



**Old Colony Planning Council Monthly Meeting**  
**January 25, 2023, 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. 592**  
**January 25, 2023**

**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.*

- 1. Meeting called to order at 6:00PM by Treasurer Becky Coletta**
- 2. Roll Call:**

TOWN	NAME	ROLL CALL	ROLE
Abington	Steven Santeusanio	Present	Delegate
	Alex Haggerty		Alternate
Avon	Frank Staffier	Present	Delegate
	John Costa	Present	Alternate
Bridgewater	Sandy Wright	Unavailable	Delegate
	Vacant		Alternate
Brockton	Vacant		Delegate
	Preston Huckabee	Present	Alternate
Duxbury	Christopher Ryan	Present	Delegate
	George Wadsworth		Alternate
East Bridgewater	Peter Spagone Jr.	Present	Delegate
	John Haines	Present	Alternate
Easton	Jeanmarie Kent-Joyce		Delegate
	Vacant		Alternate
Halifax	John Bruno	Unavailable	Delegate
	Jonathan Selig	Unavailable	Alternate
Hanover	Rhonda Nyman	Present	Delegate
	Steve Louko		Alternate
Hanson	Tony De Frias	Present	Delegate
	Joe Campbell		Alternate
Kingston	Val Massard	Unavailable	Delegate
	Paul Basler		Alternate
Pembroke	Becky Coletta	Present	Delegate
	Alysha Siciliano-Perry	Present	Alternate
Plymouth	Lee Hartmann		Delegate
	Vacant		Alternate
Plympton	Christine Joy		Delegate

	<i>Vacant</i>		<i>Alternate</i>
<b>Stoughton</b>	Marc Tisdelle		Delegate
	Craig Horsfall		Alternate
<b>West Bridgewater</b>	Eldon Moreira	<i>Unavailable</i>	Delegate
		<i>Vacant</i>	<i>Alternate</i>
<b>Whitman</b>	Noreen O'Toole	<i>Unavailable</i>	Delegate
	Daniel Salvucci	<b>Present</b>	Alternate
<b>At-Large</b>	Iolando Spinola	<b>Present</b>	Delegate

a. **OCPC Staff:** Mary Waldron, Charles Kilmer, Brenda Robinson, Megan Fournier

**3. Consent Agenda Presented:** *Unanimous Approval*

**4. Audit Presentation by MARCUM:**

- a. Materials available in attachment
- b. Russell mentioned there will still be 2 more layers of reviews by MARCUM but feels good about it.
- c. He will email any significant changes that may happen (won't focus on basic formatting errors)
- d. Will help if needed during the transition to a new Auditor.
- e. They did not have the dedicated staff to continue on unfortunately.
- f. Feels we are in great shape over the past few years.
- g. Council moved to accept results: Unanimous Approval.

**5. Review of January Financials**

*FIRST UP: At the end of December, we were in good Financial Condition with a 5.5% Budget surplus.*

A. Statement of Expenditures Report shows total expenses for the month of \$266,585.73 – . .

B. Cash Position Report shows Income for the month of \$535,386.36 – .

Disbursements for the month were \$567,738.34 –.

The Total cash available at month's end was \$1,223,049.62 – . z

OPEB Account had a LOSS of \$9,441.47 – . Bringing the ending balance in the OPEB account to \$910,879.80 – ..

C. Budget Resources Report: Total receipts for the month \$535,386.36 – . – brings the total Year to Date receipts to \$2,179,877.84 – .

D. AAA Report:

- Outstanding Balance for AAA Pass Through Programs is \$879,311.12 – .
- Outstanding Balance for AAA Admin and Ombudsman Programs is \$127,350.34 – .
- This brings the total outstanding balance for all AAA Programs to \$1,006,661.46 – .

Voluntary Transportation Account: beginning balance was - \$176,195.32– . Restricted fund payments to Volunteers were \$892.20 Donations received were \$301.50. Bringing the ending balance in the fund to \$175,604.62 – .

E. ROM Statement and Activity:

Balance at the beginning of the month was \$175,714.89 - .

Receipts in December of \$5,850, brings the total in receipts in December to \$35,100 – .

Expenses in December of \$10,244.62 – . Bringing the total expenses in December to \$41,267 – .

The ending Statement Balance in December was \$175,570.96 - .

F. Budget Spend-down Report:

Page One: Total Expenditures were \$1,102,982 – ..

The Spent to date Percentage rate at the end of December was 44.5%. The Ideal Percentage in the 6th Month of the Fiscal Year would be 50%, so at months end we had a 5.5% surplus.

Page Two Budgeted Income had no changes.

Page Three Pass-Through Income shows no changes.

G. List of combined A/P and Cash Transfers.

**6. Longevity Incentive for OCPC Staff:**

- Personnel Committee met to discuss the opportunity to provide incentive to OCPC staff for staying with the organization.
- Have a goal to instate on July 1, 2023
- Brenda’s financial chart is based on a potential 2% or 3% bonus for every 5 years the staff member is with OCPC
- Chart is based with accurate anniversaries of staff members
- Plan to evaluate annually
- Committee voted to bring a 3% longevity bonus to the Council on 1/25
- *Unanimous approval*

**LONGIVITY PAYMENTS - 3% IMPACT**

Longivity Increases at 3% over an 8 year period shows the financial impact to OCPC. It should be noted that the amounts will be paid to each employee on the Anniversary date, therefore, the annual amount will be disbursed in increments.

		<b>3% TOT</b>
2023	3 Emps	\$7,208
2024	3 Emps	\$6,877
2025	6 Emps	\$14,985
2026	4 Emps	\$7,710
2027	3 Emps	\$6,335
2028	3 Emps	\$6,173
2029	2 Emps	\$4,777
2030	4 Emps	\$9,968
		<b>\$64,032</b>

7. **Staff Report:** *Unanimous Approval*

8. **Retirement Legislation Update:** *No changes*

9. **FFY 2023-2027 Transportation Improvement Program (TIP) Amendment 1:** *Unanimous Approval*

## 10. Auditor Interview Update for FY23-FY25

- a. Selection committee had a meeting on 1/17 with O'Connor & Drew
- b. Meeting with CliftonLarsonAllen is being held 1/26
- c. After meeting with CLA the committee will be in a good position to make a recommendation.
- d. OCPC to hold special council meeting next Wednesday 2/1 to vote on Selection Committee recommendation.

## 11. Personnel Committee and Bylaw Meeting Updates:

Personnel:

- Review language and research appropriate wording for dress code that avoid gender specific requirements.
  - Lisa O'Donnel provided samples for a "dress for your day."
- Reviewed Longevity Pay scale proposal.
- Lisa to provide language for other topics discussed: sexual harassment (online tools), time off notification.

Bylaws:

- Discuss Diversity, Equity & Inclusion (DEI) Subcommittee
  - Ask for volunteers – looking for 3 staff and 3 council
  - Mary drafted a charge for this meeting: *unanimous approval*
- Review Enabling Legislation (more focused to work on for next Bylaws Meeting and not this upcoming Council Meeting)
- Assist with firming up language for appointing Delegate At-Large; who appoints/how
  - Cautious of Retirement Legislation
  - Who appoints? Town, Town Manager, etc.
  - Work with DEI Subcommittee for appropriate language stating the desire for diversity

## 12. Adjournment