



**OLD COLONY
PLANNING COUNCIL**

Old Colony Planning Council January 26, 2022

6pm

Via ZOOM Conferencing or In Person

<https://zoom.us/join>

Meeting ID: 832 2140 2258 Passcode: 168176

Call in - 1 786 635 1003

Meeting ID: 832 2140 2258 Passcode: 168176

Agenda

Agenda for Meeting No. 584
January 26, 2022

Old Colony Planning Council
70 School Street, Brockton, MA 02301

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.

1. Call to Order, 6:00 PM **Christine M. Joy, President * accessibility statement**
2. Roll Call of Members **Sandra Wright, Secretary**
3. Minutes of October 27, 2021 meeting **Sandra Wright, Secretary**
4. Financials October, November, and December 2021 **Douglas Sylvestre/Brenda Robinson**
5. Staff Report **Mary Waldron, Executive Director**
6. Regional Clearinghouse
7. Election of one community with population greater than 15,000 to serve as a Signatory Member on the Old Colony Metropolitan Planning Organization (MPO).
8. Status on the Retirement legislation. **Mary Waldron**
9. Draft FY 2021 Audit Report. **MARCUM LLC**
10. Draft Financial Policy/OPEB Account Management.
11. Officers of OCPC.
12. Suggestions for future meetings Agenda items.
13. Adjournment. (Council delegate or alternate sitting in for the delegate to make the motion)

Upcoming Meetings:

Finance – Tuesday, February 22 at 5:45pm

Council – Wednesday, February 23 at 6:00pm

Accessibility Statement and Title VI Nondiscrimination Statement

To be read by the Chair at the start of each meeting:

- “This meeting is accessible to people with disabilities. Microphones or telephones will be used by all speakers. Large-print materials are available upon advance request. If you would like either of these accommodations, please contact Mary Waldron at 508-583-1833 Extension 202.”
- “The Notice of Nondiscrimination Rights and Protections to Beneficiaries with regard to the Federal “Title VI/ Nondiscrimination” Protections and the State Nondiscrimination Protections is posted in this meeting room and is available on the Old Colony Planning Council Website. Please contact Mary Waldron at 508-583-1833 Extension 202 for more information. Thank you.”

Announcements

Environmental Notifications

New Projects:

ENF: EEA # 16478 - 850 Bedford Street – Bridgewater

The Project proposes to develop the Site for warehouse/industrial use. The project will consist of:

- A 219,000 sf. Warehouse/industrial facility w/ single-load access for trucks
- Approximately 224 standard parking spaces at 3 sides of the building
- Truck loading and parking area for approximately 50 trucks to manage queues
- Associated 30-ft drive aisles for truck access and circulation
- Associated stormwater features
- And all associated utilities

Certificates:

EEA # 16478 - 850 Bedford Street – Bridgewater

The Certificates states that this project **Does Not** require an Environmental Impact Report.

EEA #16447 – Greystone Village – Kingston

The certificate states that this project **Does Not** require an Environmental Impact Report.

The project will result in a construction period of 4-5 years once started. Early impacts will be primarily from the demolition of structures and removal of impervious surfaces within the existing developed front portion of the property and then from activities such as roadway and drainage construction. Subsequent impacts will be the construction of the 24 single family homes proposed for the site. The area of disturbance is 40% of the total geographic project land area. Stormwater is managed to ensure no post-development increase in run-off. The site is served by public water and is located on an arterial street. No upgrade of public infrastructure is necessitated by the project build-out. Sanitary Wastewater is to be treated by individual private septic systems on each lot in conformance with the State and Local sanitary codes.

It should be noted that the project will remove a commercial manufacturing facility (Kingston Trailers), a commercial space (Martial Arts) as well as an existing house, with the associated impervious areas for driveways, parking, loading, etc. While there will be a short-term impact during the demolition phase (dust and debris removal from the property), there will be a positive long-term impact with the reduction of traffic, noise, etc. associated with the current use. The anticipated footprint of the proposed 24 houses (30,780 SF) will be about 19% less than the footprint of the existing structures to be removed (38,192 SF).

EEA #16383 – Lincoln Park – West Bridgewater

The certificate states that this project adequately and properly complies with MEPA.

The proposed project is centered around the development of a 350,000 sf warehouse with other areas of the site, potentially being used for a 100,000 sf warehouse or expanded trailer parking area. The northern most corner of the property would be used in conjunction with a portion of the existing Lincoln Street layout for a 13,000 sf retail venue on roughly 1.5 acres of land.

Development of the project is predicated on the relocation of Lincoln Street to align with Crescent Street and other improvements to West Center Street (Route 106) that are proposed as part of the project. Access to the proposed project would be provided through four driveways, one on West Center Street (Route 106) and three on Lincoln Street. The proposed improvements at the intersection of West Center Street (Route 106) and Lincoln Street/Crescent Street would

improve existing traffic conditions and offset any traffic impact of the proposed project. Aligning Lincoln Street with Crescent Street and placing those approaches under traffic signal control would improve the safety of the two offset unsignalized intersection approaches. Providing additional capacity along West Center Street (Route 106) would improve the organization and flow of vehicles traveling to and from the Route 24 interchange. These proposed improvements represent a significant investment in the Town of West Bridgewater.

The project site has been designed to serve the needs of the development and the region and will be constructed in phases so as to ensure that the size of the project continues to be appropriate for the site needs in the future. The initial build program of 350,000 sf of warehouse would serve the immediate needs of the area. An appropriate amount of parking (528 spaces) and impervious area would accompany this portion of the development and allow for the eventual end user to operate efficiently. At an appropriate time, the potential for an additional 100,000 sf of warehouse and/or up to 13,000 sf of retail could also be constructed on the site and as such are included in this project review. The parking and impervious areas that would accompany the additional elements of the project would be designed to minimize environmental disturbance while meeting the needs of the specific development.

EEA #16457 - Swanberg Property Wellfield - Pembroke

The Certificate states that this project **Does Not** require an Environmental Impact Report (EIR)

The Town of Pembroke is proposing to install a new groundwater production wellfield and associated water main connection. The proposed wellfield is expected to augment the Town's existing active water supply sources and assist with meeting future water supply demands. It should be noted that the Swanberg Property Wellfield is an additional redundant withdrawal point within the same aquifer as other production wells operated by the town, and not a request to increase the approved withdrawal capacity of the Town.

Public Notice

Herring Run Culvert (Pembroke)

Notice is given of a 401 Water Quality Certification application for the Herring Run Culvert Replacement project by the Town of Pembroke Public Works Department. The project will take place within a portion of Herring Brook and the access road to the Herring Run Historical Park at 211 Barker Street and will include replacement of the Herring Run culvert and its associated structures

Mass DEP – Notice of Combined Chapter 91 Waterways License/Permit and 401 Water Quality Certification (Hanover)

Public notice is hereby given of the Combined Chapter 91 Waterways License/Permit and 401 Water Quality Certification Application by the Fireworks Site Joint Defense Group to conduct improvement dredging of approximately 4.5 acres of contaminated river bottom sediment approximately 3 feet in depth and to backfill the dredge footprint with an equivalent amount of clean fill materials involving the installation and maintenance of a sheet pile cofferdam. The proposed project has been determined to be a Water-Dependent Use.

Attachments

Old Colony Planning Council fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Old Colony Planning Council operates without regard to race, color, or national origin (including limited English proficiency), age, sex, disability, ancestry, ethnicity, gender, gender identity or expression, sexual orientation, religion, creed, veteran's status, or background. Any person who believes that they or any specific class of persons to be subject to discrimination prohibited by Title VI may by themselves or by a representative file a written complaint with the Old Colony Planning Council. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. This meeting is accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge, upon request, as available. Please contact Mary Waldron at 508583-1833 Extension 202 for more information.

- If this information is needed in another language, please contact Mary Waldron at 508-583-1833 Extension 202.
- Se esta informação é necessária em outro idioma, entre em contato com Mary Waldron em 508-583-1833 Ramal 202.
- Si se necesita esta información en otro idioma, por favor póngase en contacto con Mary Waldron al 508-583-1833 extensión 202.
- Si yo bezwen enfòmasyon sa a nan yon lòt lang, tanpri kontakte Mary Waldron nan 508-583-1833 Ekstansyon 202.

Daft Minutes
Finance – Audit Committee
October 27, 2021
5:45 pm

Doug Sylvestre opened the meeting and read the Statement of Accessibility.

Roll Call:

Present – Doug Sylvestre - Chairperson

Present - Sandra Wright

Present – Christine Joy

Present – Lee Hartman

Present – Steven Santeusanio

Staff

Brenda Robinson

Charles Kilmer

Mary Waldron

Sean Noel

MINUTES OF September 28, 2021: reviewed and approved.

OPEB DISCUSSION: Bob Moran was unable to attend the meeting due to being called in to work because of the weather. Mary reported that she and Bob had attended a meeting with Rockland Trust, and that after that Bob will need some more time to put his report to the Council together regarding the need for a OPEB Policy as well as a Trust Agreement that has been uncovered at Rockland Trust. Mary mentioned that there may be a need for a Finance Committee meeting in November to receive Bob's analysis and recommendations. A discussion took place between Chairperson Sylvestre and Mary regarding the level of detail needed from Bob and how to best present the necessary information to the Council particularly with new members who may have little or no understanding of OPEB. Sandra affirmed her opinion that focused information would serve best. It is agreed that the Council needs to be as knowledgeable as possible regarding the OPEB Account so that the council can review it periodically and change as appropriate.

FINANCIAL REPORT: Brenda provided an overview of the September financial reports. AAA report in September shows again that AAA continues to be behind in payments due to OCPC. These outstanding payments have continued to create a cash shortage for OCPC. Due to this cash shortage, it has become necessary to transfer funds from the Rockland Savings account in order to cover the payroll and /or Accounts Payables. Brenda thought that funds would have been received by the end of last week but they have not arrived yet. She will make sure that everyone is informed when the funds are received.

Brenda recommended that the reporting for the AAA Activity be changed as the EOEAs payments are lagging at such a rate that the reports are just simply inaccurate when presented with the level of detail they currently have. She recommends a more basic report that will more accurately reflect funds on hand. Mary asked if for the next meeting that both methods be prepared for comparison purposes, and that she and Brenda should speak in more detail about AAA reporting going forward.

A motion was made, seconded and approved to accept the financial report as presented

BUDGET REPORT: Several items in the budget have been adjusted to bring it inline with budget trends, as well as to recognize an expected increase in grant funding. Those items are Equipment and Supplies, Fringe Benefits, Loan Interest, Printing, Postage and Miscellaneous. Details are provided in the report.

AUDIT REPORT: Brenda reported that Marcum is preparing for the field work portion of the Audit, taking place the week of November 9th and that we are currently in the 2nd year of our 3 year commitment with Marcum. She has been very happy with their work so far. She recommended that the committee consider plans for Auditors going forward, and it should be a priority once the FY21 audit is closed in January 2022. Should we stay with Marcum or consider new Auditors?

NICRA DISCUSSION: The Indirect Provisional Rate has been approved at 108.71%. This Indirect Cost rate is for use on all grants, contracts and other agreements with the Federal Government. This rate is good for the two fiscal years from 07/01/2020 to 06/30/2022. As soon as the FY21 Audit has been approved in January 2021 we will need to apply for the NICRA for FY23-FY24. This will need to be done regularly for all Federal Grants. A motion was made, seconded and approved to accept the NICRA rate of 108.71%

BANK ACCOUNT DISCUSSION: Significant discussion took place regarding the remaining items needed to get all current signers in place for our various accounts. Christine clarified for Brenda the steps needed to get the documentation needed for our North Easton Savings Bank Accounts to get in line. Brenda informed the committee that our Rockland Trust Accounts are all set, no action is needed. Lee and Sandra agreed to continue working on the remaining steps for Harbor One. It was recommended by Christine and agreed upon by Brenda that we should close our SCU Credit Union Accounts ASAP and move the funds into our Rockland Trust Accounts to bolster our available cash, given the lag in EOEAs payments. Christine will take the lead in getting the SCU accounts closed. A motion was made, seconded and approved for that action.

NEXT MONTH: Christine stated that the Financial Policy needs to be a priority at the next meeting and asked if we could do some research regarding similar organizations and their policies so we can compare and build upon them. Mary will do some research and asked everyone to please submit any information they may gather.

Next regular finance meeting: Tuesday, October 26th, 2021 at 5:45 PM Via Zoom.

ADJOURNEMENT: Doug Sylvestre motions to adjourn, Christine Joy seconds. Roll call show of hands. End meeting.

**OLD COLONY PLANNING COUNCIL & ROM
COMBINED STATEMENT OF EXPENDITURES**

OCTOBER 2021

ADMINISTRATIVE EXPENSE CATEGORY	FY22 / OCPC WORKING BUDGET	FY22 / ROM WORKING BUDGET	TOTAL CURRENT COMBINED MONTHS EXPENDITURES	COMBINED EXPENSES TO DATE	BUDGET BALANCE	CUMMULATIVE EXPENDITURES PREVIOUS MONTHS
ADM PROF FEES: AUDIT & LEGAL	35,000	0		1,000	34,000	1,000
ADMIN BOOKS, DUES, SUBSCR, MEMB	14,500	0	24	5,453	9,047	5,429
ADMIN ADVERTISING RELATED	7,000	0		0	7,000	0
AUTO EXPENSES: DIRECT	4,500	0		0	4,500	0
ADMIN EQUIPMENT REPAIR & MAINT	1,000	2,500		700	2,800	700
ADMIN EQUIP PURCHASE	36,000	0		10,079	25,921	10,079
ADMIN EQUIP RENTAL OCPC ONLY	9,702	0	903	3,438	6,264	2,534
ADMIN EQUIP SUPPLIES	1,000	0		0	1,000	0
ROM BUILDING REPAIR & MAINT	0	17,260	390	1,170	16,090	780
BUILDING UTILITIES	0	13,500	925	4,896	8,604	3,972
BUILDING MANAGEMENT	0	7,500	625	2,500	5,000	1,875
FRINGE BENEFITS	195,000	0	68,463	137,503	57,497	69,040
INSURANCE ADMIN MISC & ROM BLDG	17,000	6,000		21,213	1,787	21,213
BUILDING LOAN - INTEREST EXPENSE ***	0	9,500		4,150	5,350	4,150
BUILDING LOAN - PRINCIPAL ***	0	0	2,075	4,150	-4,150	2,075
MEETING EXPENSES	10,000	0		1,596	8,404	1,596
MISC EXPENSES (Includes Adm Ser Ch)	96,972	0		414	96,558	414
OFFICE SUPPLIES	15,000	0	432	2,823	12,177	2,391
PR & OTHER SERVICE CHARGES	6,800	0	299	3,133	3,667	2,834
PAYROLL TAXES / ER Medicare, SUI	32,000	0	1,702	6,861	25,139	5,158
ADMIN PRINTING	2,500	0		3,406	-906	3,406
POSTAGE	1,000	0	250	1,082	-82	832
RENTAL EXPENSE	70,200	0	5,850	23,400	46,800	17,550
SALARIES / Adjusted Gross PR	1,475,000	0	105,524	438,304	1,036,696	332,781
TRAVEL ADMINISTRATIVE	2,500	0		259	2,241	259
DIRECT EXPENSES: TRAVEL & OTHER	75,000	0	3,103	32,327	42,673	29,225
TELEPHONE/COMMUNICATIONS	18,000	0	823	12,142	5,858	11,319
OPEB BENEFITS	56,000	0	4,667	18,668	37,332	14,001
Column Totals	\$2,181,674	\$56,260	\$196,055	740,666	1,497,268	544,611
FULL TOTAL BUDGET	\$2,237,934					

NON-BUDGET ITEMS:	<i>Rounding</i>					
COMMUNITY TRANSIT GRANT (CTG)			0.00			
TOTAL Expense for month			196,055.10			

BALANCING CHECKLIST		
Rockland Regular Checks & Transfers Out: OCPC Total		116,289.28
Rockland Regular Checks: ROM		4,033.56
EFT Payment retirement - Payroll Acct		10,248.45
EFT Payment deferment - Payroll Acct		3,420.40
EFT Payment Benefit Strategies (HSA) - Payroll Acct		743.15
TOTAL DISBURSEMENT		134,734.84
AAA Disbur		-1,792.90
Disbursement Subtotal		132,941.94
Adjustments		
Adjusted Disbursement		132,941.94
PR Transfers		-30,000.00
Total Net Salary (PR Summary)	72,704.94	
Total Liabilities Paid	16,853.93	
ER PR Service Charge	299.08	
Net Payroll	89,857.95	89,857.95
Total Disbursement		192,799.89
Adjusted Liability ER		
3966.04 - 307.35 = 3658.69		3,255.21
		196,055.10

120,322.84

Total Gross PR	107,525.16
PR Ser Charge	-299.08
ER Medicare Tax	-1,465.70
ER SUI Tax	-236.51
Adjusted Gross PR	105,523.87

REGULAR CHKNG EXP TRACKING TO BAL	
AP Expenses Only Total (Top)	84,496.38
EFT Payroll Transfer	30,000.00
AAA Distribution	4,033.56
TOTAL OCPC Cks & Transfers	118,529.94

Exps ROM Chking Portion	4,033.56
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Total A/P August	122,563.50
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*** Building Loan principal and interest will be adjusted to actual prior to EOY FY22

**CASH POSITION
REPORT - OCT 2021**

**LAST MONTH:
CASH BALANCES SEP 2021**

Northeaston Savings Bank CD #7191		\$104,441.29
Northeaston Savings Bank MM #7216		\$101,760.34
SCU Money Market #9703		\$106,811.31
SCU CD #9704 (Expires 9/14/2021)		\$104,727.29
Harbor One Savings Account #5073		\$105,385.80
Harbor One Credit Union MM #5040		\$103,366.95
Cash Variance / Audit Adj		\$3,087.71
Rockland Trust Regular Checking #9472		
Voluntary Transportation Restricted Funds	(\$160,658.82)	
Rockland Trust Savings #9472	\$183,910.33	\$23,251.51
Rockland Trust OPEB Acct Balance		\$14,001.00
<i>ROM Rockland Account</i>		\$177,777.17
Federal Reserve Treasury Notes #641500		\$115,083.82
Rockland Trust Payroll Account #3849		\$36,582.93
Rockland Tr OPEB / Bal Funds Reseved Against Liab		\$41,999.00
	Reconciled Balance at Month End	\$1,138,277.37
<hr/>		
	AUG 31, 2021 Balance	\$904,361.63
	SEP Activity	LOSS \$18,257.26
	SEP 30, 2021 OPEB Balance	\$886,104.37

DEPOSITS IN CURRENT MONTH

MaDot	\$80,701.98
Septics	\$600.00
VTP	\$90.00
Misc	\$1,288.47

TOTAL INCOME:	\$82,680.45		\$82,680.45
			\$1,220,957.82
Adj 1) Aug PR Paid Sep	-\$19,017.64		
Adj 2) Sep PR Paid Oct	\$24,841.06		
Adj 3) HSA Adjustments EOY	-\$6.00		
	TOTAL INCOME ADJUSTMENTS	\$5,817.42	\$5,817.42

DISBURSEMENTS CURRENT MONTH

AAA Disbursements	1,792.90		
Rounding	-0.04		
ROM Adj Exp (X-fer Rent Funds)	-5,850.00		
OCPC Disb Sub-Total	132,941.94		
TOTAL DISBURSEMENTS:	128,884.80		-\$128,884.80
			\$1,097,890.44

	Net Payroll	-\$89,857.95	
	Transferred to Payroll	\$30,000.00	
	Cash Available End of Month		\$1,038,032.49

**CURRENT MONTH:
BALANCES: OCT 2021**

Northeaston Savings Bank CD #7191		\$104,441.29
Northeaston Savings Bank MM #7216		\$101,760.34
SCU Money Market #9703		\$106,811.31
SCU CD #9704 (Expires 9/14/2021)		\$104,727.29
Harbor One Savings Account #5073		\$105,385.80
Harbor One Credit Union MM #5040		\$103,366.95
Cash Variance / Audit Adj		\$3,087.71
Rockland Trust Regular Checking #9472		
Voluntary Transportation Restricted Funds	(\$193,734.85)	
Rockland Trust Savings #9472	\$183,356.44	-\$10,378.41
Rockland Trust OPEB Acct Balance		\$20,001.78
<i>ROM Rockland Account</i>		\$18,668.00
Federal Reserve Treasury Notes #641500		\$179,593.61
Rockland Trust Payroll Account #3849		\$115,083.82
Rockland Tr OPEB / Bal Funds Reseved Against Liab		\$48,151.00
		\$37,332.00
	Reconciled Balance at Month End	\$1,038,032.49
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	SEP 30, 2021 Balance	\$886,104.37
	OCT Activity	Increase \$29,604.71
	OCT 31, 2021 OPEB Balance	\$915,709.08

**STATEMENT OF BUDGET RESOURCES OCPC FY22
REPORTING - OCT 2021**

INCOME FROM PROGRAMS INCLUDED IN THE FY22 BUDGET	FY22 Approved Budget	FY22 Funds Through Aug 2021	Cumulative Balance
Member Assessments	148,414		148,414
Economic Development Admin			
EDA CARES	200,000	54,278	145,722
EDA Standard Year 2 Apr 2020 - Mar 2021	70,000	17,500	52,500
EDA Standard Year 3 Apr 2021 - Mar 2022			
MA Dept of Business & Technology (New Grant)			0
MA Dept of Energy Resources			
CTG/Community Transit	30,000		30,000
MA Dept of Transportation (MADOT)			
MADOT Highway Planning #112307	959,201		959,201
Executive Office of Elder Affairs			
AAA Admin Standard	155,341		155,341
AAA Admin FFCRA			0
AAA Admin ARA	181,875		181,875
AAA Admin CARES			0
AAA Ombud Standard	116,813		116,813
AAA Ombud CARES			0
Department of Housing and Community Development			
District Local Technical Assist	202,259		202,259
Local Assistance/Contracts			
Brockton Area Transit Authority (BAT)	28,000		28,000
Green Communities (2075)	15,000		15,000
Plymouth Climate Change Brochure			0
REPA Grants (2085)	25,000		25,000
MVP Bridgewater	18,000		18,000
MVP Hanson			0
MVP Halifax			0
GIS Whitman	1,000		1,000
T4MA			0
Cohasset Septic Program	2,000		2,000
Stoughton Septic Program	2,000		2,000
Hanson Septic Loan Program	2,000	1,200	800
Kingston Septic Loan Program	2,000		2,000
Avon Septic Loan Program	2,000	600	1,400
Utility Allowances	6,831		6,831
Miscellaneous Income (Includes Interest Income)		7,237	-7,237
BUDGETED INCOME SUB-TOTAL	2,167,734	80,815	2,086,919
PROGRAMMETIC (PASS-THROUGH) FUNDS	FY22 Budget	Received	Cummulative Balance
Area Agency On Aging (AAA)	500,000		500,000
Elder Lunch Program (AAA)	21,952	31,412	-9,460
AAA CARES	500,000		500,000
AAA ARA	988,594		988,594
Donations for Voluntary Transportation	10,000	140	9,860
TOTAL	2,020,546	31,552	1,988,994
INCOME RECEIVED IN OCPC FY22 FROM FY21 BILLINGS (through 6/2021)			
Septics (Avon/Hanson)		\$2,400.00	
MVP Whitman		\$29,000.00	
MADOT #112307		\$243,421.15	
Utilities (Halifax/Pembroke)		\$5,916.00	
SEA - Pilot Program		\$35,610.00	
Green Communities		\$5,000.00	
REPA		\$1,337.75	
TOTAL		\$322,684.90	

Cummulative Total Cash Received - FY22

		<i>Running Total</i>
Jul-21	\$109,551.18	\$109,551.18
Aug-21	\$181,331.68	\$290,882.86
Sep-21	\$61,488.73	\$352,371.59
Oct-21	\$82,680.45	\$435,052.04
Nov-21		
Dec-21		

<i>Cross Check Balance - Receipts</i>
\$80,814.98
\$31,552.16
\$322,684.90
\$435,052.04

**AAA / AREA AGENCY ON AGING - FY22
OCTOBER REPORT**

PASS THROUGH AAA FUNDS		
	<u>Billings</u>	<u>Receipts</u>
AAA Pass-Through Standard	\$946,748	\$390,196
AAA Pass-Through Cares	\$247,726	\$247,726
AAA Pass-Through Elder Lunch	\$31,412	\$31,412
NSIP	\$261,150	\$0
	\$1,487,038	\$669,335

ADMIN & OMBUDSMAN FUNDS		
	<u>Billings</u>	<u>Receipts</u>
OMBUDSMAN Standard	\$120,556	\$45,938
OMBUDSMAN ASST LVG SPEC	\$25,504	\$0
Adm CARES	\$10,333	\$2,065
ADM Standard	\$131,998	\$43,315
ADM ARPA		
	\$288,392	\$91,318

VOLUNTEER TRANSPORTATION PROGRAM FUNDS	
Volunteer Transportation Funds Balance End Jul 2021	\$183,910.33
Payments to Volunteers & Misc Adj	-\$643.89
Donations for VTP Program	\$90.00
Volunteer Transportation Funds Balance End Aug 2021	\$183,356.44

Old Colony Planning Council
Regional Operation and Management (ROM), Inc.
 July 2021 to June 2022

	6/2021	7/2021	8/2021	9/2021	10/2021	11/2021	12/2021	1/2022	2/2022	3/3022	4/2022	5/2022	6/2022	
<i>End Bal Prior Mo</i>		183,925.46	177,255.50	178,450.91	171,468.70									
INCOME:														Cummulative TOTALS
OCPC RENT		5,850.00	5,850.00	5,850.00	5,850.00									23,400.00
Misc Receipts				6,742.00										6,742.00
MONTHLY TOTAL INCOME →		5,850.00	5,850.00	12,592.00	5,850.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,142.00
EXPENSES:														TOTALS
Misc				1,925.37										1,925.37
Comcast		560.56	560.56	560.56	558.59									2,240.27
Eversource			40.78	19.80	19.80									80.38
Intuit & Oth Supplies														0.00
Mannys Cleaning		390.00	390.00	390.00	390.00									1,560.00
Rockland Loan		2,075.18	2,075.18	2,075.18	2,075.18									8,300.72
National Grid		613.85	537.87	687.62	346.21									2,185.55
OCPC Building Maint		625.00	625.00	625.00	625.00									2,500.00
Irving's Home Center					18.78									18.78
Corey LaChance/ American Alarm														
Annual Report - MA AG														0.00
Metro South Chamber														0.00
Wright Technology														0.00
Insurance		6,742.00	5,453.00											12,195.00
MONTHLY TOTAL EXPENSES →		11006.59	9682.39	6283.53	4033.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,006.07
MONTHLY ADJUSTMENTS (SEE NOTES BELOW)		1513.37	-5027.80	13290.68	-4492.03									Total Adj 5,284.22
SUB TOTAL		12,519.96	4,654.59	19,574.21	-458.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Reconciled Bank Statemnt Bal	183,925.46	177,255.50	178,450.91	171,468.70	177,777.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

FY-2021 Account Summaries			
Balance 6/30/2021	183,925.46	Beginning Balance:	183,925.46
Income	30,142.00	FY21 Revenue To Date	30,142.00
Expenditures	-31,006.07	FY21 Expenditures To Date	31,006.07
Adjustments	-5,284.22	Sub-Balance	183,061.39
Current Account Balance	177,777.17	TOTAL Adjustments - See Notes	-5,284.22
		Actual Reconciled Monthly Bank Balance	177,777.17

NOTES related to Adjustment:

Notes / Jul 21	0.00	Deposits Outstanding
	3,077.78	Prior Months Pmts Rec in JUL
	-1,564.41	Jul Payments Outstanding
	1,513.37	TOTAL
Notes / Aug21	0.00	Deposits Outstanding
	1,954.41	Prior Months Pmts Rec in AUG
	-6,982.21	Aug Payments Outstanding
	-5,027.80	TOTAL
Notes / Sep 21	12,592.00	Deposits Outstanding
	6,982.21	Prior Months Pmts Rec in SEP
	-6,283.53	SEP Payments Outstanding
	13,290.68	TOTAL
Notes / Oct 21	5,850.00	Deposits Outstanding
	-6,308.47	Prior Months Pmts Rec in OCT
	-4,033.56	OCT Payments Outstanding
	-4,492.03	TOTAL

OLD COLONY PLANNING COUNCIL
PROJECTED OPERATING BUDGET FY22
 July 1, 2021 - July 31, 2022

GENERAL ADMINISTRATIVE EXPENDITURES / OCPC & ROM

Admin Professional Fees: Audit, Legal, etc.		
Administrative Books, Dues, Subscriptions		
Advertising		
Auto Expenses: DIRECT (Van)		
Building Utilities - ROM		
Building Repairs & Maintenance - ROM		
Building Business Mgmt - ROM		
Equipment Repairs & Maintenance		
Equipment Purchase		
Equipment Rental / Printer & Postage Machine		
Equipment Supplies		
Fringe Benefits		
Insurance / Administrative		
Loan Interest Expense		
Meeting Expenses		
Miscellaneous Expenses / Additional Funds Available		
Office Supplies		
Payroll and Other Service Charges		
Payroll Taxes		
Printing		
Postage		
Rent		
Salaries		
Travel / Administrative		
Direct Travel & Other Direct Exp / Not recovered (Auto Above)		
Telephone & Internet		
OPEB Benefits		
SUB-TOTALS		

FY21 Final Budget	
CLOSED JUN 30, 2021	
FINAL OCPC FY21	FINAL ROM FY21
30,791	
11,297	
5,149	
4,198	
	12,737
	8,672
	5,000
685	0
10,275	
5,921	
814	
169,510	
11,900	5,381
	8,230
3,903	
2,256	
5,878	
4,610	
27,086	
0	
30	
70,200	
1,305,378	
212	
79,402	
19,277	
30,000	
1,798,771	40,020
1,838,791	

FY22 BUDGET	
Approved JUN 2021	
Projected	Projected
OCPC FY22	ROM FY22
35,000	
14,500	
7,000	
4,500	
	13,500
	17,260
	7,500
1,000	2,500
36,000	
9,702	
1,000	
195,000	
17,000	6,000
	9,500
10,000	
96,972	
15,000	
6,800	
32,000	
2,500	
1,000	
70,200	
1,475,000	
2,500	
75,000	
18,000	
56,000	
2,181,674	56,260
2,237,934	

FY22 CHANGES	
Highlight Changes	
Projected	Projected
OCPC FY22	ROM FY22
35,000	
14,500	
7,000	
4,500	
	13,500
	17,260
	7,500
1,000	2,500
36,000	
9,702	
2,200	
185,000	
17,000	6,000
	12,000
10,000	
208,772	
15,000	
6,800	
32,000	
9,000	
5,000	
70,200	
1,475,000	
2,500	
75,000	
32,000	
56,000	
2,309,174	58,760
2,367,934	

SPENT at Oct 31	Balance Remains
Actual	Actual
OCPC & ROM	
FY22	FY22
1,000	34,000
5,938	8,562
0	7,000
811	3,689
4,506	8,994
1,560	15,700
2,500	5,000
700	2,800
0	36,000
1,954	7,748
582	1,618
62,630	122,370
14,457	8,543
3,094	8,906
1,722	8,278
239	208,533
2,252	12,748
1,368	5,432
6,428	25,572
3,810	5,190
1,082	3,918
23,400	46,800
461,417	1,013,583
259	2,241
23,829	51,171
11,962	20,038
18,667	37,333
656,167	1,711,768
2,367,934	

Actual % Spent To Date
2.86%
40.95%
0.00%
18.03%
33.38%
9.04%
33.33%
20.00%
0.00%
20.14%
26.46%
33.85%
62.86%
25.78%
17.22%
0.11%
15.01%
20.11%
20.09%
42.33%
21.63%
33.33%
31.28%
10.35%
31.77%
37.38%
33.33%
27.71%
Total % Spent
<i>Ideal Spent in Month 3 of 12 = 33.32%</i>

TOTAL ADMIN EXPENSES

	FY21 Final Budget 6/30/2021		FY22 PROPOSED		FY22 CHANGES	
	OCPC FY21	ROM FY21	Original Proposed Budget		Proposed Budget With Edits	
			OCPC FY22	ROM FY22	OCPC FY22	ROM FY22
INCOME/REVENUE						
OCPC MEMBER COMMUNITY ASSESSMENTS	144,791		148,414		148,414	
ECONOMIC DEVELOPMENT ADMINISTRATION						
Economic Development District	70,000		70,000		70,000	
EDA CARES	200,000		200,000		200,000	
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION						
Highway Planning	982,425		959,201		959,201	
Transit Planning	0					
EXECUTIVE OFFICE OF ELDER AFFAIRS						
AAA Standard Administration	148,723		155,341		155,341	
AAA CARES Administration	88,424		0		0	
AAA FFCRA Administration	10,379		0		0	
AAA ARA (Approx Start Sep 2021)			181,875		181,875	
AAA Ombudsman Standard Program	18,305		116,813		116,813	
AAA Ombudsman CARES Program	8,523		0		0	
AAA Assisted Living Specialist					50,000	
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT						
District Local Technical Assistance	202,000		202,259		202,259	
Brick					50,000	
MASSACHUSETTS DEPARTMENT OF ENERGY RESOURCES (MEPA)						
CTG / Community Transit	30,000		30,000		30,000	
LOCAL ASSISTANCE AND/OR THER CONTRACTS						
BAT / Brockton Area Transit Authority	28,000		28,000		28,000	
REPA	12,000		25,000		25,000	
Plymouth Climate Change	2,000		0		0	
Green Communities			15,000		15,000	
MVP Plymouth	0					
MVP Halifax						
MVP Bridgewater			18,000		18,000	
MVP Whitman						
MVP Hanson	10,000					
SEA Pilot Program						
Easton HPP					30,000	
Avon Septic Program	2,000		2,000		2,000	
Cohasset Septic Program	1,000		2,000		2,000	
Hanson Septic Program	2,000		2,000		2,000	
Kingston Septic Program	1,000		2,000		2,000	
Stoughton Septic Program	2,000		2,000		2,000	
Area Utilities	6,700		6,831		6,831	
GIS Whitman	1,000		1,000		1,000	
MISCELLANEOUS INCOME	6,000					
ROM Income / Rent offset OCPC Expense		70,200		70,200		70,200
SUB-TOTAL INCOME	1,977,270	70,200	2,167,734	70,200	2,297,734	70,200
	2,047,470		2,237,934		2,367,934	

INC less EXP = OCPC OPERATING SURPLUS / (DEFICIT)

Miscellaneous/Surplus stands at \$208,553 at Oct 31, 2021

PROGRAMMETIC (PASS-THROUGH) FUNDS	FY21 EOY - 6/30/2021	Pass-thru Posted In FY21	FY22 PROPOSED	FY22 CHANGES
Area Agency on Aging (AAA)	1,296,014	476,148	500,000	1,369,933
AAA Cares	795,817	687,227	500,000	500,000
AAA FFCRA	183,652	49,921	0	0
AAA Elder Lunch (AAA)	21,952		21,952	21,952
AAA ARA			988,594	988,594
Donations for Voluntary Transportation	10,000	54	10,000	10,000
<i>SUB-TOTAL PASS-THROUGH FUNDS</i>	2,307,435	1,213,350	2,020,546	2,890,479

Accounts Payable / Combined - October 2021

10/25/2021	2683	Comcast Business	Building Utilities	-558.59
10/25/2021	2684	Eversource	Building Utilities	-19.80
10/25/2021	2685	Irving's Home Center	Adm Ofc Supp	-18.78
10/25/2021	2686	Mannys Cleaning	Building Maint	-390.00
10/25/2021	2687	National Grid - Montello	Building Utilities	-334.02
10/25/2021	2688	National Grid - School	Building Utilities	-12.19
10/28/2021	2689	Old Colony Planning Council	Building Mgmt	-625.00
10/25/2021	2690	Rockland Trust Building Loan	Building Loan	-2,075.18
10/06/2021	29877	Lamb, Marc	Direct Exp Sea	-397.00
10/25/2021	29878	Boston Mutual Ins. Division 1	Adm Fringe	-84.75
10/25/2021	29879	Boston Mutual Ins. Division 2	Adm Fringe	-13.95
10/25/2021	29880	Dyer, Tuckerman	Direct Travel OMB ARPA	-45.35
10/25/2021	29881	Gregory, Katherine M.	Direct Travel OMB ARPA	-32.48
10/25/2021	29882	Group Insurance Commission - Employer	Adm Fringe - ER	-62,427.93
10/25/2021	29883	Group Insurance Commission Employee Benef	Adm Fringe - EE	-5,921.93
10/25/2021	29884	MA Municipal Association	AAA Adm AARP Advert 75 / Admin Memb 485	-560.00
10/25/2021	29885	Massachusetts Councils On Aging	AAA Direct Memb - Admin ARPA INV # 7268	-125.00
10/25/2021	29886	McNamara, Marianne	Direct Travel OMB ARPA	-50.40
10/25/2021	29887	Phillips, Shelly A.	Direct Travel OMB ARPA	-11.20
10/25/2021	29888	Quadient Finance USA	Adm Equip Rental INV # 10012021	-250.00
10/25/2021	29889	Registry of Motor Vehicles	Direct Auto Exp Van Reg G87966	-180.00
10/25/2021	29890	Toshiba Financial Services	Adm Equip Rental 9000412094	-423.52
10/25/2021	29891	W.B. Mason Co. Inc.	AAA Direct Ofc Supp 357.73/ Adm Ofc Supp 106.28	-464.01
10/25/2021	29892	Whitehouse, Nancy L.	Direct Travel OMB ARPA	-47.04
10/25/2021	29893	Wright Technology Group, LLC	Adm Tele Comm	-823.00
10/26/2021	29894	Schwaab	Adm Ofc Supp Inv # 5979439	-39.25
10/26/2021	29895	Sylvain-Jean, Gabrielle	Direct Asst Living Spec	-551.34
10/26/2021	29896	Webster Printing	Direct Printing OMB ARPA	-1,298.50
10/26/2021	29897	Zygmunt, Joanne V	Direct Trav EDA Standard YR3	-10.47
10/28/2021	29898	Burgess, Lila	Direct Trav OMB ARPA	-289.52
10/28/2021	29899	OCPC/ROM	Adm Rent	-5,850.00
10/28/2021	29900	Quadient Leasing USA, Inc.	Adm Equip Rental 00376162	-479.97
10/28/2021	29901	Rockland Trust Company Acct# 2490129	Adm OPEB	-4,667.00
10/28/2021	29902	Selig, Jane	Direct Trav OMB ARPA	-189.51
10/28/2021	29903	United Way of Greater Plymouth	Adm Fringe	-14.40
10/28/2021	29904	Butta, Chris	AAA VTP Middleboro	-75.49
10/28/2021	29905	Hansen, Karen	AAA VTP Pembroke	-125.44
10/28/2021	29906	Homola, Jeana	AAA VTP Pembroke	-43.68
10/28/2021	29907	Homola, Ken	AAA VTP Pembroke	-38.64
10/28/2021	29908	Melchin, John L.	AAA VTP Pembroke	-315.84
10/28/2021	29909	Perkins, June	AAA VTP Middleboro	-44.80
10/28/2021	29910	American Express Business Account	Adm Ofc Supp Various	-374.11
10/28/2021	29911	The Enterprise	Adm Books/Subs	-24.00
				<hr/>
				-90,322.84
			Payroll Transfer	
				<hr/>
				-30,000.00
				<hr/>
				-120,322.84
			SUMMARY:	
			Payroll Transfer	-30,000.00
			ROM	-8,873.28
			OCPC	-77,019.00
			AAA	-1,792.90
				<hr/>
				-120,322.84

Please reference November and December 2021 Financials in the Finance Council Packet

Council Staff Report January 2022



Administration:

With the Omicron variant working its way through our office, remote working has come back with still successful and productive departments.

Maddi Curtis continues to work on communications and the newsletter. She is working with Megan and Andrew on the new website.

Megan Fournier has been an incredible and organized asset to the OCPC in the short couple of months she has been with OCPC. She is clearing out closets, organizing files, assisting with scheduling and reporting out.

Many of you participated in the Expo on December 1st and it was a huge success. Maddi and Megan deserve a lot of the credit for organizing and working with the departments on the informative boards.

Staff evaluations are completed and will be having the next round in May. Megan will be reaching out to President Joy and the Executive Committee to be evaluating Mary.

One of the legislators from our region, Madam Leader Claire Cronin is now the Ambassador to Ireland.

A few items on the agenda for this year:

- Personnel Committee to meet to review the Employee Handbook. A review of the process for merit increases.

- Bylaw Committee to meet to review the Bylaws. This year an organization chart is the next step for review as well as titles.
- The Finance Committee has been discussing fiscal policies as well as investment policies. If any changes to the bylaws are required, the bylaw committee will need to meet.
- Capital Budget for the building, under ROM, will need to meet soon to evaluate.
- Nominating Committee will need to meet to propose a slate of officers for the upcoming year.

Area Agency on Aging

David Klein, Lila Burgess, Jane Selig, Gabrielle Sylvain-Jean, Sean Noel & Patrick Hamilton

Area Agency on Aging staff news:

- Longtime former AAA Administrator Patrick Hamilton has been working for OCPC on an hourly basis over the past year. During that time Patrick shared his invaluable experience helping with some of our most crucial projects, including on the creation and submission of OCPC's Area Plan, which was accepted with praise by the state. Recently Patrick let us know that he will still be available to assist when needed, but that he preferred that it be as volunteer rather than as a paid staff member. No matter what his status, Patrick's assistance will always be appreciated.
- New AAA staff member, Management Assistant, Sean Noel has quickly become a highly valued member of our team. Sean has been assisting David with monthly AAA responsibilities while also cross-training with OCPC Fiscal Officer, Brenda Robinson on Payroll processing and other accounting functions. As reported by Lila, Sean is currently enrolled in the January class of the Ombudsman online training program, to become certified as a LTC Ombudsman.

Other news on the Ombudsman front, Lila, Jane, and Gabrielle report:

This month most of the LTC (Long Term Care) Ombudsman visits are on pause due to the spread of the Omicron variant. This month 353 out of 377 LTC facilities had two or more cases for a total of 8358 cases. Vaccine efforts continue and although there have been breakthrough cases in fully vaccinated individuals they have been protected against serious outcomes. Infection is two times higher among staff than residents in the past 2 weeks. 100% of the staff and 95% of the residents are fully vaccinated. Of those eligible to receive the booster the numbers are lower-86% of residents and 59% of staff. This week showed a decline from peak case numbers, but the decrease is at a slow pace.

Gabrielle reports that she completed her goal of introducing herself in person at all her 64 residences. The requirement for a quarterly visit was achieved! The word is spreading that the Assisted Living Residences now have representation!

AAA Focus - Nutrition: As reported in a recent OCPC Newsletter, this year marks the 50th anniversary of funding of Senior Nutrition Programs through the Older Americans Act (OAA). Beginning in 1972 local senior nutrition programs began serving as hubs for older adults to access nutritious meals and other vital services that strengthen social connections and promote health and wellbeing.

Older Americans Act local funding statistics for Nutrition include:

- \$4 million – The approximate amount spent by OCPC and Old Colony Elder Services (OCES) on nutrition for older adults in the Old Colony region over the past year.
- \$1 million - The federal portion of funding which came through OCPC to Old Colony Elder Services (OCES) and local Councils on Aging over the past year on Nutrition alone.
- 40,000 – The approximate number of meals provided monthly for older adults in our region.
- 78% - The approximate percentage of older adult meals that were home delivered recently
- 22% - The percentage of meals that were served in a group setting (Senior Center, etc.)

Community Planning & Economic Development Department

Laurie Muncy, Joanne Zygmunt, Dottie Fulginiti, and Elijah Romulus

Staff are working on drafting ***Open Space and Recreation Plans (OSRPs)*** for the ***Towns of Avon and West Bridgewater***. An Open Space and Recreation Plan (OSRP) is a seven-year planning document based on the requirements of the Massachusetts Executive Office of Environmental Affairs. It provides information on the Town's regional context, geographical and geological features, natural resources, and recreational opportunities. The purpose of this document is to establish priorities and recommend future actions that will help with the cultivation and management of open space and recreational resources. The Plan outlines specific actions that should be taken in the next seven years to advance the realization of the community vision. To be eligible for Massachusetts Division of Conservation Services grant programs, the Town's must have a state-approved Open Space and Recreation Plan.

The CPED Department is working with the ***Town of Pembroke*** to update its ***Open Space and Recreation Plan (OSRP)***. The town is currently conducting additional outreach in support of the draft plan. The GIS department updated maps for the plan to use for public outreach. Once the outreach is complete, staff will begin to incorporate that new information into the draft and submit the final plan to the Massachusetts Executive Office of Environmental Affairs for approval. Staff will be meeting with town officials in the next few weeks to review public outreach that was conducted over the summer and fall months to incorporate into a final Plan.

The final OSRPs including all comments received during and after the listening sessions will be submitted to EOEEA for final approval and adoption by the Towns.

The OCPC Team will meet with officials from the ***Town of Pembroke*** to discuss the next project for the CPED Dept., the ***economic development chapter for an update to the Master Plan***. OCPC will work with the Town in the next few weeks to coordinate community outreach and use that information to develop an updated economic development chapter for the town Master Plan. Once the OSRP and the economic development chapter are complete, they can be added into the updated Master Plan.

Staff currently are completing the final edits into the ***Town of Bridgewater Hazard Mitigation Plan***. The final Plan will be reviewed at a public listening session scheduled for February. Once this listening session is complete, any additional comments generated at that meeting will be incorporated into the final draft. That Plan will then be submitted to MEMA and FEMA for final review before being adopted by the Town. The purpose of this hazard mitigation planning process is to create a Town of Bridgewater Hazard Mitigation Plan Update that meets all the requirements of both the Massachusetts Department of Emergency Management and FEMA. Natural hazard mitigation planning is the process of determining how to systematically reduce or eliminate the loss of life and property damage resulting from natural

hazards such as floods, earthquakes, and hurricanes. Hazard mitigation means to permanently reduce or alleviate the losses of life, injuries, and property resulting from natural hazards through long-term strategies.

The staff has started working with the Town of Easton to complete an update to their **Housing Production Plan** accompanied by **an Affordable Housing Trust Action Plan**. The Massachusetts Department of Housing and Community Development (DHCD) defines a Housing Production Plan (HPP) as “a community’s proactive strategy for planning and developing affordable housing by creating a strategy to enable it to meet its affordable housing needs in a manner consistent with the Chapter 40B statute and regulations; and producing housing units in accordance with the HPP.” To qualify for approval from DHCD, a Housing Production Plan must consist of three elements: a Comprehensive Needs Assessment, Affordable Housing Goals, and Implementation Strategies.

FEMA Region 1 has completed its review of the **Hazard Mitigation Plans** for the **Towns of Halifax, Hanson, and Whitman** and found the Plans meet the requirements of 44 CFR 201 and the Plan have been adopted by the Towns. Those communities are now eligible for additional funding opportunities.

GREEN COMMUNITIES

2021’s Competitive Grant Spring Round

Municipality	Grant Request	Grant Award
Abington	\$200,000.00	\$200,000.00
Brockton	\$196,881.00	\$196,881.00
Halifax	\$200,000.00	\$200,000.00
Hanson	\$143,335.30	\$143,336.00
Kingston	\$100,000	---
Marshfield	\$198,225.00	\$140,589.00
Pembroke	\$167,722.00	---
Total:	\$1,206,163.30	\$880,806.00

OCPC was able to successfully get awards for 5 out of 7 of our communities we made applications for. This constitutes 73% of all award funds requested. Projects throughout the awarded communities include everything from retrofitting building with LED lights, weatherization of buildings, to boiler controls as well.

We are also currently working on getting 2 additional communities into the program being: Avon & Plymouth. If designated this would bring the total number of Green Communities in the OCPC region at 16/17 with West Bridgewater as the last one to be designated.

REPA Grant 2021

OCPC recently applied for the Regional Energy Planning Assistance (REPA) Grant Program to assist the following communities in designation, grant applications, annual reports, as well hosting a regional capacity building series to

cover Transitioning to Electric Vehicles, EVs, Net Zero Planning Workshop, Renewable Energy, and fostering regional partnerships.

Name of municipality	GC Designation (\$7,500)	Adding regional schools to ERP (\$1,500)	Grant application (\$1,500)	Annual Report (\$1,500)	Capacity Building	Total
Abington			3000	3000		
Avon	2990		3000			
Brockton			3000	3000		
East Bridgewater			3000	1500		
Halifax			3000	3000		
Hanson			3000	3000		
Kingston			3000	3000		
Pembroke			3000	3000		
Plymouth			3000	1500		
Plympton			3000	3000		
Whitman			3000	3000		
TOTAL	\$2,990.00	0	\$33,000.00	\$27,000.00	\$20,000.00	\$82,990.00

ECONOMIC DEVELOPMENT

- Met with the Town of Avon to discuss water/sewer infrastructure in relation to economic development
- Met with the Town of Duxbury to discuss economic development priorities
- Held Comprehensive Economic Development Strategy (CEDS) Committee meeting
- Held CEDS Committee-sponsored webinar on the One Stop for Growth
- Completed IEDC-accredited Basics of Economic Development course
- Attended Community One Stop for Growth webinar
- Attended Plymouth Area Chamber of Commerce Annual Meeting
- Continue to meet with the City of Brockton about economic development priorities and progress
- Currently developing Operating Principles for the CEDS Committee
- Currently developing CEDS Committee-sponsored webinar on the State of the Regional Economy (May)

ECONOMIC RECOVERY

Standing meetings:

- Bimonthly MACDC meetings with statewide economic development leaders
- MARPA EDA planners – statewide meeting
- Monthly meeting with Economic Development Council Easton
- Attended Citizen Planner Training Collaborative meeting (serving on the board)
- Worked on grant for continuation of the Economic Recovery Planner grant

New meetings/events

- Communication with EDA Representative to review and update potential grant opportunities.
- Continued to support Easton, Avon, Brockton and Stoughton with their app
- Attended the Metro South Chamber Annual meeting
- Brockton bi-monthly meetings to get project updates on economic development initiatives
- Met with Affordable Housing Services collaborative to learn about their organization
- Attended the MBTA Communities webinar by EOHED

Community:

- **Plymouth** Networking call with See Plymouth.
- Continued participation with Senator Moran’s housing roundtable
- Work with Plymouth stakeholders to explore the feasibility of a conference center
- Met with Stoughton planner and team to talk about impacts and strategy of MBTA
Communities
- Met with Easton planner and team to talk about impacts and strategy of MBTA
Communities
- Created community profiles
- Created a page on the OCPC website for grants and resources

<http://ocpcrpa.org/grants.html>

Community meetings with staff

- East Bridgewater

EDA Federal COVID-19 Grants

<https://www.eda.gov/funding-opportunities/>

Municipal Grant Finder

<https://www.mass.gov/lists/community-grant-finder>

Transportation

Shawn Bailey, Matthew Cady, Evan Sears, Ray Guarino, Charles Kilmer, Guoqiang Li, William McNulty, Kyle Mowatt, Andrew Vidal

The Transportation Department engaged in multiple activities during January. Activity highlights include:

- Attended and participated in the **Transportation Program Managers Group Meeting** on January 4, 2022. Charles Kilmer serves as Vice-Chairman of this statewide group consisting of Regional Planning Agencies, MassDOT, Federal Highway Administration, and Federal Transit Administration.
- Attended and participated in the Commuter Rail Communities Coalition Coordination Meeting with MAPC on January 5, 2022.
- Attended and participated in the **Cartegraph Pavement Management System Implementation Meetings** on January 10 and January 24, 2022. Cartegraph is the new system to be utilized by staff to systematically process the collecting and analyzing of pavement data so that cost-effective strategies can be selected to provide and maintain pavements in a serviceable condition. The system will provide pavement condition ratings and recommended repair strategies and related cost estimates.
- Attended and participated in the **Kingston Board of Selectmen's Meeting** on January 11, 2022 and provided presentation on the **Road Safety Audit (RSA) for the Route 27 at Lake Street and Station Street Intersection**.
- Attended and participated in the **Data Users Group (DUG) Meeting** on January 12, 2022.
- Attended and participated in the **Multi-Family Zoning Requirement for MBTA Communities Webinar** on January 12, 2022.
- Attended and participated in the **BAT Advisory Board Meeting** on January 13, 2022.
- Attended and participated in the **APA-MA Americans with Disabilities Act (ADA) and Section 504 Webinar** on January 18, 2022.
- Attended and participated in the **2022 MassDOT/ MARPA Annual Meeting** on January 28, 2022.
- Attended and participated in the **2023 MA Strategic Highway Safety Plan (SHSP) Virtual Summit: Planning for Zero Deaths** on January 25, 2022.
- Continued development of the **Drone - Small Unmanned Aircraft System (SUAS)** technology.
- Continued efforts to develop data to track changes in vehicle volume trends utilizing MassDOT Permanent Traffic Count Locations and OCPC conducted traffic counts.
- Coordinated and participated in **Brockton Area Transit (BAT)-OCPC Planning Meeting** on January 5, 2022.
- Coordinated and participated in the **Old Colony Joint Transportation Committee Meeting** on January 6, 2022.
- Coordinated and participated in the **Old Colony Metropolitan Planning Organization (MPO) Meeting** on January 18, 2022. At the meeting, the MPO endorsed the MassDOT Calendar Year 2022 Safety Performance Measure Targets (PM1) as their own and in their entirety for the Old Colony Region.
- Continued preparation of the **Road Safety Audits (RSA) at Multiple Locations Project**. The Road Safety Audits are being conducted at high crash locations. Selection of the locations began with the Old Colony Safety Management System that ranks intersections based on the Equivalent to Property Damage Only (EPDO) value. The EPDO is a weighted value which accounts for crash severity. During January, staff continued developing the list of locations for Road Safety Audits and collection location information and crash data. To date, the locations identified for the FFY 2022 Road Safety Audits (RSA) at Multiple Locations Project include:
 - o **Abington - Central Street Corridor**
 - o **Brockton - Warren Avenue at Market Street**
 - o **Brockton - West Chestnut Street at Southworth Street**
 - o **Duxbury - Congress Street at Franklin Street**
 - o **Duxbury - Route 53 at Franklin Street / High Street**
 - o **Duxbury - Tremont Street (Route 3A) at Church Street (Route 139)**

o Easton - Massapoag Avenue at Mill Street

- Monitored **MEPA Environmental Monitor** and provided project summaries.
- Staff conducted AM and PM turning movement counts at three intersections (Washington Street at Turnpike Street, Washington Street at Purchase Street, and Turnpike Street at Purchase Street) in **Easton**. The data will assist with the review of potential improvements specifically with regard to the Washington Street at Turnpike Street intersection.
- Staff conducted AM and PM turning movement counts at two intersections in Brockton (Route 27 at Quincy Street and Massasoit Boulevard, and at Route 123 at Quincy Street) in **Brockton**. In addition staff conducted automatic traffic recorder counts on all four approaches of both of these intersections. From these traffic counts, vehicle volumes, speeds, and classification are determined.
- Staff continued AM and PM turning movement count data collection for three intersections along Belmont Street in **Brockton** (Belmont Street at Linwood/ Lorraine Streets; Belmont Street at VA Hospital; and Belmont Street at Manley Street).
- Staff continued preparation of the **High Priority Corridor Study Screening Assessment**. The objective of this task is to conduct an assessment of State Numbered Routes (arterial segments) that will identify, rank, and inform the selection process for locations to conduct corridor studies that will then inform the Long-Range Transportation Plan Needs Assessment.
- Staff provided correspondence documenting the existing transportation conditions on West Spring Street in **Avon**, to assist with the potential determination of a Heavy Commercial Vehicle Exclusion Zone.
- Staff provided technical assistance in response to a request from the **Hanover** Town Planner regarding Trip Generation and Parking Generation for a High Turn Over Restaurant (Land Use Code 932).
- Staff continued preparation of the **Freight Planning and Action Plan**. The objectives of this study are to build a foundation to formally integrate freight into the overall planning process, to identify and plan for long-term freight needs, to develop specific long-range transportation projects, identify potential funding sources for those projects, and evaluate policy-based solutions to accommodate future levels of freight on our regional transportation system while protecting the mobility and safety of the traveling public. This plan will be a follow up to the 2014 Regional Freight & Goods Movement Study, the 2014 NHS Intermodal Connectors Study, and will build upon the findings and recommendations from MassDOT's 2018 Freight Study.

Geographic Information Systems

Andrew Vidal

- GIS staff submitted up-to-date zoning files for all 17 communities to assist MassDOT's 2050 Socioeconomic Projections.
- Staff assisted the Town of Avon in preparing an inventory of open space parcels for a grant application and the upcoming Open Space Plan.
- Staff participated in training for Cartegraph's pavement management software.
- Staff developed proposals to extend parcel development services to several towns.

Community Septic Management Program

Shawn Bailey

- Completed Projects – 3
 - Avon – 1
 - Hanson – 2
- Funds Issued – \$89,670.99
 - Avon – \$38,276.60
 - Hanson – \$10,880.00
 - Kingston – \$15,000.00
 - Stoughton – \$25,514.39
- Town of Avon
 - Six open projects – two septic systems completed (awaiting loaming and seeding in spring), another beginning installation soon.
 - Town using own funds to continue participation in Program.
- Town of Cohasset
 - No open projects.
 - Town has \$100,000 left to drawdown from Clean Water Trust, is in process of obtaining the funds.
- Town of Hanson
 - Two completed septic systems.
 - Five open septic projects, one installation beginning soon.
 - Town drew down last of Trust funds. Will have to apply for a new loan or use Town funds.
- Town of Kingston
 - Two open projects – one in engineering phase and the other beginning installation soon.
- Town of Stoughton
 - Twelve open projects – one in installation phase.



OCPC FINANCIAL & COUNCIL MEETINGS CALENDAR YEAR 2022

ZOOM CALL-IN DETAILS:

**Same details each month*

FINANCE: Last Tuesday of each month, 5:45pm – 6:45pm

<https://us02web.zoom.us/j/84775914996?pwd=NWVVRzViSFIRYlJOb2p6bEtOcmM0Zz09>

Meeting ID: 847 7591 4996

Passcode: 055152

Phone: +1 470-250-9358

COUNCIL: Last Wednesday of each month, 6:00pm – 7:30pm

<https://us02web.zoom.us/j/83221402258?pwd=TUZDTzRsQ3g5MHNRUjF2b2dNeFNNdz09>

Meeting ID: 832 2140 2258

Passcode: 168176

Phone: +1 786-635-1003

JANUARY:

Finance – Tuesday, Jan 25 @
5:45pm

Council – Wednesday, Jan 26 @
6:00pm

APRIL:

Finance – Tuesday, Apr 26 @
5:45pm

Council – Wednesday, Apr 27 @
6:00pm

FEBRUARY:

Finance – Tuesday, Feb 22 @
5:45pm

Council – Wednesday, Feb 23 @
6:00pm

MAY:

Finance – Tuesday, May 24 @
5:45pm

Council – Wednesday, May 25 @
6:00pm

MARCH:

Finance – Tuesday, Mar 29 @
5:45pm

Council – Wednesday, Mar 30 @
6:00pm

JUNE:

Finance – Tuesday, Jun 28 @
5:45pm

Council – Wednesday, Jun 29 @
6:00pm



OCPC FINANCIAL & COUNCIL MEETINGS CALENDAR YEAR 2022

JULY:

Finance – Tuesday, Jul 26 @
5:45pm

Council – Wednesday, Jul 27 @
6:00pm

OCTOBER:

Finance – Tuesday, Oct 25 @
5:45pm

Council – Wednesday, Oct 26 @
6:00pm

AUGUST:

Finance – Tuesday, Aug 30 @
5:45pm

Council – Wednesday, Aug 31 @
6:00pm

NOVEMBER:

Finance – Tuesday, Nov 29 @
5:45pm

Council – Wednesday, Nov 30 @
6:00pm

SEPTEMBER:

Finance – Tuesday, Sep 27 @
5:45pm

Council – Wednesday, Sep 28 @
6:00pm

DECEMBER: **Typically cancelled due to holiday scheduling*

Finance – Tuesday, Dec 27 @
5:45pm

Council – Wednesday, Dec 28 @
6:00pm

**All meetings subject to change; attendees will be alerted with details as soon as possible*