



BRIDGEWATER TOWN COUNCIL

Tuesday, June 2, 2020

7:00 p.m.

The meeting will be held virtually via Zoom.

To attend via video, click on the link below:

[Link to Join 06/02/2020 Town Council Meeting](#)

To attend via phone, dial: 1(646)876-9923

Meeting ID: 911 3383 7296

MEETING AGENDA

Disclosure: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Bridgewater Town Council will be conducted via remote participation to the greatest extent possible. There will be no in person attendance permitted. Citizens who wish to tune in to the meeting may do so via Facebook Live.

A. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- a) May 19, 2020

B. ANNOUNCEMENTS FROM THE PRESIDENT

C. PROCLAMATIONS

D. CITIZEN OPEN FORUM

E. APPOINTMENTS

- a) **Charter Review Committee**

1. Cleonie Mainville

2. Scott Pitta

F. HEARINGS - *None*

G. LICENSE TRANSACTIONS - *None*

H. PRESENTATIONS - *None*

I. TOWN MANAGER'S REPORT

- a) Mitchell School Update (*Standing Item*)
- b) COVID-19 and Budget Impact
- c) CARES Act Grant Funding
- d) Update on Compensation Survey
- e) Update on Marketing Consultant
- f) Items for Next Meeting:

J. DISCUSSIONS

K. COMMITTEE REPORTS

L. LEGISLATION FOR ACTION

- a) Order O-FY20-056: Affix Town Clerk Salary
At their meeting held 5/26/20, the Finance Committee voted 5-0 to recommend approval. The Budget & Finance Committee voted 3-0 to recommend approval at their meeting held 5/26/20. This measure may be finally considered this evening.
- b) Order O-FY20-057: Town Council Acceptance of Electronic Signatures by Municipal Boards Recording Standard
The Rules & Procedures Committee meet 6/1/20 and will provide their disposition to the full Council. This measure may be finally considered this evening pending a committee disposition.

M. OLD BUSINESS - *None*

N. NEW BUSINESS

- a) Order O-FY20-058: FY20 End of Year Transfers (*Town Manager*)

- b) Order O-FY20-059: FY20 End of Year Transfer - Olde Scotland Links Golf Course (*Town Manager*)
- c) Order O-FY20-060: Acceptance of a Gift - Parks and Recreation (*Town Manager*)
- d) Order O-FY20-061: Abate Local Meals Tax From March 1, 2020 - June 30, 2020 (*Councilors
Fitzgibbons and Rushton*)

O. CITIZEN COMMENTS

P. COUNCIL COMMENTS

Q. EXECUTIVE SESSION

R. ADJOURNMENT



Bridgewater Town Council

In Town Council, Tuesday, June 2, 2020

Council Order: O-FY20-056

Introduced By:	Councilor Gallagher
Date Introduced	May 19, 2020
First Reading:	May 19, 2020
Second Reading:	June 2, 2020
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY20-056

AFFIX TOWN CLERK SALARY

WHEREAS, the Town Clerk of the Town of Bridgewater shall receive a salary in lieu of all fees and other compensation provided for in the Massachusetts General Laws, which salary shall be in an amount fixed by the Legislative body of the Town of Bridgewater.

WHEREAS, pursuant to Massachusetts General Laws Chapter 41 § 15 the duties of the Town Clerk are defined as:

“record all votes passed at town meetings held during his term of office. He shall administer the oaths of office to all town officers who apply to him to be sworn, and shall make a record thereof and of the oaths of office taken before justices of the peace of which certificates are filed. He shall, immediately after every annual election of town officers, transmit to the state secretary, on blanks to be furnished by him, a complete list of all town officers elected and qualified and shall promptly report to the secretary any changes in such officers”.

WHEREAS, the Town, to ensure business continuity and to make certain that the needs of the general public are met, employs two full-time staff to address and perform the day-to-day activities of the Office of the Town Clerk.

WHEREAS, it is intended that these provisions be in accord with all applicable Federal and State laws, rules and regulations, including the Fair Labor Standards Act and the Federal Minimum Wage, and should be applied and interpreted to produce a result harmonious therewith.

WHEREAS, it is intended that these provisions be in accord with the Employee Manual of the Town of Bridgewater and should be applied and interpreted to produce a result harmonious therewith. If there is an irreconcilable conflict between this Order and any other Order of the Town of Bridgewater, this Order shall govern.

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

WHEREAS, the Town of Bridgewater is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, handicap, disability or otherwise in violation of any federal or state law.

BE IT ORDERED, that beginning in the fiscal year 2021 (July 1, 2020), the salary of the Town Clerk shall be increased by 2% annually consistent with the standard 2% COLA adjustment afforded other Town Staff. The Town Clerk is an elected position and eligible for membership with Plymouth County Retirement System (PCR) benefit and insurance benefits per employee policy manual. The Town Clerk shall be paid in accordance with the usual practices for other town employees.

FURTHER ORDERED, that the position of Town Clerk is exempt from the overtime provisions of the FLSA and shall not be entitled to overtime compensations in any form.

Explanation:

Adoption of the aforementioned order will affect a 2% COLA adjustment for the Town Clerk in FY2021

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">• 5/26: Vote 3-0 recommend approval• 5/26: Vote 5-0 recommend approval.



Bridgewater Town Council

In Town Council, Tuesday, June 2, 2020

Council Order: O-FY20-057

Introduced By: Town Manager
 Date Introduced: May 19, 2020
 First Reading: May 19, 2020
 Second Reading: June 2, 2020
 Amendments Adopted:
 Third Reading:
 Date Adopted:
 Date Effective:

Order O-FY20-057

TOWN COUNCIL ACCEPTANCE OF ELECTRONIC SIGNATURES BY MUNICIPAL BOARDS RECORDING STANDARD

WHEREAS, effective April 17, 2020, the Massachusetts Registers and Assistant Registers of Deeds Association adopted Amendment **13-7. Electronic Signatures by Municipal Boards** to the Massachusetts Deed Indexing Standards 2018;

WHEREAS, said Amendment requires a Municipal Board or Commission to formally vote that the Board or Commission recognizes and accepts the provisions of M.G.L. c. 110G regarding electronic signatures and that its members will henceforth execute documents either with electronic signatures or with wet ink signatures and that both will carry the same legal weight and effect;

WHEREAS, after adoption of same, the Board of Commission shall record said Certificate of Vote that provides the language of the Motion that was made regarding electronic signatures and attests to the vote taken, and obtains the Town Clerk’s certification;

ORDERED, that the Town Council for the Town of Bridgewater hereby recognizes and accepts the provisions of M.G.L. c. 110G regarding electronic signatures and that its members will henceforth execute documents either with electronic signatures or with wet ink signatures and that both will carry the same legal weight and effect.

Explanation:

This act allows the Town Council to sign and record documents electronically pursuant to M.G.L. c. 110G.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> Rules & Procedures Committee 	<ul style="list-style-type: none"> The Rules & Procedures Committee meet 6/1/20 and will provide their disposition to the full Council.

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

CERTIFICATE OF VOTE AUTHORIZING SIGNATURES PURSUANT TO M.G.L. c. 110G

On _____, 2020, the Town of Bridgewater, Town Council met in open session through publicly accessible video-conference software, pursuant to the "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20," issued by Governor Charles D. Baker on March 12, 2020. At this duly held meeting, the following action was taken:

Motion: The Town of Bridgewater, Town Council hereby recognizes and accepts the provisions of M.G.L. c. 110G regarding electronic signatures and that its members will henceforth execute documents either with electronic signatures or with wet ink signatures and that both will carry the same legal weight and effect. Motion was seconded.

Roll Call vote:

Vote was

The above is a true and accurate account of the proceedings of the Town of Bridgewater, Town Council.

Name/Title: _____ Date: _____, 2020

COMMONWEALTH OF MASSACHUSETTS

County of Plymouth, ss.

On this__ day of 2020, before, personally appeared Dennis Gallagher, President of the Town of Bridgewater, Town Council, as aforesaid, and provided to me through satisfactory evidence of identification which was a Massachusetts Driver's License, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose on behalf of the Town of Bridgewater Town Council.

Notary Public: Jason M. Rawlins, Esq.
My Commission Expires: 10/2/2026

Certified by Town Clerk:

Marilee Kenney Hunt

Date: _____, 2020



Bridgewater Town Council

In Town Council, Tuesday, June 2, 2020

Council Order: O-FY20-061

Introduced By: Councilors Fitzgibbons and Rushton
Date Introduced: June 2, 2020
First Reading: June 2, 2020
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY20-061

ABATE LOCAL MEALS TAX FROM MARCH 1, 2020 - JUNE 30, 2020

Whereas, COVID-19 has caused precipitous drop in local restaurants revenues, causing many to barely scrape by;

Whereas, the Town Council recent adopted Resolution FY20-009 designed to aid and support the reopening of businesses closed by Executive and Public Health Orders;

Whereas, all restaurants have had to switch their business model to delivery or take-out, and this has dramatically decreased their revenue;

And whereas, the town has met its FY 2020 budgeted local receipts;

Now, therefore, the Town Council orders that the town refund and/or rebate the local meals taxes paid by Bridgewater restaurants for the time-period March 1, 2020 through June 30, 2020.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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