



# Barnstable County

## Regional Government of Cape Cod

Sheila Lyons  
Wellfleet

Mary Pat Flynn  
Falmouth

Leo Cakounes  
Harwich

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### Board of Regional Commissioners

#### REGULAR MEETING AGENDA Superior Courthouse Building Conference Room 11/12 October 28, 2015 1:00 P.M.

**Received**

**OCT 22 2015**

Barnstable County Commissioners

**POSTED**  
1:45 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comment
5. General Business
  - a) Discussion of County Administrator Candidates as Recommended by the County Administrator Screening Committee – Charles Sumner, Screening Committee, Chair.
  - b) Motion to Appoint Justyna Marczak, Human Resources, to Coordinate the County Administrator Candidate Interview Schedule – Commissioner Cakounes.
  - c) Presentation on the Cape Light Compact's Updated 3-Year Energy Efficiency Plan and Smart Grid – Maggie Downey, Executive Director, Cape Light Compact.
  - d) Adopt Proposed Ordinance 15-08 A Supplemental Appropriation for the Purchase of a Copy Machine in the Amount of \$6,000 for the Assembly of Delegates.
  - e) Adopt Proposed Resolution 15-06 Representing a Budget Transfer in the Amount of \$29,500 for the Children's Cove – Finance Department.
  - f) Review and Discuss a Proposed Written Procedure for Disposal of Surplus Supplies With a Value of Less Than \$10,000.00 – Chief Procurement Officer.
6. New Business – Other Business Not Reasonably Anticipated by the Chairman
7. Commissioners' Actions
  - a. Vote to approve minutes of September 16, 2015 Executive Session.
  - b. Vote to approve the Summary of Actions over \$25,000.00 (include prepayment and transfer requests, bid awards, Contracts and Contract Amendments, New Fund Establishments).

#### Summary of Actions:

##### CONTRACTS

- 1) Execute Contract between Barnstable County (Cape Cod Cooperative Extension) and the Commonwealth of Massachusetts, Department of Agricultural Resources in the amount of \$50,000.00 for Research and Educational Program conducted by Southeastern Massachusetts Aquaculture Center (SEMAC), execution from October 14, 2015 – June 30, 2016.
- 2) Execute Sublease Contract between the County of Barnstable and the Open Cape Corporation's identified space at the Open Cape Building located at 3195 Main St., Barnstable, MA 02630.

*\* If you are deaf or hearing impaired or are a person with a disability who requires an accommodation, contact the Commissioner's Office at 508-375-6648 at least 24 hours in advance of the meeting\**

The County Commissioners' meeting may be viewed in real time at <http://new.livestream.com/barnstablecounty/>

[www.barnstablecounty.org](http://www.barnstablecounty.org)

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- 3) Execute Contract between Barnstable County (Cape Cod Commission) and the Commonwealth of Massachusetts's Department of Housing and Community Development in the amount of \$186,965.00 (District Local Technical Assistance Grant) to provide Technical Assistance to Member Towns for Planning for Housing and Planning for Growth Supporting the Community Compact, execution through December 31, 2016.
- 4) Executed contract between Barnstable County (Cape Light Compact) and EFI 20911 in the amount to exceed \$25,000.00 to Reimburse EFI for Customer Incentive and Rebate Processing costs paid on Cape Light Compact's behalf, execution from July 1, 2015 – December 31, 2017.
- 5) Ratify the actions taken by Michael Brillhart, County Administrator on October 22, 2015 for approving a Statement of Work between Barnstable County (I.T. Department) and e-plus in the amount of \$56,812.50 for the implementation and migration of Town of Chatham's phone system.

#### PERSONNEL

- 6) Approve the request from Barnstable County Administrator's Office for the following Proposed 2015 Thanksgiving, Christmas, and New Year's Holiday Work Schedule for County Employees.
  - **Wednesday, November 25, 2015** will be treated as a normal working day, with standard working schedules, up until 12:00 PM. All County Offices **will close at 12:00 PM**. Employees required by their department manager to work beyond 12:00 PM will be compensated at a holiday rate.
  - **Thursday, November 26, 2015**. All County offices **will be closed** for the entire day.
  - **Friday, November 27, 2015** is to be treated as a "Skeleton Day." Both union and non-union employees, with department head approval, may elect to take this day off without penalty and the various County offices are to be open in accordance with normal working hours. *Those employees who work on this date are to take this "skeleton day" off on or before January 31, 2016.*
  - **Thursday, December 24, 2015** will be treated as a normal working day, with standard working schedules, up until 12:00 PM. All County Offices **will close at 12:00 PM**. Employees required by their department manager to work beyond 12:00 PM will be compensated at a holiday rate.
  - **Friday, December 25, 2015**. All County offices **will be closed** for the entire day.
  - **Thursday, December 31, 2015**. All County offices **will be open** for the entire day.
  - **Friday, January 1, 2015**. All County offices **will be closed** for the entire day.
- 7) Approve the 2016 Legal Holidays for County Employees.
- 8) Execute the Settlement Agreement for Beth Christensen.

#### NEW FUND ESTABLISHMENT

- 9) Execute the Request from Barnstable County (Cape Cod Commission) to establish a New Fund in the amount of \$186,965.00 for the District Local Technical Assistance Grant from the Commonwealth of Massachusetts Department of Housing and Community Development for

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Technical Assistance to Member Towns for Planning for Housing and Planning for Growth  
Supporting the Community Compact including Regionalization, execution through December 31,  
2016.

#### APPOINTMENTS

- 10) Approve the request from Barnstable County (Department of Human Services) to appoint Jean Calvert to the Barnstable County Health and Human Services Advisory Council as the Alternate representing the Cape and Islands Suicide Prevention Coalition, effective October 16, 2015 – May 31, 2016.
- 11) Approve the request from Barnstable County (Department of Health & Environment) to appoint Chief Philip Simonian of the Yarmouth Fire Department as the Co-Chairman of the Barnstable Regional Emergency Planning Committee.

#### OTHER

- 12) Ratify the action taken by County Administrator, Michael Brillhart on October 14, 2015 for authorizing the Transfer Request from Barnstable County (Finance Department) in the amount of \$5,773,445.00 from FY13 Energy Efficiency Fund (Fund 0026) to FY14 Energy Efficiency Budget (Fund 0027) as prior transfer request, nor carryforward was ever initiated.
- 13) Ratify the action taken by County Administrator, Michael Brillhart on October 14, 2015 for authorizing the Transfer Request from Barnstable County (Finance Department) in the amount of \$357,136.22 from FY14 Energy Efficiency Fund (Fund 0027) to FY15 Energy Efficiency Budget (Fund 0026) as prior transfer request, nor carryforward was ever initiated.
- 14) Approve the request from Barnstable County (Department of Human Services Home Program) for the Subordination of HOME DPCC Mortgage in the amount of \$7,225.00 for Thomas Osowski with the new mortgage amount of \$141,000.00.
- 15) Approve the request from Barnstable County (Department of Human Services) for the Discharge of HOME Mortgage in the amount of \$5,520.00 for Arthur and Katherine Hillier.

#### CHAIR ONLY

- 16) Execute Certificate for Dissolving Betterments for Judith Harrison f/k/a Judith Fuchs.
- 17) Execute Certificate for Dissolving Betterments for The Mariner Motor Lodge LLC.
- 18) Execute Certificate for Dissolving Betterments for David C. Chapman and Jacklyn R. Chapman.
- 19) Execute Certificate for Dissolving Betterments for Rudolph V. Giannetti, Lucy A. Giannetti and Nancy Giannetti.
- 20) Execute Certificate for Dissolving Betterments for Elizabeth T. Walsh.
- 21) Execute Certificate for Dissolving Betterments for Nancy L. Hartigan Trustee, The 1 Jeannes Way Realty Trust.
- 22) Execute Certificate for Dissolving Betterments for Christopher N. McPherson and Hannah R. McPherson.
- 23) Execute Certificate for Dissolving Betterments for John J. Kelleher and Constance L. Kelleher.
- 24) Execute Certificate for Dissolving Betterments for Helen M. Borman.
- 25) Execute Certificate for Dissolving Betterments for Philip A. Buttafuoco and Janet S. Buttafuoco.
- 26) Execute Certificate for Dissolving Betterments for James E. Hanf and Deborah A. Hanf.

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- 27) Execute Certificate for Dissolving Betterments for Mark L. Kampersal and Heide L. Kampersal.
  - c. Review of all actions taken by the County Administrator under \$25,000.00 (include personnel actions, out-of-state travel, prepayment and transfer requests).
8. Commissioners Reports
9. County Administrator's Report
10. Adjournment

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