

# AGENDA PACKET

01/22/20 REGULAR MEETING



# BARNSTABLE COUNTY

COMMISSIONERS  
RONALD R. BEATY, Barnstable  
RONALD BERGSTROM, Chatham  
MARY PAT FLYNN, Falmouth

THE REGIONAL GOVERNMENT OF CAPE COD

Board of Regional Commissioners

## REGULAR MEETING AGENDA



DATE: 10:00 A.M

TIME: January 22, 2020

PLACE: Commissioners' Conference Room  
Superior Courthouse  
3195 Main Street  
Barnstable, MA 02630

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comment
5. Approval of Minutes
  - a. Regular Meeting of January 15, 2020
6. Fiscal Year 2021 County Budget Presentations
  - a. Cape Cod Cooperative Extension
  - b. Barnstable County Fire Rescue Training Academy Cleanup
  - c. County Dredge
  - d. Cape Cod Commission
  - e. Registry of Deeds
7. General Business
  - a. Proposed Ordinance 20-\_\_, increasing fees for County Water Quality Laboratory Analysis

- b. Discussion on a request to the United States Coast Guard to reconsider the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy "C" (LLNR 520)

*Note: For all items under General Business, the Board may take official action including votes*

8. New Business – Other business not reasonably anticipated by the Chair
9. Commissioners' Actions
  - a. Authorizing the execution of an amendment to an agreement for a grant from the Massachusetts Executive Office of Health and Human Services, Department of Public Health, effective July 1, 2015, in the amount of \$500,000.00, for Substance Abuse Prevention Programs, for a period through June 30, 2020, to increase the grant funding amount by \$300,000.00 and extend the period of performance through June 30, 2022
  - b. Authorizing the award of a contract to American Fire Training Systems for a Fire Training Academy Prop (Mobile) for a total cost of \$374,000.00
  - c. Authorizing the execution of Certificates for Dissolving Septic Betterments
9. Commissioners' Reports
10. County Administrator and Staff Reports
11. Adjournment

Reasonable accommodations for people with disabilities are available upon request. Please contact Justyna Marczak, Barnstable County ADA Coordinator at [jmarczak@barnstablecounty.org](mailto:jmarczak@barnstablecounty.org) or call 508-375-6646 at least 24 hours in advance of the meeting. The County Commissioners' meeting may be viewed in real time at <https://www.youtube.com/user/BarnstableCounty>, <https://www.barnstablecounty.org/>



## DOCUMENT LIST

### **Agenda Item 5a:**

- Draft Minutes of the Board of Regional Commissioners Regular Meeting of January 15, 2020

### **Agenda Section 6:**

- Barnstable County Fiscal Year 2021 Proposed Budget

### **Agenda Item 7a:**

- Proposed Ordinance 20-\_\_, Increasing fees for use of the Barnstable County Water Laboratory for Fiscal Year 2020 through Fiscal Year 2022

### **Agenda Item 7b:**

- News Release from the Town of Chatham dated January 17, 2020 with the Media Contact Stuart F.X. Smith, Harbormaster, titled "Coast Guard extends comment period on proposal to remove Chatham Beach Lighted Whistle Buoy C"
- Draft of Proposed Resolution 20-02, To request that the United States Coast Guard reconsider the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy "C" (LLNR 520)
- Attachments to an email from Randi Potash sent Thursday, January 16, 2020 6:27 AM to Jack Yunits Jr. with the subject "Fwd: P.R. 20-\_\_\_\_\_ Supporting Documents"

### **Agenda Item 9a:**

- Amendment to an agreement for a grant from the Massachusetts Executive Office of Health and Human Services, Department of Public Health, effective July 1, 2015, in the amount of \$500,000.00, for Substance Abuse Prevention Programs, for a period through June 30, 2020, to increase the grant funding amount by \$300,000.00 and extend the period of performance through June 30, 2022
- Agreement for a grant from the Massachusetts Executive Office of Health and Human Services, Department of Public Health, effective July 1, 2015, in the amount of \$500,000.00, for Substance Abuse Prevention Programs, for a period through June 30, 2020, to increase the grant funding amount by \$300,000.00 and extend the period of performance through June 30, 2022

**Agenda Item 9b:**

- Memorandum dated January 15, 2020 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding "Notice of Bid Award - #7897 Fire Training Academy Prop (Mobile)"

**Agenda Item 9c:**

- Memorandum dated January 17, 2020 to the Board of Regional Commissioners from Community Septic Loan Program regarding Certificates for Dissolving Betterments

# AGENDA ITEM 5a

Regular Meeting of January 15, 2020

*COMMONWEALTH OF MASSACHUSETTS*

Barnstable, ss.

At a regular meeting of the Barnstable County Board of Regional Commissioners, held in the Commissioners' Conference Room, in the Superior Courthouse, on the fifteenth day of January, A.D. 2020

**Barnstable County Commissioners:**

Ronald R. Beaty	Present
Ronald Bergstrom	Present
Mary Pat Flynn	Present

**Barnstable County Assembly of Delegates**

John Ohman	Delegate, Town of Dennis
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**Staff Present:**

Jack Yunits	County Administrator
Steve Tebo	Assistant County Administrator
Justyna Marczak	Human Resources Director, Administration
Owen Fletcher	Executive Assistant, Administration
Elizabeth Braccia	Director of Finance/Treasurer
Donald Reynolds	Director, Facilities
Stacy Gallagher	Director, Children's Cove
Sean O'Brien	Director, Health and Environment
Erika Woods	Deputy Director/Senior Environmental Specialist/Public Health Sanitarian Health and Environment
Beth Albert	Director, Human Services
Bill Traverse	Director, Information Technology
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**

Chairman Bergstrom asked for a moment of silence to support all members of the United States armed forces serving both at home and overseas.

**4. Public Comment**

No members of the public offered comment.

**5. Approval of Minutes****a. Regular Meeting of January 8, 2020**

*Motion by Commissioner Beaty to approve the minutes of the Board of Regional Commissioners' Regular Meeting of January 8, 2020 as presented, 2nd by Commissioner Flynn, approved 3-0-0*

**6. Fiscal Year 2021 County Budget Presentations**

Ms. Braccia clarified the differences between the Finance Department's budget presentation from last year to this year. She noted some confusion regarding projected increases in the Commissioners' Office budgets due to new accounting practices. The practices better reflect the true costs of the County Dredge. The Board discussed methods to ensure the public fully understands County Expenditures in the proposed budget. The Commissioners also discussed the relationship of County grant funds to the public.

**a. Health and Environment**

Mr. O'Brien and Ms. Wood presented on the department's budget. Mr. O'Brien noted the proposed budget was level funded. He noted the budget contained a greater level of detail than those of past years, but did not contain information on grants. Mr. O'Brien also discussed the department's need for a communications staffer that understands emergency management procedures. The Board discussed the size of the department and Mr. O'Brien highlighted the Water Quality Laboratory as a revenue generated for the County.

The Board also clarified that the Department provides summer sanitarians and health inspection support to Barnstable County Towns. Finally, Ms. Woods discussed services the County provides through its Cape Cod Hoarding Task Force and Ms. O'Brien discussed changes at the County run Massachusetts Septic System Test Center (MASSTC).

**b. Human Services**

Ms. Albert presented the proposed budget to the Commissioners and explained that it was level funded. She highlighted staff changes, discussed the Serving the Health Insurance Needs of Everyone (SHINE) program, and expanding the services the department provides.

**c. Children's Cove**

Ms. Gallagher presented to the Board and discussed grant funding and staffing. She explained increases in personnel due to changes in grant funding.

**d. Information Technology**

Mr. Traverse presented to the Board. He noted increases in costs due to the County's purchase of a larger amount of required service licenses. However, Mr. Traverse explained that the costs should be constant for the at least the next three fiscal years. The Board also discussed the County's cybersecurity needs.

**e. Facilities**

Mr. Reynolds presented on the departments budget and explained increases in the Department's proposed budget. He noted the County's inability to control small yearly increases in building costs and also discussed changes to personnel due to the County's Early Retirement Incentive Program.

**7. General Business****a. Acknowledging the service of James Butcher, Chief Probation Officer for the Barnstable District Court, to the Commonwealth of Massachusetts and County of Barnstable**

*Motion by Commissioner Beaty to issue a citation recognizing the service of James Butcher, Chief Probation Officer for the Barnstable District Court, to the Commonwealth of Massachusetts and County of Barnstable, 2nd by Commissioner Flynn, approved 3-0-0*

**8. New Business – Other business not reasonably anticipated by the Chair****a. Authorizing a certification that a copy of Layout 8613 (Alteration), dated December 31, 2019, attesting that the Massachusetts Department of Transportation, Highway Division, acting under the provisions of Chapter 6C and Chapter 81 of the General Laws, has altered the location of sections of Iyannough Road (Route 28) in the Town of Barnstable, has been filed in the Office of the County Commissioners**

*Motion by Commissioner Beaty to authorize a certification that a copy of Layout 8613 (Alteration), dated December 31, 2019, attesting that the Massachusetts Department of Transportation, Highway Division, acting under the provisions of Chapter 6C and Chapter 81 of the General Laws, has altered the location of sections of Iyannough Road (Route 28) in the Town of Barnstable, has been filed in the Office of the County Commissioners, 2nd by Commissioner Flynn, approved 3-0-0*

Commissioner Beaty explained this item appeared in his mail but required the action of the entire Board. Mr. Yunits explained the underlying action did not require approval of the Board, but this certification was required.

**9. Commissioners' Actions****a. Authorizing the appointment of Elizabeth Wade to the Barnstable County HOME Consortium Advisory Council, as an at-large representative, for a three-year term from February 1, 2020 through January 31, 2023**

*Motion by Commissioner Beaty to authorize the appointment of Elizabeth Wade to the Barnstable County HOME Consortium Advisory Council, as an at-large representative, for a three-year term from February 1, 2020 through January 31, 2023, as presented, 2nd by Commissioner Flynn,*

**b. Authorizing the allocation of funds to the County Administrator for the activities of the Mercy Otis Warren Woman of the Year Award Committee for Fiscal Years 2019 and 2020**

*Motion by Commissioner Beaty to authorize the allocation of \$500.00 to the County Administrator for the activities of the Mercy Otis Warren Woman of the Year Award Committee for Fiscal Year 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. Yunits answered questions from the Board and explained the Committee sends their bills for payment and donations to the County. He noted there are still a small amount of outstanding bills from last fiscal year, but the account currently contains approximately \$2,500.00

- c. Authorizing a grant from the Special License Plate Fund to the Yarmouth Chamber of Commerce, and the transfer of an amount not to exceed \$50,000.00, for the operation of the Route 6 Rest Area for the 2020 and 2021 seasons**

*Motion by Commissioner Beaty to authorize a grant from the Special License Plate Fund to the Yarmouth Chamber of Commerce, and the transfer of an amount not to exceed \$50,000.00, for the operation of the Route 6 Rest Area for the 2020 and 2021 seasons, as presented, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. Yunits explained the need for the item to the Board and noted the license plate money must be used for very specific services. The Commissioners discussed the detailed background information the Yarmouth Chamber of Commerce provided to the Board. The Commissioners engaged in a lengthy discussion regarding other funding sources for the Rest Area, the Commonwealth's assistance in maintaining the facilities, and increased usage of the site.

- d. Authorizing the execution of an agreement with the Town of Dennis, up to a maximum amount of \$135,000.00, to do and perform all dredge related work at Sesuit Harbor Entrance Channel**
- e. Authorizing the execution of an agreement with the Town of Mashpee, up to a maximum amount of \$104,000.00, to do and perform all dredge related work**
- f. Authorizing the execution of an agreement with the Town of Truro, up to a maximum amount of \$90,000.00, to do and perform all dredge related work for the Town of Truro in Pamet**

*Motion by Commissioner Beaty to authorize the approval of Items 9d through 9f as listed on the Board of Commissioners' Regular Meeting Agenda for January 15, 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0*

- g. Authorizing the execution of an amendment to an agreement with the Town of Barnstable, executed July 1, 2017, to provide a license to access the County Farm for the limited purpose of conducting exploratory test drilling, for a period from July 1, 2017 through December 31, 2019, to extend the term of the agreement for one (1) year through December 31, 2020**

*Motion by Commissioner Beaty to authorize the execution of an amendment to an agreement with the Town of Barnstable, executed July 1, 2017, to provide a license to access the County Farm for the limited purpose of conducting exploratory test drilling, for a period from July 1, 2017 through December 31, 2019, to extend the term of the agreement for one (1) year through December 31, 2020, as presented, 2nd by Commissioner Flynn, approved 3-0-0*

Commissioner Beaty explained that he did not support the underlying agreement because it was tied to the Settlement of lawsuit by the Town of Barnstable against the County for contamination at the Mary Dunn Wells from the County's Fire Rescue Training Academy. He stated that he felt the Board approved the settlement in haste, and the Commonwealth later found Open Public Meeting Law violations for the meeting it was approved at.

Commissioner Beaty also expressed his opinion that the agreement may interfere with the County's plans for the site, and the Town had enough time to complete its studies. Mr. Yunits explained that the Courts would not look kindly on the County not giving a good faith extension because it was part of the settlement. Commissioner Beaty asserted it was not. Commissioner Bergstrom stated that the County was trying to keep good relationship with the town if possible and wished to contribute to the town finding new sources of clean water.

**h. Authorizing the discharge of a mortgage by Amber E. Lavelle, to Barnstable County, acting by and through the Cape Cod Commission, dated November 4, 2005, and recorded with the Barnstable County Registry of Deeds in Book 20444, Page 72**

*Motion by Commissioner Beaty to authorize the discharge of a mortgage by Amber E. Lavelle, to Barnstable County, acting by and through the Cape Cod Commission, dated November 4, 2005, and recorded with the Barnstable County Registry of Deeds in Book 20444, Page 72, as presented, 2nd by Commissioner Flynn, approved 3-0-0*

**i. 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*

**10. Commissioners' Reports**

Chairman Bergstrom spoke regarding attending the recent Boar's Head Festival. He noted that AmeriCorps volunteers partially staffed the festival and that it was a great event. Commissioner Beaty spoke regarding the upcoming AmeriCorps Martin Luther King Day of Service Event.

**11. County Administrator and Staff Reports**

Mr. Yunits spoke regarding solid waste and the Board discussed trash collection. Mr. Yunits also reported on an upcoming meeting with Senator Julian Cyr and Representative Sarah Peake regarding an earmark in the Commonwealth's budget for cleanup at the Barnstable County Fire Rescue Training Academy, and a meeting with the Chairmen of the Massachusetts Legislature's Ways and Means Committee regarding H.3939.

**12. Adjournment**

Barnstable, ss. at 11:40 A.M. on this fifteenth day of January A.D. 2020, motion by Commissioner Beaty to adjourn, 2nd by Commissioner Flynn, approved 3-0-0

**List of Documents**

- Draft Minutes of the Board of Regional Commissioners Regular Meeting of January 8, 2020
- Citation acknowledging the service of James Butcher, Chief Probation Officer for the Barnstable District Court, to the Commonwealth of Massachusetts and County of Barnstable
- Letter dated January 8, 2020 to Ronald R. Beaty, Commissioner regarding "Barnstable, Layout: 8613 (Alteration), Dated: December 31, 2019, Prcl(s) 16-E-3, 16-E-5, 16-E-1-T, 16-HL-PUE-23, 16-HS-3-T, 16-PUE-3, 16-PUE-20, ETC" ,from Walter H. Lynch, Deputy Director, Right of Way Bureau, Massachusetts Department of Transportation, Highway Division
- Certification that a copy of Layout 8613 (Alteration), dated December 31, 2019, attesting that the Massachusetts Department of Transportation, Highway Division, acting under the provisions of Chapter 6C and Chapter 81 of the General Laws, has altered the location of sections of Iyannough Road (Route 28) in the Town of Barnstable, has been filed in the Office of the County Commissioners
- Letter dated January 9, 2020 to the Barnstable County Commissioners from Mary Vilbon, Executive Director of Yarmouth Chamber of Commerce
- Appointment Memorandum to the Barnstable County Commissioners from Renie Hamman, HOME Program Manager, regarding "Barnstable County HOME Consortium Advisory Council, Re-Appointment of At-Large Member", dated January 10, 2020
- Approval of the Barnstable County Board of Regional Commissioners to establish the Mercy Otis Warren Woman of the Year Award, dated March 8, 2017
- Letter dated January 9, 2020 to the Barnstable County Commissioners from Mary Vilbon, Executive Director of Yarmouth Chamber of Commerce
- Yarmouth Chamber of Commerce Route 6 Expenses, May through December 2020, dated January 9, 2020
- 2019 Route 6 Rest Area Summary, Data, and 2020, prepared by the Yarmouth Chamber of Commerce
- Barnstable Economic Development County License Plate Major Grants Pre-proposal Application by Yarmouth Chamber of Commerce
- Email from Siobhan Hickey Cavacco, sent Tuesday, November 19, 2019 10:29 AM to Mary Vilbon, Executive Director of Yarmouth Chamber of Commerce, with the subject "License Plate Major Grant Proposal"
- Agreement with the Town of Dennis, to do and perform all dredge related work at Sesuit Harbor Entrance Channel, up to a maximum amount of \$135,000.00
- Agreement with the Town of Mashpee, to do and perform all dredge related work, up to a maximum amount of \$104,000.00
- Agreement with the Town of Truro, to do and perform all dredge related work in Pamet Harbor Approach Channel, up to a maximum amount of \$90,000.00

- Amendment to an agreement with the Town of Barnstable, executed July 1, 2017, to provide a license to access the County Farm for the limited purpose of conducting exploratory test drilling, for a period from July 1, 2017 through December 31, 2019, to extend the term of the agreement for one (1) year through December 31, 2020
- Agreement with the Town of Barnstable, executed July 1, 2017, to provide a license to access the County Farm for the limited purpose of conducting exploratory test drilling, for a period from July 1, 2017 through December 31, 2019
- Discharge of a mortgage by Amber E. Lavelle, to Barnstable County, acting by and through the Cape Cod Commission, dated November 4, 2005, and recorded with the Barnstable County Registry of Deeds in Book 20444, Page 72
- Memorandum dated January 6, 2020 to the Board of Regional Commissioners from Community Septic Loan Program regarding Certificates for Dissolving Betterments

Approved, Board of Regional Commissioners

  
\_\_\_\_\_  
Ronald Bergstrom, Chair

  
\_\_\_\_\_  
Mary Pat Flynn, Vice-Chair

  
\_\_\_\_\_  
Ronald R. Beaty, Commissioner

A true copy, attest:

The foregoing records have been read and approved, January 22, 2020.

A true copy, attest:

  
\_\_\_\_\_  
Janice O'Connell, Regional Clerk



# AGENDA ITEM 7a

Proposed Ordinance 20-\_\_, To increase fees for customers of the Barnstable County Water Laboratory beginning in Fiscal Year 2021 through Fiscal Year 2022

BARNSTABLE COUNTY  
In the Year Two Thousand Twenty  
Proposed Ordinance 20-\_\_

To increase fees for customers of the Barnstable County Water Laboratory beginning in Fiscal Year 2021 through Fiscal Year 2022

**The Cape Cod Regional Government, known as Barnstable County, hereby ordains;**

**SECTION 1.** Individual test fees will increase as follows:

Test	Current FY20 Barnstable County "Other Customer Fees	Current FY20 "Water District" Customer Fees	Proposed FY21 "Water District" Customer Fees	Proposed FY22 "Water District" Customer Fees
Total Coliform*	\$12.00	\$5.00	\$7.50	\$10.00
Nitrate	\$12.00	\$7.50	\$10.00	\$10.00
Nitrite	\$12.00	\$7.50	\$10.00	\$10.00
Volatile Organics	\$85.00	\$65.00	\$70.75	\$76.50
Haloacetic Acids	\$120.00	\$100.00	\$108.00	\$108.00
THP	\$120.00	\$100.00	\$108.00	\$108.00

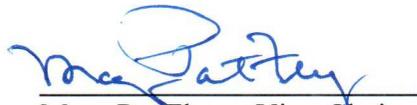
**SECTION 2.** The Routine Test Package fee, which is made up of a series of individual tests, will increase as follows:

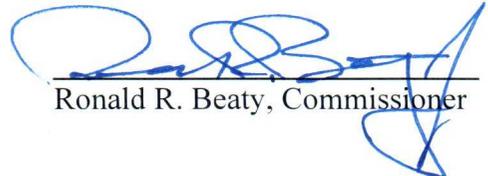
Test	Current FY20 Barnstable County Customer Fee	Proposed FY21 Barnstable County Customer Fee	Proposed FY21 Barnstable County Customer Fee
Routine	\$45.00	\$55.00	\$65.00

**SECTION 3.** This ordinance and proposed fee structure shall take effect beginning in Fiscal Year 2021.

Approved for submission and consideration by the Assembly of Delegates by the Board of Regional Commissioners on January 22, 2020:

  
Ronald Bergstrom, Chair

  
Mary Pat Flynn, Vice-Chair

  
Ronald R. Beaty, Commissioner

COMMONWEALTH OF MASSACHUSETTS

BARNSTABLE, SS.

At a regular meeting of the Barnstable County Board of Regional Commissioners, in the Commissioners' Conference Room, in the Superior Courthouse, on the twenty-second of January, A.D. 2020, motion by Commissioner Beaty to authorize the introduction of Proposed Ordinance 20-\_\_ (to be numbered), To increase fees for customers of the Barnstable County Water Laboratory beginning in Fiscal Year 2021 through Fiscal Year 2022, at the next meeting of the County Assembly of Delegates, pursuant to Section 2 – 8(e) of the Barnstable County Home Rule Charter, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ronald Bergstrom, Chair: Y

Mary Pat Flynn, Vice-Chair: Y

Ronald R. Beaty, Commissioner: Y

A true copy, attest, January 22, 2020

  
Janice O'Connell, Regional Clerk



# AGENDA ITEM 7b

Discussion on a request to the United States Coast Guard to reconsider the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy "C" (LLNR 520)



# Town of Chatham

Office of the Selectmen  
Town Manager  
549 Main Street  
Chatham, MA 02633



Jill R. Goldsmith  
TOWN MANAGER  
[jgoldsmith@chatham-ma.gov](mailto:jgoldsmith@chatham-ma.gov)

Tel: (508) 945-5105  
Fax: (508) 945-3550  
[www.chatham-ma.gov](http://www.chatham-ma.gov)

## NEWS RELEASE

FOR IMMEDIATE RELEASE – January 17, 2020

### **Media Contact:**

Stuart F.X. Smith, Harbormaster  
Town of Chatham  
(508) 945-5185  
[ssmith@chatham-ma.gov](mailto:ssmith@chatham-ma.gov)

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### **COAST GUARD EXTENDS COMMENT PERIOD ON PROPOSAL TO REMOVE CHATHAM BEACH LIGHTED WHISTLE BUOY C**

Town of Chatham officials are urging members of the commercial and recreational boating communities to submit written comments opposing the U.S. Coast Guard proposal to disestablish the Chatham Beach Lighted Whistle Buoy C (LLNR 520) before the close of the extended public comment period on February 7, 2020.

The Coast Guard is seeking written comments on the proposed removal including: “*size and type of vessel, recreational or commercial, and distance from aid that you start looking for it, and if and how you use the signal.*” Written comments only, referring to Project No. 01-18-041, should be emailed to [D01-SMB-DPWPublicComments@uscg.mil](mailto:D01-SMB-DPWPublicComments@uscg.mil) or Lieutenant Arthur Fooks at [Arthur.E.Fooks@uscg.mil](mailto:Arthur.E.Fooks@uscg.mil).

The Town is deeply concerned over the impact of removing this vital aid to navigation. This buoy is heavily relied upon by thousands of local mariners as the only inshore aid to navigation in the vicinity of Chatham that can be reliably obtained by radar. Given the high frequency of reduced visibility along the east side of Cape Cod, most notably during peak boating season, removal of this aid is a significant public safety concern.

###

**BARNSTABLE COUNTY**

In the Year Two Thousand and Twenty

**Proposed Resolution 20-02**

To request that the United States Coast Guard reconsider the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy “C” (LLNR 520) based on the following:

*Whereas....* Whistle Buoy “C” has been in place for 25 years and is an important navigational aid for fisherman, recreational boaters, emergency responders including the Coast Guard and is considered a significant buoy;

*Whereas....* Whistle Buoy “C” marks a federally maintained channel and anchorage known as Aunt Lydia’s Cove channel stationed at the entrance to Chatham Harbor and is the only inshore aid to navigation in the vicinity of Chatham that can be reliably obtained by radar;

*Whereas....* Whistle Buoy “C” marks the only navigable inlet on Cape Cod’s eastern shoreline and has been an indispensable part of complex local aids to navigation noting that the next closest ports being Provincetown and Nantucket;

*Whereas....* The town of Chatham and the Cape Cod region have a good and long standing relationship with the United States Coast Guard;

*Whereas....* The town of Chatham was only recently made aware of the plan and short timing to disestablish Whistle Buoy C;

**NOW, THEREFORE,**

***BE IT HEREBY RESOLVED*** that the Barnstable County Assembly of Delegates Proclaims;

That the navigational aid known to the U.S. Coast Guard as the Chatham Whistle Buoy “C” (LLNR 520) should continue to serve the maritime public; and

That the plan by the U.S. Coast Guard to disestablishment Whistle Buoy “C” should be abandoned; and

That the U.S. Coast Guard should take all appropriate measures available at its disposal to secure the location and proper positioning of Chatham Whistle Buoy “C” now and for the future.

**(submitted by Chatham Delegate \_\_\_\_\_ at a regular meeting of the Assembly of Delegates on January 15, 2020)**

Re: Prop Resolution

USCG  
Notifications

**SUMMARY OF ADVANCED APPROVED PROJECTS**

**Approved Project(s)**  
None

**Project Date**      **Ref. LNM**

**Advance Notice(s)**

13000

The U.S. Coast Guard will be making the following changes to Aids to Navigation to this waterway on or about 27 January 2020 weather and operations permitting:

→ **DISESTABLISH:** Chatham Beach Lighted Whistle Buoy C (LLNR 520).

This action was previously advertised as a Proposal in LNM 22/18 through 30/18 as Project No. 01-18-041. E-mail can be sent to: D01-SMB-DPWPublicComments@uscg.mil.

Charts: 13009 13200 13237 13246 13248

LNM: 22/18

**CT-LONG ISLAND SOUND**

The U.S. Coast Guard will be making the following change to Aids to Navigation in November:

CHANGE the flash characteristic from Alternating White and Red every 24 seconds to Alternating White and Red every 20 seconds.

Greens Ledge Light (LLNR 21340)

Previously advertised as a Proposal in LNM 34/19 (Project 01-19-043).

Charts: 12363 12364 12368

LNM: 34/19

**SECTION VI - PROPOSED CHANGES**

Periodically, the Coast Guard evaluates its system of aids to navigation to determine whether the conditions for which the aids to navigation were established have changed. When changes occur, the feasibility of improving, relocating, replacing, or discontinuing aids are considered. This section contains notice(s) of non-approved, proposed projects open for comment. **SPECIAL NOTE:** Mariners are requested to respond in writing to the District office unless otherwise noted (see banner page for address).

**PROPOSED WATERWAY PROJECTS OPEN FOR PUBLIC COMMENT**

**Proposed Project(s)**

**Closing**

**Docket No.**

**Ref. LNM**

None

**Proposed Change Notice(s)**

**NY-LONG ISLAND SOUND (WESTERN PART CHART 12363)**

The U.S. Coast Guard is considering making the following change to Aids to Navigation:

CHANGE the flash characteristic from Alternating White and Red every 24 seconds to Alternating White and Red every 20 seconds.

Old Field Point Light (LLNR 21275)

Interested Mariners are strongly encouraged to comment on this proposal in writing, either personally or through their organization. All comments will be carefully considered and are requested prior to 31 January 2020 to complete the process. In order to most effectively consider your feedback and improve our data collection when responding to this proposal, please include size and type of vessel, recreational or commercial, and distance from aid that you start looking for it, and if and how you use the signal. Please do not call the Coast Guard via telephone or other means, only written responses to this proposal will be accepted. Refer to Project No. 01-19-091. E-mail can be sent to: D01-SMB-DPWPublicComments@uscg.mil.

Charts: 12354 12362 12363 12364

LNM: 50/19

**CT-FISHERS ISLAND SOUND (Chart 13214)-PAWCATUCK RIVER**

The U.S. Coast Guard is considering making the following changes to this waterway:

CHANGE seasonal status of the following aids from Permanent to Removed when endangered by ice.

- Pawcatuck River Buoy 1 (LLNR 20290)
- Pawcatuck River Buoy 3 (LLNR 20295)
- Pawcatuck River Buoy 8 (LLNR 20315)
- Pawcatuck River Buoy 10 (LLNR 20320)

**PROPOSED WATERWAY PROJECTS OPEN FOR PUBLIC COMMENT**

**Proposed Project(s)**

Closing

Docket No.

Ref. LNM

None

**Proposed Change Notice(s)**

**MASSACHUSETTS-NANTUCKET SOUND AND APPROACHES (Chart 13237)-CHATHAM HARBOR APPROACH**

The U.S. Coast Guard is considering making the following changes to Aids to Navigation to this waterway:

→ DISESTABLISH: Chatham Beach Lighted Whistle Buoy C (LLNR 520).

Interested Mariners are strongly encouraged to comment on this proposal in writing, either personally or through their organization. All comments will be carefully considered and are requested prior to 13 April 2018 to complete the process. In order to most effectively consider your feedback and improve the data collection when responding to this proposal, please include size and type of vessel, recreational or commercial, and distance from aid that you start looking for it, and if and how you use the signal. Please do not call the Coast Guard via telephone or other means, only written responses to this proposal will be accepted. Refer to Project No. 01-18-041. E-mail can be sent to: [DOI-SMB-DPWPublicComments@uscg.mil](mailto:DOI-SMB-DPWPublicComments@uscg.mil).

Charts: 13009 13200 13237 13246 13248

LNM: 22/18

**MA-SEACOAST-GEORGES BANK AND NANTUCKET SHOALS (Chart 13200)**

The U.S. Coast Guard is considering making the following change to Aids to Navigation:

CHANGE the following lights from a rotating lantern to a flashing lantern. The Coast Guard intends to use a more power efficient LED lantern.

Baker Island Light (LLNR 350)  
Cape Ann Light (LLNR 295) Change nominal range to 14NM  
Eastern Point Light (LLNR 330) Change nominal range to 14NM  
The Graves Light (LLNR 390) Change nominal range to 14NM

REMOVE Emergency light and horn of reduced intensity when main is extinguished.

Interested Mariners are strongly encouraged to comment on this proposal in writing, either personally or through their organization. All comments will be carefully considered and are requested prior to 25 May 2018 to complete the process. In order to most effectively consider your feedback and improve the data collection when responding to this proposal, please include size and type of vessel, recreational or commercial, and distance from aid that you start looking for it, and if and how you use the signal. Please do not call the Coast Guard via telephone or other means, only written responses to this proposal will be accepted. Refer to Project No. 01-18-017. E-mail can be sent to: [DOI-SMB-DPWPublicComments@uscg.mil](mailto:DOI-SMB-DPWPublicComments@uscg.mil).

Charts: 13003 13006 13009 13200 13260 13267 13274 13275

LNM: 14/18

**SECTION VII - GENERAL**

This section contains information of general concern to the Mariners. Mariners are advised to use caution while transiting these areas.

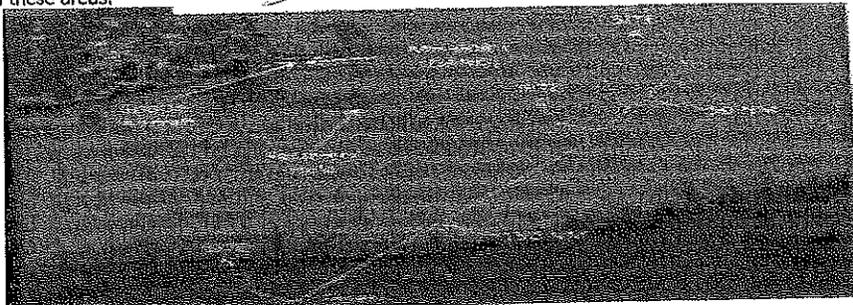
**SUMMARY OF GENERAL PROJECTS STILL IN EFFECT**

Enclosure

LNM: 51/17

**US SEACOAST-MA-RI-NY - NAVAL EXERCISES**

The Naval Undersea Warfare Center Division Newport will be conducting Naval torpedo exercises in three areas: 10-20 NM east of Cape Cod, 10-20 NM SE of Nantucket, and 150 NM SW of Block Island. These exercises will take place from 13 June 2018 through 17 June 2018. Exercise area Alpha is bounded by: 41 degrees 50 minutes North latitude, 41 degrees 40 minutes North latitude, 069 degrees 31 minutes West longitude, 069 degrees 17 minutes West longitude. Exercise area Charlie is bounded by: 41 degrees 08 minutes North latitude, 40 degrees 58 minutes North latitude, 068 degrees 55 minutes West longitude, 068 degrees 45 minutes West longitude. Exercise area November is bounded by: 39 degrees 49 minutes North latitude, 39 degrees 24 minutes North latitude, 071 degrees 05 minutes West longitude, 070 degrees 33 minutes West longitude. Mariners are advised to avoid these areas.



Re: Proposed Resolution

Shanna Nealy

**From:** Jill Goldsmith  
**Sent:** Wednesday, December 18, 2019 4:52 PM  
**To:** Shanna Nealy  
**Subject:** FW: Buoy

Jill R. Goldsmith, Chatham Town Manager  
Sent from my Verizon, Samsung Galaxy smartphone

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

**From:** Stuart Smith <SSmith@chatham-ma.gov>  
**Date:** 12/18/19 3:38 PM (GMT-05:00)  
**To:** D01-smb-dpwpubliccomments@uscg.mil, "Hessler, Carlos D BMCS" <Carlos.D.Hessler@uscg.mil>, "Baker, Matt S CDR" <Matt.S.Baker@uscg.mil>  
**Cc:** Richard Hosmer <tidal5@aol.com>, Michael Westgate <vickgate@aol.com>, dougfeeney@comcast.net, "Jamie Bassett (SAC 2020)" <jamiebassett@gmail.com>, Robert Duncanson <rduncanson@chatham-ma.gov>, Shareen Davis <SDavis@chatham-ma.gov>, John Rendon <jrendon@town.harwich.ma.us>, Jill Goldsmith <jgoldsmith@chatham-ma.gov>  
**Subject:** Buoy

Handwritten note: Emails from Harbormaster to USCG and copied to Town Mgr. & eventually to BOS Chair

I am writing in regard to LNM 22/18 which calls for the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy C (LLNR 520). I was unaware of this change until receiving a call from the Coast Guard Cutter Oak on December 10, 2019. Our office routinely works with the Coast Guard on a local and regional level and yet no mention of this disestablishment was relayed until this month. This is of particular concern given the timing of this disestablishment.

Chatham is home to the largest commercial fishing fleet on Cape Cod and has approximately 3,000 permitted boat moorings. Locally, our staff deploys over a 100 private aids to navigation to assist the Coast Guard in marking the complex and highly traveled waterways. However, we do not possess the equipment or funding to replace this buoy with a private aid. The Chatham "C" buoy is the only inshore aid to navigation in the vicinity of Chatham that can be reliably obtained by radar. This aid is heavily relied upon by commercial and recreational boaters as well as maritime emergency responders including Coast Guard Station Chatham.

News of this disestablishment has come as a surprise to our staff and the local maritime community. This issue is of great concern and has been placed on the agenda for all of our water related committees. I request that this aid not be disestablished and that it continue servicing the maritime public as an aid to navigation in this already difficult area of navigation.

Stuart F.X. Smith, CHM  
Harbormaster  
Town of Chatham  
(508) 945-5185 office  
(508) 680-6659 cell

Re: Proposed Resolution



Town of Chatham

Office of the Selectmen  
Town Manager  
549 Main Street  
Chatham, MA 02633



Jill R. Goldsmith  
TOWN MANAGER  
jgoldsmith@chatham-ma.gov

Tel: (508) 945-5105  
Fax: (508) 945-3550  
www.chatham-ma.gov

January 2, 2020

LT Arthur Frooks  
Waterways Management  
Coast Guard Sector Southeastern New England  
20 Risho Avenue, Suite D  
East Providence, RI 02914

Letter from  
BoS Chair to  
USCG and  
cc's

Dear LT Frooks,

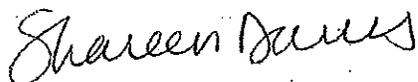
We the Board of Selectmen for the Town of Chatham write to you today to express our deep concern for the Coast Guard's plan to disestablish the Chatham Beach lighted whistle buoy "C" LLNR 520. This buoy was originally established approximately 28 years ago at the request of the then Officer in Charge, Senior Chief Jack Downey. This buoy marks the only navigable inlet on Cape Cod's eastern shoreline. The next closest ports are Provincetown and Nantucket. It has been an indispensable part of our complex local aids to navigation. Nearly 3,000 vessels are stationed in the waters of Chatham Harbor and Pleasant Bay which includes the Towns of Chatham, Brewster, Harwich and Orleans. Our local commercial fishermen and maritime emergency responders, including the Coast Guard use Chatham inlet and the "C" buoy on a year-round basis. As you are aware, this buoy is a lighted whistle buoy that is of sufficient size to provide a clearly visible radar return in this area's notorious fog conditions.

We continue to be concerned at the degradation of the Coast Guard's response capabilities and services. This concern not only includes the anticipated removal of the "C" buoy but also the re-classification of Station Chatham from a "Surf Station" to a "Heavy Weather Station" and the criteria and justification by which that decision was made. Additionally, we remained troubled by the reliability of the current three 42' Near-shore Lifeboats and the Coast Guards plan for their eventual replacement. As you may or may not be aware, these vessels were purchased by the Coast Guard specifically for Chatham's infamously treacherous area of responsibility after close to a decade of research and testing for replacement of the 44' Motor Lifeboat as the Coast Guard had no appropriate vessel in its inventory for this area.

We hope the Coast Guard will re-consider the disestablishment of the "C" buoy east of Chatham.

If you have any questions regarding the foregoing, please contact Chatham Town Manager Jill Goldsmith at [jgoldsmith@chatham-ma.gov](mailto:jgoldsmith@chatham-ma.gov) or 508-945-5105, or Chatham Harbormaster Stuart Smith at [ssmith@chatham-ma.gov](mailto:ssmith@chatham-ma.gov) or 508-945-5185.

Sincerely,



Shareen Davis, Chairman  
Board of Selectmen

Cc: The Honorable Elizabeth Warren  
The Honorable Edward Markey  
The Honorable William Keating  
Harwich Board of Selectmen  
Orleans Board of Selectmen  
John Rendon, Harwich Harbormaster  
Nathan Sears, Orleans Harbormaster

Re: Proposed Resolution

Chatham  
BoS Minutes  
12-23-19  
Pgs. 4 & 5

**Minutes**  
**Chatham Board of Selectmen**  
**December 23, 2019**  
**Town Office Annex Large Meeting Room**  
**261 George Ryder Road**

For an audio/video recording of this meeting visit <http://www.chatham-ma.gov/channel-18>

Attending for the Board of Selectmen: Shareen Davis, Chairman; Peter Cocolis, Vice Chairman; Dean Nicastro, Clerk; Cory Metters; Jeffrey Dykens. Also attending: Jill Goldsmith, Town Manager; Alix Heilala, Finance Director; Katie Donovan, Director of Community Development.

**I. Open Session**

**II. Executive Session MGL Ch. 30A, §21 #6**

To consider the purchase, exchange, lease or value of real property (1610/0 Main Street Secondary Appraisal) and the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, with return to open session.

Motion: by Dean Nicastro to enter Executive Session under MGL Ch. 30A, §21 #6 to consider the purchase, exchange, lease or value of real property (1610/0 Main Street Secondary Appraisal) and the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, with return to open session

Second: by Peter Cocolis.

**Roll Call Vote:**

**Jeffrey Dykens: Yes**

**Cory Metters: Yes**

**Dean Nicastro: Yes**

**Peter Cocolis: Yes**

**Shareen Davis: Yes**

The Board entered Executive Session at 5:46 p.m.

Executive Session adjourned at 5:59 p.m. and the Board returned to open session at 6:00 p.m.

**III. Minutes**

December 16, 2019

Amendments were offered to the minutes.

Motion: by Dean Nicastro to approve the minutes as amended.

Second: by Peter Cocolis.

**Vote: 5-0**

would have 100% of the required minimum lot size. She said this method is more appropriate for larger lots in R40 or R60 zoning.

Chairman Messina said the historic character in Town is in danger and there needs to be creative ways to counter the potential loss of historic structures. Principal Planner Sabatino said there would need to be some requirement for the property owner to preserve the historic structure. Chairman Messina added that a residency requirement for the second structure could be considered.

It was noted that either method includes certain complexities that may be difficult for people to understand. The need to work out Planning Board and Zoning Board of Appeals authorities under either method was noted.

The abundance of pre-existing non-conforming properties in Town were discussed.

Chairman Messina said other methods such as disincentives to altering historic structures were not favored by the building community.

The Board encouraged Principal Planner Sabatino and Chairman Messina to continue their work on this concept.

It was noted that every year additional structures reach the 75-year mark and are considered historic. Chairman Messina said the benchmark for the definition could be raised to 100 years and said the Bylaw applies to those over 75 years old and historically significant.

The Board thanked Chairman Messina and Principal Planner Sabatino for the presentation.

**The Board took no action.**

**D. Permanent Disestablishment of the Chatham Beach Lighted Whistle Buoy; LLNR 520**

Harbormaster Stuart Smith said the one lighted buoy offshore of Town is being considered for removal by the Coast Guard in June 2020 after being in place for 28 years. He said it is important that Chatham Inlet be lit. The Coast Guard has rationalized the removal because the buoy keeps moving, it is not marking a federally maintained channel and because Station Chatham has been down graded to a heavy weather station from a surf station. Harbormaster Smith said Aunt Lydia's Cove is a federally maintained channel. He said he is encouraging the public to contact the Coast Guard with objections and concerns and noted the contact information is on the Harbormasters web page.

The dangers that fishermen already face due to seasonal limitations and quotas were noted and the loss of this buoy will compound the risk. It was suggested the Board advocate strongly for the reinstatement of the buoy. It was suggested the Board send

a letter to the Coast Guard conveying its objections and reach out to other Select Boards in neighboring towns as all local mariners will be affected by this decision.

Harbormaster Smith said the Coast Guard petitioned itself for the installation of the buoy 28 years ago. He said Station Chatham is not responsible for the buoy as that is handled by Group Woods Hole and entities in Rhode Island. He discussed the downgrading of Station Chatham and the erosion of the Coast Guard's presence in Town. The need for a quick response from the Town was noted. A conference call with the District Commander and contact with Congressional delegation were suggested.

Motion: by Dean Nicastro that the Board authorize the Chairman and Town Manager to follow up with appropriate communications and correspondence to the various authorities and to reach out to neighboring communities from Harwich up to Provincetown in support of keeping this buoy with all due alacrity.

Second: by Jeffrey Dykens.

**Vote: 5-0**

---

E. Special Town Meeting 1/4/20 COA Property Acquisition 1610/0 Main Street (Article 4) – BOS Presentation

Selectman Metters thanked the Chairman for adding this item to the agenda. He said that there are an important set of votes to be taken at the Special Town Meeting and it is important that outstanding questions be answered so that the voters have accurate information.

It was noted that the COA has three vans that can shuttle participants from the Annex in for large program that require overflow parking and that agreements with neighboring businesses for use of their lots were not necessary. It was noted that people seem to be looking for reasons that the site won't work when if a list of things you would like to see in a COA site were developed 1610 Main Street would check many of the boxes.

It was noted that staff had prepared a Frequently Asked Questions document in follow-up to the Finance Committee meeting, letters to the editor, and other questions posed. The information was reviewed, and it was agreed that this information should be disseminated to the public.

Chairman Davis said the Board had voted in Executive Session earlier in the evening to release the two appraisals commissioned by the Town on 1610/0 Main Street. She said the first from 2018 valued the parcels at \$745,000 combined and the 2019 appraisal valued the parcels at \$775,000 combined. Town Manager Goldsmith noted appraisals are generally considered "stale" after 6 months as it relates to a Town acquisition. It was noted that the Town and seller had signed an Offer to Purchase with all contingencies included and it would be posted on the Town's website.

Re: Proposed Resolution



# The Cape Cod Chronicle

Chatham

Dark



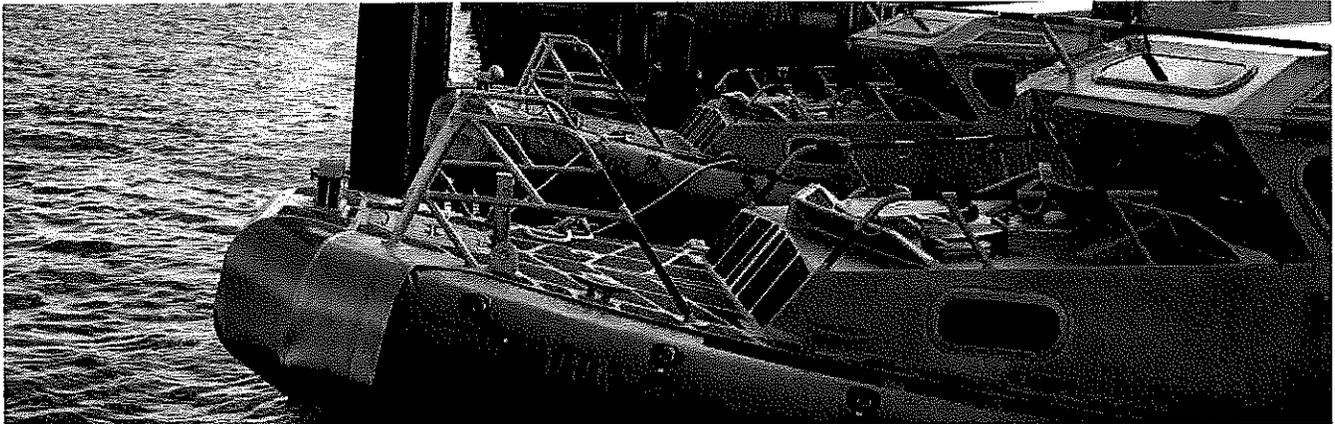
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Local  
Media coverage  
article

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Search



Coast Guard rescue boats at the Chatham Fish Pier. Removal of the "C" buoy outside of Chatham Harbor won't impact the station's operations, according to officials, but selectmen are using all the resources at their disposal to try convince the Coast Guard to retain the buoy. FILE PHOTO

CHATHAM – The board of selectmen will do everything within its power to convince the Coast Guard not to remove the buoy marking the entrance to Chatham Harbor.

Officials have already been in contact with Senator Elizabeth Warren's office to enlist her

help and last week voted agreed to write to Coast Guard brass to stress the need to retain the navigational marker. Selectmen also plan to ask neighboring towns to lend their voice to the protest.

"Unbelievable" is how Selectman Jeffrey Dykens characterized the Coast Guard's decision to remove the marker, officially known as the Chatham Beach Lighted Whistle Buoy C.

"We should bug whoever we need to bug to make sure this doesn't happen," Dykens said.

The buoy is scheduled for removal in late January or early February, Smith said.

The Coast Guard published a notice to mariners regarding the disestablishment of the buoy more than a year ago without notifying the town. Harbormaster Stuart Smith said he only learned about the plan when assistant harbormaster Jason Holm was contacted by a friend stationed on the cutter scheduled to remove the buoy to ask if Holm knew of the pending action.

The whistle buoy has been in place for 25 years, Smith said, and was originally added to mark the harbor entrance channel at the request of then-Chatham Coast Guard Chief Jack Downey. It's an important navigation aid for fishermen and recreational boaters alike, said Smith.

"It presents a large target for people coming in from the sea," he said.

The buoy does tend to move in heavy weather. Smith said in the past 10 years it has had to be moved back on station 11 times. It is "not an insignificant buoy," protruding 10 to 12 feet above the water and held in place by a 2,000 pound anchor. "If it's moving, they should put another [anchor] on there," Smith said.

Although Coast Guard officials say the buoy does not mark a federal channel, Smith said the Aunt Lydia's Cove channel is a federal maintained channel and anchorage. "They didn't seem to be aware of that," he said.

The town has had a good relationship with the Coast Guard, which is why it's surprising officials weren't notified of the buoy removal "until almost after the fact," said Select Chair Shareen Davis. Fishermen, especially, take risks going over the Chatham bar, especially these days when they are squeezed by quotes and days at sea limitations. One fishermen

told her that if he can't see the light of the "C" buoy, he knows it's not a night to go over the bar.

"That's the kind of risk guys are taking and have historically taken for as long as there's been a bar and a Chatham Fish Pier," she said. "And the fact that the Coast Guard is almost literally going behind our backs taking that 'C' buoy away is really atrocious."

Selectmen and Smith worried that the buoy removal is another step in the downgrading of Station Chatham. Last year the station's designation was changed from a surf station to a heavy weather station, and shoaling in the harbor has made it difficult for the station's rescue boats to access the open sea from the fish pier.

"This is just another side of that whole scenario," Davis said of the buoy removal.

Smith added that he's worried what will happen when the current rescue boats, made especially for Chatham, reach the end of their useful life.

"You can begin to see the deterioration of the station, and none of it is good for the community," he said.

The issues aren't related and no changes to the station's mission are planned, said Senior Chief Petty Officer Carlos Hessler. The decision to remove the "C" buoy, which is not located in a marked channel, was made at the upper levels of the agency and its absence will not impact the station's operations, he said.

The station recently had three of its vessels out for repairs; two are now back in service, Hessler said. The 42-foot rescue boats have yet to reach their service life expectancy, and it would not be unusual for them to remain in service beyond that time, he added.

The more pressing need is to find docking space in Stage Harbor. Currently one of the rescue boats is kept at Stage Harbor Marine, but because of the changes in Chatham Harbor, Hessler wants the flexibility to move the vessels where they can be most useful, and for that he needs two slips in Stage Harbor. Plans to extend the town dock at Old Mill Boatyard to accommodate two Coast Guard slips will be presented to the board of selectmen in the next month or so, said Smith.

Officials need to follow "whatever avenues we have to tackle this," said Selectman Cory

Metters said of the buoy removal. "It's happening in a couple of weeks and we need to stop it."

"This is totally unacceptable," said Dykens.

Smith stressed the need to convince the Coast Guard not only to retain the whistle buoy, but to maintain full operations at Station Chatham.

"We need to emphasize that they're here because it's a really nasty place," he said, referring to conditions in the harbor and on the bar.

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 Share 62



**Join Our Team!**  
**LathamCenters**



**JOB FAIR**  
Mon., Jan. 20 | 10 am to 3 pm  
1439 Main St., Brewster

# AGENDA ITEM 9a

Authorizing the execution of an amendment to an agreement, for a grant from the Massachusetts Executive Office of Health and Human Services, Department of Public Health to the County Human Services Department, executed July 1, 2015, in the amount of \$300,000.00, for Substance Abuse Prevention Programs, for a period through June 30, 2020, to increase the grant funding amount by \$300,000.00 and extend the period of performance through June 30, 2022



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
250 Washington Street, Boston, MA 02108-4619

CHARLES D. BAKER  
Governor

KARYN E. POLITO  
Lieutenant Governor

MARYLOU SUDDERS  
Secretary

MONICA BHAREL, MD, MPH  
Commissioner

Tel: 617-624-6000  
[www.mass.gov/dph](http://www.mass.gov/dph)

Date: 01/13/2020

To: COUNTY OF BARNSTABLE  
Re: Contract # **INTF2354M04160222077**

Enclosed please find for your review and signature a Standard Contract package. This package is a result of recent negotiations with the Department of Public Health, as specified in the attached cover letter and includes the items noted below. Please take note of the following:

**NEW STANDARD CONTRACT/AMENDMENT/RENEWAL FORM**

Must be signed and dated (**Preferred BLUE INK**). Do not use correction fluid anywhere on the forms. If the provider information that is pre-filled in the upper left hand box is incorrect or missing, please contact me so that I can help you with the process to update. For instructions and hyperlinks, you can view this form at [www.mass.gov/osc](http://www.mass.gov/osc) under Guidance for Vendors-Forms or at [www.mass.gov/osd](http://www.mass.gov/osd) under OSD forms.

All attachments must be completed for your contract package to be processed.

**CONTRACTOR AUTHORIZED SIGNATORY LISTING AND AUTHENTICATION FORM**

An original Contractor Authorized Signatory Listing (CASL) form must be submitted for each new contract package. Once an original is in the contract file, the provider/vendor can include a copy of the CASL with each subsequent contract amendment package, unless there is a change to the person who signed the Listing, or a name/s on the CASL changes.

If you have any questions, please contact **Victoria Pech** at **617-624-5807**  
An original contract package must be completed by **01/27/2020** and mailed to:

Department of Public Health  
Purchase of Service Office  
250 Washington St., 8<sup>th</sup> Floor  
Boston, MA 02108-4619  
Attention: **Victoria Pech**



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
250 Washington Street, Boston, MA 02108-4619

**CHARLES D. BAKER**  
Governor

**KARYN E. POLITO**  
Lieutenant Governor

**MARYLOU SUDDERS**  
Secretary

**MONICA BHAREL, MD, MPH**  
Commissioner

Tel: 617-624-6000  
[www.mass.gov/dph](http://www.mass.gov/dph)

January 20, 2020

Elizabeth Albert  
County Of Barnstable  
Po Box 368  
Barnstable Ma 02630

Dear Ms. Albert:

This is to inform you that the Massachusetts Department of Public Health, Bureau of Substance Addiction Services has amended your contract #INTF2354M04160222077. This contract has been increased in the amount of \$100,000.00 for a revised amount of 200,000.00 which will be in effect through June 30, 2020.

The out year amount of \$100,000.00 will be in effect for each fiscal year 2021, 2022.

The total contract obligation for all years is \$800,000.00

This award contains funds from the Substance Abuse and Mental Health Services Administration (SAMHSA) of the federal government, #4512-9069 (CFDA#93.959). Providers receiving federal grant funds will be considered sub-recipients for the federal grant purposes and will be required to comply with applicable federal requirements, including but not limited to sub-recipient audit requirements under OMB Circular A-133.

If you have any questions, please call Andrew Robinson at (617) 624-5172.

A handwritten signature in blue ink, appearing to read "A. Whiteman", written over a circular stamp or mark.

Charles A. Whiteman, Director of Administration and Finance  
Bureau of Substance Addiction Services

# COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the **Standard Contract Form Instructions, Contractor Certifications and Commonwealth Terms and Conditions** which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

<b>CONTRACTOR LEGAL NAME:</b> COUNTY OF BARNSTABLE		<b>COMMONWEALTH DEPARTMENT NAME:</b> Department of Public Health	
<b>Legal Address: (W-9, W-4):</b> 3195 MAIN ST BARNSTABLE, MA 02630-1105		<b>MMARS Department Code:</b> DPH	
<b>Contract Manager:</b> Elizabeth Albert		<b>Business Mailing Address:</b> 250 Washington Street, Boston MA 02108	
<b>Phone:</b> 508-375-6626		<b>Billing Address (if different):</b>	
<b>E-Mail:</b> balbert@barnstablecounty.org		<b>Contract Manager:</b> Victoria Pech	
<b>Fax:</b> 508-362-0290		<b>Phone:</b> 617-624-5807	
<b>Contractor Vendor Code:</b> VC6000194979		<b>E-Mail:</b> Victoria.Pech@MassMail.State.MA.US	
<b>Vendor Code Address ID (e.g. "AD001"):</b> AD 001		<b>Fax:</b> 617-624-5017	
<b>(Note: The Address ID must be set up for EFT payments.)</b>		<b>MMARS Doc ID(s):</b> INTF2354M04160222077	
<input type="checkbox"/> <b>NEW CONTRACT</b>		<input checked="" type="checkbox"/> <b>CONTRACT AMENDMENT</b>	
<b>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</b>		Enter Current Contract End Date <u>Prior</u> to <u>06/30, 20 20</u> .	
<input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department)		Amendment: Enter Amendment Amount: \$ <u>300,000.00</u> (or "no change")	
<input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget)		<b>AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)</b>	
<input type="checkbox"/> Department Procurement (includes all grants <u>815 CMR 2.00</u> ) (Solicitation Notice or RFR, and Response or other procurement supporting documentation)		<input checked="" type="checkbox"/> Amendment to Scope or Budget (Attach updated scope and budget)	
<input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget)		<input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget)	
<input type="checkbox"/> Contract Employee (Attach <u>Employment Status Form</u> , scope, budget)		<input type="checkbox"/> Contract Employee (Attach any updates to scope or budget)	
<input type="checkbox"/> Other Procurement Exception: (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the following Commonwealth Terms and Conditions document is incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services			
<b>COMPENSATION:</b> (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.			
<input type="checkbox"/> Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)			
<input checked="" type="checkbox"/> Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$ <u>800,000.00</u>			
<b>PROMPT PAYMENT DISCOUNTS (PPD):</b> Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input type="checkbox"/> agree to standard 45 day cycle <input checked="" type="checkbox"/> statutory/legal or Ready Payments (G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
<b>BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT:</b> (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Maximum Obligation and Duration Change			
<b>ANTICIPATED START DATE:</b> (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:			
<input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.			
<input type="checkbox"/> 2. may be incurred as of <u>    </u> , 20 <u>    </u> , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.			
<input type="checkbox"/> 3. were incurred as of <u>    </u> , 20 <u>    </u> , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
<b>CONTRACT END DATE:</b> Contract performance shall terminate as of <u>06/30, 2022</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
<b>CERTIFICATIONS:</b> Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, the applicable Commonwealth Terms and Conditions, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
<b>AUTHORIZING SIGNATURE FOR THE CONTRACTOR:</b>		<b>AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:</b>	
X:  Date: <u>01/22/20</u>		X: _____ Date: _____	
(Signature and Date Must Be Handwritten At Time of Signature)		(Signature and Date Must Be Handwritten At Time of Signature)	
<b>Print Name:</b> Ronald Beaty Jr. Ronald Bergstrom Mary Pat Flynn		<b>Print Name:</b> Sharon Dyer	
<b>Print Title:</b> County Commissioners		<b>Print Title:</b> Director, Purchase of Service Office	

FY: 2020

Amendment # (if Applicable): \_\_\_\_\_

If Federal Funds,  
CFDA#93.959

**PURCHASE OF SERVICE – ATTACHMENT 1: PROGRAM COVER PAGE**

**PROGRAM INFORMATION**

<b>Contractor Name:</b> COUNTY OF BARNSTABLE	<b>Department Name:</b> Massachusetts Department of Public Health
<b>Program Type:</b> Substance Abuse Prevention Programs	<b>Document ID #:</b> INTF2354M04160222077
<b>Program Name:</b> prevention	<b>UFR Program:</b>
<b>Program Address:</b> PO Box <del>969</del> 427	<b>MMARS Program Code:</b> 4941
<b>City/State/Zip:</b> Barnstable MA 02630- <del>0368</del>	<b>Other Reference Information (Information Purposes Only):</b>
<b>Contact Person:</b> Elizabeth Albert <b>Telephone:</b> 508-375-6626	<b>Contact Person:</b> Victoria Pech <b>Telephone:</b> 617-624-5807
<b>RFR INFORMATION:</b> <input type="checkbox"/> Attached <input type="checkbox"/> Legislative Exception <input type="checkbox"/> Interim <input type="checkbox"/> Emergency <input type="checkbox"/> Amendment <input type="checkbox"/> Collective Purchase <b>SCOPE OF SERVICES:</b> <input checked="" type="checkbox"/> Bidders Response Attached <input type="checkbox"/> Description of Services Attached RFR Info CH257 <b>TOTAL ANTICIPATED CONTRACT DURATION:</b> 7/1/2015 to 6/30/2022 <b>INITIAL DURATION:</b> 7/1/2015 to 6/30/2020 <b>OPTIONS TO RENEW:</b> *****Refer to RFR for options to renew and for the years for each option*****	

**FISCAL TERMS**

<b>Price is established through: (Check 1, 2, or 3)</b>  <input type="checkbox"/> <b>OPTION 1: PRICE AGREEMENT (list price)</b> \$ _____ Rate Regulation (if any) <u>N/A</u>  <input type="checkbox"/> <b>OPTION 2: SUMMARY BUDGET ("T" Lines only)</b> <input type="checkbox"/> Unit Rate <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other _____  <input checked="" type="checkbox"/> <b>OPTION 3: COMPLETED BUDGET</b> <input type="checkbox"/> Unit Rate <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other _____	FUNDING SUMMARY							
	Prior Years		Current Years		Future Years			
	FY	Amount	FY	Amount	FY	Amount		
	2016	\$100,000.00	2020	\$200,000.00	2021	\$100,000.00		
	2017	\$100,000.00			2022	\$100,000.00		
2018	\$100,000.00							
2019	\$100,000.00							
<b>Total:</b>		\$400,000.00	<b>Total:</b>		\$200,000.00	<b>Total:</b>		\$200,000.00
<b>Multi Years Total:</b>						\$800,000.00		
<b>Current Max Obligation:</b> \$ _____ <b>Unit Rate:</b> \$ _____ per _____ <b># Billable Units:</b> _____								
<b>Additional Payment or Price Specifications:</b>								

**COMMONWEALTH OF MASSACHUSETTS  
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May  
2004



**CONTRACTOR LEGAL: COUNTY OF BARNSTABLE  
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000194979  
CONTRACT NUMBER: INTF2354M04160222077**

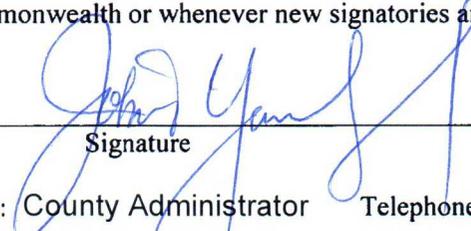
**INSTRUCTIONS:** Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

**NOTICE:** *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

<b>AUTHORIZED SIGNATORY NAME</b>	<b>TITLE</b>
Ronald Bergstrom	County Commissioner
Mary Pat Flynn	County Commissioner
Ronald Beaty Jr.	County Commissioner

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

  
\_\_\_\_\_  
Signature

Title: County Administrator Telephone: (508) 375-6771  
Fax: (508) 362-4136 Email: jack.yunits@barnstablecounty.org

Date: 01/22/20

[Listing can not be accepted without all of this information completed.]  
A copy of this listing must be attached to the "record copy" of a contract filed with the department.

## Scope of Services

This Attachment Form must be used. Please check the appropriate box when processing a new contract or a contract amendment.

Contract ID #: INTF2354M04160222077

**Any funds designated in the budget that are unspent in any fiscal year will not be available for expenditure in the subsequent fiscal year without a formal contract amendment re-authorizing these funds.**

**New Contract** This form will only be included with packages where a procurement exception (waiver) supports the contract. Identify in detail the scope of services in terms of performance for a new contract. Services provided must be in accordance with the budget and the terms and conditions of the federal grant (if applicable).

**Contract Amendment**

**If choosing amendment you must check off one of the three types below and provide explanation**

**Increase**

Include a clear explanation of what the funding change will support in terms of additional services.

Max Obligation Increase

Additional funds to support the Opioid Overdose Prevention.

**Decrease**

Include a clear explanation of what the funding change will support in terms of additional services.

**Other**

Include a clear explanation of what the funding change will support in terms of additional services.

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC HEALTH**

FY	20
Contract ID	INTF2354M04160222077

**SUBCONTRACTOR IDENTIFICATION LIST FOR DIRECT CARE SERVICES**

**(206) Subcontracted Direct Care:** Client care or other program services which are a primary and integral part of the total program but which are furnished to the program, under contract, by a separate program of another provider.

**Provider Name:** COUNTY OF BARNSTABLE

**DPH Program Name:** PREVENTION PROGRAM

Submitted by:  Date: 01/22/20 Phone: 508-375-6771  
 Provider/Vendor Authorized Signature  
 Ronald Beaty Jr. Ronald Bergstrom Mary Pat Flynn  
 Print Name

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: \_\_\_\_\_  
 DPH Program Manager  
 \_\_\_\_\_  
 Print Name

**INSTRUCTIONS:**

Providers/vendors must complete and submit to DPH at the time of **initial contract execution** for each fiscal year AND when **subcontract dollars and/or vendors/providers are added or deleted**. (Including line item adjustments). This form must be signed by the DPH program representative to indicate program approval PRIOR TO the execution of said subcontract(s).

- Providers are to complete this form for each fiscal year when subcontracted \$ are budgeted in UFR Code 206.
- Providers are to complete this form with any amendments including line items that modify UFR Code 206.
- Identify the Subcontractor and Federal ID number along with \$ amounts and description of service provided in less than 200 words (Individuals are not recorded on this form, they belong in UFR Code 201 consultants)
- \$ identified as TBD will require status updates which POS will request quarterly

Subcontractor Name	FEIN	Subcontract Amount	Type of Service provided and number of service units, if applicable	TBD
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>

Subcontractors must agree to the Terms and Conditions set forth in the RFR, which is part of this contract. Subcontracts must be in writing, in accordance with Section 9 of the Commonwealth Terms and Conditions or the Commonwealth Terms and Conditions for Human and Social Services. All subcontracts must be available for review by authorized agents of the Commonwealth. DPH may require the submission of any subcontract at any time during the contract period.

*Please Complete*

<b>Report Title: Vendor's Worksheet for Program Budget Amendment</b>	<b>Page Number:</b> 1 of 2
	<b>Report Run Date:</b> 01/13/2020
	<b>Report Run Time:</b> 10:37:16 AM

<b>Budget Fiscal Year:</b> 2020	<b>Agency Name:</b> DPH - Bureau of Substance Addiction Services	<b>Contract No:</b> INTF2354M04160222077 - 2020 - CT
<b>Contracting Provider:</b> County of Barnstable	<b>VCC:</b> VC6000194979	<b>Line Item Budget:</b> 1
<b>Activity Name:</b> BSAS Substance Abuse Prevention	<b>Activity Code:</b> 4941	<b>Amendment No:</b> 2
<b>Budget No:</b> 1		

Budget as previously Amended				Cost Reimbursement Only			Amend Change		New	
UFR No	Component	FTE	Amount	Offset	Source	Reimbursement	FTE	Amount	FTE	Amount
102	Program Director	0.00	\$0.00	\$0.00						
103	Assistant Program Director	0.00	\$0.00	\$0.00						
135	Direct Care/Program Staff II	1.00	\$46,479.74	\$0.00						
150	Payroll Taxes	0.00	\$673.93	\$0.00						
151	Fringe Benefits	0.00	\$14,448.49	\$0.00						
<b>Direct Care / Program Staff Total</b>		<b>1.00</b>	<b>\$61,602.16</b>	<b>\$0.00</b>						

Budget as previously Amended				Cost Reimbursement Only			Amend Change		New	
UFR No	Component	FTE	Amount	Offset	Source	Reimbursement	FTE	Amount	FTE	Amount
201	Direct Care Program Consultants	0.00	\$4,500.00	\$0.00						
204	Staff Training	0.00	\$1,640.00	\$0.00						
205	Staff Mileage/Travel	0.00	\$2,445.00	\$0.00						
206	Subcontracted Direct Care	0.00	\$13,428.21	\$0.00						
207	Meals	0.00	\$0.00	\$0.00						
215	Program Supplies, Materials and Expendable Items of Equipment and Furnishings	0.00	\$1,871.79	\$0.00						
216	Program Support	0.00	\$9,512.84	\$0.00						
<b>Other Direct Care/Program Resources Total</b>		<b>0.00</b>	<b>\$33,397.84</b>	<b>\$0.00</b>						



**SUBCONTRACTOR IDENTIFICATION LIST FOR DIRECT CARE SERVICES**

**(206) Subcontracted Direct Care:** Client care or other program services which are a primary and integral part of the total program but which are furnished to the program, under contract, by a separate program of another provider.

**Provider Name:** COUNTY OF BARNSTABLE

**DPH Program Name:** PREVENTION PROGRAM

Submitted by:  Date: 01/22/20 Phone: 508-375-6771  
 Provider/Vendor Authorized Signature  
 Ronald Beaty Jr. Ronald Bergstrom Mary Pat Flynn  
 Print Name

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: \_\_\_\_\_  
 DPH Program Manager  
 \_\_\_\_\_  
 Print Name

**INSTRUCTIONS:**  
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- \$ identified as TBD will require status updates which POS will request quarterly

Subcontractor Name	FEIN	Subcontract Amount	Type of Service provided and number of service units, if applicable	TBD
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>

Subcontractors must agree to the Terms and Conditions set forth in the RFR, which is part of this contract. Subcontracts must be in writing, in accordance with Section 9 of the Commonwealth Terms and Conditions or the Commonwealth Terms and Conditions for Human and Social Services. All subcontracts must be available for review by authorized agents of the Commonwealth. DPH may require the submission of any subcontract at any time during the contract period.



**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC HEALTH**

FY	22
Contract ID	INTF2354M04160222077

**SUBCONTRACTOR IDENTIFICATION LIST FOR DIRECT CARE SERVICES**

**(206) Subcontracted Direct Care:** Client care or other program services which are a primary and integral part of the total program but which are furnished to the program, under contract, by a separate program of another provider.

**Provider Name:** COUNTY OF BARNSTABLE

**DPH Program Name:** PREVENTION PROGRAM

Submitted by:  Date: 01/22/20 Phone: 508-375-6771  
 Provider/Vendor Authorized Signature  
 Ronald Beaty Jr. Ronald Bergstrom Mary Pat Flynn  
 Print Name

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: \_\_\_\_\_  
 DPH Program Manager  
 \_\_\_\_\_  
 Print Name

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- Providers are to complete this form with any amendments including line items that modify UFR Code 206.
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Subcontractor Name	FEIN	Subcontract Amount	Type of Service provided and number of service units, if applicable	TBD
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>
		\$		<input type="checkbox"/>

Subcontractors must agree to the Terms and Conditions set forth in the RFR, which is part of this contract. Subcontracts must be in writing, in accordance with Section 9 of the Commonwealth Terms and Conditions or the Commonwealth Terms and Conditions for Human and Social Services. All subcontracts must be available for review by authorized agents of the Commonwealth. DPH may require the submission of any subcontract at any time during the contract period.



**UFR  
UFR PROGRAM COMPONENT AND TITLE DESCRIPTIONS  
UNDER 808 CMR 1.00**

Commonwealth of Massachusetts | Executive Office for Administration & Finance | Operational Services Division  
Fiscal Year 2013  
DPH Best Practice Revisions 10/05/2017

**BASIC CONCEPTS**

**PROGRAM REQUIREMENTS**

The terms of the contract program budget govern the selection of the proper program components and titles to be used in the UFR. For example, if the contract program budget indicates that the program is to employ a "Social Worker-LICSW," UFR Title number 124 in category number 1 Direct Care/Program Staff, this position must also be disclosed in the UFR using the same UFR component and title. The program specifications included in the proposal furnished in response to the Request for Proposal (RFP) that was negotiated and incorporated into the contract with the purchasing department must be consistent with the definitions and specifications contained in this document. The UFR title number for a LSW (UFR Title number 126) should be disclosed if a LSW is currently employed in the program rather than the LICSW that was included in the negotiated contract. In most cases it is expected that budgeted and negotiated position should be the same as those disclosed in the UFR.

**CREDENTIALS**

Direct care/program staff components are defined, in part, in terms of required credentials. It is not relevant to the proper classification of a position that a staff member who currently fills the position possesses a particular credential, unless the RFR or contract requires the credential for that position.

**FUNCTION vs. TITLE**

Direct care/program staff components are determined by their program function. For example, a licensed physician should be classified as a "Physician" only if the physician provides medical care as outlined in the component definition. If a physician performs the functions of a "Program Director", then that component should be used.

**It is the functional definition, not the title, which governs the definition of a particular component and UFR Title.** A program's "Residence Director", for example, may be classified as a Program Manager, Program Director, Assistant Program Director, or Supervisor, depending upon the actual functions performed and the scope of responsibility involved. Yet the fact that the titles used in this document coincide with titles customarily used by program staff does not settle the question of proper classification. Again, this document's definitions govern. A particular program position is classified as a "Case Worker/Manager", rather than as a "Counselor", if the required credentials and responsibilities coincide more closely with the definition of "Case Worker".

This document is formatted to establish a hierarchical schedule for the components, e.g. the Program Director would report to the Program Manager, and a Direct Care/ Program Staff I would report to a Direct Care/ Program Staff Supervisor. All direct care or program staff positions which are not specifically defined in this document, such as American Sign Language interpreter, phlebotomist, instructor, resource librarian, medical technician, health education specialist, work procurement specialist, certified occupational therapy assistant, etc., should be classified as "Direct Care/Program Staff I, II or III," as appropriate.

**CATEGORY 1: DIRECT CARE / PROGRAM STAFF**

Category 1 includes direct care staff/program staff required to provide direct care or deliver other primary program services. (Components 101-151)

Code	Description
101	<b>Program Function Manager:</b> An individual who has overall responsibility for the management, oversight and coordination of a programmatic functional area within or across programs as in the case of "Medical Director", "Residence Director", "Clinical Director", "Education Director", etc. (Compensation for individuals whose primary responsibilities are administrative and cut across several programs should be classified under 410 - "Agency and Program Administration and Support" component.) DPH examples: doesn't provide direct care to clients
102	<b>Program Director:</b> An individual who has overall responsibility for the daily operation of one or more individual programs.
103	<b>Assistant Program Director:</b> An individual, who reports directly to the Program Director, acts for the Program Director in his/her absence and functions as an advisor/assistant to the Program Director.
104	<b>Supervising Professional:</b> A credentialed professional (Physician, Psychiatrist, Social Worker, Nurse, etc.) whose primary responsibility is the supervision of fellow credentialed professionals in the daily performance of their programmatic functions. A professional whose duties chiefly entail supervision of nonprofessionals or paraprofessionals should be classified under 133 - Direct Care/ Program Staff Supervisor. Supervisors assigned to this component may also provide incidental direct client care. DPH example: youth residential
105	<b>Physician:</b> A Board of Registration in Medicine-licensed or Board-eligible physician (including all medical specialties, e.g., dentist, podiatrist except psychiatry Component 121) with either a MD or DO degree whose primary responsibility is delivery or supervision of health/medical care to program participants.
106	<b>Physician's Assistant:</b> An individual registered as a physician's assistant by the Department of Public Health and functioning in that capacity.
107	<b>Registered Nurse - Master's, Nurse Psychiatric Mental Health Specialist, Nurse Practitioner, and Nurse - Midwife.:</b> An individual who possesses a Master's degree in nursing and/or is registered by the Board of Registration in Nursing as a registered nurse and is practicing in an expanded role and functioning in any of the above capacities.
108	<b>Registered Nurse:</b> An individual who is licensed as a registered nurse by the Board of Registration in Nursing (both BSNs and others), does not possess a Master's degree and is engaged in nursing duties.
109	<b>Licensed Practical Nurse:</b> A person licensed as a practical nurse by the Board of Registration in Nursing and engaged in nursing duties.
110	<b>Pharmacist:</b> A person licensed by the Board of Registration in Pharmacy and functioning as a pharmacist.

111	<b>Occupational Therapist:</b> An individual registered as an occupational therapist by the Board of Registration in Allied Health Professionals and who provides occupational therapy.
112	<b>Physical Therapist:</b> A person registered as a physical therapist by the Board of Registration in Allied Health Professionals and who provides physical therapy.
113	<b>Speech/Language Pathologist, Audiologist:</b> An individual registered as a Speech/Language Pathologist or as an Audiologist by the Board of Registration in Speech/ Language Pathology and Audiology and who provides speech and hearing therapy.
114	<b>Dietitian/Nutritionist:</b> An individual registered as a dietitian by the Commission on Dietetic Registration of the American Dietetic Association and providing nutritional counseling, education, supervision of meal/menu preparation, or an individual with a Bachelor's or Master's degree in nutrition who provides nutritional counseling, education, supervision of meal/menu preparation.
115	<b>Special Education Teacher:</b> A teacher certified in special education by the Massachusetts Department of Education and working in that capacity.
116	<b>Teacher:</b> A teacher holding teacher certification by the Massachusetts Department of Education in an area other than special education and working in that capacity.
117	<b>Day Care Director:</b> An individual certified by the Office for Children as a Day Care Director and functioning in that capacity.
118	<b>Day Care Lead Teacher:</b> An individual certified by the Office for Children as a Day Care Lead Teacher and functioning in that capacity.
119	<b>Day Care Teacher:</b> An individual certified by the Office for Children as a Day Care Teacher and functioning in that capacity.
120	<b>Day Care Assistant Teacher/Aide:</b> An individual certified by the Office for Children as a Day Care Assistant Teacher/Aide and functioning in that capacity.
121	<b>Psychiatrist:</b> An individual licensed to practice medicine, certified or eligible for certification by the American Board of Psychiatry and primarily involved in rendering or directing psychiatric care.
122	<b>Psychologist - Doctorate:</b> An individual holding a doctoral degree in psychology (including behavioral psychologists and neuropsychologists), or a closely related field, registered as a psychologist by the Board of Registration of Psychologists and primarily engaged in providing diagnostic evaluations, psychological counseling/therapy or development and implementation of behavioral treatment plans.
123	<b>Clinician (formerly Psychologist - Master's):</b> An individual holding a Master's degree in psychology (including behavioral psychologists) or a closely related field and primarily engaged in providing diagnostic evaluations, psychological counseling or development and implementation of behavioral treatment plans.
124	<b>Social Worker - LICSW:</b> An individual registered as a Licensed Independent Clinical Social Worker by the Board of Registration of Social Workers and primarily engaged in providing diagnostic evaluations, psychological counseling/therapy or development and implementation of behavioral treatment plans.
125	<b>Social Worker - LCSW:</b> An individual registered as a Licensed Certified Social Worker by the Board of Registration of Social Workers and providing social work services.
126	<b>Social Worker - LSW:</b> An individual registered as a Licensed Social Worker by the Board of Registration of Social Workers and providing social work services (including casework/counseling).
127	<b>Licensed Counselor:</b> An individual with at least a Master's degree in counseling, or a related discipline, who is licensed by the appropriate Board of Registration and who provides counseling services.
128	<b>Certified Vocational Rehabilitation Counselor:</b> An individual who is certified by the Committee on Accreditation of Rehabilitation Facilities and who provides vocational rehabilitation counseling.
129	<b>Certified Alcoholism Counselor, Certified Drug Abuse Counselor, Certified Alcoholism/Drug Abuse Counselor:</b> An individual who is registered as either an Alcoholism Counselor, a Drug Abuse Counselor or both by the Massachusetts Board of Substance Abuse Counselor Certification and who provides counseling services for substance abusers.
130	<b>Counselor:</b> An individual who provides therapeutic or instructive counseling to program clients/service recipients.
131	<b>Case Worker/Manager - Master's:</b> An individual possessing at least a Master's degree in counseling, or a closely related discipline, who provides casework/case management services including service eligibility determination, service plan development, service coordination, resource development, advocacy, etc.
132	<b>Case Worker/Manager:</b> An individual who provides casework/case management services, including service eligibility determination, service plan development, service coordination, resource development, advocacy, etc.
133	<b>Direct Care/Program Staff Supervisor:</b> A staff member whose primary responsibility is the supervision of nonprofessional or paraprofessional direct care/program staff in the performance of their programmatic functions or whose duties involve significant responsibility for program operations or logistics. A supervisor in this component may also perform direct client care.
134	<b>Direct Care/Program Staff III:</b> Staff, other than those defined above, requiring a doctoral or Master's degree, specific credentials or licensure, significant experience, or specialized skills, who are responsible for the general daily care of program clients/service recipients or for primary program service delivery. This category may also be used to reflect a bilingually (including American Sign Language) or specialized staff requirements necessary to serve the developmental needs of the client(s) for staff otherwise categorized as Direct Care/Program Staff II.
135	<b>Direct Care/Program Staff II:</b> Staff, other than those defined above, requiring a Bachelor's degree, experience or specific skills, which are responsible for the general daily care of program clients/service recipients or for primary program service delivery. This category may also be used to reflect a bilingually (including American Sign Language) or specialized staff requirements based on the developmental needs of the client(s) for staff otherwise categorized as Direct Care/Program Staff I.
136	<b>Direct Care/Program Staff I:</b> Staff, other than those defined above, who are responsible for the general daily care of program clients/service recipients or for primary program service delivery. This includes relief employees on payroll.
137	<b>Program Secretarial, Clerical Staff:</b> Program secretarial and clerical staff required carrying on direct program clerical activities such as program or client record keeping. Accounting/Billing Staff. Staff assigned not assigned to a program but to duties related to functions of administration and overall direction of the agency are included as part of the Agency and Program Administration & Support component (Component 410).
138	<b>Program Support, Housekeeping, Maintenance, Janitorial, Groundskeeper, Driver, Cook:</b> Program housekeeping,

	maintenance and janitorial staff, ground keepers, drivers or cooks and staff who carry out direct program activities for client health and safety. Staff assigned to administrative facilities and functions is included in the Agency and Program Administration & Support component (Component 410).
139	<b>Direct Care Overtime Expense:</b> Overtime payroll expense paid to exempt and nonexempt employees pursuant to discretionary overtime policies of the organizations, the U.S. Fair Labor Standards Act of 1938 and the Commonwealth's Minimum Fair Wage Law of MGL Chapter 151. Overtime payment represents the total amount of pay furnished for the time worked after the overtime threshold has been exceeded. Overtime pay is composed of strait time (regular fulltime pay for the time worked after the threshold has been exceeded) plus additional compensation furnished to an individual after the overtime time threshold has been exceeded (Time and ½ (or greater) for nonexempt employees working in excess of 40 hours per week). Discretionary overtime policies of the organizations may provide exempt employees with overtime using a threshold that may be greater or lesser than required for nonexempt employees. DPH Narrative: must be >40 hrs and pre-approved by DPH program. \$ should be on this line as to support overtime costs as needed {perhaps % of salary}. <i>OR % can be set up on exact position line and moved into code 139 when overtime is billed dependant on program needs and budget approval from DPH.</i>
140	<b>Shift Differential Salary Expense:</b> Salary expense incurred for providing on call services and working late night and early morning shifts. For instance, a nurse that is employed in a program who works full-time in the first shift may be paid less than the same type of nurse working full-time in the third shift. The nurse working in the second or third shift is paid the same full-time salary but receives an additional incentive payment or differential payment for working the third shift because working the third shift is a hardship. Similarly, the nurses noted above might receive payments in addition to their full-time salary and any overtime paid if the nurse agrees to be on call on days off in case the nurse's service is needed for an emergency. DPH Narrative: difference of the salary is set up in this code, therefore the individual is budgeted under two UFR codes which accurately reports FTE's.
141	<b>Relief Staff Expense:</b> Payments to an individual to provide direct care services to relieve regular employees of their direct care duties on a temporary basis. Individuals providing temporary direct care services may not be an employee of the Contractor employed to provide the same type of employment services as the relief staff services. This expense is related to individuals not considered to be independent Contractors and/or employees of the organization that are not entitled to receive overtime payments for furnishing direct care services to relieve regular employees of their duties on a temporary basis. Employees are generally entitled to receive overtime payments (not relief payments) if they occupy nonexempt positions and management permits them to work in excess of 40 hours a week to furnish employment services. Individuals not employed by the organization are considered independent Contractors if they were paid more than \$600 during the year the services were furnished to the organization. The organization is required to furnish the independent Contractor noted above with an IRS form 1099MISC. See Title 202 for relief staff services furnished on a contracted basis DPH practice is to use code 202
150	<b>Payroll Taxes:</b> Employer's share of FICA, MUICA, Worker's Compensation Insurance, FUTA (in the case of For-Profit Providers) and other payroll taxes paid by the employer on the direct care/program staff listed in category 1 on the budget.
151	<b>Fringe Benefits:</b> Life, health and medical insurance, pension and annuity plan contributions, day care, tuition benefits and all other non-salary/wage benefits received by the direct care/program staff listed in category 1 on the budget as compensation for their personal services.

#### CATEGORY 2: OTHER DIRECT CARE/PROGRAM RESOURCES

(Components 201 - 216): Category 2 includes resources, other than direct care staff/program staff, required to carry out direct client care or support the delivery of other primary program services.

201	<b>Direct Care Program Consultants:</b> Individuals possessing specialized experience or expertise in matters of individual service plan design, program design, program management or operation and who are engaged to provide technical assistance on matters of appropriate client care, program design, etc. DPH Examples: Individuals HH Consulting is not direct care and is not recorded on sub contract form UFR206, funding for hh consulting entered on this UFR line. Another DPH example is Interpreter/Translation Services acceptable on this line so long as it is as needed and not a full time employee of the provider
202	<b>Temporary Help:</b> Individuals, in some cases, possessing specialized skills or expertise in client care and treatment, engaged on an "as needed", "on call", "standby" or "specialist" basis, to provide client care or treatment. This component includes contracted relief staff services furnished by individuals or organizations.
203	<b>Provider Reimbursement/Stipends:</b> Per diem reimbursement to independent individual care givers (not provider agency employees), such as family day care providers, specialized home care providers or foster families, to compensate them for their personal services and/or to defray all or a portion of the costs associated with client care in their homes.
204	<b>Staff Training:</b> Formal instruction to meet professional continuing education requirements, to satisfy program licensure requirements or to enable direct care staff to acquire and maintain acceptable levels of knowledge, skill and proficiency for the routine performance of their assigned functions. (Note that the staff time devoted to training should be included in the calculation of required direct care staff FTEs. Staff tuition/educational benefits paid, as a condition of employment should be included in "Fringe Benefits" Component 151.)
205	<b>Staff Mileage/Travel:</b> Direct care staff travel within the normal scope of the staff members' assigned duties. This category includes use of a staff member's own vehicle, as well as public transportation. DPH: does not cover commuting to and from office, MM3,M03 federal rate per mile is the maximum rate.
206	<b>Subcontracted Direct Care:</b> Client care or other program services which are a primary and integral part of the total program but which are furnished to the program, under contract, by a separate program of another provider. DPH: client services, direct care, Program Services (does not include consulting) Must be supported with completed/signed Sub Contractor Listing Form
207	<b>Meals:</b> Food, cooking materials, and other resources (other than staff compensation) required for the planning, preparation and serving of meals and snacks to clients and, if programmatically necessary, to staff. DPH: meals – Residential programs, recovery homes, support centers, community members
208	<b>Client Transportation:</b> The resources (other than staff compensation) associated with transportation of clients to, from or among program sites as a routine part of program participation. This component shall include Provider owned vehicles (depreciation and finance charges) or leased vehicles, all associated operating, maintenance, insurance and non-owned auto insurance costs, contracted transportation, etc.

209	<b>Incidental Health/Medical Care:</b> The resources (other than staff compensation) associated with providing health/medical care on an as needed or emergency basis (including ambulance services) to clients of a program, which is not primarily intended to address the on-going medical needs of program participants. DPH programs: Family Planning, Early Intervention frequently uses this code
210	<b>Medicine/Pharmacy:</b> The resources (other than staff compensation) associated with on-site inventory and administration of medically necessary prescription pharmaceuticals, patent medicines and medical supplies.
211	<b>Client Personal Allowances:</b> Cash paid to program clients as an incentive to program participation, as part of instruction in money management, to give clients a measure of economic independence, to acquire personal items, or other program purpose. This category includes "indirect" client wages (i.e. "wages" which are not related to the economic value of the client's work product/productivity). DPH: clients only
212	<b>Provision of Material Goods, Services and Benefits:</b> Resources, other than those defined above, associated with provision of material goods or services - such as prosthetic and adaptive devices, nutrition or day care vouchers - to eligible program clients/recipients. DPH: examples WIC vouchers, OHA
213	<b>Data Processing:</b> Resources (other than staff compensation) associated with the collection, analysis and reporting of data as a program and agency administrative support function, including owned (depreciation and finance charges only) or leased computer hardware and software. These resources should be included in the agency and program administrative support component 410 DPH programs utilize code 410 {scanners, computers, software to run a program}
214	<b>Commercial Income Resources:</b> Resources, other than those defined above, such as consumer wages, benefits and taxes, raw materials, production equipment and consumables, freight and transportation, and marketing associated with the use of client labor in the production or assembly of a product or service as a part of the client's program of vocational training/rehabilitation or sheltered employment. Not in use @ DPH utilize code 410 for advertising, recruitments
215	<b>Program Supplies, Materials and Expendable Items of Equipment and Furnishings:</b> Program residential, educational, vocational and recreational supplies and materials and expendable items of equipment and furnishings that are not required to be capitalized and are routinely needed for ongoing direct client care or program service delivery.
216	<b>Program Support:</b> This component is for direct administrative program support that is associated with a single program(s) and <b>NOT</b> allocated across programs as an indirect cost or identified in component title 410 as other professional fees, office equipment depreciation, professional insurance, and working capital interest or in title 390 as leased office equipment and office furnishing used in a program. This component <b>does not include personnel</b> ; all program personnel must be included in components 101 - 138. Program support is for costs separately identified in a POS program contract budget of Attachment 3 on the line titled Program Support. <b>These costs are intended to meet the specialized and/or non-recurring needs of the program, which may include maintenance, and accreditation fees.</b> This component title may not include resources defined as Non-Reimbursable Costs by regulation 808 CMR 1.05 (Effective 2/1/97 808 CMR 1.05), e.g., certain consultant compensation, current expensing of capital budgets, fund-raising etc. <b>DPH usage: maintenance of software for specific programs, marketing and advertising specific to a DPH program, police detail, not interchangeable with code 215. Internet costs associated with running a program</b>

### CATEGORY 3: OCCUPANCY

301	<b>Program Facilities:</b> Owned or leased program facilities and grounds (including rent or mortgage interest and building depreciation). This component may not include the costs of principal or amortization, which is non-reimbursable, costs under 808 CMR 1.00.
390	<b>Facilities Operation, Maintenance, Equipment and Furnishing:</b> This category includes all resources associated with occupancy; furnishing and maintenance of program facilities, including all utilities (other than telephone), contracted housekeeping, laundry, contracted grounds keeping, routine repair and maintenance, leased office equipment and office furnishings and equipment and routine replacement (depreciation and finance charges only) of capitalized program furnishings and equipment, property and general liability insurance, real estate taxes or payments in lieu of taxes, and all other such resources/expenses. This component does not include the cost of employees on the payroll (see 138 - Program Support Housekeeping, Maintenance, Groundskeeper, Janitorial, Driver, and Cook). <b>Capital Purchases recorded in this code with separate EIM budget &amp; a completed Attachment 6, OR depreciation costs of equipment used to support program function i.e.: computers, laptop, telephone systems, office equipment may be allocated within the program budget</b>

**CATEGORY 4: ADMINISTRATIVE SUPPORT**

**410 Agency and Program Administration and Support:** This component is for resources related to administration and support activities that are both directly related to a program (direct costs) and those that are related to the overall direction of the agency. Cost associated with the overall direction of the agency may cross all agency programs and are not directly associated with any one program or a combination of programs but provide indirect benefit to those programs (indirect administration). Costs providing indirect benefit to programs include administrative costs, management and general costs and all resources reasonably necessary for the policy making, management, and administration related to the overall direction of the organization that are separately disclosed in the Statement of Functional Expenses Administration (MNGT. & GEN) column. Indirect administrative costs are also allocated to a program or programs as Admin (M&G) Reporting Center cost on 52E of the Admin (m&g) column of Organization Supplemental Information Schedule A to line 52E of the Program Supplemental Information Schedule B. These indirect Agency Administration costs indirectly benefiting a POS program are included in Attachment 3 of the POS contract budget on the line titled Agency Admin Support Allocation. In addition, this title includes administrative costs directly benefiting a program or programs that are charged to that program or programs as direct costs (ex. program other professional fees, program professional insurance, and program office equipment depreciation and working capital interest). Administrative costs that directly benefit programs are included in Attachment 3 of the POS contract budget on the line titled Other Direct Administrative Costs.

Leased office equipment and office furnishings that are used in a program are disclosed in title 390 Facilities Operation, Maintenance, Equipment and Furnishing and included in Attachment 3 of the POS contract budget on the line titled Other Direct Administrative Costs.

All other administrative costs that directly benefit a program and meet the specialized needs of the program are contained in title 216 Program Support. Title 216 Program Support costs are included in Attachment 3 of the POS contract budget on the line titled Program Support.

Administration and support costs include but are not limited to administrative, clerical and support personnel (use title 137 if clerical and support personnel are assigned to a program), office supplies and materials, leasing or routine replacement (depreciation and financing interest only) of office equipment, telephone, costs related to occupancy of administrative premises, advertising and recruitment, postage, printing and reproduction, administrative and support staff training and travel, officer/director/trustee compensation, parent organization costs, legal, auditing, management consultants and other professional fees, working capital interest, directors and officers insurance, and all other similar or related resources/expenses. The reimbursable price may not include resources defined as Non-Reimbursable Costs by regulation 808 CMR 1.05 (Effective 2\1\97 808 CMR 1.05), e.g., fund-raising or discriminatory benefits. See component title 216 Program Support for related activity.

**DPH supports programs budgeting funds within the best appropriate ufr code.**

**CATEGORY 5:**

**510 Not in Use at DPH** (DPH only uses cost reimbursement budgets, line 510 is not appropriate).

COMMONWEALTH OF MASSACHUSETTS

BARNSTABLE, SS.

At a regular meeting of the Barnstable County Board of Regional Commissioners, in the Commissioners' Conference Room, in the Superior Courthouse, on the twenty-second of January, A.D. 2020, motion by Commissioner Beaty to authorize the execution of an amendment to an agreement, for a grant from the Massachusetts Executive Office of Health and Human Services, Department of Public Health to the County Human Services Department, executed July 1, 2015, in the amount of \$500,000.00, for Substance Abuse Prevention Programs, for a period through June 30, 2020, to increase the grant funding amount by \$300,000.00 and extend the period of performance through June 30, 2022, as presented, 2nd by Commissioner Flynn, approved 3-0-0

Ronald Bergstrom, Chair:             Y    
Mary Pat Flynn, Vice-Chair:         Y    
Ronald R. Beaty, Commissioner:     Y  

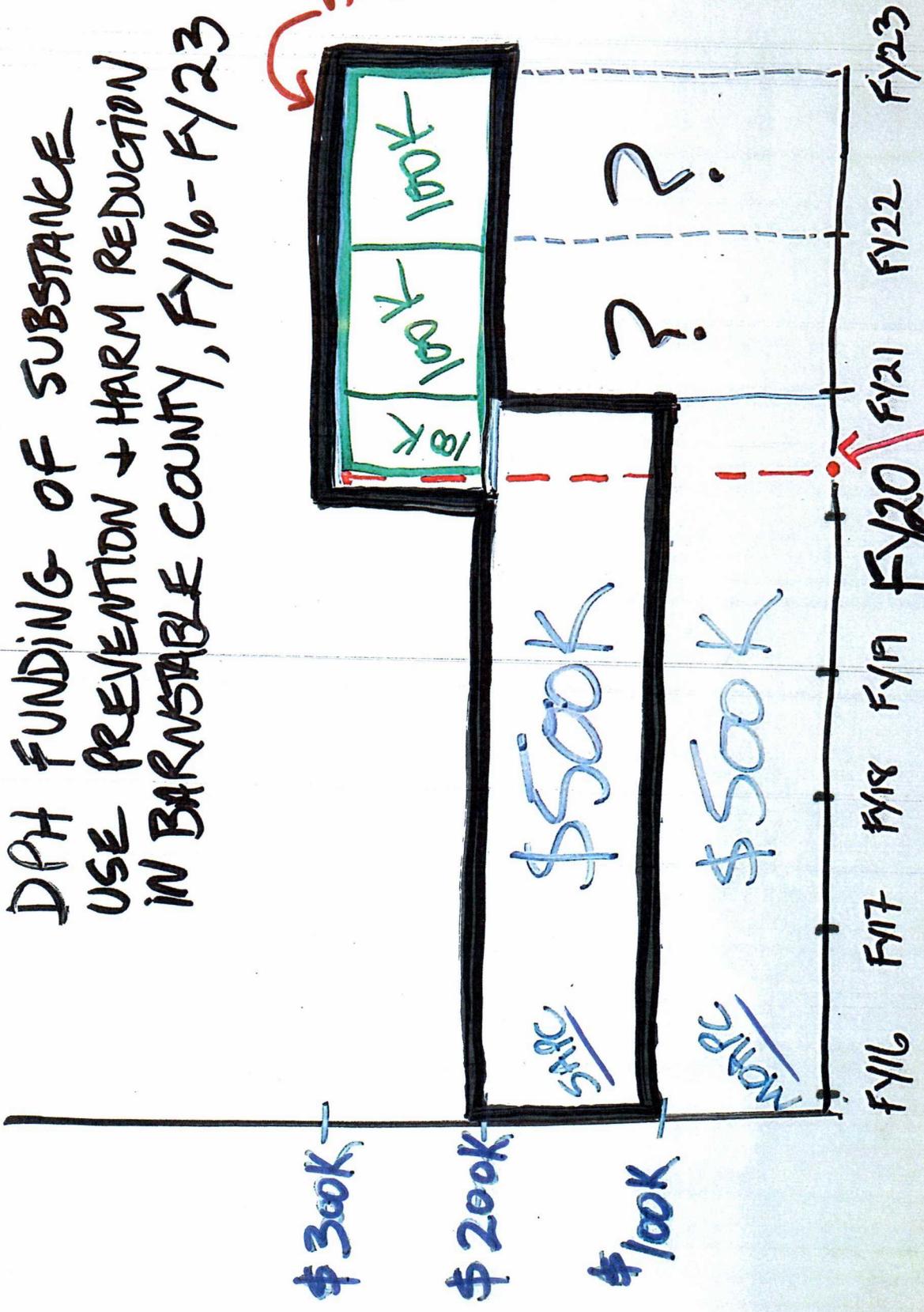
A true copy, attest, January 22, 2020

  
Janice O'Connell, Regional Clerk



# DPH FUNDING OF SUBSTANCE USE PREVENTION + HARM REDUCTION IN BARNSTABLE COUNTY, FY16 - FY23

SAPC CONTRACT IS BEING EXTENDED



WE ARE HERE

# AGENDA ITEM 9b

Authorizing the award of a contract to American Fire Training Systems, for a Fire Training Academy Prop (Mobile), for a total cost of \$374,000.00

# COUNTY OF BARNSTABLE

## PURCHASING

### DEPARTMENT OF FINANCE

SUPERIOR COURT HOUSE

P.O. BOX 427

BARNSTABLE, MASSACHUSETTS 02630

Phone: (508) 375-6637

Fax: (508) 362-4136

Email:

[jennifer.frates@barnstablecounty.org](mailto:jennifer.frates@barnstablecounty.org)

**Jennifer Frates**  
Chief Procurement Officer

January 15, 2020

### MEMORANDUM

**TO:** County Commissioners

**FROM:** Jennifer Frates, Chief Procurement Officer

**RE:** Notice of Bid Award - #7897 Fire Training Academy Prop (Mobile)

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Barnstable County issued an Invitation for Bid for Fire Training Academy Prop (Mobile). Three bids were received from the following:

Fire Training Structures	\$259,971.00
American Fire Training Systems	\$374,000.00
Alpine Metal Tech	\$425,500.00

After evaluating the proposals the low bidder was deemed non-responsive for not meeting the specifications in the IFB for the following reasons:

- 1) The low bid did not include a retractable catwalk around the mobile fire trainer. The proposal only showed removable stairs leading up to the doors. The retractable catwalk is a key aspect of the unit.
- 2) The low bid proposed to build the mobile trainer using a refurbished chassis. This is a potential safety and warranty concern.
- 3) The low bid did not include on board propane storage. The proposal suggested portable "hand cart" for propane storage that would be hooked up to the unit each time it was used. This presents serious logistical challenges.
- 4) No onboard generator was proposed. This presents logistical challenges.
- 5) The optional generator was not a matching fuel type (gasoline vs. diesel) which presents logistical challenges.

The second low bidder did include a proposal that met our specifications therefore they are the responsive, responsible bidder offering the lowest price.

Please vote to award Bid #7897 Fire Training Academy Prop (Mobile) to American Fire Training Systems for a total cost of \$374,000.

Thank you.

# AGENDA ITEM 9c

Authorizing the execution of Certificates for Dissolving Septic  
Betterments

# AGENDA ITEM 9c

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](http://www.barnstablecountysepticloan.org)

**MEMORANDUM**

**DATE:** January 17, 2020  
**TO:** Board of Regional Commissioners  
**FROM:** Community Septic Management Loan Program  
**SUBJECT:** Certificates for Dissolving Septic Betterments

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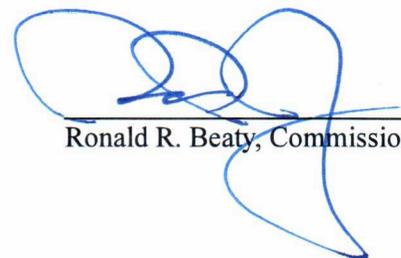
Please execute Certificates for Dissolving Septic Betterments certifying that the betterment assessments upon the hereinafter described parcels of real estate in the Notices of Betterment Assessment recorded in Barnstable County Registry of Deeds or Barnstable Registry District of the Land Court as listed 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

  
Mary Pat Flynn, Vice-Chair

  
Ronald R. Beaty, Commissioner

01/22/20  
Date

# CERTIFICATES FOR DISOLVING SEPTIC BETTERMENTS FOR 01 /22 /20

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
1332688	1331094 Lot 95 Plan 19724-N	214223	X	X	X	X	David A. Nadeau Trustee, Judith L. Nadeau Irrevocable Trust u/d/t dated September 12, 2017	Assessors Map 20 Parcel 1 7 Rachel Road West Yarmouth (Yarmouth)
1341305	1003656 Lot 115 Plan 31473-D Sh 6	176932	X	X	X	X	Christopher Maloney Heather Maloney	Assessors Map 7 Parcel 133 14 Pickereel Way Sandwich
1354340	1340518 Lot 32 Plan 32445-B Sh 2	215430	X	X	X	X	Louise Betts David Betts	Assessors Map 60 Parcel 13 36 Hinkle Lane Orleans
X	X	X	25894	261	23307	265	Todd C. Summers Trustee, TCS Realty Trust u/d/t dated 12/10/08	Assessors Map 73 Parcel 127 15 Center Street Dennis Port (Dennis)
X	X	X	29186	257	12691	317	Edward M. Prindle	Assessors Map 22 Parcel 139 448 Cotuit Road Mashpee
X	X	X	32538	136	7554	148	Scott W. Maclachlan Judith A. Maclachlan	Assessors Map 88 Parcel R45-0 7 Nickerson Road Harwich

COMMONWEALTH OF MASSACHUSETTS

BARNSTABLE, SS.

At a regular meeting of the Barnstable County Board of Regional Commissioners, in the Commissioners' Conference Room, in the Superior Courthouse, on the eighth day of January, A.D. 2020, 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

Ronald Bergstrom, Chair:	<u>Y</u>
Mary Pat Flynn, Vice-Chair:	<u>Y</u>
Ronald R. Beaty, Commissioner:	<u>Y</u>

A true copy, attest, January 22, 2020

  
Janice O'Connell, Regional Clerk

