

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.

I. Public Comment

William Doherty spoke as a resident of Harwich on the concern he has regarding the possible consolidation of Housing Authorities.

II. Discussion on the Special Commission's Recommendations for County Governance

The Commissioners discussed developing a Strategic Plan Scope of Service in early September to work on next year with a consultant. It would include a review of internal recommendations and separation of Administrative and Financial positions.

Further discussion was made on creating a list of potential Special Counsel for Charter Review.

III. County Administrator's Report

- Mark Zielinski informed the Commissioners of the AmeriCorps Cape Cod Year XIII Graduation Ceremony on Thursday, July 26, 2012 from 9:00 A.M. to 11:30 A.M. at the Cape Cod Community College's Tilden Art Center in West Barnstable, Massachusetts.
- Leo Cakounes has invited the Commissioners to the 13th Annual Cakounes' Family Pot Luck taking place on Saturday, June 30, 2012 from 11:00 to 11:00.
- Mr. Zielinski requested a vote to authorize himself and/or Maggie Downey, Assistant County Administrator, to sign and approve all warrants, payroll, personnel matters, contracts and other

matters contained in the "Needs Action" folder for the week of July 1, 2012 through July 7, 2012.

Motion made by William Doherty to authorize Mark Zielinski, County Administrator and/or Maggie Downey, Assistant County Administrator to sign and approve all warrants, payroll, personnel matters, contracts and other matters contained in the "Needs Action" folder for the week of July 1, 2012 through July 7, 2012, seconded by Sheila Lyons, approved 3-0-0.

- Mr. Zielinski notified the Commissioners of his upcoming schedule for July and August.

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – JUNE 27, 2012

Motion made by William Doherty to approve the meeting minutes of June 20, 2012 as presented, seconded by Mary Pat Flynn, approved 2-0-0.

Motion made by William Doherty to approve the following items, seconded by Mary Pat Flynn, approved 2-0-0.

1) Establish a new fund for the following programs:

- Loan program for residential underground fuel storage tanks for the Department of Health & Environment.
- Barnstable County Safe Sun Initiative through the Resource Development Office.
- FEMA-MEMA Disbursements for CDA Massachusetts Emergency Management through Resource Development Office.

2) Transfer of funds:

- Finance Department: \$475
- Human Services: \$2,000
- CCWPC: \$5,100
- Health & Environment: \$1,000
- Information Technology: \$3,879

3) Wire transfer to the Barnstable County Retirement Association in the amount of \$3,084,682.92 on July 2, 2012 for the FY13 appropriation.

- 4) Wire transfer to the Cape Cod Municipal Health Group in the amount of \$325,310.63 for the month of July 2012.
- 5) Fund balance transfers for the Tech Assistance Grant and Insurance Fund.
- 6) Payment to Bay State Piping Co., Inc. in the amount of \$96,601.82 to pay off the Barnstable Generator lease.
- 7) Prepay National Energy Education Development Project, Inc. in the amount of \$1,100 for Kathy Smith's, Teacher, registration to attend the Summer Energy Conference in Arlington Virginia from July 15-19, 2012 through the Cape Light Compact Energy Education program.
- 8) Authorize payment in the amount of \$500 using FY12 funds to Tobacco Free Mass for the Cape Cod Regional Tobacco Control Program's membership dues for the period of July 1, 2012 through June 30, 2013.
- 9) Prepay Stop & Shop Supermarket in the amount of \$200 for Cape Cod Cooperative Extension to purchase food gift cards to support program areas.
- 10) Authorize payment to Thompson Media Group in the amount of \$698 using FY12 funds for payroll's subscriptions to Family & Medical Leave Handbook for the period of 4/1/12-3/31/13 and Fair Labor Standards Handbook for the period of 3/1/12-2/28/13.
- 11) Authorize payment to C3TV using FY12 funds in the amount of \$40 to continue Cape Cod Commission's media membership for the period of June 1, 2012-June 1, 2013.
- 12) Out-of-state travel request for Sharon Rooney, Chief Planner, and Jessica Wielgus, Counsel, to attend the National Association of Defense Communities conference in Monterey, CA from August 5-8, 2012.
- 13) Awarded the bid for Technical Support for the Information Technology Department to Ian Roberts.
- 14) Declared six County owned chairs that are in poor condition as surplus for disposal.

15) Executed a Certificate of Appreciation to Liz Dicarlo for her years of service to the Barnstable County Health & Human Services Advisory Council.

16) Executed a Continuous Public Official Bond for Joanne P. Nelson, Assistant Treasurer.

17) Executed a Memorandum of Agreement between Cape Cod Commission and the Town of Mashpee for the use of nitrogen management mitigation funds in the amount of \$8,615 for the period of June 27, 2012 through June 30, 2015.

18) Executed a Contract Amendment between Cape Cod Cooperative Extension and Joe Carlson dba Northeast Forest & Fair Management LLC, to extend the contract period to August 3, 2012.

19) Executed the Annual Maintenance Contract between Cape Cod Cooperative Extension and RichohUSA, Inc. for Copier IR5050/C41005330.

20) Executed a Memorandum of Agreement between the Department of Health & Environment and the Commonwealth of Massachusetts for a residential underground storage tank removal and replacement revolving loan program.

21) Executed a Letter of Agreement between the Department of Health & Environment and the Executive Office of Health and Human Services for the "Ask a Public Health Nurse" program in the amount of \$500 for the period of May 25, 2012 through June 30, 2012.

22) Executed a Contract between the Information Technology Department and FTG Technologies to upgrade the County's email infrastructure in the amount of \$34,931.25 for the period of June 19, 2012 through August 31, 2012.

23) Executed a Contract with Daniels Recycling for the Disposal of Construction and Demolition and SEMASS Unacceptable Wastes. (bid awarded on 6/4/12).

24) Executed a Contract with ABC Disposal for the Disposal of Construction and Demolition and SEMASS Unacceptable Wastes. (bid awarded on 6/7/12).

25) Executed a Contract with Collins Construction for the Insulation and Interior Walls in the Former House of Correction (bid awarded on 6/18, 2012).

26) Approved the FY12 vacation carry over requests for the following employees:

Name	Department	Hours Carry Over	To be Used By
Bethany Sadlowski	Health	41.50	12/31/12
Keith Mroczka 12/31/12	Health	15.25	
Jennifer Doherty 12/31/12	Health	14	
Kristy Senatori 12/31/12	CCC	15	
Kerry Bickford 12/31/12	Extension	9.5	
Mark Zielinski 12/31/12	Commissioners	105	
Frank Tavano 12/31/12	Facilities	72	
Kevin St. Pierre 12/31/12	Facilities	42	

27) Approved the reimbursement request for Paul Niedzwiecki for the period of 6/14/2012 - 6/21/2012.

28) Approved Mark Zielinski's timesheet for the period of June 17, 2012 through June 30, 2012.

29) Approved notice from the Information Technology Department that Kerien C. Peters has been hired for the position of Service Desk Analyst effective 7/9/12.

30) Approved notice from the Department of Health & Environment that Sarah A. Holt has been hired for Medical Reserve Corps-Public Health Intern effective 6/25/2012.

31) Approved notice from the Department of Health & Environment that Devin Sue Mullin has been hired for Medical Reserve Corps-Public Health Intern effective 6/25/2012.

32) Approved notice from the Cape Cod Commission that Andrew Fullam has been hired for an intern position effective 7/2/2012.

33) Approved notice from the Cape Cod Commission that Jesse Bean has been hired for an intern position effective 7/2/2012.