

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the County Commissioners held at the Superior Court House in Barnstable on the eighteenth day of May, A.D. 2016.

Board of the Barnstable County Commissioners:

Mary Pat Flynn	Present
Sheila R. Lyons	Present
Leo Cakounes	Present

Staff Present:

Jack Yunits	County Administrator
Kara Mahoney	Interim Administrative Assistant
Michelle Springer	Department of Human Services
Frances Weidman-Dahl	Resource Development Office/AmeriCorps
Amanda Howe	Resource Development Office/AmeriCorps
Michael Maguire	Cape Cod Cooperative Extension
Greg Berman	Cape Cod Cooperative Extension
Steven Tebo	Facilities

Others Present:

Melissa Sanderson	CC Commercial Fisherman's Alliance
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Chairman Flynn called the meeting to order at 1:02 p.m.

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

I. Public Comment

Chairman Flynn asked if there was anyone who wished to speak under public comment. No public comment offered.

II. General Business

- a. Discussion and vote on the license application and draft agreement from the Town of Orleans to Eversource Energy on an easement to allow access to the Town's Putnam Farms Conservation Area which is in proximity to the Barnstable County Orleans Court House.

Jack Yunits, County Administrator, requested that no action be taken as Steven Tebo, Facilities Director, has not had the opportunity to assess and meet with the Town to discuss the needs and impact on the Court House parking lot.

Commissioner Leo Cakounes moved to table this item until further information is received and reviewed by County Counsel, 2nd by Sheila Lyons, Approved 3-0-0.

- b. Discussion and vote on a letter of support for Bridgewater State University's (BSU) request to join Project Connect and the BSU IPARE Consortium, which is seeking an Economic Development Administration (EDA) grant for identification of workforce skills and training gaps.

Jack Yunits, County Administrator, requested the County send a letter of support to the EDA. A proposed letter was drafted and emailed to all County Commissioners for their review.

Commissioner Leo Cakounes moved to draft and execute a letter for support for Bridgewater State University's request to join "Project Connect" and the BSU IPARE Consortium as requested, 2nd by Sheila Lyons, Approved 3-0-0.

- c. Discussion and vote on the request by the Cape Cod Cooperative Extension for Barnstable County to act as the fiscal agent for the Cape Cod Commercial Fishermen's Alliance Seaport Economic Council application for the Fish-for-Families grant.

Extension, and Melissa Sanderson, Chief Operating Officer of the Cape Cod Commercial Fishermen's Alliance, provided an overview on the grant process and the positive impact it

will have on the local fishing industry and food pantries located within Barnstable County. The grant is currently in the review process and will only be awarded to a municipality.

Commissioner Leo Cakounes moved to approve the request and execute necessary documents related to the Cape Cod Cooperative Extension for Barnstable County to act as the fiscal agent for Cape Cod Commercial Fishermen's Alliance Seaport Economic Council application for the "Fish for Families" Grant, having been approved by Staff and Council including language related to costs reimbursements for all County expenses, 2nd by Sheila Lyons, Approved 3-0-0.

- d. Report by Paul Tucker on the Fire and Rescue Training Academy projects.

Steven Tebo, Facilities Director, spoke on behalf of Paul Tucker, who was unable to attend the meeting due to a training exercise at the Academy. Mr. Tebo reminded the Commissioners that the Graduation Ceremony was being held on Saturday May 28th at 2:00 at the Fire Training Academy.

Mr. Tebo reported that he, George Russell and Paul Tucker are moving forward with researching grants for new props and are receiving good feedback from the towns about getting more involved.

- e. Report by Greg Berman, Coastal Processes Specialist for the Cape Cod Cooperative Extension, on the April 26-28, 2016 Mid-Atlantic Sea Grant Regional Meeting held in Red Bank, NJ.

- f. Report by Fran Weidman-Dahl and Amanda Howe, Resource Development Officers, on the April 18-21, 2016 federal grant courses conducted by Management Concepts, Washington, DC.

III. New Business

No new business was discussed.

IV. Commissioners Actions:

- a. Vote to approve the regular session Meeting Minutes of May 11, 2016.

Vote was tabled to the next meeting as Minutes were not available due to a change in the Commissioner's office administrative staff.

- b. Vote to approve the Summary of Actions over \$25,000 (including prepayment and transfer requests, bid awards, Contracts and Contract Amendments, New Fund Establishments).

Commissioner Cakounes moved to approve the following items under the Summary of Actions; under contracts, items 1-8; under bid awards, items 9 and 10; under personnel actions items, 11 and 12; under chair only items, 13-24, as presented, 2nd by Sheila Lyons, Approved 3-0-0.

Summary of Actions:

CONTRACTS

1. Execute Attachment A, to the previously executed grant agreement, between Barnstable County (Cape Cod Commission) and the Executive Office of Housing and Economic Development (through the Seaport Council), in the amount of \$180,000, for Additional Terms and Conditions to the Blue Economy project grant, for execution through June 30, 2018.
2. Execute the contract between Barnstable County (Cape Cod Commission) and Parallax Consulting, LLC in the amount of \$40,600 for SQL database assistance related to the Commission's Geographic Information System (GIS) and ePermitting application, for execution through June 30, 2017.
3. Ratify the action taken by John T. Yunits, County Administrator on May 6, 2016 to approve the contract between Barnstable County (Cape Cod Commission) and the Town of Brewster, in an amount up to \$25,000.00, to provide district, local technical assistance funds for updating

the Town of Brewster's 2009 Housing Production Plan, for execution through December 31, 2016.

4. Execute the Subordination of Mortgage for Karen Woessner-Blake who has a HOME loan of \$10,000.00 and will be receiving a new mortgage in the amount of \$135,000.00.
5. Execute the Lender Advisor Agreement between Barnstable County (Human Services) and Coady School Residences Limited Partnership for the HOME funds investment of \$500,000.00 in the Coady School Rental Development.
6. Execute the Master Subordination Agreement between Barnstable County (Human Services) and Coady School Residences Limited Partnership for the HOME funds investment of \$500,000.00 in the Coady School Rental Development.
7. Execute the Loan Agreement between Barnstable County (Human Services) and Coady School Residences Limited Partnership in the amount of \$500,000.00 for the HOME funds investment in the Coady School Rental Development.
8. Execute the HOME Investment Partnerships Agreement between Barnstable County (Human Services) and Coady School Residences Limited Partnership for the HOME funds investment of \$500,000.00 in the Coady School Rental Development.

BID AWARDS

9. Award the bid, for the supply and delivery of gasoline to the Town of Chatham to Noonan Brothers, as the responsive, responsible, bidder offering the lowest price.
10. Award the bid, for the supply and delivery of janitorial supplies to Barnstable County and other political subdivisions, including locations in Duke's County, to the following bidders as the responsive, responsible bidders offering the lowest prices as shown on the attached sheet: W.B. Mason; Conlon Products; Calico Industries; Casey EMI; and ERC Wiping Products.

PERSONNEL ACTION

11. Approve the request for Fiscal Year 2017 vacation carryover for additional Barnstable County employees.
12. Approve the request by Stacey Gallagher, Children's Cove Director, for six days of leave without pay for the period of May 23 - May 29, 2016.

CHAIR ONLY

13. Execute the certificate to dissolve betterments for Eugene Bradstreet and Rosemary Blackledge.
14. Execute the certificate to dissolve betterments for Barbara B. Brosnahan.
15. Execute the certificate to dissolve betterments for Edward L. Cook, Sr. and Ruth A. Cook.
16. Execute the certificate to dissolve betterments for Stephen J. Dennison.
17. Execute the certificate to dissolve betterments for Antonio Dossantos and Alessandra Rodrigues a/k/a Alessandra Dossantos.
18. Execute the certificate to dissolve betterments for Bruce E. Goodspeed and Theresa M. Goodspeed.
19. Execute the certificate to dissolve betterments for Dennis E. Mason and Peggy A. Mason.
20. Execute the certificate to dissolve betterments for Angela M. Quigley; Francis C. Quigley; and Genevieve Quigley, Trustees, Quigley Family Trust u/d/t dated March 30, 1987.
21. Execute the certificate to dissolve betterments for Timothy J. Scozzari and Maureen A. Scozzari.
22. Execute the certificate to dissolve betterments for Josue Souza.
23. Execute the certificate to dissolve betterments for Bernice Standish.
24. Execute the certificate to dissolve betterments for Donald J. Tucci and Joan C. Tucci.

V. Commissioners' Reports

- a. Commissioner Cakounes was contacted by Bill Piloguin of Magella Entertainment requesting permission from the County to film a TV show in the Town of Harwich. He explained the County has no authority in such matters and referred the matter to Jack Yunits as requested.
- b. Commissioner Cakounes announced the recipient of the 2016 Mercy Otis Warren Woman of the Year award is Ann Williams. He respectfully asked that the public notice be posted to the County Website. He also reminded Jack Yunits that the Memorandum of Understanding between the County and the Mercy

Otis Warren Select Committee is a yearly renewable memorandum and would be coming up for renewal in July.

- c. Commissioner Lyons reported that she attended the Cape Light Compact Board meeting the previous week where there is an ongoing discussion regarding proposals for mandated grid modernization for energy delivery. There are currently two proposals from Eversource and National Grid. In her opinion, one is more expensive but the other is more future orientated. She wants citizens to be educated and aware of these proposals and their benefits and weaknesses as it will impact the future.
- d. Commissioner Flynn congratulated the newly elected Selectmen from the town elections held the day before.

VI. County Administrator's Report

- a. Mr. Yunits congratulated Commissioner Flynn on her last day as Falmouth Selectman after 18 years of service.
- b. Mr. Yunits also congratulated Sean O'Brien and the Emergency Management team, Barnstable Police and Fire, and DOT (Department of Transportation) on an impressive Disaster Response demonstration held last Saturday (May 14th).
- c. Mr. Yunits reported that DOT has been very responsive in the rest area solution and it's moving forward quickly. They are currently discussing a proposed easement. He sent information out to them regarding the easement and is waiting for a response.
- d. Tomorrow night he is meeting with the Barnstable Town Council to elicit their support as the County puts together a team to do a feasibility study to direct attention to applying for Brownfields grant.
- e. Pocasset appraisal is continuing and should have a solution within a few weeks.
- f. He met with Joe Borlandi and other members of Barnstable Village Association to discuss the feasibility study for the complex. They expressed wanting to be included in future feasibility study discussions.

g. Mr. Yunits informed the Commissioners that they should expect to be hearing about the Zika epidemic as it has reached out to troubling proportions in Florida. He wanted them to be aware that the Barnstable County Department of Health & Environment and the healthcare providers on Cape Cod are already meeting to discuss the epidemic and mosquito control. In a few weeks George Heufelder will meet before them with the final report.

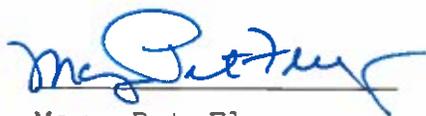
Barnstable, ss. At 1:02 p.m. on this eighteenth day of May, A.D. 2016, Commissioner Cakounes motioned to adjourn the meeting, 2nd by Sheila Lyons, Approved 3-0-0.

Attest:



County Clerk

The foregoing records have been read and approved.



Mary Pat Flynn

Chair



Sheila Lyons

Vice-Chair



Leo Cakounes

Commissioner

List of documents provided at meeting:

- Out-of-state travel report by Greg Berman, Cape Cod Cooperative Extension
- Out-of-state travel report by Fran Weidman-Dahl and Amanda Howe, Resource Development Office

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Out of State Travel Report

Staff: Greg Berman, Cape Cod Cooperative Extension

Date: April 26-28, 2016

Meeting: 2016 Mid-Atlantic Sea Grant Regional Meeting

Location: Red Bank, NJ

Purpose: As half of Greg Berman’s salary comes from the Sea Grant program there are certain reporting requirements and well as regional meetings that he should attend. This Sea Grant meeting was the one in which all the Sea Grant Coastal Processes Specialists in the region attended, and therefore was the most valuable to Greg Berman as he is the Coastal Processes Specialist for the Extension Service. Networking, professional development, and learning from a vast pool of national experience were also accomplished in addition to reporting progress in Massachusetts.

Highlights: This travel was completed using entirely Sea Grant funds, no Barnstable County funds were utilized. Post-Sandy recovery efforts were examined. The notching of shore perpendicular coastal erosion structures in order to restore longshore sediment transport was observed and recorded, as this technique has been utilized on Cape Cod, but more could be done. Examination of how NJ sand dunes with a rock or bulkhead core performed during Sandy, compared to ones without a core. There were no sand dunes that would be considered close to natural in the area of the field trip. They are all highly engineered beaches and dunes designed to minimize storm damage. In addition to regional and national Sea Grant updated, other programs presented information on rip currents, coastal storm awareness, and stormwater efforts.

Outcomes:

- Shared recent publications and methods utilized by Barnstable County for support of coastal managers and extension of relevant scientific advancements.
- Brought back relevant information about rain garden evaluation for other extension agents working on a related project.
- Obtained a valuable reference for an extension bulletin that is currently under development.
- Accomplished experience sharing by area of focus, which is strongly encouraged by Sea Grant.

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5/18/16

**Barnstable County
Out-of-State Travel**

To: Management Concepts
919 18th Street, NW
Washington, DC

By: Resource Development Officers:
Fran Weidman-Dahl 4/18-21/16
Amanda Howe 4/20-21/16

For: Training courses on managing federal grant awards:

Business Management Systems for Grant Recipients

April 18-19, 2016

The federal government sets the standards for institutional systems for non-federal entities who receive federal grant funding. The five systems are: accounting, procurement, personnel, property management, and travel. The systems need to comply with federal standards. The federal government is looking for good business practices through an organization's written policies, and to confirm that the organization's employees are informed of these policies. Organizations receiving federal funds are responsible for updating and developing written organizational policies to insure compliance. Federal agencies have established procedures to certify the adequacy of recipient business management systems.

Procuring Goods and Services Under Federal Grants

April 20-21, 2016

This course covered specific guidelines for the regulations and standards for purchasing goods and services on federal grant awards. Information was provided for developing and maintaining a compliant purchasing system, including establishing internal controls and avoiding conflicts of interest. Some of the federal grant mandated procurement policies included having written policies addressing: conflict of interest, purchasing thresholds, inventory of purchased items, and debarment and suspension.

Goals:

To continue to gain knowledge to bring back to the county on the requirements and practices of managing federal grant awards. These practices affect not only those departments applying for federal grants, but also those departments who have any contact with the grant after award (i.e., accounting, procurement, personnel). Good business practices and compliance with federal requirements protects the county and makes us reliable business partners for future awards.