

**OCPC Council Meeting– May 26, 2021**  
**7:00 pm via Zoom Meeting**

**Draft Minutes**

President Christine Joy called the meeting of the Old Colony Planning Council to Order at 7:01 PM. The meeting is being held virtually on Zoom and recorded.

President Christine Joy read into the record the Accessibility Statement and Title VI Nondiscrimination Statement.

**Roll Call**

**Present** - Steven Santeusanio, Delegate from Abington

**Present** – Frank Staffier, Delegate from Avon

Excused - John Costa, Alternate

Excused– Sandra Wright, Delegate from Bridgewater

Excused– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

**Present** – Val Massard, Delegate from Duxbury

**Present** – Peter Spagone, Delegate from East Bridgewater

**Present** - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Resigned - Debra Pettey, Delegate from Hanson

Excused – Rob Downey, Delegate from Kingston

**Present** – Paul Basler, Alternate from Kingston

**Present** - 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

**Present**- Fred Gilmetti, Delegate from Whitman

**Present** - Dan Salvucci, Alternate from Whitman

Vacancy – Delegate At Large

**Staff attending:**

Mary Waldron, Executive Director

Brenda Robinson, Fiscal Manager

Charles Kilmer, Assistant Director and Transportation Manager

William McNulty, Principal Transportation Planner

Joanne Zygmunt, Senior Economic Development and Environmental Planner

Dottie Fulginiti, Economic Recovery Planner

Maddi Curtis, Communications Coordinator

**Guest:**

Diane Peck, Open Space Committee Chair  
Sharl Heller, Open Space Committee and Principal Author  
Patrick Farah, Planning Staff and support to Open Space Committee

**Accepting of Minutes of April 28, 2021 Council meeting.**

A motion by Frank Staffier made a motion to accept the April 28, 2021 minutes, it was properly seconded by Eldon Moreira.

Roll Call to accept minutes:

**Accept** - Steven Santeusanio, Abington  
**Accept** – Frank Staffier, Avon  
**Accept** – Val Massard, Duxbury  
**Accept** – Peter Spagone, East Bridgewater  
**Accept** - Jeanmarie Kent Joyce, Easton  
**Accept** – Paul Basler, Kingston  
**Accept** - Becky Coletta, Pembroke  
**Accept** - Lee Hartmann, Plymouth  
**Accept** - Christine Joy, Plympton  
**Accept** - Doug Sylvestre, Stoughton  
**Accept** - Eldon Moreira, West Bridgewater  
**Accept**- Fred Gilmetti, Whitman

*Minutes unanimously accepted.*

**OCPC's new logo.** Executive Director Waldron introduced Joanne Zygmunt and Maddi Curtis. They were the engine behind the year long process of creating a new logo. Joanne and Maddi made a video to introduce the new logo. Maddi Curtis provided some next steps for the logo; rebranding and new website.

The Council sent appreciation to both Joanne and Maddi for their hard work and a reflection of what OCPC does.

Doug Sylvestre, Treasurer, made a motion to have the Finance Committee to create an Advisory Committee to take up the discussion on the alternatives for OPEB and come back to the full Council with a recommendation. Seconded by Steven Santeusanio.

**Plymouth Open Space & Recreation Plan.** Diane Peck, Sharl Heller, and Patrick Farah, made a presentation on the process they took to take on resiliency, and mitigation of Climate Change. A unique matrix was created that can be replicated. Addendum to update the plan and present to the state.

After the PowerPoint presentation, questions were asked. The Council thanked Diane, Sharl and Patrick.

**Financial Report** for April 2021 given by Fiscal Manager Brenda Robinson. Brenda Robinson presented the following:

1 **Statement of Expenditures Report** shows total expenses for the month of \$143,996.74 - One Hundred Forty-Three Thousand, Nine Hundred Ninety-Six Dollars and Seventy-Four Cents.

2 **Cash Position Report** shows Income for the month of \$228,490.26 – Two Hundred Twenty-Eight Thousand, Four Hundred Ninety Dollars and Twenty-Six Cents.

Disbursements for the month were \$244,718.79 – Two Hundred Forty-Four Thousand, Seven Hundred Eighteen Dollars and Seventy-Nine Cents.

The Total cash available at months' end was \$1,508,201.20 - One Million Five Hundred Eight Thousand, Two Hundred One dollars and Twenty Cents.

OPEB Account had a GAIN of – \$25,841.78 – Twenty-Five Thousand, Eight Hundred Forty-One Dollars, and Seventy-Eight Cents. Bringing the ending balance in the OPEB account to \$857,299.98 – Eight Hundred Fifty-Seven Thousand, Two Hundred Ninety-Nine Dollars and Ninety-Eight Cents.

3. **Budget Resources Report**: Total receipts for the month were \$228,490.26 - Two Hundred Twenty-Eight Thousand, Four Hundred Ninety Dollars and Twenty-Six Cents. This brings the total cumulative receipts for this fiscal year to \$2,990,512.26 – Two Million, Nine Hundred Ninety Thousand, Five Hundred Twelve Dollars and Twenty-Six Cents.

**4. AAA Report** – No change in Pass through billings from last month but Payments received from those prior billings, increased by \$66,122.37 - Sixty-Six Thousand, One Hundred Twenty-Two Dollars and Thirty-Seven Cents. Pass through Total Cumulative Billings remain at \$203,201 - Two Hundred Three Thousand, Two Hundred and One Dollars. Remaining Fund Balances remain at a total of \$2,327,172 – Two Million, Three Hundred Twenty-Seven Thousand, One Hundred Seventy-Two Dollars.

The Middle Graph for Ombudsman and Admin funds show Cumulative Billing Total at \$34,353 -Thirty-Four Thousand, Three Hundred Fifty-Three Dollars. Bringing the remaining Grant Balances in Admin and Ombudsman to a total of \$373,850 - Three Hundred Seventy-Three Thousand, Eight Hundred Fifty Dollars.

5. **ROM April 2021 Statement and Activity**:

Balance at the beginning of April was: \$179,209.36 - One Hundred Seventy-Nine Thousand, Two Hundred Nine Dollars and Thirty-Six Cents.

April Receipts were: \$5,850.00 - Five Thousand Eight Hundred and Fifty Dollars  
Bringing Total ROM FY21 Receipts to \$58,500 - Fifty-Eight Thousand, Five Hundred Dollars.

April Expenses were: \$6,166.45 – Six Thousand, One Hundred Sixty-Six Dollars and Forty-Five Cents.

Bringing Total ROM Expenses FY21 to \$66,445.85 – Sixty-Six Thousand Four Hundred Forty-Five Dollars and Eighty-Five Cents.

The ending balance in the ROM Bank Account in April was: \$177,531.92 - One Hundred Seventy-Seven Thousand, Five Hundred Thirty-One Dollars and Ninety-Two Cents.

6. Budget Report – Total Expenditures through End of April were a total of \$1,451,793 - One Million, Four Hundred Fifty-One Thousand, Seven Hundred Ninety-Three Dollars

Our Percentage spent to date is at 70.91%. - The ideal Percentage in the 10th Month of the Fiscal Year is 83.3% so we continue to be in excellent shape.

Frank Staffier asked if members will have a chance to make any recommendations to the budget. Frank would like to ask for more funding in a particular line item. Lee Hartmann recommended to talk to the Chair of the Finance Committee to prepare.

### **Accepting of the Finance Report**

Motion to Accept was made by Frank Staffier seconded by Eldon Moreira

Mary Waldron mentioned two items updating the members: Special Meeting of the Finance Committee to discuss the OPEB options and preliminary FY22 Budget is being

Roll Call

**Accept** - Steven Santeusanio, Abington

**Accept** – Frank Staffier, Avon

**Accept** – Peter Spagone, East Bridgewater

**Accept** - Jeanmarie Kent Joyce, Easton

**Accept** – Paul Basler, Kingston

**Accept** - Becky Coletta, Pembroke

**Accept** - Lee Hartmann, Plymouth

**Accept** - Christine Joy, Plympton

**Accept** - Doug Sylvestre, Stoughton

**Accept** - Eldon Moreira, West Bridgewater

**Accept**- Fred Gilmetti, Whitman

Accept - Dan Salvucci, Whitman

***Financial Report unanimously accepted.***

### **Staff Report:**

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

- Bill McNulty assisted with a staff survey on their comfort level of coming back to work and created a summary of the results with the Council.
- Highlights on the various departments.

**Retirement legislation Update.** OCPC continues to work with MARPA on the corrective legislation.

**Future of OCPC Council meetings.** Dottie Fulginiti presented where municipalities (and Regional Planning Agencies) are with the Open Meeting Law and the ability to have virtual meetings. With the Governor’s deadline approaching, legislation has been filed Outdoor dining will expire when the Executive Order expires.

### **Nominating Committee.**

Frank Staffier, Chair of the Nominating Committee reported that the Committee met on May 18<sup>th</sup>. A review of the submissions for officers and the unanimous vote of the Nominating Committee for the slate presented:

Christine Joy, President. Serving one year

Sandra Wright, Secretary. Serving two years

Doug Sylvestre, Treasurer. Serving three years

Mr. Staffier acknowledged that all three Officers have been wonderful leaders for the Council.

Mr. Staffier asked if there were any nominations from the floor. None were made and closed nominations.

A motion to move the slate was made by Eldon Moreira and seconded by Steven Santeusanio.

**Accept** - Steven Santeusanio, Abington

**Accept** – Frank Staffier, Avon

**Accept** – Peter Spagone, East Bridgewater

**Accept** - Jeanmarie Kent Joyce, Easton

Accept – Valerie Massard, Duxbury

**Accept** – Paul Basler, Kingston

**Accept** - Becky Coletta, Pembroke

**Accept** - Lee Hartmann, Plymouth

**Accept** - Christine Joy, Plympton

**Accept** - Doug Sylvestre, Stoughton

**Accept** - Eldon Moreira, West Bridgewater

**Accept**- Fred Gilmetti, Whitman

Accept - Dan Salvucci, Whitman

Mr. Moreira thanked Chair of the Nominating Committee and the members for their work.

President Joy made a motion to briefly adjourn and move into a ROM meeting, it was properly seconded by Lee Hartmann.

**Accept** - Steven Santeusanio, Abington

**Accept** – Frank Staffier, Avon

**Accept** – Peter Spagone, East Bridgewater

**Accept** - Jeanmarie Kent Joyce, Easton

Accept – Valerie Massard, Duxbury

**Accept** – Paul Basler, Kingston

**Accept** - Becky Coletta, Pembroke

**Accept** - Lee Hartmann, Plymouth

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**Accept** - Eldon Moreira, West Bridgewater

**Accept**- Fred Gilmetti, Whitman

Accept - Dan Salvucci, Whitman

\*(ROM minutes are separate)

Review of the Draft FFY22 Old Colony Unified Planning Work Program (UPWP). Charles Kilmer, Assistant Director and Transportation Program Manager presented a review. Mr. Kilmer motioned that on June 15<sup>th</sup> the OCPC MPO will be taking up public comments submitted.

A motion was made by Dan Salvucci to endorse the FFY22 UPWP and seconded by Jeanmarie Kent Joyce.

**Accept** - Steven Santeusanio, Abington

**Accept** – Peter Spagone, East Bridgewater

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Accept – Valerie Massard, Duxbury

**Accept** – Paul Basler, Kingston

**Accept** - Becky Coletta, Pembroke

**Accept** - Lee Hartmann, Plymouth

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**Accept** - Eldon Moreira, West Bridgewater

**Accept**- Fred Gilmetti, Whitman

Accept - Dan Salvucci, Whitman

OCPC Council and Staff Retreat is being worked on and will be held after the June 30<sup>th</sup> Council meeting.

Suggestions for future agenda items:

Christine Joy recommended that we take up Consent Agenda

- Lee Hartmann suggested that a Consent Agenda be a trial run for the next meeting.

Christine Joy recommended that we take up OPEB

Next meeting June 30, 2021

Motion to adjourn was made at 7:55 pm by Christine Joy, properly seconded by Steven Santeusanio  
Christine wished all a safe Memorial Day Weekend and to remember those who lost their lives while serving.

Adjourn