

PLYMOUTH COUNTY COMMISSIONERS
MEETING

November 4, 2015

A regular meeting of the Plymouth County Commissioners was called to order at 5:30 p.m. at the County of Plymouth Administration Building, 44 Obery Street, Plymouth, MA. Present were Commissioner Gregory M. Hanley, Commissioner Sandra M. Wright and Chairman Daniel A. Pallotta. Chairman Pallotta called for the Pledge of Allegiance.

Also, in attendance were Treasurer Thomas O'Brien, Asst. Register of Deeds Timothy White, County Attorney Mark Gildea, County Attorney Megan Bridges, and County Administrator Frank Basler. Also in attendance was Michael Mowbray from Recycling Solutions Inc.

Vote - Meeting Minutes

Commissioner Wright made a motion to approve the meeting minutes of September 21, September 23 and September 24 and October 8, of 2015. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote - Vendor Vouchers

Commissioner Wright made a motion for approval of vendor vouchers as recommended by the Treasurer. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote - Payroll Acceptance

Commissioner Wright made a motion for approval of payroll as recommended by the Treasurer. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote - County Personnel Status Forms

Commissioner Hanley made a motion to acknowledge and accept county personnel status forms for Registry of Deeds employees: Victoria Gadles moving from 15/5 to 15/6 and Robin Thomas moving from 21/5 to 21/6. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Executive Session

In Accordance with MGL, Chapter 30A, Section 21, held for the purpose of discussing the consideration of the purchase, exchange or lease of real property - "Wood Lot" shown on Assessors Map 88 as Lot 54, Plymouth, MA, to update and discuss strategy with respect to collective bargaining with the SEIU and OPEIU, and to discuss litigation with respect to the County of Plymouth v Department of Environmental Protection (docket PLCV14-01289) re. Plymouth Dump and South Street Transfer Station and Gary Bousquet V Plymouth County, the Board voted to enter into Executive Session and to return to open public session at 5:35 p.m. Chairman Pallotta called the roll: Commissioner Hanley-Yes. Commissioner Wright-Yes. Chairman Pallotta-Yes.

The Commissioners returned to Open Session at approximately 6:45 PM.

Update from Recycling Solutions

The Commissioners heard an update from Michael Mowbray from Recycling Solutions on the transfer process for the South Street Landfill. Chair Pallotta asked to have a conference call set up between Michael Mowbray and Attorney Don Nagle concerning the transfer application in light of ongoing litigation. Administrator Basler will arrange ASAP.

Gun Range Next Steps

The Commissioners discussed possible next steps in the development of a gun range to serve the police departments of the County and other organizations. It was decided that Commissioner Hanley would meet with Congressman Keating and the Sheriff's Department to determine next steps and then report back to the other Commissioners.

Administrators Report

The Commissioners discussed the holiday schedule for the County Offices. Commissioner Hanley made a motion to keep the same schedule as last year, closing the offices earlier than normal, there was no second for his motion. The Commissioners decided upon consensus to keep the regular office hours for all days other than the actual day a holiday occurred. Administrator Basler will work with the team for coverage at the office.

Special thanks to the Deputy Treasurer Jeffrey Welch for his diligence in completing the necessary paperwork with FEMA which resulted in funds received of \$7,817.45 for last year's winter storms.

Vehicle bid sales update: October sales were strong with 77 cars sold totaling \$2.7MM and \$20,096 in commissions (MHQ 46 cars \$12309; Central 8 cars \$1866 and Liberty Chevrolet 23 cars \$5921) including Bourne, Halifax and Plymouth. Although the trend line is positive, the County is still tracking negative to budget on the year by \$11,000. The administrator will continue to do outreach, like attending the MHQ sales open house to close the gap.

The Administrator reported that the County entered into a license agreement with Colonial Motor Group to utilize the parking area at our transfer station lot for short term warehousing/parking of new vehicles prior to shipping to customers. The County will receive \$2,000 per month for the agreement which is in line with comparable properties. Colonial Motor Group is responsible for maintaining the property and holding appropriate insurance.

Power Management update: the Administrator and Kevin Kelly are working to secure energy quotes for natural gas and electricity for all County buildings. Once quotes are submitted the Administrator will update the Commissioners on options for a contract. The Administrator is also working on analysis of projects that will save energy in County buildings while improving lighting and being cash neutral. Savings of power charges will pay for the improvements. The Administrator is gathering information and will provide an update at an upcoming meeting.

Public Records Request from Sharl Heller: Ms Heller requested a copy of the Invitation to Bid for Gravel Removal at the Wood Lot, the response from Kingstown and the contract between Kingstown and the County. All were provided to Ms. Heller in a timely fashion.

Hiring process schedule for custodians: this week the County will post hiring notices for open custodial positions in court houses including advertisements in Craig's List and on our web page. With interviews during late-November and recommendations for hiring to the Commissioners meeting in early December.

DA Office lease update: the Administrator has been following up on the extension of the DA lease and discussing with DCAMM on a lease increase from the \$8.72 /sq ft for the 14350 sq ft which has been the same since 2011. Seeking a small increase this year and again next FY. Currently the DA office is still in process of assessing a move to a new property with no defined timeline. The Administrator will keep the Commissioners posted on progress.

The Commissioners noted the results of the recent elections and asked the Administrator to send congratulations letters to all winners in the County and to express the Commissioners enthusiasm to work with them in the future. The Administrator will work with the administrative team to have the letters ready for next meeting.

The Commissioners then discussed the first 90 days on the job for the Administrator. The Administrator noted that he has "focused on building relationships with the County team, customers and external partners, while understanding the financial situation, assessing risks, addressing immediate issues like the vehicle bid, building issues and answering the needs of the Commissioners. Upcoming focus is on additional bid projects, improving communications and producing our Annual Report." The Administrator suggested a best practice to have a goal setting meeting with the Commissioners so that leadership can discuss goals for the Administrator. Commissioner Hanley moved that Administrator Basler's trial period end and that his salary be adjusted to \$75,000 annually at the time of the next pay cycle. Commissioner Wright seconded.

Vote: The motion passed unanimously.

Correspondences

Correspondences included a few articles from the Old Colony newspaper about the County and a thank you note from the Asiaf family for the flowers given from the elected County officials to Mr. Asiaf's funeral.

Next Meeting:

The Commissioners next meeting will be held Thursday, November 19, 2015 in the Commissioners' Hearing Room, 44 Obery Street, Plymouth, MA at 5:30 p.m.

At 7:25 p.m. the meeting adjourned.

Respectfully submitted,
Frank Basler
Administrator