



Old Colony Planning Council

June 29, 2022, 6:00pm

Via ZOOM Conferencing or In Person

Video: <https://zoom.us/join>
Meeting ID: 832 2140 2258
Passcode: 168176

Phone: +1 (786) 635-1003
Meeting ID: 832 2140 2258
Passcode: 168176

AGENDA

Agenda for Meeting No. 589
June 29, 2022

Old Colony Planning Council
70 School St, 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.

STANDING ITEMS

- | | |
|------------------------------------|---|
| 1. Call to Order, 6:00pm | <i>Christine M. Joy, President</i> |
| * <i>Accessibility Statement</i> | |
| 2. Roll Call of Members | <i>Sandra Wright, Secretary</i> |
| 3. Minutes of May 25, 2022 Meeting | <i>Sandra Wright, Secretary</i> |
| 4. May 2022 Financials | <i>Douglas Sylvestre/ Brenda Robinson</i> |
| 5. Staff Report | <i>Mary Waldron, Executive Director</i> |

ADDITIONAL ITEMS

6. Regional Clearinghouse Items
7. FFY 2022-2026 Transportation Improvement Program Amendment 3
8. CEDS Committee Appointments
9. 2022-2023 OCPC Officers
10. FY 2023 OCPC Budget
11. Adjourn for ROM Annual Meeting
12. Reconvene for OCPC Annual Meeting
13. Status on the Retirement Legislation
14. Proposed Legislation for Continued Hybrid Meetings
15. Updated OPEB Declaration of Trust
16. Suggestions for future meeting Agenda items and summer schedule.
17. Adjournment. *Council Delegate or Alternate sitting in for the Delegate to make the motion.*

NEXT MEETING:

Finance – Tuesday, July 26 @ 5:45pm
Council – Wednesday, July 27 @ 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.”



Old Colony Planning Council

June 29, 2022, 6:00pm

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CONSENT AGENDA

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June 29, 2022

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

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ACTION ITEMS

- | | |
|---|---|
| 1. Minutes of May 25, 2022 Meeting | <i>Sandra Wright, Secretary</i> |
| 2. June 2022 Financials | <i>Douglas Sylvestre/ Brenda Robinson</i> |
| 3. Regional Clearinghouse Items | |
| 4. FFY 2022-2026 Transportation Improvement Program Amendment 3 | |
| 5. CEDS Committee Appointments | |



OLD COLONY
PLANNING COUNCIL

Old Colony Planning Council May 26, 2022 Draft Meeting Minutes

1. Call to Order and Reading of the Accessibility Statement
2. Roll Call of Members (members in red were in attendance)

<u>Roll Call</u>	<u>Town</u>	<u>Member</u>	<u>Role</u>
	Abington	Steven Santeusanio	Delegate
	Abington	Alex Hagerty	Alternate
	Avon	Frank Staffier	Delegate
	Avon	John Costa	Alternate
	Bridgewater	Sandra Wright	Delegate
	Brockton	Sydnè Marrow	Delegate
	Brockton	Preston Huckabee	Alternate
	Duxbury	Vacant	Delegate
	Duxbury	George Wadsworth	Alternate
	East Bridgewater	Peter Spagone	Delegate
	East Bridgewater	John Haines	Alternate
	Easton	Jeanmarie Kent Joyce	Delegate
	Halifax	Ashley A. DiSesa	Delegate
	Hanover	Vacant	Delegate
	Hanson	Antonio M. DeFrias	Delegate
	Hanson	Joe Campbell	Alternate
	Kingston	Valerie Massard	Delegate
	Kingston	Paul Basler	Alternate
	Pembroke	Becky Coletta	Delegate
	Pembroke	Alysha Siciliano-Perry	Alternate
	Plymouth	Lee Hartmann	Delegate
	Plympton	Christine Joy	Delegate
	Stoughton	Doug Sylvestre	Delegate
	Stoughton	Forrest Lindwall	Alternate
	West Bridgewater	Eldon Moreira	Delegate
	Whitman	Fred Gilmetti	Delegate
	Whitman	Dan Salvucci	Alternate
	Delegate At-Large	Vacant	
	OCPC Staff	Mary Waldron Sean Noel	Charles Kilmer Brenda Robinson
	Guests		

3. **Minutes of April 27, 2022 Meeting**

Steven Santeusanio made a motion to accept the minutes of the April 27, 2022 Council Meeting and Frank Staffier seconded the motion. A roll call vote was made, and the minutes were unanimously approved.

4. **Financials March**

Brenda Robinson provided the following Financial Report for April:

1. **Statement of Expenditures Report** shows total expenses for the month of \$233,158.79.

2. **Cash Position Report** shows Income for the month of \$429,436.11.

Disbursements for the month were \$584,136.83

The Total cash available at month's end was \$1,148,706.50

OPEB Account had a **LOSS** of \$34,770.25. Bringing the ending balance in the OPEB account to \$893,287.

3. **Budget Resources Report:** Total receipts for the month being \$429,436.11. Bringing the total cumulative receipts in FY22 to \$2,763,532.46.

4. **AAA Report:**

- Total Outstanding Balance on Pass-through Funds for AAA Programs for FY21 at the end of April were \$31,254.02.
- Total Outstanding Balance on Pass-through Funds for AAA Programs for FY22 at the end of April were \$863,651.79
- BRINGING TOTAL balance owed as of the end of April for all AAA Programs to equal: \$\$894,905.81.

Voluntary Transportation Account: April beginning balance was \$177,662.01 NO Restricted Fund Payments to Volunteers in April. Donations in March was a total of \$86.98. Bringing the March ending balance in the fund to \$177,748.99.

5. **ROM April 2022 Statement and Activity:**

Balance at the beginning of the month was \$182,097.62.

April receipts were: \$5,850.

Bringing TOTAL ROM FY22 Receipts to \$65,242.

April Expenses were: \$6,323.53.

Bringing Total ROM Expenses in FY22 to \$67,231.34

The ending balance in April was \$182,167.90.

6. **Budget Spend-Down Report:** Page One Total FY22 Expenditures through the end of April were \$1,738,911.

7. **List of April's Combined A/P (Provided in Condensed April Financial Report)**

8. **Additional Fiscal Items:**

- a. **Review Draft 1 of Proposed FY23 Budget. Proposed Budget for FY23 will continue to change until next month is posted and June expenses are more known. Brenda suggested we reserve any detailed discussion for next month, but the following topics were discussed**
- i. **Income projection is solid. Expenses will change based on Activity in June 2022**
 - ii. **Mary mentioned Dottie Fulginiti's expiring funding contract. The EDA team is currently searching for alternate funding sources and reviewing current OCPC resources to help maintain her position.**
 - iii. **Brenda discussed the AAA Pass-through funds and how they impact Cash-Flow.**

Frank Staffier made a motion to accept the Draft FY 23 Budget as presented and Sandra Wright seconded the motion. The Roll Call vote to accept was unanimous.

- b. **Review of existing Insurances. All are paid for this Fiscal Year.** Brenda reached out to our Roger Keith & Sons Broker representative, Elise Fiano, regarding the criteria used to select our various Insurances. This is a summary of their responses:
- c. Roger Keith & Sons Insurance Agency Inc is a member of the Assuralliance Group which grants them access to most of the marketplace.
- d. They have a specialized appetite for social service and nonprofit organizations, not all markets are able to consider these types of risks. Some of the carriers that can consider social service and nonprofit type risks are Chubb, Philadelphia, Selective, Hanover, Nationwide, and Travelers.
- e. Generally, accounts are marketed every three years, unless circumstances present themselves that would warrant marketing an account sooner. Some examples would be - a change in marketplace, additional carriers, and carrier underwriting changes.
- f. They have full access to the excess/wholesale insurance market for specialty programs and/or harder to place risks.
- g. They closely monitor the financial ratings of the insurance carriers available for them to work with, to ensure they are A- rated or better.
- h. Review of our Building Loan. The amended loan does not mature until April 2028.**

Eldon Moreira made a motion to accept the April Financial Reports and Dan Salvucci seconded the motion. **A roll call vote was made, and the Reports were unanimously approved.**

5. **Staff Report**

Mary Waldron stated that in the packet for this meeting was the Staff Report, which in addition to detailed information for all of OCPC's departments. It was submitted the previous week to allow Council members the time to review it prior to this meeting. Mary asked the members to read the provided Staff Report that was submitted. Mary discussed the staff evaluation process and the importance of the solid conversations that it generated with team members. She then highlighted the following items regarding the staff and their Activities

- Maddi Curtis, Communications Coordinator and her work on the Newsletters as well as the new Website, as well the preparation of the Annual Report.

- The By-law Committee met and will be preparing changes to the Council for Review.
- The Executive Committee met to review the Executive Director's performance. Accompanying that, President Christine Joy led an effort to have a comparable analysis as they set the Executive Director's salary. In preparation for the discussion, a self-evaluation with goals for FY 23 was provided to the Executive Committee.
- Megan Fournier returns from Maternity Leave on June 1 and we are all looking forward to welcoming her back.
- OCPC is providing in-kind donation of having Wildland Trusts utilize office space twice a week. Wildland Trusts is active throughout our OCPC region, and this relationship will continue to grow.

The Transportation Department engaged in multiple activities during May 2022. Activity highlights include:

- Staff attended and participated in the **Transportation Program Managers Group Meeting** on May 3, 2022. Charles Kilmer serves as Vice-Chairman of this statewide group consisting of Regional Planning Agencies, MassDOT, Federal Highway Administration, and Federal Transit Administration.
- Staff developed and participated in the **Brockton Bike to Work Day Event** held on May 20, 2022 at the BAT Intermodal Centre. Shawn Bailey and Kyle Mowatt made some great community connections at this event.
- Staff continued preparation of the **Road Safety Audits (RSA) at Multiple Locations Project**. The Road Safety Audits are being conducted at high crash locations.
- Staff developed and the Old Colony MPO endorsed the **FY 2023-2027 Transportation Improvement Program (TIP)**. Charlie will discuss this agenda item later.

Community Planning & Economic Development Department

Mary discussed the great work that the CPED Department was working on, highlights including:

- The CPED (Community Planning and Economic Development) Department continues its important work assisting the Town of Duxbury to draft the **Duxbury Age and Dementia Friendly Action Plan**. OCPC staff met with town officials to kick-off the planning project
- Staff continue to work with the Towns of Pembroke, West Bridgewater, and Avon to develop their **Open Space and Recreation Plans**.
- The Department is in the process of preparing a Scope of Services to respond to the RFP (Request for Proposals) from the Town of Abington for the multi-jurisdictional **BRIC (Building Resilient Infrastructure and Communities) Grant**.
- The first economic development webinar of the year was held in collaboration with the CEDS (Comprehensive Economic Development Strategy) Committee. We welcomed Tricia White of NeighborWorks Housing Solutions, to speak about how municipalities can modernize local policy to encourage business development.
- Mary Waldron discussed the loss of a two-year Economic Recovery Planning Grant, and mentioned that Daottie Fulginiti had been working hard through multiple avenues to secure funding for the program. Mary promised to keep the Council informed of any progress.

Area Agency on Aging

Mary discussed the AAA staff and the items they were working on, highlighting the following:

- May is designated as Older Americans Month. The Theme this year is Age my way! When Older Americans Month was established in 1963, only 17 million living Americans had reached their 65th birthday (in 2019 there were over 76 million—a tripling of numbers)
- **Long Term Care Home Closings:** Chilton House, a family owned and operated rest home in Plymouth announced their intent to close the end of April. This home was in operation for 30 years and the 26 residents that are living there (many for over a decade) are all now being relocated. The great news is all have found new homes.

AAA Grant updates:

- MassDOT – The AAA is commencing work on a new CTGP application and preparing for a MassDOT Review.
- Title III - The AAA will soon be issuing a Request for Information for current and past grantees as well as others who may be interested in reapplying for either standard Title III funding or Older Americans Act – ARPA Supportive Services funding.

Geographic Information Systems

Andrew Vidal

- Finalized review of vendors for a new wide-format printer
- Used 2020 Census data to calculate population density by tract and block group for our region
- Developed a web page for the drone program
- Reviewed contract and began drafting a new proposal for Whitman's parcel maintenance program

Community Septic Management Program

Shawn Bailey

- Mary Waldron discussed that while the Septic Program does not generate a lot of revenue the work is important to the participating towns and Shawn does a great job with it. Breakdowns of Activities for each town is available in the information packet.

6. Regional Clearinghouse Environmental Notifications

Mary mentioned that Kyle Mowatt has created a new reporting format for this. Please refer to the packet for details about the projects listed below.

New Projects

EEA #13940 – ADM Tihonet Mixed Use Development (FEIR) – Carver, Plymouth, Wareham

Projects Under Review

EEA #16538 – Long Beach Mixed-Sediment Nourishment – Plymouth

Mary Waldron stated that if any members of the council would like us to weigh in on projects and supply a comment letter, we would be more than happy to do so.

7. Report on the Status of the OPEB Declaration of Trust

Mary notified the Council that the OPEB Declaration was discussed at a special meeting on May 17th, but the attorney was not able to get the document updated in time for the Finance Committee meeting on May 25. The plan is for the document to be ready for action at the June meetings.

8. Charlie discussed the UPWP, effectively outlining the Scope of Work for the members of the Transportation Department, falling into 4 main categories. Charlie also discussed that these programs are 100% funded from outside sources such as FHA and MADOT and require no local matching in funds from us.

9.

- **TASK 1000 - MANAGEMENT AND SUPPORT OF THE PLANNING PROCESS AND CERTIFICATION ACTIVITIES** To properly support and effectively control the transportation planning activities of the Old Colony Metropolitan Planning Organization, program support activities must be undertaken. These tasks allow for the functioning and the continued certification of the Old Colony MPO in accordance with the Commonwealth of Massachusetts and U.S. DOT requirements.
- **TASK 2000 - DATA RECONNAISSANCE, ACQUISITION, AND ANALYSIS ACTIVITIES** A major requirement of planning is to know what is happening in the real world. Surveillance activities are designed to do just that by gathering data on transportation resources, their use, and demand for their use. This information is used to locate and define problems for further study and analysis, define requirements for plans and designs, develop programming priorities and evaluate the success of projects after implementation.

- **TASK 3000 - SHORT- AND LONG-RANGE TRANSPORTATION PLANNING ACTIVITIES** Task 3000 charts the direction for major transportation development activities in the region. As such, it is concerned with continuously updating projects dealing with the demand for transportation; development of a transportation plan which encompasses a Long-Range Element and a Short-Range Element, both incorporating the concept of Transportation Systems Management; a further detailing of the broad findings and recommendations of the Plan in plan refinement; and special purpose plans addressing such items as air quality, energy, and seniors and individuals with disabilities.
- **TASK 4000 - OTHER TRANSPORTATION TECHNICAL ACTIVITIES, PLANNING STAFF, FUNDING SOURCES, BUDGETS, AND TASKS** While conducting transportation and transportation related planning activities, it is often the case that certain activities are called for which do not fit into the existing work program elements. When this is the case, those activities are programmed under the element heading of Other Transportation Technical Activities, Planning Staff, Funding Sources, Budgets, and Tasks.
- **Acceptance of the plan by the Council requires a vote: Dan Salvucci moved to support, Sandra Wright seconded the motion. Motion passed with a unanimous vote.**

10. FFY 2022-2026 TIP Amendment 1

Charles Kilmer Discussed the FFY 2022-2026 TIP Amendment 2. The Amendment is as follows:

FFY 2022

FFY 2022 1. BROCKTON AREA TRANSIT (BAT) - BAT FLEX TO FTA BUY REPLACEMENT 35-FT BUS ELECTRIC (5) AMENDMENT: ADD PROJECT: BAT FLEX TO FTA TO BUY REPLACEMENT 35-FT BUS ELECTRIC (5). (Adding project to FFY 2022; Converting FTA 5307 (\$2,600,000) to Regional Target Dollars in FFY 22; BAT 5307 Carryover in the amount of \$108,333 to provide remaining federal share; Match provided by RTACAP; FTA Line Item is 11.12.02)

Charlie summarizes that BAT plans to buy 5 35-FT All Electric Busses, and that the MPO has been released for an abbreviated public comment period. He noted that no negative comments have been received to date. John Costa asked about the cost difference if BAT went with the more traditional diesel bus currently in use. Charlie responded that the Diesel option is around \$375,000 to \$400,000 vs \$675,000 - \$700,000 for the Diesel -Hybrid option

- **Acceptance of the plan by the Council requires a vote: Frank Staffier moved to support, Steven Santesueno seconded the motion. Motion passed with a unanimous vote.**

11. Status on the Retirement Legislation

Mary Waldron stated that it's status quo since the last meeting. The bill continues to sit in limbo, stuck in A&F

12. Lee Hartman led the discussion on By-Law Change Recommendations

Lee reviewed the changes recommended in the OCPC By-Laws, Summarized in the following areas:

In terms of representation, the term Shall be Appointed should supersede the 'Annual' notation in our by-laws, allowing towns to appoint as needed.

There was then a discussion regarding Article VII – Section 4 requiring 2 Signatures on Bank Accounts and adding the Executive Director as a signatory. This would eliminate the challenge of getting two council members together at the same time to deal with Banking Issues.

Language should be changed to "Appointing Authority" to allow Cities and Towns some flexibility based on forms of government, such as Boards of Selectmen and Town Councils. There was discussion regarding language options, with suggestions made by Frank Staffier and Dan Salvucci. Lee Hartman stated that the new language will allow for the flexibility they mentioned.

It is suggested that we delete, “must be a resident of the city or town.” If the appointing authority wants to appoint a city employee to represent the town, that is the community’s authority.

In order to align with the Fiscal year, it is recommended that “Delegates will be appointed annually for a term beginning July 1 and ending June 30”.

In regard to the Meeting section of the By-Laws – no change, but just clarification that it is the intention of the Bylaw Committee to have OCPC’s Annual “Business” Meeting be held in the Spring, aiming for the May or June’s regular scheduled meeting to have an annual report be issued.

Under Article IV – Committees – It is recommended that Delegates and Alternates be allowed to serve as members of Committees, and that the Program Development Committee be eliminated and that a Legislative Committee be formed.

Steven Santesueno asked if there was anything in the by-laws to address a “dormant” members and getting Towns to replace or simply appoint in case of a vacancy. Lee and Mary mentioned that it seems to be a constant challenge in some towns, and that the President of the Council and the Executive Director need to continue to work together to try and encourage/seek participation. There is nothing in the By-laws however to address this. John Costa suggested an annual report of attendance be provided to the towns to document delegate participation.

Lee was thanked for his efforts by Christine Joy and several other members.

- **Acceptance of the changes to the By-laws requires a vote: Frank Staffier moved to accept, and Steven Santesueno seconded the motion. Motion passed with a unanimous vote.**

13. Self-nomination for Council Treasurer Position

Mary Waldron mentioned that the newly elected treasurer for FY23, Fred Gilmetti will be relocating out of state to be with family and will be unable to fulfill his duties to the Council any longer. Mary mentioned that Fred has been a member of the Council for 43 years and will be truly missed. As such, a new treasurer is needed and interested Delegates are encouraged to apply by reaching out to Frank Staffier, Chair of the Nominating Committee, or by emailing Mary Waldron. Christine Joy mentioned added responsibilities to the position due to the OPEB Trust. Dan also mentioned potential thoughts regarding replacing Fred as the Delegate from Whitman.

14. Suggestions For Future Meetings Agenda Items

Frank Staffier asked for a discussion of Step-raises at the next meeting. Mary suggested discussing at a Personnel Committee meeting and that she had located information from 2018 on the subject that obviously needed updating.

Christine Joy stated that the next Finance Committee Meeting will be Tuesday June 28th at 5:45pm and that the next Annual Meeting will be Wednesday June 29th at 6:00pm, held in Hybrid format. Celebrations of Fred’s years of Service, as well as the end of terms for Christine Joy and Doug Sylvestre are planned for all who attend in person.

15. Adjournment

Frank Staffier made a motion to adjourn the meeting and Sandra Wright seconded the motion. The motion to adjourn the meeting passed unanimously.

The recording for this meeting can be found on the Old Colony Planning Council’s YouTube page at the following link:

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

MAY 2022

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	2,500.00	32,030	2,970	29,530
ADMIN BOOKS, DUES, SUBSCR, MEMB	18,000	0	3,735.00	16,844	1,156	13,109
ADMIN ADVERTISING RELATED	3,000	0		2,618	382	2,618
AUTO EXPENSES: DIRECT	1,000	0		886	114	886
ADMIN EQUIPMENT REPAIR & MAINT	1,000	1,000	423.45	1,620	380	1,197
ADMIN EQUIP PURCHASE	18,500	0	2,558.96	11,508	6,992	8,949
ADMIN EQUIP RENTAL OCPC ONLY	8,000	0	423.52	6,059	1,941	5,635
ADMIN EQUIP SUPPLIES	2,800	0		1,986	814	1,986
ROM BUILDING REPAIR & MAINT	0	10,500	390.00	7,511	2,989	7,121
BUILDING UTILITIES	0	23,000	564.58	19,854	3,146	19,289
BUILDING MANAGEMENT	0	7,500	625.00	6,875	625	6,250
FRINGE BENEFITS	271,000	0	81,294.24	264,914	6,086	183,620
INSURANCE ADMIN MISC & ROM BLDG	14,500	4,500		18,184	816	18,184
BUILDING LOAN INTEREST	0	13,000	2,075.18	12,050	950	9,975
MEETING EXPENSES	8,500	0	965.83	8,368	132	7,403
MISC EXPENSES (Includes Adm Ser Ch)	205,168	0	150.71	1,782	203,386	1,631
OFFICE SUPPLIES	30,000	0	1,575.84	29,331	669	27,755
PR & OTHER SERVICE CHARGES	5,800	0	308.51	5,439	361	5,131
PAYROLL TAXES / ER Medicare, SUI	28,000	0	1,675.72	22,386	5,614	20,710
ADMIN PRINTING	4,500	0		4,256	244	4,256
POSTAGE	2,800	0	41.56	1,863	937	1,821
RENTAL EXPENSE	70,200	0	5,850.00	64,350	5,850	58,500
SALARIES / Adjusted Gross PR	1,400,000	0	115,170.39	1,284,399	115,601	1,169,229
TRAVEL ADMINISTRATIVE	2,000	0		1,404	596	1,404
DIRECT EXPENSES: TRAVEL & OTHER	82,000	0	1,540.08	81,088	912	79,548
TELEPHONE/COMMUNICATIONS	14,000	0	3,467.00	12,618	1,382	9,151
OPEB BENEFITS	60,000	0	5,000.00	55,000	5,000	50,000
Column Totals	\$2,285,768	\$59,500	\$230,335.57	1,975,222	370,046	1,744,888
FULL TOTAL BUDGET (updated May 2022)	\$2,345,268					

NON-BUDGET ITEMS:	<i>Rounding</i>	\$0.24
COMMUNITY TRANSIT GRANT (CTG)		12,206.30

TOTAL Expense for month 242,542.11

BALANCING CHECKLIST		
Rockland Regular Checks & Transfers Out: OCPC Total		184,612.55
Rockland Regular Checks: ROM		4,664.65
EFT Payment retirement - Payroll Acct		11,513.88
EFT Payment deferment - Payroll Acct		3,583.27
EFT Payment Benefit Strategies (HSA) - Payroll Acct		795.66
TOTAL DISBURSEMENT		205,170.01
AAA Disbur		-3,889.71
Disbursement Subtotal		201,280.30
Adjustments		
Adjusted Disbursement		201,280.30
PR Transfers		-60,000.00
Total Net Salary (PR Summary)	78,509.45	
Total Liabilities Paid	17,870.88	
ER PR Service Charge	308.51	
Net Payroll	96,688.84	
Total Disbursement		237,969.14
Adjusted Liability ER		4,572.97
4881.48-308.51 = 4572.97		4,572.97
		242,542.11

189,277.20

Total Gross PR	117,154.62
PR Ser Charge	-308.51
ER Medicare Tax	-1,606.05
ER SUI Tax	-69.67
Adjusted Gross PR	115,170.39

REGULAR CHKNG EXP TRACKING TO BAL	
A/P Expenses OCPC	124,612.55
EFT Payroll Transfer	60,000.00
AAA Distribution	4,664.65
TOTAL OCPC Cks & Transfers	189,277.20

Exps ROM Chking Portion 0.00

Total A/P April 189,277.20

**CASH POSITION
REPORT - MAY 2022**

**LAST MONTH:
BALANCES: APR 2022**

Northeaston Savings Bank CD #7191		\$104,441.29
Northeaston Savings Bank MM #7216		\$101,848.62
Harbor One Savings Account #5073		\$105,458.64
Harbor One Credit Union MM #5040		\$103,418.71
Rockland Trust Regular Checking #9472	\$62,580.71	
Voluntary Transportation Restricted Funds	\$177,748.99	\$240,329.70
Rockland Trust Savings #9472		\$20,002.76
Rockland Trust OPEB Acct Balance		\$50,000.00
<i>ROM Rockland Account</i>		\$178,544.55
Federal Reserve Treasury Notes #641500		\$115,083.82
Rockland Trust Payroll Account #3849		\$119,609.74
Rockland Tr OPEB / Bal Funds Reseved Against Liab	<i>(60K Annual Reserved Amount)</i>	\$10,000.00
Reconciled Balance at Month End		\$1,148,737.83
MAR 31, 2022 Balance		\$928,057.25
APR Activity	LOSS	-\$34,770.25
APR 30, 2022 OPEB Balance		\$893,287.00

DEPOSITS IN CURRENT MONTH

MADOT	\$92,173.41
Avon OSRP	\$15,000.00
EDA CARES	\$22,258.23
HMP Bridgewater	\$18,000.00
REPA	\$7,130.70
Misc Receipts	\$625.17
Volunteer Trans Donations	\$322.96

TOTAL INCOME: \$155,510.47

\$155,510.47
\$1,304,248.30

Adj 1) Apr PR Paid May	-\$25,430.85
Adj 2) May PR Paid Jun	\$10,010.81
Adj 3) PR Adjustments: Differentials	-\$96.82

TOTAL INCOME ADJUSTMENTS **-\$15,516.86** **-\$15,516.86**

DISBURSEMENTS CURRENT MONTH

AAA Disbursements	3,889.71
ROM Adj Exp (X-fer Rent Funds)	-5,850.00
OCPC Disb Sub-Total	201,280.30

TOTAL DISBURSEMENTS: \$199,320.01

-\$199,320.01
\$1,089,411.43

Net Payroll	-\$96,688.84
Transferred to Payroll	\$60,000.00

Cash Available End of Month **\$1,052,722.59**

**CURRENT MONTH:
BALANCES: MAY 2022**

Northeaston Savings Bank CD #7191		\$104,441.29
Northeaston Savings Bank MM #7216		\$101,848.62
Harbor One Savings Account #5073		\$105,458.64
Harbor One Credit Union MM #5040		\$103,418.71
Rockland Trust Regular Checking #9472	\$33,055.50	
Voluntary Transportation Restricted Funds	\$178,071.95	\$211,127.45
Rockland Trust Savings #9472		\$20,002.93
Rockland Trust OPEB Acct Balance		\$55,000.00
<i>ROM Rockland Account</i>		\$179,729.90
Federal Reserve Treasury Notes #641500		\$115,083.82
Rockland Trust Payroll Account #3849		\$51,611.23
Rockland Tr OPEB / Bal Funds Reseved Against Liab	<i>(30K Annual Reserved Amount)</i>	\$5,000.00
Reconciled Balance at Month End		\$1,052,722.59
APR 30, 2022 Balance Forward		\$893,287.00
MAY Activity	GAIN	\$6,795.25
MAY 31, 2022 OPEB Balance		\$900,082.25

**STATEMENT OF BUDGET RESOURCES OCPC FY22
REPORTING - MAY 2022**

INCOME FROM PROGRAMS INCLUDED IN THE FY22 BUDGET	FY22 Approved Budget	FY22 Funds Through Apr 2022	Cummulative Balance
Member Assessments	148,414	111,858	36,556
Economic Development Admin			
EDA CARES	200,000	165,870	34,130
EDA Standard Years 2 & 3 Apr 2020 - Mar 2021	70,000	52,500	17,500
MA Dept of Energy Resources			
CTG/Community Transit	30,000	15,396	14,604
MA Dept of Transportation (MADOT)			
MADOT Highway Planning #114676	959,201	465,483	493,718
Executive Office of Elder Affairs			
AAA Admin Standard	155,341	104,735	50,606
AAA Admin FFCRA			0
AAA Admin ARA	181,875		181,875
AAA Admin CARES			0
AAA Ombud Standard	116,813	74,618	42,195
AAA Assisted Living Specialist		9,114	-9,114
AAA Ombud ARPA		16,390	-16,390
AAA Ombud CARES			0
Department of Housing and Community Development			
District Local Technical Assist	202,259	203,705	-1,446
Local Assistance/Contracts			
Brockton Area Transit Authority (BAT)	28,000	8,834	19,166
Downtown Brockton: Maps		503	-503
Green Communities (2075)	15,000	5,000	10,000
Plymouth Climate Change Brochure			0
REPA Grants (2085)	25,000	19,113	5,887
HMP Bridgewater	18,000	18,000	0
MVP Hanson			0
Avon OSRP	15,000	15,000	0
GIS Whitman	1,000		1,000
T4MA		5,000	-5,000
Cohasset Septic Program	2,000	1,800	200
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	1,200	800
Utility Allowances	6,831		6,831
Miscellaneous Income (Includes Interest Income)		15,482	-15,482
BUDGETED INCOME SUB-TOTAL	2,182,734	1,310,802	871,932

PROGRAMMETIC (PASS-THROUGH) FUNDS	FY22 Budget	Received	Cummulative Balance
Area Agency On Aging (AAA)	500,000	696,356	-196,356
AAA - NSIP		304,826	-304,826
Elder Lunch Program (AAA)	21,952	31,412	-9,460
AAA CARES	500,000	84,579	415,421
AAA ARA	988,594		988,594
Donations for Voluntary Transportation	10,000	675	9,325
TOTAL	2,020,546	1,117,848	902,698

INCOME RECEIVED IN OCPC FY22 FROM FY21 BILLINGS		
Septics (Avon/Hanson)		\$2,400.00
MVP Whitman		\$29,000.00
MADOT #112307		\$411,129.92
Utilities (Halifax/Pembroke)		\$5,916.00
SEA - Pilot Program		\$35,610.00
Green Communities		\$5,000.00
REPA		\$1,337.75
TOTAL		\$490,393.67

Cummulative Total Cash Received - FY22	Running Total
Jul-21	\$109,551.18
Aug-21	\$181,331.68
Sep-21	\$61,488.73
Oct-21	\$82,680.45
Nov-21	\$175,934.01
Dec-21	\$177,779.05
Jan-22	\$806,879.37
Feb-22	\$314,020.51
Mar-22	\$424,431.37
Apr-22	\$429,436.11
May-22	\$155,510.47

Cross Check Balance - Receipts
\$1,310,801.64
\$1,117,847.62
\$490,393.67
\$2,919,042.93

**AAA / AREA AGENCY ON AGING - FY22
MAY 2022 REPORT**

AAA FY21 OCTOBER 2020 - SEPTEMBER 2021

AAA FY22 OCTOBER 2021 - SEPTEMBER 2022

AAA - OUTSTANDING FY21

		OUTSTANDING BALANCE
AAA FY21 OMBUDSMAN Standard	<i>No longer will be reporting Total Billings & Receipts for AAA FY21 Grant - Reporting only AAA FY21 Grant's balances that remain in OCPC FY22.</i>	\$0.00
AAA FY21 ADM CARES		\$8,267.93
AAA FY21 ADM Standard		\$0.00
OUTSTANDING BALANCE - AAA FY21:		\$8,267.93

AAA ACTIVITY - FY22

		OUTSTANDING BALANCE
AAA Pass-Through Standard FY22		\$978,715.60
ADM ARPA FY22		\$29,350.29
OMB ARPA FY22		\$87,055.48
ADM Standard FY22		\$89,378.96
ASSISTED LIVING SPECIALIST FY21-FY22		\$8,619.32
TOTAL FY22:	\$0.00 \$0.00	\$1,201,387.58

TOTAL CURRENT OUTSTANDING BALANCE - AAA FY21 & FY22	\$1,209,655.51
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VOLUNTEER TRANSPORTATION PROGRAM FUNDS

Volunteer Transportation Restricted Funds Balance End May 2022		\$177,748.99
Payments to Volunteers from Restricted Fund	<i>VTP Payments this month went through CTG Grant</i>	\$0.00
Donations (Restricted Funds) for VTP Program		\$322.96
Volunteer Transportation Funds Balance End May 2022		\$178,071.95

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	3/2022	4/2022	5/2022	6/2022	
End Bal Prior Mo		183,925.46	177,255.50	178,450.91	171,468.70	177,777.17	179,413.61	179,980.46	185,677.69	182,671.17	182,097.62	182,167.90		
INCOME:														Cummulative TOTALS
OCP RENT		5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00		64,350.00
Misc Receipts				6,742.00										6,742.00
MONTHLY TOTAL INCOME →		5,850.00	5,850.00	12,592.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	5,850.00	0.00	71,092.00
EXPENSES:														TOTALS
Misc				1,925.37		180.00								2,105.37
Comcast		560.56	560.56	560.56	558.59	558.59	558.59	587.39	587.39	587.39	586.44	586.44		6,292.50
Eversource			40.78	19.80	19.80	172.49	664.87	890.95	1,273.78	788.05	529.18	219.37		4,619.07
Budge It Drains / American Alarm								285.00			399.00			684.00
Mannys Cleaning		390.00	390.00	390.00	390.00	390.00	390.00		780.00	415.00	390.00	390.00		4,315.00
Rockland Loan		2,075.18	2,075.18	2,075.18	2,075.18	2,075.18	2,075.18		4,150.36	2,075.18	2,075.18	2,075.18		22,826.98
National Grid		613.85	537.87	687.62	346.21	348.02	666.86	828.57	832.23	1,289.10	612.61	345.21		7,108.15
OCP Building Maint		625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00		6,875.00
Irving's Home Center					18.78		59.00	76.18						153.96
Pierce Regridgeration								520.00	802.36		631.12	423.45		
Annual Report - MA AG										35.00				
Metro South Chamber							1,834.00							1,834.00
Quality Automatic Sprinkler											475.00			475.00
Insurance		6,742.00	5,453.00											12,195.00
Adj							0.03							0.03
MONTHLY TOTAL EXPENSES →		11006.59	9682.39	6283.53	4033.56	4349.28	6873.53	3813.09	9051.12	5814.72	6323.53	4664.65	0.00	71,895.99
MONTHLY ADJUSTMENTS (SEE NOTES BELOW)		1513.37	-5027.80	13290.68	-4492.03	-135.72	-1590.38	-3660.32	-194.60	608.83	-543.81	1658.88		Total Adj 1,427.10
SUB TOTAL		12,519.96	4,654.59	19,574.21	-458.47	4,213.56	5,283.15	152.77	8,856.52	6,423.55	5,779.72	6,323.53	0.00	
Reconciled Bank Statemnt Bal	183,925.46	177,255.50	178,450.91	171,468.70	177,777.17	179,413.61	179,980.46	185,677.69	182,671.17	182,097.62	182,167.90	181,694.37	0.00	

FY22 Account Summaries	
Balance 7/1/2021	183,925.46
Income	71,092.00
Expenditures	-71,895.99
Adjustments	-1,427.10
Current Account Balance	181,694.37

Beginning Balance:	183,925.46
FY22 Revenue To Date	71,092.00
FY22 Expenditures To Date	71,895.99
Sub-Balance	183,121.47
TOTAL Adjustments - See Notes	-1,427.10
Actual Reconciled Monthly Bank Balance	181,694.37

Notes / May 22	3,623.35	Prior Months Pmts Rec in May
	-1,964.47	May Payments Outstanding
	1,658.88	TOTAL

**OLD COLONY PLANNING COUNCIL
PROJECTED OPERATING BUDGET FY22**

July 1, 2021 - June 30, 2022

GENERAL ADMINISTRATIVE EXPENDITURES / OCPC & ROM

Admin Professional Fees: Audit, Legal, etc.	30,791	
Administrative Books, Dues, Subscriptions	11,297	
Advertising	5,149	
Auto Expenses: DIRECT (Van)	4,198	
Building Utilities - ROM		12,737
Building Repairs & Maintenance - ROM		8,672
Building Business Mgmt - ROM		5,000
Equipment Repairs & Maintenance	685	0
Equipment Purchase	10,275	
Equipment Rental / Printer & Postage Machine	5,921	
Equipment Supplies	814	
Fringe Benefits	169,510	
Insurance / Administrative	11,900	5,381
Building Loan Interest		8,230
Meeting Expenses	3,903	
Miscellaneous Expenses /Surplus Funds Available	2,256	
Office Supplies	5,878	
Payroll and Other Service Charges	4,610	
Payroll Taxes	27,086	
Printing	0	
Postage	30	
Rent	70,200	
Salaries	1,305,378	
Travel / Administrative	212	
Direct Travel & Other Direct Exp / Not recovered (Auto Above)	79,402	
Telephone & Internet	19,277	
OPEB Benefits	30,000	
SUB-TOTALS	1,798,771	40,020

TOTAL ADMIN EXPENSES

FY21 Final Budget	
CLOSED JUN 30, 2021	
FINAL OCPC FY21	FINAL ROM FY21
1,798,771	40,020
1,838,791	

FY22 BUDGET	
Approved JUN 2021	
Projected	Projected
OCPC FY22	ROM FY22
2,181,674	56,260
2,237,934	

FY22 BUDGET	
EDITED TO CURRENT	
Projected	Projected
OCPC FY22	ROM FY22
2,285,768	59,500
2,345,268	

35,000
18,000
3,000
1,000
23,000
10,500
7,500
2,000
18,500
8,000
2,800
271,000
19,000
13,000
8,500
205,168
30,000
5,800
28,000
4,500
2,800
70,200
1,400,000
2,000
82,000
14,000
60,000
2,345,268

SPENT Balance	
5/30/2022	Remains
Actual	Actual
OCPC & ROM	
FY22	FY22
32,030	2,970
16,844	1,156
2,618	383
886	114
19,854	3,146
7,511	2,989
6,875	625
1,620	380
11,508	6,992
6,059	1,941
1,986	814
264,914	6,086
18,184	816
12,050	950
8,368	132
1,782	203,386
29,331	669
5,439	361
22,386	5,614
4,256	244
1,863	937
64,350	5,850
1,284,399	115,601
1,404	596
81,088	912
12,618	1,382
55,000	5,000
1,975,222	370,046
2,345,268	

% Spent To Date
91.51%
93.58%
87.25%
88.61%
86.32%
71.53%
91.67%
81.00%
62.21%
75.73%
70.94%
97.75%
95.71%
92.69%
98.45%
0.87%
97.77%
93.78%
79.95%
94.58%
66.54%
91.67%
91.74%
70.18%
98.89%
90.13%
91.67%
84.22%
Total % Spent
Ideal Spent in Month 11 of 12 = 91.74%
7.52% Surplus



INCOME/REVENUE

	FY21 Final Budget		FY22 BUDGET		FY22 BUDGET	
	OCPC	ROM	Approved JUNE 2021		EDITED TO CURRENT	
	FY21	FY21	OCPC	ROM	OCPC	ROM
			FY22	FY22	FY22	FY22
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	
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					94,000	
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT						
District Local Technical Assistance	202,000		202,259		202,259	
CTG / Community Transit	30,000		30,000		30,000	
LOCAL ASSISTANCE AND/OR THER CONTRACTS						
BAT / Brockton Area Transit Authority	28,000		28,000		8,834	
REPA	12,000		25,000		25,000	
Plymouth Climate Change	2,000		0		0	
Green Communities			15,000		15,000	
MVP Bridgewater			18,000		18,000	
MVP Hanson	10,000					
Avon OSRP					12,500	
Easton HPP					15,000	
T4MA MOU					5,000	
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	2,275,068	70,200
	2,047,470		2,237,934		2,345,268	

PROGRAMMETIC (PASS-THROUGH) FUNDS	
Area Agency on Aging (AAA)	
AAA Cares	
AAA FFCRA	
AAA Elder Lunch (AAA)	
AAA ARA	
Donations for Voluntary Transportation	
<i>SUB-TOTAL PASS-THROUGH FUNDS</i>	

FY21 EOY - 6/30/2021
1,296,014
795,817
183,652
21,952
10,000
2,307,435

Pass-thru Posted In FY21
476,148
687,227
49,921
54
1,213,350

FY22 PROPOSED
500,000
500,000
0
21,952
988,594
10,000
2,020,546

FY22 CHANGES
1,369,933
500,000
0
21,952
988,594
10,000
2,890,479

Miscellaneous/Surplus = \$203,386 at May 31, 2022

COMBINED A/P & CASH TRANSFERS - MAY 2022

Date	Num	Name	Amount	Ck Amt	Grp Tot
05/26/2022	2741	Comcast Business	Adm Tele / Communications	-586.44	
05/26/2022	2742	Eversource	Adm Utilities Bill Date 05/09/22	-219.37	
05/26/2022	2743	Mannys Cleaning	Adm Building Maint	-390.00	
05/26/2022	2744	National Grid - Montello	Adm Utilities Bill Date 05/09/22	-333.41	
05/26/2022	2745	National Grid - School	Adm Utilities Bill Date 05/09/22	-11.80	
05/26/2022	2746	Old Colony Planning Council	Adm Bldg Mgmt May 22	-625.00	
05/26/2022	2747	Pierce Refrigeration, Inc	Adm Equip Repair	-423.45	
05/26/2022	2748	Rockland Trust Loan - 310807100	Adm Building Loan	-2,075.18	-4,664.65
05/05/2022	30590	ESRI	Adm Memb License / Quotation 26068689	-3,200.00	
05/17/2022	30591	Lady C&J Soul Food & Catering	Adm Mtgs	-100.00	
05/26/2022	30592	Alconada, Pat	AAA VTP IIIB Marshfield - Apr 22 Activity	-67.86	
05/26/2022	30593	Bailey, Shawn M.	Direct MADOT Travel	-84.53	
05/26/2022	30594	Bloor, Bill	CTG VT - Plymouth Apr 22	-73.71	
05/26/2022	30595	Boston Mutual Ins. Division 1	Adm Fringe	-84.55	
05/26/2022	30596	Boston Mutual Ins. Division 2	Adm Fringe	-13.95	
05/26/2022	30597	Bridgewater COA	AAA SubGr	-2,331.51	
05/26/2022	30598	Duxbury Senior Center	AAA SubGr IIIBSt APR 22	-93.00	
05/26/2022	30599	Dyer, Tuckerman	Direct OMB Travel	-47.40	
05/26/2022	30600	Fafel, Mark	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-25.74	
05/26/2022	30601	Flynn, Virginia	Direct OMB Travel	-65.52	
05/26/2022	30602	Freitas, Jackie	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-290.75	
05/26/2022	30603	Fulginiti, Dottie	Direct EDA CARES Travel	-43.29	
05/26/2022	30604	Gregory, Katherine M.	Direct OMB Travel	-33.93	
05/26/2022	30605	GIC Insurance	Adm Fringe	-74,722.74	
05/26/2022	30606	GIC Insurance	Adm Fringe EE	-6,461.00	
05/26/2022	30607	Guarino, Raymond	Direct MADOT Travel	-29.25	
05/26/2022	30608	Hansen, Karen	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-91.85	
05/26/2022	30609	Homola, Ken	CTG IIIB Pembroke - Apr 22 Activity	-42.12	
05/26/2022	30610	Jordan, Ronald	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-11.70	
05/26/2022	30611	Lakeville Council on Aging	AAA 3B Std APR 22	-250.00	
05/26/2022	30612	Lee, Mike	CTG VT - Lakeville	-29.25	
05/26/2022	30613	Li, Guoqiang (Vendor)	Direct MADOT Travel	-49.67	
05/26/2022	30614	LIFE	AAA SubGr IIIBSt APR 22	-583.34	
05/26/2022	30615	Lyft, Inc.	CTG - TPP - LYFT - CTG Funds Mar 22	-10,830.63	
05/26/2022	30616	Marcum LLP	Adm Prof Fee: Accounting 10IN50129190	-2,500.00	
05/26/2022	30617	Marques, Robin	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-75.77	
05/26/2022	30618	MaryAnn Freeman	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-59.09	
05/26/2022	30619	Massachusetts Councils On Aging	AAA SubGr	-90.00	
05/26/2022	30620	McKenna, Kathy	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-81.32	
05/26/2022	30621	McNamara, Marianne	Direct OMB Travel	-74.88	
05/26/2022	30622	Melchin, John L.	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-151.52	
05/26/2022	30623	Metro South Chamber of Commerce	Adm Memb	-385.00	
05/26/2022	30623	Metro South Chamber of Commerce	Adm Mtgs	-78.00	
05/26/2022	30624	Middleboro COA	AAA SubGr IIIBSt APR 22	-474.00	
05/26/2022	30625	OCPC/ROM	Adm Rent	-5,850.00	
05/26/2022	30626	Perkins, June	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-88.92	
05/26/2022	30627	Pinheiro, Noel	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-40.95	
05/26/2022	30628	Porazzo, Nancy	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-102.38	
05/26/2022	30629	Purcell, Edward	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-25.74	
05/26/2022	30630	Quadient Finance USA	Adm Postage	-41.56	
05/26/2022	30631	Regan, Joanne	CTG VT - Marshfield Apr 22 Activity	-43.29	
05/26/2022	30632	Rockett, Helen W.	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-33.93	
05/26/2022	30633	Rockland Trust Company	Adm OPEB	-5,000.00	
05/26/2022	30634	Silva, Patricia	Direct OMB Travel	-14.04	
05/26/2022	30635	Sore, Edward	CTG VT - Plymouth - Apr 22 Activity	-17.55	
05/26/2022	30636	Toshiba Financial Services	Adm Equip Rental	-423.52	
05/26/2022	30637	United Way of Greater Plymouth	Adm Fringe	-12.00	
05/26/2022	30638	Verizon Wireless	Adm Tele / Communications	-962.20	
05/26/2022	30639	Vidal, Andrew V.	Direct MADOT Travel	-15.68	
05/26/2022	30640	W.B. Mason Co. Inc.	Adm Ofc Supp	-643.60	
05/26/2022	30641	Wilson, Robert	CTG AAA CTG IIIB Lakeville - Apr 22 Activity	-90.09	
05/26/2022	30642	Wright Technology Group, LLC	Adm Equip Purch	-2,558.96	
05/26/2022	30642	Wright Technology Group, LLC	Adm Tele / Communications	-1,510.60	

05/26/2022	30643	Zygmunt, Joanne V	Adm Memb	-150.00	
05/27/2022	30645	Burgess, Lila	Direct OMB Travel	-256.93	
05/27/2022	30646	Klein, David {v}	Direct AAA Adm Standard Travel	-193.05	
05/27/2022	30647	Selig, Jane	Direct OMB Travel	-192.82	
05/27/2022	30648	Sylvain-Jean, Gabrielle	Direct ALS Travel Apr 22	-86.05	
05/27/2022	30649	Waldron, Mary V	Adm Gifts / Not allowed	-150.71	
05/27/2022	30649	Waldron, Mary V	Adm Mtgs / Food, Not allowed	-728.59	
05/27/2022	30649	Waldron, Mary V	Adm Ofc Supp	-162.27	
05/27/2022	30649	Waldron, Mary V	Adm Tele / Communications	-408.00	
04/30/2022	Adobe Sys	Acropro SUBS	Adm Ofc Supp / PC	-10.61	
05/17/2022	Amazon	Amazon	Adm Ofc Supp	-268.36	
05/17/2022	Amazon	Phone Cases and Screen Protectors	Direct AAA Adm St Ofc Supp	-29.44	
05/17/2022	Amazon	Phone Cases and Screen Protectors	Direct AAA ALS Ofc Supp	-14.72	
05/17/2022	Amazon	Phone Cases and Screen Protectors	Direct EDA Cares Ofc Supp	-14.72	
05/17/2022	Amazon	Phone Cases and Screen Protectors	Direct EDA Standard Ofc Supp	-14.72	
05/17/2022	Amazon	Phone Cases and Screen Protectors	Direct OMB Standard Ofc Supp	-29.44	
04/29/2022	APA	APA Streaming Pro	Adm Ofc Supp / PC	-109.00	
04/29/2022	APA	APA Streaming Pro - Meghan	Adm Ofc Supp / PC	-382.00	
05/02/2022	Baystate Rds Prog	Baystate Rds Program	Direct MADOT Materials	-100.00	
05/31/2022	EFT	Rockland - Positive Pay	Adm Svc Chg	-100.00	
05/11/2022	IEDC Online	IEDC Demographic Survey	Direct EDA Standard Survey	-150.00	
05/18/2022	Stella's Pizza	Meeting Food - BRA/OCPC Meeting	Adm Mtgs Exp - Not Allowed	-59.24	-124,712.55
				-129,377.20	-129,377.20

SUMMARY - MAY 2022	
ROM A/P	4,664.65
OCPC A/P	124,712.55
TOTAL A/P	129,377.20
Cash Transfer May	60,000.00
TOTAL A/P & CASH TRANSFERS MAY 2022	318,754.40

OLD COLONY PLANNING COUNCIL

PROPOSED BUDGET FY23

July 1, 2022 - June 30, 2023

GENERAL ADMINISTRATIVE EXPENDITURES / OCPC & ROM	FY22 BUDGET
Admin Professional Fees: Audit, Legal, etc.	35,000
Administrative Books, Dues, Subscriptions	18,000
Advertising	3,000
Auto Expenses: DIRECT (Van)	1,000
Building Utilities - ROM	23,000
Building Repairs & Maintenance - ROM	10,500
Building Business Mgmt - ROM	7,500
Equipment Repairs & Maintenance	2,000
Equipment Purchase	18,500
Equipment Rental / Printer & Postage Machine	8,000
Equipment Supplies	2,800
Fringe Benefits	271,000
Insurance / Administrative	19,000
Building Loan Expenses	13,000
Meeting Expenses	8,500
Miscellaneous Expenses / Additional Funds Available	206,168
Office Supplies	30,000
Payroll and Other Service Charges	5,800
Payroll Taxes	28,000
Printing	3,500
Postage	2,800
Rent	70,200
Salaries	1,400,000
Travel / Administrative	2,000
Direct Travel & Other Direct Exp / Auto above	82,000
Telephone & Internet	14,000
OPEB Benefits	60,000
SUB-TOTALS	2,345,268

TOTAL ADMIN EXPENSES

SPENT	Balance
31-May-22	Remains
Actual	Actual
FY22 FOR COMPARISON	
OCPC & ROM	
FY22	FY22
32,030	2,970
16,844	1,156
2,618	383
886	114
19,854	3,146
7,511	2,989
6,875	625
1,620	380
11,508	6,992
6,059	1,941
1,986	814
264,914	6,086
18,184	816
12,050	950
8,368	132
1,782	204,386
29,331	669
5,439	361
22,386	5,614
1,256	2,244
1,863	937
64,350	5,850
1,284,399	115,601
1,404	596
81,088	912
12,618	1,382
55,000	5,000
1,972,223	373,046
2,345,268	

FY23 BUDGET	
FY23 PROPOSED	
Original Proposed	
OCPC	ROM
FY23	FY23
35,000	
17,600	
3,500	
3,000	
	21,000
	17,260
	7,500
1,000	1,000
12,000	
8,000	
2,200	
270,000	
13,200	5,500
	13,000
12,500	
137,261	
29,600	
6,100	
28,000	
3,000	
2,200	
70,200	
1,555,522	
3,000	
82,000	
23,000	
60,000	
2,377,883	65,260
2,443,143	

FY23 BUDGET	
FY23 CHANGES	
Proposed With Edited Changes	
OCPC	ROM
FY23	FY23
35,000	
17,600	
3,500	
3,000	
	21,000
	17,260
	7,500
1,000	1,000
12,000	
8,000	
2,200	
270,000	
13,200	5,500
	13,000
12,500	
137,261	
29,600	
6,100	
28,000	
3,000	
2,200	
70,200	
1,555,522	
3,000	
82,000	
23,000	
60,000	
2,377,883	65,260
2,443,143	

% of Budget

1.43%
0.72%
0.14%
0.12%
0.86%
0.71%
0.31%
0.14%
0.49%
0.33%
0.09%
11.05%
0.94%
0.53%
0.51%
5.62%
1.21%
0.25%
1.15%
0.12%
0.09%
2.87%
63.67%
0.12%
3.36%
0.94%
2.46%

INCOME/REVENUE

OCPC MEMBER COMMUNITY ASSESSMENTS	148,414
ECONOMIC DEVELOPMENT ADMINISTRATION	
Economic Development District	70,000
EDA CARES	200,000
EDA PENDING	
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION	
MADOT Highway Planning	959,201
EXECUTIVE OFFICE OF ELDER AFFAIRS	
AAA Standard Administration	155,341
AAA Admin Programs Carry-Over	
AAA Admin Supplemental HDM	
AAA ARPA ADMIN (4/21-9/24)	181,875
AAA Ombudsman Standard Program	116,813
AAA Ombudsman ARPA Program (4/21-9/24)	
AAA Assisted Living Specialist	94,000
CTG (Moved to Pass-Through AAA FY23)	30,000
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT	202,259
District Local Technical Assistance	
Bric	
LOCAL ASSISTANCE AND/OR THER CONTRACTS	
BAT / Brockton Area Transit Authority	8,834
REPA	25,000
Green Communities	15,000
MVP Bridgewater	18,000
HPP Stoughton	
Easton HPP	15,000
Avon OSRP	12,500
T4MOU	5,000
Avon Septic Program	2,000
Cohasset Septic Program	2,000
Hanson Septic Program	2,000
Kingston Septic Program	2,000
Stoughton Septic Program	2,000
Area Utilities	6,831
GIS Whitman	1,000
MISCELLANEOUS INCOME	
ROM Income / Rent offset OCPC Expense	70,200
SUB-TOTAL INCOME	2,275,068
	70,200
	2,345,268

FY22 Income	
FY22 FOR COMPARISON	
OCPC FY22	ROM FY22
148,414	
70,000	
200,000	
959,201	
155,341	
181,875	
116,813	
94,000	
30,000	
202,259	
8,834	
25,000	
15,000	
18,000	
15,000	
12,500	
5,000	
2,000	
2,000	
2,000	
2,000	
2,000	
6,831	
1,000	
	70,200
2,275,068	70,200
2,345,268	

FY23 PROPOSED	
Original Proposed Budget	
OCPC FY23	ROM FY23
152,127	
70,000	
75,500	
1,196,437	
155,341	
30,000	
19,689	
55,000	
116,813	
30,000	
98,000	
203,705	
50,000	
15,000	
35,000	
15,000	
15,000	
5,000	
2,000	
2,000	
2,000	
2,000	
2,000	
6,831	
1,000	
7,500	
	70,200
2,362,943	70,200
2,433,143	

FY23 CHANGES	
Proposed Budget With Changes	
OCPC FY23	ROM FY23
152,127	
70,000	
75,500	
1,196,437	
155,341	
30,000	
19,689	
55,000	
116,813	
30,000	
98,000	
203,705	
50,000	
15,000	
35,000	
15,000	
15,000	
5,000	
2,000	
2,000	
2,000	
2,000	
2,000	
6,831	
1,000	
7,500	
	70,200
2,362,943	70,200
2,433,143	

There is a projected 3.75% Increase in Income in FY23 compared to FY22.

<i>PROGRAMMETIC (PASS-THROUGH) FUNDS</i>
Area Agency on Aging (AAA)
AAA CARES
Elder Lunch
AAA ARPA Pass-Through
CTG / Community Transit / Pass-through
Donations for Voluntary Transportation
<i>SUB-TOTAL PASS-THROUGH FUNDS</i>

<i>FY22 Income</i>
1,369,933
500,000
21,952
988,594
10,000
2,890,479

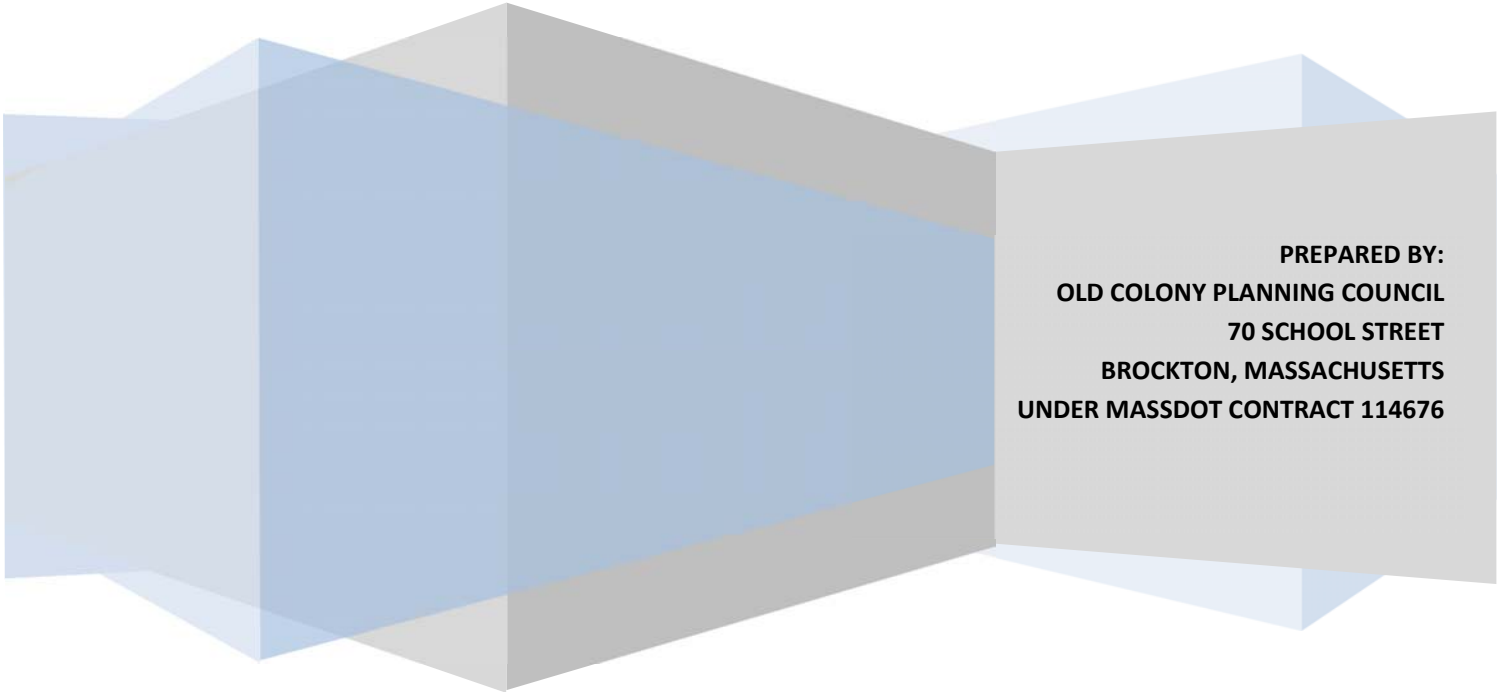
FY23 PROPOSED
1,296,014
347,270
656,676
30,000
3,000
2,332,960

FFY 2022-2026 OLD COLONY TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT 3

**AVAILABLE FOR A 21-DAY PUBLIC REVIEW AND COMMENT PERIOD
BEGINNING JUNE 21, 2022**

PREPARED IN COOPERATION WITH:

- **BROCKTON AREA TRANSIT AUTHORITY (BAT)**
- **FEDERAL HIGHWAY ADMINISTRATION (FHWA)**
- **FEDERAL TRANSIT ADMINISTRATION (FTA)**
- **MASSACHUSETTS DEPARTMENT OF TRANSPORTATION (MASSDOT)**
- **OLD COLONY PLANNING COUNCIL (OCPC)**



**PREPARED BY:
OLD COLONY PLANNING COUNCIL
70 SCHOOL STREET
BROCKTON, MASSACHUSETTS
UNDER MASSDOT CONTRACT 114676**



Christine Joy, President | Mary Waldron, Executive Director

(508) 583-1833

70 School Street, Brockton, MA 02301

www.ocpcrpa.org

June 21, 2022

NOTICE OF PUBLIC REVIEW AND COMMENT PERIOD
FFY 2022-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT 3

Old Colony Planning Council (OCPC) is making the FFY 2022-2026 TIP Amendment 3 and the FFY 2023 UPWP available for a Public Review and Comment. Copies will be available at <http://www.ocpcrpa.org/>, and/or upon request. This process will be used as Brockton Area Transit Authority's (BAT) public participation process. BAT, the Federal Transit Administration (FTA) Section 5307(c) applicant, has consulted with the Old Colony Metropolitan Planning Organization (MPO) and concurs that the public involvement process adopted by the MPO for development of the TIP satisfies the public hearing requirements that pertain to the development of the Program of Projects for the regular Section 5307, Urbanized Area Formula Program, grant applications including the provisions for public notice and the time established for public review and comment. Public notice of public involvement activities and time established for public review and comments on the TIP will satisfy the program of projects (POP) requirements. The public discussion of the TIP at meetings of the Old Colony Joint Transportation Committee (JTC) and Old Colony MPO satisfy the Program of Projects (POP) public hearing requirements of the FTA. A public meeting of the Old Colony MPO is scheduled for July 19, 2022 at 10:00 AM. Please contact Charles Kilmer at (774) 539-5126 for information.

Please send written comments to:

Charles Kilmer
Old Colony Planning Council
70 School Street
Brockton, MA 02301
ckilmer@ocpcrpa.org

The Old Colony MPO 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 MPO 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 him/herself or any specific class of persons, to be subject to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the Old Colony MPO. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. Please contact Pat Ciaramella at 508-583-1833 Extension 202 for more information.

**FFY 2022-2026 OLD COLONY TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENT 3**

The Old Colony Transportation Improvement Program (TIP) is a program of capital improvements and operating assistance for the transportation system in the Old Colony Region. The Old Colony TIP lists projects (highway, bridge, and transit) and operational assistance that receive federal funds and may list some projects that do not receive federal funds.

Amendment 3 includes the following seven (7) changes:

FFY 2022

5310

1. BROCKTON AREA TRANSIT (BAT)
 - AMENDMENT: ADD PROJECT - BUY REPLACEMENT <30 FT BUS (5)
 - COST IS \$299,638 (\$239,710 FEDERAL; \$59,928 STATE)

2. BROCKTON AREA TRANSIT (BAT)
 - AMENDMENT: ADD PROJECT - OPERATING ASSISTANCE - AVON/STOUGHTON
 - COST IS \$60,000 (\$30,000 FEDERAL; \$30,000 LOCAL)

3. BROCKTON AREA TRANSIT (BAT)
 - AMENDMENT: ADD PROJECT - OPERATING ASSISTANCE FOR ROCKLAND FLEX
 - COST IS \$168,000 (\$84,000 FEDERAL; \$84,000 LOCAL)

4. OLD COLONY PLANNING COUNCIL (OCPC)
 - AMENDMENT: ADD PROJECT - OPERATING ASSISTANCE FOR VOLUNTEER TRANSPORTATION PROGRAM (VTP)
 - COST IS \$60,000 (\$30,000 FEDERAL; \$30,000 LOCAL)

5. SOUTH SHORE COMMUNITY ACTION COUNCIL (SSCAC)
 - AMENDMENT: ADD PROJECT - BUY REPLACEMENT VANS (6)
 - COST IS \$430,867 (\$344,694 FEDERAL; \$86,173 LOCAL)

6. SOUTH SHORE COMMUNITY ACTION COUNCIL (SSCAC)
 - AMENDMENT: ADD PROJECT - OPERATING ASSISTANCE TO SUPPORT SSCAC TRANSPORTATION PROGRAM
 - COST IS \$150,000 (\$75,000 FEDERAL; \$75,000 LOCAL)

7. SOUTH SHORE COMMUNITY ACTION COUNCIL (SSCAC)
 - AMENDMENT: ADD PROJECT - PLANNING
 - COST IS \$31,250 (\$25,000 FEDERAL; \$6,250 LOCAL)

**Transportation Improvement Program (TIP)
Project List (FY2022)**

AMENDMENT 3

FTA Program	Project Number	Transit Agency	FTA Activity Line Item	Project Description	Carryover (unobligated)	Federal Funds	State Funds	TDC	Local Funds	Total Cost
5307										
5307	RTD0009901	Brockton Area Transit Authority	113403	BAT - TERMINAL, INTERMODAL CENTRE - Pavement Management	2020 - \$200,000	\$200,000	\$50,000	\$0	\$0	\$250,000
5307	RTD0009907	Brockton Area Transit Authority	111240	BAT - BUY ASSOC CAP MAINT ITEMS	2020 - \$80,000	\$80,000	\$20,000	\$0	\$0	\$100,000
5307	RTD0009899	Brockton Area Transit Authority	300901	BAT - OPERATING ASSISTANCE BAT - ACQUIRE - MISC SUPPORT	2020 - \$691,856; 2021 - \$1,908,144	\$2,600,000	\$2,600,000	\$0	\$0	\$5,200,000
5307	RTD0009896	Brockton Area Transit Authority	114220	EQUIPMENT	2020 - \$80,000	\$80,000	\$20,000	\$0	\$0	\$100,000
5307	RTD0009900	Brockton Area Transit Authority	111201	BAT - BUY REPLACEMENT 40-FT BUS - (3) BAT - ACQUIRE REPLACEMENT SUPPORT		\$355,000	\$1,104,250	\$0	\$0	\$1,459,250
5307	RTD0009897	Brockton Area Transit Authority	114211	VEHICLE - (1) BAT - ACQUIRE SHOP EQUIPMENT Lifts and	2020 - \$36,000	\$36,000	\$9,000	\$0	\$0	\$45,000
5307	RTD0010173	Brockton Area Transit Authority	114206	Equipment	2020 - \$320,000	\$320,000	\$80,000	\$0	\$0	\$400,000
Subtotal						\$3,671,000	\$3,883,250	\$0	\$0	\$7,554,250
5309										
Subtotal						\$0	\$0	\$0	\$0	\$0
5310										
5310	RTD0010512	Brockton Area Transit Authority	111204	BUY REPLACEMENT <30 FT BUS (5)		\$239,710	\$59,928	\$0	\$0	\$299,638
5310	RTD0007898	Brockton Area Transit Authority	300901	OPERATING ASSISTANCE - Avon/Stoughton		\$30,000	\$0	\$0	\$30,000	\$60,000
5310	RTD0010534	Brockton Area Transit Authority	300900	OPERATING ASSISTANCE - Rockland Flex		\$84,000	\$0	\$0	\$84,000	\$168,000
5310	RTD0010532	Old Colony Planning Council	300901	UP TO 50% FEDERAL SHARE		\$30,000	\$0	\$0	\$30,000	\$60,000
5310	RTD0010479	South Shore Community Action Council, Inc.	111215	BUY REPLACEMENT VAN		\$344,694	\$0	\$0	\$86,173	\$430,867
5310	RTD0010481	South Shore Community Action Council, Inc.	300900	OPERATING ASSISTANCE		\$75,000	\$0	\$0	\$75,000	\$150,000
5310	RTD0010491	South Shore Community Action Council, Inc.	440000	PLANNING		\$25,000	\$0	\$0	\$6,250	\$31,250
Subtotal						\$828,404	\$59,928	\$0	\$311,423	\$1,199,755
5311										
Subtotal						\$0	\$0	\$0	\$0	\$0
5337										
Subtotal						\$0	\$0	\$0	\$0	\$0
5339										
5339	RTD0010409	Brockton Area Transit Authority	111201	BAT - BUY REPLACEMENT 40-FT BUS - (3)		\$395,000	\$0	\$98,750	\$0	\$395,000
Subtotal						\$395,000	\$0	\$98,750	\$0	\$395,000
5320										
Subtotal						\$0	\$0	\$0	\$0	\$0
Other Federal										
Subtotal						\$0	\$0	\$0	\$0	\$0
Other Non-Federal										
Other Non-Federal	RTD0009918	Brockton Area Transit Authority	113206	BAT - ACQUIRE - STATIONARY BUS FARE COLL EQUIP Fixed Route		\$0	\$400,000	\$0	\$0	\$400,000
Subtotal						\$0	\$400,000	\$0	\$0	\$400,000
Total						\$4,894,404	\$4,343,178	\$98,750	\$311,423	\$9,549,005

Funds listed under the Carry Over column are included in the Federal Amount

Add



**Comprehensive Economic Development Strategy (CEDS) Committee
Appointments and Reappointments, June 29, 2022**

ITEM A

Current Committee Members Up for Reappointment to One-year Terms

	Member	Substitute	Organization
1	John Murray, <i>Co-Chair</i>		MassHire Greater Brockton Career Center
2	Maryellen Brett, <i>Co-Chair</i>		Massasoit Community College
3	Jason Hunter	Sheila Sullivan-Jardim	MassHire Greater Brockton Workforce Board
4	Christopher Cooney		Metro South Chamber of Commerce
5	Pamela McCarthy		Town of Stoughton
6	Rob May	John Fay	City of Brockton
7	Stephanie Danielson		Town of Easton
8	Mary Ellen DeFrias	Jay Pateakos	MassDevelopment
9	Jennifer (Burke) DeBoisbriand	Shane O'Brien	Town of Bridgewater
10	Valerie Massard		Town of Kingston
11	Lea Filson		See Plymouth
12	Michael Lambert	Joseph Mech	Brockton Area Transit Authority
13	Debra Roberts		Stoughton Select Board
14	Stephen Cole		Plymouth Regional Economic Development Foundation
15	Jack Riley		HarborOne Bank

ITEM B

New Appointment to One-year Term, as recommended by the CEDS Committee

1. Kyle Haas, Swell Energy

Staff contact

Joanne Zygmunt, Senior Economic Development and Environmental Planner
 jzygmunt@ocpcrpa.org or (508) 649-3479

Background

The U.S. Economic Development Administration (EDA) has designated the Old Colony Planning Council region as an Economic Development District (EDD). OCPC leads a locally-based, regionally driven economic development planning process that leverages the involvement of the public, private, and non-profit sectors to establish a strategic economic development roadmap for regional collaboration.

This strategic roadmap is known as the Comprehensive Economic Development Strategy (CEDS) and it is designed to guide the economic prosperity and resiliency of the region. It provides a coordinating mechanism for individuals, organizations, local governments, and private industry to engage in a meaningful conversation and debate about the economic direction of the region.

The CEDS is an important document for municipalities and other organizations to reference when applying for U.S. EDA grants. As the EDD, OCPC provides free advisory services to those applying for EDA funding opportunities.

OCPC's CEDS Committee serves as an advisory committee in the development and updating of the CEDS. The Committee works with OCPC staff and governing Council members to:

- implement the goals and objectives set out in the CEDS,
- encourage regional collaboration on economic development,
- disseminate economic development-related information and resources, and
- build capacity to achieve a more resilient and equitable economy at regional and local levels.

In collaboration with the CEDS Committee, also OCPC hosts regular economic development-themed webinars.



ROM

June 29, 2022, 6:00pm
Via ZOOM Conferencing or In Person

Video: <https://zoom.us/join>
Meeting ID: 832 2140 2258
Passcode: 168176

Phone: +1 (786) 635-1003
Meeting ID: 832 2140 2258
Passcode: 168176

AGENDA

Agenda for Meeting No. 589
June 29, 2022

Old Colony Planning Council
70 School St, 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.

STANDING ITEMS

- | | |
|----------------------------------|--|
| 1. Call to Order | <i>Christine M. Joy, President</i> |
| * <i>Accessibility Statement</i> | |
| 2. Roll Call of Members | <i>Sandra Wright, Secretary</i> |
| 3. FY 2023 Budget | <i>Douglas Sylvestre/Brenda Robinson</i> |
| 4. FY 2023 ROM Officers | <i>Mary Waldron, Executive Director</i> |
| 5. Adjournment. | <i>Council Delegate or Alternate sitting in for the Delegate to make the motion.</i> |

OLD COLONY PLANNING COUNCIL
OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND

DECLARATION OF TRUST

WITNESSETH

WHEREAS, the Old Colony Planning Council (“OCPC”) has duly re-adopted M.G.L. c.32B, §20, as amended by Chapter 218 of the Acts of 2016, by a vote of the Council, as the OCPC legislative body, on _____ and has authorized the creation of a Health and Welfare Trust Fund which shall be known as the Old Colony Planning Council Other Post-Employment Benefits Liability Trust Fund (“OPEB Trust”); and

WHEREAS, the OCPC has established certain post-employment benefits, other than pensions, for eligible retired employees and their eligible dependents; and

WHEREAS, consistent with the provisions of GASB Statements 74 and 75, the funds which will be contributed to the OPEB Trust, as and when received by the OPEB Trust, and earnings and losses thereon shall constitute a trust fund which shall be irrevocable and shall be held for the benefit of eligible retirees in accordance with OCPC retiree health plan; and

WHEREAS, consistent with the provisions of GASB 74 and GASB 75, the OPEB Trust assets shall be legally protected from creditors of the OCPC; and

WHEREAS, it is intended that this OPEB Trust shall qualify as a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code of 1986, as amended; and

WHEREAS, pursuant to M.G.L. c. 32B, § 20(c), as well as by Council vote taken on _____, the Treasurer of the OCPC is the custodian of the OPEB Trust; and

WHEREAS, pursuant to M.G.L. c 32B, §§ 20(d) and (e), the Council has voted on _____ to establish a five (5) person OPEB Trust Board of Trustees; and

WHEREAS, pursuant to M.G.L. c. 32B, § 20(g), the Council voted on _____ to authorize investment of OPEB Trust fund monies pursuant to the Prudent Investor Rule established in M.G.L. c. 203C; and

WHEREAS, on _____, the Board of Trustees of the OCPC Health Insurance Trust Fund (“Trust Fund Board”) voted to amend and restate the Trust Fund Declaration pursuant to Article VI, Section 1 of the Trust Fund Declaration; and

NOW, THEREFORE, is hereby established the following amended and restated OPEB Trust:

ARTICLE I
DEFINITIONS

- 1.1 “Code” means the Internal Revenue Code of 1986, as amended from time to time.
- 1.2 “ERISA” means the Employee Retirement Income Security Act of 1974, as amended from time to time and any successor statute.
- 1.3 “GASB, 74, and 75” shall mean Government Accounting Standards Board, Statement Nos., 74, and 75, accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions, as applicable and as may be in effect at the time of this Declaration of Trust
- 1.4 “Governing Body” means the Council.
- 1.5 “Governmental Unit” means the OCPC.
- 1.6 “Investing Authority” means the Board of Trustees designated by the governmental unit to invest and reinvest the OPEB Fund using the investment standard pursuant to M.G.L. c. 32B, § 20.
- 1.7 “Eligible Retiree” means those retirees and/or their spouses and/or dependents who are properly enrolled in a Retirees’ Health Insurance Plan or other OPEB benefit offered by OCPC, and who qualify as eligible under eligibility rules and guidelines adopted by the Council.

ARTICLE II
ESTABLISHMENT AND PURPOSE OF THE TRUST FUND

- 2.1 There is hereby established the Old Colony Planning Council Other Post-Employment Benefits Liability Trust Fund (“OPEB Trust”).
- 2.2 The purpose of this OPEB Trust is to collect, hold, manage, and preserve assets properly appropriated by the Council, to meet the current and future liabilities of the OCPC for the

group health insurance benefits for retirees and their dependents all in accordance with the requirements of M.G.L. c. 32B, § 20.

- 2.3 Such assets include all the money and property, of every kind and character, including principal and income, held by the OPEB Trust.
- 2.4 In no event may any individual receive any benefit from this Trust Fund, unless such individual is specifically authorized by the Council to be an “Eligible Retiree.”

ARTICLE III
DESIGNATION OF BOARD OF TRUSTEES

- 3.1 The OPEB Trust shall be administered by a five (5) person Board of Trustees (the “Board”), pursuant to M.G.L. c. 32B. §§ 20(d) and (e).
- 3.2 The composition of the Board will be as follows:
 - a. A person with the investment experience desired by the OCPC as appointed by the Council as the chief executive officer of the OCPC.
 - b. A citizen of one of the participating seventeen (17) communities of the OCPC as appointed by the Council as chief executive officer of the OCPC.
 - c. A current employee of the OCPC as elected by vote of the current OCPC employees by ballot.
 - d. A retiree of the OCPC as elected by vote of the current OCPC retirees by ballot.
 - e. An officer of the OCPC as appointed by the Council as the chief executive officer of the OCPC.
- 3.3 The term of the elected members of the Board will be for three (3) years and the term of the appointed members of the Board will be for five (5) years.
- 3.4 All trustee elections shall be conducted, to the extent practical, consistent with the procedures set forth in 840 CMR 7.01-7.13 and not in contradiction to any of the requirements of M.G.L. c. 32B, § 20.
- 3.5 Should a trustee no longer possess the statutory qualifications for Board membership, that person shall simultaneously, by action of this Declaration of Trust, be considered to have resigned his/her position on the Board. Some examples would include, but not be limited to the following:

- a. The OCPC employee trustee leaves OCPC by retirement, resignation, termination, death, or any other reason; the OCPC officer trustee ceases to be an officer of the OCPC by retirement, resignation, termination, death, or any other reason; the citizen trustee no longer resides in one of the seventeen (17) participating OCPC communities; or the investment experience trustee no longer has the experience required by the OCPC.
- 3.6 Once a trustee has resigned, either by action of the trustee or by action of the Declaration of Trust, from the Board, said trustee shall promptly and without unreasonable delay, deliver to the OCPC's office, located at 70 School Street in Brockton, MA, 02301, any and all records, documents, or other items in his/her possession or under his/her control belonging to the OPEB Trust.
- 3.7 If a vacancy on the Board occurs prior to the end of the trustee's term, a trustee may be elected or selected in the same manner as predecessor trustee to serve for the remainder of the term.
- 3.8 Trustees shall be eligible for re-appointment and re-election.
- 3.9 All terms applying to the Board and any individual trustee may be amended, from time to time and with no less than thirty (30) days written notice to the Council, by the Board and consistent with M.G.L. c. 32B, § 20.

ARTICLE IV
ADMINISTRATION OF TRUST FUND

- 4.1 The Board shall keep records of account and records of all the trustee's transactions. All such records of account and records of transactions shall be subject to inspection and audit as required by municipal finance laws, rules and regulations.
- 4.2 These records, along with any Original Trust related documentation, shall be stored at the OCPC's business office, located at 70 School Street in Brockton, MA 02301. No Trust documents or Trust related documents shall be removed from this address.
- 4.3 The Board shall provide reports to the Council on an annual basis and as otherwise requested, in writing, by the Council regarding the status and investments of the OPEB Trust and any actions taken with regard to the assets of the OPEB Trust.

ARTICLE V
POWERS AND DUTIES OF THE OPEB BOARD OF TRUSTEES

- 5.1 In operating and administering the OPEB Trust, the Board shall have the power and/or duty:
- a. To establish the policies and rules pursuant to which the OPEB Trust is to be operated and administered which shall be consistent with M.G.L. c.32B, §20, as it may be amended from time to time.
 - b. To make, adopt, or repeal rules and regulations not inconsistent with the terms of this Declaration of Trust, as amended, if the Board may deem it necessary or desirable for the conduct of their business and the government of themselves, their officers, agents and other representatives.
 - c. To pay or provide for the payment of all reasonable and necessary expenses of administering the affairs of the OPEB Trust, including but without limitation to the matters herein set forth, all expenses which may be incurred in connection with the establishment of the OPEB Trust, the employment of such administrative, investment, legal, accounting, expert, consultative, and clerical assistance, the purchase or leasing of such premises and the purchase for lease of such materials, supplies and equipment as the Board, in its discretion, find necessary or appropriate in the performance of their duties; provided, however, that there are sufficient funds in the OPEB Trust to pay for such reasonable and necessary expenses of administering the affairs of the OPEB Trust.
 - d. To authorize, transfer and/or expand the corpus and related interest of the OPEB Trust, in accordance with the requirements of M.G.L. c. 32B, § 20
 - e. To invest and reinvest any monies in the OPEB Trust as the Board sees fit, in its sole discretion, as long as such investments are made in accordance with applicable law, including, but not limited to, the Prudent Investor Rule pursuant to M.G.L. c. 203C, M.G.L. c. 44, § 54, or M.G.L. c. 32A, §§ 24 and 24A.
 - f. To act in a fiduciary capacity, discharging its duties for the primary purpose of enhancing the value of the OPEB Trust, acting with the care, skill, prudence

and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise with like character and with like aims, and diversifying the investments in the OPEB Trust to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.

- g. To hold sums uninvested, without liability to the Board to pay any interest thereon, as part of the OPEB Trust, in such amounts and for such periods of time as the Board in its sole discretion deems desirable.
- h. To purchase as a general administrative expense of the OPEB Trust so-called director's liability insurance and other insurance for the benefit of the OPEB Trust and/or the protection of the Board, OPEB Trust employees, and/or OPEB Trust agents against any losses by reason of errors or omissions or breach of fiduciary duty or negligence.
- i. To purchase fidelity bonds in the amount of no less than 10% of the OPEB Trust assets covering the Board and any other fiduciary to the OPEB Trust to protect the OPEB Trust against losses by reason of theft by fiduciaries.
- j. To verify the occurrence of statements and information submitted on contribution forms, claim forms and other forms.
- k. To keep true and accurate books and account and records of all the transactions of the OPEB Trust and to have an audit made of the OPEB Trust, its books, accounts, by a certified public accountant, annually, when necessary in the opinion of the Board, or by request of the Council.
- l. To issue such financial statements as the Board may deem proper, and to determine when and how frequently such statements shall be issued and the method for the distribution thereof.
- m. To construe the provisions of this Declaration of Trust and terms used herein, in order to effectuate the purpose of the OPEB Trust.
- n. To delegate any of their ministerial powers and duties, including but not limited to the investment and reinvestment of any monies in the OPEB Trust, to any agent or employee engaged by the Board.

- o. To perform and do any and all acts, whether or not expressly authorized herein, which the Board may deem expedient for the protection of the property held hereunder and for the administration of the OPEB Trust, although the power to do such acts is not specifically set forth within.
- p. To withdraw monies from the OPEB Trust account(s) by checks and to allow designation and authorization of an employee or trustee, with Board approval, to sign checks or make wire or electronic payments upon such specific bank accounts as the Board may designate or establish.

ARTICLE VI

LIABILITY AND INDEMNIFICATION OF TRUSTEES OR EMPLOYEE

- 6.1 Neither the Board nor any individual trustee or employee shall incur any liability by acting in good faith upon any instrument, application, notice, request, signed letter, telegram or other paper or document believed by the Board, trustee, or employee to be genuine and to contain a true statement of facts and believed to have been made, executed and delivered by the parties purporting to have made, executed, or delivered same.
- 6.2 So long as the Board, any individual trustee, or employee commits no acts of breach of fiduciary duty, willful dishonesty, or intentional violation of law, neither the Board nor any trustee or employee shall be held personally answerable or personally liable for (1) any liabilities or debts contracted by the Board, or for the non-fulfillment of contracts; or (2) for any error or judgment or for any loss arising out of any act or omission in the execution of the OPEB Trust; or (3) for the acts or omissions, whether or not performed by, or at the request of, the Board, or any employee, agent, advisor, or attorney elected or appointed by or working for the Board.
- 6.3 Neither the Board nor an individual trustee or employee shall be liable for the application of any part of the OPEB Trust or for any other liability arising in connection with the administration or operation of the OPEB Trust, except as provided herein.
- 6.4 The Board and any individual trustee or employee shall be protected from personal civil liability to the extent provided for in M.G.L. c. 32B, § 20(f) and M.G.L. c.258, and shall be indemnified by the OPEB Trust against any civil claim, action, award, compromise,

settlement or judgment by reason of an intentional tort to the full extent and condition allowed by these statutes.

- 6.5 The OPEB Trust shall pay as a general expense of administration, the costs and expenses, including legal fees, for any action, suit or proceeding related to the OPEB Trust brought against the Board or any individual trustee; provided, however, that the OPEB Trust shall not indemnify the Board or any individual Trustee for expense in an action or damages awarded in such action where there is: 1) a breach of fiduciary duty; 2) an act of willful dishonesty; or 3) an intentional violation of law by the Board or an individual trustee or employee.
- 6.6 The Board, any individual trustee, or employee may rely upon and shall be protected for any action taken upon the advice, opinion, records, reports or recommendation of legal counsel or certified public accountant selected by the Board with reasonable care, in connection with any matter pertaining to the administration or application of the OPEB Trust. No successor trustee shall be responsible for any acts or defaults of any prior trustee, or for any losses or expenses resulting from or occasioned by anything done or neglected to be done in the administration of the OPEB Trust prior to his/her becoming a trustee, nor be required to inquire into or take any notice of the prior administration of the OPEB Trust.
- 6.7 The Board may seek protection by any act or proceeding that the Board may deem necessary in order to settle their accounts; the Board may obtain a judicial determination or declaratory judgment as to any question of construction of this Declaration of Trust or as to any act thereunder. The cost and expenses of any action, suit, or proceeding brought by the Board, which costs and expenses shall include counsel fees, shall be paid from the OPEB Trust.
- 6.8 The Board may require the Council to execute a release of liability after an audit of the OPEB Trust by a certified public accountant that discloses that all affairs are in proper order, thus entitling the Board to a release in favor of the Board or any individual trustee, his/her heirs, executors, administrators and assigns.
- 6.9 The Board shall not be bound by any notice, declaration, regulations, advise or request unless and until it shall have been received by the Board at the principal place of the business of the OPEB Trust, 70 School St. in Brockton, MA 02301.

- 6.10 The Board shall receive no compensation as such for their services hereunder. However, the Board and any individual trustee shall be reimbursed from the OPEB Trust for all reasonable and necessary expenses incurred on behalf of the OPEB Trust or in connection with the Board's duties hereunder.

ARTICLE VII
CUSTODY OF TRUST FUNDS

- 7.1 OCPC's Treasurer shall serve as Custodian of the OPEB Trust. All funds in the OPEB Trust shall be accounted for separately from all other funds of the OCPC.
- 7.2 The Treasurer/Custodian shall establish one or more checking accounts, which may be interest bearing or non-interest bearing accounts. Such checking account or accounts shall be funded solely from the OPEB Trust, and the Custodian may draw on such checking accounts for the payment of group health insurance benefits for retirees and their dependents, all in accordance with the requirements of M.G.L. c. 32B, § 20 and for the payment or reasonable administrative expenses of the Trust Fund.
- 7.3 In establishing any such checking account at an institution, any checking account shall require Board approval, by majority vote of the Board, in advance of opening the account.
- 7.4 Further, the establishment of any such checking account shall require, to the extent permissible by the institution, an additional signatory on the account to open the account, to sign any checks drawn on the account, or to transfer any funds from the account.
- 7.5 This additional signatory shall be determined by majority vote of the Board, but shall be an active Trustee.
- 7.6 Should the additional signatory no longer be a member of the Board, he or she immediately forfeits any authority to act with regard to the account and a new signatory shall be appointed, by majority vote of the Board, within 30 days.
- 7.7 Upon written request of the Council, the custodian shall provide a report to the Council on the financial position of the OPEB Trust including any checking or investment accounts within thirty (30) days of the Council's letter.

ARTICLE VIII
AMENDMENTS; TERMINATION OF TRUST FUND

- 8.1 This Declaration of Trust may be amended by the majority vote of the Board, with written and posted notice to the Council made no less than thirty (30) days before any such amendment is made. No amendment shall be adopted which: 1) alters the OPEB Trust as then constituted or any part thereof, to a purpose or use other than those authorized herein; 2) conflicts with any applicable law or government regulation; 3) increases the burdens or obligations of the OCPC; 4) conflicts in any way with any term or provision of any agreement which authorizes the creation of the OPEB Trust by the Council; or 5) affects the tax exempt status of the OPEB Trust.
- 8.2 This OPEB Trust shall terminate at the discretion of the Board, with ninety (90) days written notice to the Council, by a written execution by the Board. In no event, however, shall this OPEB Trust extend beyond the date when the corpus of the OPEB Trust is exhausted.
- 8.3 Should the purpose for which the Council created the OPEB Trust as articulated in this Declaration of Trust be impossible to achieve, any funds remaining in the OPEB Trust shall revert to the OCPC.
- 8.4 Any meetings called or any actions taken by the Board shall comply with the Massachusetts Open Meeting Law, M.G.L c. 30A, §§ 18-25.

ARTICLE IX
GENERAL

- 9.1 Title to the OPEB Trust shall be vested in and remain exclusively in the Board and no employer, union, retiree, any dependent, or any other party or legal entity shall have any right, title or interest in the OPEB Trust nor any right to contributions to be made thereto, nor any claim against any party on account thereof, except only as provided from time to time by this Declaration of Trust. No contributions to be made hereunder shall be deemed wages due to Eligible Retirees.
- 9.2 The OPEB Trust shall not be subject in any manner to anticipation, alienation, sale, transfer, assignment, pledge, encumbrance or charge by any person other than the Board, and its duly authorized representatives, and by the Board or such representatives, only to

the extent and for the purposes as herein specifically provided, or as otherwise specifically authorized.

- 9.3 The OPEB Trust shall be held and maintained for the exclusive benefit of the otherwise Eligible Retirees and their dependents.
- 9.4 The Board is authorized to execute any notice, certificate or other instrument in writing and all persons, partnerships, corporations or associations may rely thereupon that the execution of any such notice or instrument has been duly authorized and is binding on the OPEB Trust and the Board.
- 9.5 The provisions of this Declaration of Trust shall be liberally construed in order to promote and effectuate the establishment and operation of the OPEB Trust herein mentioned.
- 9.6 This Declaration of Trust is created and accepted in the Commonwealth of Massachusetts. All questions pertaining to its validity, construction, and administration shall be determined in accordance with the laws of the Commonwealth of Massachusetts. Further, venue for any action arising out this Declaration of Trust will lie exclusively in the state and federal courts of the Commonwealth of Massachusetts.
- 9.7 This Declaration of Trust and any amendments hereto may be executed in one or more counterparts. The signature of a party on any counterpart shall be sufficient evidence of his/her execution hereof. Each counterpart shall be deemed an original, but all of which shall constitute one and the same Agreement.
- 9.8 The Board shall convene a meeting of the OPEB Trust, consistent with M.G.L. c. 30A, §§18-25, at least two (2) times per fiscal year (July 1st – June 30th) or at the request of the Council as needed in the determination of the Council. Any such meeting of the OPEB Trust shall occur on the same day as a meeting of the Council, if so requested by the Council.

ARTICLE X

SEVERABILITY

- 10.1 In the event that any provision of the Declaration of Trust shall be held illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provision of the Declaration of Trust; the provision of provisions held illegal or invalid shall be fully

severable, and the Declaration of Trust shall be construed and enforced as if said illegal or invalid provisions had never been inserted hereto.

ARTICLE XI

QUORUM

11.1 A quorum for the Board shall consist of no less than three (3) trustees.

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IN WITNESS WHEREOF, The undersigned does hereby set their hands and seal on this
_____ day of _____, 2022

_____,
Old Colony Planning Council
Investment Trustee

_____,
Old Colony Planning Council
Elected Employee Trustee

_____,
Old Colony Planning Council
Officer Trustee

_____,
Old Colony Planning Council
Citizen Trustee

_____,
Old Colony Planning Council
Elected Retiree Trustee