

TOWN OF BRIDGEWATER

OFFICE OF THE
TOWN COUNCIL



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BRIDGEWATER, MA.

2019 JUL -2 A 9 21

Budget & Finance Committee Meeting Agenda

Committee Members:

*William Wood, Chair
District 6 Councilor*

*Dennis Gallagher, Member
At-Large Councilor*

*Tim Fitzgibbons
District 2 Councilor*

Location: Academy Building
66 Central Square
Room 201A
Bridgewater, MA

**Date &
Time:** July 8, 2019
6:45 p.m.
Agenda

- A. Call to Order
- B. Approval of Minutes:
 - June 25, 2019
- C. Legislation Referred:
 - Order O-FY20-007: CPA Reserve Accounts - FY20
 - Order O-FY19-057: Directing the Town Manager to Create a Special Reserve Fund
 - Order O-FY19-058: Transfer Order - Other One-Time Unforeseen Expenses
 - Order O-FY19-073: Transfer Order - Drain Replacement - Hayward Street
 - Order O-FY19-074: Transfer Order - Employment Contractual Obligation
 - Order O-FY19-075: Transfer Order - Cultural Council Grant Match
- D. Public Comment
- E. Adjourn



Bridgewater Town Council

In Town Council, Tuesday, July 9, 2019

Council Order O-FY20-007

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

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)
<ul style="list-style-type: none">Budget & Finance CommitteeFinance Committee	<ul style="list-style-type: none">7/8/19:4/10/19: Vote 5-0 recommend approval.



Bridgewater Town Council

In Town Council, Tuesday, July 9, 2019

Council Order: O-FY19-057

Introduced By: Councilor Fitzgibbons
Date Introduced: May 7, 2019
First Reading: May 7, 2019
Second Reading: July 9, 2019
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-057

DIRECTING THE TOWN MANAGER TO CREATE A SPECIAL RESERVE FUND

WHEREAS, the Academy Building is a recently renovated building and a great asset to the Town.

WHEREAS, ongoing maintenance is essential to the preservation and long-term upkeep of the building.

IT IS THEREFORE ORDERED, that the Town Council assembled vote to direct the Town Manager to establish a separate reserve fund for said maintenance on the Academy Building.

Explanation:

The town should always have an identified source of funds for expensive and ongoing large maintenance projects.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none">Budget & Finance CommitteeFinance Committee	<ul style="list-style-type: none">7/8/19:5/13/19: Vote 4-0-1 recommend approval.

ROLL CALL VOTE – REQUIRES MAJORITY OF THOSE PRESENT AND VOTING.



Bridgewater Town Council

In Town Council, Tuesday, July 9, 2019

Council Order: O-FY19-058

Introduced By: Town Manager
 Date Introduced: May 21, 2019
 First Reading: May 21, 2019
 Second Reading: July 9, 2019
 Amendments Adopted:
 Third Reading:
 Date Adopted:
 Date Effective:

Order O-FY19-058

TRANSFER ORDER - OTHER ONE-TIME UNFORESEEN EXPENSES

ORDERED, in accordance with Section 6-4 of the Bridgewater Home Rule Charter, that the Town Council assembled vote to transfer and appropriate the following funds for the purposes as intended:

Source of Funds	Account No.	GL Account Description	Amount
Other One Time Stabilization	80135-596100	Transfer to GF	\$ 65,000.00
Total:			\$ 65,000.00
Use of Funds	Account No.	GL Account Description	Amount
Professional Services	01755013-530000	Professional Services	\$ 65,000.00
Total			\$ 65,000.00

Explanation: To engage the services of a data analytical company to provide Bridgewater with a data driven, proactive approach to have the best understanding of our market's true economic development potential. The data will be used to position Bridgewater in the best light possible in attracting new businesses as well as help the Town's existing local businesses ensure growth. In addition, the data can also be used for other Town initiatives including grant writing and financial projections

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> Budget & Finance Committee Finance Committee 	<ul style="list-style-type: none"> 6/25/19: Vote 3-0 continue to next meeting. 7/8/19: 6/10/19: Vote approve 5-0.



Bridgewater Town Council

In Town Council, Tuesday, June 25, 2019

Council Order: O-FY19-073

Introduced By: Town Manager
 Date Introduced: June 25, 2019
 First Reading: June 25, 2019
 Second Reading/Public Hearing: July 9, 2019
 Amendments Adopted:
 Third Reading:
 Date Adopted:
 Date Effective:

Order O-FY19-073

TRANSFER ORDER - DRAIN REPLACEMENT - HAYWARD STREET

ORDERED, in accordance with Section 6-4 of the Bridgewater Home Rule Charter, that the Town Council assembled vote to transfer and appropriate the following funds for the purposes as intended:

Source of Funds	Account No.	GL Account Description	Amount
Capital Stabilization Fund	80105-596110	Transfer to Capital Projects	\$154,800.00
Total:			\$ 154,800.00
Use of Funds	Account No.	GL Account Description	Amount
Highway Capital	10420219-584002	O-FY19-XXX DRAINAGE REPAIR	\$ 154,800.00
Total			\$ 154,800.00

Explanation: Water line installation on Hayward Street uncovered dramatic failure of the drainage system. The potential adverse impact to residential property was imminent, so the project was deemed an emergency. This transfer will pay for the drainage portion of the project.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

ROLL CALL VOTE -



Bridgewater Town Council

In Town Council, Tuesday, July 9, 2019

Council Order: O-FY19-074

Introduced By: Town Manager
 Date Introduced: June 25, 2019
 First Reading: June 25, 2019
 Second Reading: July 9, 2019
 Amendments Adopted:
 Third Reading:
 Date Adopted:
 Date Effective:

Order O-FY19-074

TRANSFER ORDER - EMPLOYMENT CONTRACTUAL OBLIGATION

ORDERED, in accordance with Section 6-4 of the Bridgewater Home Rule Charter, that the Town Council assembled vote to transfer and appropriate the following funds for the purposes as intended:

Source of Funds	Account No.	GL Account Description	Amount
Employee Liability Fund (SLBB)	80045-596100	Transfer to GF	\$ 65,000.00
Total:			\$ 65,000.00
Use of Funds	Account No.	GL Account Description	Amount
Contractual Buyout	01235001-519005	Contractual Buyout	\$ 65,000.00
Total			\$ 65,000.00

Explanation: This transfer funds a severance payment under an employment contract as recommended by labor counsel. The source of funds is an employee liability fund and does not affect the Town's financial footing.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> Budget & Finance Committee Finance Committee 	<ul style="list-style-type: none"> 7/8/19: 7/8/19:

ROLL CALL VOTE – REQUIRES MAJORITY OF THOSE PRESENT AND VOTING.



Bridgewater Town Council

In Town Council, Tuesday, July 9, 2019

Council Order: O-FY19-075

Introduced By: Town Manager
 Date Introduced: June 25, 2019
 First Reading: June 25, 2019
 Second Reading: July 9, 2019
 Amendments Adopted:
 Third Reading:
 Date Adopted:
 Date Effective:

Order O-FY19-075

TRANSFER ORDER - CULTURAL COUNCIL GRANT MATCH

ORDERED, in accordance with Section 6-4 of the Bridgewater Home Rule Charter, that the Town Council assembled vote to transfer and appropriate the following funds for the purposes as intended:

Source of Funds	Account No.	GL Account Description	Amount
One-Time Stabilization Fund	80135-596010	Transfer to Capital Projects	\$ 30,000.00
Total:			\$ 30,000.00
Use of Funds	Account No.	GL Account Description	Amount
Cultural Council Town Grant	10123219-584000	Site Improvements	\$ 30,000.00
Total			\$ 30,000.00

Explanation: The Town recently secured a grant from the MA Cultural Council to study the feasibility of cultural / community use of the old Town Hall. This transfer funds the Town's required match.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> Budget & Finance Committee Finance Committee 	<ul style="list-style-type: none"> 7/8/19: 7/8/19:

ROLL CALL VOTE – REQUIRES 2/3 FULL COUNCIL (6).