

**CAPE COD REGIONAL GOVERNMENT - ASSEMBLY OF DELEGATES**  
**Barnstable County Complex @ 4:00 PM**  
**Eastwing Conference Center**  
**3195 Main Street, Route 6A**  
**Barnstable, MA 02630**

**APPROVED Journal of Proceedings - February 5, 2020**

**Call to Order**

Speaker MCAULIFFE: Good afternoon. This is the Assembly of Delegates of the Cape Cod Regional Government. It's Wednesday, February 5<sup>th</sup>, 2020, at 4 p.m. We are in the East Wing Conference Center at the Barnstable County Complex.

I would like to start with a moment of silence to honor our troops who have died in service to our country and all those serving our country in the Armed Forces.

(Moment of silence.)

Speaker MCAULIFFE: Thank you.

Please rise for the Pledge of Allegiance.

(Pledge of Allegiance.)

Speaker MCAULIFFE: Thank you. Is there anyone recording the meeting who is not our regular recorder? Thank you.

We are going old school today. Our usual IT person is away as is his backup. So we will be -- the microphones work but we will be doing our vote tallies through the Clerk, and we will have a PowerPoint on our screens, but we won't have the agenda and the other things that we usually have projected.

Speaker MCAULIFFE: Will the Clerk please call the roll?

**Roll Call Attendance**

**Present (66.30%):** Mary Chaffee (4.55% - Brewster), J. Terence Gallagher (2.30% - Eastham), Elizabeth Harder (5.67% - Harwich), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02%-Yarmouth), Susan Moran (14.61% - Falmouth), John Ohman (6.58% - Dennis), Randi Potash (2.84% - Chatham), Linda Zuern (9.15% - Bourne).

**Arrived Late (30.14%):** Thomas O'Hara (6.49% - Mashpee – arrived @ 4:10 p.m. with remote participation due to medical), Christopher Kanaga (2.73% - Orleans - arrived @ 4:20 p.m.), Patrick Princi (20.92% - Barnstable – arrived @ 4:30 p.m.).

**Absent (3.56%):** Lilli-Ann Green - (1.27% - Wellfleet), Deborah McCutcheon (0.93% - Truro), Brian O'Malley (1.36% - Provincetown).

**Clerk O'CONNELL: Madam Speaker, you have a quorum with 66.30 percent of the Delegates present; 33.70 percent are absent, and there are nine Delegates present.**

Speaker MCAULIFFE: Thank you.

**Approval of the Calendar of Business**

Speaker MCAULIFFE: I'll take a motion to approve the Calendar of Business.

**Deputy Speaker MORAN: So moved.**

**Delegate POTASH: Second.**

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

**Approval of the Journal of Proceedings**

Speaker MCAULIFFE: And I'll take a motion to approve the Journal of January 15th, 2020.

**Delegate POTASH: So moved.**

**Delegate CHAFFEE: Second.**

**Speaker MCAULIFFE:** Any discussion, any changes? All those in favor? Aye. Any opposed? Abstentions? **It passes unanimously thank you.**

**Summary of Communications from the Board of Regional Commissioners**

- **Commissioner Bergstrom reported on the three board meetings consisting largely of FY21 proposed department budgets under review**
- **Commissioners submitted a proposed ordinance for Lab Fee Increases and FY21 Proposed Ordinances for County, Cape Cod Commission, and Dredge Operating Budgets**
- **PowerPoint overview of FY21 Proposed Budgets provided by Finance Director**
- **FY21 County Operating budget as proposed by Commissioners represents a 2.4% increase over FY20**
- **Dredge funding approved by the Commissioners for the remainder of FY20 that will address either hiring the services of a contracted manager or a hiring a county department manager**
- **Assistant Administrator answered questions and updated the delegates regarding the status of the Dredge's consulting contract, plans and schedule going forward**

Speaker MCAULIFFE: Next are communications and updates from the Board of Regional Commissioners. This also includes submission and presentation overview from the County Administrator and Finance Director. And I believe we have the Ordinances for the Operating Budget, the Cape Cod Commission Operating Budget, and the Dredge Operating Budget coming in.

Commissioner RONALD BERGSTROM: Okay. Good afternoon. It's been a while, hasn't it? I think the last time you met was --

Speaker MCAULIFFE: January 15<sup>th</sup>.

Commissioner RONALD BERGSTROM: -- was on the 15th of January and here we are weeks later. The Commissioners, on the other hand, have been busy. We've had several meetings since we last saw you, and I'll go through them one by one, but a lot of it has to do with the budget presentation, which you're going to be getting in detail anyway, so I'm not going to go over what they told us because they're going to tell you the same thing very shortly so.

So we have a meeting of the 22<sup>nd</sup>. We went over several of the sections of the budget. We went over the Cooperative Extension. We went of the Barnstable County Fire Rescue Training Academy, the County Dredge, the Cape Cod Commission, the

Registry of Deeds. There were slight changes and several of the departments were slightly above last year and several were slightly below. So we questioned them on the effects of the Early Retirement.

But the budget itself, as you're going to find out from the County Treasurer is about 2.4 percent above what it was last year. Originally, as it was proposed to us on the 22<sup>nd</sup>, it was going to be 3 percent but then they adjusted that because of some appropriations that were made -- Supplemental Appropriations that were made that they took off the books. So that's what we're looking at 2.4 percent above what it was last year.

The Registry of Deeds gave us the usual, you know, optimistic look but pretty much they think it's going to be consistent with what we've been getting all along. So, of course, that's just a guess. But it doesn't look like we're going to get a downturn anytime soon. So let's hope the Registry revenues remain consistent.

We sent a letter to the United States Coast Guard to reconsider the permanent disestablishment of the Chatham Beach Lighted Whistle Buoy. You got that so you know what that's all about.

We also have the continuing saga of the \$274,000 for a mobile fire training system. We approved sending out the RFP; then we approved accepting the RFP; then we approved signing the contract, and I think today we approved something else. So I think that's the last time we're going to see it. Okay. And that was about it for that date.

On the 29<sup>th</sup>, we had a presentation regarding the Cape & Islands Regional Network on Homelessness. We had the Operating Budget come before us, which is going to come before us today, and I'll let Elizabeth give you the breakdown on that, but the number is -- the magic number is \$20,594,545, which, as I said, represents about a 2.4 increase over the previous year's budget.

And I should say at this point some of you who have been involved in municipal finance know that if you had -- if this had been several years ago and you increased the budget by 2.4 percent, that would mean you'd actually have to have layoffs or reductions in services because the mandatory increases in things like healthcare were such that it far exceeded the ability to raise revenues by 2.4 percent.

Fortunately, knock on wood, I don't know if this is wood, but knock on wood that hasn't been the case. The healthcare increases are projected to be relatively modest. So we're going to maintain pretty much the same level of services with a few changes, additions, and subtractions that we did in the previous -- in this current fiscal year.

So then we moved on to the -- I think we did the Capital Budget. But we also looked at the Dredge Enterprise Fund, and a decision was made by the Commissioners after some discussion with the Assistant Administrator and the Administrator that we would put off a decision on that until today because there were some changes in the works that we wanted to make sure of. Okay.

Let me see if there's anything else here; made a couple of appointments. Once again, we author -- once we had the staff draw up that letter to the Coast Guard, we signed it on the 29<sup>th</sup> and submitted it.

We approved a grounds request by the Cape Cod Doxie Day Committee to utilize the Barnstable County Superior Courthouse for an event on September 26<sup>th</sup>, 2020. Don't ask me what the Doxie Day people were. I knew when they asked --

Delegate CHAFFEE: Its dachshunds. It's a dachshunds' festival.

Commissioner RONALD BERGSTROM: A dachshund festival. Well, I've had a couple dachshunds but -- okay. Maybe that's a conflict of interest if I had a dachshund and I agreed to the festival.

All right. Doxie day, okay.

We also accepted a grant -- an amendment to a grant for the Health and Human Services through the County Human Services Department to the Housing Assistance Corporation in the amount of \$38,504 to provide Homeless Youth Program Services for a period from July 1<sup>st</sup>, 2019, through June 30<sup>th</sup>, 2020. I bring that up -- it's not a big amount but it's a service that we provide that I think is very important. And Beth Albert really gave us an extensive overview of what that is.

And we discharged a mortgage and that was the 29th. Today --

**Speaker MCAULIFFE: Is that you, Tom O'Hara?**

**Delegate O'HARA: It is.**

**Speaker MCAULIFFE: Okay. We're just listening to Commissioner Bergstrom give a report from today.**

**And you're calling in due to --**

**Delegate O'HARA: I guess it would be medical.**

**Speaker MCAULIFFE: Okay.**

Commissioner RON BERGSTROM: Okay. We're on the 5<sup>th</sup>. Okay. We then revisited the Operating Budget for the Dredge Enterprise Fund. I'll give you a quick overview because, once again, you're probably going to have a chance to discuss this with Steve and Jack, but the decision was made to transition to a complete management entity by contract with the current contractor who I think it's Foth. So that they will be taking upon additional responsibilities from now until the beginning of Fiscal Year 2021. There's \$160,000 in there?

To continue that contract, but the contract is not renewable -- the contract will be renewable in May, and there was some discussion about having an actual department head in place during the current fiscal year. And those discussions are still ongoing, but as it stands now, it seems like the pool of qualified people is pretty limited, but we'll readdress that as time goes on. So, we approved that budget as it stands with \$160,000 additional for either contract services or for a manger.

Okay. We did a bunch of extensions of performance for several contracts we have because the money that's coming in that supports those contracts from the federal and state government was late in coming. So because the agreement had a period of performance to it, we routinely have to extend that period of performance and to correspond to the time, but we have -- we actually have the funds to perform. Okay. And we did that several case -- and then that is pretty much it.

At some point we also approved the Capital Budget. I must have skipped over that but you're going to get that today. And we looked at increases in the fees, as part of the County Lab, fee increases which we have to vote on and which you also have to vote on.

Speaker MCAULIFFE: So where is that? Have you discussed and voted that then? Is it coming to --

Commissioner RONALD BERGSTROM: Yes.

Speaker MCAULIFFE: So it's coming to us.

Commissioner RONALD BERGSTROM: Well, it's coming to you.

Proposed Ordinances.

Clerk O'CONNELL: So there are four of them here today coming forward.

Commissioner RONALD BERGSTROM: There's four of them there. There's the Operating Budget, the Capital Budget, the Dredge Enterprise Fund, and the Fee Increases for the Lab. They're all there. Congratulations.

Speaker MCAULIFFE: Thank you. Okay. Any questions on the Commissioners' part of the report at this point?

Yes, Delegate Zuern.

Delegate ZUERN: Madam Speaker, I just have a question about the Coast Guard. You sent a letter to the Coast Guard.

Commissioner RONALD BERGSTROM: Yes.

Delegate ZUERN: Did they tell you why they're taking the buoy out because I was doing some research online about that?

Commissioner RONALD BERGSTROM: We didn't directly communicate with the Coast Guard. We pretty much piggybacked on some letters coming from the local community, local towns and fishermen's organizations. I don't want to speculate but I think it's just a problem of maintenance and keeping the buoy on station which is an issue. And now that the tides are moving around and there's a lot of wind. You know, sometimes everybody's for this and it's not an issue with me, I'm going to go, you know, if the Town of Chatham and the Town of Bourne and the Town of Truro want this and they approve of it, and I have several different organizations, maritime organizations that feel that that buoy should stay in place, we simply agree. You know, we went along with that. So, that's what the story is, Linda.

Speaker MCAULIFFE: And we have a resolution later on --

Delegate ZUERN: Right.

Speaker MCAULIFFE: -- in the meeting if you had some input for that then.

Delegate ZUERN: Okay.

Speaker MCAULIFFE: Yes, Delegate Killion.

Delegate KILLION: Thank you, Madam Speaker. Good afternoon, Commissioner. Did I hear you say you were extending the contract for the consultant for the Dredge, is that what you said, through the end of the fiscal year?

Commissioner RONALD BERGSTROM: We have appropriated the money for the extension of the contract. But the contract itself doesn't expire until May. So we have until May to actually authorize the extension of the contract should we do that. In other words, it will be a decision made by the Commissioners.

Delegate KILLION: Have the duties of this consultant changed at all since the original RFP?

Commissioner RONALD BERGSTROM: Yes, and they're taking on a wider range of responsibilities. They're going to be doing a lot of permitting. They're doing communications with the towns. They're also going to do at some point, I don't know if it's projected into the next year or partially into this year, that they are going to do an overall business plan for the Dredge. We're talking about potential income as opposed to expenses. We're talking about the actual price that we charge for the dredging, you know, per unit of sand, however.

So, yes, we anticipate them in two roles. One is to look at the entire program and

see what works and what doesn't and do a financial breakdown. But in the short-term, they're also going to be responsible for the operation of the Dredge, you know, in a way they're going to be in charge. This is what I get from Jack.

Okay. So we're, I don't know how to say it, seguing into a different overall administrative structure with them.

Delegate KILLION: So you're anticipating this consultant to review the existing process we have in place and make recommendations to improve it?

Commissioner RONALD BERGSTROM: Yes.

Delegate KILLION: So do you expect that to take place over a certain amount of time? Are there going to be benchmarks that need to be met? Are there going to be reports that are put forward or will there be votes taken? How is this going to be handled?

Commissioner RONALD BERGSTROM: Well, that discussion just took place within the last few days. I haven't seen the actual additions to the contracts so I can't tell you chapter and verse exactly what -- I'm just getting a word-of-mouth and I don't know, have we written anything up?

ASST. ADMINISTRATOR STEVE TEBO: No.

Commissioner RONALD BERGSTROM: No, we haven't written anything up but that's going to come?

Asst. Administrator STEVE TEBO: We're in the process of doing the procurement.

Commissioner RONALD BERGSTROM: Okay. And so that's where we are right now. I think the push to do this just arose within, you know, obviously, there's been issues for months, but the final push that we had to move in this direction just came within the last few weeks, you know, since the breakdown of the pump and so on.

So we had to step back. We had to look at it. We had this contract with Foth and we decided that we had to change how the whole program was, well, not change it. We had to look at the entire program, how it was administered, who was responsible for what, and get some feedback from them as to not only in the short-term but in the long-term over the next year or so the entire financial and administrative structure of the Dredge. That's where I am.

Delegate KILLION: Do you anticipate that you'll have all the details that you'll be utilizing going forward by the end of this month?

Commissioner RONALD BERGSTROM: Well, I don't know that. I wasn't personally involved. Why don't you get up here, Steve. When did you have this discussion?

Asst. Administrator STEVE TEBO: Yesterday.

Commissioner RONALD BERGSTROM: Yesterday, okay.

Asst. Administrator STEVE TEBO: So as far as we're going to -- working with Jennifer, the new Procurement Officer for the County, begin working with her on extending the contract --

Speaker MCAULIFFE: Why don't you use the microphone. You're speaking quickly and it's difficult to hear.

Asst. Administrator STEVE TEBO: Sorry about that. I'll slow down talking too. So we're working with Jennifer, the Chief Procurement Officer, to make sure that we follow within the guidelines of the original contract that was awarded to Foth for the

management of the Dredge. They originally came in almost as a triage and were looking at just deficiencies right away to get the program up and running for this season.

Now that our time-of-year restrictions are getting further out, we had original time-of-year restrictions of January 15<sup>th</sup>. The second one's extended to January 31<sup>st</sup>. After kind of the initial push, now we have the time to really focus in on the inefficiencies of the Dredge and that's going to be incorporated into the new amendment within their contract. We anticipate having that within the next maybe two weeks and we can share that with you once we create that formula.

Delegate KILLION: So what would be the earliest that you would anticipate getting back some solid feedback about changes that can be implemented?

Asst. Administrator STEVE TEBO: I would say towards the end of this season, probably April/May would be a realistic expectation of that. They have a good working knowledge of what the Dredge is currently doing, but they also have the insight of -- they've been assigned to talk to the towns about the permits and the extended permits for the next five years. A lot of towns are going to the comprehensive permits which some go out 10 years, some go out 5 years, some are coming up.

So they have kind of a better prediction of what the trending Dredge projects are going to be for the next five years. So it's going to be a bigger look ahead to see what the business plan looks like going forward.

Delegate KILLION: So to my original question, do you anticipate that this month you will have a solid plan with this consultant going forward and scope of services?

Asst. Administrator STEVE TEBO: Yes, a solid scope of work within the services amendment for their current contract, yes.

Delegate KILLION: And you'll get that to us when that's available?

Asst. Administrator STEVE TEBO: Yes, sir.

Delegate KILLION: Thank you.

Asst. Administrator STEVE TEBO: Yes.

Speaker MCAULIFFE: Don't go anywhere. Last time we had a report on the Dredge, we were told that the booster pump had failed and it was going to be repaired. I've since heard that they're considering replacing it. It's a different price point. I guess it was a conversation with the Chatham Selectmen that it was going to be replaced.

Can you just give us a current status on how many dredges are running and what's going on with the booster pump?

Asst. Administrator STEVE TEBO: Yes. So currently we have three dredges operational. The booster pump is not operational and that is going to be taken off the barge. Right now it's in Barnstable. It's going to be pushed to the shoreline, lifted off with a crane, and shipped off to the manufacturer to be rebuilt.

Speaker MCAULIFFE: Okay.

Asst. Administrator STEVE TEBO: That was the most cost-effective way to do it. That being said, they won't know with a hundred percent certainty that they can rebuild it until they actually break the casing apart. There's no signs on the outside of it that there should be any reason why they can't rebuild it, but you never know until you open it up.

Speaker MCAULIFFE: Okay. Great. Thank you.

Commissioner RONALD BERGSTROM: I'm going to supplement that answer with the question that was before you a few weeks ago is whether we're going to rebuild it

or we're going to buy a new one. It's possible we'll do both. It's possible that we will, obviously, we're in the process of rebuilding this, but going forward in the future it seems like there's a lot of beach nourishment projects going on with coastal erosion, public beaches and so on. I know in Chatham -- I know it's the case in Cape Cod Bay.

So I think there was some question a few weeks ago whether we should be in the booster pump business but I think that issue has come to full around so that we are anticipating that we're going to need it, and we're going to have to plan not just for this next season and the season after that coming up because if you're in Sandwich, the beaches in Sandwich, the beaches in Eastham, the beaches in Chatham all need sand renourishment, and so we're the ones to go to.

Speaker MCAULIFFE: Great. Thank you. Anyone else? Yes, Delegate Potash.

Delegate POTASH: Yes. Thank you. I listened to your meeting this morning and I heard you talking about the possibility of a Dredge Manager. And that there's not a lot of candidates nearby. But, for example, in Wellfleet, not too long ago, they had posted all around the country for a firefighter, you know, the Fire Captain, and somebody came from California and took that job.

So why can't you advertise everywhere because somebody might want to relocate to Cape Cod and be your Dredge Manager?

Commissioner RONALD BERGSTROM: Yes, just let me say, I had discussions with Steve and Jack on that, and if you followed the meeting you understand that. There were two reasons given. One was the pool of qualified applicants is limited.

The other reason was is if we're going to do a complete overview, operational and financial overview, of the program, we would wait until that was finished before we brought someone in. I'm not completely with that, you know. I think it's still -- I'm holding -- I'm a hold out, let's say, and since we have a contract with Foss (phonetic) going until May, there's time now to think -- to rethink that, but I mean this is what's -- what you're appropriating now is the money, okay, 160,000. What that's used for is not set in stone. In other words, once the money's appropriated, it can be used for any period. But I'll let Steve give -- say an explanation.

Asst. Administrator STEVE TEBO: Yes, I kind of echo all that, and that's part of the Foth's new amendment to their contract is going to be looking at both the booster pump like is it feasible for the County to continue doing a booster pump or is it something that we put onto each individual town. And as we develop that program with Foth, I think it's going to really kind of dictate what we need for a director too for the Dredge operation itself. From going just a straight line hydraulic pump to a booster pump, believe it or not, it's a pretty different field. It would be like doctor -- like a foot doctor working on eyes. So we need to kind of develop the focus of where we're going and then centralize what the job description looks like going forward to recruit a new person around the direction of the Dredge.

Speaker MCAULIFFE: Okay. Thank you. Anyone else?

Yes, Delegate Harder.

Delegate HARDER: Thank you. This consulting company, are they the kind of consulting company whose focus is cutting costs wherever they can or are they the kind of consulting company that wants to make sure the Dredge works to its optimum level; do you know what I mean?

Commissioner RONALD BERGSTROM: Well, that depends on the scope of services we give them, and we're -- I don't think that -- I don't think that we're looking at cutting costs. I think what we're asking for them to do is to see how this program will work. And there's a possibility that we -- and I think a probability -- that we're going to increase fees.

So what we want to do is how do we meet the needs of the towns? How do we meet the needs efficiently and we make sure that the equipment is up and running? We make sure the permits are in place. We make sure we have the crews to operate them.

So once we know what that's going to cost, we can look at the financials. But the financials don't come first. First comes the operation and then we'll decide what it costs and what kind of revenue we have to raise to make it work.

They'll probably do a projection. I mean, obviously, you could do it on the back of an envelope in your head, if we're going to pump this much sand; if we're going to do this many projects, what's it going to cost, and we can translate that into how much per cubic yard, for instance, of sand we move. I mean it's complicated because there's different rates, like Steve will tell you, for a booster and different rates.

But, first, this is the most valuable service -- one of the most valuable services that the County provides. As I've said before, if you go into some place, let's say Sesuit Harbor, and you -- and it cost -- they pay us half a million dollars to -- that's probably a lot -- but to pump out their harbor, and it would cost them a million two if they went to a commercial dredge. The value of the Barnstable County to them is \$700,000.

They can see that right away in dollars and cents and we want to make sure that -- and they know that. So even though we've had problems, everyone I've talked to said we want you to get this program right because we need it. It's a valuable program and it's going to become more valuable as time goes on. And so that's really what I'm -- I and the other Commissioners and I'm sure Steve and Jack are looking at.

And it's not easy because it's a complicated program. We lost two valuable people. We lost Wayne, who ran the program for many years; we lost Steve Bradbury who was the mechanic and maintained the equipment. We lost them within a short time. They've been very difficult to replace. The guy who's running it now is Jason Bevis.

Jason Bevis and the guys on the dredge are terrific. They've been working weekends. They've been working around some bad weather. So we feel that the dredge operation, if you give them the right equipment and you give them the right support, it's going to work. We have to make sure that it's administered properly, that we know we have someone making sure those permits are in place.

Right now, the towns do their own permitting, but we have to know when we get there that the permits are in place and that we can start the dredging and where we have, you know, you have a permit to dig the sand from one place and you have another permit to put it in another. So it's complicated. I truly believe we need a person who's going to be in charge. And if that person is temporarily a consulting firm before we can -- before we feel we're in a position where we can hire somebody, well then so be it. But I'm determined that we're going to straighten out this program one way or another.

Speaker MCAULIFFE: Okay. Thank you, very much.

Commissioner RON BERGSTROM: I've exhausted you all? Okay.

Speaker MCAULIFFE: Well, we're just beginning.

**FY21 Proposed Budget Presentation PowerPoint**

Speaker MCAULIFFE: We have the Director of Finance for the Proposed Ordinances for the Operating Budget, Cape Cod Commission Operating Budget, and Dredge Operating Budget. Welcome.

Finance Director ELIZABETH BRACCIA: Thank you. Is this on? Okay. Good evening, everybody. Thank you for allowing me to come in and present the budget for Fiscal Year 2021. This is my first budget season with the County of Barnstable.

I come from a city/town background, so I kind of crafted it after how we do a lot of things in a town. It still fits the county's imprint, if you will.

Worked with all the departments this year; it's the first time they've done this, and our software you can actually add detail for every line item in your budget. I had them each go in and they took a real hard look at all of their budget lines, and they found that they didn't realize they were spending so much on certain things and maybe didn't have enough in there for other things, and they detailed out. It was a really good exercise for everyone.

I found even on the finance budget I found a line; I'm like we haven't bought anything out of this line in three years. I think we can eliminate it. And it was a really good exercise, so that is my -- with that beginning, I'll move on.

I'm going to jump into the Revenues because that's what drives what we can spend is what we can bring in. So our budget process starts with estimating our Revenues. And throughout the year, we check to make sure we're bringing in what we need. If at some point we realize that our Revenues are not going to meet what we estimate, we have to make adjustments with our spending. I don't know that we've, you know, not having been here being the first time I'm here, I will start doing that. This is that time of the year where we start looking at it and saying, all right, we're not going to meet where we need to be for whatever our big sources are, and we'll make those adjustments as we need to.

Many of the Revenue sources have formulas and rates that cannot be changed by the County. That is the Tax Assessment to each town. We're limited, as you know, Prop 2-1/2 for the towns for raising taxes. We have the same limitation of 2.5 percent increase annually.

We also, the Excise Taxes, it's a set rate. Fines are a set rate. The only thing we do have any control over are our Lab fees and I know that we just increased those a little bit and other departmental fees.

This is just a snapshot of what sources we have. We have five primary sources. We have the County Tax Assessment, the County Excise Taxes, the Registry of Deeds Business Revenues, Departmental Revenues, and Court Rentals.

As you can see from the charts that the biggest percentage of the Revenues we get in are from the Registry of Deeds and the Tax Assessment from the towns. The rest is broken out among those smaller groups. I have it shown two different ways; you can see the dollar amounts and the other one is by percentage.

I'm just going to quickly say something about Court Rentals. Court Rentals are kind of a misnomer. It is a combination of the space that they have and in any kind of maintenance and equipment repairs, things like that; we get a percentage back based on building. It's broken out each building has a different percentage based on what portion of

those buildings we occupy as well.

So just a little bit about our past performance in Revenues; it's a best practice to try to estimate your revenues pretty conservatively. You don't want to come with a shortfall. And if you look at historically, we had our expenses exceed revenues for several years and that started to turn around in 2015 where we're in a better position where our revenues are coming in above our expenses. It allows you to build up some reserves which is, you know, a healthy place to have reserves.

We also, I show in a second chart here, that shows that we estimated Revenues and we had a shortfall six out of ten years, the past 10 years; we did not meet the estimated revenues. That turned around in 2017, you can see where we had three years where we did exceed our estimate, and I expect we shall do that in 2020 as well. So we continue that same philosophy when we estimated the Revenues for '21.

So the budget overview; it's an instrument that we use to present a comprehensive financial program to the appropriate body, the appropriating body being the Commission and the Assembly. The legalistic view of the budget is a plan of financial operation embodying an estimate of proposed expenditures for a given period of time and a proposed means of financing them.

In a more general sense, budgets regarded as devised to aid management to operate an organization. More effectively, in a general sense, budgets are the financial expression of plans prepared by our managers for operating an organization during a time period and for changing its physical facilities and its capital structure.

The budget establishes a plan and legal appropriations to allow the County to operate during the fiscal year. The budget provides specific direction to the departments and agencies for management of resources. It also provides broad goals related to the County's overall financial position and identifies business decisions required to keep the County financially viable and strong. It is developed using all available financial and planning reviews, including the five-year rolling Capital Plan Program.

I'd like to also say here that, you know, being that it's my first year, this exercise that I did to go back and look at 10 years of the County's historic budgets revenues was very helpful for me in developing the budget and working with the departments to develop the budget. And, hopefully, now that I have that, it will be very easy to maintain going forward because I'm only updating one to two years at a time.

So here's the big thing, the "Budget Overview." Here we go. Our Barnstable County '21 -- 2021 Budget of 20,595,454 is an overall increase of 2.4 percent or \$500,228 over FY20 and was crafted around the following things:

Personnel wage increase, it's a 2 percent COLA and 3 percent steps. That overall increase across all wages, and this is the General Fund Budget we're talking about right now, was \$53,431.

The Health Insurance increase of 8 percent shows an overall increase of \$21,455 over the previous years because we had a lot of people come off of it because of the Early Retirement.

Now, I know you all got news and it's really good news that they just voted a 0 percent increase. That's two years in a row of a 0 percent increase on Health Insurance. Now we all know that we probably won't be able to sustain a 0 percent increase year after year after year but it is great that we've got it two years in a row. The management there

recommended we don't cut back our budget because we might have increases in the future. It would help us to build a reserve to pay for those increases in the future or any open enrollment changes, employment changes where somebody may leave and somebody new comes in and gets on health insurance. So I'm just giving you that information.

And then there's the Early Retirement of 2019. As we all know had an annual assessment of \$187,700 that's affecting the General Fund budget. That is to be paid annually for 10 years. It has been split out in the budget under each department with a special line item so it's very transparent that that's what that is under those departments. That was how I was advised to do it and so I broke it out that way.

The Sheriff's Retirement Assessment increase of 6 percent, \$101,000. We have met with legislation in Boston. We're hoping to get legislation passed so that that liability will be moved over to the state but that's not guaranteed. We gave them numbers on that. I am happy to send anybody the numbers I presented to them if they want to see it. We're still waiting to hear on that. But, for now, we have to budget for it and have that expectation it's going to be in our budget for next year.

The other thing is Short Term Debt pay down. I have an increase of \$97,877. So we can borrow short-term for 10 years but after two years you have to start paying down a percentage of it, and that percentage is the amount that you would, if you amortize it over 10 years, that would be the dollar amount you have to pay down each year. There were some small ones that were out there, paid down -- little amounts were paid down on them, and I was cleaning them up because we have some new ones that might be coming up. And I said, well, it's probably smart to get some of those off the books and paid down so that when we have a new one coming in, you know, an ongoing rolling band won't be building, building, building. We'll pay them down as we go.

And the final one is the total Retirement Assessment increase for the General Fund came in at \$69,000 over last year's assessment.

The last thing I'm going to say is this total of these obligatory increases is \$530,000, which is \$30,000 more than the overall increase. So if you take those out, your departmental expenses only went up about .33 percent. A lot of departments did a really good job of eliminating some ordinary expenses to make room for some of these other things and kept most of their budgets pretty level.

So here's some of the Funding Sources and how they're broken down. You have your County Tax Assessments and Excise, your Registry of Deeds, the Courthouse Rental, Intergovernmental, Departmental, Investment Income, which has been coming in very strong; Unreserved Fund Balance, and Budget Reserve of \$20,000,262. The balance that is going to go towards the rest of that budget number is a transfer from the Workers' Comp/Reserve Fund, an Unemployment/ Retirement Reserve Fund, and the Dredge Indirects. I'll talk about those three things.

So we had a lot of grants, as you know, and in the grants we're permitted to charge 9 percent towards Retirement and then a 10 percent de minimis, which goes towards admin. And those numbers have come in and have been done in an accounting way going into these Reserve Funds and they've been building up. And I looked at the balances of them, I'm like, well, that we're offsetting our cost; we should offset that as we build our budgets, so I'm bringing them in as a Revenue Source.

The Dredge Indirects is new. So the Dredge Enterprise Fund, we haven't been

charging some of the County-side expenses that support the Dredge function operations. So I've work with Enterprise Funds and what you do is you take a percentage of all the budgets that support that operation and you bring it in as a Revenue Source into the General Fund and its expense on the other side. They've been -- in the past, I guess, we've been doing journal entries throughout the year, which, you know, you're trying to capture everything. Its best practice to just set that rate at the beginning of the year and then next year you look at it again. So it's a percentage of the budgets, the Finance, Assembly, Commissioners, Procurement because they use those services and then their own liability, they pay that directly, but there's also Employee Liability Insurance, and there's Building Liability Insurance, and there's the Vehicle Liability Insurance, and Worker's Comp. So all of that went into that number and we're bringing it in as a Revenue Source. So it's new this year so I wanted to explain that a little bit more. And that rounds out the Revenue Sources that will cover the entire budget so it's balanced.

Speaker MCAULIFFE: So what you're saying is those indirect costs were covered by the County and not out of the Enterprise Fund before you brought it into the Operating Budget as a funding source.

Finance Director ELIZABETH BRACCIA: They were -- I guess they were doing journal entries like quarterly to offset it, but it wasn't capturing everything exactly.

Speaker MCAULIFFE: Okay.

Finance Director ELIZABETH BRACCIA: So DOR's put out one of their IGRs on how to do Enterprise Fund charging. And there's been, I think, some towns that actually charge an Enterprise Fund rent for a building they may have. So there's different ways to craft it.

Speaker MCAULIFFE: Okay. Thank you.

Finance Director ELIZABETH BRACCIA: So the Budget Analogy, it's not an exact science. We're doing our best job with the information we have today to budget something that's happening a year from now. One of the things that, you know, is a snapshot in time is the Retirement assessment. We provide to PERAC and the Retirement Board on September 30 all the wages that are available at that time in our payroll system, send off to them, they come up with a calculation. They send us back our assessment for the following July. Any additions or deletions won't be captured until the following year.

The second one is the Group Insurance. As you know, I talked about that. I did come in at zero but it was at 8 percent. So we made our best, you know, estimate on what the insurance cost would be based on trends and what they've done in the past. Last year, they used 10 percent; this year we used 8 percent, and it came in at zero two years in a row which is fantastic.

The overall budget increase for General Fund again is .74 over 2020 and 2021 with the 8 percent on it. So when you asked me -- I think people have asked me a little bit about what are the savings from the ERIP. Here's one of them. It would have gone up a lot more had we not done that because, you know, of those positions. And even with the Retirement assessment, the same thing, so it's lower than it would have been.

So here's some of the highlights of Increases and Decreases by department. I know the big one -- I think I got people upset with the Commissioners' Budget. We budgeted -- there was two things that happened. One was the communications manager that were split between Human Services Department and the Commissioners' Department; a decision was

made collectively that they wanted a Human Communications Manager position so they moved that to full time under the Commissioners' budget. So there's an increase under the Commissioners' budget. And there's not a subsequent decrease on Human Services because they still need a communications' person and they don't have it filled but it is in their budget still.

The other thing was the Assistant County Administrator has been getting paid under the Dredge and the Fire Cleanup Academy. In my experience, it's not good practice to not be transparent. So we moved the actual wages into the Commissioners' budget. The offset is a revenue that's coming in that we're charging the Dredge. And if there's other projects that he will go on, we will do that through the year and charge where we need to if those are appropriate to do. So it looks like there's this big increase and it really isn't. It's just really geography at this point.

Finance Department; so there's a big increase under the Finance Department. Before I arrived, they had moved an administrative position from RDO over to the Finance Department; they didn't move the budget in '20. I just did that adjustment. When I got here, I looked to see what it was. I'm still short in my budget a little bit of money for that position and from the ERIP because I had the ERIP assessment and then an employee left that didn't have health insurance; two employees in that do have health insurance that wasn't budgeted. So it's really, again, it's geography because it's not being charged on the RDO side and they do have a decrease in their budget. Their decrease isn't quite the same as my increase unfortunately, but, you know, I just inherited this.

Assembly of Delegates had a slight decrease, that was from Group Insurance and the Legal Budget.

The Cooperative Extension had a decrease of 1.4 percent. They've realigned their department direction. There is decreases and increases in various lines which is too much to list all out here. You'll see it in your budget book.

But something to note here too for the Cooperative Extension is I think with the Early Retirement, and Steve could probably back me up on this if he's listening to me; there was a position -- the person left and a program that they eliminated and that program was going to require a large piece of, I think, a camper, right?

Asst. Administrator STEVE TEBO: Yes.

Finance Director ELIZABETH BRACCIA: That would have been about \$150,000 plus the liability insurance, and I think we had to carry multiple insurances because of the program that it was going to be on. We're not coming forward with that ask. So I just wanted to make that clear.

The Registry of Deeds had a pretty good decrease of \$108,000 of Wages and Fringe, that is primarily from the Early Retirement. They've replaced a lot of that stuff with technology because the direction in which their industry is going.

And the Health Department had a small decrease. They had kind of a decrease in Wages, an increase in Fringe, and a decrease in Ordinary to offset that. So I did a good job of keeping that budget level.

And I'm back to the Increases. Facilities had a 3 percent increase in their Ordinary expenses and in Utilities. They have a few projects that they have put on hold that he has put into this budget this year. They have typically turned back a good deal of money because they'll put some money in the budget to do a project and then the Commonwealth

will say, no, we don't want that done or they just can't get to it. So this year it's kind of come to the fruition that they have to do some of these things. I think there's a couple of splits, some air conditioning, and electrical projects that they have in the budget.

Then Human Services has a very small increase in Wages and Fringe. I have to make a note here. There was some, I understand, that there was something in the paper about a huge increase from '19 to '21. In your budget book, what you're looking at is '19 actuals and that's the actuals expended. That's not what was budgeted in '19. That is how our software produces the budget document and it compares '20 to '21. So to be clear in the Human Services, their budget didn't go up from, you know, \$300,000 between '19 and '21. It went up a very small amount. Their budget in '19 was \$772, 000 not much more than what it is now or much less I should say. So I just wanted to clear that up. If you have any questions, please ask me because I don't want that -- that information is not good to have out there because it's not actual information.

The last one of increases is the Children's Cove and that is because we are handling the Retirement Assessment a little bit different. When I looked at what they did in the past, they split the retirement from the General Fund to a Grant account. And my philosophy is that the assessment doesn't go away if the grant goes away. The assessment is still there. So we should be budgeting in a General Fund and if we can credit the General Fund with a grant, we do it that way so that we're not stuck having, you know, an assessment charge and we don't have any place to pay it out. So that's not by any fault of theirs. That is my doing a different accounting procedure.

And then the last Decreases under our Miscellaneous and Contingency, small decrease of \$11,000. The budget would've been \$61,000; however, I added -- the budget decrease, sorry, would have been \$61,000 but I added OPEB. We had our actuarials done a couple years ago. Last spring, everyone voted to fund an OPEB Trust for \$850,000. We've had it invested since May last year. It is at just under \$900,000 right now, which is a nice return for that period of time.

And in our actuarial, it said that we would be funding it \$50,000 annually. That \$50,000 if you look back to the Revenues in the Balance Budget page is coming from one of those Reserve Funds that has built up from the grants feeding us back some money.

And that is it on the Budget's Increases and Decreases.

Speaker MCAULIFFE: I was going to say before you continue into the other two, maybe take a few questions here.

I did have a question. What is our -- do you know what our total OPEB commitment is supposed to be even though we're at \$900,000? It's millions; isn't it?

Finance Director ELIZABETH BRACCIA: Yes. Jack, you had that number. Is was like 31 million; is that what you told me?

Administrator JACK YUNITS: Approximately 28 million.

Finance Director ELIZABETH BRACCIA: So probably 28 million.

Speaker MCAULIFFE: Okay. So we're making -- we're making steps.

Finance Director ELIZABETH BRACCIA: We're making progress.

Speaker MCAULIFFE: I had a question. Last year we budgeted 10 percent for the Health Insurance and then it never was taken out of the budget even though the increase was zero; where did that money go?

Finance Director ELIZABETH BRACCIA: It closed out to the Reserve Fund at

the end of the year.

Speaker MCAULIFFE: Okay. And then this year it's budgeted at 8 percent.

Finance Director ELIZABETH BRACCIA: Yes.

Speaker MCAULIFFE: I think you also have a Miscellaneous and Contingency that could also cover Unanticipated Expenses if there were employees that were going to take health insurance that currently aren't right this minute.

Finance Director ELIZABETH BRACCIA: I'd have to look in the budget book to see what dollar amount that is.

Speaker MCAULIFFE: Okay. I'm just saying to budget 8 percent or 10 percent increase when you have zero increase feels a little like a -- kind of a padding the budget a little bit. I just think it would be something that the Assembly might want to take a look at just so you know.

Finance Director ELIZABETH BRACCIA: I anticipated that so I've calculated those numbers for you. I'd be happy to send them to you.

Speaker MCAULIFFE: Okay. Yes. That's great. I just wanted to -- that just when you're spending public money, you get those -- you'll get -- we will get those questions when we go back to our Selectmen, at least I will.

And I think that covered my brief question. Anyone else want to -- this is just a general overview. Obviously, we're going to go in, you know, point by point this is all new information. I don't know if anybody had anything on this general overall budget.

And I also wanted to say thank you. This is comprehensive and detailed and really sets the table for us very well. Thank you.

Finance Director ELIZABETH BRACCIA: Okay. You're welcome. Thank you.

Speaker MCAULIFFE: Yes, Delegate Harder.

Delegate HARDER: Thank you. So I'm still learning budgets. I don't understand why we seem to have the Early Retirement debt listed twice. There's the big one --

Finance Director ELIZABETH BRACCIA: On the first page -- I think on page 8.

Delegate HARDER: So it was Early Retirement additional assessment of \$187,700?

Finance Director ELIZABETH BRACCIA: Correct.

Delegate HARDER: Then there's another Retirement Assessment; what is the difference? I don't understand the difference between the two; I'm sorry.

Finance Director ELIZABETH BRACCIA: Okay. So the main Retirement Assessment is for all employees that are in the retirement system. The Early Retirement when folks took an Early Retirement, the system didn't have time to raise money, if you will, to cover the costs of people going out early. So they calculated -- PERAC did this for us -- they calculated this dollar amount saying, all right, if you do this and you bridge people five years -- I guess we gave people five years towards either their age or their service; they said you're going to have to pay an extra assessment to catch up with your funding your liability, your overall liability which has to be funded by 2036.

Delegate HARDER: Okay. So we like the \$69,000 is what we usually budget and then when we had all the early retirements, we needed the extra \$187,700 to cover that.

Finance Director ELIZABETH BRACCIA: Right, and that assessment is for 10 years and then it goes away.

Delegate HARDER: Thank you.

Finance Director ELIZABETH BRACCIA: You're welcome.

Speaker MCAULIFFE: Okay. Great. So are you prepared to --

Finance Director ELIZABETH BRACCIA: To jump into the Dredge?

Speaker MCAULIFFE: -- do a little on the -- I think we have the Dredge, which is brief.

Finance Director ELIZABETH BRACCIA: Yes.

Speaker MCAULIFFE: And then the Cape Cod Commission.

Finance Director ELIZABETH BRACCIA: Well, as you know, we treat the Dredge as an Enterprise Fund, and in here I talk about the same thing I just talked about with the indirects of what we charge a percent of Department budgets, percentage of the General Liability, Auto Liability, and their Workers' Comp.

So some of their increases -- oh, let me start with their overall budget so everybody hears that. The overall Enterprise Budget for '20-'21 will be \$1,849,437. It's an overall decrease of 33 percent or \$694,000 from 2020. There was a supplemental budget that we came forward I think in September or October we all voted, and some of that is not -- doesn't have to be used in the Wages so that's why there's this kind of a big decrease.

It also has a small Early Retirement from someone that retired from there that's part of that assessment. The Equipment Maintenance line went up by \$55,000, but the bulk of that line I think is for, Steve, its booster.

Finance Director ELIZABETH BRACCIA: We're going to be repairing the booster with that. The Indirect Costs that I spoke about, those are the increases. The decreases are in Wages. The Liability Insurance is down \$65,000. I believe that they put the budget last year not knowing what that liability insurance was going to be because we were working with someone who would actually ensure that equipment's different than our regular insurance companies, so we had to go out on that one, and it came in a lot lower than what we had budgeted last year.

Group Insurance is down. I believe this was from the ERIP as well, and then Retirement is down. And then there was a line in there to put money into a Dredge Reserve, and I'm not quite sure what that practice is but an Enterprise Fund by nature has Retained Earnings like a town has Free Cash. You know, you have Free Cash in your town; Enterprise Funds will have Retained Earning. That's their Undesignated Fund Balance. So I didn't see a need to put a Reserve Account.

I'll briefly, here, I'll talk about something Jack and I are discussing is doing Stabilization Accounts. You know, towns have multiple Stabilization Accounts and they're used for a different variety of things. We're talking about doing the same thing. I'm a fan of them because they keep interest with that trust and it really goes over well with your bond rating company because they look at you per your capital building maintenance, general stabilizations. They like to see that you're planning and it helps the bond rate. So I just thought I'd throw that in there now. So we'd probably do the same thing for the Dredge under there.

I'm going to stop in case you have questions on the Dredge.

Speaker MCAULIFFE: Anyone on the Dredge Enterprise? No. Okay. Cape Cod Commission.

Finance Director ELIZABETH BRACCIA: Okay. Cape Cod Commission; we'll I'm not as versed in the Cape Cod Commission as Gail and Kristy are, so I'll do my best by

them.

They wanted to clarify something too; I think something was in the paper about their budget from '19 to '21 and it was, again, looking at actuals, not the actual budget. So they're clarifying. Their budget's really gone down in those couple of years. So I won't get into it. You can read this. I won't get into it too much, but they wrote this to say this is really what happened, and then we'll talk about their budget.

So the Cape Cod Commission Budget for '20-'21 to ask is \$5,719,095. It's an overall decrease of 5.75 percent or \$329,000 from over '20. Their increases, they had Ordinary expense increase by \$73,000 and, of course, they had also the ERIP under them for \$75,000.

And then they had a decrease in Wages of almost \$250,000. Their Group Insurance went down, and their Retirement Assessment went down. And that, again, was from the ERIP.

And I popped in here their Funding Sources. They include the Assessment from the towns, the CCEPF Assessment, some Grant Funds, Departmental Revenues, the License Plate Funds, and some other Committed Funds they have reserves set aside they're using to balance their budget.

Speaker MCAULIFFE: Really straight forward.

Finance Director ELIZABETH BRACCIA: -- pretty much it.

Speaker MCAULIFFE: Excellent. Thank you.

Finance Director ELIZABETH BRACCIA: You're welcome. Does anyone have any more questions or request of more information?

Speaker MCAULIFFE: I just had a general -- this is probably not for this specific budget presentation but kind of an overall question that came up the last time when we did the capital.

I think one of the things that struck me, because we were talking about this Assembly office, and there's money in the capital that's going to be for looking for this and perhaps for the Extension and all this. It seemed to be a little bit patchwork.

So I don't know if there's a plan, an overall Facilities plan that's going to occur in terms of it would be a shame to spend \$800,000 on a building out at the Extension when maybe \$800,000 could go to renovating the wing that we've been told is -- so I don't know if you have a plan and this is just from a budget perspective, that's why I'm bringing it up. So it doesn't have to be addressed right now, but it is something that, definitely, will be addressed during the budget.

Administrator JACK YUNITS: That's a great question, a very fair question. You remember back in November we came in to eliminate -- finally pay off the capital deficit and we repurposed some other accounts that we thought we could use for the jail, and it's turned out we can.

Speaker MCAULIFFE: You can or you can't?

Administrator JACK YUNITS: We can. We can do it.

Speaker MCAULIFFE: Okay.

Administrator JACK YUNITS: So Donnie is in the process right now of putting together an RFP for the roof. We estimate it's going to cost around \$175,000 because skylights have to be removed, HVAC systems that are no longer utilized have to be removed, and that's the first step of that next step in terms of renovating the space in this

area.

Today, in fact, Donnie took one of your Assemblymen and Ron Bergstrom for a tour of the South Wing, this building right here, and it's got significant potential to be redeveloped. So, Donnie's going to contract with the structural engineer who's already familiar with the building to come in and talk about space utilization of those three floors.

I was surprised to find out because I have never been in the subbasement before, that the subbasement is, according to my expert witness, is quite dry and usable already.

Speaker MCAULIFFE: Which is different from this building --

Administrator JACK YUNITS: For this building --

Speaker MCAULIFFE: -- which is quite wet and unusable.

Administrator JACK YUNITS: Yes. So that has significant potential for the County. What we have to do next is get the cost needs. But doing the roof is the first priority.

Speaker MCAULIFFE: Yes.

Administrator JACK YUNITS: Once we do the roof, we can address the issue of the office that we had selected would be in the best use for the Clerk.

Speaker MCAULIFFE: Okay. Because I just think in terms of looking at all the thoughts of the Extension, the thoughts of the Cape Cod Commission meeting space --

Administrator JACK YUNITS: Right.

Speaker MCAULIFFE: The thoughts of, you know, the Registry people need to be put somewhere.

Administrator JACK YUNITS: That's right.

Speaker MCAULIFFE: You know, to kind of wrap it all up into one big Facilities overall plan so we're not doing this this year and three years doing that. It just would make sense --

Administrator JACK YUNITS: Right.

Speaker MCAULIFFE: -- because if that has potential, maybe everybody lives there.

Administrator JACK YUNITS: It could be as many as 20 offices and a few meeting rooms that come out of that space believe it or not.

Speaker MCAULIFFE: Okay. Great. Yes, Delegate Chaffee.

Delegate CHAFFEE: Thank you, Madam Speaker. Thank you for the presentation. This was a great start to the process. And before Mr. Yunits sits down -- I'm going to be very interested as we go through this budget cycle in hearing from all of the briefers about items that are directly related to our efforts to address the climate emergency to reduce greenhouse gas emissions, to enhance coastal resilience, improve energy efficiency. So I just wanted to mention that today that that's going to be a particular area of interest.

Administrator JACK YUNITS: Yes, and that fits in too something that we've been working on. It's called an ESCO contract under Chapter 25A of the Mass. General Laws. The ESCO contract or Energy-Savings Contracts would essentially work some of the energy savings from replacing old outdated utilities with new functioning utilities, and it would include the rebates in that.

Donnie's working with a consultant right now to put together a draft plan for the Commonwealth because we have to look at the buildings we own as ours and not the Trial

Court's, and that would include replacing a 40-year-old utility systems down in Orleans District Court, windows across the campus and that would be part of the ESCO. It will be a multipurpose bid that will probably be staged over seven years, and it would start with this building because we have no HVAC systems in this building anymore. We use splitters which are very cost inefficient and energy inefficient. So, that's great question and we are addressing it.

Delegate CHAFFEE: Thank you.

Administrator JACK YUNITS: It's a long process.

Speaker MCAULIFFE: All right. Delegate Harder.

Delegate HARDER: Just while we're on that topic, last time you said we're working -- I think you're working with Eversource or somebody to get the charging station for our electric cars and I was wondering what the status of that was.

Administrator JACK YUNITS: It's they've been approved. The construction plans are done. It's just a question now of starting the construction. The charging stations have been ordered. So there will be four other -- four new -- we already have one charging station up and running. There will be a second dual station down at the lower campus, and then four charging stations spread out throughout the campus.

Delegate HARDER: Great. Thanks.

Speaker MCAULIFFE: Yes, anyone else? No? Great. As I said, thank you so much. Very comprehensive and we take note of the graphic art touches to make the numbers and the words --

Finance Director ELIZABETH BRACCIA: A little less.

Speaker MCAULIFFE: -- not so intense, yes.

Finance Director ELIZABETH BRACCIA: Yes.

Speaker MCAULIFFE: Thank you.

Finance Director ELIZABETH BRACCIA: Thank you.

Speaker MCAULIFFE: Are there any communications from public officials? Any communication from members of the public? Okay.

Seeing no responses, I will convene the Assembly.

### Assembly Convene

#### Discussion and Vote on Proposed Resolution 20-01

Speaker MCAULIFFE: The first item for the Assembly is a discussion and vote on Proposed Resolution 20-01, and this is to create a Standing Committee on Budget Review by the Assembly.

#### Proposed Resolution 20-02:

To create the Standing Committee on Budget Review.

**NOW, THEREFORE,**

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

**Whereas....**In order to create a more efficient and timely approach to the review of supplemental and proposed county budgets; and

Whereas....In order to foster and encourage a process to better inform the public and Assembly of Delegates on matters related to supplemental budgets and proposed budgets.

The Assembly of Delegates hereby establishes a Standing Committee on Budget Review and shall consist of all members of the Assembly of Delegates.

The committee shall meet anytime the Finance Committee determines a review by the Standing Committee on Budget Review is warranted and in the best interest of Barnstable County and its citizens. The Standing Committee on Budget Review shall have the authority to conduct public hearings as required.

This Resolution shall take effect immediately upon its passage by the Assembly.

**Speaker MCAULIFFE:** Last year, we decided to try our Assembly review as a full committee. What this Proposed Resolution would do would be to codify that in a more formal process going forward for this year so we're not necessarily just doing things that aren't in direct line with the Charter. A lot of things are going on that aren't in line with the Charter because the Charter's being updated, but this will make our budget process this year more in line with the proper mechanics of how to do it.

**I'll move it onto the floor.**

Delegate POTASH: Second.

Speaker MCAULIFFE: Okay. And is there -- are there any discussions or questions? Okay. We will do a roll call for a proposed resolution.

**Roll Call Vote on Proposed Resolution 20-01:**

**Voting "YES" (96.44%):** Mary Chaffee (4.55% - Brewster), J. Terence Gallagher (2.30% - Eastham), Elizabeth Harder (5.67% - Harwich), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02%-Yarmouth), Susan Moran (14.61% - Falmouth), Thomas O'Hara (6.49% - Mashpee ), John Ohman (6.58% - Dennis), Randi Potash (2.84% - Chatham), Patrick Princi (20.92% - Barnstable Linda Zuern (9.15% - Bourne).

**Absent (3.56%):** Lilli-Ann Green - (1.27% - Wellfleet), Deborah McCutcheon (0.93% - Truro), Brian O'Malley (1.36% - Provincetown).

**Clerk O'CONNELL:** Madam Speaker, Proposed Resolution 20-01 passes with 96.44 percent of the Delegates voting yes; 3.56 percent are absent.

**Resolution 20-01:**

To create the Standing Committee on Budget Review.

**NOW, THEREFORE,**

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

Whereas....In order to create a more efficient and timely approach to the review of supplemental and proposed county budgets; and

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The Assembly of Delegates hereby establishes a Standing Committee on Budget Review and shall consist of all members of the Assembly of Delegates.

The committee shall meet anytime the Finance Committee determines a review by the Standing Committee on Budget Review is warranted and in the best interest of Barnstable County and its citizens. The Standing Committee on Budget Review shall have the authority to conduct public hearings as required.

This Resolution shall take effect immediately upon its passage by the Assembly.

### **Discussion and Vote on Proposed Resolution 20-02**

Speaker MCAULIFFE: Okay. Our next item is a discussion and vote on Proposed Resolution 20-02, and this is to request U.S. Coast Guard retain the Chatham Whistle Buoy C. This was submitted by Delegate Potash. Would you like to move it to the floor?

### **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 disestablish 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.

**Delegate POTASH: I'd like to move it to the floor.**

Speaker MCAULIFFE: Is there a second?

**Delegate HARDER: Second.**

Speaker MCAULIFFE: And would you like to give a little explanation about why

you wanted it considered?

Delegate POTASH: Sure. Thank you. So this is a whistle buoy that is the only whistle buoy that marks the East Coast of Cape Cod, not counting the Islands, of course, but of Cape Cod. And it was brought to my attention by a Chatham resident. And I looked into it. I talked to the harbormaster, and I can answer the question that of why they might want to remove it.

My information is that the Coast Guard thought that it wasn't really functioning as a marker for the channels because the channel moves so much. So then if so facto no one cares, you know, since it doesn't mark the channel anyway.

But as it turns out, that's not the only reason why it's important to the boaters of all sorts that come by not only Chatham but come by the Cape through all the other towns as well and it's because that is detectable by radar. And the fog is ridiculous in that area often.

My husband is a fisherman and you could be at my house in West Chatham three miles away and it's sunny and beautiful and hot and you think it's a beach day, and you can -- he needs to drive down there first to see like what the fog is like because it's different weather.

So the fog is a huge issue and that's the reason why it's really important for all that use that channel whether you're from Chatham or you're from any of the other towns.

So they, obviously, are taking people seriously at the Coast Guard because they extended the time for comments until Friday and it had been a January date so that's good news.

And the other thing I was going to say is that the Commissioners were kind enough to put it on their agenda upon request and it was because it's so time sensitive that they got the ball rolling first. But you got the proposal before they got that ball rolling.

Speaker MCAULIFFE: So the Commissioners have already submitted a request to keep the buoy -- to send a letter --

Delegate POTASH: And they did send it.

Speaker MCAULIFFE: -- to the Coast Guard to keep the buoy as it is.

Delegate POTASH: Right.

Speaker MCAULIFFE: So that's what this resolution is is a sense of the Assembly to send a letter to the Coast Guard to say that the Assembly, if you vote to support this, would support keeping the buoy as it is and it will be part of their public comment.

Delegate POTASH: As a service to Cape Cod.

Speaker MCAULIFFE: Right. Yes. Delegate Princi.

Delegate PRINCI: I just have a few questions if it's okay?

Speaker MCAULIFFE: Yes.

Delegate PRINCI: First, is you're saying they're looking to remove it or like relocate it because of the sediment --

Delegate POTASH: Remove it.

Delegate PRINCI: Okay. And, secondly, how does the Chatham Harbormaster along with the Board of Selectmen in Chatham feel about it?

Delegate POTASH: Their hair's on fire.

Delegate PRINCI: Okay. Thanks. That's all I needed to know.

Speaker MCAULIFFE: Yes, Delegate Zuern.

Delegate ZUERN: Thank you, Madam Speaker. I did do a little research on it and what I read was that the buoy is 10 to 12 feet high, its three-fourths of a mile away from land. It moves when the weather is rough and the seas are high and there are a lot of waves. And it's been moved out of its positions 16 times during the period of 2012 to 2018. So in six years they've had to come and move it back to its location.

So my thought was that instead of voting to keep it in that position, why not work with the Army Corps of Engineers to maybe relocate it to an area that's closer to shore where it won't be moving with the high seas and the weather.

And since I'm not a boater in that area, I have had experience with our family being on the water and being a mile away from shore but I have not been in that area in Chatham. So I don't feel comfortable saying that that buoy should stay in that location.

Speaker MCAULIFFE: I would hope that if they're moving it 16 times in eight years that they figure out a way to anchor it.

Delegate POTASH: It weighs 20,000 pounds.

Speaker MCAULIFFE: So triple your anchor then. I mean there's got to be -- put as much weight down as it weighs. It just seems that I would fault the Coast Guard for not -- for having a chronic maintenance problem. And if that's the reason why they want to remove it, then maybe fix the problem as opposed to remove the buoy. My two cents but, I mean, --

Delegate O'HARA: Madam Chair.

Speaker MCAULIFFE: Yes.

Delegate O'HARA: Tom O'Hara. If I could have the floor for a minute?

Speaker MCAULIFFE: Yes, you may.

Delegate O'HARA: So, I listened to this and one of my concerns was just what's coming up, is the buoy potentially a hazard especially if it is able to be lifted by the ocean and moved to another location; is that going to draw somebody to an area that might cause them harm?

And like you say, they need to find a way to anchor it, you know. Not even the Coast Guard can deal with Mother Nature sometimes. It's a terrible situation, but I wouldn't vote on this either way, I don't believe, unless I had the input of the Coast Guard on this and why they're looking to have it relocated. It sounds like it's a safety issue to me.

Speaker MCAULIFFE: Thank you. Any --

Delegate POTASH: I can just answer that.

Speaker MCAULIFFE: Yes, Delegate Potash.

Delegate POTASH: There's been nothing in any of the correspondences and there are many correspondence that say that this buoy presents a danger in any fashion. Actually, the idea is that it presents a danger if it's not there because people need to understand where they are in location to the East Coast of the Cape and that's what it's important for.

And many, many people have chimed in to say how much they rely on it, how much the use it, and no one's ever indicated that it's in danger in any way, shape, or form.

Speaker MCAULIFFE: Delegate Harder.

Delegate HARDER: So I boat around there too, and even though it moves, it's not -- it's still in a fairly centralized location and it really is invaluable when you're trying to -- I don't know -- I live in Harwich. I usually boat out of Bass River, so I don't know

Chatham at all, and if I didn't have that buoy somewhere in that general facility, I'd be pulling up to, you know, the Squire in the boat. I'm not kidding because it gets really confusing in Chatham. It really does.

And in all of the investigating that I have done because I have, besides personal involvement, boating, I do have a lot of boaters in Harwich, and the only at all response I'm getting from people, you know, on the Coast Guard side of it is that it's expensive and it's a pain for them to deal with it and they'd rather just not.

Speaker MCAULIFFE: Okay. Delegate Ohman.

Delegate OHMAN: Yes, it sounds to me like it's a cost-cutting measure. You know, without knowing or hearing anything other than that from the Coast Guard. I've had the opportunity over the course of the years to go around the waters of Chatham including, most recently, last summer. And it may be the most dangerous waters we have on the Cape because the buoys move. There are buoys that say it's green, you know, red, right, returning. They're up in the sand. It moves constantly.

But this sounds like a navigational tool that no matter where it is as long as it's in the area really can save lives. And it sounds like the Coast Guard is just taking an opportunity to do some cost cutting, which is maybe part of their budget problem; I don't know.

But I'm going to support this. I think after many times going out of the Chatham harbors, I think it's really important and I will support this.

Thank you.

Speaker MCAULIFFE: Anyone else want to comment?

Yes, Delegate Kanaga.

Delegate KANAGA: Thank you. I would rather -- I agree with Tom; it would be better to have more information than the anecdotal. People have written. Nobody said this, somebody said that information.

However, so I was first thinking I really can't vote for this without more information, but I'm also thinking being what it is we could vote for it and if they have a problem with it, they can come in, them being the Coast Guard.

So, I will vote in favor of it.

Speaker MCAULIFFE: Thank you. Anyone else? All right. I'll have the Clerk call the roll for the vote.

**Roll Call Vote on Proposed Resolution 20-02:**

**Voting "YES" (80.80%):** Mary Chaffee (4.55% - Brewster), J. Terence Gallagher (2.30% - Eastham), Elizabeth Harder (5.67% - Harwich), Christopher Kanaga (2.73% - Orleans), James Killion (9.58% - Sandwich), E. Suzanne McAuliffe (11.02%-Yarmouth), Susan Moran (14.61% - Falmouth), John Ohman (6.58% - Dennis), Randi Potash (2.84% - Chatham), Patrick Princi (20.92% - Barnstable).

**Voting "NO" (15.64%):** Thomas O'Hara (6.49% - Mashpee ), Linda Zuern (9.15% - Bourne).

**Absent (3.56%):** Lilli-Ann Green - (1.27% - Wellfleet), Deborah McCutcheon (0.93% - Truro), Brian O'Malley (1.36% - Provincetown).

**Clerk O'CONNELL: Madam Speaker, Proposed Resolution 20-02 passes**

with 80.80 percent of the Delegates voting yes; 15.64 percent voting no; 3.56 percent absent.

**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 disestablish 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.

Speaker MCAULIFFE: Thank you. So we will get a letter off, and we'll have to do it --

Clerk O’CONNELL: Tomorrow.

Speaker MCAULIFFE: Yes.

**Summary of Committee Reports**

- **Recall Subcommittee Chairperson Sue Moran updated the Assembly on the progress made at the 2/5/20 meeting**
- **Recall Subcommittee expects a final draft to be ready soon for consideration by the Charter Review Committee**

Speaker MCAULIFFE: Our next item are committee reports. The Recall Committee met today. Chairman Moran.

Deputy Speaker MORAN: Sure. Thank you, Madam Speaker. Certainly, I want to invite my co-committee members to make comment as well.

So we were able to finish the nuts and bolts of a proposed draft that we sent with Attorney Troy to make some less substantive tweaks. So that will be ready and coming fairly soon.

I also want to just quickly review some correspondence that was received by Commissioner Beaty. There were some concerns about conflict of interest with respect to proposed provision where the Assembly Clerk would have some role with respect to recall.

So we first got an opinion from Attorney Troy that there is no actual conflict in what was proposed. And, secondarily, just to make the process smoother and to allay those sorts of concerns, Elizabeth Harder made some great suggestion where we would first go to the local clerks and have the signatures certified and then bring it to the County. So we have addressed that concern in sort of a mechanical fashion.

We are consistently focused on the short time period, the window, that a recall would need for process with the high priority of keeping expenses low for the town, and that's sort of, you know, we've proposed some timelines that I think you'll have a look at when the draft comes out. We specified the actions which would come within a recall that we'll have you look at when that draft comes out as well.

And my co-members on the committee, anything else you think was really important to note?

Delegate CHAFFEE: No, that was a good summary.

Speaker MCAULIFFE: So what's your next step? Are you going to meet and then vote -- have a final vote before it comes to the Charter Review?

Deputy Speaker MORAN: It would be a short meeting because it really -- there was less substantive items left. So I think it would be a very short meeting for the purpose of -- for that vote to move it to the Assembly.

Speaker MCAULIFFE: Okay. Great. Thank you. The Report from the Clerk.

### **Summary Report from the Clerk**

- **MMA conference receipts should be submitted to the Clerk for reimbursement consideration and processing**
- **Ordinance Index updated through 2019**
- **All county ordinances now available on the web**
- **Assembly resolutions will be available on the web later this year**
- **Clerk noted that Finance Committee will meet on 2/19/20 at 3:45 p.m. with regards to actions related to FY21 proposed budget reviews**
- **Public hearing will be scheduled at the assembly meeting on 2/19/20 for Lab Fee Increases**

Clerk O'CONNELL: Thank you, Madam Speaker. I do have several things to report to you on this evening. First, Number 1, anyone who attended the MMA Conference, if you have your hotel receipt, parking receipt, meal receipts, you can give those to me at any time. Mileage will go on the quarterly mileage log if that's okay with you.

Item Number 2, the update of the Ordinance Index has been completed, and I think I did forward that to you. So now all the Ordinances are categorized through 2019. In addition to that, I had some time to upload to the website all of the County Ordinances. And I got scared a little bit because as I was doing it, I was hearing that the website

crashed and somebody called and said, "Somebody's uploaded all these documents." And I went, "Oh, that must be me and I guess I'm the one that did it." But they assured me; they calmed me down. They said, "No, you weren't the reason why it crashed even though the message was a lack of memory because it did take up quite a bit of memory. So there may be a better way in the future to encapsulate those. But, for now, if you go to the webpage that has official documents of the Assembly, you'll see not only the index but by year every group of annual ordinances and you can click on whatever one you need to look at in that way once you figured out through the index which one you want to look at.

Now the Resolutions will happen but that's going to take a little longer. The reason is over the past several years I've been creating PDFs of all of the previous ordinances, especially the ones and the resolutions going forward from 1989 to about 2009. Why? Because they were in a format that was no longer assessable to me, you know, it wasn't Word back then, and it was very expensive to try to get that translated. I did investigate that several years ago.

So what I will start doing now at some point through the rest of the year is taking all of those resolutions and scanning them, creating a PDF, and then getting those on the website with some type of a little kind of like subheading in hopes that if you're looking for a particular one, you'll be able to identify it. Because it's not as easy to categorize resolutions like it is ordinances. You know, they're not just real estate transactions, etcetera. So that will take a little bit of time.

I think that was one of the things that I targeted on my annual review as "Get-Done Jobs for this year," and I said, "Ooh, it's already February." I'm going to be busy between elections and Charter Review and budget, it takes up quite a bit of time so I just kind of fit the project in and the ordinances were a little bit easier to do.

Now, onto the bigger Item No. 3, next Assembly meeting on the 19<sup>th</sup>, as you're aware, you'll be starting your budget reviews with the various departments. You kick it off with Finance and the Commissioners, etcetera. I have that schedule and I think I have sent that out to you, and I'll send it out to you again. It will be on the website.

But important to note because of the resolution that you passed today, here's the process or how the step has to go because you've got to put the horse before the cart. And what will happen is the Speaker is going to direct all those ordinances to go to the Finance Committee. Finance Committee will, if I'm allowed to use a legal term, will have to remand those back to the Assembly based on this ordinance that you passed. So the formality is it goes from here to Finance, that's got to happen next week on the 19<sup>th</sup>. I'd like to schedule a meeting at about 3:45. I think it's only going to take Finance about five minutes to say direct the proposed ordinances to the new Standing Committee on Budget Review for the Assembly to take these and formally review these before the full Assembly.

So that's kind of the technical way that this will proceed. And I know that Recall is trying to get another meeting in, so it's going to be, as in past years, interesting for the next couple of months. And, also, at the next Assembly meeting before you start to review budgets, you're going to have a public hearing on the proposed ordinance for lab fee increases. So, you're going to be very busy.

And if anyone from Finance is not going to be able to be at the meeting and can't

remote on the 19<sup>th</sup>, please pay attention to the individuals on that list. I think I have Sue Moran as the vice chair, and I'm presuming you're going to be here on the 19<sup>th</sup>.

Deputy Speaker MORAN: I will.

Clerk O'CONNELL: I think Chris Kanaga is on that committee, Deborah McCutcheon, John Ohman, Patrick may not be able to be in attendance.

Delegate PRINCI: I'll be in Maine. Its school vacation week but I will be calling in remotely.

Clerk O'CONNELL: For the committee meeting and the Assembly meeting or --

Delegate PRINCI: Everything.

Clerk O'CONNELL: Okay. Good. And then Brian O'Malley and Lilli-Ann are alternates. So sometimes our alternates play a very valued and important role in getting the job done. And as somebody who serves in their community as an alternate, or I did, it matters and it's important that you keep up-to-date with things that are happening because you never know when you're going to be called into service as an alternate to have to participate in a meeting.

So, that concludes my report unless anyone has any questions the Speaker will --

Speaker MCAULIFFE: Yes, Delegate Moran.

Deputy Speaker MORAN: So just with respect to the categorization that the Clerk has done, I just want to highlight how pivotal I think that is for the community participation in Charter Review. So, thank you for that.

Clerk O'CONNELL: Oh the chart, the spreadsheet --

Speaker MCAULIFFE: Right.

Deputy Speaker MORAN: Yes.

Clerk O'CONNELL: I provided the committee with. It's just a spreadsheet detailing all the dates and the actions that Charter Review and the Recall Committee have taken and what the results were.

Speaker MCAULIFFE: Delegate Ohman.

Delegate OHMAN: Oh, thank you. I just want a moment of clarity. So our Chair is not going to be here, and we have to have a quorum present and you can call in but you wouldn't --

Speaker MCAULIFFE: He can't make a quorum.

Clerk O'CONNELL: He can't make one.

Delegate OHMAN: He cannot make the quorum, so I just want to make sure that we do have --

Speaker MCAULIFFE: Right, right.

Delegate OHMAN: -- an unusual situation.

Speaker MCAULIFFE: Yes.

Delegate OHMAN: We may want to make sure that --

Speaker MCAULIFFE: The Clerk will make sure that she has a firm count.

Delegate OHMAN: Okay.

Speaker MCAULIFFE: And will trigger alternates to make sure that there is a quorum.

Delegate OHMAN: Yes, thank you.

Speaker MCAULIFFE: Short of driving people here.

Clerk O'CONNELL: Due to the Outer-Cape carpooling situation and Deborah's on

that committee, at 3:45 there's probably a good chance that between Brian and Lilli and Terry and Deborah, luckily enough, several of those people are from the Outer-Cape, so it just works out for that committee in attendance and quorum.

Delegate OHMAN: Thank you.

Clerk O'CONNELL: And alternates.

Delegate KANAGA: I think it's going to snow that day.

Clerk O'CONNELL: Oh, you know, that's one of the things that you worry about because --

Speaker MCAULIFFE: It pushes, yes, it will push everything off.

Clerk O'CONNELL: -- it will just mess everything up.

Speaker MCAULIFFE: Yes.

Delegate HARDER: Without Suzanne and Patrick, do we have enough people?

Speaker MCAULIFFE: We have our capable deputy --

Clerk O'CONNELL: Well, we need three out of the five.

Speaker MCAULIFFE: You will be running the show.

Clerk O'CONNELL: We need three out of the five for the quorum for the Finance Committee meeting.

Delegate HARDER: No, I'm talking about the Assembly meeting itself.

Speaker MCAULIFFE: Yes, I think --

Clerk O'CONNELL: Yes.

Speaker MCAULIFFE: Yes, that's why it's crucial if people are not going to come to please make sure that the Clerk knows because if there isn't a quorum, it makes no sense to waste people's time.

Clerk O'CONNELL: I mean, we're going to have enough bodies, but if you're not able, as you know, to get enough of the weighted people here, then it becomes a challenge. So I think we're going to be okay based on what I'm hearing so far.

And I appreciate everyone letting me know, and you do, far enough in advance also. Sometimes it's short notice and that's fine on whether or not you're going to be here and which meetings you are and you are not. So that's appreciated.

Speaker MCAULIFFE: Is there any "Other Business" to come before the Assembly?

**Speaker MCAULIFFE: I'll take a motion to adjourn.**

**Deputy Speaker MORAN: So moved.**

**Delegate HARDER: Second.**

**Speaker MCAULIFFE: All those in favor? Aye? We are adjourned.**

**Whereupon, it was moved and seconded to adjourn the Assembly of Delegates at 5:45 p.m.**

Submitted by:

Janice O’Connell, Clerk  
Assembly of Delegates

**List of materials used at the meeting:**

- **Business Calendar 2/5/20**
- **Unapproved Journal of Proceedings 1/15/19**
- **Proposed Ordinances 20-02 FY21 County Operating Budget, 20-03 FY21 Cape Cod Commission Operating Budget, 20-04 Dredge Operating Budget, and 20-05 Lab Fee Increases**
- **PowerPoint Presentation Overview of FY21 Proposed Budgets**
- **FY21 Budget Transmittal Letter dated 1/31/20 from Commissioner Bergstrom**
- **FY21 Proposed Budget Book**
- **Proposed Resolution 20-01 To Create a Standing Committee on Budget Review by Assembly**
- **Proposed Resolution 20-02 To Request the US Coast Guard Abandon its Plan to Remove Chatham Whistle Buoy “C”**
- **Reference documents related to Proposed Resolution 20-02 (16 pages)**