

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-eighth day of June A.D., 2022 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 and Facilities Superintendent Scott Aguiar.

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

Roll Call

Mr. Mitchell yes
Mr. Saunders yes (remote)
Mr. Kitchen yes

Received a notice from Barry J Amaral of the Northern Bristol County Registry of Deeds on the following employment matters:

1. John Wayne Arruda	Tech Fund termination	Effective 6/ 30/22
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Received a notice from Sherrilynn Mello of the Southern Bristol County Registry of Deeds on the following employment matters:

1. Sherilynn M. Mello	new salary	Effective 7/1/22
2. Deborah Rose	new salary	Effective 7/1/22
3. Stephanie L. Pomfret	Tech Fund position	Effective 7/1/22

Received a notice from the Bristol County Agricultural High School on the following employment matters:

1. Margaret DeBarros	Substitute Cook	Effective 7/1/22
2. Sarah Desmond	Teacher termination	Effective 6/24/22
3. Christine Lewis	Janitor termination	Effective 6/24/22
4. Christine Lewis	Sub Janitor	Effective 6/27/22
5. Mallorie Chappell	Sub Foreman	Effective 7/1/22
6. Emily Anderson	Temp Sub Foreman	Effective 7/1/22
7. Ethan Hickey	Sub Foreman	" "
8. Debra Steeves	Sub Utility Person	" "
9. Aydin Buckley	Sub Foreman	" "
10. Arthur Guimond	Sub Foreman	" "
11. Laurie Cassidy	Sub Office Clerk	" "
12. Randy Groves	Night Supervisor	Effective 6/27/22
13. Robert Venuto	Janitor new hire	Effective 7/1/22
14. Andrew Silkworth	Asst. Foreperson	Effective 7/1/22
15. Amber Medeiros	new position Paraprofessional	Effective 8/30/22
16. Debra Gwozdz	salary change	Effective 7/1/22
17. Olga Vertentes	W/C	Effective 6/23/22-6/28/22
18. Stephanie Darling	new position ELA Teacher	Effective 8/22/22
19. Bailee Clements	new hire-Animal Science Teacher	Effective 8/22/22
20. Andrea O'Connell	new hire-School Adjustment Counselor	Effective 8/22/22
21. Deidre Bowden	new hire-ELA teacher	Effective 8/22/22
22. Adele Sands	Resignation-Superintendent	Effective 6/30/22
23. Kevin Braga	Acting Superintendent	Effective 7/1/22

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

On the motion, Roll Call:

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

Motion carries.

The following warrants and transfers were reviewed/approved:

Payroll Warrant # 22125	6/23/22	\$172,306.89 (previously approved)
Payroll Warrant #22127	6/30/22	\$177,393.57
AP Warrant #22126	6/28/22	\$648,989.71

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

On the motion, Roll Call:

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

Motion carries.

A motion was made by Commissioner Mitchell, second by Commissioner Saunders to approve the minutes of June 14, 2022.

On the motion, Roll Call:

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

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, in accordance with the letter dated June 17, 2022 from **Christopher T. Saunders, Bristol County Treasurer**, to approve the request to carry over into FY 2023 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, 2022.

On the motion, Roll Call;

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

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the request of County Administrator Maria V. Gomes of the carry-over of up to 5 days of vacation hours for eligible employees of the **Commissioner's Office, Print Shop, Custodial Staff** as stated in the attached documentation dated as of June 28, 2022 (subject to the subtraction of any time not previously noted as used).

Said carry-over will only be allowed through September 30, 2022.

On the motion, Roll Call;

Mr. Mitchell yes

Mr. Saunders yes
 Mr. Kitchen yes
Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Facilities Superintendent, **Scott Aguiar** to carry over up to 5 weeks of unused vacation time from FY 22 to FY 23.

Said carry-over will only be allowed through September 30, 2022.

On the motion, Roll Call:

Mr. Mitchell yes
 Mr. Saunders yes
 Mr. Kitchen yes
Motion carries.

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 dated June 16, 2022, to approve the carry-over of vacation time for **Cheryl Cain, Jill Coppage, Olga Costa, Lynne M. Ferreira, Sharon McCracken, Isabel Mendonca, Jean Nadeau, Maria Vieira and Marjorie Roy** of the Taunton Registry of Deeds.

Said carry-over will only be allowed through September 30, 2022.

On the motion, Roll Call:

Mr. Mitchell yes
 Mr. Saunders yes
 Mr. Kitchen yes
Motion carries.

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 21, 2022 to approve the carry-over of vacation time for **Cheryl Sullivan and Heather Ciullo**.

Said carry-over will only be allowed through September 30, 2022.

On the motion, Roll Call:

Mr. Mitchell yes
 Mr. Saunders yes
 Mr. Kitchen yes
Motion carries.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders, it was voted to rescind the vote of May 3, 2022 regarding the CARES Act reimbursement to be replaced with a new vote.

On the motion, Roll Call;

Mr. Mitchell yes
 Mr. Saunders yes
 Mr. Kitchen yes
Motion carries.

Upon motion of Commissioner Mitchell, second by Commissioner Saunders it was voted to request that the County Treasurer deposit any allowed County share of CARES reimbursement funds received (\$596,004.83) from the Commonwealth of Massachusetts, expended in Fiscal Year 2022 on County buildings 10618, 10611 and 10619, back into the appropriate accounts as noted on the attached spreadsheet.

Expended in FY'22 for building **10618** is \$2,832.98 from 13420/52200, \$13,807.22 from 10618/52269 & 52279 and \$7,511.67 from 13420/52269, and from building **10611** is \$19,742.93 from 10611/52269 & 52279, and from building **10619** is \$2,095.00 from 13420/52200. **In total \$45,989.80.** See attached spreadsheet.

On the motion, Roll Call;

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

Motion carries.

Administrator Gomes reported that Sylvia Group had solicited bids for property insurance coverage. Starr was still providing the best option.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders it was voted to approve the FY 2023 premiums proposal for the Property in coverage with a rate of \$360,000.00, Equipment \$6,667.00, Surplus Lines Tax Property \$14,900.00 and Directors & Officers \$28,300.00 and authorize the Treasurer's Office to issue payment from the FY'23 Budget *as the invoices are received*. Total insurance premiums \$409,867.00.

Vendor #1531 Sylvia Group to be paid from 13420/54431 FY'23 Budget	\$28,300.00
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Vendor #7244 Traveler's Insurance to be paid from 13420/54431 FY'23 Budget	\$6,667.00
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On the motion, Roll Call;

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

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the FY 2023 appropriation for the Bristol County Sheriff's Department Unfunded Liability to the Bristol County Retirement System in the annual amount of **\$2,928,608.00** due July 31, 2022.

It is noted that this payment will be charged to County Deeds **13420-54412** in the **FY 2023 Budget**.

On the motion, Roll Call;

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

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the FY 2023 appropriation, as indicated in the invoice from the Bristol County Retirement Board for the FY 2023 County of Bristol Retirement System in the annual amount of **\$1,354,119.00** due by **July 31, 2022**.

It is noted this will be charged to **01100-54411** in the **FY 2023 Budget**.

On the motion, Roll Call;

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

Motion carries.

The County Commissioners have negotiated with County Administrator Gomes and Facilities Superintendent Aguiar.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to amend the existing contract dated July 15, 2021 for **County Administrator Maria Gomes** to reflect a FY 2023 annual salary of \$102,043.73, which represents a 3% increase for FY '23.

On the motion, Roll Call;

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

Motion carries.

Upon motion of Commissioner Saunders, second by Commissioner Mitchell, it was voted to amend the existing contract dated January 12, 2021 for **Facilities Superintendent Scott Aguiar** to reflect a FY 2023 annual salary of \$87,241.22, which represents a 3% increase for FY '23 and an increase in the monthly transportation allowance to \$200.00 per month.

On the motion, Roll Call;

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

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to ratify the execution of the Agreement between the Executive Office for Administration and Finance, the Bristol County Retirement System and its Actuary, the Public Employee Retirement Commissioner (PERAC) Actuary, The Bristol County Treasurer and Bristol County by its Commissioners, which allows the retention of Deeds Excise monies to fund the Bristol County Sheriff's Department unfunded liability for FY 2023.

On the motion, Roll Call;

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

Motion carries.

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 #1006 from the **Town of Mansfield** for \$60,159.00 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.

On the motion, Roll Call;

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

Motion carries.

The County Commissioners were prepared to review and vote on individual department FY 23 budgets.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023** Budget for the Bristol County Northern Registry of Deeds, submitted by Register Barry J. Amaral, in the amount of **\$2,351,110.79**.

On the motion, Roll Call:

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

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023** Budget for the Bristol County Southern District Registry of Deeds, submitted by Register Sherrilynn Mello, in the amount of **\$1,961,234.41**.

On the motion, Roll Call:

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

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023** Budget for the Fall River Registry of Deeds, submitted by Register Bernard J. McDonald III, in the amount of **\$1,376,015.05**.

On the motion, Roll Call:

Mr. Mitchell Yes
 Mr. Saunders Yes
 Mr. Kitchen Yes

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023** Budget for the Bristol County Commissioner's Office in the amount of **\$381,270.14**.

On the motion, Roll Call:

Mr. Mitchell Yes
 Mr. Saunders Yes
 Mr. Kitchen Yes

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023** Budget for the Bristol County Print Shop in the amount of **\$98,470.76**.

On the motion, Roll Call:

Mr. Mitchell Yes
 Mr. Saunders Yes
 Mr. Kitchen Yes

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023 Budget for the Bristol County Buildings totaling \$2,537,962.70**

On the motion, Roll Call:

Mr. Mitchell	Yes
Mr. Saunders	Yes
Mr. Kitchen	Yes

Motion carries.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023 Budget for the Bristol County Agricultural High School as follows:**

-BCAHS Budget is	\$9,752,357.36
-BCAHS Core Budget is	<u>\$2,699,514.15</u>
for a total amount of	\$12,451,871.51

On the motion, Roll Call:

Mr. Mitchell	Yes
Mr. Saunders	Yes
Mr. Kitchen	Yes

Motion carries

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023 Budget for the Bristol County Treasurer's Office in the amount of \$513,366.02.**

On the motion, Roll Call:

Mr. Mitchell	Yes
Mr. Saunders	Yes
Mr. Kitchen	Yes

Motion carries

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the **Fiscal Year 2023 Budget for County Deeds in the amount of \$4,387,904.30.**

On the motion, Roll Call:

Mr. Mitchell	Yes
Mr. Saunders	Yes
Mr. Kitchen	Yes

Motion carries

Upon motion of Commissioner Saunders, second by Commissioner Mitchell it was voted, that in the future, upon completion of the draft budget by the County Commissioners, it will be forwarded to the County Treasurer's for review.

On the motion, Roll Call:

Mr. Mitchell	Yes
Mr. Saunders	Yes
Mr. Kitchen	Yes

The FY '23 department budgets will be forwarded to the County Treasurer's Office for input into the financial accounting program.

Under Old Business, we received another proposal to evaluate the leak situation at the front of the Taunton Superior Court. The John F. Shea Co. had presented a proposal to bring in a lift and inspect the gutter system at the building. There was some question as to whether the proposal included the turret on the front left side of the building.


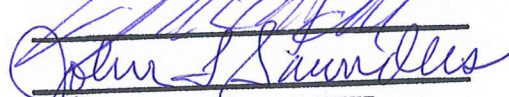
The next meeting will be the year-end on Friday, July 8, 2022 at 4pm.

A motion was made by Commissioner Saunders, second by Commissioner Mitchell to adjourn at 4:44 p.m.

APPROVED

DATE

7/26/2022

**BRISTOL COUNTY
COMMISSIONERS**