

**CAPE COD REGIONAL GOVERNMENT - ASSEMBLY OF DELEGATES
HARBORVIEW CONFERENCE CENTER @ 4:00 P.M.
BARNSTABLE COUNTY COMPLEX
3195 MAIN STREET
ROUTE 6A, BARNSTABLE, MA**

APPROVED Journal of Proceedings - May 16, 2018

Call to Order

Speaker MCAULIFFE: It's 4 o'clock. Welcome to the Cape Cod Regional Government, Assembly of Delegates. It's Wednesday, May 16th at 4:00 p.m. We're in the Harborview conference room.

Is anyone recording this meeting other than our regular transcription staff?

We start with a moment of silence to honor our troops who've died in service to our country and all those serving in the Armed Forces.

(Moment of silence.)

Speaker MCAULIFFE: Please rise for the Pledge of Allegiance.

(Pledge of Allegiance.)

Speaker MCAULIFFE: Will the Clerk please call the roll?

Roll Call

Roll Call Attendance (78.77%): Mary Chaffee (4.55% - Brewster), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02% - Yarmouth), Deborah McCutcheon (0.93% - Truro), Susan Moran (14.61% - Falmouth), Thomas O'Hara (6.49% - Mashpee), John Ohman (6.58% - Dennis), Brian O'Malley (1.36% - Provincetown), Patrick Princi (20.92% - Barnstable).

Arrived Late (16.09%): Lilli-Ann Green - (1.27% - Wellfleet), Edward McManus (5.67% - Harwich), Linda Zuern (9.15% - Bourne – Remote Participation).

Absent (5.14%): Edward Atwood (2.30 – Eastham), Ronald Bergstrom (2.84% - Chatham).

Clerk O'CONNELL: Madam Speaker, you have a quorum with 78.77 percent of the Delegates present; 21.23 percent absent.

Speaker MCAULIFFE: Thank you. There may be one or two people calling in. So until I hear the phone ding, we will go forward with our regular voting.

Approval of the Calendar of Business

Speaker MCAULIFFE: Is there a motion to approve the Calendar of Business?

Mr. O'MALLEY: So moved.

Speaker MCAULIFFE: Is there a second?

Mr. KILLION: Second.

Speaker MCAULIFFE: Any discussions? All those in favor? Aye. Any opposed? **It passes unanimously.**

Approval of the Journal of Proceedings of May 2, 2018

Speaker MCAULIFFE: Is there a motion to approve the Journal of May 2nd, 2018?

Mr. O'MALLEY: So moved and approved as distributed.

Speaker MCAULIFFE: Is there a second?

Ms. MORAN: Second.

Speaker MCAULIFFE: Any discussions? All those in favor? Aye. Any opposed? **It passes unanimously.**

Summary of Communications from the Board of Regional Commissioners

- **Commissioner Cakounes reported on actions taken by Board of Commissioners on May 9th and May 16th, 2018**
- **Commissioners announce the winner of the 2018 Mercy Otis Warren Woman of the Year Award**
- **Commissioners working on a Memo of Understanding with the Cape Cod Commission for governmental services**
- **Commissioners voted to encumber and disburse to the Cape Cod Commission \$200,000 of License Plate Funds**
- **Commissioners approved FY19 funding ordinances for operating budget, dredge budget and capital budget (18-07, 18-06, 18-05)**
- **Commissioners disapprove ordinance for Assembly clerk position (18-04) and detailed the reasons why in a letter to the Speaker**
- **Commissioners authorize the filling of several job vacancies**
- **Commissioners submitted to Assembly Proposed Ordinance 18-09 Special Projects Reserve Fund for \$185,000 to fund Water Quality Monitoring**
- **Commissioners authorized contract awards, a vacation carryover request, and execution of septic betterments**
- **Commissioners received a presentation from the Cape Cod Commission's Senior Transportation Engineer related to Cape Cod Smart Transportation Week June 24 through June 30, 2018**
- **Commissioners received an update on House Bill 4000**

Speaker MCAULIFFE: Communications on County issues from the Board of Regional Commissioners. We have the Chair, Leo Cakounes. Welcome.

Commissioner CAKOUNES: Thank you, Madam Speaker. Thank you and hello, everyone. I'm just going to take a second here to gather my thoughts. I am actually reporting on two meetings for you. As you all are well aware of that we meet weekly; you guys meet every two weeks. So on this particular occasion I have two meetings to report on.

So I'll go back to the May 9th meeting first, which was last week. There was an awful lot going on at that meeting. For the sake of time, I will go through -- hopefully I can find an agenda here. Oh, here it is. It was right there in front. I will go through it.

First of all, as always, we approved our minutes of the week before. We

were honored to, once again, have a winner of the Mercy Otis Warren Cape Cod Woman of the Year Award, and that announcement was made. And I have some information on here on the recipient; I'd be happy to share that with your Clerk, and your Clerk can pass it out to you all so you'll know. But there will be an official announcement. And, Jack, I think it's -- what are we that Fourth of July weekend celebration?

Administrator YUNITS: No. It's, I want to say, June 25th.

Commissioner CAKOUNES: Yes, we'll get you the official recognition of the recipient. I believe, as Jack just mentioned, it think it's the end of June. So we have some time on that, but we'll make sure the Clerk is notified so you people can all know about it in case you'd like to attend the ceremonies.

We have been working on a memorandum of agreement with the Cape Cod Commission in that the County government, general County government that we all are part of, we'll be asking the Cape Cod Commission because they're under their own funding source to perform some duties for us and vice versa. The Cape Cod Commission has been and will be asking the general government to do some work for them.

So we worked out a general memorandum of understanding. It came to my attention late that the executive board of the Cape Cod Commission had not had a chance to review it. So last week we just voted to accept the draft and then give some time to the executive committee of the Cape Cod Commission to review it, and then it will come back for a final vote.

We did have a discussion and an actual vote on the disbursement of the License Plate Fund. As you know, we have a new EDC. It started up in I believe it was late January, and the Cape Cod Commission also has a number of different obligations and things working with the new EDC. But we do share and distribute some of the License Plate Fund to the Cape Cod Commission for work that they do in collaboration with the communities that we serve.

And in the past, the practice has been to allocate a certain amount of monies even if we hadn't collected them yet. And under the new system, we do not allocate funds until they are collected and in hand.

So, basically, there was a vote, and I do have the actual vote that was taken. I believe it was \$200,000 that we actually encumbered for the use of the Cape Cod Commission to use. I think at that time we had about 400,000 in the account. So we authorized to allow the Cape Cod Commission to spend up to \$200,000 for the works that they have prepared.

I do have an ordinance prepared for you today also; Ordinance 18-to-be-numbered. This is transferring funds from our Special Project Reserve Fund to fund the component of the Cape Cod Comprehensive Coastal Water Quality Monitoring Program.

Just to remind all of you, this was the monies that we had set aside last year and put into a Special Projects Fund. Last year we funded, I believe, it was close to 250,000. This year we're only able to afford and have in the account I believe the number's 180,000, but I'll be passing that ordinance in when I'm finished this evening, and that way there you'll be able to ask questions and when you hold your hearings on that as we move forward.

As you all remember, the Cape Cod -- I mean the County Commissioners took out the transfer of these funds to other agencies other than interdepartmental agencies

and decided to handle it with an ordinance procedure. So the County Commissioners have voted it, and now we have an ordinance in front of you so you will also be able to vote it, and then we'll transfer the funds over, and they'll be able to use it for the Water Quality Monitoring Program.

Discussion and authorization of filling some vacancies; actually, this one here I'm going to skip over. We had a little confusion. We had a vacancy, so this is not a new position, but it was confused with a part-time position that presently is being funded through HUD and through HAC, I mean, and we're bringing that half-time position over here but the funding is coming with it.

Well, it got kind of confused with a full-time position that actually works here as a member of Barnstable County that was a vacancy.

So, last week we had a vote, and the two positions got merged in the motion and it was a clerical error on my part. So, basically, I corrected it later where we actually -- actually, we did correct it right here; we actually rescinded the action that was taken, and we did approve a full-time administrative assistant for the Human Service Department which, again, is not a rehire. It's not a new hire; it's a fulfilling of a vacant position.

Then we also authorized the filling of a part-time position which is fully grant-funded by the Homeless Management Information System, and that's going to be brought now under the auspice of the Human Services Department, and that I believe is the one that is presently or was presently under the HAC.

A number of different ordinances that we had in front of us. First, I'm going to go with the first three because we -- that's the good news. We adopted Ordinance 18-05 which is the Capital Equipment Ordinance that you previously passed. We adopted the Operating Budget as you amended it, so that is in place as you forwarded it to us.

And we also adopted the Operating Budget for the Dredge Enterprise Fund, which I do not believe there was any changes or anything made on that. So we adopted that in its entirety.

We did not approve, or we actually rejected is the correct term, the establishment of the job description of the County Clerk for the Assembly of Delegates. And as per the Charter and I believe it's Section 3-8 of the Charter, it says that when the County Commissioners reject an ordinance, they are to send a letter back with that and explain why the rejection.

I'll be happy to talk about that more if you'd like. But at this time, I would just report to you that it was the consensus of the board that they had no problems with the job description. They had no problems, obviously, with the full-time aspect of it because, once again, I want to remind you that the budget was voted as you amended it. So the full-time aspect of it was included.

The only problem that really became the game stopper, if you will, was that the County Charter is very clear and specific that it is the duty of the County Administrator who actually takes the job descriptions and places them in the job, I'm sorry, I'm not coming up with the -- I always get this wrong when I try to -- what do you call it?

Mr. O'MALLEY: Classification.

Commissioner CAKOUNES: Thank you, very much, within the County

employee classification. That's the duty of the Administrator, and the Administrator works closely with the Human Resource Officer and they do that.

So, basically, we were asking if, basically, you took out that one little block in that description and left that job to the County Administrator that I feel that, and the letter reflects this, that my fellow Commissioners would not have a problem accepting it as presented.

And I did just want to let you know, presently the position is rated, it has been rated by our current County Administrator. It is rated as an M2 position, and it will remain there to my knowledge because not only does this particular job description cover what you request this position to do, but also does some work for the general County as the County Clerk.

So, presently, and certainly through the remaining of FY18 and possibly through '19 because, again, the budget was voted, it will remain there. And if, in fact, we do separate the positions and the County Clerk does -- is fulfilled by a separate individual, and then I believe it's the intentions of the Administrator that he will drop the position down to an MP1. And that is his duty and his function, and he's certainly within his rights to do that. So, again, the letter is pretty clear in establishing the reasons why the County Commissioners rejected it.

Speaker MCAULIFFE: I have quite a response to your vote.

Commissioner CAKOUNES: Okay.

Speaker MCAULIFFE: But I will tell you that classification was approved by the County Administrator.

Commissioner CAKOUNES: That's correct. We know that. We just didn't feel it was necessary to be in an ordinance because it is the job of the County Administrator to do it.

Speaker MCAULIFFE: Right, and he did it with negotiations -- in negotiations with the Speaker. It was the advice of counsel to do it through an ordinance. So I'll get into this more.

Commissioner CAKOUNES: Okay.

Speaker MCAULIFFE: But I'm telling you that this job -- this classification was approved by the Administrator. It wasn't the Assembly overstepping.

Commissioner CAKOUNES: If I can, I'll go through the rest of the agenda; I'm happy to report on today.

Speaker MCAULIFFE: Okay.

Commissioner CAKOUNES: And I know that that is on your agenda for discussion today, and I'd be more than happy to try to clarify our position, once again, on it. But no one is arguing at this stage in the game whether the position should be an MP or an SPT position. The only thing we're arguing is that it should not be done through an ordinance position. We have no problem that the job description was done through an ordinance. We have no problem and we'll probably, if that ordinance comes back without the classification in it, it will probably pass.

But I would just tell you that the majority of the stumbling block was the fact that we were putting someone in a job description -- taking a job description and putting it in the classification through an ordinance and did not feel that that was a proper step, simple as that. I guess we're talking semantics. It's done. It's that way. It's just that

we didn't feel it was proper to be doing it within an ordinance structure.

And as far as the attorney goes, the attorney was pretty clear in his response. I read the written response back and suggested that the language on the ordinance should read that you instruct or you insist or you require, and by you I mean the Assembly, that the Administrator place this position in the job classification study. So he was even making it clear that that is the duty of the County Administrator.

Once again, I'm ready to end all of this because we're arguing about something that we actually have agreed on, and we just want to move forward on this. But at this stage of the game, I'm trying to explain why the Commissioners voted the way they did.

Moving on, if I may, Madam Speaker? Moving on, we also had Commissioners' Actions. There were a number of actions that we took, authorization and approval for reimbursements for the Executive Director of the Cape Cod Commission. This is something what we do as often as we get them. Sorry. I'll put it on vibrate. Sorry.

And we also -- authorization and approval of reimbursements for Jack Yunits, who's our County Administrator. And, again, he brings those forward. We try to get him to do them as often as he can. These particular ones were from March 14th to April 9th. And as far as Ms. Senatori's, they were from February 6th to April 20th.

We had a request for a carryover for a vacation request from Mary McIsaac. It was not an easy decision. The carryover request for the vacation time went 100 percent against our policy, but it was brought to our attention that this particular individual had some family issues and had some illnesses to deal with. And because it was a short-term carryover, the County Commissioners agreed to it. And I believe the date was -- I think it was May 30th. So we're only allowing another 30 days to actually use up the six days.

We strayed from our policy but I guess that's a good thing about having three Commissioners to be able to look at requests like that because these policies are made for guidance and for things that we try to make it fair for everyone, but there are certain occasions that pop-up that maybe need some extra look.

We did a number of different awards of contracts. Peterson Oil, Cape Cod Basins Biofuel for the supply and delivery of fuels to Barnstable County.

We also contracted with Timmons Group on behalf of the Cape Cod Commission for the design of a resilience web application in an amount not to exceed \$85,000.

We also had an authorization of award for contracts with George Cyclone Chemical Company, and also Borden & Remington Corporation. This was to supply and deliver chemicals to the water departments of Barnstable County.

And an authorization and award for Union Studios, which is also Cape Cod Commission's for technical services related to the compact development planning and design and form-based code for a period through 18 months from the time of execution of the contract.

We had an authorization of execution of septic betterments -- dissolving septic betterments, and that pretty much ended our meeting on the 9th.

That brings us to today. And today's meeting was -- I would say it was brief. We did have an excellent presentation from Lev Malakhoff, who's the Senior

Transportation Engineer of the Cape Cod Commission. We were supposed to have Tom Cahir come in also, but Tom was not available. He was actually at a meeting and he sent Christine Boyd in his place. She's from the Cape Cod Regional Transit Authority. And, basically, this was all in the promotion of -- and I'm going to try to get you the weeks here -- June 24th through June 30th of 2018, which is going to be the "Cape Cod Smart Transportation Week." And also June 27th, which is a Wednesday, which is "Cape Cod's Smart Transportation Day." And we actually had a proclamation and signed it.

And, by the way, Mr. Malakhoff also was, yet again, another recipient, and I believe it was from the state through their transportation authority where he has done outstanding work in promoting using bicycles, walking, that kind of thing, public transit. And Lev actually left the meeting -- I think I remarked, I said, "Geez, Lev, I think you've won like eight of those," and I think he reminded me -- I think this is like the 10th or 12th year in a row that he has won them.

So we're very proud to have people like Lev who work for the Cape Cod Commission and, certainly, Christine also who works for the Cape Cod Regional Transit Authority. They gave an excellent presentation.

And if your agenda gets slow at any time, I would highly suggest that you have them come in and learn about what we're doing to promote bicycle riding, walking, and public transportation to lessen our traffic here.

We had an update and a brief discussion about House Bill 4000. If all of you remember, House Bill 4000 was the House Bill that was filed by Plymouth County and joined by the other counties, and that's the one that redistributes the amount of excise tax collected. It does not add to the amount of excise tax. It just redistributes it giving the counties a little bit more.

I actually had a nice conversation with Sarah Peake's office mid-afternoon. I tried to get her this morning but she was out. And Jack, also, has been following up on this. The House Bill appears that there may be an amendment coming forward to it. And the amendment, from what we understand, may phase it in in time, and this will give the state a little bit of leeway, if you will, without getting hit with the multimillion dollar loss in revenue to them because, once again, this encompasses all the counties in Massachusetts. But there's some discussion about phasing it in. So right now it's still in Ways and Means, and we are actively waiting for it to come out. Hopefully it will be brought to the floor with a positive either action the way it is written and certainly the phasing-in aspect I think I'd like to see more -- I'd like to see it in writing, but I think we're probably going to be onboard with it if that's the way they decide to go.

Authorization and approval for ground use; we do this all the time. Barnstable Village Association uses our parking lot out here. In fact, they will be starting -- I believe it is Wednesday nights doing music in the gazebo. But we have to make sure and give them authorization to use the facilities. And we also require that they carry their own liability insurance. And there's negotiations with Steve Tebo, who's still our Facilities Director to make sure that they do the post and pre-and post-clean up services and help with that.

They have been a great neighbor, and certainly over the years that I've certainly been here, we've had no issues whatsoever, and we want to continue this relationship with the Barnstable Village Association.

Authorization to execute contracts; we did get a contract with HUD in the amount of \$51,000, and this was for the Human Services Department, and it's for the Continuum of Care Program. So we had to authorize a new fund to put that grant that we received in.

If you happen to go and look at our agendas or if you happen to look at some of these grants that come in from the federal government, I do this all the time so I want to make you aware of it. Their year dates are usually one year ahead of ours. In other words, they operate in -- right now we're in fiscal '18 while they're in fiscal '19. So when you talk about things next year with them, its fiscal '20 although it might be physical '19 for us, and their calendar years are different.

So in this particular document, I asked the question again publicly because I wanted the people to know that we weren't making a mistake; this does run from January 2019 to December 31st, 2019, but that's how the federal government operates. They operate a year in advance with their allocations of funds.

We also signed a contract with Bluehouse Group, and this was, again, through the Cape Cod Commission. This is to help them with their website. It's not to exceed an amount of \$142,000. And before you ask, yes, that was a bid process. It went out for a quite large RFP process or I should say lengthy RFP process. And I believe we were told today that 8 responders were to it, and the Cape Cod Commission picked the -- not only the cheapest but certainly the one that was going to do the job best for them.

And that ended our meeting today. So, with that, I'll be very happy to open it up.

Speaker MCAULIFFE: Before you start, Susan; who called in? Is there someone on the line? I thought I heard someone. All right.

Is it Linda?

MS. LINDA ZUERN: I called in -- this is Linda. I called in around ten past four.

Speaker MCAULIFFE: Right. I heard you. We were in the middle of a presentation. And the reason for calling in is distance?

MS. LINDA ZUERN: I'm out of state right now.

Speaker MCAULIFFE: That's right. Yes, we just have to clarify the reason for calling in so. I was aware you were out-of-state. That's why I'm giving the reason as distance.

Okay. Sue.

MS. LINDA ZUERN: And I forgot that I'm an hour behind.

Speaker MCAULIFFE: Oh.

MS. LINDA ZUERN: Thank you.

Speaker MCAULIFFE: Thank you. Okay. Sue Moran.

Ms. MORAN: Okay. So for Commissioner Cakounes, with respect to BCEDC, you had mentioned there were some requests already received for a grant, small grant funding and that you would be forwarding those along. I just wanted to ask you to go ahead and do that so we could present it at the next -- just acknowledge that some had been received.

Commissioner CAKOUNES: Will do.

Ms. MORAN: Thank you.

Commissioner CAKOUNES: Yes, and there were just some letters of interest. They weren't full-blown applications but letter of interest. And as I asked at the meeting if you could reach out to them, that would be great. That way there we could begin this process more formally.

Speaker MCAULIFFE: Yes, Brian.

Mr. O'MALLEY: Right. Commissioner, can you give us an update again on the status of the Bourne residence for the AmeriCorps people. My understanding from a meeting with them last week is that only three of the current group -- of the current crop is from Massachusetts. So this is a real potential -- a potential issue. Where do we stand with that?

Commissioner CAKOUNES: I can't give you any more of an update than I did the last time I was here. As far as I know, we still are looking for housing. Certainly, if the Administrator can -- I don't know if Jack --

Speaker MCAULIFFE: He's out. He's on a phone call.

Commissioner CAKOUNES: Yes, we are still looking very diligently for housing. We have some other disturbing news, as I mentioned the last time; the fire brigade, I'm going to call them. There was a house being used out in the federal property that I guess is no longer going to be available also; so it's kind of double-hit for us. But we have a number of different options that we are still exploring, and we haven't given up yet. Nothing that I can report of actual contents though right now.

Speaker MCAULIFFE: Now the start date for AmeriCorps, is that June 1st?

Commissioner CAKOUNES: No.

Speaker MCAULIFFE: No.

Commissioner CAKOUNES: August.

Mr. O'MALLEY: September.

Speaker MCAULIFFE: August, okay.

Commissioner CAKOUNES: Yes, our graduation is in August, and the new people don't come in until September.

Speaker MCAULIFFE: Okay. So you have a little time.

Commissioner CAKOUNES: Not much but we're helping to meet it.

Speaker MCAULIFFE: Deb and then Lilli-Ann.

Deputy Speaker MCCUTCHEON: Both you and the County Administrator have in the past made a lot of promises about reviewing leases and other contracts with us.

What's the status of the deal or whatever deal we're making being pursued for the rest area?

Commissioner CAKOUNES: There's nothing on the table right now. We are working with not only Senator Cyr but Representative Whalen. They are actively helping us. We also had the congressman finally move the federal government a little long -- a little bit for us too, which was huge because they were the actual blockage in the path. The feds didn't even want to talk about any type of a long-term lease.

Right now there is nothing in writing. There is nothing being proposed but we are just meeting with them and giving some general discussion on what we would like to do and what we would offer them. And one thing would just be to enter into a long-term lease. Once we have a long-term lease, it would enable us to do a lot of other things

than we can currently do.

As you all know, what we enter into right now is a year-to-year license agreement, and no one, certainly not the current County Commissioners, is going to spend a dime of the taxpayers money on properties that we do not own on a one-year license agreement because if we were to upgrade or put in new bathrooms or build a nice facility out there, we could be out on the street next May.

So, our goal right now is to enter into discussions with them and see if we cannot convince not only the federal government but the state to give us a long-term lease. Once we have that, the terms of the lease, you know, I think are going to certainly reflect we're going to probably want to be able to bring in a third party. I don't anticipate that, and I don't want to speak for the County Administrator or the future County Commissioners, but I don't anticipate that the County wants to be in the business of running a snack shack, I'll use Harwich's term, out there. I think the County would just like to be in the business to make sure that that service is provided. And the only way we can get people to, again, bid on RFPs as we put them out is by offering them a long-term situation.

So the short answer is there's nothing in writing. There is no lease agreement. There is no leases floating around even in draft form. All we're doing right now is meeting and talking with some of the players in the system.

Speaker MCAULIFFE: Thank you.

Deputy Speaker MCCUTCHEON: I have two more that I'd like to know something about. What's going on with the cell phone tower?

Commissioner CAKOUNES: The what?

Deputy Speaker MCCUTCHEON: The cell phone tower. Aren't there leases involved there?

Commissioner CAKOUNES: The 9-1-1 tower over here?

Deputy Speaker MCCUTCHEON: Yes.

Commissioner CAKOUNES: That is under the care and custody of the Sheriff's Department. The deal that was made a while back when Mr. Zielinski was the Town Administrator and when the sheriff left and gave us the farm and gave us this building and left us with millions of dollars of OPEB liability, he ended up getting -- and there was an agreement signed that he would benefit from the cell tower leases.

I will tell you though that those revenues that come in, I hope you're not going to hold me to this number, but I believe it's in the \$150,000 range. Those revenues go directly to support the 9-1-1 system that the sheriff runs over there. And that they don't go into his general fund so he pays his workers out of it or his OPEB liability out of it. He actually uses those funds and they're directed towards the 9-1-1 call system that he runs.

Speaker MCAULIFFE: Your last one?

Deputy Speaker MCCUTCHEON: Yes, I got one more. The County organic garden, isn't that a lease that's coming up at the end of the year?

Commissioner CAKOUNES: The organic -- the gentleman who rents the farm over at the County farm --

Deputy Speaker MCCUTCHEON: Yes.

Commissioner CAKOUNES: -- his name's Cape Organics and, yes, his

lease expires at the end of the year. Yes, it does. Presently, he pays us no revenue, and as far as I know, he's not paid the County any revenue in the ten years that he's been there.

Deputy Speaker MCCUTCHEON: Well, has anybody done anything to open negotiations or discuss anything about it?

Commissioner CAKOUNES: With the lease -- the agreements with him?

Deputy Speaker MCCUTCHEON: Yes.

Commissioner CAKOUNES: Yes, we are in negotiations right now.

Certainly if the County Commissioners decide that they want to release it as a single piece of property under the auspice of one farmer -- you have to remember there's over 100 acres over there -- even if he's only farming 65 of it at this time or 60 of it at this time, the discussion is being had at the Commissioners' level is whether we want to even do that again.

There may be a portion of it that we want to rent out to someone, and there's a lot to consider because if it is going to be, and I cannot guarantee because it's going to have to be an RFP, we cannot just go over there and shake hands with this gentleman and let him stay there for another 10 years for free. It's going to have to be an RFP process, and he's going to have to bid on it in an open bid process.

Anyone-- I know about organic farming as probably as much as anybody in this room, everybody knows that when you want an organic farm, you cannot easily operate next to someone who is running a farm that is non-organic. So there's going to be issues like that that I'm sure that the gentleman that currently has it now is going to want to understand and pursue if he does want to come back and maybe lease a portion of it.

We are in discussions with our department heads about using the facility internally for a number of other different things. Certainly in conjunction with the Cooperative Extension service here so that we can start providing the residents of Barnstable County with some things that we promised them that we would do.

Again, we haven't talked about it at our meetings lately, so I feel we might be getting a little off track. I don't want to get yelled at, but I'm going to do my best to give you an update on things that I know and that we, as the County Commissioners, have discussed.

Speaker MCAULIFFE: Thank you. Lilli-Ann.

Ms. GREEN: My questions have been answered. Thank you.

Speaker MCAULIFFE: Did anyone -- Brian, did you want to ask Jack any more information -- he's off the phone now -- on the housing or are you all set with that?

Commissioner CAKOUNES: Do you have anything to add to AmeriCorps at this time?

Mr. O'MALLEY: Right. I was looking for an update on that, Jack, and, you know, as I reported, I had a conversation with some AmeriCorps folks, and they told me that almost all of them, all but three are from out-of-state. So that's really an issue in terms of the class that's coming through. Where do we stand and we hear that there's now difficulty with another housing site; where are we?

Commissioner CAKOUNES: I told them about the fire brigade guys out --

Administrator YUNITS: Yes.

Commissioner CAKOUNES: I just told them we're looking.

Administrator YUNITS: Yes, we haven't -- actually, we just got the

appraisals back a week ago Friday, and I haven't had a chance to sit down with the Commissioner and go through them yet. But right about now, we're going to have to make some hard decisions about what we're going to do with the bulk of the property. There are some options for AmeriCorps out there that we will probably finalize in the next couple weeks.

Mr. O'MALLEY: So does that mean rehab the place that's there?

Administrator YUNITS: No.

Mr. O'MALLEY: I mean I --

Administrator YUNITS: No. We don't have the money to rehab the place that's there. Because of the way -- the Gosnold Building is easy to rehab. That's the place that just became vacant across the street.

Commissioner CAKOUNES: I didn't get into that, Jack, because we didn't talk about that at our meeting.

Administrator YUNITS: Yes, but the other building --

Commissioner CAKOUNES: Suffice as to say we have things in the work.

Administrator YUNITS: As Leo said to you guys a couple weeks ago, the grant to the assisted living facility put that building on a postage-stamp lot with no sidelines at all. So there's no way to even do a fire escape.

Mr. O'MALLEY: Okay.

Administrator YUNITS: So that one's out of our control.

Mr. O'MALLEY: But I'm kind of troubled that the fact that we're leaving that alone. It's a profit-making entity that we're saying is off the table, and at the same time, we're hearing that a service that benefits the whole Cape, the AmeriCorps folks, is at risk for collapsing because we can't fix up the housing. We do repairs. We repair our old buildings. We manage this sort of stuff. Why isn't it -- why are we not hearing the process for dealing with this?

Administrator YUNITS: We signed and endorsed the grant application, so we're committed to housing 24 people next year. We're not going to back out from that.

I do want to give you an update. I was outside on the phone with Tim Whalen, who Leo spoke about in his report on the retirement bill. He met with Third Reading today. He submitted a letter of support on behalf of all the delegation and emphasized the reasons why this had to get promptly moved. And he feels confident that within the next week or so something might start to happen with the Early Retirement Bill so.

Speaker MCAULIFFE: Yes, Tom.

Mr. O'HARA: Thank you, Madam Speaker. Mr. Cakounes, if I, just for a minute, if we can go back to the rest stop and just -- I don't understand what takes so long. I know that you had some issue with the state and the feds too with --

Commissioner CAKOUNES: The federal government wouldn't even answer us if they were even interested in a long-term lease. They wouldn't even acknowledge that we were asking the question. And it wasn't until, again, we finally got our Congressman and Senator Cyr had a lot to do with it too, to move whoever is in charge of that to at least say, sure, put something together and we'll take a look at it. I mean it stalled. It didn't stall. It stopped dead in its tracks when someone tells you they don't even want to negotiate.

Mr. O'HARA: So, with that being said, is there any reason why we can't do something in the short term?

Commissioner CAKOUNES: Oh, we do. We're still going to keep it open.

Mr. O'HARA: You are?

Commissioner CAKOUNES: Oh sure.

Mr. O'HARA: And what type of facilities will be --

Commissioner CAKOUNES: I'm very sorry. I thought -- I didn't know that that's -- I thought you guys all knew what was happening. We have still entered into an agreement with the Yarmouth Chamber of Commerce. We have allocated out last year a maximum or not to exceed number of \$40,000 out of the License Plate Fund to operate and maintain the rest area for us. They did it all of last year. They did a yeoman's job, an absolute yeoman's job. We never received one complaint from them. And by the way, I think we had --

Administrator YUNITS: A hundred thousand.

Commissioner CAKOUNES: A hundred thousand?

Administrator YUNITS: Over that.

Commissioner CAKOUNES: Over a hundred thousand people that went -- over a hundred thousand people -- please hear this -- that went in and used the facilities. And by the way, I will go on the record and say, "I bet you that number is doubled." Because you know how we counted them, it was how many times the main door opened and closed. And you all know when you're going into a restroom in a busy rest area that many of times people hold the door for you as they open it and they go in and you come out. So, basically, I feel very safely you could almost double that number.

So, the short story is they did it well under budget. I believe there was 26 or \$28,000 left, and that's what they're going to use now to institute the beginning of the FY -- I should say the summer season of 2018 because this doesn't go by fiscal years. So they are over there.

Jack even mentioned today at our meeting that this weekend we're going to have a cleanup over there. We're meeting with a number of different members of the Yarmouth Chamber of Commerce who are helping us clean the grounds. I don't want to speak for Steve, but I believe he's sending over some guys too to help with the trucks and stuff, and we will be open for business this season. Absolutely.

Mr. O'HARA: So it's basically a rest stop. Do they offer them any food services there?

Commissioner CAKOUNES: No food but they do have a facilities there to go to the bathroom, restroom facilities. And they do have an information booth. The information booth has, you know, different cards and placards from the different organizations that belong to the Yarmouth Chamber of Commerce.

Mr. O'HARA: So this is under the complete control of the Chamber? Is it Yarmouth's Chamber?

Commissioner CAKOUNES: I wouldn't say it's under complete control. It's an agreement that we have with them so we don't have to send our guys over there to especially make sure that the bathrooms are in working and clean order. They took over the cleaning of the bathrooms. They were always with us over there, by the way, and the

record should reflect that. They have always been with us. They have always run their information booth out of there. It's just that Steve used to have to send guys in the truck from here over to there twice a day to empty the trash barrels and to make sure that the, you know, the bathroom facilities were at least usable.

Mr. O'HARA: Sounds like a great partnership.

Commissioner CAKOUNES: So now that they're helping us -- it's a great partnership.

Mr. O'HARA: Yes. Absolutely.

Commissioner CAKOUNES: They are a great team.

Mr. O'HARA: It sounds perfect.

Commissioner CAKOUNES: And they did -- I said they did a wonderful, wonderful job last year.

Mr. O'HARA: Let me ask you this. Would it make sense -- the new thing around is the trucks, food trucks. Everybody has food trucks.

Commissioner CAKOUNES: At this point, it wouldn't make any sense at all to do that. We want to maintain the relationship that we have with Yarmouth Chamber at this time. We want to just give them what they really need, which is the information of where to go from the information booth and the rest area facilities.

Is that something in the future, absolutely, but I would not be supporting that at this time. I want to just -- I want to do the first and right thing first, which is open it, clean, and safe so people can stop.

Mr. O'HARA: But I just thought it would make sense because it seems to be a fad at this point. It's a vehicle with the wheels and engine. They don't have to have a long-term lease, and they could offer food and coffee.

Commissioner CAKOUNES: I'm not even sure if our current -- well, once again, we operate this under a license agreement, and I'm not even sure if our license agreement allows us to sublease it because that's what it would be or sublicense it to someone to distribute food there.

I know it covers the information booth, and I know it covers the rest area, but I do not believe it covers having a food truck there.

Mr. O'HARA: I guess my thought was services to the community more so. I appreciate it.

Administrator YUNITS: It's a little more complicated than that too, Tom. Because the feds build out that rest area, they technically own it, and they own it with their restrictions. And one of the restrictions is not -- there can be no for-profit businesses out there.

Mr. O'HARA: Got it.

Administrator YUNITS: That's not saying it can't be changed, but that's the way it is presently.

And the second reason -- and DOT, by the way, has been tremendous with us. Steve and I were on the phone with them today. They processed the license for this year. So starting next Friday, we'll be open six to sunset.

They have also suggested that we expand our use of vending machines out there to help defer some of the cost. So that he's coming down the week -- the person we're working with and DOT's coming down to visit with Steve and I and the Chamber

the week after Memorial Day. It will be the week after Memorial Day. They'll take a look and give us some ideas and see how they can help us a little bit more.

Mr. O'HARA: Thank you.

Speaker MCAULIFFE: John Ohman.

Thank you, Tom.

Mr. OHMAN: Thank you, Madam Speaker.

Yes. Regarding the rest area again, I understand that you have -- it's a fee-based operation where if you wanted to put your flyers there -- if Cape Cod Cranberries wanted to go in there and put their flyers and say, "Come for our tours," they would be charged a fee by the Yarmouth Chamber of Commerce too; is that still the case?

Commissioner CAKOUNES: I believe you have to either be a member of the Yarmouth Chamber of Commerce. And if you're not a member, there is a minimal fee that I believe that they request. We have nothing to do with the operation of the visitors' center. That has always been under the auspice of the Yarmouth Chamber and that was the relation. That's been a long, long-term relation.

Mr. OHMAN: But we pay for the cleanup of it, so we're involved that way so.

Commissioner CAKOUNES: We are involved that way with it.

And these are the things that we need to work out, and this is why I was one of the Commissioners that put forth to put this in abeyance for one year. Unfortunately, I'm going to have to ask that we put it in abeyance for another year. And it's really all because of the wheels of the government move very, very slowly.

In the future, Mr. Ohman, I would very strongly say that those relationships and those charges and those fees will have to all be restructured and redone because it's going to be a new deal, an absolutely new deal.

Mr. OHMAN: For the benefit of all businesses on Cape Cod, I hope it comes sooner than later, sir.

Commissioner CAKOUNES: Well, I've been hoping for this for over six years, so I'm not being optimistic about it.

Speaker MCAULIFFE: Thank you. Anyone else?

Commissioner CAKOUNES: Madam Speaker, if I may have just a little bit of lenience? I understand that once the Assembly convenes, you'll be voting on Proposed Ordinance 18-08, which is the supplemental appropriation for the Fire Academy.

Unfortunately, when we had this in front of us at the County Commissioners, I had caught the mistake, if you will, the tweaking of the language. I amended our motion to read correctly, so our motion reads correctly.

Speaker MCAULIFFE: Hold just a minute. We're going into our -- you're going into our next item.

Commissioner CAKOUNES: I just want to just --

Speaker MCAULIFFE: Okay. Let me just officially go into the next item, which is the ordinance that you're talking about.

Commissioner CAKOUNES: Oh, I'm very sorry.

Speaker MCAULIFFE: No, no, no. That's --

Commissioner CAKOUNES: I'm looking down at "Assembly Convenes." That's why I wanted to do it now.

Speaker MCAULIFFE: No, no.

Commissioner CAKOUNES: Okay. Fine.

Speaker MCAULIFFE: No, that's all right.

Commissioner CAKOUNES: I'm very sorry.

Speaker MCAULIFFE: So we're going into our next -- no, no -- our next item because I do know that there are --

Commissioner CAKOUNES: Very friendly amendment and Mr. Ohman already has it.

Speaker MCAULIFFE: Right. Yes.

Commissioner CAKOUNES: That's all I have to say.

Speaker MCAULIFFE: Yes. It was just a matter of language getting out that needed to be updated.

Commissioner CAKOUNES: Right. And before I leave, can I pass in the ordinance for the water quality stuff?

Speaker MCAULIFFE: Yes.

Commissioner CAKOUNES: Thank you.

Speaker MCAULIFFE: Communications from Public Officials? Are there any public officials? I didn't see any in the room so.

Public Hearing on Proposed Ordinance 18-08: Request for \$45,000 of funding for salaries for the Fire Training Academy

- **Commissioner Cakounes and Assistant County Administrator Tebo provided an explanation for the funding request and updated the Assembly on matters related to the Fire Training Academy**

Speaker MCAULIFFE: Okay. Number 10 is a Public Hearing on Proposed Ordinance 18-08, currently numbered. It's the FY18 Supplemental Appropriation for the Fire Training Academy - Salaries, and this was something that was briefly talked about.

They wanted to put an additional \$45,000 into the Fire Training Academy to have it offer more revenue-generating classes. So that's it sort of in a summary.

Public Hearing. Any comments?

Clerk O'CONNELL: There isn't anybody that signed up.

Speaker MCAULIFFE: Right. So any comments? All right. So the Public Hearing on this ordinance is closed. When we bring it up for the vote, we will amend it.

Commissioner CAKOUNES: Do you want me to give you background during the Public Hearing? I know you just closed it. But does anyone have any background while I can speak because I don't want you to --

Speaker MCAULIFFE: No, go ahead. You can --

Commissioner CAKOUNES: The only background, I just want to let you know, is that we are doing yeoman's work at the Fire Academy. We are actually taking on a lot more paid people who are participating there. And the downside to that is in the FY18 budget that we are currently operating under, we had budgeted -- I don't remember

the figure but X amount of dollars to purchase the equipment, the need, the tools, the things that we need to teach X amount of people.

Well, the good thing is the X amount of people are doubled. We're really doing well. So we actually need now to put some funds in the FY18 budget to pay for them, and we have all expectations of when the year ends up we'll actually be getting most of this money returned back.

So this is not like we're spending \$40,000 more to train people for free. We need this money to be able to buy the things and replenish the equipment that we've used, and we will end up bringing some more money in at the end of the year because we're doing so well there.

And, again, as far as the friendly amendment goes, it's pretty self-explanatory. And I think Mr. Ohman's going to be prepared to make it.

Speaker MCAULIFFE: We'll do that when we vote.

Commissioner CAKOUNES: Yes, it's just the language, a couple of words.

Speaker MCAULIFFE: A date and a striking of --

Commissioner CAKOUNES: That's right.

Speaker MCAULIFFE: Brian, did you have any comments on the concept?

Mr. O'MALLEY: I was just going to comment that you said, "With the increased number of trainees" --

Commissioner CAKOUNES: Yes.

Mr. O'MALLEY: -- we expect to get most of the extra money back. I don't understand quite why we aren't --

Asst. Admin. STEPHEN TEBO: I'll jump in on that.

Mr. O'MALLEY: -- getting all of it back and then some?

Commissioner CAKOUNES: Well, we're doing a lot more with municipal trainees too. So I was kind of not just alluding to the fact that all our increases are with paid trainees. We now are contracting with, I believe, --

Asst. Admin. STEPHEN TEBO: Yes.

Commissioner CAKOUNES: -- every town on the Cape. So we are doing a lot more too with our towns.

Speaker MCAULIFFE: Okay. Steve.

Commissioner CAKOUNES: I'll let Steve answer that.

Speaker MCAULIFFE: Steve Tebo is going to address the Assembly. I just wanted the call onto him.

Asst. Admin. STEPHEN TEBO: So just to counter the big summation of this is when we do our budget for the Fire Academy for Firefighter I and II, we don't have the intel of how many departments are going to send and how many cadets are actually going to come. Typically, in the last five years, we've been running with a number anywhere between 18 and 26. This year we had 42.

So the commitment from the towns that haven't participated in the past and then just the towns that have participated in the willingness to send more people to the Academy speaks for the volume of what we've done for the -- just kind of the general outlook of the education piece out there.

So what ended up happening is we realized that with that the requirement under the NFPA standard for staff to do the training evolutions doubled. So that's where the increase of salaries lines came in.

So when we recognized that, we developed a writ program and kind of sold it to the people outside of the County, so that generated an extra \$55,000 of revenue for us. So we're, basically, going to win ten grand by paying the \$45,000.

So our net revenue should be up by \$10,000 and everything else should be neutral. So, it was kind of a win-win, but we had to kind of think outside the box real quick to generate some more income coming in.

So we developed a whole new program. We had Walpole just come through; they finished yesterday with a glowing recommendation from them for a \$55,000 program we provided to them. So it was something outside of the County, and it was able to pay for the County's facilities to make sure we could do the Firefighter I and II.

Mr. O'MALLEY: I think that's great. I think it's a real important facility, and I like to see that it's being used to its maximum.

Asst. Admin. STEPHEN TEBO: Right.

Mr. O'MALLEY: Let's support it and let's --

Asst. Admin. STEPHEN TEBO: And, again, we had, you know, it's one of those things; it's great that we had all that interest in the Firefighter I and II program. And then going back through the history of it, talking to some of the older gentlemen who've been around out there, they were telling me that we actually did, at one point, we were doing two classes. We were doing two Firefighter I and II trainings, kind of off-times of the year, and they were doing like 30 a class.

So, I don't know if we'll ever get there again because the call departments aren't as big, but we want to be able to have that kind of leeway if that's what they're asking for; we want to be able to do it.

And then we also want to do the outside of the County, kind of, revenue-generating to offset it. So we were able to do that this year, and I'm confident we'll be able to do it again next year.

Speaker MCAULIFFE: John.

Mr. OHMAN: So this is sort of back to the future for me. We used to do that a lot, and we used to pay for itself, and now we've gone sliding backwards now.

What I want to know, that's quite a bump for the inner Cape, for the Cape Cod towns to almost double in capacity. Is that sustainable? Is that something you think is going to be going forward or is there another town or two join that never had been there before? I'd like to know if that's sustainable?

Asst. Admin. STEPHEN TEBO: So I think there's like a different trend, and I figured it had to do with kind of retirees and how they filled those positions for their departments on Cape Cod.

So West Barnstable held an open house for call people, and Chief Maruca told me that he typically gets 10 to 15 people to show up to those. He had 48 people show up and sign up for his call department. So, next year, he's already committed that he wants 12 people to come over. Typically, he would be four. So that's where the increase is coming in.

I don't know if that directly answers your question. So I don't know how

long that will stay a trend because once you, typically, when you get call people they last 10 years, so it might be like a 10-year cycle and then it will die out again and pick back up again.

Mr. OHMAN: I've always hoped that since we do offer Fireman I and II that we'd get more regular firefighters a year to and save the towns a lot of money be not having to go out to Stow.

Asst. Admin. STEPHEN TEBO: Right. So that ended up becoming a union issue.

Mr. OHMAN: I understand that. But I was kind of looking for --

Asst. Admin. STEPHEN TEBO: I agree.

Mr. OHMAN: -- a positive result and not just for call firefighters, which is great too.

Asst. Admin. STEPHEN TEBO: Right. And we do continue it elsewhere.

Mr. OHMAN: I was wondering if there's been some budgetary issues that the towns have taken advantage of and much more. That's all. Thank you.

Speaker MCAULIFFE: Leo.

Commissioner CAKOUNES: Just a response to Mr. Ohman's point too. We have to remember that we're no longer just a Firefighter I and II teaching facility out there, training facility out there. We are now expanding into EMT. We are expanding into maritime stuff.

So, I agree with you, Mr. Ohman. I think that eventually we're going to meet our max as to how many new firefighters are going to be being trained there, you know, the Firefighter I and II program.

But I feel very, very confident though that we will be making it up with all the new programs that we are running and the new people, as you just mentioned, what was that off-Cape town?

Asst. Admin. STEPHEN TEBO: Walpole.

Administrator YUNITS: Walpole.

Commissioner CAKOUNES: Walpole just came down and used the facility. So I think we're going to be doing an awful lot more of that. And that has a potential of increasing a lot, a real lot.

Speaker MCAULIFFE: Thank you.

Mr. O'HARA: I'd like to make a motion to --

Speaker MCAULIFFE: Let's go into the Assembly convening.

Mr. O'HARA: Okay.

Speaker MCAULIFFE: Okay. And let me first say any members of the public? I don't see any.

Assembly Convenes

Assembly Override Vote – Ordinance 18-04

- Assembly discussed and considered reasons for disapproval of Ordinance 18-04 by Commissioners
- Assembly voted to override the disapproval by Commissioners of Ordinance

18-04

Speaker MCAULIFFE: That's why I'm going right into Assembly will convene. And now, Tom, you can make the motion for the ordinance.

Mr. O'HARA: Thank you, Madam Chair. I'd like to --

Speaker MCAULIFFE: Oh, wait a minute. The first item is 18-04, the ordinance that was disapproved by the Commissioners. That's the Assembly Clerk job description. That's the first ordinance that's on our Assembly Convene.

So the fire training will be after we discuss that.

Mr. O'HARA: Okay.

Speaker MCAULIFFE: I watched the meeting of the Commissioners, and I think I was a little disappointed because I felt that there was some confusion and not everyone had all the correct information.

Mr. OHMAN: Madam Speaker, point of order. Would you like to ask for a motion to discuss 18-04?

Speaker MCAULIFFE: Yes, we could do that. Okay. Would someone put the ordinance on the table?

Mr. OHMAN: I move the motion as written.

Ms. GREEN: Second.

Ordinance 18-04:

The County Administrator in accordance with the county's Classification Plan and consistent with the Personnel Plan establish a job description for a Clerk of the Assembly of Delegates.

The CAPE COD REGIONAL GOVERNMENT, known as BARNSTABLE COUNTY, hereby ordains:

The following job description be established for a full-time Clerk of the Assembly of Delegates and be incorporated into the county's Classification Plan.

| | |
|---|---|
| <u>Title: Assembly Clerk</u> | <u>Classification: Barnstable County</u> |
| <u>Department: Assembly of Delegates</u> | <u>Grade: MP1 / Full-Time</u> |
| <u>Reports to: Assembly Speaker</u> | <u>FLSA Status: Exempt</u> |
| <u>Effective Date:</u> | <u>Union Status: Non-represented</u> |

Summary

Responsible for routine to complex secretarial, administrative and legislative support functions, in providing assistance to the members of the Assembly of Delegates, and all other related work, as required.

Supervision

Works under the general supervision and direction of the Speaker of the Assembly of Delegates. Functions independently, referring problems to supervisor only when clarification or interpretation of policy or procedure is required. Performs a variety of responsible duties and functions, in accordance with the Charter for Barnstable County, requiring the exercise of initiative, independent judgment and a wide knowledge of County procedures and operations.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Serves as initial point of contact for the Assembly of Delegates Office. Represents the County in a professional and courteous manner.

Serves as a resource person for the public and county departments by providing information on Assembly of Delegates procedures and approaches to solving problems.

Provides administrative support to the Assembly of Delegates in completion of tasks; including coordinating reports, general correspondence, gathering supporting documentation, and the organization and preparation necessary for Assembly of Delegates' meeting packets and all other related events.

Posts meeting notices, prepares correspondence, reports, and other materials requested by the Assembly of Delegates.

Distributes information and other important notices to towns and other agencies as required.

Prepares Assembly of Delegates' purchase order requisitions; processes invoices through the MUNIS System, reconciles accounts and maintains office inventory.

Prepares the Assembly budget with assistance from the Speaker and Finance Chairperson, completes and processes various forms and reimbursements.

Maintains file system and records retention system for the Assembly of Delegates.

Provides notice of all meetings of the Assembly of Delegates to its members, keeps a journal and other records of all its proceedings and performs such other duties as may from time to time be assigned to the office by a County charter, by ordinance, or by other vote of the Assembly of Delegates.

Manages legislative functions required for the operation of the Assembly of Delegates. In coordination with the County Counsel drafts legislation on behalf of the Assembly of Delegates and assures that proposed laws associated with the County have appropriate content and form and do not conflict with existing laws.

Engages in communication with County, State and local officials, County Counsel, the media, and others on behalf of the Speaker and the Assembly of Delegates. Serves as Assembly Liaison to State Ethics Commission.

Provides the appropriate information to be posted on the Assembly of Delegates website. Assists the Speaker in preparing the Assembly's Calendar of Business and coordinates appearances before the Assembly.

Coordinates Assembly committee meetings and provides technical assistance within the committee meetings of the Assembly.

Assists the chairs of the Standing Committees with assignments and schedules meetings with department heads and others.

Preparation of all Assembly of Delegates meeting notices and committee minutes.

Prepares and distributes reports associated with Assembly activities.

Assists Assembly Delegates in the research and preparation of resolutions and ordinances.

Handles confidential and legal correspondence requiring high level of discretion and judgment.

Performs similar or related work as required or directed by the Speaker.

Works efficiently to avoid delays and confusion in the adoption of ordinances and other Assembly actions, as well as County certified documents that have legal and financial implications.

Recommended Minimum Qualifications

Education and Experience:

Bachelors' Degree required, Masters' Degree preferred, in public or business administration, communication or related field and three to five years of experience in municipal or public administration, paralegal work or equivalent combination of education and experience.

Knowledge: Office management practices and procedures; MA General Laws pertaining to county operations. General knowledge of legal processes, government operations and finance. Knowledge of legislative process and procedures. Knowledge of a range of government issues, such as public finance and Robert's Rules of Order.

Ability: Plan, organize, analyze problems, prepare reports and formulate recommendations; establish and maintain effective working relationships with a variety of public officials, vendors and the general public; manage multiple assignments and meet deadlines; Ability to communicate effectively, both orally and in writing; make presentations and maintain accurate and detailed records; and to work independently with limited supervision.

Skill: Analytical, organizational, writing, interpersonal/collaborative communication, presentation, resourcefulness and discretion. Computer skills that encompass effective use of word processing, spreadsheet, project management, county and state software applications. Skilled in the use of standard office equipment, email and internet browser software.

Job Environment

Most work is performed under typical office conditions. Occasional evening work is required. Work load is generally stable but increases to reflect specific projects and cyclical work demands at different times of the year.

Makes contact with the public in person, by telephone, and electronically. Contacts include County department heads and staff, town officials, Assembly of Delegates, County Commissioners, County Counsel, other government agencies, and many private parties related to problem solving and inquiries for information.

Physical Requirements

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimal physical effort required to perform office duties; required to sit, talk and listen more than two-thirds of the time; may occasionally have to lift 30 pounds, such

as file boxes. Position requires the ability to operate general office equipment and to view computer screens for an extended period of time.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Equal Opportunity/Americans with Disabilities Act Employer

Speaker MCAULIFFE: Thank you. And I will tell you I know you've heard bits and pieces over the weeks from me, this started when the budget came through from the Commissioners back in the winter, and the Clerk's position had been cut to part-time. In addition to the cut there been changes in the responsibilities.

So in response to that, I consulted with Troy. After that, I had a meeting with Troy, Justyna, and Jack. It was clear at that meeting that the head of HR felt that the position should be a clerical one and not the independent advanced job description that we need to run the Assembly. And, also, I heard from Commissioner Cakounes, too, who felt that way as well.

I met and I have updated and kept in communication with Commissioner Cakounes on my perception of the job and what the Assembly needs, and he has communicated freely to me his perceptions. We don't agree. We have always agreed to disagree.

But the bottom line is I'm trying to support the Assembly in the best way, I think, in the way the Assembly needs to be supported.

I had numerous calls with the head of HR, Justyna, and she and I actually worked on the final wording together because there were differences in the job description, and we compromised, and I gave some and she gave some, and we came up with the final wording.

When she and I had a conversation about the level of the job, she was not comfortable because she felt it should be a secretarial job. She was not comfortable putting it in a classifications that required independence and leadership and what the Assembly needs. So she said, "You'll have to take that to Jack."

I have a conversation with Jack. He understood where I was coming from, and he said that the classification would be MP1.

I had a meeting also with Leo, Jack, and Steve Tebo on office space that this job description also came up. So throughout all this, everybody's been apprised.

Troy was consulted on the classification. It was his position that for the job description to come from the Assembly, it would be appropriate by ordinance. And on April 18 he wrote to the Clerk, "I have reviewed the form of the Proposed Ordinance and it appears to be a viable mechanism to effectuate the reclassification of the position of Clerk of the Assembly of Delegates in accordance with its contents. In my opinion, it may be considered by the Assembly of Delegates consistent with the ordinance process requirements."

So on April 18th -- so I had Administrator approval of that classification and I had legal opinion on the classification.

And I also met with Commissioner Cakounes the week that I was submitting the ordinance. My concerns about changing the wording and putting the

County Administrator into the language into the ordinance is that then next year we will be revisiting the reclassification of the Clerk's position, and it will not be something that the Assembly will necessarily be dictating because it will be under the leadership or the guidance or the direction of the Administrator.

This job description can always be changed. The ordinance can always be amended, but it can be amended by the Assembly. And it's my concern that if the Assembly is not going to take charge of the Clerk's position that there is a desire and a move on the County to try and perhaps change hours or change classifications.

So this is just where I stand at this point. This is why I'm taking such a strong position on this, and this is why this job description is before you again. And I think if you want to override, you will need -- I think it's sixty --

Clerk O'CONNELL: 66.6.

Speaker MCAULIFFE: 66.6 percent. We initially voted it at 88 percent. So we need to override the Commissioners vote in order for this ordinance to take effect.

Speaker MCAULIFFE: Yes, Sue.

Ms. MORAN: So, I happen to be in attendance at the Commissioners' meeting when this was discussed and I, wholeheartedly, support the Speaker's position because what I heard was a continued desire on the part of some of the Commissioners to erode the ability of the Assembly of Delegates as the legislative branch to be able to function as a good, you know, check and balance for a bicameral form of government, and there's this constant struggle.

And in general terms, the, you know, Owen's position with respect to the Commissioners is very similar to the Clerk position at the Assembly. And I think there is a true need for the strength at the Assembly to continue as a check and balance for the County government. And I think this is an integral part of that.

So I am very strong in my support of, you know, Madam Chair's requirement that the classification be put in the ordinance. That's how I interpret what you had said.

Thank you.

Speaker MCAULIFFE: I just want to make one point. I think the attempt was to make the Clerk's position similar to Owen. And what this does is this makes it an independent, more advanced position. I think they wanted an administrative assistant kind-of position; whereas, I think the Assembly needs someone who is available to function at a very high level and handle 15 people.

And, quite frankly, without a very high functioning Clerk, there's a lot of things that can go wrong, witness our next ordinance where language got through that now needs to be amended, which is not a big deal, but with a top-functioning Clerk on the Assembly, you'll see that we have very few, if any, mistakes, and things come out of here properly and anticipated and usually, you know, well researched and well thought out because you have a person who is required to function at more than just a, you know, kind of a receptionist level.

Jim? No, you were just leaning forward.

Mr. KILLION: I was.

Speaker MCAULIFFE: Anyone else have anything?

Mr. PRINCI: Sure.

Speaker MCAULIFFE: Yes, Patrick.

Mr. PRINCI: I agree with the job description. My only hope is that, you know, as we are -- even though we are a legislative body, yet many of our intentions and values are shared by the County Commissioners and the County as a whole that based on, you know, your interpretation of work that's being done and so forth, that the Speaker can have the ability to allow our Clerk to assist with other County projects as we try to consolidate as many resources as we possibly have due to a lot of the cuts in positions at the County level, administrative and otherwise for other departments. So I would just put that out there.

Speaker MCAULIFFE: It's going on right now.

Mr. PRINCI: Okay. Good. Thank you.

Speaker MCAULIFFE: Anyone else? Okay. Roll call vote for override of Ordinance 18-04, the Assembly Clerk Job Description.

Clerk O'CONNELL: And this is an override and it requires 66.6 percent.

Ms. CHAFFEE: I want to clarify; a "Yes" means I concur with an override?

Clerk O'CONNELL: Yes.

Speaker MCAULIFFE: Yes.

Roll Call Vote to Override the Disapproval by Commissioners of Ordinance 18-04:
Voting "YES" (94.86%): Mary Chaffee (4.55% - Brewster), Lilli-Ann Green - (1.27% - Wellfleet), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02% - Yarmouth), Deborah McCutcheon (0.93% - Truro), Edward McManus (5.67% - Harwich), Susan Moran (14.61% - Falmouth), Thomas O'Hara (6.49% - Mashpee), John Ohman (6.58% - Dennis), Brian O'Malley (1.36% - Provincetown), Patrick Princi (20.92% - Barnstable), Linda Zuern (9.15% - Bourne).
Absent (5.14%): Edward Atwood (2.30 - Eastham), Ronald Bergstrom (2.84% - Chatham).

Clerk O'CONNELL: Madam Speaker, vote to override Commissioners' disapproval of Ordinance 18-04 passes with 94.86 percent of the Delegates voting yes; and 5.14 absent, and it's still Ordinance 18-04.

Speaker MCAULIFFE: Thank you, very much.

Proposed Ordinance 18-08:

The Cape Cod Regional Government, known as Barnstable County, hereby ordains; To add to the County's operating budget for Fiscal Year 2018, as enacted in Ordinance No. 17-04, by making a supplemental appropriation for legal expenses for the Fiscal Year 2018.

Section 1.

Based on a revised estimate of income of Barnstable County for the current fiscal year, made as of March 1, 2017, the sum set forth in section one, for the purpose set forth therein and subject to the conditions set forth in Barnstable County Ordinance 17-04, is hereby appropriated from General Fund revenues for FY2018 as a

supplemental appropriation for the Barnstable County Fire Training Academy for the fiscal year ending June thirtieth, two thousand and eighteen. Said funds shall be derived from additional revenues to be earned during the FY 2018 season.

| <u>Budget #</u> | <u>Sub-Program</u> | <u>Group</u> | <u>\$ Amount</u> |
|---|--------------------|--------------|------------------|
| 0014601 | Salaries | 1 | \$45,000 |
| TOTAL SUPPLEMENTAL APPROPRIATION | | | \$45,000 |

Speaker MCAULIFFE: The next item is the Proposed Ordinance 18-08. This is the Supplemental Appropriation Fire Training Academy - Salaries, and there is -- could we move to put this on the floor and then we can amend it? Is there a motion?

Mr. MCMANUS: So moved.

Speaker MCAULIFFE: Okay. Is there a second?

Mr. O'MALLEY: Second.

Speaker MCAULIFFE: And, Mr. Ohman, you have an amendment?

Mr. OHMAN: Madam Speaker, I do have an amendment. I'm calling it a friendly amendment.

Commissioner CAKOUNES: We're friends, John.

Mr. OHMAN: As to Proposed Ordinance 18-08, I would like to amend it as follows: In the preamble, Line 2, please delete "for legal expenses." That's summation one.

In Section 1, Line 2, please delete "2017" and replace it with "2018."

Those are the two minor amendments I have, minor but important.

Mr. McManus: Second

Speaker MCAULIFFE: Any discussion on the amendment? Okay. We'll take a roll call vote on the amendment, this is on the amendment.

We have to because we have remote participation.

Deputy Speaker MCCUTCHEON: Yes.

Roll Call Vote on amendment to Proposed Ordinance 18-08:

Voting "YES" (94.86%): Mary Chaffee (4.55% - Brewster), Lilli-Ann Green - (1.27% - Wellfleet), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02% - Yarmouth), Deborah McCutcheon (0.93% - Truro), Edward McManus (5.67% - Harwich), Susan Moran (14.61% - Falmouth), Thomas O'Hara (6.49% - Mashpee), John Ohman (6.58% - Dennis), Brian O'Malley (1.36% - Provincetown), Patrick Princi (20.92% - Barnstable), Linda Zuern (9.15% - Bourne).

Absent (5.14%): Edward Atwood (2.30 - Eastham), Ronald Bergstrom (2.84% - Chatham).

Clerk O'CONNELL: Madam Speaker, the amendment to Proposed Ordinance 18-08 passes with 94.86 voting yes; 5.14 percent are absent.

Speaker MCAULIFFE: All right. Are we ready for a vote on the ordinance? Okay. Another roll call. The Clerk will call the roll.

Roll Call Vote on Proposed Ordinance 18-08 as amended:

Voting “YES” (94.86%): Mary Chaffee (4.55% - Brewster), Lilli-Ann Green - (1.27% - Wellfleet), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02% - Yarmouth), Deborah McCutcheon (0.93% - Truro), Edward McManus (5.67% - Harwich), Susan Moran (14.61% - Falmouth), Thomas O’Hara (6.49% - Mashpee), John Ohman (6.58% - Dennis), Brian O’Malley (1.36% – Provincetown), Patrick Princi (20.92% - Barnstable), Linda Zuern (9.15% - Bourne).

Absent (5.14%): Edward Atwood (2.30 – Eastham), Ronald Bergstrom (2.84% - Chatham).

Clerk O’CONNELL: Madam Speaker, Proposed Ordinance 18-08 as amended passes with 94.86 percent of the Delegates voting yes; 5.14 percent are absent, no known as Ordinance 18–08.

Ordinance 18-08:

The Cape Cod Regional Government, known as Barnstable County, hereby ordains; To add to the County’s operating budget for Fiscal Year 2018, as enacted in Ordinance No. 17-04, by making a supplemental appropriation for the Fiscal Year 2018.

Section 1.

Based on a revised estimate of income of Barnstable County for the current fiscal year, made as of March 1, 2018, the sum set forth in section one, for the purpose set forth therein and subject to the conditions set forth in Barnstable County Ordinance 17-04, is hereby appropriated from General Fund revenues for FY2018 as a supplemental appropriation for the Barnstable County Fire Training Academy for the fiscal year ending June thirtieth, two thousand and eighteen. Said funds shall be derived from additional revenues to be earned during the FY 2018 season.

| <u>Budget #</u> | <u>Sub-Program</u> | <u>Group</u> | <u>\$ Amount</u> |
|---|---------------------------|---------------------|-------------------------|
| 0014601 | Salaries | 1 | \$45,000 |
| TOTAL SUPPLEMENTAL APPROPRIATION | | | \$45,000 |

Speaker MCAULIFFE: It lined up.

Clerk O’CONNELL: Yes.

Speaker MCAULIFFE: Usually the proposed and the voted are two different numbers. The Clerk has to keep a spreadsheet to keep it all squared away.

So, as amended, the \$45,000 supplemental appropriation is approved.

Thank you.

Summary Report from the Clerk

- **Reminder about OML training at the County on 5/21/18**

Speaker MCAULIFFE: Report from the Clerk.

Clerk O’CONNELL: The big thing I guess I want to report this evening is the OML training that’s going to be taking place here at the Harborview on the 21st. I think that’s Monday. It’s not during the day; it’s the evening. I don’t know if it starts at --

Commissioner CAKOUNES: 5:30.

Clerk O'CONNELL: -- 5:30, so just be aware of that. And if you haven't signed up or wish to attend, you can do so online. It's a fairly simple, easy process.

And that's all I have to report right now.

Speaker MCAULIFFE: Is there a requirement for people to attend a training; are you aware?

Clerk O'CONNELL: No. You acknowledge every year that you have received materials for Open Meeting Law. But I think it's an attempt probably by the state to offer some local training for where it can be difficult for people to get off Cape.

Commissioner CAKOUNES: I'd like to have 40 people there too.

Speaker MCAULIFFE: You'd like to have 40 people?

Commissioner CAKOUNES: Yes

Speaker MCAULIFFE: Yes. We went to one in Mashpee not too long ago. And it's interesting, you know, every time you go you learn something new.

Commissioner CAKOUNES: Yes, so, we have 29 now.

Speaker MCAULIFFE: 29, okay. So we need 11 more.

Commissioner CAKOUNES: Please.

Clerk O'CONNELL: I did the webinar today because I'm unable to be there on Monday, but I had intended to attend that. But there are still slots open so.

Speaker MCAULIFFE: Okay.

Clerk O'CONNELL: And that's it. That's all I have to report.

Speaker MCAULIFFE: Great. Thank you.

Summary of Other Business

- **Speaker suggested “topic” approach for Charter Review**
- **Review of County Reimbursement Policy**
- **Recall provision proposal being developed**
- **Harwich Delegate Edward McManus resigned effective 5/18/18**

Speaker MCAULIFFE: Other business. This is sort of a general business category.

One of the things I am thinking is over the next six months, I would like to bring forward a topic or two that we might want to consider putting forward to a Charter Review Committee. My experience with the last two Charter Review Committees were that they met for a very long time, probably a year or more, and nothing happened. And I don't want to start another Charter Review Committee that meets for a year and nothing happens.

So my thinking is if we can bring forth some topics that are relevant or timely, have some sort of discussion, and perhaps even come to some consensus or some vote on things that we might be able to produce a report or a list of things that a new Charter Review Committee could go right to and tackle as opposed to coming in and saying, “Here's the Charter, what do you want to do?”

And on our list can be governmental structure because that is one of the things that totally up-ended the last Charter Review Committee. We got so sidetracked with that because we thought, well, why would you want to change the Charter if you don't know what your governmental structure's going to look like.

So I think the Assembly, if you want to do that. If it becomes cumbersome and you want to have a subcommittee appointed to tackle certain issues, we can certainly do that. But it was my feeling not to make work but to tackle some topics that, perhaps, then we could have opinions on that would then go forward to a Charter Review Committee. If that's agreeable, you can get back to me. You don't have to decide today.

Yes, Jim.

Mr. KILLION: So it was your intention to bring a bunch of ideas in here and vote on something to kind of whittle it down to some smaller pieces?

Speaker MCAULIFFE: Right. For instance, some of the topics might be term limits when we are working on the recall provision. That doesn't mean that recall or term limits couldn't go forward on their own, but we would have a position then that we have honed over the last -- by December that we could then have in a document or a report or a list.

That then once the new Assembly is sworn in, then you have a list to hand to a Charter Review Committee and say, "These are the problems, the things that we recommend, things that need to be fixed."

Just a thought or we could go back to the way we always do it, which is fine; it's just nothing gets done and then you keep saying you want to wait for the next Charter review.

Yes.

Ms. MORAN: I appreciate the timing and the structure of what you're saying because then, you know, if there are new members coming in that you have the sort of the history of the present members recommendations to start on.

So I kind of like -- I kind of like that perspective.

Speaker MCAULIFFE: Yes, and I don't know who -- how many of you will be back again in January. But, you know, hopefully they'll be enough so that they'll be -- if a new person comes on, they won't feel necessarily -- or a few new people won't feel necessarily overwhelmed by the fact that, well, now we've got to do a Charter Review and no one's given it any thought sort of.

And to that mind, we have the recall provision coming forward. It's still being worked on and that will come forward. So that will be a topic on a future meeting.

I put on today's agenda the County Reimbursement Policy, which is kind of a small, discrete kind of thing because the County has a Reimbursement Policy that they have approved for employees and elected officials and it's a procedure manual. We can follow this and, you know, in going forward it's very clear to everyone exactly what happens. And the Clerk has already -- does most of this anyway.

But the other option is if the Assembly wants to have a discussion about whether they want to necessarily follow this procedure or develop one that involves like a per diem for the Assembly members. It's just one small area that we can follow the County's procedures or we can have a discussion and see if we can have a policy for the Assembly that is a per diem that we vote on on our budget, and then it's a per diem that the Clerk oversees.

So let's give it some thought and I'll make sure -- I'll talk to Troy. He has indicated on other policies that the Assembly is not necessarily governed by the other policies put forth. It sort of a voluntary thing for the Assembly, so I will make sure that

we have the ability to do that. But that would be a for instance or a for example on going forward. Give that some thought.

And then also, anyone who has any topics that they think should be discussed regarding the Charter; I know, Deb, you've got a lot of ideas, and a lot of -- and it could also be the Manual of Governance as well because that sort of fleshes out the Charter. And we all know there are things in the Charter that are archaic and need to be changed.

Deputy Speaker MCCUTCHEON: I'd like to speak to that.

Speaker MCAULIFFE: Yes.

Deputy Speaker MCCUTCHEON: You know, over the period of time that I've been on the Assembly, we've talked about this over and over again about how you would amend the Charter and what it would be. And most notably, Patrick and I disagree about just about everything. Well, that's the gorilla in the room, and then there's the flea on the lion's back.

One of the things that I think is really important and I think people should think about is until you've been here and you've seen how it functions and you've seen how we chafe sometimes against the rules that we have, you don't know what you want to have. It's sort of like to a certain extent the Charter review process presents a group of people who have never served on the Assembly or who have served on the Assembly and had preconceived notions and present those people with the menu and say, you know, pick one from Column A and one from Column B, and then we'll have something new here. And you have no experience with it.

I think that we have for a better or worse experience at this Charter and how it really works and functions and fits. I'll give you just one example. If you look at today's, you know, every time we come in here to have a meeting, we have this thing called the "Calendar of Business," the "Committee of the Whole," and then we have the "Assembly Convenes."

Since I've been here, and I think its six years now; it might be more than that but I think --

Speaker MCAULIFFE: I think it's more. It's six for me.

Mr. KILLION: It seems longer.

Deputy Speaker MCCUTCHEON: It does seem longer.

Clerk O'CONNELL: January 2011.

Deputy Speaker MCCUTCHEON: Wow, that's a long time, my goodness. In any event, for example, on this "Assembly Convenes," what has this been used for? It's been used to stop discussion about things that would come in front of us. It's been used to a certain extent against us. It's our rule of procedure, and it's been used against us to keep us from bringing things to the floor.

I mean there were efforts, for example, to question the County Administrator, the last County Administrator before he was no longer working here. And there was no way to talk to the people who came in on the "Committee of the Whole" because you don't talk to them. You get to talk when we've got the "Assembly Convenes," and then they all leave before "Assembly Convenes."

Is that a functional way for a legislative body to do business? I'd say no because it's used against us more than it's used by us, and that just doesn't give us the

flexibility we need to be able to do what needs to be done if Barnstable County's going to be a viable business operation. This is not a, you know, gentleman's club. This is -- pardon me, well, it's not. The purpose of it is to run the County's business and make it a viable public service.

We don't know -- tonight there was a discussion about the rest area. Now, I haven't paid a lot of attention to the County Commissioners' meetings, but I hadn't seen that on the agenda discussed to the extent that we heard discussion about it tonight. When do we find out that there's been discussion and there's at least -- and things have been done and it's all -- do we find out before it gets signed? Do we find out after the fact?

We are an after-the-fact organization whether we like it or not. Things, we learn about things after they've been put in place, after they're irretrievable. We may all be tired of hearing people, myself included, harp about Cape Light Compact, but there's a deal that went down before anybody here knew anything about it. That's not making us relevant or helpful to the people who we're supposed to govern. It's marginalizing us, and I don't know whether we come here to eat the candy or, you know, or for some really public purpose.

So that's all I have to say about that.

Speaker MCAULIFFE: So I think timely topics going forward, I, also, will bring in people for informational purposes as well because I think it helps everyone to know what's going on in the County and some of the assets and some of the activities that the County's involved in.

But if people have anything that is something that they are interested in or they want to sit down and take a look through and say, well, make a list; what about this; can we talk about this; let's put this here.

I agree with Deb. I would really like to look at the Calendar of Business and whether that's Charter or articles of governance, I'm not exactly sure. But it's one of those documents that governs us. So, we'll go forward with that.

Before I go to the public -- to the rest of the Assembly, I want to congratulate Ed McManus who was elected to his town's Board of Selectmen. Harwich is lucky to have him back. And I think Harwich requires that you --

Mr. MCMANUS: I'll take that up after.

Speaker MCAULIFFE: Okay. But we've been -- Harwich is very fortunate to get such an experienced Selectmen.

Anyone else? Ed?

Mr. MCMANUS: Two items; one you raised earlier, the issue of a recall initiative, which is something I've been helping in working with a couple of other Assembly members on. And I collected all of the comments that a variety of people have put in about our attorney, a fellow -- a person from the Secretary of State's office, Commissioner Cakounes.

Yesterday, while standing around holding a stupid sign, I had a conversation with Commissioner Cakounes, and we had, I think, a very good conversation about it. And some of his comments created I think some room to be able to put all of the recommendations together in a unified recommendation to the Assembly.

And I worked on it a little bit this afternoon, not a whole lot. I spent most of the day --

Speaker MCAULIFFE: Pulling signs.

Mr. MCMANUS: -- picking up signs and doing that sort of thing. But it's about done and I'll be delivering that to the other members for purpose of presentation.

Speaker MCAULIFFE: Great.

Mr. MCMANUS: And I say that because as you announced on May 15th, I was elected to the seat on the Board of Selectmen in the Town of Harwich. I will be sworn in and assume that office on May 21, 2018. Pursuant to the Harwich Town Charter, in order to assume this office, I cannot hold another elected office.

As this is the case, I am presenting you with my resignation from the Barnstable County Assembly as the representative Town of Harwich effective May 18, 2018.

I've enjoyed my time serving with you and all of the members of the Assembly. This is to Speaker McAuliffe and County Clerk Janice O'Connell.

Speaker MCAULIFFE: Thank you. Thank you, very much, Ed. And the procedure, because I believe it is six months before the -- there's a timeframe where now the Clerk will notify your town --

Mr. MCMANUS: Yes.

Speaker MCAULIFFE: -- and your town will appoint --

Mr. MCMANUS: An interim.

Speaker MCAULIFFE: -- an interim who then could run for your seat then.

Mr. MCMANUS: Sure.

Speaker MCAULIFFE: There would be plenty of time. So this will be back to Harwich then to find a replacement.

Mr. MCMANUS: Yes.

Speaker MCAULIFFE: So, hopefully, you could find us a good replacement.

Mr. MCMANUS: We're looking, yes.

Speaker MCAULIFFE: Great, great.

Mr. MCMANUS: I have a couple of people who are interested so.

Speaker MCAULIFFE: Good. Any -- yes, Brian.

Mr. O'MALLEY: Well then, I would just like to take the opportunity to thank Delegate McManus for his time here. It's been good working with him. He's been a good contributor to the process and I think we're going to miss him.

Mr. MCMANUS: Thank you.

Speaker MCAULIFFE: Yes, thank you.

Mr. MCMANUS: If I may? Some of the comments that Leo made earlier about the Fire Academy, I think that was sort of the most fun things I did here was work on that committee to look at the Fire Academy and make recommendations to keep it in business. I'm glad it's now flourishing.

Commissioner CAKOUNES: Thank you.

Speaker MCAULIFFE: Thank you, Ed.

Mr. MCMANUS: And you all are just a great group of people to work with.

Speaker MCAULIFFE: Is there anyone else who has anything? Okay. I'll

take a motion.

Mr. MCMANUS: Move we adjourn.

Speaker MCAULIFFE: We're adjourned.

Whereupon, it was moved to adjourn the Assembly of Delegates at

5:25 p.m.

Submitted by:

**Janice O'Connell, Clerk
Assembly Delegates**

List of materials used at the meeting:

- **Business Calendar 5/16/18**
- **UNAPPROVED Journal of Proceedings of 5/2/18**
- **Proposed Ordinance 18-09 submitted by County Commissioners**
- **Public Hearing Notice for Proposed Ordinance 18-08**
- **Proposed Ordinance 18-08**
- **Commissioners disapproval letter for Ordinance 18-04**
- **Ordinance 18-04**
- **County Reimbursement Policy**
- **Edward McManus letter of resignation**