



BRIDGEWATER TOWN COUNCIL

Tuesday, October 20, 2015

7:30 PM

BTV Studios

80 Spring Street, Bridgewater MA

MEETING AGENDA

A. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

- a) October 6, 2015

B. ANNOUNCEMENTS FROM THE PRESIDENT

C. PROCLAMATIONS

- a) World Pancreatic Cancer Day – Friday, November 13, 2015

D. CITIZEN OPEN FORUM

E. APPOINTMENTS

- a) OCPC – Sandra Wright

F. HEARINGS –

- a) 7:35 p.m., Transfer #T-2015-019: Transfer from Stabilization to Inspectional Services
At their meeting held 9/22/15, the Budget & Finance Committee voted 2-0 to recommend approval. The Finance Committee voted 7-0 to approve at their meeting held 9/14/15. This measure has been duly advertised in the Enterprise and on the Town's website for a public hearing.

G. LICENSE TRANSACTIONS

- a) **7:45 p.m. PUBLIC HEARING** - Petition #P-2015-021: New Farmer Series Pouring Permit - Black Hat Brew Works LLC

H. PRESENTATIONS

- a) OPEB – Plymouth County Treasurer, Thomas O'Brien

I. TOWN MANAGER'S REPORT

J. DISCUSSIONS

- a) Skips Liquors Update
- b) Meeting of the General Public/Council Agenda Items – November 17, 2015
- c) Derelict Commercial Properties (*Councilor Colombotos*)

K. COMMITTEE REPORTS

L. LEGISLATION FOR ACTION

- a) Ordinance #D-2013-015: Personal Property Assessment
At their meeting held 9/1/15, the Budget & Finance Committee voted 2-0 to recommend approval with amendment. The Finance Committee voted 6-0-1 to recommend approval as amended. This measure has been duly advertised in the Enterprise and on the Town's website, therefore may be finally considered this evening.
- b) Order #O-2015-024: Authorization to Lease Town Property
At their meeting held 9/22/15, the Budget & Finance Committee voted 2-0 to recommend approval. The Finance Committee meets 10/19/15.
- c) Transfer #T-2015-020: Prior Year Invoices
The Finance Committee meets 10/19/15. The Budget & Finance Committee will meet on 10/20/15 and will provide a disposition to the full council on 10/20/15.
- d) Transfer #T-2015-021: Community & Economic Development
The Finance Committee meets 10/19/15. The Budget & Finance Committee will meet on 10/20/15 and will provide a disposition to the full council on 10/20/15.

e) Resolution #R-2015-006: 2016 Town Council Meeting Dates

This measure was not referred to any committee. 14 days has elapsed per section XVIII of the Council Rules & Procedures, therefore may be finally considered this evening pending the adoption of any amendments.

f) Resolution #R-2015-007: FY2017 Budget Resolution

The Budget & Finance Committee will meet on 10/20/15 and will provide a disposition to the full council on 10/20/15.

M. OLD BUSINESS - None

N. NEW BUSINESS

a) Order #O-2015-029: Laying Out and Acceptance of a Public Way – Hometown Terrace

b) Order #O-2015-030: Filling of a Councilor Vacancy (*Councilor Gallagher*)

c) Resolution #R-2015-009: Exploration of Future Uses for Town Hall and Memorial Building (*Councilor Colombotos*)

d) Ordinance #D-2015-009: Zoning Amendment – Manufactured Home Elderly Community District (High Pond Estates and Stone Meadow) (*Councilors Wright and Perry*)

e) Ordinance #D-2015-010: Zoning Amendment – Parking Bylaw (*Councilor Wood*)

O. CITIZEN COMMENTS

P. COUNCIL COMMENTS

Q. EXECUTIVE SESSION

R. ADJOURNMENT



Bridgewater Town Council

In Town Council, Tuesday, October 20 2015

Transfer: #T-2015-019

Introduced By: Town Manager
Date Introduced: September 8, 2015
First Reading: September 8, 2015
Second Reading: September 22, 2015
Public Hearing/Third Reading October 20, 2015:
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Transfer: T-2015-019

**TRANSFER FROM STABILIZATION -
SUPPLEMENTAL FUNDS FOR THE INSPECTIONAL SERVICES DEPARTMENT**

ORDERED, pursuant to applicable section(s) of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer \$106,000.00 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
Stabilization		\$ 106,000.00
	TOTAL:	<u>\$ 106,000.00</u>
TRANSFER TO:		
ACCOUNT	ACCOUNT NUMBER	AMOUNT
Full-time Wages	02405001 510000	\$ 50,000.00
Part-time Wages	02405001 511002	<u>56,000.00</u>
	TOTAL:	<u>\$ 106,000.00</u>

Explanation: The Building Inspector/Zoning Enforcement Officer (department head) has reported that the additional staff is needed to progress the department operations and clear the backlog of unissued and pending permits. The transfer request funds the salary and benefits of a full-time Assistant Building Inspector and retains the services of temporary part-time inspectors and administrative help through the fiscal year end.

ROLL CALL VOTE – REQUIRES 2/3 VOTE OF COUNCIL MEMBERSHIP (6).

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Referred to Finance Committee. • This measure has been duly advertised in the Enterprise and on the Town's website and may be finally considered at the close of a public hearing.	• Budget & Finance Committee meet 9/22/15. Will provide disposition to full Council. • 9/14/15: Vote approve (7-0)

The Enterprise,

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City-Wide Clini
Mary T. Brophy, M
George F. Fiske, II
Craig S. Andrade,
Louis E. Tartaglia,

LOCAL

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Wednesday.

According to the state attorney general's office, between April 2010 and December 2011, Thomas collected unemployment benefits while collecting benefits during the around od without disclosure. Revoked was receiving unemployment benefits, according to syna-

town

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sirews that held the parchment sections together were rotting. "It wasn't kosher," Rabbi

Town Of Bridgewater Town Council

Public Hearing Notice

Pursuant to section 6-4 of the Bridgewater Home Rule Charter, notice is hereby given that the Bridgewater Town Council will hold a public hearing on October 20, 2015 at 7:35 p.m., at BTV Studios, 80 Spring Street, Bridgewater MA 02324 to receive public input and consider for action, Transfer #E-2015-019: Transfer From Stabilization - Supplemental Funds For the Inspectional Services Division, which orders that the Town Council of Bridgewater, Massachusetts vote to appropriate and transfer \$106,000.00 from stabilization and to be distributed to the Inspectional Services budget accounts to pay for additional staff, or take any other action relative thereto. The denied Transfer may be viewed on the Town's website at www.bridgewaterma.org, and is on file with the Town Manager's Office and the Council Clerk.

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Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Petition: P-2015-021

Date Introduced/Public Hearing: October 20, 2015

Date Adopted:

Date Effective:

Relative to:

THE GRANTING OF A FARMERS SERIES POURING LICENSE

BLACK HAT BREW WORKS, LLC

Whereas, the Black Hat Brew Works, LLC dba Black Hat Brew Works has submitted the applicable documentation required to obtain a farmer series pouring permit for their Farmer's Brewery located at 25 Scotland Blvd, Unit 1, Bridgewater, MA; and,

Whereas, Black Hat Brew Works, LLC has complied with the requirements of the Town of Bridgewater and applicable state laws inclusive of the Building Code, Fire Codes, etc; and,

Whereas, Black Hat Brew Works LLC has obtained federal and state approval to operate a Farmer's Brewery at this location.

Whereas the Bridgewater Town Council, acting as the legislative body of the town has such licensing authority and with the affirmative recommendation of the Bridgewater Building Inspector, Fire and Police Departments who have oversight authority, it appears that the public good so requires such license be granted; and,

The Town Council for the Town of Bridgewater, Massachusetts, pursuant to Chapter 138, section 19b(n) and 12 of the Massachusetts General Law (M.G.L.) in Town Council assembled to approve the petition of the Black Hat Brew Works, LLC dba Black Hat Brew Works be granted a farmer series pouring permit.



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Ordinance: D-2013-015

Introduced By:	Councilor John Norris
Date Introduced:	October 15, 2013
First Reading:	October 15, 2013
Second Reading:	October 6, 2015
Third Reading:	October 20, 2015
Amendments Adopted:	October 6, 2015
Date Adopted:	
Date Effective:	

Proposed Ordinance D-2013-015

PERSONAL PROPERTY ASSESSMENT

WHEREAS the Town of Bridgewater had an auditor assess the financial status of The Town and made specific recommendations on assessing and collecting taxes on personal property of less than \$5,000 in value. Also seeing that a large percent of our personal property tax income generates very little revenue but a large volume of work.

IT IS ORDERED that The Town shall exempt from personal property tax all personal property with a total values of \$5,000.00 or less.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Referred to Finance Committee. • Advertised in the Enterprise 6/9/15 and on Town website.	• 9/1/15: Vote recommend approval with amendment (2-0). • 9/14/15: Vote approve (6-0-1)

Ferrante, a popular musician who taught music in Brockton and Holbrook, died Saturday while in hospice at his Plympton home after battling pancreatic cancer. He was 64.

Despite still mourning the loss of Ferrante, the band will take the stage on Saturday and Sunday from 1 to 4 p.m. in what is sure to be an emotional performance at the annual Harvest Hoedown at C.N. Smith Farm in East Bridgewater.

The band had previously been scheduled to per-

The events begin on Friday with an Oktoberfest from 6 to 11 p.m. The event will feature a biergarten and German cuisine. Tickets for the event are \$35 and include a ticket, a beer mug, food and drinks. They will be sold at the door of the gymnasium at 495 Shea

rodeo will occur between 2 and 7 p.m. with live music from the Memphis Rockability Band and the Houston Bernard Band. The event is free and there will be beer and wine sold to adults.

And on Sunday, there will be a farmers market and fall

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**TOWN OF BRIDGEWATER
TOWN COUNCIL**

Pursuant to Section 2-9 of the Home Rule Charter of the Town of Bridgewater, MA, notice is hereby given that the Bridgewater Town Council will consider for action on October 20, 2015 at BTV Studios, 80 Spring Street, Bridgewater, MA 02324 proposed **Ordinance #D-2013-015: Personal Property Assessment**. WHEREAS the Town of Bridgewater had an auditor assess the financial status of The Town and made specific recommendations on assessing and collecting taxes on personal property of less than \$5,000 in value. Also seeing that a large percent of our personal property tax income generates very little revenue but a large volume of work, IT IS ORDERED that The Town shall exempt from personal property tax all personal property with a total values of \$5,000.00 or less. This Ordinance may also be viewed on the Town's website at www.bridgewaterma.org

LEGAL NOTICES

**Notice to
Easton Residents**

The Water Division will be conducting its annual fall system flushing program beginning October 13th and continuing for two weeks to ensure the continued quality of our drinking water. The water may become discolored due to the heavy use so please check before using. If you have any questions, call 508-230-0850.

BROCKTON

Wake planned for victim

By Benjamin Paulin

ENTERPRISE STAFF WRITER

BROCKTON — The wake service for Brockton murder victim Richard Matthew Tangherlini Jr. will be held tonight.

A celebration of life service will be held

Tangherlini leaves behind his parents, four brothers and two sisters.

He was a 2006 graduate of Southeastern Regional Vocational-Technical High School in Easton.

Benjamin Paulin may be reached at bpaulin@enterpriseneews.com.

WEST BRIDGEWATER — The creation of a local historic district, funding for a downtown park and a request for additional liquor licenses are just a handful of the items that will come before voters at a special town meeting.

By Edward Donga
ENTERPRISE STAFF WRITER

Town meeting



**FALL FESTIVAL, CRAFT AND
VENDOR SHOW
BRIDGEWATER ON SUNDAY**
BRIDGEWATER — A craft and vendor fair will be held from 10 a.m. to 3 p.m. Sunday at the Bridgewater Vets Club, 85 Cottage St.
Booths will be inside and outside, and there will be a raffle and door prizes.
Admission is free.

HALIFAX FIRE

DEPARTMENTS TO HOST



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Order: O-2015-024

Introduced By: Town Manager
Date Introduced: September 8, 2015
First Reading: September 8, 2015
Second Reading: October 20, 2015
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Order O-2015-024

AUTHORIZATION TO LEASE TOWN PROPERTY

Whereas, the Town of Bridgewater desires to issue a solicitation for proposals to build a solar canopy over the parking lot, and install solar panels on two buildings and on unused ground areas at the Olde Scotland Links Golf Course, and;

Whereas, the prospective rental payments are expected to exceed \$35,000;

Now, therefore, it is ordered that the Town Council determines the following areas to be available for lease for a term of no more than twenty years: The parking lot, the roofs of the cart barn and the maintenance shed, and certain areas within 500' of the parking lot.

Explanation:

This order permits the Town Manager to solicit proposals for a solar canopy, ground mounted solar panels, and roof mounted panels at the Olde Scotland Links Golf Course. This is the first step in the process. Future steps would include developing a RFP, acceptance of a proposal, and negotiation of a lease and PILOT agreement. The RFP will include proposals to design and install drainage, and pave the parking lot.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Referred to Finance Committee.	• 9/22/15: Vote 2-0 recommend approval • Finance Committee meets 10/19/15 to consider this measure.

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



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Transfer: #T-2015-020

Introduced By: Town Manager
Date Introduced: October 6, 2015
First Reading: October 6, 2015
Second Reading: October 20, 2015
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Transfer #T-2015-020

PRIOR YEAR INVOICES

ORDERED, pursuant to the applicable provisions of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer \$ 3,433.47 from/to the following departments' FY16 General Fund or Enterprise operating budget expense accounts in order to pay prior year fiscal invoices.

Expense Accounts Requiring Adjustment:

123-Town Manager (IT)	\$ 160.33
123-Town Manager (IT)	110.76
151-Legal	285.47
192-Town Buildings	57.05
192-Town Buildings	100.17
192-Town Buildings	440.95
192-Town Buildings	1,050.69
192-Town Buildings	479.25
210-Police	199.95
210-Police	6.61
210-Police	88.90
450-Water/Sewer	23.00
910-Insurance	105.00
950-Gas/Oil	5.62
950-Gas/Oil	6.61
511-Transfer Station	78.11
511-Transfer Station	150.00
511-Transfer Station	85.00
TOTAL	\$ 3,433.47

Explanation: *Invoices were presented after the close of the fiscal year for services provided.*

ROLL CALL VOTE – REQUIRES 9/10 VOTE OF THOSE PRESENT AND VOTING.



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Transfer: T-2015-021

Introduced By: Town Manager
Date Introduced: October 6, 2015
First Reading: October 6, 2015
Second Reading: October 20, 2015
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Transfer #T-2015-021

DEPARTMENTAL TRANSFER – COMMUNITY & ECONOMIC DEVELOPMENT

ORDERED, pursuant to the applicable provisions of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate and transfer \$15,954.63 to the Community & Economic Development department Full-time Wages account from the Town Manager's Full-time Wages account.

Explanation: The FY16 budget, as voted, appropriates monies in the salaries line item within the Town Manager's budget. A department staff member will be transferred to the Community & Economic Development Office as of October 5, 2015. Accordingly, the requested transfer will pay a portion of the salary commitment for the duration of FY16.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee • Referred to Finance Committee.	• Budget & Finance Committee meet 10/20/15 & will provide disposition to full council 10/20/15. • Finance Committee meets 10/19/15 to consider this measure.

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



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Resolution: R-2015-006

Proposed Amendment

Introduced By: Councilor William Wood
Date Introduced: October 6, 2015
First Reading: October 6, 2015
Second Reading: October 20, 2015
Amendments Adopted:
Date Adopted:
Effective Date:

Resolution #R-2015-006

TOWN COUNCIL MEETING DATES - 2016

WHEREAS: The Bridgewater Town Council Rules and Procedures, Section III Meetings states, "The Town Council will hold regular meetings on the first and third Tuesdays of each month beginning at 7:30 p.m. In the months of June, July and August, the Council will meet monthly on the first Tuesday, following the first Monday"; and

WHEREAS: Adoption of this Resolution, establishes regular meeting dates which are an exception to the aforementioned rule; and

RESOLVED: The following dates are established as regular meetings for the calendar year 2016 and regular meetings will be held either in the ~~Memorial Building, 25 Academy Building, 66 Central Square, South Street~~, Bridgewater, MA or at BTV Studios, 80 Spring Street, Bridgewater MA, beginning at 7:30 p.m., unless otherwise noted.

January 5, 2016	June 21, 2016*
January 19, 2016	July 12, 2016*
February 2, 2016	August 2, 2016
February 23, 2016*	September 6, 2016
March 8, 2016*	September 20, 2016
March 22, 2016*	October 4, 2016
April 5, 2016	October 18, 2016
April 26, 2016*	November 1, 2016
May 10, 2016*	November 15, 2016
May 24, 2016*	December 6, 2016
June 7, 2016	December 20, 2016

*Exceptions to Section III of the Council Rules and Procedures are noted with an asterisk.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• No referrals	N/A



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Resolution: R-2015-007

Introduced By:	Councilors Wood
Date Introduced:	October 6, 2015
First Reading:	October 6, 2015
Second Reading:	October 20, 2015
Amendments Adopted:	
Date Adopted:	
Effective Date:	

Resolution #R-2015-007

BRIDGEWATER'S FY 2017 BUDGET POLICY GUIDELINES

WHEREAS: The Town Council established orderly steps for the FY17 Budget creation process; and

WHEREAS: The Town Manager delivered a high-level overview of the FY17 Budget to the Town Council; and

WHEREAS: The economic outlook for FY17 continues to be uncertain, and a cautious approach to the budget is warranted; and

WHEREAS: Budget guidelines and Council priorities are beneficial to constructing the FY17 budget for effective Budget management.

RESOLVED: Pursuant to establishing guidelines and priorities for the Town Manager to develop the Annual Budget, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to adopt the following Policy Guidelines for the Town Manager to use in creating the FY17 Budget:

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 develop budgetary goals and the Town Budget for Fiscal Year 2017.

ONGOING BUDGET PRACTICES

In preparing the budget for FY17, the Town Manager should continue to use the following budget practices:

- Continue the Town's efforts within all departments to obtain grant funding from federal, state, and other sources, including the implementation of a college internship program.
- Continue the Town's efforts to maximize the use of Chapter 90 monies to expand upon the road repair program started in FY12 and updated in FY16.
- Review the possibilities and cost implication of contracted services vs. staffing in various departments and to eliminate overtime whenever practical.
- Continue to enhance the Town's website and use other technologies as cost effective means for delivering information and services, increasing public awareness, and encouraging public feedback.

FINANCIAL POLICIES

The first and foremost goal of the FY17 budget must be to continue to build undesignated fund balances and to build reserves for Stabilization. The budget should be constructed to anticipate positive Free Cash which will

enable the Town greater budgetary flexibility in future years, and will continue to enhance the Town's bond rating. At the same time, the budget should maintain Town services.

Revenue:

- The Tax Levy is governed by statute and has a high confidence for receipt. For FY17 budget planning purposes, spending shall use 100% of the anticipated Tax levy amount after accounting for the appropriate overlay amount reduction.
- Given the uncertain economic forecast, New Growth projections shall be limited to \$300,000.
- Local Receipts are highly influenced by economic conditions and forecasts. Therefore, for FY17 planning purposes, spending shall be limited to 85% of FY15 actual values per revenue classification plus 85% of the last three fiscal years of actual prison mitigation revenue.
- Downward adjustments to specific local receipt line items should be made to any line item where actual receipts increased by more than 25% between FY14 and FY15.
- Revenue from State Aid should be the numbers used in the Cherry Sheet estimates released March 1. If no FY2017 Cherry Sheets are available, use the final FY2016 Cherry Sheet values.
- General Fund revenues from Ambulance Receipts should be limited to \$1.0 million.
- Grants may be used to calculate revenue if allowed by the terms of the grant.

Expenses:

- Expect that the Plymouth County Retirement assessment paid by the General Fund will increase by approximately \$175,000.
- Identify all employees and their salary costs. Include written summaries of all initiatives greater than maintenance with the breakdown of expenditures and FTEs.
- The budget should consider impact of fixed costs including health insurance, retirement, sick leave buyback, transportation, and other costs and should be treated on a consistent basis with all departments including the schools.
- Submit FY17, and expenditure projections for FY18 with the primary purpose of proving sustainable services for the entire community over multiple years. The projection should also reflect FTE information for all departments.
- Provide and include maintenance budgets for FY17 for all departments including schools.
- Provide a summary of settled union contract impacts to payroll costs for FY17 and FY18.
- Each department's budget should be broken down into three categories: payroll costs, regular expenditures, capital expenditures. Estimated allocation of health benefit costs and pension assessments should be provided.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Referred to Budget & Finance Committee	• Budget & Finance Committee meet 10/20/15 & will provide disposition to full council.



Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Order: O-2015-030

Introduced By: Councilor Dennis Gallagher

Date Introduced: October 20, 2015

First Reading: October 20, 2015

Second Reading:

Amendments Adopted:

Date Adopted:

Date Effective:

Order O-2015-030

APPOINTMENT TO A VACANT COUNCILOR-AT-LARGE SEAT

ORDERED: In accordance with Section 2-5 of the Towns Charter - Filling of Vacancies, Section (c) "The Town Council Shall fill the vacant Councilor at Large seat with the Remaining Councilors", the Town Council shall seek applications from interested voters from the town and make an appointment to that vacant seat

Explanation:

A Councilor-at-Large seat has been vacant since August 2015. The intent of this order is to fill the vacant Councilor at large seat until the term expires in April 2016

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, October 22, 2015

Council Ordinance: D-2015-009

Introduced By: Councilor Sandra Wright and Councilor Kevin Perry

Date Introduced: October 20, 2015

First Reading: October 20, 2015

Second Reading:

Amendments Adopted:

Date Adopted:

Date Effective:

Proposed Ordinance D-2015-009

ZONING AMENDMENT: MANUFACTURED HOME ELDERLY COMMUNITY DISTRICT

ORDERED that pursuant to M.G.L., Chapter 40A, Section 5; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater Zoning Bylaws, as follows:

Manufactured Home Elderly Community District

9.71 Purpose

The purpose of this section is to provide for the construction, erection, placement and regulation of manufactured homes for residents within manufactured housing communities under M.G.L. ch. 140, Sections 32A et seq. (hereinafter "Park" or "Manufactured Housing Community"), who are defined as elderly (meaning each resident is at least 55 years of age or otherwise permitted within the Park under Massachusetts or federal law) and which such retirement community shall be no less than fifty (50) acres in size, provided that (1) the approval of a preliminary plan by the Planning Board; and (2) the issuance of a special permit by the Planning Board in accordance with procedures set forth herein. A Special Permit issued here under is and must be issued for authorization.

It is the intention of this district that they will have manufactured homes placed on individual sites, which sites shall be on frontage on private ways. Approval of the Planning Board will be required as set forth in the Rules and Regulations governing the sub-division of land for the Town of Bridgewater, unless provisions are waived or otherwise modified, as herein provided or otherwise provided by law, including approval of street, utility and drainage systems, whether or not the subject proposal constitutes a subdivision as defined in M.G.L. Chapter 41, §81L.

9.72 Definitions

For the purpose of this section and wherever the same may appear elsewhere in this By-law, the following words and terms as used herein shall have the meanings or limitations of meanings herein defined, explained or assigned.

9.721 Manufactured Housing Elderly Community (or Manufactured Housing Community): a self-contained retirement community constructed expressly for and specifically limited to use and residency by elderly persons who have achieved a minimum age requirement for residency of at least fifty-five (55) years (unless an exception is permitted under Massachusetts or federal law) which such retirement shall be constructed on no less than fifty (50) acres of land and at all times held under single ownership. Such retirement community shall have been planned and improved for the placement of Manufactured

Homes for non-transient use and shall be designed to accommodate three (3) or more Manufactured Homes as hereinafter defined.

9.722 Manufactured Home: A dwelling unit built on a chassis and containing complete electrical, plumbing and sanitary facilities, and designed to be installed on a temporary or permanent foundation for permanent living quarters. The size of the manufactured home shall be a minimum of 28' in width and 40' in length. The definition of Manufactured Home herein shall specifically exclude Trailer as hereinafter defined in 9.724.

9.723 Manufactured Home Site: A designated area of land within a Manufactured Housing Community for the placement of a single Manufactured Home for the exclusive use of its occupants.

9.724 Trailer: The following for the purposes of these regulations shall be considered a trailer and not permitted in or within a Manufactured Home Elderly Community.

9.7241 Travel Trailer: A vehicular, portable structure built on a chassis, designed as a temporary dwelling for travel, recreation, or vacation, having a body width not exceeding 8 feet and a body length not to exceed 32 feet.

9.7242 Pick Up Coach: A structure to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, or vacation.

9.7243 Motor Homes: A portable, temporary dwelling to be used for travel, recreation, or vacation, constructed as an integral part of self-propelled vehicle.

9.7244 Camping Trailer: A folding structure mounted on wheels and designed for travel, recreation and vacation use.

9.725 Manufactured Home Pad: A Manufactured Home Pad shall be considered as that part of the Manufactured Home Site which is reserved for the Manufactured Home.

9.726 Community Building: A building solely for the use of the residents of the Manufactured Housing Community and their guests containing TV room, card room, sewing room, library, poll tables, kitchen, laundry, emergency toilet,

laboratory, and bathing facilities for men and women, etc. Community buildings and other community facilities shall be designed in accord with the most recent Massachusetts standards for accessibility for the handicapped.

9.727 person: The word "person" shall include individuals, corporation, owners, lessees, licensee, and agents for each of them.

9.728 Permittee: "Permittee" shall be deemed to be any person, firm, or corporation receiving a permit to conduct, operate, or maintain a Manufactured Housing Elderly Community.

9.729 Resident, Tenant or Occupant: The term "Resident", "Tenant" or "Occupant" shall mean a person who has achieved a minimum age of at least fifty-five (55) years (except as permitted under Massachusetts or federal law) and as further defined in M.G.L. ch. 140 and the regulations promulgated thereto and as further defined in M.G.L. ch. 140, Section 32A et seq.

9.73 General Provisions

In a Manufactured Housing Elderly Community District, planned self-contained retirement communities constructed expressly for and specifically limited to use, residence and occupancy by elderly persons who have achieved a minimum age requirement for such use, residency or occupancy of at least fifty-five (55) years (unless an exception is available under Massachusetts or federal law) shall be allowable by Special Permit subject to the following specific requirements and general guidelines and to this specific conditions set forth by the permit granting authority as it is the Special Permit granting authority applying those provisions. Any and all presently permitted and constructed Manufactured Housing Communities are hereby grandfathered for all purposes and provisions hereunder.

9.74 Procedure

9.741 A Preliminary Site Plan shall be submitted to the permitting granting authority, which shall within thirty (30) days submit its preliminary non-binding approval or disapproval and its preliminary recommendations to the

permitting granting authority, the Board of Health, the Conservation Commission and the Board of Selectmen.

9.742 An application for a Special Permit to develop a Manufactured Housing Elderly Community shall be submitted and received in a manner pursuant to the procedures set forth in Massachusetts General Laws, Chapter 40A, and all amendments thereto, as well as adherence of the Town's Zoning By-laws and other requirements applicable and in this Zoning Amendment and further that Special Permits shall only be issued following public hearings held within ninety (90) days after filing of an application.

9.743 A site planned and written plan in quintuplicate (5) shall be prepared for the whole tract of land and shall be submitted to the Town Clerk who shall distribute copies to the Planning Board, Board of Health and the Conservation Commission or other board with permitting granting authority. These agencies shall review the site plan and application and shall report their findings and recommendations for approval or disapproval, together with reasons therefor and any additional requirements, to the permitting granting authority within sixty (60) days of receipt of the application and plan.

9.744 The site plan submitted to the permit granting authority, shall include:

- (a) The name of the proposed development, north point, date, scale or legend;
- (b) The name of the record owner, applicant, architect, engineer and surveyor;
- (c) The names of all abutters as determined from the most recent tax list;
- (d) Existing and proposed topography of the land at two foot contour intervals;
- (e) The existing and proposed lines of streets, ways and easements;
- (f) Proposed dedicated open space areas or other common areas;
- (g) Proposed lighting;

- (h) The proposed drainage systems including existing and man-made waterways and retention or detention areas on the property and on adjacent property, together with a map showing the project locus and adjacent land uses, circulation facilities, topography and drainage;
- (i) The names, location and width of adjacent streets;
- (j) The boundaries of any proposed site or building sites;
- (k) Location of fire alarm boxes and hydrants;
- (l) Computations used in designing storm drain system;
- (m) All existing and proposed building, structure, parking spaces, driveways, openings, private ways, service areas and open spaces;
- (n) Landscape features, including lawns, recreation areas, fences, walls and walks;
- (o) A drawing of proposed elevations with regard to exterior architecture of the proposed buildings; and
- (p) All other information required for Definitive Plans under Bridgewater Rules and Regulations Section III (B) (3) and any other information required by the Board of Appeals.

In addition to the foregoing, the Applicant shall submit with the Site Plan a written description by a duly qualified engineer of existing hydrogeological conditions and how the proposed sewage disposal system and storm drainage system will impact existing hydrogeological conditions.

9.745 The Site Plan may be altered between the date of filing and the date of decision.

9.75 Additional Requirements

Each Manufactured Housing Elderly Community shall conform to the following requirements:

- (1) Site Requirements: Minimum Manufactured Home site size shall be 7,000 square feet. All sewerage systems and

water systems must be approved by the State and Local Board of Health. Each Manufactured Home Site is to have a minimum of sixty (60) feet of frontage. Adequate surface water drainage is to be provided for each Manufactured Home Site. There shall be a minimum clearance of twenty (20) feet between each Manufactured Home with a set back from the way layout of twenty (20) feet.

- (2) A minimum of two (2) parking spaces shall be required for each Manufactured Home Site. Each parking space shall be an area not less than nine (9) feet wide by twenty (20) feet long and hard surfaced, together with a hard surfaced driveway connecting such parking space with the street.
- (3) All Manufactured Home Sites shall abut a layout of not less than 40 feet in width and have a 28 foot wide paved way. All ways within the community shall be well drained with an adequate gravel base of at least 18", with 2" of base type 1 bituminous concrete and 1½" of type 1 bituminous concrete top. All ways shall be maintained in good condition. All ways shall be subject to the approval of the Highway Superintendent of the Town of Bridgewater.
- (4) No Manufactured Home Site shall be located nearer than 200 feet from a Massachusetts state numbered highway. There shall be a green belt of a minimum of 30 feet abutting the perimeter of the community and which shall be placed no closer than 20 feet from the near edge of the perimeter, nor closer than 30 feet from the community perimeter, whichever is greater. The green belt shall remain undisturbed, except by written permission of the applicable permit granting authority.
- (5) Electricity: Each Manufactured Home Site shall be provided with an approved underground electrical connection specifically metered. All electrical, telephone, and TV cable lines throughout the Park shall be of an approved underground system. All provisions of the State Electrical Code will be strictly adhered to.
- (6) Street lights: illumination may be provided by lighted post lanterns adjacent to the way associated with each such Site.

- (7) No occupied travel trailer, pick-up-coach, motor home, or other like vehicle, shall be permitted in a Manufactured Housing Elderly Community.
- (8) Each Manufactured Home within the Manufactured Housing Community shall comply with current HUD standards.
- (9) Each building and Manufactured Home Site and Manufactured Home Pad shall be an element of overall plan for site development.
- (10) Where possible, manufactured home pads shall be oriented with respect to scenic views, natural landscape features, topography, and natural drainage areas. Development proposals shall include a landscape program to illustrate the proposed treatment of space, ways, paths, service and parking areas. Screening devices shall not impair pedestrian or vehicular safety.
- (11) All utilities shall be installed underground wherever possible. All transformer boxes, substations, pumping station, and meters shall be located and designed so as not to be unsightly or hazardous to the public. Individual water metering may be provided such as are existing at High Ponds Estates based upon Town of Bridgewater Water Department approval.
- (12) Residual open space within the allowable density limits shall be allocated to the recreational amenity and environmental enhancement of the Manufactured Housing Elderly Community shall be designed as such on the site plan for the proposed development.
- (13) After approval of a proposed Manufactured Housing Elderly Community there shall be no further subdivision of land within the proposed development which shall increase the allowable density.
- (14) Manufactured Homes shall not have exterior radio, television or other electronic or electrical device for entertainment or communication unless such device is the smallest applicable one on the market for sale and use for such purposes and is located within a location on the rear of the Manufactured Home or if not able to locate it there, obscured and hidden by devices and

structures intended to allow such device to blend into the site (e.g. decorative hollow rock structures that are constructed for such purpose). Residents may install satellite dishes no larger than that allowed by current F.C.C. regulations, as long as they obtain prior written approval of the owner/operator, which approval shall not be unreasonably withheld or delayed to insure that such satellite dish is installed with respect for the safety and view of neighbors and to the same extent as provided, herein, hidden or disguised (e.g. decorative rocks or fiberglass units meant to hide the satellite for aesthetic purposes) so as to blend into the site.

- (15) Hitches, wheels, axels or other like appurtenances to the Manufactured Home shall be removed by the Permittee. One or more access hatches must be provided through the skirting, but shall be located only in the rear or side(s) of the Manufactured Home. Skirting material will be either the same material as the Manufactured Home siding or an impregnated or treated wood siding, or masonry or aluminum as determined by the Permittee consistent with other such materials used in the Manufactured Housing Community.
- (16) All sheds in Manufactured Housing Community shall be limited to 8' by 10' (8 feet by 10 feet) and shall be sited in the most inconspicuous location on the Manufactured Home Site. To recognize what is presently existing in the Town of Bridgewater, the Manufactured Housing Community commonly known as High Pond Estates provides that each such Manufactured Home Site includes a 8' by 10' shed for the storage of goods, while the Manufactured Housing Community commonly referred to as Stone Meadow does not include such outdoor sheds and such sheds are prohibited given that each such Manufactured Home Site contains and is improved by a garage.
- (17) No permanent additions, by way of example including but not limited to enclosures or rooms shall be added to any manufactured home without proper plans approved by the Permittee and if necessary, by the appropriate permit granting authority. Open porches with awnings and removable skirting may be installed. All structures must conform to the Town's building code

and must be approved and permitted in writing by the building department prior to construction.

- (18) A one-family dwelling may be permitted on the site, provided further, that such dwelling complies with the building requirements of the Town of Bridgewater, MA. A portion of such dwelling may be utilized for the management offices.
- (19) The Manufactured Housing Elderly Community shall conform to all material requirements for a self-contained retirement community contained in Massachusetts General Laws, Chapter 151B, Section 5, Subsection 8, together with any amendments thereto including a minimum park site of fifty (50) acres.

9.76 Responsibilities of Manufactured Housing Elderly Community Permittee

9.761 A Permittee shall operate a Manufactured Housing Elderly Community in compliance with all laws and regulations, and shall provide adequate supervision to maintain the Park its facilities and equipment in good order and in clean and sanitary condition.

9.762 The sale of Manufactured Homes by the Permittee for placement within the Manufactured Housing Elderly Community may be accomplished only if there is a free and available Manufactured Home Site in the Manufactured Housing Community on which such Manufactured Homes shall be placed. No Manufactured Homes shall be allowed unless they are placed on Manufactured Home Site for future residence.

9.763 All ways in the Manufactured Housing Elderly Community shall be maintained by the Permittee. They shall be kept passable and in good condition at all times. Snow removal and sanding shall be done by the Permittee at its expense.

9.764 The Permittee shall insure compliance by all tenants with these Rules and Regulations and all Community Rules and Regulations.

9.77

- (1) All residents of the Manufactured Housing Elderly Community or occupants of any Manufactured Home must be 55 years of age or over (except as provided under Massachusetts or federal law).
- (2) No pets are permitted within the Park.
- (3) Up to three residents will be approved for each Manufactured Home (age 55 or older), provided that such parties must be related in a manner recognized by Massachusetts law. Guests must register with the Permittee forthwith upon entering the Manufactured Housing Community and may not stay for more than two weeks.
- (4) Television, radio, stereo and music must be kept at a moderate listening level. Original landscaping will be done by the management. Flowers, shrubs or other land improvements may be done by the tenant but cannot be removed if vacated. Additions of awnings, accessories, or digging must be approved by the management. No fences may be erected. All manufactured home sites must be kept orderly, grass cut and trimmed.
- (5) Outdoor drying of laundry may be done only in area designated and provided therefor and approved by Permittee.
- (6) Repairing cars in the Manufactured Housing Elderly Community is prohibited, and cars dripping gas or oil must be fixed. No parking of uninsured vehicles or trailers of any description will be allowed on the Manufactured Home site or within the Park.
- (7) An individual mail box in a central mailbox location approved by the U.S. Post office must be provided for each such Resident.
- (8) Visitors must be accompanied by a tenant, and the tenant shall be responsible for their guests.
- (9) The posted speed limit within the Park must be maintained, such speed limit shall not exceed 15 MPH.

- (10) Posting of "For Sale" signs in the windows is permitted provided that such sign does not exceed 12" by 18"; all other "for sale" signs are prohibited.
- (11) Tenants may not sub-lease their Manufactured Homes.
- (12) Solicitors or peddlers will not be allowed in the Park.
- (13) Each resident must submit to the Permittee a driver's license or a birth certificate duly authenticated specifying his/her true and accurate date of birth.
- (14) The permit granting authority(s) reserves the right to inspect the Manufactured Housing Elderly Community to insure adherence to the above rules and regulations.
- (15) Rules and regulations for the Manufactured Housing Elderly Community shall be submitted annually to the Board of Health as required under Massachusetts law.

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Bridgewater Town Council

In Town Council, Tuesday, October 20, 2015

Council Ordinance: D-2015-010

Introduced By: Councilor William Wood

Date Introduced: October 20, 2015

First Reading: October 20, 2015

Second Reading:

Amendments Adopted:

Date Adopted:

Date Effective:

Proposed Ordinance D-2015-010

ZONING BYLAW AMENDMENT: Parking Requirements

ORDERED that pursuant to M.G.L., Chapter 40A, Section 5; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater Zoning Bylaw, 10.60 Off Street Parking and 6.30 (Table of Use Regulations) as follows:

SECTION 2. DEFINITIONS

ADD:

Bank Teller and ATM Kiosks

A building whose principal use is a stand-alone drive through bank teller kiosk and/or walk up or drive-through stand-alone ATM kiosk whether or not the kiosk is ancillary to an adjacent principal retail bank or financial institution.

Fast Food and Ice Cream Stands

An establishment whose principal business is the sale of pre-prepared or rapidly prepared food or ice cream for sale directly to the customer in a ready to consume state for consumption either within the restaurant building, in the parking lot, or off premises and generally requiring ordering food at a counter with no interior seated dining area.

6.30 – TABLE of USES

ADD:

E	RETAIL, BUSINESS AND CONSUMER SERVICE ESTABLISHMENTS	RES A/B	RES C	RES D	CBD	SBD	BUS B	GATEWAY	E. GATEWAY	IND A	IND B	IND E	PD	M HE C
17	Fast Food and Ice Cream Stands	N	N	N	Y	Y	Y	N	N	Y	Y	N	Y	N
18	Bank Teller and ATM Kiosks	N	N	N	Y	Y	Y	N	N	Y	Y	Y	Y	N

10.60 TABLE of OFF-STREET PARKING STANDARDS

ADD:

NOT FOR ACTION: FIRST READING ONLY

PRINCIPAL USE	NUMBER OF SPACES
Mortuary, Undertaking or Funeral Establishments	1 space per 3 persons of maximum occupancy, plus 1 space for each 200 square feet of gross floor area; plus 1 space for each funeral vehicle regularly used or stored on site.
Fast Food and Ice Cream Stands	1 space per 75 square feet of gross floor area plus one space per employee.
Bank Teller and ATM Kiosks	3 spaces for any stand-alone walk up ATM kiosk. 1 space per on-site employee plus 4 stacked spaces per lane for any stand-alone, drive through ATM or bank teller kiosk vehicle for queuing without utilization of the public right of way.

TOWN OF BRIDGEWATER

Office of Community and Economic Development

Andrew DeIonno
Director



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26 August 2015

To: Michael Dutton, Town Manager

From: Andrew DeIonno, Director CED

RE: Proposed Zoning Amendment D-2015-008 , Parking Standards

The attached amendment is a revised version of the document produced for the Planning Board and Community and Economic Development Subcommittee joint meeting. This version incorporates the recommended changes sought by both Planning Board and CEDC Council members, chiefly:

- removal of any change in the use table for funeral parlors;
- refining the definition of ATM and teller kiosks as well as definition of ice cream stands;
- tuning of the parking standard for ice cream stands and cueing for ATM and teller kiosks; and
- revision of the use regulation table for ice cream stands.

Below is a table of the ordinances utilized for researching the amendment. In utilizing the referenced communities, the standards were tailored to towards Bridgewater's needs and circumstances.

Community	Use	Parking Standard
Peabody, MA	Fast Food No Dining Area	1 space/200 sq ft of gross floor area
Cambridge, MA	Take Out Food (No Seating)	.75 space/employee plus 1 space/ 50 sq ft of gross floor area
Cambridge, MA	Funeral Parlors	1 space/4 seats in the largest assembly area (based on occupancy capacity) plus 1 space per business vehicle
Fairfax, VA	Funeral Chapel, Funeral Home	1 space/4 seats in the main chapel or parlor, plus 1 space /2 employees, plus 1 space /each business vehicle
Watertown, MA	Funeral Parlor, undertaker	1 space/5 seats or 1 per 50sq ft in parlor, whichever is greater
Watertown, MA	Bank Kiosk (no staff)	5 spaces per automatic teller
Lowell, MA	Take Out Restaurant	1space/200 or 300 sq ft of area [dependent on district]
Lowell, MA	Funeral Parlors	1 space/50 sq ft of area
Hampden, MA	Funeral Parlors	1 space /3 seats, based on maximum capacity.
Middleborough, MA	Walk-up Ice Cream or Food Service Establishment without eat- in capacity	15 for 1st window and 10 per additional windows
Middleborough, MA	Places of Assembly.	1 space/ 3 occupants plus 1 space/2 employees