

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 April 10, 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.

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

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

VOTED: To approve the Minutes of the Open Session Meeting of April 3, 2019 as submitted

Chairman O'Brien asked for any public comments.

Linda Austin, Head Clerk, Registry of Deeds, stated she is a Holbrook resident and Vice President of Local 2417. She stated she understands the budget proposal includes the unfunding of some positions. She stated union members need these positions. Ms. Austin stated she does not know why these positions are unfilled. She recommended the Commissioners' speak to Registry of Deeds Human Resources about the vacant positions and ask why they are unfilled.

Chairman O'Brien thanked Ms. Austin for her comments. He stated the Commissioners' will meet with the Advisory Board Finance Committee after today's meeting to discuss the budget proposal.

Marguerite Lee, Second Assistant Register, requested a copy of the approved April 3, 2019 Commissioners' Minutes.

Mr. McGowan presented the Capital Improvement Report. He stated the County contractors striped Brookline District Court, Registry of Deeds and Dedham District Court Parking Lots.

He stated Facilities Maintenance staff is preparing County Courts for Law Day.

Chairman O'Brien directed County Director Frank Hegarty to notify Mr. McGowan when the Commissioners award contracts at County Court Facilities.

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

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

Col. # 9 – Agricultural High School

Notice of Termination for Robert N. Toran as Substitute Instructor, effective 3/14/2019

Notice of Contingent Employment for Manar M. Zaki as Substitute Instructor, effective 4/11/2019

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

19-40	Payroll – County	129,801.74
19-40	Medicare - County	1,649.48
19-40	Payroll – School	295,245.21
19-40	Medicare – County	3,968.89
04-02-19	Expense – County	34,110.04

Chairman O'Brien stated no contracts were awarded on Wednesday, April 10, 2019 as noted on Exhibit B.

Chairman O'Brien stated there are bid openings on Wednesday, April 10, 2019 in the Office of the Chief Procurement Officer as noted on Exhibit A.

Mr. Hegarty discussed the December 2018 and January and February 2019 Trial Balances from Joseph D'Auria, County Accountant. Mr. Hegarty recommends approval.

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

VOTED: To approve the December 2018 and January and February 2019 Trial Balances as submitted

Mr. Hegarty discussed the proposed FY2019 Third Supplemental Appropriation. He stated the proposal transfers \$3,335.00 from RSVP – Other Revenue to RSVP – Volunteer Recognition. He stated RSVP received the funds as donations.

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

VOTED: To recommend Advisory Board approval of the proposed FY2019 Third Supplemental Appropriation in the amount of \$3,335.00.

Mr. Hegarty discussed the 2015 High Plain Street, Sharon, Discontinuance. He stated this discontinuance was presented to the Board some time ago and necessary paperwork is now complete.

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

VOTED: That as a result of the petitioners' failure to fulfill the conditions precedent to the discontinuance of a portion of the June 7, 1932 County Layout of High Plain Street in said Town of Sharon from the Town Layout of November 13, 2012 of Johnson Drive to the

Interstate Route 95 (1962 State Layout #5259) as set forth in an Order of Discontinuance dated July 1, 2015 ("Order"), said ORDER is hereby VACATED and the Petition is hereby DISMISSED.

Michelle Labadini presented the Report of the Manager of Personal Services as detailed in Exhibit C.

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

Mr. Hegarty presented the Report of the County Director. He reported on FY19 Revenues. Mr. Hegarty stated March Registry of Deeds revenues did not meet estimates. He stated fee collections were approximately \$12,000 below estimates and excise collections were approximately \$27,000 below estimates. Mr. Hegarty stated year to date fee collections are slightly below estimates and excise collections are approximately \$200,000 above estimates. He stated online fee collections are strong.

He stated most efforts have focused on the FY20 Budget proposal and preparation for today's Finance Committee Meeting. Mr. Hegarty stated the Administration Building Roof Project was a success and is complete.

Chairman O'Brien asked for a report on Wollaston Recreational Facility (WRF). Mr. Hegarty stated yesterday's scheduled WRF meeting was cancelled due to weather. Commissioner Shea stated the WRF meeting is re-scheduled for tomorrow. He stated attendees will include Mayor Koch, and Milton Town Administrator Michael Dennehy. Commissioner Shea stated the meeting will include a walkthrough of the facility. Mr. Hegarty stated he will provide a report next week.

Chairman O'Brien asked for public comment before the meeting of the Finance Committee.

Corey Bombredi, Bargaining Agent, Local 2417, stated unfunding empty positions puts a burden on members. He stated the AFSCME unit includes Registry of Deeds, Facilities Maintenance, and Engineering employees.

Kevin Folan, President, Local 2417, stated the budget has cuts to all departments including Engineering, Facilities Maintenance, and Registry of Deeds. He stated he wants workers to work in a positive environment. Mr. Folan stated he understands the County must make difficult decisions. He stated cutting a Facilities Maintenance position will have a domino effect. Mr. Folan stated employees cannot take time off when they desire. He thanked the Commissioners for their cooperation.

Register of Deeds William P. O'Donnell stated workers are the backbone of the Registry of Deeds. He stated the Registry has a great leadership team. Register O'Donnell stated the proposal calls into question the County's management. He stated the proposal will remove employee incentives for advancement. Register O'Donnell stated he should run his own department.

He asked if the Commissioners approved Registry of Deeds personnel papers submitted last week. Chairman O'Brien stated the personnel papers were not on the agenda and were not approved. Mr. Hegarty stated the personnel papers were on hold. Register O'Donnell asked

when the submitted personnel papers will appear on the Commissioners' agenda. Chairman O'Brien stated they may be on the agenda next week.

Chairman O'Brien thanked Helen Donohue for her years of service on the Norwood Board of Selectmen.

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

VOTED: to adjourn the meeting

Meeting adjourned at 1:34 pm

Chairman O'Brien convened the meeting of the County Commissioners and members of the Norfolk County Advisory Board Finance Committee, Chairman Peter Padula of Franklin, Paul Connors of Randolph, Owen Dugan of Wellesley, Helen Donohue of Norwood, Carl Balduf of Plainville, and Elizabeth Childs of Brookline (arriving at 2:00 pm). The first item on the agenda was the proposed FY19 Third Supplemental Appropriation. The Finance Committee voted 5-0 to recommend the FY 19 Third Supplemental Budget to the full Advisory Board.

Mr. Hegarty then reviewed the FY20 Budget Proposal. He stated the proposal includes \$19,478,801 in projected revenues. Mr. Hegarty stated Commissioners' staff reviewed revenue estimates several times. He stated the County Assessment is the only concrete figure included in the revenue proposal. Mr. Hegarty stated the original budget request from departments included a \$764,272 shortfall. He reviewed adjustments since the original proposal, these include reducing Other Post Employment Benefits from \$325,000 to \$275,000 consistent with the last two years, eliminating funding for the Veterans' Services Advocate clerical position, reducing Commissioners' Capital to from \$415,000 to \$300,000, changing a Wollaston Recreational Facility contract employee to a County employee, and unfunding a truck purchase in the Engineering Department. Combining these cuts with the elimination of unfilled positions voted by the Commissioners will balance the proposed FY 20 Operating Budget.

He stated the budget includes an approximate \$160,000 increase in the County Assessment and a slight increase in WRF revenues. Mr. Hegarty stated other revenues are level with the current year. He stated the proposal includes an approximate \$100,000 reduction in debt and does not include any contribution from the Stabilization Fund. He stated last year several Advisory Board members cautioned against the use of the Stabilization Fund to balance the budget.

Mr. Connors asked about green fees and credit card revenues at WRF. Mr. Hegarty stated green fees are actually a combination of cash payments and credit card purchases. Mr. Hegarty stated in future budget proposals green fees and credit card sales may be combined. Mr. Hegarty stated the WRF proposal includes approximately \$120,000 in sorely needed investments in the recreational facility. He stated this investment will be offset by increased WRF revenues.

Ms. Donohue asked about WRF instate/out of state travel. Mr. Hegarty stated the travel line items fund conference attendance for 2 employees. Ms. Donohue asked about WRF Misc Charges and Obligations. Mr. Hegarty stated Misc Charges and Obligations funds the WRF water and sewer charges. Chairman O'Brien stated Presidents Golf Course at WRF is a jewel of Norfolk County.

Mr. Hegarty stated the proposal unfunds the Veterans' Services Advocate Clerical position in the Commissioners' Office. He stated the position would have been reimbursed by the towns of Avon and Franklin. Mr. Padula asked about Commissioners' Structures and Improvements. Mr. Hegarty stated Structures and Improvements was reduced by \$115,000 to balance the budget proposal. Mr. Padula asked about HVAC at Quincy District Court. Mr. Hegarty stated that an HVAC failure at Quincy District Court would cost an estimated \$1.5M to replace. He stated any replacement of the HVAC at Quincy District would have to be funded with a transfer from the Stabilization Fund.

Mr. Hegarty stated the proposed Treasurer's Office budget unfunds the vacant Administrative Assistant/Manager of Interdepartmental Affairs position.

He stated the Facilities Maintenance proposal unfunds a vacant Senior Building Custodian position, unfunds a snow blower attachment purchase, and unfunds Superior Court gas conversion.

Mr. Hegarty stated the Engineering Department proposal includes 4 unfunded vacant positions. Mr. Padula asked if these positions are no longer necessary. Mr. Hegarty stated the Commissioners voted to zero out vacant positions.

Mr. Connors asked about pending and vacant positions. Mr. Hegarty stated County departments recruit for pending positions and must receive Commissioners' and Advisory Board approval to fill positions in the proposal.

Mr. Hegarty stated there are no changes in the Agricultural High School (NCAHS) proposal. Mr. Connors asked about retirements in the proposal. Rick Fitzpatrick, Business Manager, NCAHS stated retirements occurred in FY19 and the positions were filled.

Linda Austin, Head Clerk, Registry of Deeds, stated she is a Holbrook resident and Vice President of Local 2417. She stated she understands the budget proposal includes the unfunding of some positions. She stated union members need these positions. Ms. Austin stated she does not know why these positions are unfilled. She recommended the Commissioners' speak to Registry of Deeds Human Resources about the vacant positions and ask why they are unfilled.

Ms. Donohue asked how many vacant positions are in the Registry of Deeds budget proposal. Register O'Donnell stated there are 16 vacant positions in the budget. He stated the Registry cannot pay its bills and indirects. He stated the Registry should be left alone. Register O'Donnell stated taking away vacant positions takes away advancement opportunities. He stated cuts in other departments are fine. Register O'Donnell stated departments were asked to submit level funded budgets and the Registry submitted a level funded budget.

Register O'Donnell stated he does not understand how the WRF budget proposal increased by \$280,000 over FY19. He stated he does not fill positions just to fill positions. Register O'Donnell stated the County mandate increased 2 ½% every year since 1992. He asked why changes to the mandate in the FY20 proposal were not discussed with him. Register O'Donnell stated he is a directly elected official and operations have not run smoothly since Mr. Hegarty became County Director.

Ms. Donohue asked if there were any negotiations. Register O'Donnell stated there were no negotiations. Chairman O'Brien stated the relationship between the Register of Deeds and the County Commissioners is not good and there is room for improvement. Chairman O'Brien stated he should have discussed any budget revisions during the department budget review process. Ms. Donohue stated the Commissioners and Register of Deeds should work together to address and issues.

Ms. Childs asked why the Commissioners approved a 27% increase in WRF salaries and a 21% decrease in Registry of Deeds salaries. Mr. Padula stated the increase in WRF salaries is offset by increased WRF revenues.

Mr. Padula asked for comment from the Commissioners. Commissioner Shea stated the proposal removes the Presidents Golf Course Golf Professional from a contract to a permanent employee and moves the golf professional revenue to the County. He stated the original budget requests against revenues were \$764,272 out of balance. Commissioner Shea stated there were time constraints related to the FY20 Budget Process and the Commissioners did not want a repeat of last year. He stated he made a motion last week to unfund any vacant positions. Commissioner Shea asked how cities and towns handle vacant positions. Mr. Dugan stated selectmen have 2 obligations – to provide services to citizens at the lowest cost and to staff departments. Mr. Dugan stated real estate sales have experienced a downward spiral and he does not understand the need for 16 vacant positions. Commissioner Shea stated the money from the Registry of Deeds vacant positions does not come back to the County General Fund.

Joseph D'Auria, County Accountant, stated the unexpended balance does not come from unspent Registry of Deeds appropriations. He stated the Registry of Deeds does not spend the full mandate.

Commissioner Shea stated last year the County pulled \$198,000 from the Stabilization Fund. He stated balancing the budget is difficult, but the Commissioners must present a balanced budget to the Advisory Board. Commissioner Shea stated the Commissioners reluctantly unfunded these positions, but he does not see much relief next year. He stated funding so many vacant positions at the Registry requires a significant outlay. Commissioner Collins stated if the positions are necessary we can fill them. He stated some of these vacant positions have been unfilled for 7 years.

Commissioner Collins stated the Commissioners were in a difficult position regarding this year's budget. He asked if towns would fund an open position left unfilled for 7 years. Mr. Hegarty stated the Registry of Deeds had 14 open positions in FY15, 13 open positions in FY16, 11 open positions in FY17, 15 open positions in FY18, 15 open positions in FY19, and 16 open positions in FY20. He stated the Engineering Department had 50% of their positions unfunded.

Ms. Childs asked how many positions are in the Registry of Deeds proposal. Register O'Donnell stated there are 63 positions in the Registry of Deeds proposal. Mr. Hegarty stated 21% of the positions in the Registry of Deeds budget proposal are vacant.

Mr. Hegarty stated last year the Commissioners' Budget Proposal asked for \$198,000 from the Stabilization Fund. He stated several Advisory Board members voiced their opposition to drawing from the Stabilization Fund. Mr. Hegarty stated the proposal as submitted has a \$62,343 surplus. He stated the WRF proposal contains an approximate \$280,000 increase over last year but the increase is mostly offset through approximately \$200,000 in increased revenues. Mr. Hegarty stated the WRF proposal includes funding for many safety-related

repairs and improvements and repairs to tennis courts. He stated the intent of the budget proposal is to defund vacant positions and on July 1, if the County returns an unappropriated balance, departments may request funding for defunded positions.

Ms. Childs stated it is hard to make the argument for increasing the WRF budget based on revenues.

Mr. Padula asked how much revenue comes from the Registry of Deeds. Mr. Hegarty stated 30-40% of revenues come from Registry of Deeds receipts. He stated the County has 3 main sources of revenue – Registry of Deeds receipts, the County Assessment, and Court Rentals. He stated Court Rentals are actually reimbursements of expenditures and the County receives payments 18 months after expenditure.

Ms. Donohue recommended the Commissioners and Register of Deeds work on the budget proposal together. Chairman O'Brien stated he does not think such efforts will vbe success. He stated the Commissioners presented a balanced budget to the Finance Committee and it is up to the Finance Committee to make a recommendation to the Advisory Board.

Ms. Donohue made a motion to direct the Commissioners and Register of Deeds to discuss the number of open positions to determine if the two can come to an agreement. Mr. Connors seconded the motion.

Ms. Childs asked if the \$764,272 deficit in the original FY20 department proposals could be made up elsewhere in the budget. She asked if there was room for negotiation with the Register of Deeds. Mr. Padula stated the Commissioners made the decision to unfund any open positions.

Register O'Donnell stated there is approximately \$600,000 in cuts to open positions in the Registry of Deeds. He asked how much money is in the Stabilization Fund. Mr. D'Auria stated there is currently \$3.3M in the Stabilization Fund. Mr. Padula stated the Commissioners and Advisory Board did not build up the Stabilization Fund to spend it down.

Mr. Connors stated it is not the job of the Finance Committee to tell the Commissioners how to operate. He recommended the Finance Committee meet with departments to review their proposals.

Mr. Padula stated there is a motion on the floor from Ms. Donohue. Mr. Padula stated the motion does not carry.

Mr. Dugan asked if the Registry of Deeds can do its job without the unfunded positions. Mr. Padula stated the Registry does not need 15 or 16 vacant positions to operate, but they may need some vacant positions. Mr. Dugan stated 16 positions is a lot of open positions. He stated if the Register needs positions he can come to the Advisory Board in September and ask for funding.

Commissioner Shea stated the entire budget is \$31M. He asked what percentage of the budget is personnel. Mr. D'Auria stated salaries comprise approximately 60-65% of the proposal.

Mr. Hegarty stated the Advisory Board Public Hearing is April 17 and the budget vote is May 15. A motion of the Finance Committee was made, duly seconded, and

VOTED: To convene an emergency meeting of the Finance Committee to

discuss the FY20 Norfolk County Budget Proposal

A motion of the Finance Committee was made, duly seconded, and

VOTED: To adjourn the Finance Committee meeting at 3:15 pm

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

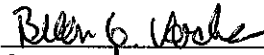
VOTED: to adjourn the meeting

Meeting adjourned at 3:16 pm

ATTEST:



Recording Secretary


Clerk, ~~not~~

9/12

EXHIBIT A
BID OPENINGS
APRIL 10, 2019

Bids were publicly received by 1:30 PM by the Purchasing Department pursuant, to Chapter 30B of the MGL's.

1. REPLACEMENT OF THE EXISTING WRAP-AROUND SARNAFIL MEMBRANE ROOF FOR THE NORFOLK COUNTY REGISTRY OF DEEDS

Capeway Roofing, Inc., Westport, MA	as per bid submitted in the amount of \$155,300.00
Rockwell Roofing, Inc., Leominster, MA	as per bid submitted in the amount of \$178,725.00
Gibson Roofs, Inc, Hanover, MA	as per bid submitted in the amount of \$151,000.00
John F. Shea Co., Inc., Avon, MA	as per bid submitted in the amount of \$150,475.00

8 specs sent

2. SOUTHWEST GUTTER REPLACEMENT FOR NORFOLK COUNTY SUPERIOR COURT

Rockwell Roofing, Inc. Leominster, MA	as per bid submitted in the amount of \$58,975.00
Capeway Roofing, Inc., Westport, MA	as per bid submitted in the amount of \$27,600.00

10/12

John F. Shea Co., Inc., Avon, MA

as per bid submitted
in the amount of \$44,815.00

7 specs sent

11/12

EXHIBIT B
AWARDING OF CONTRACTS

APRIL 10, 2019

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

VOTED: to award the following contract(s)

No contracts were awarded.

12/12

EXHIBIT C

Open Enrollment at NAHS - Main Conference Room (4/25/19 11:30 - 3:30)
400 Main Street, Walpole, MA

Organization	Contact	Phone	Email	Confirmation	Notes
Delta Dental	Ruth Murphy	617-886-1325	wallace@deltamass.com	X	
EAP (Employee Assistance Program)	Jeanne Howard	800-535-4841 x 738	jeannehoward@theEAP.com	X	
BCBS & Blue 20/20	John Swanson	617-246-5756	Courtney.Daniels@bcbs.ma.com	X	
Boston Mutual	George Karas	781-775-8414	georgekaras1@bmo.com	X	
ESO/ELO	Jay Blanchard	508-524-6208	jblanchard@rwmadvisor.com	X	
Mass SMART Plan (deferred retirement)	Eileen Neubert	508-207-8656	Eileen.Naubert@empower-retirement.com	X	
VALIC (deferred retirement)	Edward McBride	603-594-8340	edward.mcbride.@valic.com	X	
Town of Dedham	Paula Roche	781-326-8068	http://www.dedhamcu.org/specials.ph	X	
Credit Union	Jessica Glezellis	781-433-2977	jglezellis@Direct.com	X	
Direct Federal Credit Union	Jessica Glezellis	781-433-2977	jglezellis@Direct.com	X	
Mayflower	Kelly Perez			X	\$25 Gift Cert. for raffle
Bj's Wholesale Club				X	
Tickets At Work	Michelle Labadini		Info pamphlets	X	