

TOWN ADMINISTRATOR REPORT TO THE SELECT BOARD – OCTOBER 20, 2020

1. COVID-19 UPDATES –

October 20, 2020 – the Dennis Health Department today provided the following update regarding COVID-19.

State DPH COVID-19 Numbers

The Massachusetts Department of Public Health reports the number of positive cases and deaths daily on the state's COVID-19 [dashboard](#).

Town-specific case numbers are published by the state every Wednesday.

- 119 Dennis cases to date (10/20/2020) Dennis moved to the GREEN category with 3.8 cases per 100,000 residents. [See the most recent COVID-19 community map](#).
- Currently there are 3 active cases in Dennis. Barnstable County reports as of 10/19 - 2,117 cases and 181 deaths.

2. IN PERSON EARLY VOTING TOWN HALL 685 ROUTE 134, SOUTH DENNIS, MA 02660 –

Voters seeking to avoid long lines on Election Day can cast their ballots early which commenced this past Saturday, October 17th. Early voting will take place at Town Hall every day through Friday, October 30th. All voters must wear a face covering and practice social distancing while in Town Hall.

Voting hours are as follows:

- Saturday, October 17th & Sunday, October 18th: 9AM to 1PM
- Monday, October 19th – Friday, October 23rd : 9AM to 4PM
- Saturday, October 24th & Sunday, October 25th: 9AM to 1PM
- Monday, October 26th – Friday, October 30th : 9AM to 4PM

Town Clerk Terri Bunce has provided the following updates and reminders; as of today, we have mailed out 4,970 ballots for the November 3rd election to Dennis voters and continues to send out ballots as applications are received. 3,239 have been returned and as of right now, 767 have conducted In-person Early Voting. The numbers are still coming in so at this point we are over 35% of the voters have cast their ballots. This is a very nice turnout so far.

Ballots may be returned in the Ballot dropbox outside of Town Hall until 8 pm on November 3rd or mailed back to the Town Clerk. Mailed ballots must be postmarked by November 3rd at 8 pm. **Please place your ballot inside the brown envelope and sign the envelope. Then place it in the white envelope. If it is not signed or inside the white envelope when it is mailed or dropped in the drop box, it will be rejected.** Visit the Town Clerk's page at <https://www.town.dennis.ma.us/town-clerk> for complete Election 2020 information. The Attorney General's office has set up a [website](#) with information on voter rights, voting methods, and election protection.

Vote in Person at your designated Polling Place on Election Day –

Tuesday, November 3, 2020 Hours from 7:00 AM to 8:00 PM. **Questions? Call: (508) 760-6112 or Email: clerksoffice@town.dennis.ma.us**

3. TOWN OF DENNIS, HEALTH DEPARTMENT OFFERS TIPS FOR A SAFE HALLOWEEN

DENNIS – Monday, October 19, 2020 -- The Town of Dennis through the Dennis Health Department, informed by recommendations from the Centers for Disease Control, issued the following guidance for safely celebrating Halloween this year amid the ongoing coronavirus pandemic. Please visit the Town of Dennis website for a link to the guidance issued.

With the Holiday season approaching, we all need to continue to do our part to slow the spread of the 2019 Novel Coronavirus. The MDPH has released guidance for a safe and healthy Halloween. As a reminder, Halloween activities are subject to the current gathering size limits as well as all applicable sector specific workplace safety standards.

Some things to keep in mind when celebrating Halloween this year:

- Enjoy Halloween outside rather than attending indoor event
- Place candy on a platter instead of a bowl
- Instead of traditional trick or treating, opt for one-way trick or treating with treats placed outside of the home for trick or-treaters as a “grab and go” while keeping distance from others.
- Consider leaving hand sanitizer by any treats left out for trick-or-treaters to use.
- Wear a face mask or covering – A costume mask is not a substitute for a face mask or face covering. To protect yourself and others, ensure you are wearing a protective face mask or covering instead of or in addition to a costume mask.
- Observe good hand hygiene, including hand washing and use of alcohol-based sanitizers with at least 60% alcohol. Carry hand sanitizer and use it often, especially after coming into contact with frequently touched surfaces and before eating candy.
- Refrain from touching your face.
- Decorate your yard for others to enjoy from their car or while on a socially distanced walk.
- Hold virtual costume contests or pumpkin carving events.
- Celebrate with members of your household with a Halloween-themed meal, Halloween movie night, or by preparing a Halloween scavenger hunt.
- Maintain social distancing of at least 6 feet of physical distance from all other participants who are not members of the same household.

Please try to avoid:

- Attending crowded costume parties held indoors, or any gatherings that exceed indoor or outdoor gathering limits;
- Going to an indoor haunted house where people may be crowded together and screaming; and
- Going on hayrides or tractor rides with people who are not in your household.
- Indoor haunted houses; and
- Hayrides or tractor rides with people who are not in your household.
- Stay home and refrain from Halloween activities, including handing out Halloween treats, if:
 - you feel unwell;
 - you have tested positive for COVID-19;
 - you have been exposed to someone with COVID-19; or
 - you have traveled to or from a state that is not classified as lower risk within the last 14 days. For more information on lower risk states, please see the state’s COVID-19 **Travel Order** webpage.

For more information on how to stay safe and healthy during the Holidays, please visit the Centers for Disease Control and Prevention website at www.cdc.gov/coronavirus/2019-ncov/daily-life-

[coping/holidays.html](#) or the Massachusetts Department of Public Health at <https://www.mass.gov/news/halloween-during-covid-19>

4. DENNIS PUBLIC LIBRARY ANNOUNCES PUMPKIN DECORATING CONTEST TO CELEBRATE HALLOWEEN

Help us celebrate the season. The Dennis Libraries invite you to submit a decorated pumpkin for display at Dennis Public Library or Dennis Memorial Library. Be a possible prize winner with categories for kids (up to 12 years) and teens/adults (13+). Your pumpkin can be any size and decorated any way you choose (paint, glitter, fabric, markers, etc.) The possibilities are endless!

Pumpkins will be on display in the curbside windows of Dennis Public Library or on the porch at Dennis Memorial Library. Request an entry form during your next curbside pickup visit or go online to dennispubliclibrary.org or dennismemoriallibrary.org to download the form.

Starting on Wednesday, October 21st, please drop off your pumpkin and entry form during curbside hours at each library: Dennis Public Library, Tuesdays through Saturdays from 2-6 and Dennis Memorial, Mondays, Wednesdays, Thursdays, and Fridays from 4-6. When you arrive, call Dennis Public at 508-760-6219 or Dennis Memorial at 508-385-2255 to notify us that your delivery is ready. Your pumpkin will be assigned a number and put on display. Patrons and residents can view the entries beginning Monday, October 26th and vote for their favorites online, on Facebook, or at the library through contactless voting. Prize winners will be notified on Halloween, October 31st.

This event is sponsored by the Dennis Libraries.

5. MUNICIPAL VULNERABILITY PREPAREDNESS

I am pleased to report that the Town of Dennis has been designated by the Executive Office of Energy and Environmental Affairs as a Municipal Vulnerability Preparedness MVP Community. An excerpt from the congratulatory letter received is attached here. I want to thank Town Planner Dan Fortier and all the town staff, elected officials, and community members that took part in this planning process last fall.

Congratulations! On behalf of Governor Baker and Lieutenant Governor Polito, I am excited to notify you that the Town of Dennis has been designated by the Executive Office of Energy and Environmental Affairs (EEA) as a Municipal Vulnerability Preparedness (MVP) Community for its completion of the Community Resilience Building planning process. This MVP Community designation indicates the Town's commitment to preparing for climate change. As an MVP Community, the Town of Dennis is eligible to apply for MVP Action Grants as administered by EEA and may receive increased standing in future state funding opportunities, allowing you to pursue implementation of priority actions.

In order to maintain MVP designation, the Town of Dennis must submit yearly progress reports to EEA by June 30.

I want to commend your community's dedication to climate change resiliency and I look forward to watching as the Town of Dennis continues its efforts to plan and implement priority climate adaptation strategies. Again, congratulations, and best wishes.

Secretary Kathleen Theoharides

6. CAPE COD AND ISLANDS WATER PROTECTION FUND MANAGEMENT BOARD –

On Wednesday 10/7/2020 a meeting of the Cape Cod and Islands Water Protection Fund Management Board was held. The Meeting included reviewing the draft regulations including any amendments since the last Management Board meeting. At their meeting the Board approved the Water Protection Fund regulations.

The Cape Cod and Islands Water Protection Fund Management Board adopted these regulations pursuant to its authority under M.G.L. c. 29C, §§ 19 and 20. The Board was established by the Enabling Act, which added two sections –

§§ 19 and 20 – to M.G.L. c. 29C. The Enabling Act creates the Water Protection Fund and makes the Board responsible for determining the method for allocating subsidies from the fund, including, but not limited to, an equitable distribution among participating municipalities consistent with revenue deposited from each municipality into the fund. The Board also is responsible for ensuring that the Water Protection Fund is spent only for the purposes set forth in M.G.L. c. 29C, § 19.

The Board’s regulations govern the manner in which the Board awards a subsidy to a water pollution abatement project, as defined in M.G.L. c. 29C and the Department of Environmental Protection’s regulation at 310 CMR 44.03. The Board’s regulations are to be construed and applied in conjunction with the Clean Water State Revolving Fund (SRF) Program established by M.G.L. c. 29C and 310 CMR 44.00 (DEP Selection, Approval and Regulation of Water Pollution Abatement Projects Receiving Financing Assistance from the State Revolving Fund).

The Board can only use the Water Protection Fund to award subsidies to Participating Local Government Units, i.e., Local Government Units who are members of the Water Protection Fund under the Enabling Act. These subsidies are in addition to, not in place of, any financial assistance awarded under the SRF Program. The Water Protection Fund can be expended only with the Board’s approval and only for projects that have obtained all other approvals required by M.G.L. c. 29C.

A broad array of projects are eligible for financing under the SRF Program and thus for subsidies from the Water Protection Fund. These projects include, but are not limited to, the use of innovative strategies and alternative septic system technologies, the completion and update of water quality and wastewater management plans, the construction of sewer collection systems and wastewater treatment plants, and the implementation of drainage improvements and water treatment programs to improve water quality in fresh water ponds and marine resources. The Board may keep “Information Releases” regarding the Projects that have been awarded Subsidies to help guide future projects.

7. BUDGET BUILDING AND SCHEDULE FOR FY22 –

The FY2022 Budget Planning process has commenced. The Finance Director and I met with the Chairs of both the Select Board and Finance Committee last week. Guidance given was given, that with all the uncertainties due to the ongoing health crisis and continued impacts to the economy, a level funded, level service budget will be prepared, with the exception of contractual wage increases. It is my hope to present the Board a balanced budget without impacting services. As you know the Board was provided a fiscal update at the end of September, while we ended the year in good shape, as presented by the Finance Director; we are cautioning that FY22 and FY23 may be very challenging years, there may be fiscal impacts from the pandemic. We will continue to update on financials monthly while we build the FY22 budget.

During this meeting a tentative overall budget schedule was discussed; the Select Board will be holding all budget meetings during the month of December. This will commence with my TA Budget message delivered to the Board at the December 1st Board meeting. All Departmental budgets will be scheduled during the rest of the month. Additionally, it is anticipated the Finance Committee will meet during the month of January. Review with the Finance Director and TA of all Department budgets commences the first week of November.

In addition, I will be meeting with the School Superintendent, together with MaryAnne Gibbs, as soon as any financial information from the school becomes available it will be shared with you immediately.

I am reviewing the existing 2021 departmental Capital Outlay Plans and will recommend only those projects that are of a significant priority or those that have been deferred from last year. In speaking with the Capital Outlay Chair, he has indicated the preference is a streamlined process with TA Recommendations for review and a significantly pared down meeting schedule by the committee. Materials were forwarded to the Capital Outlay Committee last week for the Committees review. Capital Outlay will meet on Thursday of this week. In the coming months the Capital Outlay Committee will present their recommended plan to the Select Board.

Thank you everyone, have a great rest of the week, please stay well!!

Respectfully,

Elizabeth C. Sullivan, Town Administrator