

PLYMOUTH COUNTY COMMISSIONERS
STATUTORY MEETING

January 7, 2020

A statutory meeting of the Plymouth County Commissioners was called to order at 8:30 a.m. at the County of Plymouth Administration Building, 44 Obery Street, Plymouth, MA. Present were Chairman Daniel A. Pallotta, Commissioner Sandra M. Wright and Commissioner Gregory M. Hanley. Chairman Pallotta called for the Pledge of Allegiance.

Also, in attendance were Register of Deeds John Buckley, Treasurer Thomas O'Brien, Assistant Treasurer Jeff Welch, 4-H Director Molly Lipper, Superintendent of Buildings Doug Wedge, County Attorney Shannon Resnick, County Administrator Frank Basler and Executive Assistant Nancy O'Rourke.

Annual Reorganization of Board

Per MGL Ch. 34, section 4, Chairman Pallotta called for the nomination for the position of Chairman. Commissioner Wright nominated Commissioner Pallotta as Chairman with conditions. Commissioner Wright would like to see all issues on the agenda as well as new business. Commissioner Hanley seconded the nomination. Ballots were cast and with a 3-0 vote Commissioner Pallotta was re-elected as Chairman of the Plymouth County Commissioners.

Appointment to the Mayflower Municipal Health Group Advisory Committee

Chairman Pallotta made a motion to re-appoint Commissioner Wright as the County Representative to the General Board of the Mayflower Municipal Health Group and County Administrator Frank Basler as alternate. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Appointment to the Plymouth County Retirement Board

Commissioner Hanley made a motion to re-appoint James Harrington of Brockton to the Plymouth County Retirement Board in accordance with the provisions of MGL Chapter 32, Section 20(3)(b). Commissioner Wright seconded for discussion. Commissioner Wright feels the board appointee should be a County Commissioner position and when the seat becomes vacant would like to be considered for the appointment.

Vote: Commissioner Hanley-Yes. Commissioner Wright-Yes. Chairman Pallotta-No.

Appointment to Board of Trustees Cooperative Extension Service

Chairman Pallotta made a motion to appoint Commissioner Hanley as Trustee and Liaison to the Board of Trustees on the Plymouth County Cooperative Extension Service. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Appointment County Counsel

Commissioner Hanley made a motion to re-appoint the Law Firm of Clark, Balboni & Gildea as county counsel. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Appointment of County Engineer

Chairman Pallotta stated the appointment of a County Engineer will remain vacant.

Meeting Minutes –November 20, 2019, and December 5, 2019

Commissioner Wright made a motion to approve the meeting minutes of November 20, 2019 and December 5, 2019. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote to accept and approve CPS Forms:

Catherine Acampora-anniversary step increase to 13-8; Susan MacDonald-anniversary step increase to 13-3; Margaret Morrison-promotion to open position of Bookkeeper/Clerical Assistant 15-1; and Ronald Butterworth -new hire full time temporary custodian at JG 1-1. Commissioner Wright made a motion to accept and approve the personnel status forms as listed and table for discussion the promotion to the open position of Bookkeeper/Clerical Assistant at the Registry of Deeds. Commissioner Hanley seconded for discussion.

Vote: The motion passed unanimously.

Commissioner Wright questioned Register Buckley as to how many Finance/Bookkeeper positions were currently in place. Register Buckley feels the position is necessary to fill due to daily needs of managing personnel vacation days and sick days and to manage Titleview. Commissioner Wright stated she was in favor of the promotion to the open position but not the subsequent back fill of the vacant position. Chairman Pallotta expressed his concerns and the need for consolidation of positions to eliminate the need to fill an open position.

Commissioner Hanley made a motion to approve the personnel status form for Margaret Morrison-promotion to open position of Bookkeeper/Clerical Assistant JG 15-1.

Commissioner Wright seconded.

Vote: Chairman Pallotta-No. Commissioner Hanley-Yes. Commissioner Wright-Yes.

Vote-Vouchers

Commissioner Hanley made a motion to approve vendor vouchers as recommended by the Treasurer. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Vote-Payroll

Commissioner Hanley made a motion to accept and approve payroll as recommended by the Treasurer. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Register's Report

Register Buckley briefed the Commissioners on the first six months of the fiscal year and the numbers appear to be trending positively. Register Buckley is cautiously optimistic the trend will continue.

Treasurer's Report

Treasurer O'Brien presented the MMHG Statement of Net Assets and November 2019 Account Summary for PCOT. The current annualized investment return after fees is 11.58% and the program continues to exceed expectations. Treasurer O'Brien also presented at the Commissioners request a list of all Plymouth County Municipalities currently not participating in PCOT.

Extension Director's Report

4-H Director Molly Lipper briefed the Commissioners on the latest plans for the County Farm and will be holding a planning session as the next steps. Blake Dinius, County Entomologist continues to exceed all expectations with the number of workshops he has held all over Plymouth County.

Maintenance Superintendents Report

Superintendent of Buildings Doug Wedge reports the propane to natural gas conversion at the Hingham District Courthouse has been delayed due to permit issues with the Department of Transportation.

Chairman signature required for Letter for 2019 Meeting Minutes for Department of Revenue

Commissioner Hanley made a motion to authorize Chairman Pallotta to sign the annual letter requiring the County send the Meeting Minutes for Calendar Year 2019 to the Department of Revenue. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Vote-IRS Mileage Rate 2020

Commissioner Hanley made a motion to decrease the mileage allowance from .58 cents per mile to .575 cents per mile effective January 1, 2020 per the Internal Revenue Service. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Update and Votes on County Farm Mediation Agreement and County Farm Lease

County Attorney Shannon Resnick requested the County Farm Mediation Agreement and Lease be discussed in Executive Session.

Halifax Land Transfer

Administrator Basler reports the Purchase and Sale Agreement is currently under review in Halifax and is planned to close in early February. Chairman Pallotta requested the Administrator send a letter of thanks to the Halifax Board of Selectmen on behalf of the Commissioners.

32 Belmont Street, Brockton Leases

Administrator Basler reports he is currently working with Neighborhood Health Group to see if there is still interest in 32 Belmont St. Their fiscal 2019 missed their financial mark which delayed the move plans. They have not committed yet to moving. Our current clients Aver Health are still interesting in renovations but are on hold until we hear from NHG.

Also, Tina Cordosa, the new Brockton City Councilor at Large, is looking at the small office for the Cape Verdean Women United, a non-profit 501c (3) organization that works on violence prevention education, women empowerment, and mental health awareness and education in the city. The organization started out of a need identified for more culturally appropriate violence prevention programs in the city of Brockton. Councilwoman Cordosa reports they do not reinvent programs that already exist in the city but instead collaborate with local organizations to bring in the cultural humility that some programs lack. RaCC (Raising a City of Champions) program is an 8-week violence prevention workshop offered to families in English, Portuguese, Spanish, Haitian Creole and Cape Verdean creole. The organization has been around for nearly 5 years now and are growing. Their website is cvwu.org. They are interested in renting the space on a month to month basis for the 200 sq. ft. office for \$400 per month. Councilwoman Cordosa would like to use one closing room occasional evenings to hold a group meeting of 6 to 8 people. Administrator Basler will work with the Register and Aver Health about use of bathrooms and access. Commissioner Hanley made a motion to authorize Administrator Basler after discussions are held with Register Buckley to proceed with the new lease. Commissioner Wright seconded. Vote: The motion passed unanimously.

Vote-Plymouth County Municipal Vehicle Bid Award 2020-Liberty Chevrolet

Chairman Pallotta made a motion to award the contract for the Cooperative Bid for Public Service Vehicles manufactured by the **CHEVROLET MOTOR COMPANY** and accessories and equipment as listed in the Invitation for Bid-Chevrolet #20-24 to LIBERTY CHEVROLET INC., Wakefield, MA for the period of February 1, 2020 to January 31, 2021. Four additional one-year extensions are possible at the sole discretion of the Plymouth County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Vote- Plymouth County Municipal Vehicle Bid Award 2020-Central Chrysler Dodge Jeep Ram of Raynham

Chairman Pallotta made a motion to award the contract for the Cooperative Bid for Public Service Vehicles manufactured by the **DODGE/CHRYSLER/JEEP MOTOR COMPANY** and accessories and equipment as listed in the Invitation for Bid-Dodge #20-24 to CENTRAL CHRYSLER DODGE JEEP OF RAYNHAM, Raynham, MA for the period of February 1, 2020 to January 31, 2021. Four additional one-year extensions are possible at the sole discretion of the Plymouth County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Vote- Plymouth County Municipal Vehicle Bid Award 2020-MHQ, Inc.

Commissioner Hanley made a motion to award the contract for the Cooperative Bid for Public Service Vehicles manufactured by the **TOYOTA MOTOR COMPANY** and accessories and equipment as listed in the Invitation for Bid-Toyota #20-24 to MHQ, Inc., Marlborough, MA for the period of February 1, 2020 to January 31, 2021. Four additional one-year extensions are possible at the sole discretion of the Plymouth County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Commissioner Hanley made a motion to award the contract for the Cooperative Bid for Public Service Vehicles #20-24 manufactured by the **FORD MOTOR COMPANY** to MHQ, Inc. Marlborough, MA for the period of February 1, 2020 to January 31, 2021. Four additional one-year extensions are possible at the sole discretion of the Plymouth County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Commissioner Hanley made a motion to award the contract for the Cooperative Bid for Public Service Vehicles #20-24 manufactured by the **DODGE/CHRYSLER/JEEP MOTOR COMPANY** to MHQ, Inc. Marlborough, MA for the period of February 1, 2020 to January 31, 2021. Four additional one-year extensions are possible at the sole discretion of the Plymouth County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Wareham Chiller Bid Award and Update

Administrator Basler presented the bids received in the Commissioner's Office on December 31, 2019 to replace the chiller at the Wareham District Courthouse, 2200 Cranberry Hwy., Wareham, MA. An Emergency Procurement Waiver was received from DCAMM as well as funding assistance.

Commissioner Hanley recused himself from all discussions and voting due to a conflict of interest as he has worked with the contractor in the past.

Chairman Pallotta made a motion to award the bid to Aalanco Service Corporation, Westborough, MA for the low bid price of \$455,602.00. Commissioner Wright seconded.

Vote: The motion passed unanimously 2-0 with Commissioner Hanley voting Present.

Administrator's Report

Grant writer update

Administrator Basler briefed the board on pending approval for the grant writer from the towns of Middleborough and Bridgewater. Currently, the town of Kingston has approved the hiring. Chairman Pallotta would like to have all three towns approval before proceeding with the hiring process.

Transcription Bid

Administrator Basler is working with Register Buckley on a new bid for transcription services of Land Record Books 151 -250. A previous award converted books 1-150. The bid will be paid through the tech fund.

Commissioner Hanley made a motion to authorize Administrator Basler to work with Register Buckley's office to proceed with the procurement of the bid. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Byrne Grant FY 19 Award

Commissioner Hanley made a motion for the County acceptance of \$103,917 from the 2019 Federal JAG Byrne Grant to include Brockton Police Department receiving \$74,624.00, the Plymouth Police Department receiving \$9,528.00, the Wareham Police Department receiving \$9,374.00, and the County of Plymouth will utilize \$10,391.00 of the grant as an administrative set aside. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Executive Session

In Accordance with MGL, Chapter 30A, Section 21, held for the purpose to discuss strategy with respect to discussions concerning Collective Bargaining with SEIU and strategy for grievance arbitration and to consider the purchase, exchange, lease or value of real property; County Farm, Plymouth, if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the governmental body.

The Board voted to enter Executive Session and to return to open public session at 9:40 a.m. Chairman Pallotta called the roll: Commissioner Wright-Yes. Commissioner Hanley-Yes. Chairman Pallotta-Yes.

At 9:55 a.m. Chairman Pallotta called the roll to enter back into open session: Commissioner Wright-Yes. Commissioner Hanley-Yes. Chairman Pallotta-Yes.

County Farm Lease

Commissioner Hanley made a motion to approve the lease agreement with the Plymouth County Sheriff's Department and DCAMM. Commissioner Wright seconded.

Vote: Chairman Pallotta-No. Commissioner Hanley-Yes. Commissioner Wright-Yes. Chairman Pallotta signed the lease in behalf of the Commissioners.

The meeting adjourned at 9:56 a.m.

Documents and/or exhibits

- Meeting Minutes-November 20, 2019, December 5, 2019
- Vote-IRS 2020 Mileage Rate
- Letter-Funding request for Chiller replacement-Wareham District Court

- MMHG-Statement of Assets
- PCOT-OPEB Account Summary
- PCOT current membership-Plymouth County
- Votes-Plymouth County Municipal Vehicle Bid 2020 Awards
- Letter-Calendar Year 2019 Meeting Minutes-DOR
- Paper ballots-Nomination for Chairman

Respectfully submitted,
Nancy O'Rourke
Executive Assistant