

TOWN OF BRIDGEWATER

Notice of Posted Meeting to all
Town Departments, Boards and Committees and the General Public:
(as required by Chapter 30 A, M.G.L.)

RECEIVED
TOWN CLERKS OFFICE
BRIDGEWATER, MA.
2019 OCT 24 A 8:21

NAME: Bridgewater Finance Committee

DATE: October 28th, 2019

TIME: 7:00PM

PLACE: 66 Central Square (Municipal Office Building)

Call to Order at 7:00PM

Public Comment

Approval of Meeting Minutes from 9.16.19

New Business

Orders

- Order O-FY20-014: Transfer Order - High Street Dam & Bridge Preliminary Work
- Order O-FY20-023: Loan Order - Community Septic Management Program (CSMP) Loans
- Order O-FY20-024: Transfer Order - Capital Sewer Special Purpose Transfer
- Order O-FY20-026: Free Cash Allocation to Trust Funds
- Order O-FY20-027: Transfer Order - Capital Transfer Roadway Drainage - Flagg Street
- Order O-FY20-028: Transfer Order - Capital Transfer - FY20 Lease Payments
- Order O-FY20-029: Transfer Order - CPC Funding for Broad Street Property Purchase
- Order O-FY20-030: FY2020 Classification Tax Allocation-Adoption of Residential Factor
 - Special Note: The Town Council President has directed that the above order be scheduled for a public hearing on 11/19/19. This is the order that sets the tax rate for the Town.

Old Business

- Transfer T-2016-006: CPA Transfer Housing Trust

Additional Items for Discussion

- Discussion of Finance Committee Mission
- Discussion of FY19-058 – Update for data analytic services
- Discussion and review of FY19 Final Budget General Report and Enterprise Report
- Discussion of FY2021 Budget Resolution sub-committee

Adjournment of Meeting

TOWN OF BRIDGEWATER

Finance Committee

Eric Langone, Chair
George Haley, Vice Chair
Nathan Schofield
Michael Mainvielle
Jerry Muller
Kathleen Blais
Lea Wyatt
Julie Scleparis



Joshua McGraw, Staff Assistant
E-Mail: jmcgraw@bridgewaterma.org

Academy Building - 66 Central Square
Bridgewater, MA 02324

RECEIVED
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2019 OCT 24 A 8:21

Bridgewater Finance Committee (Fin Com)
Agenda for the Fin Com Meeting Convening on 10.28.19 at 7:00PM

66 Central Square - Municipal Office Building Bridgewater, MA 02324

Members in Attendance

1. Eric Langone (Chair) ___ 2. George Haley (Vice Chair) ___ 3. Nathan T. Schofield ___ 4. Jerry Muller ___ 5. Kathleen Blais 6. Lea Wyatt ___ 7. Julie Scleparis ___

Call to Order at 7:00PM

Public Comment

Approval of Meeting Minutes from 9.16.19

New Business

Orders

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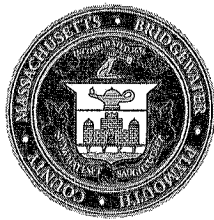
Old Business

- Transfer T-2016-006: CPA Transfer Housing Trust

Additional Items for Discussion

- Discussion of Finance Committee Mission
- Discussion of FY19-058 – Update for data analytic services
- Discussion and review of FY19 Final Budget General Report and Enterprise Report
- Discussion of FY2021 Budget Resolution sub-committee

Adjournment of Meeting



Bridgewater Town Council

In Town Council, Tuesday, September 17, 2019

Council Order: O-FY20-023

Introduced By: Town Manager
Date Introduced: September 17, 2019
First Reading: September 17, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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2019 OCT 24 A 8:22

Order O-FY20-023

LOAN ORDER - COMMUNITY SEPTIC MANAGEMENT PROGRAM (CSMP) LOANS

ORDERED, that, \$400,000 is appropriated for the purpose of financing the repair, replacement, and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow \$400,000 and issue bonds or notes therefore under G.L. c.111, ss.127B ½ and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Town Manager is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; that the Town Manager or the Treasurer is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager or any other appropriate Town officials are authorized to expend all funds available for the projects and take any other action necessary or convenient to carry out the projects.

Explanation

The Community Septic Management Program was created in 1995 by the state legislature to assist homeowners to defray the cost of septic system repair or replacement. Using State Revolving Fund (SRF) loans for the MCWT (the Trust) communities such as Bridgewater can provide betterment loans to assist homeowners who must address septic system failures.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 1, 2019

Council Order: O-FY20-026

Introduced By: Town Manager
Date Introduced: October 1, 2019
First Reading: October 1, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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BRIDGEWATER, MA.
2019 OCT 24 A 8:22

Order O-FY20-026

FREE CASH ALLOCATION TO TRUST 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:

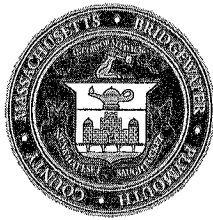
Source of Funds	Account No.	GL Account Description	Amount
GENERAL FUND UNDESIGNATED BALANCE	09905990-596120	TRANS OUT TO TRUST FUNDS	\$ 2,501,366.00
Total:			\$ 2,501,366.00
Use of Funds	Account No.	GL Account Description	Amount
GF STABILIZATION TRUST FUND	80054-497000	TRANSFER FROM GF	\$ 483,102.00
CAPITAL STABILIZATION FUND	80104-497000	TRANSFER FROM GF	\$ 1,531,188.00
OPEB STABILIZATION FUND	80114-497000	TRANSFER FROM GF	\$ 100,000.00
EMPLOYEE LIABILITY STABILIZATION FUND	80044-497000	TRANSFER FROM GF	\$ 250,000.00
OTHER ONE TIME UNFORESEEN STABILIZATI	80134-497000	TRANSFER FROM GF	\$ 137,076.00
Total			\$ 2,501,366.00

Explanation:

Recommended Allocation of the General Fund Undesignated Fund Balance (Certified Free Cash) to the established Trust Funds as noted in above.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 1, 2019

Council Order: O-FY20-028

Introduced By: Town Manager
Date Introduced: October 1, 2019
First Reading: October 1, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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BRIDGEWATER, MA.
2019 OCT 24 A 8:22.1

Order O-FY20-028

TRANSFER ORDER - CAPITAL TRANSFER - FY20 LEASE PAYMENTS

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:

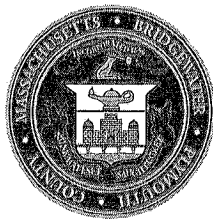
Source of Funds	Account No.	GL Account Description	Amount
Capital Stabilization Trust Fund	80105-596010	Transfer to GF Capital Project Fund	\$ 141,852.46
Ambulance Fund	25015-596010	Transfer to GF Capital Project Fund	\$ 128,843.30
Total:			\$ 270,695.76
Use of Funds	Account No.	GL Account Description	Amount
FY 2020 Capital Items 2020	10220220-586000	Ambulance Lease Payment#4	\$ 61,025.03
FY 2020 Capital Items 2020	10220220-586001	Ambulance Lease Payment#2	\$ 67,818.27
FY 2020 Capital Items 2020	10420220-586000	Plow & Sand Lease Payment#2	\$ 47,136.61
FY 2020 Capital Items 2020	10420220-585005	Sweeper Vac Lease Payment#5	\$ 53,497.90
FY 2020 Capital Items 2020	10420220-586000	DPW Sidewalk Plow Payment#2	\$ 41,217.95
Total			\$ 270,695.76

Explanation:

Transfer of Funding for Lease Payments previously approved in Town's Capital Plan.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 15, 2019

Council Order: O-FY20-030

Introduced By: Town Manager
Date Introduced: October 15, 2019
First Reading: October 15, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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Order O-FY20-030

FY2020 CLASSIFICATION TAX ALLOCATION-ADOPTION OF RESIDENTIAL FACTOR

ORDERED that, pursuant to G.L. c. 40, § 56, the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to adopt a residential factor of 1 for fiscal year 2020.

FURTHER ORDERED that; the Town Council authorizes the Chief Assessor to sign the LA-5 Recap relative hereto.

Explanation: The town council shall annually first determine the percentages of the local tax levy to be borne by each class of real property, as defined in section two A of chapter fifty-nine and personal property for the next fiscal year. In determining such percentages, the town council, shall first adopt a residential factor. Said factor shall be an amount not less than the minimum residential factor determined by the commissioner of revenue in accordance with the provisions of section one A of chapter fifty-eight and shall be used by the board of assessors to determine the percentages of the local tax levy to be borne by each class of real and personal property.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

TOWN OF BRIDGEWATER

Finance Committee

Eric Langone, Chair
George Haley, Vice Chair
Robert Rees
Nathan T. Schofield
Michael Mainvielle
Jerry Muller
Kathleen Blais
Julie Scleparis
Lea Wyatt



Joshua McGraw, Staff Assistant
E-Mail: jmcgraw@bridgewaterma.org

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Bridgewater Finance Committee (FinCom) Minutes for the FinCom Meeting that Convened on September 16th, 2019

Meeting called to order as formal session by Eric Langone (Chairman of the Committee) in accordance with rules governing meetings and quorum filled. Meeting starts at 7:04PM.

Committee Members Present: Eric Langone, Jerry Muller, Kathleen Blais, Julie Scleparis, Lea Wyatt, Michael Mainvielle
– Left the Meeting at 8:53PM

Committee Members Not Present: Robert Rees, George Haley, Nathan Schofield

Public Officials in Attendance: Anthony Sulmonte – Finance Director, Kimberly Williams – Assistant Town Manager, Laurie Guerrini – Finance Department

Guests Present: Christopher Yannoni – Stantec, Carlton Hunt

Call to Order

Public Comment

Carlton Hunt posed the following questions to the committee regarding Order O-FY20-014: Transfer Order - High Street Dam & Bridge Preliminary Work

- Does the Town have a formal agreement with the state for the High St. Bridge replacement project?
- Why should the Town contribute funds to this project?
- How many dollars is the Town expected to contribute by the end of the project?
- Is this a onetime request or will the state request more money should their funding sources be inadequate, or costs expand as the planning moves toward final design?
- What is the complete funding plan for the dam removal and bridge replacement?
- Why should the Town provide any moneys until we see such a plan?
- Who is contributing funds, how much, for what scope?
- What guarantees funders will pay?
- Who pays if state facilitated funding falls through during any project phase?
- What guarantees the Town will not be responsible for overruns and scope changes?
- Regarding the Lincoln Athletic Association: "Who is liable if movement occurs?"
- In regard to the feasibility study statement. "Lowering of the impoundment caused by a dam removal will have to consider possible changes to the saturation of the soil behind the wall and below the foundation of the building." Who will pay for this assessment? When will it be conducted?
- Regarding the feasibility study statement "A bridge scour analysis may need to be conducted in future phases of work for the South Main Street (Route 28) bridge crossing if a dam removal design is advanced further." Who will pay for this assessment? When will it be conducted?

New Business

Presentation by Stantec with information for Order O-FY20-022

Stantec hosted a presentation that discussed the project details for the High Street Water Treatment Facility. The presentation provided information on the project need of the facility and the project benefits which included: water aesthetics, distribution of water, health impacts, energy efficiency, and upgrades and renovations to current site. The current estimated funding needs of the project are set at \$16,000,000. \$14,000,000 of the project is SRF eligible for construction costs and will have a 1.5% interest rate, the remaining \$2,000,000 covers the maintenance garage and is not eligible for SRF funding.

Proposed Orders

- Order O-FY20-014: Transfer Order - High Street Dam & Bridge Preliminary Work
The committee will discuss this order at the next meeting of the Finance Committee
- Order O-FY20-020: Transfer Order - Water Enterprise Transfers - Capital Special Purpose
Kathleen Blais motioned to recommend Order O-FY20-020 with the following amendment: amend "change order #2" to "amendment to". Julie Scleparis seconded the motion. With a vote of 6 yeas and 0 nays the motion was approved unanimously.
- Order O-FY20-021: Loan Order - Rescind and Revote – Order O-FY18-021: Massachusetts Clean Water Trust for High Street Water Treatment Facility
Lea Wyatt motioned to recommend Order O-FY20-021, Michael Mainvielle seconded the motion. With a vote of 6 yeas and 0 nays, the motion was approved unanimously.
- Order O-FY20-022: Loan Order - High Street Water Treatment Facility
Julie Scleparis motioned to recommend Order O-FY20-022 with the amendment: change 60% to 90%, Kathleen Blais seconded the motion. With a vote of 6 yeas and 0 nays, the motion was approved unanimously.

Old Business

- Transfer T-2016-006: CPA Transfer Housing Trust

Additional Items for Discussion

- Funding of New Playgrounds

Adjournment of Meeting

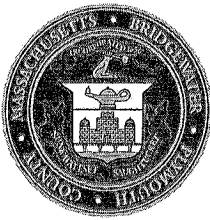
With all business having had formal consideration, the motion is made to adjourn: *The motion to adjourn the current meeting is offered. By unanimous approval of the Committee, the meeting is hereby adjourned.*

Meeting is hereby adjourned by unanimous consensus of the members in attendance in accordance with rules governing meetings. Meeting adjourns at 9:42PM.

I hereby affix my hand to this document that the minutes of this meeting are true and accurate to the best of my ability, note-taking, and penmanship as so ordered by the Chair of the Committee this Sixteenth Day of September, Two Thousand and Nineteen.

A True Copy Attest,

Joshua McGraw, Staff Assistant of the Committee



Bridgewater Town Council

In Town Council, Tuesday, August 6, 2019

Council Order: O-FY20-014

Introduced By: Town Manager
Date Introduced: August 6, 2019
First Reading: August 6, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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TOWN CLERKS OFFICE
BRIDGEWATER, MA.
2019 OCT 24 A 8 22

Order O-FY20-014

TRANSFER ORDER - HIGH STREET DAM & BRIDGE PRELIMINARY WORK

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	80105-596110	TRANSFER TO CAPITAL OUTLAY	\$ 45,000.00
Total:			\$ 45,000.00
Use of Funds	Account No.	GL Account Description	Amount
PRELIM DESIGN WORK	10123220-584000	Professional Services	\$ 45,000.00
Total			\$ 45,000.00

Explanation: The Massachusetts Division of Ecological Restoration from the Massachusetts Department of Fish and Game, in conjunction with numerous state, federal, and non-governmental organizations are partnering up for Town River Restoration and Dam and Bridge redesign and restoration projects. This appropriation for the Preliminary Design Services will match other funds to complete this design work.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, September 17, 2019

Council Order: O-FY20-024

Introduced By: Town Manager
Date Introduced: September 17, 2019
First Reading: September 17, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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2019 OCT 24 A 8 21

Order O-FY20-024

TRANSFER ORDER - CAPITAL SEWER SPECIAL PURPOSE TRANSFER

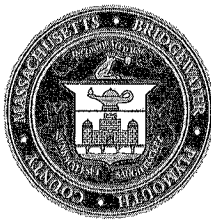
ORDERED pursuant to Section 6-4 of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer **from** below schedule Source of Funds to below schedule of Use of Funds:

Source of Funds	Account No.	GL Account Description	Amount
SWR Reserved for Special Purpose	6100-358000	SWR Reserved Special Purpose	\$ 217,500
Total:			\$ 217,500
Use of Funds	Account No.	GL Account Description	Amount
Sewer Capital	61105-586XXX	Purchase of Equipment	\$ 217,500
Total:			\$ 217,500

Explanation: This transfer will fund the capital expense associated with replacing a 1987 Volvo L90 loader which is beyond its useful life expectancy.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 1, 2019

Council Order: O-FY20-027

Introduced By: Town Manager
Date Introduced: October 1, 2019
First Reading: October 1, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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2019 OCT 24 A 8:21

Order O-FY20-027

TRANSFER ORDER - CAPITAL TRANSFER ROADWAY DRAINAGE - FLAGG STREET

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:

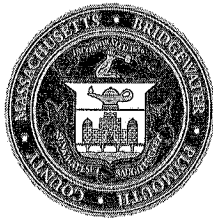
Source of Funds	Account No.	GL Account Description	Amount
CAPITAL FUND STABILIZATION	80105-596110	TRANSFER TO CAPITAL	\$ 500,000.00
Total:			\$ 500,000.00
Use of Funds	Account No.	GL Account Description	Amount
ROADWAY DRAINAGE EMERGENCY	10420219-580000	O-FY20-0XX FLAGG ST DRAINAGE	\$ 500,000.00

Explanation:

The Roadways Superintendent has arranged for the underground assessment of the drainage systems on several Town streets. After completing the "scoping" of Flagg Street, it is evident that most of the drainage systems beneath the street have failed or are in imminent threat of failure. This transfer will pay for engineering services to design the road reconstruction, secure proper easements and drainage basins, and the cost of drainage installation. This transfer does not pay for full depth reclamation and repaving. That appropriation order will come at a later date once these costs have been better identified.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 1, 2019

Council Order: O-FY20-029

Introduced By: Town Manager
Date Introduced: October 1, 2019
First Reading: October 1, 2019
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

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2019 OCT 24 A 8 21

Order O-FY20-029

TRANSFER ORDER - CPC FUNDING FOR BROAD STREET PROPERTY PURCHASE

WHEREAS, the Town Manager has negotiated a purchase of property located on Broad Street for \$475,000;

WHEREAS, the property is intended to provide public access and parking for the Stiles and Hart Park, roughly 70 acres of preserved parkland, forest, and water bodies;

WHEREAS, to meet this appropriation, up to \$500,000 (Five Hundred Thousand dollars) was recommended from available amounts in the Community Preservation Fund; now, therefore it is hereby

ORDERED, that the Town Manager is authorized to expend up to \$500,000 from the Community Preservation Funds Reserve Balance for the purpose of paying costs incidental and related for the Project.

Explanation:

For several years, the Town Manager has been negotiating the purchase of a 5 +/- acres piece of property off Broad Street to create a proper entrance to Stiles and Hart with formalized parking areas, a trailhead, and signage. This transfer provides funds to purchase the property. State grant funding will offset the cost to the Town in the amount of \$325,974.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•