

MEETING NOTES

County Commissioners -William Doherty, Mary Pat Flynn, Sheila Lyons

Others present:

Kara Mahoney	Administrative Assistant, Barnstable County
Mark Foley	Deputy Chief, Town of Eastham
John Donlan	Assistant Chief, Town of Dennis
Ed Maroney	Barnstable Patriot
Steve Baty	All Media Productions
Dick Andres	Public

The Commissioners observed a Moment of Silence followed by the Pledge of Allegiance.

Commissioner Sheila Lyons asked for any questions or comments from the public. None offered.

I. Incident Management Team update

Mark Foley and John Donlan provided the Commissioners with an update on the Barnstable County Incident Management Team (IMT). Mr. Foley distributed a handout to the Commissioners outlining his presentation. Mr. Foley provided an overview on what the team does, how they do it, who they are, what they have done and how they can help. (The handout can be found on file in the County Commissioner's Office).

ACTIONS TAKEN BY THE BOARD OF COUNTY COMMISSIONERS - AUGUST 5, 2009

II. Needs Action Items

The Commissioners examined and approved the following warrants and payroll: \$686,888.41

- 1) Executed their Minutes of July 22, 2009.
- 2) VOTED: to approve their Meeting Notes of July 22, 2009.
- 3) Executed a Subordination of Mortgage for 55 Osprey Lane, East Sandwich.
- 4) VOTED: to authorize the County Treasurer to prepay the Massachusetts Municipal Personnel Association in the amount of \$250 for Margaret T. Downey's, Assistant County Administrator, membership dues for the period of July 1, 2009 through June 30, 2010.

5) In her capacity as Chair, Commissioner Lyons executed a Funding Approval and HOME Investment Partnerships Agreement in the amount of \$753,465 for fiscal year 2009.

6) Executed a Memorandum of Agreement between Barnstable County acting by and through Cape Cod Commission and the Town of Barnstable to provide technical assistance to the town through DHCD's District Local Technical Assistance grant program in the amount of \$11,000 for the period of August 5, 2009 through December 1, 2009.

7) Executed a Memorandum of Agreement between Barnstable County acting by and through Cape Cod Commission and the Town of Harwich for the town to utilize transportation mitigation funds in the amount of \$194,936 from August 5, 2009 through December 31, 2010.

8) Executed Amendment #1 between Barnstable County acting by and through Cape Cod Commission and the Town of Bourne to extend the duration of the original agreement to December 31, 2009.

9) VOTED: to approve the out-of-state travel request of Roberta Clark, Extension Educator to attend "Landscape Day for Proven Winners " conference in Loudon, New Hampshire on August 11, 2009.

10) Executed a Service Contract between Barnstable County acting by and through Cape Cod Cooperative Extension and Edward O'Brien to assist Extension staff with eel grass and bay scallop projects in the amount of \$1,800 for the period of August 5, 2009 through December 31, 2009.

11) VOTED: to approve the out-of-state travel request of Susan Bourque, Extension Nutrition & Food Safety Educator, and Kimberly Concra, Community Nutrition & Food Safety Educator to attend "Cook By the Seat of Your Pants" professional development workshop in Pittsburgh, PA from August 17-18, 2009.

12) Executed Seventh Amendment to Contract between Barnstable County acting by and through Cape Light Compact and Housing Assistance Corporation to amend the amount of the contract to \$644,449 and extend the duration from June 1, 2009 through December 31, 2009.

13) VOTED: to authorize the County Treasurer to prepay Vineyard Energy Project in the amount of \$2,000 for Cape Light Compact to sponsor the "Living Local Harvest Festival" on October 3, 2009.

14) VOTED: to approve the out-of-state travel request of Kevin Galligan, Energy Efficiency Program Manager, to attend the NEEP Regional Evaluation, Measurement & Verification Forum in Providence, RI on September 16, 2009.

15) VOTED: to authorize the County Treasurer to prepay Northeast Energy Efficiency Partnerships in the amount of \$25 for Kevin Galligan's, Energy Efficiency Program Manager, registration fee to attend the Regional Evaluation, Measurement & Verification Forum on September 16, 2009.

16) Executed a Third Amendment to Contract between Barnstable County acting by and through Cape Light Compact and RISE Engineering in the amount of \$1,722,918 for the period of June 1, 2009 through December 31, 2009.

17) Executed a Color Copier Service Contract between Barnstable County acting by and through the Facilities Department and KenMark Office Systems for Model # C2525 (Serial # L3675900525) in the amount of \$350 per year for the period of July 28, 2009 through July 27, 2010.

18) Executed a Service Agreement between Barnstable County acting by and through the Department of Health & Environment and ManSci, Inc. for the Lab's PC-Titrate System in the amount of \$3,800 for the period of August 1, 2009 through August 1, 2011.

19) Executed a Service Contract between Barnstable County acting by and through the Department of Health & Environment and Dionex for the Lab's ICS-2000 Ion Chromatograph instrument in the amount of \$7,657.98 for the period of September 1, 2009 through August 31, 2010.

20) Executed a Service Contract between Barnstable County acting by and through the Department of Health & Environment and Agilent Technologies for the Lab's Gas Chromatography-Mass Spectrometer in the amount of \$6,168.58 for the period of August 14, 2009-August 13, 2010.

21) VOTED: to approve the lease renewal between Barnstable County acting by and through the Department of Health & Environment and ModSpace for the modular office trailers in the amount of \$425 per month for the period of August 7, 2009 through August 7, 2010.

22) VOTED: to authorize the County Treasurer to transfer funds in the amount of \$500.

23) Executed a Grant Agreement between Barnstable County acting by and through Human Services and Community Action Committee of Cape & Islands for the Regional Network to End Homelessness & Community Action Committee to coordinate the "Main Street Homeless Outreach Project" in the amount of \$45,000 for the period of August 1, 2009 through January 31, 2011.

24) VOTED: to declare the equipment as outlined in Elaine Davis's memo of July 30, 2009 as surplus.

25) VOTED: to authorize the County Treasurer to prepay Survey Monkey in the amount of \$59.85 for the Purchasing Department's quarterly subscription from July 22, 2009 through October 22, 2009.

26) VOTED: to authorize the County Treasurer to prepay the Town of Harwich in the amount of \$50 for the use of the Community Center multipurpose room on September 10, 2009 for the new AmeriCorps members 1st aid and CPR training.

27) Executed proclamations for AmeriCorps members, Erin Der-McLeod, Samantha Miller, Melany Levesque, and Megan Horbin to recognize two years of service.

28) Execute a proclamation for John Burns for serving on the AmeriCorps Cape Cod Advisory Board for three years.

29) VOTED: to approve 10 advance vacation days to Amanda Howe, Rebecca Wolfson, Lisa Buchs, and Ashleigh McCord to be used within the program year August 21, 2009 through August 20, 2010.

30) VOTED: to approve a no pay out clause for all departing AmeriCorps Cape Cod grant funded staff in July without receiving a time pay out if not used within the program year.

31) VOTED: to authorize the County Treasurer to transfer funds in the amount of \$1,800 for the Resource Development Office.

32) Executed a Contract between Barnstable County and the Commonwealth of Massachusetts acting by and through the CDA Mass. Emergency Management Agency to perform services in accordance with the Scope of Services set forth in Attachment A to this contract in the amount of \$4,950 for the period of October 1, 2008 through September 30, 2009.

33) VOTED: to ratify the actions of Sheriff James Cummings for executing a contract between the Barnstable County Sheriff's Office and the Commonwealth of Massachusetts acting by and through EOPS/Statewide Emergency Telecommunications Board for reimbursement, under the State 911 Department training Grant Program, of training-related costs associated with the 9-1-1 system per grant guidelines and response in the amount of \$39,647 for the period of July 1, 2009 through June 30, 2010.

34) VOTED: to ratify the actions of Jennifer L. Sheehan, Chief Financial Officer, for executing the Copier Service Contract between the Sheriff's Office and KenMark Office Systems for Model # AF1013 (Serial # H9248602024) in the amount of \$185 per year for the period of July 15, 2009 through July 14, 2010.

35) VOTED: to authorize the Payroll Administrator to pay Sheriff Cummings a 5% Longevity payment in the amount of \$6,160.47.

36) Executed Mark Zielinski's timesheet for the period of July 19, 2009 through August 1, 2009.

37) VOTED: to carry over 25 hours of vacation time for Jessica Wielgus until December 30, 2009.

Commissioners received and approved notice from the Cape Cod Commission to fill the vacancy for an Administrative Assistant.

Commissioners received and approved notice from the Facilities Department that Peter Avitabile Mass Maritime Summer Co-operative program ends on August 12, 2009.

Commissioners received and approved notice from the Resource Development Office that Ashleigh McCord has been hired for the position of AmeriCorps Program Supervisor-Bourne effective 09/01/09.

Commissioners received and approved notice from the Resource Development Office that Lisa Buchs has been hired for the position of AmeriCorps Program Supervisor-Wellfleet effective 09/01/09.

Motion to accept the Minutes of July 22, 2009 made by Sheila Lyons, 2nd by Mary Pat Flynn, approved 3-0.

All votes moved by Bill Doherty, 2nd by Mary Pat Flynn, approved 3-0.

III. Reports from the Commissioners

Commissioner Doherty reported on the NACO conference he attended in Nashville, TN.

Commissioner Lyons reported on the Chamber of Commerce meeting she attended that morning. She also reported on her meeting with several Fire Chiefs concerning dispatch staying with the Sheriff's Office and that it remain regional.

IV. Other Business

Commissioner Lyons reported that she was approached by Stacy Gallagher, Director of Children's Cove, about having a Commissioner representative on the Advisory Board for Children's Cove. The Commissioners were advised by Kara Mahoney that all appointments to Boards and Committees were voted back on their first meeting in January and it was verified that Commissioner Lyons was appointed to the Advisory Board for Children's Cove

at that time. Commissioner Lyons will start to attend their quarterly meetings beginning September 2, 2009.

Motion to adjourn at 3:13 p.m. to attend the Assembly of Delegates meeting made by Mary Pat Flynn, 2nd by Bill Doherty, approved 3-0.