

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

At a regular meeting of the Barnstable County Board of Regional Commissioners, 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, on the twenty-seventh day of May, A.D. 2020

Board Regional Commissioners:

Ronald R. Beaty Present remotely

Ronald Bergstrom Present remotely

Mary Pat Flynn Present remotely

Staff Present:

Jack Yunits County Administrator

Owen Fletcher Executive Assistant, Administration

Elizabeth Braccia Director of Finance/Treasurer

Mike Maguire Director, Cape Cod Cooperative Extension

Sean O'Brien Director, Health and Environment

Robert Collett Cape Cod Regional Tobacco Control Program Director,
Health and Environment

Deirdre Arvidson Public Health Nurse, Health and Environment

Vaira Harik Deputy Director & Senior Project Manager, Human Services

Ian Roberts Technical Support Specialist, Information Technology

John F. Meade Register of Deeds, Registry of Deeds

David Murphy Assistant Register of Deeds, Registry of Deeds

1. Call to Order

Chairman Bergstrom called the meeting to order at 10:00 A.M. The Chairman noted the Board held the meeting through remote participation pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law on March 12, 2020.

2. Pledge of Allegiance

3. Moment of Silence

Chairman Bergstrom called for a moment of silence for all members of the United States Armed Forces serving both at home and overseas.

4. Public Comment

The Board asked members of the public to direct all comments or questions to Mr. Yunits by phone or email, and stated it would address any submissions at its next meeting.

5. Approval of Minutes

a. Regular Meeting of May 20, 2020

Motion by Commissioner Beaty to approve the minutes of the Board of Regional Commissioners' Regular Meeting of May 20, 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 on the current number of confirmed cases and fatalities due to COVID-19. He noted confirmed cases and hospitalizations were decreasing on Cape Cod. Ms. Harik informed the Board that Cape Cod Healthcare sites were quiet over the Memorial Day Holiday Weekend. The Board also discussed at length COVID-19 issues in assisted living facilities, nursing homes, and among the elderly.

Mr. Yunits spoke regarding the advocacy of the Cape Cod Reopening Task Force as well as business leaders to ask the Commonwealth to reopen businesses in Barnstable County. He also spoke regarding goals to open restaurants by the middle

of June, and work with the Massachusetts Legislature to increase outdoor seating. He further discussed issues with opening motels and hotels.

Mr. O'Brien and Mr. Yunits also discussed beach signage and coordination with local town health boards. Mr. O'Brien reported on the County Health and Environment Department's work with health boards to engage retired inspectors on Cape Cod to assist towns during this time.

Mr. Maguire spoke regarding the disproportionate effect of the emergency on the aquaculture industry in general and on oysters sales specifically. He discussed the efforts of the Cape Cod Cooperative Extension to support aquaculture and farming industries in Barnstable County. Mr. Maguire also spoke regarding the work of Cape Cod Farm Bureau to help farmers through this time.

b. Discussion regarding the potential process and procedures for a possible future furlough of County Staff if necessary

Mr. Meade reported to the Board on the Registry of Deeds' ability to meet its revenue projections for the fiscal year. He was hopeful the Registry would meet its goal but state there was no way to be certain. Commission Beaty explained he requested this agenda item to clarify any contingency plans. Mr. Yunits discussed efforts to plan for a shortfall in County revenue but noted those plans involved union negotiations as well. He also noted any such issues should be discussed in Executive Session. Mr. Yunits explained any plans should take the County's long-term organization into account and argued the County's services to towns were even more necessary in the current fiscal climate.

c. Discussions on modifications to the Barnstable County Workplace Safety Standards required by the Baker-Polito Administration's Reopening Massachusetts Report dated May 18, 2020

Motion by Commissioner Beaty to authorize modifications to the Barnstable County Workplace Safety Standards required by the Baker-Polito Administration's Reopening Massachusetts Report dated May 18, 2020, 2nd by Commissioner Flynn, approved 3-0-0

Mr. Yunits explained the need for this item and asked the Board to approve the modest changes. He recommended the Board to review the standards on a monthly basis. He noted court buildings at the County's Complex would not be open to the public until July 1, 2020.

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

There was no new business at this meeting.

8. Commissioners' Actions

- a. **Authorizing the execution of an amendment to a contract for a grant from the Massachusetts Department of Public Health (MADPH) to the County Department of Health and Environment, in the amount of \$213,500.00, to support the Tobacco Cessation and Prevention Program, for a period from July 1, 2018 through June 30, 2020, increasing the contract amount by \$ 177,000.00 to \$390,500.00, and extending the performance period through June 30, 2021**

Motion by Commissioner Beaty to authorize the execution of an amendment to a contract for a grant from the Massachusetts Department of Public Health (MADPH) to the County Department of Health and Environment, in the amount of \$213,500.00, to support the Tobacco Cessation and Prevention Program, for a period from July 1, 2018 through June 30, 2020, increasing the contract amount by \$ 177,000.00 to \$390,500.00, and extending the performance period through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0

Mr. Collett gave an update to the board on program activities and explained its history as well as financial support from the Commonwealth.

- b. **Authorizing the award of a contract to Turtle Rock LLC to lease five-thousand (5,000) square feet of space for the Barnstable County Cape Cod Cooperative Extension for a rent of \$58,740, for a period from July 1, 2020 through June 30, 2021 with the option of an additional year with a five (5) percent increase in rent**

Motion by Commissioner Beaty to authorize the award of a contract to Turtle Rock LLC to lease five-thousand (5,000) square feet of space for the Barnstable County Cape Cod Cooperative Extension for a rent of \$58,740, for a period from July 1, 2020 through June 30, 2021 with the option of an additional year with a five (5) percent increase in rent, 2nd by Commissioner Flynn, approved 3-0-0

Mr. Maguire addressed the Board on this item. He explained the need for the department to move due to the spacing needs of the Trial Court. Commissioner Bergstrom clarified that the County received legal advice regarding the lease proposal and all procedures were followed. The Board noted the Assembly would not need to approve the item because the leased property was not County owned. Mr. Beaty clarified the Extension's relocation was temporary until the County could complete construction on a building to house it on the County Farm. Mr. Maguire noted the landlord was giving it to them below market rate.

- c. **Authorizing the renewal of a contract with Avenu Holdings Co., executed May 08, 2019, for Index Monitoring, Online Correction, Microfilm, and Book Printing for the Barnstable County Registry of Deeds, for a period from July**

1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period through June 30, 2021

Motion by Commissioner Beaty to authorize the renewal of a contract with Avenu Holdings Co., executed May 08, 2019, for Index Monitoring, Online Correction, Microfilm, and Book Printing for the Barnstable County Registry of Deeds, for a period from July 1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0

- d. Authorizing the renewal of a contract with Browntech Inc., executed May 14, 2019, for Computer Programming and Maintenance Services, eFiling Support, and Online Streaming Backup/Disaster Recovery for the Barnstable County Registry of Deeds, for a period from July 1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period through June 30, 2021**

Motion by Commissioner Beaty to authorize the renewal of a contract with Browntech Inc., executed May 14, 2019, for Computer Programming and Maintenance Services, eFiling Support, and Online Streaming Backup/Disaster Recovery for the Barnstable County Registry of Deeds, for a period from July 1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0

The Board clarified the County Information Technology Department could not provide such services because to do so would require specialized expertise.

- e. Authorizing the renewal of a contract with Take a Break Vending Inc., executed June 13, 2018, for food and beverage vending machine services and maintenance, for a period from July 1, 2018 through June 30, 2019 with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period from July 1, 2020 through June 30, 2021**

Motion by Commissioner Beaty to authorize the renewal of a contract with Take a Break Vending Inc., executed June 13, 2018, for food and beverage vending machine services and maintenance, for a period from July 1, 2018 through June 30, 2019 with the option to renew for two (2) additional one-year periods, for one (1) additional year under the same terms and conditions, for a period from July 1, 2020 through June 30, 2021, 2nd by Commissioner Flynn, approved 3-0-0

Commissioner Beaty noted previous issues with the vendor including with stale food and questioned the revenue generated by the machines. Mr. Yunits assured the Board the vendor address those issues.

f. Authorizing the execution of Certificates for Dissolving Septic Betterments

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

9. Commissioners' Reports

Chairman Bergstrom reported on a meeting of the Retirement Board. The meeting addressed on investments and adjustments to ensure the Retirement Board did not create any financial issues. Ms. Braccia discussed whether any changes the Retirement Board made could be applied this fiscal year, or they must be for next year.

10. County Administrator and Staff Reports

Mr. Yunits noted the County Dredge had completed work in Chatham and was moving to Falmouth. He spoke regarding a business at the Route 6 Rest Area, the Visitor Center, and bathroom cleaning strategy at the site. Mr. Yunits also highlighted the work of the Massachusetts Department of Transportation with the County on this issue.

11. Adjournment

Barnstable, ss. at 11:14 A.M. on this twenty-seventh day of May A.D. 2020, Commissioner Beaty made a motion to adjourn, 2nd by Commissioner Flynn, approved 3-0-0

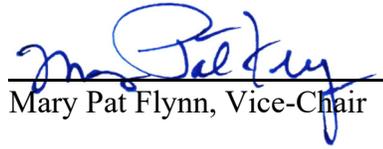
List of Documents:

- Draft minutes of the Board of Regional Commissioners' Regular Meeting of May 20, 2020
- Modificatons to the Barnstable County Workplace Safety Standards dated May 18, 2020
- Reopening Massachusetts Report from the Baker-Polito Administration dated May 18, 2020
- Amendment to a contract for a grant from the Massachusetts Department of Public Health (MADPH) to the County Department of Health and Environment, in the amount of \$213,500.00, to support the Tobacco Cessation and Prevention Program, for a period from July 1, 2018 through June 30, 2020, increasing the contract amount by \$ 177,000.00 to \$390,500.00, and extending the performance period through June 30, 2021
- Contract for a grant from the Massachusetts Department of Public Health (MADPH) to the County Department of Health and Environment, in the amount of \$213,500.00, to support the Tobacco Cessation and Prevention Program, for a period from July 1, 2018 through June 30, 2020
- Contract for a grant from the Massachusetts Department of Public Health (MADPH) to the County Department of Health and Environment, in the amount of \$91,500.00 to support the Tobacco Cessation and Prevention Program, for a period from October 3, 2018 through June 30, 2019, increasing the contract amount by \$122,000.00 to \$213,500.00, and extending the duration through June 30, 2020
- Memorandum dated May 21, 2020 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding Notice of Bid Award - #7906 Lease of Office Space Cooperative Extension
- Lease Proposal for the Cape Cod Cooperative Extension from Turtle Rock LLC dated May 1, 2020
- Memorandum dated May 21, 2020 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding Contract Renewal - #7877 Index Verification
- Contract with Avenu Holdings Co., executed May 08, 2019, for Index Monitoring, Online Correction, Microfilm, and Book Printing for the Barnstable County Registry of Deeds, for a period from July 1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods
- Memorandum dated May 21, 2020 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding Contract Renewal - #7878 Computer Programming
- Contract with Browntech Inc., executed May 14, 2019, for Computer Programming and Maintenance Services, eFiling Support, and Online Streaming Backup/Disaster Recovery for the Barnstable County Registry of Deeds, for a period from July 1, 2019 through June 30, 2020, with the option to renew for two (2) additional one-year periods
- Memorandum dated May 21, 2020 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding Contract Renewal - #7846 Vending Machines
- Memorandum dated March 21, 2019 to the County Commissioners from Jennifer Frates, Chief Procurement Officer, regarding Contract Renewal for food and beverage vending machine services and maintenance
- Contract with Take a Break Vending Inc., executed June 13, 2018, for food and beverage vending machine services and maintenance, for a period from July 1, 2018 through June 30, 2019 with the option to renew for two (2) additional one-year periods

- Memorandum dated May 22, 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

6/3/2020
Date

The foregoing records have been read and approved, June **3**, 2020

A true copy, attest:



Janice O'Connell, Regional Clerk