

DENNIS AFFORDABLE HOUSING TRUST  
FEBRUARY 27, 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, February 27, 2023, at 5:00pm** is conducted via Zoom.

DAHT online: Joshua Mason (JM), Acting Chair; Kate Byron (KB); David Winther (DW); Kayla Hilts (KH).

Excused Absence: PJ Rainwater (PJR).

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

Online: Jim Plath, Select Board; Robert Samoluk, Housing Specialist.

**AGENDA**

1. Call to Order.

JM called the meeting to order at 5:11pm.

2. Vote on Signatory for Trust Bills Payable/Reimbursement forms.

JM recommended DW be signatory. DW suggested MSA or a representative from Finance take on that detail, to which MSA said she wasn't permitted to serve in that function and that it should be a member of the Trust. KH elected to sign bills or invoices.

**JM made a motion to elect Kayla Hilts to serve as signatory for the Trust. DW seconded motion and it passed, 4-0-0: DW, KB, KH, JM.**

3. Updates by Housing Coordinator Maggie Spade-Aguilar.

MSA gave updates on the official SHI List with 12 new units including Windmill Plaza, 10 units; Maritime Landing, one additional unit with four more pending; Uncle Bob's Way, one unit; still paperwork pending on 199 Duck Pond Road; total = 5.72%, as of Feb. 10, 2023. KB requested units-in-progress to be chronicled as was previously presented,

MSA spoke of Local Initiative Programs (LIPS) properties as 143-147 Division St., 8 units and 530 Main St., 4 units. Plans to track projects with lapsed permits, i.e., 209 Main St. which has new ownership and plans to apply for a new permit on May 1<sup>st</sup> for 8 affordable units, others also in the works.

**Action Item: MSA to maintain and share a SHI list of buildings with corresponding information per date of build and litigation status.**

- *Subsidized Housing Inventory (SHI) (w/Kate Byron)*

As discussed above.

- *Update on Municipal Engagement Initiative (MEI) Lite Application*

MSA reported on an updated draft and working power point presentation on the current Dennis housing crisis, proposals, and issues in need of support. VIC Hall and Bob Crowell Road also cited as main examples of conditions in housing development that might need support. Possible transfer of two units at Fjord and Swan River to the Housing Authority which require a vote at Town Meeting. DW questioned Town Meeting approval for a transfer between Town entities.

MSA asked if the Trust would review the document addressing the need for a community engagement facilitator, to which DW said he would look it over.

- *Discussion and possible vote on letters of interest for Community One Stop for Growth Expression of Interest*

MSA expressed this component as a state funding source that includes EOHCD (Executive Office of Housing Community Development) which contains a Mass Works Grant and acts as a portal to designate housing opportunities; said she would like to instigate letters of interest for VIC Hall and Bob Crowell Rd., with applications due in June. JM asked if this measure would place any pressure on the Town to produce results and move the goal post concerning VIC Hall. MSA said she hoped it would allow for some movement on VIC Hall and that this opportunity is more a pre-development initiative. JM asked if the funding was restrictive to the item at hand, to which MSA said it was.

**DW made a motion to submit two expressions of interest for One Stop for Growth State Funding for VIC Hall and 30 Bob Crowell Rd. KH seconded the motion and it passed, 4-0-0: DW, KH, KB, JM.**

MSA to forward the motion to Chris Flanagan and the Select Board.

- *Discussion and possible vote on MassHousing Planning for Housing*

MSA said there is a MassHousing session at 1:00pm on February 28<sup>th</sup> to provide information about the technical assistance program, as recommended by Dan Fortier, Town Planner, to help facilitate the move at DPW and aid in the schematics for 50-80 units at Bob Crowell Rd.

#### 4. Discussion of Ocean Pines 321 Main St, Dennis Port 02639. (PJ Rainwater)

- *Tiny Homes (PJ Rainwater)*

To be continued.

#### 5. Updates from Ms. Hilts on status of DAHT's website.

KH said she had some results which she has discussed with MSA including cleaning up some non-working links. DW asked why KH expressed that there was not much that could be changed, to which KH remarked on the need to maintain motifs and an inability to add apps; offered that the mission statement can be elaborated on, and re-wording

adapted. JM suggested links might be added to the site even as the Trust is restricted in its current format through Town optics.

6. Public Outreach enhancement (questionnaires, mailers, data collection). (Kayla Hilts)

KH proposed a mailer providing information and a questionnaire to make the public familiar with the work of the Trust and to get the communities involved in housing incentives and generate opportunities. JM suggested an accessible, user-friendly online survey which can then be referenced at Town Meeting. KH added that a Town newsletter could be a good way to upload and disseminate Housing Trust information. DW said he felt the design of the survey would be critical, to which KH concurred. DW to forward a documented survey from the Concord Group with data on the Town of Dennis.

MSA referenced the Cranberry Scoop as a social media outlet. JM said it might be prudent to have a common housing newsletter across Cape towns to inspire progress on housing issues which transcend town-lines. MSA referenced a Truro housing project that required a record-setting 15 funding sources for the 35-unit project.

7. Discussion and review of proposed revisions to a property management agreement/transfer of properties to DHA between the Trust and Dennis Housing Authority. (Dave Winther)

DW said not much work has been done on the matter, but that Town Consul and the Select Board liaison should be engaged to determine a resolve.

8. Mission Statement discussion.

DW suggested modifying the existing strategic plan until a permanent Housing Trust Chair and Town Planner are brought in, to which the Board concurred.

10. New Items: Consider items not previously known to the Chair at the time of agenda posting (as law permits).

JM reported that George Holland has resigned from the Housing Trust and, as such, two vacancies are to be filled; is aware of some interested parties with the Select Board set to approve appointments next month. JM said the meeting schedule plan is to keep to the 4<sup>th</sup> Monday of the month and the location would be determined.

DW and KB left the meeting at 6:19pm.

11. Approval of minutes - January 23rd, 2023

To be approved and voted on at the March meeting.

**JM made a motion to adjourn the meeting at 6:23pm. KH seconded the motion and it passed, 2-0-0: KH, JM.**

Respectfully submitted,  
Jody O'Neil