

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 sixteenth day of January, A.D. 2019

Board Regional Commissioners:

Ronald R. Beaty Present

Ronald Bergstrom Present

Mary Pat Flynn Present

Staff Present:

Jack Yunits County Administrator

Justyna Marczak Human Resources Director

Owen Fletcher Executive Assistant, Administration

Don Reynolds Interim Director, Facilities

Mike Maguire Director, Cape Cod Cooperative Extension

Kalliope Chute Hazardous Materials Environmental Specialist, Cape Cod
Cooperative Extension

Julie Ferguson Director, Resource Development Office

Andrew Platt Program Coordinator, Resource Development Office

Kayla Baier Program Supervisor, Resource Development Office

Brian Baumgaertel Senior Environmental Specialist, Health and Environment

Emily Michele Olmsted I/A Septic Program Assistant, Health and Environment

Leslie Richardson Chief Economic Development Officer, Cape Cod Commission

Heather Harper Chief of Staff, Cape Cod Commission

Heather McElroy Natural Resources/Land Protection Specialist, Cape Cod
Commission

Ian Roberts Technical Support Specialist, Information Technology

1. Call to Order

Chairman Bergstrom called the meeting to order at 9:00 A.M.

2. Pledge of Allegiance

3. Moment of Silence

4. Public Comment

No members of the public offered comment. The Board recessed for ten minutes due to technical difficulties.

5. Budget Hearings

a. County Commissioners

Mr. Yunits discussed the Commissioners' Office's proposed Budget. He explained that the small increase in the budget was due to personnel being transferred to the department, and the creation of a Human Resources section. He also discussed the possible effects of the County's proposed early retirement plan. Further, he discussed streamlining departments and consolidating County services. Commissioner Bergstrom discussed the procedures for benefit claims after a normal retirement. The Board also discussed the benefits of an Early Retirement Plan to employees. Finally, the Board engaged in a lengthy discussion on expanding Water Quality Lab services.

b. Information Technology

Mr. Traverse presented to the Commissioners. He discussed the costs for updating the County's technology to prepare a move to cloud services. He clarified the workings of such services in response to questions from the Board. There was a

lengthy discussion regarding necessary changes to information technology services to meet the growing needs of Cape Cod.

c. Resource Development

Ms. Ferguson and Mr. Platt detailed changes in personnel costs over time, as well as those of running the AmeriCorps program. The Board discussed possible new uses of AmeriCorps staff, especially regarding emergency response.

d. Assembly of Delegates

Ms. O'Connell presented to the Board. She noted that the only increases in the Assembly's proposed budget from the previous year are due to cost of living adjustments. She also spoke about training and travel costs. The Board had a lengthy discussion regarding scenarios relevant to benefit costs.

e. Finance

Ms. McIsaac presented to the Board and answered questions regarding employee costs and fringe benefits.

f. Capital Improvement Program

The Capital Improvement Program discussion was postponed until a subsequent meeting.

6. Approval of Minutes

a. Regular Meeting of January 2, 2019

Motion by Commissioner Beaty to approve the regular meeting minutes of January 9, 2019 as presented, 2nd by Commissioner Flynn, approved 3-0-0

7. General Business

a. Update from the Groundwater Guardians, a collaborative team comprised of members from the Barnstable County Department of Health and Environment, the Cape Cod Cooperative Extension, and AmeriCorps Cape Cod on its water quality project initiatives

Mr. Maguire, Mr. Baumgaertel, Mr. Chute, and Ms. Olmstead and Brian presented to the Board. They detailed the history of the public campaign and its work to educate residents about the Cape's aquifer.

b. Authorizing the approval of the Cape & Islands' License Plate Fund Grant Program Outline

Motion by Commissioner Beaty to authorize the approval of the Cape & Islands' License Plate Fund Grant Program Outline, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. Richardson and Ms. Harper gave a detailed overview of the program.

8. New Business – Other business not reasonably anticipated by the Chair

There was no business not reasonably anticipated by the Chair.

9. Commissioners' Actions

a. Authorizing an increase in the threshold for the County Administrator to execute agreements from \$35,000.00 to \$50,000.00 as delegated by the Board of Regional Commissioners pursuant to Section 3 – 4 of the Barnstable County Home Rule Charter

Motion by Commissioner Beaty to authorize an increase in the threshold for the County Administrator to execute agreements from \$35,000.00 to \$50,000.00 as delegated by the Board of Regional Commissioners pursuant to Section 3 – 4 of the Barnstable County Home Rule Charter, as presented, 2nd by Commissioner Flynn, approved 3-0-0

b. Authorizing the execution of Certificates of National Service for AmeriCorps members

Motion by Commissioner Beaty to authorize the execution of Certificates of National Service for AmeriCorps members, as presented, 2nd by Commissioner Flynn, approved 3-0-0

c. Authorizing appointments to the Barnstable County Coastal Management Committee

Motion by Commissioner Beaty to authorize appointments to the Barnstable County Coastal Management Committee, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. McElroy explained the need for the appointments. The Board postponed the vote to a subsequent meeting to further review the appointments.

d. Authorizing an amendment to an agreement for a grant from the Woods Hole Oceanographic Institution (WHOI) to the Cape Cod Cooperative

Extension, in the amount of \$679,582.00 for the period of February 1, 2014 through August 31, 2018 adding \$17,356.00 in Supplemental Funds and extending the Period of Performance through August 31, 2019

Motion by Commissioner Beaty to authorize an amendment to an agreement for a grant from the Woods Hole Oceanographic Institution (WHOI) to the Cape Cod Cooperative Extension, in the amount of \$679,582.00 for the period of February 1, 2014 through August 31, 2018 adding \$17,356.00 in Supplemental Funds and extending the Period of Performance through August 31, 2019, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- e. **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, adding additional incremental funds for partial Year 2 and updating the agreement**

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, in the amount of \$985,500.00, for the period of February 01, 2018 through January 31, 2022, adding additional incremental funds for partial Year 2 and updating the agreement, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Mr. Maguire answered questions from the Board regarding the nature of the new disbursements.

- f. **Authorizing the award of contracts for Golf Course Materials and Services to be used at Municipal Golf courses, and other Political Subdivisions, for the period of March 1, 2019 through February 29, 2020 to: Atlantic Golf & Turf; Harrell's LLC; Helena Agri Enterprises; Site One Landscape Supply; The Charles C. Hart Seed Company; Tom Irwin, Inc. and; Winfield Solutions**

Motion by Commissioner Beaty to authorize the award of contracts for Golf Course Materials and Services to be used at Municipal Golf courses, and other Political Subdivisions, for the period of March 1, 2019 through February 29, 2020 to: Atlantic Golf & Turf; Harrell's LLC; Helena Agri Enterprises; Site One Landscape Supply; The Charles C. Hart Seed Company; Tom Irwin, Inc. and; Winfield Solutions, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- g. **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

There were no Commissioner reports at this meeting.

10. County Administrator and Staff Reports

Mr. Yunits reported on the efforts of the County Dredge and issues with a current job in the Town of Falmouth. He also discussed plans for dredge work in Pamet Basin in the Town of Truro.

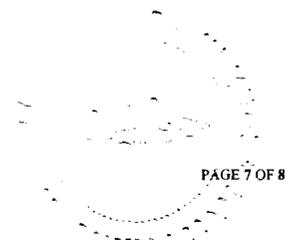
11. Adjournment

Barnstable, ss. at 10:56 A.M. on this sixteenth day of January A.D. 2019, Commissioner Beaty made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0

List of Documents:

- Proposed Fiscal Year 2020 Budget Commissioners Personnel Schedule
- Proposed Fiscal Year 2020 Commissioners L2 Budget
- Proposed Fiscal Year 2020 Budget Information Technology Personnel Schedule
- Proposed Fiscal Year 2020 Information Technology L2 Budget
- Proposed Fiscal Year 2020 Budget Resource Development Personnel Schedule
- Proposed Fiscal Year 2020 Budget AmeriCorps Personnel Schedule
- Proposed Fiscal Year 2020 Resource Development L2 Budget
- Proposed Fiscal Year 2020 Budget Assembly of Delegates Personnel Schedule
- Proposed Fiscal Year 2020 Assembly of Delegates L2 Budget
- Proposed Fiscal Year 2020 Budget Finance Personnel Schedule
- Proposed Fiscal Year 2020 Finance L2 Budget
- Draft minutes of the Board of Regional Commissioners' Regular Meeting of January 9, 2019
- Cape Cod Groundwater Guardians "What is an Aquifer?" factsheet
- Memorandum dated January 15, 2019 to the County Commissioners from Owen Fletcher, Executive Assistant regarding the Cape & Islands' License Plate Fund Grant Program Outline
- Draft License Plate Grant Program Outline BCC for Approval
- Memorandum dated January 15, 2019 to the County Commissioners from Owen Fletcher, Executive Assistant regarding a County Administrator Agreement Execution Delegation
- Section 3 – 4 of the Barnstable County Home Rule Charter

- Certificates of National Service for AmeriCorps members
- List of Appointees to Barnstable County Coastal Management Committee
- WHOI Cost Reimbursable Research Subaward Amendment No. 9 between the Barnstable County Cape Cod Cooperative Extension and the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI) for FAIN: NA14OAR4170074, Project A/S 15s and supporting documents
- WHOI Cost Reimbursable Research Subaward Agreement Amendment No. 3 between the Barnstable County Cape Cod Cooperative Extension and the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI) for Subaward A101383 and attachments
- Memorandum dated January 11, 2019 to the County Commissioners from Elaine Davis, Chief Procurement Officer regarding a Notice of Bid Award for Golf Course Materials and Services to be used at Municipal Golf courses, and other Political Subdivisions, for the period of March 1, 2019 through February 29, 2020
- Memorandum dated January 15, 2019 to the County Commissioners from the Community Septic Management Loan Program regarding Certificates for Dissolving Septic Betterments



Approved, Board of Regional Commissioners:


Ronald Bergstrom, Chair


Mary Pat Flynn, Vice-Chair


Ronald R. Beaty, Commissioner

02/06/19
Date

The foregoing records have been read and approved, February 15, 2018.

A true copy, attest:


Janice O'Connell, Regional Clerk

