**MONTHLY COUNCIL MEETING**

MARCH 26, 2025, 6:00 PM

www.oldcolonyplanning.org

MINUTES:

Recording Access: <https://youtu.be/jti5i1r6HCA>

1. Meeting was called to order at 6:00pm by President Becky Coletta
2. Roll Call:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TOWN** | **NAME** | **ROLL CALL** | **ROLE** |  |
| **Abington** | Steven Santeusanio | *Unavailable* | Delegate |  |
| Alex Hagerty | **Present** | Alternate |  |
| **Avon** | Frank Staffier | *Unavailable* | Delegate |  |
| John Costa | ***Present*** | Alternate |  |
| **Bridgewater** | Sandy Wright | **Present** | Delegate | *arrived after voting on item 3* |
| Bob Rulli | ***Present*** | Alternate | *Voted on behalf of Bridgewater* |
| **Brockton** | Iolando Spinola | **Present** | Delegate |  |
| Preston Huckabee | **Present** | Alternate |  |
| **Duxbury** | Allison Shane | *Unavailable* | Delegate |  |
| *Vacant* |   | *Alternate* |  |
| **East Bridgewater** | Peter Spagone Jr. | *Unavailable* | Delegate |  |
| John Haines | *Unavailable* | Alternate |  |
| **Easton** | Jeanmarie Kent-Joyce | **Present** | Delegate | *arrived after voting on item 2* |
| *Vacant* |   | *Alternate* |  |
| **Halifax** | John Bruno | *Unavailable* | Delegate |  |
| Jonathan Selig |   | Alternate |  |
| **Hanover** | Rhonda Nyman | *Unavailable* | Delegate |  |
| Steve Louko | *Unavailable* | Alternate |  |
| **Hanson** | Tony De Frias | **Present** | Delegate |  |
| Joe Campbell | *Unavailable* | Alternate |  |
| **Kingston** | Val Massard | **Present** | Delegate |  |
| *Vacant* |   | *Alternate* |  |
| **Pembroke** | Becky Coletta | **Present** | Delegate |  |
| Alysha Siciliano-Perry | **Present** | Alternate |  |
| **Plymouth** | Lee Hartmann | *Unavailable* | Delegate |  |
| *Vacant* |   | *Alternate* |  |
| **Plympton** | *Vacant* |   | *Delegate* |  |
| *Vacant* |   | *Alternate* |  |
| **Stoughton** | Will Roth | **Present** | Delegate |  |
| Marc Tisdelle |   | Alternate |  |
| **West Bridgewater** | *Vacant* |   | *Delegate* |  |
| Mike Perez |  | Alternate |  |
| **Whitman** | Noreen O'Toole | **Present** | Delegate |  |
| Daniel Salvucci | **Present** | Alternate |  |
| **At-Large** | Christine Joy | **Present** | Delegate |  |

* 1. OCPC Staff: Mary Waldron, Charles Kilmer, Brenda Robinson, Shawn Bailey, Don Sullivan, Nick Giaquinto, Matt Dyer, Bill McNulty
1. Consent Agenda: *Unanimous Approval*
	1. Agenda items covered February Meeting Minutes, Environmental Notices (MEPA), FFY 2025-2029 Transportation Improvement Program (TIP) Amendment 3
2. Finance-Audit Committee Meeting Report

February 2025 Financials: *Unanimous Approval*

***At the end of February, we had a positive Financial Standing showing a 1.8% Budget surplus. Available surplus funds remaining were $99,971.***

A. **Statement of Expenditures Report** shows total expenses for the month of $220,189.62 –

B. **Cash Position Report** shows Income for the month of $379,005.06 –

Disbursements for the month were $324,411.19 –

The Total cash available at month’s end was $2,017,800.04 –

OPEB Account had a **GAIN** of$21,465.25– Bringing the ending balance in the OPEB account balance to $1,281,920.15 – .

C. **Budget Resources Report**: Cash Receipts being $379,005.06 – – brings the total Year to Date receipts to $4,981,720.00 –

D.  **AAA Report:**

* Outstanding Balance for AAA Pass Through Programs was $507,175.37 –
* Outstanding Balance for AAA Admin and Ombudsman Programs was $78,840.45 – .
* This brings the total outstanding balance for all AAA Programs to $586,015.82 –

Volunteer Transportation Account: beginning balance was - $161,926.79– Donations received were a total of $346.35. Bringing the ending balance in the fund to $162,273.14 –

E. **ROM Statement and Activity:**

Balance at the beginning of the month was $166,143.60 -

Receipts were $5,850, bringing the total receipts to $62,800 – .

Expenses were $10,818.66 – bringing the total expenses to $67,772.34 –

The ending Statement Balance was $161,376.81 – .

F. **Budget Reports**

The Spent-to-date Percentage rate at the end of the month was 64.91%. The Ideal Percentage in the 8th Month of the Fiscal Year would be 66.72%, so at month’s end we had a 1.8% surplus. Available surplus funds remaining are a total of $99.971 –

Page One: Expenditures at the end of the month were a total of $2,002,140 – . Budgeted funds remaining at the end of the month were a total of $1,082,364 –

Page Two: Projected Grant Income for this fiscal year remains at $3,066,916 –

Page Three: Projected Pass-thru income for this fiscal year remains at $1,996,327 –

G**. List of combined A/P and Cash Transfers for the month**

Financial Policy Amendments: *Unanimous Approval*

At the Finance-Audit Committee meeting last night, Tuesday, March 25th, the Committee reviewed suggested edits to be made to the existing Fiscal Policies. This will become an annual review as we do with other documents such as our bylaws and personnel handbook.

The Finance-Audit Committee voted unanimously to bring the following edits to the full Council for a vote to adopt the changes to the Fiscal Policies:

* **Throughout document, the following changes will be made to reflect recent Bylaw changes to:**
	+ Update Fiscal Officer to be Fiscal Manager
	+ Update Secretary to be Vice President
* Minor formatting, edits, or verbiage clarification were made to sections:
	+ Goals
	+ Fiscal Year & Accounting Calendar
	+ Executive Director and Fiscal Manager
	+ Council
	+ Pass-Through Funds
	+ Budgeting and Financial Reporting
	+ Accounts Payable
	+ NICRA
* Verbiage was added to the **Purpose** section to include the Old Colony Regional Operation Management (ROM) as part of these policies. Additionally, it was clarified that this policy will be reviewed annually.
* The **Internal Control Structure** section had a title change to include Fraud as well as an additional paragraph stating the internal controls are used to reduce the potential for financial fraud.
* The **Conformance to the Budget** section updated verbiage to better clarify procedures when unexpected expenditures arise. This section will be added to a footer to confirm what is stated in the Bylaws regarding spending thresholds.
* The **Emergency Meetings** section was updated to clarify the need for scheduling an Emergency Meeting vs. discussing materials at the next scheduled meeting, as well as clarifying that these meetings would be held withing 10 business days of the request for a meeting.
* The **OPEB Trust** section was updated to more accurately reflect the provisions of the most recent OCPC OPEB Trust Declaration.
1. OCPC Staff Report:

Mary Waldron highlighted items from the monthly staff report that each department takes time to complete with the accomplishments and projects worked on. View the full report here: <https://drive.google.com/file/d/17JpcfpEib4vdQI9qdmCFkvY_raMKd0zf/view?usp=drive_link>

1. Legislative Committee Report
* The Legislative Breakfast was held on Friday, March 14th in conjunction with MAPC and was a great success. View materials and pictures from the breakfast here: <https://oldcolonyplanning.org/legislation/>
* Hybrid meetings legislation was passed through March 2027 with the intentions to work towards a permanent position.
* Retirement Legislation: no real updates at this point
1. Review Council Member Packet Materials

This meeting was originally scheduled to include a retreat for Council members however due to unavailability for many it was decided to cancel. Council members were reminded where they can access their packets that provide an all encompassing view of the organization and the roll they play for OCPC and their communities.

Becky Coletta brought up whether we should try and reschedule the retreat or just plan to see each other in person at the June Annual Meeting. It was decided that we would not reschedule the retreat.

1. Meeting Adjourned