COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At the regular meeting of the County Commissioners held in the Superior Courthouse in Barnstable, on the eighth day of June, A.D. 2016.

Board of the Barnstable County Commissioners:
Mary Pat Flynn Present
Sheila R. Lyons Absent
Leo Cakounes Present

Staff Present:
Jack Yunits, Jr. County Administrator
Kara Mahoney Interim Administrative Assistant

Commissioner Flynn called the meeting to order at 12:33 p.m.

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

I. Public Comment
Chairman Flynn asked if anyone would like to speak under public comment. No public comment offered.

II. Commissioners’ Actions

a. Motion made by Commissioner Cakounes to approve the Minutes of May 25, 2016 as presented, 2nd by Mary Pat Flynn, approved 2-0-0.

b. Motion made by Commissioner Cakounes to approve the Minutes of June 1, 2016 as presented, 2nd by Mary Pat Flynn, approved 2-0-0.

c. Motion made by Commissioner Cakounes to approve the following items under Summary of Actions; under Contracts, items 1-6; under Other, item 7, under Bid Awards, items 8-11; under Personnel, item 12, as presented, 2nd by Mary Pat Flynn, approved 2-0-0.
SUMMARY OF ACTIONS:

CONTRACTS

1. Authorized the Cape Cod Commission to enter into agreements through an RFP for ePermitting implementation services and an Invitation for Bids for Accele Software for an initial term of two years with two possible two-year renewal periods.

2. Executed a Cooperative Agreement with the Town of Falmouth to perform all dredge related work for Bourne Pond Channel up to a maximum contract amount of $25,000.

3. Executed a Contract with the Commonwealth of Massachusetts Department of Health to provide beach monitoring services in the amount of $75,000 for the period of May 25, 2016 through June 30, 2017.

4. Executed an Agreement with WB Mason to provide the bulk delivery of copy paper to the schools located within Barnstable County (bid awarded on May 23, 2016).

5. Executed an Agreement with WB Mason to provide toners to Barnstable County and other political subdivisions (bid awarded on May 11, 2016).

6. Executed an Agreement with WB Mason to provide janitorial supplies to Barnstable County and other political subdivisions (bid awarded on May 18, 2016).

OTHER

7. Executed a HOME Subordination of Mortgage for Chuck and Gina Lai.

BID AWARDS

8. Rejected the one proposal submitted by the Donahue Institute in response to the RFP for a consultant to do a study on the effects of second homes on Cape Cod.

9. Awarded the bid for Index Verification, Online Correction, Microfilm and Book Printing and Binding for the Registry of Deeds to Xerox State and Local Solutions.

10. Awarded the bid for Computer Programming and Maintenance Services, eFiling Support and Online Streaming Backup/disaster Recovery to Browntech.

PERSONNEL ACTIONS


III. Commissioners’ Reports

Commissioner Cakounes announced that he passed out a list of evaluation items to the other Commissioners to review and discuss for Paul Niedzwiecki’s employee performance evaluation. Commissioner Flynn shared that his evaluation was scheduled on the June 22nd agenda.

Commissioner Flynn reported she had spent the last two days attending the Massachusetts Association of Retirement Boards conference. As a board member on the Barnstable County Retirement Board she is required to earn 9 CEU’s (continuing education credits) each year. She will receive 6 CEU’s for attending the conference.

Commissioner Cakounes had two additional items he wanted to mention. The first was regarding the changes to the Public Records Law. He asked Jack Yunits if the County could put together an information seminar and offer it to county and town employees. Mr. Yunits responded that he had been working on this and was preparing to bring this to the Board’s attention with a prepared motion for the June 15th meeting.

The second item was a request to have the process for reviewing documents that are placed on the agenda and requiring their signature and vote to be emailed to all the Commissioners in advance of the meeting. Mr. Yunits responded that Commissioner’s office staff had already begun the procurement of a scanner and the process to begin scanning documents. All documents will be emailed to the Commissioners and Assembly of Delegates in advance of the meeting and at the same time as the agenda is distributed and posted. He also included an item from his report regarding changing the process to approving documents over $35,000 instead of $25,000 due to changes in the 30B requirements.

IV. County Administrator’s Report

Mr. Yunits reported that Steve Tebo, Facilities Director, is working on sending out an evite to set up a new planning committee for the County Campus and Trial Courts. Mr. Tebo will be contacting Chairman Flynn regarding a Commissioner appointee to the committee.
The Review Committee for the 2014-2018 Strategic Plan will have its first meeting next Wednesday, June 15th.

Commissioner Lyons arrived at 12:47 p.m.

Barnstable, ss. at 12:48 pm on this eighth day of June, A.D. 2016, Commissioner Cakounes made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0.

Attest:

Janice O'Connell
County Clerk

The foregoing records have been read and approved.

Mary Pat Flynn
Chair

Sheila Lyons
Vice-Chair

Leo Cakounes
Commissioner