

THE COMMONWEALTH OF MASSACHUSETTS

BRISTOL SS

At a meeting of the Bristol County Commissioners holden at Taunton within and for the County of Bristol on the tenth day of July A.D., 2019 by successive adjournments from the March term of the same year.

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

Also in attendance, Maria Gomes, Scott Aguiar, Derek Costa, Barry Amaral and Bernard McDonald.

Meeting was called to order at 4:05 pm.

Received and approved notices from the Bristol County Agricultural High School regarding the following employment matters on July 1, 2019:

1. Arthur C. Guimond	Substitute Foreman	Effective 7/1/19
2. Laurie Cassidy	Substitute Senior Clerk	Effective 7/1/19
3. Megan Sylvester	Substitute Foreman	Effective 7/1/19
4. Arthur Guimond	Substitute Watchman	Effective 7/1/19
5. Mallorie M. Chappell	Substitute Foreman	Effective 7/1/19

Received and approved from Barry J. Amaral, Taunton Register of Deeds, regarding the following employment matters on July 1, 2019:

1. Cuong H. Vu	IT Tech Fund Consultant	Effective 7/1/19
2. John Wayne Arruda	Tech Fund Position	Effective 7/1/19
3. Theresa Poirier	Tech Fund Position	Effective 7/1/19
4. Naleak E. O'Brien	“ “	“
5. Elizabeth A. Rose	“ “	“
6. Michelle Couto-Barbosa	Terminated from Tech Fund	Effective 6/28/19
7. Steven F. Crovello	Terminated from Tech Fund	Effective 6/28/19

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the minutes of June 18, 2019.

The following warrants were reviewed and signed on 6/25/19:

Payroll Warrant #19131	\$158,499.46
Payroll Warrant #19129	\$173,425.32
Warrant #19133 Void (\$654.07)	
Warrant #19134	\$654.07

A motion was made by Commissioner Saunders, seconded by Commissioner Mitchell to approve the following Accounts Payable and Payroll Warrants:

Payroll Warrant #19135	\$224,814.12
Payroll Warrant #20003	\$147,953.71
AP Warrant #19128	\$618,773.74
AP Warrant #19130	\$1,206,938.23
AP Warrant #19136	\$12,622.66
AP Warrant #19124	\$16.09
AP Warrant #20001	\$208,234.00
AP Warrant #20004	\$1,437.15
AP Warrant #20002	\$18,879.37
AP Warrant #19132	\$123,328.24

Payroll Warrant #19137 \$460.45

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to ratify the emergency **estimate** dated June 26, 2019 (Quote #10-2019-1), in the amount of **\$5,965.00**, approved by the County Administrator on June 28, 2019, from **Advance Air & Heat Company Inc.**, 177 Bullock Road, East Freetown, MA 02717 to replace the 2-ton air conditioning system that provides air-conditioning to the Juvenile Court area of the Attleboro District Court.

Motion carries.

To be paid to Vendor #540 from **10619/52279**. **Funds encumbered from the FY 2019 Budget.**

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve, and to forward to the Treasurer's Office for payment, Invoice #2-07501 dated June 24, 2019 to **RebuildEx**, 6 Commerce Way, Carver, MA 02330 in the amount of **\$65,981.54**. This amount represents the payout of held insurance claim money received on the claim for the interior repairs of the Taunton Superior Court caused by the March 2, 2018 windstorm.

To be paid to Vendor #7943 from **10610/52299 - \$59,241.55**

10610/52269 - \$ 6,739.99

Total \$65,981.54

Funds encumbered from the FY 2019 Budget

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Maria V. Gomes, County Administrator, and encumber from Fiscal Year 2019 to Fiscal Year 2020 the following:

Encumbered from 10610

Taunton Sup. Ct. Roof Project [John F. Shea Co.]	106,550.52	10610/52269
Manny' Hardware-Courtroom Window Inserts	2,175.25	10610/52299
All Washed Up	9,875.00	10610/52299
RebuildEx	65,981.54	10610/52299
Total 10610	184,582.31	10610/52269

Encumbered from 10611

NB Sup.Ct. Roof Repair-	4,493.31	10611/52299
Gorman Construction Inc.	1,406.69	10611/52269
Total 10611	5,900.00	

Encumbered from 10619

Advanced Air & Heat company	5,965.00	10619/52279
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	Total 10619	5,965.00
Grand Total		196,447.31

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2019 transfers as requested by Maria V. Gomes, Administrator:

Commissioner's Office

From the 3's in 10300 move \$440.62 to the 2's in 10300

Buildings

Expense Transfer:

Transfers \$.21 from 10618-51100 to 10610-51100

Budget Transfers:

From the 3's in 10610 move \$1,897.20 to the 4's.

From the 3's in 10612 move \$2,733.29 to the 2's.

From the 3's in 10614 move \$345.48 to the 4's.

From the 2's in 10619 move \$11,753.60 to the 2's in 10618.

From the 3's in 10619 move \$918.75 to the 4's.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2019 transfers as requested by Barry J. Amaral, Register, Northern District Registry of Deeds:

Budget transfers:

- From 13401 Group 2 to 13401 Group 4 - **\$4,714.30**
- From 13401 Group 3 to 13401 Group 4 - **\$12,755.68**

Expense transfers:

- From 13401 54437 to 040 54437 - **\$ 111,907.33**

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2019 transfers as requested by Frederick M. Kalisz, Jr., New Bedford Register of Deeds.

Budget Transfers:

- Transfer from County Funds Group 2, \$645.13 and apply to Group 4
- Transfer from County Funds Group 3, \$14,837.37 and apply to Group 4
- Request to transfer from County Funds Group 4 the negative balance of \$26,221.95 and apply to Deeds Excise 54437.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2019 transfers as requested by Christopher T. Saunders, County Treasurer:

County Treasurer's Office

- Transfer \$4,298.86 from Group 2 to Group 3.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2019 transfers as requested by Bernard J. McDonald III, Fall River Register of Deeds.

Budget Transfers:

- From 13403 Group 2 to 13403 Group 4 - **\$3,316.65**
- From 13403 Group 3 to 13403 Group 4 - **\$2,286.83**

Expense Transfer:

- Transfer Group 4 operating expense **\$18,216.60** to Deeds Excise #54437
- Transfer shortfall of postage **\$3.08** to Deeds Excise #52299
- Transfer shortfall of internet revenue **\$5,986.50** to Deeds Excise #52299

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the following end of year FY 2019 transfers as requested by Derek Costa, Business Manager of the Bristol County Agricultural School:

1. Encumber payroll for the Bristol County Agricultural High School personnel (Teachers, Technology Director, and Dining staff payroll for summer payroll) for Fiscal year FY20 in the amount of: **\$379,087.82**
2. Transfer from the FY19 Budget appropriation fund balance of **\$360,140.62** into the Chapter 6 Account.
3. Transfer the excess revenue of FY19 to the unreserved account in the amount of **\$163,065.86**

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, as indicated in the Invoice from the Bristol County Retirement Board, to approve the FY 2020 appropriation for the County of Bristol to the Bristol County Retirement System in the annual amount of **\$1,254,515.00** due by **July 31, 2019**.

It is noted this will be charged to **01100-54411** in the **FY 2020 Budget**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted as indicated in the invoice dated June 01, 2019 from Roxanne Donovan, Executive Director, Bristol County Retirement System, to approve the FY 2020 invoice for the Bristol County Sheriff's Department Unfunded Liability to the Bristol County Retirement System in the annual amount of **\$2,276,129.00**.

It is noted this will be charged to County Deeds **13420-54412** in the FY 2020 Budget.

A motion was made by Commissioner Saunders, seconded by Commissioner Mitchell, to re-consider the vote of June 11, 2019 regarding the 2% salary increase for the Registry of Deeds non-union and elected officials for the Fiscal Year 2020 Budget, with no step increase. Motion carries.

Commissioner Saunders expressed his concerns about non-union individuals receive percentage increase along with steps and that is why the Board voted as it did on June 11th.

Register of Deeds Amaral said that he had spoken to Attorney Novack and the State statute said that all County employees receive grades and steps. Mr. Amaral did not have a copy of the statute with him.

Commissioner Mitchell expressed concerns that the County's attorney was being asked legal questions by departments without the County Commissioners being aware of it. If that is the case, the attorney should be asked to contact the Commissioners. Commissioner Mitchell expressed the need for more communication from the departments to the Commissioners.

Upon motion of Commissioner Mitchell, seconded for discussion by Commissioner Saunders, it was voted to approve the recommendation of Register McDonald to move Heather Ciullo a step for this FY 2020 year only, She will receive the 2% increase and move a step on her anniversary month. A new Temporary Non-Union Grade and Step Grid will have to be calculated. The question of Grades and Steps for non-union employees will then be forwarded to the Personnel Board with input from legal counsel for a determination prior to the next budget.

On the motion, Roll Call

Commissioner Saunders	no
Commissioner Mitchell	yes
Commissioner Kitchen	yes

Motion carries.

Register Amaral questioned why the Registry was being singled out and given a 2% increase while everyone else received a 3%. He did not believe it was fair.

Commissioner Mitchell expressed his concerns that there have been some concerns voiced by constituents regarding the upcoming assessment for the upcoming school project. The County should be conscious of that when discussing salary increases. There is going to be more scrutiny on what we do and how the County is spending.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to increase the salaries of the appointed non-union Registry employees to 3% for the Fiscal Year 2020 Budget.

On the motion, Roll Call

Commissioner Saunders	no
Commissioner Mitchell	yes
Commissioner Kitchen	no

Motion does not carry.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to increase the salaries of the three elected Register of Deeds to 3% for the Fiscal Year 2020 Budget.

On the motion, Roll Call

Commissioner Saunders	no
Commissioner Mitchell	yes
Commissioner Kitchen	yes

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve and forward to the Treasurer's Office for payment, invoice #618844 from **Sylvia Group Insurance Agency, Inc.**, 500 Faunce Corner Road, Building 100, Suite 120, Dartmouth, MA 02747, which is the renewal of the commercial property policy for the County of Bristol for July 1, 2019 to June 30, 2020 as provided by Starr Specialty Lines, in the amount of **\$234,000.00**.

To be paid to Vendor #1531, charged to the **FY 2020 Budget - 13420-54431**

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the payment, in accordance with the recommendation of Peter Carreiro, Benefits Coordinator, and to forward to the Treasurer's Office for payment, invoice dated June 28, 2019 from the **MIA Health Benefits Trust, One Winthrop Square, Boston, MA 02110**, in the amount of **\$385,221.53** for the County of Bristol Monthly Membership Premiums for **July, 2019**.

To be paid to Vendor #7778 from the following accounts:

	Account #01-21581	\$384,991.13
	Account #13420-54437	\$ 230.40

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted on the recommendation of County Administrator Gomes, in accordance with the Massachusetts Code of Regulations, to approve and forward to the Treasurer's Office for payment the following medical bill incurred by the employee listed in the schedule below as a result of an injury received in a work-related accident:

EMPLOYEE	DOS	VENDOR	AMOUNT SUBMITTED	AMOUNT PAID
Deborah Lima-Gonsalves D.O. I 7-30-18		Southcoast Hospitals Group PO Box 11357 Boston, MA 02211		
	06/19/19		<u>\$245.00</u>	<u>\$42.15</u>
TOTAL INVOICES:			\$245.00	\$42.15

To be paid to vendor #2578 Remit #2 from **13402-54404**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to accept the **Bristol County Fiscal Year 2020 Budget** as submitted in the amount of **\$23,272,437.84** broken down as follows:

Interest on County Debt	\$ 0.00
County Commissioners	\$ 355,925.60
Print Shop	\$ 96,395.01
Courthouse Buildings	\$ 2,018,065.46
B. C. Agricultural School	\$ 7,300,282.35
Aggie Core	\$ 2,508,456.84
Misc. Account {Deeds \$604,580.00}	\$ 102,130.00
Unpaid Bills {Deeds \$ 40,000.00}	

Reserve Fund {Deeds \$20,000.00}	
Medical/Life Insurance {Deeds \$426,541.57}	\$ 502,421.54
Advisory Board Exp.	\$ 1,000.00
Contributory Retirement	\$ 1,254,515.00
County Audit {Deeds \$32,000.00}	
County Treasurer	\$ 443,654.94
Taunton Registry	\$ 1,521,855.67
New Bedford Registry	\$ 1,042,747.64
Fall River Registry	\$ 921,719.51
Capital Improvements	
OPEB Trust Fund	\$ 25,000.00
Total:	\$ 18,094,169.56

Deeds Excise Budget

Taunton Registry	\$ 395,000.00
New Bedford Registry	\$ 836,212.71
Fall River Registry	\$ 210,000.00
County	\$ 1,126,121.57
DOR- BCSO Unfunded Pension Liability	\$ 2,610,934.00
Total:	\$ 5,178,268.28

Total Budgets

\$ 23,272,437.84

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to accept the **Bristol County Fiscal Year 2020 Estimated Receipts** as submitted in the amount of **\$23,272,437.84** broken down as follows:

Registries of Deeds

Taunton	\$660,000.00
<i>Postage</i>	\$19,000.00
<i>Dial-in/Internet</i>	\$225,000.00
New Bedford	\$572,500.00
<i>Postage</i>	\$14,000.00
<i>Dial-in/Internet</i>	\$34,000.00
Fall River	\$343,000.00
<i>Postage</i>	\$7,000.00
<i>Dial-in/Internet</i>	\$20,000.00
County Tax	\$6,680,208.26
Courthouse Rental [est.]	\$2,160,195.26
Print Shop	\$40,000.00
Misc. Income	\$25,000.00
B. C. Agricultural School	\$6,592,853.73
Unreserved	\$701,412.31

Total County Revenue Deeds Excise**\$18,094,169.56****Fund Receipts**

Taunton Registry	\$575,000.00
New Bedford Registry	\$315,000.00

Fall River Registry	\$250,000.00
DOR - BCSO Unfunded Pension Liability	\$2,610,934.00
Total:	\$3,750,934.00
Deeds Excise Budget Carry Over Amount	
Taunton Registry	\$165,000.00
New Bedford Registry	\$710,212.71
Fall River Registry	\$110,000.00
County	\$442,121.57

Motion carries.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the **Fiscal Year 2020** Operating Budget of the Bristol County Treasurer's Office in the amount of **\$443,654.94**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the **Fiscal Year 2020** Operating Budget of the Bristol County Commissioner's Office in the amount of **\$355,925.60**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the **Fiscal Year 2020** Budget for the Bristol County Agricultural School in the amount of **\$9,808,739.19**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the Bristol County Print Shop Budget for **Fiscal Year 2020** in the amount of **\$96,395.01**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the Bristol County Buildings Budget for **Fiscal Year 2020** in the amount of **\$2,018,065.46**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the Operating and Deeds Excise Budget for the Bristol County Northern Registry of Deeds, submitted by Register Barry J. Amaral, for **Fiscal Year 2020** in the amount of **\$1,916,855.67**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the Fiscal Year 2020 Operating and Deeds Excise Budget for the Bristol Southern District Registry of Deeds, submitted by Register Frederick M. Kalisz, Jr., in the amount of **\$1,878,960.35**.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the Fiscal Year 2020 Operating and Deeds Excise Budget for the Bristol County Fall River District Registry of Deeds, submitted by Register Bernard J. McDonald III, in the amount of **\$1,131,719.51**.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to adjourn at 4:41 pm