

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 February 20, 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

Chairman O'Brien called the meeting to order at 1:00 pm.

John McGowan, Superintendent of Buildings, led the recitation of the Pledge of Allegiance.

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

VOTED: To approve the Minutes of the Open Session Meeting of February 13, 2019 as submitted

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

Mr. McGowan presented the Capital Improvement Report. He reported on snow removal. Mr. McGowan stated the recent snow and ice storms stressed ice melt inventory at Dedham Complex and required Facilities Maintenance staff to transfer ice melt from Quincy District Court to the Dedham Complex. He stated a Dedham Complex ice melt delivery is due shortly.

He reported on Brookline District Court. Mr. McGowan stated the County's portion of the Brighton District Court to Brookline District Court temporary relocation should be complete this Friday. He stated March 4 is the target date to complete the relocation. Mr. McGowan stated Judge Dacey White is concerned the relocation may negatively affect her staff's parking. Mr. McGowan stated he will have parking spaces numbered 1-24 and labeled "reserved" in an effort to address potential parking issues. Mr. Hegarty stated the relocation will last an estimated 18 months. Mr. McGowan stated there is no update on employee egress at Brookline District Court.

Mr. McGowan stated Facilities Maintenance staff moved and relocated several partitions in the Probation Department at the request of Trial Court staff.

He reported on Wollaston Recreational Facility (WRF). Mr. McGowan stated Facilities Maintenance staff has been working on the kitchen and restaurant area in the View Restaurant. He stated workers removed the sink and dishwasher and replaced rotted subfloor in the kitchen. Mr. McGowan stated the grease trap in the kitchen needs a thorough cleaning. Mr. McGowan stated a flooring professional familiar with the project reported the kitchen area is well suited for a water resistant rubber floor.

Chairman O'Brien thanked Mr. McGowan for his report.

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

Col. # 6 – Facilities Maintenance

Notice of Change of Address for Sean Michael Pekkinen, effective 2/12/2019

Col. #7 – Engineering

Notice of Resignation for Russell W. Metcalf as Survey Crew Chief, effective 2/22/2019

Col. #9 – Agricultural High School

Notice of Contingent Employment for Michael J. Nelson as On Call Substitute Instructor, effective 2/21/2019

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

19-33	Payroll – County	130,490.91
19-33	Medicare – County	1,667.47
02-03-19	Expense – County	33,672.84

Chairman O'Brien stated no contracts were awarded on Wednesday, February 13, 2019 as noted on Exhibit B.

Chairman O'Brien stated there are bid openings on Wednesday, February 13, 2019 as noted on Exhibit A.

Robert Pierson presented the Report of the RSVP Director as detailed in Exhibit C.

Commissioner Shea asked about National Service Day in Walpole. Mr. Pierson stated the event will be held at the new Walpole Senior Center.

Commissioner Collins commended Mr. Pierson and RSVP staff for their work and noted that public employees often work on weekends and after normal business hours.

Chairman O'Brien thanked Mr. Pierson for his report.

Mr. Hegarty discussed a proposed amendment to the Golf Professional/Pro Shop Manager contract. Nancy McNealy, Chief Procurement Officer, stated the amendment is the result of the increase in the Massachusetts minimum wage.

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

VOTED: To amend the Golf Professional/Pro Shop Manager contract as recommended by the Chief Procurement Officer

Mr. Hegarty presented the Report of the County Director. He reported on the FY20 Budget. Commissioners' staff is working on preparing indirect charges to departments. Mr. Hegarty stated indirect charges should be finalized in 7-10 days. He stated the County will experience a manageable moderate increase in insurance costs in FY20. He thanked Michelle Labadini, Manager of Personnel, and Michael Mullen, Assistant County Director, for their work on the indirect charges.

Mr. Hegarty stated he met with Judge Dacey White to discuss the relocation of Brighton District Court to Brookline District Court. He stated Judge White extends her thanks to the Commissioners for their support during the project. Mr. Hegarty stated any Norfolk County Facilities Maintenance projects at County-owned court facilities require a letter from Trial Court administrative staff. He stated the letter must indicate state reimbursement of County expenses.

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

VOTED: To recess the meeting at 1:27 to reconvene at 1:30 for bid openings

Chairman O'Brien reconvened the meeting at 1:30 pm.

At 1:30 pm, Ms. McNealy and Jeanne McLeish, Administrative Assistant, opened bids for Roof Replacement for the Norfolk County Administration Building as detailed in Exhibit A.

At 1:36 pm, Treasurer James Timilty and Joseph D'Auria, County Accountant, joined the meeting to discuss County debt and finances. Mr. Hegarty stated the purpose of this discussion is to examine the overall financial condition and debt of the County and to determine methods to reduce debt liability.

Treasurer Timilty stated he is concerned that, if the economy experiences a downturn, the state the Registry of Deeds withholding that currently addresses the Corrections Maintenance of Effort (MOE) may be impacted. He stated the County continues to accrue debt associated with the state takeover of County Sheriffs.

Mr. D'Auria stated the County's outstanding bonds total approximately \$19M, with approximately \$18M a result of Agricultural High School borrowing. He stated the County is meeting its obligations every year but an economic recession could impact negatively the county's ability to pay debt service. Treasurer Timilty stated retiring the old Sheriff's debt and proceeding cautiously to prepare for any economic downturn should be a priority.

Mr. Hegarty stated the Commonwealth acknowledged they are responsible for the Sheriff's retirement costs in the MOE. He stated the County has already paid \$1M in interest on this debt. Mr. Hegarty stated the County should be able to recover that \$1M of previously paid interest. He stated if the Commonwealth allowed withholding for 2 MOE payments in one year the problem would be eliminated. Mr. Hegarty stated the MOE payments negatively impact Norfolk County more than the other counties. He stated Norfolk County paid the MOE for 2 ½ years while other counties did not pay.

Mr. Hegarty asked about bond retirement. Mr. D'Auria stated the Bond of 2004 will be retired in FY19 and the Bond of 2011 will be retired in 2023.

Chairman O'Brien directed Mr. Hegarty to work with Treasurer Timilty to arrange a meeting with state Administration and Finance officials.

Richard Kennedy, First Assistant Register of Deeds, recommended including the Register of Deeds in discussions relating to this topic.

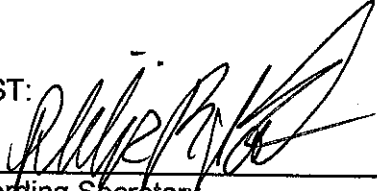
Marguerite Lee, Second Assistant Register of Deeds, stated Treasurer Timilty's appearance at today's meeting was not listed on the meeting agenda. Mr. Hegarty stated that a discussion relative to County debt and finances was posted on the Commissioners' agenda for today's meeting.

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

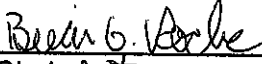
VOTED: to adjourn the meeting

Meeting adjourned at 2:05 pm

ATTEST:



Recording Secretary



Clerk, Asst.

EXHIBIT A
BID OPENINGS
FEBRUARY 20, 2019

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

1. ROOF REPLACEMENT FOR THE NORFOLK COUNTY ADMINISTRATION BUILDING

Titan Roofing, Inc., Springfield, MA
as per bid submitted
in the amount of
\$159,000.00
Alt 1 add \$12.00 per sq ft

Rockwell Roofing, Inc., Leominster, MA
as per bid submitted
in the amount of
\$139,900.00
Alt 1 add \$10.00 per sq ft

Capeway Roofing Systems, Inc., Westport, MA
as per bid submitted
in the amount of
\$139,700.00
Alt 1 add \$0.00 per sq ft

Gibson Roofs, Inc., Hanover, MA
as per bid submitted
in the amount of
\$141,000.00
Alt 1 add \$15.00 per sq ft

John F. Shea Co., Inc., Avon, MA
as per bid submitted
in the amount of
\$201,150.00
Alt 1 add \$6.00 per sq ft

MDM Engineering Co., Inc., Dudley, MA

as per bid submitted
in the amount of
\$148,000.00
Alt 1 add \$12.00 per sq ft

Corolla Roofing, Winthrop, MA

as per bid submitted
in the amount of
\$154,900.00
Alt 1 add \$5.50 per sq ft

Present at today's bid opening was: Jim Woodford, Titan Roofing Inc.

EXHIBIT B
AWARDING OF CONTRACTS

FEBRUARY 20, 2019

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

VOTED: to award the following contract(s)

No contracts were awarded.

**Robert Pierson, RSVP Director
February 2019 Report**

RSVP Activities and Events Scheduled

- Delayed MLK Volunteer Fair in Dedham- Feb 26th.
- Town of Norfolk Library Fair – March 31st.
- National Service Day in Walpole (formerly Mayor's Day) – April 2nd.
- Tentative Dedham Veterans Health Fair in collaboration w/Norwood Hospital – end April.
- Tentative Volunteer CPR Training in Weymouth – begin May.

Outreach and Recruiting

- 601 copies of our Jan-Feb 2019 RSVP newsletters were mailed out to volunteers, station partners and veteran riders on February 1st. 600 emails send out February 7th.
- Norwood and Quincy Career Centers volunteer recruitment.
- **6 New volunteers recruited since January 1st.**

Partner Sites and Programs

- Site visits made to Brockton VA /Manet Community Health /South Shore Elder Services.
- Afghans from Franklin/Norfolk CoAs delivered to Brockton.
- **86 Veteran Rides given since January 1st:**

CNCS Grant

- Updated RSVP Policies and Procedures. -In process with Annual Station & Site Visits for last year of our current three year Grant, with goal of visiting 4 sites per week. -In process with Friendly Visitor, Hospice and General Volunteer Surveys via Survey Monkey for end of Federal Grant Year 2019 report. Additional surveys will be implemented March.

Unduplicated Volunteers with submitted timesheets	New Grant Target	February 2017 - January 2018 (year ago)	February 2018 - January 2019 (current period)
Tutoring-Public Schools	>50	46	57
Food Delivery	>25	28	31
Food Pantry	>20	19	22
In-Home Friendly Visiting	>10	4	10
Veterans w/ disabilities	>10	7	9
Veterans transportation	>25	28	35
Veterans bene-assistance	>5	5	4
Other veterans services	>40	44	54
Other RSVP Priorities	<100	112	91
Unduplicated Volunteers	285	293	313