







2016 Annual Report

# BARNSTABLE COUNTY

## CAPE COD REGIONAL GOVERNMENT





# FROM THE BOARD OF REGIONAL COMMISSIONERS



## **To the Citizens of Barnstable County:**

The Annual Report of the Cape Cod Regional Government for Fiscal Year 2016 contains the cumulative report of the Board of Regional Commissioners and the report of the County Treasurer for the fiscal year ending June 30, 2016. This publication hereby submitted is 118th in the series.

The report of the Board of Regional Commissioners reflects the acts performed during the preceding fiscal year. The report of the County Treasurer provides a record of the county's receipts and expenditures, the balances at year-end in the General Fund, the Environmental Protection Fund and a listing of the tax assessments to the towns of Barnstable County.

The Board of Regional Commissioners would like to thank Interim County Administrator Michael Brillhart for his services during a time of administrative transition for Barnstable County. An initial one-year appointment extended to more than two years as the Commissioners searched for a permanent County Administrator. That search concluded with the hiring of John "Jack" Yunits Jr., who started as County Administrator in February 2016.

In less than half a year, Jack took measures to steady the County's financial position, review its department structure and understand its real estate holdings. Through budget austerity and the cooperation of all departments, the County ended FY 2016 on firmer financial ground than projected when it started.

On behalf of the Board of Regional Commissioners, we thank all county employees for their efforts serving the residents of Barnstable County in 2016.

Respectfully submitted,

**Mary Pat Flynn, Chair**

*Barnstable County Board of Regional Commissioners*



# 2016 ANNUAL REPORT

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**B**arnstable County was established in 1685 when Plymouth Colony was divided into the new counties of Plymouth, Bristol and Barnstable just prior to the end of the Plantation period.

The 15 communities of Cape Cod are connected by more than geography.

Together we celebrate a shared history, culture and vision. Barnstable County is a special place requiring special protection and services managed cooperatively for the benefit of each community and the region as a whole.

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### ON THE COVER:

The bronze statue of Mercy Otis Warren, a native of West Barnstable, was dedicated on the lawn of Barnstable Superior Courthouse on July 4, 2001. The date honors her contributions to the Bill of Rights, which she holds in her right hand, and her influential, often anonymous, writings during American Revolution.

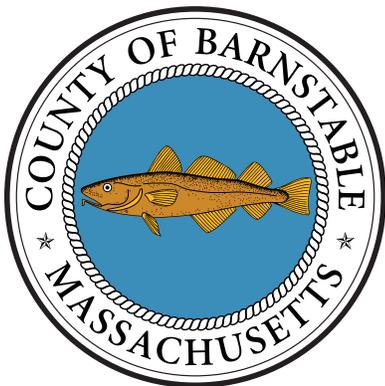
**BACK COVER:** Her statue stands opposite that of her eldest brother, James Otis, known as "The Patriot" for his fiery speeches and writings on the rights of the colonists.



FY'16



# Report of the Barnstable County **ASSEMBLY OF DELEGATES**





# ASSEMBLY OF DELEGATES

**Cape Cod Regional Government (known as Barnstable County)  
First District Courthouse, Route 6A  
Barnstable, MA 02630**

[www.barnstablecounty.org](http://www.barnstablecounty.org)

**Janice O’Connell, Clerk**  
508-375-6761 | [aofd@barnstablecounty.org](mailto:aofd@barnstablecounty.org)

## Fourteenth Session (2015 -2016)



Seated left to right: **James Killion** (Sandwich), **Edward Lewis** (Brewster), **Brian O’Malley** (Provincetown), **Edward McManus** (Harwich), **Suzanne McAuliffe** (Yarmouth), **Teresa Martin** (Eastham). Standing left to right: **Linda Zuern** (Bourne), **Christopher Kanaga** (Orleans), **Ronald Bergstrom** (Chatham), **Julia Taylor** (Falmouth), **Deborah McCutcheon** (Truro), **Ned Hitchcock** (Wellfleet – resigned April 2016), **Patrick Princi** (Barnstable). Missing from photo: **Lilli-Ann Green** (Wellfleet), **Marcia King** (Mashpee), **John Ohman** (Dennis).

The Assembly of Delegates is the legislative branch of Cape Cod Regional Government (also known as Barnstable County government). Each town within the county is duly represented on the Assembly of Delegates. Delegates are elected by the voters from each town for a two-year (calendar) term.

On Wednesday, January 7, 2015, delegates to the Fourteenth Session (2015-2016) of the Assembly of Delegates were sworn-in and assumed their duties. Ronald Bergstrom (Chatham) was elected Speaker, Deborah McCutcheon (Truro) was elected Deputy Speaker, and Janice O’Connell continued as the Assembly Clerk.

The Assembly of Delegates holds regular

meetings on the first and third Wednesday of each month at 4:00 p.m. Work has begun on a new Assembly meeting space, which is anticipated to be ready in the coming year. Until then, the Assembly meets in the Chamber Hall of the Assembly of Delegates, First District Courthouse in Barnstable. The vote of each delegate is a weighted vote based on the 2010 U. S. Decennial Census. Barnstable has the largest weighted vote of 20.92% and Truro has the smallest weighted vote of 0.93%.

The legislative powers of county government are vested in the Assembly of Delegates, and except as provided in the Barnstable County Home Rule Charter, the acts of the Assembly of Delegates

are required to be by ordinance. Ordinances are brought forward to the Assembly of Delegates and then referred for review and discussion to a Standing Committee of the Assembly by the Speaker prior to receiving a recommendation from the committee for a vote by the full Assembly. The public has the opportunity to participate in the process when a proposed ordinance is scheduled for a public hearing by the appropriate Standing Committee.

Delegates are appointed to serve on the Standing Committees of the Assembly and may also be appointed to serve on special committees.

The Standing Committees of the 14<sup>th</sup> Session of the Assembly of Delegates are as follows:

- **Economic Affairs:** addresses economic development in Barnstable County
- **Finance:** reviews the budget and looks at every major decision rendered by the Barnstable County government that has financial implications including inter-governmental fiscal policies and procedures
- **Governmental Regulations:** addresses all matters relating to the Regional Policy Plan (committee composition consists of the Chairs of all other Standing Committees)
- **Health and Human Services:** addresses matters relating to public health, social services and housing
- **Natural Resources:** addresses matters relating to environmental matters
- **Public Services:** addresses matters relating to public services
- **Telecommunications and Energy:** addresses matters relevant to telecommunications and energy policy and budgetary decisions of the Assembly and to the general welfare of the citizens of Barnstable County.

Members of each Standing Committee will review the components of all proposed ordinances assigned to and under consideration by each appropriate committee prior to issuing a report to the full Assembly.

An important and significant responsibility

of the Assembly is the review and adoption of a proposed budget for the ensuing fiscal year. A proposed budget is submitted to the Assembly of Delegates by the Board of County Commissioners (executive branch of Barnstable County government) each February. Standing Committees meet with department managers, review their budgets and programs, look at the goals and effectiveness of each program, and consider information that is gathered through the public hearing process prior to making a recommendation to the full Assembly for a vote. This budget process typically takes place between February and May of each year.

During FY2016 (July 1, 2015 through June 30, 2016), the Assembly of Delegates adopted fourteen ordinances (#15-06 through 15-12, 16-01 and 16-07). A complete list of all ordinances adopted by the Assembly of Delegates is available upon request or can be viewed on the county website at <http://www.barnstablecounty.org/assembly-of-delegates/ordinances>.

The following information represents a list of the Standing Committees and a summary description of the ordinances and subject matter that were reviewed by the committees and ordinances adopted by the Assembly during fiscal year 2016.

### **Standing Committee Health & Human Services:**

- To amend Section 2 of Human Rights Commission Ordinance 08-12 – **Ordinance 15-06 adopted by Assembly on 7/15/15.**

### **Standing Committee on Finance:**

- General Fund Transfer of \$232,000 to Special Revenue Fund for water monitoring and remediation at the Fire Training Academy - **Ordinance 15-07 adopted by Assembly on 9/16/15.**
- Supplemental Appropriation of \$6,000 from General Fund Statutory Reserve Fund for Assembly Copy Machine Equipment – **Ordinance 15-08 adopted by Assembly on 10/21/15.**



- Rescind Unissued County Debt in the amount of \$399,900 – **Ordinance 15-09 adopted by the Assembly on 11/4/15.**
- Amend Ordinance 13-03 and 14-02 Bond Term Limits – **Ordinance 15-10 adopted by Assembly on 11/18/15.**
- Rescind Unissued County Debt in the amount of \$402,805 – **Ordinance 15-11 adopted by Assembly on 12/2/15.**
- Supplemental Appropriation of \$51,000 from General Fund Statutory Reserve Fund for Finance Department Salary and Wages – **Ordinance 15-12 adopted by Assembly on 12/16/15.**
- Appropriation from the Vehicle replacement Stabilization Fund of \$39,946 for Facilities Department new vehicle – **Ordinance 16-01 adopted by Assembly on 1/6/16.**
- Amend Ordinance 15-05 to restate language and re-affirm purpose of FY16 bonding (\$1,755,500) – **Ordinance 16-02 adopted by Assembly on 1/20/16.**
- Amend Ordinance 06-16 for budget timeline review – **Ordinance 16-03 adopted by Assembly on 3/16/16.**
- Supplemental Appropriation from Stabilization Reserve Fund – Legal Reserve Fund in the amount of \$50,000 for legal services – **Ordinance 16-04 adopted by Assembly on 5/4/16.**
- Amend Ordinance 09-06 Deeds Excise Tax from \$1.35 to \$1.53 p/\$500 effective 7/1/16 – **Ordinance 16-05 adopted by Assembly on 5/4/16.**
- FY17 County Operating Budget authorization and appropriation of \$27,733,930 – **Ordinance 16-06 adopted by Assembly on 5/4/16.**
- FY 17 County Capital Budget authorization and appropriation of \$850,000 – **Ordinance 16-07 adopted by Assembly on 5/4/16.**

**Economic Affairs**  
**Health & Human Services**  
**Natural Resources**  
**Public Services**

**Telecommunications & Energy:**

- Reviewed and recommended department budgets to the Finance Committee for FY 2016 proposed operating budget – **Ordinance 16-06 and 16-07, both adopted by Assembly on 5/4/16.**

**Town Representation**

(effective June 30, 2016)

Delegates	Town	% Weighted Vote
Ronald Bergstrom	Chatham	2.84%
Lilli-Ann Green	Wellfleet	1.27%
Christopher Kanaga	Orleans	2.73%
James Killion	Sandwich	9.58%
Marcia King	Mashpee	6.49%
Edward Lewis	Brewster	4.55%
Teresa Martin	Eastham	2.30%
Suzanne McAuliffe	Yarmouth	11.02%
Deborah McCutcheon	Truro	0.93%
Edward McManus	Harwich	5.67%
John Ohman	Dennis	6.58%
Brian O'Malley	Provincetown	1.36%
Patrick Princi	Barnstable	20.92%
Julia C. Taylor	Falmouth	14.61%
Linda Zuern	Bourne	9.15%
		<b>100.00%</b>

If you have any questions about the operation or structure of the Assembly of Delegates please contact the Assembly Clerk via the following:

Janice O'Connell, Clerk  
 Telephone 508-375-6761  
 Fax: 508-362-6530  
 Email: [aofd@barnstablecounty.org](mailto:aofd@barnstablecounty.org)



Report of the Barnstable County  
**BOARD OF REGIONAL  
COMMISSIONERS**





# BOARD OF REGIONAL COMMISSIONERS

Superior Courthouse  
P.O. Box 427  
3195 Main Street  
Barnstable, MA 02630  
508-375-6648 | Fax: 508-362-4136  
www.barnstablecounty.org

## Board of Regional Commissioners

**Mary Pat Flynn**, Chair (Falmouth)  
508-375-6648 | [mflynn@barnstablecounty.org](mailto:mflynn@barnstablecounty.org)

**Sheila R. Lyons**, Vice-chair (Wellfleet)

**Leo Cakounes** (Harwich)  
508-375-6648 | [lcakounes@barnstablecounty.org](mailto:lcakounes@barnstablecounty.org)

**Alisa Lucas-McLaughlin**,  
Administrative Assistant (through December 2015)

**Kara Mahoney**, Interim Administrative Assistant  
508-375-6648 | [kmahoney@barnstablecounty.org](mailto:kmahoney@barnstablecounty.org)

**Justyna Marczak**, Human Resources Coordinator  
508-375-6646 | [jmarczak@barnstablecounty.org](mailto:jmarczak@barnstablecounty.org)

## Administration

**Jack Yunits Jr.**, County Administrator  
(From February 29, 2016)  
508-375-6648 | [jack.yunits@barnstablecounty.org](mailto:jack.yunits@barnstablecounty.org)

**Michael Brillhart**, County Administrator  
(through February 29, 2016)



Commissioners Mary Pat Flynn, Chair; Sheila Lyons, Vice-chair, Leo Cakounes.



## About

The Board of Regional Commissioners is the Executive Body for the Cape Cod Regional Government, known as Barnstable County. “The executive powers of the Cape Cod Regional Government shall be vested solely in the Board of Regional Commissioners and may be exercised whether directly by such board, or through the several regional agencies under its direction and supervision.” Barnstable County Home Rule Charter, Sec. 3-2.

There are three members of the Board of Regional Commissioners. They are elected at-large on a partisan basis for four-year staggered terms.

### Responsibilities include:

- Director of County agencies
- Preparation of budgets for submittal to the Assembly of Delegates
- Care of County property
- Supervision of revenue collection and fund disbursement
- Reporting on financial and administrative condition of County
- Proposal of measures for Assembly action
- Power to veto ordinances
- Appointment and removal of County Administrator and all County employees.

## FY 2016 REPORT

For the Period July 1, 2015 and ending June 30, 2016.

The County Commissioners of Barnstable County submit the following report upon the affairs of the County in accordance with Section 26 of Chapter 35 of the General Laws. The Commissioners met by adjournment on Wednesdays and on such other days as were necessary.

All taxes due from the fifteen (15) towns within the County are paid to date.

On July 16, 1988, the Governor executed the Barnstable County Home Rule Charter. It was then accepted by the voters of Barnstable County at the November 8, 1988 State Election.

In the November 7, 2000 election, voters

overwhelmingly passed a ballot question that asked “Shall the revisions to the Barnstable County Charter proposed by the Assembly of Delegates establishing a Cape Cod Regional Government be adopted?”

With its passage, Barnstable County Government became the Cape Cod Regional Government, known as Barnstable County. No changes were made to the existing revenue stream for Barnstable County and no new taxes created. Existing services and the ability to deliver regional services to towns were maintained.

The County Budget process is now detailed in the Charter under Article 5 - Fiscal Procedures. The votes of Assembly members are proportionate to the percentage of their towns’ population relative to the total population of the County based on the most recent federal census. The County Tax is apportioned based on the equalized valuation of towns relative to the total of all 15 towns, as determined by the Department of Revenue.

For Fiscal Year 2016 revenue, the County did increase the County Tax by 2 ½ percent, as permitted under Massachusetts General Laws. The approved Budget Ordinance 15-02 for Fiscal Year 2016 allowed for expenditures of \$28,548,106. Pursuant to Article 3-Executive Branch; Section 3-3(e) (Powers and Duties), the Commissioners file, at least on a semi-annual basis, a report with the Assembly of Delegates informing them of the financial and administrative condition of the County. Also, the Commissioners update the Assembly of Delegates on County issues at their regularly scheduled meetings.

## Pending Litigation For Barnstable County

There is no pending litigation against Barnstable County in Fiscal Year 2016. There is current litigation filed on July 10, 2016, which is Fiscal Year 2017, by the Town of Barnstable regarding an environmental claim.



## Salaries of Elected County Officers

County Commissioners .....	\$14,178.60/each
Register of Deeds .....	\$127,461.14 /FY
Assembly of Delegates .....	\$1,000.00/each/year

## County Property

- Superior Court House
- Deeds & Probate Building
- Jail & House of Corrections
- Water Quality Testing Lab
- Police Services Center
- Resource Development Offices
- Other Structures/Flag Pole
- County Complex land 17.88 acres; old Rte. 132 land 5.03 acres
- Farm Superintendent’s Residence
- Farm Buildings
- Farm Land 99.89 acres
- Former County Hospital (Pocasset), AmeriCorps & Other Related Buildings
- County Hospital & AmeriCorps Land 70.34 acres
- Fire Administration Building
- First District Court House
- 2nd District Court House
- Helms House / Humans Service Function
- Cape Cod Commission Offices (contents only)
- **LAND:** Flint Rock Road land with adjacent property and Fire Academy land 11.06 acres
- **LAND:** 3195 Main Street, Barnstable, 17.88 acres with buildings & equipment
- **LAND:** 0 Phinney’s Lane, Barnstable, 5.03 acres with buildings & equipment
- **LAND:** 3675 Main Street, Barnstable, 18.91 acres with buildings & equipment
- **LAND:** 0 Flint Rock Road, Barnstable, 78.24 acres with buildings & equipment
- **LAND:** 155 South Flint Rock Road, Barnstable, 6.20 acres with buildings & equipment
- **LAND:** 1225 Mary Dunn Road, Bourne, 6.61 acres with buildings & equipment

- **LAND:** 0 County Road, Bourne, 65.60 acres with buildings & equipment
- **LAND:** 875 County Road, Bourne, 5.44 acres with buildings & equipment
- **LAND:** 237 Rock Harbor Road, Orleans, 10.00 acres with buildings & equipment

## BARNSTABLE COUNTY CONTRACTS

### Contracts executed and other actions taken as a result of an invitation for bid or Request For Proposal (RFP) During Fiscal Year 2016

**BID #7750:** Request for Proposals issued for marketing services for Children’s Cove: The Cape and Islands Child Advocacy Center. One proposal received, and rejected as it did not comply with bid requirements.

**BID #7751:** Request for Proposals issued for marketing services for Children’s Cove: The Cape and Islands Child Advocacy Center. Bid was awarded to Grouper Design as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7752:** Invitation for Bids issued from qualified drilling and water supply installers to assist in the groundwater recovery well(s) with piping and electrical controls and responding to well and treatment system plumbing and groundwater pump failures and maintenance needs. Bid awarded to Desmond Well Drilling Corporation as the sole bidder meeting all qualifications in bid documents.

**BID #7753:** Request for Proposals issued on behalf of the Cape Cod Commission, its IT Department and its member towns to provide shared regional voice. Two proposals rejected as neither complied with the bid documents.

**BID #7754A:** Invitation for Bids issued on behalf of the Cape Cod Commission and its member towns, for performance management software licenses and for implementation, configuration and related services for the same. Voted to reject all five bids. The specifications will be revised and the proposal will be rebid.



**BID #7754B:** Invitation for Bids issued for the supply and delivery of a new heavy duty truck to be used for snow removal for the Facilities Department, 3195 Main St., Barnstable, MA 02630. Bid was awarded to Balise Ford as the responsive, responsible bidder offering the lowest price.

**BID #7755:** Request for Proposals issued on behalf of the Cape Cod Commission, for assistance with application development of watershedMVPv3.0. Bid was awarded to Bluegear Labs, Inc. as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7756:** Invitation for Bids issued from MA Certified Suppliers of hard clam/quahog seed (*Mercenaria mercenaria*) seed, to provide a bulk shipment of said seed to the Towns of the County for the Summer of 2016. Bid was awarded to Aquacultural Research Corporation (ARC) as the sole bidder meeting all qualifications in bid documents.

**BID #7757:** Invitation for Bids issued from MA Certified Hatcheries to conduct a regional oyster remote set program for the participating towns of the County. Bid was awarded to Aquacultural Research Corporation (ARC) as the sole bidder meeting all qualifications in bid documents.

**BID #7758:** Invitation for Bids issued from MA Certified Suppliers of oyster (*Crassostrea virginica*) singles seed, to provide a bulk shipment of said seed to the Towns of the County for the Summer of 2016. This bid is for the smaller size. Bid was awarded to Cape Cod Oyster Co, as the responsive, responsible bidder offering the lowest price.

**BID #7759:** Invitation for Bids issued from MA Certified Suppliers of oyster (*Crassostrea virginica*) singles seed, to provide a bulk shipment of said seed to the Towns of the County for the Summer of 2016. This bid is for the smaller size. Bid was awarded to Mook Sea Farm as the responsive, responsible bidder offering the lowest price.

**BID #7760:** Invitation for Bids issued for Golf Course Materials and Services for the Municipal Golf Courses and other Political Subdivisions

in Barnstable County for the period of March 1, 2016 through February 28, 2017. Bid was awarded to: Valley Green; Residex; Winfield Solutions; Charles Hart Seed Company; Site One Landscaping Supply; Harrell's LLC; Pennington Seed, Inc.; The Cardinal's Inc.; Atlantic Golf and Turf; and Tom Irwin as responsive, responsible bidders.

**BID #7761:** Invitation for Bids issued on behalf of the Towns of Brewster, Eastham, Provincetown, Truro and Yarmouth from qualified companies to provide the leasing and maintenance of portable toilets for use at special events, in beach or park areas and or other applications where temporary and/or permanent portable units may be required. Voted to cancel bid.

**BID #7762:** Invitation for Bids issued for the Supply and Delivery of Gasoline and Diesel Fuel to Barnstable County and other Political Subdivisions for the period of July 1, 2016 through June 30, 2017. Bid awarded to: Noonan Brothers; Petroleum Traders Corporation; Peterson Oil Services; MJT Enterprises dba Cape Cod Oil; and Diesel Direct as responsive, responsible bidders.

**BID #7763:** Invitation for Bids issued for Roadway Construction Items for the period of April 1, 2016 through March 31, 2017, with the option to renew for one additional year. Bids were awarded to: MCE Dirtworks; Murray Paving and Reclamation; Superior Sealcoating; Sealcoating, Inc.; All States Asphalt; Pavement Maintenance Costello, Inc.; Rafferty Fine Grading; Robert Childs; Lawrence Lynch; and PJ Keating as the responsive, responsible bidders offering the lowest prices.

**BID #7764:** Request for Proposals issued on behalf of the Towns of Barnstable, Chatham, Falmouth, Harwich, Orleans, Provincetown, Sandwich and Yarmouth is seeking sealed bids for Road Resurfacing for the period of April 1, 2016 through March 31, 2017. Bids were awarded to: MCE Dirtworks; Lawrence Lynch; and PJ Keating as the responsive, responsible bidders offering the lowest prices.



**BID #7765:** Request for Proposals issued through the Chief Procurement Officer and on behalf of the Department of Human Services, seeks to develop a public health education campaign for Barnstable County about substance use and addiction on behalf of the Barnstable County Regional Substance Abuse Council (RSAC). Voted to reject sole bid from Smoke Signals as the Department of Human Services received more grant money for this project and the Scope of Services can be expanded.

**BID #7766:** Invitation for Bids issued on behalf of towns in Barnstable County from qualified companies to provide the leasing and maintenance of portable toilets for use at special events, in beach or park areas and/or other applications where temporary and/or permanent portable units may be required. Bid awarded to Matthew A. Frazier as the responsive responsible bidder offering the lowest prices.

**BID #7767:** Request for Proposals issued on behalf of the Cape Cod Commission and its member towns, for implementation, configuration and related services for hosted Accella software. Bid was awarded to zedIT as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7768:** Request for Proposals issued on behalf of the Cape Cod Commission and its member towns, is seeking sealed bids for Accela Software- as-a -Service (SAAS) licenses. SAAS licenses were to be provided to the Commission and directly to member towns as requested. Sole bid was rejected as no decision was made and the time for awarding the contract had passed.

**BID #7769:** Request for Proposals issued on behalf of the Cape Cod Commission and its Department and its member towns, for performance management software licenses and for implementation, configuration and related services for the same. Bid was awarded to OpenGov as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7770:** Request for Proposals issued on behalf of the Cape Cod Commission and its Department and its member towns, to provide shared regional voice telecommunications

services. Bids were rejected as no decision was made and the time for awarding the contract passed.

**BID #7771:** Request for Proposals issued through its Chief Procurement Officer and on behalf of the Department of Human Services, seeks to develop a public health education campaign for Barnstable County about substance use and addiction on behalf of the Barnstable County Regional Substance Abuse Council (RSAC). Bid was awarded to Grouper Design as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7772:** Request for Proposals issued for the bulk delivery of copy paper for locations in Barnstable County and Nantucket. Bid was awarded to WB Mason as the responsive, responsible bidder offering the lowest price.

**BID #7773:** Invitation for Bids issued for the supply and Delivery of #2 Fuel Oil to Barnstable County and other political subdivisions for the period of July 1, 2016 through June 30, 2017. Bid was awarded to Peterson Oil and MJT Enterprises as the responsive, responsible bidders offering the lowest prices.

**BID #7774:** Invitation for Bids issued for the supply and delivery of janitorial supplies for political subdivisions in Barnstable County and Dukes County. For the period of July 1, 2016 through June 30, 2017. Bids were awarded to: WB Mason; Conlon Products, Inc.; Calico Industries Casey EMI; and ERC Wiping Products, Inc. as the responsive, responsible bidders offering the lowest prices.

**BID #7775:** Invitation for Bids issued for the supply and delivery of toner cartridges to the County of Barnstable and other political subdivisions, including Martha's Vineyard for the period of July 1, 2016 through June 30, 2017. Bids were awarded to: WBMason; The Tree House; Kenmark; and JB Holdings as the responsive, responsible bidders offering the lowest prices.

**BID #7776:** Invitation for Bids issued for the supply and delivery of gasoline for the Town of Chatham for the period of July 1, 2016 through June 30, 2017. The bid was awarded to Noonan



Brothers as the responsive, responsible bidder offering the lowest price.

**BID #7777:** Request for Proposals issued on behalf of the Cape Cod Commission for technical assistance related to 3D mapping for water quality and development impacts on Cape Cod. Bid was awarded to Bergman Associates as the responsive, responsible bidder offering the most advantageous proposal.

**BID #7778:** Request for Proposals issued on behalf of the Cape Cod Commission for a consultant or consultant team to research the use and impacts of second homes on Cape Cod. Voted to reject the sole proposal submitted in the best interest of the County. The scope of services to be rewritten.

**BID #7779:** Invitation for Bids issued for the Supply and Delivery of Office Supplies to Barnstable County and other Political subdivisions including locations on Martha's Vineyard for the period of July 1, 2016 through June 30, 2017, with the option to renew for two additional one year periods. The bid was awarded to WB Mason as the responsive, responsible bidder offering the lowest pricing.

**BID #7780:** Invitation for Bids issued on behalf of water districts in Barnstable County for the supply and delivery of Caustic Potash (potassium Hydroxide - KOH), Hydrated Lime, Citric Acid, Sodium Hypochlorite, Methanol Solution and Sodium Hypochlorite for the period of July 1, 2016 through June 30, 2017. Bids were awarded to: Coyne Chemical; NBC Distributors; Borden & Remington; Univar; and Shannon as the responsive, responsible bidders offering the lowest prices. The bid for methanol solution for the Town of Chatham was awarded to Univar.

**BID #7781:** Invitation for Bids issued for Index Verification, Online correction, Microfilm, Book Printing and Binding for the Barnstable County Registry of Deeds for the period of July 1, 2016 through June 30, 2017, with the option to renew for two additional one year periods. The bid was awarded to Xerox/ACS Enterprise Solutions as the responsive, responsible bidder offering the lowest price.

**BID #7782:** Invitation for Bids issued for a qualified vendor to provide computer programming and maintenance services, eFiling support and online streaming backup/disaster recovery to the Barnstable County Registry of Deeds for the period of July 1, 2016 through June 30, 2017 with the option to renew for one additional year. The bid was awarded to Browntech, Inc. as the responsive, responsible sole bidder.

**BID #7783:** Invitation for Bids issued from qualified vendors for the Transportation of Municipal Solid Waste (MSW) from transfer stations in the County to the disposal site for the period of July 1, 2016 through June 30, 2017 with the option to renew for two additional one year periods. The bid was awarded to M&M Trucking for the Towns of Eastham and Chatham as the responsive, responsible bidder.

**BID #7784:** Invitation for Bids issued from qualified vendors for the Transportation of Municipal Solid Waste (MSW) from the Transfer Stations in the County to the Disposal Site for the period of July 1, 2016 through June 30, 2017 with the option to renew for two additional one year periods. The bid was awarded to New England Recycling and Robert Childs as the responsive, responsible bidders offering the lowest prices.

**BID #7785:** Request for Proposals issued for coordination and marketing services for the Cape Cod and Islands License Plate Fund. Voted to reject the one bid submitted by the Chamber of Commerce as it did not comply with the bid documents.

**BID #7786:** Invitation for Bids issued for laboratory services for Poly and Per Fluorinated Alkyl Substances (PPFAs). The bid was awarded to Maxxam Analytics as the responsive, responsible bidder offering the lowest prices.

**BID #7788:** Request for Proposals issued through the Chief Procurement Officer and on behalf of the Department of Human Services, seeking a qualified contractor to work with County staff to provide monitoring for the purpose of ensuring affordable housing projects developed with Barnstable County HOME Consortium funds meet the requirements of



HUD’s HOME Investment Partnership Program. The bid was awarded to FinePoint Associates, LLC as the sole bidder who was rated as Highly Advantageous by the review committee and submitted an advantageous proposal.

**BID #7789:** Request for Proposals issued through the Chief Procurement Officer and on behalf of the Department of Human Services, seeking a qualified contractor to assist the Department in coordinating the “Regional Substance Abuse Council” in Barnstable County. The bid was awarded to Samantha Kossow as the sole bidder offering a proposal determined as Highly Advantageous by the Review Committee.

**BID #7790:** Invitation for Bids issued for the transportation and disposal of sludge and grit on behalf of the towns in Barnstable County for the period of July 1, 2016 through June 30, 2017 with the option to renew for two additional one year periods. The bid was awarded to: We Care Holdings, LLC; Robert B. Our Co., Inc.; and J&M Transfer, Inc. as the responsive, responsible bidders offering the lowest prices.

**BID #7791:** Request for Proposals issued for the coordination of marketing services for the Cape Cod and Islands License Plate Funds. The bid was awarded to the Cape Cod Chamber of Commerce as the responsive, responsible bidder that submitted a proposal that was rated “Highly Advantageous” by the review committee.

**BID #7792:** Invitation for Bids issued for Roadway Construction for the Town of Chatham. Bid was awarded to: Lawrence Lynch; Rafferty Fine Grading; and MCE Dirtworks as the responsive, responsible bidders offering the lowest prices.

## COUNTY OFFICERS

July 1, 2015 – June 30, 2016

### County Commissioners

Mary Pat Flynn, Chair ..... Falmouth  
Sheila Lyons, Vice-Chair ..... Wellfleet  
Leo Cakounes, Commissioner ..... Harwich

### County Administrators

Michael Brillhart, County Administrator (July 1, 2015 through February 29, 2016)

Jack Yunits Jr., County Administrator (February 29, 2016 through June 30, 2016)

### Assembly of Delegates

Ronald Bergstrom, *Speaker*..... Chatham  
Deborah McCutcheon, *Deputy Speaker*..... Truro  
Linda Zuern ..... Bourne  
Patrick Princi.....Barnstable  
Edward Lewis .....Brewster  
John Ohman ..... Dennis  
Teresa Martin ..... Eastham  
Julia C. Taylor..... Falmouth  
Edward McManus ..... Harwich  
Marcia King..... Mashpee  
Christopher W. Kanaga ..... Orleans  
Brian O’Malley.....Provincetown  
James J. Killion..... Sandwich  
Ned Hitchcock (*resigned May 2016*) ..... Wellfleet  
Lilli-Anne Green (*appointed June 2016*)..... Wellfleet  
E. Suzanne McAuliffe..... Yarmouth

### Finance Directors/County Treasurers

**Mary MacIssac**, Treasurer/Director of Finance (September 24, 2015 through June 30, 2017)

**Bob Lawton**, Finance Director/Treasurer (July 1, 2015 through April 1, 2016)

**Patricia D. Rogers**, Assistant Treasurer

**Joanne P. Nelson**, County Accountant

### Register of Deeds

**John F. Meade**, Register

**David B. Murphy**, Assistant Register of Deeds



**Cape Cod Commission**

Richard Roy, Chairman  
Paul Niedzwiecki, Executive Director

**General Counsel**

Robert Troy, Esq.

**County Clerk**

Janice O'Connell, County Clerk

**Director of Facilities**

Stephen C. Tebo, Director of Facilities

**Department of Health & Environment**

George R. Heufelder, Director of Health and Environment

**Department of Human Services**

Elizabeth Albert, Director of Human Services

**Cooperative Extension Service**

William F. Clark, Director of Cooperative Extension (July 1, 2015 through January 4, 2016)

Michael Maguire, Director of Cooperative Extension (January 5, 2016 through June 30, 2016)

**Regional Resource Development Program**

Darlene R. Johnson-Morris, Resource Development Director

**Dredge Program**

Wayne F. Jaedtke, Dredge Superintendent

**Information Technology Department**

William Traverse, Director of I.T.

**Cape Cod & The Islands Child Advocacy Center**

Stacy Gallagher, Director of Children's Cove



FY'16

**BOARD OF REGIONAL COMMISSIONERS**



# Report of the Barnstable County **TREASURER**





# REPORT OF THE TREASURER FISCAL YEAR 2016

To the Citizens of Barnstable County:

I hereby submit the Annual Report of the Treasurer of Barnstable County for the fiscal year ending June 30, 2016. This publication is the one hundred and twenty-first in the series.

The financial reports that follow include a statement of receipts and expenditures, the balances at year-end in the General Fund and the Cape Cod Commission Fund, an outstanding debt schedule, and a listing of the tax assessments to the towns of Barnstable County.

All financial records through June 30, 2015 have been examined by Clifton Larson Allen, Certified Public Accountants located in Lexington, Massachusetts and were found to be in good order. The audit report is on file at the office of the County Treasurer and is available for inspection.

Respectfully submitted,

Mary T. McIsaac  
County Treasurer/Finance Director

## County of Barnstable Tax Assessments Fiscal Year 2016

Town	County Tax	Cape Cod Commission Environmental Protection Tax
Barnstable	\$528,040	\$566,133
Bourne	\$165,420	\$177,353
Brewster	\$138,999	\$149,025
Chatham	\$242,769	\$260,281
Dennis	\$244,684	\$262,334
Eastham	\$110,663	\$118,646
Falmouth	\$452,607	\$485,257
Harwich	\$188,778	\$202,395
Mashpee	\$184,949	\$198,290
Orleans	\$150,869	\$161,752
Provincetown	\$101,473	\$108,793
Sandwich	\$149,337	\$160,110
Truro	\$83,476	\$89,497
Wellfleet	\$90,751	\$97,298
Yarmouth	\$214,050	\$229,491
<b>Totals</b>	<b>\$3,046,865</b>	<b>\$3,266,655</b>

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund		Totals
							Balances		
<b>FUND BALANCES:</b>									
Reserved for Encumbrances		876,638.85	0.00	72,505.50			0.00		949,144.35
Reserved for Continuing Appropriations		947,409.50	0.00	40,851.43			0.00		988,260.93
Statutory Reserve		304,687.00	0.00	0.00			0.00		304,687.00
Other Reserves		4,408,527.15	0.00	1,669,534.00			0.00		6,078,061.15
Unassigned		5,470.64	(8,095,276.23)	1,391,712.85			27,325,023.16		20,626,930.42
<b>Total Fund Balances 7/1/15</b>		6,542,733.14	(8,095,276.23)	3,174,603.78			27,325,023.16		28,947,083.85
<b>REVENUES</b>									
Information Technology Support Services		180,958.15							180,958.15
Resource Development Office		22,188.43							22,188.43
Finance Department		28,267.54							28,267.54
Facilities		36,904.00							36,904.00
Building Rentals		78,245.82							78,245.82
Courthouse Rental		1,473,187.50	81,912.99						1,555,100.49
Cooperative Extension Service		97,369.26							97,369.26
County Excise Taxes		9,289,274.40							9,289,274.40
Registry of Deeds		2,532,372.05							2,532,372.05
Joint Initiatives		300.00	20,343.00						20,643.00
Health & Environmental		686,147.48							686,147.48
Human Services		5,552.00							5,552.00
Fire Training Academy		310,969.00							310,969.00
License Plate Revenue-Rest Area		32,580.64							32,580.64
County Tax Assessments		3,046,865.00							3,046,865.00
Miscellaneous Revenues		16,622.96							16,622.96
Interest Income		23,976.05							23,976.05
Paydown of Bond Anticipation Note			250,000.00						250,000.00
CC Environmental Protection Tax Assessments				3,266,655.00					3,266,655.00
Cape Cod Commission Regulatory Fees				105,560.20					105,560.20
Cape Cod Commission Misc Revenues				25,463.47					25,463.47
Cape Cod Commission Grants				679,756.26					679,756.26
<b>TOTAL BUDGETED REVENUES</b>		17,861,780.28	352,255.99	4,077,434.93					22,291,471.20





# TREASURER

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund		Totals
							Balances		
<b>EXPENDITURES</b>									
County Commissioners Office		498,651.01							498,651.01
Information Technology Services		1,290,440.15	475,146.55						1,765,586.70
Resource Development Office		867,877.89							867,877.89
Assembly of Delegates		305,329.80							305,329.80
Department of Finance		808,069.63							808,069.63
Department of Facilities		2,102,274.86	27,131.86						2,129,406.72
Cooperative Extension Services		1,810,126.62	250,000.00						2,060,126.62
Registry of Deeds		2,470,144.07							2,470,144.07
County/CCC Joint Initiatives		366,306.91	365,358.62						731,665.53
Health & Environmental		2,211,134.53	101,110.88						2,312,245.41
Human Services		463,977.13							463,977.13
Children's Cove		406,728.50							406,728.50
Grants for Human Services		39,999.98							39,999.98
Fire Training Academy		406,649.00							406,649.00
Water Quality Initiatives		477,026.54							477,026.54
Retirement-Retired Sheriff's Employees		1,282,792.04							1,282,792.04
Retirement-Early Retirement Incentive		118,650.95							118,650.95
Group Hlth,Dental & Life Insurance-Retirees		749,681.03							749,681.03
Workers Comp Premiums		63,917.17							63,917.17
Miscellaneous & Contingent		429,740.61							429,740.61
Unpaid Bills		2,475.67							2,475.67
Debt Service & Interest		261,445.50							261,445.50
<b>Cape Cod Commission Programs</b>				3,867,283.15					3,867,283.15
<b>TOTAL APPROVED EXPENDITURES</b>		<b>17,433,439.59</b>	<b>1,218,747.91</b>	<b>3,867,283.15</b>					<b>22,519,470.65</b>

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Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund	
							Balances	Totals
<b>OTHER FUNDS</b>								
0025 Dredge Operating Fund	1,497,977.13				631,289.90	681,288.42	1,447,978.61	
8004 Life Insurance Fund	468,176.73				5,393.87	60,812.23	412,758.37	
<b>COUNTY COMMISSIONERS</b>								
8072 Human Rights Commission	2.10				0.00	0.00	2.10	
8094 Bike Safety	991.80				0.00	0.00	991.80	
8099 Fire Training Academy Clean-up	0.00	(232,000.00)			0.00	91,675.13	140,324.87	
<b>RESOURCE DEVELOPMENT</b>								
8029 AmeriCorps Donations	2,432.47				0.00	0.00	2,432.47	
8039 AmeriCorps Grant Match	0.00				188,160.00	188,160.00	0.00	
8043 Grant Writing	687.05				0.00	0.00	687.05	
8070 Human Services Grt Management 6/15	7,129.75				0.00	7,129.75	0.00	
8086 Human Services Grt Management 6/16	0.00				39,010.00	58,515.00	(19,505.00)	
<b>CAPE LIGHT COMPACT</b>								
0026/0027 Energy Efficiency Funds	1,588,231.30				21,225,693.80	22,812,421.41	1,503.69	
0033 Energy Efficiency Fund	0.00				18,468,096.92	10,256,549.40	8,211,547.52	
2006 Solarize Our Schools Fund	78,460.18				0.00	0.00	78,460.18	
8046 Power Supply Reserve Fund	1,268,390.92				6,156,543.82	6,302,890.00	1,122,044.74	
8074 CLC Operating Fund	212,481.88				940,606.00	854,489.46	298,598.42	
8075 CLC Green Fund	212,013.66				69,300.52	69,340.00	211,974.18	
<b>FACILITIES</b>								
8016 Court/Building Renovations	(5,256.70)				6,196.10	19,086.61	(18,147.21)	
8098 Innovation Room Building	0.00				58,022.88	58,069.42	(46.54)	





# TREASURER

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 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	All Other Fund			Totals
					Receipts	Payments	Balances	
<b>COOPERATIVE EXTENSION</b>								
8024 Groundwater Guardian Program	7,279.04				308.00	1,417.04	6,170.00	
8050 Natural Resources Courses	25,672.40				23,879.54	25,034.54	24,517.40	
8051 Calendars/Books/Posters	21,746.23				189.00	18,345.80	3,589.43	
8052 Food Sanitation Courses	27,922.30				0.00	8,458.80	19,463.50	
8054 Coastal Explorer Program	116,592.45				7,025.00	9,138.87	114,478.58	
8055 Aqua Disease Diagnosis	13,028.81				0.00	0.00	13,028.81	
8056 Fin Fish Services	10,900.21				0.00	1,465.21	9,435.00	
8057 Lyme Disease Administration	17,153.43				0.00	0.00	17,153.43	
8058 Municipal Shade Tree Nursery	5,476.89				2,446.76	1,514.84	6,408.81	
8078 Buy Fresh/Buy Local Program	17,237.67				349.50	0.00	17,587.17	
8080 Household Hazardous Waste	7,547.58				27,679.16	9,013.54	26,213.20	
<b>REGISTRY OF DEEDS</b>								
8002 Revenue Stabilization	425,413.10				820.25	0.00	426,233.35	
8003 Technology Fund	671,339.22				35,000.00	67,268.76	639,070.46	
<b>HEALTH &amp; ENVIRONMENTAL</b>								
0029 Septic System Residential Loan Program	9,903,514.00				4,620,461.30	6,012,473.13	8,511,502.17	
0031 Septic System Loan Admin Fund	2,287,927.12				1,040,038.76	695,436.19	2,632,529.69	
0032 Septic System Commercial Loan Program	138,811.66				391,591.17	116,739.27	413,663.56	
3005 Alt Test Center-Clearpod System	313.73				0.00	249.48	64.25	
8009 Influenza/Vaccine Clinics	341.84				54,471.41	48,678.39	6,134.86	
8010 Lab Analysis	532.10				131,565.10	131,960.80	136.40	
8011 Alternative Septic System Test	236,796.45				113,492.04	138,066.52	212,221.97	
8037 Beach Monitoring Program	82,909.99				22,130.00	7,159.41	97,880.58	
8065 Environmental Journal	4,101.00				0.00	0.00	4,101.00	
8079 Innovative Altern Septic System	69,129.14				72,350.00	101,253.92	40,225.22	
8087 Tank Removl/Replac Loan Program	63,512.08				2,218.80	5,055.00	60,675.88	

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund	
							Balances	Totals
8088 Emergency Sheltering	12,688.22				0.00	0.00	12,688.22	
8089 Falmouth Alternative to Sewering	15,456.00				0.00	3,226.00	12,230.00	
8100 Envir Health/Safety Training Courses	0.00				1,856.00	615.20	1,240.80	
<b>HUMAN SERVICES</b>								
8014 Community Education	619.76				495.00	0.00	1,114.76	
8071 Information Service	4,075.76				0.00	0.00	4,075.76	
8091 SHINE Fund Donations	42,242.82				25.00	70.91	42,196.91	
8096 Oral Health Excellence Collaborative	33,634.50				0.00	0.00	33,634.50	
<b>CHILDREN'S COVE</b>								
8012 Conferences	487.07				0.00	398.63	88.44	
8013 Child Advocacy Center	54.93				0.00	54.93	(0.00)	
<b>CAPE COD COMMISSION</b>								
8017 General Forums/Meetings	11.86				0.00	0.00	11.86	
8021 Flushing Studies	2,975.00				0.00	0.00	2,975.00	
8022 Underground Utilities	1,428.06				0.00	0.00	1,428.06	
8023 Mitigation Funds	2,896,576.41				89,640.11	109,347.33	2,876,869.19	
8061 Affordable Housing/Home Program	57,424.28	30,000.00			0.00	2,387.50	25,036.78	
8085 Permits/Licenses/Inspections	69,811.17				0.00	17,723.08	52,088.09	
<b>EDC-0004 License Plate</b>	132,620.64				345,636.36	394,873.79	83,383.21	
<b>MISCELLANEOUS</b>								
8005 Workers' Comp Reserve Fund	4,426.10				48,735.70	0.00	53,161.80	
8006 Unemployment Comp Reserve Fund	3,595.00				31,057.28	33,118.00	1,534.28	
8026 Insurance Reimbursemts	(0.00)				7,597.41	7,597.41	(0.00)	
8027 Abandoned Property	0.00				0.00	0.00	0.00	
8040 Airplane Fund	4,008.26				0.00	0.00	4,008.26	
8041 Statue Fund	905.60				1,775.00	1,907.30	773.30	





# TREASURER

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
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Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	All Other Fund			Totals
					Receipts	Payments	Balances	
8044 Professional Development	279.38				0.00	0.00	279.38	
8045 MWRA/Bays Legal	6,208.34				0.00	0.00	6,208.34	
8048 Wellness Fund	(10,595.25)				510.75	14,948.55	(25,033.03)	
8077 Cape Cod Compassion	125.00				0.00	0.00	125.00	
8095 Renewable Energy Net Metering	17,869.50				35,293.66	16,198.15	36,965.01	
<b>SUBTOTAL</b>	22,783,845.14	(202,000.00)	0.00	0.00	54,896,951.87	49,461,623.12	28,421,173.89	
<b>FEDERAL GRANTS/CONTRACTS</b>								
<b>RESOURCE DEVELOPMENT OFFICE</b>								
2002 AmeriCorps 08/16	(0.00)				277,566.98	343,627.16	(66,060.18)	
2003 AmeriCorps 08/15	(80,639.33)				137,878.36	57,239.03	(0.00)	
2115 AmeriCorps National Volunteer Week	0.00				4,500.00	4,500.00	0.00	
2129 Martin Luther King Day Project	0.00				4,500.00	4,500.00	0.00	
<b>CAPE LIGHT COMPACT</b>								
2161 Energy Audit/Renewable Energy	(1,600.00)				1,600.00	0.00	0.00	
<b>COOPERATIVE EXTENSION</b>								
2009 Coastal Geologist 01/17	0.00				20,375.13	53,753.72	(33,378.59)	
2095 Coastal Geologist 01/16	(23,814.10)				139,200.19	115,386.09	0.00	
2047 Lyme Disease	0.00				10,980.00	10,980.00	0.00	
2068 Nutrition 09/15	(6,764.56)				10,008.85	3,244.29	0.00	
2230 Nutrition 09/16	0.00				11,555.35	18,707.36	(7,152.01)	
2225 Incr Public Aware Shellfish Consumptn	0.00				8,452.53	8,452.53	0.00	
2229 Clams Exposed to QPX	0.00				1,766.67	1,766.67	0.00	
2240 Northeast Aqua Res Farm	0.00				13,139.22	13,139.22	0.00	
2252 Floodplain Outreach	0.00				27,253.59	29,571.99	(2,318.40)	
2276 Stormwater Treatment Systems	0.00				4,625.49	11,623.02	(6,997.53)	

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 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund	
							Balances	Totals
<b>HEALTH &amp; ENVIRONMENTAL</b>								
0103 Tobacco 06/16	0.00				141,276.37	129,206.69	12,069.68	
2086 Hazmat Emergency Preparedness	(3,255.19)				3,255.19	0.00	0.00	
2120 Health & Medical Coord Coalition	3,710.00				139,987.00	142,940.70	756.30	
2132 Nat'l Assoc Cnty/City Health Off 07/14	2,354.00				0.00	487.75	1,866.25	
2258 Nat'l Assoc Cnty/City Health Off 07/15	3,500.00				0.00	0.00	3,500.00	
2166 Blackwater Separation	(14,415.00)				14,415.00	0.00	0.00	
2285 HazMat Emergency Preparedness	0.00				0.00	2,373.69	(2,373.69)	
4012 Test Center XII	(54,975.98)				54,975.98	0.00	0.00	
4013 Test Center XIII	(4,531.75)				4,531.75	0.00	0.00	
4014 Test Center XIV	0.00				6,684.08	31,009.75	(24,325.67)	
8081 Emergency Management	3,877.87				16,445.93	5,444.64	14,879.16	
<b>HUMAN SERVICES</b>								
2023 HUD/HOME Program	0.01				545,585.91	552,873.18	(7,287.26)	
2220 Serving Health Needs of Everyone	(4,500.70)				66,266.65	69,092.00	(7,326.05)	
2227 SHINE Duals 1 Care	(633.94)				0.00	6,066.00	(6,699.94)	
2266 Continuum of Care 13	0.00				10,400.00	20,486.75	(10,086.75)	
2271 Continuum of Care 14	0.00				0.00	13,481.77	(13,481.77)	
2268 Opioid Abuse Prevention 06/16	0.00				77,201.13	88,893.25	(11,692.12)	
2270 Substance Abuse Preventm Collab	0.00				53,612.51	71,308.69	(17,696.18)	
<b>CHILDREN'S COVE</b>								
2196 National Children's Alliance 06/15	1,680.00				0.00	1,680.00	0.00	
2260 National Children's Alliance 12/15	0.00				9,000.00	9,000.00	0.00	





# TREASURER

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund	
							Balances	Totals
<b>CAPE COD COMMISSION</b>								
2025 Pre-Disaster Mitigation	0.00				28,623.01	21,740.08	6,882.93	
2168 Economic Develop Admin	(269.76)			12,307.48	28,234.10	6,494.65	9,162.21	
2275 Economic Develop Admin 06/16	0.00				29,998.07	31,814.00	(1,815.93)	
2201 Joint Land Use Study	7,313.32			17,887.57	11,793.00	561.72	657.03	
2221 Invest Software	3,248.76			3,029.33	0.00	219.43	0.00	
2233 Hazard Mitigation	5,841.41			8,937.30	5,375.19	2,601.52	(322.22)	
2242 Bike/Pedestrian Master Plan	19,004.47			68,150.05	133,154.44	38,529.70	45,479.16	
2281 Nature Con Healthy Community	0.00				1,606.61	822.02	784.59	
2282 Resilient Cape Cod	0.00				0.00	2,237.78	(2,237.78)	
2286 Bike Rack Program	0.00				0.00	0.00	0.00	
<b>Total Federal Grants/Contracts</b>	<b>(144,870.47)</b>	<b>0.00</b>	<b>0.00</b>	<b>110,311.73</b>	<b>2,055,824.28</b>	<b>1,925,856.84</b>	<b>(125,214.76)</b>	

## STATE GRANTS/CONTRACTS

<b>RESOURCE DEVELOPMENT OFFICE</b>								
2137 AmeriCorps Week	(4,492.78)				4,492.78	0.00	0.00	
<b>COOPERATIVE EXTENSION</b>								
2048 SEMAC 06/15	18,500.00				0.00	18,500.00	0.00	
2049 SEMAC 06/16	0.00				50,000.00	9,291.36	40,708.64	
2050 Shellfish Propagation 10/15	23,016.86				0.00	23,016.86	0.00	
2274 Shellfish Propagation 06/16	(0.00)				58,334.00	58,334.00	0.00	
2195 Buy Fresh/Buy Local	0.00				0.00	15,000.00	(15,000.00)	
2246 Municipal Asst Host Comm	(9,985.00)				77,089.15	77,962.55	(10,858.40)	
2259 River Herring Network	0.00				500.00	500.00	0.00	
2262 Sharps Containers	2,053.00				0.00	2,053.00	0.00	

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
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Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund Balances	Totals
<b>HEALTH &amp; ENVIRONMENTAL</b>								
2243 Tobacco 06/15	(8,684.74)				10,653.33	1,968.59	0.00	
2125 Medical Reserve Corps 06/15	2,327.50				0.00	2,327.50	0.00	
2204 Medical Reserve Corps 06/16	0.00				24,394.68	17,399.81	6,994.87	
2248 Cape Cod Hoarding Taskforce	(258.65)				258.65	0.00	0.00	
<b>HUMAN SERVICES</b>								
2254 Prevention Wellness Trust Implem	57,134.74				1,494,638.29	1,069,487.71	482,285.32	
2256 Opioid Abuse Prevention Collab 06/15	0.00				6,876.73	6,876.73	0.00	
2283 Opioid Abuse Prevention Collab 06/16	0.00				6,622.44	15,235.00	(8,612.56)	
<b>CHILDREN'S COVE</b>								
0100 S.A.I.N.	0.00				75,400.00	75,400.00	0.00	
0104 DCF Child Advocacy Center	0.00				134,575.39	140,000.00	(5,424.61)	
2076 MA Children's Alliance	0.00				25,000.00	24,170.00	830.00	
<b>CAPE COD COMMISSION</b>								
2209 Cap Plang/Design-208 Plan Update	(100,616.63)			56,314.49	378,126.82	233,901.79	(12,706.09)	
2228 Tech Asst to Municipalities 12/14	14,181.74			14,181.74	0.00	0.00	0.00	
2247 Tech Asst to Municipalities 12/15	117,181.66			641.37	0.00	67,021.66	49,518.63	
2277 Tech Asst to Municipalities 12/16	0.00				186,965.00	41,577.09	145,387.91	
2265 Pedestrian/Bike Traffic Safety	0.00				4,035.78	4,035.78	0.00	
2284 Water Quality Planning/Monitoring	0.00				0.00	505,204.35	(505,204.35)	
<b>TOTAL STATE GRANTS/CONTRACTS</b>	110,357.70	0.00	0.00	71,137.60	2,537,963.04	2,409,263.78	167,919.36	





# TREASURER

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Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund Balances	Totals
<b>OTHER GRANTS/CONTRACTS</b>								
<b>INFORMATION TECHNOLOGY SERVICES</b>								
8097 Regional IT Services	0.00				84,248.50	90,917.60	(6,669.10)	
<b>RESOURCE DEVELOPMENT OFFICE</b>								
2264 Plastic Breeze	400.00				0.00	400.00	0.00	
2279 Pathways Internship	0.00				1,500.00	1,369.58	130.42	
<b>CAPE LIGHT COMPACT</b>								
2269 Martha's Vineyard Fellowship	0.00				3,000.00	3,000.00	0.00	
<b>COOPERATIVE EXTENSION</b>								
2099 Operation Military Kids	580.00				0.00	580.00	0.00	
2257 Hyannis West Elementary Garden	3,061.95				0.00	3,061.95	0.00	
2278 Hyannis West Elementary Garden 16	0.00				2,360.00	240.34	2,119.66	
2263 Adaptive Equipment Disabled Youth	2,500.00				0.00	2,500.00	0.00	
2280 Trick Testing	0.00				5,435.00	5,435.00	0.00	
2287 Pesticide Waste Characterization	0.00				2,900.00	1,000.00	1,900.00	
<b>HEALTH &amp; ENVIRONMENTAL</b>								
0030 Orleans Sanitation	(8,576.09)				30,675.82	31,636.50	(9,536.77)	
2239 CHNA Asthma	310.36				0.00	310.36	0.00	
2261 CHNA 27 Hoarding	4,680.00				0.00	4,680.00	0.00	
8064 Wellfleet Sanitation	(2,165.62)				2,165.62	0.00	(0.00)	
<b>HUMAN SERVICES</b>								
2249 Cape Cod Healthcare SHINE	0.00				5,000.00	5,000.00	0.00	
2250 Cape Cod Healthcare Network	7,300.00				0.00	7,300.00	0.00	
2255 Behavioral Health Web	5,000.00				0.00	5,000.00	0.00	
2272 Behavioral Health Web Portal-CCHC	0.00				5,000.00	5,000.00	0.00	

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Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	Receipts	Payments	All Other Fund Balances	Totals
<b>CAPE COD COMMISSION</b>								
2146 Reg Economic Strategy Exec Team	322,350.54			142,356.59	290,000.00	166,396.77	303,597.18	
2232 USGS Sea Level Rise	17,200.00				22,500.00	39,700.00	0.00	
2251 Coastal Zone Provincetown	(3,606.00)			4,615.00	8,221.00	0.00	0.00	
2267 Provincetown Parking Study	0.00				33,000.00	22,433.50	10,566.50	
2273 Three Bays Preservation Agreement	0.00				17,500.00	35,000.00	(17,500.00)	
<b>Total Other Grants/Contracts</b>	349,035.14			146,971.59	513,505.94	430,961.60	284,607.89	
<b>TOTAL OTHER FUNDS</b>	23,098,367.51	(202,000.00)	0.00	328,420.92	60,004,245.13	54,227,705.34	28,748,486.38	
<b>OTHER ACCOUNTS</b>								
Accounts Receivable	(2,216,669.63)				2,216,353.61	1,732,815.85	(1,733,131.87)	
BCRA & CVEC P/R & Dedctn Reimb	(11,949.20)				891,659.04	897,360.09	(17,650.25)	
Septic & RUST Loans Receivable	(15,456,675.94)				3,620,504.20	3,434,942.57	(15,271,114.31)	
Deferred Revenue-Septic & RUST Loans	15,456,675.94				3,423,770.20	3,609,331.83	15,271,114.31	
Warrants Payable	884,445.27				1,044,077.61	884,445.27	1,044,077.61	
Accrued Expenditures	2,002,159.29				2,199,115.33	2,002,159.29	2,199,115.33	
Accrued P/R & Deductions	1,009,554.27				9,028,101.47	8,885,989.12	1,151,666.62	
Escrow Deposits	270,015.65				5,908.90	0.00	275,924.55	
Amnt To Be Provided-Obligations-MCWT	(25,043,156.00)				1,464,211.00	0.00	(23,578,945.00)	
Bonds Payable-MCWT	25,043,156.00				0.00	1,464,211.00	23,578,945.00	
Bond Anticipation Note Payable	2,289,100.00				2,207,100.00	2,289,100.00	2,207,100.00	
<b>TOTAL FUND BALANCES</b>	27,324,629.49	6,769,073.83	(8,961,768.15)	3,713,176.48			33,875,588.37	35,396,070.53
<b>6/30/16</b>								





# TREASURER

The Commonwealth of Massachusetts  
 Department of Revenue-Division of Local Services-Bureau of Accounts  
 Statement of the Receipts and Payments of the Treasurer of Barnstable County for the Fiscal Year Ending June 30, 2016

Description	7/1/2015 Balance	General Fund 0001	Capital Projects Fund 0005	Cape Cod Comm Funds 0010-0015	BANK ACCOUNT BALANCES AS OF 6/30/16
Statutory Reserve		312,304.00	0.00	0.00	TD Bank - NOW 311,229.14
Encumbrance Reserve		741,192.15	0.00	101,124.06	TD Bank - Governmental Investment Account 2,674,731.78
Continuing Appropriations Reserve		598,859.41	0.00	40,851.43	TD Bank - Municipal Checking 163,215.02
Health & Dental Insurance Reserve		121,305.15	0.00	0.00	TD Bank - Payroll 20,615.15
Unemployment Compensation Reserve		150,000.00	0.00	13,000.00	TD Bank - Escrow Accounts 275,924.55
Workers' Compensation Reserve		200,000.00	0.00	0.00	TD Bank - Power Supply Reserve Fund 2,981,300.42
Capital Trust Fund		1,000,000.00	0.00	0.00	TD Bank - Court Rental 7,079.16
Restricted Personnel Expenses Reserve		0.00	0.00	500,000.00	TD Bank - Mitigation Fund-Money Market 2,879,885.19
<b>RECEIPTS RESERVED FOR APPROPRIATION:</b>					
Appropriated for FY17 Budget		0.00	0.00	691,359.00	TD Bank - CLC:Energy Fund-Money Market 8,110,617.95
Salary Reserve		500,000.00	0.00	0.00	TD Bank - CLC:VEC Guarantee-Letter of Credit 101,160.79
<b>STABILIZATION FUND:</b>					
Vehicle Replacement Reserve		250,000.00	0.00	0.00	Cape Cod 5 Cents Savings Bank-Money Market 4,285,367.10
Legal Reserve		750,000.00	0.00	750,000.00	Cape Cod 5 Cents Savings Bank-Certificate of Deposit 425,684.08
Insurance Reserve		300,000.00	0.00	0.00	Rockland Trust-Vendor 1,244,348.43
Unfunded Pension Liability Reserve		540,000.00	0.00	0.00	Rockland Trust-Payroll 503,211.19
Early Retirement Liability Reserve		150,000.00	0.00	0.00	Rockland Trust-Money Market 5,366,128.00
Project Stabilization Reserve		418,000.00	0.00	0.00	The Cooperative Bank of Cape Cod-Depository 578,619.21
Other Post Employment Benefits Reserve		522,000.00	0.00	0.00	The Cooperative Bank of Cape Cod-Money Market 1,687,824.06
<b>CAPITAL IMPROVEMENTS RESERVE:</b>					
Building Reserve		0.00	0.00	225,000.00	Registry of Deeds Cash 3,374,627.85
Unassigned Fund Balances		215,413.12	(8,961,768.15)	1,391,841.99	Investments 404,426.46
					Petty Cash 75.00
					<b>Total Treasury 35,396,070.53</b>

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ENCLOSED STATEMENT AND SUPPLEMENTAL SCHEDULES ARE TRUE ACCOUNTS OF ALL SUMS OF MONEY WHICH HAVE IN ANY WAY BEEN RECEIVED BY ME, OR TO MY USE, BY REASON OR ON ACCOUNT OF MY OFFICE, OR IN MY OFFICIAL CAPACITY, AND OF ALL PAYMENTS MADE FOR THE YEAR ENDING JUNE 30, 2016.

Mary McIsaac  
 County Treasurer/Finance Director

**Outstanding Debt  
06-30-2016**

Purpose of Loan	Issue Date	Maturity Date	Original Note/Bond	Rate %	Payable	06-30-2015 O/S Princ	New Debt Issued	FY16 Retirements	06-30-2016 O/S Princ	Princ Payable in FY17
T5-05-1685										
Community Septic Mgt Program Bond	3/18/09	7/15/27	2,850,000	0.00%	Annually	1,950,000		150,000	1,800,000	150,000
T5-05-1685-A										
Community Septic Mgt Program Bond	11/22/10	7/15/29	2,550,000	0.00%	Annually	2,013,156		134,211	1,878,945	134,211
T5-05-1685-B										
Community Septic Mgt Program Bond	11/22/10	7/15/30	3,600,000	0.00%	Annually	2,880,000		180,000	2,700,000	180,000
T5-05-1685-C										
Community Septic Mgt Program Bond	7/8/10	7/15/30	3,000,000	0.00%	Annually	2,400,000		150,000	2,250,000	150,000
T5-05-1685-D										
Community Septic Mgt Program Bond	5/22/13	1/15/33	4,000,000	0.00%	Annually	3,600,000		200,000	3,400,000	200,000
T5-05-1685-E										
Community Septic Mgt Program Bond	5/22/13	1/15/33	3,000,000	0.00%	Annually	2,700,000		150,000	2,550,000	150,000
T5-05-1685-F										
Community Septic Mgt Program Bond	5/22/13	1/15/33	5,000,000	0.00%	Annually	4,500,000		250,000	4,250,000	250,000
T5-05-1685-G										
Community Septic Mgt Program Bond	8/15/12	1/15/35	5,000,000	0.00%	Annually	5,000,000		250,000	4,750,000	250,000
Bond Anticipation Notes	6/30/16	5/18/17		0.85%	5/18/17	2,289,100	2,207,100	2,289,100	2,207,100	
<b>Totals</b>			<b>29,000,000</b>			<b>27,332,256</b>	<b>2,207,100</b>	<b>3,753,311</b>	<b>25,786,045</b>	<b>1,464,211</b>



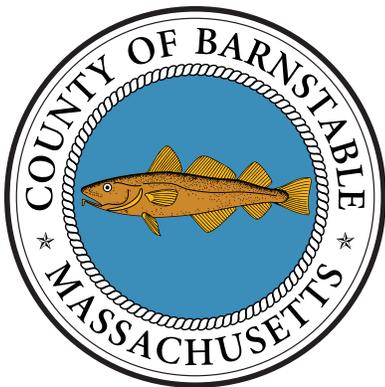


FY'16

# TREASURER



Report of the  
**CAPE COD  
COMMISSION**





# Cape Cod Commission

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CAPE COD  
COMMISSION

frontdesk@capecodcommission.org  
www.capecodcommission.org, www.statscapecod.org

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**Scott Michaud**, Hydrologist II  
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## APPOINTED REPRESENTATIVES

### Officers:

**Chair:** Richard Roy (Dennis)

**Vice Chair:** Harold "Woody" Mitchell (Sandwich)

**Secretary:** Jack McCormack Jr. (Yarmouth)

### Members

**Barnstable:** Royden Richardson

**Bourne:** Richard Conron

**Brewster:** Elizabeth Taylor

**Chatham:** Michael J. Skelley

**Dennis:** Richard Roy

**Eastham:** Joy Brookshire

**Falmouth:** Charles McCaffery

**Harwich:** Jacqueline Etsten

**Mashpee:** Ernest Virgilio

**Orleans:** Leonard Short

**Provincetown:** Mark Weinress through February  
2016, then John Krajovik from April 2016

**Sandwich:** Harold "Woody" Mitchell

**Truro:** Kevin Grunwald

**Wellfleet:** Roger Putnam

**Yarmouth:** Jack McCormack Jr.

**County Commissioner:** Mary Pat Flynn

**Minority Representative:** John D. Harris

**Native American Representative:** Danielle Hill  
through April 2016, then David Weeden from  
April 2016

**Governor's Appointee:** Vacant



## About the Cape Cod Commission

The Commission works toward maintaining a healthy balance between economic progress and environmental vitality. “Keeping a special place special” describes the agency’s mission to protect the region’s unique qualities.

The 19-member appointed Cape Cod Commission board represents a wide spectrum of the region and provides oversight for a staff of 40 professionals.

This report represents broad areas of the Commission’s work and responsibilities, highlighting several specific projects and initiatives.

## Section 208 Areawide Water Quality Management Plan Update

The Cape Cod Water Quality Management Plan Update, commonly referred to as the 208 Plan, was approved by the U.S. Environmental Protection Agency in September 2015. Focus then turned to plan implementation and meeting its first year requirements.

In March, the Massachusetts Department of Environmental Protection awarded \$950,000 to Barnstable County in support of clean water. The Commission received \$700,000 for continued implementation of the 208 Plan, including local technical assistance to prepare watershed plans for all Cape towns. The Commission also awarded \$142,000 in direct assistance to towns for shovel-ready projects that could be completed by June 30, 2016. The towns of Barnstable, Dennis, Eastham, Falmouth, Harwich, Mashpee, Orleans Truro and Yarmouth benefited from these grants. The remaining \$250,000 was in support of the county’s coastal water quality monitoring program.

The Commission hosted the third Cape-wide wastewater conference in late June. The two-day OneCape conference focused on progress toward implementation, real world examples of water quality projects across New England and a gathering of the Cape’s local elected leaders for an open discussion of what towns should expect in the coming 12 months.

FY2016 ended with the submission of town



Massachusetts Commissioner of Energy and Environmental Affairs Martin Suuberg at the ceremony announcing U.S. EPA approval of the Cape Cod Areawide Water Quality Management Plan Update in September 2015. Left to Right: Cape Cod Chamber of Commerce CEO Wendy Northcross, EPA Region 1 Administrator Curt Spalding, Cape Cod Commission Executive Director Paul Niedzwiecki, Orleans Selectman David Dunford and Cape Cod Water Protection Collaborative Executive Director Andrew Gottlieb.



watershed plans to the Commission. Some towns prepared plans with their consultants, others deferred to watershed plans prepared by Commission staff and consultants.

More information on the 208 Plan Update is located at [capecodcommission.org/208](http://capecodcommission.org/208)

### **Regional Policy Plan (RPP) Update**

A series of stakeholder meetings continued through the first half of FY 2016. From September to November, the Commission held monthly stakeholder meetings in each of three subregions across the Cape. These were opportunities to discuss the approach toward this update of the RPP, which emphasizes simplification of the regulatory process, easing local comprehensive planning and creating a framework for regional capital planning. Housing is also an issue that emerged throughout the year.

The RPP serves as the Commission’s guiding document for planning and regulation. It is approved as an ordinance of Barnstable County by the elected Assembly of Delegates and Board of Regional Commissioners.

A series of on-line planning tools were developed to support the RPP Update process and local decision making, such as the Chronology Viewer, Community Characteristics Viewer and Envision Tomorrow. These and other tools are available at [capecodcommission.org/rppupdate](http://capecodcommission.org/rppupdate).

### **Strategic Information Office**

Through the Strategic Information Office (SIO), the Commission contracted with OpenGov for a pilot performance management project with six Cape towns. Using District Local Technical Assistance (DLTA) funds provided through the Massachusetts Department of Housing and Community Development, a regional analytical tool will be implemented to collect, report, benchmark and analyze municipal and regional financial data. The DLTA funds go toward subsidizing the licensing and implementation costs for this three-year program. Brewster, Chatham, Falmouth, Mashpee, Sandwich and Yarmouth are participating in the program.

The SIO continued its technical support and development of an electronic permits, licenses and inspections solution on the Accela platform for Cape towns, known as ePermitting. The system is live in the towns of Yarmouth, Chatham, Provincetown, and Harwich.

The Commission also continues to support the Regional Wide Area Network (RWAN), utilizing the OpenCape broadband accessible throughout the Cape. The Commission has connected 13 of the 15 Cape towns together with 1 Gbps shared Internet access, and access to regional hosted services developed by the SIO and its Governance Committee.

Development of planimetric data from the 2014 regional GIS flyover was completed. Planimetrics data are digital points, lines and polygons representing features on the ground – such as manholes, coastal infrastructure and catch basins – that can be used in geographic information system mapping applications. The data for this project derived from three-dimensional interpretation of the 2014 regional flyover, an earlier SIO project to collected new, regionally-consistent aerial images of the entire Cape.

A subcommittee of Commission and municipal GIS staff selected 156 planimetric features to be digitized with both regional and local importance.

### **Coastal Resiliency Grant**

The National Oceanographic and Atmospheric Administration (NOAA) awarded a three-year, \$780,000 grant to the Cape Cod Commission and partners to develop a tool and public outreach program to investigate the environmental and socio-economic effects of local and regional coastal resiliency strategies.

The grant is funded through the NOAA’s Regional Coastal Resilience Grant program, which supports regional-scale projects that enhance the resilience of coastal communities and economies to the effects of extreme weather, climate hazards, and changing ocean conditions.

The Commission’s proposal is one of six selected from 132 applications nationwide. According to NOAA, projects recommended



for funding improve coastal risk assessment and communication, promote collaborative approaches to resilience planning, and better inform science based decision-making and implementation.

The Cape Cod Commission and its partners outlined a public engagement and planning process to

- improve understanding of the threats under projected climate and sea level rise scenarios
- communicate the costs of doing nothing
- explore options to improve resiliency to coastal threats
- compare the costs and benefits of various resiliency adaptation strategies at the local and regional scale

### **Planning/Community Design**

With expertise in land use planning, zoning, natural resources, historic preservation, affordable housing, and other areas, the planning staff works to improve the function and character of communities while managing growth and protecting the Cape’s sensitive environment. The Planning department plays a major role in the five-year updates to the Regional Policy Plan (RPP), Local Comprehensive Plan assistance, establishing Districts of Critical Planning Concern and Growth Incentive Zones, regional and corridor-wide transportation/planning studies, and resource protection efforts including the Cape Cod Ocean Management Plan, 208 Plan update, and hazard mitigation planning. Planning staff works collaboratively with Community Design and Economic Development staff on Regional Economic Strategy Executive Team (RESET), projects described later.

### **Highlighted Planning/Community Design Projects**

#### **FEMA Multi-Hazard Mitigation Plans:**

Commission staff is working with nine Cape towns to update FEMA hazard plans. Provincetown’s plan was submitted to FEMA in March 2016.

#### **National Park Service - Bicycle Master Plan:**

Working with the National Park Service and the towns of Provincetown, Truro and Wellfleet, the Commission is developing a master plan for bikeway and pedestrian linkages through the National Seashore and these three outer Cape towns. Work on possible lane reconfigurations on existing roadways to better accommodate bicycles and pedestrians under way.

#### **Route 6 Stormwater and Vegetation**

**Management Plan:** Complete a landscape character and stormwater drainage assessment within the Route 6 right-of-way from the Sagamore Bridge to the Orleans Rotary, identifying locations for Low Impact Development techniques and vegetation management.

#### **Wellfleet Affordable Housing:**

Staff provided technical assistance to the Wellfleet Planning Board on the feasibility of exploring year round use of existing seasonal dwellings for affordable housing as well as potential changes to its cluster zoning bylaw.

#### **CZM Coastal Community Resilience:**

Commission staff worked with Brewster on a project to build consensus around coastal resource management.

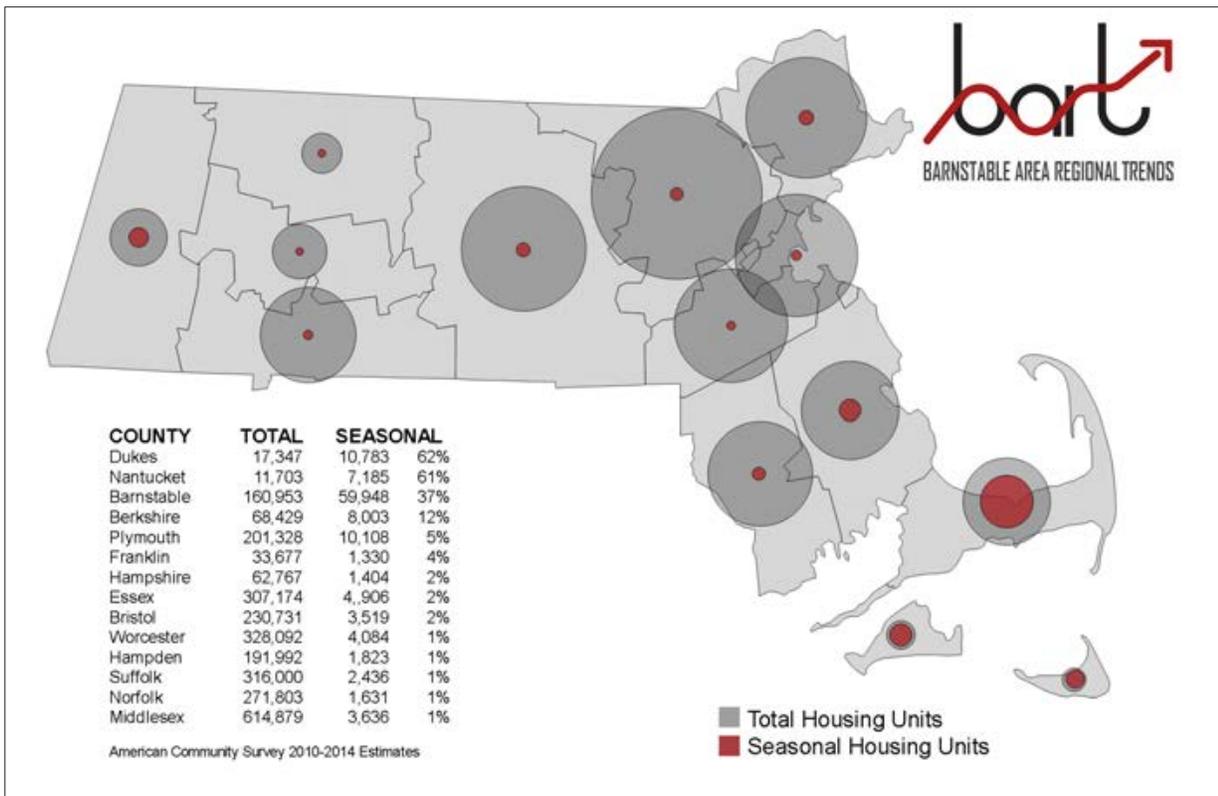
#### **“Olympic Village” Concept Development & Community Engagement:**

The Town of Falmouth requested assistance from the Commission to help facilitate discussions on economic development opportunities and viability of alternate land use proposals for a 31-acre piece of property on Route 151 in North Falmouth. The final report was issued in March 2016.

### **RESET Projects**

Among the services the Cape Cod Commission provides to towns is technical assistance through RESET (Regional Economic Strategy Executive Team) projects.

Staff members from multiple departments collaborate with town leaders on planning projects to promote economic development on Cape Cod. It is part of the implementation strategy for the Cape Cod Comprehensive Economic



An analysis of the effect of seasonal housing on Cape Cod developed for BART, Barnstable Area Regional Trends. [www.capecodcommission.org/bart](http://www.capecodcommission.org/bart).

Development Strategy, or CEDS, which is administered by the Commission.

RESET Projects in FY2016 included work on Route 6A in Orleans, Route 132 Retail Centers, Davis Straits in Falmouth, “Olympic Village” in Falmouth and an economic evaluation in the Town of Mashpee.

## CEDS/Economic Development

The Commission maintains 20 balanced economy benchmarks, eight up-to-date town-level data tables and 11 maps by county for each town, which are available on STATSCapeCod.org. Adding to this economic analysis is BART (Barnstable Area Regional Trends), a quarterly on-line publication that identifies and examines important economic trends in the region, available at [www.capecodcommission.org/bart](http://www.capecodcommission.org/bart).

## Regulatory Program

Through its Regulatory Program, the Cape Cod Commission reviews projects that present regional issues identified in the Act, including water quality, traffic flow, community character, affordable housing, open space, natural resources, and economic development as Developments of Regional Impact (DRIs).

### Bourne

- **Paesano Office Building, Minor Mod-2, Approved, March 17, 2016**

- **Integrated Solid Waste Management Facility, Minor Mod-1, *Approved*, April 7, 2016**

### Barnstable

- **ICE Tower Barnstable, Minor Modification #1, *Approved*, September 9, 2015**

- **Home Depot, Second Amendment to Amended & Restated Agreement for Judgment, *Approved*, October 1, 2015**



- **Downtown Hyannis Growth Incentive Zone**, Agreement to Extend 10-year term, *Approved*, December 3, 2015
- **Barnstable Municipal Airport Improvements Project** , Minor Modification #1, *Approved*, December 23, 2015
- **Chick-Fil-A**, Section 14 Certificate, *Approved*, April 7, 2016

**Falmouth**

- **WHOI LOSOS Building**, Minor Modification #1, *Approved*, October 2, 2015
- **Falmouth Ice Arena/Falmouth Youth Hockey**, Minor Mod-1, *Approved*, March 2, 2016
- **The Golf Club (formerly Ballymeade Estates/The Golf Club of CC)**, Minor Mod-1, *Approved*, April 7, 2016
- **Falmouth CWMP/TWMP**, Minor Mod-1, *Approved*, April 7, 2016
- **Springhill Suites by Marriot**, Limited DRI Decision, *Denied*, September 3 and 17, 2015

**Harwich**

- **Harwich Commons Redevelopment**, Minor Modification #1, *Approved*, November 19, 2015

**Mashpee**

- **Augat Self Storage**, Minor Modification #1, *Approved*, September 28, 2015
- **South Cape Village**, DRI Permit Extension, *Approved*, October 1, 2015
- **South Cape Village**, Minor Mod-1, *Approved*, January 22, 2016
- **Northbridge Assisted Living & Memory Care Facility**, DRI, *Approved*, March 31, 2016

**Provincetown**

- **Provincetown Airport CIP Phase 1**, DRI Hardship Exemption, *Approved*, December 3, 2015
- **Seashore Point FKA Cape End Care Campus**, Minor Mod-1, *Approved*, March 25, 2016

**Sandwich**

- **Atkins Road Cluster Subdivision**, Limited DRI Decision, *Approved*, September 17, 2015
- **Canal Community Solar**, Limited DRI Scoping Decision, *Approved*, December 21, 2015
- **Spaulding Rehabilitation Hospital Cape Cod**, Minor Mod-1, *Approved*, January 13, 2016
- **Canal Community Solar**, Limited DRI, *Approved*, March 17, 2016

**Wellfleet**

- **Wellfleet Communications Cell Tower**, DRI, *Approved*, October 1, 2015

**Yarmouth**

- **Maplewood at Mayflower f/k/a Mayflower Place Expansion**, Minor Mod-1, *Approved*, January 27, 2016

**Regional**

- **Mid-Cape Main Replacement**, Yarmouth, Dennis, Harwich, Brewster, DRI Exemption, *Approved*, May 26, 2016

**Housing**

In FY2016, the Commission continued its effort to recast its affordable housing program. With the transition of the Barnstable County HOME Consortium from the Commission to Barnstable County Human Services Department complete, the Commission sought to bring a broader planning and community development dimension to its housing efforts. Where the HOME program was administrative, providing home ownership assistance, a broader and more integrated planning approach to the Cape’s housing needs was sought. In June 2016 the Commission hired Heather Harper, Falmouth’s long-time assistant town manager, to help define and develop this new approach.

## Water Resources

Water staff provides technical assistance to towns, citizens and the County on water resources projects including: water supply, wastewater and stormwater management, fresh water ponds and marine waters.

Project assistance included numerous technical assessments, Cape-wide well monitoring, planning, education and regulatory review on all aspects of Cape Cod's water resources. Water staff participates on a variety of local, regional and state committees and strives to develop strategies to implement cost-effective solutions to capitalize on common regional needs across the Cape.

The Commission's water resources manager also serves as the Licensed Site Professional for Barnstable County and provided support to the Barnstable County Commissioners related to contamination at the Barnstable Fire Training Academy.

The Commission has coordinated the PALS (Ponds and Lake Stewardship) pond sampling program since its inception in 2001.

### Highlighted Water Resources Projects:

**Water Supply Annual Statistical Report, 2010-2014:** Commission staff collected and analyzed pumping data from the 17 public water suppliers in Barnstable County.

**Stormwater Retrofit Opportunity:** Water staff is identifying potential locations where a stormwater retrofit would be possible through an in-kind grant opportunity offered by a stormwater technology vendor.

**Barnstable Shooting Range:** The Town of Barnstable requested assistance to evaluate whether the use of lead shot at the shooting range had any effect on groundwater. Water Resources staff submitted a report to the town concluding that there had been no adverse effects on groundwater as a result shooting range activity.

**Coastal Water Quality Monitoring Protocols:** With the support of water resources staff, a protocol for sampling and monitoring activities related to Section 208 Plan implementation is being developed. This work includes development

of standardized reporting for the planned publicly available data warehouse for such information.

**Ponds Project Viewer:** Working with an AmeriCorps volunteer assigned to the Water Resources Department and Commission communications staff, a Freshwater Ponds Project website was developed to provide an overview of remediation projects across Cape Cod ([www.capecodcommission.org/pondsprojects](http://www.capecodcommission.org/pondsprojects)). A Stormwater Needs Survey is being developed and will be distributed to towns. Also in progress is an updated review of existing town stormwater bylaws.

## Transportation

The Cape Cod Commission's transportation staff provides technical expertise in transportation and traffic-related matters for the Commission, its staff, and the 15 Cape Cod towns. The Cape



Cape Cod Commission transportation staff install bluetooth traffic monitoring devices as part of a circulation and parking study for the Town of Provincetown.



Cod Commission Act charges the Commission with furthering and coordinating the provision of “adequate capital facilities,” including transportation services, through the goals and standards specified in the Cape Cod Regional Policy Plan.

The Commission provides administrative and staff support for the Cape Cod Metropolitan Planning Organization (MPO) and the Cape Cod Joint Transportation Committee (CCJTC).

The CCJTC is the transportation planning advisory group, comprised of local representatives, that reviews, discusses, and votes on recommendations to the MPO, comprised of local, regional, state and federal representatives, which meets to review, direct, and vote on aspects and products of the transportation planning process.

The Cape Cod Unified Planning Work Program (UPWP) is developed annually by Cape Cod Commission transportation staff on behalf of the MPO, in accordance with the requirements in MAP21 and federal planning regulations. The UPWP describes all significant transportation planning activities planned on Cape Cod over the 12-month period, regardless of lead organization and funding source.

In FY2016, more than \$21.4 million in Federal and State infrastructure capital was secured for the region.

The Transportation Improvement Program (TIP) is a list of transportation system projects to be implemented with federal and state funds available for Cape Cod. Projects may include roadway, bicycle, pedestrian, and transit improvements. The TIP includes four years of projects developed in accordance with federal laws.

[www.capecodcommission.org/transportation](http://www.capecodcommission.org/transportation)

**Highlighted Transportation Projects:**

**Regional Transportation Plan Update:**

The 2016-2019 Regional Transportation Plan, prepared by Commission Staff, was approved by the Cape Cod MPO in July 2015.

[www.capecodcommission.org/rtp](http://www.capecodcommission.org/rtp)

**Route 6 Stormwater and Vegetation**

**Management Plan:** With the assistance of planning staff and consultants, completed a landscape character and stormwater drainage assessment within the Route 6 right-of-way from the Sagamore Bridge to the Orleans Rotary, identifying locations for Low Impact Development techniques and vegetation management. GIS staff conducted high-resolution aerial photography and GIS raster analysis techniques to classify plant species and evaluate density of vegetation for future landscape management planning.

**Traffic Counting Program:** The Commission’s transportation staff conducted annual summer traffic counts in all 15 Cape towns, including automatic traffic recorders (ATRs) and turning movement counts (TMCs). Traffic data is available online: [www.capecodcommission.org/counts](http://www.capecodcommission.org/counts)

**Cape Cod Canal Transportation Study:**

The Commission assisted the Massachusetts Department of Transportation (MassDOT) on the Canal Area Study by providing traffic counts to calibrate the transportation model. Commission staff participates on the Working Group reviewing alternatives for bridge replacement/reconstruction.

**Shining Sea Bikeway Info:** Commission staff is producing a feasibility study to connect the existing Shining Sea Bike Path from Route 151 in Falmouth to the Cape Cod Canal in Bourne.

**Joint Land Use Study (JLUS)**

**Implementation for Joint Base Cape Cod:**

Continuing its work with Joint Base Cape Cod, the Commission assists with coordination in land use planning between Upper Cape towns of Falmouth, Mashpee, Sandwich and Bourne and JBCC. The Commission provided technical assistance to the Upper Cape Regional Transfer Station steering committee, which ceased operation of the transfer station on JBCC in 2014, to evaluate possible re-uses of the facility. Working with the committee, staff prepared a request for proposals for the re-use study which is currently underway. Planning and legal staff also completed a study of notification procedures to JBCC personnel for proposed development projects in



the Upper Cape towns and issued a final report in September 2015. Commission staff serve as representatives to the Military Civilian Community Council and Environmental Management Commission that meet quarterly to provide coordination on matters concerning the base and surrounding communities. [capecodcommission.org/jbcc](http://capecodcommission.org/jbcc)

## District Local Technical Assistance (DLTA) Grants

For the past several years, the Commonwealth of Massachusetts has allocated funds to each of the state's 13 regional planning agencies, the Cape Cod Commission among them, to help municipalities with sustainable development and to encourage municipalities to form partnerships to achieve planning and development goals consistent with state and regional priorities.

■ **BREWSTER:** The Commission provided \$25,000 in DLTA funds for the Town of Brewster, in concert with the towns of Chatham, Orleans and Harwich, to prepare a regional shellfish management plan for Pleasant Bay. A final report was issued in January 2016.

■ **MASHPEE:** The Commission provided a total of \$59,840 in DLTA and Commission funds to evaluate the suitability of local sites for revised regulatory thresholds, study the feasibility of hotel uses, develop a fiscal impact model and evaluate options for development and redevelopment throughout the town's commercial and industrial corridors.

■ **ORLEANS:** The Commission provided \$20,000 to assess and make recommendations relative to the existing Tri-Town Septage Treatment Facility, the inter-municipal agreement that supports it and the potential for future regional septage treatment in the Lower Cape.

■ **WELLFLEET:** Working with Wellfleet, Eastham, Provincetown and Truro, the Commission provided \$6,160 to identify regional approaches to creating a more varied and affordable mix of housing opportunities on the outer Cape. This project included stakeholder meetings to determine community

needs and development of model bylaws and recommendations to streamline and share services and mapping seasonally restricted housing units. As a result, at least two towns are pursuing shared staff to support housing development. Staff also provided technical assistance to the Wellfleet Planning Board on the feasibility of exploring year round use of existing seasonal dwellings for affordable housing as well as potential changes to its cluster zoning bylaw.

■ **TRURO:** The Commission awarded \$6,000 to the town to complete its draft Housing Plan, which incorporated a housing needs assessment. The consultant's needs assessment provided suggestions to address these needs including town sponsored construction rezoning, revolving loan funds and repurposing existing seasonal condominiums as year-round affordable housing.

■ **MASHPEE:** The Commission provided \$15,951 in DLTA funds to assist the Upper Cape towns of Falmouth, Mashpee, Sandwich and Bourne as they consider the feasibility of reusing the former solid waste transfer facility. Mashpee, acted as lead entity for the Upper Cape towns, issued a Request for Proposals and awarded the project to Weston & Sampson (WS) at a total cost of \$40,000. WS worked with the upper Cape board of managers to draft and rank potential reuse options.

■ **BARNSTABLE:** Awarded \$60,950 in DLTA funds to analyze the four major retail malls located along Route 132 in Hyannis. The project scope was expanded to include the Downtown Hyannis Growth Incentive Zone (GIZ) re-designation and parts of the greater Hyannis area to provide a comprehensive analysis of the Route 132 regional retail corridor, downtown Main Street, and surrounding residential neighborhoods.



FY'16

# CAPE COD COMMISSION



Report of  
**CAPE COD  
COOPERATIVE  
EXTENSION**





# Cape Cod Cooperative Extension

**3195 Main Street/PO Box 367  
Field Office-3675 Main Street  
Barnstable, MA 02630-0367**

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**Hours: 8:00 a.m. – 4:30 p.m.**

[www.capecodextension.org](http://www.capecodextension.org)  
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**William F. Clark (retired)**, Plant and Soil  
Scientist

## **Household Hazardous & Difficult-to-Manage Waste and Water Quality**

**Kalliope Egloff**, Hazardous Material  
Environmental Specialist

Household Hazardous & Difficult-to-Manage Waste and Water Quality Education program area focus an array of programs in six focus areas: household hazardous waste (HHW) education and disposal, mercury collection, sharps collection, road and marine flares collection, unwanted medication disposal, WET festivals.

The program's focus is to provide:

- Protection of our unconfined, sole-source aquifer
- HHW outreach, education and disposal options to all Cape Cod municipalities
- Cost-effective solutions for Cape Cod towns for difficult-to-manage and hazardous wastes
- Public education on water quality and protection issues to children and adults

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## **Household and Small Business Hazardous Waste Education and Disposal**

In the 2015 Household and Small Business Hazardous Waste collection period, a total of 24 HHW collections were conducted within Barnstable County (Cape Cod). The cumulative totals of the 24 Cape Cod HHW collections

held in calendar year 2015 show 5,100 households participated in the collections. The total volume of hazardous waste removed was 75,320 gallons of waste removed from Cape Cod's waste stream at a cost of \$210,056 in actual disposal costs to towns. 56% of all hazardous waste collected was paint. Outreach to small businesses that generate hazardous materials is promoted by the HHW collection program This project focuses on painters, contractors, and pesticide applicators, and resulted in the participation of 17 small businesses in HHW collections. Very Small Quantity Generator (VSQG) businesses are allowed to participate in the collections at county-bid pricing, but are required to pay the entire disposal cost for their waste.





## Mercury Collection & Disposal Program



Mercury containing devices are collected by Barnstable County at all HHW events and are collected every day at all Cape Cod transfer stations, waste management facilities, and at many home heating supply stores (thermostats) and marinas (float switches in bilge pumps). A total of 46.74 pounds of mercury was removed through the Barnstable County program in calendar year 2015. Collected mercury containing items included 603 thermostats, 215 thermometers, and 38.20 pounds of mercury in an elemental state. All mercury and mercury containing devices are collected and processed by licensed and permitted mercury processing vendors.

## Sharps Collection & Disposal Program

The Barnstable County sharps collection program is a model throughout Massachusetts and fulfills the requirement of Massachusetts General Law mandating sharps collection programs for all Massachusetts communities by July 1, 2012. Participation in the sharps program has steadily increased since its inception in 2005. In 2015, 4830 one-quart, five-quart and two-gallon containers were distributed to collection locations and 333 thirty-gallon boxes of sharps containers were disposed of through a licensed medical waste disposal contractor. The Barnstable County Sharps Program is fully operational in all 15 towns on Cape Cod. Free sharps containers are distributed at all collection sites.

## Flares Collection & Disposal Program

Road and marine flares contain perchlorate, a salt-like chemical used as an accelerant in the flares. Perchlorate is a known human thyroid inhibitor and in 2006 the Commonwealth of Massachusetts was the first state in the country to institute mandatory testing for perchlorate in drinking water. For calendar year 2015, a total of 2757 flares were collected from fire stations, marinas, and recycling centers for disposal including 1,711 handheld, 773 shotgun-style, 225 rocket, and 48 smoke flares. Total disposal cost for the calendar year 2015 flares program amounted to \$2,100.

## Unwanted Medication Collection Program

Every police station on Cape Cod now provides an unwanted medication drop box for people wishing to dispose of their unwanted medications. The drop boxes, coupled with twice yearly DEA drug take-back programs at local police departments, and the Unwanted Medication Program education program demonstrate a strong multidisciplinary, regional approach to preventing unwanted medication from contaminating groundwater or being diverted for illicit use.

## WET Festival

WET water festivals are an interactive method of teaching 4th to 6th grade students on Cape Cod the fundamentals of water and the impacts of water on Cape Cod's environment and health. Each year Cooperative Extension, in partnership with AmeriCorps Cape Cod, provides 10 one-day education seminars to over 1,400 4th to 6th grade school children. Cooperative Extension updates and maintains 20 different education stations at each WET Festival and each station meets MCAS requirements and standards while educating students on groundwater, wastewater, and the water cycle. In small groups, students progress through a series of hands-on stations exploring and learning. Students take home a practical message about how water impacts their daily lives and learn new ideas to save and protect water.

through simple personal actions.

Over the course of the 2014-2015 school year, 10 festivals were conducted for 10 Cape Cod schools, with a total of 1,484 children participating. The concepts of the WET festivals continue to focus on protecting our drinking water, hydrology and groundwater dynamics, aquatic biology and sustainable fisheries, water pollution sources and solutions, and physical concepts.

## **Recycling, Composting, and Solid Waste**

**David Quinn**, Regional Waste Reduction Coordinator

Solid Waste & Recycling Assistance to Municipalities: CCCE continues to be a recipient of the Massachusetts Department of Environmental Protection (MA DEP) grant program that funds a full-time staff member to assist all Cape Cod municipalities with solid waste, recycling, and composting needs. The Cape Cod Municipal Assistance Coordinator (MAC) provides a direct line of communication between MA DEP and Cape Cod towns to discuss solid waste management challenges and initiatives.

The MAC conducted two formal technical assistance projects for the Towns of Wellfleet and Brewster. In Wellfleet, the MAC worked with the Town to analyze options for the collection trash and recycling at public beaches, conservation areas, and other public locations. As part of the project, the MAC developed a request for proposals (RFP) document with detailed specifications that the Town can use to obtain collection services from provide waste haulers in the future. In Brewster, the MAC worked with the Eddy Elementary School to analyze their waste management processes and make recommendations for composting food waste from the cafeteria. In addition to the two formal technical assistance requests, the MAC provided support to a wide variety of waste management projects in Barnstable County, including analysis of Pay-As-You-Throw programs, development of outreach and education documents, and assistance with applications for state grant funding from MA DEP (In the first round of grants, 14 towns

were awarded a total of \$98,250; additional grant funding will be announced in November 2016).

The MAC also worked on several regional projects, including the formation of Cape Cod Composting Network, which is a working group of local stakeholders (public officials, waste haulers, farms, and restaurants) with a goal of increasing composting infrastructure on Cape Cod. In collaboration with Barnstable County's Procurement Officer, the MAC also developed a regional bid for the disposal of recyclable materials; 10 towns participated in the bid. The MAC provided municipal officials and residents with educational opportunities on waste reduction topics, including regional workshops on composting operations and a monthly e-newsletter.

## **MARINE PROGRAM**

**Diane Murphy** – Fisheries & Aquaculture Specialist

**Joshua Reitsma** – Marine Program Specialist

**Abigail Archer** – Marine Resources Specialist

**Greg Berman** – Coastal Processes Specialist

**Shannon Jarbeau** – CRS Coordinator

**Eileen Sonnenberg** – Extension Educator



## **Barnstable County Municipal Shellfish Propagation Program**

Harvest of shellfish is an important industry both commercially and culturally through recreational harvest in Barnstable County. All 15 towns on Cape Cod support shellfish propagation and enhancement programs which make shellfish



available for recreational and/or commercial harvesters. In direct assistance to these programs, Marine Program staff continued to oversee the Barnstable County Municipal Shellfish Bid Program which gives increased buying power to municipal shellfish programs allowing for reduced prices and contracted delivery timeframes.

Leveraging funds from Barnstable County and the municipalities of Cape Cod in 2016, the Barnstable County Municipal Shellfish Bid Program provided purchase of over 16,000,000 quahog seed, 5,755 bags of oyster remote set, and over 1,338,000 single set oyster seed at 2 different sizes. These shellfish seed were then cared for by municipal propagation programs and planted in various waters of Cape Cod for the benefit of 1,000+ commercial and 17,000+ recreational shellfish harvesters. The value of these shellfish added to Barnstable County water's at a conservative survival rate of 50% and current wholesale values (\$0.21/quahog and \$0.55/oyster) is estimated at \$3,600,000.

### Shellfish Research Farm Network (RFN)



The RFN program, established in the 2005 growing season to address farming issues relevant to the region, has proven to be a great success and it continues to generate valuable data regarding shellfish culture methodology. Recent projects have focused on working with culture methods for very small oyster seed, which is generally considered difficult to handle but available at

significant cost savings. RFN participants helped test survival and growth of oyster seed at several locations around Cape Cod using standard culture gear. Results showed growth and survival of very small oysters deployed in bags can rival that of established upweller technology if care is taken in handling and stocking density.

In addition, the Cape Cod Cooperative Extension Marine Program was a participant in a multi-state (NY, CT, RI, MA, NH, ME) NOAA SG Aquaculture Technology & Transfer grant: Development of a Northeast Aquaculture Research Farm Network, which was modeled after the successful SEMAC Research Farm Network. In FY16 the project included tests of a new oyster gear technology – an oyster flip bag demonstration/evaluation at 2 RFN sites.

### Water Quality Monitoring – Long Term

Water quality data has become increasingly important as research continues into shellfish disease, growth and mortality issues, Vibrio bacteria related issues, and coastal eutrophication within the region. In response, the Marine Program, with additional funding from SEMAC, continues its water quality monitoring program using the long term deployment of YSI instrumentation at five locations: Cotuit Bay, Barnstable Harbor, Duxbury Bay, Wellfleet Harbor and Pleasant Bay in Orleans. The aquaculture industry also keeps a close eye on this data which correlates to their growing conditions as well as information on pH in relation to ocean acidification. There are also requests from researchers or interested individuals to use the data. Live online data is provided via cellular link from two of those locations: Cotuit Bay and Wellfleet Harbor. (Online Data: <http://wqdatalive.com/public/103>)

## River Herring Network

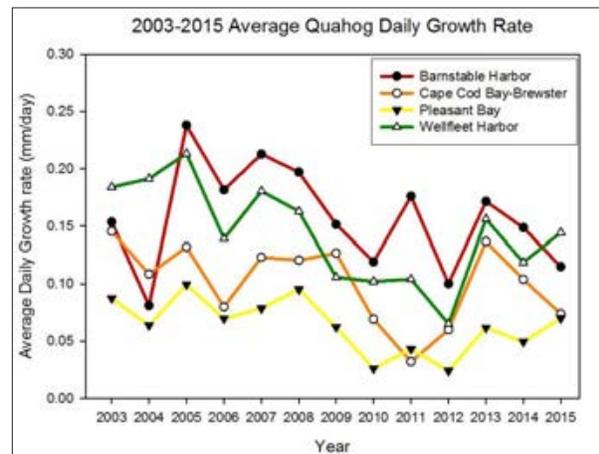
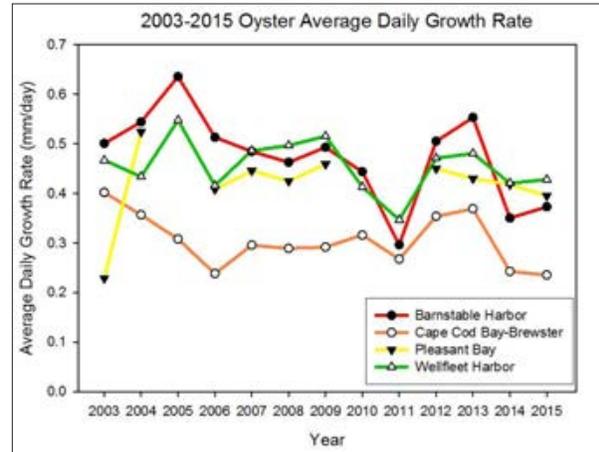


Marine Program staff coordinate a group for Barnstable County and Southeastern MA river herring wardens called the River Herring Network. Since the 1600s MA towns have appointed herring wardens to regulate harvest of river herring and maintain their passage to spawning grounds. The goals of the group are to facilitate communication among wardens, and assist them with making local management decisions that are informed by the best available science, an ecosystem based outlook, and an understanding of regional, state, and federal management decisions. In 2015, 48 people attended the Fall annual meeting, and 15 people attended a Spring workshop. Marine Program staff maintain the website for the group, [www.riverherringnetwork.com](http://www.riverherringnetwork.com). During the Spring of 2016 staff assisted Division of Marine Fisheries and the Town of Harwich with operating an electronic fish counter on the Herring River in Harwich.

### Shellfish Habitat Assessment (SHA)

Since 2003 Marine Program staff have gathered baseline monitoring data to assess the growth of oysters and quahogs from July to September using a standardized methodology in four locations. Shellfish aquaculture is an important industry on Cape Cod. The growth and survival of these shellfish can be affected by short term events such as extreme weather and harmful

algal blooms, long term events such as increasing water temperature, and ecosystem effects such as the cycling of predator populations. In order to detect and learn from these events, standardized baseline data must be collected, analyzed, archived, and made available. The thirteenth year of data was collected in 2015.



### Shellfish Disease Monitoring – Long Term

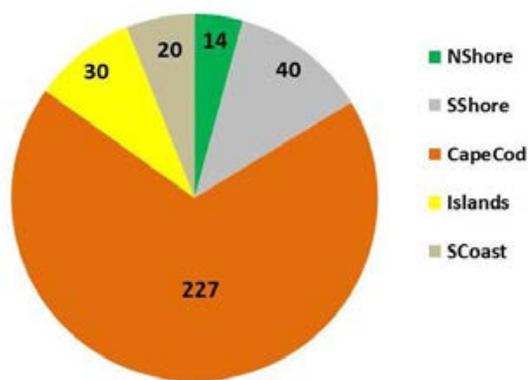
Emergency shellfish disease testing was provided to towns and growers who experienced unexplained shellfish mortalities. Since shellfish diseases can be a significant factor affecting farm profitability, viability, and could threaten municipal stocks, Marine Program staff maintained a network of 25 disease monitoring stations which included over 50 participating shellfish growers. This monitoring is designed to collect information on disease occurrence, prevalence, intensity, and seasonality throughout



Barnstable County. The goal of this monitoring is to provide better understanding of disease dynamics in the region and help identify pending outbreaks, giving shellfish growers an opportunity to make better-informed management decisions about their standing crop. Monitoring results also help explain mortality events and attribution to specific diseases. Funding for this program has been supplemented with additional monies from the MA Department of Ag Resources and Woods Hole Sea Grant.

### SEMAC (South Eastern Massachusetts Aquaculture Center)

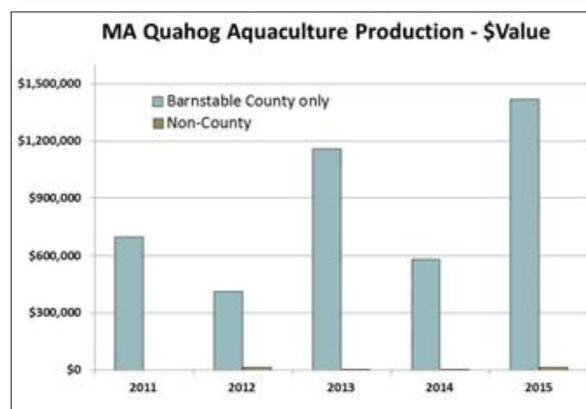
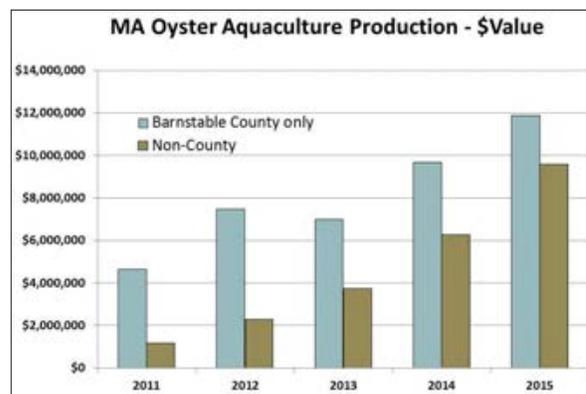
2015 Licensed Shellfish Growers/Farms (DMF Annual Report)



Barnstable County’s Cooperative Extension office remains the administrator of SEMAC, and Marine Program staff oversee and administrate its activities and programs. The Center is directed by a 13-member board of directors and received \$50K in support from the Massachusetts Department of Agricultural Resources in 2016. 90% of the funding has provided for direct industry assistance by supporting a shellfish Research Farm Network (RFN), marketing efforts, testing and analyses of shellfish diseases, industry mini-grants, and continued long term marine water quality monitoring.

The importance of the Marine Program and SEMAC to the aquaculture industry is reflected by the numbers: Barnstable County’s farmed quahogs comprise 99% of the State total (\$1.4 million). Farmed oysters in Barnstable County account for more than 55% of the State’s \$21.5

million value for oysters in 2015. Barnstable County also has 70% of the State’s licensed shellfish growers.



### Fundamentals of Shellfish Farming Course

Marine Program staff organized and helped teach an 8-week course on shellfish farming, Fundamentals of Shellfish Farming: Practical Tools, Tips & Techniques. This popular course was taught on Monday nights from March 7 to May 9, 2016 and included several weekend field trips to local oyster farms. The course covered basic concepts of shellfish aquaculture, including biology, hatchery & nursery techniques, and grow-out methods for both clams and oysters. Additional topics included shellfish farming BMP’s, farm safety, management of pests, predators, and disease, as well as business management, marketing, and permitting. Lectures included guest speakers representing the aquaculture industry, state agencies, and scientists. Enrollment was comprised of 37 students (including 6 Ameri-Corps volunteers) representing diverse ages, backgrounds, and

levels of experience. Upon successful completion of a challenging final exam, students were awarded certificates providing evidence of their commitment to learning the fundamentals of shellfish farming.



### Technical Assistance – Coastal Processes

- 29 site visits in 9 Barnstable County towns (typically with associated GIS analysis and follow-up written reports) on issues relating to coastal bank stabilization, beach grass for erosion control, proposed revetment construction on coastal banks, and dune

restoration

Information, advice, and graphics provided to individual homeowners and associations

11 quoted interviews in newspaper (Cape Cod Times, Martha's Vineyard Times, Vineyard Gazette, and Mashpee Enterprise) and 2 radio interviews (90.1 WCAI / 89.7 WGBH)

### Technical Assistance – Community Rating System (CRS) and Floodplains

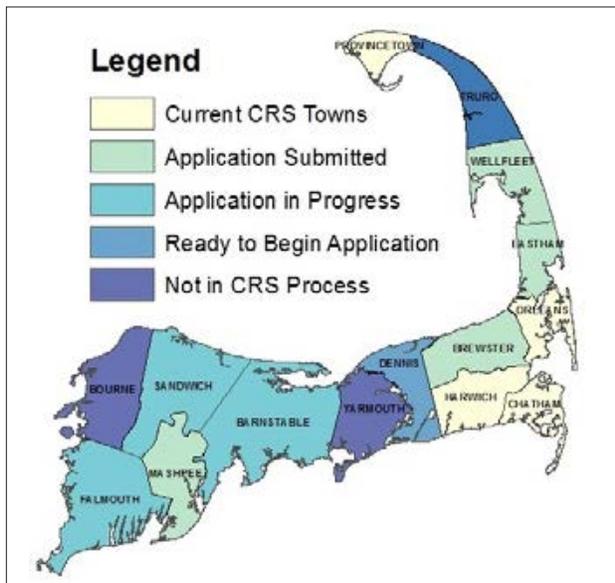
- Met or communicated at least once with each of the 15 towns to offer basic floodplain management and CRS technical assistance
- For CRS, 12 out of 15 towns were visited at least twice and up to 5 times
- Brewster, Eastham, Mashpee, and Wellfleet received assistance with initial application to the CRS
- Basic floodplain technical assistance was

	Policies	Policies in the SFHA*	Policies Receiving CRS Discount	Total Premium	SFHA Avg Premium*	Total CRS Premium	Current CRS Savings FY16	Projected CRS Savings FY17
BARNSTABLE	1,189	567	851	\$1,471,414	\$2,005	\$1,333,281	NA	NA
BOURNE	1,091	845	1,011	\$2,112,655	\$2,319	\$2,079,489	NA	NA
BREWSTER	104	5	40	\$68,143	\$2,761	\$43,223	NA	\$2,851
CHATHAM	495	162	319	\$515,441	\$1,891	\$445,675	\$37,603	\$37,603
DENNIS	1,537	598	1314	\$1,463,477	\$1,720	\$1,377,550	NA	NA
EASTHAM	204	55	116	\$205,624	\$2,493	\$171,216	NA	\$15,416
FALMOUTH	2,445	1,527	2,105	\$4,060,539	\$2,342	\$3,916,652	NA	NA
HARWICH	774	330	620	\$687,597	\$1,423	\$627,440	\$54,854	\$54,854
MASHPEE	639	278	511	\$693,153	\$1,826	\$639,716	NA	\$57,373
ORLEANS	245	68	137	\$245,665	\$2,217	\$203,071	\$10,154	\$17,691
PROVINCETOWN	1,202	489	1,056	\$1,248,911	\$1,632	\$1,186,124	\$59,306	\$59,306
SANDWICH	450	201	352	\$725,788	\$2,847	\$679,014	NA	NA
TRURO	356	222	312	\$363,092	\$1,334	\$342,664	NA	NA
WELLFLEET	233	92	164	\$268,505	\$2,161	\$241,200	NA	\$22,002
YARMOUTH	1,545	895	1,359	\$2,095,217	\$1,966	\$2,018,468	NA	NA
<b>TOTAL</b>	<b>12,509</b>	<b>6,334</b>	<b>10,267</b>	<b>\$16,225,221</b>	<b>\$2,062</b>	<b>\$15,304,783</b>	<b>\$161,917</b>	<b>\$267,096</b>

\*These policyholders are required to carry flood insurance



requested and provided to 14 out of 15 towns



### Education – Courses, Lectures, and Workshops

- Co-hosted (with MEMA) a training workshop, *HurriPLAN*, on November 12-13, 2015, providing professionals with training to integrate resilient community planning and building design strategies with civic and commercial projects; 40 town and state officials attended.
- Hosted an introduction to floodplain management workshop to provide town staff with a basic background of floodplain regulations on February 25, 2016 with 15 attendees. A Certified Floodplain Manager® (CFM) exam followed; there are now 5 new CFMs working on Cape Cod.
- Co-hosted (with MassCZM) the 2<sup>nd</sup> Martha’s Vineyard Coastal Conference on June 6, 2016 to inform communities about sediment dynamics, coastal projects, impacts to natural resources, management issues, and current research; 95 town and state officials and general public attended.
- Congressman Keating’s office hosted a conference highlighting the CRS program and the CRS & Floodplain Coordinator on June 2; there were 50 attendees from local and state government.

- Cape Cod CRS User Group met for the first time on June 3 with 23 attendees. The User Group will meet quarterly, providing CFM credits and stay up-to-date on developments in the field.
- Direct outreach provided through 22 presentations related to coastal processes to over 1,000 people total (over 5,300 reached since 2009), and 11 presentations related to floodplain management to nearly 500 people. The wide audience range includes Conservation Commissions, town officials, elected officials, Audubon, NOAA, high school students, and homeowners.

### Publications

- “*The Effect of Sea Level Rise on the Barrier Beaches of Cape Cod, Martha’s Vineyard, and Nantucket*” is a new Extension Bulletin published in December 2015. Barrier beaches are some of the locations most favored by locals and tourists alike, bringing significant income to the economy. This Extension Bulletin describes how barrier beaches are formed and how they respond to the forces of sea level rise, tides and storm events. This will help readers to know what barrier beaches might look like in the future and whether there are steps to take now to preserve these beaches.
- “*Protect our Floodplains*”, “*Protect your Property*”, and “*National Flood Insurance Program*” are a set of brochures created to earn CRS credit for all towns with the assistance of an AmeriCorps Individual Placement. They were printed in December of 2015 and distributed to all town halls.
- The *High Water Mark Initiative* is a FEMA-funded project to place signs showing high water marks from major storms in



participating towns to increase awareness of the risk of flooding. The towns of Barnstable, Mashpee, Provincetown, and Yarmouth participated with a total of 22 signs.

## **NUTRITION AND FOOD SAFETY EDUCATION**

**Susan Bourque Seward, RD, LDN**, Nutrition Educator

sbourque@barnstablecounty.org

**Kimberly Concra, LDN**, Nutrition and Food Safety Specialist

**Nineteen Cape Cod Child Development Program preschool staff** attended two SNAP-Ed professional development workshops entitled “Nourishing the Nurturer” and “Multicultural Cooking.” In addition, two teacher trainings reached 20 early childhood educators outside of the SNAP-Ed program.

Approximately **1,445 educational contacts** have been made with youth and parents through SNAP-Ed programming focused on healthy eating through cooking demonstrations, activities, presentations, and educational displays: open houses, Field Day, Head Start parent workshops, and other special events. Nine Physical Education teachers participated in a professional development training focused on integrating nutrition education into the curriculum.

A total of **171 school-aged children** and **150 preschoolers** have participated in a total of 28 series of SNAP-Ed Show Me Nutrition lessons. Supplemental enrichment activities and newsletters have been distributed to staff and families.

Approximately **500 clients**, staff and volunteers were reached through SNAP-Ed displays/cooking demonstrations at food pantries and the Transitional Assistance Office (TAO). Five SNAP-Ed trainings reached a total of 38 TAO staff. Approximately 105 SNAP recipients participated in nutrition activities offered.

**135** older adults participated in six presentations and cooking demonstrations as part of the Brown Bag Nutrition Distribution Program in Yarmouth.

A total of **83 older adults** have participated in nutrition education opportunities through four single sessions and a series of six lessons (Sandwich COA, Stroke Support Group, Grace Veteran’s Outreach Center, Aging Mastery, and Healthy Eating for Successful Living).

Nine ServSafe food safety certification courses have reached **199 individuals** in the food service industry and UMass nutrition educators, fulfilling the Food Code requirements set forth by the Massachusetts Department of Public Health.

Seven food safety workshops were held for a total of **185 food service employees**, food pantry staff and volunteers. This training covers basic safe food handling techniques.

An **Extension Nutritionist** provided a talk to the Master Gardeners Evening in the Garden series to address updated recommendations regarding safe food preservation.

**Thirty-five members of the Chinese Food Safety Council on Community Food Safety** education were addressed through a panel presentation at Harvard University in collaboration with the MA Partnership for Food Safety Education.

Food pantry clients continue to be reached through cooking demonstrations and health screenings through Foods to Encourage (F2E), a collaborative project through Cape Cod Hunger Network and Barnstable County. The program has reported **222 registered participants** with a total of **1,177 educational/screening contacts** during winter/spring 2016. A new project, Grow and Give, has started to create connections between farmers, home gardeners and area food pantries with the goal of providing increased access to fresh, locally grown produce via donations efforts.

As part of the Buy Fresh Buy Local (BFBL) project, **four youth activities** were conducted at the Sandwich Farmers Market in collaboration with Sandwich Partnership for Families’ story hour program. Four cooking demonstrations focused on locally grown produce were conducted at Bass River Farmers Market and Falmouth’s Holiday Farmers Market. Two short films



were produced in collaboration with the Cape Cod Fishermen’s Alliance focusing on simple preparations of local seafood to be incorporated into the BFBL social media platform.

Nutrition educators participated in **13 Biometric Screening** events offered by the Cape Cod Municipal Health Group. A presentation highlighting healthy lunch options was offered as part of the benefits administrators meeting.

**Four cooking demonstrations** were conducted for active military families at Joint Base Cape Cod as part of Department of Defense Healthy Base Initiative to encourage healthy food shopping practices.

Educators presented child nutrition and food safety information, displays and demos at various community events: Chatham Family Health Day, Wellfleet Elementary Family Fitness Night, West Barnstable Fire Department Halloween Safety Day, Stonybrook Elem Family Health Fair, Harbor Community Health Healthy Harvest, 4-H Winter Workshop, Harwich Council on Aging Girl Power Program, and the Barnstable County Fair.

The ‘Snackivities’ preschool project provided **300 monthly healthy snack calendars** to Monomoy School district. Twelve parents attended a nutrition workshop and **70 families** participated in a Multicultural Celebration and Winter Family Fun Fair as part of this project.

Food for Thought, a monthly electronic child nutrition newsletter has been distributed to parents and elementary school staff. Currently, there are **459 subscribers** to this newsletter.

Body Walk, an interactive educational exhibit, was conducted at two elementary schools reaching a total of **180 students**, plus teachers and families through supplemental materials.

A session was held for an **audience of 22 people** from the Lower/Outer Cape as part of the Community Development Program’s “Bringing Food Business to Market” educational series. Additionally, a nutrition educator serves on their Food Maker’s Advisory Council.

## Buy Fresh Buy Local

The mission of Buy Fresh Buy Local Cape Cod is to connect people and businesses on the Cape with locally grown farm and sea products. **Over 15,000** member guides, bumper stickers and magnets have been distributed through area farmers markets, food-related community events, and health and fitness businesses. To reach the **3,840 followers** on social media, a series of short cooking videos featuring local products was released via Facebook and Twitter and viewed **over 4,700 times**.

Additional outreach efforts included Shop Local Promotions and four advertisements in Edible Cape Cod magazine. Technical assistance for farmers included an annual workshop featuring specialists in the areas of agricultural taxes, pesticides, fertilizer application, and food-waste management and donation services. Coordination of program objectives and planned activities has been accomplished by working with an appointed advisory group. Distribution of the monthly electronic newsletter has reached **2,874 subscribers**. Membership in Buy Fresh Buy Local has climbed from 55 members in 2011 to **140 members currently**.

## AGRICULTURE & HORTICULTURE

**Russell Norton**, Agriculture & Horticulture Extension Educator





## Year end FY2016

Agriculture and horticulture are important components of the Barnstable County economy. The market value of agricultural commodities in Barnstable County is valued at more than \$10 million. Agriculture and horticulture are vital to local residents and visitors providing food, jobs, recreation and beauty; essentials of our tourism driven economy. The Cape Cod Cooperative Extension Agriculture and Horticulture program is a resource for unbiased research based information. The program provides agriculture, green industry, and related natural resource firms and businesses with education, research, and unbiased information that enable them to remain economically and environmentally sustainable. The Agriculture and Horticulture Program also provides Barnstable County citizens with education and services enabling them to make sustainable and environmentally sound decisions about their home landscapes and gardens.

The objectives of the Agriculture and Horticulture program are:

- 1) to provide educational programs for industry professionals and the general public that increase the knowledge and awareness of integrated pest management and sustainable landscaping / agriculture practices,
- 2) to be available as a resource of technical information and assistance for industry professionals and general public, and
- 3) to maintain a core of trained volunteers that support outreach efforts.

## Professional Outreach

In FY 2016 five educational programs were conducted for horticulture and agriculture industry professionals. The educational programs reached more than 200 professionals providing them with unbiased research based information on a number of topics including integrated pest management and proper cultural practices. The educational programs keep industry professionals informed on the most sustainable practices and important pests while also

providing continuing education credits for licenses and certifications held by those in the industry.

The Agriculture and Horticulture program also serves as a resource for technical information through publications, phone/email consultations, and site visits. Three articles were written for *HortNotes*, an industry publication that reaches more than 400 individuals and businesses. Fifty site visits were completed offering technical assistance to local farmers, growers, landscape professionals, and municipalities. Site visits offer expert consultations followed by site specific recommendations of unbiased information.

The Agriculture and Horticulture program also provides free diagnostic services for plant problems and plant identification, provides consultations via phone and email, and distributes updated fact sheets and technical documents.

## Public Outreach

The Agriculture and Horticulture program increases public outreach efforts by recruiting and training volunteers called Master Gardeners. Master Gardeners are trained for 60+ hours by Cooperative Extension, enabling them to provide answers to the general public's gardening questions. In return the volunteers must give back 60 hours of volunteering in the year of training and 20 hours in the years after. The Master Gardener program greatly increases the outreach efforts of the Agriculture and Horticulture program by staffing programs and conducting educational programs and events.

In FY 2016, fifteen new Master Gardeners were recruited and trained. More than 100 Master Gardeners volunteered providing more than 5000 hours of work and outreach, a value of more than \$100,000.

Thirty educational programs were conducted in FY 2016 for the general public. Programs include basic horticulture information covering topics of interest to home gardens and property owners, including vegetable gardening and composting. These educational programs reach hundreds of Barnstable County residents.

The Agriculture and Horticulture program



also provides outreach by staffing events and providing citizens with resources. In FY 2016, the Agriculture and Horticulture program staffed nine events with the potential to reach thousands of residents. During these events Master Gardeners answer the public's questions and distribute publications and resources that provide sustainable and environmentally friendly gardening and horticulture information.

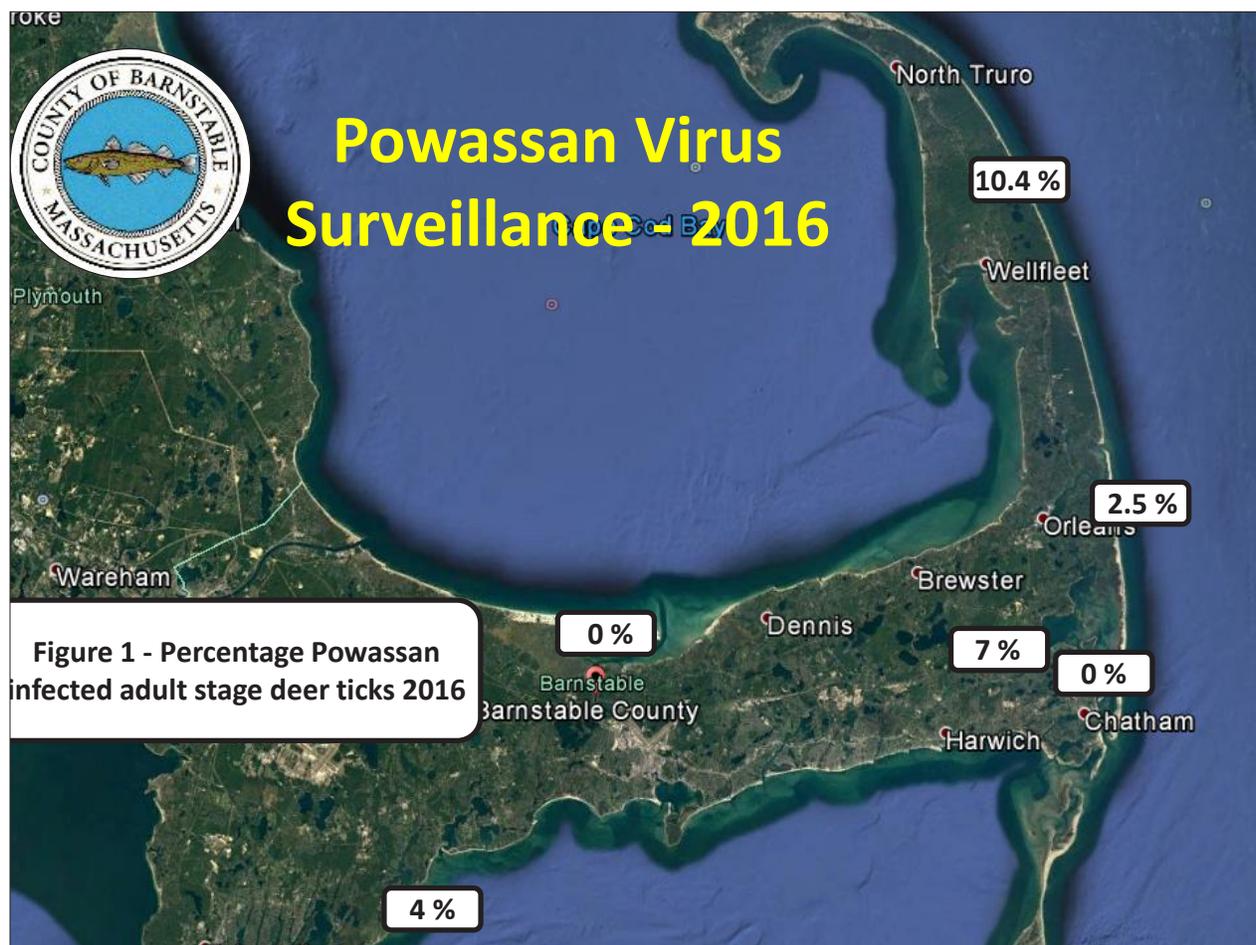
The Agriculture and Horticulture program provides technical assistance to the public through the Horticulture Clinic. This clinic is operated several days a week from March – November. The clinic offers diagnostic services for plant identification, insect identification, diagnosis of plant problems, and soil testing. The clinic is available by phone, walk-in, and email and provides reliable research proven advice on gardening and horticulture. The clinic served about 1000 clients, processed more than 300 soil samples and more than 100 diagnostic samples in FY2016.

## Ticks and Entomology Program

**Lawrence Dapsis**, Entomologist and Deer Tick Project Coordinator

The tick outreach program has a branded theme “*One Bite Can Change Your Life.*” Printed materials include wallet cards, rack cards and bookmarks. Materials were distributed to town halls, libraries, as well as garden centers and sporting goods stores. Outreach efforts are conducted through a variety of media. Fifty workshops were conducted at libraries, town halls, senior centers, community centers and for groups such as AmeriCorps, the Master Gardener Program, Cape Cod Mosquito Control, Cape Cod Landscapers Association, MA Association of Public Health Nurses and Garden Clubs. The tick extension program was also covered extensively via newspaper articles and radio interviews.

The Massachusetts Department of Public Health reported nine cases of Powassan virus in the past two-years including in Barnstable County, a rare but potentially fatal disease (10% mortality rate). A surveillance research project was initiated in collaboration with the Laboratory of Medical



Zoology at UMass-Amherst. Data showed deer tick infections at 4 out of 6 sites ranging from Falmouth to Truro; infection rates ranged from 2.5 – 10.4% (Figure 1).

CCCE also received a \$25,000 grant from Cape Cod Healthcare that funded subsidized tick testing through the Laboratory of Medical Zoology at UMass-Amherst. Tick testing is now being viewed as a valuable medical diagnostic tool since ticks may carry up to five different pathogens including co-infections. Powassan virus is within the scope of the project.

Monitoring for winter moth egg hatch continued. Winter moth is a serious pest of broad-leaf trees and crops such as blueberry. Successful management hinges on an accurate determination of egg hatch. This information is provided directly to U-Pick blueberry operations, the Cape Cod Landscape Association, major garden centers, Extension Master Gardeners and the Cooperative Extension website.

The Extension Tick and Entomology program remains a publicly accessible resource for insect identification and control recommendations.

## **Barnstable County 4-H Youth Development Program**

Judith M. Vollmer, Extension Educator



“I Pledge my Head to clearer thinking, my Heart to greater loyalty, my Hands to larger service, and my Health to better living for my club, my community, my country, and my world.”

4-H programs offer experiential learning opportunities providing knowledge and skills to youth. There are 22 4-H Clubs countywide, from Bourne to Provincetown, teaching hands on education, projects may include animal and

equine science, healthy lifestyles, consumerism, STEM science, Junk Drawer Robotics, creative arts, agriculture, dog training and handling, environmental stewardship and more.

4-H youth are taught numerous life skills with concentration on leadership, citizenship, public speaking and community service. Four major County-wide community service projects were completed with 90% of 4-H Members participating for example: 230 Comfort pillows for Hospice were made and over 1,000 trinkets and gifts were made for nursing home residents. In addition, all clubs participate in their own local efforts, food drives, flower angels, animal shelters, etc. Leadership roles are assumed by 4-H teens with state and national 4-H programs and opportunities as well. Over 80% of our 4-H members did public speaking and demonstrations.

More than 3,000 Cape Cod youth experience 4-H through a variety of delivery modes including 4-H clubs, 4-H after school programs, special events and activities, in school enrichment and 4-H camps.

Volunteers are the heart of the 4-H program and without them 4-H would not exist. Volunteer time in the Commonwealth is valued at \$27 per hour. Over 200 volunteers donate an average of 40 hours per year participating in and serving as 4-H club leaders, project committees, advisory councils, judges, workshop leaders, middle management opportunities to help deliver programs and events, educational field trips, community service opportunities and others.

Currently there are five 4-H Clubs at Joint Base Cape Cod. This year we were finally able to renovate an existing building to open a new youth center that now houses all 4-H clubs, events and activities. 4-H summer programs are also provided with support from the Massachusetts 4-H Foundation.

Annually we choose a theme for 4-H'ers to work on for Fair. This year it was Bees and their importance. We also stressed the idea to Bee something such as Bee Kind, Bee Creative, Bee yourself, etc. which the kids found to be fulfilling. We melded the two to create quite an impressive



exhibit and showcase education and character development.

4-H members are 50% less likely to smoke, shoplift or use illegal drugs than non 4-H kids. 4-H members have higher levels of academic competency and are more likely to attend college and will pursue science careers. (Tufts University 4-H Study of Positive Youth Development).

### **Military Family Outreach, Cape Cod Extension**

**Kerry Bickford**, Extension Educator

MFOCC, formerly known as Operation Military Kids, continues to support children, youth and families impacted by deployment.

MFOCC applied for and received two grants totaling \$17,300,00 from the Department of Defense’s Child & Youth Reintegration Camps and the Air National Guard and Air Force Reserves Camp. As a result of this funding, a total 42 military youth attended a week of camp (totaling 1,470 hours) at Smithfield Farm, where the focus was mainly on building resiliency through a variety of activities and exercises.

An additional \$10,00.00 was received from Heroes in Transition to provide a week of camp to military families in the deployment process, but with an emphasis on reintegration. The focus of this program was to build a sense of community and support among these families who live and/or work in our Cape Cod community.



The teen group was invited back for a holiday gingerbread barn activity, which has been provided over the last few years by a local

gingerbread angel named Pat Taylor. The teens came back to the farm and spent the day riding horses and completing a gingerbread barn to take home and share with their families.

MFOCC also provided pony rides to about 250 military children at the annual holiday party on Joint Base Cape Cod in December of 2015, and provided lessons to additional 25 military family members.

A half day therapeutic riding program was held at Smithfield Farm in April of 2016, thanks to a partnership with Operation Home Front. This particular outreach was for a family whose Dad had perished in Afghanistan, and due to the significant disabilities of one of the children, the family is not able to participate in many activities together. It was a heartwarming sight to watch as the family rode together and experienced the joy of being together and sharing their love of horses.

Thanks to the generosity of the Kids in Need Foundation, MFOCC was able to distribute thousands of items to military families as well as to provide numerous arts and crafts activities in our summer camps. All items were donated by JoAnn Fabric and shared with Hyannis West Elementary School, Cape Cod Military Support Foundation and various food pantries, among others.

Other 4-H Afterschool programs offered to over 3,000 Cape youth:

Hyannis West Elementary School: a continuation grant was received by the Lombard Trust of Cape Cod in order to further the work the students have been doing on their class gardens. Students worked on the garden during summer school in August of 2015, and produced a tip sheet to be shared at food pantries when distributing lettuce, carrots and other vegetables that had been grown in the school garden.

A new addition to the program this year were three in school “Garden Days” when the entire school visited the garden by class, and participated in a number of interactive activities including planting and harvesting and tasting a number of “brain” foods and crops, learning about

pollinators and vermicomposting - plus, weeding, planting, hydrating and starting all over again in the spring...the impact of this additional activity was to engage the entire school in garden pride and teach the students the garden cycle while further exploring the origins and nutritional values of locally grown food.

### Gardening Tips

By 21st Century Community Learning Centers  
Hyannis West Elementary School  
With the help of Dave Scandurra and Julie Davis, 4-H Afterschool Teachers  
And 21st Century Teacher Cheryl Vozzella





1. Plan what you want to grow and find a sunny place.
2. Buy your seeds.
3. Get the tools you will need such as gloves, watering can and a rake or shovel.
4. PLANT your seeds in good, healthy soil.
5. Cover the seeds with soil and do not pat it down too hard. Just a little is good!
6. Don't forget to water your seeds deeply and periodically. A good soaking goes a long way!
7. Build a crater around your plant to help the water sink in.
8. Remember to pull your weeds to give plants (and their roots) space to grow.
9. Put your weeds in the compost pile.
10. Watch your plants Grow!!
11. As your plants grow, thin them out so they get air and sunlight. Plants need oxygen, just like you!
12. Most importantly, Eat and Enjoy What You Have Grown. It's so Yummy!
13. You can also share your harvest with friends, family or your local food pantry - like we did!





Special Thanks To:  
Kerry Bickford and Russell Norton from Cape Cod Cooperative Extension  
Edible Landscapes for their expertise and energy!  
The Lombard Trust for investing in our garden!

Barnstable Intermediate School (grades 7 & 8): Nine Barnstable students attended our annual (statewide) Summer of Science Camp at UMASS Amherst over a three day period in June of 2015. Each year young people have the opportunity to select a track of study where they spend the day exploring a field of science with faculty, staff or a professional in the field. Their experience is rounded off with short workshops and other activities that expose these middle and high school students to a wide array of scientific fields. Another benefit for 4-H campers is that they get a taste of college life as they sleep in dorms and eat in campus dining halls. Here is a link to the June 2016 photos.

<http://ag.umass.edu/cape/news/4-h-summer-of-science-camp>

Nathaniel Wixon School: PAWS for Reading

continues to thrive at the Wixon School, where it was not an uncommon sight to see students sprawled out on the floor after school reading to dogs. This signature program was developed in an effort to help students who have difficulty reading, but that is not a requirement to attend. A love of reading and dogs are the criteria for participation, and the Cape Cod Companion Animal Program volunteers were happy to provide the dogs and to cover the cost of student tuition, which helped to pay a staff member to stay after school with this amazing group.

Other after school favorites this year were: Science at Bournewood and Peebles School in Bourne, the National Youth Science Day experiment, Science projects and Sewing at the Boys & Girls Club of Cape Cod in Mashpee; After-school Science/Gardening at Hyannis West Elementary and Ezra Baker School in Dennis, Cake decorating and baking at the Eddy School in Brewster, Sewing programs at the Barnstable Senior Center on half days of school and Babysitting programs in schools and libraries from Bourne to Truro, to name a few.

## NATURAL RESOURCES

### Wildfire Preparedness Program

The Barnstable County Wildfire and Assessment Program was funded in 2015, providing the services of a consulting forester who develops a wildfire management plan for vulnerable parcels identified by the town and consultant. The consultant may also assist with the implementation of the plan and coordination of a regional approach to wildfire mitigation and management within the county. The fire management plan includes fuel reduction measures that directly reduce wildfire risks. The project also includes grant funds to implement the recommendations made by the forester after the plan is officially adopted by the town. Grants to implement the wildfire plans were awarded to the towns of Barnstable (West Barnstable Perscription Fire Zone - \$3,336), Dennis (Training \$3,600), Sandwich (Maple Swamp \$10,000), and Yarmouth (Multiple Town Lands - \$7,500).



## **Conservation Commission Network**

Monthly municipal conservation agent meetings were organized by Cooperative Extension staff providing training and technical assistance to conservation staff and commission members on existing and emerging needs in the region. The network provides a forum for agents to discuss the evolving needs of Conservation Departments. Extension staff facilitate the meetings and provide guidance and resources as needed.

## **Land Management Grants**

The Barnstable County Municipal Land Management program funded nine projects in five towns. The program allows towns to develop and implement management actions that conserve, restore, and maintain ecological integrity, productivity, and biological diversity of public lands while improving public use. Grant awards ranged from \$1,200 - \$4,500 and included projects that increase public access, controlled invasive species, and opened trails on publicly owned properties. Natural Resource Departments, Conservation and Beach Departments in Eastham (\$1,200), Falmouth (\$6,645), Mashpee (\$2,500), Wellfleet (\$2,250), and Yarmouth (\$11,283) received grants in FY 16.



Report of  
**CHILDREN'S COVE:**  
THE CAPE & ISLANDS  
CHILD ADVOCACY CENTER





# Children's Cove The Cape & Islands Child Advocacy Center

P.O. Box 427  
Barnstable, MA 02630  
508-375-0410 | Fax: 508-375-0409

[www.childrencove.org](http://www.childrencove.org)

## STAFF Fiscal Year 2016

**Stacy Gallagher**, Director  
[sgallagher@childrencove.org](mailto:sgallagher@childrencove.org)

**Lenny Fontes**, Associate Director  
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**Nancy Raymond**, Administrative Assistant  
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**Melanie Sachs**, Family Advocate  
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**Leslie Moreland**, Mental Health Coordinator  
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**Cherie Stulsky**, Mental Health Coordinator  
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**Beth Christensen**, Forensic Sexual Abuse  
Consultant  
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**Sandy Hebenstreit**, Pediatric Sexual Assault  
Nurse Practitioner  
[sandy.hebenstreit@MassMail.State.MA.US](mailto:sandy.hebenstreit@MassMail.State.MA.US)

*employed through Cape Cod Healthcare and the statewide  
Pediatric Sexual Assault Nurse Examiner (SANE)  
Program*



## Who We Are

We offer a safe, welcoming place for children to go if they have been sexually abused, severely physically abused, witness to domestic violence, or commercially sexually exploited (human trafficking). We bring together all of the professionals in this field who have made it their life's work to help. We treat each child with respect, care, and compassion and make it possible for the trauma to stop and the healing to begin.

Children's Cove, a department within Barnstable

County, is a unique collaborative effort between partner agencies including Barnstable County, the Cape and Islands District Attorney's Office, Department of Children and Families, Department of Mental Health and Cape Cod Health Care. We are one of twelve Child Advocacy Centers (CAC) in Massachusetts and over 700 nationally. Children's Cove has proven over the past nineteen years that taking a regional approach to helping vulnerable, abused children brings the best out in every agency involved in the recovery of the victim and the prosecution of the offender. As pioneers of a groundbreaking collaborative regional approach, Children's Cove has gained statewide and national attention as a model organization with programs that have been replicated on a broader scale.

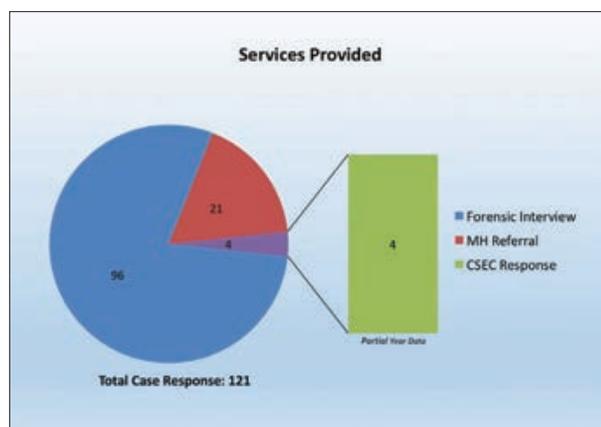
Children's Cove is a fully operational and accredited Child Advocacy Center with the National Children's Alliance in Washington DC

whose components include the Sexual Abuse Intervention Network (SAIN) Team, (the investigatory piece of the program); the medical exam, with a Sexual Assault Nurse Examiner (SANE) which utilizes a state of the art video med-scope to utilize evidentiary images in court proceedings; case tracking and team review; family advocacy; specialized therapeutic referrals; and education and training.

Children's Cove strives to help educate the community on issues surrounding child abuse including members of the community, law enforcement, prosecutors, emergency medical providers, firefighters and child protection professionals. Children's Cove continues to plan and implement its awareness campaign, including radio ads, news articles, and public service announcements as part of its outreach to the community regarding child sexual abuse. We are dedicated to reaching the various communities that comprise the Cape and Islands in order to educate the public about child sexual abuse.

## Who We Serve

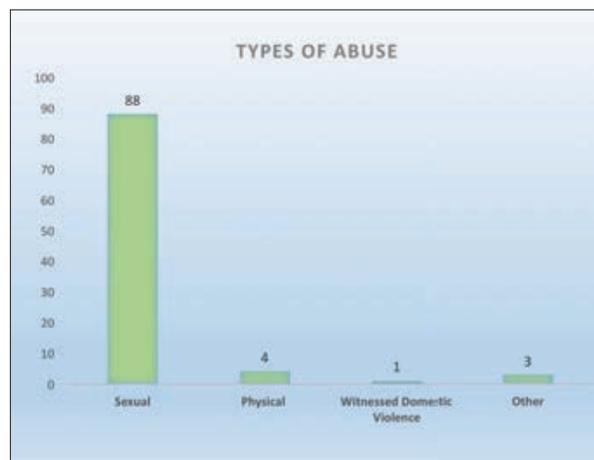
During the twelve-month period of July 1, 2015 – June 30, 2016, 121 children were seen for services and 96 of the 121 were provided with forensic interviews at Children's Cove.



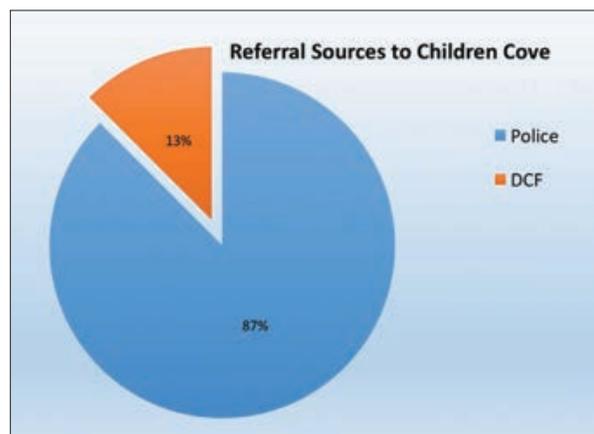
Children's Cove serves the same jurisdictional zones as that of the District Attorney's Office and the area office of the Department of Children and Families. This includes the fifteen towns of Cape Cod, the six towns on Martha's Vineyard and Nantucket. Fiscal year (FY) 2016

interviews covered consumers from Cape Cod towns and both islands, as well as children who were visiting these areas at the time of disclosure.

SAIN protocols mandate, the victim must have made some form of disclosure, and that the alleged abuse is thought to have occurred within the jurisdictional area of Cape Cod and the Islands of Martha's Vineyard and Nantucket. The alleged victim may be from the age of two years old, depending upon the child's cognitive and developmental abilities, to the age of seventeen years old or older depending on cognitive and developmental ability. The legal guardian of the child must also consent to the interview. The types of abuse referred for a forensic interview were as seen below:

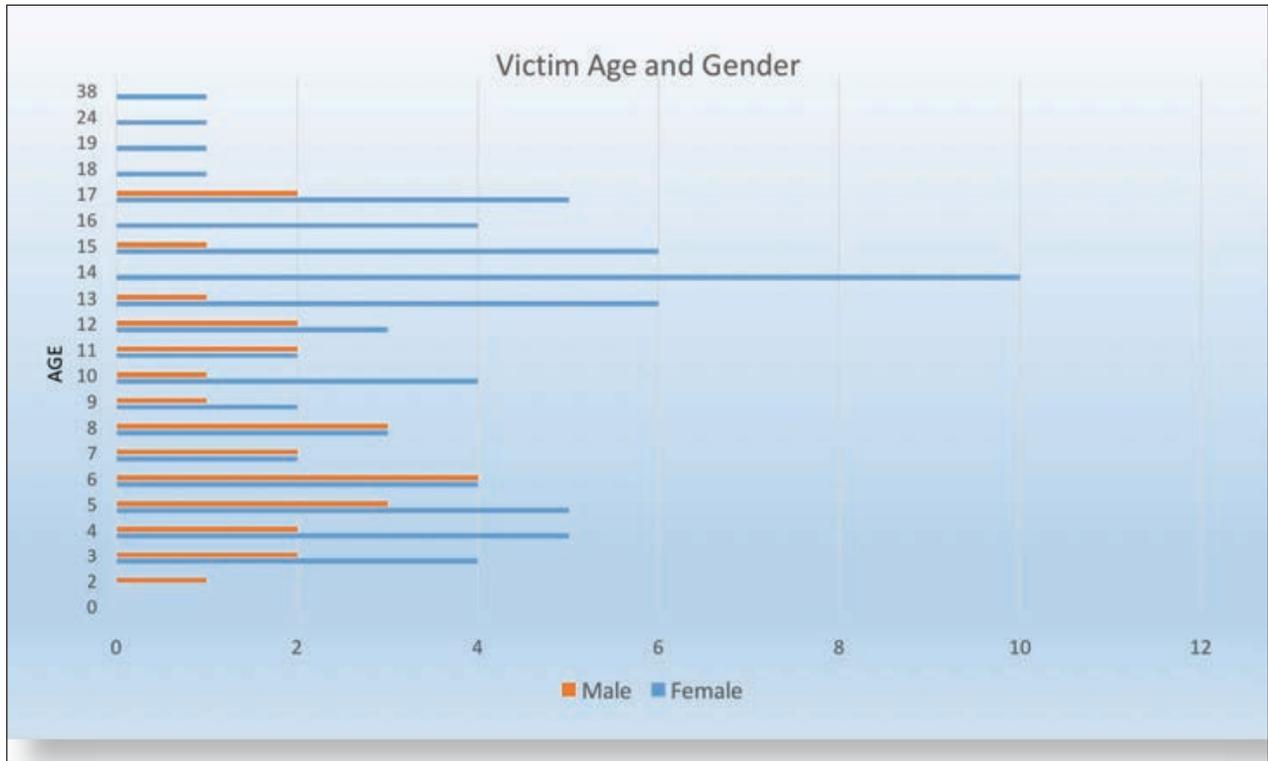


Based upon these protocols, Children's Cove received referrals on twelve cases from the Department of Children and Families, and eighty-four referrals from police.

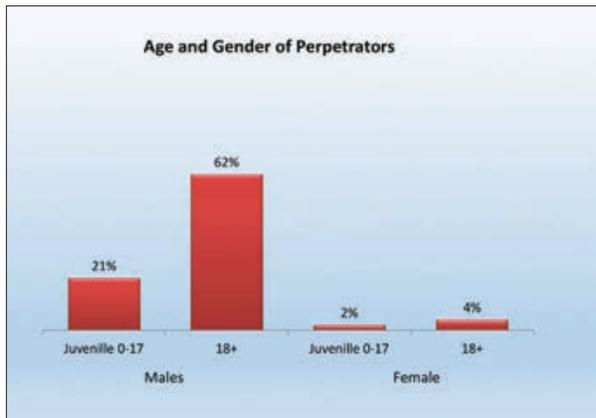




For the 121 children referred to Children's Cove for services, the gender and the age of the victims were as follows:



For the 96 alleged perpetrators, information concerning the alleged perpetrators is broken into age and gender classifications:



### Support Services, Programs and Initiatives

Medical examinations were provided for 9 children. It is the goal of the Nurse Practitioner/Pedi SANE to provide comprehensive, compassionate care to child victims and their families. All children referred to the Children's

Cove are offered timely, non-invasive, medical examinations with the consent of their parents at no cost. These exams are provided by the Nurse Practitioner/Pedi SANE on site in the medical suite.

Children's Cove Mental Health Program utilizes a Mental Health Coordinator on staff to refer children and families to appropriate, trauma informed network of providers throughout the Cape and Islands to provide these much needed services. The Trauma Informed Provider Network (TIP Network) is currently comprised of 94 Cape and Islands therapists who have interagency agreements with Children's Cove to provide specialized clinical services. Children's Cove, in turn, provides ongoing trainings, learning collaborative workshops and referrals to these selected providers. This program was created out of the need to regionalize therapeutic services for children and families throughout the Cape and Islands. In the past year 21 mental health, only, specific referrals were made to TIPnet providers in the community.



As part of the Massachusetts Child Welfare Trafficking Grant Children's Cove implemented an initiative to educate the community, law enforcement and human service agencies about the Commercial Sexual Exploitation of Children (CSEC.) After the awarding of this grant, Children's Cove formed an advisory board, and multidisciplinary steering committee to develop the CSEC response protocol for the Cape and the Islands. In preparation for a larger implementation throughout the county into fiscal year 2017, Children's Cove partnered with My Life My Choice and hosted four separate CSEC training sessions for Law Enforcement, DCF and other service providers throughout the Cape & Islands. Children's Cove has trained over 280 individuals during this reporting period.

In addition to these services, Children's Cove provides on-going follow up and advocacy for the children and families served and assists in the connection to meaningful activities and supports. Our Family Advocate works with the family to identify needs and community resources and helps the family navigate any systems as part of the investigation in a non-stigmatizing and confidential way.

All Children's Cove services are free of charge.



FY'16

# CHILDREN'S COVE



# Report of the Barnstable County

# DREDGE

# THE CODFISH





# Barnstable County Dredge

## *The Codfish*

**Superior Court House  
P.O. Box 427  
Barnstable, MA 02630**



M/V "J.W. Doane" with dredge "Cod Fish" passing through the Cape Cod Canal.

**Wayne Jaedtke**, Superintendent  
508-375-6634 | jaedtke@barnstablecounty.org

### **Staff**

**Stephen Bradbury**, Captain  
**Christopher E. Armstrong**, Leverman  
**Jason Bevis**, Deckhand  
**Jacob LaRoche**

### **INTRODUCTION**

In 1993 Barnstable County conducted a needs assessment and cost benefit analysis of operating a municipal dredge program on behalf of the towns. This report documented that a County operated maintenance-dredging program would be both beneficial to the towns and cost effective to operate.

The County and its legislative delegation approached the Massachusetts Department of Environmental Management (DEM) and requested financial assistance in the form of a \$1

million capital grant for the purchase of a dredge and ancillary equipment. Prior to this grant, the state was responsible for funding 75% of the cost of municipal dredge projects and the town was responsible for the remaining 25%. However, funding constraints at the state level meant that much of the dredge work was not completed on a timely basis or was never accomplished. As stipulated in the grant Agreement, the provision of a capital grant replaces the state funding for municipal dredge projects here on the Cape.

The Barnstable County Dredge Advisory Committee was established in October of 1994. The Committee has representation from all of the Cape towns, except Brewster, which has no navigable harbors, DEM and County staff. The Advisory Committee is responsible for developing the dredge schedule and recommending the dredge rate each fiscal year.

## COMPLETED DREDGE PROJECTS:

To date the County has dredged 1,778,596 cubic yards of material from the waterways in 16 Cape and Island towns over 20 years. Barnstable County dredged these waterways at a rate approximately 65% below the market rate. The cost per cubic yard to dredge this material ranged between \$3.33 and \$11.00 per cubic yard. The average market rate for dredge services is over \$18.00 per cubic yard.

If there were no Barnstable County dredge program, it would have cost the tax payers an additional \$506,202 to complete the dredge projects that the County has completed on behalf of the towns on the Cape and Islands in FY 2016. This amount is based on the state paying 75% of the cost of town dredge projects at \$18.00 per cubic yard.

The following projects were completed this fiscal year totaling 58,874 cubic yards of material to nourish the beaches:

- Wychmere Harbor Channel
- Allen Harbor Inlet

- Green Pond Inlet
- Popponesset Cross Bay Channel
- South River Channel
- Barnstable Harbor Approach Channel
- Pamet River Channel
- Popponesset Bay Approach Channel
- Allen Harbor Approach Channel
- Sesuit Harbor Channel

In addition to a reduced rate for dredging services, the County conducts before and after dredge surveys at a savings of approximately \$6,000 per project to the towns. These surveys are invaluable records in the event of a major hurricane for submission to the Federal Emergency Management Agency as documentation of storm damage.

## FISCAL STATUS

The operating revenue for FY 2016 was \$631,289. As of June 30, 2016 the dredge enterprise account has a reserve fund balance of \$421,082. The purpose of the reserve fund balance is to establish a fund to replace the dredge.



Chatham's south coast shoreline nourishment with sand dredged from Stage Harbor Channel.



FY'16

**BARNSTABLE COUNTY DREDGE / THE CODFISH**



# Report of the Barnstable County **FACILITIES DEPARTMENT**





# Department of Facilities

3195 Main Street/Route 6A

PO Box 427

Barnstable, MA 02630

508-375-6603 | Fax: 508-362-8758

## Administration

**Stephen C. Tebo, Director**

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**Donald Reynolds, Deputy Director**

508-375-6604 | dreynolds@barnstablecounty.org

**Eileen O’Connell, Administrative Supervisor**

508-375-6602 | eoconnell@barnstablecounty.org

## Maintenance Supervision Staff

**Kevin St. Pierre, Working Supervisor**

kstpierre@barnstablecounty.org

**Deborah Reynolds, Custodial Supervisor**

## Maintenance Staff

**Thomas Butler, Journeyman Plumber/  
Equipment Specialist**

**Dana Cook, Equipment Specialist**

**Jose Couto, Custodian**

**Cory Fleming, Maintenance/Repair**

**David Hoeft, Custodian**

**Michael Horne, Custodian**

**Parker Kelley, Repair/Custodian**

**Michael Lally, Custodian**

**Robert Leite, Custodian**

**Aurelio Lima, Custodian**

**Jairo Oliveira, Custodian**

**Richard Pacheo, Custodian**

**Frank Tavano, Maintenance/Repair**

**Cynthia Weekes, Custodian**

**Dave Eaton, Mail Clerk**

**Joy Potter, On Call Mail Clerk**

**James Coelho, On Call Mail Clerk**

The Facilities Department is responsible for all physical plant operations, general maintenance and planning within the Barnstable County Complex, Second District Courthouse in Orleans, Children’s Cove, White House Administration Building, Extension Farmhouse, certain county residences and the former House of Correction.

The physical plant consists of the following sixteen elements:

- Superior Courthouse, County Complex
- Deeds and Probate Court, County Complex
- First District Courthouse, County Complex
- Police Service Building, County Complex
- County Complex Grounds, Barnstable
- County Residences, Bourne
- Second District Courthouse, Orleans
- Children’s Cove, Barnstable
- Extension Farmhouse, Barnstable
- White House Administration Bldg., County Complex
- Cape Cod Commission, cleaning only
- Rest Area (seasonal)
- Recycle Building, Barnstable
- Former House of Correction, County Complex
- Health Lab/Water Testing, County Complex
- Innovation Building, County Complex
- RDO/Americorps Residence-Bourne, MA
- RDO/Americorps Residence, Wellfleet, MA
- Fire Academy, Barnstable

The Facilities Department budget provides funding for the following:

- HVAC, plumbing and electrical systems
- Utilities
- Grounds and parking lot maintenance
- General maintenance and custodial services
- ADA administration and compliance
- Safety and security programs
- Mail collection and distribution
- Rest Area, Route 6, Barnstable, Custodial Services
- County Recycling Program

**Second District Courthouse**

Grounds Maintenance.....	\$5,793.00
Snow Plowing .....	\$1,680.00

**Superior Courthouse**

Interior Painting .....	\$9,500.00
Renovations.....	\$20,122.70

**First District Courthouse**

Ceiling Replacement .....	\$6,308.15
Lockup Door Replacement .....	\$11,586.00
Exterior Wall Repair .....	\$21,650.00
Interior Renovations.....	\$3,530.00
Second & Third Session Courtroom Improvements .....	\$5,505.51
Main Session Courtroom Repair .....	\$8,000.00

**Registry of Deeds/Probate**

Epoxy Flooring System.....	\$7,875.00
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Renovation of the Third Session  
Courtroom at Barnstable  
Superior Court.





### County Complex

Emergency Snow Removal & Salt Application.....	\$2,775.00
Grounds Maintenance.....	\$21,227.00

### Children's Cove

New Security Gate .....	\$6,345.00
Grounds Maintenance.....	\$2,185.00

### Former House of Correction

Roof Repairs.....	\$4,896.01
Outside Stair Repairs .....	\$3,300.00
Interior Improvements.....	\$1,620.00

### White House

New Walkway/Patio .....	\$7,936.00
<b>TOTAL.....</b>	<b>\$151,834.37</b>



Renovation of the Probation Office at Barnstable Superior Court.



Report of the Barnstable County  
**FINANCE**  
**DEPARTMENT**





# Barnstable County Department of Finance

**Superior Courthouse  
P.O. Box 427, 3195 Main Street  
Barnstable, MA 02630  
508-375-6648 | Fax: 508-362-4136**

**Mary T. McIsaac**

Director of Finance/County Treasurer  
508-375-6915 | mary.mcisaac@barnstablecounty.org

**Joanne Nelson**, County Accountant

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**Kara Mahoney**, Finance Assistant/Accounts Payable

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**Patricia Rogers**, Assistant Treasurer

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**Nancy Cushing**, Payroll/Benefits Coordinator

508-375-6647 | ncushing@barnstablecounty.org

**Elaine Davis**, Chief Procurement Officer

508-375-6637 | edavis@barnstablecounty.org

The Barnstable County Department of Finance hereby submits its Annual Report for Fiscal Year 2016. The Department is responsible for the financial management of the County. Department activities include Treasury services, Accounting, Accounts Payable, Payroll, Group Insurance/ Other Benefits, and Purchasing services.

During Fiscal Year 2016, the Department of Finance worked with the Barnstable County Information Technology Department to start developing new procedures for creating the annual budget in the financial management software system, MUNIS.

Also in Fiscal Year 2016, the Department worked with the Barnstable County Health and Environment Department to manage the Community Septic Betterment Loan program and maintain the activity of the bonds with the Massachusetts Clean Water Trust. This service provides betterment loans to homeowners in all 15 Cape Cod towns for septic system improvements.

The Finance Department continues to have bond anticipation note activity. The Department has developed plans for managing long-term debt and short-term debt. These actions will improve our overall financial position.

During Fiscal Year 2016, many new bank accounts were established at several financial institutions. This action will increase the amount of interest income earned by the County.

The Registry of Deeds Excise Tax Revenues increased by 9.5 % from the previous year to approximately 9.3 million dollars. The County's careful fiscal management continued to ensure that the books were closed for fiscal year 2016 with a positive fund balance in the General Fund, and the Cape Cod Commission Fund.

Respectfully submitted,

Mary T. McIsaac

Director of Finance/County Treasurer

**BARNSTABLE COUNTY  
BUDGETED EXPENDITURES  
06/30/16**

Department	Original & Supplemental Appropriations	Transfers & Carry Forwards	Revised Budget	Expenditures	Encumbrances	Continuing Appropriations	Remaining Amounts
<b>OPERATING BUDGET</b>							
100 County Commissioners Office	504,536	87,416	591,952	498,651	18,883		74,418
105 Information Technology Serv	1,483,225	56,253	1,539,478	1,290,440	46,029		203,009
110 Resource Development Office	954,258	82,499	1,036,757	867,878	9,495	52,262	107,122
130 Assembly Of Delegates	321,979	1,277	323,256	305,330	3,141		14,785
140 Finance	869,658	17,921	887,579	808,070	13,918		65,591
200 Facilities	2,605,528	68,944	2,674,472	2,102,275	40,320		531,877
230 Cooperative Extension	2,080,929	399,662	2,480,591	2,071,742	67,117	9,104	332,628
240 Registry Of Deeds	2,773,239	7,850	2,781,089	2,470,144	25,050		285,895
250 Dredge	1,697,504	9,390	1,706,894	681,288	67,983		957,623
260 Joint Initiatives	870,575	128,694	999,269	366,307	84,137	150,000	398,825
300 Health & Environment	3,078,526	36,474	3,115,000	2,860,298	57,015		197,687
310 Human Services	790,805	248,311	1,039,116	659,332	48,216	55,000	276,568
320 Children's Cove	765,501	28,650	794,151	655,298	16,826		122,027
330 Elder Services/Meals On Wheels	40,000	0	40,000	40,000	0		0
450 Public Safety	1,282,808	0	1,282,808	1,282,792	0		16
460 Fire Training Academy	529,355	1,388	530,743	406,649	27,248	9,436	87,410
500 Cape Cod Commission	5,288,769	78,309	5,367,078	4,176,036	101,124	40,851	1,049,067
560 Water Quality Initiatives	502,000	575,843	1,077,843	477,027	277,759	323,057	0
900 Fringe Benefits	1,374,271	(50,160)	1,324,111	932,249	0		391,862
910 Misc. & Contingency Exp	499,300	106,398	605,698	432,216	33,216		140,266
920 Debt Service & Interest	315,000	0	315,000	261,445	0		53,555
930 Appropriated Reserves	0	359,689	359,689	0	0		359,689
910 Transfer To Special Revenue Fund	232,000	0	232,000	232,000	0		0
<b>TOTAL OPERATING BUDGET</b>	<b>28,859,766</b>	<b>2,244,808</b>	<b>31,104,574</b>	<b>23,877,467</b>	<b>937,477</b>	<b>639,710</b>	<b>5,649,920</b>



**BARNSTABLE COUNTY  
BUDGETED EXPENDITURES  
06/30/16**

Department	Original & Supplemental Appropriations	Transfers & Carry Forwards	Revised Budget	Expenditures	Encumbrances	Continuing Appropriations	Remaining Amounts
<b>CAPITAL BUDGET</b>							
105 Information Technology Serv	325,000	398,447	723,447	475,147	20,309	227,991	0
200 Facilities	1,083,500	2,430,847	3,514,347	27,132	0	3,487,215	0
230 Cooperative Extension	250,000	0	250,000	250,000	0	0	0
250 Dredge	0	2,000,000	2,000,000	0	0	2,000,000	0
260 Joint Initiatives	0	517,361	517,361	365,359	0	152,002	0
300 Health & Environment	97,000	20,604	117,604	101,111	0	16,493	0
<b>TOTAL CAPITAL BUDGET</b>	<b>1,755,500</b>	<b>5,367,259</b>	<b>7,122,759</b>	<b>1,218,749</b>	<b>20,309</b>	<b>5,883,701</b>	<b>0</b>
<b>GRAND TOTALS</b>	<b>30,615,266</b>	<b>7,612,067</b>	<b>38,227,333</b>	<b>25,096,216</b>	<b>957,786</b>	<b>6,523,411</b>	<b>5,649,920</b>



# Report of the Barnstable County **PURCHASING DIVISION**





# Barnstable County Purchasing Division

**Superior Courthouse  
P.O. Box 427, 3195 Main Street  
Barnstable, MA 02630**

[purchasing.barnstablecounty.org](http://purchasing.barnstablecounty.org)

**Elaine Davis**, Chief Procurement Officer  
508-375-6637 | [edavis@barnstablecounty.org](mailto:edavis@barnstablecounty.org)

The Barnstable County Purchasing Division continues to work with towns and departments to ensure that the best prices are obtained when purchasing goods and services. Since 1979, the County has maintained a centralized purchasing system, which is utilized by county departments, as well as the towns within Barnstable County. Through the coordination of bids, town and county departments are able to take advantage of the cost savings involved with the procurement of goods and services in large volumes.

The Purchasing Division adheres to the procurement policies for local governments set by the Massachusetts Legislature through Chapter 30B, Chapter 30,39M and Chapter 149 of the Massachusetts General Laws. These regulations were enacted in an effort to foster effective competition and to avoid price discrimination and unfair methods of competition. They also help to prevent “favoritism” in the awarding of contracts as bids are awarded to the responsive, responsible bidder offering the lowest price.

## Collective Bids

Many of the towns of Barnstable County partner with County Purchasing to solicit bids collectively. In Fiscal Year 2016, the Purchasing Division took the lead in the coordination of bids for the following goods and services:

**Supply and Delivery of Fuel Oil:** The Purchasing Division organized a collaborative bid for the supply and delivery of fuel oil to supply thirty-six municipal buildings across the County for an estimated total of 124,000 gallons of heating oil.

**Supply and Delivery of Gasoline and Diesel**

**Fuel:** Various municipal entities, schools, fire districts, water districts and the County Dredge participated in a collaborative bid for over 2 million gallons of gasoline and diesel fuel.

**Roadway Materials, Miscellaneous Public Works and Road Resurfacing:** Twelve towns participated in these bids for a variety of road construction and resurfacing items. The bids for public works, crack filling and materials were renewed from the previous year. The estimated value of this bid is over \$10million.

**Golf Course Materials and Services:** Municipal golf courses and other municipal departments receive discounted prices on materials such as fertilizers, fungicides, growth regulators and insecticides through this bid.

**Office Supplies, Janitorial Supplies and Toners:** The Office Supply bid was re-bid this year and the contract was awarded to WB Mason. This contract provides a 58.15% discount on most office supplies in the United Stationer’s Catalog, as well as a substantial discount on a market basket of frequently purchased office supplies. A separate bid was solicited for 137 toners of different brands used by county and municipal departments. Also solicited were bids for a list of janitorial items such as cleaners, paper products and plastic liners that can be purchased in bulk. All office supplies, toners and janitorial supplies from these bids are published in the Barnstable County Supply Catalog which is produced by the Purchasing Division and is distributed electronically to all county and town departments and can be found on the purchasing website at: <http://purchasing.barnstablecounty.org>

**Supply and Delivery of Caustic-Potash (potassium Hydroxide – KOH), Sodium Hypochlorite, Sodium Hydroxide, Hydrated Lime and Citric Acid:** Eleven water departments

participated in this bid for chemicals commonly used by water departments.

**Bulk Purchase of Copy Paper:** The Purchasing Division solicited bids for the purchase of 9,160 cases of copy paper for bulk delivery to eleven school districts in Barnstable County and Nantucket. By purchasing in bulk, the schools saved \$13.57 per case over the cost of purchasing the cases individually which represents a total savings of \$124,301.

**Portable Toilets:** This bid is for the lease and maintenance of portable toilets for use at special events, in beach or park areas and other applications where temporary or permanent portable units may be required. Five towns participated in this bid.

**Remote Set Oysters, Hard Clam (Quahog) Seed and Single Oyster Seed:** These bids are procured on behalf of the Barnstable County Division of Marine Fisheries Municipal Shellfish Propagation Program. The product is distributed to participating towns within the county.

**Disposal of Construction and Demolition Waste:** Five towns participated in this bid which requires the awarded vendor to dispose of construction and demolition wastes from town transfer stations to a Department of Environmental Protection approved site.

**Transportation of Municipal Solid Waste:** Two towns awarded contracts for the transportation of municipal solid waste from their transfer stations to approved disposal sites.

**Transportation and Disposal of Sludge and Grit:** This was the first time this bid was issued as a request from the town of Yarmouth. Two municipalities participated in this bid which was developed for towns that have sewer, sewer and septage or septage only.

**Processing Recyclable Materials:** The Purchasing Division worked with the Cooperative Extension to develop this collective bid to establish pricing for processing a variety of recyclable materials. Three towns accepted bids for the processing of cardboard, mixed paper, comingled and comingled with glass.

## County Bids

Aside from the collective bids, the Purchasing Division also solicited the following bids on behalf of the County departments:

- Marketing Services for Children's Cove
- Drilling and Water Supply Installers for Groundwater Recovery Wells
- Regional Voice Telecommunications
- Performance Management Software Licenses
- Heavy Duty Truck for Snow Removal
- Application Development of Watershed MVPv3.0
- Public Health Education Campaign about Substance Abuse and Addiction
- Accela Software Licenses
- Technical Assistance for 3D Mapping for Water Quality and Development Impacts
- Research on Impacts of Second Homes on Cape Cod
- Index Verification, Online Correction, Microfilm, Book Printing and Binding for Registry of Deeds
- Computer Programming and Maintenance Services, eFiling Support and Online Streaming Back Up Disaster Recovery for Registry of Deeds
- Coordination and Marketing Services for Cape Cod and Islands License Plate Fund
- Lab Services for Poly and Per Fluorinated Alkyl Substances
- Monitoring of HOME Consortium Funds
- Coordination of the Regional Substance Abuse Council



**PURCHASE ORDERS:** County policy requires County departments to request purchase orders for purchases over \$100.00. The Purchasing Division processed 4,195 purchase orders for County departments during Fiscal Year 2016.

**WEBSITE:** The Barnstable County Purchasing website has proven to be a cost saving and efficient way of posting bids and ordering supplies. Bids are posted on the website for vendors to view and download, thus eliminating the expense of printing and mailing bid specifications. Towns are able to order their office, janitorial and toner supplies through the online ordering system, creating a more efficient and dependable method of ordering. The website can be viewed at: <http://purchasing.barnstablecounty.org>

### **Cape Cod Association Of Public Purchasing Officials**

The Cape Cod Association of Public Purchasing Officials (CCAPPO) was established by the County in 2006 to provide education and networking for local officials who are involved in the procurement duties in their towns. Participants are able to earn credits toward re-

certification for the Massachusetts Certified Public Purchasing Official (MCPPO) designation through attendance at these meetings. CCAPPO met bi-monthly with presenters on topics of interest to procurement officials.

### **In Conclusion**

The Purchasing Division will continue its goals of encouraging fair competition, obtaining best value, ensuring the ongoing accountability of public funds, educating those who are involved in the public procurement process, and exploring new ways to help the county and towns save money through collective purchasing.

Respectfully Submitted,

Elaine Davis  
Chief Procurement Officer



Report of the Barnstable County  
**FIRE TRAINING &  
RESCUE ACADEMY**





# Barnstable County Fire & Rescue Training Academy

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**Barnstable, MA 02630**  
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www.bcftrta.org | [info@bcfrta.org](mailto:info@bcfrta.org)

## Administration

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**Chief Paul Tucker**, Retired, Deputy Director  
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**Fire Marshal Stephen Coan**, Retired  
Special Assistant to the Director  
508-375-6984

## Rescue Programs

**Captain Thomas Kenney**  
508-375-6984

## Haz Mat Programs

**Chief Norman Sylvester**

## Mask Fit Program

**Lieutenant Scott Smith**  
508-375-6985 | [ssmith@barnstablecounty.org](mailto:ssmith@barnstablecounty.org)

## Maritime Program

**District Chief Michael Dandurand**,  
508-375-6986 | [mdandurand@barnstablecounty.org](mailto:mdandurand@barnstablecounty.org)

## Firefighter 1/11 Program

**Captain Joseph Mayo & Captain Chris Beal**  
508-375-6982 | [jmayo@barnstablecounty.org](mailto:jmayo@barnstablecounty.org)

## Industrial Programs

**Lieutenant Joseph Pouliot  
& Inspector Donald Campbell**  
508-375-6983

## Fire And Rescue Classes Held

- BCS Boot Camp 12 day program
- Citizen Fire Academy: 1 day
- Cold Water Operations 1 day
- Confined Space: two-day program
- Confined Space Emergencies: one, 2-day program
- Dive Drill – one day
- EMT & Para-med training – 72 days
- Fire Instructor: one, five-day class
- Fire Officer: one, five day class
- Fireground Survival: two, one-day programs
- Ground Ladders: one day programs
- HazMat Awareness: one day
- ICS-400: one, two-day class

- Live Burn: 24, one-day classes
- Pump Operations: one – two-day class
- Pumps: two days

## Rapid Intervention Training

- SCBA: 1 day
- SCBA-Mayday: one day
- Search-SCBA: one day
- Thermal Image class: two, one-day classes
- Water Rescue Awareness: five, one-day classes
- Water Rescue Operations: one day
- Firefighter I&II 2016 – 15 weeks
- Firefighter Refresher: 39, one-day classes
- Mask Fit Program 2016
- Industrial Programs

- Advanced Marine Firefighting
- Basic Marine Firefighting
- Electrochean Solutions
- Entergy Nuclear Operations
- Industrial Confined Space & HazMat
- Massachusetts Maritime Academy

## Departments Using The Burn, Search Building Or Facilities

### Cape Departments

- Barnstable County Sheriff Correctional Recruits
- Barnstable Fire Department
- Bourne Fire Department
- Brewster Fire Department
- Cape Cod Regional Law Enforcement Council Swat Team
- Centerville Osterville Marston Mills Fire Department
- Chatham Fire Department
- Cotuit Fire Department
- Eastham Fire Department
- Falmouth Fire Department
- Falmouth Department of Public Works
- Harwich Fire Department
- Hyannis Fire Department
- Mashpee Fire Department
- Massachusetts Military Reserve Fire Department
- Orleans Fire Department
- Provincetown Fire Department
- Sandwich Fire Department
- Wellfleet Fire Department
- West Barnstable Fire Department
- Yarmouth Fire Department
- Yarmouth Police Department

### Off Cape Departments;

- Kingston Fire Department
- Plainville Fire Department
- Plymouth Fire Department
- Sherborn
- Wareham Fire Department

## Self Contained Breathing Apparatus (Scba) Mask Fit Testing

SCBA Fit testing for 2016 was a successful year with 560 Cape Cod firefighters tested the highest number tested to date. On average to have a company come to the cape and test each Firefighter there is an associated cost of anywhere from \$30.00- \$45.00 per test or \$16,320 - \$24,480. The Barnstable County Fire Academy does not charge its fire departments to come out and test the firefighters which cuts this cost to Cape departments.

This year we were fortunate enough to have two FIT test machines that worked flawlessly throughout the testing season. These testing machines were able to give us the most specific testing to meet the standards of OSHA, NFPA and NIOSH. Along with being more specific it is an easier, faster test then we have seen in past years and in return benefits the departments and the Academy by saving time and money.

I would like to thank the staff members at Barnstable County Fire Rescue Training Academy for your devotion and professionalism. Without this team it would not have been such a successful year.

Thank you

**Kevin Long**  
FIT Test Coordinator



## **Professional Development Programs**

### **ICS program**

The Academy continues to deliver ICS 300 & 400 programs for moderate amount of county personnel as well as some off Cape management personnel. We continue this without the support from MEMA since they no longer support outside agencies. These programs were very well attended and still appear to be in high demand although not as high as previous years. Our plan for the near future is to continue to deliver these programs on a regular basis.

### **Fire Instructor & Fire Officer I & II**

Both these classes were held this year and these programs were very well attended and still appear to be in high demand we will continue to run these programs annually in the fall.

### **Fire Programs**

All fire programs were well attended this fiscal year and were delivered without incident. Our plan to update fire programs will continue through the next year to keep up with changing technologies and tactics. We have been in contact with the State Fire Academy to help with this process. This is being accomplished through the dedication of both veteran and new instructors and staff both while at the academy and while away from the facility. We continue to meet with the County Chiefs to review any special requests for training they may have for the current and next fiscal year.

**Paul Tucker**  
Deputy Director

## **Rescue Programs**

Rescue programs continue to support the other programs being delivered at the academy as well as, participation in the Firefighter I/II class and Firefighter Survival Skills. In support of the Industrial aspect, we continue to offer multiple classes in the Dangers of Confined Space Operations to the Public Works Department of Cape Cod.

**Thomas Kenney**  
Program Coordinator

## **Massachusetts Maritime Academy Program**

Again this year we were able to continue to provide Fire training to the Massachusetts Maritime Academy and their Regiment of Cadets. We were able to conduct training at both the campuses of Massachusetts Maritime Academy as well as Barnstable County Fire & Rescue Training Academy.

This year we provided a very basic training program geared to introducing firefighting to the Sea Science and Leadership Program, a program which is aimed at future cadets of MMA. In this Sea Science and Leadership program we were able to train approximately 120 High School students located from all over New England and ranged in age from 15-18 years old.

In September the Regiment of Cadets who are in the maritime licensing programs of Marine Transportation and Marine Engineering, start their firefighting training. These cadets are required by the United States Coast Guard to fulfill the STCW (Standards for Training Certification and Watchkeeping) prior to their graduation and licensing by the USCG.

We successfully trained 1,049 cadets between all four years of the program in both Basic and Advanced Marine Firefighting. In addition to training those cadets in the Marine Transportation and Marine Engineering degree programs, we also provided basic fire training to 76 cadets in the Emergency Management degree program. In total we trained 1,125 cadets this year in firefighting.



## Firefighter 1 & 2 Program

The Barnstable Fire Academy started the class for the Firefighter I and II program on February 1<sup>st</sup> again. The class consisted of 25 recruits from the towns of Bourne, Brewster, Chatham, Orleans, Truro, Wellfleet, and Yarmouth.

The recruits were trained in the areas of Basic Fire Suppression, SCBA, Search and Rescue, Vehicle Extrication, Ladders, and Hazardous Materials, as well as many other subjects to assist them in their training to become a firefighter.

For nineteen weeks the students endured the cold and a little bit of snow on 2 week nights and a full Saturday each week to surpass the standards of Firefighter I and II as set by the Massachusetts Fire Training Council. The Director, the Deputy Director, as well as the training staff of the Barnstable Fire and Rescue Academy are proud to have brought 23 students to graduate on June 11, 2016. The students will now return to their respective communities to help serve and protect.

**Joseph Mayo and Chris Beal**

Program Coordinators

## Industrial Program FY 2016

We continue the Academy's 36+ year of providing Fire Brigade Training the Entergy Nuclear Plant located in Plymouth. The NRC mandates this training and there are very strict guidelines to be followed. The staff will be training on new programs, and visiting the Power Plant later this year.

This is the academy's third year of training the students at the Massachusetts Maritime Academy. This program has been very well received and we are constantly working to train our staff to meet the needs of this program.

This year a new company from Raynham MA started use the academy for their fire training and we welcome Electrochem Solutions.

One short term goal is to reach out to different organizations and businesses and offer our services to help train their personal in fire and work place safety.

**Joseph Pouliot & Donald Campbell**

Program Coordinators

## Director's Comments

As many of you know the Academy is a vital regional training facility for the Fire Department in Barnstable County. We would like to thank retired State Fire Marshal Stephen Coan for joining the staff at the academy this year.

Some of the programs that were offered at the academy this past year were: Fire, Technical Rescue, Emergency Medical Services, Incident Management Team, Regional Emergency Planning Committee, Maritime, and Police Training. We also do Incident Command System, and National Incident Management Systems training for Barnstable, Nantucket, and Dukes Counties

I would like to take a moment to thank the staff, county employees, all the Barnstable County Fire Departments, and the county commissioners for all their support this past year.

**George Russell**

Director of Fire Training

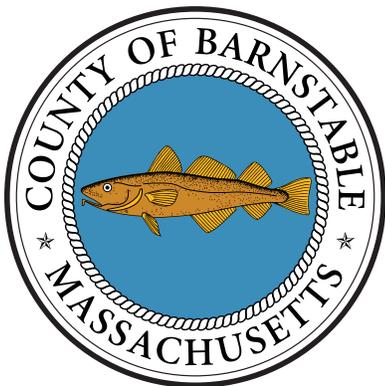


FY'16

# FIRE & RESCUE TRAINING ACADEMY



Report of the Barnstable County  
**DEPARTMENT OF  
HEALTH &  
ENVIRONMENT**





# Department of Health & Environment

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## Administration Division

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**Barbara Austin**, Administrative Supervisor  
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**Vincent Zdanowicz**, Ph.D., Chemist  
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Alternative Septic System Tracking Program

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### **Alternative Septic System Test Center**

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**General Info Line:** 508-375-6624

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**Cynthia L. Madden**, B.S., Billing/Collection Specialist  
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### **FISCAL YEAR 2016 IN REVIEW**

Since its creation by a Special Act of The Legislature in 1926, the Barnstable County Department of Health & Environment (BCDHE) has been providing instrumental services to local boards of health that promote regional efficiencies while continuing to support each individual town's autonomy. The role of public health ranges from emergency planning to environmental monitoring (beaches, landfill surveillance, indoor air quality), disease prevention, environmental health and safety training, smoking prevention, health screening and encouragement of healthy lifestyles, community sanitation and even the practical application of providing loans for septic system repair and replacement. The primary mission of the Department is to protect public health and the environment and to promote the physical and mental health and well-being of the residents of Barnstable County. The following division

structure reflects a diversity of services in nearly every aspect of public health.

### **ADMINISTRATION**

The Administration Division oversees the Department's budget and programs and provides an avenue through which citizens and towns can directly access services and information relative to public health and the environment. In FY2016, the Administrative Division prepared several grants to support the following: bathing beach monitoring, the Massachusetts Alternative Septic System Test Center (MASSTC), homeland security efforts, assistance with hoarding, public health screening for at-risk populations, public health emergency preparedness efforts and the Cape Cod Medical Reserve Corps, which serves the towns when public health emergencies arise.



# ENVIRONMENTAL HEALTH

## Inspectional Services

Barnstable County Department of Health and Environment field staff members maintain the readiness and certifications necessary to assume health agent responsibilities in any town whose needs require immediate assistance for any reason. The Department's close and regular communication with local boards of health and their agents makes any such event seamless to the public.

Under supervision of Senior Environmental Specialist Lynn Mulkeen, the Department provided training to three seasonal health inspectors who worked full-time to assist local boards of health in meeting the public health and safety demands of Cape Cod's summer tourism. Department inspectors conducted over 1,000 restaurant/retail food establishment and swimming pool inspections across Barnstable

County in FY2016, including complaint follow-up and repeat inspections when necessary.

## Massachusetts Alternative Septic System Testing Center

The Massachusetts Alternative Septic System Test Center (MASSTC) was initiated and has been operated by the Department since 1999. It began in response to the lack of information on alternative onsite septic systems which were being considered to address the Cape's problems caused by nitrogen that originates in septic systems and impacts our drinking water and marine water resources. It remains at the forefront nationally in testing and researching alternative means of treating wastewater onsite.

FY2016 saw a significant expansion in efforts to identify sustainable and affordable means of modifying standard septic systems to remove nitrogen, phosphorus and contaminants of emerging concern. With support from the newly formed State of New York Center for



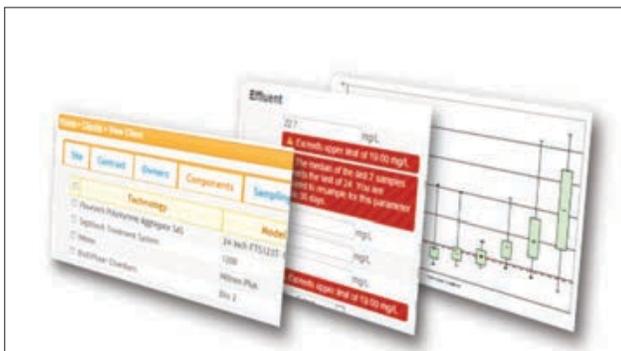
A new non-proprietary and experimental septic system is being installed at the Massachusetts Alternative Septic System Test Center under a research grant from the Massachusetts Department of Environmental Protection.

Clean Water and Stony Brook University, and collaboration with researchers in Florida, Rhode Island and elsewhere, we have installed and are testing various non-proprietary designs for modifying leach fields to remove nitrogen. Collaborating with experts nationwide, this research promises a valuable addition to the wastewater management toolbox. In addition, the Test Center continues to serve as an incubator for private industry to research and develop wastewater treatment products to help address the many challenges facing our towns. The Test Center is supported by fees paid by companies conducting research and a number of grants from Massachusetts DEP and EPA.

### **Innovative/Alternative Septic System Education and Tracking**

As towns struggle with the necessity to reduce the flow of wastewater-based nitrogen into our shared groundwater, ponds, bays and estuaries, advanced onsite septic system treatment units or Innovative/Alternative Systems (I/A) have been installed in many locations across Cape Cod.

In 2005, the Department instituted a regional program to assist towns in monitoring their I/A septic systems at no cost to the town. An Internet database was developed to collect inspection reports and effluent sample monitoring results. The database also gives regulators the ability to track the compliance of every system.



The Department maintains an interactive website where owners, regulators and other individuals can view how any alternative onsite septic system technology performs.

[septic.barnstablecountyhealth.org](https://septic.barnstablecountyhealth.org)

As of this writing, over 2,100 I/A systems representing 39 different I/A technologies are being tracked.

In addition to tracking operation and maintenance compliance, the database is also used to track system performance. An online charting system makes I/A technology performance data more easily accessible for the boards of health and the public at <https://septic.barnstablecountyhealth.org>.

### **Landfill Monitoring**

Consistently stringent requirements for monitoring resulted in the continued surveillance of groundwater beneath landfills for many towns across Cape Cod. Eleven Cape Cod towns currently depend on Department staff for post-closure or operational monitoring of their landfills resulting in the analyses of over 600 well samples annually. The Department also assists five towns in the specialized quarterly monitoring of soil gases required as part of the landfill closure process.

### **Bathing Beach Water Quality Monitoring**

The Bathing Beach Monitoring Program serves all towns in Barnstable County through collection of weekly water samples at every town beach. Many semi-public beaches are also served with sampling though a paid subscribership. The services include a notification to town health agents when bacteria levels exceed the allowable limits, and immediate resampling to ensure that the beach may be re-opened as soon as results are favorable. More than 350 beaches across Cape Cod are sampled every week in the summer months.

In FY2016, the task of overseeing this extensive program was executed by Environmental Project Assistants Bethany Traverse and Carol Eastman. Over 4,500 samples were collected and processed during the summer bathing season from 241 marine and 110 freshwater beaches on Cape Cod. Testing results are published daily on the Department website as well as the state Department of Public Health statewide beach



website.

For more information regarding the Bathing Beach Monitoring Program, please visit <http://www.barnstablecountyhealth.org/bathing-beach-water-quality>.

### **Rabies Awareness and the Cape Cod Oral Rabies Vaccination Program**



County employee Erika Woods distributes rabies vaccine baits as part of a program to contain the spread on rabies on Cape Cod.

The Barnstable County Department of Health and Environment, in conjunction with the Cape Cod Rabies Task Force (CCRTF), continues to coordinate with local health directors, animal control officers and natural resource officers Cape-wide to contain the spread of terrestrial raccoon rabies on Cape Cod. The raccoon variant of rabies was first identified in Bourne in 2004 and by 2006 was found in every town across Cape Cod. The CCRTF, co-chaired by Senior Environmental Specialist/Sanitarian Erika A. Woods and Karl Von Hone of the Yarmouth Division of Natural Resources, continues to meet regularly to facilitate the education of residents and visitors throughout Barnstable County in order to implement town policies and procedures.

In addition to education and policy, the CCRTF works with USDA Wildlife Services, supported by the Massachusetts Department of Public Health to coordinate the semi-annual distribution of the

Oral Rabies Vaccine (ORV), where in April of 2016 ORV bait distribution resumed north of the canal for the first time since 2003. The purpose of the approximately 72,000 baits that were distributed on the mainland side of the canal is to provide a buffer zone for Cape Cod and reinforce the effectiveness of the approximately 39,000 baits that were distributed on Cape Cod.

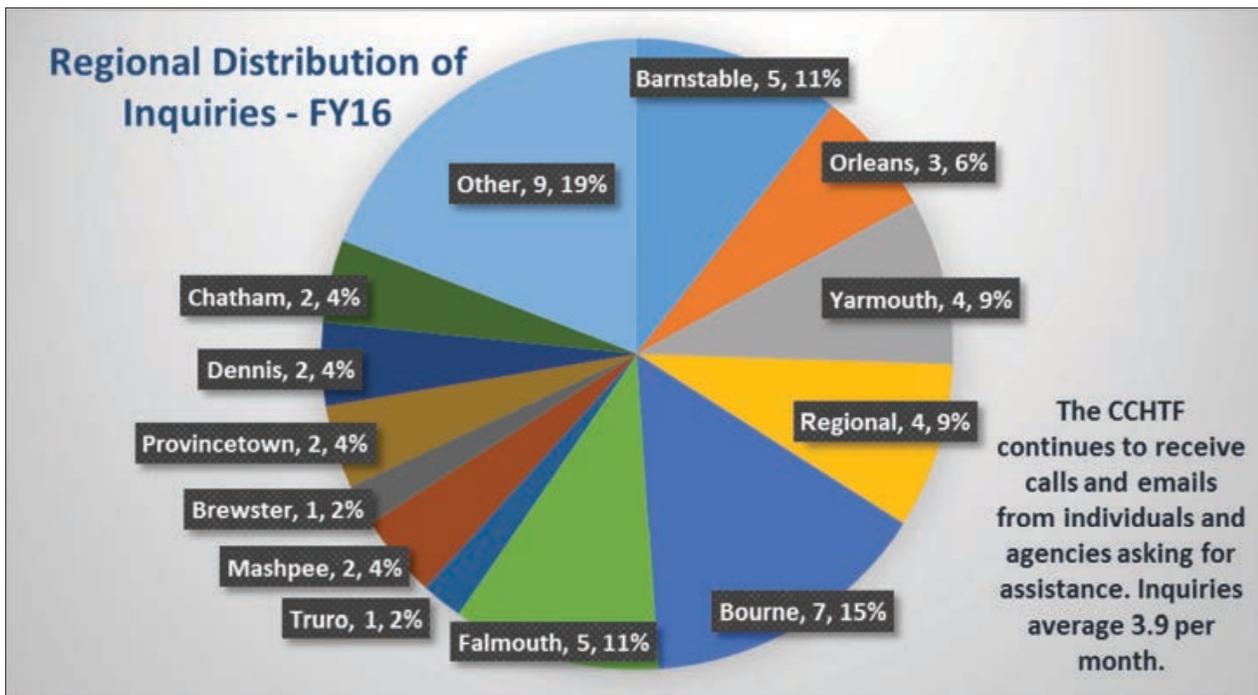
For more information about the CCRTF, please visit: <http://www.barnstablecountyhealth.org/programs-and-services/rabies-awareness>

### **The Cape Cod Hoarding Task Force**

The Cape Cod Hoarding Task Force (CCHTF) was formed in 2010 to bring information, education and resources to individuals who are struggling with compulsive cluttering. Chaired by Senior Environmental Specialist/Sanitarian, Erika A. Woods and overseen by a five-member steering committee, the mission of the CCHTF is to sensitively raise awareness of compulsive hoarding and provide education and support for those affected by hoarding through accessible tools, referrals and resources.

Promotion of the successful *Buried in Treasure (BIT)* self-help support group allowed Task Force volunteers to offer instruction to nearly 100 individuals in FY16. In addition, CCHTF continued to manage a \$5,000 Community Health Network Area (CHNA) grant that was matched with funds from the Barnstable County Resource Development Office to provide direct, one-on-one services to 17 individuals across Barnstable County. The funds also provided intervention training for close to 90 direct-care workers who provide in-home counseling.

For more information about the CCHTF, please visit: [hoardingcapecod.org](http://hoardingcapecod.org)



Nearly every area of Cape Cod is affected by hoarding, which places a large resource challenge to address. The Hoarding Task Force focuses on helping communities with this issue by obtaining grants and direct services to towns.

## Environmental Health and Safety

The chief goal of the environmental health and safety (EHS) program is to work collaboratively to promote and enhance environmental compliance and improve health and safety in the workplace and beyond. Senior Environmental and Public Health Sanitarian Marina Brock provides site-based assistance to municipal agencies, private businesses, and the residents of Cape Cod to tackle these critical interests. The offered support varies considerably with the needs of each individual, facility, or organization and can include evaluation of hazardous work or job processes, recommending safer work procedures, providing training, reconciling grievances, and creating OSHA compliant plans. This program works to eliminate or reduce hazards, compliance burdens, and mitigate potential risks and workplace accidents, injuries, or illnesses. In addition, the program advocates for local agencies, enabling the consolidation of resources, resolution of grievances, and complaints, improvement of conditions, and reduction of unproductive and expensive enforcement actions, penalties, worker's compensation costs, and fines.



Safety trainings are a major part of the Department's mission. Trainings like this one shown here where staff member Marina Brock is conducting respirator-use training, is only one of a wide range of topics that focus on maintaining worker safety. These trainings also provide for savings to the towns in the form of reduced insurance costs.

On the environmental aspect, the program's focus is on hazardous material management and waste management. In 2015/2016 we conducted 85 job and worksite assessments, trained over



700 workers, fielded over 270 phone calls and addressed EHS issues in every town in Barnstable County to ensure compliance with all applicable EPA, State, local, OSHA, and NFPA regulatory requirements and standards.

The success of our initiative is evidenced by reduction in worker accident/illness/injury/disability and prevention of environmental degradation that results in significant cost savings in the form of reduced Workman’s Compensation claims and insurance premium costs. Our agency is also currently developing a partnership with regional public works authorities and is developing a regional OSHA training center for conferring basic OSHA certifications to local DPW and other municipal workers. The program collaborates with Massachusetts Department of Labor Standards and MIIA on two innovative regional pilot programs focusing on creating safe municipal workplaces.

For the general public, several hundred annual residential calls received a response from staff covering the spectrum of IAQ including mold, hazardous material/waste, asbestos, allergies, and other environmental illnesses. Additionally, the program provides timely assessment, identification, analysis and resource assistance for lead paint, asbestos, mold, and numerous other household hazardous material issues.

Finally, twenty-seven Massachusetts Maritime Academy students recruited through internships, independent study programs provided service to numerous municipal agencies last year by supplying, facility assessments/audits, development of written safety programs and training for towns.

### Water Quality Laboratory

The Barnstable County Water Quality Laboratory is certified by the Massachusetts Department of Environmental Protection (MassDEP) Laboratory Certification Office and provides analytical services to Barnstable County’s private residents and municipalities alike. One primary directive of the Laboratory is to provide high quality analyses of various contaminants in drinking water. Accordingly, the Laboratory assists



Chemist Lacey Prior prepares samples for analyses. Chemical analyses of drinking water, surface waters, wastewater and groundwater near sites of contamination are routinely done by a host of analysts at the Department’s state-of-the-art laboratory.

water departments on Cape Cod in meeting the monitoring requirements necessary for adherence to state and federal water quality standards. Water departments benefit from the flexibility of the Laboratory to assist when periodic problems arise, such as the seasonal and transient occurrences of bacteria. The Laboratory also provides analytical services to owners of private drinking water wells and weekly sample pick-up in Wellfleet, Truro, Eastham, Brewster, Falmouth and Mashpee.

In addition to drinking water, the Laboratory conducted analyses of a wide variety of environmental samples during FY16, including bathing beach samples (over 4,500 samples processed), shellfish harvesting area samples, pond and lake samples, wastewater samples from the Massachusetts Alternative Septic System Test Center (MASSTC) and elsewhere, swimming pool and spa samples and samples associated with town-requested special projects, such as continuing town-wide assessment of nitrates in Eastham and Truro.

Currently, the Barnstable County Laboratory is certified to measure 53 water quality parameters. These certified parameters must be reviewed and re-certified annually. In addition, an on-



site inspection is conducted every two years by MassDEP. The laboratory successfully passed inspections in September and November of FY16. In addition, the Laboratory was shown to meet the requirements of the International Organization for Standardization (ISO) and the International Electrotechnical Commission (IEC) by virtue of a successful inspection by the National Sanitation Foundation auditor.

Following FY15 and after moving to a larger state-of-the-art facility, the Laboratory implemented plans to become certified in and conduct additional procedures that had previously been sent to subcontract laboratories. As of FY 16, the laboratory now routinely performs analyses for biological oxygen demand (BOD), Total Kjeldahl Nitrogen (TKN), ammonia, and total cyanide. These changes allowed for a significant enhancement of revenues.

## **Community Septic Management Loan Program**

The Community Septic Management Loan Program (CSMLP), aimed at upgrading failed residential septic systems to Title 5 standards, was made possible by the enactment of the Open Space Bond Bill of 1996. This law appropriated \$30 million to the Massachusetts Department of Environmental Protection (MassDEP) to assist qualified homeowners in defraying the cost of complying with Title 5 regulations. In turn, MassDEP used this appropriation to fund loans through the Massachusetts Water Pollution Abatement Trust (MWPAT).

For over a decade, the Barnstable County Department of Health and Environment has administered the CSMLP on behalf of all fifteen Cape Cod towns. As a way of streamlining the Program, Barnstable County secured special legislation in 2006 allowing CSMLP to borrow money directly from the MWPAT. To date, CSMLP has provided \$36 million in loans for septic system repairs. The interest rate charged to homeowners remains at 5% as does the 20-year repayment term. Septic system repair projects including sewer hook-ups completed for FY2016 totaled 258. This translates to \$3.4

million in project costs. Program funds from the state remain available into the foreseeable future, allowing CSMLP to continue providing an effective and efficient means of assisting area residents with often cost-prohibitive yet essential septic system requirements.

It is important to note that the CSMLP is self-supporting through interest earned from loan program enrollment, thus saving taxpayers all operation costs and staff salaries for the Administrator, Kendall Ayers, and Assistants Angela Do Carmo and Cinthia Madden. Additional savings include all associated legal expenses such as title searches and recording fees at the Registry of Deeds. Efficiencies in administration of the program also made funds available to support repair of small commercial projects thereby providing financial assistance to small family-run businesses for their septic system upgrade needs.

For more information about the CSMLP, please visit our website: [www.barnstablecountysepticloan.org](http://www.barnstablecountysepticloan.org).

## **Public Health Nursing Division**

The Department's Public Health Nursing Division operates under the direction of Deirdre Arvidson R.N., B.S.N. who brings twenty-four years of nursing experience to the Department in a wide variety of health and community related services. In addition, a staff of 30 contract nurses assists in providing quality care to the region.

Programs of the Public Health Nursing Division include the Tick-borne Disease Prevention Program, Public Immunization Program, Sun Safety and Skin Cancer Awareness and Prevention Program, public safety personnel services, Occupational Safety and Health Administration (OSHA) Standard bloodborne pathogen/communicable disease training for public and private sector workers, the Municipal health Group Biometric Screening Program, subsidized housing preventative health screenings, disease surveillance, blood pressure clinics and the Ask a Public Health Nurse Program in food pantries. Division outreach efforts also include conducting



health fairs and speaking at a wide range of venues. The Division also accepts nursing interns from schools such as Cape Cod Community College, UMass Boston, Wisconsin State, UMass Dartmouth, and other schools where students' needs for an internship placement can be matched to regional public health program needs. To date we have sponsored 20 – 25 students, including one doctoral candidate.

Because Lyme disease is endemic in this region, education about tick-borne illness prevention is vitally important. In FY2016, the Division continued to offer its tick and Lyme education program to all Barnstable County schools, students and staff, and local groups. Tick and tick-borne illness education was also offered as part of a departmental training for Department of Public Works (DPW) and facilities staff. Ms. Arvidson is also a member of the Barnstable County Lyme and Tickborne Illness Task Force.

The Sun Safety/Skin Cancer Awareness and Prevention Program continued its success in educating the youth of Barnstable County with the aid of a UV skin analyzer that reveals sun damage unobservable to the naked eye. The

screenings continue to be a powerful educational tool in raising awareness, as it has long been realized that prevention is the key to both the health and well-being of the community as well as overall insurance-cost savings for individuals and municipalities. Under a grant from Arbella Insurance and The Melanoma Foundation of New England eight towns were provided two sunscreen dispensers with sunscreen.

In collaboration with the Municipal Health Group, the Division offers vital biometric screenings to all municipal employees through the Municipal Health Group Biometric Screening Program. Biometric screenings include weight and waist measurement, body mass index, blood pressure, pulse, glucose, cholesterol, bone density, skin analysis and hearing tests. This year we have added vision screening. All screenings include health counseling and up-to-date informative literature. The County Cooperative Extension nutritionist provides education and samples of healthy eating, while a Good Health Gateway representative utilizes screening data to provide a “heart age” for participants.

The Division's Ask a Public Health Nurse



The nursing staff of the department conduct numerous vaccination clinics like the one shown here at Cape Cod Community College. In addition, travel vaccines and childhood vaccinations are carried out at the Department offices.

Program has successfully been in operation for just over four years. The Program provides valuable health resources to food pantry clients and participates in 11 food pantries including the Salvation Army lunch program, the Women, Infants and Children (WIC) office and the Baby Center in Hyannis. The Program provides blood pressure screenings, glucose testing, health counseling, distribution of relevant educational materials regarding illness prevention and means of tapping into valuable community health resources. Flu shots are also offered to food pantry staff and clients. The program is currently offered at the Harwich Family Pantry, Friends of Bourne food pantry, Falmouth Service Center, Wellfleet Food Pantry weekly community dinners, and the Orleans food pantry.

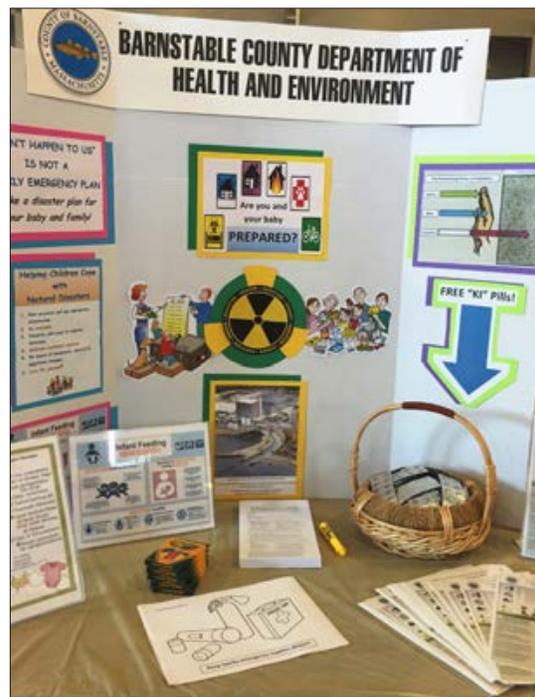
The Division's Public Immunization Program continues to grow and offers a timely, cost effective, convenient option to anyone seeking an immunization. The program has put in place a system to bill insurance carriers. Barnstable County is also part of the Federal Vaccine for Children Program.

Finally, in cooperation with the Massachusetts Department of Public Health (MDPH) and local boards of health, the Division reviews disease surveillance for all Cape & Islands towns and provides case management for the town of Provincetown.

## Cape Cod Medical Reserve Corps

The mission of Cape Cod Medical Reserve Corps (CCMRC) is to engage volunteers to strengthen public health and emergency response and build community resiliency. FY2016 was another busy year for CCMRC as volunteers pitched in ably to support our mission through a variety of activities.

This year we welcomed a new staff person, Marypat Kane, to serve as the Volunteer Coordinator. She will be assisting the Director, Diana Gaumond, in recruiting and training volunteers and managing the existing pool of around 300 volunteers.



During non-emergency times, the Medical Reserve Corp provides information on emergency measures to the public. Here, potassium iodide is distributed at one of the well-baby fairs to parents of small children in the event of a radiological event.

Our volunteers come to CCMRC with a wealth of experience and provide caring and expertise in clinical and non-clinical roles throughout the year.

Despite two blizzard warnings and a hurricane watch in 2016, there was no need to operate any emergency shelters. Volunteers were on alert and we would have had the capacity to staff shelters if they were needed. We offered extensive preparedness training to volunteers and will be extending that to the community through our new Ready Buddy Program. In this program we will work with churches and other organizations to offer greater preparedness capabilities to vulnerable members of the community.

Throughout the year we supported community resiliency in many ways. Our volunteers provided first aid stations at road races, including the Falmouth Road Race. We participated in numerous health and safety fairs where we distributed potassium iodide, checked blood pressures, and



provided training and information on preparedness and public health. CCMRC also provided tick awareness education to staff at summer camps to address the vulnerability of young campers to tick borne illness. CPR training was provided by AHA trained volunteers, who taught 18 classes and certified 470 people. This included training in the use of AEDs. Choke Saver Training was again provided to restaurant workers in most Cape Cod towns. Choke Saver Training is required for restaurants which seat 25 people or more, and CCMRC provided these classes free of charge, saving businesses nearly \$10,000.

Finally, CCMRC organized and sponsored its first Well Baby Fair. Held in May, this free event brought together experts in many aspects of infant health and well-being, and offered 16 booths and a raffle to benefit A Baby Center.

For more information about the CCMRC, please visit [www.ccmedicalreservecorps.org](http://www.ccmedicalreservecorps.org)

### **Cape Cod Regional Tobacco Control Program**

Cardiovascular disease and lung cancer are the leading causes of death in both men and women in the United States, yet both are preventable simply by avoiding tobacco use. These realities brought about the Cape Cod Regional Tobacco Control Program (CCRTCP).

Under the direction of Robert Collett, CCRTCP is supported through a state grant administered by the Department on behalf of all Cape Cod towns (except Dennis), Martha’s Vineyard, Nantucket, Plymouth, Carver, Kingston, Middleborough, Marion, Rochester, Mattapoisett, Acushnet and Wareham. The Program’s education efforts include two annual visits to each tobacco merchant in all 30 communities within the service area, and assisting local boards of health with promulgation and implementation of tobacco control regulations. A total of 1,132 tobacco sales compliance checks (utilized to assure compliance with youth access laws) were conducted within the service area. CCRTCP also works with local Youth Prevention groups collaboratively to implement comprehensive substance abuse

prevention strategies.

The CCRTCP consistently serves as a model within The Commonwealth of Massachusetts, and with our federal partners. For more information regarding the Massachusetts Tobacco Control Program, please visit [www.makesmokinghistory.org](http://www.makesmokinghistory.org).

## **EMERGENCY PREPAREDNESS DIVISION**

### **Regional Emergency Planning Committee**

Planning and implementing a regional response to disasters and emergencies on Cape Cod and Nantucket happens cohesively through the cooperative efforts of the Barnstable County Regional Emergency Planning Committee (BCREPC). The initial impetus for the Committee arose when local municipalities realized the advantage of having a regional coordinated approach to municipal compliance with the Superfund Amendments and Reauthorization Act, also known as SARA Title III. As the program demonstrated success and relationships were developed with emergency response stakeholders, the role of the Committee expanded to “all hazards” emergency planning to address homeland security, meteorological events, public health matters and regional sheltering issues that affect this region.

All fifteen communities on Cape Cod and, in addition, Nantucket, are represented on the BCREPC. The Committee meets regularly to hone their skills and strategize to address all types of emergencies. Chief Philip Simonian of the Yarmouth Fire Department and Chief Ronald L. Fissette of the Wellfleet Police Department serve as the BCREPC’s chair and vice chair respectively. Their efforts are supported by Barnstable County Emergency Preparedness Coordinator Sean O’Brien, Emergency Preparedness Project Assistant Amy L. Alati, Emergency Preparedness Project Assistant Phillip Burt, Incident Management Team Coordinator Michael Walker, as well as many private and public sector agencies that serve on the committee.



Emergency preparedness involves simulations and other practice exercises. Here the Department coordinates a “tabletop” exercise or simulation that involves all the agencies that would respond in the real event. These exercises renew and confirm the communication modes and make sure that all the participating agencies are ready for real events.

Planning and implementation by the BCREPC before and during a region-wide emergency is a process shaped and improved on each year through the annual tabletop exercise of a simulated hazardous chemical spill/incident. This year’s exercise, held on May 18th in the Town of Wellfleet focused on a passenger vehicle collision with a diesel delivery truck near the entrance to the Cape Cod National Seashore. This emergency response training expanded into a multi-agency response with a large regional mutual aid component.

Although the 2015 Atlantic hurricane season was quiet, the winter storm season once again brought the need for activation of the Multi-Agency Coordination Center (MACC) and the Barnstable County Incident Management Team (BCIMT). The MACC worked with towns and state agencies to provide regional situational awareness statements and to coordinate resource requests during these events.

The Barnstable County Incident Management Team, an integral part of “All Hazard” Emergency planning and response on Cape Cod,

staffed the MACC during storm events. The team was activated to provide incident support to several search and rescue operations and provided training and facilitation of local and regional tabletop exercises.



The Department plays a major role in the coordination of emergency efforts during storms and other disasters. Here, the Multi-Agency Coordination Center (MACC), which is assembled in many emergencies, coordinates the allocation of assets for sheltering and other activities during a storm. The MACC is located at the County Complex.



The Sheltering Task Force—meeting under the direction of the Regional Emergency Planning Committee—met regularly throughout the year to remain prepared for any shelter operations. Walk-throughs and shelter supply inventories were held at the regional shelters in Barnstable County, with assistance from numerous local non-profits and volunteer organizations, including groups such as the American Red Cross, Cape Cod Medical Reserve Corps, Cape Cod Disaster Animal Response Team, Community Emergency Response Teams, Amateur Radio Emergency Services, AmeriCorps Cape Cod, and the Lower Cape Animal Support Team. This year the Shelter Task Force was proud to release an animated public service announcement produced in coordination with the Cape Cod Community Media Center and artist Amar Rambhadjan. The video is available for download at the [www.bcrepc.org](http://www.bcrepc.org) website and has been distributed to local cable access channels across the County. The BCREPC continued to update and expand the BCREPC website [www.BCREPC.org](http://www.BCREPC.org), and further increased its use of social media (products

such as Twitter and Facebook) to increase awareness, foster county-wide preparedness and disseminate updates to the public during regional emergencies.

### **Tier II Hazardous Chemical Emergency Report Inventory Program**

When businesses and municipalities on Cape Cod and Nantucket use OSHA hazardous or extremely hazardous chemicals that meet or exceed federally enforced thresholds at their facilities, they are required to comply with the Emergency Planning Community Right to Know Act (EPCRA) and file annual reports. This annual reporting provides data for hazardous materials response pre-planning, protects first responders who work to mitigate spills or releases, educates facility workers in proper emergency response, and potentially offers protection to properties and the environment of Cape Cod.

Emergency Preparedness Project Assistant, Amy L. Alati, has been providing Tier II hazardous



Many aspects of the Regional Emergency Planning Committee serve as regional and state models. Here staff member Amy Alati receives a Korean Delegation of officials seeking to learn from experiences with the Right-to-Know Program and the registration of Tier II reporters.



materials report coordination, training, and assistance to municipal and private facilities on Cape Cod and Nantucket since 2005. 422 chemical inventory reports were individually checked for quality, accuracy, and compliance to ensure the requested information from federal, state, and local emergency planning entities was complete (an increase of 80 from FY 2015). Each year, the Tier II program has increasingly saved this region's private businesses and municipal facilities thousands of dollars in report filing fees, training fees, and lowered insurance costs.

### **Hazardous Materials Trainings**

Since 2004, a primary function of the Emergency Preparedness Division has been to conduct innovative, cost-free hazardous materials and related training programs for municipal agencies, such as health, police, fire, and public works departments. These programs promote regional preparedness, worker safety and response skills, and enhance responder safety while protecting environmental health. This BCREPC program successfully trained 236 municipal employees in FY16. This service to the towns results in savings in training, consultant, and insurance fees while improving town compliance with EPA and OSHA regulations.

### **Underground Storage Tank Program**

The Barnstable County Department of Health & Environment continues existing efforts to assist local boards of health on Cape Cod with implementing regulations that require USTs to be periodically tested and removed from the ground at specified times. As an ongoing service to the towns, BCDHE tracks commercial tank tests and the removal of residential tanks. To reach property owners who need help in removing an UST at the end of its lifecycle, BCDHE continues to offer the Residential Underground Storage Tank (RUST) 0% Loan Program. This program provided discreet counsel and critical data to 57 realtors and homeowners in FY16 regarding UST status in real estate transactions, loan application guidance, and loan payment collection services.

### **Cape and Islands Health Agents Coalition**

This important collaboration, established in 2004, continues to provide the 23 towns of Cape Cod, Martha's Vineyard, and Nantucket with emergency preparedness planning, public health trainings, continuing education credit, and new projects that emphasize efficiency in regional public health practices. Members and affiliates of the Cape and Islands Health Agents Coalition (C&I HAC) have worked in conjunction with BCDHE by sharing resources and critical information to plan for and prevent public health emergencies. Efforts of the Coalition are supported by a grant from the Centers for Disease Control(CDC) and include credentialed trainings that prepare local boards of health for individual or mutual aid responses to public health threats and emergencies. Under the grant, public health emergency plans are maintained and regularly reviewed and exercised with the assistance of contract public health nurses. Coalition meetings/workshops are open to the public and take place bi-monthly. Planning and facilitation of the meetings is conducted by Amy L. Alati, Emergency Preparedness Project Assistant.



FY 16

**DEPARTMENT OF HEALTH AND ENVIRONMENT**



Report of the Barnstable County  
**DEPARTMENT OF  
HUMAN SERVICES**





# Department of Human Services

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*Creating a Healthy Connected Cape Cod*

## OVERVIEW

The mission of the Department of Human Service is to plan, develop, and implement programs which enhance the overall delivery of human services in Barnstable County and promote the health and social well-being of County residents through regional efforts that improve coordination of services.

The Department has a history of organizing regional approaches that promote health and wellness for underserved populations by mobilizing a community response to needs identified through community-based research and evaluation. The Department's primary role is to provide opportunities for exchange of information and encourage growth/improvements in the focus areas identified in the Department's Human Service Plan. A full copy of the plan can be found on the Human Services website.



## Healthy Connected Cape Cod

Healthy Connected Cape Cod is the conceptual framework that ties together the work of the Department. The principal aim is to facilitate connectedness by engaging residents, health and human service organizations, and coalitions and networks throughout Cape Cod in collaborations to plan and implement activities that promote health and well-being through community engagement and social connections.

The underpinnings of the Healthy Connected Cape Cod conceptual framework are to: strengthen individual, family and community wellness with a community based health promotion and disease prevention focus; identify focus areas based on local qualitative and quantitative data regarding assets and needs; implement evidence based activities and practices that resonate with community members; implement activities that are culturally appropriate and accessible to people with disabilities.

**HealthyConnectedCapeCod.org** redirects visitors to Barnstable County's Department of Human Services flagship website **bchumanservices.net** which was redesigned to reflect the growth and changes of department. Visitors can better understand the Department activities and accomplishments navigating the site's search tools, current news, Health and Human Services Advisory Council, programs and services, and department publications and local information.

### **Barnstable County Health And Human Services Advisory Council**

In 2004, pursuant to an Ordinance proposed by the County Commissioners and adopted by the Assembly of Delegates, the Department convened an advisory group made up of representatives of numerous County health and human services consortia and networks. The Barnstable County Health and Human Services Advisory Council (HHSAC), in conjunction with the Barnstable County Department of Human Services, is responsible for providing advice concerning the human service needs of Barnstable County to County elected officials and administrators.

In order to achieve broad representation on the Advisory Council, representatives from County-wide associations and collaborative networks, working groups, and task forces are appointed by the County Commissioners in the areas of healthcare services and human services including:

- Barnstable County Human Rights Commission

- Barnstable County Regional Substance Abuse Council
- Behavioral Health Provider Coalition
- Cape & Islands District Attorney's Office
- Cape & Islands Health Agents Coalition
- Cape & Islands Maternal Depression Task Force
- Cape & Islands Network on Homelessness
- Cape & Islands Regional Domestic Violence Council
- Cape & Islands Suicide Prevention Coalition
- Cape & Martha's Vineyard Community Health
- Center Network
- Cape Cod Child Development
- Cape Cod Council of Churches
- Cape Cod Family Resource Center of Family Continuity
- Cape Cod Grant Makers Collaborative
- Cape Cod Healthcare Community Benefits
- Cape Cod Hunger Network
- Cape Cod Neighborhood Support Coalition
- Children's Cove
- Community Action Committee of Cape & Islands Community Health Network Area 27
- Community Network of Cape Cod
- Councils on Aging Serving Together
- Disability Network
- Elder Services of Cape Cod & Islands
- South Coastal Counties Legal Services
- Tri-County HIV/AIDS/Hepatitis C Consortium
- Upper Cape Health & Human Services
- Wampanoag Tribal Health Center
- YMCA of Cape Cod

A full listing of appointed representatives to the Health and Human Services Advisory Council can be found on the Human Services website.



## AGING AND DISABILITY

### SHINE

The Department administers the regional SHINE Program for Barnstable County. SHINE (Serving the Health Insurance Needs of Everyone) is a state health insurance assistance program that provides free health insurance information, counseling and assistance to Massachusetts residents with Medicare and their caregivers. In FY16, 67 highly trained volunteer SHINE counselors provided free Medicare enrollment services to over 6,000 residents at 25 host locations throughout the County. SHINE partners with the 15 towns in Barnstable County.



### Educational Forums

In April 2016 the Department sponsored the Gerontology Intensive Certificate Series at Cape Cod Community College. Workshops featured a focused, practical approach to understanding, assessing and intervening with a variety of concerns affecting older adults.

### BEHAVIORAL HEALTH

#### Regional Substance Use Council

The Department convenes the Regional Substance Use Council (RSAC) comprised of towns and community leaders from across Barnstable County. The Council is co-chaired by the Barnstable County Director of Human Services and two local experts on substance use prevention and treatment. Barnstable County Department of Human Services staff support the Council's work and in FY16, the Department also funded a part-time contracted Coordinator to assist.

The purpose of the RSAC is to:

- Establish a communication infrastructure across towns, providers, organizations and individuals on Cape Cod;

- Identify needs and address gaps and disparities in the service system;
- Maximize interagency collaboration; and
- Maximize funding and resource opportunities.

The Department has provided the Council with an *Analysis of Substance Abuse on Cape Cod: A Baseline Assessment* and with an *Action Plan* for the period 2015-2020. The *Analysis* provides a snapshot of substance dependency and its related costs for Barnstable County. This informed the *Action Plan*, which sets forth the Council's approach to addressing substance use disorder on Cape Cod via workgroups which focus on prevention, harm reduction, treatment, and recovery initiatives.

The Department continues to manage two grant awards from the Massachusetts Department of Public Health (MDPH):

- The Massachusetts Opioid Abuse Prevention Collaborative (MOAPC) grant, which provides \$100,000 a year for up to 5 years to implement local policy, practice, systems and environmental change to prevent the misuse/abuse of opioids and increase the capacity of municipalities across the region to address these issues.
- The Substance Abuse Prevention Collaborative (SAPC) grant, which provides \$100,000 a year for up to 7 years to implement or amend local policy, practice, systems and environmental change to prevent underage drinking and other drug use and to increase the number and capacity of communities addressing these issues.

In FY16 a major deliverable of the two grants was the creation of a county-wide public education campaign to



prevent substance use and to reduce the social stigma surrounding it. A local graphic design and media company was hired to provide the local formative research needed to craft the

campaign's message and to create the campaign for dissemination via print, web, and radio. The resulting campaign, entitled My Choice Matters, will be launched in FY17.

## **Suicide Prevention**

In the area of Suicide Prevention, the Department continued to support the Cape and Islands Suicide Prevention Coalition to promote suicide prevention education and activities. The Department also publishes an analysis of regional suicide data and statistics.

## **HEALTH PROMOTION**

### **Prevention And Wellness Trust**

Since 2014 the Barnstable County Department of Human Services has led a local partnership of three Community Health Centers and two community wellness providers as one of nine such partnerships in the state which receives funds in an innovative health and wellness initiative. The focus of the Barnstable County partnership is to help fight chronic illness and improve health outcomes on the community level while reducing health care costs. The Community Health Centers ("Clinical Partners") refer patients needing education for diabetes, hypertension, and falls prevention to the "Community Partners". Implementation began January of 2015 and will extend through June of 2017 with an annual budget of approximately \$1.5 million. Through June of 2016 over 6,200 clinical screenings resulting in 1,450 referrals for disease management education have taken place.

#### **The PWTF Partners are:**

- Community Health Center of Cape Cod
- Duffy Health Center
- Harbor Health Center-Hyannis
- Health Living Cape Cod Coalition (comprised of the VNA of Cape Cod and Elder Services of Cape Cod & the Islands)
- YMCA of Cape Cod
- Barnstable County Department of Human Services (Coordinating Partner)

## **HOMELESSNESS AND AFFORDABLE HOUSING**

### **Regional Network On Homelessness**

The Department acts as the convening agency for the Cape and Islands Regional Network on Homelessness. The Department's Director is a member of the Executive Committee and Policy Board and the Department's Administrative Assistant provides administrative support to the Network. In FY16, the Department supported this regional work by funding a Regional Network Coordinator.

### **Continuum Of Care**

The Department is the Collaborative Applicant for the Cape and Islands Continuum of Care and is responsible for developing the annual application for CoC funding. In FY16, the Cape and Islands CoC was awarded \$1.7 million dollars to support permanent supportive housing for chronically homeless, disabled households.

Other key responsibilities include developing a Coordinated Entry System for access to CoC funded programs and conducting the Annual Point in Time Homeless Count in January 2016.

### **Home Investment Partnership**

The Department administers the HOME Investment Partnership Program (HOME), a Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households. HOME funds a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or home ownership or providing direct rental assistance to low-income people.

The Barnstable County HOME Consortium (BCHC) is comprised of the 15 towns in Barnstable County. The BCHC is a Participating Jurisdiction to receive and disburse HOME funds. In 2015, Barnstable County designated the Department of Human Services to act as the program's lead agent, responsible to HUD for all administrative functions related to the operation of the BCHC.



Ribbon-cutting ceremony at Stable Path, Provincetown. Photo Courtesy *Provincetown Banner*

In FY16, the County’s HOME Program was awarded \$394,512 to carry out the goals and objectives set forth in the 2015 – 2019 Consolidated Plan and Annual Action Plan.

In FY16, the HOME Program completed three rental projects - Notantico Woods in Woods Hole resulting in 11 HOME units, Melpet Farms in Dennis with 11 HOME units, and Village Green II in Hyannis with 11 Home Units and assisted 9 new homeowners with down payment and closing cost loans.

## INFORMATION SERVICES

### Data, Research, And Evaluation

In 2016, the Department’s Senior Project Manager continued to build a repository of synthesized local data in the key topic areas of:

- Socio-demographics
- Natality and mortality
- Physical and emotional well-being, including mental health and substance abuse
- Access to health care and health insurance
- Access to intensive case management services
- Chronic disease morbidity, mortality, and prevention
- Community and primary health services
- Housing security
- Food security

- Income and poverty
- Public Safety
- Transportation
- Healthy aging

This repository presents topic-area data by population variables such as gender, age, race/ethnicity, and town of residence. The Department has redesigned this repository to make it more accessible to the user and utilizes the Human Services Advisory Council to provide guidance on content and presentation.

Drawing from this repository, the Department's researcher responded to a number of specific requests from County Departments, residents, nonprofits, towns and media. Examples include:

- Barnstable County Sheriff's Office/House of Corrections
- Barnstable Patriot newspaper
- Cape Cod Times newspaper
- Cape Cod Child Development, Head Start
- Cape & Islands EMS System Inc.
- Cape Cod Commission
- Cape and Islands Suicide Prevention Coalition
- Cape Cod Healthcare
- Cape Cod & Islands Commission on the Status of Women
- Cape Cod Regional Transit Authority (CCRTA)
- Commonwealth Mobile Oral Health Services
- Boys and Girls Club of Cape Cod
- Duffy Health Center
- Habitat for Humanity
- Housing Assistance Corporation of Cape Cod
- Mass Appeal
- Tower Foundation
- WE CAN
- Emerald Physicians
- Private Citizens

Examples of local data found on the Department's website include:

**The MA Department of Public Health's 2008 – 2010 Behavioral Risk Factor Surveillance System** prepared by Department staff, provides an overview of the BRFSS and summarizes more than 70 health and behavioral indicators for the years 2008 to 2010, contrasting results for Barnstable County residents with those for Massachusetts.

**2013 Poverty Data by Town:** Barnstable County and Towns, total households and population with gender and age details.

**In Focus: The Demographic and Socioeconomic Landscape of Barnstable County** (C. Stein) (June 2013) which provides a broad range of indicators on the demographic and socioeconomic characteristics of Barnstable County that are of particular relevance to the health and human services communities. The report was widely publicized and distributed to elected officials, funders, and nonprofits in the region.

In addition to technical assistance on data acquisition, the Department's Senior Project Manager provides technical assistance on research and evaluation methodology and strategies for program quality improvement.

Publications emanating from the RSAC work in 2015 include:

*Analysis of Substance Abuse on Cape Cod: A Baseline Assessment* (V. Harik, A. El Ayadi, S. Kossow) (March, 2015)

The report provides a snapshot of substance dependency and its related costs for Barnstable County, Massachusetts. The report is intended to inform programming and policy needs as defined by the Barnstable County Regional Substance Abuse Council.

*Addressing Substance Use on Cape Cod: Action Plan* (August 2015) for the Barnstable County Regional Substance Abuse Council covering the period 2015-2020. The Action Plan provides guidance for the work of the RSAC in terms of prioritized goals and strategies for the coming five years.



## Online Resources

In addition to providing a clearing house of local publications and data, the redesigned [bchumanservices.net](http://bchumanservices.net) provides easy access the Department’s two online portals the Behavioral Health Portal which features mental health and substance abuse information, state and federal legislation, self-help guides, and the Public Health and Wellness Portal which provides an overview of health data about our region, including County health rankings and model practices. In April of 2016, the Department added a second local service directory when it launched the Public Health and Wellness Service Directory.

The Department maintains an on-line Accessibility Resource Center with links to ADA information, County Policies and Procedures regarding reasonable accommodations, and required text and accessibility symbols for use on print materials and meeting notices.

## E-Newsletters

BC Human Services e-newsletter provides a wide range of information through publication of a bi-weekly e-newsletter to over 2,000 individuals and agencies. The e-newsletter informs the health and human services community of upcoming events, trainings, grant opportunities, resources, and opportunities for capacity building.

The Regional Substance Use Council e-newsletter provides monthly information related to substance use to over 600 individuals and agencies.

## Regional Health And Human Services Collaboration

In support of its mission, the Department of Human Services staff provide leadership and support on regional groups and coalitions including the Cape Cod and Islands Community Health Network Area 27 (CHNA), Network of Human Service and Faith Communities of the Lower/Outer Cape, Cape and Islands Regional Network on Homelessness, Behavioral Health Provider Coalition, Cape Cod Hospital Community Benefits Committee, United Way

Community Impact Committee, Cape Cod Veteran Collaborative, Cape Cod Hunger Network , Cape and Islands Suicide Prevention Coalition, and the Barnstable County Regional Substance Use Council.

## CONCLUSION

In support of our mission, in FY16 the Department administered more than \$3.7 million dollars in grants from a variety of state and federal sources to support the following regional programs – SHINE, Prevention & Wellness Trust Fund, HOME, Continuum of Care, and two substance use prevention programs.

Barnstable County Department of Human Services plays an important role in facilitating communication, fostering collaboration, planning, coordination, capacity building, and resource development to create a healthy, connected Cape Cod.

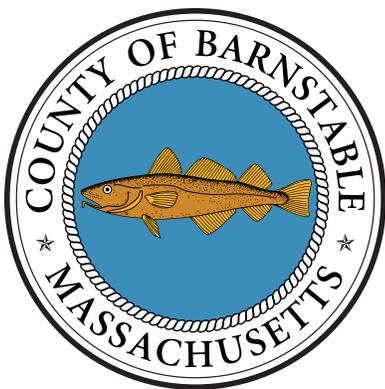
Respectfully submitted,

**Elizabeth Albert**



Report of the Barnstable County

**INFORMATION  
TECHNOLOGY  
DEPARTMENT**





# Information Technology Department

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## Department History & Mission

The Barnstable County Information Technology Department (BCIT) was formed in July of 2005. The mission of this Department is to provide a solid platform of high level technical & information services, support, innovation, and strategy for the County of Barnstable, in order to maximize its contributions to its constituents throughout the region.

The Department currently provides a vast array of technology related support services to a variety of customers both inside and outside of the County, and is one of only a few municipal IT departments in the State that generates revenue for the greater organization by selling services to outside entities. Customers serviced include County departments and affiliated agencies, as well as (6) municipalities, including towns and State offices. All clients are served by prior mandate or by approved inter-municipal agreements.

## Fiscal Year 2016

Despite the many challenges that have come and gone with Fiscal Year 2016 both inside and outside of the County, information and technology needs remain paramount in importance for any modern organization, including local municipal government. The County's IT Department has continued, and will continue, to provide and support critical operations for the greater enterprise while working to consolidate services and build efficiencies in order to reduce spending, while simultaneously pursuing revenue generating strategies.

This report will outline the status of department as of the end of FY 16, and will provide a high-level overview of some key accomplishments and milestones for projects, as well as the path forward for FY17.

## Awards and Honors

**2016 Digital Counties Survey:** The County of Barnstable awarded the annual Digital Counties Survey Award for the third consecutive year. For its progressive use of technology, with an emphasis on efficiency building, the County and its IT department placed 10<sup>th</sup> in its population category for the 2016 Digital Counties program. The Digital Counties Survey is conducted each year by the Center for Digital Government (CDG) and the National Association of Counties (NACo) to identify U.S. counties using technology and open government practices to better serve their citizens.

**Regional IT Services Presentation:** Department Director, William Traverse, was asked to speak at the 2015 Annual Technology Conference held by the Massachusetts Computer Using Educators (MassCUE) and Massachusetts Association of School Superintendents, at a session on IT regionalization.

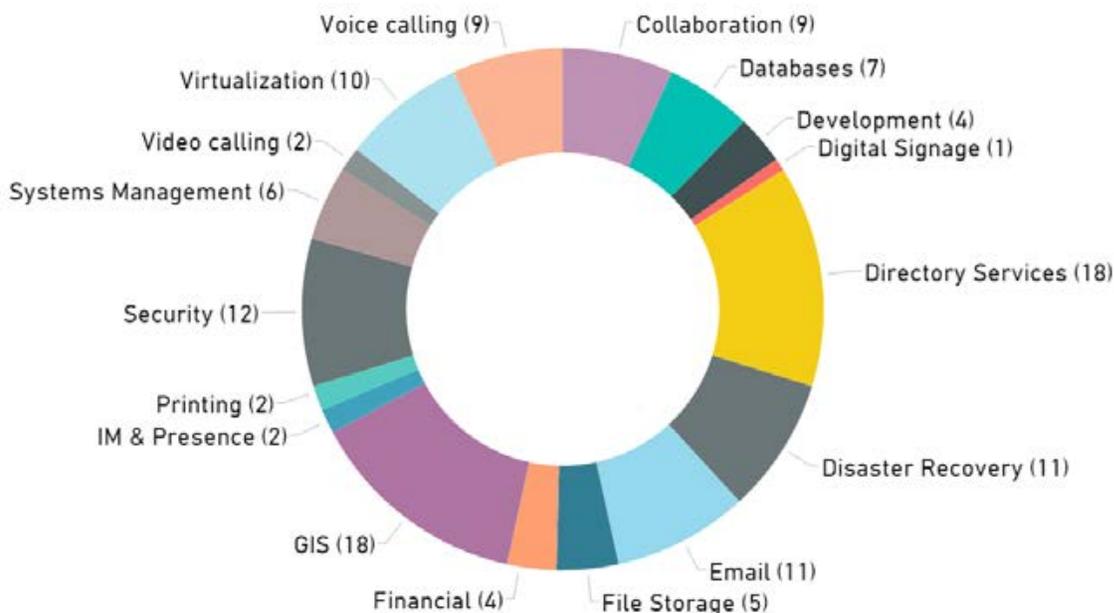
## The Stats

The following statistics reflect BCIT responsibilities for services levels and aggregate usage of enterprise systems for all departments and customers.

## At-a-Glance

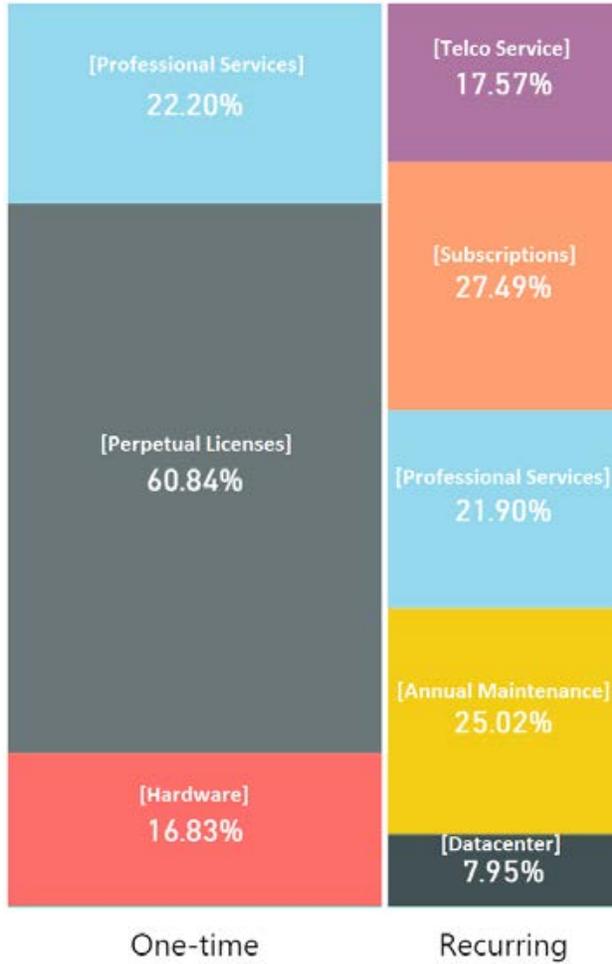
Virtual servers in operation: .....	136
Physical servers in operation: .....	4
Active websites hosted: .....	29
Registered Domains: .....	57
Security Certificates: .....	16
Wireless guests: .....	140 (daily average)
Email messages received: .....	5,642,442
Email messages sent: .....	768,859
Spam messages blocked: .....	2,714,283
Workstations supported: .....	459
Users Supported, 24x7: .....	762
Active network accounts: .....	772
Unified Communications (phone users): .....	601
Email users/mailboxes: .....	587
Production data: ....	61.99 (Terabytes) on 108 disks
Backup/archive data: .....	202.30 (Tbytes) on 65 disks
Email mailbox storage: .....	1.23 (Terabytes)
Support tickets created: .....	1,635
Support tickets successfully resolved: .....	1,329
Projects chartered: .....	14
Revenue generated: .....	\$290,780
Approved FY 16 Budget: .....	\$1,808,225

## Virtual server breakdown by type and quantity





### Spending percentages by Category



### IT Service Catalog

The Barnstable County IT Department provides varying levels of support for technology as it applies to the many aspects of the County’s operations. The following items are either actively offered or being developed as of FY 16:

- Traditional voice phone service
- Video calling and content sharing
- Enterprise instant messaging and mobility
- Internet access (enterprise/branch office)
- Legacy telephone service
- Mobile device voice/data communications
- Virtual servers and networks
- Client-server multiuser applications
- Network user management

- Wide area networks (on-campus and regional)
- Workstation and device hardware and software
- Core network, server, and storage infrastructure
- General networking
- Domain registrations and security certificates
- Content management
- Web and public-facing internet based services
- Audiovisual hardware and software
- Identity/access management, and single-sign-on
- Subscription cloud services (SaaS)
- Business continuity and disaster recovery
- Service integrations
- Enterprise applications and platforms
- Fixed network (copper/fiber)
- Wireless networks
- Conference calling and online meetings
- Mobile device management
- Procurement, vendor/service selection
- Subject matter recruitment assistance
- Enterprise resource planning platforms
- Asset management/disposal
- Email and calendar/resource scheduling
- Intrusion prevention and threat detection
- Content filtering
- 24x7 Monitoring and incident response
- Enterprise database
- Digital signage
- Social media and surveys
- Graphic/web design, video editing
- Business intelligence/reporting services
- IT project management
- General IT guidance and strategic planning
- Electronic signatures

## Customers

The IT Department services a diverse array of customers, and makes every attempt to ensure that priorities are designated impartially.

- Assembly of Delegates
- Cape Cod Commission
- County Commissioners
- Children's Cove
- Dredge
- Cooperative Extension
- Facilities
- Finance
- Fire Training Academy
- Health and Environment
- Human Services
- Registry of Deeds
- Resource Development Office
- Cape Light Compact
- Town of Chatham
- Town of Falmouth
- Town of Truro
- Town of Wellfleet
- CVEC
- Retirement Association
- Cotuit Fire and Water

## Moving forward

New regional customer relationships and service opportunities are always being explored. Much interest is conveyed when meeting with towns. The IT department, with support from the County's administration will continue to develop these services to build efficiencies for all municipalities throughout the region.

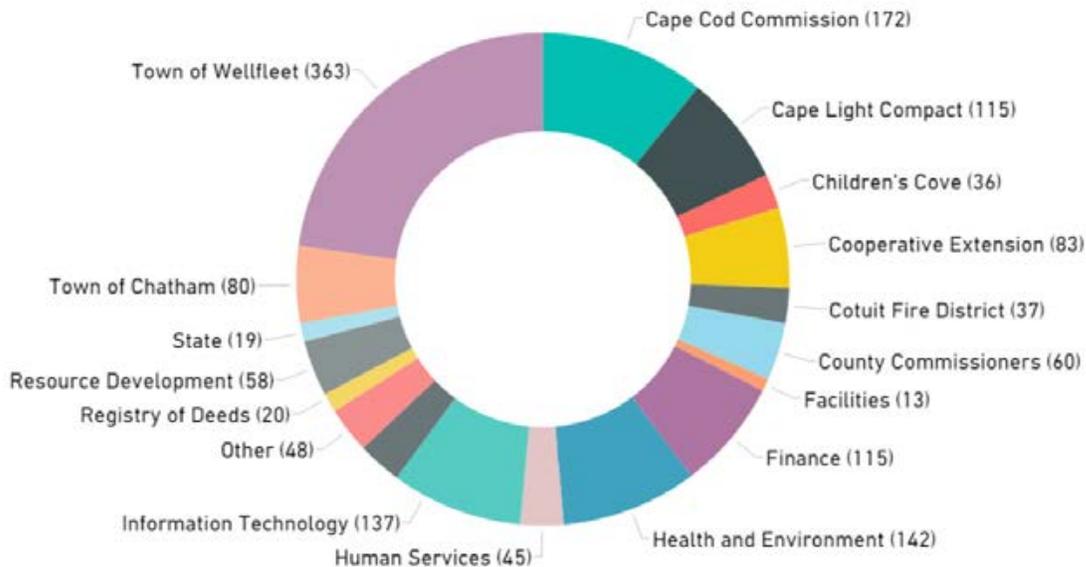
## Project Highlights

The following items were undertaken or continued as initiatives for Fiscal Year 2016.

**IM AND PRESENCE:** Rollout of enterprise instant messaging and collaboration software proceeded with relatively few setbacks outside of user adoption and training. This software platform features voice and video calling and is integrated with the County's existing VoIP infrastructure.

**MULTI-TENANCY ARCHITECTURE:** Existing systems were re-architected to provide an environment on which multiple customers could securely coexist on the same platform. The County's email and phone systems, as well as key elements of the perimeter network are examples of this approach.

## Support ticket breakdown by type and quantity





**TELCO TRANSITION:** Throughout FY 16, County telecommunications services were carefully transferred to a new provider to reduce costs for all departments. Most numbers were transferred as of the end of the fiscal year, however, cleanup of unneeded lines is expected to continue through the first quarter of FY 17 with the assistance from outside consultants.

**OFFICE AS A SERVICE:** The evaluation and rollout of Office 365 applications has continued opportunistically throughout the year, despite difficulties in obtaining support on certain technical matters. This project is on track to be completed by the end of the calendar year.

**VIRTUAL DESKTOPS:** Deployment of virtual desktop infrastructure was delayed in order to prioritize other initiatives. The supporting hardware and software systems for virtual desktops were procured and installed, with completion and rollout to users expected to take place in the second half of FY 17. It is anticipated that this platform may be eventually offered as a regional IT service.

**CHATHAM PHONES AND EMAIL HOSTING:** The Town of Chatham migrated its phone and email service to be hosted by the County’s systems. The migration process proved to be much less costly than upgrading separately, and minimized the additional support burden for County IT staff. The service arrangement now provides an additional revenue stream for the County, as well as a closer working relationship with the Town.

**TRURO EMAIL HOSTING:** The Town of Truro’s email system was also migrated to County servers for hosting. Most users have been transferred, with the remaining scheduled for the first half of FY 17. This brings an additional revenue stream to the County, and supports the Town with increased capability and reliability for a much-needed service.

**FALMOUTH CONTRACT:** The Town of Falmouth and Barnstable County contacted to provide IT services at the start of FY 16. The primary needs were initially for per-diem on-site support, but quickly evolved into large scale project support.

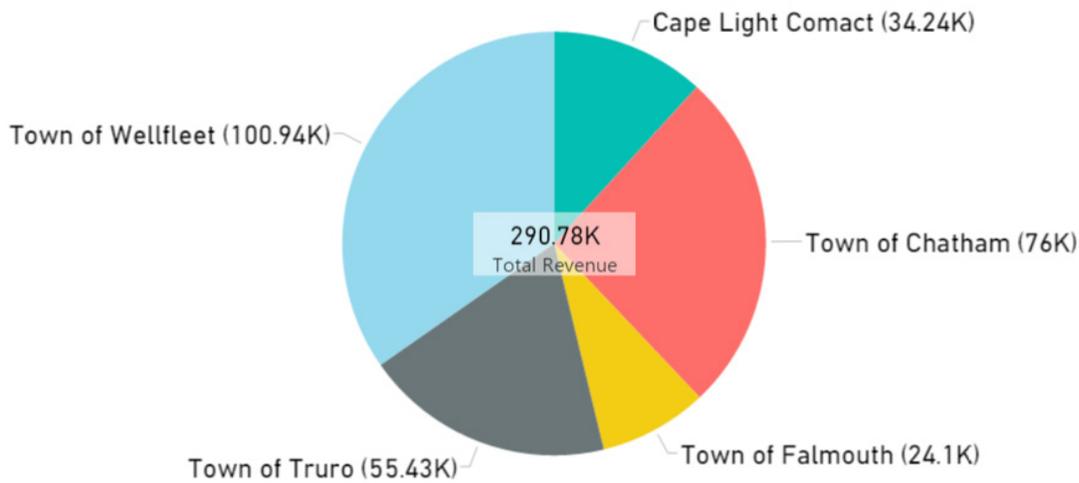
**Core Initiatives**

Outlined below are some of the Department’s prioritized ongoing initiatives. These initiatives govern the approach toward IT for the County.

**Operating Cost Reduction**

	Reduction	Savings
Security certificates	43%	\$3,075.00
Domain registrations	54%	\$1,400.00
Live streaming	100%	\$3,562.75
Identity management	41%	\$9,355.00
Telephone service	74%	\$37,685.76
Website hosting	57%	\$3,434.00
<b>TOTAL</b>		<b>\$58,512.51</b>

Various efforts to cut costs were undertaken throughout the past two fiscal years, and savings are now being realized for many departments. Efforts continue with support from outside consultancies, thanks to a mandate from County leadership.



## Revenue Building

For the entirety of FY 16, BCIT provided valuable services to (15) County departments and affiliated agencies, (6) outside municipalities, including Towns, as well as State offices on the County's main campus. Of them, (7) were charged for services.

Nearly \$300,000 in revenue was generated for the County as of the end of the fiscal year 2016 for IT services rendered. The department has begun to maintain account of all staff time and service for the purposes of chargeback and/or showback to other departments and customers.

Currently there is no shortage of interest in these types of service relationships regionally. Several additional towns have been actively engaged in discussions with BCIT regarding regional IT services. Where interactions do not yield immediate IT service relationships, they often lead to service referrals for other County departments.

The department will continue prioritizing these efforts in the coming fiscal years and will work to build efficiencies among staff and systems to broaden service offerings.



FY'16

# INFORMATION TECHNOLOGY



Report of the Barnstable County  
**RESOURCE  
DEVELOPMENT OFFICE  
& AMERICORPS  
CAPE COD**





# Resource Development Office & AmeriCorps Cape Cod

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## RESOURCE DEVELOPMENT OFFICE



Resource Development Staff: Bobbi Moritz, Amanda Howe, Priscilla Ellis, Darlene Johnson-Morris, Julie Ferguson, Fran Weidman-Dahl

The Barnstable County Resource Development Office (RDO) was founded on the belief that common problems can be solved through regional solutions, and is committed to the advancement

of grant programs and creative uses of existing resources on Cape Cod. Since 1994, the office has worked to build, strengthen and expand the capacity and resources of Barnstable County Departments and the 15 towns within the region they serve. The mission of the office is achieved through grant management, grant development, community outreach and education.

The Resource Development office staff works together to manage and develop grants, provide county departments and towns with skilled technical assistance in grant writing, researching, requesting and acquiring local, state, and federal grants and other critically needed resources.

In addition, the staff also coordinates regional projects including development, implementation and management of the AmeriCorps Cape Cod program which is now entering its 18th year.

## EXAMPLES OF RECENTLY AWARDED GRANTS

### Barnstable County AmeriCorps Cape Cod

Three-year grant funded regional program



### Don't Let One Bite Change Your Life

Cape Cod Healthcare Tick Testing



### 2016 Air National Guard/Ext. Partnerships Youth Camp

Summer Program for Air National Guard children and families



### Medical Reserve Corps



RDO obtained more than \$1 million in grant funds for community projects in Fiscal Year 2016 (FY16).

The Resource Development Office provided technical assistance and/or grant writing services to a number of County divisions including AmeriCorps Cape Cod, Cape Cod Cooperative Extension, Cape Cod Medical Reserve Corps, Barnstable County Regional Emergency Planning Committee, Department of Health and Environment, Department of Human Services, Children's Cove and Public Health Nurses.

RDO has also provided grant writing, administration and oversight services to the towns of Barnstable, Bourne, Brewster, Chatham, Dennis, Eastham, Falmouth, Harwich, Mashpee, Orleans, Provincetown, Sandwich, Truro, Wellfleet, and Yarmouth.

### Pathways Internship Program

The Resource Development Office established an internship program designed to support county departments. The mission of the program is to provide educational opportunities and professional experiences for individuals who may discover their future career paths on Cape Cod.

### Grant Management

RDO provided fiscal oversight for more than

50 grants and contracts worth more than \$4.9 million in FY16. Grant funding provides regional programs that deliver services to residents of Barnstable County without increasing the financial burden on taxpayers.

The Resource Development Office provided fiscal management and oversight that ensured compliance with Federal and State regulations. Compliant fiscal management increases the opportunity for future funding to benefit County departments and the 15 towns of Cape Cod.

The Resource Development Office also provided grant administration and management for the Town of Harwich's Human Service Grant that provides support to 14 human service non-profit organizations across the region.

RDO manages the grants and contracts that the County Departments receive each year, such as:

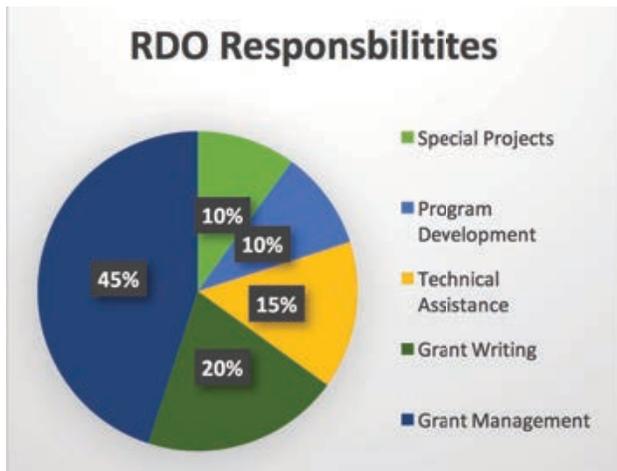
- Children's Cove: The Cape Cod and Islands Child Advocacy Center is a freestanding, child-friendly facility designed, staffed and equipped to provide comprehensive and coordinated multidisciplinary services to child abuse victims and their families.
- Southeastern Massachusetts Aquaculture Center (SEMAC) provides valuable marine information through its shellfish farm and disease research networks and water quality monitoring.



- Medical Reserve Corps (MRC) trains and mobilizes volunteers to respond according to state and federal protocols for disasters across all of Cape Cod.
- Prevention Wellness Trust Fund (P WTF) identifies and manages the health-related issues and the referral network to help elders with these needs.

### Grant Development

During FY16, the department received requests to collaborate on federal, state, and local grant opportunities that addressed homeland security, military families, community safety, environmental protection, substance abuse, mental wellness, economic development, and the National Park Service.



### AMERICORPS CAPE COD

AmeriCorps Cape Cod is a grant-funded program developed and operated by the Resource Development Office. Funding is provided by the Corporation for National and Community Service through the Massachusetts Service Alliance and match funded by Barnstable County. In FY16, AmeriCorps Cape Cod marked year one of a new three-year grant cycle totaling \$1,276,800 (\$425,600 per program year).

AmeriCorps members have provided individual and group service with over 100 service organizations. The program selected 32 adults (18+ years) for a year of AmeriCorps service (1700 hours each). These members addressed

critical community and environmental needs in the areas of natural resource management, volunteer engagement, environmental education and disaster preparedness and response. Member housing is donated annually by the Cape Cod National Seashore and Barnstable County.

AmeriCorps Cape Cod Year 17 is the latest in a succession of members who have served on Cape Cod since 1999. AmeriCorps members logged **53,441** hours in FY16, which brings the total of volunteer hours served since 1999 to **758,010**. This translates into an estimated program value of more than **\$21,616,000** of services provided to Cape Cod towns, state and federal agencies, and non-profit organizations. The AmeriCorps members contributed their time, talents and energy to a remarkably wide range of projects including shellfish propagation, herring run clearing, wildland fuel reduction, dolphin strandings, environmental programs for school children, coastal erosion control, and invasive species removal.

### Disaster Preparedness and Response

AmeriCorps Cape Cod's disaster preparedness and response training aligns with local, state, and federal standards. Members received training in the National Incident Management System, the Incident Command System, Shelter Operations, and Mental Health First-Aid. Additionally, members are divided into Shelter Teams early in the program year and assigned to one of the six regional shelters. As part of this initiative, AmeriCorps Cape Cod developed and implemented an emergency on-call schedule for disaster response.

### FireCorps

The program completed the 4th year of the AmeriCorps Cape Cod FireCorps initiative in partnership with the Cape Cod National Seashore Fire Management Office. A U.S. Forest Service study found that Cape Cod, with its sandy soils, drying winds, and fuel types, is one of the most wildfire prone areas in the northeast. The six member FireCorps helped reduce wildfire risk



FireCorps Member, Lars Boyd and ACC FireCorps Alumni, Matt Spears observe fire behavior during a prescribed burn.

by completing cut and pile projects, as well as prescribed burns on over 97 acres based on priorities defined by the Barnstable County Wildfire Preparedness Plan and the Cape Cod National Seashore Resource Management Plan. FireCorps members are trained to be Wildland Firefighters – Type 2. Upon successful completion of the program year, FireCorps Members are qualified to apply for a Wildland Firefighting Position at a GS4 level.

## **AMERICORPS CAPE COD PROVIDED COUNTY-WIDE SERVICES**

In FY 2016, Barnstable County's AmeriCorps Cape Cod members completed 53,441 hours of service addressing natural resource management, disaster preparedness and response, education, and volunteer generation. Service hours include the 442 group projects completed by the Corps. During their 11 months of service, the members engaged over 800 community volunteers who served over 2,800 hours with AmeriCorps Service Partners. Many of these volunteers were leveraged during AmeriCorps Cape Cod's three signature

events: MLK, Jr. Day of Service, Canal Cleanup and National Volunteer Week.

## **SIGNATURE EVENTS**

### **You "CAN" Do It Martin Luther King, Jr. Day of Service**

Barnstable County AmeriCorps Cape Cod members recruited 177 community volunteers to participate in "You CAN Do It" on January 18, 2016. This MLK, Jr. Day of Service was made possible by a grant written by the Barnstable County Resource Development Office and funded by the Massachusetts Service Alliance and Barnstable County. Groups of community volunteers from across Cape Cod, including Shea's Youth Basketball League, John Wesley United Methodist Church Youth Group, YMCA Teen Achievers Program, Cape Cod Cooperative Extension 4-H, Sturgis East Amnesty International Club, Brownie Girl Scouts Troop 68118, Dennis Union Church, and students from Oak Ridge School in Sandwich, joined us in service for the day, many returning for



ACC Members and volunteers gather for a group photo before starting projects

several consecutive years. While visiting the Cape for a training, staff and members of the MassLIFT-AmeriCorps program, based in Athol, Massachusetts, participated in our MLK event for the second year in a row.

This event helped improve the lives of many in need. Canned good donations were collected from willing volunteers to replenish stocks at the Cape and Islands Veterans Outreach Center following the busy holiday season. In partnership with YMCA Cape Cod, volunteers packed 100 bags of food for students in the Hyannis area who receive free or reduced lunch to ensure they have healthy meals during February vacation. Volunteers also donated winter hats to be given to Cape Cod Hospital patients who are receiving chemotherapy.

The bulk of the event had volunteers constructing handmade gifts from recyclable materials, including jump ropes and flowers from plastic bags, planters from tin cans, bird feeders from plastic bottles, and reusable bags from old t-shirts. Eighty no-sew fleece blankets were put together as well. These items were donated to Children's Cove, Independence House, A Baby Center, and Cape Winds Rest Home. Volunteers also participated in off-site projects as well, spending time with residents at Cape Winds Rest Home, painting at CapeAbilities: Lyndon Center, cleaning at the Housing Assistance Corporation: Angel

House, and assisting in grounds maintenance at Dream Day on Cape Cod in Brewster. The event proved to be a successful day of community engagement and service.

### Canal Clean Up



AmeriCorps members celebrate the completion of another successful Canal Cleanup

AmeriCorps Cape Cod's Canal Clean Up yielded an all-time high of 192 volunteers, not including 32 AmeriCorps members and staff. Volunteers cleaned up trash and participated in various projects aimed at beautifying sites around the Cape Cod Canal, including Tidal Flats and Herring Run Recreation Areas. Volunteers could be seen building pollinator boxes, planting in a butterfly garden, weeding and doing trail

maintenance, and of course picking up trash. While Canal Cleanup is a collaborative event, planned with rangers from the US Army Corps of Engineers, volunteer recruitment and engagement are integral to its annual success. Many volunteers continue to return every April to participate in Canal Cleanup because it's a great way to engage in their community. Education booths of local environmental organizations volunteer their time to reach out to the community. Organizations such as the International Fund for Animal Welfare (IFAW), American Red Cross, Sea Education Association (SEA), National Marine Life Center (NMLC), and Waquoit Bay National Estuarine Research Reserve (WBNERR) donated their time to promote their organizations' mission.

### **National Volunteer Week**

During the week of April 11th Barnstable County AmeriCorps Cape Cod (ACC) and Cape Cod National Seashore (CCNS) teamed up for National Volunteer Week with the common goal to "protect, preserve, and prepare our park" for the National Park Service (NPS) centennial year. The week was a great success with over 55 completed projects in 14 different locations, 1,085 service hours provided by 31 members of

AmeriCorps Cape Cod, 300 hours of service provided by 67 community volunteers, and over \$45,000 of added, no-cost value to the seashore in just five days.

From painting and touching up fee booths, signs, and lifeguard chairs, to planting new flora and constructing new garden beds, to creating new picnic groves and building outdoor education shade structures, volunteers tried to reach every area of park facilities and beaches to beautify the park for the NPS 100th birthday. Nauset Regional High School Key Club members offered their afterschool time to clean-up Coast Guard Beach; Cape Cod Regional Technical High School students worked closely with ACC FireCorps to "cut, pile, and burn" at the Highlands Center. Local carpenters volunteered their time to supervise numerous construction and park maintenance projects. In addition to volunteers from the local community we also leveraged volunteers from as far away as western Massachusetts.

National Volunteer Week was made possible through funding from the Massachusetts Service Alliance and matching funds provided by the Barnstable County Resource Development Office.



AmeriCorps members and staff join Cape Cod National Seashore staff in celebrating the completion of projects at Marconi Site.



The following list highlights service projects from AmeriCorps Cape Cod Year 17.

### CAPE WIDE

#### ■ **Water Education Festivals (WetFest)**

Taught over 1,370 students about groundwater, water quality, and other water issues relevant to Cape Cod through experiential learning activities.

### BARNSTABLE

#### ■ **Fire Safety Puppet Show**

Performed the Fire Safety Puppet Show at the West Barnstable Fire Department's Halloween Safety event for kids.



AmeriCorps Members performed six Fire Safety Puppet Shows across Cape Cod.

#### ■ **Human Rights Academy**

Facilitated environmental and service learning conversations with Barnstable High School Students.

#### ■ **Presentation at Cape Cod Community College**

Delivered an informational presentation about AmeriCorps Cape Cod and service for an environmental technology class.

#### ■ **Green Ribbon Puppet Show**

Performed the Green Ribbon Puppet Show at the

Barnstable Village Holiday Stroll.

#### ■ **Burn Pile Consolidation**

Consolidated debris into piles for future potential burn.

#### ■ **Red Lily Pond Coalition**

Performed extensive phragmites removal in herring run and along river banks.

#### ■ **Scudder Lane**

Broadcast oysters with Barnstable Shellfish Department.



Members load oyster trays on a town skiff, before heading out to broadcast them.

#### ■ **Bridge Street Landing**

Culled and broadcasted 1,400 quahogs with the Barnstable Shellfish Department.

#### ■ **County Tree Farm**

Maintained trees at the farm and improved accessibility to trees. Removed natural debris and invasive species.

#### ■ **West Harbor**

Served with Barnstable Department of Natural Resources (DNR) in which the group completed shellfish propagation, quahog collection, and basic maintenance.

#### ■ **Halls Creek**

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

#### ■ **Meetinghouse Farm**

Created and maintained a trail on the farm and performed general farm maintenance for the summer.

### CAPE WIDE

## BOURNE

### ■ Sagamore Hill

Served with the U.S Army Corps of Engineers to remove trees and other vegetation at this historic site.

### ■ Cape Cod Canal Railroad Bridge

Removed small scrub oak and autumn olive to maintain endangered heathland habitat.

### ■ Mashnee Dike

Ousted scrub oak, autumn olive, honeysuckle, and cedar to maintain the endangered heathland habitat.

### ■ Bournedale Herring Run

Served with the U.S. Army Corps to clean up the Bournedale Herring Run.

## BREWSTER

### ■ Coast Sweep

Cleaned debris from eight miles of beach in Brewster as part of a state and county-wide cleanup effort. Twenty four volunteers were recruited for this event.



AmeriCorps Members and volunteers helped clean up eight miles of beaches in Brewster during the annual Coast Sweep Event.

### ■ Green Ribbon Puppet Show

Performed the Green Ribbon Puppet Show at The Family School.

### ■ Stony Brook Gristmill Herring Run Clearing

Reduced hazard tree branches and cleared debris from herring run.

### ■ Dream Day on Cape Cod Service Day

Moved waterfront equipment to winter location and spread loam to prevent hillside slumping.

### ■ Stony Brook Herring Run

Cleared herring run to increase flow and stabilized banks with Brewster Department of Natural Resources and Brewster Alewife Committee.



Before the annual running of the herring, members helped clear Stony Brook Herring Run.

### ■ Punkhorn Lands

Reduced risk of wildfire potential through brush cutting 100 foot fire break on either side of service road, an approximately 10 acre area.

### ■ Quivett Marsh Vista

Removed invasive vegetation (grape, porcelain berry, bittersweet and phragmites) on property owned by Brewster Conservation Trust.

### ■ Wing Island

Promoted habitat diversity and improved residential safety from spread of wildfire by brush cutting two acres.

### ■ Nickerson State Park

Improved ecological health of forest by thinning forest and reducing fire risk with Massachusetts Department of Conservation and Recreation (DCR).



■ **Brewster Flats**

Brought oysters in off the flats for the winter with Brewster DNR.

■ **Punkhorn Lands**

Utilized recycled shells from restaurants to make cultch bags which created a habitat for juvenile shellfish to grow. Set up artificial oyster reefs.

**CHATHAM**

■ **Causeway**

Harvested and broadcasted quahogs with Chatham Shellfish Department.

■ **Stage Harbor**

Culled oysters with Chatham Shellfish Department.

■ **Monomoy National Wildlife Refuge**

Removed old wooden posts from beach, removed trash, and inspected burn area.

■ **Monomoy Island**

Performed prescribed burn on 33 acres to reduce excess vegetation and improve the nesting habitat for common terns and Roseate terns, a federally endangered species.

■ **Chatham Conservation Trust**

Removed black locusts, tree of heaven, and privet shrubs to restore a natural meadow landscape.

■ **Menekesh Corner**

Removed invasive species and restored a natural meadow, as well as burned large piles of debris previously stacked with Chatham Conservation Foundation. Planted several trees.

■ **Monomoy National Wildlife Refuge**

Posted seasonal closed area signs to protect beach nesting birds.

■ **Oyster Pond Beach**

Hauled oyster cages out of water, emptied cages and bags, and placed oysters into clean bags and fresh cages for the summer with the Chatham Shellfish Department.



Members assisted the Chatham Shellfish Department with harvesting quahogs to be broadcast at a different location.

**DENNIS**

■ **Dennis Wood Lottery Preparation**

Stacked wood into piles for distribution to Dennis residents in need of wood to heat their homes.

■ **Boy Scout Weekend Service Project**

Removed non-native plants in Old Fort Field with volunteers from a local Boy Scout troop.

■ **Blueberry Patch Trail Maintenance**

Cut back overgrown brush on the trail and removed invasive species.

■ **Scargo Herring Run**

Served with Dennis Conservation Trust to clear overhanging vegetation from banks of herring run to improve flow and accessibility for herring.

■ **Scargo Vista Clearing**

Removed invasive species to provide continued use for recreational activities.

■ **Bound Brook Herring Run**

Removed debris and other objects that were blocking the path of the herring run with the Dennis DNR.

■ **Crowe's Pasture**

Served with the Dennis DNR to remove trail debris, including vegetation blocking the various trails on the parcel.

■ **Cove Road Property**

Along with the Dennis Conservation Trust, removed invasive species from an upland forest habitat in an attempt to reclaim the land for the native plant species.

### ■ Pond Street Blueberry Patch

Served with the Dennis DNR to spread mulch and remove overgrown vegetation in the town-owned blueberry patch.

## EASTHAM

### ■ Hostel International Eastham

Removed invasive plants from conservation land surrounding youth hostel.

### ■ Salt Pond

Culled, cleaned and broadcasted oysters at Salt Pond with Eastham Department of Natural Resources.

### ■ Skiff Hill

Removed invasive species on 0.25 miles of existing trail at Fort Hill.

### ■ Eastham Elementary School

Rehabilitated outdoor classroom and trails to pond, and removed invasives and poison ivy to allow children and teachers to use the area for education and play.

## FALMOUTH

### ■ Beebe Woods

Led students on interpretive walks in Beebe Woods.

### ■ Crane Wildlife Management Area

Performed 6 acre prescribed burn with MA DCR.

### ■ Falmouth Service Center (FSC)

Assisted FSC volunteers and employees with prepping garden beds for winter, installed fencing, performed general maintenance, and removed invasive species from the garden.

### ■ Sousa Conservation Land

Performed maintenance to herring run adjacent to Sousa Conservation land. Cut brush with hand tools and power tools, cleared debris, and moved rocks and large obstacles.

### ■ Quashnet River

Along with Trout Unlimited, maintained and restored the river by cutting sweet gale and placing Christmas trees along the river banks for

the brook trout and herring populations.

### ■ Bristol Beach

Planted beach grass at Bristol Beach in Falmouth, with the Falmouth Beach Department, to help mitigate erosion.

### ■ Trunk River

Assisted the Oyster Pond Environmental Trust in removing phragmites to allow Oyster Pond to flush and maintain a healthy environment.

### ■ Peterson Farm

Served with the Town of Falmouth Conservation Department and the 300 Committee to remove overgrown vegetation from a historic structure on the property.

### ■ Breivogel Parcel

Served with the Town of Falmouth Conservation Department and the 300 Committee to remove juvenile phragmites shoots in the newly created vernal pools on the property.

### ■ Romano Bog

Members utilized goats and other tools to remove non-native plant species from the property.



Members utilized goats at Romano Bog in Falmouth to remove poison ivy.



Gaining hands on experience with a chop saw.

## HARWICH

### ■ Family S.T.E.M. Night

Taught students through a variety of hands-on science, technology, engineering, and math activities at Harwich Elementary School.

### ■ Thompson's Field Management

Removed hazard branches and invasive plant species at Thompson's Field. Mitigated wildfire risk and restored open grassland through cut, pile, and burning.

### ■ Bank Street Beach

Relocated access path by removing beach grass from ideal path location and planting grass on existing path with the Harwich Conservation Department.

### ■ Harwich Herring River

Cleared the river with Harwich Natural Resources Department to allow herring to migrate by cutting

and removing fallen trees and all other brush obstructing fish passage.

### ■ Coy's Brook Trail and Lee Baldwin Trail

Lopped trails, removed invasive vegetation, and cleaned up trash with the Harwich Conservation Trust.

### ■ Bells Neck Conservation

Removed invasive plants, replanted native species, pruned and cleaned up trails, and felled hazard trees with Harwich Conservation Department.

### ■ Family Pantry of Cape Cod

Prepared pantry production garden for the growing season by cleaning, turning and preparing beds.



## MASHPEE

### ■ Mashpee Shellfish Little River Boatyard

Served with the Mashpee Shellfish Department to build oyster and quahog cages. Counted, measured, and broadcasted 534,379 quahogs.

### ■ Mashpee Tribal Headquarters

Mitigated wildfire risk through a 12 acre prescribed burn.

### ■ Mashpee Conservation Department

Maintained, built, and removed rubbish from numerous paths and trails on Town of Mashpee Land.

### ■ Popponeset Beach

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

### ■ Mashpee Neck

Performed maintenance on oyster cages in the water to prepare them for the summer season.

### ■ South Cape Beach

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

## ORLEANS

### ■ Nauset Regional Middle School Greenhouse

Taught basic greenhouse procedures to middle school students.

### ■ Twining's Pond

Removed privet and other invasive plants from area near Twining's Pond with Orleans Conservation Trust.

### ■ Dylan's Way and Fox Ridge Drive

Removed autumn olive, black locust saplings, porcelain berry, and bittersweet from these properties with Orleans Conservation Trust.

### ■ White's Lane

Cut a new path to a memorial stone and maintained surrounding trail.

### ■ Nauset Regional Middle School

Refilled sand in memorial garden, weeded

gardens, and maintained and improved trail assisted by the Town of Orleans.

### ■ Cheney Road

Removed invasive plants and maintained trail with Orleans Conservation Trust. Cut dead trees, trimmed vegetation on trail, and removed brush piles.

### ■ Mill Pond Valley

Removed invasive plants and trimmed vegetation on trail with Orleans Conservation Trust.

### ■ White's Lane Conservation Area

Performed prescribed 2 acre burn with Orleans Conservation Trust.

### ■ Putnam Farm

Installed seasonal irrigation line by laying line and installing uprights for plots, backfilled trench, and removed invasive species with Town of Orleans.

### ■ Boland Pond Trail

Removed hazard trees from trail and enhanced the space to be used as an outdoor learning space.

### ■ Sarah's Pond

Removed invasive species at Orleans Conservation Trust's Keller Property near Sarah's Pond to keep invasives from spreading further in a wooded and grassland conservation area.

### ■ Namequoit Bog

Served with Orleans Conservation Trust to burn piles of dead plant material to advance ecological succession goals.

### ■ Orleans Elementary School

Built raised garden beds, planted native grasses, taught a pollinator lesson to students, and planted a pollinator garden for Orleans Conservation Trust.

### ■ Eldredge Playground

Planted trees with Orleans Tree Department to add shade to the playground.

### ■ Mauch Gift

Performed invasive removal with Orleans Conservation Trust to maintain the current property.



■ **Kent's Point**

Improved eroded walking paths by introducing wood chips with Orleans Tree Department.

■ **Great Oak Road**

Removed invasive plant species with Orleans Conservation Trust.

■ **Theresa's Way**

Weeded beds built by previous AmeriCorps members with Orleans Tree Department.

**PROVINCETOWN**

■ **Winthrop Street Cemetery**

Cleaned and removed overgrown invasive plants and other brush, especially around headstones, downed trees, and branches. Gathered cut material for Provincetown Department of Public Works (DPW) to pick up.

■ **Herring Cove Beach**

Walked the beach with the Center for Coastal Studies collecting and sorting 4,147 pieces of trash. Returned in May to shatter our record with over 10,000 pieces of trash collected.

■ **Center for Coastal Studies**

Sorted invertebrate samples to contribute to the Center for Coastal Studies' project of mapping invertebrates on the seafloor.

■ **B-Street Garden**

Cleared and mulched pathways, painted signs to label community garden beds, and built a compost bin.

**SANDWICH**

■ **East Sandwich Beach**

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

■ **Town Neck Beach**

Dug over 50 holes for the installation of symbolic fencing in an effort to protect the dunes and threatened coastal water birds.

■ **Shawme Pond**

Served with the Sandwich DNR to remove debris in nearby herring runs and trails.

**PROVINCETOWN**

■ **YMCA Camps Burgess and Hayward**

Utilized wood splitters to stock fire wood for the upcoming summer, and spread wood chips for the low ropes course.

■ **Camp Edwards Cantonment Area**

Served with the Army National Guard to remove invasive honeysuckle and autumn olive. Both the Bourne House and Wellfleet House participated.

■ **Spring Hill Beach**

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

■ **Mill Creek Boardwalk**

Floated trays on kayaks and canoes to the boardwalk, broadcasted oysters underneath the boardwalk and cleaned oyster trays with the Sandwich DNR.

**TRURO**

■ **Children's Community Garden Art Club Exhibition**

Assisted students at after school program to create sustainable art and helped set up art display.

■ **Truro Library, Truro Elementary, Wellfleet Elementary**

Mulched school and public library community gardens with sea hay and eel grass to protect them over the winter.

■ **Edgewood Farm and Keezer Trail**

Along with the Truro Conservation Trust, extended a walking trail previously created by AmeriCorps Cape Cod, and rehabilitated another walking trail.

**WELLFLEET**

■ **Oakdale Cemetery**

Maintained and cleaned this historic site.

■ **OysterFest**

Assisted with distribution of shell recycling buckets and signage. Encouraged the recycling of used oyster shells at recycling post and helped move used shells to a central location.



### ■ **OysterFest Shuck and Run**

Set up and ran water station with Wellfleet Recreation Department.

### ■ **Wellfleet Conservation Trust Sites**

Removed invasive vegetation, cleaned up and maintained sites, and installed benches at several Wellfleet Conservation Trust sites.

### ■ **13th Annual State of the Harbor Conference**

Assisted with facilitation of conference in Wellfleet.

### ■ **Gull Pond Sluiceway and Indian Neck Beach**

Planted and mulched native species at Gull Pond Sluiceway to improve ecological integrity of site and still allow pedestrian access. Planted native species at Indian Neck Beach.

### ■ **Wellfleet Pond Restoration**

Slowed erosion by placing jute, planting native plants, and closing old trails.

### ■ **Omaha Road Landing**

Constructed two kayak racks at Omaha Road Landing with Wellfleet Health and Conservation Department to mitigate erosion by discouraging beach-goers from leaving kayaks in dunes and on beach vegetation.

### ■ **Massachusetts Audubon at Wellfleet**

Performed 11 acre prescribed burn.

### ■ **Wellfleet Herring River**

Cleared the river with the Wellfleet Herring Warden to prepare for the spring herring run.

### ■ **Field Point**

Constructed and installed a kayak rack to encourage users to avoid storing kayaks in the dunes and beach grass.

### ■ **Great Pond**

Remediated steps to the pond's edge with the Wellfleet Department of Public Works by sweeping and clearing leaves and sand, filling in eroded steps, removing snow fencing, replacing broken steps and tread, and replacing broken rails and posts.

### ■ **Town of Wellfleet Fire Department**

Painted fire hydrants to comply with national standards of color coding that Wellfleet recently adopted.

## **YARMOUTH**

### ■ **Egg Island**

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

### ■ **Taylor Bray Farm**

Cleared vegetation to improve vista and remove invasive plants.

### ■ **Seagull Beach**

Served with Mass Audubon to erect symbolic fencing to protect threatened coastal water birds.

## **CAPE COD NATIONAL SEASHORE**

### ■ **Marconi Site**

Cut back, piled, and burned scrub oak stands and burned near the Marconi Site Comfort Station in order to restore habitat for native birds and rabbits.

### ■ **Marconi Beach Site**

Cut, piled, and burned scrub oak stands near the Marconi Beach Fee Booth to restore habitat for native birds and rabbits.

### ■ **Brennan House**

Performed a 1.6 acres prescribed burn to reduce wildfire risk at one of the many Cape Cod National Seashore (CCNS)-owned parcels.

### ■ **Marconi Headquarters**

Performed cut, pile, burn at Headquarters to maintain open heathland habitat with the Fire Management Office. Also, performed a prescribed burn across from Headquarters to promote growth of rare broom crowberry.

### ■ **Rockwell House**

Removed a hazard tree at one of the many CCNS-owned parcels to maintain a clear route in case of wildfire.



FireCorps Members served in all types of weather, conducting multiple projects in different areas to restore native habitat.

■ **Pilgrim Spring**

Thinned, piled and burned the forest to reduce wildfire risk and restore historic and cultural resources, such as the vista to the ocean.

■ **Highlands Center**

Reduced fuel loads in the residential area of the Highlands Center through cut, pile, burn and prescribed fire.

■ **Cudsworth Fire Road**

Cleared the fire road leading to the Cudsworth House in the National Seashore.

■ **Mitre Site Gun Range**

Performed cut, pile, burn to expand gun range. Cleared 0.35 acres and led a five acre prescribed burn to thin the pink/oak forests for ecological health and fire mitigation with Cape Cod National Seashore.

■ **Highland Links Golf Course**

Served with Cape Cod National Seashore in a cut, pile, burn project to promote ecological health of native plants on the golf course. Also performed one acre prescribed burn.

■ **Doane Rock**

Reduced fuels around Doane Rock through a prescribed burn of 0.3 acres.

■ **Stevens House**

Reduced wildfire risk through pile burns and performed a prescribed fire at one of the many CCNS-owned parcels to create fire breaks in surrounding forests. Performed three acre prescribed burn.

■ **Fort Hill**

Restored historic vista through brush cutting black locusts and pitch pines. Preserved rare open habitat on Cape Cod through a prescribed burn.

### ■ Richardson Field

Reduced wildfire risk through a prescribed burn by creating a protective barrier around the residence at one of the CCNS-owned residences.

### ■ Salt Pond Visitor Center

Cleared one acre surrounding the Salt Pond Visitor Center of CCNS through cut, pile, burn and prescribed burning.

### ■ Nauset Light

Reduced fuels around Nauset Light by clearing 0.1 acres of bittersweet.

### ■ Little Creek Parking Lot

Cleared black locust trees to beautify this portion of CCNS.

### ■ Lombard-Paradise Hollow

Performed prescribed burn on research plots.

### ■ Province Lands

Cut, piled, and burned pitch pines at the Provincelands Visitor Center in Provincetown to restore heathland, mitigate fire risk, and restore scenic vistas.



AmeriCorps Cape Cod Year 17. Thank you for your service!



FY'16

**RESOURCE DEVELOPMENT & AMERICORPS CAPE COD**



# Report of the Barnstable County **REGISTRY OF DEEDS**





# Barnstable County Registry of Deeds

**Railroad Ave.  
Post Office Box 368  
Barnstable, MA 02630  
508-362-7733 | Fax: 508-362-5065**

www.barnstabledeeds.org

**Recording Hours:** Monday through Friday 8:00am- 4:00pm

**Research Hours:** Monday through Friday 7:45am- 4:00pm

## Administration

**John F. Meade, Esq.,** Register of Deeds  
508-375-6931 | jmeade@barnstabledeeds.org

**David B. Murphy, Esq.,** Assistant Register of Deeds  
508-375-6932 | dmurphy@barnstabledeeds.org

**Kathleen J. Grenier,**  
Executive Administrative Assistant  
508-375-6933 | kjgrenier@barnstabledeeds.org

**Paula Esmond,** Finance Assistant  
508-375-6934 | pjesmond@barnstabledeeds.org

## Land Court

**Frederick Sarkinen,** Supervisor  
508-375-6940

**Judy Hendy,** Coordinator  
508-375-6941

## Recorded Land

**Helen A. Gould,** Coordinator  
508-375-6938

**Rene Kelly,** Coordinator  
508-375-6939

The Registry of Deeds is responsible for maintaining the records of property transfers within Barnstable County. This includes all deeds, mortgages, plans and other instruments which purport to affect the title to Real Estate on Cape Cod. The Registry is used daily by local attorneys, surveyors, title examiners, real estate professionals and members of the general public who are trying to determine the status of particular parcels of land. Our goal continues to be one of providing prompt, efficient and courteous service to all those who visit our facility.

## FY 2016

FY2016 saw over 92,949 documents and plans recorded at the registry. \$9,289,274.40 in County Excise Tax and \$2,532,372.05 in County Recording and Copy Fees were collected in the past fiscal year.

## Electronic Document Filing

FY2016 marked the second full fiscal year of “eFiling” of recorded land documents. We saw our monthly volume of “eFiled” documents continue to grow from approximately 20% per month to 24% by the close of the fiscal year. We continue to experience a rise in overall productivity and efficiency due to greater customer adoption of this innovative means of recording.

## Capeview Access & Registry Website

The registry provides use of our internet access Capeview system to all towns within Barnstable County free of charge. The towns are exempt from are our \$50.00 annual fee and the \$1.00 per page copy fee. Capeview enables remote users to access the registry’s over three hundred years of electronic records nearly 24 hours a day 7 days a week. Users can do title rundowns, search for liens or find records pertaining to

any real estate transaction within the county. The system also provides users the ability to have documents printed in their home or office without involving registry personnel. All Assessors offices and many town departments in the county have free accounts with us. The savings to the towns have been significant since we began offering the service over 15 years ago.

Credit Card payment processing was introduced to our website in the middle of FY 2014. This has enabled account holders to fund their accounts for printing at nearly any hour of the day without having to mail or deliver a check. It has also enabled casual users of our website to print a copy without having to open an account or mail in a copy request.

In June 2015 the registry, with the assistance of County IT, rolled out our new homepage. It was the first step in a process to update our online presence for years to come. We have used this

updated medium to get registry news, changes in hours due to holidays and storms, and changes to excise tax or fee structure out to our customer base in a timely manner.

## Declaration Of Homestead Forms

The registry and its staff provide valuable assistance to all homeowners in Barnstable County with the preparation of declaration of homestead forms. These forms are available free of charge at our copy counters. The cost to record a homestead is \$35.00 in both our recorded land and our registered land (Land Court) departments. The Declaration of Homestead under Massachusetts General Laws Ch.188 gives persons up to \$500,000.00 protection on their primary residences. It can be a valuable last line of defense and it is recommended to all homeowners in Barnstable County.



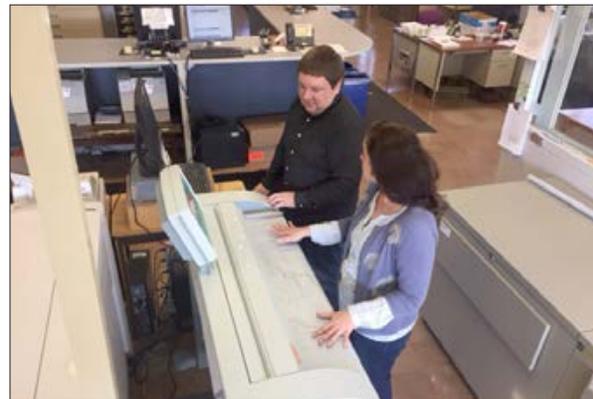
Recorded Land Clerks Niki Kellett and Susan Abernathy at the Recording Counter



Recorded Land Clerk Gwendolyn Brown working the Scan Proof Station



Land Court Clerks Janet Sisson, Karen Johnson and Tracie Allard registering documents.



Registry Employees Tyler Manni and Kara Dodds collaborate to scan an Oversize Plan for a copy request.







Barnstable County  
P.O. Box 427  
3195 Main Street  
Barnstable, MA 02630