, and more were thoroughly enjoyed by those in attendance.

*Entertainment/Socialization:*



**Rock Painting Workshop**

12 participants

6 Ryder's Cove Respite participants

In honor of Earth Day an art workshop was hosted this month. Volunteers collected and donated rocks for participants to use for this project.

**Chatham Better Together**

20 participants

Members of Chatham Better Together visited the Whydah Pirate Museum in Yarmouth this month, followed by a lunch at Kream & Kone. Many among the group had not had an opportunity to visit the museum yet so the guided tour was an excellent learning experience.

*Education/Information:*

**Life Aboard a Whaleship**

25 participants

The Nantucket Historical Association visited Chatham this month to share the "On the Road Overseas" program, Life Aboard a Whaleship. NHA On the Road brings Nantucket's rich history and stories to senior residents' island wide and beyond. This presentation took a deep dive into the whaling industry during the 1800s on Nantucket, including footage from a 1920s whaling trip, authentic whale bone scrimshaw and stories from whalers' journals.



## *Volunteer Program:*

### **Appreciation Event**

30 participants

In honor of Volunteer Recognition Week, we had an appreciation event for our volunteers to celebrate the incredible contributions of our 35 dedicated volunteers. Collectively, our volunteers have given over 1000 hours this fiscal year.

The event featured a visit from a local flower truck, where volunteers created their own custom bouquets, followed by a delicious brunch spread from *Cape Cod Coffee- Chatham Perk*. During a brief recognition ceremony, we honored our top three volunteers: a SHINE counselor with 200 hours, a member of the Friends board with 175 hours, and COA Board member with 150 hours. It was a heartfelt and joyful occasion to show our gratitude for the time, energy, and compassion our volunteers bring to our community.



### **Ryder's Cove Respite Program**

#### **Overview**

April was a meaningful and fulfilling month at Ryder's Cove. We had the privilege of supporting five older adults living with cognitive decline and memory-related challenges. Our team remains committed to creating a nurturing environment that emphasizes dignity, respect, and personalized care. We continue to make progress in strengthening communication between caregivers and staff to ensure our participants feel supported both at home and during their time with us.

#### **Key Highlights**

##### **Communication Books**

To help caregivers stay connected and informed, we introduced personalized communication books. These provide daily updates on each participant's activities and well-being, covering areas such as:

- Gentle exercise sessions
- Music and art therapy
- Memory games and activities
- Nutritious meals and snacks

These books also serve as a valuable space for open dialogue—where caregivers and staff can share insights, observations, and concerns. This ongoing exchange helps us adapt and respond with empathy and care.

### **Program Preparation and Enrichment**

Our focus continues to be on designing meaningful, engaging experiences that support participants’ physical health, cognitive abilities, and emotional well-being.

### **Program Highlights:**

- **Health & Fitness:** We’ve expanded our movement offerings to include ball games, light weights, and resistance bands. The exercise program is incorporated into our daily schedule. These activities support coordination, balance, and circulation—all essential for cognitive and physical health.
- **Rock painting.** The day program participants were invited to share in a rock painting class this month and it was a success.
- **Earth Day Celebration:** In honor of Earth Day, we introduced four butterfly garden habitats. Participants enjoyed the hands-on experience of observing caterpillars transformed into butterflies and were thrilled to release 37 into the wild.
- **Engaging Guests:** Local entertainers and guest speakers have brought joy, laughter, and learning into our space. These visits not only entertain but help build a sense of connection and community.
- **Music Therapy Expansion:** We’ve welcomed an additional music entertainer, joining our two Music Therapists in offering twice-monthly sessions. Our recent investment in percussion instruments allows for more hands-on, expressive engagement.
- **Therapy Dogs:** Monthly dog therapy visits continue to bring smiles, comfort, and emotional support—often becoming a highlight of the week for our participants.
- **Dementia-Specific Tools:** To support mental stimulation, we’ve added a thoughtful selection of memory aids, puzzles, fine-motor crafts, and art materials, tailored to participants’ needs and abilities.



### **Staffing**

We are proud to report that our team is fully staffed with dedicated, compassionate professionals. With this strong foundation, we’re able to provide high-quality, person-centered care across a wide range of services, including:

- Memory care support
- Therapeutic programming
- Art therapy
- Music therapy

Each team member brings warmth, skill, and a deep sense of purpose to their work.

### **Person-Centered Programming & Individual Goals**

Now in its fourth month, the program continues to evolve based on the unique rhythms, preferences, and needs of each participant. While we've developed a structured daily schedule rooted in best practices, we've learned that flexibility and responsiveness are key. Some days call for quieter engagement, others, for more active participation. Our team adjusts with care and attentiveness to ensure every individual feels seen, heard, and respected.

- Initial progress summaries for each participant have been completed, providing insights into engagement levels, strengths, and emerging needs. A follow-up report will be prepared in June.
- Ongoing, compassionate conversations with caregivers have allowed us to share updates and receive meaningful feedback, helping us fine-tune each care plan.

### **Training & Professional Growth**

To deepen my knowledge and enhance the support we offer; I've enrolled in a two-day professional development course in May 2025. Led by Dr. Moss and Dr. Seiber, the training will cover important topics such as:

- Executive function and aging
- The cognitive impact of stroke
- The science of memory and "Super Agers"
- Sleep, anxiety, and brain health
- Strategies for managing stress and fatigue
- Listening to the body and supporting holistic wellness

These insights will further strengthen our team's ability to provide compassionate, informed care for those we serve.

### **Attendance Percentage: 93.75%**

We've seen exciting progress this month, particularly with one participant who was initially quiet and hesitant to engage. Over the past few weeks, she has begun participating in music therapy and group activities, smiling, laughing, and forming meaningful social connections. Watching her come out of her shell has been a reminder of the power of a safe and caring environment.

We remain committed to offering personalized, joyful, and therapeutic experiences. As we continue to grow, we do so with appreciation—for the trust caregivers place in us, and for the privilege of supporting each participant on their journey.

### **Conclusion**

April was an encouraging month at Ryder's Cove. Attendance remained steady, and participants

are becoming increasingly comfortable, engaged, and connected with our staff and one another.

**Committee Updates**

**Council on Aging Board of Directors**

At the April Chatham Council on Aging Board of Directors meeting, members convened to discuss the election of new officers, warrant articles pertaining to the COA to be voted on at the upcoming Annual Town Meeting, and the goals and objectives of the board for FY26.

Additionally, the Board was invited to attend the Annual Meeting of the Friends of Chatham Council on Aging.

A vote for new officers will take place at the May 19<sup>th</sup> meeting. The Board reviewed proposed articles scheduled for the Annual Town Meeting. Discussion focused on the potential impact on current operations, community feedback on the proposal, and ways the board can be supportive to CFAL staff if any transition is to occur. The final portion of the meeting was dedicated to discussing strategic goals and objectives for the year. Members agreed to revisit and refine these goals at the May meeting following the Annual Town Meeting.

**The Human Services Committee**

The Human Services Committee met on Monday, April 14<sup>th</sup>, where Chair Ann Wade announced that after Select Board Approval, the Committee was formally reduced from 9 to 7 members.

**RECREATION AND BEACHES DIVISION**

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

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

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

**PARK Events April:**

	January	February	March	April
<b>MONTHLY ATTENDANCE</b>	663	454	618	489
<b>MONEY COLLECTED</b>	\$8,155	\$5,605	\$7,685	\$6,180
<b>AVERAGE DAILY ATTENDANCE</b>	31.6	37	29	29

## **Programming**

### **Adults**

Spring Tuesday Night Pickleball- 65 participants  
Spring Thursday Night Pickleball-65 participants  
Spring Saturday Night Pickleball- 53 participants  
Spring Pickleball Mon-Friday 8am-12pm – 309 participants  
Spring Adult Basketball- 37 participants  
Spring Floor Hockey- 23 participants  
Spring Pickleball Lessons- 6 participants  
Spring Adult Badminton-6 participants  
Yoga with Jackie! (Hatha Mondays)- 19 participants  
Yoga with Jackie! (Restorative Thursdays)- 9 participants  
Yoga with Jackie! (Vinyasa Tuesdays) – 29 participants

### **Youth**

April Family Karte-7 participants  
April Family Tai Chi- 7 participants  
Preschool Soccer- 24 participants  
April Vacation Field Trip Heritage Adventure Park- 32 Participants  
April Vacation Field Trip NOVA Trampoline Park- 37 Participants  
April Vacation Field Trip Urban Air- 38 participants  
March Birthday Parties-1

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

### **Special Events**

On Friday April 11<sup>th</sup>, Monomoy High School held their annual after-prom party. The event runs from 9pm-5am overnight for all participants of the prom to enjoy a safe night.

On Friday April 18, we hosted a *Jellybean BINGO Jamboree*. With prizes for all who attended along with popcorn and drinks, the event was another great success. 37 participants enjoyed the event.

### **Summer Rec Program**

April was a busy month for our seasonal staffing search. The Summer Rec Program filled all positions needed with 21 staff hired/rehired for this upcoming summer season.

### **Beaches**

Recruiting lifeguards continues to be a struggle cape wide including Chatham. We have currently hired/rehired 18 guards for the upcoming season. Beaches open June 20<sup>th</sup>.

We currently have filled all our Beach Gate Attendant positions with 7 re-hires/hires.

Non-Resident daily tickets along with weekly and seasonal passes have all been ordered. Purchasing non-resident tickets/passes will open on June 1<sup>st</sup>.

### **Community Center Use**

#### **Aerobics Room – 71 Reservations**

Circuit Class with Rachel, COA Chair Yoga, Restorative Yoga, Lite fitness with Susan, Friday Night Karate, Friday Family Tai Chi, Heisig belly dance, Chatham Tai Chi, Vinyasa Yoga, Classic Hatha Yoga, COA Strong at Heart.

#### **Arts & Crafts Room – 3 Reservations**

Crafty Chicks, Chatham/Harwich Fiber Arts Club

#### **Club Room – 24 Reservations**

Men's Club weekly discussion group, Bolus weekly card games, Behavioral Health Innovators, Woman's Club Board meeting, Women's Club knitting group, Chatham/Harwich Fiber Arts, AARP Tax Aide, Monomoy Regional After Prom, Friends of Chatham Waterways, IT Hybrid set up, Chatham Chamber of Commerce, Chatham Democratic Committee.

#### **Conference Room – 16 Reservations**

Men's Club Program Committee, Women's Club knitting group, Chatham Parks & Recreation Commission, Chatham Garden Club Board meeting, Chatham Fiber Arts, Men's Club Executive Committee, Chatham Ecumenical Committee for the Homeless, Monomoy Regional After Prom, Independence Day Parade Committee, Art Journaling Group, Chatham Cemetery Committee, South Chatham Public Library Board, Chatham Bikeways Committee, Portside Village Condo Assoc.

#### **Gymnasium – 89 Reservations**

Saturday Night Pickleball, Monday pickleball 11-1, Spring pick-up basketball, Tu & Th pickleball 8-10, Tu & Th pickleball 10-12, COA Indoor walking group, Tues. Night pickleball, We & Fr pickleball 8-10 & 10-12, Thurs. night pickleball 5-7, pick-up badminton, Spring floor hockey, open gym, Monomoy After Prom Party, Saturday Movers & Shakers, pre-school soccer ages 3-5.

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

Chatham Democratic Committee, Friends & Gardeners movie day, Chatham Men's Club weekly meeting, Chatham Police Assoc. kids easter party, Chatham Police Department Citizens Police Academy Graduation, Broad Reach Hospice, CMEA meeting, Women's Club of Chatham , Monomoy Regional After Prom Party, US Coast Guard Auxiliary Navigation Presentation, Chatham Republican Town Committee, Chatham Garden Club, Jelly Bean Bingo, Chatham/Harwich Chapter Cape Cod Hospital Auxiliary, Chatham Conservation Foundation water quality presentation, Chatham CFAL, Monomoy Regional School District.

**Serving Room – 13 Reservations**

Community Mahjong, Women’s Club of Chatham Board, Friends of Chatham Pickleball, Mahjong Mondays, Women’s Club of Chatham Book Club, Chatham/Harwich Cape Cod Hospital Auxiliary Branch

**Fitness Room Access Scans**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
<b>January</b>	57	129	141	136	188	151	132	934
<b>February</b>	65	109	149	146	145	115	107	836
<b>March</b>	44	193	135	135	141	97	131	876
<b>April</b>	37	113	168	105	122	99	134	778

**Active Fitness Room Memberships:      Family Members - 491    Individual Members - 184**

**Parks & Recreation Commission**

The Parks and Recreation Commission met on Monday April 7<sup>th</sup>. The meeting started off with requests to use town property.

Lighthouse Beach Yoga/Jennifer Norton requested the use of Lighthouse Beach for her summer yoga classes. The recreation commission unanimously recommended approval of the request based off the proposed updated Permission to Use rules and regulations. Witches on the Water requested use of Oyster Pond for their annual charity event in October. The Commission unanimously recommended approval of the request based off the proposed updated Permission to Use rules and regulations. Short N Sweet Ice cream requested use of Volunteer Park bike path entry for a charity fun run 5k on June 14<sup>th</sup>. The recreation commission unanimously recommended approval of the request based off the proposed updated Permission to Use rules and regulations.

The commission then re-opened discussions from the previous meeting on the proposed updated Permission to Use rules and regulations. Changes that the commission requested in the previous meeting were reviewed. The recreation commission unanimously recommended approval of the proposed updated Permission to Use rules and regulations.

The Commission was given an update on summer staffing for the Recreation and Beaches Division. Our summer rec program is fully staffed, along with our beach gate attendants. As is the previous year’s trends, lifeguards continue to be a struggle to staff. Lighthouse Beach Patrol is also very limited in staff. The commission requested that more work be put into recruiting lighthouse beach staff.

The Commission was given an update regarding the work at Oyster Pond. In conjunction with DPW and conservation division, the project included removal of invasive species, movement of beach grass, and replenishment of Sand. It also included moving 2 benches that were buried under sand.

The Commission was updated on the new porta john contract and the new company Wasted that won the town contract for porta johns this year.

Discussion resumed from a previous meeting regarding North Beach Island. A flyer that will be given to businesses that drop patrons off at the island was discussed and edited. A final draft will be brought to the next meeting for approval.

### **Golf Advisory Committee**

The Golf Advisory Committee did not meet in April.

### **FINANCE DEPARTMENT: Submitted by Carrie Mazerolle**

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

#### **I. ACCOUNTING**

In April, the Sticker Office officially opened for in-person sales on April 1st. Working closely with the new Finance Administrator, Chris Mazulis, the Accounting Team and Finance Director implemented new processes for the 2025 season, including the introduction of in-person credit card payments. Two of the four part-time seasonal positions were filled, with interviews continuing into May to complete the team. Special thanks to Nick Cantella and Andrea Warner for their additional support throughout April, assisting both with operations and customer service in the Sticker Office.

Additional Finance Department key updates from April include:

- **Annual Town Meeting Preview Show**  
The Finance Director partnered with the Town Manager and Chatham TV to film the Annual Town Meeting Preview show, providing residents with an overview of key warrant articles.
- **Bond Rating and Fiscal Year-End Borrowing**  
Preparations were completed for the Standard & Poor's ratings call. The Town Manager and the Treasurer/Collector on April 17th attended the Standard & Poor's rating call and as a result, the Town of Chatham

maintained its AAA bond rating. The Finance Director worked closely with the Town's Financial Advisors and Bond Counsel on fiscal year-end borrowing efforts and attended the Select Board meeting on May 6th, 2025, for related approvals.

- Departmental Meetings

The Finance Director and team members participated in several key meetings throughout the month, including a Finance Staff Meeting with representatives from the IT, Accounting, Assessing, and Treasurer/Collector Departments. Additionally, the Finance Director and the DPW Director have been collaborating with Waterworth on developing new water rates for FY2026. The IT Department held a separate staff meeting for the IT Staff to support ongoing coordination efforts.

- Procurement Training for Departments

The Assistant Town Accountant/Assistant Finance Director ( Nick Cantella) coordinated an Operational Services Division (OSD) Procurement Training focused on COMMBUYS, which was a town-wide training. This session will focus on identifying and utilizing state-wide contracts and posting bid advertisements. We remain committed to providing financial education and transparency for Chatham employees and residents.

- Navigating and utilizing OSD Statewide Contracts
- Overview of commonly used contracts
- COMMBUYS resources, including purchasing and local government tools
- Contacting the Local Government Enablement Team and OSD Help Desk for support

Looking ahead; The Finance Team is preparing for the fast-approaching end of the FY2025 fiscal year and looking forward to and preparing for the upcoming fiscal year 2026.

**II. ASSESSING**

	<b>April</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>Year to Date</b>
	<b>2025</b>	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
Real Estate Abatements Processed	0	9	25	32	20
Personal Property Abatements Processed	0	1	18	106	34
MV Abatements Processed	0	91	165	279	294
Boat Abatements Processed	0	133	395	412	655
Betterment Payoffs	0	0	0	1	2
Boat Commitment	0	1	1	1	1
Motor Vehicles Commitments	0	3	8	7	8
Certified Abutter’s Lists	34	65	457	352	285
Deferral	0	0	1	1	2
Real Estate Exemptions	0	5	81	14	23
Building Permits	105	265	1589	1,175	994

The Deadline for submitting Income and Expense Forms for Fiscal Year 2025 was April 15. Applications for Exemption on the Real Estate Tax Bill were accepted until April 1, also for Fiscal Year 2025.

Residential Field Inspections continue to take place to review outstanding Building Permits.

**Board of Assessors**

The Board of Assessors did not have a meeting in the month of April.

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

**III. IT**

- Continue to work on the AI integration for Short-term Rentals and now looking to expand for the Sewer and Water.
- Built out the DPW staff map on the New GIS software.
- Deployed the Brightly software for use and tracking of the Water Departments Backflow testing for both Commercial and Residential Irrigation Systems.
- Worked with the Facilities Department to unlock all public bathrooms. These door locks are automated and are set on as daily timer to open and close.

**Website:**

In the month of April the Town website had a total of 57,567 views. Besides the home page, the top 5 viewed pages on the website are as follows.

1. Search – 3,978 views
2. Assessing – 3,987 views
3. Online Services – 1,895 views
4. Online Payments – 1,785 views
5. Jobs – 1,390 views

There were 17,890 active users who accumulated these views. This metric contains the number of unique users who engaged with the site during this time period. The average user viewed 3.89 pages and spent 1 minute and 10 seconds on the site.

**IV. CHANNEL 18**

Highlights

- Produced A.T.M. 2025 Preview Show
- Produced A.T.M. 2025 E-Voting P.S.A.
- Produced F.A.Q. | WCNC District and Zoning Map
- Produced F.A.Q. | Seasonal Communities
- 17 Live Meetings, 23 additional meetings added to the archive

Meeting Totals

Live Meetings	17
Additional Archived	23
Total Meetings	40

Meeting Break Down

Location	In Person	Hybrid	Teams Only
Annex LMR (Live on CH 1072)		17	
Annex LMR (Not Live)		4	
Annex SMR	3	7	
Com Center Conf Room	4		
Com Center Club	0		
Town Hall		2	
FULL REMOTE			2
Harwich Select Board	1		
Sub Totals	8	30	2

YouTube Analytics

YouTube Monthly Views: 980

Top viewed meeting: Zoning Board of Appeals | April 11, 2025 (55 views)

Top viewed non-meeting Content: F.A.Q. W.C.N.C. District (127 views)

On Demand

Archive & Website VIEWS	Views	Percentage
WINDOWS	348	35
Mac	272	27
Android	87	9
iOS	206	21
Other	81	8
TOTALS	994	100

**V. TREASURER/COLLECTOR**

As of 4/30/2025 the Treasurer/Collector's office collected 90.89% of the FY2025 real estate taxes.

	<b>2025</b>		<b>2024</b>
Tax	\$42,389,281.72	Tax	\$41,031,794.74
OPEB	\$635,839.13	OPEB	\$615,476.87
CPA	\$1,196,856.48	CPA	\$1,153,989.98
Total Commitment	\$44,221,977.33	Total Commitment	\$42,801,261.59
	<b>4/30/2025</b>		<b>4/30/2024</b>
Tax	\$3,863,571.86	Tax	\$3,696,393.45
OPEB	\$57,843.08	OPEB	\$55,088.54
CPA	\$107,989.79	CPA	\$102,389.56
Total Outstanding	\$4,029,404.73	Total Outstanding	\$3,853,871.55
	9.11%		9.00%

Real Estate

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

FY2025 Real Estate Tax Collections for the month of April are \$16,921,421.07, including interest.

FY2024 Real Estate Tax Collections for the month of April are \$799.64 including interest and fees.

FY2025 Personal Property Tax Collections for the month of April are \$115,969.83. Prior years Personal Property Tax collections for the month of April are \$0.00.

#### OPEB Surcharge

OPEB Surcharge transfers to the OPEB Trust Account to date are \$3,351,453.91.

#### Tax Title and Foreclosure

The Town currently holds 19 tax title accounts with a total balance of \$510,686.50, including fees and interest. Thirteen of these accounts are delinquent taxpayers and six accounts are Owner Unknown parcels that are currently being researched by legal counsel. Two Tax Title accounts were redeemed during the month of April thereby reducing the number of accounts outstanding. Tax Title receipts collected for the month of April are \$68,646.88, including interest and fees and one redemption.

#### Foreclosed Parcels

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

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

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

#### Motor Vehicle Excise

The 2025 Motor Vehicle excise bills were released on 1/27/2025. The total 2025 Motor Vehicle excise commitment is \$1,288,658.47 and receipts collected for the month of April are \$188,030.16.

Previous (prior to 2025) Motor Vehicle excise receipts for the month of April are \$6,856.79, including fees and interest.

#### Boat Excise

The 2025 Boat Excise bills were released on February 10, 2025. The total 2025 Boat Excise commitment is \$103,386.00. The FY2025 Boat Excise receipts collected for the month of April are \$12,843.99, including fees and interest.

Previous (years prior to 2025) Boat Excise receipts for the month of April are \$1,043.85, including fees and interest.

#### Chatham Cultural Council

The Chatham Cultural Council meeting was called to order by Co-Chair Barry Desilets at 4:01 PM on April 7, 2025, and roll call was taken. The minutes from the March meeting were reviewed and unanimously approved.

Treasurer Kathy Joslin reported that there was no revenue in February, while expenditures totaled \$1,250 for two grant reimbursements. In March, the council recorded \$387.89 in revenue with no expenditures. Both monthly financial reports were unanimously approved. A motion to transfer \$834.54 from Revenue to Operating funds to cover printing and postage expenses was also approved unanimously.

Regarding the 2024 grant cycle, Sue noted that the Chatham Marconi Maritime Center has not yet received its grant due to missing paperwork. These funds will remain encumbered until the end of the fiscal year. The Chatham Historical Society's reimbursement is pending as their project was delayed and granted an extension; Sue will follow up with the Executive Director for a status update. For the 2025 grant cycle, several reimbursement requests have already been submitted.

Sue also reported that the CCC Guidelines and Priorities on the MCC website will be updated in June. Members were reminded that the MCC website provides helpful information and forms related to the reimbursement process under the "Local Councils" section.

The council discussed the protocol for changes to funded grants. If a funded event is canceled due to scheduling or personal issues, the grant will be withdrawn, and the applicant must reapply during the next cycle for consideration.

Fundraising efforts were discussed in two parts. The first proposal involved placing fundraising letters on seats during the Summer Residents Advisory meeting, contingent upon approval from the Advisory Board and the Select Board. Additionally, a fundraising letter to the public will be mailed early in the summer. Members are encouraged to contribute the names of potential donors and personalize letters sent to their contacts.

On the matter of communications, members agreed that the choice between personal and town email addresses should depend on the context and purpose of the correspondence. Kathy will collaborate with town IT to update the CCC website to reflect the list of 2025 grantees.

The council also explored whether CCC should hold a membership or donate to the Chatham Creative Arts Center, which has generously hosted their annual grantees reception. Sharon will research the legal and procedural implications of both options. Sue will reach out to the Center to confirm the possibility of holding the upcoming reception there again in May.

The next meeting is scheduled for May 5, 2025, at 4:00 PM.

**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 222 calls for service, of which 144 were medical calls which required the transport of 84 patients. Ambulance revenue was \$72,384.43 and Inspectional Services generated an additional \$1,385 for a total monthly revenue of \$73,769.43.

Dept	Indicator	Month		Year to Date	
		Apr '25	Apr '24	2025	2024
Fire Rescue/EMS	<b>Fire Suppression/ EMS</b>				
	1 Emergency Incidents	222	236	870	883
	2 Ambulance Transports	84	99	382	384
	3 Ambulance Receipts	\$72,384.43	\$64,481.02	\$285,374.76	\$216,288.29
	4 Firefighter Injuries	1	1	5	4
	5 Civilian Injuries	0	0	0	0
	6 Mutual Aid Given	8	6	24	28
	7 Mutual Aid Received	1	4	4	8
	<b>Fire Prevention/ Code Enforcement</b>				
	Inspections (resale, new construction and commercial)	45	46	143	135
	Fire Prevention Revenue	\$1385	\$1000	\$3250	\$3410

**Training**

Each shift conducted simulated residential building fire response exercises at a residence on Barcliff Ave. which is slated for demolition. The department is appreciative of these opportunities provided by homeowners and local contractors. We have ramped up this type of training over the past few years and the results have been exceptional. Three department members attended the Fire Department Instructors' Conference in Indianapolis. This is a week-long conference including two full days of some of the most intensive hands-on training available in the country and three days of in-class workshops.

**Incidents**

The department responded to several high priority mutual aid incidents throughout the month. Dive team members assigned to the Barnstable County team responded to a considerable fire

involving the Wellfleet Pier to provide emergency standby for first responders operating on the pier. Barnstable County Technical Rescue team members and drone pilots responded to a search for a missing person in Brewster which was spread out over two days. Team members also responded to a water tower in Yarmouth following a medical event involving a contractor who was doing work inside the tower at an elevated height. Fire crews responded to Eastham and Harwich for residential building fires. The county mutual aid system is a critical network ensuring a safe and adequate number of personnel to operate at critical incidents and to back up surrounding communities during times of high demand.

### **Emergency Management**

Emergency Management planned a mass wildlife stranding exercise to be conducted in early May involving several town departments and vested external stakeholders. Emergency Management also participated in the planning group sessions to update the Town's Hazard Mitigation Plan. This division also began to review plans for several upcoming summer events, in anticipation of multi-agency planning sessions to be held in May. The objective is to review prior year events and lessons learned and to tweak action plans to ensure coordinated efforts, adequate resources, and to provide safety and security for the community.

### **Community Interaction**

Department members coordinated the annual April Fools Polar Plunge at Hardings Beach. This year, members rallied the community in support of the Hubbard Family. John Hubbard is a Dennis PD Patrolman who lost his wife Shannon and daughter Maggie in a house fire in New York while on vacation last October. Shannon was an educator at Chatham Elementary School within the Monomoy Regional School District.

Captain Lopriore conducted several community CPR trainings and also provided CPR training to staff from the Center for Active Living.

### **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 **April 2025**.

Ted Keon has retired after 27 years of dedicated service to the Town. His leadership as Coastal Resources Director, particularly in coastal resiliency, permitting, and grant writing, has had a

lasting impact on Chatham’s shoreline and maritime infrastructure. We thank Ted for his remarkable contributions and extend our best wishes as he embarks on this next chapter.

## **REGULATORY BOARDS**

*Board of Health* – The Board of Health held two hybrid meetings on April 7<sup>th</sup> and 28<sup>th</sup>. There was one hearing for Definitive Subdivision review and the Board of Health continued discussions regarding the Transfer Station fee structure compared to surrounding communities, and proposed changes to bedroom definitions.

*Conservation Commission* – The Conservation Commission held three hybrid meetings on April 2<sup>nd</sup>, 9<sup>th</sup>, and 23<sup>rd</sup>. The Commission voted to re-elect Karen Lattin as the Conservation Commission’s Representative for the Community Preservation Committee. There was discussion on the proposed changes to the tree replacement ratios in the regulations, which was continued to May 14, 2025, for further discussion.

## **ADVISORY COMMITTEES**

*Energy and Climate Action Committee* – The Energy and Climate Action Committee held one hybrid meeting on April 15<sup>th</sup>. The meeting covered Bucks Creek Shoaling Concerns and a discussion of the revised charge and upcoming presentation to the Select Board.

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

*Shellfish Advisory Committee* – The Shellfish Advisory Committee held no meetings in April, but did hold one meeting on May 1<sup>st</sup>. The Committee reviewed the South Coastal Harbor Plan, dinghy removal regulations, provided a letter of support for MDAR grant submission.

*South Coastal Harbor Plan Committee* – The South Coastal Harbor Plan Committee held one meeting on April 9<sup>th</sup>. Topics meeting included a review of the revised South Coastal Harbor Plan renewal presentation and project update from the Coastal Resources Director.

*Waterways Advisory Committee* – The Waterways Advisory Committee held one meeting on April 17<sup>th</sup>. The meeting covered Discussion of Local Notice to Mariners, concerning local ATON’s, an update on current waterfront projects, and a discussion of parking at Old Mill Boat Yard.

*Working Waterfront Advisory (Formerly Known As Aunt Lydia’s Cove) Committee* – The following items were discussed at the meeting: South Jog Davit update, Fish Pier best practices, Local Notice to Mariners regarding Chatham Light and nearby buoys, docking permits, proposed amendments to Packing Bay leases, curbside pick-up at the Chatham Fish Pier Market, and planning for the Blessing of the Fleet.

## **COASTAL RESOURCES DIVISION**

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

90 Bridge Street Waterfront Property Improvements – GEI, Engineer, is reviewing and approving project materials and means and methods submittals from Contractor, Robert B. Our Marine Division, relative to the pier and float construction phase. Weekly job meetings are being held to monitor progress and respond to questions. Construction Phase estimated to begin shortly after Memorial Day. Town DNR Division applied for a MA Dept of Agriculture Food Security Infrastructure Grant to offset costs for the upweller facility phase of the project. The grant provides funds for capital improvements related to enhancing local food production.

Ryder's Cove Bulkhead & Ramp Replacement- Clark Engineering filed a Notice of Intent (NOI) with the Conservation Commission for trailer parking extension and the Marconi tower relocation. Zoning is reviewing the potential regrading of the land within the Conservancy District. NOI hearing has been continued while revisions are determined for compliance with zoning. Pare Corporation is working on design refinements for the overall renovations of the landing.

Townwide dredge permit modifications- The Townwide dredge permit is currently under US Army Corps of Engineers (USACE) Permitting process being reviewed by the Division of National Marine Fisheries Service, division of NOAA. In April the Town was able to have the Barnstable County Dredge Program dredge the Mill Creek Entrance Channel and pump the material onto Cackle Cove under the reduced version of the permit the was issued in February to enable dredging at Stage Harbor and Mill Creek this season. Due to timing of the dredge and Time of Year restrictions Mill Creek was the focus of dredging. DPW was able to restock their sand pile at the DPW lot with dredged sand.

- Stage Harbor Dredging: New USACE permit issued in February allowed commencement of dredging in Stage Harbor entrance channel. Weather conditions (strong winds) have impacted the County dredge's ability to complete other county projects and then mobilize to the Chatham dredge sites. Additional project delays at the Mill Creek dredge site due to weather and the cutterhead dredge breaking, and the Time of Year restriction for Horseshoe crabs led to no dredging at Stage Harbor this season.
- Mill Creek Dredging: New USACE permit issued in February allowed commencement of dredging at Mill Creek to remove shoal at the Mill Creek Entrance to the channel with sand placement at Cackle Cove. Weather conditions (strong winds) have impacted the County dredge's ability to complete other county projects and then mobilize to the Chatham dredge sites. Once mobilized at Mill Creek the dredge Sand Shifter began dredging the material and then the cutterhead broke and the dredge needed to be replaced with the Cod Fish II. Additional weather delays to remobilize and then Time of Year restrictions further delayed the dredging. The Town was able to get an extension on the TOY, which was enough to punch through and dredge out most of the shoal allowing for safer navigation and flushing for the health of fisheries within the Creek, embayment and Taylors Pond.

Jackknife Harbor Beach Living Shoreline: Project designed and currently on hold waiting for funding source. Town will be applying for CZM Coastal Resiliency Grant FY26.

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

Marconi Tower Relocation- Notice of Intent application was submitted in April and currently in review by zoning. The proposed work in the application is to extend the trailer parking spaces at Ryder’s Cove Landing and to relocate the tower further inland. Revisions will be necessary to comply with zoning regulations and mitigation for tree removal during relocation of the Tower.

Little Mill Pond Pier Replacement- Engineer, Pare, is reviewing alternative alignment options in order to reduce impact to Salt Marsh while allowing improved parking layout at the landing. Alternatives will review the pier alignment, elevation, parking layout increased elevation at the landing and how all of it can work with the current pump facility in place.

Town Landing Comprehensive Survey- South Coastal Harbor Plan Committee, Waterways Advisory Committee and Shellfish Advisory Committee have all reviewed the various surveys of the town landings in executive session. Chairs of the three committees had a meeting to review thoughts/concerns as expressed by their members. Concerns have been identified and an additional meeting with Thadd Eldredge, surveyor, will be scheduled in May to review questions and concerns on property lines.

**Grants**

Coastal Resiliency Grant – Jackknife Harbor Living Shoreline construction is being explored for submission of FY26 CZM Coastal Resiliency grant for construction (RFR announced May 8)

MA EOED Dredge Grant – A dredge grant was submitted to EOED to support dredging (50% cost-shared) in Aunt Lydia’s Cove in FY26. This is the annual grant program that the Town has successfully received grants from since its inception in 2018. No additional update at this time.

MDAR – FSIG Grant – Application for upweller components at the expanded upweller facility at 90 Bridge Street. Grant application developed and submitted May 5 with 20% match.

**CONSERVATION DIVISION**

Three Hearings were scheduled for April 2nd, 9th & 23rd

New Applications received in the month compared to previous years:

APPLICATION	April 2025	April 2024	YEAR TO DATE 2025	YEAR TO DATE 2024
Notice of Intent	4	5	16	15

<b>Request for Determination</b>	0	1	4	9
<b>Request to Amend an Order</b>	0	0	2	1
<b>Admin Reviews</b>	8	4	20	23
<b>Extensions</b>	0	5	0	11
<b>Field Chgs</b>	0	2	4	3
<b>Cert of Compliance</b>	4	4	17	16
<b>TOTAL RECEIPTS</b>	<b>1307.50</b>	<b>2381.50</b>	<b>6434.50</b>	<b>9381.50</b>

**Conservation Commission Support**

Violations Status for April – The staff provided the Commission with an end-of-month Violation Spreadsheet identifying existing violations and their current status. Updates are provided at the end of each month on the status and progress of violation notices sent to property owners. The spreadsheet includes the address, date, description of the violation, action taken, current status, and follow-up efforts, with the goal of resolving violations. If a specific property needs to be placed on a meeting agenda for discussion, it will be posted in accordance with the Open Meeting Law. Property owner names are typically not disclosed.

Staff reviewed numerous pending applications to prepare recommendations for the Commission and responded to multiple requests from Chatham residents for site visits to determine the type of application required for proposed work within resource areas and their associated buffer zones. This included consultation with Oceanfront Condos regarding dead trees located behind the units and a request for submission of an Administrative Review. Staff also worked with consultants and attorneys representing the owners of 94 Seashells, 60 Sea Mist, and 110 Seashells to close out permits with ongoing conditions and beach nourishment requirements.

Invasive species removal and restoration efforts were facilitated adjacent to the Town facility at Oyster Beach, as approved, incorporating mitigation for both 498/500 Shore Road and the pump station at the Harbormaster lot. Staff conducted further review and oversight of the revetments at 75 Tilipi and 97 Tilipi Run to ensure consistency with the issued Orders of Conditions. Minor modifications proposed for the pump station mitigation at Stage Harbor Road were also reviewed and approved.

Regulatory Updates – The Commission reviewed their Tree Planting Regulations at a regularly scheduled Hearing in April and proposed updates for the Regulations which will include specific changes to tree replacement and the ratio of trees for Town projects and citizen applications.

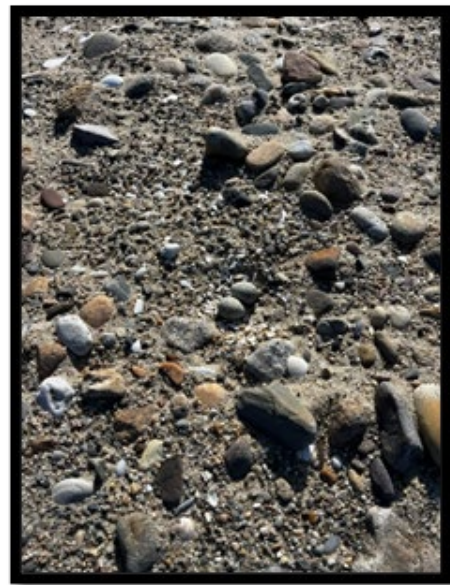
Project Coordination and Site Work – The ZBA Permit Coordinator and the Conservation Permit Coordinator communicated regularly in April, as they do each month. The ZBA informs the Commission of pending applications and any permits and/or zoning relief required from the ZBA. The Commission does not close a hearing or agenda item until the ZBA has taken action.

The Commission also worked with the DPW Director to resolve a drainage issue on Cedar Street.

The Agent, DNR Director met with Terry Waylen (Projects and Operations Administrator), at the MCI Ryders Cove Conservation Area to discuss the pending Notice of Intent application for the relocation and restoration of the historic MCI communication towers located on the site. The meeting also included a review of proposed safety improvements that will require changes to parking areas adjacent to the conservation land. Staff also signed off on several DPW and Sewer Connection applications.

### **Land Management of Conservation Areas**

**North Beach** – The Piping Plovers arrived early this season, perhaps due to another mild winter and once paired they claim territory around their individual nesting areas. The required protection of Piping Plover habitat was completed by fencing all existing and potential habitat with wooden stakes and twine and signage prohibiting entry into nesting habitat, excepting by authorized staff. Once paired, males’ scrape a shallow bowl shape depression in soft sand in multiple areas within the pair’s territory. The female will eventually lay eggs in one of the scrapes and continue to lay 1 egg every other day until a full clutch of 4 eggs is deposited. As of 5/10/2025 there were 13 pairs and active nests. On average and historically, the first nests occur between May 10 to 15. However, this season we are experiencing the earliest and highest number of nests in the month of April with the first nest being found on the 3<sup>rd</sup> week of April. Several of the nests are located along the front coastal beach near the OSV corridor which presented management issues and decisions to provide continued OSV access along the entire beach while protecting potential nest scrapes and subsequent nests. The first nest and eggs are in the picture to the right. Finding the nests in a 1,000+ acre site is challenging as the picture shows. The Shorebird Monitors are skilled at the task.



On April 7, 2025, Staff received their annual authorization from the Division of Fisheries & Wildlife to use exclosures to protect incubating Piping Plovers. Authorization is only given to Beach Managers and Shorebird Monitors, those who have demonstrated the skills and experience necessary to use the exclosures, otherwise training is required. Staff deployed two Electrified Exclosures at North Beach. Their purpose is to slowly modify the behavior of the coyotes, also called (Coywolves) because extensive DNA research indicates they are part Northern Timber wolves. We deploy in March and early April and bait them. The wire surrounding the exclosures is electrified with a small Energizer that is powered with 6 D0Cell

batteries and lasts for 1 month. Contact with the wire emits 7,500 volts. Not enough to injure the coyotes, but over time they will associate the exclosures we use to protect incubating adults with the shock and not as a food reward. Coyotes have in the past keyed in on exclosures. They will circle them and dig at the base and cause an abandonment or in some cases kill an adult and eat the eggs. They have proven effective as a method of predator control.



Coyotes' Tracks Showing it Attempted to Enter the Exclosure for Bait and Was Shocked



Incubating Adult Plover inside an Exclosure Designed to look like Electrified Exclosures

Coyote Picture taken North Beach on  
4/29/2025



**MCI Ryder's Cove Conservation Trail and Area Project** – Updates of the final signage and trail map with the historical kiosk information will be installed for the grand opening that the friends of Ryders Cove CPC group plan on announcing soon. was ordered for the MCI project which identifies the area as a conservation site. A trail map and Marconi Communication history were included along with the natural history of the area. New Field Security Cameras were purchased and deployed to assist with predator control by identifying predator animals and events at Electrified exclosures.

**Update on Osprey Nesting Platform, Valley Farm Conservation Area** - Division staff coordinated the installation of a nesting platform in 2024, at Valley Farm Conservation Area located off Barn Hill Road. There are an adult pair nesting on the platform and pole. In June of 2025 after the eggs hatch, it will provide a wonderful opportunity for close observation of a brood being raised. The bench and Osprey Educational Kiosk installed is less than 100 ft., from the nesting platform.



**Nesting Platform Valley Farm Conservation Area**

**Betty's Circle Conservation Area** - The Agent reached out to the AmeriCorps to confirm that AmeriCorps will be able to proceed with the project on the proposed work date of June 20, 2025. Awaiting a response.

**HARBORMASTER DIVISION**

In April, maritime activity increased as recreational boaters began launching for the season and commercial clamming remained steady. The Harbormaster Division completed construction of the new waste oil shed at the Municipal Fish Pier and made trim repairs to the overhead doors on the Red's Best side. On April 4, staff—along with AmeriCorps—removed five abandoned dinghies and other debris from the Ryders Cove shoreline and marsh, and an additional two dinghies from the Mitchell River Bridge Landing. Operationally, the team began retrofitting navigation aids, including removing Morris Island Channel markers and buoys at South Cut and Outermost Harbor for repair; the Outermost Harbor channel aids have since been reinstalled, with the remaining aids scheduled for May and June. On the administrative side, approximately 200 of 300 vacant mooring permits were offered to individuals on the waitlist, with 100 permits still available in areas with no current waitlist. Waterway User Permits and Fish Pier Docking Permits were also prepped for early May distribution.

HARBORMASTER DIVISION	APR 2024	APR 2025	YTD 2024	YTD 2025
<b>MARITIME ASSISTANCE CASES</b>				
TOWS (DISABLED BOATS)	0	0	0	1

GROUNDINGS	0	1	1	2
DEWATERING	0	0	1	0
MISC. ASSIST	4	4	10	9
C.G./AGENCY ASSIST	0	0	1	1
CAPSIZED BOAT/SALVAGE	0	1	1	2
MEDICAL	1	0	1	0
P.I.W.	0	0	0	0
POLLUTION	0	0	0	0
KAYAK/WATERCRAFT ASSIST	0	0	0	0
BOAT FIRE	0	0	0	0
TRANSPORT	0	0	0	0

**HEALTH DIVISION**

Health Division Staff participated in several training sessions this month, including the Mass Health Officers Community Sanitation Seminar, Dementia Training, DPH updates on Fluoridation of drinking water, Health Equity, and PFAS. Bird Flu Office hours continued, however we are seeing locally and around the state a decrease in cases. Concerns about measles upticks across the country (no cases in Mass.) led the Health Agents to plan 2 regional vaccine clinics (MMR) in conjunction with the Barnstable County Nurses. The first clinic was held on April 30th, in Orleans and 25 residents were vaccinated. The Health Agent was a guest at the CFAL “Lunch and Learn” and presented the results of last summer’s Community Public Health Needs Assessment.

The STR Inspector finished processing the backlog of applications from the February deadline. She followed up with properties that had not been renewed, resulting in 57 renewal applications being submitted. 37 rental inspections were conducted. Working with IT, access to the Artifex AI Short Term Rental dashboard was reviewed with limited results. Artifex AI is continuing to add additional data to the dashboard to increase efficacy and usefulness.

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

	<b>April 2025</b>	<b>April 2024</b>	<b>YTD 2025</b>	<b>YTD 2024</b>
<b>PERMITS ISSUED:</b>				
Disposal Works Construction	10	11	31	37
Food Handler's	14	24	28	98
Motel/Cottage	0	1	2	9
Room Inspection	0	0	0	5

Swimming Pool/Hot Tubs	1	2	2	7
Tobacco Sales	0	1	1	6
Stable/Animal Keeping	0	1	0	1
Septic Installers	0	2	14	45
Septage Haulers	0	0	3	14
Rubbish Haulers	1	0	3	4
Recreational Camps	0	0	0	0
Well Construction	6	7	8	14
Well Destruction	0	0	0	0
Scallop Shanty	0	0	0	0
Bathing Beaches	0	0	0	0
Short Term Rental registrations	103	30	929	402
Body Art Establishment	0	1	0	1
Body Art Practitioner	0	1	0	1
<b>Total</b>	<b>135</b>	<b>81</b>	<b>1021</b>	<b>644</b>
<b>Inspections:</b>				
Restaurant/Food Inspections	20	9	34	34
Septic Inspections	19	14	64	49
Housing Inspections	2	0	2	1
Short Term Rental Inspections	37	0	182	0
Room Inspections	8	5	17	18
Complaint/nuisance Inspections	1	2	6	14
Test Holes	7	2	13	23
Pool Inspection	1	1	1	1
<b>Total</b>	<b>95</b>	<b>33</b>	<b>319</b>	<b>140</b>
<b>Reviews/Comments:</b>				
Board of Health Variance Reviews	0	2	4	6
Swimming Pool Plan Reviews	0	0	0	0
Zoning Board of Appeals Comments	4	13	24	30
Building Dept. Permit Reviews	26	42	127	138
Planning Board Comments	0	1	0	4
Board of Selectmen Comments	0	0	0	0
Real Est. Transfer Report Reviews	17	21	35	44
<b>Total</b>	<b>47</b>	<b>79</b>	<b>190</b>	<b>222</b>
<b>Total Receipts:</b>	<b>\$8105.00</b>	<b>\$8,115.00</b>	<b>\$51200.00</b>	<b>\$55,885.00</b>

**SEWER\***

Septic Abandonment	2	7	27	46
Sewer Connection Permit Reviews	4	7	33	47

Sewer Connection Orders Sent	0	0	0	427
Sewer Connection Time Extensions	0	1	0	1
Sewer Connection Orders Rescinded	0	0	0	15
<b>Total</b>	<b>6</b>	<b>15</b>	<b>60</b>	<b>536</b>

\*Total sewer applications to date in database are 833 with 671 completed (80.5%)  
Total orders to connect to date in data base are 823 with 452 completed (55%)

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

**SHELLFISH DIVISION**

Commercial landings continued to uptick throughout the month with most harvesters targeting soft-shell clams. Price per pound for clams averaged around 2.50, not bad for the off-season, while quahog prices sadly remain low at between .29 - .30 cents apiece. Recreational harvesters had their last oyster hooray, with the season closing on April 30th. Presence at the Causeway increased through the month and with a noticeable increase over the school vacation week.

<b>Estimated Wholesale Value of Commercial Shellfishing Fleet</b>					
<b>Year to Date 2025</b>					
	January	February	March	April	Total
Soft Shell Clams	\$9,000	\$10,000	\$77,875	\$107,500	\$204,375
Quahogs	\$10,498	\$11,580	\$27,183	\$29,510	\$78,771
Mussels					\$0
Razor Clams					\$0
Scallops					\$0
Monthly Total	\$19,498	\$21,580	\$105,058	\$137,010	
Y-T-D Total	\$283,146				
			Month to Month Comparison		
			<b>24-Apr</b>	<b>25-Apr</b>	
Total Estimated Wholesale Value of Commercial Landings			\$97,910	\$137,010	
Estimated Recreational Value			\$17,325	\$30,337.50	

April began with the rollout of the Bonsai system for the issuance of recreational shellfish permits. After minor trouble shooting and training, the system has replaced the time-consuming handwriting of permits with a computer-generated print-out permit that also creates a electronic data base of permit holders. Eventually we will be able to add additional information to the such as violations and catch reports.

DNR was alerted to a grant opportunity, a Food Security Infrastructure Grant through the MA Department of Agricultural Resources, that seemed a good fit for the final phase of the 90 Bridge Street project. DNR staff worked throughout the month on the narrative and financial documentation in preparation for the May 5th deadline.

On Friday April 25th at 5:30 pm, we received notice from the State that all waters of Pleasant Bay, Crow's Pond, Ryder's Cove and Bassing Harbor were closed immediately as a precautionary measure for Red Tide due to high toxicity levels found in Orleans. Areas were posted and the public was notified through the Notify Me system and other social media venues.

On April 28th we held an AmeriCorps Cape Cod group project and raised 36 sunken over-wintered oyster cages off Oyster Pond Beach, culled the seed, halved the density and placed them into 432 clean bags, then shuttled the clean bags into 72 floating cages in Stetson's Cove...all in one day and a task that would take the division weeks. The previous day, we were notified that federal funding was rescinded from the AmeriCorps Cape Cod (ACC) program. Over the next few days, county officials, ACC members, and municipal and community members from all Cape towns mobilized to support the program and on May 1, the Board of Regional Commissioners voted unanimously to fully fund the program for the remainder of the current service year, August 2025. The termination of the AmeriCorps Program will greatly impact our labor considerations in the future.

The Division also participated:

- as a panel member for Friends of Chatham Waterways Earth Day kick-off of their H2O pledge to refrain from fertilizers, pesticides and to conserve water and plant a cape cod lawn,
- Constable training working session with 4Cs,
- Weekly 90 Bridge Street updates,
- Tutorial for procurement procedures,
- Interview with Boston.com on red tide closure
- Interview with applicants for Deputy Warden position

The Division continued its preparations for the upcoming propagation season. Intake pipes were strung under the Old Mill party dock, pumps picked up from New Bedford, 72 oyster cages set in Stetsons Cove and all grow-out nets were fixed and cleaned.

### **CAPE COD WATER RESOURCES RESTORATION PROJECT (CCWRRP)**

Chatham continues to advance six stormwater and restoration projects under the NRCS-funded Cape Cod Water Resources Restoration Project (CCWRRP). These projects focus on salt marsh and fish passage restoration, as well as stormwater remediation to protect shellfish beds.

#### Current Project Status:

- Fox Hill Road & Eliphamets Lane: 60% design plans have been submitted. A review meeting was held with the engineer, NRCS, and Town staff to discuss comments and next steps.  
Sears Road: 60% design plans are expected soon.
- Mill Pond (Little Mill): Awaiting an engineering proposal; progress has been delayed due to the ongoing sewer pump station construction nearby.
- Ryders Cove Herring Run: Two engineering proposals for culvert replacement were received but exceeded available grant funding. The Town and NRCS are revising the project scope and exploring additional engineering funds.
- Frost Fish Creek: The optimization report on culvert sizing and water quality impacts has been received and is under review. A consultant has been selected to begin data collection, planning, and design, funded by a DER grant.

### **WATER QUALITY LABORATORY**

A comprehensive inventory of Water Quality Lab (WQL) equipment and supplies has been completed to assess readiness for the upcoming sampling season. Based on the findings, orders have been placed to replenish or replace materials needed to ensure uninterrupted field operations. Analysis of water quality data collected during Summer 2024 is actively underway, with preliminary trends being reviewed and documented. An in-person volunteer training session has been scheduled for June to ensure all participants are prepared and up to date on sampling protocols. Additionally, an outreach email has been sent to all previous volunteers, providing information on training and sampling dates and requesting confirmation of their availability and interest in participating during the Summer 2025 season.

### **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 April 2025, the Chatham Police Department logged 1755 calls for service. (These numbers include calls for service for the Animal Control Officer). This is lower than 1918 we logged for March 2025. This is lower than the 1832 calls for service logged for April 2024.



**CHATHAM POLICE IN THE COMMUNITY:**

On April 04, the Chatham Police Department welcomed our newest police officer. Kenton W. Frenking was sworn in and began the Massachusetts Police Training Council's (MPTC) Police Academy in Plymouth MA., on April 07. He is expected to graduate in the fall of 2025.

On Saturday, April 05, the Chatham Police Department hosted our annual Citizen's Police Academy graduation. This year's class members were fully engaged for eleven (11) weeks, (from Jan to March). The topics included: Criminal and Juvenile Law, Elder Affairs, Behavior Health, Crash Investigations, Traffic Enforcement, Criminal and Narcotic Investigations, Dispatch, Animal Control. Demonstrations on K9s, Drones, and SWAT were offered.



The graduation ceremony and luncheon was held at the Chatham Community Center.

The graduates will now be riding along with our officers, to see what they have learned, and applied in the field.



During the week of April 14-18, CPD honored our Dispatchers during National Public Safety Telecommunicators Week.

In recognition of National Public Safety Telecommunicators Week 2025, we extended our deepest gratitude to the extraordinary men and women who serve as the vital link in our communities' emergency response systems.

Our dispatchers are truly the “face of our organization”. They are always the first calm voice our public hears when they call for police service, or the first friendly face our public sees as they enter our police station lobby.

Our dispatchers also receive hundreds of hours of critical, incident-specific training to keep them operating at the highest level. Our dispatchers also volunteer their time to assist the department with our pro-active, community events.

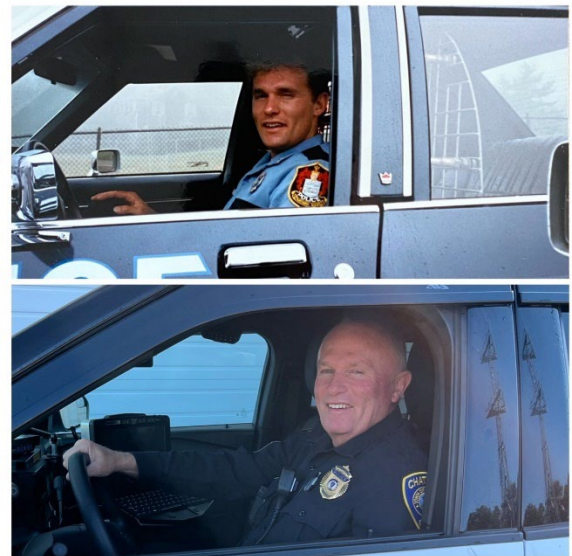
On April 26, CPD participated in the annual spring DEA Unwanted and Unused Prescription Medication Collection Day. On this date CPD surrendered over 118 pounds of unwanted /unused or expired prescription medication. A reminder, that there is a safe and anonymous drop box/kiosk located in the police station lobby for disposal at any time. (Caution: Please do not turn in needles or sharp objects).

On April 28, the Chatham Police Association hosted their first (annual) charity golf tournament at Ocean Edge resort in Brewster. The event was highly attended and collected substantial donations for their charity.



On April 20, 2025, CPD staff honored Sergeant Bill Massey for twenty (20) years of dedicated service.

On April 30, the Chatham Police Department honored Sergeant William R. Glover III, on his retirement after 44 years of dedicated service to our community!



**DEPARTMENTAL MEETINGS ATTENDED:**

On April 01, CPD Command Staff were hosted at the Chatham Bars Inn, for a meeting with the Inn’s new General Manager and its new support staff. This meeting enforces the strong relationship we have with the Inn and the Inn’s history of their partnership with the PD with several of our community related events, such as our Reassurance Program’s holiday luncheon and others.

On April 03, Chatham School Resource Officers participated in the monthly Cape Cod Regional Law Enforcement Council’s School Resource Officer Network’s monthly meeting.

On April 09 CPD staff participated in the monthly Chatham Emergency Management’s monthly meeting.

On April 16, CPD staff participated in an important security and safety meeting in preparation for this year’s July 4 events. These events include: The town fireworks, the Wequassett Inn fireworks, July 4 Parade, and anticipated July 04 weekend calls for service. Next meeting scheduled for May 13.

## **BEHAVIORAL HEALTH CLINICIAN'S REPORT:**

Our clinician continues to deliver quality service and assistance to both our public safety partners and members of our community. On the Police Department side, (only), for the month of April, Clinician Nash had 56 total interactions involving 18 individual clients, for over 23 hours of personal, (in contact) direct clinical service. Other activities included in-home follow-ups, phone and email conversations, and assistance with CPD staff investigations.

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

Clinician Nash part in a planning session with Chief Anderson and members of the Select Board regarding the specific challenges posed by a local resident. Clinician Nash provided expert opinions and additional guidance on how to proceed with aiding the resident, while balancing the needs of the Town.

Clinician Nash also underwent training at the Chatham Fire Department for recertification of First Aid and CPR.

Here is a quote/reflection from Clinician Nash:

“What do you do when a client needs services, but they don't want to accept them? That is what I met with repeatedly last month. There are very clear rules that are in place when it comes to offering a client assistance; be it housing, mental health, medical, food, or financial. Unless a client is at imminent risk of harm to self or others, it is purely up to the individual if they want to accept services offered. That I my challenge.”

***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

### Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
ANIMAL-Bites	0	2	2	< 1	0.21	70.77
Animal-Barking Dog	0	5	5	< 1	4.22	6.53
ANIMAL-Found Dog	0	3	3	< 1	4.06	9.47
ANIMAL-Loose/Lost Dog	1	6	7	< 1	7.73	5.32
ALARM- COMMERCIAL	0	14	14	< 1	3.11	4.74
ALARM- RESIDENTIAL	0	29	29	1.7	5.90	4.79
Animal Checks	0	1	1	< 1	3.53	3.77
ANIMAL-All Other	0	3	3	< 1	3.78	16.19
ASSAULT & BATTERY	0	1	1	< 1	0.31	102.46
ASSIST CITIZEN	3	24	27	1.5	4.52	20.68
ASSIST LAW ENFORCEMENT AGENCY	1	0	1	< 1	0	2.25
ASSIST TOWN DEPT/ OTHER AGENCY	5	17	22	1.3	4.19	14.10
ANIMAL-Wildlife	0	5	5	< 1	0.07	0.32
BUILDING/PROPERTY CHECK	1069	0	1069	60.9	0	0.89
* COMMUNITY POLICING ACTIVITY	110	1	111	6.3	0.07	5.89
Community Policing - School	5	0	5	< 1	0	4.55
DISTURBANCE	0	1	1	< 1	1.78	21.61
DISABLED MV	2	3	5	< 1	2.58	21.78
DOMESTIC DISTURBANCE	0	2	2	< 1	3.63	39.62
E911 HANG UP/ ABANDONED/ FALSE	0	2	2	< 1	4.57	21.05
FIREARM/ AMMO SURRENDER	0	1	1	< 1	5.13	34.28
FIRE, OTHER	0	1	1	< 1	1.83	17.35
FOLLOW-UP	14	8	22	1.3	2.39	22.68
FRAUD-Identity/Counterfeit/Etc	0	4	4	< 1	5.18	14.06
GAS ODOR / LEAK	1	0	1	< 1	0.07	66.64
HAZARDOUS SITUATION	0	8	8	< 1	5.75	8.32
LARCENY	0	1	1	< 1	3.73	47.77
MEDICAL	0	8	8	< 1	3.38	15.36
Mental Health	2	5	7	< 1	0.07	0.71
M V CRASH - Injury	0	1	1	< 1	7.67	132.90
M V CRASH - Major prop damage	0	1	1	< 1	0	15.40
M V CRASH - Minor prop damage	0	5	5	< 1	4.26	19.01
M V Crash - Hit/ Run	0	2	2	< 1	2.65	6.88
* M V STOP	77	0	77	4.4	1.68	6.35
OPEN WINDOW / DOOR	0	3	3	< 1	7.94	6.41
OPERATION COMPLAINT MV/Other	1	5	6	< 1	2.38	4.98
PARKING COMPLAINT/ VIOL.	2	2	4	< 1	1.72	7.69
ANNOYING / SUSP PHONE CALLS	0	1	1	< 1	10.15	54.68
POLICE INFORMATION	0	23	23	1.3	0.14	1.19
POWER OUTAGE	0	1	1	< 1	0.18	13.50
PROPERTY - FOUND / LOST	0	14	14	< 1	4.33	9.61
RADAR TRAILER DEPLOYMENT	2	0	2	< 1	0	1.17
RADAR/TRAFFIC ENFORCEMENT	154	0	154	8.8	0.17	25.80
REASSURANCE CHECK	0	11	11	< 1	5.65	6.84
REPOSSESSION MV / OTHER PROP	0	1	1	< 1	0.07	0.05
SERVE 209A/HARASSMENT ORDER	0	2	2	< 1	2.73	17.56
SUDDEN DEATH	0	1	1	< 1	3.67	133.08
SEX OFFENDER REGISTRY	0	3	3	< 1	0.13	4.00
Suicide/ Threat/ Attempt	0	1	1	< 1	1.20	28.83
SERVE SUMMONS	0	4	4	< 1	1.58	10.88
SUSPICIOUS ACTIVITY	5	30	35	2.0	3.99	12.37
TOWN BYLAW/ CODE/ REG VIO.	4	5	9	< 1	4.60	6.23
TRAFFIC CONTROL	2	2	4	< 1	4.84	8.34
TRANSPORT/ ESCORT	2	0	2	< 1	0	39.18
TRESPASS	0	2	2	< 1	3.60	5.85
VANDALISM	1	0	1	< 1	3.50	2.28
SERVE WARRANT	0	1	1	< 1	2.79	42.86
WELL BEING CHECK	1	12	13	< 1	4.83	17.17
WIRE(S) DOWN-ALL TYPES	0	3	3	< 1	6.94	7.07
<b>TOTAL</b>	<b>1464</b>	<b>291</b>	<b>1755</b>	<b>100</b>	<b>3.54</b>	<b>6.02</b>

**Crime Comparison Report For the period ending 04/30/2025**

<b>Group A Crimes Against Persons</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2025			3										3
	2024													
	Net	0	0	3	0	0	0	0	0	0	0	0	0	3
Forcible Sodomy	2025													
	2024	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Forcible Fondling	2025	1	1											2
	2024	2		1										3
	Net	-1	1	-1	0	0	0	0	0	0	0	0	0	-1
Aggravated Assault	2025	2		2										4
	2024		2											2
	Net	2	-2	2	0	0	0	0	0	0	0	0	0	2
Simple Assault	2025	1	2	2	3									8
	2024			1										1
	Net	1	2	1	3	0	0	0	0	0	0	0	0	7
Intimidation	2025		1	1										2
	2024		1	1	1									3
	Net	0	0	0	-1	0	0	0	0	0	0	0	0	-1
Statutory Rape	2025													
	2024			1										1
	Net	0	0	-1	0	0	0	0	0	0	0	0	0	-1
Total Crimes Against Persons	2025	4	4	8	3									19
	2024	3	3	4	1									11
	Net	1	1	4	2	0	0	0	0	0	0	0	0	8

**Crime Comparison Report For the period ending 04/30/2025**

<b>Group A Crimes Against Society</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2025													
	2024				2									2
	Net	0	0	0	-2	0	0	0	0	0	0	0	0	-2
Pornography/Obscene Material	2025													
	2024			1										1
	Net	0	0	-1	0	0	0	0	0	0	0	0	0	-1
Weapon Law Violations	2025													
	2024	1	1		1									3
	Net	-1	-1	0	-1	0	0	0	0	0	0	0	0	-3
Total Crimes Against Society	2025													
	2024	1	1	1	3									6
	Net	-1	-1	-1	-3	0	0	0	0	0	0	0	0	-6

**Crime Comparison Report For the period ending 04/30/2025**

<b>Group A Crimes Against Property</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2025	1	1	1										3
	2024		1	1	1									3
	Net	1	0	0	-1	0	0	0	0	0	0	0	0	0
Larceny (shoplifting)	2025			1										1
	2024													
	Net	0	0	1	0	0	0	0	0	0	0	0	0	1
Larceny (all other)	2025	3	1	2										6
	2024	4		2	1									7
	Net	-1	1	0	-1	0	0	0	0	0	0	0	0	-1
Counterfeit/ Forgery	2025	1												1
	2024	2	2											4
	Net	-1	-2	0	0	0	0	0	0	0	0	0	0	-3
Fraud (false pretense;swindle)	2025	2	2	1	2									7
	2024	3	2	1										6
	Net	-1	0	0	2	0	0	0	0	0	0	0	0	1
Fraud (credit/debit card;ATM)	2025	1												1
	2024	1												1
	Net	0	0	0	0	0	0	0	0	0	0	0	0	0
Fraud (impersonation)	2025													
	2024	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Stolen Property	2025	1												1
	2024													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Destruction of Property/Vandalism	2025	2		2	1									5
	2024		2	2	8									12
	Net	2	-2	0	-7	0	0	0	0	0	0	0	0	-7
Total Crimes Against Property	2025	11	4	7	3									25
	2024	11	7	6	10									34
	Net	0	-3	1	-7	0	0	0	0	0	0	0	0	-9

**Crime Comparison Report For the period ending 04/30/2025**

<b>Group B Crimes</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2025	1												1
	2024													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Disorderly Conduct	2025	1												1
	2024													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Driving under Influence	2025	1		1										2
	2024				2									2
	Net	1	0	1	-2	0	0	0	0	0	0	0	0	0
Liquor Law Violations	2025													
	2024				1									1
	Net	0	0	0	-1	0	0	0	0	0	0	0	0	-1
All Other Offenses	2025	7	1	2	2									12
	2024	3	3	2	5									13
	Net	4	-2	0	-3	0	0	0	0	0	0	0	0	-1
Total Group B Crimes	2025	10	1	3	2									16
	2024	3	3	2	8									16
	Net	7	-2	1	-6	0	0	0	0	0	0	0	0	0

# Spring Forward with Safety.

## PREPARE YOUR HOME FOR SPRING

Spring is a perfect time to clean out your home. Follow these steps to keep you and your family safe.



### Moving

If you are moving furniture, keep your back straight and lift with your legs



### Slips

Use caution while walking on wet surfaces and clean up spills



### Mask

Be sure to wear a mask while cleaning dusty areas of your home



### Cleaning

Follow cleaning product safety instructions and labels



### Air

Ventilate work area when using strong cleaning products.



### Bad mix

Don't ever mix ammonia and bleach, nor any other strong cleaners together.



### Clocks

When you change your clocks, check the batteries in your smoke alarms and carbon monoxide detectors. Batteries in smoke detectors should be replaced yearly.

### Window safety tips:

- Keep an eye on children and keep their play safely away from windows
- Keep windows closed and locked when children are present
- When opening windows for ventilation, make sure children can't reach them
- Don't rely on insect screens to prevent a fall; they are not designed to withstand the weight of a person
- Keep furniture away from windows as they could tempt a curious child to climb and potentially fall
- If there are young children in the home, install ASTM-approved fall prevention devices
- Test windows to make sure they open easily and are not sealed shut by paint, dirt or weathering
- Keep escape routes free from clutter to speed your escape and to help prevent potential falls
- Examine window hardware and make sure windows lock to help seal out air and moisture and help keep intruders out



**Chatham Police Department**  
249 George Ryder Road  
Chatham, MA 02633  
508-945-1213  
Emergencies: 911

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

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

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

- Airport Commission – The Commission held a regular business meeting on April 9, 2025, addressing many topics including Commissioner Reports Airport Revolving Fund (ARF), Airport Fiscal Year (FY) 25 Capital Electrical Projects Update (Administration Building upgrades and Generator RFP), Hangar B – Drain and Flooring Project Update, Hangar Invoices – 2nd Quarter Payment Status, Americans with Disabilities Act (ADA) Picnic Area Project, Geylin Resignation, Airport Manager's Report - Tim Howard, Engineer's Report - GALE Associates (Design, Permitting, Bidding for Tree Removal Project, Navigation Aids (NAVAID)

Replacement - Runway End Identifier Lights [REILs], Precision Approach Path Indicators [PAPIs], Rotating Beacon and Relocate Wind Sock, Install Fencing and Gate [former Fisherman's Storage Area and other ASMP grant projects]), Annual Town Meeting (ATM) Article 59: Citizen Petition; New General Bylaw – Restricting Land Use at Chatham Airport to Federal Aviation Administration (FAA) Airplane Design Group (ADG) I Aircraft (Commission voted not to support) and a preliminary landing fees discussion. Over the course of the month, Staff also assisted the Commission with processing airport related correspondence, ARF invoices/coordination, hangar lease management, grant administration, meeting package production/distribution, coordination with Finance on reporting improvements, FY25 Capital Article implementation (procurement compliance support), FAA/MassDOT Aeronautics CIP coordination, website planning/revisions, 5-Year Capital Plan request submissions, obstruction removal project, Public Records Requests (PRR) and public inquiries.

- Crowell Road Intersection Project – Following up on the vote at the SB's meeting in September 2022 to move the MassDOT alternative into the 25% Design phase, from late 2022 through 2023 HSH efforts were devoted to preliminary filings/reviews including, the Intersection Control Evaluations (ICE) Stage 1 Worksheet, revised alternatives analysis worksheet, and revised Design Justification Workbook (DJW), all precursors leading to the 25% Design submission objective. In January 2024 HSH incorporated all outstanding State comments into the final submission package. This final 25% Design package was submitted to MassDOT in the third week of January 2024. With the attainment of this project process milestone, MassDOT was expected to provide a Public Hearing date schedule within 90 days of the submission date. As part of an internal project team meeting with Staff, the Designer and the MassDOT Project Manager reviewing the final items identified at the June 13<sup>th</sup> project resolution meeting and needed plan changes to move the project to the next milestone, the potential for scheduling a 25% Design Public Hearing (DPH). In January 2025, work and coordination continued to assemble materials for MassDOT to schedule and hold the District Utility and Constructability Engineer (DUCE) site utility walk, which now needs to be completed before hearing planning can resume. Additionally, the State Utilities Engineer (SUE) also requested underground survey utility location (e.g., ground penetrating radar or other electromagnetic methods) in advance of the site meeting. In April, the vendor was selected to complete the SUE work for review with the Town. These additional review/study steps will push back the scheduling of a 25% Design Public into fall 2025 at the earliest - the project implementation is still scheduled on the TIP for FFY28.
- Library Capital Projects – With the approval of the base comprehensive funding article at the June 2020 ATM (#14) and completion of the higher prioritized shell improvements (Phase 1 & 2), project efforts continue on the final phase planning of site safety and access improvements, with Site Master Plan Project efforts in April focused the Design Team reconciling site plan elements from original PB/HBDC approved plan base with revised essentials and additional field data collection regarding the integration of “off-site” sidewalk repairs and Library Lane repaving. Also, in April on the HVAC Electrification Project, the Engineering Team finalized the Heat Pump Renewable Thermal Study proposing the most feasible HVAC upgrade option for bidding. With the completion of the study work, in May

the Project Team will 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 (which will include an emergency generator). Refining engineering and planning details on both projects continued in April.

- Chatham Center for Active Living (CFAL) 193 Stony Hill Road Facility Study – Following up on the Select Board’s vote at their October 31, 2023, meeting to engage a professional consultant to evaluate the possible remediation of major deficiencies at the current CFAL to make the facility more serviceable for the needs of Chatham’s seniors and develop approximate cost estimate for any such remediation and to implement the corresponding Feasibility Study findings attained a major milestone in March 2025, with the SB placing and recommending the Expansion and Renovation of the Existing Center for Active Living (CFAL) at 193 Stony Hill Road to go before the 2025 ATM to request \$5 million dollars of funding via a Free Cash Capital Article. Staff efforts in April continued to focus on processing Request for Qualifications (RFQs) submittals for an Owner’s Project Manager (OPM) and Architect/Designer for compliance with procurement to be ready to meet the project’s tight schedule and informational presentations (CFAL Lunch & Learn and Men’s Club). With the approval of Article 17 by ATM 2025 the project is immediately moving into the Design Development phase in mid-May.
- 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 April for the Town Offices ADA Restroom Upgrades first track project needing design work, construction activity continued with completion targeted in early June. The upgrades will include improved access and entry to the bathrooms, safer floor plans for those in wheelchairs, all new and operable appliances, fixtures, furnishings, and hardware. With the availability of additional American Rescue Plan Act (ARPA), the entire base contract cost (\$433,000) has been allocated to cover construction costs. For projects not needing design work, track two for implementation, the Project Team discussed developing bidding documents to address remaining Action Items that are not easily achievable by the Facilities Division and plans on issuing contract packages for contractors and plumbers. FY25 third quarter project implementation information is still available for review by using the following link ([☐ Chatham ADA - Task Tracking](#)). Review of track three projects involving those overlapping with other capital projects/potential efforts such as the Library Site Master Plan, CQX Picnic Area improvements and CFAL alternatives also continued in April.

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

- DPW and POA project collaboration & Facility Foreman project assistance/coordination
- Energy and Climate Action Committee (ECAC) meeting support – April 15, 2025

- Supported ECAC efforts to review its charge with the SB – April 29, 2025

**OPERATIONS** - Department activities related to Operations in April 2025 included:

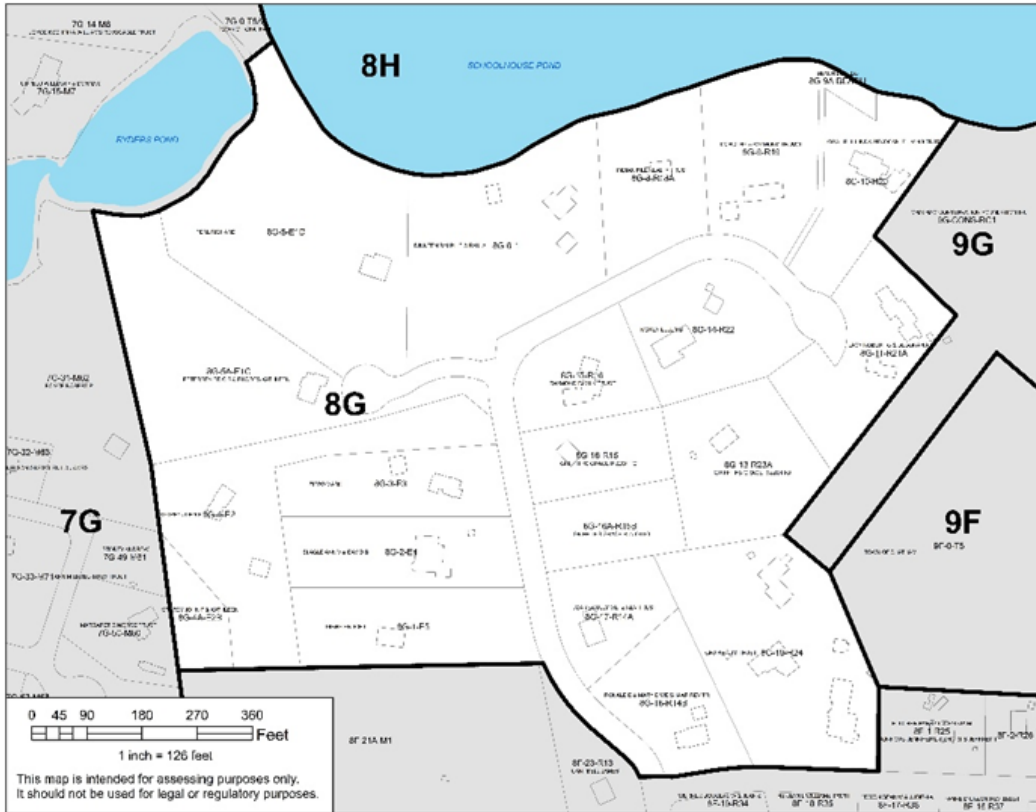
- Submitted CLC/Green Communities proposed efficiency projects for 2025 First Grant Round
- Reviewed submittals for the Invitation for Bids for the Marconi Lattice Towers Historic Restoration Project (project to be rebid for fall construction season)
- Municipal Energy Manager (shared CLC position) - energy use database QA/QC & EV Data review

**Geographic Information System (GIS) Report – April 2025**

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

Assessing:

- FY25 Map Atlas (Sample pages from 177-page document)



### Assessor Map Sheet 8G

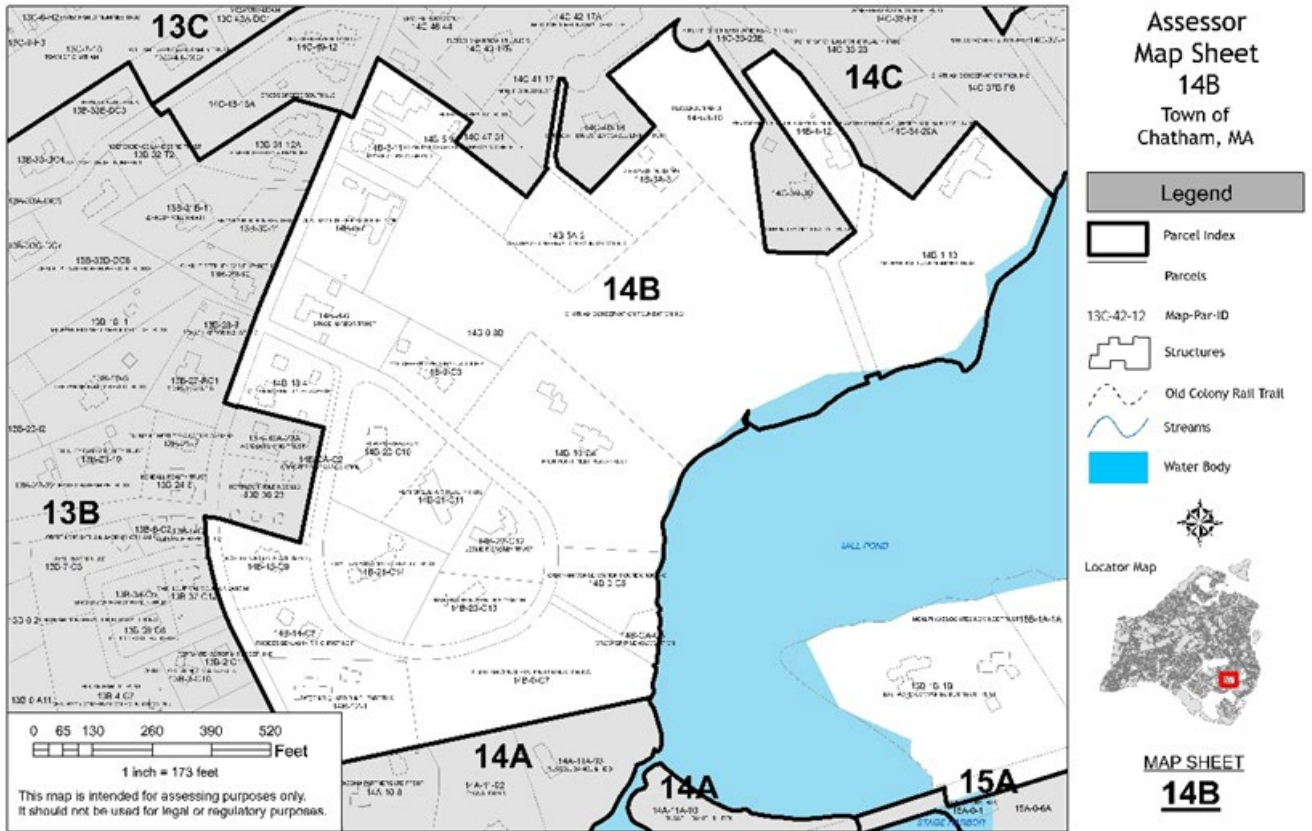
Town of Chatham, MA

**Legend**

- Parcel Index
- Parcels
- 13C-47-17 Map-Par-ID
- Structures
- Old Colony Rail Trail
- Streams
- Water Body

Locator Map

**MAP SHEET 8G**



Water Division:

- Hydrant Inventory Updates (in progress)

Natural Resources:

- Static maps of the different Shellfishing areas in town (in progress)
- Interactive Shellfishing map for public and staff consumption (in progress)

Information Technology:

- Staff and Public Town maps movement to ArcOnline platform (in progress)

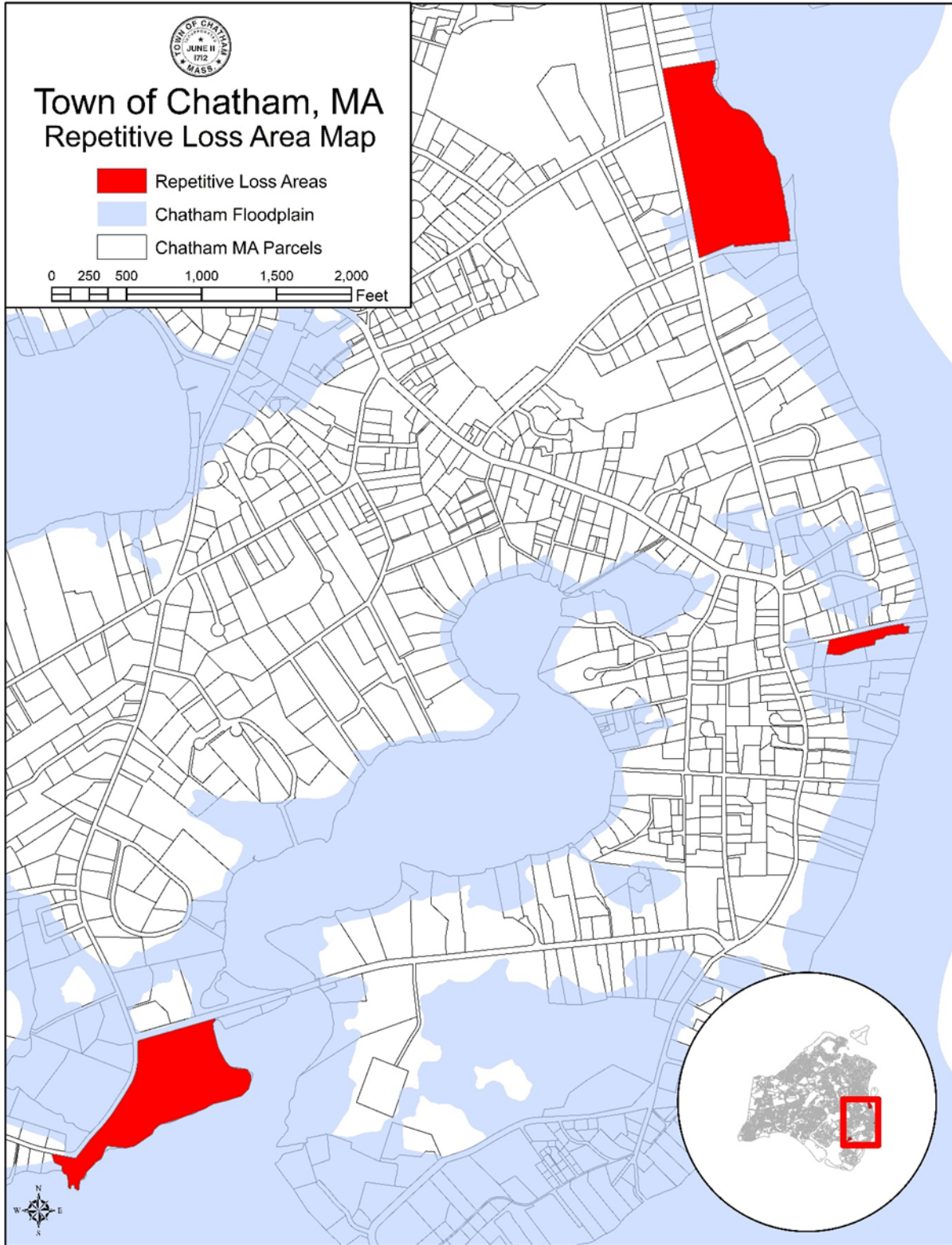
Miscellaneous and Ongoing/Upcoming:

- MassGIS Data Layer Updates to floodplain
- ESRI Northeast Regional Training – Data Management with data engineering

Community Development:

- Coastal Rating System (CRS) – updated floodplain layer
  - Floodplain Query and mailing addresses spreadsheet
  - Repetitive Loss Query and mailing addresses spreadsheet
- Multi Hazard Mitigation Plan

- Repetitive Loss Map for 2025 plan



**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 April 2025.

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

- Attended monthly construction meeting on Wells 5 & 8 with the contractor (Winston Builders), designer (W&S), OPM (T&B). Exterior brick work continues (see photo).
- Attended regular meetings with the Department Heads, Select Board, Cape Cod Joint Transportation Committee, Barnstable County Public Works Association, Cape Cod Association of Public Procurement Officials, etc.
- Worked with Pomroy Associates regarding ADA compliance issues. Attended bi-weekly Town Hall restroom project meetings.
- Opened bids for town facility and seasonal restroom cleaning contracts and county bids for fuel and chemical supply.
- DPW leadership attended illicit discharge training and attended multihazard mitigation plan strategies.
- Attended regular sewer construction progress meetings for the Mill Pond Pump Station, Contract 1C-5, Contract 1E-2, Biosolids coordination meeting, along with planning and design meetings with the Town's consultant GHD.
- Attended meetings and provided support to several committees including Water and Sewer Advisory Committee, Traffic & Safety Committee, Cemetery Commission, and Bikeways Committee.
- Participated in a panel discussion at the Orpheum Theater regarding water conservation.
- Met with Waterworth and Finance Director about restructuring water rates.
- Conducted bi-weekly meetings with Veolia (Water & Sewer O & M) for maintenance updates and strategies for efficiencies.
- Conducted monthly Transfer Station construction meetings with contractor (JJ Cardosi), designer (W&S), and OPM (Pomroy). Building envelope and windows nearing completion (see picture below).



**Wells 5 & 8 Treatment Plant – Exterior Brick Work**



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

**WASTEWATER CONSTRUCTION PROJECTS  
APRIL 2025 MONTHLY REPORT**

Sewer Connection Applications to date: 834

Connections Completed to date: 681

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 continues work on this project.
  - Work includes installing sewer on portions of Independence Lane, Pond View Avenue and Pond View Lane, Kelly Lane, Woodcarver Knoll, and connecting the Oyster Pond Condo development.

- Three (3) wastewater pump stations are part of this contract (Independence Lane, Pond View West, and the Oyster Pond Condo site).
- **Phase 1D-1 (Chatham-Harwich Regionalization Interconnection)**
  - *Construction complete.*
  - *There are approx. 65 parcels in the Phase 1D-1 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
- **Phase 1D-2A**
  - Construction is substantially complete by CC Construction.
  - Construction continued at pump stations at Rt. 28 & Rt. 137, and Twine Field Dr. & Morton Road.
  - Sewer construction completed on Morton Road, Meetinghouse Road, Mill Hill Road, & Middle Road
  - There are approx. 334 parcels in the Phase 1D-2 area.
- **Phase 1E-1 (Stony Hill/Crowell Rd Infrastructure Project)**
  - *Construction complete.*
  - *There are approx. 25 parcels in the Phase 1E-1 area.*
  - *Following a Board of Health vote mandatory connection orders were issued.*
- **Crowell Rd Phase II/Fish Pier Stormwater Project**
  - *Construction complete.*
- **Phase 1E-2 (Stage Harbor Rd Sewer Extension)**
  - Construction continues by Dig It Construction.
  - Progress mtg
  - Project installs sewer on the southern portion of Stage Harbor Road (from Honeysuckle La. To Champlain Rd.), Atwood Lane, Cedar Swamp (north and south), Honeysuckle Lane, and the eastern portion of Champlain Road. A new pump station at Old Mill Boat Yard (behind the Harbormaster's shop) is part of this contract.
  - There are approx. 59 parcels in the Phase 1E-2 area.
- **Queen Anne Pump Station**
  - Construction is complete and the pump station is activated.
  - Final paperwork and as-built drawings continue.
- **Mill Pond Pump Station**
  - Construction continues with contractor Robert B. Our.

- Work upgrades and replaces the 50+ year old pump station that was part of Chatham’s original sewer system.
  - The pump station shell and inner construction is ongoing.
  - Progress meeting.
- **General**
    - Issued weekly construction status Press Release
    - Updated wastewater project webpage on the town website as needed.

**WATER DIVISION  
APRIL 2025 MONTHLY REPORT**

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

**April Water Pumping:**

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
20,923,500 Gallons	1,203,200 Gallons	396,100 Gallons	674,952 Gallons	4,778,925 Gallons	15,943,300 Gallons

The variance between April 2025 and April 2024’s pumping shows a decrease of 3.9 % which equates to 856,300 gallons.

Process Control	Flushing And Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
505,300 Gallons	3,977,575 Gallons	0 Gallons	74,350 Gallons	0 Gallons	0 Gallons

Total other uses 4,778,925 gallons.

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

**Water Sampling**

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

- Quarterly PFAS6 samples were taken from Mill Hill Treatment Plant and Well 4 showing an increase from previous results.

**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.
- Stiles was on site to calibration master meters at the pumping stations.
- New PH bench probe installed at Morton Rd.

**System Maintenance**

- Hydrant painting began.
- The flushing program completed.
- BCI installed a new hydrant at the end of Pleasant Street.
- BCI replaced several defective curb stop boxes.
- Veolia employees put out Mandatory Water Restrictions signs ahead of the ban beginning May 1, 2025.
- Several curb boxes and gate boxes repaired/replaced in-house.
- RPZ and DC backflow testing began.

**Meter Reading**

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

**Meter Activities**

<b>Dig Safes</b>	<b>New</b>	<b>Final</b>	<b>Turn on/off</b>	<b>Repair</b>	<b>Replace &amp; Install Radio</b>	<b>Inspections</b>
251	8	11	175	16	14	12

**WATER POLLUTION CONTROL FACILITY  
APRIL 2025 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.
- April-1 Old mill boat yard parts picked up and brought to WPCF.
- April-1 Harwich Sewer, EDR and Chatham were present at the inspection of the Harwich SMH “vault” flow meter location. It appears a narrow parshal flume is a choke point that is at times causing flow to elevate and make contact with the level sensor.
- April-1 Annesse on site for VFD installation. By days end the VFD was 95% operational and was placed in lead to run through the night to evaluate its operation accuracy. There remains a few SCADA adjustments/alarm signals to be made.
- April-1 running SCFP 2 (Supplemental Carbon Feed Pump/Methanol) overnight for performance review. Pump is running at a slower pace. Searching for vendor/distributor for operations and maintenance suggestions.
- April-7 Annesse Electric on site.
- April-8 sand filter bed maintenance performed.
- April-12 pre work for crane safety inspection performed.
- April-14 crane inspections for plant and stations performed.
- April-16 new blower intake installed on septage raptor blower unit.
- April-18 EDR contacted for SCADA trending data missing. Issue has been resolved.
- April-18 Agresource contract info to begin first week of May.
- April-18 final signed contract with IPS for monoflow cutter stack replacement has been submitted to the DPW.
- April-20 UV rack 3 has reached its hour use bulb life limit indicator. Bulbs and Ballast orders have been placed.
- April-21 1AM call from Harwich re: Vault HWA and rte137 ups battery replacement. There was no alarm texting received.
- April-21 Permit required well sampling performed.
- April-23 MAC HVAC on site for heating system leak in garage.
- April-23 plant system wide back flow testing.
- April-26 power outage approximately 2 Hrs. in length multiple Pump Stations between and including Meadow View and Stage Harbor. Lime Hill had what would be considered a minor back up into invert before the power was restored.
- April-29 BAU Hopkins on site to evaluate obsolete Periflo MEOH pump system and parts needs.
- April-30 Agresource on site to drop roll off for new sludge hauling contract.

#### **SLUDGE DEWATERING BUILDING**

- Sludge dewatering was performed on the 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, 10<sup>th</sup>, 14<sup>th</sup>, 17<sup>th</sup>, 21<sup>st</sup>, 24<sup>th</sup>, and the 28<sup>th</sup>.
- We disposed of the sludge cake at the Town of Yarmouth Septage Receiving facility on the 3<sup>rd</sup> 13.85 Ton, 15<sup>th</sup> 17.0 Ton, 16<sup>th</sup> 8.11 Ton, and 24<sup>th</sup> 16.87 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.
- Station upgrade remains in progress with RBO.

### **C.H.O.P.S. PUMPING STATION**

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- April-3 p2 running approximately 30 minutes longer than average over consecutive days. Pump pulled on 4/2 and pump flange grommet is showing signs of failure and likely lowering pump discharge efficiency.
- April-27 HWA @ station. Pump 1 indicated run but wasn't actually running. Pump alternation was not operating properly. Heavy grease likely broken off walls etc. during 4/26 power outage holding floats down. Alternation relay changed, lead pump selected and operation checked several times.
- April-28 wet well cleaned and P1 pulled. After removing "rag" from pump operation was still failed. New pump has been ordered from Carlsen Systems.

### **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.
- April-22 generator failure. South Shore on site to evaluate and found throttle assembly failed. Part has been ordered.

#### **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.
- April-2 station communication failure again. EDR inspection and “deep” look into program found selectable details for reboot program locations and adjusted.

#### **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.

### **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 receiving sewer flow as of yet but is being inspected.

### **BALFOUR PUMPING STATION**

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

### **SKYWAY PUMPING STATION**

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

### **PERCH POND PUMPING STATION**

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

### **COLLECTION SYSTEM AND FORCEMAINS**

- Grease trap inspections for the month of April were completed on the 23<sup>rd</sup>.
- April-1 Final sewer installation inspection at 131 Heritage lane for APEX
- April-7 partial sewer installation inspection at 81 Depot for Norgeot.
- April 14- sewer connection to previously installed system at 62 Cedar for Mcintire.
- April-25 Harwich mark-out performed at 14 Fredricksburg.

## **HIGHWAY DIVISION APRIL 2025 MONTHLY REPORT**

### **Road Maintenance:**

- Pick up trash downtown, parking lots, landings.
- Fill potholes with hotbox asphalt at Old Queen Anne Rd, Stage Neck Rd, Dear meadow Ln, Oak Hill Rd, Skyline Dr.
- Aquaphalt pothole on Main St.
- Put out barricades and cones for sinkhole on Andrew Mitchell.
- Pick up trash downtown, parking lots, lighthouse for Easter weekend.

- Inspect and replace pins and locks on bike trail bollards crossings.
- Sawcut out sinkholes and remove asphalt, fill with tbase, compact on Crowell Rd 630 near Parliament.
- Tbase pothole at lower main and Bridge St (tennis courts).
- Aquaphalt pothole on fox hill rd.
- Bring 50 cones to the Coast Guard Station for vet's race.

#### Sweeping:

Sweep downtown, Chatham Bars Ave, Bay Ln, Morris Island Rd, Shore Rd. Old Harbor Rd. Old Wharf Rd.

Sweep downtown, lighthouse, Chase Park, Barn Hill Rd, Harding's Beach Rd, Sam Ryder Rd, Transfer Station, Stage Harbor Rd, Bridge St, Cedar St, Stage Neck, Highland Ave, Scatteree, Cotchpinicut, Kendrick.

Sweep on Harbor Coves, Fox Hill Rd, Crows Pond Rd, Strong Island Rd, Avalon Point.

#### Construction:

- Send mini excavator to Forest Beach parking lot, scrape beach sand off parking lot and grade beach.
- Load loam and put out with berm box on Old Harbor Rd.
- Rake piles of loam and grade on Old Harbor Rd.
- Haul 2 truck loads of beach sand to Cockle Cove parking lot.
- Send backhoe to bury seal at Harding's Beach 2<sup>nd</sup> parking lot.
- Mulch, seed rake on Old Harbor Rd.
- Finish loaming, seeding, mulching Old Harbor Rd.
- Haul beach sand with truck #19, 43 from Cockle Cove dredge project to stockpile bin at shop.
- Bring loader to Cockle Cove to load truck and bring to shop.
- Loam and seed plow damage on 125 Barcliff Ave, rake out.
- Dig out beach sand on ramp at Ryders Cove with loader, haul to shop.

#### Fleet Maintenance:

- Take off sander on truck #19, put on tailgate.
- Fluid film conveyer chains on sanders #27, 5.
- Repair sander #13, bearings, adjust chain.
- Tighten belt on asv.
- Run sander #11 and adjust, fluid film.
- Take off sanders #5, 27, 43, put on tailgates.
- Work on fluid filming hanging sanders for season.
- Replace the gutter broom and clean out water nozzles on sweeper.
- Make pins for backtrail bollards.

#### Signs:

- Straighten signs on Seaview St, Middle Rd, Battlefield Ext, Cowyard Landing.
- Replace snapped posts and reinstall signs and posts at Ridgevale parking lot.
- Straighten sign on Old Queen Anne Rd.
- Training on sign machine (Brian G).
- Make and put up sign and post at Nickerson Circle.
- Replace post and reinstall sign and post on Bonnies Ln.
- Make new sign and install sign and post at John St.

Catch Basins:

- Dig basins with basin digger on Morton Rd, Mill Creek, Seaview, dump and wash out.
- Clean off basins and runoffs during rain.
- Dig basins with basin digger at 41 edgewood, 40 Mayflower, Stage Harbor Rd, Seaview St, Chatham Bars Ave, Ryders Cove, wash out.

Trimming:

- Trimming on 106 Chipping Stones Rd, Cotchpinicut, Cowyard Landing.
- Send mowing machine to Cowyard Landing, Old Wharf Rd, Scatterree, (cutting back brushes).
- Trimming back brush with mowing machine on Cotchpinicut, Palmer Dr, Fox Hill Rd, Old Comers Rd, Trainingfield Rd.
- Trim bushes at Skyline Rd and Old Queen Anne Rd (visibility).
- Clean up areas after brushing with John Deere mower.

**FACILITIES DIVISION  
APRIL 2025 MONTHLY REPORT**

- Daily checks for town buildings and public restrooms.
- Made some repairs the railroad museum, put 2 new handrails refurbished flagpole and new trim in of the building.
- Called Payne Electric for an issue at the police department because of no lights in the lieutenant's office and replaced the sensor in the computer room and capped off one of the lights at the community center due to condensation dripping down on the light.
- Repair block in the employee's entrance at the town annex.
- Called Overhead Door company because of an issue at the police department - Bay 1 sally port garage door would not close.
- New furniture was being delivered, and we removed the old furniture from the club room and transported it to the transfer station and adjusted bathroom stalls doors at the community center.
- Replace 2 actuators at the town annex.
- Replaced all new batteries in the flushometer at the fish pier public restrooms.
- Installed link chain on the covers on the dumpsters at the COA because of an issue with animals going into the dumpster.

- Installed water filling station signs at 4 locations.
- Replaced water bottle filters in the fitness room and repaired a rubber tile on the steps in the lower level at the community center.
- Set up new refrigerator at the COA.
- Capped off old vent at town hall.
- Repaired toilet in ladies locker room at the fire department.
- Call mechanical air control because of an issue with the heat exhaust vent, we cleaned out the vent there was a bird nest blocking but mechanical air control needs to replace the whole exhaust because it is rotten.
- Replaced photo eye sensor at harbor master's office and Oyster Pond public restroom
- Repaired wood frame on the information booth display case.
- Repaired asphalt shingles at COA due to leak in the closet.
- Replaced batteries on handicap buttons at the police station.
- Buffed the tile floor and cleaned the rugs and removed miscellaneous trash in the basement level at the community center.
- Replace the leaking faucet at the library.
- Install new dishwasher at the COA.
- Needed to call Payne Electric due to losing a leg in the panel.
- Got called back due to a sprinkler head broke in the jail cell at the police department.
- Called Fire Equipment company they came out and repaired the sprinkler head the system was back in service.

**PARK/CEMETERY/GROUNDS DIVISION  
APRIL 2025 MONTHLY REPORT**

Cemetery: Union Cemetery was cleaned up for mowing. Loam was put down and raked on the stump sites and grass seed was applied.  
Peoples Cemetery was cleaned up in preparation of mowing.

Parks: The invasive burning bush was cut down and removed from Nickerson Park.  
Kate Gould Park received a clean-up and a mowing prior to the Easter Egg Hunt event.  
The picnic tables were put out at the parks for the season.  
There were a couple of dead pine trees at Volunteer Park that we took down and removed.

Grounds: Town Hall received a clean-up, edging, weeding and mulch.  
COA also received a clean-up, edging, weeding and mulch.

Beaches: The Oyster Pond Beach Sand Rejuvenation Project was started and completed. We removed a couple of overgrown shrubs in front of the bathrooms. The granite benches still need to be relocated.

Fields: More infield mix was added to the softball field at Monomoy Middle School. The same was done at the upper field at the school.

Baseball season has started and the fields are prepped for games as needed.

Other: Four of the Park Dept. employees took a chainsaw certification class. All mowing for the season started on the last week of the month

**CEMETERY DIVISION  
APRIL 2025 MONTHLY REPORT**

1. Interments

- Cremation Interments: Two were performed since the last report.
- Full Casket Burial: One full casket service was conducted.

2. Lot Sales

- Two new cemetery lots were sold.

3. Records Recovery

- Historic cemetery maps were recovered from outdated media: several floppy disks and CDs. These have been catalogued and digitized for long-term preservation.

4. Planting Requests

- A planting request in Union Cemetery was approved and scheduled.

5. Website Updates

- Added details on upcoming flag placement events.

Published the year-round flag permit agreement form for public download

**SOLID WASTE/TRANSFER STATION DIVISION  
APRIL 2025 MONTHLY REPORT**

**Recycling/Diversion:**

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

<b>April 2025</b>	<b>March 2025</b>	<b>Difference</b>
262.83 tons	284.26 tons	-21.43 T Decrease
<b>April 2025</b>	<b>April 2024</b>	<b>Difference</b>

262.83 tons	251.31 tons	11.52 T Increase
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**Trash:**

Tonnage delivered to SEMASS in Rochester, Massachusetts was **higher** in April 2025 when compared to March 2025 and **higher** in April 2025 when compared to April 2024.

The monthly comparisons are detailed below:

<b>April 2025</b>	<b>March 2025</b>	<b>Difference</b>
427.28 tons	335.46 tons	91.82 T Increase

<b>April 2025</b>	<b>April 2024</b>	<b>Difference</b>
427.28 tons	415.69 tons	11.59 T Increase

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

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

The monthly comparisons are detailed below:

<b>April 2025</b>	<b>March 2025</b>	<b>Difference</b>
8.41 tons	3.01 tons	5.40 T Increase

<b>April 2025</b>	<b>April 2024</b>	<b>Difference</b>
8.41 tons	3.73 tons	4.68 T Increase

**Transfer Station Monthly Recycling Report  
April 2025**

COMMODITY	TONNAGE		TONNAGE		% CHANGE	YEAR TO DATE
	Apr-24		Apr-25			
BRUSH	62.59	T	36.08	T	-42%	103.20
CCR PARTNERSHIPS	0.92	T	1.06	T	15%	4.00
PLANET AID	0.37	T	0.07	T	-81%	0.45
SALVATION ARMY	1.67	T	1.03	T	-38%	3.40
RED CROSS	0.72	T	1.36	T	89%	5.30
HAND ME DOWNS	0.34	T	0.55	T	62%	1.10
BAYSTATE TEXTILES	1.24	T	0.7	T	-44%	4.13
BLACK EARTH	0.43	T	0.49	T	6%	166.52
BAYSTATE BOOKS	4.6	T	1.01	T	-78%	5.43
MIXED PAPER	9.46	T	6.78	T	-28%	33.40
TIN	0	T	0	T	0%	10.41
CARDBOARD	19.19	T	26.22	T	37%	53.96
METAL	21.79	T	5.48	T	-75%	33.49
SINGLE STREAM	19.67	T	14.93	T	-24%	58.19
NEWSPAPER	0	T	9.54	T	100%	25.08
#1-7 MIXED PLASTIC	5.12	T	6.79	T	33%	12.65
MIXED GLASS	15	T	13.32	T	-11%	18.10
MATTRESSES	112	PCS	228	PCS	203%	422
DEMOLITION	101.79	T	142.48	T	40%	554.97
ROLL OFF	45	LOAD(S)	47	LOAD(S)	4%	176.00
SEMASS	415.69	T	427.28	T	3%	1403.12
SEMASS LOADS	21	LOAD(S)	20	LOAD(S)	-5%	72.00
ANTIFREEZE	0	GAL	0	GAL	0%	55.00
AUTO BATTERIES	0	T	0	T	0%	0.00
C R T'S	4.41	T	0	T	-100%	4.28
CLEAR GLASS	0	T	0	T	0%	0.00
COMPOST	0	LOAD(S)	0	LOAD(S)	0%	0.00
NI CAD BATTERIES	0	BOX'S	0	BOX'S	0%	0.00
PAINT	0	GAL	0	GAL	0%	0.00
PROPANE TANKS	0	PCS	1	PCS	100%	1.00
TIRES	0	PCS	0	PCS	0%	115.00
WASTE OIL	0	GAL	275	GAL	100%	725.00

**TOWN CLERK: Submitted by Julie Smith**

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

**VITAL RECORDS:**

The following number of Vital Records were recorded:

<b>VITAL RECORDS REGISTERED</b>	<b>APRIL 2025</b>	<b>APRIL 2024</b>	<b>2025 YEAR TO DATE</b>
BIRTHS	2	1	6
INTENTIONS OF MARRIAGE	4	2	11
MARRIAGES	3	1	11
DEATHS	14	11	46

**VOTER REGISTRATION:**

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

<b>VOTER REGISTRATION</b>	<b>APRIL 2025</b>	<b>APRIL 2024</b>	<b>2025 YEAR TO DATE</b>
NEW VOTER REGISTRATIONS	43	41	126
REMOVED VOTERS	33	27	193
TOTAL NUMBER OF REGISTERED VOTERS	6,141	6,076	6,141
TOTAL NUMBER OF RESIDENTS	6,419	6,422	6,419

**CASH RECEIPTS:**

The total amount collected and submitted to the Treasurer's Office for the month of April was \$1,608.00.

<b>CASH RECEIPTS</b>	<b>APRIL 2025</b>	<b>APRIL 2024</b>	<b>2025 YEAR TO DATE</b>
	\$1,608.00	\$595.00	\$8,192.00

\* \* \* \* \*

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