

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 March 6, 2019 notice of said meeting having been posted as required by law.

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

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

Commissioner Collins led the recitation of the Pledge of Allegiance.

A motion was made by Commissioner Shea, seconded by Chairman O'Brien and

VOTED: To approve the Minutes of the Open Session Meeting of February 27, 2019 as submitted

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

John McGowan, Facilities Maintenance Director, presented the Capital Improvement Report. He reported that Facilities Maintenance staff had been working hard to clean up from the prior week's two snowstorms. He also reported that rug and floor work at the Wollaston Recreational Facility is proceeding as planned. Mr. McGowan said that the kitchen flooring will be finished by Saturday, March 9th and that appliances would be reinstalled once complete.

Mr. McGowan reported on Dedham District Court. He added that Maintenance staff has been working to address a water leak from the air conditioning unit that has leaked into the main courtroom.

Chairman O'Brien thanked Mr. McGowan and Facilities Maintenance staff for their continued efforts. Commissioner Shea commended Mr. McGowan and his staff for a job well done on the rugs and flooring at the Wollaston Recreational Facility.

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

VOTED: to approve the following Personnel Matters before the Commissioners for consideration.

Col. # 30 – Treasurer

Notice of Resignation for Walter McDonough as Administrative Manager of Interdepartmental Affairs, effective 2/25/2019

Notice of Contingent Employment for Carolyn Serra as Part-time Temporary Employee, effective 2/26/2019

Col. # 6 – Maintenance

Notice of Conclusion for Out of Pay Grade for William F. Kelley, effective 3/4/2019

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

19-35	Payroll – County	132,783.25
19-5	U.S. Bank General Obligation Bond (10/25/12)	164,221.88
03-01-19	Expense – County	51,949.72

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

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

Michelle Labadini presented the Report of the Manager of Personnel Services as detailed in Exhibit C. Commissioner Shea noted that the City of Quincy has had a good experience with the Tickets at Work program recommended by Mrs. Labadini. He made a motion, seconded by Commissioner Collins, to allow the Manager of Personnel Services to continue on with plans to introduce the program to Norfolk County employees, and it was unanimously

VOTED: to allow the Manager of Personnel Services to continue on with plans to introduce the program to Norfolk County employees.

Mr. Hegarty presented the Report of the County Director. He said that work continues on the FY20 County operating budget and that Mayflower Municipal Health Group will be meeting the following week to finalize rates for the next fiscal year. Mr. Hegarty reported that he expects Mayflower to approve a very modest rate increase.

He reported that all departmental budgets have now been submitted to the Commissioners' office and that Mr. Iantosca and Mr. Mullen are working to compile all budget figures to be able to present to the Commissioners. Mr. Hegarty thanked Mr. Mullen in leading the process to create the new budget template and working with Mrs. Labadini on the health insurance indirect charges.

Mr. Hegarty shared with Commissioners that he was very pleased that the award for the roof replacement project was approved earlier in the meeting. Efforts will now begin on preparing bids to re-insulate the building and continue on with the Administration envelope project.

He also reported on the Counties' funding formula legislation. Rasky Partners has made significant and impressive progress in setting up meetings with Norfolk County legislators to discuss the bill. Mr. Hegarty said that Rasky is working hard to raise the importance of the legislation at the State House.

Chairman O'Brien asked about the progress with the Brighton District Court transition in Brookline District Court. Mr. Hegarty reported that the transition is going well; he expects the move will be complete by next Wednesday.

Chairman O'Brien recognized Dion Calheta, Vice President of Capeway Roofing, and Mr. Calheta introduced himself to the Commissioners. Commissioner O'Brien said that Capeway Roofing comes highly recommended and he looks forward to having the company work for Norfolk County. The Commissioners and Mr. Calheta then executed the Notice to Proceed and other agreements for the project.

Chairman O'Brien asked Mr. Calheta when he expects roof work to begin. Mr. Calheta said that he expects submittals by March 25, 2019.

Chairman O'Brien asked if the Commissioners had anything else to discuss. Commissioner Shea said that he has been working with the Mr. Hegarty and Mr. Miner to put the finishing touches on the food contract for the Wollaston Recreational Facility. Improved communication, he said, will be a key focus of the contract. Mr. Hegarty added that he believes the final contract will be one with which everyone can live.

The time being 1:30 p.m., Chairman O'Brien called to order the Fiscal Year 2020 budget hearing for the Norfolk County Agricultural High School (Aggie) and introduced Dr. Tammy Quinn, Superintendent, and Rick Fitzpatrick, Business Manager. Dr. Quinn began by thanking the Commissioners for their continued support of the Aggie and said she and Mr. Fitzpatrick were proud to submit a solid, but constrained budget that is on strong footing with continued solid student enrollment.

Mr. Fitzpatrick presented an overview of the school budget as outlined in the *Board of Trustees Fiscal 2020 Budget Workshop* handout he presented to the Commissioners. He said that the proposed Aggie budget includes level funding for indirect costs, which can be modified, funding for the recently approved collective bargaining agreement between the school and teachers' union, and no additional staffing. Mr. Fitzpatrick added that the budget also includes an increase of projected enrollment of approximately 30 students, and that technology investments and advancements remain a priority for the school.

Mr. Fitzpatrick also identified significant challenges facing the school in terms of infrastructure needs, the increasing number of students with special needs, and limitations of the school funding formula. He said that the Aggie is pursuing another possible partnership with the Massachusetts School Building Authority to address roof and window needs in Kemp Hall and the Plant Science Building. Mr. Fitzpatrick added that reprioritizing adult education programs will be a component of the school's efforts next year, and he added that the school's revenues see some increased projections from facility usage fees, but no revenues from any potential solar opportunities.

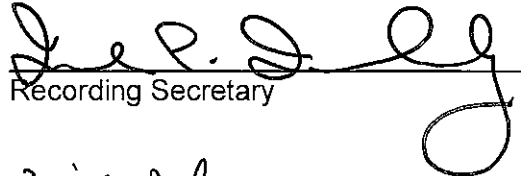
Chairman O'Brien that continued investments in the Aggie remain a top priority for the Commissioners. Commissioner Shea asked if new building code requirements in proposed roof and window projects could trigger additional expenses. Mr. Fitzpatrick said they would, but that the Aggie is looking for ways to minimize those costs.

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

VOTED: to adjourn the meeting

Meeting adjourned at 2:13 pm

ATTEST:


Recording Secretary

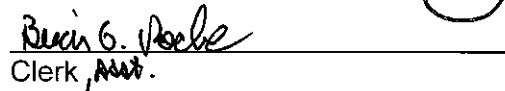

Clerk, ~~AMM~~.

EXHIBIT A
BID OPENINGS
MARCH 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.

EXHIBIT B
AWARDING OF CONTRACTS

MARCH 6, 2019

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

VOTED: to award the following contract(s)

ROOF REPLACEMENT FOR THE NORFOLK COUNTY ADMINISTRATION BUILDING

Capeway Roofing	as per bid submitted
1. contract # 4-3-19-224	in the amount of
	\$139,700.00
	Add Alt 1
	in the amount of \$0.00

Date: March 6, 2019

To: Norfolk County Commissioners

From: Michelle Labadini, Manager of Personnel Services

The Affordable Care Act reporting obligation to our employees and their families was completed and mailed out by January 31, 2019.

The Indirect report project has been on-going with the assistance of the Assistant County Director, Michael Mullen.

Benefits Open Enrollment is schedule at the Registry of Deeds on April 18th from 12:30 – 4:30 on the basement level and at the Norfolk Agricultural High School on April 25th from 11:30 – 3:30 in the main conference room. Attached is a copy of the schedule for these events. This year I am hoping for increased employee participation; therefore additional representatives will be invited including local gyms, weight watchers, Verizon, Whole Foods, etc.

Wellness Grant Information – Mayflower Municipal Health Group offers wellness programs via a wellness grant. In the past we used our wellness grant to purchase Nutrition magazines. This year I would like to put a survey out to the Norfolk County employees as there are many options to choose from and we can use the grant towards the highest interest from the employees.

Tickets To Work Program – The Tickets to Work program is a complimentary program that gives companies instant access to exclusive discounts on Travel and Entertainment throughout the U.S. They partner with companies like Disney, Universal, Six Flags and major League Sports Teams, Movie Theatres, Zoos, Ski Resorts and Concerts. This program saves employees money on top attractions and shows across the county. They offer a cost free program that will give our employees exclusive discounts on thousands of items. They will provide us with all the marketing materials to inform the employees of this great program that will create a work/life balance and build morale.

If this is something you would like to offer to our employees, please let me know. The enrollment process can be completed in 3 easy steps. They will add our Logo to their welcome flyer; which we can forward to our employees and they can log in and start utilizing all the benefits immediately. Please see attached flyer for more information.