



Commonwealth of Massachusetts
BRISTOL COUNTY REGISTRY OF DEEDS

NORTHERN DISTRICT
11 COURT STREET - TAUNTON, MA 02780

BARRY J. AMARAL
Register

Tel. (508) 822-0502
Fax (508) 880-4975
Admin. Fax (508) 821-2182
www.tauntondeeds.com

January 22, 2018

William Welch, Senate Clerk
Office of the Clerk of the Senate
24 Beacon St, Room 335
State House
Boston, MA 02133

RE: Acts of 2003, Ch. 4, §4

Dear Mr. Welch,

Pursuant to the provisions of Chapter 4, section 4 of the Acts of 2003, the Bristol County Northern District Registry of Deeds hereby submits the following spending plan for technology improvements to the Registry.

Please docket this submission and forward the same to the Senate Committee on Ways and Means and the Senate Committee on Post Audit and Oversight as is required under the provisions of the above-mentioned act.

Feel free to contact me should you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script that reads "Barry J. Amaral".

Barry J. Amaral
Register

Enclosures



The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Administrative Services

Paul C. McCarthy
CFO
Director, Registry of Deeds

January 22, 2018

Barry Amaral
Bristol North County Registry of Deeds
11 Court Street
Taunton, MA 02780

Re: Bristol North County Registry of Deeds Technological Fund Request

Dear Register Amaral,

This letter is in response to the Bristol North County Technological Fund request on January 17, 2018, to expend a total of \$380,853.00 from the County Register's Technological Fund for the Bristol North County Registry of Deeds. The Secretary of the Commonwealth, in accordance with Chapter 4 of the Acts of 2003, is asked to review each of the Registers Technological Fund requests to ensure consistency with the IT plans of the Commonwealth and of the Secretary of the Commonwealth. Pursuant to the General Laws Chapter 36, Section 41, governing all County Registry of Deeds, this falls within the intentions of the county surcharge.

Please note this approval shall not act as an endorsement of any one vendor associated with this expenditure request.

Thank you,

A handwritten signature in black ink, appearing to read 'Paul McCarthy', written over a horizontal line.

Paul McCarthy
Director, Registry of Deeds
Office of the Secretary of the Commonwealth

Cc: Tim Larkin, ITD



BARRY J. AMARAL

Register

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January 18, 2018

Information Technology Division
One Ashburton Place
Room 804
Boston, MA 02108

RE: GL. C. 29, §2KKK(a) Request Funds January 17, 2018

Pursuant to the provisions of section 4 of chapter 4 of the Acts of 2003, as codified at GL. C.29, §2KKK(a), I hereby submit this request for Bristol County Registry of Deeds, Northern District. In addition to this letter, I have enclosed a detailed account of this request.

This request provides the funding to continue work on our next phase of our technology improvement, archive restoration project, and coordination of the newer technology (scanned images) with our obsolete indices (printed books). This request also provides funding for our improved County and Municipal recording processes (e recording), fully integrated Web Functionality, provides funding for part time employees, and the replacement of outdated technical equipment. Finally this request will provide the necessary funding for our branch office in Attleboro which serves as our primary disaster recovery site and the only physical access to the Registry of Deeds for handicapped persons.

Given the unique difficulties that emanate from our operations at the registry building, this back-up location is essential.

In total, the request is in the amount of **\$380,853.00**. As of December 31, 2017, the Bristol County Registry of Deeds has accumulated the sum of **\$411,595.00** in unencumbered and undedicated technology funds. As such, the funding of this request will leave a balance of **\$30,742.00** in unencumbered technology funds.

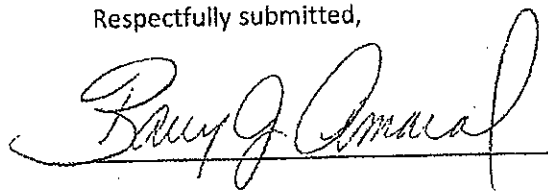
The provisions of the County Technology Fund, as codified at GL c.29, §2KKK(a) anticipated expenditures related to real property. The statutory language says that a technology plan "shall include, but not be limited to, the cost and description of all intangible,

personal and real property to be purchased or services to be received for the automation, modernization, operation and technological improvements."

Taken together, these requests all further the intent of the legislature to assist the registry with the automation, modernization, operation and technological improvements. All requests aim to result in a capital investment that will save money, time and effort in the long run. More importantly, these improvements expand our ability to deliver valuable services to our customers.

I look forward to discussing this request with you.

Respectfully submitted,

A handwritten signature in dark ink, reading "Barry J. Amaral". The signature is written in a cursive style with a horizontal line underneath the name.

Barry J. Amaral
Register

BJA/omc
Enclosures 3

Attleboro Branch and Disaster Recovery Site
Funding Request

1. Attleboro Lease Rental:
 - a. In a previous submission, we had identified lease rentals as a potential funding. Bristol County and the Registry of Deeds have been able until now to use existing revenues to support the annual lease rental between the county and the City of Attleboro.
The registry requests \$39,182.00 for lease rental of the Attleboro Branch Office and Disaster Recovery Site for FY 2018.
2. Equipment:
 - a. The registry requests \$42,300.00 for computer equipment and technical infrastructure that is required to operate the Attleboro Branch Office and Disaster Recovery Site.
3. Voice and Data Service:
 - a. The registry requests \$6,700.00 for internet access and voice service.
4. Attleboro Disaster Site Maintenance:
 - a. The registry requests \$9,000.00 to be used for the operation and up-keep of the Attleboro Branch and Disaster Recovery Site.

The provisions of the County Technology Fund, as codified at GL c. 29, §2KKK(a) anticipate expenditures related to real property. The statutory language says that a technology plan "shall include, but not be limited to, the cost and description of all intangible, personal and real property to be purchased or services to be received for the automation, modernization, operation and technological improvements."

Given the unique difficulties that emanate from our operations at the present registry building, this back-up location is essential.

Attleboro Branch Office and Disaster Recovery Site

Lease Rental	\$39,182.00
Equipment	\$42,300.00
Comcast Data Service	\$6,700.00
Up-Keep of Recovery Site	\$9,000.00
Total	\$97,182.00

Hardware/software

Web Functionality

The registry website is a dynamic tool that provides great value to registry consumers: the public, municipalities, the business community. The site has three main components that assist in the streamlining and modernization of registry operations.

The website's three components are as follows: Document Query Tool; Consumer Portal; and GIS site. The website changes the way the registry delivers services and provides great benefits and resources to all parts of the registry district community.

Hardware/System Software Additions

Installation 20/20 Perfect Vision Application System; maintenance and annual licensing; periodic software release; program updates and mandates.

Web maintenance, 20/20 Vision Software Program, Electronic Recording

Web Maintenance & Upgrades	=	\$15,000.00
20/20 Vision, Software/Hardware Licenses, Storage & Supplies	=	\$73,000.00
Electronic Recording, Hardware, Software, Microfilming & Training	=	\$103,200.00
		<hr/>
Total		\$191,200.00

Part-Time Employee Request
For 2018

The Bristol County Registry of Deeds, Northern District has hired part-time employees to assist with a number of tasks outside of the "regular" work flow. This registry does not believe that the technology funds are an appropriate funding stream to use full-time employees or for the normal, day-to-day, operation of the registry. Therefore, since the inception of our technology implementation project, the tasks assigned to the part-time employees included but were not limited to:

1. Scanning of images for both registered land and recorded land;
2. Assist with the operation of the Attleboro branch & Disaster Recovery Site
3. Preparing the older registered land documents for scanning;
4. Continuing with the electronic back-indexing of all of our documents.

The request covers salary, Medicare for all of Fiscal Year 2018.

This request does not modify any of the existing components of our technology project.

Fiscal Year 2018

6 Salary	\$92,471.00
Total Request	<u>\$92,471.00</u>