

OCPC Council Annual Meeting– June 30, 2021

7:00 pm via Zoom Meeting

Draft Minutes

Prior to the OCPC meeting

Christine Joy read the
Lifetime Achievement Award

To

Troy Garron

Celebrating Leadership

Members gave their congratulatory words

President Christine Joy called the meeting of the Old Colony Planning Council to Order at 7:04 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

Excused - Frank Staffier, Delegate from Avon

Present - John Costa, Alternate from Avon

Present – Sandra Wright, Delegate from Bridgewater

Present – Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Present – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Present - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Vacant- Debra Pettey, Delegate from Hanson

vacant– R Delegate from Kingston

Excused- Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Present - Christine Joy, Delegate from Plympton

Present - Doug Sylvestre, Delegate from Stoughton

Excused - Eldon Moreira, Delegate from West Bridgewater

Present- Fred Gilmetti, Delegate from Whitman

Excused - 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
Dottie Fulginiti, Economic Recovery Planner

Guest:

None

Accepting of Minutes of May 26 2021 Council meeting.

John Costa suggested several corrections throughout the minutes. They were noted and will be corrected.

A motion by Jeanmarie Kent Joyce was made to accept the minutes with the amendments proposed by Mr. Costa, it was properly seconded by Sandra Wright.

Roll Call to accept minutes:

Accept - Steven Santeusano, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon

Accept – Sandra Wright, Delegate from Bridgewater

Accept– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Accept – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Accept - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

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vacant– R Delegate from Kingston

Excused– Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Accept- Christine Joy, Delegate from Plympton

Accept - Doug Sylvestre, Delegate from Stoughton

Excused - Eldon Moreira, Delegate from West Bridgewater

Accept- Fred Gilmetti, Delegate from Whitman

Excused - Dan Salvucci, Alternate from Whitman

Vacancy – Delegate At Large

Minutes unanimously accepted.

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

1 **Statement of Expenditures Report** shows total expenses for the month of \$177,675.74

2 **Cash Position Report** shows Income for the month of \$144,602.40

Disbursements for the month were \$339,312.78

The Total cash available at month's end was \$1,348,896.06

OPEB Account had a GAIN of – \$16,091.13

Bringing the ending balance in the OPEB account to \$873,391.11

3. **Budget Resources Report**: Total receipts for the month of \$144,602.40 brings the total cumulative receipts for this fiscal year to \$3,135,114.66

4. **AAA Report** – Pass through total cumulative billings total for FY22 is at \$631,316. The remaining Fund Balances at this time are a total of \$1,899,057

Ombudsman and Admin funds show Cumulative Billings Total at \$44,209. Bringing the remaining Balances in Admin and Ombudsman to a total of \$363,589

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

Balance at the beginning of May was: \$177,531.90

May Receipts were: \$5,850.00

Bringing Total ROM FY21 Receipts to \$64,350

May Expenses were: \$4727.57

Bringing Total ROM Expenses FY21 to \$71,173.42

The ending balance in the ROM Bank Account in May was: \$178,148.59

6. **Budget Report** –

Total Expenditures through End of May were a total of \$1,636,888

Our Percentage spent to date is at 79.95%. - The Ideal Percentage in the 11th Month of the Fiscal Year is 91.63% so we continue to be in great shape with a surplus balance.

Accepting of the Finance Report

Motion to Accept was made by Steven Santeusanio seconded by Jeanmarie Kent Joyce.

Accept - Steven Santeusanio, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon
Accept – Sandra Wright, Delegate from Bridgewater
Accept– Sydnè Marrow, Delegate from Brockton
Excused- Preston Huckabee, Alternate from Brockton
Accept – Val Massard, Delegate from Duxbury
Excused – Peter Spagone, Delegate from East Bridgewater
Accept - Jeanmarie Kent Joyce, Delegate from Easton
Resigned– Amy L. Troup, Delegate from Halifax
Vacancy - Hanover
Vacant- Debra Pettey, Delegate from Hanson
vacant– R Delegate from Kingston
Excused– Paul Basler, Alternate from Kingston
Excused- Becky Coletta, Delegate from Pembroke
Excused - Lee Hartmann, Delegate from Plymouth
Accept- Christine Joy, Delegate from Plympton
Accept - Doug Sylvestre, Delegate from Stoughton
Excused - Eldon Moreira, Delegate from West Bridgewater
Accept- Fred Gilmetti, Delegate from Whitman
Excused - Dan Salvucci, Alternate from Whitman
Vacancy – Delegate At Large

Financial Report unanimously accepted.

Mary Waldron mentioned two items updating the members: Special Meeting of the Finance Committee to discuss the OPEB options and hiring of Bob Moran to assist staff and Council.

Staff Report:

In addition to the monthly update of staff, Mary Waldron reviewed the draft of an Annual Report of OCPC.

Environmental Notifications were reviewed. No action needed.

Personnel Committee Report – Employee Handbook. Chair, Steven Santeusanio.

Statement made by Chair Santeusanio:

“Madam President and members of the Council, as Chair of the Personnel Committee, members of the Committee and I could not be prouder of the challenging work that Council members, OCPC (Old Colony Planning Council) Staff and Human Resources Consultant - Lisa O’Donnell did to bring the OCPC Employee Handbook into compliance. To note, the last time the Personnel Policies were updated was 1997. The current document has been reviewed by Murphy Hesse Toomey & Lehane and any changes they had proposed have been incorporated.”

This was not a one meeting and done process, as it started in September of 2020 and continued through our June 22nd Personnel Committee Meeting where the members unanimously approved the Handbook. The Personnel Committee will work with the Executive Director to have the document be updated on a yearly basis, right before the Annual Meeting (2022).

The next step is for Mary to hold a training session with staff and have Lisa O'Donnell come in and review the whole handbook. Appendixes are not included in today's Handbook but will be for the training. Right now, it is scheduled for July 13 in the morning.

Madame President, after Mary has run through the Personnel Handbook, I respectfully make a motion to accept the Personnel Committee's favorable report and adopt the Handbook.

A Motion to Accept the Personnel Committee's Favorable Report was made by Valerie Massard and seconded by Sydnè Marrow.

Accept - Steven Santeusanio, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon

Accept – Sandra Wright, Delegate from Bridgewater

Accept– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Accept – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Accept - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Vacant- Debra Pettey, Delegate from Hanson

vacant– Delegate from Kingston

Excused– Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Accept- Christine Joy, Delegate from Plympton

Accept - Doug Sylvestre, Delegate from Stoughton

Excused - Eldon Moreira, Delegate from West Bridgewater

Accept- Fred Gilmetti, Delegate from Whitman

Excused - Dan Salvucci, Alternate from Whitman

Vacancy – Delegate At Large

Personnel Committee's Report unanimously accepted.

Future of OCPC Council meetings. Governor continued the virtual meetings until April 2022 and offer both in office and virtual.

A motion was made by Christine Joy to allow virtual format with meeting in person option, indefinitely. Seconded by Steven Santeusanio.

Accept - Steven Santeusanio, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon

Accept – Sandra Wright, Delegate from Bridgewater

Accept– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Accept – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Accept - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Vacant- Debra Pettey, Delegate from Hanson

vacant– Delegate from Kingston

Excused– Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Accept- Christine Joy, Delegate from Plympton

Accept - Doug Sylvestre, Delegate from Stoughton

Excused - Eldon Moreira, Delegate from West Bridgewater

Accept- Fred Gilmetti, Delegate from Whitman

Excused - Dan Salvucci, Alternate from Whitman

Vacancy – Delegate At Large

Virtual format option for meetings was unanimously accepted.

FY22 Budget was presented. Doug Sylvestre provided an overview and discussion on the comparable to past years as well as pre-COVID expenses.

A motion was made by Sydnè Marrow to approve the FY22 as the Finance Committee approved of the FY22 OCPC Budget. Seconded by Jeanmarie Kent Joyce and Sandra Wright

Accept - Steven Santeusanio, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon

Accept – Sandra Wright, Delegate from Bridgewater

Accept– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Accept – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Accept - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Vacant- Debra Pettey, Delegate from Hanson

vacant– Delegate from Kingston

Excused– Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Accept- Christine Joy, Delegate from Plympton

Accept - Doug Sylvestre, Delegate from Stoughton

Excused - Eldon Moreira, Delegate from West Bridgewater

Accept- Fred Gilmetti, Delegate from Whitman

Excused - Dan Salvucci, Alternate from Whitman

Vacancy – Delegate At Large

FY22 OCPC Budget was unanimously accepted.

Public Participation Plan – Ray Guarino, Principal Transportation Planner, presented the draft PPP, an update of the 2017 PPP. To ensure a meaningful participation and input from various communities. BAT uses the OCPC Public Participation Plan. Three changes: Adaption – remote meetings , measures of effectiveness, and the Reflections, Opportunity and Action Taskforce. This is an action item.

A motion was made by Sydnè Marrow to approve the Public Participation Plan. Seconded by Jeanmarie Kent Joyce

Accept - Steven Santeusano, Delegate from Abington

Excused - Frank Staffier, Delegate from Avon

Accept - John Costa, Alternate from Avon

Accept – Sandra Wright, Delegate from Bridgewater

Accept– Sydnè Marrow, Delegate from Brockton

Excused- Preston Huckabee, Alternate from Brockton

Accept – Val Massard, Delegate from Duxbury

Excused – Peter Spagone, Delegate from East Bridgewater

Accept - Jeanmarie Kent Joyce, Delegate from Easton

Resigned– Amy L. Troup, Delegate from Halifax

Vacancy - Hanover

Vacant- Debra Pettey, Delegate from Hanson

vacant– Delegate from Kingston

Excused– Paul Basler, Alternate from Kingston

Excused- Becky Coletta, Delegate from Pembroke

Excused - Lee Hartmann, Delegate from Plymouth

Accept- Christine Joy, Delegate from Plympton

Accept - Doug Sylvestre, Delegate from Stoughton
Excused - Eldon Moreira, Delegate from West Bridgewater
Accept- Fred Gilmetti, Delegate from Whitman
Excused - Dan Salvucci, Alternate from Whitman
Vacancy – Delegate At Large

The Public Participation Plan was unanimously accepted.

Retirement legislation Update. OCPC continues to work with MARPA (Massachusetts Association of Regional Planning Agencies) on the corrective legislation. A public hearing is being scheduled. Senator Brady is the Chair of the Committee and we will be working with him to ensure a resolution.

Consent Agenda

Christine Joy made a motion:

A consent agenda can be made by the President at the beginning of the meeting. Items may be removed from the consent agenda at the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up immediately after the consent agenda or placed later on the agenda at the discretion of the Council.

Seconded by Steven Santeusanio

Accept - Steven Santeusanio, Delegate from Abington
Excused - Frank Staffier, Delegate from Avon
Accept - John Costa, Alternate from Avon
Accept – Sandra Wright, Delegate from Bridgewater
Accept– Sydnè Marrow, Delegate from Brockton
Excused- Preston Huckabee, Alternate from Brockton
Accept – Val Massard, Delegate from Duxbury
Excused – Peter Spagone, Delegate from East Bridgewater
Accept - Jeanmarie Kent Joyce, Delegate from Easton
Resigned– Amy L. Troup, Delegate from Halifax
Vacancy - Hanover
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vacant– Delegate from Kingston
Excused– Paul Basler, Alternate from Kingston
Excused- Becky Coletta, Delegate from Pembroke
Excused - Lee Hartmann, Delegate from Plymouth
Accept- Christine Joy, Delegate from Plympton
Accept - Doug Sylvestre, Delegate from Stoughton
Excused - Eldon Moreira, Delegate from West Bridgewater
Abstained Fred Gilmetti, Delegate from Whitman

Excused - Dan Salvucci, Alternate from Whitman
Vacancy – Delegate At Large

The Consent agenda was approved with one abstention

Suggestions for future agenda items:

Christine Joy recommended that move the meeting to 6pm

Take the month of August off

Suicide Prevention

Pesticide use along the MBTA

David Klein – Area Plan

Motion to adjourn was made at 8:15 pm by Christine Joy, properly seconded by Sandra Wright.

Adjourn