

## THE COMMONWEALTH OF MASSACHUSETTS

## BRISTOL SS

At a meeting of the Bristol County Commissioners holden at Taunton within and for the County of Bristol on the nineteenth of June A.D., 2018 by successive adjournments from the March term of the same year.

Present: Chairman Paul B. Kitchen, Commissioner John R. Mitchell and Commissioner John T. Saunders

Also present at the meeting: Frederick Kalisz, Jr. and Maria Gomes.

The meeting was called to order at 4:00 pm.

Received a notice from the Bristol County Agricultural High School regarding the following employment matters:

- |                        |                         |                     |
|------------------------|-------------------------|---------------------|
| 1. Laurie Cassidy      | Substitute Senior Clerk | effective 7/1/2018  |
| 2. Margaret McLaughran | Substitute Senior Clerk | effective 7/1/2018  |
| 3. Megan Sylvester     | Substitute Foreman      | effective 7/1/2018  |
| 4. Mallorie Carr       | Substitute Foreman      | effective 7/1/2018  |
| 5. Stasia Peters       | Termination             | effective 6/30/2018 |

Received a notice from Frederick M. Kalisz, Jr. New Bedford Register of Deeds, on the following employment matter:

- |                   |                                |                     |
|-------------------|--------------------------------|---------------------|
| 1. Michael Silvia | Retirement-Dir. Tech. Services | effective 6/30/2018 |
|-------------------|--------------------------------|---------------------|

A motion was made by Commissioner Mitchell, seconded by Commissioners Saunders to table two CP's from the Agricultural School for Higgins and O'Connell until the next meeting.

A motion was made by Commissioner Saunders, seconded by Commissioner Mitchell to approve the aforementioned CP's.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the minutes of June 6, 2018.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the payroll warrant #18114 for week ending 6/16/2018.

A motion was made by Commissioner Mitchell, seconded by Commissioner Saunders to approve the Accounts Payable warrant # 18114.

It was noted that warrants 18104, 18109, 18110 & 18111 were approved and signed by the Commissioners the previous week.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the three (3) year lease agreement between the County of Bristol and the Children's Museum of Greater Fall River, to lease property located at 441 North Main Street, Fall River, MA 02720, for a term beginning July 1, 2018 and ending on June 30, 2021. The rent will be \$1,000 per month. Provisions of the contract are included in the signed lease agreements with the attached Schedules A-C.

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to approve the request of Register Barry J. Amaral, Northern District Registry of Deeds, as stated in his letter dated June 19, 2018 to approve the carry-over of vacation time for Cheryl Cain, Judith Simmons and Lynne Ferreira of the Taunton Registry of Deeds.

Said carry-over to be used by September 30, 2018.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Register Barry J. Amaral, Northern District Registry of Deeds, as stated in his letter dated June 19, 2018 to approve the carry-over of vacation time for Francis McGuirk of the Taunton Registry of Deeds.

Said carry-over to be used by September 30, 2018.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Bernard J. McDonald III, Register, Fall River Registry of Deeds, to approve the carry-over of vacation time for six employees of the Fall River Registry of Deeds- Christine Coombes, Brenda Lynch, Virginia Plasski, Cheryl Sullivan., Heather Ciullo and Donald McNally.

Said carry-over to be used by September 30, 2018.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the request of Frederick M Kalisz, Jr, Register, Southern District Registry of Deeds, as stated in his letter dated June 12, 2018, to approve the compensation of three (3) weeks of vacation time for Susan A Morris, Administrative Assistant, not to exceed 15 days. It is noted all remaining carryover (stated 4 days) vacation time, must be used by September 30, 2018.

Commissioner Saunders stated that he hoped it was not going to be a recurring thing, asking for payout of vacation time, because it would most likely cause other similar requests.

In accordance with Rule 4 of the Personnel By-laws, this request will also have to be approved by the Personnel Board.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the carry-over of up to one week of vacation (5 days) from Fiscal Year 2018 to Fiscal Year 2019 for the employees of the County Commissioner's Office, Print Shop and Custodial Staff. Said carry-over days to be used by September 30, 2018.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, in accordance with the letter dated May 31, 2018 from Christopher T. Saunders, Bristol County Treasurer, to approve the carry over into FY 2019 of up to, five (5) vacation days for Lisa Rogers and eight and one-half (8.5) vacation days for Elizabeth Nogueira. Said carry-over days to be used by September 30, 2018.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Bristol County Agricultural High School's **FY19 Capital Budget** in the amount of **\$11,798.75**

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the County Commissioner's Office Budget for Fiscal Year 2019 in the amount of \$343,954.05.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Bristol County Print Shop Budget for Fiscal Year 2019 in the amount of \$95,115.06.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Bristol County Courthouse & Registry Buildings Budget for Fiscal Year 2019 in the amount of \$1,505,996.60.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Bristol County Treasurer's Office Budget for Fiscal Year 2019 in the amount of \$424,317.73.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted, as indicated in the invoice from the Bristol County Retirement Board, to approve the FY 2019 Appropriation for the County of Bristol to the Bristol County Retirement System in the annual amount of **\$1,149,590.00 due by July 31, 2018.**

It is noted this will be charged to **01100-54411** in the **FY 2019 Budget.**

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted as indicated in the invoice dated June 1, 2018 from Roxanne Donovan, Executive Director of the Bristol County Retirement System, to approve the FY 2019 invoice for the **Bristol County Sheriff's Department Unfunded Liability** to the Bristol County Retirement System in the annual amount of **\$2,332.129.00.**

It is noted this will be charged to County Deeds **13420-54412** in the **FY 2019 Budget.**

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Fiscal Year 2019 Operating Budget and Deeds Excise Budget in the amount of \$1,850,688.46, as submitted by Register Barry J. Amaral for the Bristol County Northern District Registry of Deeds.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Fiscal Year 2019 Operating Budget and Deeds Excise Budget in the amount of \$1,687,736.07, as submitted by Register Frederick M. Kalisz, Jr. for the Bristol County Southern District Registry of Deeds.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve the Fiscal Year 2019 Operating Budget and Deeds Excise Budget in the amount of \$1,064,897.08, as submitted by Register Bernard J. McDonald III for the Bristol County Fall River District Registry of Deeds.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to accept the **Bristol County Fiscal Year 2019 Budget** as submitted in the amount of **\$21,849,781.04** broken down as follows:

Interest on County Debt	\$	0.00
County Commissioners	\$	343,954.05
Print Shop	\$	95,115.06
Courthouse Buildings	\$	1,505,996.60
B. C. Agricultural School	\$	7,063,749.61
Aggie Core	\$	2,409,083.39
Misc. Account {Deeds \$509,500.00}	\$	101,880.00
Unpaid Bills {Deeds \$ 40,000.00}		
Reserve Fund {Deeds \$20,000.00}		
Medical/Life Insurance {Deeds \$268,466.58}	\$	742,778.41
Advisory Board Exp.	\$	1,000.00
Contributory Retirement	\$	1,149,590.00
County Audit {Deeds \$32,000.00}		
County Treasurer	\$	424,317.73
Taunton Registry	\$	1,492,688.46
New Bedford Registry	\$	1,017,985.50
Fall River Registry	\$	899,897.08

Capital Improvements	
OPEB Trust Fund	\$ 25,000.00
Total:	\$ <b>17,273,035.89</b>

**Deeds Excise Budget**

Taunton Registry	\$ 358,000.00
New Bedford Registry	\$ 669,750.57
Fall River Registry	\$ 165,000.00
County	\$ 869,966.58
DOR- BCSO Unfunded Pension Liability	\$ 2,514,028.00

**Total:** \$ **4,576,745.15**

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**Total Budgets** \$ **21,849,781.04**

Upon motion of Commissioner Saunders, seconded by Commissioner Mitchell, it was voted to authorize the estimate from **Jose Cardozo Contracting Co**, 150 Four Winds Drive, Fall River, MA 02720, dated June 18, 2018, for the gutter work and roof repair at the New Bedford Superior Court, 441 County Street, New Bedford, MA. Total estimate is **\$8,960.00**. Work to be completed by June 30, 2018.

To be paid to Vendor #2893 from 13420-52269.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to authorize the estimate from **Jose Cardozo Contracting Co**, 150 Four Winds Drive, Fall River, MA 02720, dated June 5, 2018, for ceiling repair work to the Fall River Registry of Deeds, 441 No. Main Street Fall River, MA. Total estimate is **\$2,060.00**. Said repair to be paid by the Fall River Registry.

To be paid to Vendor #2893 from 060-52269.

The Fiscal Year 2017 audited Financial Statement and Management letter were received and placed on file.

Upon motion of Commissioner Mitchell, seconded by Commissioner Saunders, it was voted to approve and forward to the Treasurer's Office for payment invoice dated June 11, 2018 from Travelers Insurance, Sylvia & Co. Insurance Agency, 500 Faunce Corner Road, Building 100, Suite 120, North Dartmouth, MA 02747, for the **FY 19** insurance for the Boiler & Machinery for Bristol County in the amount of **\$6,051.00**.

It is noted this this is for Vendor #7244 and will be charged to 13420-54431 out of the **FY 19 budget**.

The invitation from the Holy Ghost Society of East Taunton to participate in their Annual Holy Ghost Feast was received and placed on file.

Upon motion of Commissioner Mitchell seconded by Commissioner Saunders, it was voted to approve the MIIA Employee Assistance Program ('EAP') handouts, and forward them to the Treasurer's Office to be included for distribution with payroll.

County Administrator Gomes announced that the insurance reimbursement checks for the damage to the Taunton Superior Court roof claim had been received today in the amount of \$80,093.16. The County was reimbursed based on the \$105,093.16 roof repair quote. The cost to the County amounted to \$19,586.84.

NACO had sent an elections of officer's form. The form was received and placed on file.

A motion was made by Commissioner Mitchell, and seconded by Commissioner Saunders to adjourn at 4:30 pm.