

*COMMONWEALTH OF MASSACHUSETTS*

Barnstable, ss.

At a regular meeting of the Barnstable County Board of Regional Commissioners on the seventeenth day of June, A.D. 2020, held through remote participation pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law on March 12, 2020

**Board Regional Commissioners:**

Ronald R. Beaty Present

Ronald Bergstrom Present

Mary Pat Flynn Present

**Staff Present:**

Jack Yunits County Administrator

Steve Tebo Assistant County Administrator

Owen Fletcher Executive Assistant, Administration

Sean O'Brien Director, Health and Environment

Brian Baumgaertel Director of Massachusetts Septic System Test Center (MASSTC),  
Department of Health and Environment

Deirdre Arvidson Public Health Nurse, Health and Environment

Phil Burt Director, Cape Cod Center for Public Safety Training

Andrew Platt Emergency Preparedness Specialist – Barnstable County Regional  
Emergency Planning Committee Department of Health and  
Environment

Vaira Harik Deputy Director & Senior Project Manager, Human Services

Ian Roberts Technical Support Specialist, Information Technology

Peter Carnes Director, Cape Cod Municipal Police Academy

John F. Meade Register of Deeds, Registry of Deeds

**1. Call to Order**

Chairman Bergstrom called the meeting to order at 10:00 A.M.

**2. Pledge of Allegiance****3. Moment of Silence**

Chairman Bergstrom asked for a moment of silence to honor all members of the United States Armed Forces serving at home and abroad.

**4. Public Comment**

No members of the public offered comment.

**5. Approval of Minutes****a. Regular Meeting of June 3, 2020**

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

**6. General Business****a. Update on COVID-19 (Novel Coronavirus) and Barnstable County**

Mr. O'Brien reported to the Board. He noted a continued decrease in cases, as well as continued coordination with businesses and local health departments. Commissioner Beaty asked Mr. O'Brien to comment on Governor Baker's ability to extend the Commonwealth's State of Emergency past forty-five days. Mr. O'Brien stated he could not comment on that issue without additional research. Ms. Harik gave a detailed report on COVID-19 trends both in the Commonwealth and nationwide. She again stressed the importance of masking and social distancing. The Board had a lengthy discussion regarding moving through the stages of reopening. Mr. Yunits also discussed decisions by the Governor regarding reopening.

Mr. Meade and Mr. Yunits spoke regarding revenue intake at the Registry of Deeds. Mr. Meade noted the pace of real estate sales had increased from the same time last year.

**b. Discussion with Chiefs from the Police Departments of Towns in Barnstable County regarding training at the Cape Cod Municipal Police Academy**

Mr. Carnes reported to the Board on funding and programs at the Academy. He expressed his regret for the recent police incident in Minneapolis, Minnesota which resulted in the death of George Floyd and his sympathy for his family. Mr. Beaty asked questions regarding funding from the Commonwealth and noted his support for additional funding for the Academy. Mr. Carnes noted the Commonwealth mandates some training courses for accreditation. He also described mechanisms to choose applicants in response to questions Chairman Bergstrom.

Town of Barnstable Police Matthew Sonnabend spoke to the Board regarding policing in the town. He spoke at length regarding police training and noted Barnstable police officers often live in and participate in the community. Chatham Police Chief Mark R. Pawlina spoke about improvements in training over his career.

**c. Ratifying a letter of support from the County Board of Regional Commissioners to the Massachusetts Executive Office of Energy and Environmental Affairs, Municipal Vulnerability Preparedness Center (MVP) Program, dated June 11, 2020, for the Town of Barnstable's application for a Municipal Vulnerability Action Grant**

*Motion by Commissioner Beaty to ratify a letter of support from the County Board of Regional Commissioners to the Massachusetts Executive Office of Energy and Environmental Affairs, Municipal Vulnerability Preparedness Center (MVP) Program, dated June 11, 2020, for the Town of Barnstable's application for a Municipal Vulnerability Action Grant, 2nd by Commissioner Flynn, approved 3-0-0*

**d. Proposed Ordinance 20-\_\_, To authorize the County to enter into a License Agreement with the Cape Cod Chapter of the New England Mountain Bike Association (NEMBA), on a portion of Barnstable County property near the intersection of Route 132/Phinneys Lane for a bicycle path**

*Motion by Commissioner Beaty to authorize the introduction of Proposed Ordinance 20-\_\_, To authorize the County to enter into a License Agreement with the Cape Cod Chapter of the New England Mountain Bike Association (NEMBA), on a portion of Barnstable County property near the intersection of Route 132/Phinneys Lane for a bicycle path, at the next meeting of the County Assembly of Delegates, pursuant to Section 2 – 8(e) of the Barnstable County Home Rule Charter, 2nd by Commissioner Flynn, approved 3-0-0*

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

### a. Authorizing the execution of a cooperative agreement with the Town of Falmouth to do and perform all dredge related work for Green Pond

*Motion by Commissioner Beaty to authorize the execution of a cooperative agreement with the Town of Falmouth to do and perform all dredge related work for Green Pond, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. Yunits noted the County received the contract from the Town of Falmouth late on the previous day before the meeting, but work would start before the next Board meeting. He asked the Board to give permission for work to begin upon receipt of the partially executed contract.

## 8. Commissioners' Actions

### a. Authorizing the creation of a full-time, fully grant-funded, Microbiologist position, through June 30, 2021 for the Massachusetts Alternative Septic System Test Center (MASSTC), in the Health and Environment Department, as recommended by the County Hiring Committee

*Motion by Commissioner Beaty to authorize the creation of a full-time, fully grant-funded, Microbiologist position, through June 30, 2021 for the Massachusetts Alternative Septic System Test Center (MASSTC), in the Health and Environment Department, as recommended by the County Hiring Committee, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. Baumgaertel described the duties of the position to the Board.

### b. Ratifying the creation and emergency hire of new COVID-19 Code Enforcement Inspector positions, providing comprehensive COVID-19 related public health and environmental services during summer months in Barnstable County, as requested by the County Health and Environment Department Director

*Motion by Commissioner Beaty to ratify the creation and emergency hire of new COVID-19 Code Enforcement Inspector positions, providing comprehensive COVID-19 related public health and environmental services during summer months in Barnstable County, as requested by the County Health and Environment Department Director, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. O'Brien and Mr. Yunits explained the source of funding for the position and its duties. The Board discussed the coordination of the position with town officials.

- c. Ratifying an emergency hire for the fully grant funded, vacant part-time Tobacco Control Health Educator/Inspector position, providing comprehensive tobacco regulation guidance and education to local retailers and municipalities served by the Cape Cod Regional Tobacco Control Program (CCRTCP), as requested by the County Health and Environment Department Director**

*Motion by Commissioner Beaty to ratify an emergency hire for the fully grant funded, vacant part-time Tobacco Control Health Educator/Inspector position, providing comprehensive tobacco regulation guidance and education to local retailers and municipalities served by the Cape Cod Regional Tobacco Control Program (CCRTCP), as requested by the County Health and Environment Department Director, 2nd by Commissioner Flynn, approved 3-0-0*

- d. Authorizing a certification that a copy of Layout 8699 (Alteration), dated March 25, 2020, attesting that the Massachusetts Department of Transportation, Highway Division, acting under the provisions of Chapter 6C and Chapter 81 of the General Laws, has altered the location of sections of State Highway in the Town of Bourne, has been filed in the Office of the County Commissioners**

*Motion by Commissioner Beaty to authorize a certification that a copy of Layout 8699 (Alteration), dated March 25, 2020, attesting that the Massachusetts Department of Transportation, Highway Division, acting under the provisions of Chapter 6C and Chapter 81 of the General Laws, has altered the location of sections of State Highway in the Town of Bourne, has been filed in the Office of the County Commissioners, 2nd by Commissioner Flynn, approved 3-0-0*

- e. Authorizing the execution of an agreement for a grant from the United States Department of Justice, Office of Justice Programs, in the amount of \$58,008.00 to the County's Cape Cod Center for Public Safety Training, for the project entitled COVID-19: Response and Prevention Efforts for First Responders and the Public on Cape Cod, for a period from June 5, 2020 through January 31, 2022**

*Motion by Commissioner Beaty to authorize the execution of an agreement for a grant from the United States Department of Justice, Office of Justice Programs, in the amount of \$58,008.00 to the County's Cape Cod Center for Public Safety Training, for the project entitled COVID-19: Response and Prevention Efforts for First Responders and the Public on Cape Cod, for a period from June 5, 2020 through January 31, 2022, 2nd by Commissioner Flynn, approved 3-0-0*

Mr. Burt described the application process for the grant. He explained the funding would be used to create a more permanent mobile station to respond to emergencies and purchase personal protective equipment.

- f. Authorizing the execution of an agreement for a renewal grant, in the amount of \$152,648.00, from the United States Department of Housing and Urban Development (HUD) to the County Human Services Department, for Continuum of Care (CoC) Homeless Management Information Systems (HMIS) & Coordinated Entry Systems (CES) Projects, for a period from July 1, 2020 through October 31, 2021**

*Motion by Commissioner Beaty to authorize the execution of an agreement for a renewal grant, in the amount of \$152,648.00, from the United States Department of Housing and Urban Development (HUD) to the County Human Services Department, for Continuum of Care (CoC) Homeless Management Information Systems (HMIS) & Coordinated Entry Systems (CES) Projects, for a period from July 1, 2020 through October 31, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- g. Authorizing the execution of an amendment to an agreement for a grant, executed July 18, 2018, from the United States Department of Commerce, Economic Development Administration, in the amount of \$140,000.00, to support the development and implementation of the Comprehensive Economic Development Strategy (CEDS) for Cape Cod, for a period from July 1, 2019 through June 30, 2021, to provide the third year of funding in the amount of \$70,000.00**

*Motion by Commissioner Beaty to authorize the execution of an amendment to an agreement for a grant, executed July 18, 2018, from the United States Department of Commerce, Economic Development Administration, in the amount of \$140,000.00, to support the development and implementation of the Comprehensive Economic Development Strategy (CEDS) for Cape Cod, for a period from July 1, 2019 through June 30, 2021, to provide the third year of funding in the amount of \$70,000.00, 2nd by Commissioner Flynn, approved 3-0-0*

Chairman Bergstrom and Commissioner Beaty highlighted the work of County staff to secure grant funds for the Cape.

- h. Authorizing the execution of an amendment to a contract with Foth Economic Development Administration Infrastructure & Environment LLC, executed May 28, 2019, to provide consultant support services for the County Dredge, for the amount of \$116,430.00, for a period from May 28, 2019 through November 28, 2020, for 1) Additional Pre- & Post-Dredge Hydrographic surveys, plan preparation, electronic line file preparation for dredging, and volume calculations for 2019-2020 season; and 2) continuation of On-Call Services through November 28, 2020**

*Motion by Commissioner Beaty to authorize the execution of an amendment to a contract with Foth Economic Development Administration Infrastructure & Environment LLC, executed May 28, 2019, to provide consultant support services for the County Dredge, for the amount of \$116,430.00, for a period from May 28, 2019 through November 28, 2020, for 1) Additional Pre- & Post-Dredge Hydrographic surveys, plan preparation, electronic line file preparation for dredging, and volume calculations for 2019-2020 season; and 2) continuation of On-Call Services through November 28, 2020, 2nd by Commissioner Flynn, approved 3-0-0*

- i. Authorizing the renewal of a contract with B&B Electric, executed September 11, 2019, for On Call Electrical Maintenance and Repair, for a period from August 15, 2019 through June 30, 2020, with the option to renew for one (1) additional year, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021**

*Motion by Commissioner Beaty to authorize the renewal of a contract with B&B Electric, executed September 11, 2019, for On Call Electrical Maintenance and Repair, for a period from August 15, 2019 through June 30, 2020, with the option to renew for one (1) additional year, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- j. Authorizing the renewal of contracts, executed December 20, 2019, with Barbarian USA Inc.; Printing Supplies USA, LLC; Supplies Outlet; and The Tree House, Inc., for the supply and delivery of toners, for a period from December 18, 2019 through June 30, 2020, with an option to renew for one (1) additional year, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021**

*Motion by Commissioner Beaty to authorize the renewal of contracts, executed December 20, 2019, with Barbarian USA Inc.; Printing Supplies USA, LLC; Supplies Outlet; and The Tree House, Inc., for the supply and delivery of toners, for a period from December 18, 2019 through June 30, 2020, with an option to renew for one (1) additional year, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- k. Authorizing the renewal of a contract with FinePoint Associates LLC, executed May 31, 2019, to provide monitoring for Barnstable County HOME Consortium projects, for an amount not to exceed \$22,500.00 annually, for a period from July 1, 2019 through June 30, 2020, with two (2) one-year options to renew, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021**

*Motion by Commissioner Beaty to authorize the renewal of a contract with FinePoint Associates LLC, executed May 31, 2019, to provide monitoring for Barnstable County HOME Consortium projects, for an amount not to exceed \$22,500.00 annually, for a period from July 1, 2019 through June 30, 2020, with two (2) one-year options to renew, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- l. Authorizing the renewal of a contract with Grouper Marketing & Creative, executed May 20, 2019, for marketing consulting services to Children's Cove, for a period through June 30, 2020, with the option to renew for two (2) additional, one-year periods, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021**

*Motion by Commissioner Beaty to authorize the renewal of a contract with Grouper Marketing & Creative, executed May 20, 2019, for marketing consulting services to Children's Cove, for a period through June 30, 2020, with the option to renew for two (2) additional, one-year periods, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- m. Authorizing the renewal of a contract with Grouper Marketing & Creative, executed December 4, 2019, for marketing consulting services to the County Department of Human Services, for a period through June 30, 2020, with the option to renew for two (2) additional, one-year periods, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021**

*Motion by Commissioner Beaty to authorize the renewal of a contract with Grouper Marketing & Creative, executed December 4, 2019, for marketing consulting services to the County Department of Human Services, for a period through June 30, 2020, with the option to renew for two (2) additional, one-year periods, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0*

- n. Authorizing the renewal of a contract with Vision 33, executed June 16, 2016, for implementation, configuration and related services for hosted Accela software, for a period from June 16, 2016 through June 15, 2018, with the option to renew for two (2) additional two-year periods, under the same terms and conditions of the original contract pending appropriation, for the period of two (2) additional years, from June 29, 2020 through June 29, 2022**

*Motion by Commissioner Beaty to authorize the renewal of a contract with Vision 33, executed June 16, 2016, for implementation, configuration and related services for hosted Accela software, for a period from June 16, 2016 through June 15, 2018, with the option to renew for two (2) additional two-year periods, under the same terms and conditions of the original contract pending appropriation, for the period of two (2) additional years, from June 29, 2020 through June 29, 2022, 2nd by Commissioner Flynn, approved 3-0-0*

**o. Authorizing the execution of Certificates for Dissolving Septic Betterments**

*Motion by Commissioner Beaty to authorize the execution of Certificates for Dissolving Septic Betterments, 2nd by Commissioner Flynn, approved 3-0-0*

**9. Commissioners' Reports**

No Commissioners provided a report at this meeting.

**10. County Administrator and Staff Reports**

Mr. Yunits and the County Staff provided no reports at this meeting.

**11. Adjournment**

*Barnstable, ss. at 11:28 A.M. on this seventeenth day of June\_A.D. 2020, Commissioner Beaty made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0*

**List of Documents:**

- Draft minutes of the Board of Regional Commissioners' Regular Meeting on June 3, 2020
- A Response to The Final Report of The President's Task Force on 21st Century Policing by the Massachusetts Chiefs of Police Association and the Massachusetts Major Chiefs dated September 2015
- Support Letter from the County Board of Regional Commissioners to the Massachusetts Executive Office of Energy and Environmental Affairs, Municipal Vulnerability Preparedness Center (MVP) Program, dated June 11, 2020, for the Town of Barnstable's application for a Municipal Vulnerability Action Grant
- Proposed Ordinance 20-\_\_, To authorize the County to enter into a License Agreement with the Cape Cod Chapter of the New England Mountain Bike Association (NEMBA), on a portion of Barnstable County property near the intersection of Route 132/Phinneys Lane for a bicycle path
- Barnstable County Job Description for a Microbiologist position for the Massachusetts Alternative Septic System Test Center (MASSTC), in the Health and Environment Department
- Barnstable County Job Description for a COVID-19 Code Enforcement Inspector positions, in the Health and Environment Department
- Barnstable County Job Description for a Tobacco Control Health Educator/Inspector, in the Health and Environment Department
- Correspondence dated May 20, 2020 from the Massachusetts Department of Transportation, Highway Division, Right of Way Bureau, to Commissioner Ronald R. Beaty regarding Bourne, Layout 8699 (Alteration), dated March 25, 2020, Parcels 7-2, 17-5, 17-6, 17-8, 17-9, 17-10, 17-11, 17-E-I, 17-E-I-T, 17-PUE-3, 17-PUE-4, ETC.
- Agreement for a renewal grant, in the amount of \$152,648.00, from the United States Department of Housing and Urban Development (HUD) to the County Human Services Department, for Continuum of Care (CoC) Homeless Management Information Systems (HMIS) & Coordinated Entry Systems (CES) Projects, for a period from July 1, 2020 through October 31, 2021
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- Agreement for a grant, executed July 18, 2018, from the United States Department of Commerce, Economic Development Administration, in the amount of \$140,000.00, to support the development and implementation of the Comprehensive Economic Development Strategy (CEDS) for Cape Cod, for a period from July 1, 2019 through June 30, 2021
- Amendment to a contract with Foth Economic Development Administration Infrastructure & Environment LLC, executed May 28, 2019, to provide consultant support services for the County Dredge, for the amount of \$116,430.00, for a period from May 28, 2019 through November 28, 2020, for 1) Additional Pre- & Post-Dredge Hydrographic surveys, plan

preparation, electronic line file preparation for dredging, and volume calculations for 2019-2020 season; and 2) continuation of On-Call Services through November 28, 2020

- Contract with Foth Economic Development Administration Infrastructure & Environment LLC, executed May 28, 2019, to provide consultant support services for the County Dredge, for the amount of \$116,430.00, for a period from May 28, 2019 through November 28, 2020
- Renewal of a contract with B&B Electric, executed September 11, 2019, for On Call Electrical Maintenance and Repair, for a period from August 15, 2019 through June 30, 2020, with the option to renew for one (1) additional year, under the same terms and conditions of the original contract, for the period of one (1) additional year, from July 1, 2020 through June 30, 2021
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- Contract with Vision 33, executed June 16, 2016, for implementation, configuration and related services for hosted Accela software, for a period from June 16, 2016 through June 15, 2018, with the option to renew for two (2) additional two-year periods
- Memorandum dated June 12, 2020 to the Board of the Regional Commissioners from Community Septic Management Loan Program with the subject Certificates for Dissolving Septic Betterments

Approved, Board of Regional Commissioners:

  
Ronald Bergstrom, Chair

  
Mary Pat Flynn, Vice-Chair

  
Ronald R. Beaty, Commissioner

6/24/2020  
Date

The foregoing records have been read and approved, June 24, 2020

A true copy, attest:

  
  
Janice O'Connell, Regional Clerk