OCPC Regular Meeting - April 29, 2020
6:00 pm via Zoom Meeting

Draft Minutes

1. President Christine Joy called the meeting of the Old Colony Planning Council to Order at 6:02PM. The meeting is being recorded via Zoom.

2. **Roll Call** by Secretary Sandra Wright.
   Steve Santeusanio – Delegate from Abington
   Frank Staffier – Delegate from Avon
   Sandra Wright – Delegate from Bridgewater
   Bob Moran – Delegate from Brockton
   Preston Huckabee – Alternate from Brockton
   Jeanmarie Kent Joyce – Delegate from Easton
   Rob Downey – Delegate from Kingston
   Becky Coletta – Delegate from Pembroke
   Lee Hartmann – Delegate from Plymouth
   Christine Joy – Delegate from Plympton
   Doug Sylvestre – Delegate from Stoughton
   Eldon Moreira - Delegate from West Bridgewater
   Dan Salvucci – Alternate sitting in for Delegate Whitman

3. **Accepting of Minutes (March 25, 2020 Executive Committee meeting as the Council and April 22, 2020 Executive Committee)**
   Dan Salvucci asked if you were not in attendance can you vote. Becky Coletta raised a point of order.
   You can vote on minutes if you were not in attendance at the last meeting as advised by Kopelman and Paige.
   Motion by Eldon Moreira to accept, seconded by Jeanmarie Kent Joyce
   Roll Call Vote:
   Yes - Steve Santeusanio – Delegate from Abington
   Yes - Frank Staffier – Delegate from Avon
   Yes -- Sandra Wright – Delegate from Bridgewater
   Yes -- Bob Moran – Delegate from Brockton
   Yes - Jeanmarie Kent Joyce – Delegate from Easton
   Yes – Rob Downey -Delegate from Kingston
   Yes - Becky Coletta – Delegate from Pembroke
   Yes – Lee Hartmann - Delegate from Plymouth
   Yes - Christine Joy - Delegate from Plympton
   Yes – Doug Sylvestre - Delegate from Stoughton
   Yes – Eldon Moreira - Delegate from West Bridgewater
   Yes - Dan Salvucci – Alternate sitting in for Delegate Whitman

   Minutes of the April 22, 2020 meeting were presented. A motion by Bob Moran to accept, Eldon Moreira seconded.
   Yes –Steve Santeusanio – Delegate from Abington
4. **Financial Report** for March 2020 given by Fiscal Manager Brenda Robinson. Brenda started with the special report which is through April 2020. Cash Projections while during COVID-19 (corrected version was sent at the end of the day). Bob Moran would like Brenda to look at the Terms of CD and Money Markets (Rockland Trust) including how many signatures. Brenda Robinson presented the following:

- AAA March 2020
- Budget Resources
- Cash Position
- Cash Report
- ROM Bank Balance
- Statement of Expenditures
- Follow up on the terms for the money markets. These are not readily available.
  b. Projected liabilities were reviewed.
  c. Becky Coletta asked if the assessments have been sent. Bob Moran asked about the AAA numbers as additional funding is coming from the state/federal for the Ombudsman program + nursing home in the amount of $900,000.
  d. OPEB lost $60,000 last month due to stock market.
  e. Becky Coletta asked about the funds from Plymouth County funding increased costs relating to OCPC pandemic costs through county vs state?
     i. Sandra Wright to ask her treasurer about costs, been working with the federal government guidelines.
  f. ROM projected Cash Report balance for the month of May $192,788.15
     This is just being shared and no need to be voted on.

Finances are being watched carefully, reductions of costs are being implemented, and programs are still being delivered.

Sandra Wright motioned to accept and seconded by Bob Moran (minus ROM). On the motion, Lee Hartmann asked if the ROM finance report will be presented at OCPC meetings going forward. The ROM Report is presented for transparency but will be voted at the OCPC ROM meeting.

On the motion to accept the financial report - Roll Call:

Yes - Steve Santeusanio – Delegate from Abington
Yes - Frank Staffier – Delegate from Avon
Yes -- Sandra Wright – Delegate from Bridgewater
Yes -- Bob Moran – Delegate from Brockton
Yes - Jeanmarie Kent Joyce – Delegate from Easton
Yes – Rob Downey, Delegate from Kingston
Yes - Becky Coletta – Delegate from Pembroke
Yes – Lee Hartmann - Delegate from Plymouth
Yes - Christine Joy - Delegate from Plympton
Yes, - Doug Sylvestre - Delegate from Stoughton
Yes – Eldon Moreira - Delegate from West Bridgewater
Yes - Dan Salvucci – Alternate sitting in for Delegate Whitman

5. Staff Report
   a. Mary Waldron shared her report and briefly highlighted activities encouraging the members to read the full report which is rich detail.
   b. David Klein and Lila Burgess reviewed the CARES ACT funding to assist with the 23 communities for the Council on Aging with meals and other programs.
      i. Volunteers are not feeling comfortable going forward, the need for gloves, etc.
      ii. Have an opportunity with some of the new financing; spend money on technology - more administrative money available. Two pots of money, $27K, $88K.
      iii. Idea - Dividing the funds between the 23 communities, top three communities with highest percentage of low income populations (Plymouth, Wareham, Brockton).
      iv. Ombudsman program + nursing home → David and Lila on weekly calls with the mayor, and financials.
   c. FEMA maps affect 10 of OCPC’s communities. Laurie Muncy and Mary Waldron have been working with SRPEDD and MAPC to rectify a situation that runs against town meetings being pushed back. FEMA is not budging and legislation is being filed to allow communities to have the Boards of Selectmen to act on behalf of the Towns.
   d. Project Management tools are being implemented to show clear deliverables and work performance.

6. Regional Clearinghouse Reviews – None
7. Industrial Revenue Bonds - None
8. Environmental Notifications - None
9. Old Business – None

10. New Business
    a. Report of the Nominating Committee regarding the Election of OCPC Officers for the Year 2020-2021
       i. Eldon Moreira presented the Slate of Officers that was unanimously voted by the nominating committee. It was properly seconded by Jeanmarie Kent Joyce.
          Christine Joy, President
          Robert Moran, Treasurer
          Sandra Wright, Secretary
       ii. Eldon Moreira asked if there were other nomination from the floor. Seeing none, Frank Staffier made a motion to close nominations seconded by Jeanmarie Kent Joyce. Voted unanimously.
iii. Dan Salvucci made the motion to move the slate of officers and it was properly seconded by Frank Staffier. Roll Call Vote:
Yes - Steve Santeusanio – Delegate from Abington
Yes - Frank Staffier – Delegate from Avon
Yes -- Sandra Wright – Delegate from Bridgewater
Yes -- Bob Moran – Delegate from Brockton
Yes - Jeanmarie Kent Joyce – Delegate from Easton
Yes – Rob Downey - Delegate from Kingston
Yes - Becky Coletta – Delegate from Pembroke
Yes - Christine Joy- Delegate from Plympton
Yes, - Doug Sylvestre - Delegate from Stoughton
Yes – Eldon Moreira - Delegate from West Bridgewater
Yes - Dan Salvucci – Alternate sitting in for Delegate Whitman

b. Review and consideration of the FFY 2021-2025 Old Colony TIP
   i. Charlie Kilmer - prioritized list of road, bridge and transit projects
      1. $70.7m - 12 roads, 1 bridge project
      2. $46.9m - Brockton Area Transit operational and capital assistance (replacement of 19 fixed route buses and 3 BSU buses)]
      3. Motion by Eldon Moreira to approve the FFY 2021-2025 OCPC TIP, seconded by Frank Staffier. Roll Call Vote:
         Yes - Steve Santeusanio – Delegate from Abington
         Yes - Frank Staffier – Delegate from Avon
         Yes -- Sandra Wright – Delegate from Bridgewater
         Yes -- Bob Moran – Delegate from Brockton
         Yes - Jeanmarie Kent Joyce – Delegate from Easton
         Yes – Rob Downey - Delegate from Kingston
         Yes - Becky Coletta – Delegate from Pembroke
         Yes - Christine Joy - Delegate from Plympton
         Yes, - Doug Sylvestre - Delegate from Stoughton
         Yes – Eldon Moreira - Delegate from West Bridgewater
         Yes - Dan Salvucci - Alternate sitting in for Delegate Whitman

         FFY 2021-2025 Old Colony TIP approved unanimously

c. OCPC Comprehensive Economic Development Strategy (CEDS) 2020-2025
   i. Mary Waldron presented the CEDS for 2020-2025 and opened up for questions.
   Becky Coletta asked if Pembroke has to wait a whole year to get projects on the radar? She is asking due to the new Town Administrator. Mary Waldron replied that no the Town does not have to wait, amendments can be sent in.
   ii. A motion was made by Sandra Wright to approve the CEDS 2020-2025. It was seconded by Dan Salvucci.
   iii. Roll Call Vote:
         Yes - Steve Santeusanio – Delegate from Abington
         Yes -- Sandra Wright – Delegate from Bridgewater
Yes -- Bob Moran – Delegate from Brockton
Yes - Jeanmarie Kent Joyce – Delegate from Easton
Yes – Rob Downey - Delegate from Kingston
Yes - Becky Coletta – Delegate from Pembroke
Yes - Christine Joy - Delegate from Plympton
Yes, - Doug Sylvestre - Delegate from Stoughton
Yes – Eldon Moreira - Delegate from West Bridgewater
Yes - Dan Salvucci – Alternate sitting in for Delegate Whitman

CEDS 2020-2015 unanimously approved

d. Audit Subcommittee Report, RFP for Auditing Services
   i. Mary Waldron reported that the 990’s were filed

e. Information Technology Strategic Plan 2020-2025
   i. Mary Waldron reported that Office 356 should be up and running soon, we are waiting
      for the IRS non-profit status to get the non-profit discount.

f. Status of the Retirement Legislation
   i. Mary Waldron noted that this is still ongoing. A lobbyist has been hired by MARPA to
      stay on top of the legislation.

g. Personnel Meeting to be scheduled to review the following.
   i. Mary Waldron reported that staff is working on a remote by-law to be incorporated into
      the Personnel Bylaws for Council review and adoption.
   ii. Mary Waldron reported that Political Activity MOU has been drafted and being executed.
   iii. Mary Waldron reported on the COVID-19 Taskforce and that recommendations for
      returning to work are being vetted.

11. Community Concerns
   a. Mary Waldron reported that data is being cultivated through the community survey.
   b. Bob Moran discussed the opportunity for newer Delegates to participate in subcommittees as
      there is a lot of energy and good moment for anyone to step forward and help out.

12. Other Business
    Mary Waldron reported there was none.

13. Visitors Comments/Questions
    There were none reported.

Motion to adjourn was made at 7:02pm by Christine Joy, properly seconded by Jeanmarie Adjournments