

OCPD Council Meeting– January 27, 2021
7:00 pm via Zoom Meeting

Draft Minutes

1. President Christine Joy called the meeting of the Old Colony Planning Council to Order at 7:00 PM. The meeting is being held virtually on Zoom and recorded.
2. President Christine Joy read into the record the Accessibility Statement and Title VI Nondiscrimination Statement.

3. **Roll Call**

Present - Steven Santeusano, Delegate from Abington

Present - Frank Staffier, Delegate from Avon

Present - John Costa, Alternate from Avon

Present – Sandra Wright, Delegate from Bridgewater

Present - Preston Huckabee, Alternate from Brockton

Sydné Marrow, Delegate from Brockton ** Newly appointed, listening in

Present – Val Massard, Delegate from Duxbury

Absent/Vacancy – East Bridgewater

Present - Jeanmarie Kent Joyce, Delegate from Easton

Absent – Amy Troupe, Delegate from Halifax

Absent/Vacancy – Delegate from Hanover

Present - Debra Pettey, Delegate from Hanson

Absent – Rob Downey, Delegate from Kingston

Absent - Becky Coletta, Delegate from Pembroke

Present - Lee Hartmann, Delegate from Plymouth

Present - Christine Joy, Delegate from Plympton

Present - Doug Sylvestre, Delegate from Stoughton

Present - Eldon Moreira, Delegate from West Bridgewater

Absent - Fred Guilmetti, Delegate and Dan Salvucci, Alternate from Whitman

Staff attending:

Mary Waldron, Executive Director

Charles Kilmer, Assistant Director and Transportation Manager

Brenda Robinson, Fiscal Manager

Laurie Muncy, Community Planning & Economic Development Manager

David Klein, AAA Administrator

4. **Accepting of Minutes of December 2, 2020 Council meeting.**

Motion by Frank Staffier to accept with corrections, seconded by Jeanmarie Kent Joyce

Roll Call

Accept - Steven Santeusano

Accept - Frank Staffier

Accept – Sandra Wright

Accept - Preston Huckabee

Accept - Val Massard
Accept - Jeanmarie Kent Joyce
Abstain - Debra Pettey
Accept - Lee Hartmann
Accept - Christine Joy
Accept - Doug Sylvestre
Accept - Eldon Moreira

Minutes unanimously accepted

Accepting of Minutes of January 19, 2021 Special Council meeting.

Motion by Sandra Wright to accept with corrections, seconded by Frank Staffier

Roll Call

Accept - Steven Santeusanio
Accept - Frank Staffier
Accept – Sandra Wright
Accept - Preston Huckabee
Accept - Val Massard
Accept - Jeanmarie Kent Joyce
Abstain - Debra Pettey
Accept - Lee Hartmann
Accept - Christine Joy
Accept - Doug Sylvestre
Accept - Eldon Moreira

Minutes unanimously accepted

New Business: Taken out of order of the Agenda

MARCUM LLC presented the Audit Report

Russell Knapp and Kyle Connors

- Good communications and working relationship with Brenda Robinson, she was very responsive.
- A review of each section.
- Qualification on the Pension Plan, as with last year *2.3 million
- Internal controls. It was noted and brought up verbally, a second person – preferably Mary to have access to QuickBooks. Brenda is putting together a plan to implement.

Questions:

Pros/cons discount rate (page 40) higher rate, lower liability. Goal is to provide a realist liability, not under or over stated.

Is this over a 10 year period? (page 38) OPEB plan has come to the forefront since 2018. OCPC's Plan was funded jumped from being funded from 32% to 54% over the course of three years. (60% is good)
Page 39, Actuary tells you how to fund it – how much you should contribute to your plan.

What would be your recommendation - falling behind or be more aggressive on OPEB. As the independent auditors, they do not advice.

Accepting of the Audit Report

Motion to Accept was made by Lee Hartmann, seconded by Sandra Wright

Roll Call

Accept - Steven Santeusanio
Accept - Frank Staffier
Accept – Sandra Wright
Accept - Preston Huckabee
Accept - Val Massard
Accept - Jeanmarie Kent Joyce
Accept - Debra Pettey
Accept – Becky Colletta
Accept - Lee Hartmann
Accept - Christine Joy
Accept - Doug Sylvestre
Accept - Eldon Moreira

Audit Report unanimously accepted

David Klein had a question and will bring that up at the next Finance Committee

5. **Financial Report** for December 2020 given by Fiscal Manager Brenda Robinson. Brenda Robinson presented the following:

Statement of Expenditures - \$184,160.18

Cash Position Report

Total income: \$275,608.86

Total disbursements: \$862,696.23

Total cash available at the end of July: 1,156,114.70

OPEB: Gain of \$19,119.21 balance \$800,936.12

Budget Resources Report

Total grants received \$123,943.48

Total Cumulative \$1,974,344.02

AAA Report

Total billing: \$1,690, 219

Volunteer transportation – no activity

Balance: \$189, 782

Ombudsman Program \$267,867

ROM Bank Balance:

- Balance at the beginning of December \$178,303.66
- December Expenditures \$4,392.96
- December Receipts: \$5,850
- Total to date: \$44, 360.3\$2
- Total income to date 35, 100
- Ending Balance \$ 179, 882

Listing of Checks for December and January

Accepting of the Finance Report

Motion to Accept was made by Frank Staffier, seconded by Doug Sylvestre
Roll Call

Accept - Steven Santeusanio
Accept - Frank Staffier
Accept – Sandra Wright
Accept - Preston Huckabee
Accept - Val Massard
Accept - Jeanmarie Kent Joyce
Accept - Debra Pettey
Accept – Becky Colletta
Accept - Lee Hartmann
Accept - Christine Joy
Accept - Doug Sylvestre
Accept - Eldon Moreira

Finance Report unanimously accepted

6. Staff Report:

- Mary Waldron reviewed the written staff report sent along to the members. Mary highlighted various aspects of the staff report.

7. Regional Clearinghouse Reviews –
Certificates:

- o **EEA #16286 – Lawler Lane (Stoughton) – Does not require an Environmental Impact Report**

The proposed project consists of the construction of a cul-de-sac roadway, infrastructure, and a stormwater basin to service a proposed nine-lot residential subdivision off Walnut Street.

- o **EEA #16291 – 20 Inch Force Main Replacement (Whitman) – Does not require an Environmental Impact Report**

The proposed project consists of the installation of approximately 16,000 linear feet of iron sewer force main from the Auburn Street Pump Station (ASPS) in the Town of Whitman to a gravity sewer terminus manhole located on Southfield Drive in the City of Brockton. The project is anticipated to be completed within 12 months, with a Winter/Spring 2021 bid date and a projected final completion date of June 2022.

8. Old Business –

Status of the Retirement Legislation. Legislation has been filed to try to fix the issue so that we are not dealing with this on an annual basis. MARPA is leading the efforts. Mary will be working with Bob Moran to prepare a PowerPoint presentation for all the Council members.

9. New Business –

Lee Hartmann, Chair of the Bylaws Committee, Report of the Committee

Lee reviewed and highlighted the various changes proposed.

Accepting of the new bylaws as recommended by the Bylaw Committee

Motion to Accept was made by Frank Staffier, seconded by Steven Santeusanio

Roll Call

Accept - Steven Santeusanio
Accept - Frank Staffier
Accept – Sandra Wright

Accept - Preston Huckabee
Accept - Val Massard
Accept - Jeanmarie Kent Joyce
Accept - Debra Pettey
Accept – Becky Colletta
Accept - Lee Hartmann
Accept - Christine Joy
Accept - Doug Sylvestre
Accept - Eldon Moreira

The new Bylaws were unanimously accepted

Other items: Frank Staffier congratulated people on the board, we accomplished a lot, we have become a business handling resources that we are trying to do all the right things. Frank suggested that OCPC has legal counsel on a retainer and add this in to our budget to protect ourselves.

10. Community Concerns:
11. Other business: Sydné Marrow was introduced as the Brockton Delegate.
12. Visitor Comments
13. Next meeting February 24, 2021

Motion to adjourn was made at 8:07pm by Christine Joy, properly seconded by Lee Hartmann
Adjourn