

PLYMOUTH COUNTY COMMISSIONERS  
MEETING

June 29, 2022

A regular meeting of the Plymouth County Commissioners was called to order at 10:08 a.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, Deputy Treasurer Jeff Welch, Register of Deeds John Buckley, County Attorney Shannon Resnick, County Administrator Frank Basler, and Executive Assistant Nancy O'Rourke.

Chairman Wright called for the Pledge of Allegiance.

**Vote Meeting Minutes: June 9, 2022**

Commissioner Valanzola made a motion to approve the meeting minutes of June 9, 2022. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

**Vote to accept and approve CPS Forms:**

Sandra Wright-2% COLA; Gregory Hanley-2% COLA; Jared Valanzola-2% COLA; Thomas O'Brien-2% COLA; Francis Basler-2% COLA; Jeffrey Welch-2% COLA; Mary Dundas-2% COLA; Matthew Hanley-2% COLA; Monica Joyce-Change hourly rate from \$30.00/hr. to \$40.00/hr.; Nancy O'Rourke-Regrade to JG 22 at 22-5; Tia Quinn-Transfer from PT 4-H Admin. Asst. to PT Data Entry Manager for Parking JG 18-1; Peter Burke-Reclassified to Payroll Clerk/Acct's Receivable JG 23-1; Douglas Wedge-2% COLA; Alfred Jones-Emergency Temp. FT Custodian JG 1-1; Thomas Jones-anniversary step increase JG 21-10; Miguel Barbosa-anniversary step increase to JG 3-9; Michael Connor-anniversary step increase to JG 3-2; Alcides DaVeiga-anniversary step increase to JG 5-10; Ivanilda DaVeiga-anniversary step increase to JG 3-7; Ligia Fernandes-anniversary step increase to JG 3-3; Christopher Kelly-anniversary step increase to JG 6-5; Cameron Macedo-anniversary step increase to JG 3-6; Irlanda Monteiro-anniversary step increase to JG 3-3; John Moran-extend emergency temporary FT employment; Robert Spear-anniversary step increase to JG 3-3; Avelino Teixeira-anniversary step increase to JG 3-9; Carlota Ramos Veiga-anniversary step increase to JG 3-9; Cheryl Enegess-anniversary step increase to JG 23-9; Sheila Avery-anniversary step increase to JG 26-7; Joyce Lewis-anniversary step increase to JG 15-2; Kelly Morse Perez-anniversary step increase to JG 21-6; Molly Lipper-2% COLA; Catherine Acampora-anniversary step increase to JG 20-2; John Buckley-COLA; Frances Abraham-anniversary step increase to 18-9; Kathleen Ambrose-anniversary step increase to 13-9; Diane Bennett-2% COLA; Michael Bradley-2% COLA; Gina Clark-anniversary step increase to 21-9; Mary Elizabeth Condon-2% COLA; Carol Costello-2% COLA; Janet Gawthrope-2% COLA; Lorna Green-Baker-2% COLA; Tara Harrington-2% COLA; Helen Homsey-anniversary step increase to 13-6; Carolyn Laubenstein-2% COLA; Franklin Macdonald-anniversary step increase to 9-8; Lynn Reynolds-

anniversary step increase to 21-9; Jacelyn Rhoads-anniversary step increase to 13-6; Christine Richards-2% COLA; Anita Rocheteau-anniversary step increase to 9-6; Elizabeth Sheibley-2% COLA; Robin Thomas-2% COLA; Gregory White-2% COLA; Timothy White-2% COLA; Evan Young-anniversary step increase to 9-4; John Zigouras-2% COLA.

#### **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.

#### **Woodlot Lease update and vote**

Commissioner Valanzola and Attorney Resnick briefed the board on the latest lease negotiations with Boston South Real Estate & Development. Details are being finalized with terms and the length of the lease agreement. A meeting is scheduled to continue negotiations over the next few days.

#### **Vote to approve carryover vacation time as noted (all within limits of contracts & policy)**

Commissioner Hanley made a motion in accordance with the Plymouth County Personnel Board Rules & Regulations, Section C, Employee Benefits, Vacation Leave Rule 3, amended 6/3/99, Section 13.01 of the Collective Bargaining Agreement between OPEIU Local 6, AFL-CIO and Article 6 of the agreement of Local 888 SEIU Custodial and Clerical, the following employees request that vacation credits listed below be carried into Fiscal Year 2023:

Registry of Deeds-Abraham, F.-72 hours; Ambrose, K.-24 hours; Bennett, D.-80 hours; Bradley, M.-80 hours; Clark, G.-72 hours; Condon, M.-72 hours; Connolly, R.-80 hours; Costello, C.-80 hours; Galandzi, R.-40 hours; Gawthrope, J.-64 hours; Green-Baker, L.-80 hours; Macdonald, F.-40 hours; MacDonald, S.-40 hours; McVicar, M.-80 hours; O'Leary, J.-80 hours; Reynolds, L.-80 hours; Richards, C.-80 hours; Sheibley, E.-80 hours; Whelan, D.-40 hours; White, G.-80 hours; White, T.-40 hours; Zigouras, J.-80 hours.

Treasurer's Office-Mary Dundas-80 hours; Cheryl Enegess-80 hours; Jeffrey Welch-12 hours.

Parking Department-Jean Wallen-80 hours.

Mayflower Municipal Health Group-Sheila Avery-80 hours; Joyce Lewis-1.75 hours; Kelly Morse Perez-80 hours.

Commissioner's Office-Frank Basler-40 hours; Tammy Correa-80 hours; Nancy O'Rourke-80 hours.

Maintenance Department-Doug Wedge-40 hours; Thomas Jones-80 hours; Christopher Kelly-80 hours; Alcides DaVeiga-71.50 hours; Miguel Barbosa-40 hours; Cameron Macedo-40 hours; Avelino Teixeira-32.25 hours.

Extension Service-Molly Lipper-32 hours; Catherine Acampora-40 hours.

Commissioner Valanzola seconded.  
Vote: The motion passed unanimously.

**Vote to increase IRS Mileage Reimbursement Rate**

Commissioner Valanzola made a motion in recognition of recent gasoline price increases to increase the mileage allowance to \$.62.5 cents per mile effective July 1, 2022, per the Internal Revenue Service. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

**CARES Act update, rescission vote West Bridgewater and distribution votes**

The CARES Act program is winding down as of June 30, 2022, with approximately \$85 million distributed to the 27 communities in Plymouth County.

Treasurer O'Brien briefed the board on the rescission of a vote to the Town of West Bridgewater that originally should have included additional approved amounts for reimbursement.  
Commissioner Valanzola made a motion to rescind the vote of the Plymouth County CARES Program reimbursement in the amount of \$86,498.89 to the Town of West Bridgewater approved by the Plymouth County Commissioners at their regular meeting held May 26, 2022. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$192,652.98 to the Town of East Bridgewater. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$262,118.00 to the Town of Marshfield. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$573,112.00 to the Town of Plymouth. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$105,777.95 to the Town of West Bridgewater. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$26,289.73 to the Town of Whitman. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$227,477.65 to the County of Plymouth. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Commissioner Valanzola made a motion to approve reimbursements in the amount of \$14,960.00 for Administrative Support to Eric A. Kinsherf, CPA. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

Treasurer O'Brien is pleased to report the reimbursable costs for the County to administer the CARES Act program will total approximately 1%.

After some discussion regarding the remaining balance of the original CARES Act funds, Commissioner Hanley made a motion to disburse the remaining CARES Act funds to three non-profit hospitals in Plymouth County: Signature Healthcare Brockton Hospital-Brockton, Beth Israel Deaconess Hospital-Plymouth, and Southcoast Health-Tobey Hospital-Wareham. Commissioner Valanzola seconded.

Vote: The motion passed unanimously.

### **American Recovery Plan Act (ARPA) update and votes**

Treasurer O'Brien reports currently 10 towns have submitted applications and \$14 million has been awarded for mostly water and sewer projects. The Treasurer is cautioning the towns and other counties on the revenue replacement option due to potential fraud. Commissioner Hanley requested ARPA funds be used for 4-H agriculture programs for inner city children. This item will be on the next agenda for further discussion.

### **Intergovernmental agreement with the Town of Milton for Parking Ticket Services.**

Deputy Treasurer Welch presented an agreement for the Commissioners signatures between the County and the Town of Milton to process parking tickets. The Town of Hull is switching to the hand-held devices and printers within the next week and the City of Westfield has a pending agreement.

Deputy Treasurer Welch gave kudos to Parking Department employee Peter Burke for essentially doing 3 jobs covering the parking department and training for the Payroll Clerk/Accounts Payable position made available due to the retirement of Cheryl Enegess. The Commissioners expressed their appreciation for his hard work.

### **Register's Report**

Register Buckley reports the deeds excise numbers have dropped due to lack of re-financing. The monthly reports to the Commissioners will be issued beginning FY 2023.

### **Extension Director's Report**

Administrator Basler reports the sign has been installed at the Greenhouse and an Eagle Scout landscaping project is complete in front of the Greenhouse.

### **Maintenance Superintendent's Report**

Administrator Basler reports the temporary chiller at the Hingham District Courthouse has been having issues with flow and Sunbelt is repairing.

### **Byrne Grant update, vote to proceed on 2022 Byrne Grant, and authorization of Administrator**

The Administrator reports the Federal Government has released the FY 2022 grants for disbursement totaling \$127,690.00 to be awarded to the City of Brockton, Town of Wareham, Town of Plymouth, and the Town of Middleborough.

Commissioner Valanzola made a motion to authorize County Administrator Frank Basler as Administrator for all Byrne Grant applications and awards by Plymouth County. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

### **Administrator's Report**

#### **-Gun Range solicitation update and award vote**

Administrator Basler reports the Gun Range solicitation of quotes for a feasibility study resulted in 1 submittal of the 3 companies solicited.

Commissioner Valanzola made a motion to accept the price proposal of the architectural firm Manns Woodward Studios, Inc., White Marsh, Maryland, in the amount of \$35,000.00 to conduct a feasibility study for an Indoor Target Shooting Range. Chairman Wright seconded.

Vote: The motion passed unanimously.

#### **-Naming of the Indian Head River Trail**

Mr. Basler reports the Indian Head River Coalition has completed a 3-year makeover and has requested the Plymouth County Commissioners name a portion of the trail. Commissioner Valanzola made a motion to defer the naming rights to the Mattakeeset Tribe on behalf of the Plymouth County Commissioners. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

#### **-Insurance policy update for FY23**

Administrator Basler presented an insurance policy pricing update for FY 2023 from Dowling and O'Neil comparing rates to FY 2022. Recommendations are to increase the deductibles, insurance for ransomware and the umbrella policies. Discussion was held regarding the irreplaceable original Plymouth Colony Records currently stored in the vault at the Registry of Deeds with current coverage of \$100,000.00. Commissioner Hanley made a motion to accept the FY 2023 Plymouth County insurance policy increases of Dowling and O'Neill. Commissioner Valanzola seconded.

Vote: The motion passed unanimously.

### **–Rockland Electronic Billboard request**

Commissioner Valanzola made a motion to support the Town of Rockland’s billboard project and permitting request with a letter of support signed by the County Commissioners. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

### **Commissioner’s New Business**

Commissioner Hanley requested County flags be ordered for all Plymouth County member communities. Administrator Basler will get a price quote for 27 single-sided flags and explore a budget line item to cover the cost in FY 23. Additional discussion was held to have county flags installed at the Plymouth County Courthouses.

Commissioner Hanley informed the board he submitted a letter on the board’s behalf to the Irish Consulate regarding a sister city request in County Donegal. Commissioner Valanzola expressed his concern over possible financial commitments of the county but Commissioner Hanley said no commitments have been made. Administrator Basler will follow up with Lea Filson of PCDC on the tourism presentation she was previously scheduled to make to the board but was unable due to illness.

At 12:00 p.m. Commissioner Valanzola made a motion for the meeting to adjourn. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

### **Documents and/or exhibits:**

- Draft Meeting Minutes–June 9, 2022
- FY 2023 Dowling and O’Neill Insurance quotes
- Intergovernmental Agreement–Parking Tickets for Town of Milton
- Press Release–Wildland Trust–Indian Head River Hiking Trail Loop
- DLS Bulletins–CARES Act
- Associated Press Articles on ARPA and CARES Act funding uses
- Vote–IRS Mileage increase
- Vote–CARES Act Rescission–West Bridgewater
- Letter–Town of Rockland Electronic Billboard

Respectfully submitted,  
Nancy O'Rourke  
Executive Assistant