

# Town of Bridgewater

## Town Council

### 2014 Legislation Voted

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## Bridgewater Town Council

In Town Council, Tuesday, February 25, 2014

Council Resolution: R-2014-001

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Introduced By:	Councilor Timothy Fitzgibbons
Date Introduced:	February 4, 2014
First Reading:	February 4, 2014
Second Reading:	February 25, 2014
Amendments Adopted:	None
Date Adopted:	February 25, 2014
Effective Date:	March 28, 2014

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### Resolution #R-2014-001

#### **A RESOLUTION DESIGNATING BRIDGEWATER AS A PURPLE HEART TOWN**

**WHEREAS**, the people of the Town of Bridgewater have great admiration and the utmost gratitude for all men and women who have selflessly served their country and this community in the Armed Forces; and;

**WHEREAS**, Veterans have paid a high price for freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and,

**WHEREAS**, the contributions and scarifies of the men and women from Bridgewater who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and,

**WHEREAS**, many men and women in uniform have given their lives while serving in the Armed forces; and,

**WHEREAS**, our community has a proud tradition of military service and many of our citizens have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service;

**NOW THEREFORE BE IT RESOLVED:** That the Town Council of the Town of Bridgewater hereby proclaims the Town of Bridgewater as a Purple Heart Town honoring the service and sacrifice of our nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans, and that August 7<sup>th</sup> of each year be recognized as Purple Heart Day.

#### *Committee Referrals and Dispositions:*

<b>Referral(s)</b>	<b>Disposition(s)</b>
<ul style="list-style-type: none"><li>• This measure was not referred to any committees.</li><li>• 14 day requirement (per Council Rules &amp; Procedures XVIII - Readings) has elapsed, therefore this measure may be finally considered.</li></ul>	

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, February 25, 2014, to approve the aforementioned resolution by a roll call vote (7-0) (Councilors Pitta and Wright absent).**

A TRUE COPY ATTEST:

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Ann M. Holmberg  
Town Council Clerk



## Bridgewater Town Council

In Town Council, Tuesday, Tuesday, September 9, 2014

Council Resolution: R-2014-002

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Introduced By:	Councilor William Rivers
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading:	September 9, 2014
Amendments Adopted:	September 9, 2014
Date Adopted:	September 9, 2014
Effective Date:	October 10, 2014

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### **Resolution #R-2014-002**

#### **BRIDGEWATER'S 2014 CONTRACT POLICY GUIDELINES**

WHEREAS: The Town Council is the approving and appropriating authority for any and all labor agreements; and

WHEREAS: The employee pension costs are estimated to increase more than 11% for FY15 with continuing increased in excess of 2.5% ; and

WHEREAS: The economic outlook for FY15 continues to be uncertain, and a cautious approach to labor negotiations is warranted; and

WHEREAS: Contract guidelines need to be clearly communicated from the Town Council to the Town Manager for effective labor management.

**RESOLVED:** Pursuant to establishing guidelines and priorities for the Town Manager during contractual negotiations, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to adopt the following Contract Guidelines for the Town Manager to use in labor negotiations in 2014:

The Town Council is adopting these budget policy guidelines pursuant to Section 6-1 of the Bridgewater Home Rule Charter. Based on these guidelines, the Town Manager will negotiate all labor contracts for 2014.

#### **ONGOING CONTRACT NEGOTIATION PRACTICES**

During 2014 contract negotiations, the Town Manager should strive to attain the following goals:

- Seek to limit the total annual salary increase, including cost of living adjustments, step adjustments, longevity bonuses and all other salary benefits to the lesser of the Town's projected revenue increase or 2.5%.
- Seek to reduce all future unfunded liabilities.

Recognizing that each collective bargaining unit is unique, the Town Manager is encouraged to use all available methods in order to achieve the above goals. The methods can include, but are not limited to the following:

- Eliminate longevity bonuses for existing and new employees.
- Reduce the number of steps associated with each salaried position.
  - i. Tie any step increases to performance reviews.

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

- Eliminate sick time buyback for all new employees and install a cap for sick time buyback on all employees as well as institute the following provisions:
  - i. The total payout upon retirement for current and new employees should not exceed \$10,000.
  - ii. Any current employee with a payout due to them of over \$10,000 should be capped at the amount accrued at the date the contract is ratified.
  - iii. Include a contract provision to require notice to the Town of Bridgewater prior to any retirement.
  - iv. Any sick time payouts should be payable, at the town’s discretion, over 2 fiscal years upon the retirement of any employee.
  
- Continue to reduce the cost of health care insurance on the Town of Bridgewater by:
  - i. Shift the health insurance split for all employees with the ultimate goal of a 50/50 split.
  - ii. Eliminate the stipend for health insurance opt-out.
  
- Allow for increased management flexibility to implement cost saving measures where identified and to allow for increased sharing of part-time employees across departments
  
- Reform education incentives:
  - i. Limit incentives to courses directly related to current position
  - ii. Require adequate grades for incentives
  - iii. Eliminate annual incentives for training mandated by the position
  
- Cap the minimum mandatory shift for overtime to 3 hours.

*Committee Referrals and Dispositions:*

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee	• 9/2/14: Vote 2-0 to recommend approval with proposed amendments.

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, September 9, 2014, to approve the aforementioned Resolution by a voice vote (9-0).**

A TRUE COPY ATTEST:

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 Ann M. Holmberg  
 Town Council Clerk



## Bridgewater Town Council

In Town Council, Tuesday, Tuesday, September 9, 2014

Council Resolution: R-2014-003

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Introduced By:	Councilor William Rivers
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading:	September 9, 2014
Amendments Adopted:	September 9, 2014
Date Adopted:	September 9, 2014
Effective Date:	October 10, 2014

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### **Resolution #R-2014-003**

#### **BRIDGEWATER'S 2014 CONTRACT POLICY GUIDELINES**

WHEREAS: The Town Council is the approving and appropriating authority for all school district assessments; and

WHEREAS: The Town of Bridgewater expends more than 50% of its available annual funds on education and school buildings; and

WHEREAS: The economic outlook for FY15 continues to be uncertain, and a cautious approach to labor negotiations is warranted; and

WHEREAS: Contract guidelines need to be clearly communicated from the Town Council to the School Committee for effective labor management and labor relations.

**RESOLVED:** Pursuant to establishing guidelines and priorities for the Bridgewater-Raynham School Committee during contractual negotiations, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to adopt the following Contract Guidelines for the School Committee to use in labor negotiations in 2014:

#### **ONGOING CONTRACT NEGOTIATION PRACTICES**

During 2014 contract negotiations, the School Committee should strive to attain the following goals:

- Seek to limit the total annual salary increase, including cost of living adjustments, step adjustments, longevity bonuses and all other salary benefits to the lesser of the Town's projected revenue increase or 2.5%.
- Seek to reduce all future unfunded liabilities.

Recognizing that each collective bargaining unit is unique, the School Committee is encouraged to use all available methods in order to achieve the above goals. The methods can include, but are not limited to the following:

- Eliminate longevity bonuses for existing and new employees.
- Reduce the number of steps associated with each salaried position.
  - i. Tie any step increases to performance reviews.

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**ROLL CALL VOTE: REQUIRES MAJORITY OF THOSE PRESENT AND VOTING PENDING ANY AMENDMENTS.**

- Eliminate sick time buyback for all new employees and install a cap for sick time buyback on all employees as well as institute the following provisions:
  - i. The total payout upon retirement for current and new employees should not exceed \$10,000.
  - ii. Any current employee with a payout due to them of over \$10,000 should be capped at the amount accrued at the date the contract is ratified.
  - iii. Include a contract provision to require notice to the Town of Bridgewater prior to any retirement.
  - iv. Any sick time payouts should be payable, at the Town’s discretion, over 2 fiscal years upon the retirement of any employee.
  
- Continue to reduce the cost of health care insurance on the Town of Bridgewater by:
  - i. Shift the health insurance split for all employees.
  - ii. Eliminate the stipend for health insurance opt-out.

Allow for increased management flexibility to implement cost saving measures where identified and to allow for increased sharing of part-time employees across departments

- Reform education incentives:
  - i. Limit incentives to courses directly related to current position
  - ii. Require adequate grades for incentives
  - iii. Eliminate annual incentives for training mandated by the position
- Cap the minimum mandatory shift for overtime to 3 hours.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee	• 9/2/14: Vote 2-0 to recommend approval with proposed amendments.

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, July 5, 2011, to approve the aforementioned Resolution by a voice vote (9-0).**

A TRUE COPY ATTEST:

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 Ann M. Holmberg  
 Town Council Clerk



## Bridgewater Town Council

In Town Council, Tuesday, October 21, 2014

### Council Resolution: #R-2014-004

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Introduced By:	Town Manager
Date Introduced:	September 23, 2014
First Reading:	September 23, 2014
Second Reading:	October 21, 2014
Amendments Adopted:	None
Date Adopted:	October 21, 2014
Date Effective:	November 21, 2014

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#### **A RESOLUTION - ENDORSEMENT OF DOWNTOWN REVITALIZATION PLAN**

**WHEREAS, the Town Council recognizes that there is a significant need for the revitalization of the downtown area of Bridgewater, Massachusetts;**

**WHEREAS, In the Spring of 2014, the Town initiated a planning process to develop strategies for the economic development and revitalization of Bridgewater, with special focus on the South and Broad Street areas, typically referenced as the "Downtown";**

**WHEREAS, the effort, spearheaded by the Community Development Action Committee (CDAC), sought to vision, prioritize goals, develop targeted strategies and establish a clear action plan.**

**WHEREAS, by incorporating input from varied constituent groups and stakeholders, the Town has a special opportunity to shape and prioritize the specific recommendations in the Downtown Revitalization Plan (Plan). The Plan will guide the Town's future downtown policy and investment decisions and will help provide a competitive advantage for additional grant awards.**

**WHEREAS, the Town engaged a planning and development consultant - The Cecil Group – to draft a comprehensive plan to accomplish this goal;**

**WHEREAS, the Plan will be used as a flexible framework to further downtown redevelopment efforts. Property owners, developers, and residents will be encouraged to follow the initiatives as property improvements are made. Town staff will utilize the principles of the plan in proposing future courses of action and Town Council will evaluate proposals from all sources by considering the relevance of proposals to the principles of the plan.**

**WHEREAS, the endorsement of this resolution is in principle and does not preclude variations or exceptions;**

**NOW, THEREFORE, BE IT RESOLVED:**

**RESOLVED, that the Town Council assembled endorse and support the Downtown Revitalization Plan and associated efforts to improve the economic base of the Town of Bridgewater.**

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

*Committee Referrals and Dispositions:*

<b>Referral(s)</b>	<b>Disposition(s)</b>
<ul style="list-style-type: none"><li>• Referred to Community &amp; Economic Development Committee</li></ul>	<ul style="list-style-type: none"><li>• 10/15/14: Vote 2-0 recommend approval.</li></ul>

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, October 21, 2014, to approve the aforementioned Resolution by a roll call vote (8-0) (Councilor Pitta absent).**

A TRUE COPY ATTEST:

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Ann M. Holmberg  
Town Council Clerk



## Bridgewater Town Council

In Town Council, Tuesday, December 2, 2014

Council Resolution: R-2014-005

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Introduced By:	Councilors Wood and Rivers
Date Introduced:	October 21, 2014
First Reading:	October 21, 2014
Second Reading:	December 2, 2014
Amendments Adopted:	December 2, 2014
Date Adopted:	December 2, 2014
Effective Date:	January 2, 2015

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### Resolution #R-2014-005

#### **BRIDGEWATER'S FY 2016 BUDGET POLICY GUIDELINES**

WHEREAS: The Town Council established orderly steps for the FY16 Budget creation process; and

WHEREAS: The Town Manager delivered a high-level overview of the FY16 Budget to the Town Council; and

WHEREAS: The economic outlook for FY16 continues to be uncertain, and a cautious approach to the budget is warranted; and

WHEREAS: Budget guidelines need to be clearly communicated from the Town Council to the Town Manager for effective Budget management.

**RESOLVED:** Pursuant to establishing guidelines and priorities for the Town Manager to develop the Annual Budget, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to adopt the following Policy Guidelines for the Town Manager to use in creating the FY16 Budget:

The Town Council is adopting these budget policy guidelines pursuant to Section 6-1 of the Bridgewater Home Rule Charter. Based on these guidelines, the Town Manager will develop budgetary goals and the Town Budget for Fiscal Year 2016.

#### **ONGOING BUDGET PRACTICES**

In preparing the budget for FY16, the Town Manager should continue to use the following budget practices:

- Continue the Town's efforts within all departments to obtain grant funding from federal, state, and other sources, including the implementation of a college internship program.
- Continue the Town's efforts to maximize the use of Chapter 90 monies to expand upon the road repair program started in FY12.
- Review the possibilities and cost implication of contracted services vs. staffing in various departments and to eliminate overtime whenever practical.
- Continue to enhance the Town's website and use other technologies as cost effective means for delivering information and services, increasing public awareness, and encouraging public feedback.

#### **FINANCIAL POLICIES**

The first and foremost goal of the FY16 budget must be to continue to build undesignated fund balances and to build reserves for Stabilization. The budget should be constructed to anticipate positive Free Cash which will enable the

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

Town greater budgetary flexibility in future years, and will continue to enhance the Town’s bond rating. At the same time, the budget should maintain Town services.

**Revenue:**

- The Tax Levy is governed by statute and has a high confidence for receipt. For FY16 budget planning purposes, spending shall use 100% of the anticipated Tax levy amount after accounting for the appropriate overlay amount reduction.
- The value of the actual Tax Levy New Growth is affected by many factors including prevailing interest rates and unemployment rates. Given the uncertain economic forecast, New Growth projections shall be limited to \$250,000.
- Local Receipts are highly influenced by economic conditions and forecasts. Therefore, for FY16 planning purposes, spending shall be limited to 85% of FY15 actual values per revenue classification plus 85% of the last three fiscal years of actual prison mitigation revenue.
- Downward adjustments to specific local receipt line items should be made to any line item where actual receipts increased by more than 25% between FY14 and FY15.
- Revenue from State Aid should be the numbers used in the Cherry Sheet estimates released March 1. If no FY2016 Cherry Sheets are available, use the final FY2015 Cherry Sheet values.
- General Fund revenues from Ambulance Receipts should be limited to \$1 million.
- Gifts should not be used to calculate revenue estimates. Yearly formula grants from state and federal sources can be used to calculate revenue estimates.
- Grants may be used to calculate revenue if allowed by the terms of the grant.

**Expenses:**

- Expect that the Retirement Assessment from Plymouth County will increase by approximately \$200,000.
- Identify all employees and their salary costs. Include written summaries of all initiatives greater than maintenance with the breakdown of expenditures and FTEs.
- The budget should consider impact of fixed costs including health insurance, retirement, sick leave buyback, transportation, and other costs and should be treated on a consistent basis with all departments including the schools.
- Submit FY15, and 16 simultaneously with the primary purpose of sustaining services for the entire community. This budget should also reflect FTE information for all departments for all years. In addition, there should be a preliminary FY17 budget estimate submitted that may only include major changes that should be anticipated if known in order to ensure that any expansion in FTEs are sustainable
- Provide and include maintenance budgets for FY16 for all departments including schools.
- Provide a summary of settled union contract impacts to payroll costs for FY16 and FY17.
- Each department’s budget should be broken down into three categories: payroll costs, regular expenditures, capital expenditures and payable benefits (health insurance, pension, etc).
- A supplemental report detailing the health care, pension and other payable benefit costs by department for FY15 and FY16 should be provided with the budget.

*Committee Referrals and Dispositions:*

Referral(s)	Disposition(s)
<ul style="list-style-type: none"> <li>• Budget &amp; Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• The Budget &amp; Finance Committee voted unanimously to recommend approval with amendments.</li> </ul>

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, December 2, 2014, to approve the aforementioned Resolution by a voice vote (5-0).**

A TRUE COPY ATTEST:

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Ann M. Holmberg  
Town Council Clerk

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



# Bridgewater Town Council

In Town Council, Tuesday, November 4, 2014

Council Resolution: R-2014-006

Introduced By: Councilor William Wood  
 Date Introduced: October 21, 2014  
 First Reading: October 21, 2014  
 Second Reading: November 4, 2014  
 Amendments Adopted: November 4, 2014  
 Date Adopted: November 4, 2014  
 Effective Date: November 4, 2014

## Resolution #R-2014-006

### TOWN COUNCIL MEETING DATES - 2015

WHEREAS: The Bridgewater Town Council Rules and Procedures, Section III Meetings states, "The Town Council will hold regular meetings on the first and third Tuesdays of each month beginning at 7:30 p.m. In the months of June, July and August, the Council will meet monthly on the first Tuesday, following the first Monday"; and

WHEREAS: Adoption of this Resolution, establishes regular meeting dates which are an exception to the aforementioned rule; and

**RESOLVED:** The following dates are established as regular meetings for the calendar year 2015 and regular meetings will be held either in the Memorial Building, 25 South Street, Bridgewater, MA or at BTV Studios, 80 Spring Street, Bridgewater MA, beginning at 7:30 p.m., unless otherwise noted.

January 6, 2015	June 23, 2015*
January 20, 2015	July 7, 2015
February 3, 2015	August 4, 2015
February 24, 2015*	September 8, 2015*
March 3, 2015	September 22, 2015*
March 17, 2015	October 6, 2015
April 7, 2015	October 20, 2015
April 28, 2015*	November 3, 2015
May 5, 2015	November 17, 2015
May 19, 2015	December 8, 2015
June 2, 2015	December 22, 2015

\*Exceptions to Section III of the Council Rules and Procedures are noted with an asterisk.

#### Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• This measure was not referred to any committee	

**In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, November 4, 2014, to approve the aforementioned order by a roll call vote (8-0).**

**A TRUE COPY ATTEST:**

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**Ann M. Holmberg**  
**Town Council Clerk**