

**TOWN ADMINISTRATOR REPORT  
TO THE SELECT BOARD – JUNE 16, 2020**

**1. NOTICE TO RESIDENTS – IMPORTANT UPDATES ON ANNUAL TOWN MEETING**

Last week the Select Board approved having an outdoor Town Meeting, and completed the warrant process by voting to approve and sign the final warrant and posting the Town Meeting Warrant. In addition, in consultation and with the approval of the Moderator, the Board voted to exercise the Municipal Relief legislation and voted to reduce the quorum required for the Annual Town Meeting. As outlined to the Board, the attached notice with important updates on the Board action taken was posted on the Town of Dennis website and posted on social media as well. More information including the Warrant, safety precautions, and a site map for the outdoor Town Meeting, can be found here <https://www.town.dennis.ma.us/home/news/town-meeting-information>

June 11, 2020

Notice to Residents – Updates on Annual Town Meeting

Dear Resident,

I am writing today with important updates on the format of the upcoming 2020 Dennis Annual Town Meeting.

Due to the COVID public health crisis, for months, a working group consisting of the Moderator, Members of the Select Board, the Town Clerk, Town Administration and various Town Employees have worked and continue to work on arranging an environment that will permit Annual Town Meeting to be held safely, while at the same time ensuring that citizens may participate meaningfully. Thank you to the Select Board and the Moderator for their invaluable assistance and commitment to ensure the important business and tradition of citizenry governance in Dennis is able to proceed as safely as possible.

After several months of discussions and careful consideration, the Dennis Select Board, voted the June 23, 2020 Annual Town Meeting will be held outdoors under a tent at the Wixon School, 901 Route 134, South Dennis, and will begin promptly at 5:30PM. The outdoor location and earlier time will allow Town Meeting to conduct its business in the safest and most efficient way possible during the current global public health crisis.

Due to the ongoing State of Emergency with the COVID public health crisis, and pursuant to the legislation “An Act Relative to Municipal Governance During the Covid-19 Emergency,” and after consultation and with approval by the Dennis Moderator, yesterday, the Select Board voted to temporarily lower the Town Meeting quorum requirement established by the Code of the Town of Dennis, to no less than 10% of the number otherwise required to establish a quorum of 150 legal voters.

There is no doubt this will be a unique Town Meeting for all of us and will require significant cooperation, flexibility and patience. We also know that there are some residents who will be unable to participate and for that we are sorry. We know you are all committed to your important role in participating at Town Meeting, but health must come first.

In the coming days, we will have additional information posted on the Town of Dennis website including, logistical information, a locus map and plans and protocols for keeping you safe. We also encourage you to email any questions you may have, and we will do our best to get as many of these answered and shared prior to the meeting. Please understand that our goal is to make sure you are fully informed.

Thank you for your continued commitment and dedication to Dennis, enjoy the beautiful weather this weekend, and please stay well.

Sincerely,

Elizabeth Sullivan, Town Administrator

**2. MORE OUTDOOR DINING COMING TO DENNIS AS SELECT BOARD VOTES TO EXPEDITE PROCESS**

Residents will see more outdoor dining options at local restaurants in the coming days and weeks as the Town works with restaurant owners to reduce barriers to establishing more outdoor seating. The Select Board’s action voted on June 2, 2020 gives the to authorize the Building Commissioner to act on behalf of the Dennis Local Licensing Authority and in coordination with Town Administrators Office to coordinate the necessary local approvals that will allow existing businesses to utilize outdoor seating in parking lots, and other appropriate locations to provide more space to serve patrons. Since then the following establishments have applied and or received approval from the Building Commissioner:

Establishment	Contact	Date Rec'd	Sent to Nick	Approved	Notes
Harvest Gallery	Michael Pearson	6/3/2020	6/3/2020	6/15/2020	
Lost Dog Pub	Andy Murphy	6/3/2020	6/3/2020	6/9/2020	
The Sand Bar	Andy Murphy	6/3/2020	6/3/2020	6/8/2020	
Scargo Café	David Troutman	6/4/2020	6/4/2020	6/8/2020	
Marshide	Sarah Scannevin	6/4/2020	6/4/2020	6/9/2020	
Cleat & Anchor	Anthony Pons	6/4/2020	6/4/2020	6/11/2020	
South Street	Greg Burns	6/5/2020	6/5/2020		*anticipate this week
Chapin F & C	Jimmy Mullen	6/5/2020	6/5/2020		*anticipate this week
Chapin Bayside	Jimmy Mullen	6/5/2020	6/5/2020	6/15/2020	
Buncey's	Tim Bunce	6/8/2020	6/8/2020		*inspector scheduled to go out
Sailing Cow	Robyn Thibodeau	6/8/2020	6/8/2020		*inspector scheduled to go out
The Pheasant	Adam Dunn	6/8/2020	6/8/2020	6/9/2020	
Fin	Michael Scaruzio	6/8/2020	6/8/2020	6/10/2020	
Clancys	Darlene Baker	6/9/2020	6/9/2020	6/10/2020	
WDYC	Sonya Mitchell	6/10/2020	6/10/2020		*inspector scheduled to go out
Sundancers	Diane Kelley	6/10/2020	6/10/2020		*inspector scheduled to go out
Ardeos	Joe Jamiel	6/11/2020	6/11/2020		*inspector scheduled to go out
Jasons Tavern	Debbie Eccles	6/15/2020	6/15/2020		*inspector scheduled to go out

### **3. TOWN OF DENNIS – DENNIS PUBLIC LIBRARY OFFERS CURBSIDE PICKUP**

Starting Friday, June 12th, Dennis Public Library commenced curbside pickup service to patrons. The hours of operation are Tuesday through Saturday from 10:00 a.m. to 6:00 p.m. with the exception of Tuesday, June 30th, as Dennis Public Library is the Precinct 3 voting location for the Annual Town Election.

Requests for items can be made online at [clamsnet.org](http://clamsnet.org) or by calling the library at 508-760-6219 during curbside hours. Please limit phone requests to 3 items per patron. At this time only items currently on the shelves at Dennis Public Library are available for pickup because statewide delivery between libraries has not yet resumed. If you need help choosing items, we are happy to share recommendations. Children's activity packets are also available upon request.

Here is a review of the curbside process. After a patron places an order, staff will call the patron when the items are ready in order to schedule a pickup time between 2:00pm to 6:00pm. A patron's item will be placed in a paper bag on a table positioned in the walkway to the main entrance of the library. Please be mindful of others picking up materials, wear a mask, and practice social distancing. All requests must be received ahead of time; no service will be provided for walk up requests.

Patrons may now also return checked out library materials. Please return them in the book or media return located on the side of the building. Please do not leave returns on the curbside pickup table. Returned items will not be checked in immediately. Please allow up to a week for items to be removed from your accounts. Any overdue fines accrued as a result of this process will be waived.

During curbside pickup services, our goal is to keep patrons and staff safe. Items will be packed by library staff wearing masks and gloves. Staff will wash hands frequently and use sanitizer as needed. High touch surfaces will be disinfected regularly. All items, including returns, will be quarantined for at least 3 days before handling or recirculating.

We are pleased to welcome patrons back in this capacity. The other four Dennis libraries are also offering curbside pickup. Please check each library's website to review hours and procedures: <https://www.town.dennis.ma.us/libraries>

### **4. 2020 MASSACHUSETTS DREDGING PROGRAM GRANT AWARDED FOR SESUIT HARBOR MAINTENANCE DREDGING**

Pleased to share the following update with the Select Board and the public. As you know, the Select Board endorsed filing a Grant for the 2020 Dredging Program. Great work by Harbormaster Dawson Farber in securing this important funding for the Harbor resource area. This is the second year Dennis has received this grant.

Good morning Town Administrator Sullivan:

Thank you for submitting an application for the 2020 Grant Round of the Massachusetts Dredging Program. On behalf of Secretary Mike Kennealy, I am pleased to inform you that a grant in the amount of \$75,000 has been approved for the Sesuit Harbor Maintenance Dredging Project. Congratulations to the Town on its award!

Please expect delivery of a formal award letter in the near future. In the interim, I will coordinate with Dawson Farber to prepare the Town's contract documents.

Best,

Nicholas Bulens  
Executive Office of Housing and Economic Development  
One Ashburton Place, Room 2101  
Boston, MA 02108

#### **5. 604B - WATER QUALITY MANAGEMENT PLANNING GRANT PROGRAM**

The Town Engineer is seeking endorsement to file a Water Quality Management Grant. Dennis has several waterbodies impaired for total nitrogen and bacteria, in part due to stormwater runoff from impervious surfaces. This project will first evaluate and prioritize Dennis' stormwater outfall catchment areas based on pollutant load contributions to impaired waterbodies and their tributaries. Next, the Town will develop conceptual-level design plans for three high-priority locations. Finally, Dennis will advance one of the conceptual-level designs to final design status for permitting and construction under a future grant project.

Total Grant Request is 60,600.

#### **6. DEPARTMENT OF NATURAL RESOURCES UPDATES**

##### *Open Space Plan – Board Goal*

The State has received the Towns submission and has sent a few questions. Requested information has been inserted into the document. We are re-compiling the document and should be sending back out to the State this week.

##### *Habitat Conservation Plan – Board Goal*

As you know the Board adopted a goal of securing a Town of Dennis Certificate of Inclusion for West Dennis Beach under the approved statewide Piping Plover Habitat Conservation Plan (HCP). This document also serves as an application for a Conservation and Management Permit (CMP) under the Massachusetts Endangered Species Act (MESA), MGL c. 131A; 320CMR 10.00.

Pleased to report we received the draft permit last week. Final edits to the permit are being made and we anticipate it being turned around shortly.

##### *Plover Updates -*

Two nests have hatched at West Dennis Beach. Two more to go. Final HCP only allows 2 takes – the third nest still closes parking lot. One nest currently at Chapin and one nest at Crowes Pasture.

##### *Dr. Bottero Road permitting – Board Goal*

Army Corps permit reviewer still waiting on formal comments from USFWS. State permitting awaiting comments from Natural Heritage for permit application submittal. (Local Conservation can not issue any permits without their comments).

##### *Conservation Properties*

We are experiencing a lot of vandalism at the conservation areas: kiosks broken, signs damaged or stolen, fencing broken, and trash. We want the public to enjoy the outdoor conservation areas but be mindful of disposing trash properly. Responding to vandalism broken locks takes staff away from

other more critical work. If you see vandalism please do report this to Natural Resources and or the DPD.

**7. MASSDOT ANNOUNCES “SHARED STREETS AND SPACES” FUNDING PROGRAM**

Sean M. Sullivan the District 5 State Aid Coordinator for MassDot sent the following information to me yesterday that I would like to make the Board aware of.

I just wanted to bring a new funding program to your attention. MassDOT has announced "Shared Streets and Spaces," a funding program to provide technical and funding assistance to help Massachusetts cities and towns conceive, design and execute shared streets and spaces projects and engage their residents and businesses in that process.

<https://blog.mass.gov/transportation/massdot-highway/massdot-announces-funding-program-to-help-cities-and-towns-create-shared-streets-and-spaces/>

The program will provide grants as small as \$5,000 and as large as \$300,000 for municipalities to quickly launch or expand improvements to sidewalks, curbs, streets, on-street parking spaces, and off-street parking lots in support of public health, safe mobility, and renewed commerce in their communities. Types of projects may include:

Shared Streets and Spaces: supporting increased rates of walking and/or biking by increasing safety and enabling social distancing

Outdoor Dining and Commerce: calming roadways, modifying sidewalks and streets, and/or repurposing on- or off-street parking to better support curbside/sidewalk/street retail and dining

Better Buses: supporting safer and more reliable bus transit, including expanded bus stops and lanes dedicated for bus travel, (extra scoring credit will be granted for dedicated bus lanes)

Safe Routes to School: creating safe routes to schools (and childcare and programs for children and youth), including safer walking and biking networks with lowered vehicle speeds

Applications will be accepted from June 22 through September 29 and projects must be mostly or completely implemented by October 9. Although projects of all types and sizes are welcome and may be funded, preference will be given to projects that can be operational within 15-30 days of award, projects in designated Environmental Justice areas and projects that show strong potential to be made permanent.

As more information becomes available, I will pass it along. Please take a look at the link above. Please let me know if there are any questions or concerns and I will try and get the information for you as quickly as I can.

8. **State Urges Those Who've Attended Large Gatherings to Get a Free COVID-19 Test**

The state today encouraged anyone who has attended a large gathering in the past two weeks to get tested for COVID-19. Free testing will be provided on June 17th and 18th at various locations across Massachusetts. COVID-19 can spread easily and quickly in large groups of people who are in close contact. Some people do not have symptoms but may have the virus and could spread the virus to others. If you participated in a large gathering, you should get tested. You can get tested at one of over [50 sites](#).

I wish you a good rest of the week. Please do stay well.

Elizabeth C. Sullivan  
Town Administrator  
Town of Dennis