

TOWN OF BRIDGEWATER

OFFICE OF THE TOWN COUNCIL



Budget & Finance Committee Meeting Agenda

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BRIDGEWATER, MA.
2018 FEB - 8 A 8:06

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
Council Chambers
Bridgewater, MA

Date & Time: Monday, February 12, 2018
7:00 p.m.
Agenda

- A. Call to Order
- B. Approval of minutes – 01/22/18
- C. Joint Meeting with Finance Committee
 - a) Discussion:
 - FY19 Preliminary Revenue Projections (Finance Director)
 - Capital Plan (Finance Director)
- D. Measures Referred
 - a) Order O-FY18-021: Rescind Loan Order O-2017-022: Massachusetts Clean Water Trust for High Street Water Treatment Facility
 - b) Order O-FY18-022: Loan Order - High Street Water Treatment Facility
 - c) Order O-FY18-023: Transfer Order - AFSCME Contract Settlement
 - d) Order O-FY18-024: Transfer Order – Bridgewater Police Association Contract Settlement Funding
 - e) Order O-FY18-025: Transfer Order – Bridgewater Police Association Contract Settlement Funding
 - f) Order O-FY18-026: Transfer Order – Undesignated Fund for Sewer and AFSCME Contract Settlement Funding
- E. Order O-FY18-027: Transfer Order – Undesignated Fund for Water and AFSCME Contract Settlement Funding
- F. Public Comment
- G. Adjourn



Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-021

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-021

RESCIND LOAN ORDER O-2017-022: MASSACHUSETTS CLEAN WATER TRUST FOR HIGH STREET WATER TREATMENT FACILITY

ORDERED, in accordance with MGL c.44, section 7 and Section 6 of the Bridgewater Home Rule Charter, that the Town Council assembled vote:

- **To rescind O-2017-022 which appropriated \$6,760,000 for the purpose of building a Water Treatment facility.**

Explanation:

*The original loan order O-2017-022 has been revised with Added Value Components as well as Primary Project Updated needs totaling **\$10.4M***

*This project has been approved for funding through the State Revolving Fund (SRF) Loan programs referred to as the Primary Project at estimated costs of **\$8.3M**.*

*Funding for the Added Value Project components, i.e.: new Water & Sewer Administration Office to be attached to the proposed High St WTP Building as well as a new WTP Garage Facility to be attached for water treatment maintenance functions & storage space for critical equipment and vehicles at estimated costs of **\$2.1M**.*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-022

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-022

LOAN ORDER – HIGH STREET WATER TREATMENT FACILITY

ORDERED; that **\$10,400,000** is appropriated for the purpose of financing the construction of the High Street Water Treatment Facility including without limitation all costs thereof; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow \$10,400,000 and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Town Manager or other appropriate local body or official determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; that the Treasurer with the approval of the Town Manager is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C; and in connection therewith to enter into a financing agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Explanation:

*The original loan order 0-2017-022 has been revised with Added Value Components as well as Primary Project Updated needs totaling **\$10.4M***

*This project has been approved for funding through the State Revolving Fund (SRF) Loan programs referred to as the Primary Project at estimated costs of **\$8.3M**.*

*Funding for the Added Value Project components, ie: new Water & Sewer Administration Office to be attached to the proposed High St WTP Building as well as a new WTP Garage Facility to be attached for water treatment maintenance functions & storage space for critical equipment and vehicles at estimated costs of **\$2.1M**.*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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NOT FOR ACTION – FIRST READING ONLY



Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-023

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-023

TRANSFER ORDER – AFSCME CONTRACT SETTLEMENT

ORDERED, pursuant to Section 6-4 of the of the Bridgewater Home Rule Charter, that the Town Council assembled vote to appropriate and transfer from the schedule of Source of funds to the schedule of the use of funds below:

Source of Funds	Account No.	GL Account Description	Amount
Overlay Surplus	0100-322000	Overlay Surplus	\$ (62,698.16)
Other Expenses for Contract Settlements Balance	01235013-570000	Other Expenses - CBA	\$ (60,000.00)
Total:			\$ (122,698.16)
Use of Funds	Account No.	GL Account Description	Amount
GF AFSCME Contract Settlement	04205001-510001	PY Salaries - Retro	\$ 69,452.82
GF AFSCME Contract Settlement	02105001-510000	CY Salaries	\$ 53,245.34
Total			\$ 122,698.16

Explanation:

- Settlement of AFSCME Union Contract – PY FY16 & FY17, and CY FY18
- Funds Budgeted in FY2017 left here for AFSCME Negotiations in above Account

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-024

Introduced By: Town Manager (*at the request of the Finance Director*)
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-024

TRANSFER ORDER – BRIDGEWATER POLICE ASSOCIATION CONTRACT SETTLEMENT FUNDING

ORDERED, pursuant to Section 6-4 of the of the Bridgewater Home Rule Charter, that the Town Council assembled vote to appropriate and transfer from the schedule of Source of funds to the schedule of the use of funds below:

Source of Funds	Account No.	GL Account Description	Amount
Overlay Surplus	0100-322000	Overlay Surplus	\$ (150,776.95)
Total:			\$ (150,776.95)
Use of Funds	Account No.	GL Account Description	Amount
GF BPA Contract Settlement	02105001-510000	Salaries	\$ 91,375.55
Police Department Restructure	02105001-510000	Salaries	\$ 59,401.40
Total			\$ 150,776.95

Explanation:

- *Settlement of Police Union Contract – Funds to be allocated CY*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-025

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-025

TRANSFER ORDER – CAPITAL SEWER SPECIAL PURPOSE TRANSFERS

ORDERED, pursuant to Section 6-4 of the of the Bridgewater Home Rule Charter, that the Town Council assembled vote to appropriate and transfer from the schedule of Source of funds to the schedule of the use of funds below:

Source of Funds	Account No.	GL Account Description	Amount
Sewer Reserved Spec Purpose - Capital	6100-358000	SWR SPCL PURP - Capital	\$ 70,000.00
Sewer Reserved Spec Purpose - Capital	6100-358000	SWR SPCL PURP - Capital	\$ 49,600.00
Sewer Reserved Spec Purpose - Capital	6100-358000	SWR SPCL PURP - Capital	\$ 10,000.00
Total:			\$ 129,600.00
Use of Funds	Account No.	GL Account Description	Amount
Sewer Fund Capital Expense	61105-587001	SWR Generator Repair	\$ 70,000.00
Sewer Fund Capital Expense	61105-530051	SWR WWTP Affordability Study	\$ 49,600.00
Sewer Fund Capital Expense	61105-530052	SWR NPDES Permit	\$ 10,000.00
Total			\$ 129,600.00

Explanation:

- *The Sewer Plan generator had a mechanical failure causing damage to the internal components – a rental of a standby generator was necessary to keep on hand while the generator and radiator was repaired*
- *Sewer WWTP Affordability Study is needed in this budget cycle, however, the funding wasn't included in original budget*
- *National Pollutant Discharge Elimination System(NPDES) Collection System Map Plan & Submittal Report*

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-026

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: February 6, 2018
First Reading: February 6, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-026

TRANSFER ORDER – UNDESIGNATED FUND FOR SEWER AND AFSCME CONTRACT SETTLEMENT

ORDERED, pursuant to Section 6-4 of the of the Bridgewater Home Rule Charter, that the Town Council assembled vote to appropriate and transfer from the schedule of Source of funds to the schedule of the use of funds below:

Source of Funds	Account No.	GL Account Description	Amount
Sewer Undesignated Fund Balance	6100-359000	SWR Retained Earnings	\$ 622,827.70
Total:			\$ 622,827.70
Use of Funds	Account No.	GL Account Description	Amount
Sewer Reserved Spec Purpose - Capital	6100-358000	SWR SPCL PURP - Capital	\$ 500,000.00
Sewer Fund AFSCME Contract Settlement	61005001-510000	SWR CY Salaries	\$ 40,534.00
Sewer Fund AFSCME Contract Settlement	61005001-510001	SWR PY Year Retro - AFSCME	\$ 47,569.38
Sewer Fund Expense	61005431-530000	SWR Professional Services	\$ 34,724.32
Total			\$ 622,827.70

Explanation:

- Annual allocation of Undesignated Fund Balance (Free Cash) to Special Purpose Accounts.
- Professional outside legal services were necessary to assist the legal department for EPA meetings and proceedings for advisement regarding the MassDEP Permit Case – Invoices were not submitted for payment until after FY2017 – Prior year payment
- Settlement of Afscme Contract – Funds to be allocated CY & PY

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Bridgewater Town Council

In Town Council, Tuesday, February 6, 2018

Council Order: O-FY18-027

Introduced By: Town Manager *(at the request of the Finance Director)*

Date Introduced: February 6, 2018

First Reading: February 6, 2018

Second Reading:

Amendments Adopted:

Third Reading:

Date Adopted:

Date Effective:

Order O-FY18-027

TRANSFER ORDER – UNDESIGNATED FUND FOR WATER AND AFSCME CONTRACT SETTLEMENT

ORDERED, pursuant to Section 6-4 of the of the Bridgewater Home Rule Charter, that the Town Council assembled vote to appropriate and transfer from the schedule of Source of funds to the schedule of the use of funds below:

Source of Funds	Account No.	GL Account Description	Amount
Water Undesignated Fund Balance	6200-359000	WTR Retained Earnings	\$ 895,822.52
Total:			\$ 895,822.52
Use of Funds	Account No.	GL Account Description	Amount
Water Reserved Spec Purpose - Capital	6200-358000	WTR SPCL PURP - Capital	\$ 800,000.00
Water Fund AFSCME Contract Settlement	62005001-510000	WTR CY Salaries	\$ 47,437.00
Water Fund AFSCME Contract Settlement	62005001-510001	WTR PY Year Retro - AFSCME	\$ 48,385.52
Total			\$ 895,822.52

Explanation:

- Annual allocation of Undesignated Fund Balance (Free Cash) to Special Purpose Accounts.
- Settlement of Afscme Contract – Funds to be allocated CY & PY Accounts

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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