BRIDGEWATER TOWN COUNCIL

Tuesday, May 6, 2014
7:30 PM
BTV Studios
80 Spring Street, Bridgewater MA

AGENDA – Updated 5/5/14**

A. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS
   a) April 1, 2014

B. ANNOUNCEMENTS FROM THE PRESIDENT

C. PROCLAMATIONS

D. CITIZEN OPEN FORUM

E. APPOINTMENTS
   a) Ratification of Appointment of Treasurer/Collector - Jacqueline Rivero
   b) Zoning Board of Appeals: Brian Heath
   c) Conservation Commission: Marilyn MacDonald
   d) Board of Assessors: Scott Rubin

F. HEARINGS - None

G. LICENSE TRANSACTIONS – None

H. PRESENTATIONS
   a) Murray Farm Update *(Town Manager)*

I. TOWN MANAGER'S REPORT

J. DISCUSSIONS
   a) FY2015 Budget

K. SUBCOMMITTEE REPORTS

L. LEGISLATION FOR ACTION - None

M. OLD BUSINESS
   a) Order #O-2014-013: Change Posted Warrant Location – Precinct 2 (*Town Manager at the request of the Town Clerk*
      This measure was not referred to any committee. 14 days has elapsed per section XVIII of the Council Rules and Procedures, therefore this matter may be finally considered at this evening's meeting
   b) Transfer #T-2014-008: Transfer – AFSCME Contractual Obligation
      At their meeting held 4/30/14, the Council Budget & Finance Committee voted 2-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting
   c) Transfer #T-2014-011: Department Budget Transfer
      At their meeting held 4/30/14, the Council Budget & Finance Committee voted 2-0 to approve the measure with one minor amendment. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting
   d) Transfer #T-2014-012: Human Resources Services, Inc. Classification & Compensation Study
      At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting
   e) Transfer #T-2014-013: OPEB Audit
      At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

f) Transfer #T-2014-014: Paychex® Services Payroll Processing
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure with proposed amendment. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

g) Transfer #T-2014-015: USW Contractual Obligations
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

h) Transfer #T-2014-016: Town Accountant Contractual Obligations
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

i) Transfer #T-2014-017: Financial Consulting Services
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

j) Transfer #T-2014-018: Enterprise Fund Budget Transfer
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure with proposed amendment. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

k) Transfer #T-2014-019: Increase Health Insurance Opt-Out
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting

l) Transfer #T-2014-020: Chapter 90 Reimbursement
At their meeting held 4/30/14, the Council Budget & Finance Committee voted 3-0 to approve the measure. Pending favorable disposition from the Finance Committee, this matter may be finally considered at this evening's meeting.

N. NEW BUSINESS

a) Order #O-2014-016: Water Billing Error Citizens Relief – ***Emergency Measure*** *(Councilor Pitta)*
****Late File**** *This measure is submitted as a late file and requires 2/3 vote to consider.*

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FY15 Budget Orders

b) Order #O-2014-007: FY15 Annual Town Budget

c) Order #O-2014-008: FY15 Sewer Enterprise Fund Budget

d) Order #O-2014-009: FY15 Water Enterprise Fund Budget

e) Order #O-2014-010: FY15 Olde Scotland Links Enterprise Fund Budget

f) Order #O-2014-011: FY15 Transfer Station Enterprise Fund Budget

g) Order #O-2014-015: Acceptance of a Gift – Bridgewater Public Library *(Town Manager at the Request of the Library Board of Trustees)*

h) Transfer #T-2014-022: Transfer to OPEB Liability

i) Transfer #T-2014-023: Transfer to Stabilization

j) Transfer #T-2014-024: Transfer to Capital Stabilization

k) Resolution #R-2014-002: Resolution – Town Contracts *(Councilor Rivers)*

l) Resolution #R-2014-003: Resolution – School Contracts *(Councilor Rivers)*

O. CITIZEN COMMENTS

P. COUNCIL COMMENTS

Q. EXECUTIVE SESSION

R. ADJOURNMENT

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-013

Introduced By:	Town Manager (*at the request of the Town Clerk*)
Date Introduced	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Proposed Order O-2014-013

WARRANT POSTING CHANGE – PRECINCT 2

ORDERED: That the Town Council of Bridgewater, Massachusetts, in Town Council assembled vote to accept the attached proposed warrant posting location change to Precinct 2, as recommended by the Town Clerk.

Explanation:

It is required that the Town Council accepts and approves the attached Warrant posting change as a matter of record.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Not referred to any committees. • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	

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

Town of Bridgewater

Office of the

Town Clerk

64 Central Square

Bridgewater, Massachusetts 02324

(508) 697- 0922

Ronald R. Adams

(508) 697-0921

Fax (508) 697-0941

clerk@bridgewaterma.org

July 29, 2013

Michael Dutton
Town Manager
Bridgewater, MA 02324

Dear Michael:

As we discussed, please find the current official posting locations in the seven precincts in the Town of Bridgewater:

TOWN OF BRIDGEWATER - POSTED WARRANT LOCATIONS

Precinct 1:	Olde Scotland Links Golf Course
Precinct 2:	*Academy Building*
Precinct 3:	High Street Water Treatment Plant
Precinct 4:	Bridgewater Transfer Station
Precinct 5:	Bridgewater State University
Precinct 6:	Bridgewater Cable TV Studios
Precinct 7:	Bridgewater Highway Department

Due to the closing of the Academy Building I am recommending the following change for Precinct 2:

Precinct 2: ***Recreation Building, 80 Cottage Street***

Very truly yours,

Ronald R. Adams
Town Clerk

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-008

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-008

AFSCME UNION SETTLEMENT

ORDERED, in accordance with MGL, Chapter 44, Section 68, that the Town Council votes to appropriate and transfer the sum of $11,000 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM STABILIZATION :		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Transfer to General Fund	800-145-00-8051-596100	3,450.00
Transfer to Enterprise	800-145-00-8051-596500	7,550.00
	TOTAL:	11,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Highway Department - Longevity	001-420-01-0101-514600	3,450.00
Sewer Department - Longevity	601-440-01-0101-514600	3,550.00
Water Department - Longevity	602-450-01-0101-514600	4,000.00
	TOTAL:	11,000.00

Explanation: The Town Manager settled a collective bargaining dispute with the AFSCME union. The amounts of this transfer request will fulfill the town's settlement obligations.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 2-0 approve • 4/30/14: Vote approved

ROLL CALL VOTE: PASSAGE REQUIRES 2/3 VOTE OF FULL COUNCIL (6)

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-011

Proposed Amendment

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-011

DEPARTMENT BUDGET TRANSFER

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $32,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM ~~STABILIZATION~~:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Clerical Salaries	001-135-01-0101-511500	32,000.00
	TOTAL:	$ 32,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Appointed Officials	001-145-01-0101-511300	32,000.00
	TOTAL:	$32,000.00

Explanation: A staff member in the Accounting Office has been transferred to the Treasurer's Office. Accordingly, the amount is requested to pay the departmental salary for the FY14.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 2-0 approve with minor amendment • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-012

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-012

CLASSIFICATION & COMPENSATION STUDY

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $15,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Undesignated Fund Balance Account	001-000-00-0000-359000	15,000.00
	TOTAL:	$ 15,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Other Expenses	001-123-01-0102-570000	15,000.00
	TOTAL:	$ 15,000.00

Explanation: The Town engaged the firm Human Resource Services, Inc. of Andover, MA to conduct a comprehensive classification and compensation study. This transfer pays for these consulting services.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-013

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-013

OPEB AUDIT

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $6,400.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Undesignated Fund Balance Account	001-000-00-0000-359000	6,400.00
	TOTAL:	$ 6,400.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Professional Services	001-135-04-1019-530000	6,400.00
	TOTAL:	$ 6,400.00

Explanation: OPEB (Other Postemployment Benefits) are benefits that an employer offers to retirees as compensation for past services. OPEB includes postemployment healthcare benefits (such as medical, dental, vision, hearing), but may, under certain circumstances, also include other benefits such as life, disability and long term care insurance. The cost of these benefits is generally financed by an employer on a "pay-as-you-go" basis, rather than being advance-funded. The Town Manager engaged a firm to complete a review of defined benefit pension and unfunded liability of other postemployment benefit (OPEB) plans provided by the Town. This transfer pays for these audit services.

Committee Referrals and Dispositions:

Referral(s)	**Disposition(s)**
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-014

Proposed Amendments

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-014

PAYCHEX PAYROLL SERVICES

ORDERED, that Transfer #T-2013-014(Appropriation for Financial System Improvement) is hereby rescinded.

FURTHER ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $25,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Undesignated Fund Balance Account	001-000-00-0000-359000	25,000.00
	TOTAL:	$ 25,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Software Maintenance	001-135-01-0103-524026	25,000.00
	TOTAL:	$ 25,000.00

Explanation:

Appropriations cannot be voted from retained earnings/free cash after 6/30. The original transfer was voted and became effective on 7/2/13, rendering it null and void

The Town Manager engaged Paychex Payroll Services as the town's payroll vendor to ensure there would be no interruptions in payroll processing and improve the efficiencies of all departments. The transfer requested pays for these services.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve with amendment. • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-015

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-015

USW FY14 CONTRACTUAL OBLIGATIONS

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer monies from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

I. FY14 DEPARTMENT HEADS TRAVEL STIPENDS

TRANSFER FROM:

ACCOUNT	ACCOUNT NUMBER	AMOUNT
Undesignated Fund Balance Account	001-000-00-0000-359000	9,000.00
	TOTAL:	$9,000.00

TRANSFER TO:

ACCOUNT	ACCOUNT NUMBER	AMOUNT
IT Travel Stipend	001-155-01-0101-519009	1,800.00
Conservation Travel Stipend	001-171-01-0101-519009	1,800.00
Planning Travel Stipend	001-175-01-0101-519009	1,800.00
Inspectional Services Travel Stipend	001-240-01-0101-519009	1,800.00
Health Travel Stipend	001-510-01-0102-519009	1,800.00
	TOTAL:	$ 9,000.00

AND;

II. FY14 DEPARTMENT GENERAL WAGE INCREASES

TRANSFER FROM:

ACCOUNT	ACCOUNT NUMBER	AMOUNT
Sewer Enterprise - Retaining Earning	601-000-00-0000-359000	5,244.80
Water Enterprise - Retaining Earning	602-000-00-0000-359000	5,244.80
Golf Enterprise - Retaining Earning	603-000-00-0000-359000	24,504.66
Undesignated Fund Balance Account	001-000-00-0000-359000	125,946.20
	TOTAL	**$ 160,940.46**

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

TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
601-440-01-0101-511100	Department Head	5,244.79
602-450-01-01-511100	Department Head	5,244.79
001-630-01-0101-511100	Department Head Salaries	7,793.20
603-655-01-0101-511500	Clerical Salaries	2,071.66
603-655-01-0101-518002	Assistant Golf Pro	3,873.00
603-655-01-0101-518004	Superintendant	8,041.00
603-655-01-0101-518005	Asst. Superintendant	6,359.00
603-655-01-0101-518006	Golf Facilities Tech	4,160.00
001-510-01-0101-511100	Department Head	6,451.00
001-541-01-0101-511100	Department Head	10,745.00
001-240-01-0101-511300	Appointed Official	3,069.00
001-155-01-0101-511100	Department Head	7,347.00
001-171-01-0101-511400	General Salaries	3,151.00
001-175-01-0101-511400	General Salaries	7,101.00
001-541-01-0101-512005	Outreach Worker	4,024.00
001-420-01-0101-511100	Department Head	8,708.00
001-145-01-0101-511100	Department Head	6,652.00
001-141-01-0101-511300	Appointed Official	6,210.00
001-240-01-0101-511300	Appointed Official	12,925.00
001-161-01-0101-511300	Appointed Official	5,783.00
001-145-01-0101-511300	Appointed Official	10,200.00
001-123-01-0101-511300	Appointed Official	5,783.00
001-240-01-0101-511100	Department Head	8,823.00
001-123-01-0101-511300	Appointed Official	5,783.00
001-123-01-0101-511300	Appointed Official	5,398.00
	TOTAL	**$ 160,940.46**

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

<u>Explanation:</u> The Town Manager settled a collective bargaining agreement with the United Steel Workers, professional union. The amounts of this transfer request will fulfill the town's FY14 contractual obligations.

<u>Committee Referrals and Dispositions:</u>

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-016

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-016

TOWN ACCOUNTANT CONTRACTURAL OBLIGATIONS

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $3,100.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Undesignated Fund Balance Account	001-000-00-0000-359000	3,100.00
	TOTAL:	$ 3,100.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Travel Allowance	001-135-01-0101-519009	3,100.00
	TOTAL:	$ 3,100.00

Explanation: *The transfer requested pays for the travel stipend for Town Accountant and approval for prior year bill for FY13 travel that was not paid. The Town Accountant started March 18, 2013. The contract was approved in following fiscal year but was effective retroactively. The contract stipulates the Town Accountant receives $200/month for travel allowance. No monies were paid for travel in FY13. Retroactive amount is $700.00.*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-017

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-017

FINANCIAL CONSULTING SERVICES

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $25,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Department Head	001-145-01-0101-511100	25,000.00
	TOTAL:	$ 25,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Other Charges	001-145-01-0102-570000	25,000.00
	TOTAL:	$ 25,000.00

Explanation: The transfer requested pays for the consulting services in the finance operations provided by Leary & Associates.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-018

Proposed Amendment

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-018

ENTERPRISE FUND BUDGET TRANSFER

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $~~25,000.00~~18,923.54 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Transfer Station - Retained Earning	604-000-00-0000-359000	18,923.54
	TOTAL:	$ 18,923.54
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
General Salaries	604-510-00-0101-511400	18,923.54
	TOTAL:	$ 18,923.54

Explanation: The transfer requested pays for salary increase for an employee of the Transfer Station not included in FY14 budget. The pay raise was effective 7/1/2013.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve with minor amendment. • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-019

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-019

INCREASE HEALTH INSURANCE OPT-OUT STIPEND

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $20,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Undesignated Fund Balance Account	001-000-00-0000-359000	20,000.00
	TOTAL:	$ 20,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Health Insurance Opt-Out Stipend	001-914-01-0102-519008	20,000.00
	TOTAL:	$ 20,000.00

Explanation: *The transfer request appropriately funds the FY14 line item which compensates employees who decline to participate in the town's health insurance program.*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

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

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Transfer: T-2014-020

Introduced By:	Town Manager
Date Introduced:	April 15, 2014
First Reading:	April 15, 2014
Second Reading:	May 6, 2014
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Transfer - #T-2014-020

CHAPTER 90 REIMBURSEMENT

ORDERED, pursuant to Section 6-4 (d) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer $7,000.00 from the following accounts and to be distributed to the following budget accounts to pay for, or take any other action relative thereto.

TRANSFER FROM:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Reserve Fund	001-132-01-0102-578005	7,000.00
	TOTAL:	$ 7,000.00
TRANSFER TO:		
ACCOUNT	**ACCOUNT NUMBER**	**AMOUNT**
Highway Street Maintenance/Repair	001-420-01-0102-553014	7,000.00
	TOTAL:	$ 7,000.00

Explanation: *The transfer request is to offset repayment made to Chapter 90 for an accounting error made in FY12.*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Requires consideration by Finance Committee • 14 day requirement (per Council Rules & Procedures XVIII - Readings) has elapsed.	• 4/30/14: Vote 3-0 approve • 4/30/14: Vote approved

ROLL CALL VOTE: PASSAGE REQUIRES 2/3 OF THOSE PRESENT AND VOTING.

Bridgewater Town Council

****Late File****

In Town Council, Tuesday, May 6, 2014

Council Emergency Order: O-2014-016

Introduced By:	Councilor Pitta
Date Introduced:	May 6, 2014
First Reading:	May6, 2014
Second Reading:	
Amendments Adopted:	
Date Adopted:	

Proposed Order #O-2014-016:

Water Billing Error Citizens Relief – Emergency Measure

EMERGENCY PREAMBLE: Whereas, errors were committed by those responsible for correctly recording water meters resulting in artificially low water bills.

Whereas, in an effort to correct these errors, approximately 30% of The Water Department's customers have recently received water bills greatly exceeding the normal amount charged.

Whereas, Due to no fault of their own, the unforecast larger water bills place an undue financial strain on approximately 30% of the people of Bridgewater.

Therefore, the Town of Bridgewater has a responsibility to immediately relieve this undue burden placed on innocent citizens. Therefore, an emergency exists.

Water Billing Error Citizens Relief

Ordered that pursuant to Bridgewater Town Charter Section 4-2 and 2-7(b), the Town Manager, upon the request of any eligible Water Department customer who claims a hardship due to the unusually high water bill, shall develop and implement a payment plan to lessen the undue financial impact of said billing errors. Any payment plan developed must provide that the entire balance due is paid in full within 12 months. To be eligible, customers most recent water bill must be greater than the previous bill. Development and administration of said plan shall be at the direction of the Town Manager or his designated representative.

LATE FILE/EMERGENCY MEASURE – REQUIRES 4 SEPARATE VOTES

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-007

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading/Public Hearing:	
Third Reading:	
Fourth Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order #O-2014-007

FY15 ANNUAL TOWN BUDGET

ORDERED that to provide for the payment of certain current year expenses of the Town for the fiscal year ending June 30, 2015, the Town raise and appropriate and vote into a tax to be assessed according to law and/or appropriate and transfer from funds already appropriated for other purposes and/or borrow pursuant to law or otherwise a sum of money for the operation and current expenses of the Town for the ensuing year and further that such appropriation in the sum of $47,622,203.05 be for personal services, general expenses, principal and interest on maturing debt, and all other charges for various departments, for the ensuing fiscal year, all of the foregoing to apportioned and segregated for several specific purposes, designated and that the same be expended for such purposes, each function being considered a separate appropriation as shown below:

Account		Other Amounts	
		State and County Charges	
111	101	Town Council	27,624.24
	102	Town Council	20,000
		Total	**47,624.24**
123	101	Town Manager	247,022.31
	Total 102 &	Town Manager	31,804
		Total	**278,826.31**
131	101	Finance Committee	2,000
	102	Finance Committee	1,500
		Total	**3,500**

132		Reserve Fund	50,000
135	101	Finance Dept - Town Accountant	151,165.60
	Total 102 &	Finance Dept - Town Accountant	49,350
		Total	**200,515.60**
141	101	Finance Dept - Assessors	106,229.64
	Total 102 &	Finance Dept - Assessors	75,450
		Total	**181,679.64**
145	101	Finance Dept - Treasurer/Collector	211,276.45
	Total 102 &	Finance Dept - Treasurer/Collector	51,567
		Total	**262,843.45**
151	101	Law	63,510
	Total 102	Law	10,000
		Total	**73,510**
155	101	MIS Computer	92,486.33
	Total 102 &	MIS Computer	96,000
		Total	**188,486.33**
161	101	Town Clerk	143,038.48
	Total 102 &	Town Clerk	31,770
		Total	**174,808.48**
166	101	Parking Officer	15,000
	102	Parking Officer	750
		Total	**15,750**
171	101	Conservation	68,062.36
	102	Conservation	1,000
		Total	**69,062.36**
175	101	Planning Community Development	104,429.90
	102	Planning Community Development	4,650.00
		Total	**109,079.90**

176	101	Zoning Appeals	5,550
	102	Zoning Appeals	200
		Total	**5,750**
192	101	Town Buildings	0
	102	Town Buildings	180,525
		Total	**180,525**
193	102	Town Buildings Senior Center	**0**
210	101	Police	3,639,252.84
	Total 102 &	Police	169,289
		Total	**3,808,541.84**
220	101	Fire	4,021,104.30
	Total 102 &	Fire	222,825
		Total	**4,243,929.30**
240	101	Inspectional Services	254,419.87
	102	Inspectional Services	16,525.00
		Total	**270,944.87**
292	101	Animal Control	24,000
	102	Animal Control	1,000
		Total	**25,000**
297	101	Shade Tree Management	0
	102		0
		Total	**0**
306	301	BRISTOL AGRICULT TUITION	36,701
	302	BR REG DIST TUITION	24,221,591
	302	B/R EXCLUDED DEBT SERVICE	2,332,839.37
	303	BRISTOL PLYMOUTH TUITION	1,093,461
	304	NORFOLK COUNTY AGR TUITION	180,752
		Total	**27,865,344.37**

420	101	Highway	569,060.10
	Total 102 &	Highway	372,800
		Total	**941,860.10**
421	101	Snow and Ice	40,000
	102	Snow and Ice	40,100
		Total	**80,100**
510	101	Board of Health	114,216.01
	102	Board of Health	20,260
		Total	**134,476.01**
541	101	Council on Aging	111,722.85
	102	Council on Aging	3,575
		Total	**115,297.85**
543	101	Veterans Services	21,803.37
	102	Veterans Services	148,875.00
		Total	**170,678.37**
610	101	Library	387,008
	102	Library	132,233
		Total	**519,241**
630	101	Recreation	75,727.15
	102	Recreation	0
		Total	**75,727.15**
701	102	ST and LT Debt	**2,043,726**
910	102	Blanket Insurance	**251,838.54**
911	102	Retirement	**2,561,338**
914	102	Health Life FICA	**2,515,198.34**

915	102	Police Fire Medical	**5,000**
950	102	Gas and Oil	**152,000**
		Total	**47,622,203.05**
		Transfer to Golf Course	**0**
		Transfer to Trust - OPEB	**11,000**
		Transfer to Stabilization	**330,000**
		Transfer to Sick Time Buyout	**100,000**

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-008

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading/Public Hearing:	
Third Reading:	
Fourth Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order #O-2014-008

FY15 SEWER ENTERPRISE FUND BUDGET

ORDERED to see if the Town will vote to appropriate $1,600,634.50 from Sewer Enterprise receipts to defray Sewer direct costs and that $85,492 as appropriated under Order #O-2014-007 be used for Sewer indirect costs, all to fund the totals costs of operations of the Sewer Enterprise as follows:

Personal Services	$	461,216.00
Other Expenses	$	741,752.50
Debt Service	$	397,666.00
Appropriated for Direct Costs	**$**	**1,600,634.50**
Indirect Costs - Charged to Enterprise Fund from General Fund	$	85,492.00
Total Cost - Sewer Fund	**$**	**1,686,126.50**

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

NOT FOR ACTION: FIRST READING ONLY

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-009

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading/Public Hearing:	
Third Reading:	
Fourth Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order O-2014-009

FY15 WATER ENTERPRISE FUND BUDGET

ORDERED to see if the Town will vote to appropriate $2,818,947.52 from Water Enterprise receipts to defray Water direct costs and that $116,617.00 as appropriated under Order #O-2014-007 be used for water indirect costs, all to fund the totals costs of operations of the Water Enterprise as follows:

Personal Services	$ 591,999.00
Other Expenses	1,193,910.52
Debt Service	1,033,038.00
Appropriated for Direct Costs	**$ 2,818,947.52**
Indirect Costs - Charged to Enterprise Fund from General Fund	$ 116,617.00
Total Cost - Water	**$ 2,935,564.52**

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-010

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading/Public Hearing:	
Third Reading:	
Fourth Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order O-2014-010

FY15 OSLGC ENTERPRISE FUND BUDGET

ORDERED to see if the Town will vote to appropriate $1,334,519.21 from OSLGC Enterprise receipts to defray OSLGC direct costs and that $93,817.00 as appropriated under Order #O-2014-007 be used for OSLGC indirect costs, all to fund the totals costs of operations of the OSLGC Enterprise as follows:

Personal Services	$	381,076.94
Other Expenses	$	388,642.27
Debt Service	$	564,800.00
Appropriated for Direct Costs	**$**	**1,334,519.21**
Indirect Costs - Charged to Enterprise Fund from General Fund	$	93,817
Total Cost - OSLGC	**$**	**1,428,336.21**

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

NOT FOR ACTION: FIRST READING ONLY

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-011

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading/Public Hearing:	
Third Reading:	
Fourth Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order #O-2014-011

FY15 TRANSFER STATION ENTERPRISE FUND BUDGET

ORDERED to see if the Town will vote to appropriate $264,082.60 from Transfer Station Enterprise receipts to defray Transfer Station direct costs and that $40,252.00 as appropriated under Order #O-2014-007 be used for Transfer Station indirect costs, all to fund the totals costs of operations of the Transfer Station Enterprise as follows:

Personal Services	$	60,683.54
Other Expenses	$	203,399.01
Debt Service	$	-
Appropriated for Direct Costs	**$**	**264,082.60**
Indirect Costs - Charged to Enterprise Fund from General Fund	$	40,252.00
Total Cost - Transfer Station	**$**	**304,334.55**

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

NOT FOR ACTION: FIRST READING ONLY

Bridgewater Town Council

In Town Council, Tuesday, May 6, 2014

Council Order: O-2014-015

Introduced By:	Town Manager
Date Introduced:	May 6, 2014
First Reading:	May 6, 2014
Second Reading:	
Amendments Adopted:	
Date Adopted:	
Date Effective:	

Order O-2014-015

ACCEPTANCE OF GIFT

ORDERED that pursuant to Massachusetts General Laws, Chapter 44, §53A ½, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to accept the gift of $76,614.53 from The Dorothy J. Mulcahy Living Trust dated September 12, 2011 and to expend the gift of in accordance with stated purpose thereof.

Explanation:
The Bridgewater Public Library is a beneficiary of Dorothy J. Mulcahy Living Trust. This gift must be formally accepted by the Town Council.

Bridgewater Town Council

In Town Council, Tuesday, Tuesday, May 6, 2014

Council Resolution: R-2014-002

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

Proposed 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 NEGOTION 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 less than 2%.
- Consolidate all salaried benefits for all employees into a base salary where this would not result in an increase in overtime costs for the Town.
- 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.

- 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 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 part time employees to work up to 30 hours per week before they are eligible for union membership and other payable employee benefits, such as health care and pension.

- Remove part-time employees from current unions to allow for management flexibility, 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

- Reduce the minimum mandatory shift for overtime to 3 hours.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	

Bridgewater Town Council

In Town Council, Tuesday, Tuesday, May 6, 2014

Council Resolution: R-2014-003

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

Proposed 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 Town Manager to use in labor negotiations in 2014:

ONGOING CONTRACT NEGOTION 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 less than 2%.

- 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.

- 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 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 any stipend for health insurance opt-out.

- Allow part time employees to work up to 30 hours per week before they are eligible for union membership and other payable employee benefits, such as health care and pension.

- Remove part-time employees from current unions to allow for management flexibility, 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

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	