

**BARNSTABLE COUNTY ASSEMBLY OF DELEGATES**  
**Standing Committee on Natural Resources**  
**Minutes**  
**February 24, 2016**

The Standing Committee on Natural Resources met to review the 2017 proposed budgets of the Cape Cod Water Protection Collaborative, Health & Environment, the Cooperative Extension, and the Cape Cod Commission (excluding Economic Development), on February 24, 2016, beginning at 1:00 p.m.

Committee members present: Chairman Ned Hitchcock, Edward Lewis, and Linda Zuern. Absent: Edward McManus and Julia Taylor. Alternate member present: Brian O'Malley.

**1:00 PM: Cape Cod Water Protection Collaborative**

Andrew Gottlieb met with the committee to present an overview of their activities and discuss the water collaborative FY17 proposed budget. The budget that was submitted to the Commissioners by the Collaborative Board (\$502,000) was a level funded budget. The budget approved by the Commissioners represents a \$150,000 decrease.

A handout was forwarded to the committee and was in the form of a memo dated 12/11/14 detailing the funding request for FY17. This handout will be attached to the minutes and available for review in the Clerk's Office.

The Collaborative indicated it could manage the budget decrease but it will change the nature of support that is provided to member communities. Last week a request from a member town was rejected. This will be the case until the Collaborative can sort out the funding decrease and an examination of funds that may roll over from FY16.

The Collaborative Board remains committed to moving forward with the monitoring program. A state match of \$250,000 is available and was committed to by the Barnstable County. The \$250,000 allocated in FY16 has not yet been spent or committed. It is anticipated that this will happen sometime in April 2016. It is possible that encumbrances from FY16 and prior will be available and helpful in managing the decrease proposed for FY17 of \$150,000.

**Motion made by Edward Lewis, and was seconded, to forward the proposed Cape Cod Water Protection Collaborative FY17 budget request of \$352,000 to the Finance Committee. 2-1-0. Linda Zuern voting "no".**

**1:35 PM: Health & Environment**

George Heufelder met with the committee to review the proposed FY17 department budget and explain department operations. A handout in the form of a budget summary and department salary schedule was provided to the committee. This handout will be attached to the minutes and available in the Clerk's Office.

The proposed budget represents level funding with the exception of three areas:

- Increase to per diem nursing line item for screening and vaccinations - \$5,000.
- Increase in laboratory supplies that are used for assistance to town - \$5,975.
- Capital budget increase for replacement of laboratory equipment - \$60,000.

These accounts generate revenue for the county.

The major sources of revenues from all divisions of the Health Department represent approximately \$1,197,000 going to Barnstable County.

Department Deputy Director Sean O'Brien was called up to explain the major duties of his position.

**Motion made by Edward Lewis, and seconded, to forward the proposed Health & Environment FY17 budget to the Finance Committee. 3-0-0.**

**2:10 PM: Cooperative Extension Service**

Michael Maguire met with the committee and provided them with a budget detail handout and explained the department divisions highlighted in the document. Committee members had questions regarding the number of staff, salaries and fringes within the various department divisions. A separate budget summary and salary schedule will be forwarded to the committee once it is received by the Clerk. The handout provided to the committee by the department head at this meeting will be attached to the minutes and available in the Clerk's Office.

Preparation of the department budget was done with the assistance of the previous Director Bill Clark.

The Cooperative Extension includes a division for Marine, Hazardous Waste, 4H, Nutrition, Horticulture encompassing Tic and Lyme disease, a Marine Explorer Program, and wildfire planning.

Questions were raised regarding the 4H program and whether or not it relates to the core function of the county. It's a type of social service program that invests in the youth on Cape Cod. 4H has evolved from a farm based program for youth to other types of programs and clubs that focus on citizenship and leadership. There are several hundred youth participants from across Cape Cod. It was mentioned that the investment in youth now could save the county and state money later. There are few county programs that reach out to the youth. It was questioned whether or not this type of program is more appropriately placed with the schools. There is grant money associated with this division and there are two staff positions serving this purpose.

FY17 budget cuts were made to small grant programs available to the towns and wildfire planning. The reduction for the department was approximately 12% for FY17 over FY16. The Department Manager expressed some concern regarding the hazardous waste position that has not been filled.

**Motion made by Edward Lewis, and seconded, to forward the proposed Cooperative Extension FY17 budget to the Finance Committee. 3-0-0.**

**1:00 PM: Cape Cod Commission**

Cape Cod Commission Executive Director Paul Niedzwiecki, Deputy Director Patty Daley and Fiscal Director Gail Coyne met with the committee to highlight the priorities in the FY17 proposed budget. A handout was provided to the committee and will be attached to the minutes and available in the Clerk's Office.

The FY17 budget as proposed represents a 1% increase over FY16. The Commission assessment will increase by 2.5% in FY17 as allowed. Revenue levels are anticipated at the FY16 levels with the exception of the HOME Program that has moved over to the County Human Services Department. Approximately \$690,000 of reserves is needed to balance the FY17 budget as proposed.

The majority of the Commissions budget is personnel driven or represents approximately 79% of the budget. Staffing levels will remain the same and budgeting includes step/merit and a 2% COLA, longevity and sick leave buy back. Fringe benefits have increased – health insurance 10% and retirement 5.9%. Decreases were made to the postage, printing and copier equipment

expense lines. Public Officials Liability Insurance was assumed from the county at a cost of \$7,000. There is also a capital consideration for the purchase of the office building currently occupied by the Commission.

Funding for Joint Initiatives is also included in the Commissions budget with revenues associated with these efforts to be approximately \$385,000. Funding for Joint Initiatives from the Cape Cod Commission comes from staffing resources. The Commissioners budget reflects a budget of \$720,575 with \$335,575 coming from the general fund and \$385,000 as a revenue offset from the towns.

The Joint Initiatives budget will also be reviewed by the Finance Committee when they meet with the Commissioners.

If the Joint Initiatives Program is eliminated it would result in the elimination of two positions and the dismantling of the Regional Wide Area Network. It does not mean that Open Cape would cease to exist. There are 13 out of 15 towns using the Regional Wide Area Network.

Committee expressed concerns regarding the 2% COLA that is in the Cape Cod Commission budget. COLA's for county employees are not budgeted for FY17 within the Commissioners budget. The explanation was given that the Commission and the County represent two separate entities with differing revenue sources. Concerns were expressed that this would create a disparity between county employees not receiving a COLA versus Commission employees that would – citing that both groups are viewed as count employees.

Concerns were expressed regarding the salary levels of commission employees. The statement was made that hiring a larger number of employees at reduced wages (versus hiring fewer employees at higher wages) does not allow you to hire the best people and create the most efficient organizations.

It costs \$18 a year per household to support the Cape Cod Commission.

**Motion made by Edward Lewis, and seconded, to forward the proposed Cape Cod Commission FY17 budget to the Finance Committee. 3-0-0.**

**Motion made by Edward Lewis, and seconded, to forward the proposed Joint Initiatives FY17 budget to the Finance Committee. 2-1-0. Linda Zuern voted “no”.**

The meeting adjourned at 3:30 p.m.

Submitted by:  
Janice O'Connell, Clerk  
Assembly of Delegates