

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 6, 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.

Marguerite Lee, Second Assistant Register of Deeds, led the recitation of the Pledge of Allegiance.

Chairman O'Brien observed a moment of silence in memory of Richard Swain, brother of Sally O'Connell, RSVP.

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

VOTED: To approve the Minutes of the Open Session Meeting of January 30, 2019 as submitted

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 Brookline District Court. Mr. McGowan stated the County's electrician worked at the Court over the weekend. Mr. McGowan stated contractors will paint space numbers in each parking space in an effort to mitigate expected parking issues with the temporary Brighton District Court relocation.

He stated there is no new information regarding the change of employee access and egress at Brookline District Court. Frank Hegarty, County Director, stated in discussions with Trial Court administration he reiterated there can be no alterations to any County-owned Court facilities without Commissioners' approval.

Mr. McGowan reported on Superior Court. He stated Facilities Maintenance staff completed renovations to the Law Library, including new cubicle installation.

He reported on Wollaston Recreational Facility. Facilities Maintenance staff removed carpet in the restaurant area. They removed the sink and dishwasher and several layers of subfloor in the kitchen. He stated the County's flooring contractor will install new carpet in the restaurant. Mr. McGowan stated Facilities Maintenance staff will install new flooring, including ceramic tile in certain areas, of the kitchen.

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

Col. #34 – Registry of Deeds

Notice of Resignation for Matthew Reiad as Contingent Clerk effective 1/25/2019

Notice of Retirement for John Kerrigan as Head Admin Clerk effective 1/29/2019

Col. #9 – Agricultural High School

Notice of Contingent Employment for Noreen McQuaid as Substitute Nurse effective 2/7/2019

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

19-31	Payroll – County	133,256.41
19-31	Medicare – County	1,702.51
02-01-19	County – Expense	96,118.66

Chairman O'Brien stated contracts were awarded on Wednesday, February 6, 2019 as noted on Exhibit B.

Chairman O'Brien directed Nancy McNealy, Chief Procurement Officer, to provide each Commissioner with a spreadsheet listing the details of each item awarded in the contract for custodial supplies and any other future awards.

Chairman O'Brien stated there are no bid openings on Wednesday, February 6, 2019 as noted on Exhibit A.

Dale Kurtz presented the Report of the Veterans' Services Advocate as detailed in Exhibit C.

Chairman O'Brien asked about Chapter 115. Mr. Kurtz stated Chapter 115 is Massachusetts law that provides financial assistance to veterans and their dependents in need.

Commissioner Shea asked about Veterans' Services Officers. Mr. Kurtz stated Veterans' Services Officers receive training and qualification at the state level.

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

Mr. Hegarty presented the Report of the County Director. He reported on Mayflower Municipal Health Group (MMHG). He stated MMHG indicated a minimal rate increase for next year. Mr. Hegarty stated the financial position of MMHG is positive.

He stated since purchasing worker's compensation insurance the County's claims have decreased. Mr. Hegarty stated the County has saved money through reduced claims.

Mr. Hegarty reported on the FY20 Budget. He stated departments are developing their proposals in preparation for their budget reviews.

He reported on the Employee Handbook. Mr. Hegarty stated department heads submitted their comments and Commissioners' staff will review and consider all comments prior to submitting a draft to the Commissioners.

Mr. Hegarty reported on legislation. He stated the County legislation is moving forward and Norfolk County's delegation had the most sponsors.

He reported on capital projects. Mr. Hegarty stated County staff and industry contractors conducted a walkthrough of the Administration Building Roof Project. He expects several qualified bids.

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

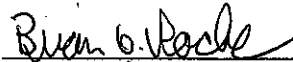
VOTED: to adjourn the meeting

Meeting adjourned at 1:30 pm

ATTEST:



Recording Secretary



Clerk, ~~Asst.~~

EXHIBIT A
BID OPENINGS
FEBRUARY 6, 2019

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

No bids were opened.

A pre-bid meeting for the Roof Replacement for the Administration Building was held on January 31, 2019 at 11:00 AM. Attending were Arthur Cohen, Titan Roofing, Inc., Ryan Bigos, Capeway Roofing Systems, Kenny Hertz, Rockwell Roofing, John Knox, John F. Shea Co., Inc., Al Gibson, Gibson Roofs, JR Souzzo, Corolla Roofing, Cataldo Kidd, Corolla Roofing.

Capeway Roofing Systems performed test cuts on the existing roof to determine what the existing roof consisted of and to determine if the roof contains Asbestos. The results were sent to the Purchasing Department. A sample was sent to RI Analytical and tested positive for asbestos. The results are being sent to all vendors of record via addendum.

EXHIBIT B
AWARDING OF CONTRACTS
FEBRUARY 6, 2019

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

VOTED: to award the following contract(s)

CUSTODIAL SUPPLIES FOR THE COUNTY OF NORFOLK

Conlon Products 1. contract # 4-2-19-216	as per quote submitted
WB Mason 2. contract # 4-2-19-217	as per quote submitted
Supply Works 3. contract # 4-2-19-218	as per quote submitted
Imperial Bag & Paper 4. contract # 4-2-19-219	as per quote submitted
HT Berry 5. contract # 4-2-19-220	as per quote submitted
MD Stetson 6. contract # 4-2-19-221	as per quote submitted

Materials Used: Custodial Bid Supplies

Norfolk County Veterans Advocate
Commissioners' Report
6 February 2019

The Norfolk County Veteran Service Advocate maintains contact and more importantly relationships with all VSO's within the county as well as VSO's throughout the state and other vital contacts for the service of our veterans.

Working with new VSO in Bellingham, Wrentham, Foxborough.

Have had an increase in 'out of town' claims processed through my office.

Working with Avon and Franklin Councils on Aging to find housing for multiple veterans.

Had messages posted on both Avon and Franklin local television to provide assistance to veterans or active duty Coast Guard affected by the government furlough

Hosted two mentors from the Dedham Veterans Court on Franklin Veterans Call TV program.

Met with the Civilian Aide to the Secretary of the Army. Discussion points included possible Army week in April and other Army focused programs.

Attended a meeting with a number of active duty and retired General Officers including the Surgeon General of the Army.

Attended the House Speaker's Legislative Luncheon for the Massachusetts Veterans Service Officer Association.

Re-certified 34 clients for CH 115 in January. Removed 5 clients from rolls for various reasons.

Working through a significant change in VA Pension Claim processing. Claim forms have been changed as well as qualifying financials.

I am attending select portions of the MVSOA Winter Training Conference the week of 11 February.

As always, helping veterans.