

MEETING NOTES

Board of the Barnstable County Commissioners:

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

Staff Present:

Mark Zielinski	County Administrator
Barbara Austin	Administrative Assistant

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

Public Comment:

Lou Cataldo, County Archivist, congratulated Mary Pat Flynn and Sheila Lyons on their re-election of their seats as Barnstable County Commissioner's. Lou presented them with a 200 year old document containing "Actions of County Commissioner's" from 1828.

Jari Rapaport, League of Women Voters, also congratulated the re-elected County Commissioners. Ms. Rapaport also shared her concerns regarding the County Government organization the Strategic Plan for the next five years. Mark Zielinski offered to forward her a copy of the Strategic Plan report, previously submitted to the Commissioner's. Mark is also planning on a presentation on the report.

Steve Baty, Brewster resident, offered his congratulations to the Commissioner's on their re-election. Steve also shared his concerns regarding the County's IT Department.

Information Technology update from John Morse, County IT Director and Peter Carlson, Consultant

John Morse and Peter Carlson discussed the following with the County Commissioners:

- 1) Quarterly update with The Town of Wellfleet
Discussion was made on the services accomplished including number of calls and response time. The Commissioner's discussed their concerns on costs, regionalism and the assessment of taking on the Wellfleet project.
- 2) Progress Report (created by Peter Carlson)
John Morse discussed the first 3-5 year plan and 20 issue areas and recommendations by Peter. The Commissioner's

discussed a timeline completion which John announced would be by 2014. Peter discussed the County Website and skills needed to have a professional website. Peter recommends professional outsourcing. John shared he will have a timeframe and project plan for the County Website.

Pat Flynn suggested IT come back in the near future after the Commissioners have a chance to read their report in detail.

3) Preliminary Results of the first survey of County Employees. John discussed that the overall report contained good feedback. He shared there were some concerns for response time. Bill Doherty was unhappy there was not a 100% response from the County Employees.

Mark Zielinski and John Morse will plan a time for John to return and discuss the report with the Commissioners in further detail.

County Administrator Report

Mark Zielinski notified the Commissioners of a request to use the Orleans parking lot.

Motion made by Bill Doherty to approve the request to use the Orleans Court House parking lot for the "Ragnar Relay Event" to be held on Saturday, May 4, 2012 from 2:00 a.m. to 3:00 p.m. 2nd by Pat Flynn, approved 3-0-0.

Commissioners Reports

Bill Doherty reported that he had attended the Regional Transportation Association meeting which included handicap access. He shared it was very well done. Bill and Paul Niedzwiecki, Executive Director of Cape Cod Commission, discussed the redesign of the Cape Cod Hospital parking lots and the expansion of the emergency rooms and the importance of regional health services. The parking lots capacity have increased from 60,000 to 90,000.

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – NOVEMBER 7, 2012

Motion made by William Doherty to approve the meeting minutes of October 24, 2012 as presented, seconded by Mary Pat Flynn, approved 3-0-0.

Motion made by William Doherty to approve the following items, seconded by Mary Pat Flynn, approved 3-0-0.

1) Ratified the actions of Mark Zielinski, County Administrator, for approving the following items on 11/2/2012:

- Prepay request from Cape Light Compact to Sea Crest Beach Hotel for the balance of \$625.20 for a lunch buffet for the Cape Light Compact staff retreat on November 9, 2012.
- Transfer requests from the Health Lab in the amount of \$1,200.
- Transfer request from the Cape Cod Cooperative Extension in the amount of \$ 9,500.
- Transfer request from the County Commissioner's Office in the amount of \$791.05.
- Wire transfer request to the Cape Cod Municipal Health Group for the month of November 2012.
- Professional Service Agreement between Cape Cod Commission and UMASS Boston Collins Center to evaluate existing IT infrastructure, services and costs and develop a strategic action plan in the amount of \$13,194 for the period of November 2, 2012 through December 31, 2012.
- Natural Gas Agreement between Barnstable County and Hess Corporation.
- Personnel paper from the Department of Health & Environment hiring Barbara Austin for the position of Administrative Supervisor effective 11/9/2012.
- Personnel paper from the Cape Cod Commission hiring Shawn Goulet for the position of GIS Analyst effective 11/7/2012.
- Personnel paper from the Registry of Deeds hiring Ellen M. Pagliaro for the position of Copy & Reproduction Clerk effective 12/3/2012.
- Personnel paper from the Registry of Deeds hiring Justin Simoneau for the position of Copy & Reproduction Clerk effective 12/12/2012.
- Payroll warrant of 10/26/2012.
- Accounts Payable warrant of 10/31/2012.

2) Amended the prepay request of 10/24/2012 to the Dexter School/Briarwood Conference Center to the amount of \$380 for the Resource Development Office Planning and Visioning Training on November 27, 2012.

3) Authorized the County Treasurer to prepay the Massachusetts Municipal Association in the amount of \$300 for Commissioner Bill Doherty and County Administrator Mark Zielinski's registration fee to attend the 2013 Annual Meeting & Trade Show from January 25-26, 2012 in Boston, Massachusetts.

4) Authorized the County Treasurer to prepay the Sheraton Boston Hotel in the amount of \$762.25 for Commissioner Bill Doherty and County Administrator Mark Zielinski's hotel accommodations while attending the 2013 Annual Meeting & Trade Show from January 25-26, 2012 in Boston, Massachusetts.

5) Approved the out-of-state travel request of Sean O'Brien, Emergency Preparedness Coordinator, to travel to Queens and Staten Island, New York to follow up for Hurricane Sandy from November 8-22, 2012.

6) Approved the out-of-state travel request of Gongmin Lei, Lab Director, to conduct an on-site inspection at Premier Lab in Connecticut on November 9, 2012.

7) Approved the out-of-state travel request of Paul Niedzwiecki, Executive Director, and Kristy Senatori, Deputy Director of the Cape Cod Commission to attend the American Planning Association Workshop, "Urban Design for Planners" in Chicago, Illinois from November 13-15, 2012.

8) Appointed the following individuals to the Barnstable County Human Rights Commission for a three year term from January 1, 2013 through December 31, 2015:

John Reed	Nancy Wiley
Laura Roskos	Alan Milsted

9) Approved the following additions and changes to the composition of the Health & Human Services Advisory Council Consortia

- Cape Cod Community College, Human Services
- Council on Aging Serving Together (COAST) - Replaces categories of Mid, Upper & Lower Cape Councils on Aging
- Cape & Islands District Attorney's Office, Community Programs
- Name change from Legal Aid Coalition of SE Mass to South Coastal Counties Legal Services

10) Appointed the following new representatives and alternates to the Health & Human Services Advisory Council for the period of November 1, 2012 through May 31, 2015:

CONSORTIA	MEMBER/ALTERNATE
CAREER Collaborative	Terri Huff/Phyllis Whitney
Cape Cod Community College, Department of Human Service Children's Cove	Nancy Wiley
Councils on Aging Serving - Together (COAST)	Katie Partin
Disability Network	Madeline Noonan/Denise Rego
Cape & Islands District - Trudeau	Coreen Brinkerhoff/Cathy Taylor
Attorney's Office, Community Programs	Kathy Quatromoni, Michael

11) Approved the FY2013 Economic Development Council License Plate marketing budget in the amount of \$100,000, with the Barnstable County share being \$37,000.

12) Executed a Dredge Agreement between Barnstable County and the Town of Mashpee to dredge Popponeset Bay Channel.

13) Executed a Contract between the Department of Health & Environment and Janice E. Wiehe to provide Registered Nurse Wellness Evaluator Services in the amount of \$31 per hour for the period of November 1, 2012 through June 30, 2012.

14) Executed a Contract between the Department of Health & Environment and Kellie A. Benway to provide Registered Nurse Wellness Evaluator Services in the amount of \$31 per hour for the period of November 1, 2012 through June 30, 2012.

15) Executed a Contract Amendment between the Department of Health & Environment and the Commonwealth of Massachusetts, Department of Public Health to amend the amount of the budget by \$41,250.

16) In her capacity as Chair, Commissioner Flynn executed Certificate for Dissolving Betterments for the following:

Jason J. and Marianne Guzik
William D. and Ruth D. Barrett
Ross A. and Lindsey Bryant
Charlene Burke
Brian Timothy Knowles
Luiz and Rosangela Abreu

Kenneth J. and Elizabeth A. Huegel
Dana S Rogers and Michelle L. Harrington
Daniel E. and Hiroko L. Trainor
Richard G. and Robin Sexton Neisius
Richard D. and Patricia K. Luce

17) Executed a Catering Sales Agreement between the Department of Human Services and the Holiday Inn-Hyannis for the Human Rights commission breakfast on December 8, 2012 in honor of International Human Rights Day.

18) Executed a Contract Amendment between the Department of Human Services and Caroline Conena to extend the term of the agreement to June 30, 2013.

19) Executed a Contract between Barnstable County and PM Providers for the Annual Support for SharePoint & Project Server Software in the amount of \$55,500 for the period of November 7, 2012 through November 7, 2013.

20) Awarded the Contract for the Fire Alarm Replacement at the Former House of Correction to M-V Electrical Contractors.

21) Executed a Memorandum of Understanding between Barnstable County and the Cotuit Prudential Committee to allow the Purchasing Division to assist the Committee with bids for the Cotuit Water Division.

22) Executed an Agreement between Barnstable County and Mary Lawrence to provide professional and technical services for staff training in the amount of \$1,500 for the period of November 9, 2012 through January 4, 2013.

23) Voided the contract between the Resource Development Office and Ashley Look executed on October 24, 2012 due to misinformation in the contract.

24) Executed a Contract between the Resource Development Office and Ashley Look to provide Professional and Technical services for staff training in the amount of \$4,980 for the period of October 23, 2012 through February 1, 2013.

25) Approved Mark Zielinski's timesheet for the period of October 7, 2012 through October 20, 2012.

26) Approved the accounts payable warrant of 11/7/2012 in the amount of \$505,004.87.