

PLYMOUTH COUNTY COMMISSIONERS
MEETING

March 31, 2022

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 Chairman Sandra M. Wright, Commissioner Gregory M. Hanley, and Commissioner Jared L. Valanzola. Also, in attendance were Treasurer Thomas O'Brien, Register of Deeds John Buckley, County Administrator Frank Basler, and Executive Assistant Nancy O'Rourke.

Chairman Wright called for the Pledge of Allegiance.

Chairman Wright requested the agenda be taken out of order to enter Executive Session to discuss the Woodlot RFP award vote.

Executive Session

In Accordance with MGL, Chapter 30A, Section 21, Paragraph 3; to consider the purchase, exchange, lease or value of real property, the County Woodlot, 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 5:35 p.m. Chairman Wright called the roll: Commissioner Hanley-Yes. Commissioner Valanzola-Yes. Chairman Wright-Yes.

At 5:45 p.m. the Board voted to enter back into open public session. Chairman Wright called the roll: Commissioner Hanley-Yes. Commissioner Valanzola-Yes. Chairman Wright-Yes.

Plymouth County Woodlot RFP award vote

After reading a brief statement to the audience Commissioner Valanzola made a motion that the Request for Proposals for Lease of Realty Property-County-Owned Land for the Plymouth County Wood Lot-CONTRACT is hereby awarded to Boston South Real Estate and Development Group LLC ("BSREDG") in principle for the Wood Lot Lease based on the primary tenets of the lease, in consideration of financial payment of Two Hundred Thousand Dollars and Zero Cents (\$200,000.00) payable on July 1, 2022; One Hundred and Fifty Thousand Dollars and Zero Cents (\$150,000.00) payable on July 1, 2023; and One Hundred Thousand Dollars and Zero Cents (\$100,000.00) payable on July 1, 2024.

This Vote further authorizes Legislative Counsel, Shannon Resnick, to finalize the remainder of the lease contract with the attorney for BSREDG. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote Meeting Minutes: March 3, 2022, and March 10, 2022

Commissioner Valanzola made a motion to approve the meeting minutes of March 3, 2022, and March 10, 2022. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote to accept and approve CPS Forms:

Richard Connolly-anniversary step increase to 13-6; John Moran-45-day extension of temporary emergency custodian as JG 1-1; Monica Joyce-extend temporary emergency employee as Reconciliation Specialist through 12/31/22.

Commissioner Valanzola made a motion to accept and approve the personnel status form listed. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote to accept and approve vendor vouchers

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

Vote: The motion passed unanimously.

Vote to accept and approve payroll vouchers

Commissioner Valanzola made a motion to approve payroll vouchers as recommended by the Treasurer. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote-FY 2021 Budget Transfers

Commissioner Valanzola made a motion to vote to provide for the following Budget Transfers for the maintenance and operation of the County of Plymouth for fiscal year beginning July 1, 2020, and ending June 30, 2021, as follows:

<u>DEPT</u>		<u>INCREASE</u>	<u>DECREASE</u>
<u>03</u>	<u>County Commissioners' Office</u>		
100	Permanent Employees	\$ 8,275.62	
239	Professional & Technical Services	\$ 220.92	
241	Employee Education	\$ 325.70	
277	Computer Software Service	\$ 2,102.12	
282	In-State Travel		\$ 598.32
291	Advertising		\$ 748.22
295	Printing & Bindery Services		\$ 1,500.00
340	Household Supplies	\$ 124.98	
361	Postage	\$ 170.61	
362	Stationery & Office Supplies	\$ 3,003.70	
421	Association Memberships	\$ 320.00	

422	Newspapers & Periodicals	\$	98.99
463	Equipment Rental	\$	381.76

05

Parking Department

100	Permanent Employees		\$	24,357.76
239	Professional & Technical Services	\$	1,800.00	
277	Computer Software Service		\$	10,651.37
361	Postage	\$	1,000.00	

06

Building Maintenance

01.06.3.100	Maintenance Wages - Registry of Deeds		\$	326.26
01.06.4.100	Maintenance Wages - Wareham Court		\$	4,388.00
01.06.5.100	Maintenance Wages - Brockton Court	\$	20,402.12	
01.06.7.100	Maintenance Wages - General Court	\$	807.66	
01.06.8.100	Maintenance Wages - Hingham Court		\$	4,741.79
01.06.3.120	Maintenance Overtime Wages - Registry of Deeds		\$	929.26
01.06.4.120	Maintenance Overtime Wages - Wareham Court	\$	536.64	
01.06.5.120	Maintenance Overtime Wages - Brockton Court		\$	633.30
01.06.7.120	Maintenance Overtime Wages - General Court		\$	3,321.12
01.06.8.120	Maintenance Overtime Wages - Hingham Court	\$	226.30	
01.06.9.120	Maintenance Overtime Wages - Admin. Building		\$	100.00
213	Telephones	\$	2,240.95	
221	Electricity	\$	61,278.19	
222	Gas & Fuel	\$	12,257.40	
223	Fuel Oil Contracts		\$	5,832.38
239	Professional & Technical Services	\$	128,716.19	
264	Sub-contract Electrical		\$	17,228.09
264	Sub-contract Plumbing		\$	7,500.00
264	Sub-contract Roofing		\$	5,000.00
266	Maintenance: Paved Areas		\$	36,705.00
267	Water & Sewer Maintenance		\$	2,500.00
269	Building Repairs		\$	15,000.00
271	Automotive Repair		\$	5,000.00
273	Machinery Repair	\$	98,473.49	
282	In-State Travel	\$	911.65	

06

Building Maintenance (Continued)

310	Electrical Supplies		\$	3,000.00
311	Construction Supplies		\$	6,000.00
312	Plumbing Supplies	\$	100.00	
314	Sewer Supplies (Town Bills)		\$	19,000.00
315	Water Supplies (Town Bills)		\$	13,000.00
319	Buildings & Grounds Supplies		\$	2,500.00
330	Heating Supplies	\$	27,951.94	

340	Household Supplies	\$ 15,724.84	
399	Miscellaneous Supplies		\$ 2,000.00
501	Automobiles & Trucks		\$ 5,000.00
519	Misc. Electrical & Mechanical Equip.		\$ 9,000.00

231	Appraisal Services	\$ 5,000.00
232	Engineering Services	\$ 10,000.00

213	Telephones	\$	1,800.00	
239	Professional & Technical Services	\$	550.00	
282	In-State Travel			\$ 625.00
291	Advertising			\$ 1,000.00
362	Stationery & Office Supplies	\$	75.00	
391	Educational Materials	\$	700.00	
399	Miscellaneous Supplies			\$ 1,500.00

235	Legal Services		\$ 11,729.02
239	Professional & Technical Services	\$ 818.74	
433	General Liability Insurance	\$ 7,008.04	

100	Permanent Employees	\$ 46,657.13	
212	Data Communication Lines		\$ 301.10
239	Professional & Technical Services		\$ 401.00
241	Employee Education		\$ 1,425.00
276	Computer Hardware Repair	\$ 8,915.00	
277	Computer Software Service	\$ 17,358.63	
282	In-State Travel		\$ 1,250.00
291	Advertising		\$ 4,500.00
299	Technical Services		\$ 12,000.00
340	Household Supplies		\$ 1,692.24
361	Postage		\$ 450.00
362	Stationery & Office Supplies	\$ 933.38	
421	Association Memberships		\$ 110.00
435	Surety Bonds		\$ 175.00
463	Equipment Rental		\$ 487.00
490	Miscellaneous Current Charges		\$ 250.00
569	Computer Equipment	\$ 3,685.70	

34**Registry of Deeds**

100	Permanent Employees	\$	16,211.70	
120	Overtime Wages	\$	3,283.46	
275	Office Equipment Repair			\$ 3,886.56
276	Computer Hardware Repair	\$	60.06	
295	Printing & Bindery Services			\$ 3,283.46
299	Miscellaneous Contractual Services	\$	3,826.50	

80**Mayflower Municipal Health Group**

100	Permanent Employees	\$	6,263.78	
222	Gas & Fuel	\$	2,181.16	
239	Professional & Technical Services			\$ 3,078.39
277	Computer Software Service	\$	5,697.88	
282	In-State Travel			\$ 2,500.00
399	Miscellaneous Supplies			\$ 5,000.00
439	Group Insurance	\$	2,436.27	
463	Miscellaneous Rentals	\$	263.08	

99**Special Accounts**

01.11.0.000	Unpaid Bills - All Non-Maintenance			\$ 1,315.46
01.11.1.000	Unpaid Bills - General & Ext. Svc. Maint.	\$	657.24	
01.11.4.000	Unpaid Bills - Wareham Courthouse	\$	50.00	
01.11.8.000	Unpaid Bills - Hingham Courthouse	\$	608.22	
01.12.0.002	Reserve - Salary Increases			\$ 30,000.00
01.12.0.003	Reserve - Sick Leave Buyback			\$ 4,500.00
01.12.0.100	Wages - Sick Leave Bought Back	\$	4,500.00	
01.18.0.439	Group Insurance			\$ 208,972.64

TOTAL	INCREASE / DECREASE	\$ 521,992.74	\$ 521,992.74
--------------	----------------------------	----------------------	----------------------

Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote-Stabilization Fund Transfer

Commissioner Valanzola made a motion to vote that the Fiscal Year 2022 Operating Receipts as approved by the Plymouth County Advisory Board on June 3, 2021, be amended as follows:

Unappropriated Fund Balance (Prior FY's) - \$2,600,000.00

Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Vote–Stabilization Fund Transfer

Commissioner Valanzola made a motion to amend and increase the Operation Budget of the County of Plymouth for fiscal year beginning July 1, 2021, and ending June 30, 2022, as follows:

<u>DEPT</u>		<u>INCREASE</u>
<u>99</u>	<u>Special Accounts</u>	
01.24.0.000	Reserve–Stabilization Fund	\$1,000,000.00
TOTAL	INCREASE	\$1,000,000.00

Commissioner Hanley seconded.
Vote: The motion passed unanimously.

Vote–Transfer of Deeds Excise to the Plymouth County Retirement Board for the Sheriff’s unfunded pension liability

Commissioner Valanzola made a motion that pursuant to M.G. L. Chapter 64D, section 11, that certain agreement entered into pursuant to such statute by the Secretary of Administration and Finance, the actuary of the Public Employee Retirement Administration Commission, the Plymouth County Retirement Association and their actuaries, and the Plymouth County Treasurer, the County appropriates **\$3,464,951.00** from the net amount of the deeds excise remitted to the state and transferred to the Deeds Excise Fund to the County Retirement system line item to partially satisfy the state’s unfunded pension liabilities for the retired employees from the Sheriff’s Department for Fiscal Year 2022.

Commissioner Hanley seconded.
Vote: The motion passed unanimously.

CARES Act: update and distribution votes

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$4,301.55 to the Town of Abington. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$67,365.19 to the Town of Bridgewater. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$263,624.07 to the Town of Bridgewater. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$155,352.07 to the Town of Carver. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$245,598.29 to the Town of Hanson. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$89,812.73 to the Town of Hull. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$32.76 to the Town of Kingston. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$32,314.04 to the Town of Lakeville. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$40,038.13 to the Town of Middleborough. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$35,737.50 to the Town of Pembroke. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$95,445.22 to the Town of Pembroke. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$9,448.21 to the Town of Scituate. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$53,332.56 to the Town of Scituate. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$5,299.52 to the Town of West Bridgewater. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

American Recovery Plan Act (ARPA) update and votes

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$85,000.00 to the Town of Middleborough. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$3,834.75 to Clifton, Larson, Allen LLP for Administrative Support. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Administrator's Report

-Indoor Target Range Feasibility Study RFP update

Administrator Basler reports no proposals were received for the RFP for Indoor Target Shooting Range Feasibility Study proposals March 28, 2022. The Administrator is reaching out to various groups for suggestions on reaching a wider audience.

-RFP's for County property demolitions at 48 and 54 Obery Street, Plymouth

Administrator Basler reports the procurement process has begun to receive proposals to enter into a contract for demolition and trash removal of the former Plymouth County Sheriff's House, 48 Obery Street, Plymouth and the Carriage House located on the County Farm, 54 Obery Street, Plymouth.

Commissioner's New Business

Commissioner Valanzola expressed his thanks and appreciation to all who participated in the collection of donations to assist the people of Ukraine. The response was overwhelming, and a possible second collection is planned for some time in April.

At 6:01 p.m. the meeting adjourned.

Documents and/or exhibits:

- Draft Meeting Minutes-March 3, 2022 & March 10, 2022
- Draft-Executive Session Minutes-March 10. 2022
- Vote- Plymouth County Woodlot RFP award vote
- Vote-FY 2021 Budget Transfers
- Vote-Stabilization Fund Transfer
- Article-ARPA & State Aid

Respectfully submitted,
Nancy O'Rourke
Executive Assistant