

TOWN ADMINISTRATOR'S REPORT

JULY 13, 2021

1. JULY 4TH 2021 SUMMARY OF ACTIVITY –

Despite the weather, we had a very busy July 4th weekend here in Dennis, the beaches, harbor and golf were all very busy with activity. Overall, all reports are that it was a busy but safe weekend.

Specifically, for the 4-day period of, July 2, thru, July 6, 2021, the Fire Department responded to 85 emergency calls for assistance, throughout the community.

These calls included emergency medical incidents, service calls such as lock outs, person in distress, fires, water problems, cooking incidents, unauthorized burning, fireworks, fire alarms and other hazardous conditions and assistance as needed.

The Dennis Police Department responded to 131 calls over the holiday weekend ranging from locations checks, noise complaints, traffic incidents, fireworks, alarms and other assistance as needed.

I want to thank all the employees for everything they did leading up to the Holiday weekend and all throughout. Much appreciation to all our Town teams that worked through the holiday weekend, away from their own families, it was a busy but safe weekend here. Simply stated, the staff are all commended for maintaining a safe environment and excellent service to the Community and our visitors.

2. MASSDOT COMPLETE STREETS FUNDING PROGRAM

Tom Andrade, Town Engineer has informed me he is in the process of getting the Town into the MassDOT Complete Streets funding program. This is another source of funding that the town can use on road, sidewalk and intersection projects that meet certain MassDOT criteria that blend pedestrian and bicycle access.

To get approved into the program, the Select Board will have to adopt a bylaw or policy that states that the Town will try to incorporate these MassDOT standards into their design. Tom will work on a draft policy over the next couple months either with the Cape Cod Commission and or a consultant, and we will bring before the Select Board for review.

A handful of Towns on the Cape started the process and a couple recently received funding. I hope to have a completed plan and start to get projects in queue for funding this time next year.

3. DENNIS POLICE DEPARTMENT RECEIVES RE-ACCREDITATION

The Chief shared great news that I am pleased to share with all of you, the Massachusetts Police Accreditation Commission voted to award Accreditation to the Dennis Police Department. *This prestigious status has been awarded for another three-year period ending May 2024. As you know, the integrity vested in your Department continues to presume functional compliance with program standards in between assessments which includes complying with all new and amended standards adopted by the Commission. In order to assist your Department in its accreditation maintenance efforts, please be advised that a scheduled midpoint review of selected time sensitive standards will be conducted with your Accreditation Manager during this three-year period. Re-Accreditation demonstrates your Department's ongoing commitment to delivering an exemplary level of police service in your community. As you know, it is a lot of hard work and a department-wide effort. Again, we commend your Department for its accomplishments and applaud you personally for your leadership role in the process.*

We look forward to working with you in your ongoing pursuit of excellence. On behalf of the Commission, thank you for your participation in the Massachusetts Police Accreditation Program and congratulations on a job well done!

4. CAPE COD COMMISSION - ONE CAPE

We are pleased to announce that the seventh annual OneCape Summit will be held August 23-24, 2021 at the Wequassett Resort in Harwich, MA and will include both in-person and virtual components.

This year, OneCape will focus on the critical challenges of water quality, climate change, and housing. Over the course of two days, sessions will cover strategies to address marine and freshwater quality, work to mitigate and adapt to climate-related impacts in the region, local and regional strategies to support housing needs, and building resilience within our natural, built, and community systems in a post-COVID economy.

Registration will open in July. Find updates at onecape.capecodcommission.org

5. CYANOBACTERIA BLOOM AT SCARGO LAKE

The Health Director reports that the Health Department was notified by the Association to Preserve Cape Cod of a cyanobacteria bloom at Scargo Lake.

Signage was posted at all water body entry points advising against contact with the water and recommending that pets that accidentally enter the water be rinsed.

MDPH has been notified and Scargo Lake will continue to be monitored on a weekly basis. No other water bodies have been impacted at this time.

6. ANNOUNCEMENT - CAPE COD & SOUTHEAST MA RABIES TASK FORCE

Beginning on July 12, 2021 and lasting approximately 1 week, the Cape Cod & Southeast MA Rabies Task Force and the United States Department of Agriculture Wildlife Services (USDA WS) will be conducting Oral Rabies Vaccination (ORV) in your area in an effort to vaccinate wild raccoons to prevent the spread of raccoon-variant rabies on Cape Cod. In May of 2021, a raccoon rabies case was documented for the first time in over 8 years in Hyannis.

The rotary wing ORV operations will be based out of Plymouth Municipal Airport (PYM) and is tentatively scheduled to occur beginning July 13. The helicopter distribution will occur primarily in the immediate vicinity of and around: Bourne, Sandwich, Falmouth, Mashpee, Barnstable, Yarmouth, Dennis, Brewster, Harwich, Chatham, and Orleans.

The Cape Cod and Southeast MA Rabies Task Force and USDA will be utilizing a federally-owned helicopter to distribute baits. The helicopters are either red and black or white and orange. The helicopters will be flying approximately 300 feet above ground level while distributing baits and you may receive inquiries from the public regarding low-flying aircraft.

If there are any questions regarding any of the ORV operations please contact Wildlife Biologist and Cape Cod Rabies Program Coordinator Brian Bjorklund at 413-537-9394. Wildlife Biologist & Cape Cod Rabies Program Coordinator, USDA-APHIS-Wildlife Service

7. BUILDING COMMISSIONER RECRUITMENT

I am pleased to report that the recruitment for Building Commissioner has been completed. As you know, very recently a vacancy was created when Nick Mayo resigned to take his new role as Building Commissioner in Plymouth.

On April 20th the position of Building Commissioner was posted internally and externally and across multiple platforms including Massachusetts Municipal Association, and the Massachusetts Building Commissioner and Inspector Association.

We received 4 applications and 3 were selected for interviews. ATA Greg Rounseville and I conducted all of the interviews. For the second round, two finalist were interviewed by a panel consisting of Department Heads.

After considerable review, I am thrilled to announce I have made a tentative offer to Paul Fowler. Most recently, Paul has been the Building Commissioner for the Town of Wellfleet. Prior to Wellfleet, Paul was the Local Inspector for the Town of Dennis from 2018 -2020. Paul holds a Massachusetts Certified Building Official designation and Construction Supervisor License, and has vast experience in residential and commercial projects. Paul assisted with the implementation of Energov and is very familiar with our online permitting platform, he is experienced with our zoning bylaw and the Dennis codes. In addition, Paul has great knowledge of the Old Kings Highway District and Historic District and the requirements and bylaws. I am very eager to bring Paul on board as part of the Senior Management team.

8. DENNIS FIRE DEPARTMENT PROMOTIONAL TESTING

Fire Chief Robert Brown has shared with me, the result of this year's contractual promotional testing, and current openings, and Chief Brown is proud to post the following new rank and positions for the department, effective Date: July 15, 202:

Captain Anthony Kent to Deputy Chief of Fire Prevention.

Acting Captain Steve Hierholcer to Captain of Group 1

Senior Private Chris Boutin to Lieutenant of Group 4

Firefighter Bert Mosher to Senior Private Group 3

Please share in our well wishes and congratulations for these firefighters and officers for their dedication, loyalty and professionalism to the fire service and the department.

9. DLS TECHNICAL ASSISTANCE BUREAU

The DLS Technical Assistance Bureau (TAB) helps cities and towns improve the effectiveness of their financial management and fiscal planning by providing them with a wide range of published guidance, presentations, trainings, and project-based consulting services. In every local engagement, their team assesses the community's goals, challenges, and constraints to deliver a report containing practical recommendations to improve operations. Among the resources and services, they provide are:

Online guidance - best practice papers on financial reserves, debt management, enterprise funds and many other topics; municipal finance glossary; capital planning manual and forms

Online tools - calculators to assess the impact of tax levy and debt decisions; templates for receivable control and cashbook; forecast workbook and manual

Community-tailored best practice deliverables - financial policy manuals; financial forecasts; budget documents; financial indicator analyses

Consulting projects - broad-scope financial management reviews; government structure or operational reviews; shared service analyses; capital planning studies; community comparison analyses

With the recent retirement of our long-term Payroll Administration and recruitment of our new hire, I am recommending reaching out to DLS at this time, to see if they can provide some technical assistance in our HR/TC/Payroll operation to make suggestions on best practices for separation of duties within these finance functions.

Division of Local Services Technical Services Bureau Director, Zack Blake has presented on the technical assistance they have provided other municipalities. With the retirement and subsequent transfer of knowledge, I want to ensure we are utilizing all best management practices. I am asking for the Board support in seeking technical assistance from DLS.

If endorsed an overview of the services DLS can offer our municipality will be provided.

10. AMERICAN RESCUE PLAN ACT (ARPA)

As you may know, the American Rescue Plan Act (ARPA) that was signed in March of 2021 includes \$3.4 B in funding through the Coronavirus Local Fiscal Recover Fund (CLFRF) for Massachusetts local governments.

Although “metropolitan cities” and counties must apply to the US Treasury directly to access their CLFRF funding allocation, all other cities and towns, known as “non-entitlement units of local government” (NEUs), **must actively request CLFRF funding from the Commonwealth**, which acts as a passthrough agent between the US Treasury and the municipality. **The US Treasury requires that NEUs must request to receive their allocation from the Commonwealth within 30 days of the Commonwealth’s receipt of the funding, i.e., by the end of June.**

Dennis has submitted and in total we will receive 1.4 million in funding. I look forward to discussing the program and funding opportunities with the Select Board in more detail at a future meeting.

Enjoy your week everyone!

Respectfully,

Elizabeth C. Sullivan
Town Administrator