

Pursuant to proper notice, a public meeting of the County Commissioners of the County of Norfolk was held in their offices at the County Administration Building, 614 High Street, Dedham, MA in said County, on January 2, 2019 notice of said meeting having been posted as required by law.

Commissioners present were:
Chairman Francis W. O'Brien
Commissioner Joseph P. Shea
Commissioner Peter H. Collins

Sheriff Jerry McDermott led the recitation of the Pledge of Allegiance.

Francis Hegarty, County Director, then presented the results of the Biennial Election for the office of County Commissioner, Treasurer, and Register of Deeds for Norfolk County. The official results of said election has been certified by the Board of Examiners, Mr. Hegarty presented Peter H. Collins of Milton as County Commissioner, James E. Timilty of Walpole as County Treasurer, and William P. O'Donnell as Register of Deeds.

Clerk of Courts Walter F. Timilty administered the Oath of Office to the elected officials.

Upon taking their respective Oaths of Office, Register O'Donnell, Commissioner Collins and Treasurer Timilty each made brief comments.

Following the Oath of Office the County Commissioners held the annual election for Chair of the Board of County Commissioners.

Director Hegarty called for nominations for the office of Chairman.

A motion was made by Commissioner Collins, seconded by Commissioner Shea and

VOTED: To nominate Francis W. O'Brien of Dedham as Chair of the Board of Norfolk County Commissioners

There being no further nominations, Chairman O'Brien was unanimously elected Chair.

Chairman O'Brien congratulated the newly sworn in officials.

A motion was made by Commissioner Collins, seconded by Commissioner Shea and

VOTED: To approve the Minutes of the Meeting of December 19, 2018 as submitted

Chairman O'Brien invited Sheriff McDermott to speak. Sheriff McDermott introduced himself to County officials and staff. Sheriff McDermott stated he looks forward to working with Norfolk County elected officials and their staffs.

Chairman O'Brien asked for any public comments. There were no public comments.

John McGowan, Superintendent of Buildings, presented the Capital Improvement Report. He reported on Wrentham District Court. The court is due for its five year MA Department of Environmental Protection oil test. Nancy McNealy, Chief Procurement Officer, stated the state

John McGowan, Superintendent of Buildings, presented the Capital Improvement Report. He reported on Wrentham District Court. The court is due for its five year MA Department of Environmental Protection oil test. Nancy McNealy, Chief Procurement Officer, stated the state requires the test due to an oil tank leak many years ago. Ms. McNealy is actively pursuing a new vendor due to the retirement of the prior oil test administrator.

Chairman O'Brien announced the Board has executed personnel matters as follows:

Col. #34 -- Registry of Deeds

Notice of Promotion for Pamala O'Donnell to Principal Clerk, effective 1/14/19

Notice of Promotion for Margaret Comer to Principal Clerk, effective 1/14/2019

Notice of Promotion for Patricia Giunchetto to Principal Clerk, effective 1/14/19

Notice of Promotion for Emily Dellorco to Principal Clerk, effective 1/14/19

Chairman O'Brien announced that the Commissioners executed payroll and expense warrants as follows:

19-26	Payroll – County	132,783.33
19-26	Medicare – School	1,699.16
19-26	Payroll – School	303,680.79
19-26	Medicare – School	4,089.50
01-01-19	Expense – County	107,018.81

Chairman O'Brien stated no contracts were awarded on Wednesday, January 2, 2019 as noted on Exhibit B.

Chairman O'Brien stated there are no bid openings on Wednesday, January 2, 2019 as noted on Exhibit A.

Ms. McNealy presented the Report of the Chief Procurement Officer as detailed in Exhibit C.

Chairman O'Brien thanked Ms. McNealy for her report.

Mr. Hegarty presented the Report of the County Director. He stated the new personnel handbook will be distributed to Departments next week. Department heads will have a two week comment period to submit recommendations. Mr. Hegarty stated work continues on the FY20 Budget, and Commissioners' staff is developing revenue and expense figures. He reported on Brookline District Court. Mr. Hegarty stated the County received final notification and contract for work at Brookline District Court. He stated the Commonwealth estimates a May move in date for Brighton District Court temporary relocation.

A motion was made by Commissioner Shea, seconded by Commission Collins, to go into Executive Session under Purpose 7, for the review of Executive Session Minutes of December.

19, 2018, such executive session having been held pursuant M.G.L.c.30A sec 21(a)(7) to comply with, or act under authority of, any general or special law, specifically M.G.L. c30A sections 22(f) and (g), which executive session related to the review, approval and/or consideration for disclosure or continued non-disclosure of minutes from an executive session which had been held on December 12, 2018.

Chairman O'Brien called the roll and

Commissioner Collins voted "yes"

Commissioner Shea voted "yes"

Chairman O'Brien voted "yes"

VOTED: to go into executive session at 1:30 pm


The Commissioners reconvened in Open Session at 1:40 pm.

There being no further business to come before the meeting, a motion was made by Commissioner Collins, seconded by Commissioner Shea and unanimously.

VOTED: to adjourn the meeting

Meeting adjourned at 1:42 pm

ATTEST:



Recording Secretary



Clerk

EXHIBIT A
BID OPENINGS
JANUARY 2, 2019

Sealed bids were publicly opened at 1:30 PM at the Norfolk County Commissioners meeting, pursuant, to Chapter 30B of the MGL's.

No bids were opened.

EXHIBIT B
AWARDING OF CONTRACTS
JANUARY 2, 2019

It was moved by Commissioner Shea, seconded by Commissioner Collins and unanimously:

VOTED: to award the following contract(s)

No contracts were awarded.

I am in the process of preparing specifications for the replacement of the roof on the County Administration Building

CURRENT QUOTES

I have requested quotes from several vendors for custodial supplies for the County and Grain and Animal/Fish feed for the Aggie School

CONTRACTS

Heating Oil, Diesel Fuel and Gasoline for the South Shore Purchasing Group for a period of three years will be in for award on 1/9/18.

BIDS

Food and Beverage Service for the Wollaston Recreational Facility opened on December 28th one bid was received from the View Restaurant.

REGISTRY INTERIOR RENOVATIONS

The asbestos abatement has been completed. Contractor is continuing on with the Phase 1 renovations in the Land Court Area. Majority of work has been on the electrical demolition and installing the new electrical items ie; fire alarm horn strobes and lights. Electrical work in the land court area and record hall will continue for the next two weeks. Cabinets have received approval from the Architect and have begun to be constructed (this is a 12 week turnaround). A different light fixture that was not specified in the specifications has been chosen. This is a special order item and will take about 6 weeks to receive.

It was discovered during wiring that a section of the ceiling is concrete. A soffit was built to hid the wiring as it was not possible to drill through the ceiling.