

PLYMOUTH COUNTY COMMISSIONERS

MEETING

April 4, 2019

A regular 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 Treasurer Thomas O'Brien, Register of Deeds John Buckley, Deputy Treasurer Jeff Welch, Superintendent of Buildings Doug Wedge, Cooperative Extension Director Molly Vollmer, County Administrator Frank Basler and Executive Assistant Nancy O'Rourke.

**Meeting Minutes –February 27, 2019**

Commissioner Hanley made a motion to approve the meeting minutes of February 27, 2019. Commissioner Wright seconded.

Vote: The motion passed unanimously.

**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.

**County Personnel Status Forms**

County Administrator Frank Basler presented the Commissioners with personnel status forms for:

Retirement

Patricia Anderson with 33 years of service at the Registry of Deeds

Anniversary Step Increase

Richard Connolly to 13-3; Christopher Kelly to 4-5; Edmund Toomey to 9-2

Emergency temporary short-term hire

Maria Debarros, Custodian 1-1

Termination

Michael Hambly, Custodian

Commissioner Hanley made a motion to accept and approve the personnel status forms. Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **Future schedule for revenues and budget process**

All revenue figures and budget for FY20 will be presented at the next Commissioners Meeting. All Department Heads will have budgets to the County Administrator by April 23, 2019. The Advisory Board will be meeting the 1<sup>st</sup> or 2<sup>nd</sup> week of June to approve the annual budget.

### **Intergovernmental land transfer–Halifax**

County Administrator Basler briefed the Commissioners on a request received from the Commonwealth of MA Department of Fish and Game regarding a 7.5-acre parcel of conservation land co-owned by the County of Plymouth and the Town of Halifax. The Department of Fish and Game estimates an appraisal of the property of \$150,000. The Town of Halifax and the County of Plymouth will each receive 50% of the value and expend 50% of any costs associated with the transaction. Commissioner Hanley made a motion to approve the transaction after the county conducts an appraisal and all Chapter 30B requirements are completed. Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **32 Belmont Street, Brockton Update**

Administrator Basler gave a brief update on the status of the “build-out” costs required for work to be done on the building. The county is receiving \$1,500 per month in rent for office space from Averhealth after the IFB process was completed.

### **Treasurer’s Report**

Treasurer O’Brien briefed the Commissioners on the status of HB 4249. The bill has been filed and was sent to the committee on revenue. There will be a hearing over the next few weeks.

Treasurer O’Brien presented a Pension Bonding Analysis for discussion regarding the potential of the County of Plymouth to bond for its share of Plymouth County Retirement Association’s unfunded liability. After some discussion, Commissioner Hanley made a motion to move forward with the process and allow County Treasurer O’Brien and Chairman Pallotta to obtain additional bonding analysis. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Treasurer O’Brien announced the upcoming retirement of two employees working in the Treasurers Office. Judy Scott in Accounts Payable will be retiring in May with over 32 years of service and Milly Yuscavitz in the Parking Department will be retiring with over 34 years of service. Treasurer O’Brien will be developing a plan on consolidation of positions with the Parking Department and the Treasurer’s Office. A meeting with the SEIU–Clerical union representatives is planned for next week.

## Register of Deeds report

Register Buckley briefed the Commissioners on a slight increase in deeds excise revenue for the month of March. The Register also presented a letter received from Donna Curtin, Executive Director of the Pilgrim Society & Pilgrim Hall Museum. Ms. Curtin is requesting a loan of Volume I: Deeds. The records would be displayed at the museum May 2019 through December 2020 as part of two special exhibitions. Ms. Curtin appeared before the board to address any questions or concerns the Commissioners may have. Chairman Pallotta expressed his concern with the historical records leaving the protection of the Registry of Deeds. Ms. Curtin assured the board the records would be insured from door to door and be displayed in a secure display case with shatter proof glass and environmental monitors similar to what they provide for their own collection. Commissioner Hanley made a motion to authorize Register Buckley to work out the details with the potential loan. Commissioner Wright seconded.

Vote: The motion passed unanimously.

## Vehicle Procurement–2020 Ford price changes

Administrator Basler briefed the Commissioners on new pricing for the following vehicles to the Plymouth County Vehicle Bid:

<u>Colonial Ford Inc. dba Colonial Municipal Group (CMG)–New pricing</u>	<u>MY 20</u> <u>Bid Price</u>
• 2020 Ford Explorer Police Interceptor Utility	\$32,900.00
• 2020 Ford Explorer Police Interceptor Utility–Hybrid	\$36,100.00
• 2020 Ford Explorer Base, 4WD	\$30,710.00
• 2020 Ford Explorer Base, FWD	\$28,600.00
• 2020 Ford Explorer XLT, FWD	\$31,700.00
• 2020 Ford Explorer XLT, 4WD	\$33,820.00
• 2020 Ford Explorer Limited, 4WD	\$43,700.00
• 2020 Ford Explorer ST, 4WD	\$47,700.00
• 2020 Ford Explorer Platinum, 4WD	\$50,800.00

Commissioner Hanley made a motion to add the new pricing to the current contract as allowed per the bid documents. Commissioner Wright seconded.

Vote: The motion passed unanimously.

## Extension Service Director’s Report

Director Molly Lipper briefed the Commissioners on the success of AG day at the State House last week and a successful new program Cathy Acampora is presenting to promote responsible dog owners. Blake Dinius is very busy with “Tick Talk” presentations all over Plymouth County as well as new employee Harley–Anne Hamilton with AG programs and Babysitting classes.

## **Administrator's Report**

### **Maintenance update**

Administrator Basler announced Judge Toby Mooney will be replacing Judge Therese Wright at the Wareham District Courthouse as of April 16, 2019. Team meetings and Spring Cleaning will begin soon in all county courthouses. The custodial position as been posted and advertised to fill the recent vacancy.

### **Obery Street construction update**

Administrator Basler briefed the Commissioners on the upcoming work to Obery Street that will affect the Registry of Deeds entrance. The existing sign will be replaced. Chairman Pallotta requested prior approval to the sign installation.

### **Dredge update**

Administrator Basler has had conversations recently with the Harwich Harbormaster regarding dredging projects in Harwich and Falmouth and the potential use of the Plymouth County Dredge. Commissioner Hanley made a motion to authorize the Chair to approve an Intergovernmental lease agreement between Plymouth County and the Town of Harwich to use the Plymouth County dredge for a fee of \$1,400 per week. Commissioner Wright seconded.

Vote: The motion passed unanimously.

## **Executive Session**

In Accordance with MGL, Chapter 30A, Section 21, held for the purpose to consider the purchase, exchange, lease or value of real property; 48 Obery St., Plymouth, MA and the County Farm, 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 not return to open public session at 10:00 a.m.

Chairman Pallotta called the roll: Commissioner Wright-Yes. Commissioner Hanley-Yes. Chairman Pallotta-Yes.

At 10:50 a.m. the meeting adjourned.

## **Documents and/or exhibits**

Meeting Minutes-February 27, 2019

Pension Bond Analysis-Stifel

Letter-Pilgrim Society & Pilgrim Hall Museum

Dredge Excavator Rental Lease Agreement

Votes-County Retirement Assessments and Warrants,

Document with list of vehicles and new pricing-Colonial Ford Inc. dba CMG

Respectfully submitted,  
Nancy O'Rourke  
Executive Assistant