



Town of Bridgewater
Town Council Meeting
Meeting Minutes
Tuesday, July 7, 2015

CALL TO ORDER:

A quorum being duly present, Town Council President William Rivers called the meeting of the Bridgewater Town Council to order at 7:33 pm, on July 7, 2015 at BTV Studios, 80 Spring Street, Bridgewater, Massachusetts.

PRESENT:

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

ABSENT:

- Councilor John Norris
- Councilor Sandra Wright

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

A moment of silence was held for all who have passed since the last meeting.

APPROVAL OF MINUTES –

- June 23, 2015
Motion: A motion to approve was made by Councilor Fitzgibbons. The motion was seconded by Councilor Gallagher.
Discussion: None
A voice vote was taken and the motion passed 7-0.

ANNOUNCEMENTS FROM THE PRESIDENT

- President Rivers offered condolences to:
 - o Mr. Frank Dunn, Jr.
 - o Mr. Robert Tilley
 - o Mr. Robert Dearing

PROCLAMATIONS - None

CITIZENS OPEN FORUM – No citizens came forward.

APPOINTMENTS – None

HEARINGS - None

LICENSE TRANSACTIONS - None

PRESENTATIONS - None

TOWN MANAGER'S REPORT

Mr. Dutton spoke first about the Year-End Transfer Request memo before the Council. He explained; the Town Accountant recommended enacting Charter Section 6-4 (d). Mr. Dutton outlined each line item transfer requested on memo. The total amount is \$47,850. The funding source is also included in the memo.

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

Discussion: Councilor Wood briefly explained these transfers are referred to as "book entries". Councilor Fitzgibbons also noted this amounts to about 1/10 of a percent of our budget and there are always these clean up items which need to be made.

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

Wright – ABSENT; Colombotos – YEA; Wood – YEA; Perry – YEA; Rivers – YEA; Losche – YEA; Norris – ABSENT; Gallagher – YEA; Fitzgibbons - YEA. The motion passed 7-0.

Mr. Dutton then reported on information about various activities happening around town and highlighted meetings and events. Items of note included:



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Mr. Dutton thanked the 4th of July committee for their hard work on the 4th of July events; stating the Police Chief reported no incidents. The work on the Academy Building is continuing there in earnest. The Bridgewater Improvement Association is researching options for the fountain; either renovating or replacing – or leaving it as is. Mr. Dutton provided a brief update on Carver's Dam; stating he has authorized engineers to follow up as requested by the Office of Dam Safety at DCR and he will be making a request for funds to do the actual repair work. The FY2014 Yearly Audit will be distributed this week. Mr. Dutton is tentatively panning the exit Interview for the August meeting. Finally, Mr. Dutton provided a brief update on the Classification Study. He anticipated giving it to the council this evening but has asked the consultant to go through and correct/clarify a few points. The consultant came in yesterday and met with department heads to discuss the importance of creating and adhering to job descriptions.

Council Questions:

- Councilor Wood asked for an update/timetable on the Mitchell School. Mr. Dutton responded he didn't have one available, but will get one and email it out. Mr. Wood followed up by asking about the status of the Annual Report. Mr. Dutton has spoken with new Town Clerk – who has jumped into compiling the report. Finally, Mr. Wood asked if the handheld inspectional authorization tool was being used. Mr. Dutton responded he believes that is in place.
- Councilor Gallagher requested an update on the McElwain School. Mr. Dutton stated he is in the process of preparing a 40R map for the Council's approval. He anticipates including McElwain in the 40R proposal. Councilor Gallagher asked if there is a timeframe for the 40R proposal? Mr. Dutton responded he is waiting for some GIS work to develop but would love to come back before the end of the summer, but he's not sure yet. At Councilor Gallagher's request, Mr. Dutton provided a brief update on the Town Accountant recruitment.
- At Councilor Colombotos' request, Mr. Dutton gave an update on the Recreational Needs Assessment and the Inspectional Services Department. He noted that they've been collecting a lot of information for the Needs Assessment and we've been providing them with any written material we could get our hands on. Mr. Dutton confirmed there would be public input sessions which will be advertised. Regarding Inspectional Services; Mr. Dutton spoke with the Building Inspector today; he's been tracking the productivity now that the office is closed after 1:00 p.m.
- President Rivers asked if there was any answer on High Street tonnage signs. Mr. Dutton responded the town has the ability to begin the process. It requires Mass DOT. There have been a couple of complaints. Mr. Dutton will go to the companies who have been using High Street to see if it'll be a regular thing. If we have to go to Mass DOT, we'll need to do a study and will likely ask BSU for help. Mr. Rivers asked if we could make that a targeted area for street sweeping.

DISCUSSIONS

- Administrative Code – President Rivers
President Rivers explained; his hope is by end of summer we'll have the Administrative Code before the council for a vote. Mr. Rivers further encouraged everyone to look at the draft that's online and e-mail Councilor Losche and Mr. Dutton with any feedback. Finally, Mr. Rivers noted that once the Administrative Code is complete, the next project will be to start looking at old bylaws.

SUBCOMMITTEE REPORTS:

- Budget & Finance: Councilor Wood; Chair of the Budget & Finance Committee stated the committee will be making a recommendation to amend the golf transfer to \$86,000.

LEGISLATION FOR ACTION -

- Transfer #T-2015-013: Golf Enterprise Fund (FY15 Fiscal Year End Adjustment)
Councilor Wood noted this measure was recommended in committee, with an amendment, 2-0.
Motion: A motion to approve was made by Councilor Wood. The motion was seconded by Councilor Gallagher.
Motion: A motion was made by Councilor Wood to amend the amount to \$86,000. The motion was seconded by Councilor Gallagher.

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



Discussion (on main motion): Councilor Wood stated; there are a lot of wonderful people who work at the golf course. It's a great course that is enjoyed by experts and novices alike. Mr. Wood will be supporting the transfer; noting it becomes a difficult decision at the municipal level. \$86,000 could have been very helpful someplace else in town. Councilor Wood further explained, we've reduced their revenues for next year a little bit, and we are also asking that they look at costs. Mr. Wood finally noted the golf course did make indirect contributions to the general fund. A brief discussion followed regarding the debt schedule for the golf course over the next four years. Councilor Rivers added the golf course has implemented many new things over the last couple of years. It's not perfect, but overall, the structure of their debt in comparison to their revenues has been just un-sustainable. Councilor Losche asked what we are doing to make the clubhouse more profitable. Mr. Dutton briefly explained; noting, one of the challenges is the liquor license that the vendor holds. The challenge is negotiating with the vendor because it ends up costing the vendor a significant amount of money for the event.

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

Fitzgibbons – YEA; Gallagher – YEA; Norris – ABSENT; Losche – YEA; Rivers – YEA; Perry – YEA; Wood – YEA;
Colombotos – YEA; Wright - ABSENT. The motion passed 7-0.

OLD BUSINESS - None

NEW BUSINESS

- Order #O-2015-021: Establish Licensing Fee – Farmer's Pouring Alcohol Licenses (*Town Manager*)
Motion: A motion was made by Councilor Fitzgibbons to refer the matter to the Budget & Finance Committee and Finance Committee. The motion was seconded by Councilor Gallagher.
Discussion: None
A voice vote was taken and the motion passed 7-0.
- Order #O-2015-022: Acceptance of a Gift – Ronald Emma (*Town Manager*)
Motion: A motion was made by Councilor Fitzgibbons to refer the matter to the Budget & Finance Committee. The motion was seconded by Councilor Gallagher.
Discussion: None
A voice vote was taken and the motion passed 7-0.
- Order #O-2015-023: Acceptance of a Gift – Bridgewater Savings Bank (*Town Manager*)
Motion: A motion was made by Councilor Fitzgibbons to refer the matter to the Budget & Finance Committee. The motion was seconded by Councilor Gallagher.
Discussion: None
A voice vote was taken and the motion passed 7-0.

CITIZEN COMMENTS - None

COUNCIL COMMENTS

- Councilor Wright: Absent
- Councilor Colombotos: Nothing
- Councilor Wood: Mr. Wood had a great time at the (4th of July) parade. The fireworks were fantastic. Mr. Wood stated, it's an amazing group that puts the event on each year.
- Councilor Perry: Congratulated 4th of July committee for a job well done.
- Councilor Losche: The 4th of July was great. Mrs. Losche thanked all who helped put it together.
- Councilor Norris: Absent
- Councilor Gallagher: Mr. Gallagher had a great time at the 4th of July. He thanked Lisa Buzzell-Curley for all her hard work and noted it's not too soon to start donating for next year.
- Councilor Fitzgibbons: Mr. Fitzgibbons acknowledged the two gifts from Ron Emma's and Bridgewater Savings Bank. Mr. Fitzgibbons also noted he appreciated everything everyone did for the 4th of July.
- Councilor Rivers: Mr. Rivers stated there are 2 council vacancies on the Finance Committee please e-mail Councilor Rivers at wrrivers@bridgewaterma.org or any councilor if interested. Now that it's the end of the fiscal



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year, Steve Russo (Finance Committee Chair) has completed his term. Mr. Rivers thanked Steve and Rob Mastria for their service. Lastly, Mr. Rivers thanked the 4th of July committee for the great 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 Gallagher. A voice vote was taken and the motion passed unanimously.

The meeting adjourned at 8:15 p.m.

Minutes submitted by: Ann Holmberg

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, August 4, 2015, to approve the aforementioned minutes, as submitted, by a voice vote (7-0) (Councilors Wright and Colombotos absent).

A TRUE COPY ATTEST:

Ann M. Holmberg
Town Council Clerk