

**CONTRACTS**

- 1) Executed Contract between Barnstable County (Department of Health & Environment) and MorleyCom, Inc. in the amount of \$40/hour not to exceed 13,000.00 for Public Information and Support to Barnstable County Regional Emergency Planning, execution from July 1, 2015 - June 30, 2016.
- 2) Executed Contract between Barnstable County (Department of Health & Environment) and Brendon Botelho in the amount of \$750.00 for participating as a Tobacco Compliance Check Agent for Cape Cod Regional Tobacco Control, execution from July 15, 2015 - June 30, 2016.
- 3) Executed Agreement between Barnstable County (Cape Light Compact) and Dana Munn in the amount of \$3,000.00 for Technical Assistance in conducting Energy Efficiency Education, execution from July 15, 2015 - September 30, 2015.
- 4) Executed Memorandum of Agreement between Barnstable County (Cape Cod Commission) and Three Bays Preservation in the amount of \$35,000.00 for a Water Quality Demonstration Project to Develop Plans for three non-traditional technologies pilot projects in the Three Bays Watershed, execution from August 7, 2015 - March 31, 2016.
- 5) Executed Intermunicipal Agreement between Barnstable County (IT Department) and the Town of Falmouth in the amount of \$401.90 per day/\$45.00 per hour for On-Site Tech Support and \$225.00 per day/\$30.00 per hour for Remote Tech Support, execution from July 22, 2015 - July 1, 2016.
- 6) Executed Intermunicipal Agreement between Barnstable County (IT Department) and the Town of Chatham in the amount of \$47,880.00 for Information Technology Implementation and Migration Services, execution from July 21, 2015 - January 1, 2016.
- 7) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and Carly Brady in the amount of \$600.00 for Wet Festival Assistance, execution from August 6, 2015 - December 31, 2015.
- 8) Executed Annual Support Agreement and License Agreement between Barnstable County and Tyler Technologies in the amount of \$30,208.79 for

Munis® Software License and Technical Support, execution from September 8, 2015 - September 8, 2016.

9) Executed Contract Extension between Barnstable County (Cape Cod Cooperative Extension) and Kennebec River Biosciences in the amount of \$15,534.08 for Shellfish Testing, Diagnostic Evaluation and Reports at twenty-one Oyster Aquaculture Sites, extended from August 31, 2015 to November 30, 2015.

10) Executed Contract Extension between Barnstable County (Cape Cod Cooperative Extension) and Kennebec River Biosciences in the amount of \$5,571.13 for Shellfish Testing, Diagnostic Evaluation and Reports at three Wild Oyster Sites, extended from August 31, 2015 to November 30, 2015.

11) Executed Contract Extension between Barnstable County (Cape Cod Cooperative Extension) and Roger Williams University in the amount of \$12,193.35 for Field Assessment and Collection, Diagnostic Evaluation and Travel to sites from eight locations, extended from August 31, 2015 to November 30, 2015.

12) Executed Contract Extension between Barnstable County (Cape Cod Cooperative Extension) and Pamela Fantaroni in the amount of \$720.00 for Assistance with the grant-funded Family Nutrition Program, execution from August 14, 2015 to September 30, 2015.

13) Executed Contract between Barnstable County (Department of Health & Environment) and the Town of Provincetown in the amount of \$16,000.00 to Provide Professional Inspectional Assistance to Provincetown Board of Health during the absence of the Regular Health Agent, execution from July 2015.

14) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Yarmouth in the amount of \$1,500.00 for a Land Management Grant for Invasive Species Control at Chase Brook Garden Park, execution from August 21, 2015 - June 1, 2016.

15) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Yarmouth in the amount of \$1,238.00 for a Land Management Grant for Invasive Species Control at Bass Hole, Phase III, execution from August 21, 2015 - June 1, 2016.

16) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Eastham in the amount of \$1,200.00 for a Land Management of Glacial Ponds Trail System Improvement Project, execution from August 21, 2015 - June 1, 2016.

17) Executed Contract between Barnstable County (Department of Health & Environment) and Patricia Ruspantine, RN in the amount of \$31/hour and \$10/flat rate mileage compensation for Registered Nursing Wellness Evaluator Services, execution from July 1, 2015 - June 30, 2016.

18) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Eastham in the amount of \$4,000.00 for a Land Management Grant for Invasive Species Removal at Taylor Bray Farm, execution from August 21, 2015 - June 1, 2016.

19) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Wellfleet in the amount of \$2,250.00 for a Land Management Grant for Access Establishment and Restoration at Gull Pond Sluiceway and Indian Neck Beach, execution from August 21, 2015 - June 1, 2016.

20) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Mashpee in the amount of \$2,500.00 for a Land Management Grant for Weed Growth Assessment and Removal on North End of Santuit Pond, execution from August 21, 2015 - June 1, 2016.

21) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Falmouth, Beach Department in the amount of \$4,000.00 for a Land Management Grant for Beach Access Mats (MOBI mats), execution from August 21, 2015 - June 1, 2016.

22) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Falmouth, Beach Department in the amount of \$2,645.00 for a Land Management Grant for Bristol Beach Dune Wall, execution from August 21, 2015 - June 1, 2016.

23) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Yarmouth in the amount of \$4,500.00 for a Land Management Grant for Vegetative Wetland, execution from August 21, 2015 - June 1, 2016.

24) Executed Contract between Barnstable County (Department of Human Services) and Ronnie Gullette in the amount of \$5,000.00 to provide

Contractual Services to assist the Regional SHINE Manager during Open Enrollment, execution from October 1, 2015 - January 31, 2015.

25) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and David Scandurra in the amount of \$480.00 for assistance with 21<sup>st</sup> Century Grant Garden Project, execution from August 14, 2015 - September 30, 2015.

26) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and Julie Davis in the amount of \$580.00 for Assistance with 21<sup>st</sup> Century Grant Garden Project, execution from August 14, 2015 - September 30, 2015.

27) Executed Contract Extension between Barnstable County (Cape Cod Commission) and Livia Donicova in the amount of \$500.00 to extend current contract for one month, execution from June 14, 2015 - September 30, 2015.

28) Executed Contract Extension between Barnstable County (Registry of Deeds) and Ricoh - IBM in the amount of \$526.00 for Professional / Technical / Maintenance Services for two Ricoh printers, execution from August 17, 2016 - August 16, 2016.

29) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Yarmouth in the amount of \$7,500.00 for Continuation of Wildland Protection and Preparedness for Town Lands, execution from August 24, 2015 - June 1, 2016.

30) Executed Contract between Barnstable County (Resource Development Office) and the Town of Dennis in the amount of \$3,600.00 for Wildfire Training and Clothing, execution from August 24, 2015 - June 1, 2016.

31) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and West Barnstable Fire Department in the amount of \$3,976.00 for West Barnstable RX Fire-Zone 6 Plan of Work, execution from August 24, 2015 - June 1, 2016.

32) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and Patricia Payne in the amount of \$795.00 for Assistance with Grant-funded Family Nutrition Program, execution from August 24, 2015 - September 30, 2015.

33) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Sandwich in the amount of \$10,000.00 for

continuation of Phase II in the Maple Swamp Town Lands Complex-Zone East, execution from August 24, 2015 - June 1, 2016.

34) Executed the Written Agreement between Barnstable County (Department of Human Services - HOME Consortium) and Michael Lenihan in the amount of \$10,000.00 for Down Payment and Closing Costs.

#### **PREPAY REQUESTS**

35) Approved the Prepayment request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$850.00 to The Lamb & Lion Inn for training space for AmeriCorps Staff on October 28, 2015 and October 29, 2015.

36) Approved the Prepayment request from Barnstable County (Resource Development Office) in the amount of \$850.00 The Lamb & Lion Inn for training space for AmeriCorps Staff on October 26, 2015 and October 27, 2015.

37) Approved the Prepayment Authorization request from (Barnstable County (Cape Light Compact) in the amount of \$250.00 to the Latham Centers for Cape Light Compact's Tee and Green Sponsorship in their Annual Charity Golf Tournament on October 19, 2015.

38) Approved the Prepayment request from Barnstable County (Cape Light Compact) in the amount of \$5000.00 to Living Local MV for the second half of Cape Light Compact's Sponsorship of Living Local Harvest Festival on October 3, 2015.

39) Approved the Prepayment Request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$1538.00 to Management Concepts for Amanda Howe to attend *Accountability for Federal Grants* and *Audit of Federal Grants and Cooperative Agreements* classes on October 13 - October 16, 2015.

40) Approved the Prepayment Request from Barnstable County (Cape Light Compact) in the amount of \$2,265.99 to Cape Cod Auto Body #22599 for Preliminary Repair Estimate to repair damage to Cape Light Compact's 2015 Toyota Prius anticipated to be completed the week of August 24, 2015.

41) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of \$769.00 to Management Concepts, Inc. for the

*Financial Administration of Federal Grants for Recipients* course

Registration fee for Maria McCauley, Fiscal Officer.

42) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of \$663.00 to the Connecticut Chapter of American Planning Association for the 2015 Southern New England American Planning Association Annual Conference Registration Fees for Sharon Rooney, Chief Planner; Phil Dascombe, Community Design Manager; Jen Clinton, Special Projects Coordinator.

43) Approved the Prepayment Request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$425.00 to Points of Light for the 2015 National Conference on Volunteering and Service Registration Fee for Amy Henderson.

44) Approved the Prepayment Request from Barnstable County in the amount of \$28,558.79 to Tyler Technologies for Munis® Software Annual Support and License Agreement.

45) Approved the Prepayment Request from Barnstable County in the amount of \$1,650.00 to Tyler Technologies for Munis® Software Annual Support and License Agreement.

46) Approved the Prepayment Request from Barnstable County (Department of Health & Environment) in the amount of \$1,500.00 to IDSi for the annual fee for Tier II Software for Emergency Planning Division Approved the Prepayment Request from Barnstable County (IT Department) in the amount of \$4,800.00 to DYN for Renewal of the County's Domain Server Name, execution from August 11, 2015 - August 10, 2016.

47) Approved the Prepayment Request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$227.20 to Brittany Quaglieri for Flight Reimbursement for Points of Light Conference.

48) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of \$305.25 to Pitney Bowes for Postage Meter Lease for the quarter Crossing Fiscal year, execution from June 1, 2016 - August 31, 2016.

49) Approved the Prepayment Request from Barnstable County (Cape Cod Cooperative Extension) in the amount of \$731.40 to Double Tree Hilton for Hotel Accommodations for the Hazardous Materials Manager Conference and Training in Austin, TX on September 13, 2015 - September 18, 2015.

50) Approved the Prepayment Request from Barnstable County (Cape Light Compact) in the amount of \$165.00 to Yarmouth Chamber of Commerce for Membership dues from October 1, 2015 - September 30, 2016.

#### **TRANSFERS**

51) Approved the Transfer Request from Barnstable County (Department of Health & Environment) in the amount of \$500.00 to cover costs of various association dues.

52) Approved the Transfer Request from Barnstable County (Finance Department) in the amount of \$359,814.53 to Cape Cod Municipal Health Group for County Health Insurance for September 2015.

53) Approved the Transfer Request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$450.00 to Cover Replacement of Mattress for the AC Residence.

54) Approved the Transfer Request from Barnstable County (Resource Development Office) in the amount of \$932.14 for new Laptop for Coordinator.

#### **PERSONNEL**

55) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Christopher Benson, effective August 19, 2015.

56) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Collin Horgan, effective August 28, 2015.

57) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Joseph Ford, effective August 28, 2015.

58) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Emily Michelle Olmsted, effective August 28, 2015.

59) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Deanna Moquin, effective August 28, 2015.

- 60) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Breanna Roberts, effective August 28, 2015.
- 61) Approved the Notice from Barnstable County (Department of Health & Environment) to terminate the Employment for Christopher Long, effective August 25, 2015.
- 62) Approved the Notice from Barnstable County (Resource Development Office - AmeriCorps) that Zachary O'Halloran has been hired as Bourne Program Supervisor, effective August 24, 2015.
- 63) Approved the Notice from Barnstable County (Resource Development Office - AmeriCorps) that Jennifer Zakrzewski has been hired as Wellfleet Program Supervisor, effective August 24, 2015.
- 64) Approved the Notice from Barnstable County (Resource Development Office - AmeriCorps) that Brandy Meador has been hired as FireCorps Program Supervisor, effective August 24, 2015.
- 65) Approved the Notice from Children's Cove for Intent to Fill the Vacancy for Family Advocate, effective August 11, 2015.

#### **OUT-OF-STATE TRAVEL**

- 66) Approved the Out-of-State Travel request from Barnstable County (Resource Development Office) for Amanda Howe, RDO Officer in the amount of \$3242.00 to attend *Accountability for Federal Grants and Audit of Federal Grants and Cooperative Agreements* classes in Washington, DC on October 12 - October 17, 2015.
- 67) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Commission) for Jen Clinton, Special Projects Coordinator and Phil Dascombe, Community Design Manager in the amount of \$1,386.00 to attend the Southern New England Planning Conference in Hartford, CT, September 24 - September 25, 2015.
- 68) Approved the Out-of-State Travel request from Barnstable County (Resource Development Office - AmeriCorps) for Amy Henderson in the amount of \$1,765.00 to attend AmeriCorps National Conference and Disaster Trainings in Houston, TX, October 16 - October 21, 2015.
- 69) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Greg Berman, Coastal Process

Specialist paid for by the Sea Grant to attend the 2015 Northeast Regional Sea Grant Meeting in Kennebunkport, ME, October 26, 2015 - October 28, 2015.

70) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Shannon Jarbeau, CRS Coordinator, paid for by Sea Grant to attend the 2015 National Regional Sea Grant Meeting in Kennebunkport, ME, October 26, 2015 - October 28, 2015.

71) Approved the Out-of-State Travel request from Barnstable County (Cape Light Compact) for Greg Abbe, Residential Program Coordinator in the amount of \$1,873.80 to attend the Energy Star Products Partners Meeting in Portland, Oregon October 11, 2015 - October 15, 2015.

72) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Kalliope Egloff in the amount of \$2,300.40 to attend Hazardous Waste Training at the North American Hazardous Materials Association Conference in Austin, TX on September 13, 2015 - September 18, 2015.

#### **NEW FUND ESTABLISHMENT**

73) Executed the Request from Barnstable County (Cape Cod Commission) to establish a New Special Revenue Fund in the amount of \$35,000.00 for Water Quality Demonstration Project in the Three Bays Watershed.

#### **OTHER**

74) Approved the request from Barnstable County (Department of Health & Environment) to declare unused equipment as surplus.

75) Approved the request from Barnstable County (Resource Development Office - AmeriCorps) to approve waivers to the Barnstable County Personnel Policy requiring all County employees to possess a valid Massachusetts Driver's License for the following AmeriCorps Employees:

- Jennifer Zakrzewski, Wellfleet Program Supervisor
- Brandy Meador, FireCorps Program Supervisor
- Zachary O'Halloran, Bourne Program Supervisor