

## 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
Kara Mahoney	Administrative Assistant

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

### **I. Public Comment**

No public comment offered.

### **II. SIO presentation with Ed Senteio, Town of Yarmouth, Elaine Davis, County Chief Procurement Office, Paul Niedzwiecki, Gail Coyne and Kristy Senatori, Cape Cod Commission**

Paul Niedzwiecki gave a presentation on the Systems Information Office.

Elaine Davis and Ed Senteio provided an overview and step by step process of the epermitting bid.

## ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – AUGUST 22, 2012

Motion made by Bill Doherty to approve the Minutes of August 15, 2012, 2<sup>nd</sup> by Sheila Lyons, approved 3-0-0.

Motion made by Bill Doherty to approve the following items, 2<sup>nd</sup> by Sheila Lyons, approved 3-0-0.

1) Ratified the actions of Mark Zielinski, County Administrator, for approving the payroll warrant of 8/17/2012.

2) Approved the prepay request to the Southeast Coast MA IPMA-HR in the amount of \$15 for Margaret Downey's, Assistant County Administrator, membership dues for the period of October 1, 2012 through September 30, 2013.

3) Approved the prepay request from the Cape Cod Commission to the Massachusetts Association of Regional Transit Authorities in the amount of \$225 for Glen Cannon's registration fee to attend the MARTA conference from September 17-18, 2012.

4) Approved the prepay request from the Cape Cod Commission to the Harwich Ecumenical Council for the Homeless in the amount of \$75 for Paul Ruchinskas's registration fee to attend the Tribute to Bob Murray Workshop on October 11, 2012.

5) Approved the prepay request from the Department of Health & Environment to the Massachusetts Association of Hazardous Materials Technicians in the amount of \$105 for Amy Wallace's, Environmental Project Assistant, registration fee to attend the 21<sup>st</sup> MAHMT Annual Training Conference from September 19-21, 2012.

6) Approved the prepay request from the Department of Health & Environment to Children's Cove in the amount of \$125 for Deirdre Arvidson, Public Health Nurse, to attend the 12<sup>th</sup> Annual Children's Cove Conference on Child Sexual Abuse from September 13-14, 2012.

7) Approved the prepay request from the Department of Health & Environment to prepay Allied Waste, Inc. their monthly invoices for waste removal services at the Alternative Septic System Test Center for the period of July 1, 2012 through June 30, 2013.

8) Approved the wire transfers to the Cape Cod Municipal Health Group for the month of September 2012.

9) Approved the prepay request from the Fire Training Academy to the US Postmaster in the amount of \$58 for the rental of Box 746 for the period of August 2012 through August 2013.

10) Authorized the County Treasurer to establish a new fund and executed the contracts between the Cape Cod Commission and the Massachusetts Department of Environmental Protection for the Wastewater Smart Map and Cost Model in the amount of \$350,000 for the period of August 22, 2012 through June 30, 2013.

11) Authorized the County Treasurer to establish a new fund and execute the contracts between Cape Cod Commission and the Department of Defense for the Joint Land Use Study for Mass

Military Reservation in the amount of \$128,399 for the period of July 1, 2012 through March 31, 2013.

12) Approved the out-of-state travel request of Diane Murphy, Fisheries & Aquaculture Specialist and Josh Reitsma, Marine Program Specialist, to attend the Seaweed Aquaculture workshop on August 30, 2012 in Walpole, Maine.

13) Executed a Grant Agreement between Barnstable County acting by and through the Resource Development Office and the Massachusetts Service Alliance in the amount of \$425,600 for the 2012-2013 Americorps program year.

14) Executed an Agreement between Cape Cod Commission and Applied Geographics for work related to development of wastewater tool in the amount of \$69,960 for the period of August 22, 2012 through June 30, 2013.

15) Executed a Contract between Children's Cove and Intercity Alarms in the amount of \$119.85 quarterly for the period of July 1, 2012 through July 31, 2013.

16) Executed a Service Desk Analyst Contract between the Information Technology Department and Angela Hurwitz in the amount of \$24,500 for the period of July 1, 2012 through June 30, 2013.

17) Approved Paul Niedzwiecki's timesheet for the period of July 15-28, 2012.

18) Approved notice from the Resource Development Office that Amy Henderson has been hired for the position of Program Specialist, effective 8/27/2012.

19) Approved notice from the Cape Cod Commission that James Sherrard, Jr. has been hired for the position of Hydrologist effective 9/10/2012.

20) Approved notice from the Cape Cod Commission that Michelle Springer has been hired for the position of Fiscal Officer effective 9/4/2012.

21) Approved notice from the Cape Cod Commission that Kate Armstrong, GIS Analyst, has resigned effective 8/29/2012.

22) Approved notice from the Cape Cod Commission the intent to fill vacancy for the position of GIS Analyst.

23) Approved notice from Cape Light Compact that Blaine Mota, Commercial/Industrial Intern position has ended effective 8/17/2012.

24) Approved notice from Cape Light Compact that Sara Miller, Commercial/Industrial Summer Intern position has ended effective 8/10/2012.

25) Approved notice from Facilities that Tyler C. Evaul, Mass Maritime Summer Co-operative Program has ended effective 8/30/2012.

26) Approved notice from Facilities the intent to fill the vacancy for the position of Maintenance and Repair (non-mechanical).

27) Approved notice from the Department of Health & Environment that Jean Roma, MRC Director, will receive a pay increase in accordance with an emergency preparedness grant effective 1/1/2012.

28) Approved the accounts payable warrant of 8/21/2012.

### **III. County Administrator Report**

Mark Zielinski, County Administrator, notified the Commissioners on the following:

- Schedule of Costs for the Trial Court for Fiscal Year 2012.
- Schedule of upcoming Commissioner's meetings
- Notice of the 2<sup>nd</sup> workshop in the Brown Bag Series being offered by the Department of Health & Environment.

### **IV. Performance Evaluation**

The County Commissioners completed Paul Niedzwiecki's performance evaluation.