

# TOWN OF BRIDGEWATER

OFFICE OF THE  
TOWN COUNCIL



## Budget & Finance Committee Meeting Agenda

**Committee Members:**

*William Wood, Chair  
District 6 Councillor*

*Dennis Gallagher, Member  
At-Large Councillor*

**Location:**

Academy Building  
66 Central Square  
Council Chambers  
Bridgewater, MA

**Date &**

May 6, 2019

**Time:**

7:00 p.m.

**Agenda**

- A. Call to Order
- B. Approval of Minutes:
  - April 22, 2019
  - April 23, 2019
  - April 29, 2019
- C. FY2020 Budget – Joint Discussion with Finance Committee
  - Order O-FY20-001: Budget Order - FY20 Annual Town Budget
  - Order O-FY20-002: Budget Order - FY20 Water Enterprise Fund Budget
  - Order O-FY20-003: Budget Order - FY20 Sewer Enterprise Fund Budget
  - Order O-FY20-004: Budget Order - FY20 Transfer Station Enterprise Fund Budget
  - Order O-FY20-005: Budget Order - FY20 OSLGC Enterprise Fund Budget
  - Order O-FY20-007: CPA Reserve Accounts - FY20
- D. Public Comment
- E. Adjourn

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# Bridgewater Town Council

In Town Council, Tuesday April 9, 2019

Council Order: O-FY20-001

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Introduced By: Town Manager  
Date Introduced: April 9, 2019  
First Reading: April 9, 2019  
Second Reading:  
Amendments Adopted:  
Third Reading:  
Date Adopted:  
Date Effective:

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## Order O-FY20-001

### FY2020 ANNUAL TOWN BUDGET

**Ordered** that to provide for the payment of certain expenses of the Town for the fiscal year ending June 30, 2020;

The town will raise and appropriate and vote into tax, to be assessed per law and/or appropriate and transfer from the following available funds:

• Ambulance Receipts Reserved the amount of	\$1,750,000
• Title V the amount of	\$110,513
• Enterprise Funds the amount of	\$385,268
• Conservation Receipts Reserved the amount of	\$73,544
• Entergy Grant Funds the amount of	\$85,000
• Consultant Fees the amount of	\$40,000
• Energy Funds the amount of	\$100,000
<b>Other Financing Source Total</b>	<b>\$2,544,325</b>

For the operation of the Town and further that such appropriation in the sum of **\$57,774,328** be for personal services, general expenses, principal and interest, for such purposes, each department and group being considered a separate appropriation as shown below:

**Town of Bridgewater**  
**Town Manager's FY2020 General Fund Operating Budget**

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2020 Town Mgr Budget
111	TOWN COUNCIL	1.0	SALARIES/WAGES/BENEFITS	45,905
		2.0	EXPENSE	10,000
<b>111 Total</b>				<b>55,905</b>
123	TOWN MANAGER	1.0	SALARIES/WAGES/BENEFITS	351,357
		2.0	EXPENSE	42,325
<b>123 Total</b>				<b>393,682</b>
131	FINANCE COMMITTEE	1.0	SALARIES/WAGES/BENEFITS	2,000
		2.0	EXPENSE	900
<b>131 Total</b>				<b>2,900</b>
132	RESERVE FUND	2.0	EXPENSE	60,000
<b>132 Total</b>				<b>60,000</b>
135	ACCOUNTANT	1.0	SALARIES/WAGES/BENEFITS	334,795
		2.0	EXPENSE	49,100
<b>135 Total</b>				<b>383,895</b>
141	ASSESSORS	1.0	SALARIES/WAGES/BENEFITS	156,331
		2.0	EXPENSE	74,810
<b>141 Total</b>				<b>231,141</b>
145	TREASURER	1.0	SALARIES/WAGES/BENEFITS	353,912
		2.0	EXPENSE	45,872
<b>145 Total</b>				<b>399,784</b>
151	LAW	1.0	SALARIES/WAGES/BENEFITS	65,599
		2.0	EXPENSE	14,550
<b>151 Total</b>				<b>80,149</b>
155	INFORMATION TECHNOLOGY	1.0	SALARIES/WAGES/BENEFITS	144,023
		2.0	EXPENSE	315,115
<b>155 Total</b>				<b>459,138</b>
161	TOWN CLERK	1.0	SALARIES/WAGES/BENEFITS	191,525
		2.0	EXPENSE	53,063
<b>161 Total</b>				<b>244,588</b>
166	PARKING CLERK	1.0	SALARIES/WAGES/BENEFITS	15,375
		2.0	EXPENSE	750
<b>166 Total</b>				<b>16,125</b>
182	COMMUNITY ECON DEVELP	1.0	SALARIES/WAGES/BENEFITS	342,408
		2.0	EXPENSE	7,187
<b>182 Total</b>				<b>349,595</b>
192	TOWN BUILDINGS	1.0	SALARIES/WAGES/BENEFITS	59,358
		2.0	EXPENSE	281,000
<b>192 Total</b>				<b>340,358</b>
210	POLICE	1.0	SALARIES/WAGES/BENEFITS	5,588,643
		2.0	EXPENSE	240,826
<b>210 Total</b>				<b>5,829,469</b>
220	FIRE	1.0	SALARIES/WAGES/BENEFITS	5,548,656
		2.0	EXPENSE	346,138
<b>220 Total</b>				<b>5,894,794</b>

**Town of Bridgewater**  
**Town Manager's FY2020 General Fund Operating Budget**

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2020 Town Mgr Budget
240	INSPECTIONAL SERVICES	1.0	SALARIES/WAGES/BENEFITS	419,629
		2.0	EXPENSE	17,800
<b>240 Total</b>				<b>437,429</b>
292	ANIMAL CONTROL	1.0	SALARIES/WAGES/BENEFITS	45,786
		2.0	EXPENSE	2,000
<b>292 Total</b>				<b>47,786</b>
300	B/R RGNL DISTRICT	2.0	EXPENSE	28,550,469
	B/R SCHOOL DEBT	7.1	DE: DEBT SERVICE	1,789,615
<b>300 Total</b>				<b>30,340,084</b>
301	BRISTOL AGI TUITION	2.0	EXPENSE	99,558
<b>301 Total</b>				<b>99,558</b>
302	BRISTOL PLYMOUTH TUITION	2.0	EXPENSE	1,323,444
<b>302 Total</b>				<b>1,323,444</b>
303	NORFOLK CNTY AGI TRANS	2.0	EXPENSE	67,527
	NORFOLK CNTY AGI	2.0	EXPENSE	33,013
<b>303 Total</b>				<b>100,540</b>
410	TOWN ENGINEER	1.0	SALARIES/WAGES/BENEFITS	100,272
		2.0	EXPENSE	6,000
<b>410 Total</b>				<b>106,272</b>
420	HIGHWAY DEPARTMENT	1.0	SALARIES/WAGES/BENEFITS	871,289
		2.0	EXPENSE	364,375
<b>420 Total</b>				<b>1,235,664</b>
421	SNOW AND ICE	1.0	SALARIES/WAGES/BENEFITS	41,000
		2.0	EXPENSE	41,100
<b>421 Total</b>				<b>82,100</b>
424	STREET LIGHTING	2.0	EXPENSE	175,818
<b>424 Total</b>				<b>175,818</b>
510	HEALTH	1.0	SALARIES/WAGES/BENEFITS	138,384
		2.0	EXPENSE	18,434
<b>510 Total</b>				<b>156,818</b>
541	COUNCIL ON AGING	1.0	SALARIES/WAGES/BENEFITS	184,786
		2.0	EXPENSE	2,900
<b>541 Total</b>				<b>187,686</b>
543	VETERANS SERVICES	1.0	SALARIES/WAGES/BENEFITS	29,822
		2.0	EXPENSE	123,589
<b>543 Total</b>				<b>153,411</b>
610	LIBRARY	1.0	SALARIES/WAGES/BENEFITS	449,700
		2.0	EXPENSE	141,800
<b>610 Total</b>				<b>591,500</b>
630	RECREATION	1.0	SALARIES/WAGES/BENEFITS	79,093
<b>630 Total</b>				<b>79,093</b>
710	DEBT PRINCIPAL	7.0	DEBT SERVICE	175,000
		7.1	DE: DEBT SERVICE	520,000
		7.2	TTLV: DEBT SERVICE	110,513

**Town of Bridgewater**  
**Town Manager's FY2020 General Fund Operating Budget**

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2020 Town Mgr Budget
<b>710 Total</b>				<b>805,513</b>
751	INTERST ON LT DEBT	7.0	DEBT SERVICE	10,768
		7.1	DE: DEBT SERVICE	112,419
<b>751 Total</b>				<b>123,187</b>
820	STATE/COUNTY ASSESSENTS	2.0	EXPENSE	350,111
<b>820 Total</b>				<b>350,111</b>
830	COUNTY ASSESSMENTS	2.0	EXPENSE	59,534
<b>830 Total</b>				<b>59,534</b>
911	RETIREMENT	1.0	SALARIES/WAGES/BENEFITS	3,136,635
<b>911 Total</b>				<b>3,136,635</b>
912	WORKERS COMP	1.0	SALARIES/WAGES/BENEFITS	136,984
<b>912 Total</b>				<b>136,984</b>
913	UNEMPLOYMENT	1.0	SALARIES/WAGES/BENEFITS	5,000
<b>913 Total</b>				<b>5,000</b>
914	MED/LIFE/FICA	1.0	SALARIES/WAGES/BENEFITS	3,350,616
<b>914 Total</b>				<b>3,350,616</b>
919	OTHER BENEFITS	1.0	SALARIES/WAGES/BENEFITS	5,760
		2.0	EXPENSE	28,000
<b>919 Total</b>				<b>33,760</b>
945	LIABILITY INSURANCE	2.0	EXPENSE	186,407
<b>945 Total</b>				<b>186,407</b>
950	GAS & OIL	2.0	EXPENSE	137,500
<b>950 Total</b>				<b>137,500</b>
<b>Grand Total</b>				<b>58,183,973</b>
			<b>Adjust for State/County Charges</b>	<b>(409,645)</b>
			<b>Total Appropriation</b>	<b>57,774,328</b>



# Bridgewater Town Council

In Town Council, Tuesday, April 9, 2019

Council Order: O-FY20-002

Introduced By: Town Manager  
 Date Introduced: April 9, 2019  
 First Reading: April 9, 2019  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY20-002

### FY2020 WATER ENTERPRISE FUND BUDGET

**ORDERED**, to see if the Town will vote to appropriate **\$3,304,955.86** from the Water Enterprise receipts to defray Water direct costs, and that **\$136,464.10** as appropriated under Order O-FY20-001 be used for Water indirect costs, all to fund the total costs of operations of the Water Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	1,294,117.35
OPERATING EXPENSES	\$	1,326,344.79
DEBT SERVICES	\$	679,493.72
TRANSFER TO TRUST FUNDS OPEB	\$	5,000.00
<b>APPROPRIATED for DIRECT COSTS</b>	<b>\$</b>	<b>3,304,955.86</b>
INDIRECT COSTS - GENERAL FUND	\$	136,464.10
<b>TOTAL COST - WATER EF</b>	<b>\$</b>	<b>3,441,419.96</b>

### *Committee Referrals and Dispositions:*

Referral(s)	Disposition(s)
•	•



# Bridgewater Town Council

In Town Council, Tuesday, April 9, 2019

Council Order: O-FY20-003

Introduced By: Town Manager  
 Date Introduced: April 9, 2019  
 First Reading: April 9, 2019  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY20-003

### FY2020 SEWER ENTERPRISE FUND BUDGET

**ORDERED**, to see if the Town will vote to appropriate **\$2,034,854.05** from the Sewer Enterprise receipts to defray Sewer direct costs, and that **\$105,339.10** as appropriated under Order O-FY20-001 be used for Sewer indirect costs, all to fund the total costs of operations of the Sewer Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	965,046.53
OPERATING EXPENSES	\$	627,739.96
DEBT SERVICES	\$	437,067.56
TRANSFER TO TRUST FUNDS OPEB	\$	5,000.00
<b>APPROPRIATED for DIRECT COSTS</b>	<b>\$</b>	<b>2,034,854.05</b>
INDIRECT COSTS - GENERAL FUND	\$	105,339.10
<b>TOTAL COST - SEWER EF</b>	<b>\$</b>	<b>2,140,193.15</b>

### *Committee Referrals and Dispositions:*

Referral(s)	Disposition(s)
•	•



# Bridgewater Town Council

In Town Council, Tuesday, April 9, 2019

Council Order: O-FY20-004

Introduced By: Town Manager  
 Date Introduced: April 9, 2019  
 First Reading: April 9, 2019  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY20-004

### FY2020 TRANSFER STATION ENTERPRISE FUND BUDGET

**ORDERED**, to see if the Town will vote to transfer **\$70,500** from Other One Time Stabilization, to appropriate **\$229,688.80** from Transfer Station Enterprise receipts to defray Transfer Station direct costs, and that **\$40,252.00** as appropriated under Order O-FY20-001 be used for Transfer Station indirect costs, all to fund the total costs of operations of the Transfer Station Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$ 71,515.74
OPERATING EXPENSES	\$ 228,673.06
<b>APPROPRIATED for DIRECT COSTS</b>	<b>\$ 300,188.80</b>
INDIRECT COSTS - GENERAL FUND	\$ 40,252.00
<b>TOTAL COST - TRANSFER STATION EF</b>	<b>\$ 340,440.80</b>

### *Committee Referrals and Dispositions:*

Referral(s)	Disposition(s)
•	•





# Bridgewater Town Council

In Town Council, Tuesday, April 9, 2019

Council Order: O-FY20-005

Introduced By: Town Manager  
 Date Introduced: April 9, 2019  
 First Reading: April 9, 2019  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY20-005

### FY2020 OSLGC ENTERPRISE FUND BUDGET

**ORDERED**, to see if the Town will vote to appropriate **\$1,462,389.31** from OSLGC Enterprise receipts to defray OSLGC direct costs, and that **\$93,817.00** as appropriated under Order #O-FY20-001 be used for OSLGC indirect costs, all to fund the total costs of operations of the OSLGC Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	798,211.27
OTHER EXPENSES/CAPITAL OUTLAY	\$	486,110.54
DEBT SERVICES	\$	78,067.50
TRANSFER TO TRUST FUND STABILIZATION	\$	100,000.00
<b>APPROPRIATED for DIRECT COSTS</b>	<b>\$</b>	<b>1,462,389.31</b>
INDIRECT COSTS - GENERAL FUND	\$	93,817.00
<b>TOTAL COST - OSLGC EF</b>	<b>\$</b>	<b>1,556,206.31</b>

### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



# Bridgewater Town Council

In Town Council, Tuesday, April 9, 2019

Council Order O-FY20-007

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Introduced By: Town Manager (at the Request of the Finance Director)  
Date Introduced: April 9, 2019  
First Reading: April 9, 2019  
Second Reading:  
Date Adopted:  
Date Effective:

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## Order O-FY20-007

### CPA RESERVE ACCOUNTS FY2020

**ORDERED:** Pursuant to Section 6-4 of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate from the *Community Preservation Fund* FY2020 estimated annual revenues the sum of **\$31,700** to meet the administrative expenses, and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2020;

And further,

To reserve for future appropriation from the *Community Preservation Fund* FY2020 estimated annual revenues the sum of **\$80,000** for the acquisition, creation and preservation of open space; **\$80,000** for acquisition, preservation, restoration and rehabilitation of historic resources; and **\$80,000** for the acquisition, creation, preservation and support of community housing;

And further,

To appropriate **\$378,600** for the payment of debt related to the Academy Building renovation from FY2020 estimated revenues and/or available fund;

And further,

To appropriate **\$43,580** for the payment of debt related to the Keith Homestead purchase from FY2020 estimated revenues;

#### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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