



DENNIS AFFORDABLE HOUSING TRUST
MAY 22, 2023 MEETING MINUTES

Town of Dennis Public Meeting Notice

This is to formally advise that, as required by Mass. G. L. Chapter 30A §§18-25, and pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting of the Dennis Affordable Housing Trust (DAHT) on Monday, May 22, 2023, at 5:00pm.

Trust members present: Josh Mason (JM), Acting Chair; David Winther (DW), Treasurer; PJ Rainwater (PJR); Kate Byron (KB); Kayla Hilts (KH); Robert Samoluk (RS); Noreen Brown (NB).

Town Staff present: Maggie Spade-Aguilar (MSA), Housing Coordinator.

AGENDA

1. **Rollcall/New members Welcome & Introductions/ Trust Reorganization**

JM introduced Noreen Brown to the Trust and welcomed Bob Samoluk back to the ranks. JM said he is seeking to step back into his Vice-Chair role and recommended KH and RS to co-chair the Trust going forward in speaking to the experience of both candidates. KH said she would be honored to take on more responsibility in a shared capacity. RS said he came aboard to be a regular member but would be willing to join KH in the role.

MSA said the Chair is the one to post agendas and to serve as signatory. RS said he could be added as signatory as well if it is helpful.

PJR made a motion to appoint Kayla Hilts and Robert Samoluk as co-chairs. DW seconded the motion and it passed, 7-0-0: PJR, DW, KB, NB, KH, RS, JM.

2. **Housing Coordinator Update:**

Subsidized Housing Inventory (SHI) list, Units In Process, Upcoming Projects

MSA noted the SHI list at 438 total units and 5.72% of its goal, according to the 2010 census. MSA went through the particulars of the 12 projects on the Units in Process listing: 163 Upper County Rd., Dennisport; 601 Rt. 6A, East Dennis; 530 Main St., West Dennis; 69 Main St. & 133-147 Division, Dennisport; 232 Upper County Rd., Dennisport; 775 Main St., West Dennis; 554 Main St., Dennisport; 119 Duck Pond Rd., South Dennis; 26 Rt. 6A, South Dennis; 1341 Rt. 134, East Dennis; 49 Baxter St., Dennisport; 321 Main St., Dennisport.

DW asked why the submission of the Veteran's Home has taken so long to process, to which MSA said was initially due to tardiness followed by several occasions of a change of hands, and also as the project requires a different kind of paperwork. NB said DHCD can help with pricing and will discuss talking points later with MSA. KB corrected that there are five, not six, units to the property at 321 Main St. on the Process List. DW said a property under death in probate can be expected to take longer than application at the Veteran's Home.

FORWARD PHASE II

Ten projects currently: 131 Hokum Rock Rd., Dennis; 401 Setucket Rd., East Dennis; 626 Main St., 28 Alexander Drive, South Dennis; 180 Upper County Rd., South Dennis; 209 Main St., West Dennis; 70 Center St., Dennisport; 332 Main St., West Dennis; 744 Main St. & 18 Hope Lane, Dennis Village; 401 Main St., West Dennis.

RS said he is on the Board of FORWARD and working very closely with DHCD; permitting process with the Town going very well. Per MSA: Habitat at 401 Setucket is moving forward with a proposed three bedroom unit based on Town vote; project meeting referenced for The Columns at 401 Main Street, including changes to designs plans, number of units expressed as 17; MSA to get the comprehensive permit.

DW note that 426 units were on the SHI list at the end of last year and that now this number is up to 438, for an increase of 12 – with none newly created.

Municipal Engagement Initiative (MEI) – members, outreach assignments

MSA requested assistance from a couple of volunteer members to spearhead the initiative in getting names from the community to help with meeting launch in September. DW and KH offered to help. JM said he felt it was a good move to wait until the fall to make the launch. RS suggested he and NB meet separately with MSA to get up to speed on the initiative and fill in some blanks. MSA said she would be happy to comply with this request; and noted this is a courtesy extended to new members in practice.

Upcoming events: meetings, educational webinars

Zoning Bylaw Study Meeting Committee Public Meeting at Dennis PD Station tomorrow at 4:00pm, as well as a meeting with strategists from the Cape Cod Commission.

Carlyn Carey, new Selectperson, and Chair of the Zoning Bylaw Study Committee – for tomorrow’s meeting only, she said – spoke online to announce the meeting as being open to the public and which will be recorded. Ms. Carey related that Jim Plath is liaison to Zoning Bylaw Study Committee through the next Select Board meeting of June 6.

MSA announced the webinar tomorrow at noon with Mass Municipal Association on Housing Trust.

3. VIC Hall and Bob Crowell Rd. discussion – coordinate & meet with Admin., Select Board, others re: RFP, Funding (6/2 deadline), Site Visits, holding Community Engagement sessions.

JM identified the need for a strategizing discussion to tackle both items again and make a decision as to what the DAHT is going to put its weight behind. RS spoke of the property at VIC Hall and its assessment as an opportunity for housing, along with Bob Crowell, Wixon School and the Multi-Family Overlay; recommended drafting a letter to the Select Board regarding the formation of a coalition including Housing Trust, Economic Development Committee, Bylaw Committee, and Planning Board along with reps from various villages and to determine who should manage this initiative.

DW made a motion that RS, with KH’s input, will draft a letter from the Housing Trust to the Select Board that addresses which entities will manage the projects at VIC Hall, Bob Crowell Road, Wixon School and the Multi-Family Overlay, with representatives from the Housing Trust, Economic Development, Planning Board, Zoning Bylaw Study Committee and any other parties as directed by the Select Board. PJR seconded the motion and it passed, 7-0-0: DW, PJR, KB, KH, RS, NB, JM.

MSA said Community One Stop to Growth grants are due June 2, 2023 with Select Board approval; grant for pre-development funds for properties to be specificized under One Stop.

MSA said an RFP has been written to which DW said has sat for a long time and noted that a Freedom of Information by the Town was required for the Trust to get access to the details on the RFP, which is requested for review at this time.

Wixon school – (Dave Winther) Response to Request for Expression of Interest (6/2 deadline), site visit.

DW spoke of the Town's request to retain certain features of the lot such including three baseball fields, track and two playgrounds, as well as retention of the auditorium for Town meetings and the gymnasium; proposal to move child Care to Vic Hall from Wixon and suggested Big Brothers/Big Sisters may also desire a presence at Wixon. DW said that in his opinion some portion of the property should be dedicated to affordable housing, referenced the Town Charter mandate from 2006 as well as the John Simpkins Elementary School in Yarmouth, converted in 2014 to 65 apartments for 65 and older, 58 affordable units and seven market rate; noted the project has been very successful. DW cited other successful conversions in the State and added that what is key is for the Trust to have a seat at the table concerning the viability of such projects and the parameters of management through an RFEI (Request for Expression of Interest).

RS complimented DW on his presentation of the Wixon School proposal, especially in terms of multi-use of the facility, which he cited as a positive.

RS made a motion to submit the proposal for the Wixon School as an RFEI as written in the draft document, and to communicated by MSA. KH seconded the motion and it passed, 7-0-0: RS, KH, KB, DW, PJR, NB, JM.

4. Multi-Family Overlay – discuss working with other Committees, Boards and holding Community Engagement/Education sessions.

As consolidated in discussion above.

5. Update on DMAHT web site (Kayla Hilts)

KH said she sent an e-mail to Dan Proto per the new Town website and will share an update at the next meeting of the Trust. PJR thanked KH for her work on the site.

6. Minutes Approval – March 27, 2023

JM said that even as there was not a quorum at the April meeting, meeting minutes, or notes, should be published with terminology to be determined. KH to send along corrections.

KB made a motion to approve the DAHT meeting minutes of March 27, 2023, with corrections as indicated pertaining to guest speakers. JM seconded the motion and it passed, 7-0-0: KB, DW, PJR, KH, RS, NB, JM.

7. Additional Items not anticipated by the Chair

DW spoke of a management agreement with Dennis Housing Authority for two Town-owned properties at 72-74 Swan River Road, West Dennis, and 24 Fiord Drive, South Dennis, three units over two houses, which the Authority said was no longer tenable and needs revision. JM said the issue stems from talk about 14 months ago and is reflected in the meeting minutes at the time.

DW said the Authority did come back with a revised budget in September of last year which reduced the Town's revenue from the properties from \$21k annually to approximately \$3100-\$3400, and noted that management continues to operate under the agreement of 2018.

RS referenced a previous discussion to determine if some money might be put aside into a capital improvement plan, which DW said was not a part of this project-resolve at this time. DW said he will discuss the matter with Nancy Friend, Executive Director of the Dennis Housing Authority.

Summer Meeting: Monday, June 26, 2023, at 5:00pm. Monday, July 24, 2023.

8. Adjourn

KH made a motion to adjourn the DAHT meeting at 6:50pm. KB seconded the motion and it passed, 7-0-0: KH, KB, DW, PJR, RS, NB, JM.

Respectfully submitted,
Jody O'Neil