



Town of Bridgewater  
Town Council Meeting  
Meeting Minutes  
Tuesday, October 4, 2016

**CALL TO ORDER:**

A quorum being duly present, Town Council President Dennis Gallagher called the meeting of the Bridgewater Town Council to order at 7:33 pm, on October 4, 2016 in the Academy Building Council Chambers, 66 Central Square, Bridgewater, Massachusetts.

**PRESENT:**

Council members present were, Peter Colombotos, Edward Haley, Timothy Fitzgibbons, Dennis Gallagher, Aisha Losche, William Wood, Kevin Perry and Frank Sousa. Town Manager Michael Dutton and Town Attorney Mark Gildea were also present.

**ABSENT:**

- Councilor Sandra Wright

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

A moment of silence was held for all veterans who have passed including:

- Eugene Bradley
- William Pentz, Jr.

**APPROVAL OF MINUTES - None**

**ANNOUNCEMENTS FROM THE PRESIDENT**

- President Gallagher read an announcement from Town Clerk outlining early voting dates which begin Monday, 10/24 – 11/4. The location will be at the Academy Building, 2nd floor Council Room. There will be 10 stations. It is fully handicapped accessible. Early voting ballots may not be counted until the polls close 11/8. Polls will be open until 8 p.m. The location will be the Mitchell School. 11/8 is a professional development day for teachers so there will be no school for children. Overflow parking will be at the High School. This will be read again at the next meeting and posted on local Cable
- From Bridgewater State University's Community Connections: Family day at BSU is October 15th. There will be a 5K run/walk for the Arts to support Music Alley on October 23<sup>rd</sup>.

**PROCLAMATIONS - None**

**CITIZENS OPEN FORUM – None**

**APPOINTMENTS –**

- Master Plan Committee
  - Carlton Hunt
  - Thomas Hall

**Motion:** A motion to approve was made by Councilor Wood. The motion was seconded by Councilor Fitzgibbons.

**Discussion:** None

A voice vote was taken and the motion passed 7-0.

**HEARINGS**

**LICENSE TRANSACTIONS**

**PRESENTATIONS -**

- Police Accreditation Acknowledgements  
Chief Delmonte came forward and read a letter for the record (included in materials). Chief Delmonte recognized Lieutenant. Schlitz and Sergeant Largasta for their work in achieving the accreditation.

**TOWN MANAGER'S REPORT**

Mr. Dutton reported on information about various activities happening around town and highlighted meetings and events.

**Town Manager Goals Update:** The Town Manager began by speaking to the use of Town Hall and Memorial Building. He has submitted recommendations to the Town Council, which were referred to the Community & Economic



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Development Committee. If the committee is looking for more specificity, Mr. Dutton is happy to provide that. The Town Manager is looking for alternatives for health insurance coverage. There are some concerns that Mayflower's reserves are dropping to some dangerous levels. He is looking at it and would have to make a decision by December. Then he would be looking to make a recommendation to the Town Council. In terms of identifying cost savings in FY18, Mr. Dutton is looking at other insurances (other than health insurance). Additionally, a virtual server program has been implemented. Mr. Dutton continues to have staff trained to be more nimble, however he acknowledges employees accomplish a lot of work. The town continues to transition to a more paperless environment. Mr. Dutton may ask the Town Council to move to tablets. The Finance Director continues to look at processes to increase efficiencies. Relative to improving the functionality in Inspectional Services, the new Deputy Inspector is now on the job and David Moore is now on the job and assisting with the training. The town's new website is live as of today, however populating the documents is a work in progress. Mr. Dutton is working to ensure staff use the website for more than just a posting site.

Other town items of note included: The South Coast Rail Project proposes a rail to the South Coast starting in Stoughton. They did an update in Middleboro in late September. Mr. Dutton outlined the conceptual timeline, noting the Middleboro option is not the preferred option. If the Council wants to comment on the project, they certainly can through the OCPC. Mr. Dutton explained where keys for meetings in the Academy Building could be obtained. The sewer discharge permit, which serves as a basis for future upgrades has been received. The Sewer Director is currently reviewing the permit to see that it meets Bridgewater's needs. We know it will require upgrades, but are not sure how extensive yet. Mr. Dutton spoke about the Affordable Housing Production Plan outlining the statistics: the state targets 10% of total housing as affordable. If the town achieves 10%, then no further 40B units need to be entertained until the town falls below the 10%. "Affordable" is anyone earning 80% of median income. Bridgewater is currently at 6.3%. The 2012 Housing Production Plan had 220 affordable units (2.65% of the housing stock). Mr. Dutton stated, we should probably take more control of our affordable housing and have talked with Andrew about that, however, we have done some things that have helped. There will be an Open House at Fire Station 2 on Saturday October 15th. Demolition is planned for Rainbow's End, the trailers behind the McElwain, and the abandoned house on Bedford Street. Regarding Rainbow's End, there are people who would like to replace it with something updated and accessible, however there are some issues with control of the property. Mr. Dutton noted as upcoming items: there are negotiations with two Medical Marijuana facilities up on Elm Street. There is the possibility of power aggregation. We are looking to revise the medical marijuana district, by pushing it further away from Route 104. Mr. Dutton will be drafting legislation for adoption of street closure policy. The Bridgewater Business Association has asked to close both sides of the common during Christmas on the Common. Finally, Mr. Dutton listed current committee openings.

Councilor Questions:

- Councilor Wood thanked the Highway Department. The speed limit sign on Stetson Street has been changed over and the tree branch obstruction at High and Broad Street has been cleared. Mr. Wood asked if anything can be done for pedestrian safety in terms of lighting around the common. He also noted we still need people for the Parking Committee but is aware that Kevin Bligh was interested.
- At Councilor Losche's request, Mr. Dutton explained there will be an open house for the Academy Building and he is working with the Council President on a date. Councilor Losche asked about the mobile website noting it is little less functional. Mr. Dutton responded if there are issues let him know. Mrs. Losche requested someone create a draft plan as to how we're going to tackle the Affordable Housing numbers.
- Councilor Colombotos requested the number of FTE's for a future meeting. At Councilor Colombotos' request, Mr. Dutton explained the South Coast Rail would not be increasing trips, but a changing car types. They would probably look to use double decker cars.
- President Gallagher requested a timeline update on the Building Inspector and Treasurer/Collector. Mr. Dutton explained the Building Inspector position was advertised. He has asked the Finance Director to look at the process used in the Finance area to see if it makes more sense to split the (Treasurer/Collector) position. There is an interim Treasurer currently on board. Mr. Gallagher asked if the town does exit interviews. Mr. Dutton responded, yes, that's a practice, however we cannot require it but most people are happy to do it. President



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Gallagher asked if the PRIM Board would come in to give a presentation. Mr. Dutton responded yes, it would be a good idea.

**DISCUSSIONS - None**

**SUBCOMMITTEE REPORTS:**

- Strategic Planning: Committee Chair, Gallagher stated the committee has sought help to assist them with the Strategic Plan. They are trying to mirror plans other municipalities have had. It will take some time to put together. Working on an evaluation process for the Town Manager and have put together questions for Department Heads. They are working on long term goals for 2017 and would entertain input from other councilors.
- Budget & Finance Committee: Councilor Wood stated the committee voted 3-0 to recommend the transfer for prior year invoices. Regarding Strategic Planning; he asked Mr. Gallagher if the committee is envisioning the strategic plan to be a capstone to what the Master Plan group and Community & Economic Development Committee does. Mr. Gallagher does not see it as a duplication of effort.
- Rules & Procedures: Committee Chair Losche, stated the committee has been meeting pretty frequently. They want to get the Charter on the April ballot. Most of the Charter Review Committee recommendations have been vetted. If people have questions, they can come to the Rules and Procedures meeting. The Council will hold public hearing at the 11/15/16 Council meeting.
- Community & Economic Development Committee: Committee Chair Colombotos advised the committee met about the use of Town Buildings. There's a lot of due diligence. We will take up the Town Manger's officer to help with that. They will also try to get some citizen volunteers.

**LEGISLATION FOR ACTION -**

- Petition P-2016-041: State Election Warrant  
President Gallagher briefly read the warrant.  
**Motion:** A motion to approve was made by Councilor Fitzgibbons. The motion was seconded by Councilor Haley.  
**Discussion:** Councilor Wood asked the Town Attorney why this needs to be voted as no changes can be made. Attorney Gildea responded; State law requires it.  
A roll call vote was taken with results recorded as follows:  
Wright – ABSENT; Colombotos – YEA; Haley – YEA; Fitzgibbons – YEA; Gallagher – YEA; Losche – YEA – Wood – YEA; Perry – YEA; Sousa – YEA. The motion passed 8-0.
- Order O-2016-021: Granting of an Easement – Legion Field  
President Gallagher briefly explained the process.  
**Motion:** A motion to approve was made by Councilor Fitzgibbons. The motion was seconded by Councilor Perry.  
**Discussion:** None  
A roll call vote was taken with results recorded as follows:  
Sousa – YEA; Perry – YEA; Wood – YEA; Losche – YEA; Gallagher – YEA; Fitzgibbons – YEA; Haley – YEA; Colombotos – YEA; Wright – ABSENT. The motion passed 8-0.
- Order O-2016-022: Review Existing Plans, Reports and Initiatives Relating to Community & Economic Development  
President Gallagher briefly explained the process.  
**Motion:** A motion to approve was made by Councilor Fitzgibbons. The motion was seconded by Councilor Perry.  
**Discussion:** None  
A roll call vote was taken with results recorded as follows:  
Wright – ABSENT; Colombotos – YEA; Haley – YEA; Fitzgibbons – YEA; Gallagher – YEA; Losche – YEA – Wood – YEA; Perry – YEA; Sousa – YEA. The motion passed 8-0.
- Transfer T-2016-011: Prior Year Invoices – Health Department  
President Gallagher briefly explained the process, noting a 2/3 vote is required.  
**Motion:** A motion to approve was made by Councilor Fitzgibbons. The motion was seconded by Councilor Sousa.  
**Discussion:** None



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A roll call vote was taken with results recorded as follows:

Sousa – YEA; Perry – YEA; Wood – YEA; Losche – YEA; Gallagher – YEA; Fitzgibbons – YEA; Haley – YEA; Colombotos – YEA; Wright – ABSENT. The motion passed 8-0.

- Resolution R-2016-007: 2017 Town Council Meeting Dates

President Gallagher briefly explained the process.

**Motion:** A motion to approve was made by Councilor Wood. The motion was seconded by Councilor Fitzgibbons.

**Discussion:** President Gallagher noted he feels two meetings in August should be held.

A voice vote was taken and the motion passed 8-0.

#### **OLD BUSINESS**

- Ordinance D-2016-006: Revocation of General Bylaws and Adoption of Ordinances

President Gallagher explained the process briefly. Councilor Losche explained the work done in Rules & Procedures. Mr. Dutton explained the committee is recommending this document should be voted to send to advertising.

**Motion:** A motion was made by Councilor Wood to accept amendments. The motion was seconded by Councilor Losche.

**Discussion:** None

A voice vote was taken and the motion to accept the amended document passed 8-0.

**Motion:** A motion was made by Councilor Fitzgibbons to send to advertising. The motion was seconded by Councilor Wood.

**Discussion:** None

A voice vote was taken and the motion passed 8-0.

#### **NEW BUSINESS**

- Order O-2016-023: Acceptance of a Grant – Early Voting Weekend Grant

**Motion:** A motion was made by Councilor Fitzgibbons to refer to Budget & Finance and Finance Committees. The motion was seconded by Councilor Losche.

**Discussion:** None

A voice vote was taken and the motion passed 8-0.

#### **CITIZEN COMMENTS - None**

#### **COUNCIL COMMENTS**

- Councilor Wright: Absent.
- Councilor Colombotos: Nothing
- Councilor Haley: Nothing
- Councilor Fitzgibbons: Wished his Mother a Happy Birthday.
- Councilor Losche: Nothing
- Councilor Wood: Nothing
- Councilor Perry: Thanked Rebekah Caylor for all the hard work on the 5K, noting it was a great event.
- Councilor Sousa: The hurricane is looking nasty. People should be prepared and ask if help is needed.
- Councilor Gallagher: Thanked everyone involved in Autumnfest. It was a wonderful festive event.

#### **EXECUTIVE SESSION – No Executive Session was held.**

#### **ADJOURNMENT**

**Motion:** A motion to adjourn was made by Councilor Fitzgibbons. The motion was seconded by Councilor Losche.

A voice vote was taken and the motion passed 8-0.

The meeting adjourned at 8:48 p.m.

Minutes submitted by: Ann Holmberg



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**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 18, 2016, to approve the aforementioned minutes by a voice vote (8-0-1) (Councilor Wright abstained).**

**A TRUE COPY ATTEST:**

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Ann M. Holmberg  
Town Council Clerk