

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. Update on the Department of Health & Environment activities including Regional Coordination by George Heufelder, Director

Mr. Heufelder reported on current programs and initiatives being worked on by the Department of Health & Environment including the following regional programs:

- Septic loan program
- Monitoring beaches
- Emergency planning

Mr. Heufelder also reported on the Septic Test Center. He and the Commissioner's discussed the various types of systems and how they operate.

He discussed how the Tobacco Control Program operated, the importance of tick & lyme disease education and the Hoarding Task Force.

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – JULY 11, 2012

Commissioner Flynn asked for comments on the Minutes of June 6th. Bill Doherty requested that the spelling of Ann Canedy's last name be corrected.

Motion made by Bill Doherty to approve the amended Minutes of June 6, 2012 and to include the correction to Councilor Ann Canedy's last name, 2nd by Sheila Lyons, approved 3-0-0.

Motion made by Bill Doherty to approve the amended Minutes of June 20, 2012, 2nd by Sheila Lyons, approved 3-0-0.

Motion made by Sheila Lyons to approve the Special Meeting Minutes of June 8, 2012, 2nd by Bill Doherty, approved 3-0-0.

Motion made by Sheila Lyons to approve the Minutes of June 27, 2012, 2nd by Bill Doherty, approved 3-0-0.

Motion made by Bill Doherty to approve the items listed below, 2nd by Sheila Lyons, approved 3-0-0.

1) Ratified the actions of Mark Zielinski, County Administrator, for approving the following items on July 3, 2012:

- Agreement between Resource Development Office and Keith Hopkins.
- Twelfth Amendment to Contract between Cape Light Compact and Housing Assistance Corporation.
- Contract Amendment between the Department of Human Services and Friends of the Bourne Council on Aging.
- Contract Amendment between the Department of Human Services and Falmouth Service Center.
- Prepayment to Constant Contact in the amount of \$336 for newsletter design formatting and e-mail distribution for the Department of Human Services for the period of July 26, 2012 through July 25, 2013.
- Transfer request in the amount of \$395.45 for the Department of Health & Environment.
- Personnel Papers
- Payroll warrant of July 6, 2012.

2) Ratified the actions of Margaret T. Downey, Assistant County Administrator, for approving the accounts payable warrant of 6/30/2012.

3) Prepay Iron Mountain Security in the amount of \$7,061.40 for the Registry of Deeds underground security facility for record storage for the period of July 1, 2012 through June 30, 2013.

4) Prepay Northeastern University in the amount of \$1,358.58 for Margaret Song's, Cape Light Compact, tuition for Summer 2012 enrollment in the course, "Technical Communications".

5) Prepay Verizon Wireless for mobile broadband services provided to the Department of Human Services one month in advance of receiving services.

6) Prepay RICOH Americas Corp for lease services on the Department of Human Services copier, model# MPC4502S, one month in advance of services.

7) Transfer requests

- Department of Health & Environment: \$461.32
- Finance: \$16,900

8) Out-of-state travel request for Diane Murphy, Fisheries & Aquaculture Specialist, and Josh Reitsman, Marine Program Specialist, to work on Vibrio grant on July 17, 2012 at the Roger Williams University, RI.

9) Award the bid for Videography Services to Greg Hildebrandt.

10) Award the bid for a Human Rights Coordinator to Elenita Muniz.

11) Discharge of Mortgage for Shelia M. Garfield.

12) Maintenance Agreement between Cape Cod Commission and Esri, Inc. for GIS Software in the amount of \$23,095 for the period of July 1, 2012 through June 30, 2013.

13) Lease Agreement between Cape Cod Commission and Pitney Bowes for postage meter rental and maintenance in the amount of \$101.75 per month for the period of August 16, 2012 through August 15, 2016.

14) Contract between Cape Cod Cooperative Extension and Peter McCormack to provide assistance with the Deer Tick project in the amount of \$3,200 for the period of July 31, 2012 through December 31, 2012.

15) Contract between Cape Cod Cooperative Extension and Alice Warmouth to provide assistance at the Household Hazardous Waste Collections in the amount of \$150 for the period of July 11, 2012 through December 31, 2012.

16) Contract between Cape Cod Cooperative Extension and Linda Parent to provide assistance at the Household Hazardous Waste Collections in the amount of \$255 for the period of July 11, 2012 through December 31, 2012.

17) Contract between Cape Cod Cooperative Extension and Laura Notarangelo to provide assistance at the Household Hazardous Waste Collections in the amount of \$345 for the period of July 11, 2012 through December 31, 2012.

18) Contract between Cape Cod Cooperative Extension and Andrew Ramos to provide assistance at the Household Hazardous Waste Collections in the amount of \$915 for the period of July 11, 2012 through December 31, 2012.

19) Contract between Cape Cod Cooperative Extension and Daren Eaton to provide assistance at the Household Hazardous Waste Collections in the amount of \$1,050 for the period of July 11, 2012 through December 31, 2012.

20) Contract between Cape Cod Cooperative Extension and Nancy Beless to provide assistance at the Household Hazardous Waste Collections in the amount of \$465 for the period of July 11, 2012 through December 31, 2012.

21) Contract between Cape Cod Cooperative Extension and Clayton Beless to provide assistance at the Household Hazardous Waste Collections in the amount of \$465 for the period of July 11, 2012 through December 31, 2012.

22) Contract between Cape Cod Cooperative Extension and Victoria Scaltsas to provide assistance at the Household Hazardous Waste Collections in the amount of \$825 for the period of July 11, 2012 through December 31, 2012.

23) 4-H Service Contract between Cape Cod Cooperative Extension and Nancy McDermott in the amount of \$375 for the period of July 11, 2012 through December 31, 2012.

24) 4-H Service Contract between Cape Cod Cooperative Extension and Alison Bizer-Knox in the amount of \$750 for the period of July 11, 2012 through December 31, 2012.

25) 4-H Service Contract between Cape Cod Cooperative Extension and Colleen Stone in the amount of \$375 for the period of July 11, 2012 through December 31, 2012.

26) 4-H Service Contract between Cape Cod Cooperative Extension and Kaylee DeGrace in the amount of \$375 for the period of July 11, 2012 through December 31, 2012.

27) Contract between the Department of Health & Environment and Justyna Marczak to assist the Cape Cod Regional Tobacco Control Program in the amount of \$25 per hour for the period of July 11, 2012 through June 30, 2013.

28) Contract between the Department of Health & Environment and Stanley Lukas to assist the Cape Cod Regional Tobacco Control Program in the amount of \$25 per hour for the period of July 11, 2012 through June 30, 2013.

29) Contract between Barnstable County and Linda Wesson to provide Stenography Services to the Assembly of Delegates.

30) Proclamations for AmeriCorps members.

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

- Richard F. and Thereasa M. Wayburn
- Louis P. Carvealle
- Russell T. and Carolyn H. Kunze
- Charles E. Riley
- Erica G. Waasdorp
- Robert M. and Carol Jo Davis
- Catherine Gregory
- Leon R. Apters
- Penelope Psomos
- Brian F. and Adrienne K. Adams
- Charles A. Hogan, Jr.
- Michelle Crocker
- John P. and Deborah J. Merlesena

32) Approve the following addition hours of vacation carry-over requests approved on June 20, 2012 for the following County employees:

Maggie Downey	BCCO	7.5
Kathie Stoffle	CLC	7.5
Tamara Hillard	Children's Cove	37.5
Judith Vollmer	Extension	3
Larry Dapsis	Extension	22.5
John Blaisdell	Facilities	15
Donald Reynolds, Sr	Facilities	57
Stephen Tebo	Facilities	.50
Marina Brock	Health	10.50
George Heufelder	Health	75

Sean O'Brien	Health	17
Cynthia Wallace	Health	6
Laura Brown	IT	12.75

33) Approved Paul Niedzwiecki's timesheets for the period of June 3-16, 2012.

34) Approved Paul Niedzwiecki's reimbursement request for June 23, 2012.

35) Approved the personnel form from the Facilities Department notifying that Florence A. Roberts has been hired to fill the vacancy for the On Call Switchboard Operator position effective 7/16/2012.

36) Approved the personnel form from the Facilities Department notifying that William J. McEwen, Maintenance & Repair temporary position, has not been extended effective June 30, 2012.

37) Approved the personnel form from the Resource Development Office that Keith Hopkins, Program Supervisor, has resigned effective 8/3/2012.

38) Approved the personnel form from the Resource Development Office that Emma Snellings, Program Supervisor, has resigned effective 8/3/2012.

II. Public Comment

Paul Baker, League of Women Voters, expressed her support to the Commissioners.

Mary Lou Petit from Eastham, speaking for the Women League of Voters, commented on George Heufelder's presentation and encouraged the need for marketing.

III. Discussion on Recommendation #3 by the Special Commission on County Governance

Discussion was tabled to the next meeting as there was not enough time to enter into a discussion.