

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 3, 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 Shea 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 March 27, 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 stated Facilities Maintenance staff replaced a portion of damaged floor in Dedham District Court. Mr. McGowan stated he relocated a custodian to Brookline District Court per the request of Judge White. He stated Industrial Burner Systems is addressing several HVAC issues at County facilities.

Commissioner Shea stated he and Mr. McGowan met with Clerk Magistrate Tobin at Quincy District Court to discuss Law Day and parking issues at the Court. Mr. McGowan stated a new parking garage is under construction near Quincy District Court.

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

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

Col. # 20 – Wollaston Recreational Facility

Notice of Contingent Employment for James R. Fitzroy as Part-Time Pro Shop Associate, effective 4/4/2019

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

19-39	Payroll – County	127,395.30
19-39	Medicare - County	1,614.60
04-01-19	Expense – County	381,006.35

Chairman O'Brien stated no contracts were awarded on Wednesday, April 3, 2019 as noted on Exhibit B.

Chairman O'Brien stated there are bid openings on Wednesday, April 3, 2019 as noted on Exhibit A.

In accordance with Chapter 35, Section 28 of the General Laws, Chairman O'Brien declared the Public Hearing on the Norfolk County Fiscal Year 2020 Budget open.

Chairman O'Brien announced the Norfolk County Advisory Board Finance Committee will join the Commissioners on April 10, 2019 for a joint session to review the FY20 Budget Proposal.

Chairman O'Brien offered an opportunity for public comment.

Mr. Hegarty reported notice of the Commissioners' Public Hearing was posted in accordance with Open Meeting Law.

Chairman O'Brien stated Norfolk County Department Heads are available for questions.

Mr. Hegarty stated the FY20 Budget as submitted contains a \$764,272 negative variance against the ability to fund. The anticipated revenues are \$31,864,665 and proposed expenses are \$32,628,937. He stated the budget as presented contains some adjustments but in order to balance the budget more adjustments are necessary.

Mr. Hegarty stated the proposal includes approximate increases of \$357,000 in pension costs, \$200,000 in insurance, and \$100,000 of County support for Norfolk County Agricultural High School. He stated the budget includes an approximate \$160,000 increase in the County Assessment and a slight increase in Wollaston Recreational Facility 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.

He stated the proposal looks to maintain current efforts. It includes funding for capital improvements at Superior Court and investments in Wollaston Recreational Facility. Mr. Hegarty stated the proposal includes savings from retirements in the Commissioners' Office, Treasurer's Office, and Facilities Maintenance. Mr. Hegarty stated the \$764,272 deficit must be addressed.

Commissioner Shea asked about the FY19 health insurance increase. Mr. Hegarty stated the current year's increase was approximately \$480,000, a 5% increase. Commissioner Shea asked about pension costs. Mr. Hegarty stated the County meets its responsibility with County employees. He stated the retired sheriffs' employees are a matter of concern. Commissioner Shea asked about contributions from the Stabilization Fund. Mr. Hegarty stated the FY19 Budget revenues include \$198,000 from the Stabilization Fund. Commissioner Shea stated the Commissioners must recommend a balanced budget. Mr. Hegarty stated the Commissioners must present a balanced budget to the Finance Committee next week.

Chairman O'Brien offered an opportunity for public comment.

There was no public comment.

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

VOTED: To close the Public Hearing on the Norfolk County FY20 Budget Proposal

Commissioner Shea stated 80% of the County budget is personnel driven and fixed costs. He made a motion to unfund any unfilled positions county-wide.

Chairman O'Brien asked for the recommendation of the County Director.

Mr. Hegarty stated the FY2020 Norfolk County Budget Proposal revenues are realistic. He recommended the following: reducing Other Employment Benefits to from \$325,00 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, unfunding a Facilities Maintenance position, unfunding a snow blower attachment purchase, removing the Assistant County Surveyor position and unfunding vacant positions and a truck purchase in the Engineering Department.

Commissioner Shea asked about vacant and pending positions. Mr. Hegarty stated if the job title remains in the budget the position may be funded at another time. Mr. Hegarty stated the removal of vacant positions will create approximately \$800,000 savings.

Commissioner Shea asked about future revisions. Mr. Hegarty stated the budget proposal is a working document until the Advisory Board meeting on May 15.

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

VOTED: To accept the FY2020 Norfolk County Budget Proposal as presented and to accept the outline as presented by County Director Frank Hegarty which includes certain reductions in fixed costs, equipment, and unfunds any vacant positions and to direct the County Director to notify departments.

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

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

Chris Carr and Brian Frazier of The View Restaurant and Tavern joined the meeting. Chairman O'Brien thanked Mr. Carr and Mr. Frazier for joining the Commissioners today. Chairman O'Brien stated golfers are the priority at The View Restaurant and Tavern. He stated the facility must meet all Board of Health regulations. Chairman O'Brien stated Commissioner Shea is the liaison between Mr. Carr and the Commissioners.

Mr. Carr thanked the Commissioners for the opportunity. He stated The View Restaurant and Tavern is fully functional and ready for business.

Mr. Hegarty presented the Report of the County Director. He reported on a request from Quincy Youth Hockey for the charitable rate for their golf tournament on June 19, 2019 at Presidents Golf Course.

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

VOTED: To allow the charitable rate for the Quincy Youth Hockey
Tournament on June 19, 2019 at Presidents Golf Course

Commissioners' staff will notify Wollaston Recreational Facility staff of the vote.

Mr. Hegarty stated Franklin Town officials sent a thank you letter for the existing conditions survey of Washington Street completed by the Norfolk County Engineering Department.

Mr. Hegarty noted he received notification of the Walpole Board of Selectmen's reappointment of Richard Pilla to the Norfolk County Advisory Board for a term expiring on April 1, 2020.

Mr. Hegarty stated the Commissioners received an invitation to Quincy District Court Law Day on May 6, 2019. Sen. Markey will be keynote speaker.

Mr. Hegarty reported on the Administration Building. He stated the roof replacement project is ongoing. Contractors removed the old roof and are in the process of installing the new roof system. Mr. Hegarty stated upon completion of the roof project the next phase of the Administration Building Project is the installation of new ceiling insulation. The final phase is exterior restoration and repair.

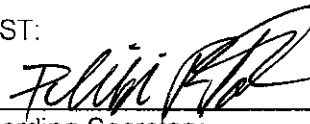
He stated most work has focused on the FY2020 Budget proposal. Mr. Hegarty thanked County staff for their cooperation and patience during the budget process.

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

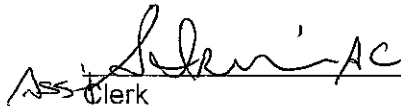
VOTED: to adjourn the meeting

Meeting adjourned at 1:55 pm

ATTEST:



Recording Secretary



Clerk

EXHIBIT A
BID OPENINGS
APRIL 3, 2019

Quotes were publicly received by 11:30AM by the Purchasing Department pursuant, to Chapter 30B of the MGL's.

1. FERTILIZER FOR THE NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL

Caravaile, Bernardson, MA
Harrell's, Auburn, MA

as per quote submitted
as per quote submitted

A pre-bid conference was held on April 8, 2019 at 11:00 AM for the Southwest Replacement of Gutters for Norfolk County Superior Court. One vendor was present, Rockwell Roofing, Inc.

A pre-bid meeting was held on April 9, 2019 @ 10:00 AM for the Replacement of the Sarnafil Wrap Around roof for the NC Registry of Deeds Building. Two contractors were present, Rockwell Roofing, Inc. and Silktown Roofing.

EXHIBIT B

AWARDING OF CONTRACTS

APRIL 3, 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
March 2019 Report**

RSVP Activities and Events Scheduled

- Town of Norfolk Library Fair – March 31st.
- *National Service Day in Walpole (formerly Mayor's Day) – April 2nd. Over 40 attendees.*
- Tentative Volunteer CPR Training in Weymouth – begin May.

Outreach and Recruiting

- 601 copies of our Mar-April 2019 RSVP newsletters mailing out to volunteers, station partners and veteran riders on April 4th. 600 emails sending out on April 5th.
- Norwood and Quincy Career Centers volunteer recruitment.
- **11 New volunteers recruited in February & March**

Partner Sites and Programs

- Site visits made to Quincy Community Action Program Food Pantry / Sanger Center / (closing)/HESSCO/ Salvation Army Food Pantry/ Quincy District Court/ Needham Traveling Meals/Milton Food Pantry/ West Roxbury VA
- **128 Veteran Rides given in February & March.**

CNCS Grant

-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 telephone surveys by our office volunteers; school surveys & food pantry surveys. My End of Federal Grant Year 2 report is due at end of month., as is year-end Financial Report.

Unduplicated Volunteers with submitted timesheets	New Grant Target	March 2017 - February 2018 (year ago)	March 2018 - February 2019 (current period)
Tutoring-Public Schools	>50	44	55
Food Delivery	>25	28	29
Food Pantry	>20	18	25
In-Home Friendly Visiting	>10	5	11
Veterans w/ disabilities	>10	6	9
Veterans transportation	>25	26	35
Veterans bene-assistance	>5	5	4
Other veterans services	>40	45	52
Other RSVP Priorities	<100	111	91
Unduplicated Volunteers	285	288	311