

# TOWN OF BRIDGEWATER

## OFFICE OF THE TOWN COUNCIL



### Budget & Finance Committee Meeting Agenda

**Committee Members:**

*William Wood, Chair  
District 6 Councilor*

*Dennis Gallagher, Member  
At-Large Councilor*

*Edward (Ted) Haley  
At-Large Councilor*

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

**Date & Time:** Tuesday, September 11, 2018  
6:45 p.m.  
Agenda

RECEIVED  
TOWN CLERK'S OFFICE  
BRIDGEWATER, MA.  
2018 SEP - 7 A 10:04

- A. Call to Order
- B. Approval of minutes
  - August 7, 2018
- C. Legislation Referred:
  - Order O-FY19-015: Transfer Order - Capital Transfer - LED Light Conversion
  - Order O-FY19-016: Transfer Order - Sewer & Water Reserve Special Purpose for Loan Paydown
  - Order O-FY19-017: Transfer Order - Town Manager Special Account to Capital Funds
  - Order O-FY19-018: Transfer Order - Appropriation for Street Assessment
- D. Discussions:
  - Strategic Use of Capital Budget Process – Voting Equipment for Town Clerk
  - Free Cash Update – *Finance Director*
- E. Public Comment
- F. Adjourn



# Bridgewater Town Council

In Town Council, Tuesday, August 7, 2018

Council Order: O-FY19-015

Introduced By: Town Manager  
 Date Introduced: August 7, 2018  
 First Reading: August 7, 2018  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY19-015

### TRANSFER ORDER - CAPITAL TRANSFER – LED LIGHT CONVERSION PROJECT

**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 and transfer **from** below schedule Source of Funds **to** below schedule of Use of Funds:

Source of Funds	Account No.	GL Account Description	Amount
Capital Stabilization Trust Fund	80105-596010	Transfer to GF Capital Project Fund	\$ 39,000.00
<b>Total:</b>			<b>\$ 39,000.00</b>

Use of Funds	Account No.	GL Account Description	Amount
FY 2019 Capital Items 2019	tbd	tba	\$ 39,000.00
<b>Total</b>			<b>\$ 39,000.00</b>

*Explanation: Transfer of Funding for the Town's Portion of LED Project*

### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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# Bridgewater Town Council

In Town Council, Tuesday, September 11, 2018

Council Order: O-FY19-016

Introduced By: Town Manager  
 Date Introduced: August 7, 2018  
 First Reading: August 7, 2018  
 Second Reading: September 11, 2018  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY19-016

### TRANSFER ORDER – SEWER & WATER RESERVE SPECIAL PURPOSE FOR LOAN PAYDOWN

**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 and transfer **from** below schedule Source of Funds **to** below schedule of Use of Funds:

Source of Funds	Account No.	GL Account Description	Amount
SWR Reserved for Special Purpose	6100-358000	SWR Reserved Special Purpose	\$ 60,396.00
WTR Reserved for Special Purpose	6200-358000	WTR Reserved Special Purpose	\$ 120,794.00
<b>Total:</b>			<b>\$ 181,190.00</b>
Use of Funds	Account No.	GL Account Description	Amount
FY19 MCWT 12-06 PAYOFF	tbd	tba	\$ 181,190.00
<b>Total</b>			<b>\$ 181,190.00</b>

*Explanation: Payoff of Storm water MCWT Project which is necessary for MCWT to close out loan.*

### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> <li>Budget &amp; Finance Committee</li> <li>Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>Meet 9/11/18. Will provide disposition to full Council.</li> <li>Meet 9/10/18: Disposition will be provided upon receipt.</li> </ul>

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



# Bridgewater Town Council

In Town Council, Tuesday, September 11, 2018

Council Order: O-FY19-017

Introduced By: Town Manager  
 Date Introduced: August 7, 2018  
 First Reading: August 7, 2018  
 Second Reading: September 11, 2018  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY19-017

### TRANSFER ORDER – TOWN MANAGER SPECIAL ACCOUNT TO CAPITAL FUNDS

**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 and transfer **from** below schedule Source of Funds to below schedule of Use of Funds:

Source of Funds	Account No.	GL Account Description	Amount
GF TM SPECIAL ACCOUNT	01235013-530050	T-2015-023 CARVERS ENGINEERIN	\$ 80,800.00
GF TM SPECIAL ACCOUNT	01235013-530505	O-2016-029 STRATEGIC PLAN	\$ 15,000.00
<b>Total:</b>			<b>\$ 95,800.00</b>
Use of Funds	Account No.	GL Account Description	Amount
CAPITAL FUND 1000	tbd	tba	\$ 80,800.00
CAPITAL FUND 1000	tbd	tba	\$ 15,000.00
<b>Total</b>			<b>\$ 95,800.00</b>

*Explanation: To properly segregate special or capital related accounts that historically has been encumbered in the General Fund in the Town Manager's Department.*

### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> <li>Budget &amp; Finance Committee</li> <li>Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>Meet 9/11/18. Will provide disposition to full Council.</li> <li>Meet 9/10/18: Disposition will be provided upon receipt.</li> </ul>

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



# Bridgewater Town Council

In Town Council, Tuesday, August 7, 2018

Council Order: O-FY19-018

Introduced By: Town Manager *(at the request of the Finance Director)*  
 Date Introduced: August 7, 2018  
 First Reading: August 7, 2018  
 Second Reading:  
 Amendments Adopted:  
 Third Reading:  
 Date Adopted:  
 Date Effective:

## Order O-FY19-018

### TRANSFER ORDER – APPROPRIATION FOR STREET ASSESSMENT

**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 of obtaining a town-wide street assessment.

Source of Funds	Account No.	GL Account Description	Amount
Capital Stabilization Fund	80105-596110	Transfer to Capital Projects	\$ 65,000.00
<b>Total:</b>			<b>\$ 65,000.00</b>

Use of Funds	Account No.	GL Account Description	Amount
General Fund Capital	10420219-530000	Roadway & Sidewalk Assessment	\$ 65,000.00
<b>Total</b>			<b>\$ 65,000.00</b>

**Explanation:**

*Approval of the above transfer will fund a detailed town-wide street and sidewalk assessment. In addition, it will map all storm drains, manholes, signage, and provide software to track and document street repairs and conditions, as well as document complaints concerning road conditions. The initial work will provide all the information and reporting by November 1 pursuant to the Council's order #0-FY18-031 Roadway and Sidewalk Maintenance and Improvement Plan.*

***Committee Referrals and Dispositions:***

Referral(s)	Disposition(s)
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