

PLYMOUTH COUNTY COMMISSIONERS

MEETING

December 5, 2018

A regular meeting of the Plymouth County Commissioners was called to order at 8:00 a.m. at the Plymouth County Registry of Deeds Satellite Office, 32 Belmont Street, Brockton, MA. Present were Commissioner Sandra M. Wright and Commissioner Gregory M. Hanley. Due to a scheduling conflict Chairman Pallotta was unable to attend the meeting. Commissioner Wright called for the Pledge of Allegiance.

Also, in attendance were Register of Deeds John Buckley, County Treasurer Tom O'Brien, Deputy Treasurer Jeff Welch, County Administrator Frank Basler, Superintendent of Buildings Doug Wedge and Executive Assistant Nancy O'Rourke.

Meeting Minutes –September 6, 2018 and November 8, 2018

Commissioner Hanley made a motion to approve the Meeting Minutes of September 6, 2018 and November 8, 2018. 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.

Vote–Vendor Vouchers

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

Vote: The motion passed unanimously.

County Personnel Status Forms

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

Name Change: Elizabeth Sheibley–name change to maiden name.

Anniversary Step Increases: Alcides DaVeiga to JG 4–10; Joyce Lewis to JG 10–6; Michael Hambly to JG 2–4; Thomas Jones to JG 20–7; Cameron Macedo to JG 2–3; Ivanilda Veiga to JG 2–4; Debra Whelan to JG 13–3; Michael Wholey to JG 5–7;

Fill Existing Vacancy: Kathryn B. Oakley

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

Vote: The motion passed unanimously.

Vote–Certification of Election–Register of Deeds

Commissioner Hanley made a motion as the Board of Examiners for the

County of Plymouth, examined the Return of Votes transmitted to us by the proper officers of the twenty-six towns and one city in said County given for *Plymouth County Register of Deeds* for said County of Plymouth on the sixth day of November last, and find and declare the following:

Total number to be=227,212 Votes

John R. Buckley, Jr. (D) Brockton had 163,526 Votes

Blanks=62,120 Votes

Scatterings=23 Votes

Write-Ins=791 Votes

All Others=752 Votes

Commissioner Wright seconded.

Vote: The motion passed unanimously.

Vote-FY 2018 Budget Transfers

Commissioner Hanley made a motion to provide for the following Budget Transfers for the maintenance and operation of the County of Plymouth for fiscal year beginning July 1, 2017 and ending June 30, 2018, as follows:

<u>DEPT</u>		<u>INCREASE</u>	<u>DECREASE</u>
<u>03</u>	<u>County Commissioners' Office</u>		
	100 Permanent Employees	\$4,181.40	
	239 Professional & Technical Services	\$107.87	
	241 Employee Education	\$400.00	
	291 Advertising	\$660.03	
	463 Equipment Rental	\$31.64	
<u>05</u>	<u>Parking Department</u>		
	100 Permanent Employees	\$1,404.93	
<u>06</u>	<u>Building Maintenance</u>		
	01.06.3.100 Maintenance Wages - Registry of Deeds	\$506.98	
	01.06.4.100 Maintenance Wages - Wareham Court	\$1,396.48	
	01.06.7.100 Maintenance Wages - General Court	\$1,701.13	
	01.06.4.120 Maintenance Overtime Wages - Wareham Court	\$270.56	
	01.06.5.120 Maintenance Overtime Wages - Brockton Court	\$96.50	
	01.06.7.120 Maintenance Overtime Wages - General Court		\$367.06
	221 Electricity		\$20,000.00
	222 Gas & Fuel	\$540.14	

New England Lawn Irrigation

Jessi Karling 508.746.0363

Plymouth, MA 02362

-County of Plymouth Administration Building, Plymouth (44 Obery St)

D&J Enterprises

Dave Sergi 774.244.6672

Wareham, MA 02571

-Wareham District Court, Wareham

Hub Construction & Maintenance Co.

Paul Gratta 617.719.0926

Hingham, MA 02045

-Hingham District Court, Hingham

Commissioner Wright seconded.

Vote: The motion passed unanimously.

FY 2018 Courthouse Rent Report Review

Administrator Basler reviewed the draft report for FY 2018 Courthouse Rent.

Register's report

Register Buckley reports that interest rates are up, and real estate is down resulting in lower projections. The move to 32 Belmont Street went well and he and his staff are very pleased with the new offices.

Vote-Surplus property: Registry copiers

Commissioner Hanley made a motion to declare the following items as surplus; the items are inoperable and no longer usable to the Plymouth County Registry of Deeds and will be disposed of:

Konica BIZ350 Copier, Serial #31103634, Purchased 2006 and Konica 7135, Serial #13GN13916, Purchased 2006.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

Treasurer's Report

GASB 74 & 75 and PCOT

Treasurer O'Brien presented the Board with the 2018 GASB 74 & 75 report and provided an update on PCOT. The Town of Kingston is the newest member to join PCOT.

Commissioner Hanley made a motion to approve and accept the GASB 74 & 75 report through June 30, 2018 and to have it posted on the County website. Commissioner Wright seconded.

Vote: The motion passed unanimously.

FY 2018 Audit

Treasurer O'Brien briefed the Commissioners on the recent audit conducted this past week on the FY 2018 Plymouth County Audit and expressed his thanks to his entire staff as well as the staff in the Commissioner's Office helping make it a success.

Treasurer O'Brien also proudly announced Deputy Treasurer Jeff Welch has recently received certification as a *Certified Massachusetts Municipal Assistant Treasurer* (CMMAT) and has the distinction of being the only Assistant Treasurer with this title in the Commonwealth of Massachusetts.

Administrator's Report:

Maintenance Update

Administrator Basler briefed the Board on ongoing projects at the Wareham and Hingham District Courthouses. DCAMM has approved funding of \$230,000 for the replacement boiler in Hingham.

Administrator Basler and Superintendent of Buildings Doug Wedge will be meeting with all teams to review scheduling and check list recommendations from the MCS report in January.

32 Belmont Street remodel update

Administrator Basler briefed the Board on remaining items outstanding on the remodeling of 32 Belmont Street and has been in contact with representatives from Congressman Lynch's Office for possible leasing of space in the building.

Byrne Grant

Administrator Basler has recently received the FY 18 approval of \$96,400 for the Town of Wareham and City of Brockton. The Town of Plymouth was not eligible due to the decrease in violent crimes over the past year.

Kingstown gravel removal update

Administrator Basler briefed the Board on the installation of signs by Kingstown Corporation for safety at the gravel removal site and reports 16,587 cubic yards of gravel were removed in the month of November.

Signatures on letter for Vehicle Bid Membership Fee Letter

Signatures of the Board were made on a letter to be mailed to all members of the Plymouth County Vehicle Bid requesting the 2019 calendar year fee.

Email Request-School Choice Proclamation request

Administrator Basler presented a copy of an email received requesting a county proclamation to raise awareness for National School Choice Week. After some discussion and research Commissioner Hanley made a motion to deny the request. Commissioner Wright seconded. Vote: The motion passed unanimously.

Statutory Meeting–January 2, 2019 and Register of Deeds, County Commissioner Swearing–In
Administrator Basler reminded the Board there will be a Statutory Meeting, Wednesday, January 2, 2019 due to the New Year’s Day Holiday as well as the Swearing–In ceremony of Commissioner Sandra Wright and Register of Deeds John Buckley. Commissioner Wright and Register Buckley have agreed to have a joint ceremony at 11:00 a.m. at the Bridgewater Town Hall.

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, located at the County Farm, and 48 Obery Street, Plymouth, as well as discuss strategy with respect to litigation for County of Plymouth v. Town of Plymouth re. Plymouth Dump and South Street Transfer Station and negotiation strategy for non–union employees of the County, 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 9:22 a.m.

Commissioner Wright called the roll: Commissioner Hanley–Yes. Commissioner Wright–Yes.

At 9:32 a.m. the Board entered back into open public session.

Holiday Bonus

Commissioner Hanley made a motion to authorize and approve a \$600 holiday bonus for all non–union employees and elected officials consistent with the amount negotiated with SEIU and OPEIU on the last contract.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

At 9:33 a.m. the meeting adjourned.

Documents and/or exhibits

Meeting Minutes–September 6, 2018 and November 8, 2018

Vote–Certificate of Election and Tabulation of Votes–Register of Deeds

Vote–FY 2018 Budget Transfers

Vote–Heating Fuel Oil Award and Plymouth County Contract with Peterson Oil

Vote–Surplus Property–Registry of Deeds–Copiers

Report–GASB 74 & 75

Report–Draft Courthouse Rent–FY 2018

Email copy–School Choice Proclamation request

Respectfully submitted,
Nancy O’Rourke
Executive Assistant