

TOWN ADMINISTRATOR'S REPORT

DECEMBER 12, 2023

1. WASTEWATER UPDATES

- Pumping Station Locations – A draft easement has been reviewed by Town Counsel.
- Financial Analysis –The Abrahams Group continued to develop various funding scenarios. Anticipate completion by the end of December/early January 2024.
- Support of submitting the Notice of Intent (NOI) was obtained from both the Board of Health and Select Board.
- Ongoing design meetings with CDM and GHD occurred throughout the month of November 2023.
- Educational Outreach – RFP completed for services, lowest most responsive bidder was Fulcrum East. We hope to have the contract signed this week for work to commence immediately. Comprehensive strategy will include but not limited to website with all documentation of the project, hosting a series of public meetings, assistance with communications and presentation materials for meetings, ongoing news releases on needs of the project and impact.

Working with Town of Dennis staff and engineering consultants, the Communications consultant will help to identify the key project messages, turning them into precise statements about the project for the website that the public would be able to immediately understand.

Communication will includes developing a project website, presentation material, consulting and design, presentation preparations, newsletter content creation, infographics, FAQs, press releases, local newspaper columns, and reporter story pitches. Consultant will work with Town team to think through possible questions or counter arguments the public or other stakeholders might have and develop appropriate responses throughout the process.

1. Public Relations Representation
2. Content and Press Releases
3. Website Design
4. Social Media
5. Other Communication outreach strategies as applicable

2. CAPE LIGHT COMPACT 2023 Q3 REPORTS FOR ENERGY EFFICIENCY FOR DENNIS



Cape Light Compact

Your Trusted Local Energy Resource!

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's (Compact) quarterly Energy Efficiency Report. The Report breaks out the detail specific to your town. To view your monthly reports from 2006 forward, please visit our website at www.capelightcompact.org/reports.

During Q3 2023

Residents and businesses participated in our Energy Efficiency program

368 times.

599,391

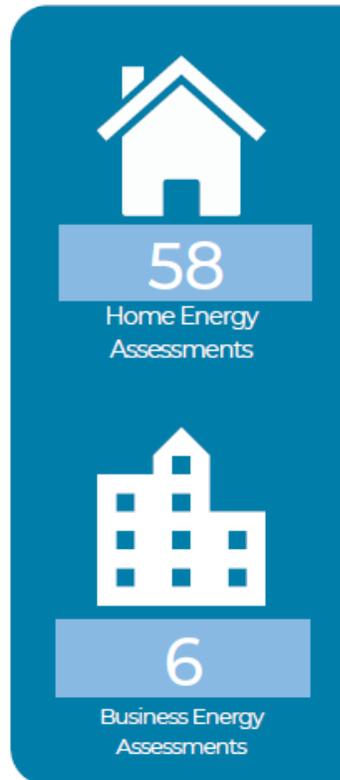
incentive dollars were distributed to residents and businesses.

253,146

kWh of energy saved.

114

short tons of CO₂ emissions prevented.



If you have any questions about the attached report, please contact Maggie Downey at (508) 375-6636

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3. DESTINATION RESPITE

DESTINATION RESPITE is an initiative spearheaded by a collaborative of various local agencies working together to expand respite options for Cape Cod caregivers. Each Destination Respite Program offers a minimum of three hours of activity two times each month. The Dennis Center for Active Living is coordinating implementation of the pilot and is charged with offering services to underserved caregiver populations in the funded service areas. Destination Respite Programs will be available for Spanish- and Portuguese-speaking caregivers, and ESL classes will be provided with care for loved ones, to allow for caregiver participation.

1. Refer to the schedule for dates and locations you would like to register for. Additional information for each site will be available on the DCAL website dcalcapecod.org.

2. If you are a Dennis resident, please call Juliana Benoit at the DCAL Outreach Office 508-694-2004, to register for Destination Respite events in any location if you will be using Dennis COA Transportation for yourself and/or your loved one. For Dennis GAP Club Days (Thursdays) register with the main office 508-385-5067

For more information and other programming and events at the Dennis Center for Active Living please see the latest edition of the [Cranberry Scoop!](#)

4. TOWN OF DENNIS SEEKS REQUEST FOR PROPOSALS FOR AFFORDABLE HOUSING AT 187 DEPOT ST.

The Town of Dennis is seeking proposals from qualified bidders to provide **Development and Management of Affordable Housing at 187 Depot Street**. Copies of the Request for Proposals (RFP) document with instructions and requirements are available on the Town's website [here](#).

Proposals must be submitted no later than **4:00 PM on Friday, February 16, 2024**, and must be submitted to Greg Rounseville, Assistant Town Administrator, at Dennis Town Hall, 685 Route 134, South Dennis, MA 02660.

Sealed proposals will be received at the Town of Dennis Town Hall, Town Administrator's Office, 685 Route 134, South Dennis, MA 02660 until 4:00 P.M., **Friday, February 16, 2024** at which time and place proposals will be publicly opened and read aloud for the following:

Development and Management of Affordable Housing at 187 Depot Street.

Eight proposals, one original and seven copies must be received in a sealed envelope, clearly marked "**Affordable Housing**". A USB flash drive containing the Proposal must also be included.

Bids received after the time and date established herein for the opening of bids shall not be accepted or considered, regardless of the cause for delay in the receipt of such bids.

The Town of Dennis reserves the right to reject any and all bids, to waive any informality in bidding, and to make the award as may be determined in the best interests of the Town. Respondents must comply with all applicable civil rights and employment opportunity laws.

"An Equal Opportunity Municipality - AA/MBE"

5. FISCAL YEAR 2025 CAPITAL OUTLAY REQUESTS

The Select Board is scheduled to discuss the FY25 recommendations of the Capital Outlay Committee at a meeting in January with the Capital Committee. The Capital Committee is nearing completion on their review of Capital requests and we look forward to their presentation.

6. NEXT MEETING DATES OF THE DENNIS SELECT BOARD

The Dennis Select Board will meet on January 9, 2024 for regularly scheduled business. Upcoming meeting dates of the Select Board can be found on the [Town of Dennis website here](#).

All are welcome to attend and participate in our open and public meetings. The agenda for each meeting is posted 48 business hours prior to the scheduled meeting time and can be accessed through the Select Board's webpage or the Town calendar webpage.

Attend in-person at the Town Hall, Stone Meeting Room. Or for alternative public access join the meeting online via zoom <https://us02web.zoom.us/j/7660036712> or participate by phone by dialing 1-646-558-8656 and entering Conference ID 766 003 6712 #.

7. JOIN THE TEAM – THE TOWN OF DENNIS IS HIRING

Are you or someone you know looking for work? The Town of Dennis is hiring! Several full and part-time positions available. Apply and View current job openings [here](#).

Happy Holidays everyone!

Respectfully,
Elizabeth C. Sullivan, Town Administrator