COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the County Commissioners held at the Open Cape Building in Barnstable on the twentieth day of November, A.D. 2013.

Chairman Flynn called the meeting to order at 1:03 p.m.

**Board of the Barnstable County Commissioners:**

Mary Pat Flynn Present
Sheila R. Lyons Present
William Doherty Present

**Staff Present:**

Michael Brillhart County Administrator
Justyna Marczak Administrative Assistant

The Commissioners recited the Pledge of Allegiance followed by a Moment of Silence.

**I. No Public Comment**

**II. Introduction of Michael Brillhart, New Interim County Administrator**

Commissioner Flynn introduced Michael Brillhart to the public as a new County Administrator for a one year period.

Commissioner William Doherty was not present but joined in calling remotely from his house.
Commissioner Flynn informed the public that according to the open meeting law the quorum has been met by Commissioner Doherty calling in. The voting system will be by roll call.

III. Joint Communications Update – Paul Niedzwiecki and Kristy Senatori, Cape Cod Commission.

Kristy Senatori and Paul Niedzwiecki gave the Commissioners an update on the Joint Communications. Ms. Senatori said that all county departments attended the first meeting where they discussed the joint communications throughout the county. Some of the ideas discussed at the meeting included: maintaining a one stakeholder list, creating a county newsletter, and keeping track of county’s involvement in different municipalities. The final report regarding the joint communications will be presented to the Commissioners by January 10th, 2013.

Mr. Niedzwiecki said that the county departments were interested during the meeting in Cape Cod Commission’s involvement in Joint Communications. Under the 208 Wastewater Plan the Cape Cod Commission is required to participate in that matter. Mr. Niedzwiecki also mentioned that the common narrative from the Commissioners regarding innovation, and municipal support would be greatly appreciated.

Next Commissioner Lyons said that Michael Brillhart will be involved in redesigning the county website.

The Commissioners and Mr. Niedzwiecki also had a general discussion regarding the office space in the county, the ability
for sharing conference rooms between the departments. Mr. Brillhart will be involved in that project as well.

IV. Annual Report Presentation – Angela Hurwitz, Information Technology Department.

Angela Hurwitz presented the Commissioners the new FY 2013 Barnstable County Annual Report.

Commissioner Lyons complemented Ms. Hurwitz on the layout of the Annual Report, how clear and radiant it is.

Ms. Hurwitz also mentioned that the Annual Report is available to view on county’s website at www.barnstablecounty.org.

V. Discussion and potential vote on Ordinance 13-08 to add to county’s operating budget for fy14 the supplemental appropriations for vehicle replacements, as adopted by the Assembly of Delegates on November 6, 2013.

Motion made by Commissioner Doherty to approve the Ordinance 13-08 to add to county’s operating budget for fy14 the supplemental appropriations for vehicle replacements, as adopted by the Assembly of Delegates on November 6, 2013, 2nd by Commissioner Lyons, approved 3-0-0.
Roll call: Lyons “aye”, Doherty “aye”, Flynn “aye”.

VI. Discussion and potential vote on Ordinance 13-09 to add to county’s operating budget for fy14 the supplemental appropriations for county services, health and human services and planning and development, as adopted by the assembly of delegates on November 6, 2013.
Motion made by Commissioner Doherty to approve the Ordinance 13-09 to add to county’s operating budget for FY14 the supplemental appropriations for county services, health and human services and planning and development, as adopted by the assembly of delegates on November 6, 2013.
Roll call: Lyons “aye”, Doherty “aye”, Flynn “aye”.

VII. Commissioners Actions

Motion made by Commissioner Doherty to approve the Minutes of November 6, 2013, 2nd by Commissioner Lyons, approved 3-0-0.
Roll call: Lyons “aye”, Doherty “aye”, Flynn “aye”.

Motion made by Commissioner Doherty to approve the following Summary of Items, 2nd by Commissioner Lyons, approved 3-0-0:
Roll call: Lyons “aye”, Doherty “aye”, Flynn “aye”.

1) Ratified the actions of mark Zielinski, County Administrator, for executing a Contract between Cape Light Compact and Siemens Industry, Inc. for the energy management services agreement for Cape Light Compact efficiency program LED street light initiative, for ten year term for guaranteed energy savings beginning on November 7, 2013.

2) Executed the 2nd Contract Amendment between Cape Light Compact (CLC), in accordance with our responsibility as fiscal agent for CLC, and Honeywell International, Inc. in the amount of $54,996.00 for Contractor Portal – BBCS Access & management Services, for the period of January 1, 2014 – December 31, 2014.
3) Executed the Barnstable County HOME Consortium Down Payment/Closing Cost Assistance Program Written Agreement for Michael Hesse.

4) Executed the discharge of HOME mortgage for Pamela A. Barsness.

5) Approved the proposed resolution for certain budget transfers for fiscal year 2014 in accordance with Barnstable County Ordinance 13-03 for the Resource Development Office, AmeriCorps Cape Cod Program, in the amount of $4,546.00

6) Executed the Community Innovation Challenge Grant Application for the passive surveillance of tick-borne diseases.

7) Approved the FY 2014 EDC License Plate Marketing Budget.

8) Approved the request from Kathleen Grenier, Registry of Deeds to extend the date she must use her vacation carryover balance (2 days) from December 31, 2013 to January 15, 2014.

9) Approved the request from Joanne Nelson, County Accountant to extend the date she must use her vacation carryover balance (19 days) from December 31, 2013 to March 31, 2014.

10) Executed the Letter to Review Committee, Community Innovation Challenge Grant regarding the Cape Cod Infrastructure Planning Tool.

11) Approved the Septic System Administrative Fund, Health Reimbursement Arrangement Fund and General Fund balance transfers.

In her capacity as Chairman Commissioner Flynn:


20) Executed Certificate for Dissolving Betterments for Lawrence R. Bain and Deborah A. Bain.

VIII. Commissioners Reports

Commissioner Lyons attended the Cape Cod Cultural Arts Center Annual awards banquet in Yarmouth on November 18, 2013.

Commissioner Flynn will be attending the Memorial for President John F Kennedy on Friday, November 22, 2013 at 10:00 a.m. in Hyannis.

Jari Rapaport, League of Women Voters said that it was very hard to understand the Strategic Plan that is available on the County’s website and asked the Commissioners for extension of the deadline for the submission of public comments.

Commissioner Doherty left the conversation at 1:55 p.m.
Barnstable, ss. at 2:02 p.m. on this twentieth day of November, A.D. 2013, Commissioner Flynn moved to adjourn, 2nd by Commissioner Lyons, approved 2-0-0.