

**PLYMOUTH COUNTY COMMISSIONERS**  
**MEETING**

**June 20, 2013**

A regular meeting of the Plymouth County Commissioners was called to order at 5:03 p.m. at the Plymouth County Commissioners Office, 11 S. Russell Street, Plymouth, MA. Present were Chairman Daniel A. Pallotta, Commissioner Sandra M. Wright and Commissioner Gregory M. Hanley. Chairman Pallotta called for the Pledge of Allegiance.

Also, in attendance were County Administrator Brian McDonald, County Attorney Mark Gildea, Register of Deeds John Buckley, Treasurer Thomas O'Brien, Building Superintendent Doug Wedge, 4-H Educator Molly Lipper and Executive Assistant Nancy O'Rourke.

**ACCEPT PAYROLL AND/OR VENDOR VOUCHERS**

Commissioner Wright made a motion to accept Payroll and/or Vendor Vouchers. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

**PERSONNEL:** Acknowledge receipt of the following Personnel actions:

**Maintenance Department**

**Emergency Employment-90 Days**

James J. Flanagan, Custodian, JG 1-1, \$14.20/per hr.

**Step Increase**

Avelino Teixeira, Custodian, JG 1-1 \$14.20/hr. to JG 2-1 \$15.52/hr.

Carlota Krikorian, Custodian, JG 1-1 \$14.20/hr. to JG 2-1 \$15.52/hr.

Maria Rosa Restivo, Switchboard Operator, JG 9-1 \$14.98 to JG 9-2 \$15.33

**Termination**

James Connor, Asst. Bldg. Custodian, Workers Comp expired

**Commissioner's Office**

**Step Increase**

Tammy J. Correa, Human Resource Admin., JG 24-3 \$29.55/hr. to JG 24-4 \$30.53/hr.

Registry of Deeds

Step Increase

Marilyn Marvill, Chief Executive Asst., JG 30-8 \$44.35/hr. to JG 30-9 \$45.68/hr.

Veronica Young, Land Records Asst., JG 7-7 \$16.34/hr. to JG 7-8 \$16.62/hr.

Elizabeth Sheibley-Goldrosen, Bookkeeper/Clerical, JG 15-7 \$22.94/hr. to JG 15-8 \$23.51/hr.

Salary Increase

John R. Buckley, Jr., Register of Deeds, \$110,136.00 to \$117,636.00

Treasurer's Office

Step Increase

Cheryl Enegess, Admin. Asst./Payroll Clerk, JG 20-5 \$26.60/hr. to JG 20-6 \$27.38/Hr.

Judith Scott, Accts. Payable/Parking Supv., JG 26-4 \$33.39/hr. to JG 26-5 \$34.50/hr.

Mary Dundas, Comptroller, JG 26-5 \$34.50/hr. to JG 26-6 \$35.61/hr.

Salary Increase

Thomas J. O'Brien, County Treasurer, \$116,292.80 to \$123,792.80

Mayflower Municipal Health Group

Step Increase

Sheila Avery, Insurance Group Admin., JG 24-3 \$29.55/hr. to JG 24-4 \$30.53/hr.

Kelly Morse-Perez, Insurance Group Coordinator, JG 14-6 \$20.66/hr. to JG 14-7 \$21.17/hr.

Parking Department

Step Increase

Mildred Yusacavitch, Data Entry Operator, JG 15-3 \$20.03/hr. to JG 15-4 \$20.59/hr.

Commissioner Wright made a motion to accept the aforementioned personnel actions with the exception of a CPS form for a Registry of Deeds employee. Chairman Pallotta requested Register Buckley attend Executive Session for further discussion and clarification.

Chairman Pallotta seconded.

Vote: The motion passed unanimously.

## OLD BUSINESS

### **Meeting Minutes–June 6, 2013**

Commissioner Wright made a motion to approve the meeting minutes of May 9, 2013. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

### **Discussion & Vote–RFP Municipal Real Estate Valuation Services**

Commissioner Wright made a motion to accept the proposal of Vision Government Solutions of Northboro, MA for Municipal Real Estate Valuation Services for participating local communities with Plymouth County. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

### **Vote–Reappointment Plymouth County Extension Service Board of Trustees**

Commissioner Wright made a motion to reappoint Mr. Michael Connor and Ms. Marjory Mahoney to the Plymouth County Extension Board of Trustees for a second term effective March 31, 2013 through March 31, 2016. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

### **Vacation and Comp carryover approval**

Commissioner Wright made a motion in accordance with the Plymouth County Personnel Board Rules & Regulations, Section C, Employee Benefits, Vacation Leave, Rule #3 to approve Vacation and Comp time Carry over to FY 2014 as presented by County Administrator Brian McDonald. Mr. McDonald has verified all hours and documentation. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

## DEPARTMENT HEAD REPORTS

### **Plymouth County Treasurer Tom O'Brien**

Treasurer O'Brien briefed the Commissioners on recent meetings held with the Plymouth County Housing Authorities and the interest in having the Commissioners office handle procurement for various purchases and contracts. The Treasurer's office is working closely with the Commissioners office coordinating efforts. Treasurer O'Brien presented a lease agreement to the Commissioners from the Plymouth County Police Chief's Association for \$500.00 per month to use space at 44 Obery Street, Plymouth, MA

**Superintendent of Buildings Doug Wedge**

Mr. Wedge presented a "needs list" requested by the Chairman at the last meeting for all county buildings. Chairman Pallotta would like the list to be revised to add approximate cost figures. Mr. Wedge will present the amended list at the next meeting.

**Cooperative Extension 4-H Educator Molly Lipper**

Ms. Lipper briefed the Commissioners on upcoming programs and on the status of the roof replacement plans by the Town of Hanson for the food pantry to be relocated to 266 High Street, Hanson, MA

The Commissioners next meeting will be held next Thursday, June 27, 2013 at 9:00 a.m. in Plymouth, MA to approve vendor vouchers and meet in Executive Session with Chris McQuade of the Administrative Office of the Trial Court to discuss maintenance in the courthouses.

**EXECUTIVE SESSION**

In Accordance with MGL, Chapter 30A, Section 21, held for the purpose of discussing the consideration of purchase, exchange or lease of real property and to discuss strategy with respect to collective bargaining and pending litigation, the Board voted to enter into Executive Session and to return to open public session at 6:15 p.m. Chairman Pallotta called the roll: Commissioner Wright-Yes, Commissioner Hanley-Yes, Chairman Pallotta-Yes.

At 7:12 p.m. Chairman Pallotta called the roll to enter back in to open public session: Commissioner Wright-Yes, Commissioner Hanley-Yes, Chairman Pallotta-Yes.

Commissioner Wright made a motion to approve the CPS personnel form for a step increase for a Registry of Deeds employee. Chairman Pallotta seconded.

Vote: The motion passed unanimously.

The meeting adjourned at 7:13 p.m.

Respectfully submitted,  
Nancy O'Rourke  
Executive Assistant

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**Personnel Form (CPS) Registry of Deeds employee**

The Commissioners discussed a step increase request submitted by Register Buckley. Chairman Pallotta requested verification of Personnel Board Rules & Regulations along with OPEIU contract language.

**Workers Comp Issue-Maintenance Employee**

Attorney Gildea briefed the Commissioners on a recent developments concerning a maintenance department employee and workers comp claims.

**Collective Bargaining**

Attorney Gildea briefed the Commissioners on recent negotiations with SEIU Clerical and OPEIU Registry of Deeds unions.

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Respectfully submitted,  
Executive Assistant  
Nancy O'Rourke