

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.

Commissioner Flynn asked if any person present had any public comment. None offered.

I. Presentation of the Suicide Prevention Week Proclamation

Maura Weir of the Cape & Islands Suicide Prevention Coalition, presented the proclamation for Suicide Prevention Week and asked that the Commissioners designate September 9-15, 2012 as "Suicide Prevention Week" in Barnstable County.

Beth Albert, Director of the Barnstable County Human Services Department, gave each Commissioner a packet of materials that provided information and resources on preventing suicide. The information and resources in the packets are available online at www.suicideispreventable.net or by contacting the Department of Human Services at 508-375-6628. The Commissioners were invited to attend the Memorial Celebration to commemorate Suicide Prevention Week and to remember all those lost to suicide on Thursday, September 13th beginning at 11:15 a.m.

II. Hoarder Task Force Update

Lee Mannillo, Environmental Specialist, Barnstable County Department of Health & Environment, and Erika Woods, Assistant Health Agent with the Town of Orleans, updated the Commissioner's on the mission and goals of the Hoarder Task Force and its accomplishments to date, including the development of a website, www.hoardingcapecod.org.

III. Discussion on the letter received by the Sandwich Board of Selectmen regarding the town's input on Wastewater Planning Efforts

Frank Pannorfi and Linell Grundman, members of the Sandwich Board of Selectmen and authors of the letter regarding

wastewater planning efforts attended the meeting to talk to the Commissioners about the letter and why they decided it was important to them to put it together.

The County Commissioners found the letter to be positive and showed their appreciation to the Selectmen for the time and effort it took them to comprise all the work the town had done over the past few years into their letter. They expressed their hope that other towns would follow suit and send a similar letter showing the County all the work that the town had accomplished so that the County could continue to work with the towns and give support to each town's wastewater planning efforts.

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS – SEPTEMBER 5, 2012

Motion made by Bill Doherty to approve the Minutes of August 22, 2012, 2nd by Mary Pat Flynn, approved 2-0-0.

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

1) Ratified Mark Zielinski's, County Administrator, actions for approving the following documents on August 24, 2012:

- a) Request from the Resource Development Office to prepay the Commonwealth of Massachusetts for Katherine Garofoli's registration fee to attend the 4th Annual Regionalization Toolkit Conference on September 10, 2012.
- b) Approved Heather McElroy's, Natural Resources Specialist, out-of-state travel request to attend the US BOEM Joint RI/MA Task Force on the Area of Mutual Interest in Narragansett, RI on August 12, 2012.
- c) Contract Amendment between Cape Cod Cooperative Extension and the Town of Mashpee to extend the FY12 Land Management Grant Agreement to October 31, 2012.
- d) Information Technology Intern Contract with Matthew Flaherty for the period of September 10, 2012 through May 31, 2013.
- e) Contract between the Information Technology Department and e-Plus-Technology, Inc. to provide Management Services and Support for Cisco UCCX Call Center used by Cape Light Compact for the period of August 22, 2012 through July 22, 2013.

- f) Medical Reserve Corps Contract with the Massachusetts Department of Public Health for the period of July 1, 2012 through June 30, 2013.
- g) Copier Contract Amendment between Resource Development Office and Ricoh Americas Corp.
- h) Accounts payable warrant of 8/29/2012.
- i) Personnel forms:
 - i. Notice of the intent to fill vacancy for the position of Customer Service Coordinator with Cape Light Compact.
 - ii. Notice of hiring of John Burns for part-time Commercial & Industrial Program Planner position effective 9/3/2012.
 - iii. Notice of the intent to fill vacancy and change in position title for Payroll/Benefits Coordinator.
 - iv. Notice of resignation of Coren Egan, Administrative Supervisor for the Department of Health & Environment effective August 31, 2012.
 - v. Notice of intent to fill vacancy for the position of Administrative Supervisory for the Department of Health & Environment.
 - vi. Notice from the IT Department that Michael Bottomly position has changed from temporary to permanent part-time effective 8/31/2012.

2) Prepay Massachusetts Chapter of ITE in the amount of \$50 for Steve Tupper's registration to the annual meeting of MAITE, NEITE on September 13, 2012.

3) Prepay Citizens' Housing and Planning Association in the amount of \$40 for Paul Ruchinkas's registration fee to attend Chapter 40B training on September 28, 2012.

4) Prepay Cape Cod Travel for Michael Maguire and Kalliope Egloff, Cape Cod Cooperative Extension staff, to rent a car for transportation to and from airport to attend North American Hazardous Materials Conference.

5) Prepay the Vineyard Energy Project in the amount of \$5,000 for Cape Light Compact's 2012 Martha's Vineyard Living Local Harvest Festival sponsorship.

6) Prepay the Mansion House on Martha's Vineyard in the amount of \$596.72 for Maggie Downey's hotel accommodations while attending the Living Local event on September 29, 2012.

7) Approved Fund Balance Reserves (per the FY12 Department of Revenue Report).

8) Approved transfer of funds in the amount of \$1,223.42 for the County Commissioner's Office.

- 9) Approved transfer of funds in the amount of \$3,000 for the Department of Health and Environment.
- 10) Approved transfer of funds in the amount of \$1,550 for the Finance Department.
- 11) Authorized the County Treasurer to establish a Special Fund for Emergency Sheltering.
- 12) Approve an additional Continuing Appropriation of funds from year-end FY2012 for the Department of Health & Environment in the amount of \$18,226..
- 13) Approve a fund transfer to the Emergency Sheltering fund.
- 14) Authorize the County Treasurer to transfer FY2013 funds in the amount of \$15,600 to the Emergency Sheltering Fund.
- 15) Authorized the County Treasurer to establish a new fund for the Cape Cod Buy Fresh Buy Local grant.
- 16) Authorized the County Treasurer to establish a new fund for the Navigator project.
- 17) Approved the out-of-state travel request of Jean Roma, Director of the Cape Cod Medical Reserve Corps, to attend the Center for Domestic Preparedness Healthcare Leadership Course in Anniston, Alabama from December 2-8, 2012.
- 18) Approved the renewal of the printer contracts between the Registry of Deeds and Ricoh Production Print Solutions for the period of January 24, 2012 through January 23, 2013 in the amount of \$478.
- 19) Cancelled the contract with Unipak to provide plastic liners to the County due to non-compliance with the contract.
- 20) Contract between Cape Cod Commission and Accela, Inc. for regional permit, license and inspection (ePermitting) implementation in the amount of \$523,710 for the period of September 10, 2012 through April 30, 2013.
- 21) Contract between Cape Cod Commission and Accela, Inc. for the regional permit, license and inspection (ePermitting) software subscription in the amount of \$24,437.70 for the period of September 10, 2012 through September 9, 2013.
- 22) Contract between Cape Cod Commission and U.S. Department of Housing & Urban Development for the HOME program for federal fiscal year 2012 in the amount of \$379,285 for the period of September 5, 2012 through August 29, 2017.
- 23) Contract between Cape Cod Commission and the Town of Barnstable for the Bearse's Way Multi Modal Path in the amount of \$127,399.58 for the period of September 5, 2012 through December 31, 2013.
- 24) Contract between Cape Cod Commission and Connection Strategies, Inc. for wastewater planning efforts in the

- amount of \$7,500 for the period of September 5, 2012 through December 31, 2012.
- 25) Contract between Cape Cod Cooperative Extension and the Town of Wellfleet for the Land Management grant award for the Conservation Department in the amount of \$2,100 for the period of September 5, 2012 through June 1, 2013.
 - 26) Contract between Cape Cod Cooperative Extension and the Town of Yarmouth for the Land Management grant award for the Community Development Department in the amount of \$2,000 for the period of September 5, 2012 through June 1, 2013.
 - 27) Contract between Cape Cod Cooperative Extension and the Town of Yarmouth for the Land Management grant award to the Conservation/NR Department in the amount of \$3,950 for the period of September 5, 2012 through June 1, 2013.
 - 28) Contract between Cape Cod Cooperative Extension and the Town of Yarmouth for the Land Management grant award to the Conservation/NR Department in the amount of \$3,030 for the period of September 5, 2012 through June 1, 2013.
 - 29) Contract between Cape Cod Cooperative Extension and the Town of Harwich for the Land Management grant award to in the amount of \$2,500 for the period of September 5, 2012 through June 1, 2013.
 - 30) Contract between Cape Cod Cooperative Extension and the Town of Orleans for the Land Management grant award to in the amount of \$4,000 for the period of September 5, 2012 through June 1, 2013.
 - 31) Contract between Cape Cod Cooperative Extension and the Town of Falmouth for the Land Management grant award to in the amount of \$2,500 for the period of September 5, 2012 through June 1, 2013.
 - 32) Amendment to the Memorandum of Understanding between Children's Cove and Barnstable County to correct the expended date to June 30, 2013.
 - 33) Signed a Letter of Commitment for the MAS DEP grant to use Women and Minority Businesses to the highest degree possible to meet the state goals.
 - 34) In her capacity as Chair, Commissioner Flynn executed Certificates for Dissolving Betterments for the following:
 - Judith M. Kelley
 - Marcia Jocelyn Wytrwal
 - John J. Mullaney and Diane C. Mullaney
 - Richard C. Mullen and Janet L. Mullen
 - Sean M. Murphy and Robin A. Murphy
 - William A. Eudailey
 - Sally A. Kelley

- 35) Contract between the Department of Human Services and Lee Hamilton for grant writing services for the 2012 HUD Continuum of Care Application in the amount of \$7,000 for the period of September 5, 2012 through December 30, 2012.
- 36) Approved 10 advance vacation days and a no pay out clause for Erik Boyer, Daniel Schell and Amy Henderson, AmeriCorps grant funded staff.
- 37) Paul Niedzwiecki's timesheet for the period of July 29, 2012 through August 11, 2012.
- 38) Mark Zielinski's timesheet for the period of August 12-25, 2012.
- 39) Notice from the Registry of Deeds that Joan K. Tompkins retried effective October 16, 2012.
- 40) Notice from Cape Light Compact that Lindsay Henderson was promoted to Communications & Energy Efficiency Data Analyst effective October 1, 2012.
- 41) Notice from the IT Department that Matthew Flaherty's internship ends effective September 7, 2012.
- 42) Accounts payable warrant of 9/5/2012 in the amount of \$188,446.76.
- 43) Notice from the Cape Light Compact for Margaret Downey, Administrator, bi-weekly stipend.
- 44) Notice from the Cape Cod Cooperative Extension that Michael Maguire's position has been regarded to Hazardous Materials Environmental Specialist.