

TOWN OF BRIDGEWATER

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BRIDGEWATER, MA.

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OFFICE OF THE TOWN COUNCIL



Budget & Finance Committee Meeting Agenda

Committee Members:

William Wood, Chair
District 6 Councilor

Dennis Gallagher, Member
At-Large Councilor

Edward (Ted) Haley
At-Large Councilor

Location: Academy Building
66 Central Square
Room 201A
Bridgewater, MA

Date & Tuesday, January 9, 2018

Time: 6:45 p.m.
Agenda

- A. Call to Order
- B. Approval of minutes – 12/19/17
- C. Measures Referred
 - a) Order O-FY18-015: Transfer Order – Temporary Consulting Services – Community & Economic Development (*postponed from 12/19/17*)
 - b) Order O-FY18-018: Affix Town Clerk Salary
 - c) Order O-FY118-019: Collective Bargaining Agreement Ratification – Bridgewater Police Association
- D. Discussion:
- E. Public Comment
- F. Adjourn



Bridgewater Town Council

In Town Council, Tuesday, January 9, 2018

Council Order: O-FY18-015

Introduced By: Town Manager
Date Introduced: December 5, 2017
First Reading: December 5, 2017
Second Reading: January 9, 2018
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-015

TRANSFER ORDER – TEMPORARY CONSULTING SERVICES – COMMUNITY & ECONOMIC DEVELOPMENT

ORDERED, in accordance with section 6-4(d) of the Bridgewater Home Rule Charter, that the Town Council assembled vote to transfer funds to allow the Town Manager to contract for consulting services.

Source of Funds	Account No.	GL Account Description	Amount	
	01755001-510000	FULL TIME SALARIES	\$ 15,000.00	
Total:			\$ 15,000.00	
Use of Funds	Account No.	GL Account Description	Amount	
	01755013-530000	PROFESSIONAL SERVICES	\$ 15,000.00	
Total			\$ 15,000.00	

Explanation:

The hiring of a new Community and Economic Development Director is anticipated, but the Town Manager may have to hire a consultant to accomplish some planning matters which he deems to be pressing. The money is coming out of the C&ED Department salary line and will not adversely impact the ability to hire a new C&ED Director/Planner.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
- Budget & Finance Committee - Finance Committee	12/19/17: Postpone to next meeting. Meeting scheduled for 1/9/18. Disposition will be provided to full Council. - Meeting 1/8/19. Disposition will be forwarded upon receipt.

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



Bridgewater Town Council

In Town Council, Tuesday, January 9, 2018

Council Order: O-FY18-018

Introduced By:	Town Manager <i>(at the request of the Finance Director)</i>
Date Introduced	December 19, 2017
First Reading:	December 19, 2017
Second Reading:	January 9, 2018
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY18-018

AFFIX TOWN CLERK SALARY

WHEREAS, the Town Clerk of the Town of Bridgewater shall receive a salary in lieu of all fees and other compensation provided for in the Massachusetts General Laws, which salary shall be in an amount fixed by the Legislative body of the Town of Bridgewater.

WHEREAS, pursuant to Massachusetts General Laws Chapter 41 § 15 the duties of the Town Clerk are defined as:

“record all votes passed at town meetings held during his term of office. He shall administer the oaths of office to all town officers who apply to him to be sworn, and shall make a record thereof and of the oaths of office taken before justices of the peace of which certificates are filed. He shall, immediately after every annual election of town officers, transmit to the state secretary, on blanks to be furnished by him, a complete list of all town officers elected and qualified and shall promptly report to the secretary any changes in such officers”.

WHEREAS, the Town, to ensure business continuity and to make certain that the needs of the general public are met, employs two full-time staff to address and perform the day-to-day activities of the Office of the Town Clerk.

WHEREAS, it is intended that these provisions be in accord with all applicable Federal and State laws, rules and regulations, including the Fair Labor Standards Act and the Federal Minimum Wage, and should be applied and interpreted to produce a result harmonious therewith.

WHEREAS, it is intended that these provisions be in accord with the Employee Manual of the Town of Bridgewater and should be applied and interpreted to produce a result harmonious therewith. If there is an irreconcilable conflict between this Order and any other Order of the Town of Bridgewater, this Order shall govern.

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

WHEREAS, the Town of Bridgewater is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, handicap, disability or otherwise in violation of any federal or state law.

BE IT ORDERED, that beginning in the fiscal year 2019, the salary of the Town Clerk shall be increased to \$66,625.00 annually. The Town Clerk is an elected position and eligible for membership with Plymouth County Retirement System (PCR) benefit and insurance benefits per employee policy manual. The Town Clerk shall be paid in accordance with the usual practices for other town employees.

FURTHER ORDERED, that the position of Town Clerk is exempt from the overtime provisions of the FLSA and shall not be entitled to overtime compensations in any form.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Budget & Finance Committee • Finance Committee	• Meet 1/9/18. Will provide disposition to full Council. • Meet 1/8/19. Disposition will be forwarded upon receipt.



Bridgewater Town Council

In Town Council, Tuesday, January 9, 2018

Council Order: O-FY18-019

Introduced By:	Town Manager <i>(at the request of the Finance Director)</i>
Date Introduced	December 19, 2017
First Reading:	December 19, 2017
Second Reading:	January 9, 2018
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY18-019

COLLECTIVE BARGAINING AGREEMENT RATIFICATION – BRIDGEWATER POLICE ASSOCIATION

ORDERED, in accordance with section 4-2 (15) of the Bridgewater Home Rule Charter, that the Town Council assembled vote to approve the negotiated agreement covering July 1, 2017 through June 30, 2018 with the Bridgewater Police Association.

Explanation:

The Town Manager negotiated an agreement with the Bridgewater Police Association. An affirmative vote of the Council will approve the contract as presented. A subsequent transfer request will fund the appropriation thereof.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
- Budget & Finance Committee - Finance Committee	- Meet 1/9/18. Will provide disposition to full Council. - Meet 1/8/18. Disposition will be provided upon receipt.