

PLYMOUTH COUNTY COMMISSIONERS

MEETING

May 16, 2019

A regular meeting of the Plymouth County Commissioners was called to order at 8:30 a.m. at the County of Plymouth Administration Building, 44 Obery Street, Plymouth, MA. Present were Chairman Daniel A. Pallotta, Commissioner Sandra M. Wright and Commissioner Gregory M. Hanley. Chairman Pallotta called for the Pledge of Allegiance.

Also, in attendance were Treasurer Thomas O'Brien, Deputy Treasurer Jeffrey Welch, Register of Deeds John Buckley, Assistant Register of Deeds Timothy White, 4-H Director Milly Lipper, County Attorney Shannon Resnick, County Administrator Frank Basler and Executive Assistant Nancy O'Rourke.

**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; County Farm, 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 8:31 a.m.

Chairman Pallotta called the roll: Commissioner Wright-Yes. Commissioner Hanley-Yes. Chairman Pallotta-Yes.

At 8:50 a.m. Chairman Pallotta called the roll to enter back into open public session. Commissioner Wright-Yes. Commissioner Hanley-Yes. Chairman Pallotta-Yes.

**Meeting Minutes –April 4, 2019 and May 2, 2019**

Commissioner Hanley made a motion to approve the Meeting Minutes of April 4, 2019 and May 2, 2019. Commissioner Wright seconded.

Vote: The motion passed unanimously.

**Vote-Vouchers**

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

## **County Personnel Status Forms**

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

### Anniversary Step Increases

Ronald Butterworth-JG 2-3; Paul Curran-JG 2-4

### New Address

Christine Grasso

Commissioner Hanley made a motion to accept and approve the personnel status forms.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

## **Discussion & Vote: Revenues for FY 2020**

Treasurer O'Brien amended the FY 2020 Revenue figures with the addition of a Grant Writer and the addition of one year on the Entergy lease at the Commissioner's building.

Commissioner Hanley made a motion to approve the revenue figures for FY 2020.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

## **Discussion & Presentation of FY 2020 Budget**

Treasurer O'Brien gave an update to the Commissioners on various changes in the proposed FY 2020 Budget. Register of Deeds Buckley is not in favor of the proposed budget and feels the position of Index Comparer should be filled due to the retirement of the Assistant Department Head, Index/Comparer. After much discussion, the Commissioner's tabled the approval of the budget to the next meeting in two weeks.

## **Treasurer's Report**

Treasurer O'Brien briefed the Commissioner's on PCOT and the recent member addition of the Town of Kingston. The FY 2018 Audit has been completed and Treasurer O'Brien expressed his thanks and appreciation for the collaborative hard work put into the preparation and gathering of information in the Commissioner's office and the Treasurer's office. Special thanks to Comptroller Mary Dundas for her tireless efforts as well.

## **Vote-Accept and Approve final FY 2018 Financial Audit**

Commissioner Hanley made a motion to accept and approve the FY 2018 Financial Audit.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

## **Register's Report**

Register Buckley briefed the Commissioners on various tech fund cyber/building projects that should be completed soon.

### **32 Belmont Street, Brockton Update**

Administrator Basler gave an update on a request received from the City of Brockton Inspectional Services Department regarding leasing space.

### **Vote-Vehicle Bid Contract Extension-Liberty Chevrolet**

Chairman Pallotta made a motion to extend the contract for the Cooperative Bid for Public Service Vehicles manufactured by the CHEVROLET MOTOR COMPANY and accessories and equipment as listed in the Invitation for Bid-Chevrolet #18-19-20 to LIBERTY CHEVROLET INC., Wakefield, MA for the period of July 1, 2019 to January 31, 2020. Any increase in base price, equipment prices and package prices per the current contract option to extend.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **Vote-Vehicle Bid Contract Extension-Colonial Ford, Inc. dba CMG**

Chairman Pallotta made a motion to extend the contract for the Cooperative Bid for Public Service Vehicles manufactured by the FORD MOTOR COMPANY and accessories and equipment as listed in the Invitation for Bid-Ford #18-19-20 to COLONIAL FORD, INC. DBA CMG, Plymouth, MA for the period of July 1, 2019 to January 31, 2020. Any increase in base price, equipment prices and package prices per the current contract option to extend.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **Vote-Vehicle Bid Contract Extension-Central Dodge, Inc.**

Chairman Pallotta made a motion to extend the contract for the Cooperative Bid for Public Service Vehicles manufactured by the DODGE MOTOR COMPANY and accessories and equipment as listed in the Invitation for Bid-Dodge #18-19-20 to CENTRAL DODGE, INC., Raynham, MA for the period of July 1, 2019 to January 31, 2020. Any increase in base price, equipment prices and package prices per the current contract option to extend.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **Vote-Vehicle Bid Contract Extension-MHQ, Inc.**

Chairman Pallotta made a motion to extend the contract for the Cooperative Bid for Public Service Vehicles manufactured by the TOYOTA MOTOR COMPANY and accessories and equipment as listed in the Invitation for Bid-Toyota #18-19-20 to MHQ, Inc., Marlborough, MA for the period of July 1, 2019 to January 31, 2020. Any increase in base price, equipment prices and package prices per the current contract option to extend. Chairman Pallotta made a motion to extend the contract for the Cooperative Bid for Public Service Vehicles #19-20-21 manufactured by the FORD MOTOR COMPANY to MHQ, Inc. Marlborough, MA for the period of July 1, 2019 to January 31, 2020. Any increase in base price, equipment prices and package prices per the current contract option to extend.

Commissioner Wright seconded.

Vote: The motion passed unanimously.

### **Letter to the Town of Plymouth re: land fill**

Administrator Basler presented a draft letter to the Town of Plymouth regarding the land fill. The Commissioner's requested a few changes to the language and requested Attorney Resnick review the letter before mailing. Administrator Basler will contact Plymouth Town Manager Melissa Arrighi to request a meeting.

### **Pilgrim Museum Loan**

With the recent request of the Pilgrim Museum to borrow one of the Colonial Records books for display in association with the Plymouth 400 celebrations, Deputy Treasurer Welch was tasked with confirming the history and rumors of County Record books that were loaned to the Pilgrim Museum in 1979. The County was under the impression one of the books was never returned to the County. After extensive research, Deputy Treasurer Welch presented a memo detailing the history and concludes that in his opinion every volume inventoried in the March 27, 1979 vote has been accounted for and is in the possession of the County Commissioners. Administrator Basler and Register Buckley will continue to work with the Pilgrim Museum on the loan request.

### **Extension Service Director Report**

4-H/Cooperative Extension Service Director Milly Lipper briefed the Commissioners on the selection of Plymouth County Entomologist Blake Dinius to attend a 4-day conference at Fordham University in New York. Blake was the only Massachusetts representative chosen to attend.

The Entomology program is very busy, and Blake is doing a terrific job. Harley-Anne Hamilton continues to also have a great deal of success with her agriculture programs in the schools and the annual Embryology program was a great success.

### **Dredge update: Falmouth Agreement**

Administrator Basler reports the county dredge will be picked up for delivery to Harwich May 29<sup>th</sup> and continues to work with the Town of Falmouth on details with the agreement for use of the dredge.

### **Administrator's Report**

#### **Maintenance update**

Administrator Basler briefed the board on the various projects currently being implemented in all courthouses and spring cleaning is planned for the Wareham Courthouse this weekend.

### **AG Letter-Open Meeting Law**

Administrator Basler reviewed the recent letter received from the Attorney General's office addressing claims of violation of Open Meeting Law. The Attorney General concluded the Plymouth County Commissioners did not violate the Open Meeting Law and finds the Commission complied with the requirements of the periodic review and release of Executive Session Minutes. The complaint has been determined to be resolved.

### **Advisory Committee date**

The Annual Meeting of the Plymouth County Advisory Board will be held Thursday, June 13, 2019 at 7:00 p.m. at the Administration Building, 44 Obery St., Plymouth, MA and the Executive Board will meet Wednesday, June 12<sup>th</sup> at 5:30 p.m., 44 Obery St., Plymouth, MA

At 10:10 a.m. the meeting adjourned.

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

- Meeting Minutes–April 4, 2019 and May 2, 2019
- Draft County Estimated Revenue FY20
- Draft Proposed County Budget FY20
- Draft letter to the Town of Plymouth
- Intergovernmental Agreement between Plymouth County and The Town of Falmouth
- FY 2018 County of Plymouth Audit
- Memo–Colonial Record Books loaned to Pilgrim Hall Museum
- Draft–Plymouth County Extension 4–H Youth Development Program Opportunities
- Letter–Attorney General’s Office re: Open Meeting Law Complaint
- Amendment 364–County Government Fiscal Stability

Respectfully submitted,  
Nancy O’Rourke  
Executive Assistant