

**MEETING NOTES**

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the County Commissioners held in the Superior Court House in Barnstable on the twenty first day of August, A.D. 2013.

Chairman Flynn called the meeting to order at 1:09 p.m.

**Board of the Barnstable County Commissioners:**

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

**Staff Present:**

Mark Zielinski	County Administrator
Justyna Marczak	Administrative Assistant

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

**I. Public Comment**

Jari Rapaport, League of Women Voters, expressed her wish for the issues concerning strategic planning, plans for Information Technology Department and hiring of the new interim County Administrator to be discussed during September meetings.

**II. Year-End 2013 Discussion**

Mark Zielinski along with the Commissioners talked about the budget status for Fiscal Year 2013, which included revenue budget, insurance reserve and Stabilization Fund.

Commissioner Flynn suggested putting \$500,000.00 into special reserve budget to financially help many ongoing projects in the County.

*Motion made by Commissioner Lyons to transfer \$500,000.00 from the Unreserved General Fund balance into the Project Stabilization Reserve General Fund Balance to support ongoing projects, 2<sup>nd</sup> by Commissioner Doherty, approved 3-0-0.*

The Commissioners decided to invite Paul Niedzwiecki, Executive Director of the Cape Cod Commission, Andrew Gottlieb, Executive Director of the Cape Cod Water Protection Collaborative and Bill Clark, Director of the Cape Cod Cooperative Extension to the next meeting to discuss the FY13 Year End. They also agreed on inviting Beth Albert, Director of Human Services Department and Sean O'Brien, Coordinator of the Barnstable County Regional Emergency Planning Committee to the following week's meeting for the same discussion.

### **III. Commissioners Reports**

Commissioner Lyons talked about the 208 Plan meeting last week that provided the update on the game the Cape Cod Commission introduced for the 208 Wastewater Plan and its results. There were some complains from the public that included technical difficulties with logging into the game and passing the stages of the game.

Commissioner Doherty stated that the whole experience was more than a game, people that participated had a bachelor's degree or higher, and that it was a good educational piece. However he wished there was a bigger public outreach; a lot of public organizations were not present at the meeting.

The next game will take place on October 14<sup>th</sup>, 2013 and will be geared towards students.

Commissioner Doherty attended the strategic planning conference at Cape Cod Community College that discussed what the community expects from the College, how useful it is for the business community. He also informed everyone that another branch of the College is being open in Plymouth.

Commissioner Doherty also reminded everybody that Cape Light Compact had published their audit and it is available on their website.

Commissioner Flynn attended the meeting at the Community Health Center in Mashpee last night that provided a real snapshot of what the community health care centers are in Massachusetts.

#### **IV. Vehicle Policy Discussion**

Mark Zielinski presented the Commissioners a draft Policy for the Municipal Employees for the authorization and utilization of the County Vehicles according to the Internal Revenue Service regulations. The general discussion included insurance, responsibility and maintenance of the fleet.

## V. Commissioners Actions

*Motion made by Commissioner Lyons to approve the Minutes of August 14, 2013, 2<sup>nd</sup> by Commissioner Doherty, approved 3-0-0.*

*Motion made by Commissioner Lyons to approve the following Summary of Items, 2<sup>nd</sup> by Commissioner Doherty, approved 3-0-0:*

- 1) Executed the Contract between Barnstable County, Department of Health and Environment and the town of Orleans, in the amount of not to exceed \$30,559.00, for the renewal of the FY14 Barnstable County Sanitarian Services, for the period of July 1, 2013 - June 30, 2014.
- 2) Executed the Contract between Barnstable County and Angela Hurwitz in the amount of \$2,000.00 to develop the Barnstable County Fiscal Year 203 Annual Report, to be completed by November 1, 2013.
- 3) Executed the Subordination of Mortgage for Catherine Lafontaine.
- 4) Executed the HOME Down Payment/Closing Cost Assistance Program Written Agreement for Kellie Quinn.
- 5) Executed a Contract between Barnstable County and Massachusetts Service Alliance in the amount of \$425,600.00 for the continuation of the AmeriCorps Cape Cod program, for the period of August 15, 2013 - August 14, 2014.
- 6) Executed a Contract between Barnstable County and the Massachusetts Department of Public Health in the amount of

\$22,339.52 for the Cape Cod Medical Reserve Corps., for the period of July 1, 2013 - June 30, 2016.

- 7) Executed the Contract between Cape Cod Cooperative Extension and Massachusetts Department of Environmental Protection in the amount of \$58,500.00 for the Sustainable Materials Recovery Program providing technical assistance on waste reduction to Cape Cod municipalities, for the period of May 1, 2013 - June 30, 2014.
- 8) Executed a Contract between County of Barnstable and Sims Metal Management in the amount of \$41,000.00 to perform Maintenance on the County Dredge "Cod Fish" and the County Workboat "J. W. Doane", with the execution through September 30, 2013.
- 9) Awarded a Bid to Sims Metal Management in the amount of \$41,000.00 to perform Maintenance on the County Dredge "Cod Fish" and the County Workboat "J. W. Doane", with the execution through September 30, 2013.
- 10) Approved the request from the Resource Development Office to establish a new fund in the amount of \$425,600.00 for the continuation of the AmeriCorps Cape Cod program, for the period of August 15, 2013 - August 14, 2014.
- 11) Approved the request from the Resource Development Office to establish a new fund in the amount of \$58,500.00 to support the Sustainable Materials Recovery Program providing technical assistance on waste reduction to Cape Cod municipalities.
- 12) Approved the request from the Resource Development Office to establish a new fund in the amount of \$22,339.52 for the Cape

Cod Medical Reserve Corps., for the period of July 1, 2013 - June 30, 2014.

- 13) Approved the request from the Resource Development Office to establish a new fund in the amount of \$55,000.00 for the Community Transformation Grant (CTG) for the Barnstable County Tobacco program, Fiscal Year 2014, for the period of July 1, 2013 - June 30, 2014.

In her Capacity as Chairman, Commissioner Flynn executed the following:

- 14) Executed the Agreement between Barnstable County and U.S. Department of Housing and Urban Development in the amount of \$389,398.00 for the Annual HOME award to implement the affordable housing goals of its Fiscal Year 2013 Action Plan, for the period of July 1, 2013 - June 30, 2018.
- 15) Executed Certificate for Dissolving Betterments for Lee Peters and Janice C. Peters.
- 16) Executed Certificate for Dissolving Betterments for David J. McPherson and Patricia O. McPherson.
- 17) Executed Certificate for Dissolving Betterments for Sheila Anne Nolan.
- 18) Executed Certificate for Dissolving Betterments for Steven J. Para and Annie M. Para.
- 19) Executed Certificate for Dissolving Betterments for Donald T. Reeves and Eleanor M. Reeves.
- 20) Executed Certificate for Dissolving Betterments for Jeffrey Johnson and Lisa J. Brandolo-Johnson.

- 21) Executed Certificate for Dissolving Betterments for Robert P. Olander and Karen L. Olander.
- 22) Executed Certificate for Dissolving Betterments for Ronald P. Zylinski.
- 23) Executed Certificate for Dissolving Betterments for Thomas E. Leduc.
- 24) Executed Certificate for Dissolving Betterments for George E. Burroughs, Jr. and Robin M. Burroughs.
- 25) Executed Certificate for Dissolving Betterments for Brian Lentell.

Barnstable, ss. at 2:30 p.m. on this twenty first day of August, A.D. 2013, Commissioner Doherty moved to adjourn, 2<sup>nd</sup> by Commissioner Lyons, approved 3-0-0.