

AGENDA PACKET
07/24/19 REGULAR MEETING

AGENDA ITEM 5a

Approval of Minutes: Regular Meeting of July 10, 2019

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the Barnstable County Board of Regional Commissioners, held in Commissioners' Conference Room, in the Superior Courthouse, on the tenth day of July, A.D. 2019

Board Regional Commissioners:

Ronald R. Beaty Present

Ronald Bergstrom Present

Mary Pat Flynn Present

Staff Present:

Jack Yunits County Administrator

Owen Fletcher Executive Assistant, Administration

Sean O'Brien Director, Health and Environment Department

Diana Gaumond Regional Medical Reserve Corps Director,
Health and Environment Department

Bobbi Moritz Officer, Resource Development Office

Quan Tobey Officer, Resource Development Office

Ian Roberts Technical Support Specialist, Information Technology

1. Call to Order

Chairman Bergstrom called the meeting to order at 10:00 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 June 26, 2019

Motion by Commissioner Beaty to approve the minutes of the Board of Regional Commissioners' Regular Meeting of June 26, 2019_as presented, 2nd by Commissioner Flynn, approved 3-0-0

6. General Business

a. Travel Report from Shannon Jarbeau the "At What Point Manage Retreat" Meeting held in New York City, New York on June 21, 2019

The Board postponed hearing the report due to Ms. Jarbeau having a scheduling conflict preventing her from appearing at the meeting.

b. Presentation by the County Department of Health and Environment on the Barnstable County Medical Reserve Corps

Ms. Gaumond detailed the history of the Medical Reserve Corps and described the services it provides. She also explained its funding and the support it receives from both the Commonwealth of Massachusetts and the federal government. Ms. Gaumond further described the process of recruiting volunteers to assist in providing services.

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

There was no new business at this meeting.

8. Commissioners' Actions

a. Authorizing the approval of a Reimbursement Request from Kristy Senatori, Executive Director of the Cape Cod Commission, for the period of March 1, 2019 through June 30, 2019

Motion by Commissioner Beaty to authorize the approval of a reimbursement request from Kristy Senatori, Executive Director of the Cape Cod Commission, for the period of March

1, 2019 through June 30, 2019, as presented, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- b. Authorizing a proclamation designating September 8, 2019 through September 15, 2019 as “Suicide Prevention Awareness Week” in Barnstable County**

Motion by Commissioner Beaty to proclaim September 8, 2019 through September 15, 2019 as “Suicide Prevention Awareness Week” in Barnstable County, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- c. Authorizing the Approval of a Grounds Request from the Cape & Islands Suicide Prevention Coalition to use of the front lawn of the Superior Courthouse on September 12, 2018 for an Annual Ribbon Ceremony**

Motion by Commissioner Beaty to authorize the approval of a grounds request from the Cape & Islands Suicide Prevention Coalition to use of the front lawn of the Superior Courthouse on September 12, 2019 for an Annual Ribbon Ceremony, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- d. Authorizing the execution of an agreement for a grant from the Massachusetts Children's Alliance, in the amount of \$77,273.00, for a period of October 1, 2018 through June 30, 2019, to support the salary and fringe benefits for the CSEC (Commercial Sexual Exploitation of Children) Case Manager Position**

Motion by Commissioner Beaty to authorize the execution of an agreement for a grant from the Massachusetts Children's Alliance, in the amount of \$77,273.00, for the period of October 1, 2019 through June 30, 2020, to support the salary and fringe benefits for the CSEC (Commercial Sexual Exploitation of Children) Case Manager Position, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ms. Moritz address the board regarding the grant. She explained the role of the grant in providing funding for staff positions. The Board corrected the dates listed on the agenda, changing them from October 1, 2018 through June 30, 2019 to October 1, 2019 through June 30, 2020. Mr. Yunits explained that he had already executed the grant with the Board's permission, but it also required the Board to ratify and sign the documents.

- e. Authorizing the execution of an amendment to an agreement, acting by and through the Cape Cod Commission, with the Town of Barnstable, in the amount of \$334,020.00, to utilize transportation mitigation funds for its Intersections Improvement Project, extending the deadline from June 30, 2019 to December 31, 2019**

Motion by Commissioner Beaty to authorize the execution of an amendment to an agreement, acting by and through the Cape Cod Commission, with the Town of Barnstable, in the amount of \$334,020.00, to utilize transportation mitigation funds for its Intersections Improvement Project, extending the deadline from June 30, 2019 to December 31, 2019, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- f. Authorizing the execution of an amendment to a contract, for a grant from the Massachusetts Executive Office of Elder Affairs, to the Human Services Department, to support activities related to the Serving the Health Insurance Needs of Everyone (SHINE) Program, in the amount of \$69,092.00 for Fiscal Year 2020**

Motion by Commissioner Beaty to authorize the execution of an amendment to a contract, for a grant from the Massachusetts Executive Office of Elder Affairs, to the Human Services Department, to support activities related to the Serving the Health Insurance Needs of Everyone (SHINE) Program, in the amount of \$69,092.00 for Fiscal Year 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- g. Authorizing the execution of the discharge of a mortgage held by Barnstable County by Andrea Zalgenas, dated January 29, 2016 recorded with the Barnstable County Land Court Registry as Document 1287310**

Motion by Commissioner Beaty to authorize the execution of the discharge of a mortgage by Andrea Zalgenas, held by Barnstable County, dated January 29, 2016 and recorded with the Barnstable County Land Court Registry as Document 1287310, as presented, 2nd by Commissioner Flynn, approved 3-0-0

- h. Authorizing the execution of Certificates for Dissolving Septic Betterments**

No certificates were received for this meeting.

9. Commissioners' Reports

The Board did not provide any reports at this meeting.

10. County Administrator and Staff Reports

Mr. Yunits reported on working with the Massachusetts Department of Transportation regarding permitting food trucks at the Route 6 Rest Area. He also discussed a request to the County Assembly of Delegates to support current legislation in the Massachusetts State Legislature regarding the County's Sheriff's Pension Liability. He further discussed an upcoming presentation he planned to give to the Town of Dennis regarding dredging. Mr. Yunits also detailed the status of all County dredges and gave a status report on the Municipal Police Academy, which is now up and running at Joint Base Cape Cod. Finally, he updated the Board on his work with federal legislators to seek to obtain funding to assist the County to provide clean-up at the Fire Rescue Training Academy.

11. Adjournment

Barnstable, ss. at 10:55 A.M. on this tenth day of July A.D. 2019, Commissioner Beaty made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0

List of Documents:

- Draft minutes of the Board of Regional Commissioners' Regular Meeting of July 10, 2019
- Reimbursement request from Kristy Senatori, Executive Director of the Cape Cod Commission, for the period of March 1, 2019 through June 30, 2019
- Proclamation designating September 8, 2019 through September 15, 2019 as "Suicide Prevention Awareness Week" in Barnstable County
- Memorandum dated July 9, 2019 to the Board of Regional Commissioners from Owen Fletcher, Executive Assistant regarding a Grounds Request from the Cape & Islands Suicide Prevention Coalition
- Agreement for a grant from the Massachusetts Children's Alliance, in the amount of \$77,273.00, for the period of October 1, 2019 through June 30, 2020, to support the salary and fringe benefits for the CSEC (Commercial Sexual Exploitation of Children) Case Manager Position
- Amendment to an agreement, acting by and through the Cape Cod Commission, with the Town of Barnstable, in the amount of \$334,020.00, to utilize transportation mitigation funds for its Intersections Improvement Project, extending the deadline from June 30, 2019 to December 31, 2019
- amendment to a contract, for a grant from the Massachusetts Executive Office of Elder Affairs, to the Human Services Department, to support activities related to the Serving the Health Insurance Needs of Everyone (SHINE) Program, in the amount of \$69,092.00 for Fiscal Year 2020
- Discharge of a Mortgage by Andrea Zalgenas, held by Barnstable County, dated January 29, 2016 and recorded with the Barnstable County Land Court Registry as Document 1287310
- Memorandum to Jack Yunits, County Administrator / County Commissioners from Renie Hamman, HOME Program Manager, regarding Discharge of HOME Mortgage, 127 Jones Road, Marstons Mills / Andrea Zalgenas, dated July 2, 2019

Approved, Board of Regional Commissioners:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice-Chair

Ronald R. Beaty, Commissioner

Date

The foregoing records have been read and approved, July , 2019.

A true copy, attest:

Janice O’Connell, Regional Clerk

AGENDA ITEM 6a

Discussion on possible construction at the Community Stage on the grounds of the Superior Courthouse Complex

 Reply all |  Delete Junk | 

FW: Community Stage

JJ

Jack Yunits Jr.

Thu 7/18, 3:06 PM

Owen Fletcher  Reply all | 

Inbox

From: Don Reynolds
Sent: Thursday, July 18, 2019 3:02 PM
To: Jack Yunits Jr. <jack.yunits@barnstablecounty.org>
Subject: Re: Community Stage

Sure. We can begin the conversation

Donald T Reynolds
Interim Director of Facilities
Barnstable County
508-744-1201

From: Jack Yunits Jr.
Sent: Thursday, July 18, 2019 3:00:55 PM
To: Don Reynolds
Subject: FW: Community Stage

Should I put this on the agenda for next week ?

From: Jack Yunits Jr.
Sent: Friday, July 12, 2019 1:41 PM
To: Don Reynolds <dreynolds@barnstablecounty.org>
Subject: Fwd: Community Stage

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Joe Berlandi <berlandi23@comcast.net>
Date: 7/12/19 9:39 AM (GMT-05:00)
To: "Jack Yunits Jr." <jack.yunits@barnstablecounty.org>
Subject: Community Stage

 Reply all |   Delete Junk |  

Stage, We have lots of people attending our summer concerts and dancing on the grass which is not good as the ground is not level. Obviously I would need Commission approval and we would fund it. If the Commission approves the concept would we engage the contractor as we did for the Stage or would the Commission staff do the work? Lest talk on Monday
Thanks

AGENDA ITEM 8a

Authorizing the appointment to the Health & Human Services Advisory Council of: Patricia Mitrokostas, Cheryl Crowell, Cathy Taylor, Edye Nesmith, Melissa Maguire, Kathi Bailey as members; and Coreen Brinkerhoff, Lisa Forhan, and Paul Niedzwiecki as alternates; for terms from June 1, 2019 through May 31, 2022



**BARNSTABLE COUNTY
DEPARTMENT OF HUMAN SERVICES**

3195 Main Street, Post Office Box 427
Barnstable, Massachusetts 02630
Office: 508-375-6628 | Fax: 508-362-0290
www.bchumanservices.net

2019 Health & Human Services Advisory Council Membership

TO: County Commissioners: Ronald Bergstrom, Ronald Beaty and Mary Pat Flynn
FROM: Elizabeth Albert, Director, Department of Human Services
SUBJ: New Nominees to Barnstable County Health and Human Services Advisory Council
DATE: July 15, 2019

In accordance with Ordinance 90-16 Section 4.2 (c), the County Commissioners appoint members of the Health and Human Services Advisory Council. The following name change and list of nominees is being recommended for appointment to the Barnstable County Health and Human Services Advisory Council beginning June 1, 2019 with terms expiration date as noted.

CONSORTIA		NOMINEE	TERM EXPIRATION
Barnstable County Regional Substance Use Council	REP	Patricia Mitrokostas, Director of Public Relations & Organizational Advancement, Gosnold on Cape Cod	5-31-22
Cape & Islands Regional Domestic Violence Council	REP	Cheryl Crowell, Director of Court Advocacy Program, Independence House	5-31-22
Disability Network	REP	Cathy Taylor, Director of Services, Cape Organization for Rights of the Disabled, CORD	5-31-22
	ALT	Coreen Brinkerhoff, Director, Cape Organization for Rights of the Disabled, CORD	
Cape Cod Council of Churches	REP	Edye Nesmith, Executive Director, Cape Cod Council of Churches	5-31-22
Cape & Islands Suicide Prevention Coalition	REP	Melissa Maguire, Director of Services, Monomoy Regional School	5-31-22
	ALT	Lisa Forhan, Director of Risk Management, Department of Mental Health School District	
Cape Cod Healthcare Community Benefits Advisory Council	REP	Kathi Bailey, Director Community Benefits & Grants	5-31-22
	ALT	Paul Niedzwiecki, Vice President of Strategy & Gov't Affairs	

Barnstable County Commissioners

Ronald Bergstrom, Chair

Ronald Beaty, Vice Chair

Mary Pat Flynn, Commissioner

Date

Creating a Healthy Connected Cape Cod

The Mission of the Department of Human Services is to plan, develop, and implement programs which enhance the overall delivery of human services in Barnstable County and promote the health and social well-being of County residents through regional efforts that improve coordination of services.

AGENDA ITEM 8b

Authorizing the execution of an agreement with the Massachusetts Department of Environmental Protection (MassDEP), for the purpose of increasing the use and visibility of electric vehicles (EVs) through the Massachusetts Electric Vehicle Incentive Program (MassEVIP)



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kathleen A. Theoharides
Secretary

Martin Suuberg
Commissioner

July 19, 2019

Mr. Jack Yunits
Barnstable County
PO Box 427
Barnstable, MA 02630

Dear Mr. Yunits,

The Massachusetts Department of Environmental Protection (MassDEP) is pleased to announce that Barnstable County has been awarded a grant of \$12,500.00 to acquire two electric vehicles (EVs) and Level 2 dual port EV charging equipment under the Massachusetts Electric Vehicle Incentive Program (MassEVIP) Fleets in the following amounts:

- An amount not to exceed \$5,000.00 each for the lease of two Battery Electric Vehicles; and
- An amount not to exceed \$2,500.00 in assistance for Level 2 dual port EV charging equipment.

To accept the grant, the Grantee will need to sign and return the attached contract documents that require signatures within **15** business days of receipt. The Grantee is authorized to proceed with the acquisition of the vehicles and EV charging station(s) with the receipt of this approval letter. The contract documents include:

- *End User Agreement*, signature required.

Please mail all documents requiring signature to the following address:

MassDEP
Attn: MassEVIP
One Winter Street, 6th Floor
Boston, MA 02108

MassDEP will countersign the contract documents and return a scanned copy to you via email for your records.

The grantee will have up to 180 days from MassDEP's execution of the contract documents to acquire the EV(s) and make the EV charging station operational, if applicable.

If the Grantee is purchasing the EVs or charging equipment off of state contract, MassDEP will provide the incentive directly to the vendors on state contract.

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: www.mass.gov/dep

Printed on Recycled Paper

If the Grantee is leasing the EV(s), MassDEP will direct the incentive to the Grantee in one full payment. If the EV(s) and/or charging equipment are not purchased through a statewide contract, MassDEP will direct the incentive to the Grantee, in which case, the Grantee must be on contract with the Commonwealth for goods and services as part of MassDEP's Sustainable Materials Recovery program.

You have up to 90 days from the date the EVs are acquired and EV charging station(s) are operational to request payment by completing and submitting the *End-User Agreement Attachment B Payment Request Form* and required attachments. MassDEP will not authorize the payment until receiving a complete *Payment Request Form* and required attachments. Attachments include:

- Final invoice(s) or lease agreement(s) for EV(s);
- Final invoice(s) for EV charging station(s), if applicable, with line items for individual EV charging station costs;
- Copy of Massachusetts registration for EV(s); and
- Photographs of EV(s) and, if applicable, installed EV charging station(s).

On behalf of Commissioner Suuberg, I want to congratulate Barnstable County for taking this important step towards making Massachusetts a regional leader in deploying these clean vehicles and helping the Commonwealth achieve its ambitious climate goals.

If you have any questions or comments regarding MassEVIP or the awarded grant please contact Ms. Sejal Shah at (617) 556-1015 or at sejal.shah@mass.gov.

Sincerely,



Christine Kirby,
Assistant Commissioner
Bureau of Air and Waste

Attachments: *End-User Agreement*

**COMMONWEALTH OF MASSACHUSETTS
AGREEMENT BETWEEN MASSACHUSETTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND BARNSTABLE COUNTY**

This Agreement is entered into by the Commonwealth of Massachusetts, acting through the Massachusetts Department of Environmental Protection (MassDEP), and Barnstable County (Grantee) for the purpose of increasing the use and visibility of electric vehicles (EVs) within the Commonwealth of Massachusetts. MassDEP is charged with the implementation of and oversight for the Massachusetts Electric Vehicle Incentive Program (MassEVIP) Fleets. Through MassEVIP Fleets \$12,500.00 shall be allocated to Grantee for the procurement and deployment of MassEVIP-funded Level 2 EV charging station(s) with a minimum of two ports (“EV charging station(s)”) and two EVs (“MassEVIP vehicle(s)”) in the following amounts.

- An amount not to exceed \$5,000.00 each for the lease of two Battery Electric Vehicles, and
- An amount not to exceed \$2,500 for Level 2 EVcharging station(s).

By accepting the benefits of MassEVIP Fleets funding, Grantee expressly agrees, through the execution of this Agreement, to be bound by the following Terms and Conditions. Grantee agrees that, from time to time as deemed necessary by MassDEP, to effectuate the goals and purposes of MassEVIP Fleets, MassDEP and Grantee shall amend this Agreement.

IN WITNESS THEREOF, the parties hereby execute this Agreement.

BARNSTABLE COUNTY

By: _____
Print Name:
Print Title:

Date: _____

COMMONWEALTH OF MASSACHUSETTS

By: _____
Bawa Wavezwa, Director of Fiscal Management
Massachusetts Department of Environmental Protection

Date: _____

Terms and Conditions

1. MassEVIP Fleets Electric Vehicle(s) Funding

A. Agreement Duration/Timeline

- i. Grantee has up to 180 calendar days after the effective date of this Agreement to register with the Massachusetts Registry of Motor Vehicles the MassEVIP vehicle(s).
- ii. Grantee shall request MassDEP's approval of any extension of the 180 day timeframe by notifying MassDEP in writing at least 7 days prior to the end of the 180 day timeframe if the MassEVIP vehicle(s) will not be registered within 180 calendar days following the effective date of this Agreement. Grantee shall include documentation in any such request to show the reason for the delay, the efforts made by Grantee to avoid the delay, and a timeline by which the MassEVIP vehicle(s) will be registered. Grantee's request for an extension will not be deemed granted unless approved in writing by MassDEP.
- iii. Grantee shall operate each MassEVIP vehicle for a minimum of 3 full consecutive years following the date of first registration.
- iv. If Grantee leases MassEVIP vehicle(s), the minimum term of the lease shall be 36 months.
- v. In the event that Grantee wishes to make any changes to the application as set forth in Attachment A, Grantee shall notify MassDEP in writing and receive written approval from MassDEP prior to execution of any amended purchase agreement with the vendors for the MassEVIP vehicle(s).

B. MassEVIP Vehicle(s) Costs

- i. MassEVIP Fleets grant combined with funding from other sources shall not exceed 100% of the cost paid for the MassEVIP vehicle(s).
- ii. Funding from MassEVIP Fleets cannot be combined with grants from the Massachusetts Green Communities Division for a single MassEVIP vehicle.
- iii. Funding from MassEVIP Fleets is for new MassEVIP vehicles (s), not ordered until after an approval letter is received from MassDEP.

C. MassEVIP Vehicle Registration and Insurance Coverage

- i. Grantee shall obtain and maintain a valid registration through the Massachusetts Registry of Motor Vehicles for a minimum of 3 full consecutive years for each MassEVIP vehicle and provide a copy of the current vehicle registration to MassDEP upon request.
- ii. Adequate insurance coverage as required by law for MassEVIP vehicle(s) shall be provided by Grantee through third party coverage or self-insurance. Grantee shall provide proof of such coverage to MassDEP upon request.

D. MassEVIP Vehicle Promotion

Grantee agrees to promote MassEVIP vehicle(s) to employees, visitors and the general public via various strategies, for example: wrapping the MassEVIP vehicle(s) with graphics; hosting ride and drive events; including MassEVIP vehicle(s) in community events; providing education on the proper operation of MassEVIP vehicle(s); circulating flyers, internal/external newsletters and webpages, e-mails; etc. Grantee shall provide proof of such promotion to MassDEP upon request.

E. MassEVIP Vehicle(s) Operation and Training

Upon acquisition of the MassEVIP vehicle(s), Grantee agrees to require all pertinent personnel to attend a training session on the operation and maintenance of the MassEVIP vehicle(s).

F. MassDEP Verification of MassEVIP Vehicle(s)

Grantee agrees to allow MassDEP access to the MassEVIP vehicle(s) during normal business hours so that MassDEP can verify the registration, maintenance, and use of the MassEVIP vehicle(s).

G. Data Provision and Record Requirements

For a minimum of 3 full consecutive years after the MassEVIP vehicle(s) are first registered, Grantee shall collect data on the operation, maintenance and usage, e.g., hours of use, electric miles driven, gas miles driven (if applicable), kilowatt hours charged, downtime, and maintenance costs, if available. Upon request by MassDEP and within a reasonable time, Grantee shall prepare and submit such data or records to MassDEP, in a format specified by MassDEP.

H. MassEVIP Vehicle Maintenance Requirements

Grantee shall maintain the MassEVIP vehicle(s) in accordance with the manufacturer's recommended procedures and specifications for a minimum period of 3 full consecutive years following the first registration of the MassEVIP vehicle(s). Grantee agrees that it is responsible for any maintenance and repair work that is not covered under the scope of the manufacturer's warranty. Grantee shall keep records of its maintenance efforts and will make those records available to MassDEP upon request.

2. MassEVIP EV Charging Station(s) Funding

A. Agreement Duration/Timeline

- i. Grantee has up to 180 calendar days after the effective date of this Agreement to make the EV charging station(s) operational.
- ii. Grantee shall request MassDEP's approval of any extension of the 180 day timeframe by notifying MassDEP in writing at least 7 days prior to the end of the 180 day timeframe if the EV charging station(s) will not be operational within 180 calendar days following the effective date of this Agreement. Grantee shall include documentation in any such request to show the reason for the delay, the efforts made by Grantee to avoid the delay, and a timeline by which the EV charging station(s) will be operational. Grantee's request for an extension will not be deemed granted unless approved in writing by MassDEP.
- iii. Grantee shall operate and maintain EV charging station(s) for a minimum of 3 full consecutive years following the date the EV charging station(s) are operational.
- iv. In the event that Grantee wishes to make any changes to the application as set forth in Attachment A, Grantee shall notify MassDEP in writing and receive written approval from MassDEP prior to execution of any amended purchase agreement with the vendors for the EV charging station(s).

B. EV Charging Station(s) Hardware and Location Requirements

Grantee shall install EV charging station(s) that:

- i. are hard-wired Level 2 EV charging station(s);
- ii. are UL listed (certified to Underwriters Laboratories, Inc. standards);
- iii. are able to charge EVs produced by multiple manufacturers;

- iv. are new installations, and not ordered until after an approval letter is received from MassDEP; and
- v. are in an area that is owned or controlled by the Grantee.

C. EV Charging Station(s) Costs

- i. The grant amount listed on the first page of this Agreement shall be used for acquisition of the EV charging station(s), including:
 - a) a console wired into the electrical supply;
 - b) a cable and connector to plug into the EV;
 - c) cable management strategy (e.g., coil, retractable, etc.);
 - d) mounting, either pedestal or wall (Pedestal: hard-wired to a permanent pole or box. Wall: hard-wired to a wall and typically includes a mounting plate.);
 - e) separate payment module;
 - f) upgrading electric supply;
 - g) construction costs related to installation;
 - h) signage and pavement painting;
 - i) shipping/freight; and
 - j) electrician costs to connect EV charging station(s) to electric power.
- ii. Grantee shall provide funds, either directly from Grantee or another source, to cover the remaining cost of the EV charging station(s), all of the installation costs, and operating and maintenance costs for a minimum of 3 full consecutive years after EV charging station(s) are operational.
- iii. Costs not covered include:
 - a) land/parking space purchase or lease;
 - b) software subscription;
 - c) warranty;
 - d) taxes;
 - e) internet connection or cell signal;
 - f) planning or permitting for the project;
 - g) bollards, curbs, wheel stops, setbacks, bumper guards;
 - h) electricity consumption and demand charges;
 - i) preventative and corrective maintenance on EV charging station(s); and
 - j) any other required costs not covered by Paragraph 2.C.i. above.
- iv. Funding from multiple MassDEP EVIP programs cannot be combined for a single EV charging station.
- v. Funding from MassDEP EVIP programs cannot be combined with grants from the Massachusetts Green Communities Division for a single EV charging station and installation.
- vi. MassEVIP grant combined with funding from other sources shall not exceed 100% of the cost paid for the EV charging station(s).

D. EV Charging Station(s) Parking Requirements

- i. The parking space(s) and EV charging station(s) shall be reserved for applicant-owned EV use only.
- ii. For each port installed, one parking space shall be designated for plug-in EV use only and marked clearly through visible signage, examples of which are provided in

Attachment C. Grantee shall actively enforce this requirement. Grantee is encouraged to paint the pavement of the parking area to indicate the parking space is designated for plug-in EVs.

- iii. The parking space(s) and EV charging station(s) shall be located such that the connector from each EV charging station can easily reach a plug-in EV parked in the associated parking space.
- iv. The EV charging station(s) parking space(s) and area around the EV charging station(s) shall be maintained, including snow removal and general cleaning.

E. EV Charging Station(s) Insurance Coverage

Adequate property and casualty insurance coverage for each EV charging station shall be provided by Grantee through third party coverage or self-insurance. Grantee shall provide proof of such coverage to MassDEP upon request.

F. Training on the Operation and Maintenance of EV Charging Station(s)

Upon installation of the EV charging station(s), Grantee agrees to require all pertinent personnel to attend a training session on the operation and maintenance of the equipment.

G. MassDEP Verification of EV Charging Station(s)

Grantee agrees to allow MassDEP access to the EV charging station(s) during normal business hours so that MassDEP can verify the installation, maintenance, and use of the EV charging station(s).

H. EV Charging Station(s) Data Reporting and Recordkeeping Requirements

For a minimum of 3 full consecutive years after the EV charging station(s) are operational, Grantee shall collect data on the operation, maintenance and usage, e.g., hours of use, number of sessions, number of unique users, kilowatt hours charged, downtime, and maintenance costs, if available. Upon request by MassDEP and within a reasonable time, Grantee shall prepare and submit such data or records to MassDEP, in a format specified by MassDEP.

I. EV Charging Station(s) and Electrical Infrastructure Maintenance Requirements

Grantee shall maintain the EV charging station(s) and land-based electrical infrastructure in order to provide proper electrical supply for the operation of the EV charging station(s) for the duration of the 3 full consecutive year in-service period. Grantee shall maintain such EV charging station(s) and infrastructure in accordance with the manufacturer's recommended procedures and specifications and agrees that it is responsible for any maintenance and repair work that is not covered under the scope of the manufacturer's warranty. If the electrical infrastructure fails such that proper electrical supply required for the operation of the EV charging station(s) is not provided, Grantee shall contact either the vendor that performed the installation of the EV charging station(s), if such vendor also performed work on the electrical infrastructure, or another vendor/electrician of Grantee's choice. Grantee shall ensure that all necessary repairs to EV charging station(s), electrical infrastructure and electrical supply are completed within 14 calendar days of Grantee having knowledge of failure. Grantee shall keep records of its maintenance efforts and will make those records available to MassDEP upon request.

3. Payment Requests

Grantee shall complete and submit Attachment B *Payment Request Form* no later than 90 days after the date the MassEVIP vehicle(s) are registered and the EV charging station(s) (if applicable) are operational in order to request the release of funding for the MassEVIP vehicle(s) and EV charging station(s) (if applicable). The grant payment will be based on the final invoice or lease agreement for the MassEVIP vehicle(s) and final invoice for the EV charging station(s) (if applicable) submitted by Grantee. The grant payment may be less than the total grant amount listed on page 1 of this Agreement, and will not exceed the per vehicle grant amount or EV charging station grant amount listed on page 1 of this Agreement. MassDEP reserves the right to refuse payment if Grantee fails to submit timely documentation. Grantee may submit multiple payment requests if receiving a grant for multiple MassEVIP vehicles and EV charging station(s) (if applicable) and the MassEVIP vehicles are registered and EV charging station(s) (if applicable) become operational at different times. Once MassDEP has received all required documentation from Grantee for a payment request, MassDEP will release the grant funds to Grantee. It can take up to 45 days for the funds to be released. Information required by Attachment B includes, without limitation:

- A. the amount of funds that are the subject of the payment request for the MassEVIP vehicle(s) and EV charging station(s) and date(s) when EV charging station(s) were operational (if applicable);
- B. Massachusetts vehicle registration(s) for each MassEVIP vehicle;
- C. detailed final cost invoices or final lease agreements for the MassEVIP vehicle(s) listed in Attachment A that are the subject of the Payment Request;
- D. detailed final cost invoices for the EV charging station(s) listed in Attachment A that are the subject of the Payment Request (if applicable);
- E. pictures of MassEVIP vehicle(s) and the installed and operational EV charging station(s) (if applicable); and
- F. the party to whom the funds shall be directed.

Grantee agrees to provide MassDEP with any additional information requested by MassDEP as may be necessary.

If Grantee is subject to state public contracting laws, Grantee shall include with any payment request the following certification, "I hereby certify under the pains and penalties of perjury that Grantee has complied with all laws, regulations and other requirements applicable to the procurement and acquisition of the MassEVIP vehicle(s) and EV charging station(s) (if applicable) that are the subject of this Payment Request."

4. Noncompliance

Grantee agrees that it is required to keep the MassEVIP vehicle(s) and EV charging station(s) (if applicable) in service for a minimum of 3 full consecutive years after the MassEVIP vehicle(s) are first registered and EV charging station(s) (if applicable) become operational. In the event Grantee fails to comply with this requirement, the Commonwealth of Massachusetts and MassDEP shall, without limitation, have the right to require Grantee to return all or a portion of the MassEVIP Funds, such portion to be calculated *pro rata* based on the remaining portion of the required 3 full consecutive year in-service period.

MassDEP reserves the right to recover any funding provided to Grantee and/or pursue any other legal actions deemed appropriate if MassDEP determines that Grantee did not provide complete and accurate information or fails to meet the requirements or intent of the program.

The provisions of this paragraph shall in no way be construed to limit or prohibit the Commonwealth of Massachusetts or MassDEP from pursuing any other legal or equitable right, remedy, action or claim available under applicable federal or state laws and regulations for the failure of Grantee to meet any of its obligations including, without limitation, requiring Grantee to return MassEVIP funds grants hereunder.

5. Notices, Submissions and Requests

Except as otherwise provided in this Agreement, all notices, submissions and requests by Grantee shall be sent to MassEVIP.MassDEP@mass.gov.

6. Effective Date

The “Effective Date” of this Agreement is the date MassDEP signs [this Agreement] [the *Commonwealth of Massachusetts - Standard Contract Form*]. The sequence of signing will be Grantee followed by MassDEP.

7. Transfer

Grantee agrees that it may not transfer the MassEVIP vehicle(s) or EV charging station(s) (if applicable), except as follows. In the event of an unforeseen circumstance that requires Grantee to transfer ownership of one or more MassEVIP vehicle(s) or EV charging station(s), Grantee may request written pre-approval from MassDEP to transfer such ownership. The decision to approve such a request shall be in MassDEP’s sole and exclusive discretion, and Grantee shall provide MassDEP with all requested information and comply with all conditions imposed by MassDEP in connection with such approval. The Commonwealth of Massachusetts and MassDEP reserve all of their rights, remedies, actions and claims available under state and federal laws and regulations in the event of any inaccurate, misleading or fraudulent information provided by Grantee in connection with a request hereunder.

Attachment A

MassEVIP Fleets Application

Form Name:
Submission Time:

MassEVIP Fleets Application
May 24, 2019 10:06 am

Description Area MassEVIP Fleets Application

Description Area This form is for applying for incentives from the Massachusetts Department of Environmental Protection's Massachusetts Electric Vehicle Incentive Program (MassEVIP). This form works best in Firefox on PC and Mac. Asterisks (*) are required fields. You may save this form and return to it later, however, attachments may need to be re-uploaded. More information and instructions are available at <https://www.mass.gov/how-to/apply-for-massevip-fleets-incentives>. If you have any questions, contact Ms. Sejal Shah: email MassEVIP.MassDEP@mass.gov phone 617-556-1015

Eligibility

1. Is the applicant a Massachusetts state agency, city/town, or a public university/college? yes

Description Area 2. Has the applicant previously received funding from MassEVIP Fleets program, for 25 electric vehicles (combined total of Battery Electric Vehicles (BEVs), Plug-In Hybrid Electric Vehicles (PHEVs) and Zero Emission Electric Motorcycles (ZEMs)) (see MassEVIP Fleets Completed Projects Document)?

Funding from MassEVIP Fleets program no

Applicant Information

Legal name of applicant Barnstable County

Contact person Jack Yunits

Title County Administrator

Mailing address PO Box 427
Barnstable, MA 02630

Email jack.yunits@barnstablecounty.org

Phone number (508) 375-6771

Electric Vehicle Incentives

Description Area

An eligible entity is allowed to acquire a maximum combined total of 25 electric vehicles (BEVs, PHEVs, and ZEMs) through the MassEVIP Fleets program, including the EV incentives received through the MassEVIP Fleets program previously (see MassEVIP Fleets Completed Projects Document). For example, if the entity applying has received incentives for 20 EVs through the MassEVIP Fleets program, it is eligible for five more EV incentives.

Electric Vehicle Type - Incentive Request #1

Choose the first electric vehicle type for which you are requesting incentives - you can choose additional vehicle types at the end of this section

Make/Model	Chevy Bolt
Model year	2019
Dealer	Quirk Chevy
Number of vehicles	1
Incentive requested for this vehicle type	5000.00
I have additional electric vehicle incentive request(s)	yes

Electric Vehicle Type - Incentive Request #2

Choose the second electric vehicle type for which you are requesting incentives - you can choose additional vehicle types at the end of this section

Make/Model	Nissan Leaf
Model year	2019
Dealer	Balise Nissan
Number of vehicles	1
Incentive requested for this vehicle type	5000.00
I have additional electric vehicle incentive request(s)	no

Total Incentive Requested

Funding source	Applicant
I have additional funding sources	no

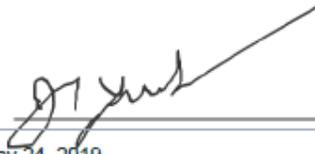
Attach Vendor Quote

Description Area	There is a 25MB limit for all attachments combined
Attach vendor quote with new electric vehicle cost separately identified, e.g., as a separate line item. Do NOT send brochures, flyers, or other marketing materials.	https://s3.amazonaws.com/files.formstack.com/uploads/3275884/71635330/507130124/71635330_bolt_quote.pdf
Attach vendor quote with new electric vehicle charging equipment cost separately identified, e.g., as a separate line item. Do NOT send brochures, flyers, or other marketing materials.	https://s3.amazonaws.com/files.formstack.com/uploads/3275884/71729203/507130124/71729203_county_evse_quote_no_pedestal.pdf
I have additional attachments to upload	yes
Attach vendor quote with new electric vehicle cost separately identified, e.g., as a separate line item. Do NOT send brochures, flyers, or other marketing materials.	https://s3.amazonaws.com/files.formstack.com/uploads/3275884/71729188/507130124/71729188_nissan-leaf-flyer_1.pdf
Attach vendor quote with new electric vehicle charging equipment cost separately identified, e.g., as a separate line item. Do NOT send brochures, flyers, or other marketing materials.	https://s3.amazonaws.com/files.formstack.com/uploads/3275884/71716524/507130124/71716524_barnstable_county_1.png

Certified Signature

Description Area	Under the pains and penalties of perjury, I hereby certify that I have personally examined and am familiar with the information submitted herein, including all attachments, and to the best of my knowledge, the information submitted to MassDEP in this Application, is true, accurate, and complete. I also hereby certify that I have authority to apply for MassDEP's grant award. I am also aware that, in the event it is determined any grant funding was awarded based on false information, I or any organization on whose behalf I sign this Application, will be required to return the grant money.
Print Name	Jack Yunits
Title	County Administrator

Signature

A handwritten signature in black ink, appearing to be "J. Smith", written over a horizontal line.

Date

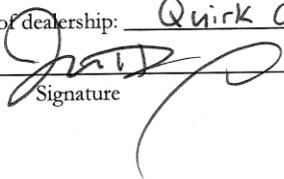
May 24, 2019

Barnstable County

The Town is requesting a **non-binding** quote for the lease of:

- One (1) **electric vehicle** with 200 or more miles electric and Level 3 Fast Charge.
 - The lease needs to be for a length of **at least thirty-six (36) months**.
 - The lease needs to include **at least ten thousand (10,000) miles per year**.
 - Total Price **shall not include**: sales tax.
 - Total Price **shall include**: all dealership fees including, but not limited to, registering with blue municipal license plates, and delivering the vehicle with inspection sticker to the County.
 - The vehicle shall have **no color preference at this time**.
 - Please make the entirety of the price **payable as a lump sum**.
 - Bidder shall **accept the signing of the contract** at Barnstable County.
 - The Town **reserves the right to reject any and all offers**.
 - The due date is **ASAP, 2019** and *earlier responses are appreciated*.
 - Please email emelillo@cvecinc.org
 - This document does **not constitute a contract**.
 - The Town **reserves the right to reject any and all offers**.

Please fill out the lines in the form below:

	1. Model	2. Model Year	3. Trim Level	4. Color	5. Residual	6. Lease Price
Vehicle:	<u>Bolt LT</u>	<u>2019</u>	<u>LT</u>	<u>Gray</u>	\$ _____	\$ _____
7. Total Contract Price (including all fees):	<u>\$12800</u>					
8. Estimated date for delivery of vehicle:	<u>ASAP, 5/15/19</u>					
9. Name of dealership:	<u>Quirk Chevrolet</u>			Phone:	<u>781-917-1151</u>	
10.		<u>James Thorp</u>			<u>5/13/19</u>	
	Signature	Printed Name			Date	

Barnstable County

The Town is requesting a **non-binding** quote for the lease of:

- One (1) **electric vehicle** with 140 or more miles electric and Level 3 Fast Charge.
 - The lease needs to be for a length of **at least thirty-six (36) months**.
 - The lease needs to include **at least ten thousand (10,000) miles per year**.
 - Total Price **shall not include**: sales tax.
 - Total Price **shall include**: all dealership fees including, but not limited to, registering with blue municipal license plates, and delivering the vehicle with inspection sticker to the County.
 - The vehicle shall have **no color preference at this time**.
 - Please make the entirety of the price **payable as a lump sum**.
 - Bidder shall **accept the signing of the contract** at Barnstable County.
 - The Town **reserves the right to reject any and all offers**.
 - The due date is **ASAP, 2019** and *earlier responses are appreciated*.
 - Please email emclillo@cvecinc.org
 - This document does **not constitute a contract**.
 - The Town **reserves the right to reject any and all offers**.

Please fill out the lines in the form below:

Vehicle: 1. Model LEAF 2. Model Year 2019 3. Trim Level S 4. Color BLUE 5. Residual \$ 1174 6. Lease Price \$ 18540

7. Total Contract Price (including all fees): \$ 10927

8. Estimated date for delivery of vehicle: _____

9. Name of dealership: BOUSE NISSAN Phone: 508-957-6321

10. Jillone Jillone Prodripta 5-13-19
Signature Printed Name Date



Quotation

Company Address 846 Bransten Rd
San Carlos, CA 94070
US
Phone (844) 584-2329

Expiration Date 6/14/2019
Quote Number 00001290
Created Date 5/15/2019
Status Quote

Company Name eMotorWerks
Prepared By Andrew Croll
Phone (909) 285-6252
Email andrew.croll@emotorwerks.com
Title EV Charging Expert

Account Name Barnstable County
Contact Name Evan Melillo_
Phone (508) 619-7691
Email emelillo@cvecinc.org

Bill To Name Barnstable County
Billing Address PO Box 427
Barnstable, MA
Barnstable, MA 02630
USA

Ship To Name Barnstable County
Shipping Address PO Box 427
Barnstable, MA
Barnstable, MA 02630
USA
Phone (508) 619-7691

Product	Product Code	Line Item Description	Sales Price	Quantity	Discount	Total Price
JuiceBox Pro 32 NA CH ENT	1JB0321CNA-HJW	Pro 32 C - HARDWIRE Ψ Pro 32 C - HARDWIRE Ψ COILED CORD COILED CORD COILED CORD	USD 969.00	2.00	20.00%	USD 1,550.40

Subtotal USD 1,938.00
Total Price USD 1,550.40
Tax/VAT USD 0.00
Shipping and Handling USD 58.31
Grand Total USD 1,608.71

Forms of Payments Accepted:
Company Checks, Credit Cards
Direct bank transfers: Citibank account # 204456866
ABA Routing # 321171184
Swift CITIUS33

Mail Payments to:
Electric Motor Werks, Inc.
Attn: Accounts Receivable
846 Bransten Rd.
San Carlos, CA 94070
USA

Signature of Acceptance

X _____

*Buyer shall pay interest on late payments at the lesser of the rate of 1% monthly or the highest rate permissible under applicable law, calculated daily and compounded monthly. Buyer shall reimburse Seller for all costs incurred in collecting any late payments, including administrative costs and attorneys' fees.

Attachment B

Payment Request Form



MassEVIP Fleets Payment Request Form

In order to request payment for the MassEVIP Fleets Program, this form must be completed, signed and submitted, along with all attachments, to the e-mail address indicated on the last page.

Acronyms used in this document are as follows:

- EV = Electric Vehicle
- BEV = Battery Electric Vehicle
- PHEV = Plug-In Hybrid Electric Vehicle
- ZEM = Zero Emission Motorcycle

<u>EV(s) and Level 2 Charging Station OWNER/LESSEE Information (Grantee):</u>			
<u>Entity:</u>		<u>Contact Person:</u>	
<u>Address:</u>		<u>E-Mail:</u>	
<u>City, State, Zip:</u>		<u>Phone Number:</u>	

<u>EV(s) Dealer Information:</u>			
<u>Dealer Name:</u>		<u>Contact Person:</u>	
<u>Address:</u>		<u>E-Mail:</u>	
<u>City, State, Zip:</u>		<u>Phone Number:</u>	

If EVs are acquired through more than one dealer, copy and paste above table to provide the additional dealer information.

EV Information

In the table below, indicate information for each EV acquired through the MassEVIP Fleets program.

EV Information Table

Electric Vehicle #	BEV, PHEV or ZEM	Purchase or Lease	EV Make/Model	Model Year	Vehicle Identification Number (VIN)	Registration Date	Total Purchase Price OR 3 Year Lease (\$)	Grant Amount (\$)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

EV Grant Payment Totals

<u>Number of BEV (s) Purchase</u>	<u>Number of BEV(s) Lease</u>	<u>Number of PHEV(s) Purchase</u>	<u>Number of PHEV(s) Lease</u>	<u>Number of ZEM(s) Purchase</u>	TOTAL MASSEVIP VEHICLE GRANT PAYMENT AMOUNT (\$)
					\$

Level 2 Charging Station Information

If applicable, specify below the Level 2 Charging Station you have installed along with the corresponding vendor information. If not applicable, write N/A under Model Type.

Model Type:		Model #:	
Installation Location Description:			
Address		City/Town:	
Operational Date:			
<u>Level 2 Charging Station Vendor Information:</u>			
Company:		Contact Person:	
Address:		E-mail:	
City, State, Zip:		Phone Number:	
<u>Level 2 Charging Station Costs:</u>			
Total Equipment: \$ _____ Total Installation: \$ _____ TOTAL COST: \$ _____			
Total MassEVIP EV Charging Station Grant Payment Amount: \$ _____			

Attachments

The below listed documentation must be submitted to MassDEP for the MassEVIP Fleets grant payment.

ELECTRIC VEHICLE(S)

- Final invoice(s) or lease agreement(s) for Electric Vehicle(s).
- Massachusetts vehicle registration for each MassEVIP EV.
- Photographs of Electric Vehicle(s).

CHARGING STATION (if applicable)

- Final invoice(s) for charging station(s).
- Final invoice(s) for EV charging station installation costs (if applicable). MassDEP requests that you submit all invoices associated with EV charging station projects once completed, even if MassEVIP is not covering these costs, especially the costs associated with installation, to consider for future programs.
- Photographs of installed EV charging station(s). Pictures should clearly show parking spaces and EV designated signage.

Grantee agrees to provide MassDEP with any additional information requested by MassDEP as may be necessary to support a funding request.

I hereby certify under the pains and penalties of perjury that: 1) I have personally examined and am familiar with the information submitted herein, including all attachments, and to the best of my knowledge, the information submitted to MassDEP in this Payment Request, is true, accurate, and complete; 2) Grantee has complied with all laws, regulations and other requirements applicable to the procurement and acquisition of the EV(s) and EV charging station(s) that are the subject of this Payment Request; and 3) I have authority to submit this Payment Request on behalf of Grantee. I am also aware that, in the event it is determined that any grant funding was awarded based on false, inaccurate or incomplete information, Grantee will be required to return the grant money.

Grantee Signature

Date

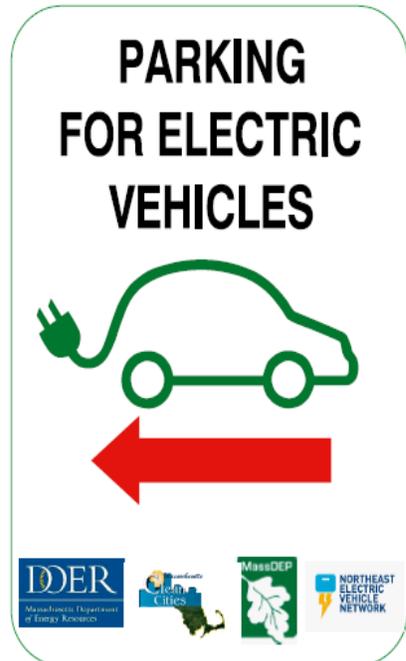
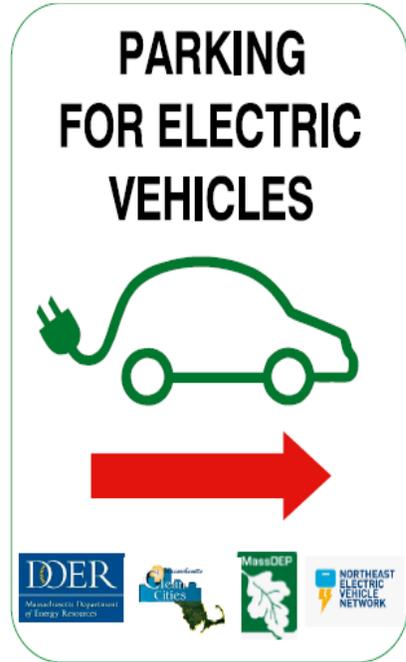
Grantee Printed Name

Grantee Title

**Please return the completed form and attachments to:
MassEVIP.MassDEP@Mass.gov**

Attachment C

Parking Signage



AGENDA ITEM 8c

Authorizing the execution of an agreement, for the allocation of Program Year 2019 grant funds, from the United States Department of Housing and Urban Development (HUD), for the County's HOME Investment Partnership Program, in the amount of \$427,233.00 for a period from July 1, 2019 through June 30, 2020



BARNSTABLE COUNTY
DEPARTMENT OF HUMAN SERVICES
3195 Main Street, Post Office Box 427
Barnstable, Massachusetts 02630
Office: 508-375-6628 | Fax: 508-362-0290
www.bchumanservices.net

BARNSTABLE COUNTY HOME PROGRAM

MEMORANDUM

To: Jack Yunits, County Administrator / County Commissioners
CC Beth Albert
From: Renie Hamman, HOME Program Manager
RE: Barnstable County HOME Program
HUD 2019 Grant Agreement
Date: July 18, 2019

HUD has reviewed and approved the Barnstable County HOME Program's 2019 Annual Action Plan and the allocation of \$427,233 for Program Year 2019. HUD has provided us two copies of a Funding Approval and HOME Investment Partnerships Agreement (the "Grant Agreement") signed by Director Robert D. Shumeyko and request the County's execution of same.

Attached, please find a cover letter and two originals of the Grant Agreement respectfully to be signed and executed by the Chair of the County Commissioners. Please sign in box 17 and date in box 18.

Once these documents are executed, please return the two originals to my attention for submission to HUD. Please note that HUD will not release our allocation for program year 2019 until they receive the executed Grant Agreement.

Please feel free to let me know if you have any questions.

Thank you,
Renie Hamman, HOME Program Manager

Renie Hamman



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street, 5th Floor
Boston, Massachusetts 02222-1092
Telephone (617) 994-8357
Fax (617) 565-5442

New England

Ms. Renie Hamman
HOME Program Manager
Barnstable County Dept of Human Services
3195 Main Street, P.O. Box 427
Barnstable, MA 02630

JUL 12 2019

Dear Ms. Hamman:

Subject: FY 2019 Action Plan Approval for Barnstable County

We have reviewed and approve your 2019 One Year Action Plan. The Boston Field Office would like to thank you for your continued work in serving your residents through HUD programs. Enclosed are Grant Agreements for the following programs:

HOME Investment Partnership Program	\$427,233
Total FY 2019 Award	\$427,233

These Grant Agreements constitute contracts between the Department of Housing and Urban Development and Barnstable County.

A primary goal of the Department is to reduce housing discrimination, affirmatively further fair housing through CPD programs, and promote diverse, inclusive communities. To that end, we encourage your community to take all measures necessary to ensure compliance with the Fair Housing requirements associated with these funds which are found at 24 CFR Section 570.601.

If there is a need to add or remove individuals authorized to access IDIS, please submit an IDIS Online Access Request form (HUD 27055) to your local HUD office. This form may be found at <https://www.hud.gov/sites/documents/27055.PDF> . Instructions to complete this form are available at <https://www.hud.gov/sites/documents/27055INS.PDF> . Additionally, if there is a need to establish or change the depository account where these funds are to be wired, a Direct Deposit Sign-Up form (SF-1199A) must be completed by your financial institution and returned to this office. This form may be located at <https://www.gsa.gov/forms-library/direct-deposit-sign-form> .

Effective implementation of projects and the timely expenditure of grant funds is of critical importance to the success of the CDBG program. There is no single reason why grantees are untimely in carrying out activities. Timeliness does not depend on the size of a community nor the size of a grant. A variety of grantee management and capacity issues play a role in the timeliness problem. Because of the myriad of reasons for untimely performance, there is no single solution to the timeliness problem. Each grantee must identify and address the problem in the context of their own program and community.

Please note **the special condition in your CDBG Funding Approval/Agreement** concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the Central Contractor Registration (CCR) database, and the Federal Funding Accountability and Transparency Act (as provided in 2 CFR part 25, Universal Identifier and Central Contractor Registration, and 2 CFR part 170, Reporting Subaward and Executive Compensation Information). This special condition also includes a requirement in 8. (b) related to funding assistance and payment of **indirect costs** pursuant to 2 CFR 200, Subpart E - Cost Principles. Per the instructions in 8. (b), **please attach a schedule in the format provided to each of the two copies of the grant agreement.**

You are reminded that certain activities are subject to the provisions of 24 CFR Part 58 (**Environmental Review Procedures**). Funds for such activities may not be obligated or expended until HUD has approved the release of funds in writing. A request for release of funds must be accompanied by an environmental certification, and until the RROF is approved and notification is received, no HUD funds should be committed. If the project or activity is exempt per 24 CFR 58.34 or categorically excluded (except in extraordinary circumstances), no RROF is required.

Additionally, you are reminded of your responsibilities to comply with other applicable laws and related program requirements for:

- Employment and contracting opportunities under 24 CFR Section 570.607;
- Lead based paint under 24 CFR Section 570.608;
- Citizen participation requirements under 24 CFR Section 91.200 (b), 91.115, and 91.401, as applicable;
- Grant administration requirement under 24 CFR Section 570.501 – 570.505; and
- Record keeping requirements under 24 CFR Section 570.506.
- All other applicable Federal Regulations.

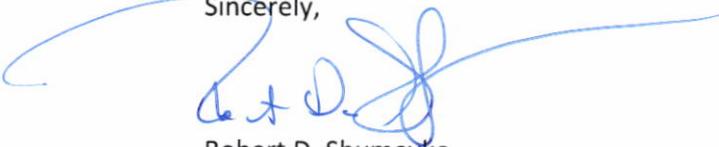
Please execute two (2) copies of the CDBG Approval/Agreements (and the CDBG Special Conditions attachment) and return one of the agreements to this office to the attention of Robert Shumeyko, Director, Community Planning and Development. Please ensure the County's elected official and/or authorized designee signs the grant agreements in the box **directly across from the HUD CPD Director's signature.** **Please Do NOT sign the agreement in box 12c.** Please return the executed grant agreement within 10 days.

For additional information and guidance, please refer to the HUD exchange at:

<https://www.hudexchange.info/manage-a-program/grant-based-accounting/>

We look forward to working with you during the year to accomplish the goals you have set forth for the County. In the meantime, if you have any questions, please contact Samantha Graves, Senior Community Planning & Development Representative at 617-994-8353.

Sincerely,



Robert D. Shumeyko
Director

Enclosures

AGENDA ITEM 8d

Authorizing the execution of Certificates for Dissolving Septic Betterments



**BARNSTABLE COUNTY
COMMUNITY SEPTIC MANAGEMENT
LOAN PROGRAM**

3195 MAIN STREET/ P.O.BOX 427
BARNSTABLE, MASSACHUSETTS 02630



Phone: (508) 375-6610

Fax: (508) 375-6854

www.barnstablecountysepticloan.org

MEMORANDUM

DATE: July 23, 2019
TO: County Commissioners
FROM: Community Septic Management Loan Program
SUBJECT: Certificates for Dissolving Septic Betterments

Please execute Certificates for Dissolving Septic Betterments certifying that the betterment assessments upon the hereinafter described parcels of real estate in the Notices of Betterment Assessment recorded in Barnstable County Registry of Deeds or Barnstable Registry District of the Land Court as listed below, stating that betterments to be assessed pursuant to a betterment agreement for septic improvements, in accordance with General Laws, Chapter 111, Section 127B 1/2 have, together with any interest and costs thereon, been paid or legally abated.

Approved:

Board of Regional Commissioners

Ronald Bergstrom, Chair

Ronald R. Beaty, Vice-Chair

Mary Pat Flynn, Commissioner

Date

CERTIFICATES FOR DISOLVING SEPTIC BETTERMENTS FOR 07/24/19

Barnstable Registry District of the Land Court			Barnstable County Registry Of Deeds					
Notice of Betterment Assessment Document No.	Deed Reference Document No.	Deed Reference Certificate of Title No.	Notice of Betterment Assessment Book	Notice of Betterment Assessment Page	Deed Reference Book	Deed Reference Page	Owner(s) Named in Betterment Assessment	Location of Property
1075806	608525 Lot62 Plan 35769-B Sheet 6	133107	X	X	X	X	Ralph E. Rozell Karen B. Rozell	Assessors Map 8 Parcel 176 52 Harlow Road Sandwich
1118391	1056124 Lot 239 Plan 11518-16 Sheet I	182345	X	X	X	X	Kurt Achin Bernadette A. Achin	Assessors Map 04, Section 02A Parcel 105, Lot 239 275 Wild Harbor Road North Falmouth (Falmouth)
1239384	1056507 Lot 561 Plan 6139-S Sheet 6	182378	X	X	X	X	Christopher J. Collins Nandini Collins	Assessors Map 5 Parcel 195 3 Cross Circle Lane Forestdale (Sandwich)
x	X	X	21431	345	15453	67	Rosanna Cullity Trustee, Cullity Niminee Trust u/d/t dated 2/9/99	Assessors Map 34 Parcel 89 3 Cedarville Road East Sandwich (Sandwich)
x	X	X	22648	331	9231	201	Charles F. Bacher Nancy L. Bacher	Assessors Map 248 Parcel 39 17 Copper Lane Centerville (Barnstable)
x	X	X	29383	182	13498	114	Damien F. Houlihan Michelle Houlihan	Assessors Map 3 1 Parcel 131 8 Wolf Hill East Sandwich (Sandwich)
x	X	X	31826	328	3604	167	Donna M. Daley Personal Representative Estate of Barbara Ann Prioli (See also Barnstable Probate Docket. No. 17P 1545)	Assessors Map32, Section 13 Parcel 0000, Lot 055 43 Atwater Drive East Falmouth (Falmouth)
x	X	X	31970	269	21163	248	Thomas Hughes	Assessors Map 71 Parcel 146 25 Dixon Drive Mashpee