

PLYMOUTH COUNTY COMMISSIONERS  
MEETING

June 13, 2019

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 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, 4-H Director Molly Lipper, County Administrator Frank Basler and Executive Assistant Nancy O'Rourke.

**Meeting Minutes –May 30, 2019**

Commissioner Wright made a motion to approve the Meeting Minutes of May 30, 2019. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

**Vote–Vouchers**

Commissioner Wright made a motion to approve vendor vouchers as recommended by the Treasurer. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

**Vote–Payroll**

Commissioner Wright made a motion to accept and approve payroll as recommended by the Treasurer. Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

**Vote to accept and approve CPS forms**

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

Sheila Avery – anniversary step to 24-9; Tammy Correa – anniversary step to 24-9; Kelly Morse-Perez – anniversary step to 18-8; Miguel Barbosa – anniversary step to 2-7; Peter McCormack – anniversary step to 2-4; Jason Pinkham – anniversary step to 5-5; Avelino Teixeira – anniversary step to 2-7; Frances Abraham – anniversary step to 18-6; Kathleen Ambrose – anniversary step to 13-6; Diane Bennett – anniversary step to 13-9; Michael Bradley – anniversary step to 13-9; Gina Clark – anniversary step to 21-6; Franklin Macdonald – anniversary step to 9-5; Lynn Reynolds – anniversary step to 21-6; Christine Richards – anniversary step to 22-8; Anita Rocheteau – anniversary step to 9-3; Gregory White – anniversary step to 15-8; Maureen Young – anniversary step to 13-7. Robin Thomas – new address. Cheryl Enegess – out of grade pay JG 26-9. Maria Debarros– new hire for custodian position 2-1. Irlanda Monteiro – hiring of emergency 90-day temporary full-time custodian 1-1; Retirement–Mildred Yuscavitch

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

Vote: The motion passed unanimously.

#### **Vote–Sick Leave Buy Back–Mildred Yuscavitch**

Commissioner Wright made a motion that the County Treasurer pay to Mildred Yuscavitch, 66 Raymond Road, Plymouth, MA 02360, the sum of Seven Thousand, three hundred, four dollars and thirty-five cents (**\$7,304.35**) to be paid from the Plymouth County FY19 Budget. As said Mildred Yuscavitch retired from the position of Data Entry Operator, at the Plymouth County Treasurer's Office, on June 27, 2019 with 1,499.25 hours to her sick leave credit. The amount of sick-leave buyback is 20% or 299.85 hours at the rate of compensation of \$24.36 per hour. Commissioner Hanley seconded.

Vote: The motion passed unanimously.

#### **Vote–Carryover Vacation Time–Plymouth County Employees**

Commissioner Wright made a motion in accordance with the Plymouth County Personnel Board Rules & Regulations, Section C, Employee Benefits, Vacation Leave, Rule #3, Article 6 of the Agreement between the Plymouth County Commissioners and Local 888 SEIU Clerical and Custodial and Section: 13.01 of the Collective Bargaining Agreement between OPEIU Local 6, AFL-CIO and the County Commissioners of Plymouth County the following employees request vacation credits be carried into fiscal year 2020:

–**Commissioner's Office**–Tammy Correa 57.50 hours, Nancy O'Rourke 66.50 hours

–**Maintenance Dept.**–Doug Wedge 44 hours, Thomas Jones 80 hours, Michael Wholey 80 hours, Christopher Kelly 80 hours, Avelino Texeira 80 hours, Miguel Barbosa 80 hours, Alcides DaVeiga 80 hours, Jason Pinkham 80 hours

–**Treasurer's Office**–Mary Dundas 28 hours, Cheryl Enegess 80 hours, Jeffrey Welch 12.5 hours

–**Parking Dept.**–Jean Wallen 80 hours

–**Mayflower Municipal Health Group**–Sheila Avery 56.75 hours, Joyce Lewis 4.25 hours, Kelly Morse Perez 80 hours

–**Registry of Deeds**–Frances Abraham 16 hours, Kathy Ambrose 24 hours, Diane Bennett 80 hours, Patricia Carroll 56 hours, Gina Clark 80 hours, Marybeth Condon 40 hours, Richard Connolly 8 hours, Chris Grasso 80 hours, Lorna Green–Baker 80 hours, Heidi Harkins 80 hours, Carolyn Laubenstein 8 hours, Frank Macdonald 44 hours, Michele McVicar 80 hours, Jaclyn O'Leary 80 hours, Lynn Reynolds 80 hours, Christine Richards 80 hours, Elizabeth Sheibley 80 hours, Greg White 80 hours, Maureen Young 8 hours, John Zigouras 80 hours

Commissioner Hanley seconded.

Vote: The motion passed unanimously.

#### **Land Use Committee Vacancy Appointment**

Commissioner Hanley made a motion to appoint Plymouth Selectman Patrick Flaherty to fill the vacancy of Plymouth Selectman Anthony Provenzano to the Wood Lot Land Use Subcommittee. Commissioner Wright seconded.

Vote: The motion passed unanimously.

## 44-74 Obery Street, Plymouth-Notice of Voluntary Withdrawal of Land from the Registration System (G.L. c.185, s. 52)

Administrator Basler presented a petition for Notice of Voluntary Withdrawal of Land from the Registration System (G.L. c.185, sec.52) for county property located at 44-74 Obery Street, Plymouth, MA. Commissioner Hanley made a motion to authorize Chairman Pallotta to sign and notarize the document on behalf of the County Commissioners. Commissioner Wright seconded.

Vote: The motion passed unanimously.

## Register's Report

Register Buckley reports the figures for the month of May are close to the estimates.

## Treasurer's Report

Treasurer O'Brien provided copies of the FY 2018 Audit to the board. Budget transfers will take place at the fall Advisory Board meeting for FY 2019.

## Vote-Surplus Equipment-Registry of Deeds

Commissioner Wright 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:

TYPE OF EQUIPMENT	MODEL #	SERVICE TAG/SERIAL #	DATE PURCHASED
17 THREE TIER STEEL SHELVING UNITS			N/A
3 SIX TIER STEEL SHELVING UNITS			N/A
COPIER (NON USEABLE)	KONICA 7135	26YE02794	N/A
COPIER (NON USEABLE)	KONICA BIZ HUB 350	71471322	N/A
COPIER (NON USEABLE)	KONICA BIZ HUB 350	31113545	N/A
COPIER FS-522	KONICA BIZ HUB 361	A0HN0Y1031367	N/A
COPIER FS-522	KONICA BIZ HUB 361	A0HN0Y1031370	N/A
DESKTOP	OptiPlex 760 SFF	DJNKNL1	8/1/2010
DESKTOP	OptiPlex 960 SFF	HGYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	3HYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	1HYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	D1S0WJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	GJYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	3JYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	JFYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	CJYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	JGYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	5GYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	1JYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	7JYZVJ1	5/15/2009

DESKTOP	Optiplex 960 SFF	9HYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	9JYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	DJYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	HFYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	2GYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	HCYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	FFYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	JCYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	JDYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	5FYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	9FYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	9CYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	5JYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	HHYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	2HYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	4DYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	GCYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	HDYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	CCYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	2DYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	7DYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	GDYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	1FYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	8DYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	CFYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	4FYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	4HYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	DJWZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	DCYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	2FYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	GHYZVJ1	5/15/2009
DESKTOP	Optiplex 960 SFF	BCYZVJ1	5/15/2009
DESKTOP	OptiPlex 7010 SFF	J4CBQW1	6/10/2013
DESKTOP	IBM THINK CENTRE	KLHC676	N/A
DESKTOP	IBM THINK CENTRE	KCT5TBK	N/A
DESKTOP	IBM THINK CENTRE	KCT5TBW	N/A
DESKTOP	IBM THINK CENTRE	LKLBAT2	N/A
DESKTOP	IBM THINK CENTRE	LKLBX3	N/A
Fax	Muratec F-110	B5BX200410	4/23/2007
Fax Machine (ISA)	Muratec F-320	D9439390002106	3/25/2010
HP Server	5X150	US21941130	9/23/2002
HPIJ P4015x	HPLJ P4015X	CNDY182009	4/1/2009
HPLJ8000	C4267A	JPBLM52225	5/16/2005
IBM eserver	4AX	KP-XL502	5/24/2004
KEYBOARD	4049-4059 MMK KEYBOARD	31791	
KEYBOARDS	Miscellaneous	4 boxes	N/A
Kodak Archive Writer	Kodak 4800	10412791	1/2/2003

LABEL PRINTERS	LBD42-2043-003R	J091169328	5/9/2009
LABEL PRINTERS	LBD42-2043-003	J091470217	5/9/2009
LABEL PRINTERS	LBD42-2043-003	J091470214	5/9/2009
LABEL PRINTERS	LBD42-2043-003R	J091169410	5/9/2009
LABEL PRINTERS	LBD42-2043-003	J091470208	5/9/2009
LABEL PRINTERS	LBD42-2043-003	J091470213	5/9/2009
LABEL PRINTERS	LBD42-2043-003	J091770821	5/9/2009
Microfilm Camera	DAR2800	361255	12/11/2006
MONITORS	Princeton LCD 1510	JCCF2401353	1/2/2003
MONITORS	2208WFPt	CN-0F532H-74445-93U-FGCS	N/A
MONITORS	2208WFPt	CN0F532H744593UFHTS	N/A
MONITORS	6636-14B1	23W2195	N/A
MONITORS	AL1912	ETL23020225160147FED49	7/17/2006
MONITORS	AL1912	ETL230202251502ED3ED47	7/17/2006
MONITORS	AL1912	ETL230202251502EAFED47	7/17/2006
MONITORS	AL1912	ETL230202251502EC4ED47	7/17/2006
MONITORS	AL1912	ETL230202215502EE7ED47	7/17/2006
MONITORS	AL1912	ETL230202251502EBFED47	7/17/2006
MONITORS	AL1912	ETL230202251601475ED49	7/17/2006
MONITORS	AL1912	ETL023202251502ED7ED47	7/17/2006
MONITORS	AL1912	ETL230202251502ED1ED47	7/17/2006
MONITORS	AL1912	ETL230202251502C94ED47	7/17/2006
MONITORS	AL1912	ETL230202251502EBDED47	7/17/2006
MONITORS	AL1912	ETL230202251502ED6E047	7/17/2006
MONITORS	AL1912	ETL230202251502C8CED47	7/17/2006
MONITORS	AL1912	ETL230202251502ECBED47	7/17/2006
MONITORS	AL1912	ETL230202251502ECAED47	7/17/2006
MONITORS	AL1912	ETL230202251502EDEED47	7/17/2006
MONITORS	AL1912	ETL230202251502C7FED47	7/17/2006
MONITORS	AL1912	ETL230202251601474ED49	7/17/2006
MONITORS	AL1912	ETL230202251502ED2ED47	7/17/2006
MONITORS	AL1912	ETL230202251502C6BED47	7/17/2006
MONITORS	AL1912	ETL230202251502EC6ED47	7/17/2006
MONITORS	AL1912	ETL230202251601472ED49	7/17/2006
MONITORS	AL1912	ETL230202251502EDFED47	7/17/2006
MONITORS	AL1914	ETL2908177543010E6PK07	9/6/2006
MONITORS	AL1914	ETL2908177543010E7PK07	9/6/2006
MONITORS	AL1914	ETL2908177543010E2PK07	9/6/2006
MONITORS	AL1914	ETL2908177543010DFPK07	9/6/2006
MONITORS	AL1914	ETL2908177543010E5PK07	9/6/2006
MONITORS	AL1914	ETL290817754301107PK07	9/6/2006
MONITORS	AL1914	ETL2908177543010EBPK07	9/6/2006
MONITORS	AL1916	ETL49083707171298C4230	9/6/2006
MONITORS	AL1916	ETL490837071712998423D	9/6/2006
MONITORS	AL1916	ETL4908122610002614208	9/6/2006
MONITORS	AL1916	ETL49081226090336BBPK08	9/6/2006
MONITORS	E153FM	CN-04413-72872-53A-1L2L	N/A

MONITORS	LCD1510	JCCF2401353	N/A
MONITORS	V193	ETLBZ0816821905F604206	1/13/2013
MONITORS	V193	ETLBZ0816821905F3D4206	1/13/2013
MONITORS	V193	ETLBZ0816821905F3F4206	1/13/2013
MONITORS	V193	ETLBZ0816821905F6C4206	1/13/2013
MONITORS	V193	ETLBZ0816821905F5E4206	1/13/2013
MONITORS	V193	ETLBZ0816821905F314206	1/13/2013
MONITORS	V193	ETLBZ0816821905F414206	1/13/2013
MONITORS	V193	ETLBZ0816821905F384206	1/13/2013
MONITORS	V193	ETLBZ0816821905F374206	1/13/2013
MONITORS	V193	ETLBZ0816821905F6B4206	1/13/2013
MONITORS	V193L	MMLS2AA001247077FA4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077EA4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F94211	1/13/2013
MONITORS	V193L	MMLS2AA0012470780D4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077DE4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F34211	1/13/2013
MONITORS	V193L	MMLS2AA001247077FF4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077E04211	1/13/2013
MONITORS	V193L	MMLS2AA001247077EB4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F74211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F64211	1/13/2013
MONITORS	V193L	MMLS2AA001247077DC4211	1/13/2013
MONITORS	V193L	MMLS2AA001247078014211	1/13/2013
MONITORS	V193L	MMLS2AA001247077FD4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077FC4211	1/13/2013
MONITORS	V193L	MMLS2AA001247078024211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F84211	1/13/2013
MONITORS	V193L	MMLS2AA001247077F24211	1/13/2013
MONITORS	V193L	MMLS2AA0012470780E4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077FB4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077FE4211	1/13/2013
MONITORS	V193L	MMLS2AA001247077D34211	1/13/2013
MONITORS	VG900b	A1Q034301277	10/15/2006
MONITORS	VG900b	A1Q032131357	10/15/2006
MONITORS	VG900b	A1Q032131839	10/15/2006
MONITORS	VG900b	A1Q031730389	10/15/2006
MONITORS	VG900b	A1Q032131318	10/15/2006
MONITORS	VG900b	A1Q034500664	10/15/2006
MONITORS	VG900b	A1Q034500668	10/15/2006
MONITORS	VG900b	A1Q034301113	10/15/2006
MONITORS	VG900b	A1Q034500073	10/15/2006
MONITORS	VG900b	A1Q034301205	10/15/2006
MONITORS	VG900b	A1Q031730385	10/15/2006
MONITORS	VG900b	A1Q031730373	10/15/2006
MONITORS	VG900b	A1Q034301174	10/15/2006
MONITORS	VG900b	A1Q034301268	10/15/2006

MONITORS	VG900b	A1Q034500674	10/15/2006
MONITORS	VG900b	A1Q0342131306	10/15/2006
MONITORS	VG900b	A1Q034500885	10/15/2006
MONITORS	VG900b	A1Q0321313580	10/15/2006
MONITORS	VG900b	A1Q034500260	10/15/2006
MONITORS	VG900b	A1Q034300323	10/15/2006
MONITORS	VG900b	A1Q0317304126	10/15/2006
MONITORS	VG900b	A1Q032130684	10/15/2006
MONITORS	N/A	616GJ30JA5244	N/A
MONITORS	N/A	CN07RIK3744454CB301L	N/A
Phone Server	IBM Thinkcentre	LKZP5VX	6/4/2007
Pitney Bowes Mail Machine	DM 1100 SERIES	000 5049	N/A
PLAN PRINTER/SCANNER	XEROX 6279	N/A	N/A
PRINTER	HP8000DN	USDG024252	Donated
PRINTER	HP8000DN	USDD025048	5/16/2005
PRINTER	HP8000DN	USBC079714	5/16/2005
PRINTER	HP 4050N	USBB251236	5/16/2005
PRINTER	HP 6122	MY55S3B08H	4/23/2007
PRINTER	Hp 6122	MY5673BOYJ	4/23/2007
PRINTER	HP9050DN	JPRL8BV010	4/1/2009
PRINTER	HP9050DN	JPRL88V00V	4/1/2009
PRINTER	HP8000N	USDG0242525199	Donated
PRINTER	HPLJ P4015X	CNDY182009	4/1/2009
PRINTER	HPLJ P4015X	CNDY181577	4/1/2009
PRINTER	C4267A	JPBLM52225	5/16/2005
PRINTER	HPLJ4000	USMB075252	N/A
PRINTER	HPLJ8000	JPBLM52225	5/16/2005
PRINTER	546DTN	94F4WM4	12/10/2011
PRINTER	Pitney Bowes DA 70s	5700035	N/A
RECEIPT PRINTERS	A760-4405	K091700131	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700133	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700134	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700149	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700155	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700157	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700163	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700166	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700167	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700168	5/9/2009
RECEIPT PRINTERS	A760-4405	K091700169	5/9/2009
Reception Telco PC	N/A	LKZP5VW	6/4/2007

Commissioner Hanley seconded.  
Vote: The motion passed unanimously.

## **Maintenance update**

Administrator Basler briefed the Board on recent work completed at the Hingham District Courthouse. New carpeting has been installed and the bathrooms were renovated this past weekend. Rugs will be replaced in 4<sup>th</sup> session. An outside Landscaper was hired to help with the outside needs at Wareham District Courthouse. The Wareham staff is concentrating on the inside of the building. SEIU 888 Steward Mike Wholey was consulted and he approved the hiring of the Landscaper. Mr. Basler and Commissioner Hanley met with representatives from the Office of the Trial Court in Wareham after the last meeting and discussed various needs of the building.

**Reminder–Land Use Committee: June 19<sup>th</sup> at 5:30 p.m.**

## **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 5:55 p.m.

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

The meeting adjourned at 8:35 p.m.

## **Documents and/or exhibits**

- Meeting Minutes–May 30, 2019
- Vote: Sick Leave Buy Back–Mildred Yuscavitch
- Vote: Surplus Equipment–Registry of Deeds
- Press releases–Plymouth County 4–H Youth Development Program and Plymouth County Dredge–Town of Harwich
- Notice of Voluntary Withdrawal of Land–44–74 Obery St., Plymouth, MA

Respectfully submitted,  
Nancy O'Rourke  
Executive Assistant