

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 May 29, 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, Superintendant 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 May 22, 2019 as submitted

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

Mr. McGowan presented the Capital Improvement Report. Chairman O'Brien thanked Mr. McGowan and Facilities Maintenance staff for their placement of American Flags and new landscaping on Norfolk County Court Facility properties in honor of Memorial Day.

Mr. McGowan reported on Wrentham District Court. Facilities Maintenance staff installed a split fin air conditioning unit in the District Attorney's Office.

He reported on the Registry of Deeds. Mr. McGowan stated Industrial Burner Systems (IBS) will provide a cost estimate for repairs to a cracked boiler in the Registry.

Mr. McGowan reported on Quincy District Court. He stated staff switched the HVAC system from heating to cooling and will monitor the system closely. Mr. McGowan stated Facilities Maintenance staff filled holes in the ceiling. He stated the holes resulted from state-run telephone work at Quincy District Court. Mr. McGowan stated there is an ongoing court-wide state-sponsored telephone system project. Frank Hegarty, County Director, stated he is unaware of the telephone project.

Mr. McGowan reported on Superior Court. He stated contractors will remove 2 unhealthy trees and replace with a new tree or trees at Superior Court.

Chairman O'Brien asked about parking at Quincy District Court. Commissioner Shea stated the new public parking garage near the court will hold 750 spaces. Commissioner Shea stated he asked Mayor Koch for Norfolk County officials to be included in any future discussions of parking in the Quincy District Court area.

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

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

Col. # 6 – Facilities Maintenance

Notice of Change of Address for Joseph W. Feeney, effective 5/30/2019

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

19-47	Payroll – County	139,165.56
05-05-19	Expense – County	489,485.30
19-11A	Expense – School	17,925.00

Chairman O'Brien stated no contracts were awarded on Wednesday, May 29, 2019 as noted on Exhibit B.

Chairman O'Brien stated there are no bid openings on Wednesday, May 29, 2019 as noted on Exhibit A.

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

VOTED: To allow the charitable rate for the Kevin J. Ryan Memorial Golf Tournament at Presidents Golf Course on June 14

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

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

VOTED: To allow the charitable rate for the Firefighter John T. Austin Memorial Golf Tournament at Presidents Golf Course on June 24

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

Nancy McNealy presented the Report of the Chief Procurement Officer. She presented a memorandum regarding year-end issuance of purchase orders. Ms. McNealy stated she will distribute the memorandum to departments. Ms. McNealy stated she will prepare and distribute to departments a memorandum regarding FY19 reserve lists. She stated Superior Court Oil Burner Replacement/Conversion to Gas bids were released this week. Ms. McNealy stated she completed requirements for Chief Procurement Officer re-certification. She stated she will obtain a replacement cost estimate for the Administration Building Elevator.

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

Mr. Hegarty presented the Report of the County Director. He stated the County received all FY19 County Assessment payments. Mr. Hegarty stated 2 payments of 1/2 of each city and town assessment are due on November 1 and May 1 and some communities elect to pay in one lump sum.

He reported on Brookline District Court. Mr. Hegarty stated the County received reimbursement for costs associated with County work performed during the project to temporary relocate Brighton District Court to Brookline District Court.

Mr. Hegarty stated Michael Mullen, Assistant County Director, and Ms. McNealy joined him in a webinar regarding Facilities' history, maintenance, and inventory. He stated the webinar detailed a product to create a repository of building information and inventory for all County buildings.

He reported on the Administration Building. Mr. Hegarty stated Facilities Maintenance staff will water proof the rear of the Administration Building. He stated he is working with Administration Building neighbors regarding scaffolding placement for the veneer application project.

Mr. Hegarty stated work continues on end of year projects, including analyzing the projected unexpended balance.

Chairman O'Brien asked for an update on negotiations. Mr. Hegarty stated the next collective bargaining session is on June 18.

Chairman O'Brien asked about the County Assessment. Mr. Hegarty stated the Department of Revenue issues new valuations every 2 years. He stated the county assessment increases by 2 1/2% each year and is apportioned to cities and towns based on valuation. He stated the Norfolk County Advisory Board weighted vote is adjusted every two years based on the same valuation.

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 1:25 pm

ATTEST:



Recording Secretary

Susan J. Jan (Ass't C)
(SVC Clerk WFT)

EXHIBIT A
BID OPENINGS
MAY 29, 2019

Bids were publicly received by 1:30 PM at the Norfolk County Commissioners Meeting, pursuant to Chapter 30B of the MGL's.

No bids were opened.

EXHIBIT B
AWARDING OF CONTRACTS

MAY 29, 2019

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

VOTED: to award the following contract(s)

No contracts were awarded