



Arlyn Zuniga, President
Town of Milton

Shab Khan, Treasurer
City of Medford

Michael Richards, Vice President
City of Somerville

Orazio DeLuca/Lorraine See, Co-Secretary
City of Woburn/Town of Braintree

Massachusetts Association of Public Purchasing Officials (MAPPO)

Meeting Minutes
Old Colonial Cafe
171 Nahatan Street
Norwood, MA 02062
Wednesday, February 12, 2020

Officers Present:

Arlyn Zuniga, President
Michael Richards, Vice President
Shab Khan, Treasurer
Lorraine See, Co-Secretary
Orazio DeLuca, Co-Secretary

Business Meeting:

President Arlyn Zuniga opened the meeting at 11:35 AM. She welcomed the group to the meeting and introduced officers & executive board members. Arlyn reminded members to read the MAPPO newsletter, available on the website. Arlyn recognized a new MAPPO member, Anna from the Town of Andover, business office of DPW. Arlyn introduced a MAPPO guest, Dave, from the City of Somerville, Internal Audit. MAPPO members were visited by Thomas F. Maloney, a member of the Board of Selectmen for Norwood. Selectman Maloney welcomed us to the Old Colonial Cafe (OCC) and gave us a brief history of the Town of Norwood and the OCC.

Secretary Report:

The minutes from the January meeting were reviewed. The President requested a motion to approve, motion was made, seconded and approved.

Treasurer's Report:

Shab Khan presented the Treasurer's report for the month of January 2020. With a beginning balance of \$50,504.91 minus expenses and fees for the month, website charges and badges, Shab reported an ending balance of \$49,390.57 The President requested a motion to approve; motion was made, seconded and approved. Shab also reminded members about the new method of payment processing for guests and associate members.

Website Committee:

Vice President Michael Richards spoke about the website and feedback recently received regarding the difficulties members have been having logging into the MAPPO website. Please continue to report any website difficulties to Tom Watkins and Michael Richards. Vice President Michael Richards also mentioned the MAPPO newsletter and the positive feedback we have been receiving from members. The newsletter will now be posted to the MAPPO website monthly. The website will contain information about members CEU's and will also contain information regarding the pending

changes coming from the IG's office regarding the MCPPO program and recertification. Members have been asked to give feedback to the IG regarding potential changes to the MCPPO certification program by emailing MA-IGO-Training@state.ma.us.

Legislative Affairs Committee:

Dave Geanakakis provided members with an overview of pending bills in the legislature. The biggest bill pending is the bill which would remove the exemption status from the Solid Waste contracts/requirements. Dave also touched on a discussion the legislation is having regarding raising the threshold for 3 quotes and sole source contracts to \$100,000.00. Members are asked to share any concerns with their local representatives.

Speaker Committee:

The next MAPPO meeting will be held on March 18, 2020 at Montachusett Vocational Tech in Fitchburg, MA – The meeting will consist of member-driven panel with an open, round-table discussion of any and all issues members may have. Members are encouraged to contact President Zuniga with any questions or topics they would like discussed by the panel.

Outreach Committee:

The MASBO School Business Office has reached out to Brookline and Dave G. to put together a panel of procurement officials who handle both city/municipal and school department procurements. This panel will meet and discuss Best Procurement Practices at the annual meeting held on March 10, 2020 in Marlborough Mass. Any members willing to volunteer their time and help out Dave G. are asked to please contact him directly in Brookline.

New Business:

OSD told members that the contract user guide for ITT contracts was being updated with three new contracts available for immediate use. ITT46, ITT47 and ITT72. also discussed new Statewide Hardware Store contracts and updates to the list of vehicle contracts.

Michael DiYeso from MHEC discussed the upcoming member meeting in April. Michael told MAPPO members about the new cell phone contracts as well as the updated furniture contracts.

Moiria Rouse from SRSG discussed design and construction classes being offered in North Attleboro and a recertification class being held in May.

Vice President Michael Richards advised the membership to review the job opportunities on the MAPPO website.

Meeting adjourned at 2:30 PM.

Respectfully submitted,
Orazio DeLuca
MAPPO Co-Secretary