

THE COMMONWEALTH OF MASSACHUSETTS

BRISTOL SS

At a meeting of the Bristol County Commissioners holden in Taunton within and for the County of Bristol on the second day of May A.D., 2023 by successive adjournments from the March term of the same year.

Present: Commissioner Paul B. Kitchen, Commissioner John R. Mitchell and Commissioner John T.

Saunders.

Also in attendance: County Administrator Maria Gomes, Scott Aguiar from the New Bedford Registry of Deeds and Superintendent Derek Costa.

Commissioner Kitchen called the meeting to order at 4:05 pm.

Notice was received from the Bristol County Agricultural High School regarding the following employment matters:

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|----------------------|---------------------------|-------------------|
| 1. Bailee Clements | JV Girls Softball Coach | Effective 4/3/23 |
| 2. Joseph Mendonsa | Long Term Sub Teacher | Effective 4/10/23 |
| 3. Ashley Dodd | SPED Director Resignation | Effective 4/14/23 |
| 4. Stephanie Darling | RTW from FMLA/MMLA | Effective 5/1/23 |

Notice was received from the New Bedford Southern Registry of Deeds regarding the following employment matter:

- | | | |
|-------------------------|------|-------------------|
| 1. Madie-Lynn Bourgeois | FMLA | Effective 4/19/23 |
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Notice was received from the Taunton Northern Registry of Deeds regarding the following employment matter:

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| 1. Brooke E. Gonsalves | New Hire Clerk | Effective 5/1/23 |
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Notice was received from the County Commissioners' Office regarding the following employment matter:

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| 1. Maria Sardinha | Address change | Effective 5/2/23 |
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A motion was made by Commissioner Saunders, second by Commissioner Mitchell to approve the CP's as presented. Unanimously approved.

The following warrants were reviewed/previously approved and noted for the minutes:

Payroll Warrant	#23094	4/13/23	\$201,775.15
AP Warrant	#23093	4/11/23	\$765.00
AP Warrant	#23087	4/11/23	\$350,664.12
AP Warrant	#23097	4/18/23	\$1,230,735.00
AP Warrant	#23095	4/18/23	\$445,704.10
Payroll Warrant	#23098	4/20/23	\$192,638.15
Payroll Warrant	#23099	4/27/23	\$186,877.05
AP Warrant	#23100	5/2/23	\$75,632.02
AP Warrant	#23103	5/2/23	\$140.65
Payroll Warrant	#23102	5/4/23	\$194,946.95

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to approve the warrants as presented. Unanimously approved.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to approve the minutes of April 4, 2023. Unanimously approved.

An employee accident report was received on Jeremy Louro dated March 28, 2023. No lost time. Received and placed on file.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted, in accordance with the recommendation of Peter Carreiro, Benefits Coordinator, to forward to the Treasurer's Office for payment, invoice dated April 26, 2023 from the **MIIA Health Benefits Trust, One Winthrop Square**, in the amount of **\$379,795.55** for the County of Bristol Monthly Membership Premiums for May 2023.

To be paid to Vendor #7778 from the following accounts:	Account #01-21581	\$379,515.25
	Account #13420-54437	\$ 280.30

Upon motion of Commissioner Mitchell, second by Commissioner Saunders it was voted to approve and to forward to the Treasurer's Office for payment, invoice dated March 31, 2023 in the amount of **\$6,975.00**, from **Attorney Robert Novack**, for legal services rendered.

To be paid to Vendor #3484 from 13420/52235

Upon motion of Commissioner Mitchell, second by Commissioner Saunders it was voted to approve the request from Register of Deeds Sherilynn Mello to proceed with the purchase of a Scan Pro 3500 microfilm scanner from **Image Tek**, who she has determined to be the only possible source to provide this specific equipment. Price quote for this is \$13,845.00.

Register Mello had asked for clarification on the accrual of vacation time for part-time employees. Scott Aguiar was present on Register Mello's behalf and stated that according to the Personnel Rules, part-time employees should be accruing vacation. Administrator Gomes would inquire with the Treasurer's Office for clarification.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to table the matter until clarification has been received.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment, charging the appropriate authority, an **Invoice #20**, dated April 11, 2023, in the amount of **\$650.00** to **Valerio, Dominello & Hillman, LLC**, One University Avenue, Suite 300B, Westwood, MA 02090.

To be paid to Vendor #7806 from 030-09-000-1430-00-48-4-00-52235.

Facilities Superintendent Moutinho was running late. The Commissioners moved to item #12 on the agenda.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell it was voted to approve and forward to the County Treasurer's Office for payment to the *Division of Unemployment Assistance, PO Box 419815, Boston, MA 02241-9815*, invoices dated April 13, 2023 and May 11, 2023 for reimbursement of unemployment

benefits for former **Bristol County Agricultural High School** employee, Joseph P. Ryan in the total amount of **\$4,571.95**.

It is noted this will be charged to **95100230-64432** for vendor #8999, Remit #3 and is submitted as an ACH payment.

Motion approved

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to approve and forward to the Treasurer's Office for payment, Invoice #9945282, dated April 26, 2023, in the amount of **\$3,199.00** to **United Ag & Turf NE, 184 Broadway, Rt.138, Raynham, MA 02767** for the purchase of a new lawnmower.

To be paid to Vendor #8062, remit 1 from 10610/55599.
Motion approved

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to approve the request from Derek Costa, Business Manager of the Bristol County Agricultural High School, dated **April 11, 2023**, designated as surplus, and to declare all the identified property as surplus.

Motion approved

The final audit for fiscal year 2022 was received. Commissioner Mitchell, second by Commissioner Saunders made a motion to receive and place on file.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment, invoice #5346 in the amount of **\$17,500.00**, received from **Lynch Marini & Associates, Inc., 99 Longwater Circle, Suite 200, Norwell, MA 02061** as the final billing for the Fiscal Year 2022 Audit.

Vendor #2493 charged to **13420-52233**.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to receive and place on file a letter received from inmate Joseph Housley III from the Bristol County House of Correction. A letter should be sent to Mr. Housley explaining that the County Commissioners no longer supervise the House of Correction.

ARPA

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to approve and authorize the ARPA Director and County Treasurer Christopher Saunders to distribute funds related to the ARPA Application #1148 from the **City of Taunton** for **\$200,000.00** as submitted and approved through the Bristol County ARPA Portal.

To be paid to Vendor #200 from the **ARPA** funding as designated by the County Treasurer.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to approve and authorize the ARPA Director and County Treasurer Christopher Saunders to distribute funds related to the ARPA

Application **#1092** from the **Town of Mansfield** for **\$290,000.00** as submitted and approved through the Bristol County ARPA Portal.

To be paid to Vendor **#5165** from the **ARPA** funding as designated by the County Treasurer.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to approve and authorize the ARPA Director and County Treasurer Christopher Saunders to distribute funds related to the ARPA Application **#1139** from the **City of Fall River** for **\$3,128,571.80** as submitted and approved through the Bristol County ARPA Portal.

To be paid to Vendor **#5538** from the **ARPA** funding as designated by the County Treasurer.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders it was voted to authorize the County Administrator to submit an ARPA application on behalf of the Southern District Registry of Deeds located in New Bedford MA, under Economic Impact. The application will be seeking advanced approval of **\$140,000** in funding to digitize, re-index and tag images, thus allowing remote access to said documents through the Southern District Registry of Deeds website. Remote access limits contact exposure, providing a safer way to research documents.

A letter was received from Senior Building Custodian Leo Dumas announcing his retirement on July 18, 2023. A motion was made by Commissioner Saunders, second by Commissioner Mitchell to receive and place on file. A citation is to be prepared to give to Mr. Dumas.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment the following invoice:

• Invoice **#15596** 04/13/23 \$652.78 NB Superior Court. 10611/52264
from **Araujo Bros. Plumbing and Heating, PO Box 50225, New Bedford, MA 02745.**

To be paid to Vendor **#553** to be paid as noted above.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell it was voted to revise the bid award of April 4, 2023 to repair the front entrance door at the **New Bedford 3rd District Court** to the lowest bidder, **Silver City Glass, Inc.**, 8 Cohannet Ct., Taunton, MA 02780 for a price proposal of ~~\$8,370.41~~ **\$9,357.91**, which will account for a Saturday installation.

To be paid to Vendor **#7920** from **10618/52269** when the work is invoiced.

Superintendent Costa announced that the Board of Trustees have re-voted the FY'23 Budget to include the debt assessment per the County Treasurer's Office. The budget needs to be moved to the County Commissioners for a vote and then sent to the Bristol County Advisory Board for a vote.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders it was voted to approve the revised Fiscal Year 2023 Budget for the Bristol County Agricultural School, totaling **\$15,435,721.85**. The new budget number include the Debt Tuition Assessment revenue of \$2,983,850.34

The Debt Tuition Assessment expenditures to be placed in

- 020 - 56610 – Debt service - Interest
- 020 - 56611 – Debt service – Principal

Description	Prior FY23	New FY23
GROSS SCHOOL BUDGET (revenue)	\$12,451,871.51	\$15,435,721.85
TOTAL EXPENSES (Salary, A/P and Core)	\$12,451,871.51	\$15,435,721.85

Unanimously approved.

Facilities Superintendent Moutinho arrived at 4:30 pm.

Items #1, 11, 20 & 22 would now be taken up.

The first item to discuss was the cupola restoration at the New Bedford Superior Court. Tammy indicated that thru her discussion with an individual at the Mass Historical Society, if the County uses federal funding, the MA Historical Society would have no say in the project.

RT Architects will prepare the documents to go out to bid. The projected costs are approximately \$330,000.00.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell it was voted to direct the Facilities Superintendent to move forward on the cupola restoration project, and work with RT Architects in moving the project forward to the bid process. Unanimously approved.

Tammy Moutinho mentioned that she had a conversation with Charles O'Brien the Facilities Director for the State Trial Courts. He stated that he may have some funds to be used by the end of the year. She is waiting to hear back whether any of those funds could be used to do a study of the building.

Tammy asked RGB Architects to come in to take a look at the New Bedford Superior Court.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to direct Tammy Moutinho to continue to investigate the columns and the deck issues work, with RGB Architects and the Commonwealth, and the matter will be revisited at the next meeting.

With the retirement of Leo Dumas, there will be a need to do an internal promotional posting for a Senior Building Custodian and a new custodian. The County Administrator will prepare the postings.

Tammy has indicated that Register Amaral has felt that his custodial services have declined and that there is a need to get more custodial staff.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to table the discussions on air purifiers for the Fall River Registry of Deeds until such time that Facilities Superintendent Moutinho has had the opportunity to speak with Mr. McDonald.

The Commissioners will be having their May 16, 2023 meeting at the Bristol County Agricultural High School, Keith Hall 2nd floor meeting room.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to go into executive session at 4:57 pm to discuss litigation. The Commissioners would not be returning to open session.

On the motion, Roll Call

Mr. Mitchell	yea
Mr. Saunders	yea
Mr. Kitchen	yea

APPROVED

DATE

5/16/23
[Signature]
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BRISTOL COUNTY
COMMISSIONERS