



# Cape and Islands Select Board Members and Councilors Association

Representing 22 Municipalities & 105 Elected Officials

Association Meeting Minutes  
February 11, 2022  
Zoom Video

President Paula Schnepf called the meeting to order and asked for the roll call.

*Roll Call.* Clerk McManus called the roll, a quorum was declared.

*Treasurer's Report.* Treasurer Stephen Mealy provided Treasurer's Reports for December 2021 and January 2022. Ending balance in January \$18,527.66.

*Minutes.* Minutes were presented by the Clerk . A motion to approve was made by PERSON. Motion passed.

## Legislative Briefs

Update on Association Status and First Reading of By-Law Changes-  
Stephen Mealy and Ed McManus

1. First Reading: Amend By-law Article 1- Name

Vote to change the name from Cape and Islands Select Members and Councilors Association to Cape and Islands Municipal Leaders Association, CIMLA

Motion made by Stephen Mealy, Seconded by Gerooge Slade. Motion passes unanimously.

2. First Reading: Amend By-law Article 2- Purpose

Current -

The purpose of this Association shall be to advance and protect the interests of the Towns of Cape Cod and the Islands and to draw members together for the exchange of ideas and programs to aid mutual cooperation in improving municipal government and increasing knowledge.

Proposed-

Proposed from Counsel February 04, 2022

Recommended by Association Treasurer and Clerk

The Corporation is organized exclusively for promotion of social welfare pursuant to Section 501(c)(4) of the Internal Revenue Code, or the corresponding section of any future federal tax code, including without limitation, serving as a forum for elected local officials and others to exchange information and ideas to improve the quality of municipal and regional government. The Corporation may conduct such other activities that may be carried out by a corporation organized under Massachusetts General Laws, Chapter 180, and Section 501(c)(4) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Motion made by Stephen Mealy, Seconded by Andrew Gottlieb. Motion passes unanimously.

3. First Reading- Amend By-laws to include a new Section 9.7

9.7 The Executive Committee of the Association will, from time to time as necessary, appoint a Resident Agent for the purpose of receiving service and update the necessary agencies of the change.

Motion made by Stephen Mealy, Seconded by Ed McManus. Motion passes unanimously.

4. Consider appointment, for the purpose of filing our new papers, Attorney Eugene Curry as our resident agent. (Note- after the new by-laws are approved, it is the intent of appointing Mr. Curry as Resident Agent on an ongoing basis until such time as he needs to be replaced).

Motion made by Stephen Mealy, Seconded by Ed McManus. Motion passes unanimously.

5. Motion to pay Attorney Curry per his Invoice 7561 of 02/04/2022 in the amount of \$455.00. Motion made by Stephen Mealy, Seconded by Ed McManus. Motion passes unanimously.

6. Alisa Magnotta, CEO, Housing Assistance Corporation, <https://haconcapecod.org/>  
Jodi Keegan, My Home Plus One project manager.

Housing Assistance Corporation offers housing programs and services throughout Cape Cod, Martha's Vineyard and Nantucket. We operate four family homeless shelters; provide outreach services to people living on the streets and in the woods; offer financial assistance to prevent homelessness; build new housing; manage nearly 1,200 rental vouchers; and provide foreclosure and reverse mortgage counseling as well as financial literacy and housing advocacy workshops.

The Housing Assistance Corporation of Cape Cod providing awareness, technical assistance, financial incentives, landlord support for additional affordable housing on Cape Cod.

## My Home Plus One Program

Building an Accessory Dwelling Unit (ADU) generates revenue for homeowners and helps provide the small homes our region needs. And now is a great time to consider building an ADU as the incentives are better than ever. Learn more about Housing Assistance's new My Home Plus One ADU program, which provides technical assistance, resources, and financial incentives to homeowners who build an ADU and rent it out year-round.

Comparing building an ADU to the Solar program, paying people to put solar panels on their home, and to ad an ADU.

### Incorporating ADUs in Cape Cod Towns.

- Make ADUs a priority in your town's housing plan.
- Change By-Laws to allow ADU by Right without a cap on the number of units
- Streamline the permitting process for ADUs.
- Consider incentives for homeowners building ADUs.
- Ask the HAC to work with Town Staff for making a streamlined collaborative process.
- Building an ADU is difficult for homeowners, and HAC has put a process in place to address how a homeowner to share a solution of adding housing.

Additional Information:

[adu@haconcapecod.org](mailto:adu@haconcapecod.org)

508-771-5400

Questions and answers by participants.

## Community Septic Management Loan Program

Brian Baumgaertel

[bbaumgaertel@barnstablecounty.org](mailto:bbaumgaertel@barnstablecounty.org)

More Information

508-375-6613

<http://www.barnstablecountysepticloan.org/>

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The Community Septic Management Loan Program (CSMLP), aimed at upgrading failed residential septic systems to Title 5 standards, was made possible by the enactment of the Open Space Bond Bill of 1996. This law appropriated \$30 million to the Massachusetts Department of Environmental Protection (MassDEP) to assist qualified homeowners in defraying the cost of complying with Title 5 regulations. In turn, MassDEP used this appropriation to fund loans through the Massachusetts Water Pollution Abatement Trust (MWPAT).

The interest rate charged to homeowners remains at 5% as does the 20-year repayment term. Further, the Program recently incorporated flexible payment plans (monthly or quarterly) after conducting a survey of borrower needs. Septic system repair projects including sewer hook-ups completed for FY2014 totaled 279. This translates into \$3.1 million in project costs. Program funds from the state remain available into the foreseeable future, allowing

CSMLP to continue providing an effective and efficient means of assisting area residents with often cost-prohibitive yet essential septic system requirements.

Program Specifics:

- Existing septic system must be “failed”.
- All costs directly associated with carrying out a project required by Title 5 are eligible.
- Eligible projects include alternative septic systems and sewer hook-ups.
- Reimbursement for costs directly associated with the project up to 30 days prior to the receipt and approval of a completed application by Barnstable County is possible.
- 5% interest rate on loan.
- Betterment assessment on property secures loan.
- Maximum of 20-year repayment term.
- Payments are made monthly, payable to Barnstable County.
- Loans to be made only for residential properties.
- Residential properties include condominiums and apartments.
- Homeowner obtains written bids for system design then contracts for work.
- Homeowner obtains written bids for system installation then contracts for work.
- Single-party check issued to contractor for work completed.
- Certificate of Compliance must be issued before final payment is made.

Asking for public input on refining Loan Scenario and implementation.

This program allows homeowners who can't address a septic hook up or failed system with no cost to the town, little impact to the County. This is a major success for the County Government doing exactly what County Government can do.

Example of hook up costs for the homeowner from Orleans by Alan McClennen presented \$8,000-10,000, add \$10,000 if a grinder pump is required.

Motion by Andrew Gottlieb, seconded by Alan McClennen to support the program as presented. The Clerk will draft a letter for the endorsement.

Next meeting is March 11, 2022 at the Sea Crest, Falmouth in person.

Motion to adjourn at 8:40, unanimous vote.

Submitted,

Ed McManus Clerk