

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 twenty-seventh day of June 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.

Commissioner Kitchen called the meeting to order at 4:12 pm.

Town Manager, Kevin Dumas from the Town of Mansfield was present to discuss uncommitted ARPA funds. Mr. Dumas respectfully asked the Commissioners to create a deadline for the current unallocated ARPA funds. In order to have ample time to prepare for the allocation, he asked that they consider establishing December 1, 2023 as the deadline for communities to ask for funding to be allocated for allowable projects. This deadline would provide enough time for communities who have maximized their application funding to apply for additional projects.

Commissioner Mitchell and Commissioner Saunders offered their thoughts. Scenarios would be discussed.

Commissioner Kitchen stated that the commissioners have been discussing a deadline. More discussion would take place and a deadline could be announced at the annual Advisory Board meeting scheduled for late August, 2023. Additionally, guidelines could be established to accompany the deadline which would give communities direction.

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

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| 1. Brian Bastarache | Regrade Step | Effective 5/22/23 |
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Notice was received from Register Mello of the Southern District Registry of Deed regarding the following employment matters:

- | | | |
|----------------------------|--------------------|------------------|
| 1. Susan Cabral | New Position | Effective 7/1/23 |
| 2. Stephanie Lynne Pomfret | Tech Fund Position | Effective 7/1/23 |
| 3. Susanne Medeiros | Tech Fund Position | Effective 7/1/23 |

Notice was received from the Commissioner's Office regarding the following employment matter:

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|----------------|--------------------|-------------------|
| 1. Glenn Souza | FMLA | Effective 6/20/23 |
| 2. Maria Gomes | Reduction in hours | Effective 7/17/23 |

Notice was received from Register Amaral of the Northern District Registry of Deed regarding the following employment matters:

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|--------------------|-------------------------|------------------|
| 1. Carol Godlewski | Tech Fund Position | Effective 7/1/23 |
| 2. Theresa Poirier | Tech Fund Position | Effective 7/1/23 |
| 3. Cuong Vu | IT Tech Fund Consultant | Effective 7/1/23 |
| 4. Francis McGuirk | Part-time Assistant | Effective 7/1/23 |

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the CP's as presented.

The following Warrants were previously approved/presented for approval:

Payroll Warrant #23121 dated 6/22/23 for \$189,330.10.
 Payroll Warrant #23124 dated 6/29/23 for \$204,015.77
 AP Warrant #23122 dated 6/27/23 for \$74,117.04
 AP Warrant #23123 dated 6/27/23 for \$2,925,245.77

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the warrants as presented. Unanimous.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the minutes of June 13, 2023. Unanimous.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the request of Register Barry J. Amaral, Northern District Registry of Deeds, as stated in his letter received June 6, 2023, to approve the carry-over of vacation time for **Cheryl Cain, Olga Costa, Sharon McCracken, Isabel Mendonca, Jean Nadeau and Maria Vieira** of the Taunton Registry of Deeds.

Said carry-over will only be allowed through September 30, 2023.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the request of **Bernard J. McDonald III**, Fall River Registry of Deeds, as stated in the document received on June 08, 2023 to approve the carry-over of vacation time for **Geraldine Powers, Cheryl Sullivan, Virginia Plasski, Carol Silvia-Tavares and Heather Ciullo**.

Said carry-over will only be allowed through September 30, 2023.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders to it was voted to approve the request of Register Sherrilynn Mello, Southern District Registry of Deeds, as stated in his letter received June 14, 2023, to approve the carryover of three (3) weeks of vacation for **Scott Aguiar** be used by September 30, 2023.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, in accordance with the letter dated June 12, 2023 from **Christopher T. Saunders, Bristol County Treasurer**, to approve the request to carry over into FY 2024 of up to 5 days of vacation hours for eligible staff in the Treasurer's Office.

Said carry-over days to be used by September 30, 2023.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, to approve the the carry-over of vacation hours for eligible employees of the **Commissioner's Office, Print Shop, Custodial Staff**

as stated in the documentation dated as of June 23, 2023 (subject to the subtraction of any time not previously noted as used).

Said carry-over will only be allowed through September 30, 2023.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the vacation carry-over request from Superintendent Derek Costa for the BCAHS Administrators and an Administrative Assistant as listed below:

ADMINISTRATORS			From	To	Total
Emp. #	Name	Date	FY 23	FY 24	FY 24
20813	Braga, Kevin	06/30/2023	10	25	35
21073	Derek Costa	06/30/2023	10	25	35

ADMINISTRATIVE ASSISTANT			From	To	Total
Emp. #	Name	Date	FY 23	FY 24	FY 24
20288	Gwozdz, Debra	06/30/2023	5	25	30

Said carry-over will only be allowed through September 30, 2023.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to approve the request from Derek Costa, Superintendent of the Bristol County Agricultural High School, dated **June 13, 2023**, designated as surplus, and to declare all the identified property as surplus.

Asset Description	Quantity	Total Asset(s) Value
<u>2000 Club Car</u>	1	\$100.00
<u>Ryan Aerator</u>	1	\$500.00
<u>Bobcat Mini Excavator</u>	1	\$500.00
<u>2003 Scag Mower</u>	1	\$1,000.00
<u>2013 Billygoat</u>	1	\$500.00
<u>Ransomes Mower</u>	1	\$50.00
<u>Ryan Ren-O-Thin</u>	1	\$200.00
<u>Bobcat Mower</u>	1	\$50.00
<u>Honda Power Edger</u>	1	\$200.00
<u>Jacobson Seed Slicer</u>	1	\$200.00
<u>Giant Vac Blower</u>	1	\$50.00
<u>Bluebird Aerator</u>	1	\$200.00
Total	12	\$3,550.00

Facilities Superintendent Moutinho spoke about the notices received from the New Bedford Fire Department regarding the fire alarm system monitoring system and the changes that will be occurring over the next few months. She has reached out to the New Bedford Fire Department to discuss the transition of monitoring services and to the current fire alarm company that the County has been using.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to table the matter until more information is gathered.

Facilities Superintendent Moutinho spoke about the three quotes that had been received for the heat pump (HVAC splits) for the main court room at the Taunton Superior Court.

-Araujo Brothers	\$75,358.00
-SS Service Corp	\$79,578.00
-Energy Conservation Inc. ('ECI')	\$81,250.00

ECI is a Chapter 25A energy approved provider for the State. They also asked to analyze the energy bills for the building in order to do a proper assessment.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to award the contract for heat pump installation at the Taunton Superior Court to **Energy Conservation Inc.**, 1150 Main St. PO Box 726, Hanson, MA 02341 for \$81,250.00. ECI is a qualified vendor under M.G.L. Chapter 25A.

Funds to be encumbered to Fiscal Year 2024.

To be paid to Vendor # from **13420/52269** once installation is completed.

Unanimous.

The Taunton Registry of Deeds Heat Pump Project was discussed. Chairman Kitchen acknowledged that three quotes had been received but since the scope of those bids was not consistent in terms of equipment, the facilities superintendent should reissue the bid with a clear scope, sending it out under the guidelines of MGL Chapter 25A to 3-4 companies to obtain quotes. This project would be charged to ARPA for reimbursement.

The New Bedford 3rd District Court HVAC Project was discussed. Chairman Kitchen asked the facilities Superintendent to reach out to Ron DePesa and ask that he talk to his director asking that the State provide the County with a Project Manager for this project. An OPM is needed for this project since it is over \$1.5M. Tammy stated that she is working on a specifications for the design engineering for the project. She should ask the State for a design selection group to review the proposals along with a couple of County representatives.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to go out of order and move to Executive Session at 4:52p.m. with Attorney Robert Novack for the purpose of discussing potential litigation and strategy for collective bargaining. The Commissioners would reconvene in Open Session.

On the motion, Roll Call:

Mr. Mitchell	yes
Mr. Saunders	yes
Mr. Kitchen	yes

The Commissioners returned to open session at 5:12pm.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders it was voted to approve the **FY 2024** premiums proposal for the Commercial Property Policy with a rate of \$468,000.00, Boiler and Machinery Policy for \$6,996.00 and Directors & Officers \$30,470.00 and authorize the Treasurer's Office to issue payment from the FY'24 Budget *as the invoices are received*. Total insurance premiums \$505,466.00.

Vendor #1531 Sylvia Group to be paid from 13420/54431 FY'24 Budget	\$468,000.00
Vendor #1531 Sylvia Group to be paid from 13420/54431 FY'24 Budget	\$30,470.00
Vendor #7244 Traveler's Insurance to be paid from 13420/54431 FY'24 Budget	\$6,996.00

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the **FY 2024** appropriation for the **Bristol County Sheriff's Department** Unfunded Liability to the Bristol County Retirement System in the annual amount of **\$2,574,132.00** due **July 31, 2023**.

It is noted that this payment will be charged to County Deeds **13420-54412** in the **FY 2024 Budget**.

Vendor#315

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **FY 2024** appropriation, as indicated in the invoice from the Bristol County Retirement Board for the FY 2024 County of Bristol Retirement System in the annual amount of **\$1,411,068.00** due by **July 31, 2023**

It is noted this will be charged to **01100-54411** in the **FY 2024 Budget**.

Vendor #315

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to authorize the Chairman, Paul B. Kitchen, to execute the Certificate from Massachusetts Department of Transportation Highway Division for an Order of Land Taking **dated May 24, 2023** and noted as **Order of Taking , Layout #8941** in the **City of Taunton**.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to **deny** approval of the **Town of Fairhaven ARPA Application #1169** in the amount of \$799,916.30.

On the Motion, Roll Call:

Mr. Saunders	yes
Mr. Mitchell	yes
Mr. Kitchen	yes

Upon motion of Commissioner Saunders, second by Commissioner Mitchell is was voted to continue to contract with accounting firm **Clifton Larson Allen LLP**, ('CLA') to track and review applications to the County's ARPA Portal. The Master Service Agreement will continue for three (3) years from June 23, 2023, unless terminated earlier by giving proper notice. Service rates are to be the same for all counties.

On the Motion, Roll Call:

Mr. Saunders	yes
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Mr. Mitchell yes

Mr. Kitchen yes

Commissioner Kitchen said that he would be having more discussion with the County Treasurer regarding balancing the fiscal year 2024 budget.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to approve the CP for Maria Gomes at 27 hours per week with an accrual of 18 vacation days per year and 3.6 personal days per year with all other benefits to remain the same.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to adjourn at 5:29 pm.

APPROVED

DATE

7/10/23
[Signature]
[Signature]
John J. Saunders
BRISTOL COUNTY
COMMISSIONERS