

PLYMOUTH COUNTY COMMISSIONERS
MEETING

October 27, 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 Chair Sandra M. Wright, and Commissioner Jared L. Valanzola.

Also, in attendance were Deputy Treasurer Jeff Welch, Register of Deeds John Buckley, and County Administrator Frank Basler.

Chair Wright called for the Pledge of Allegiance.

Plymouth County Fire Chiefs presentation of check for the County Mobile Training Vehicle

Chair Wright and Commissioner Valanzola presented a \$44,000 CARES Act check to Chief John Nuttall and Deputy Chief Thomas Heaney of Abington as representatives of the Plymouth County Fire Chiefs Association. The Fire Chiefs Association has purchased a mobile training vehicle to be used throughout Plymouth County.

Vote Meeting Minutes: October 13, 2022

Commissioner Valanzola made a motion to approve the meeting minutes October 13, 2022. Chair Wright seconded.

Vote: The motion passed unanimously.

Vote to accept and approve CPS Forms:

Kathryn Oakley-anniversary step increase to 13-2; Jaclyn O'Leary-anniversary step increase to 17-9; Cody Jones-emergency temporary custodial hire 1-1; Lynn Reynolds-FMLA; Cheryl Enegess-emergency temporary hire for training at 23-9.

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

Vote: The motion passed unanimously.

Vote to accept the FY 20 Single Audit

Deputy Treasurer Welch requested the acceptance of the FY 20 Single Audit be tabled to the next meeting.

Vote for FY22 Budget Transfers

Commissioner Valanzola 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, 2021, and ending June 30, 2022, as follows:

<u>DEPT</u>		<u>INCREASE</u>	<u>DECREASE</u>
<u>03</u>	<u>County Commissioners' Office</u>		
100	Permanent Employees	\$ 6,744.83	
239	Professional & Technical Services	\$ 2,029.74	
241	Employee Education	\$ 1,810.38	
277	Computer Software Service	\$ 68.12	
281	Out-of-State Travel		\$ 2,500.00
282	In-State Travel		\$ 806.36
291	Advertising	\$ 28.65	
295	Printing & Bindery Services	\$ 681.47	
340	Household Supplies	\$ 671.50	
362	Stationery & Office Supplies	\$ 1,669.90	
421	Association Memberships		\$ 165.00
422	Newspapers & Periodicals	\$ 1,217.79	
463	Equipment Rental	\$ 316.36	
<u>05</u>	<u>Parking Department</u>		
212	Data Communication Lines	\$ 283.80	
239	Professional & Technical Services		\$ 6,773.14
276	Computer Hardware Repair		\$ 3,000.00
277	Computer Software Service	\$ 20,989.34	
361	Postage		\$ 2,500.00
569	Computer Equipment		\$ 9,000.00
<u>06</u>	<u>Building Maintenance</u>		
01.06.3.100	Maintenance Wages - Registry of Deeds	\$ 7,808.27	
01.06.4.100	Maintenance Wages - Wareham Court	\$ 10,789.61	
01.06.5.100	Maintenance Wages - Brockton Court		\$ 30,594.43
01.06.7.100	Maintenance Wages - General Court	\$ 5,156.11	
01.06.8.100	Maintenance Wages - Hingham Court	\$ 84,606.19	
	Maintenance Overtime Wages - Registry of		
01.06.3.120	Deeds	\$ 193.06	
01.06.5.120	Maintenance Overtime Wages - Brockton Court	\$ 3,432.13	
01.06.7.120	Maintenance Overtime Wages - General Court	\$ 5,768.96	
01.06.8.120	Maintenance Overtime Wages - Hingham Court	\$ 5,077.83	

213	Telephones		\$ 9,738.89
221	Electricity	\$ 51,141.26	
222	Gas & Fuel		\$ 11,417.82
223	Fuel Oil Contracts	\$ 28,372.35	
264	Sub-contract Electrical		\$ 14,656.62
264	Sub-contract Plumbing	\$ 3,473.98	
264	Sub-contract Roofing		\$ 4,815.00
266	Maintenance: Paved Areas	\$ 4,648.31	
267	Water & Sewer Maintenance		\$ 2,000.00
269	Building Repairs		\$ 19,534.69
271	Automotive Repair		\$ 5,000.00
273	Machinery Repair	\$ 131,295.91	
282	In-State Travel	\$ 6,659.76	
303	Gasoline	\$ 2,243.72	
310	Electrical Supplies	\$ 1,686.08	

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Building Maintenance (Continued)

311	Construction Supplies		\$ 1,633.08
312	Plumbing Supplies	\$ 170.63	
314	Sewer Supplies (Town Bills)		\$ 18,488.83
315	Water Supplies (Town Bills)		\$ 8,220.23
316	Supplies for Paved Areas		\$ 1,000.00
319	Buildings & Grounds Supplies		\$ 4,000.00
330	Heating Supplies	\$ 73,481.66	
340	Household Supplies	\$ 15,231.21	
399	Miscellaneous Supplies	\$ 1,898.00	
501	Automobiles & Trucks		\$ 5,000.00
519	Misc. Electrical & Mechanical Equip.		\$ 9,939.05
600	Building Structures & Improvements		\$ 6,628.79

07

Engineering Department

231	Appraisal Services		\$ 5,000.00
232	Engineering Services		\$ 10,000.00
239	Professional & Technical Services		\$ 40,000.00

08

Co-operative Extension Service

213	Telephones	\$ 791.31	
361	Postage	\$ 64.80	
362	Stationery & Office Supplies		\$ 856.11

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Contractual Expenses

233	Auditing & Accounting Services	\$ 3,500.00	
235	Legal Services		\$ 33,210.05
239	Professional & Technical Services	\$ 24,687.50	

431	Comprehensive Building Insurance	\$ 4,018.79
433	General Liability Insurance	\$ 15,000.00

239	Professional & Technical Services	\$ 19,018.79
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239	Professional & Technical Services	\$ 13,867.00	
316	Supplies for Paved Areas		\$ 13,867.00

239	Professional & Technical Services	\$	2,502.21	
299	Technical Services			\$ 2,502.21

241	Employee Education	\$	5,396.87	
276	Computer Hardware Repair	\$	13,993.85	
277	Computer Software Service			\$ 4,979.00
282	In-State Travel			\$ 1,250.00
291	Advertising			\$ 4,500.00
299	Technical Services			\$ 13,000.00
340	Household Supplies			\$ 1,820.30
361	Postage			\$ 500.00
362	Stationery & Office Supplies	\$	731.88	
421	Association Memberships	\$	315.00	
423	Law Books			\$ 1,518.38
435	Surety Bonds	\$	676.51	
490	Miscellaneous Current Charges	\$	9,453.57	
569	Computer Equipment			\$ 3,000.00

100	Permanent Employees	\$	6,222.31	
212	Data Communication Lines	\$	9,069.18	
221	Electricity	\$	459.78	
241	Employee Education			\$ 747.70
275	Office Equipment Repair	\$	1,730.00	
276	Computer Hardware Repair	\$	747.70	
277	Computer Software Service			\$ 459.78
282	In-State Travel			\$ 489.46
292	Copying Services	\$	489.46	
299	Miscellaneous Contractual Services			\$ 1,730.00
361	Postage			\$ 20,330.80
362	Stationery & Office Supplies	\$	11,261.62	

80**Mayflower Municipal Health Group**

100	Permanent Employees	\$	270.13	
212	Data Communication Lines	\$	613.11	
221	Electricity			\$ 156.89
222	Gas & Fuel	\$	721.80	
239	Professional & Technical Services			\$ 2,993.99
276	Computer Hardware Repair			\$ 3,115.01
277	Computer Software Service	\$	6,034.26	
282	In-State Travel			\$ 2,500.00
439	Misc. Ins. (Health, Dental, Life)	\$	796.95	
463	Equipment Rental	\$	599.77	

99**Special Accounts**

01.11.0.000	Unpaid Bills - All Non-Maintenance			\$ 4,295.41
01.11.4.000	Unpaid Bills - Wareham Courthouse	\$	3,037.76	
01.11.5.000	Unpaid Bills - Brockton Courthouse	\$	271.22	
01.11.8.000	Unpaid Bills - Hingham Courthouse	\$	986.43	
01.12.0.002	Reserve - Salary Increases			\$ 91,003.02
01.12.0.003	Reserve - Sick Leave Buyback			\$ 673.34
01.12.0.100	Wages - Sick Leave Bought Back	\$	673.34	
01.13.0.000	Ply Cty Development Council			\$ 2,322.37
01.18.0.439	Group Insurance			\$ 145,379.48
01.23.0.000	Firefighter Training			\$ 10,000.00

TOTAL	INCREASE / DECREASE	\$ 618,631.02	\$ 618,631.02
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Chair Wright seconded the motion.

Vote: The motion passed unanimously.

American Recovery Plan Act (ARPA) update and votes

Commissioner Valanzola made a motion to approve grant disbursement of funds in the amount of \$102,583.48 to the Town of Carver for water and sewer infrastructure projects. Chair Wright seconded.

Vote: The motion passed unanimously.

Administrator's Report

-Upcoming Meeting Dates

The Commissioner's next meeting will be held Wednesday, November 16, 2022, at 9:30 a.m.

At 6:00 p.m. Commissioner Valanzola made a motion for the meeting to adjourn. Chair Wright seconded.

Vote: The motion passed unanimously.

Documents and/or Exhibits:

- Draft Meeting Minutes–October 13, 2022
- Vote–FY 2022 Budget Transfers

Respectfully submitted,
Nancy O'Rourke
Executive Assistant