

BRIDGEWATER TOWN COUNCIL

Tuesday, December 20, 2016
Academy Building
66 Central Square
Council Chamber, Room 203
Bridgewater MA

MEETING AGENDA - *Updated

A. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- a) November 15, 2016
- b) December 6, 2016

B. ANNOUNCEMENTS FROM THE PRESIDENT

C. PROCLAMATIONS

D. CITIZEN OPEN FORUM

E. APPOINTMENTS

- a) Disabilities Commission – Henry Goldsmith

F. HEARINGS

G. LICENSE TRANSACTIONS

- a) Petition P-2016-056: Annual License Renewal – Common Victualler
- b) Petition P-2016-057: Annual License Renewal – All Alcohol

H. PRESENTATIONS

- a) FY15 Audit – Roselli, Clark & Associates

I. TOWN MANAGER'S REPORT

J. DISCUSSIONS

K. COMMITTEE REPORTS

L. LEGISLATION FOR ACTION

- a) Order O-2016-030: Granting of an Easement – Off Conant Street (*UPDATE - Corrected Street Name*)
This measure was not referred to any committee. 14 days has elapsed per Section XVIII of the Council Rules and Procedures, therefore this measure may be finally considered this evening.

M. OLD BUSINESS

- a) Ordinance D-2016-004: Wireless Communications Facilities License Ordinance
At their meeting held 12/13/16, the Rules and Procedures Committee voted 3-0 to recommend approval with amendments and return to full council. This measure requires advertising, therefore may not be finally considered this evening.
- b) Order O-2016-029: Procure Services – Strategic Planning
At their meeting held 11/28/16, the Budget & Finance Committee voted 3-0 to refer back to the Town Council for further discussion. The Finance Committee meets 12/19/16 and will consider this item at that time. This measure requires advertising and a public hearing, therefore may not be finally considered this evening.

N. NEW BUSINESS

O. CITIZEN COMMENTS

P. COUNCIL COMMENTS

Q. EXECUTIVE SESSION

- a) MGL, Chapter 30A, Section 21(a)(6) To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

R. ADJOURNMENT

RECEIVED
TOWN CLERKS OFFICE
BRIDGEWATER, MA.
2016 DEC 20 A 9:43



Bridgewater Town Council

In Town Council, Tuesday, December 20, 2016

Council Petition: P-2016-056

Date Introduced/Public Hearing: December 20, 2016

Amendments Adopted:

Date Adopted:

Date Effective:

Relative to:

THE LICENSING OF COMMON VICTUALLER ESTABLISHMENTS

WHEREAS, Fifty-one (51) licensees operating at the locations in the Town of Bridgewater require authorization to continue the operation of its establishments; and

WHEREAS, Common Victualler licenses are subject to renewal annually; and

WHEREAS, Requisite inspections have been satisfactorily completed by the Inspector of Buildings and Fire Department; and

WHEREAS, having received no adverse report from the Tax Collector's Office for the renewal candidates; and

WHEREAS, the Bridgewater Town Council, acting as the Legislative body of the Town has such licensing authority and with consideration of no adverse recommendations being received from the Bridgewater Building Inspector, Fire, Police, and Health Departments who have oversight authority, it appears that the public good so requires such license be granted;

The Town Council of the Town of Bridgewater, Massachusetts, pursuant to Chapter 140 - section 2 and section 4 respectively of the Massachusetts General Law (M.G.L.), in Town Council assembled approve the petitions, as submitted, and that the individual applicants be granted a license to continue its operation as a Common Victualler for a period of one year - January 1, 2017 to December 31, 2017.

The list of licensees requesting approval is attached.



Bridgewater Town Council

In Town Council, Tuesday, December 20, 2016

Council Petition: P-2016-057

Date Introduced/Public Hearing: December 20, 2016

Amendments Adopted:

Date Adopted:

Date Effective:

THE LICENSING OF ESTABLISHMENTS WITH ALCOHOL and ATTENDANT LICENSES

❖ All Alcoholic Restaurant	TOTAL: 16
❖ All Alcoholic Club	TOTAL: 6
❖ Wine & Malt Restaurant	TOTAL: 1
❖ All Alcoholic Retail Package Store	TOTAL: 7
❖ Wine & Malt Beverages Package Store	TOTAL: 5
❖ Farmer Series Malt -Pouring Permit	TOTAL: 1

WHEREAS, Thirty-six (36) licensees operating at the locations in the Town of Bridgewater desire authorization to continue the operation of its establishments; and

WHEREAS, Alcohol and attendant licenses are subject to renewal annually; and

WHEREAS, Pursuant to Massachusetts General Law Chapter 304 of the Acts of 2004, all requisite inspections have been completed by the Inspector of Buildings and Fire Department; and

WHEREAS, the Tax Collector's Office has submitted its recommendation for the renewal candidates^r; and

WHEREAS, Said applicants have complied with the policies and requirements of the Town of Bridgewater, as well as, applicable state laws governing its industry; and

WHEREAS, Pursuant to Massachusetts General Law Chapter 138 § 16A , a retail license "*shall be automatically renewed for the next annual license period upon application by the holder thereof during the month of November and shall be automatically renewed...provided that said license is of the same type as the expiring license and covers the same licensed premises*"; and

WHEREAS, the Bridgewater Town Council, acting as the Legislative body of the Town has such licensing authority with consideration of the recommendations from the Bridgewater Building Inspector, Fire, Police, and Health Departments who have oversight authority, it appears that the public good so requires such license be granted;

The Town Council of the Town of Bridgewater, Massachusetts, pursuant to Chapter 138 - § 16A (alcohol licenses); Chapter 140 § 2, 4 (common victualler); Chapter 140 § 22-32 (innholders); Chapter 140 § 177A (auto amusements); Chapter 140 § 181 and 183A (annual entertainment) respectively of the Massachusetts General Law (M.G.L.), in Town Council assembled approve the petitions, as submitted, and that the individual applicants be granted a license to continue its operations for a period of one year - January 1, 2017 to December 31, 2017.

*****The list of licensees requesting approval is attached.****

**Note: The Tax Collector's Office has reported an outstanding obligation for one of the licenses. This will be resolved by payment or payment agreement at the discretion of the Finance Director, prior to release.*



Bridgewater Town Council

In Town Council, Tuesday, December 20, 2016

Council Order: O-2016-030

Introduced By:	Town Manager
Date Introduced	December 6, 2016
First Reading:	December 6, 2016
Second Reading:	December 20, 2016
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order #O-2016-030

GRANTING OF AN EASEMENT – OFF CONANT STREET

WHEREAS, the Town of Bridgewater, a Massachusetts Municipal Corporation with a usual place of business at 66 Central Square, Bridgewater, MA 02324, Plymouth County, (hereinafter Grantor") in consideration of \$1.00 and other mutual covenants herein contained, hereby grants to Jeffrey Weinrebe, of 187R Conant Street, Bridgewater, MA 02324, together with his successors and assigns,(herein after call the "Grantee"),an exclusive right, privilege and easement for the sole purpose of accessing the Grantee's property across a portion of Grantor's land.

NOW THEREFORE, in consideration of the sum of \$1.00, the receipt of which is hereby acknowledged, the Grantor grants to the Grantees, their successors and assigns, with quitclaim covenants, the exclusive and perpetual right and easement to, access over and across land as now described and identified by Bridgewater Assessor's parcel Map ____ Lot _____. For Grantor's Title see deed recorded in the Plymouth County District Registry of Deeds in Book _____, Page ____ recorded on _____.

ORDERED, that the Town Council of the Town of Bridgewater, Massachusetts, in Town Council assembled approve the petition, and authorize the Town Manager to execute the required documents to grant the easement as submitted.

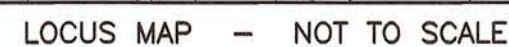
Explanation:

The owner of 187R Conant Street has accessed his property over the Town's access to its water wells since the 1970s. Both parties assumed there was a legal grant of easement, but title research has indicated there was never a recorded easement. This grant of easement authorizes what has been done in practice for over 40 years.

Committee Referrals and Dispositions:

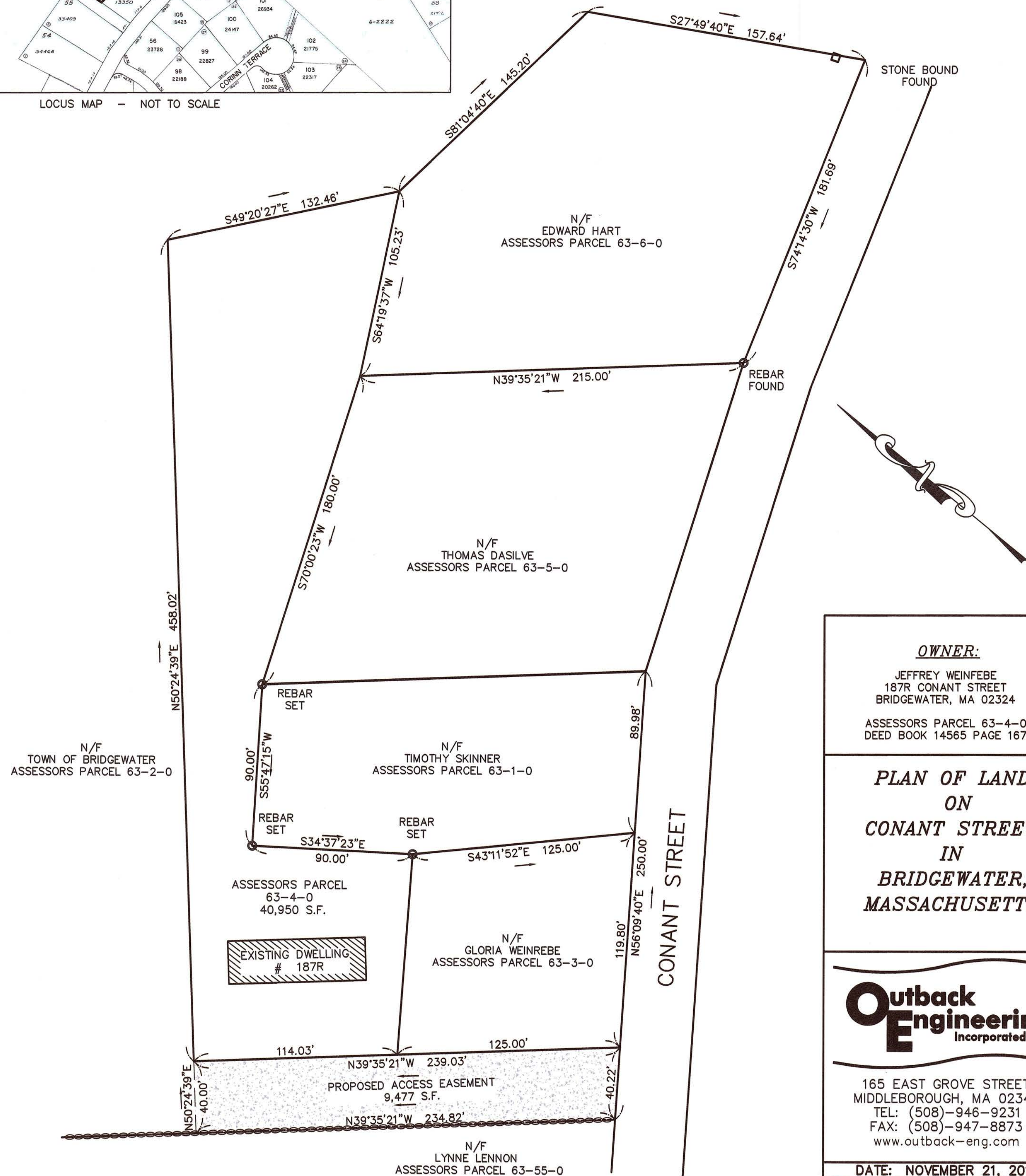
Referral(s)	Disposition(s)
This measure was not referred to any committee. 14 days has elapsed per section XVIII of the Council Rules & Procedures, therefore this measure may be finally voted this evening/	

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



DATE: PROFESSIONAL LAND SURVEYOR

FOR REGISTRY USE ONLY



OE-2989A



Bridgewater Town Council

In Town Council, Tuesday, December 20, 2016

Council Ordinance: D-2016-004

Proposed Amendments (p.7)

Introduced By:	Councilor Kevin Perry
Date Introduced:	February 2, 2016
First Reading:	February 2, 2016
Second Reading:	February 23, 2016, March 8, 2016, December 20, 2016
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Proposed Ordinance D-2016-004

WIRELESS COMMUNICATION FACILITIES

ORDERED that; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater General Ordinances, by adding a new section, Chapter 325 Article 1, Wireless Communications Facilities as follows:

.01 Authority, purpose, scope and intent.

The purpose of this chapter is to allow the development of adequate Wireless Communication Facilities while assuring the public safety and preserving the general welfare and protecting the scenic, historic, environmental, and natural resources of the community. In adopting the rules and regulations herein, the Town acts in its proprietary capacity as to Town property and the publicly owned right of way as defined herein, and pursuant to its police powers as to portions of the public right-of-way in which the fee title is not held by the Town.

Furthermore, it is the intent in adopting the rules and regulations herein to appropriately manage the development of wireless communications facilities in a manner that recognizes and enhances the community and economic benefits of wireless communication technology while accommodating the need for installation of wireless communications facilities in accordance with applicable Federal and State rules and regulations.

The Bridgewater Town Council is authorized to permit private parties to place wireless communications facilities on certain areas of Town property, subject to the rules and policies stated herein.

.02 Applicability.

The requirements of this chapter apply to all wireless communications facilities (WCFs) that transmit and/or receive electromagnetic signals, including, but not limited to, personal communications services and radio and television broadcast facilities within the Town of Bridgewater, on town property, or the public right-of-way. This chapter is intended to be consistent with the Telecommunications Act of 1996 and its successors and all relevant state regulations.

.03 Definitions.

For the purposes of this ordinance the following terms shall apply:

"Antenna" means a device which is attached to a Pole, Tower or a Host Structure, as permitted hereunder, for transmitting and receiving wireless service transmissions.

"Distributed Antenna System" (DAS) means multiple antenna system including antennas and control boxes typically installed on utility poles interconnected via cable or fibers belonging to the access point/base station dispersed across a coverage area. The system shall be capable of co-locating multiple Wireless Service providers simultaneously.

"Encroachment" means any facility, tower, pole, pole line, fence, stand or building, underground vault, or any structure or object of any kind or character not particularly mentioned herein, which is placed in, under or over any portion of the public right-of-way.

"Essential utility service" means a utility service that is necessary for the health, welfare and safety of the public.

"Facility" means any tower, antenna structure, pole, pole line, fence, stand or building, cables, cabinets, small cell, distributed antenna systems, ducts, conduits, converters, equipment, drains, utilities, vaults, other appurtenances or tangible things, or any structure or object of any kind or character not particularly mentioned herein, owned, leased, operated, or licensed by an applicant or other person or entity, that is located or is proposed to be located in the public right of way or Town property.

"Host Structure" means any building or structure, other than a Tower, including utility poles, signs and flagpoles, upon or within which a new Wireless Service Facility, Small Cell or other Telecommunication device or major modification thereof is proposed, including, without limitation, any newly constructed building or structure or any addition to any existing building or structure upon or within which installation of a Wireless Service Facility, Small Cell or other Telecommunication device is simultaneously proposed.

"Modification of an Existing Facility" means any change, or proposed change, to an existing or permitted Facility designed to support wireless communication transmission, receiving and/or relaying antennas and/or equipment

"Open space facility" means any town owned trail, green space, farm or pasture land, or otherwise vacant land inclusive of buildings or structures.

"Park facility" means any town owned passive or active recreational area, grounds, fields, or green space inclusive of buildings or structures.

"Public right-of-way" means any public highway, street, alley, sidewalk, pathway, and all extensions or additions thereto that is either owned, operated, or controlled by the Town, or its various boards, commissions or agents, or is subject to an easement or dedication to the Town, or is privately owned area within Town's jurisdiction which is not yet but is designated as a proposed public right-of-way on a tentative subdivision map approved by the Town.

"Small cell" means low-powered radio access nodes that operate in licensed and unlicensed spectrum that have a limited operating range and considered a Wireless Service Facility.

"Telecommunication" means the transmission between or among points specified by the user of information of the user's choosing, without change in the content of information as sent and received.

"Town property" means real property over which the Town: (a) holds an interest, including, without limitation, fee title ownership, easement, leasehold, and public street right-of-way; or (b) has the present right of possession and control.

"Utility pole" means one of a series of poles located in the public right of way and used to support wires and other equipment and infrastructure used by utilities, as in telephone and electric companies.

“Wireless Services” means commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services.

“Wireless Services Facility” (also referred to herein as a “Facility”) means all equipment (including any repeaters, antennae, small cell, wifi, DAS, or other similar equipment) with which a Wireless Service Provider broadcasts and receives the radio-frequency waves that carry their services and all locations of said equipment and any part thereof. This Facility may be sited on a Tower or other structure, as provided herein.

.04 General requirements.

The following are general requirements regarding all wireless communications facilities (WCFs) transmitting and/or receiving electromagnetic signals, including, but not limited to, personal communications services (cellular, voice and data) and radio and television broadcast facilities and apply to Town property and the public right-of-way:

- A. All Wireless Communication Facilities must fully comply with the FCC’s regulations concerning radio frequency emissions and other applicable federal requirements.
- B. All Wireless Facilities must comply with applicable State and local Building Codes and Safety Standards. All WCFs are required to have valid requisite building and electrical permits.
- C. All Wireless Facilities, whenever possible, are encouraged to utilize requisite concealment or stealth technology in Design and Location Preferences.
- D. Wherever possible, new wireless communications facilities in the public right-of-way and on Town property are encouraged to co-locate so as to minimize encroachment.
- E. All Wireless Communication Facilities are subject to the application requirements described in Section X.060 shall apply to requests for wireless communications facilities in the public right-of-way and on Town property.
- F. The requirements specified in Section.050 shall apply to all wireless communications facilities that are not exempt as defined herein or found by the Town Council, by approval of a waiver or modification, to meet the findings required in or the findings as described herein.

.05 Specific requirements.

All wireless communications facilities (WCFs) that transmit and/or receive electromagnetic signals, including, but not limited to, personal communications services (cellular voice and data transmission) and radio and television broadcast facilities the following additional requirements and exceptions apply to Town property and the public right-of-way.

A. Requirements Applicable to Facilities on Town Property.

- 1. The Town may grant licenses or enter into leases to use Town property when such use serves the public interest, is required by statute, or is of such a casual, temporary or occasional nature as not to unduly interfere with the public use thereof.

B. Requirements Applicable to Facilities in the Public Right-of-Way.

- 1. No support structures other than utility poles or requisite guy wires are permitted. The Town Council may approve the replacement of an existing pole if it generally comports with the appearance of the existing pole or placement of a new pole if requisite and the proposed pole does not impede the public right of way.

2. Unless absolutely necessary, no new utility or street light poles shall be installed in areas where there are no existing overhead utility facilities.
3. No facility shall be located on a utility pole that is less than twenty-five feet in height.
4. An antenna array shall not extend more than five (5) feet beyond the top of a utility pole.
5. A co-located antenna array may extend up to eight (8) feet above the height of the pole subject to approval by the Town Council.
6. Panel antennas shall not exceed the height of the pole and shall extend no more than six inches from the pole unless it can be demonstrated that technical considerations require the facility to extend farther from the pole.
7. Facilities in the public right-of-way shall comply with any relevant development standards except for temporary emergency facilities, preexisting facilities, co-located facilities that are exempt pursuant to State law.
8. Equipment structures and cabinets shall be installed underground unless it can be determined that an above-ground facility is required. Above ground facilities shall not impede pedestrian access or impact vehicular circulation.
9. As a condition of license approval of a facility in the public right-of-way, the applicant shall agree to maintain a liability insurance policy, naming the Town of Bridgewater as an additional insured, in an amount that meets or exceeds the minimum liability limit and requirements that the Town Manager or designee establishes.

.06 License required.

A. Town Property. A license for a wireless communications facility pursuant to this section is required, unless otherwise exempt as defined herein, prior to the installation of any wireless communications facility on Town property or public right of way.

B. Right-of-Way.

1. Any person or firm desiring to erect, construct or maintain any pole, wireless communications facility, structure or other similar facility in, on, under, over or above any public property or public right-of-way must first obtain a wireless communication facility license. An application for a Wireless Communications Facility license is required.

2. The following facilities may be reviewed by the Town Manager or designee subject to the requirements of this chapter and the Town Council's discretion:

a. On existing power poles or other structures in the right-of-way;

b. A distributed antenna system that is comprised of antennas installed on more than one of the support structures listed herein.

3. Conditions of Approval. In approving a license pursuant to this section the Town Council may impose any conditions allowed by applicable Federal and State law that are deemed necessary to ensure compliance with the findings required herein, including but not limited to requiring:

a. Future modification of an installation that is not a stealth facility to further reduce or eliminate its aesthetic impacts based on the results of a review process, which shows that new technology is available and could be employed to reduce the facility's visual and aesthetic impacts;

b. Periodic review, at the license holder's expense, by a qualified independent engineer, approved by the Town, to ensure compliance with the most current federal and State regulatory and operational standards including, but not limited to, FCC radio frequency emission standards and Federal Aviation Administration height standards.

c. Periodic review to verify that the license holder and any authorized representative of the license holder is in full compliance with the Town of Bridgewater applicable codes, the Massachusetts Motor Vehicle Code, DEP regulations and OSHA standards with regard to noise, construction, vehicles, property maintenance and other such codes and regulations that are applicable to the operation, maintenance, construction and management of the facility and site.

d. Allowing co-location with other existing WCF and accommodating the future co-location of other future facilities, where technically, practically, and economically feasible. The Town of Bridgewater reserves the right to notify other registered wireless communication providers of new WCF applications to promote co-location.

e. Evidence of a removal bond, surety, or other documentation, sufficient in amount to ensure removal for the wireless telecommunication antennas.

C. Post-Approval Requirements. To ensure that wireless communications facilities continue to meet the requirements of this chapter, post-installation verification shall be required.

1. Validation of Proper Operation. Within sixty calendar days of commencement of operations, the license holder shall provide verification by qualified experts that the RF levels comply with FCC regulation and that all equipment complies with DEP standards for noise.

2. The license holder shall provide biannual certification that RF levels comply with all FCC regulations and that all equipment complies with DEP standards for noise.

The license holder shall report to the Town annually, in conjunction with license, contact information for the license holder and the agent responsible for maintenance of the wireless communications facility. Emergency contact information shall be included.

.07 Wireless Communication Facility Location Required findings.

In addition to any other findings that may be required pursuant to this section, in order to approve any Wireless Communication Facility license for a facility subject to regulation under this chapter the Town Council must make all of the following findings that are applicable to the facility based on the nature of the license, substantial information in the record, including, where required, technical analysis by a radio frequency engineer, calculations by a State-licensed structural engineer, or other evidence:

A. The proposed use is permitted in the public right-of-way and complies with all applicable provisions of this section;

B. The proposed wireless communications facility will not interfere with the use of the public property or public right-of-way and existing improvements and utilities thereon;

C. The proposed wireless communications facility will not interfere with existing subterranean infrastructure and will not impede emergency access;

D. The proposed wireless communications facility will not physically or visually interfere with vehicular, bicycle, and/or pedestrian use of streets, intersections, bicycle lanes, driveways, sidewalks, and/or walkways;

E. The proposed wireless communications facility has been designed to complement the surrounding area and the facility is appropriately designed for the specific site, to the maximum extent reasonably feasible;

F. That installation at a preexisting location is not reasonably feasible, when the proposed wireless communications facility will not be installed at a preexisting wireless communication facility location.

.08 Fee Schedule.

Facility License	Application Fee	Renewal Fee	Annual License Fee per Site	Review Fee	Annual Escalation
Small Cell, DAS, etc.	\$200	\$100	\$3,000	If necessary	2.0 % annually
Small Cell, DAS Colocation	\$200	\$100	\$1,500	If necessary	2.0% annually

.09 Termination.

A. The Town of Bridgewater reserves the right to terminate a wireless communications facility license at any time upon ninety days' written notice of said termination (except in cases of emergency) in the event the Town determines the wireless communications facility creates a public nuisance or otherwise causes jeopardy to the public health, welfare or safety, and upon written notice and opportunity to cure.

B. In the event of termination pursuant to this section and if requested in writing by the Town, the license holder shall remove its wireless communications facility at its own expense and shall repair and restore all Town right-of-way or Town property affected by the placement, maintenance, and removal of the wireless communications facility to a condition that existed prior to the installation of the wireless communications facility or as required by the Town.

C. No wireless communications facility encroachment permit application which has been denied in whole or in part shall be filed again within 90 days from the date of such denial except upon proof of changed conditions or by written permission of the Town.

.010 License Application Requirements

An application for a Wireless Communication Facility license under this Chapter shall include all of the following:

a. A site plan showing location of the Facility, any proposed communications equipment structure, including proposed underground structures, and any other buildings, property lines, easements, rights-of-way and elevations showing details of the installation.

b. Where the Applicant is not the owner of record, evidence of the Applicant's right to possession and/or control of the premises shall be presented. Without limiting the foregoing, every application must be joined by a Wireless Service provider who will be an immediate user of the proposed Wireless Communication Facility.

c. A narrative description of the proposed Wireless Communication Facility including the location and identification of all components, buildings and equipment together with plans, photographs or other graphic illustrations fairly depicting the physical appearance of the proposed Facility equipment when installed.

d. A description of the capacity of the Facility, including the number and types of antennae that it can accommodate and the basis for calculation of capacity. Description of the proposed equipment should include data as to noise, certified by an acoustical engineer, and the beam widths at ground level for the energy outputs from each Antenna sector and degree of down-tilt of each antenna.

e. A locus map illustrating the location of the equipment.

f. A map showing all the Wireless Communication Facilities within one mile of the proposed installation currently existing, or which the applicant expects to install and/or reasonably knows will be proposed or installed by other Wireless Service providers within the next twenty-four (24) months.

- g. A listing of the state and/or federal permits, licenses or approvals acquired or needing to be acquired for the proposed installation.
- h. A description in both geographic and radio frequency terms of the scope and quality of the service currently available to the Town, the need to be addressed by the Facility and the manner in which the Facility will address the perceived need for service, including, in the case of a Tower, consideration given to other alternatives.
- i. A description of the terms of any co-location agreements between the Applicant and any other Wireless Service or telecommunication provider.
- j. Payment of application fee or fees per proposed site or sites.
- k. A completed license form.

.011 Exemptions

Wireless Communication Facilities solely providing safety or emergency services for any federal, state or municipal department are exempt from this chapter.

Wireless Communication Facilities on certain parcels of Town Property as determined by the Town Manager, Town Counsel or designee may be subject to the MGL Chapter 30B Uniform Procurement Act requiring a signed and executed lease agreement between the carrier, agent or assignee, and the Town.

.012 Severability

Should any part of this ordinance, or any subsection herein, be rendered unconstitutional or invalid by a court of competent jurisdiction all other sections shall remain valid and in force.

.013 Indemnification

The license holder shall indemnify, or otherwise hold harmless, the Town of Bridgewater, and its agents or representatives, from any damages resulting from the operation, maintenance or malfunction of equipment installed on Town property or the public right of way.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Rules & Procedures Committee • Requires advertising pending adoption of amendments.	• 2/23/16: Rules & Procedures Committee postponed action on this measure to 3/8/16. The committee will provide their disposition to the full Council at that time. • 3/8/16: Tabled in committee pending additional information. • 12/13/16: Vote 3-0 recommend approval with amendment. Return to full council.



Bridgewater Town Council

In Town Council, Tuesday, December 20, 2016

Council Order: O-2016-029

Introduced By:	Councilor Dennis Gallagher
Date Introduced	November 15, 2016
First Reading:	November 15, 2016
Second Reading:	December 20, 2016
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order #O-2016-029

PROCURE SERVICES FOR STRATEGIC PLANNING

WHEREAS, the Strategic Planning Committee has recommended that a consultant be hired to guide the first phase of a strategic planning process culminating in a formal, Town-wide Strategic Plan and;

WHEREAS, the services of a consultant are not expected to cost more than \$15,000;

ORDERED, that, the Town Council authorize the transfer of \$15,000 from “Free Cash” to hire a consultant, and that the Town Manager move forward with the procurement process in accordance with MGL relative hereto.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Budget & Finance Committee • Requires consideration by Finance Committee • This measure requires a public hearing with advertisement, therefore may not be finally considered this evening.	• 11/28/16: vote 3-0 to return to full Council for discussion and possible passage. • Finance Committee meet 12/19/16 and will consider this item at that time.