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**Meeting Minutes of the
Town of Dennis
Community Preservation Committee
January 26, 2023 - 7pm
Prue Meeting Room**

This meeting took place both in person at Dennis Town Hall and remotely via conference phone pursuant to the law signed by Governor Baker on June 16, 2021 - An Act Extending Certain COVID-19 Measures Adopted during the State of Emergency, which includes an extension, until March 31, 2023, of the remote meeting provisions of his March 12, 2020 Executive Order Suspending Certain Provisions of the Open Meeting Law.

Members Present: Chairman Chris Foley, Chris Lambton, Jeff Treiber, Brad Bishop, William Collins and Henry Kelley; William Clark via Zoom

Members Not-Present: Cynthia Stead and Frank Dahlstrom

Call to Order and Declaration of a Quorum, Meeting Participation Statement and Recording Statement

Chairman Foley called the meeting to order at 7pm and read the meeting participation and recording statements.

Report of the meeting with the Town Administrator, Chair of Select Board and possibly others regarding the Tobey Woodlands Grant and the \$175,000 grant to the Dennis Municipal Affordable Trust (DMAT)

Mr. Foley explained that Mr. Treiber raised concern about the administration of the two grants during the previous meeting. His concern lead to a meeting with the Town Administrator, Selectmen Chris Lambton, Finance Director Josee Young, Mr. Treiber and Mr. Foley. The DMAT grant was discussed at great length and the area of most concern was that of the actions of town counsel. Mr. Foley said that out of the almost 97 grants the CPC has issued, the DMAT grant was an anomaly, normally the grant funding and agreement process is straightforward. Chair Foley continued to say that the Tobey Woodlands grant for the land transaction is following the same process as the previous nine purchase transactions. There is no grant agreement required for Tobey Woodlands because the P & S takes the place of the grant agreement.

Dennis CPC's Use of Grant Agreements

The discussion segwayed into this topic when Mr. Treiber continued to express his concern about the use of agreements. He noted that the Chair reviews the disbursement request for compliance and then recommends for payment, therefore since it is reviewed, what is the need for an agreement. Additionally Mr. Treiber asked, what is the need for getting an agreement approved by the town council, if town council is going to hold things up; he feels the CPC should control the process.

Chair Foley added that from the standpoint of having agreements or not, the article states how the grant will be handled. Whether there is a binding legal document between the CPC and a private entity, or it's CPC to town entity and it is a simple transfer of funds, or it is a land transfer where everything is spelled out in the purchase and sales agreement, the article dictates the action that the CPC will take to fund the grant.

Policy Regarding Attendance

Chair Foley read the policy regarding meeting attendance by committee members as found in the "Guiding Principles for Boards, Committees and Commissions".

Select Board Chair Lambton explained that yearly attendance reports are received and during the reappointment process if there are concerns, they are reviewed on a case by case basis. Throughout the year if there are quorum issues because of lack of attendance, it is discussed with the committee member and the committee's chair.

Since it was noted that the CPC members are not all appointed by the Select Board, Chair Foley and Chair Lambton will meet to discuss attendance concerns.

Current Community Preservation Funds

Chair Foley gave to members a listing generated by the Finance Director of the "Available Balances as of January 17 2023". Also shared was a detailed report of the CPC budget approval from FY22 ATM and how those funds have been utilized in funding grants.

Approval of CPC Annual Report

A few small corrections were suggested; Chair Foley will make the corrections and present another draft at the next meeting.

Outstanding Minutes

Mr. Treiber made a motion to approve the December 8, 2022 minutes as amended. Mr. Collins seconded the motion. Mr. Bishop abstained from the vote, all others voted in favor; 6-0-1.

Mr. Kelley made a motion to approve the January 12, 2023 minutes as amended. Mr. Clark seconded the motion and all members voted in favor; 7-0-0.

The meeting was moved to be adjourned at 8:06pm by Mr. Collins and seconded by Mr. Clark. All voted in favor; 7-0-0.

**Respectfully submitted,
Amanda Lapierre
CPC Coordinator**