

## THE COMMONWEALTH OF MASSACHUSETTS

## BRISTOL SS

At a meeting of the Bristol County Commissioners holden in person and via Go-To-Meeting teleconference within and for the County of Bristol on the tenth day of July A.D., 2020 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 present were Facilities Superintendent Aguiar, and County Administrator Maria Gomes, BCAHS Business Manager Derek Costa and Ken Raymond, Chairman BCAHS Board of Trustees.

The meeting was called to order by Commissioner Kitchen at 4:18 pm.

A Roll Call was taken.

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

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

1. James Costa	Retirement	Effective 7/31/20
2. Lauren Harwood	New Hire Dir. Of Technology	Effective 7/20/20

Received a notice from Barry J. Amaral, Taunton Register of Deeds on the following employment matters:

1. Elizabeth A. Rose	Tech Fund Position Termination	Effective 7/03/20
2. Francis J. McGuirk	Part-time Assistant	Effective 7/01/20
3. Theresa Poirier	Tech Fund Position	Effective 7/01/20
4. Naleak E. O'Brien	Tech Fund Position	Effective 7/01/20
5. Carol A. Godlewski	Tech Fund Position	Effective 7/01/20
6. John Wayne Arruda	Tech Fund Position	Effective 7/01/20

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

On the motion, Roll Call:

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

The following Accounts Payable Warrants were reviewed:

AP Warrant #20126	\$70,615.54
AP Warrant #20120	\$171,058.09
AP Warrant #20121	\$6,073,623.92
AP Warrant #21001	\$227,336.00
AP Warrant #21004	\$289,664.21

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

On the motion, Roll Call:

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

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the June 30, 2020 minutes.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Frederick M. Kalisz, Jr., and encumber from Fiscal Year 2020 to Fiscal Year 2021, \$28,980.97 to be encumbered from Org 52269.

On the motion, Roll Call:

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

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the request of County Administrator Maria V. Gomes and encumber from Fiscal Year 2020 to Fiscal Year 2021, \$159,739.25 to be encumbered from 10610/52265.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by Derek Costa, Business Manager at the Bristol County Agricultural High School:

1. Encumber payroll for the Bristol County Agricultural High School personnel (Teachers, Support Staff, and Dining staff payroll for summer payroll) for Fiscal year FY21 in the amount of **\$344,540.98**.
2. Transfer from the FY20 Budget appropriation fund balance of **\$911,594.20** into the Chapter 6 Account.
3. Transfer the excess revenue of FY20 to the unreserved account in the amount of **\$149,017.15**

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by Maria V. Gomes, Administrator:

Commissioner's Office

From the 2's in 10300 move \$1742.50 to the 5's in 10300 with the approval of the Advisory Board.

Print Shop

From the 3's in 10400 move \$120.36 to the 4's in 10400.

Buildings**Expense Transfer:**

Transfers \$.04 from 10610-51100 to 10611-51100

Transfers \$.11 from 10610-51100 to 10619-51100

**Budget Transfers:**

From the 2's in 10613 move \$279.30 to the 3's.

From the 2's in 10618 move \$1,546.55 to the 3's.

From the 2's in 10619 move \$864.77 to the 4's.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by Barry J. Amaral, Register, Taunton Northern District

Registry of Deeds:

- From 13401 Group 2 to 13401 Group 4 - \$14,161.65
- From 13401 Group 3 to 13401 Group 4 - \$10,772.46

Expense Transfer

- From 13401 51100 to 040 51100 - \$2,629.60
- From 13401 54437 to 040 54437 - \$127,487.56

Mr. Amaral will provide detail for next meeting.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by Frederick M. Kalisz, Jr, Register of the Southern District

Registry of Deeds:

- Transfer from County Funds Group 4 \$26,365.38 and apply to Group 2.
- Transfer from County Funds Group 4 \$15,907.01 and apply to Group 3.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by Bernard J. McDonald III, Fall River Register of Deeds:

Budget Transfer

- From 13403 Group 2 to 13403 Group 3- \$815.45
- From 13403 Group 2 to 13403 Group 4- \$9,538.75

Expense Transfer

- Transfer Group 4 operating expense, \$12,212.56 to Deeds Excise #54437
- Transfer shortfall of postage \$1,411.45 to Deeds Excise #52299.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the following end of year FY 2020 transfers as requested by County Treasurer Christopher T. Saunders:

- Transfer \$1,570.70 from Group 2 to Group 3.
- Transfer \$732.60 from Group 2 to Group 5 with the approval of the Advisory Board.

On the motion, Roll Call:

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

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the FY 2021 Appropriation, as indicated in the invoice from the Bristol County Retirement Board dated June 1, 2020, for the FY 2021 County of Bristol, Bristol County Retirement System in the annual amount of **\$1,369,597.00** due by **July 31, 2020**.

It is noted this will be charged to **01100-54411** in the **FY 2021 Budget**.

On the motion, Roll Call:

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

There was a discussion about the billing invoice from the Retirement Board for the Sheriff's Department Retirement for FY 2021. The invoice does not match the Amortization Schedule that A & F had developed when the Sheriff's Department transferred to the State. The appropriate invoice number from the Retirement on the A & F schedule shows \$2,351,639.00 for Fiscal Year 2021. The County would then appropriate an additional \$360,562.00, for a total of \$2,712,201.00.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the FY 2021 Appropriation for the Bristol County Sheriff's Department Unfunded Liability to the Bristol County Retirement System in the annual amount of **\$2,351,639.00** in addition to the 10% of **\$360,562.00** required by A & F, for a total of **\$2,712,201.00** due July 31, 2020.

It is noted that this payment will be charged to County Deeds 13420-54412 in the FY 2021 Budget.

On the motion, Roll Call:

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

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted, pursuant to Massachusetts Chapter 150 of the Acts of 2018, to authorize County Treasurer Christopher T. Saunders to borrow an additional **\$37,115,000.00** in a short term Bond Anticipatory Note ('BAN'), to continue with the Bristol County Agricultural High School Building and Renovation project.

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment, the Massachusetts Water Pollution Abatement Trust Loan Administrative Fee payment in the amount of **\$572.53** due July 31, 2020, for the loan taken out for the Bristol County Agricultural High School Sewer Project.

**FY '21 Budget Vendor#6993 97100230-57706**

On the motion, Roll Call:

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

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment, the Massachusetts Water Pollution Abatement Trust Loan payment in the amount of **\$7,633.74** due July 15, 2020, for the Bristol County Agricultural High School Sewer Project.

**FY '21 Budget Vendor#6993 98600230-57710**

On the motion, Roll Call:

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

County Administrator Gomes presented the invoice from MIIA for the health insurance for the month of July. This invoice reflects a 50% reduction in premium that MIIA provided due to COVID 19. The total savings is \$163,671.00.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted, in accordance with the recommendation of Peter Carreiro, Benefits Coordinator, to forward to the Treasurer's Office for payment, invoice dated July 7, 2020 from the **MIIA Health Benefits Trust, One Winthrop Square**, in the amount of **\$214,351.14** for the County of Bristol Monthly Membership Premiums for July, 2020.

To be paid to Vendor #7778 from the following accounts:	<b>Account #01-21581</b>	<b>\$214,105.34</b>
	<b>Account #13420-54437</b>	<b>\$ 245.80</b>

On the motion, Roll Call:

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

A communication from Peter Carreiro, Benefits Coordinator regarding the reimbursement of premium savings to the retired teacher's was read into the record.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, in accordance with the July 10, 2020 recommendation of Peter Carreiro, Benefits Coordinator, to request the Treasurer's Office to issue premium holiday reduction refunds directly to those retired Massachusetts Teacher Retirement System members who cannot be directly credited for the MIIA and Altus Dental premium reductions for July & August respectfully.

On the motion, Roll Call:

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

#### Old Business

Mrs. Gomes provided an update on the New Bedford Superior Court cupola. With no State and Federal funding, there is no requirement for Massachusetts Historical Commission review. She stated that she had had a conversation with Anne Louro from the City of New Bedford Planning Department. There is a possibility that the City and County could join together and the City could request funding through a Preservation Grant for the cupola. The City of New Bedford also may have CPA funds available according to Ms. Louro.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to put an additional **\$150,000.00** in the New Bedford Superior Court Miscellaneous Building Repairs line item to cover the cost of repairing or replicating the cupola.

On the motion, Roll Call:

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

#### Unanticipated

The County received an email from Michelle Loranger of the Children's Advocacy Center announcing her resignation. Received and placed on file.

Scott Aguiar reported a broken AC unit at the New Bedford T3rd District Court.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to authorize the emergency repair of an air-conditioning unit at the New Bedford 3<sup>rd</sup> District Court as per the Quote #15-2020-1 submitted by **Advance Air & Heat Company, Inc.**, 17 Bullock Road, East Freetown, MA 02717 in the amount of \$700.00.

Vendor #540 to be paid from 10618/52269

On the motion, Roll Call:

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

Ms. Gomes announced that she needed to take back the color printer that she had allowed the County to borrow and she was requesting the authorization to purchase a color printer for the Commissioner's Office so that the processing of color documents, like color invoicing, could be used to provide to the Treasurer's Office.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to authorize County Administrator Gomes to purchase a color printer for the County Commissioner's Office. Estimated cost is \$349.99, plus the cost of the toner cartridges.

Vendor #84 to be paid from 10300/52275.

On the motion, Roll Call:

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

Next meeting will be July 28, 2020.

Also, sadly, former custodian Paul Bernon passed away.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to adjourn at 4:57 pm.

On the motion, Roll Call:

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

APPROVED

DATE

7/28/2020

**BRISTOL COUNTY  
COMMISSIONERS**