

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the Barnstable County Board of Regional Commissioners, held in the Superior Courthouse in Barnstable, on the twelfth day of September, A.D. 2018

Board Regional Commissioners:

Ronald R. Beaty Present

Leo G. Cakounes Present

Mary Pat Flynn Present

Staff Present:

Jack Yunits County Administrator

Owen Fletcher Executive Assistant, Administration

Janice O'Connell Clerk, Assembly of Delegates/Barnstable County

Mary McIsaac Treasurer/Director, Finance Department

Tricia Rogers Assistant Treasurer, Finance

Julie Ferguson Director, Resource Development Office

Bobbi Moritz Officer, Resource Development Office

Andrew Platt AmeriCorps Program Specialist, Resource Development Office

Ryan Johnson IT Systems Administrator, Information Technology

Stacy Gallagher Director, Children's Cove

Kristy Senatori Acting Executive Director, Cape Cod Commission

Gail Coyne Fiscal Manager, Cape Cod Commission

1. Call to Order

Chairman Cakounes called the meeting to order at 10:04 A.M.

2. Pledge of Allegiance**3. Moment of Silence****4. Public Comment**

No members of the public offered comment.

5. Approval of Minutes**a. Regular Meeting of August 22, 2018**

Motion by Commissioner Beaty to approve the regular meeting minutes of August 29, 2018 as presented, 2nd by Commissioner Flynn, approved 3-0-0

6. General Business**7. New Business – Other business not reasonably anticipated by the Chair**

Chairman Cakounes noted the late addition of a Bond Anticipation Note to the agenda. He explained that he decided to post a revised agenda rather than take up the item under new business.

8. Commissioners' Actions**a. Authorizing the execution of an amendment to a memorandum of understanding with the Yarmouth Chamber of Commerce to operate Route 6 Rest Area facilities, for the periods of July 1, 2017 through October 31, 2017 and May 1, 2018 through June 30, 2018**

Motion by Commissioner Beaty to execute an amendment to a Memorandum of Understanding with the Yarmouth Chamber of Commerce to operate Route 6 Rest Area facilities, to promote tourism and economic development under a previously awarded grant from the Special License Plate Fund, for an amount not to exceed \$40,000.00, for the periods of July 1, 2017 through October 31, 2017 and May 1,

2018 through June 30, 2018, extending the time of performance through December 31, 2018 as presented, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Chairman Cakounes explained that this item was necessary to address an oversight in the approval motion for the initial agreement, and only extended the end date for performance. Commissioner Beaty inquired regarding the amount of funds still available under the agreement. Chairman Cakounes stated that he intended to put this item on an upcoming Board agenda soon for further discussion on the allocation of funds, and that fiscal questions would be answered then.

b. Authorizing the approval of a reimbursement request from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for July of 2018

Motion by Commissioner Beaty to approve a reimbursement request from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for July of 2018 as presented, as presented, 2nd by Commissioner Flynn, approved 3-0-0

c. Authorizing the approval of a reimbursement request from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for June of 2018

Motion by Commissioner Beaty to approve a reimbursement request from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for June of 2018 as presented, as presented, 2nd by Commissioner Flynn, approved 3-0-0

d. Authorizing the execution of a subrecipient agreement with Restore America's Estuaries, for a Southeast New England Program (SNEP) Watershed Grant to the Cape Cod Commission, in the amount of \$399,998.00 for the period of September 1, 2018 through September 30, 2020

Motion by Commissioner Beaty to execute a subrecipient agreement with Restore America's Estuaries, for a Southeast New England Program (SNEP) Watershed Grant to the Cape Cod Commission, in the amount of \$399,998.00 for the period of September 1, 2018 through September 30, 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. Senatori addressed the Board regarding the grant and clarified its funding sources.

e. Authorizing the creation of a new fund for a Subrecipient Agreement with Restore America's Estuaries, for a SNEP Watershed Grant to the Cape Cod Commission, in the amount of \$399,998.00 for the period of September 1, 2018 through September 30, 2020

Motion by Commissioner Beaty to authorize the creation of a new fund for a Subrecipient Agreement with Restore America's Estuaries, for a SNEP Watershed Grant to the Cape Cod Commission, in the amount of \$399,998.00 for the period of September 1, 2018 through September 30, 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- f. Authorizing the creation of a part-time, fully grant funded Forensic Interviewer/Community Sexual Exploitation of Children (CSEC) Case Manager position as recommended by the County Hiring Committee**

Motion by Commissioner Beaty to authorize the creation of a part-time, fully grant funded Forensic Interviewer/Community Sexual Exploitation of Children (CSEC) Case Manager position as recommended by the County Hiring Committee, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Mr. Yunits and Ms. Gallagher addressed the Board on this item. Mr. Yunits noted the work of Ms. Gallagher to the grants funding sources. He assured the Board that the grants often are extended, but staff positions would not continue if funding is not extended.

- g. Authorizing the execution of an amendment to an agreement with the Massachusetts Office of Victim Assistance for a Victim of Crime Act Grant to Children's Cove, increasing funding by \$75,000.00 to a new total of \$350,000.00 for Fiscal Years 2019 and 2020**

Motion by Commissioner Beaty to authorize the execution of an amendment to an agreement with the Massachusetts Office of Victim Assistance for a Victim of Crime Act Grant to Children's Cove, increasing funding by \$75,000.00 to a new total of \$350,000.00 for Fiscal Years 2019 and 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Chairman Cakounes noted that the Board may later revisit Children's Cove's Fiscal Year 2019 budget to adjust for grant funds anticipated but not yet received.

- h. Authorizing the execution of an amendment to a sub-award agreement for a grant to the Cape Cod Cooperative Extension from the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI), to support the Sea Grant Program, in the amount of \$985,500.00, for the period of February 01, 2018 through January 31, 2022**

Motion by Commissioner Beaty to authorize the execution of an amendment to a sub-award agreement for a grant to the Cape Cod Cooperative Extension from the United States National Oceanic and Atmospheric Administration

(NOAA)/Woods Hole Oceanographic Institute (WHOI), to support the Sea Grant Program, for the period of February 01, 2018 through January 31, 2022, increasing incremental funding for the remainder of Year 1 from \$141,300.00 to \$235,500.00 and extending the Budget Period from August 31, 2018 through January 31, 2019, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. Ferguson addressed the Board and explained that the funds received from this grant are disbursed incrementally each Fiscal Year. She also clarified that this amendment was an administrative matter and that the agreement would need to be amended for each release of funds.

i. Authorizing the execution of a use Agreement with the Town of Barnstable for a portion of Race Lane Farm for a period through November 6, 2018

Motion by Commissioner Beaty to authorize the execution of, and ratifying action by the County Administrator on a Use Agreement with the Town of Barnstable for a portion and buildings within the Race Lane Farm for a period through November 6, 2018, as presented, 2nd by Commissioner Flynn, approved 3-0-0

j. Authorizing the approval of an award of, and execution of documents for, a Bond Anticipation Note in the amount of \$760,000.00 to Century Bank and Trust Company for one (1) year at 2.600%

Motion by Commissioner Beaty to authorize the approval of an award of, and execution of documents for, a Bond Anticipation Note in the amount of \$760,000.00 to Century Bank and Trust Company for one (1) year at 2.600%, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. McIssac addressed Board and explained the need for the Bond Anticipation Note.

k. Authorizing the approval of a list of pre-qualified bidders to be added to the approved vendors list for various trades for municipal use in projects whose estimated labor costs are less than \$50,000.00

Motion by Commissioner Beaty to authorize the approval of a list of pre-qualified bidders to be added to the approved vendors list for various trades for municipal use in projects whose estimated labor costs are less than \$50,000.00, as presented, as presented, 2nd by Commissioner Flynn, approved 3-0-0

l. Authorizing the rejection of a proposal submitted by Comcast in response to a request for a vendor to supply, configure and maintain a Regional Municipal Network

Motion by Commissioner Beaty to authorize the rejection of a proposal submitted by Comcast in response to a request for a vendor to supply, configure and

maintain a Regional Municipal Network, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Chairman Cakounes explained that this action was required pursuant to State procurement laws.

m. Authorizing the termination of a contract with Rochester Bituminous Products for roadway resurfacing for Barnstable County towns, and awarding that contract to MCE Dirtworks

Motion by Commissioner Beaty to authorize the termination of a contract with Rochester Bituminous Products for roadway resurfacing for Barnstable County towns, and awarding that contract to MCE Dirtworks, as presented, 2nd by Commissioner Flynn, approved 3-0-0

n. Authorizing the execution of Certificates for Dissolving Septic Betterments

Motion by Commissioner Beaty to authorize the Chair to execute Certificates for Dissolving Septic Betterments, as presented, 2nd by Commissioner Flynn, approved 3-0-0

9. Commissioners' Reports

Chairman Cakounes spoke regarding the receipt of a letter regarding the Cape Cod Commission Board's recommendation to appoint Ms. Senatori as the Commission's permanent Executive Director. He stated that the Board would review the recommendation and vote next week to either accept it or begin a national search to fill the position.

Chairman Cakounes also noted that a proposed County Boards and Committees Handbook would be on next week's agenda for the Board's regular meeting. Finally, he gave an update on plans for the Board's upcoming regular meeting on September 27th and the Barnstable County Declaration of Independence Day Event

Commissioner Beaty reported to the Board regarding his attendance at a Cape Cod Water Protection Collaborative meeting. He expressed his thoughts on whether the Board should be involved in the distribution of funds generated from recent State legislation establishing a short term residential rental excise. He also noted the opposition of Andrew Gottlieb to such involvement.

10. County Administrator and Staff Reports

Mr. Yunits gave an update on the County's Early Retirement Incentive Program Legislation and noted that it was currently waiting to be heard in a State Senate Committee.

Chairman reported that that the County Dredge was currently working in the Town of Chatham.

11. Adjournment

Barnstable, ss. at 10:44 A.M. on this twelfth day of September A.D. 2018, Commissioner Beaty made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0

List of Documents:

- Draft minutes of the August 29, 2018 Board of Regional Commissioners' Regular Meeting
- Amendment to a memorandum of understanding with the Yarmouth Chamber of Commerce to operate Route 6 Rest Area facilities for the periods of July 1, 2017 through October 31, 2017 and May 1, 2018 through June 30, 2018, extending the time of performance through December 31, 2018
- Reimbursement Request dated August 27, 2018 from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for July of 2018
- Reimbursement Request dated August 20, 2018 from Kristy Senatori, Acting Executive Director of the Cape Cod Commission, for June of 2018
- 2018 SNEP Watershed Grants Subrecipient Agreement Between Restore America's Estuaries and Cape Cod Commission (Barnstable County) September 1, 2018 – September 30, 2020 (Contract # NEPWG18-9-CCC
- Memorandum from the Cape Cod Commission dated September 6, 2018 to the Barnstable County Commissioners from Maria McCauley, Fiscal Officer, regarding a New Fund Request for a new special revenue fund for the SNEP Watershed grant funded by the U.S. Environmental Protection Agency through Restore America's Estuaries at \$399,998
- Memorandum dated September 11, 2018 from Justyna Marczak, Human Resources Director, to the County Commissioners regarding a Forensic Interviewer/CSEC Case Manager
- Contract Amendment for a Victim of Crime Act (VOCA) Grant, from the Massachusetts Office for Victim Assistance (MOVA), awarded to Children's Cove, in the amount of \$275,000.00, for the period of July 1, 2018 through June 30, 2020, executed May 30, 2018 and supporting documentation, executed September 12, 2018
- WHOI Cost Reimbursable Subaward Agreement Amendment No. 1, for a grant to the Cape Cod Cooperative Extension from NOAAWHOI, to support the Sea Grant Program, for the period of February 01, 2018 through January 31, 2022
- WHOI Cost Reimbursable Subaward Agreement for a grant to the Cape Cod Cooperative Extension from NOAAWHOI, to support the Sea Grant Program, for the period of February 01, 2018 through January 31, 2022

- Use Agreement through November 6, 2018 between the County of Barnstable Town of Barnstable for a portion of Race Lane Farm 1445 Osterville West Barnstable Road, Marstons Mills
- Documents for a Bond Anticipation Note in the amount of \$760,000.00 to Century Bank and Trust Company for one (1) year at 2.600%, executed September 12, 2018
- Memorandum dated August 29, 2018 to the County Commissioners from Elaine Davis, Chief Procurement Officer, regarding Approval of Pre-Qualified Vendors
- Vendor List Tradespersons Request for Qualifications for August 2018
- Memorandum dated August 28, 2018 to the County Commissioners from Elaine Davis, Chief Procurement Officer, regarding cancelling the bid proposal submitted by Comcast in response to a request for a vendor to supply, configure and maintain a Regional Municipal Network
- Memorandum dated August 22, 2018 to Elaine Davis, Chief Procurement Officer, from William Traverse, Director, Barnstable County IT, with a subject of "Request for Proposals Evaluation: Regional Municipal Network
- Memorandum dated September 7, 2018 to the County Commissioners from Elaine Davis, Chief Procurement Officer, regarding c the termination of a contract with Rochester Bituminous Products for roadway resurfacing for Barnstable County towns, and awarding that contract to MCE Dirtworks, with addenda
- Certificates for Dissolving Septic Betterments certifying that the betterment assessments upon parcels of real estate in Notices of Betterment Assessment recorded as: Documents No. 1043451, Certificate of Title No. 181031, Lot 80, Plan 35769-B, Registry District of the Land Court and; Book 13280, Page 229; Book 29954, Page 21; Book 23387, Page 223; Book 22895, Page 106; Book 26112, Page 33 and; Book 16787, Page 337; Barnstable County Registry of Deeds,