

MEETING NOTES

Board of the Barnstable County Commissioners:

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|-----------------|---------|
| William Doherty | Present |
| Mary Pat Flynn | Absent |
| Sheila R. Lyons | Present |

Staff Present:

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|----------------|--------------------------|
| Mark Zielinski | County Administrator |
| Kara Mahoney | Administrative Assistant |

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

Vice-Chairman Lyons asked for public comment. None offered.

Mark Zielinski noted that Commissioner Flynn was on vacation and would be absent today and at the December 5th meeting.

Treasurer's Report

Mark Zielinski presented the Barnstable County Treasurer's report and information relative to Barnstable County's receipts and expenditures for Fiscal Year 2012 that was submitted to the Massachusetts Department of Revenue.

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – NOVEMBER 28, 2012

Motion made by Bill Doherty to approve the amended Minutes of October 24, 2012, the Executive Minutes of October 24, 2012, Regular Minutes of November 7 and 14, 2012, 2nd by Sheila Lyons, approved 2-0-0.

Motion made by Bill Doherty to approve the following items, 2nd by Sheila Lyons, approved 2-0-0.

1) Ratified the actions of Mark Zielinski, County Administrator, and Margaret T. Downey, Assistant County Administrator, for approving the following on during the week of November 19-23, 2012:

- Accounts payable warrant of 11/21/2012 in the amount of \$382,637.45
- Accounts payable warrant of 11/21/2012 in the amount of \$1,016.28
- Prepay request from the Information Technology Department to Cape Cod Community College in the amount of \$318 for registration fees for Laura Brown and Angela Hurwitz to

attend the Adobe InDesign Class for the period of 11/14/2012 - 12/12/12.

- Prepay request from the County Commissioner's Office to the Massachusetts Municipal Association in the amount of \$448 and the Sheraton Boston Hotel in the amount of \$727.92 for Mary Pat Flynn and Sheila Lyon's conference registration fees and hotel accommodations while attending the 2013 Annual Conference and Trade Show in Boston, Massachusetts from January 25-26, 2012.
- Kristy Senatori's request to extend her vacation carry over request to December 31, 2012.

2) Appointed Mary Czajkowski, Superintendent of Barnstable Public Schools, as a member to the Board of Directors for the Cape & Islands Workforce Investment Board for a term beginning on November 27, 2012 through June 30, 2015.

3) Authorized the County Treasurer to prepay Stop 'n Shop in the amount of \$100 for the County Commissioner's Office to purchase a gift card for the Holiday Lunch on December 19, 2012.

4) Authorized the County Treasurer to prepay Cape Cod Community College in the amount of \$159 for Kristy Senatori's registration fee to attend the Adobe InDesign Course from 11/14/2012 - 12/12/2012.

5) Authorized the County Treasurer to prepay the Northeast Sustainable Energy Association using 2012 funds in the amount of \$3,000 for the Cape Light Compact sponsorship at the Conference and Trade Show from March 5-7, 2013 in Boston, Massachusetts.

6) Authorized the County Treasurer to issue payment to Northeast Energy and Commerce Association using 2012 funds in the amount of \$2,000 for the Cape Light Compact to sponsor the 20th Annual New England Energy Conference and Expo from May 20-12, 2013 in Groton, Connecticut.

7) Authorized the County Treasurer to prepay the Chatham Bars Inn using 2012 funds in the amount of \$1,236.40 for the Cape Light Compact staff meeting on January 4, 2013.

8) Authorized the County Treasurer to prepay the Cape and Islands Collectors/Treasurers Association in the amount of \$25 for Mark Zielinski, County Administrator, to attend the December 12, 2012 Holiday meeting.

9) Authorized the County Treasurer to prepay Volgistics, Inc. in the amount of \$900 for the Department of Health & Environment's annual service for the Medical Reserve Corps Division data base for the period of October 27, 2012 through October 26, 2012.

10) Authorized the County Treasurer to prepay the South Shore YMCA Camp Burgess & Hayward in the amount of \$800 for the AmeriCorps retreat from February 26-28, 2013.

11) Authorized the County Treasurer to establish a new fund for the Martin Luther King Jr. Day Project grant in the amount of \$4,500.

12) Executed a Cooperative Agreement (number: MLK-13-S-04-6001419) between AmeriCorps Cape Cod and the Massachusetts Service Alliance to receive a grant award in the amount of \$4,500 for the Martin Luther King, Jr. Day Project Initiative Grant for the period of November 1, 2012 through February 15, 2013.

13) Approved the out-of-state travel request of Steven Tupper, Technical Services Planner, to attend the 2012 Northeastern District Institute of Transportation Engineer's Annual Meeting on December 3, 2012 in Warwick, Rhode Island.

14) Approved the request from the Economic Development Council to appropriate budget items for fiscal year 2013 in the amount of \$354,000.

15) Authorized the County Treasurer to issue payment in the amount of \$990 using fiscal year 2013 funds to Accela, Inc. for Cape Cod Commission's additional software license subscription for the period of December 3, 2012 through September 9, 2013.

16) Executed a Contract between Cape Cod Commission and Accela, Inc. for an additional license for ePermitting subscription software in the amount of \$990 for the period of December 3, 2012 through September 9, 2013.

17) Executed Discharge of Mortgages for the following:
Sandra Franconi Joan Chipman Joan Gavell

18) Executed an Amendment to Contract between Cape Light Compact and ICF Resources, LLC to amend Exhibit B to include the revised 2012 major renovations program budget.

19) Approved the request of the Fire Training Academy to declare the 1971 Duplex fire pumper as surplus as it is no longer in good mechanical condition and not worth the cost of repairs.

20) Executed a contract between the Barnstable County Fire & Rescue Training Academy and the Commonwealth of Massachusetts Department of Fire Services for the annual facility rental fees for the period of January 16, 2013 through January 16, 2014.

21) Executed a Contract Amendment between the Department of Human Services and Lee Hamilton to extend the duration of the grant writing services for the 2012 HUD Continuum of Care Application contract to January 31, 2013.

22) Executed an Agreement between the Barnstable County Information Technology Department and e-Plus to provide technical assistance to the County in the amount of \$8,082.42 for the period of November 26, 2012 through May 31, 2013.

23) Executed a HOME Consortium Down Payment/Closing Cost Assistance Program Written Agreement for Andrew Franks.

24) Executed an Amendment to Dredging Agreement between Barnstable County and the Town of Chatham to add an additional 500 cubic yards of dredging with a revised total budget of \$28,000.

25) In her capacity as Vice-Chairman, Commissioner Lyons executed Certificates for Dissolving Betterments for the following:

Brian T. and Julia A. McCormack
Joseph F. and Tracey Anne Labelle, Jr.

26) Executed a Contract Amendment between the Resource Development Office and the Commonwealth of Massachusetts Department of Public Health to amend the scope of services.

27) Approved the request from Paula Esmond to extend her vacation carry over deadline to December 31, 2012.

Commissioners received and approved notice from the Assembly of Delegates that Spyro Mitrokostas and Paul Pilcher's terms as Delegates will end on 12/31/2012.

Commissioners received and approved notice from the Resource Development Office that Amy Henderson's position as Program Specialist has increased in responsibilities to include AmeriCorps grants effective 11/26/2012.

Commissioners Reports

Sheila Lyons reported on her meeting with staff from the Outer Cape Health Center on Saturday, November 24th. She said the staff feel comfortable with where the center is right now and are ready to discuss who they can partner with.

The upcoming agenda schedule was discussed for December. Mark Zielinski has confirmed with David Augustinho that he will provide a Workforce Investment Board update at the December 5th meeting. Commissioner Lyons would like to tentatively add a Special Commission discussion on the December 12th agenda, pending confirmation from Commissioner Flynn, as they need to resolve discussions on the Special Commission final report.

Barnstable,ss. At 1:50 p.m. on this twenty-eighth day of November, A.D. 2012, Commissioner Doherty moved to adjourn, 2nd by Sheila Lyons, approved 2-0-0.

Documents handed out during meeting:

- Barnstable County Treasurer's Report powerpoint presentation
- Barnstable County Treasurer's Annual Report for Fiscal Year 2012