

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At the regular meeting of the County Commissioners held in the Harbor View Conference Room on the sixteenth day of December, A.D. 2015.

Board of the Barnstable County Commissioners:

Mary Pat Flynn	Present
Sheila Lyons	Present
Leo Cakounes	Present

Staff Present:

Michael Brillhart	County Administrator
Bob Lawton	Finance Department
Mary McIsaac	Barnstable County Finance Director / Treasurer
Alisa Lucas-McLaughlin	Administrative Assistant
Paul Tucker	Fire Rescue Training Academy
Tom Cambareri	Cape Cod Commission Water Resources Program Manager
Gail Coyne	Finance, Cape Cod Commission
Billy Traverse	Barnstable County IT Director

List of Documents:

- Recommendations for Appointment to the Barnstable County Human Rights Commission by the Health and Human Services Advisory Council HRC Nominating Subcommittee. This document is available on Barnstable County Meeting Center Web Page.
- Barnstable County Budget Guidance Document FY2017. This document is available on Barnstable County Meeting Center Web Page.
- County Administrator Actions dated December 5, 2015 – December 11, 2015. This document is available on Barnstable County Meeting Center Web Page.

Commissioner Lyons called the meeting to order at 2:30 p.m.

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

Public Comment:

No public comment.

General Business

I. Recommendations for Appointment to the Barnstable County Human Rights Commission by the Health and Human Services Advisory Council HRC Nominating Subcommittee.

Commissioner Cakounes made the motion to approve the following members to serve on the Barnstable County Human Rights Commission, James McGuinness term to expire December 31, 2018; Barbara Burgo term to expire December 31, 2018; Judith Blau term to expire December 31, 2018; and Patricia Oshman to fill a vacancy of an unexpired term to expire December 31, 2016 as nominated by the Barnstable County Health and Human Services Advisory Council HRC nominating subcommittee as presented, 2nd by Commissioner Flynn, approved vote 3-0-0.

Commissioner Lyons asked that for future appointments the nominees' towns be listed when they are appointed.

II. Presentation Update on IT Regional Services by Bill Traverse, IT Director.

Billy Traverse, IT Director presented to the Commissioners to give an update of IT Regional Services for the first half of FY2016. Mr. Traverse stated that IT has been very busy over the last six months. He

went on to explain that IT has been streamlining processes and procedures, working on expanding their Regional IT Service that is offered to other towns across the Cape.

Mr. Traverse highlighted Barnstable County's IT Infrastructure and gave the Commissioners some logistics of what the infrastructure entails to include 131 servers hosted, 55 domain registered and centrally managed, managing 29 active websites, supporting a vast County e-mail network while filtering 49% of "spam" from ever reaching our e-mails, as well as recording and streaming 72 public meetings in the last 6 months.

Mr. Traverse also focused on Regional IT Services provided and the revenue that these services bring to the County, stating that IT is on mark for this current Fiscal Year.

The Commissioners congratulated Mr. Traverse and his IT Department on their hard work and dedication to ensure the County's IT is functioning daily as well as finding ways to bring revenue into the County for their services.

III. Update on Activities at the Fire Rescue Training Academy – Paul Tucker, Coordinator.

Paul Tucker, Coordinator of the Fire Rescue Training Academy gave the Commissioners a six month update on the Academy. Mr. Tucker stated that County-wide 1727 firefighters had trained at the Academy and 1561 firefighters from off Industrial and off Cape fire departments. Mr. Tucker also informed the Commissioners that there was a large jump in the EMS / Paramedic training numbers at the Academy.

Mr. Tucker highlighted that the Fire Rescue Training Academy is trying to become more constant in their actions. Mr. Tucker stated that George Russell, Director of the Fire Rescue Training Academy would like to restructure the organization by adding assistant directors, an oversight committee to which the Commissioners welcomed those ideas and applauded adding peer review and counsel in the form of the aforementioned oversight committee.

Commissioner Flynn, the liaison for the Commissioners on the Fire Rescue Training Academy Building Needs Assessment Committee stated that the Committee will be meeting one final time before presenting to the Commissioners. She estimated they would be ready to present at the January 16, 2016 meeting.

Commissioner Cakounes inquired if all the action items put forth in the motion from the November 21, 2015 Emergency Meeting were being complied with to which Mr. Tucker confirmed they were.

Tom Cambareri, Cape Cod Commission Water Resources Program Manager, updated the Commissioners on the work that was done for the Water Quality project he has been heading at the FRTA as well as the Mary Dunn Well. He stated that in January 2015 the investigation commenced. The pump and treatment system is doing its job and runs 24/7. The water is being treated with the improved and modified pump and treatment system and the water is continuing to be monitored and tested.

Mr. Cambareri feels that the Fire Rescue Training Academy's Standard Operating Procedures need to be updated and that he would be able to help with the process to help maintain the current expectations of the Commissioners and the Director.

Commissioner Cakounes wanted an update specific to the January 21, 2015 motion and Mr. Tucker stated that Mr. Russell would like to make monthly updates part of the maintenance plan for the Fire Rescue Training Academy.

IV. Approve Contract with Bowditch & Dewey, LLP to Provide Legal Services on Environmental Matters at the Fire Rescue Training Academy.

Motion made by Commissioner Cakounes to approve and execute Bowditch & Dewey as the Legal Firm to Serve the County on Environmental Matters at the Fire Rescue Training Academy as presented, 2nd by Commissioner Flynn, approved vote 3-0-0.

V. Review and preliminary discussion of FY17 Budget Concerns.

Mary McIsaac, Barnstable County Finance Director and County Treasurer presented the Commissioners an update on budget guidance. Ms. McIsaac commented on some FY2017 budget concerns. She stated there would be invasions of County Reserves to balance the budget for FY2017 and that there are tough decisions that have to be made in order to get said budget balanced.

Ms. McIsaac stated a 5.19% increase would be incurred in retirement costs as well as a 10% increase in County group health insurance. The Commissioners questioned alternative plans that may offer less burden on the County to which Ms. McIsaac stated you should always examine insurance plans. Ms. McIsaac went on to say that forecasts for the FY2017 Registry of Deeds Excise Tax and Business fees would be less than the projection from FY2016.

Ms. McIsaac cited new County Debt in the form of Capital Project Bond for FY2017 as well as legalities and negotiations with the Town of Barnstable regarding the Fire Rescue Training Academy could impact the budget and be a cause for concern.

Ms. McIsaac gave recommended objectives to help guide County Departments in the development of their FY2017 budget. She cited expenditures not exceeding revenue, Departments using the same forms for simplicity, including personnel costs within the Department's operating budget, identifying capital needs exclusive from their operating needs and any staffing increases requiring a direct correlation to revenue increases from external sources other than the Registry of Deed and County Tax revenues.

VI. New Business

No new business.

VII. Commissioners' Actions

- **Vote to Approve Minutes of November 18, 2015 Regular Session.**

Motion made by Commissioner Cakounes to Approve the Minutes of November 18, 2015 Regular Session, 2nd by Commissioner Flynn, approved vote 3-0-0.

- **Vote to Approve the Summary of Actions over \$25,000.00 (including prepayment and transfer requests, bid awards, contract and contract amendments, new fund establishments).**

Motion made by Commissioner Cakounes to approve the following Summary of Actions, 2nd by Commissioner Flynn, approved vote 3-0-0.

- 1) Execute Contract Amendment between Barnstable County (Resource Development Office) and Prevention Wellness Trust Fund (PWTF) Partners in the amount of \$695,015.00 for extension of existing agreements with the PWTF to match the grant fiscal year and prevent a gap in services / grant operation, original execution through December 31, 2015 now extends through June 30, 2016.
- 2) Approve the Transfer Requests from Barnstable County (Cape Cod Commission) in the amount of \$328,420.92 from various funds (see request memo) to the Cape Cod Environmental Protection Fund (CCEPF) (Fund 0010) to record indirect cost reimbursements for FY15.
- 3) Execute the Request from Barnstable County (Resource Development Office) to establish a New Fund in the amount of \$50,000.00 for Grant received from Massachusetts Department of

Agricultural Resources to administer the CCCE Aquaculture Programs to include Water Quality Monitoring, Shellfish Research Farm Network, and Disease Monitoring, execution from July 1, 2015 – June 30, 2016.

- 4) Ratify the action taken by Michael Brillhart, County Administrator on December 11, 2015 to approve the request from Barnstable County (Department of Human Services Home Program) for the subordination of HOME DPCC mortgage in the amount of \$8050.00 for Dana M. Thatcher with a new mortgage amount of \$177,000.00.
- 5) Ratify the action taken by Michael Brillhart, County Administrator on December 11, 2015 to approve the request from Barnstable County (Finance Department) for the subordination of HOME DPCC mortgage in the amount of \$8050.00 for Dana M. Thatcher with a new mortgage amount of \$177,000.00.

VII. Review of County Administrator Actions under \$25,000.00 (including personnel actions, out-of-state travel, prepayment and transfer requests).

No queries on County Administrator Actions.

VIII. Commissioners Reports

- Commissioner Lyons attended the premier of Heroin Cape Cod USA on December 15, 2015.
- Commissioner Lyons requested that procurement of legal services be added to the next agenda for discussion.
- Commissioner Flynn attended the HRC Breakfast on December 10, 2015m at the Hyannis Golf Club.

IX. County Administrator Report

No County Administrator Report.

Barnstable, ss. At 4:26 p.m. on this sixteenth day of December, A.D. 2015, Commissioner Flynn made a motion to adjourn, 2nd by Commissioner Cakounes, approved 3-0-0.

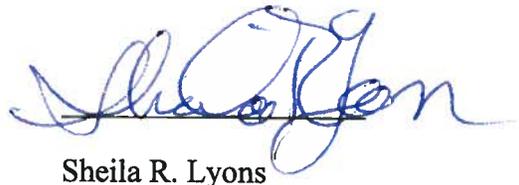
Respectfully Submitted,

Alisa Lucas McLaughlin, Administrative Assistant

Attest:


County Clerk

The foregoing records have been read and approved.



Sheila R. Lyons

Chair



Mary Pat Flynn

Vice-Chair



Leo Cakounes

Commissioner