

## **MEETING NOTES**

### **Board of the Barnstable County Commissioners:**

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

### **Staff Present:**

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. No public comment offered.

### **I. County Facility Discussion**

Vice-Chairman Lyons requested to have the discussion on the agenda to address her concerns on the current conditions of the Old Jail building. She stated that an odor had been noticed in several areas of the building including the new Harborview Conference Room and in areas that have not yet been renovated.

Mark Zielinski will ask George Heufelder, Director of Health & Environment, to have Marina Brock conduct an analysis and report back to the Commissioner's at their May 30<sup>th</sup> meeting.

## **ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – MAY 9, 2012**

*Motion made by Bill Doherty to approve the Minutes of April 18, 2012, 2<sup>nd</sup> by Sheila Lyons, approved 2-0-0.*

Bill Doherty requested to table the approval of the Cape Cod Commission's request to define the term "Geographic Distance" in the County's Remote Participation policy. The Commissioner's will request further clarification and discussion from the Commission and will reconsider the request on the May 23, 2012 agenda.

*Motion made by Bill Doherty to approve the following items submitted in the Needs Action Folder, 2<sup>nd</sup> by Sheila Lyons, approved 2-0-0.*

1) Ratified the actions of Mark Zielinski, County Administrator, for approving the following items:

- a. Approved the payroll warrants of 4/13/2012 in the amount of \$451.92, and 4/27/2012 in the amount of \$473,831.27.
- b. Approved the accounts payable warrants of 4/18/2012 in the amount of \$130, 4/25/2012 in the amount of \$1,440,711.85, 5/2/2012 in the amount of \$387,560.03, and 5/2/2012 in the amount of \$4,625.27.
- c. Approved the transfer request in the amount of \$2,000 for the Finance Department.
- d. Approved the out-of-state travel request of William Clark, Cape Cod Cooperative Extension, to attend Razor Clam Workshop in Walpole, ME on May 2, 2012.
- e. Approved the wire transfer to the Cape Cod Municipal Health Group in the amount of \$352,796.67 for the month of May 2012.
- f. Approved the prepay request to the Chamber of Commerce in the amount of \$528 for six Cape Cod Commission staff members to attend the SmarterCape Summit from May 14-15, 2012.
- g. Approved the prepay request to the US Postmaster in the amount of \$10,000 for the Pitney Bowes Postage-by-Phone account for the period of January 1, 2012 through June 30, 2012.
- h. Approved the prepay request to Stop & Shop in the amount of \$200 for Cape Cod Cooperative Extension to purchase gift cards to support program areas.
- i. Approved the prepay request to the Association of Energy Engineers Inc. in the amount of \$50 for a Certified Energy Manager's stamp for Nicole Price.
- j. Approved the prepay request to the Dan'l Webster Inn in the amount of \$605.12 to host the Cape Light Compact Staff ½ day workshop on May 21, 2012.
- k. Approved the prepay request to the Renaissance Boston Patriot Place for Debbie Fitton's, Energy Education Coordinator, hotel accommodations while attending the Massachusetts Energy Efficiency Summit from May 14-15, 2012.
- l. Approved the prepay request to the American Association of Suicidology in the amount of \$375 for the Department of Human Services membership for the period of June 2012 through June 2013.
- m. Approved the following transfer of funds on 5/2/2012:

- Children's Cove: \$223.50, \$84.04, \$216.20

- Facilities: \$2,500
- Finance: \$420
- Health & Environment: \$1,000
- Human Services: \$1,500
- Human Rights Commission: \$1,500
- Resource Development Office: \$7,000

2) Ratified the actions of Margaret Downey, Assistant County Administrator, for approving the following items:

- a. Approved the Sears & Sponsor Promotional Agreement between Cape Light Compact and Sears Holdings Management Corporation.
- b. Approved the prepay request to Pitney Bowes for Cape Cod Commission's postage meter maintenance.
- c. Approved Julie Ferguson, Resource Development Officer, and Katherine Garofoli, Resource Development Officer, out-of-state travel request to attend the Management Concepts training in Vienna, VA from May 22-25, 2012.
- d. Approved the prepay request to the Courtyard by Marriot Tyson Corner for Julie Ferguson and Katherine Garofoli's hotel accommodations.
- e. Approved the prepay request to Management Concepts for Julie Ferguson and Katherine Garofoli registration to attend the Management Concepts grant management training.
- f. Approved the prepay request to Cape Cod Travel for Julie Ferguson and Katherine Garofoli's flights.
- g. Approved the establishment of two new funds for the Cape Cod Foundation.

3) Authorized the County Treasurer to transfer funds for the following:

- a. Cape Cod Commission: \$138,000
- b. Dredge: \$1,000
- c. Health Lab: \$2,300
- d. Resource Development Office: \$1,425

4) Proposed Ordinance to amend the Barnstable County Ordinance 90-12, as amended through Barnstable County Ordinance 11-04, the Cape Cod Commission Enabling Regulations Governing Review of Developments of Regional Impact, to allow for the application of a cumulative DRI threshold in the newly established Growth Incentive Zone in Buzzards Bay, Massachusetts.

5) Ordinance 12-04 to make appropriations for Barnstable County's operating budget for the Fiscal Year 2013, in the amount of \$3,595,184 for General Government, \$2,786,784 is from the County General Fund, Bonds of \$798,400, and License Plate Funds of \$10,000.

6) Authorized the County Treasurer to prepay the Mill Stores in the amount of \$289.99 for Cape Cod Commission to purchase a new picnic table.

7) Authorized payment in the amount of \$2,500 for the Cape Cod Economic Development Council's bronze sponsorship of the Smarter Cape Summit from May 14-15, 2012.

8) Authorized the County Treasurer to prepay Volgistics in the amount of \$900 for the Medical Reserve Corps monthly service fee (\$75 per month) to maintain the volunteer database for the period of October 25, 2012 through October 25, 2013.

9) Authorized the County Treasurer to issue payment in the amount of \$678 to Dowling & O'Neil Insurance to renew Paula J. Esmond's bond for the period of June 3, 2012 through June 3, 2013.

10) Authorized the County Treasurer to issue payment in the amount of \$200 to CNA Surety to renew David Barry Murphy's State and County Bond for the period of June 24, 2012 through June 24, 2013.

11) Authorized the County Treasurer to prepay the Massachusetts Peer Review Organization in the amount of \$60 for Deirdre Arvidson, Public Health Nurse, to attend the "Together in Action: Adult Immunization Workshop" on May 22, 2012.

12) Authorized the County Treasurer to establish a new fund for the Cape Cod Foundation in the amount of \$15,775 for the period of April 11, 2012 through April 30, 2013.

13) Out-of-state travel request of Diane Murphy, Fisheries & Aquaculture Specialist, to attend the NRAC Extension Meeting in Milford, CT on May 23, 2012.

14) Out-of-state travel request of David Quinn, Regional Waste Reduction Coordinator, to attend the Northeast

Recycling Conference & Expo on Local Waste Reduction from June 4-5, 2012 in Manchester, NH.

15)Amendment to the Energy Education Support & Services Agreement between Cape Light Compact and Sally Andreola in the amount of \$1,000 for the period of May 9, 2012 through November 30, 2012.

16)Amendment to the Energy Education Support & Services Agreement between Cape Light Compact and Liz Argo in the amount of \$500 for the period of May 9, 2012 through November 30, 2012.

17)Second Amendment to the Large Commercial & Industrial Evaluation Services Contract between Cape Light Compact and KEMA, Inc. to amend the amount of the budget to \$71,000 and extend the duration of the contract to December 31, 2012.

18)Amendment to the Household Hazardous Waste Contract between Cape Cod Cooperative Extension and Linda Parent to increase service hours from 18 to 26.

19)Cooperative Agreement between Barnstable County and the Town of Tisbury to dredge Lake Tasmoo Inlet Channel.

20)Agreement between the Department of Health & Environment and Jennifer Long to provide nursing services to the wellness program in the amount of \$31 per hour for the period of May 9, 2012 through June 30, 2012.

21)Agreement between the Department of Health & Environment and Diana Gaumont to provide nursing services to the wellness program in the amount of \$31 per hour for the period of May 9, 2012 through June 30, 2012.

22)Agreement between Human Services and Caroline Conena to provide assistance with the five Healthy Eating & Active Living objections program in the amount of \$7,000 for the period of June 18, 2012 through December 31, 2012.

23)Agreement between Human Services and Rasneet Sandhu to provide assistance with the five Healthy Eating & Active Living objections program in the amount of \$9,800 for the period of May 14, 2012 through December 31, 2012.

24)Amendment to the Independent Contractor Agreement between Human Services and Penguin Digital Design to extend the term of contract through June 30, 2013.

25)Amendment to the Technical Support Contract between Information Technology Department and Ian Roberts to increase the contract amount by \$1,312.50 and extend the contract period from May 1, 2012 through June 30, 2012.

26)Awarded the bid for the *Bulk Delivery of Copy Paper for Schools and Towns within Barnstable County* to Contract Paper Group.

27)Contract between Barnstable County and JW Dubis & Sons for the *Roadway Construction* bid (awarded on April, 4, 2012).

28)Contract between Barnstable County and Pavement Maintenance Systems, Inc. for the *Roadway Construction* bid (awarded on April, 4, 2012).

29) Contract between Barnstable County and Barbato Construction Co. for the *Supply and Delivery of a two stop wheelchair lift* at the former House of Correction bid (awarded April 18, 2012).

30) Certificates for Dissolving Betterments:

Mark E. and Marylynnne Moran  
Timothy S. and Cynthia A. Crossman  
Maria L. Dumont  
Phillip J. and Valerie J. Ryan  
Edward P. and Sally A. Ballinger  
Mark S. and Jill A. Duerr  
Kenneth S. and Brenda S. Wicklund  
James J. and Erin Coughlin  
Dennis M. and Geralyn S. Garvey  
Roger J. and Sandra C. Hannigan  
Barbara G. Gravelle

31) Contract between Cape Cod Cooperative Extension and the Massachusetts Department of Agricultural Resources to receive funding for the Southeast Massachusetts Aquaculture Center in the amount of \$50,000 for the period of July 1, 2012 through June 30, 2013.

32) Awarded the bid for *Vending Services in Barnstable County* to Accord Vending Services.

33) Agreement between Cape Cod Cooperative Extension and the Town of Barnstable for continued implementation of the West Barnstable Wildfire Prepared Plan for the period of May 9, 2012 through December 1, 2012.

34) Approved Mark Zielinski's, County Administrator, timesheets for the period of April 8 - May 5, 2012.

35) Approved Mark Zielinski's, County Administrator, reimbursement request for the period of January 24 - April 25, 2012.

36) Approved the accounts payable warrant in the amount of \$747,959.79.

37) Approved notice from the Department of Health & Environment that Max Murphy, Joann Gruber and Melissa Litchfield have been hired for the positions of Assistant Sanitarians effective 5/16/2012.

38) Approved notice from the Department of Health & Environment that Corey Mulvehill, Carol E. Eastman, and Stephen Thomas have been hired for the positions of Bathing Beach Sampler/Analyst effective 5/29/2012.

39) Approved the notice from the Facilities Department for the intent to fill vacancy for the pool of on-call switchboard operators.

40) Approved notice from the IT Department the intent to establish and fill the positions of Service Desk Analyst and Technical Support Specialist.

41) Approved notice from the Resource Development Office the intent to fill vacancy for two AmeriCorps Program Supervisor's.

## **II. County Administrator Report**

1) Mark Zielinski reported that he received two separate requests for use of the County Complex property. The first request was for the use of the parking lot for a wedding on October 6, 2012.

*Motion made by Sheila Lyons to approve the request, 2<sup>nd</sup> by Bill Doherty, approved 2-0-0.*

2) The second request is from the American Cancer Society for their walk on Sunday, October 21, 2012.

*Motion made by Bill Doherty to approve the request, 2<sup>nd</sup> by Sheila Lyons, approved 2-0-0.*

3) Mark Zielinski reported that he had a meeting on Friday, 5/4/12, with Joe Borlandi, Roberta Miller and Peter Eastman regarding the work on the Barnstable Village Improvement project. They are working on a band stand proposal but are not ready yet to submit to the Commissioner's for their approval. They did walk Mark through the proposal site. He said the proposal site is also an area that kids sled on during the winter so they need to look into a barrier to prevent kids from sledding into it.

4) Mark Zielinski reported on his second meeting with Joe Borlandi, the Attorney working with Lou Cataldo, County Historian. They are working on the agreement for the archive building.

5) Mark Zielinski informed the Commissioners of the supplemental budget request for the Fire Training Academy. He will ask them to approve next week and bring over to the Assembly.

6) Mark Zielinski informed the Commissioners on the Memorial Day Compass Rose for Roland Dupont. It will be on Thursday, June 14<sup>th</sup> at 11:00 a.m. at the 3 mile overlook in Bourne.

### **III. Commissioners' Report**

1) Bill Doherty reported that \$300,000 was approved for the low income saving renters program at the Harwich Town meeting.

2) Sheila Lyons expressed her disappointment with the Eastham town vote on the drinking water issue.

Barnstable,ss. At 1:25 p.m. on this ninth day of May, A.D. 2012, Commissioner Lyons moved to adjourn, 2<sup>nd</sup> by Bill Doherty.