

**Community Preservation Committee**  
August 29, 2019  
Dennis Town Hall  
Nickerson Conference Room

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2019 SEP -6 AM 8:58  
DENNIS TOWN CLERK

**Attendees:** Diane Rochelle, Henry Kelley, Frank Dahlstrom, Regina White, Dorria DiManno, Chris Foley, William Clark, and Chris Flanagan

**Absent:** Jeff Treiber

**Guests:** Bob Samoluk (DMAHT Chair), Nancy Friend (Executive Director of the Dennis Housing Authority), Dustin Pineau (Town of Dennis Director of Beaches and Recreation), and Nancy White (Owner Playground Inspections of New England)

The meeting was called at 5:00 pm by Co-Chair Foley

**1. Report from DMAHT and Dennis Housing Authority regarding rental properties**

Bob Samoluk, Chair of the Dennis Municipal Affordable Housing Trust introduced himself and his guest for the meeting, Nancy Friend, Executive Director of Dennis Housing Authority. Mr. Samoluk described Ms. Friend's position as Director and how she has been assisting with the tenant selection for the Trust housing units in town. They began describing the process to the CPC members which included the certification of eligible tenants, how they are determined to be eligible, and goals to have properties rented by the 15<sup>th</sup> of September. Ms. Friend also indicated that they have exhausted the list of tenants provided by the Plymouth Redevelopment Agency and plan to move directly to folks that are deemed eligible without having to go through the normal lottery process.

Mr. Samoluk moved on to discuss the itemized "Property Summary Update" handout that he had emailed members prior to the meeting. He went over the DMAHT budget which included amounts expected for rent once occupied, maintenance expenses, and a change that was necessary because of detection of lead paint on a property. Mr. Samoluk also discussed that some of the monies from the trust account were allocated for utilities and to maintain the properties that were vacant.

Members began with questions regarding the current vacancy and how moving forward they can prevent similar challenges. Ms. Friend explained that she was unaware that the tenant list was not a rolling list and was not notified of this information. She indicated that they plan to make the connections and research other useful resources that may assist with determining eligible tenants. She also indicated that Plymouth Redevelopment Agency is the only housing organization that currently works on Cape Cod. Ms. Friend emphasized again that they are compiling a list of tenants that now are not required to go through the entire leasing process and she will only select those that are eligible to meet financial qualification for housing in order to get the current vacant homes in town rented as soon as possible.

Member Kelly requested further information on the summary update that Mr. Samoluk provided. He asked about the money in the Trust account and how they expensed for 2018-2019. Mr. Samoluk indicated that the net monies get transferred into the Trust. He also went over a few projects that they used their funds for in 2018-2019, including utilities, clean-up, small kitchen renovation, new flooring and lead paint removal on a rental unit. Ms. Friend also informed the committee of the payment structure once tenants were obtained. She said that they need to make first, last, and security payments in order to get housing.

Co-Chair Foley moved on and asked where monies would be withdrawn in extraordinary circumstances, such as an escrow account. Mr. Samoluk indicated that there was no separate account at the current time. Members suggested that Mr. Samoluk request the assistance of the Town Accountant to determine how a certain percentage may be used for such circumstances.

## **2. Dennis Recreation Department Update of Seaview play area & Mike Stacy Park**

Dennis Beach and Recreation Director Dustin Pineau introduced his guest for the meeting, Nancy White, owner of Playground Inspections of New England. Mr. Pineau wanted to clear up a few technical questions with the assistance of Ms. White. She was a former Recreation Director turned Playground Inspector for the Town of Dennis and elsewhere in MA. Ms. White explained that at the Federal level, all playgrounds need to be updated in order to be in compliance with all ADA regulations. She indicated that the Massachusetts state regulations differ somewhat and those regulations surpass any Federal mandated regulations. Ms. White went on to discuss the local Cape towns also being proactive with updates that will be necessary for playgrounds' compliance codes, but noted that the only town in Massachusetts that is in compliance currently, or near to it, is Boston.

Ms. White moved onto discuss the specific law that requires all towns to remove loose fill on playground surfaces and change the ground surface to the engineered fiber that Mr. Pineau is seeking grant monies for the town's playground resurfacing projects. She informed the committee that the engineered fibers are an excellent resurfacing material and will indeed make town playgrounds safe and in ADA compliance. She emphasized that the enhancement will not only benefit the safety of children and handicap accessibility, but all others that intend to enjoy the playgrounds in town that may not otherwise use.

Members questioned the cost of the engineered surface and if there were more than one manufacturer. Ms. White told members that there was only one known supplier, however she did find another company selling, but at a much larger cost, for the same product. She also went on to explain the benefits with no maintenance and that grass is unable to grow through the surface.

Member Kelley requested further information on Ms. White's specific duty as Playground Inspector. Ms. White explained that she works with landscape architects and towns to ensure safety for children and federal code compliance.

Although absent, Member Treiber forwarded a question for Co-Chair Foley to ask Mr. Pineau. He wanted to ensure that all Seaview and Mike Stacey playground equipment was all in compliance and that the total cost was not including new swings. Mr. Pineau indicated that it

was all in compliance and that the original application included new swings, however that was a typo and the cost was always only for the resurfacing project.

Member DiManno concluded the discussion asking if Mr. Pineau intended to use the Capital Plan for financial assistance on the remaining playgrounds that needed updates as well. Mr. Pineau stated that he does plan to use the Capital Plan for further assistance due to the larger size of the project updates.

### **3. Review and Update of return interview applicants**

Members reviewed the return requests of applicants. Co-Chair Foley informed members that a request for the Scargo Tower applicants has already been sent as well as the applicants for the West School House Project. However, after a short discussion regarding the actual requested amount on the School House application, it was determined that those applicants do not need to return for further review.

Co-Chair Foley discussed the CPC timeline update he recently learned of. He indicated that the CPC had been directed to make all decisions regarding applications by Sept 12 so that those recommendations would be available for the Sept 24<sup>th</sup> meeting. Members reviewed the next meeting date and time and determined that it would be beneficial to change the time of the next meeting to 4pm rather than 5pm. Co-Chair Foley also indicated that if needed, members could have a meeting on Tuesday, September 10<sup>th</sup> if all votes were not made by the September 5<sup>th</sup> meeting date.

Co-Chair Foley passed out the new budgeted reserves produced by the Town Accountant. He went through the itemized list and wanted to give everyone the information for the funding amounts on all projects as well as the amounts needed to borrow if needed.

### **4. Further discussion on funding for Historical applications for Fall town meeting**

Members continued with a discussion on borrowing and funding costs. They discussed both Open Space and Historic accounts. They discussed the debt service and noted that the monies that get repaid come off the top of the CPC budget.

Members moved on to discuss what applicants they believe will be back next year for additional funding for ongoing projects and necessary updates. Member Kelley discussed borrowing short term. They also discussed the increase of the match and balance rollovers from previous years, and concluded with requesting a suggestion from the Town Accountant for funding projects.

### **5. Update on Open Space Plan**

Member Flanagan reviewed that the Administration is on target. He explained that the application needs to be completed by the Tuesday after Labor Day to get information to the Planning Board for Sept 9<sup>th</sup> meeting. He also stated that the Administration could potentially have a seven-year extension, as opposed to the five-year original plan, which would mean they would not need to submit another application following this one for seven years. Member

Flanagan also noted once the application reaches the Planning Board meeting for review it is available for the public to review.

#### **6. Review Minutes from 8.15.19**

Members discussed a few revisions. Once those revisions had been updated, they were ok to post.

*All members in favor to accept minutes from 8.15 meeting. Unanimous approval.*

#### **7. Next CPC meeting scheduled September 5, 2019**

*Change in schedule to start at 4pm*

*Meeting adjourned; All in Favor*

Public Meeting adjourned at 6:44pm