

TOWN OF BRIDGEWATER
OFFICE OF THE
TOWN COUNCIL



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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
Council Chambers
Bridgewater, MA

Date & Monday, April 23, 2018
Time: 7:00 p.m.
Joint Meeting with Finance Committee
Agenda

- A. Call to Order
- B. Approval of minutes
 - a) 03/26/18
 - b) 04/05/18
- C. Joint Meeting with Finance Committee
 - a) Legislation Referred:
 - Order O-FY18-032: Purchase & Sale Agreement – McElwain Property
 - Order O-FY18-034: Acceptance of Other One-Time Revenue for Special Purpose – Long Built Homes
 - Order O-FY18-035: Acceptance of Other One-Time Revenue for Special Purpose – Bridgewater Homes, LLC
 - Order O-FY18-037: CPC Transfer - Preservation Assessment of Two Old Bridgewater Historical Society Buildings
 - Order O-FY18-038: Transfer Order - Sewer Enterprise Capital Special Purpose Transfers
 - **FY2019 Budget Orders:**
 - Order O-FY19-001: Budget Order – FY18 Annual Town Budget
 - Order O-FY19-002: Budget Order – FY18 Sewer Enterprise Fund Budget
 - Order O-FY19-003: Budget Order – FY18-Water Enterprise Fund Budget
 - Order O-FY19-004: Budget Order – FY18-Transfer Station Enterprise Fund Budget
 - Order O-FY19-005: Budget Order – FY18-OSLGC Enterprise Fund Budget
 - Order O-FY19-006: Authorization of Revolving Funds

b) Discussion:

- FY19 Budget Discussion
- Five-Year Forecast

D. Public Comment

E. Adjourn



Bridgewater Town Council

In Town Council, Tuesday, March 27, 2018

Council Order: O-FY18-032

Introduced By: Town Manager
Date Introduced: March 27, 2018
First Reading: March 27, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-032

PURCHASE AND SALE AGREEMENT – McELWAIN PROPERTY

WHEREAS, The Town Manager has negotiated a Purchase and Sale Agreement (PSA) for the disposition of the McElwain School with MPZ Development LLC and Capstone Communities Development LLC;

WHEREAS, the PSA proposes to transfer the building and land for one dollar, and contemplates that the respondent expend more than \$20 million to renovate the existing structure and to build a second structure on the same property to accommodate a total of 52 housing units, all of which will be added to the Town's subsidized housing inventory;

WHEREAS, the Town and the Respondent propose a Public Private Partnership ("PPP") to collaborate as a means to securing the necessary Local, State and Federal resources;

ORDERED, that the Town Council ratify the attached Purchase and Sale Agreement, and further authorize the Town Manager to negotiate any other agreements to mitigate or reduce the Town's obligation under the Purchase and Sale Agreement.

Explanation:

The Town Manager hired Attorney Mark Bobrowski, one of the state's leading land use attorney, to negotiate a Purchase and Sales Agreement with the successful respondent to the McElwain RFP. The attached agreement is the result of that negotiation. The P&S Agreement requires the respondent to make application to the Community Preservation Committee for funding, and the Zoning Board of Appeals for plan approval.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY18-034

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-034

ACCEPTANCE OF OTHER ONE TIME REVENUE FOR SPECIAL PURPOSE

WHEREAS: Massachusetts General Laws, Chapter 40, §5B, requires the Town Council to accept and authorize the expenditure of revenue sources that are deemed one-time or mitigation revenues to fund one-time and/or unforeseen expenditures, and;

WHEREAS: The Town of Bridgewater has received a \$109,799.50 mitigation payment for minor modification from Long Built Homes for the Bridgewater Preserve Curbing and Project Phasing.

ORDERED that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to accept the payment of \$109,799.50 from Long Built Homes to appropriate and reserve in accordance with stated purpose thereof.

Explanation:

This payment will be used in accordance with the Planning Board, CED Director, and Highway Superintendent, to specifically address the Cherry Street and Bridgewater Preserve roadway improvements as per the original plan approval process.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY18-035

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-035

ACCEPTANCE OF OTHER ONE TIME REVENUE FOR SPECIAL PURPOSE – BRIDGEWATER HOMES, LLC

WHEREAS: Massachusetts General Laws, Chapter 40, §5B, requires the Town Council to accept and authorize the expenditure of revenue sources that are deemed one-time or mitigation revenue to fund one-time and/or unforeseen expenditures, or take any other action relative thereto and

WHEREAS: The Town of Bridgewater has received a \$7,000 payment as required under the Comprehensive Permit issued to Bridgewater Homes, LLC (or its predecessor) to offset the cost of planning for the production of affordable housing in the Town of Bridgewater;

ORDERED that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to accept the payment of \$7,000 from Bridgewater Homes, LLC to appropriate and reserve in accordance with stated purpose thereof.

Explanation:

This payment will be used in accordance with the Zoning Board of Appeals condition #36 – “that a donation shall be made... in the amount of \$14,000, \$7,000 of which shall be paid to the issuance of the 10th certificate of occupancy and \$7,000 of which shall be paid prior to the issuance of the 25th certificate of occupancy.” Said donation shall be used for the purpose of enabling the Town to draft and adopt a plan for the production of affordable housing and/or for the development of affordable housing.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY18-037

Introduced By: Town Manager
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Order O-FY18-037

CPC TRANSFER – PRESERVATION ASSESSMENT OF TWO OLD BRIDGEWATER HISTORICAL SOCIETY BUILDINGS

WHEREAS: A proposal to conduct professional preservation assessments of its historic collections and of both its historic structures: the Memorial Building, constructed c. 1900 and located at 162 Howard Street, West Bridgewater; and the Keith Parsonage, originally constructed in 1663 and inhabited by the Reverend James Keith in 1664, located at 199 River Street in West Bridgewater has been submitted and recommended by the Community Preservation Committee.

ORDERED, pursuant to Section 6-4 of the Town of Bridgewater Charter, that the Town Council vote to appropriate as required by Massachusetts General Laws, chapter 44B, and to meet this appropriation, transfer the sum of \$20,000 from the Community Preservation Fund (Historic Preservation) and that the Town Manager is authorized to take any other action necessary or relative thereto to complete this project.

Explanation: Funds for assessment will allow for the study and reporting on both of OBHS's historic buildings and building systems, the storage conditions of the diverse collections housed in the Memorial Building, and the policies and procedures relating to collections care. The assessment involves a site visit by a professionally trained historic building assessor and a professionally trained collections assessor. After their visit comprehensive reports will be created that will outline the recommendations for improvements needed for the buildings and for collection care tailored specifically to the two buildings.



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY18-038

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY18-038

SEWER ENTERPRISE TRANSFERS – CAPITAL 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 the sum of **\$300,000**

- from SWR Reserved Special Purpose -Capital account# **6100-358000**
- to SWR ROTATING BIOLOGICAL CONTACTOR (RBC) account# **61105-583003**

Explanation:

Emergency Replacement of RBC#1 and RBC#8 – Original Equipment installed in 1988 and repairs are not feasible due to the cost and age. Replacement is in the SWR Capital Plan for FY2019, however is necessary to replace now. Once these two units replaced, total of 11 out of 14 are completed and the remaining three units are scheduled for replacement next fall. The engineers believe that this same treatment process will continue to be used for the new facility.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

TOWN MANAGER'S FY2019 BUDGET MESSAGE
April 2, 2018

The FY2019 budget is presented for your consideration.

This budget presented is practical and balanced within the guidelines of the Council's budget resolution. While the formulation of the proposed budget is my responsibility, an effective draft comes only from the collaboration among the Town Council's Budget and Finance Committee, the Financial Committee, the Finance Director, and the Town's very dedicated Department Heads. Bridgewater is well served by this group of measured, thoughtful, and respectful public servants.

This year, as in the most recent years, our process has been challenged by several unavoidable increases in our employee benefit expenses.

This budget reflects only the simplest of fiscal policies due to the number of recurring constraints imposed on both revenues and expenses for FY2019. As a policy, our objective was to ensure the following:

- A balanced FY2019 budget
- Maintain current service levels
- Incrementally advancing my budget priorities
- Continuing the implementation of the Charter and Administrative Code
- Re-emphasizing our focus on economic development

A Balanced FY2019 Budget

Every city and town is required to formulate a balanced budget each year. How each municipality gets to that point depends upon the policies set forth by its governing body and management. As in the past, the Council has set forth resolutions which guides the development of the Town Manager's budget. Included in that direction is a conservative approach to revenue estimates. While this year's budget resolution allowed more flexibility in budgeting, our approach was consistent with the conservative approach we have used historically.

This year, your management team has focused on developing my budget in the context of future sustainability. For the first time, the five-year financial projection developed by our Finance Team has been wholly incorporated into our budget development process.

For the FY2019 budget, we have estimated most local revenue at 89% percent of the FY2017 actual receipts. We now can make a much more precise estimate of local receipts due to improvements in our financial systems which allow us to view multi-year trends. We are more adept at analyzing

national, state-wide, and local trends regarding many factors that play into the estimates we develop. We have used a 2.5% increase to personal and real property taxes and have incorporated the Governor's budgeted "Cherry Sheet" estimated revenues as provided by the Department of Revenue. We have increased the use of Ambulance receipts to \$1,539,163 because of more precise revenue projections showing approximately \$1,750,000 in annual revenue for FY2017. We have assumed a new growth figure of \$565,248 based upon the Assessor's early analysis of building permits and local trends. New growth is estimated by the Principal Assessor and is based upon the types and numbers of building permits and Planning Board approvals granted throughout the previous year. Again, these are relatively stable, quantifiable figures which are generated from our online permit program, financial accounting program, and professional staff analyses.

With these prudent revenue estimates, we have developed a realistic list of proposed expenditures, as a matter of simple policy, we have developed a budget which incrementally advances my budget priorities and maintains current service levels. The budget priorities for FY2019 are threefold:

- 1) Better fund our building maintenance budget, and increase our spending in this area;
- 2) Continue to build capacity in our Roadways Department, and;
- 3) Provide additional funding for our technology budget to better serve the public's changing methods of government interaction.

Due to resource constraints we have not been afforded the opportunity to make more significant advancements toward my fourth priority, Bridgewater's park systems. With the help of interim grant funding we will be able to defer this priority to next fiscal year. Deferring additional spending is a difficult decision to make, but, if done with sensitivity, it should position the Town for a better future.

Revenue Estimates

Pursuant to the Council's resolution, we have estimated local receipts based upon a comprehensive financial analysis to include historical trends, economic indicators, and identification of outlying anomalies.

Revenues are generally based on 85% to 90% of the prior year actual receipts adjusted for identifiable advancing trends or projections. Tax revenues are based upon the prior year's (FY2018) levy limit plus 2.5% as allowed by provisions of Prop 2 ½. Revenues flowing from the Commonwealth are estimated based upon the Governor's budget proposal. The Legislature generally does not finalize local aid figures until just prior to the beginning of the fiscal year. For FY2019, we have not used any overlay surplus to balance the budget, however we have reduced the amount required for the allowance for abatements and exemptions.

FY2019 Budget Work Programs by Department

For the most part, the FY2019 budget reflects a continuation of the long-term stabilization of Town finances and staff. It also generally seeks to systematically improve our technology to assure our ability

to provide better service at reduced cost in future years.

The following outlines the highlights and changes to work programs for each department:

1. Town Council: Other than salary alterations, the budget does not reflect a change in work programs for the Council. The budget was funded slightly below prior years.
2. Town Manager: The budget does not reflect a change in work programs. The Salary budget increased due to contractual obligations. The expense budget was funded to include many of the expenses that have been previously “covered” but not budgeted by the Town Manager’s office. Including these expenses provides more transparency.
3. Finance Committee: The budget does not reflect a change in the work program for the Finance Committee.
4. Reserve Fund: The budget does not increase the Reserve Fund and is therefore funded at the same level as prior year.
5. Finance Department: The budget reflects an advancement in the work programs, largely focused on implementing the pieces of the MUNIS system, continuing to advance the adoption of best practices, and resolving longstanding issues with tax title properties. The salary budget increased due to contractual obligations. The expense budget was funded to include historical requirements.
6. Law: No change in work program is anticipated. The department will continue to support the Manager’s office and other Town departments with legal needs. However, this department has been underfunded for many years, and, depending upon unanticipated litigation, often requires additional transfers prior to year-end.
7. Information Technology: This department will be absorbing the additional work associated with the implementation of the MUNIS financial system and includes funding of a part-time employee. All web site expenses and IT maintenance expenses have been included in the IT budget. The salary budget increased due to contractual obligations.
8. Town Clerk: The FY2019 budget anticipates three elections during the fiscal year. The Salary budget increased due to contractual obligations. The expense budget was funded to include the current requirements and the cost of the additional election.
9. Parking Clerk: There is no change to this department’s work program or budget. No change is expected relative to the paid-parking program.
10. Conservation: There is no change to the work program. The Salary budget increased due to contractual obligations.

11. Community and Economic Development: There is no change to the work program anticipated for this department. It will continue to focus on developing better processes and recruiting new businesses to Bridgewater. The department will expend considerable time in FY2019 preparing for a substantial re-write of the zoning ordinances. The Salary budget increased due to contractual obligations. The expense budget was funded to include historical requirements.

12. Zoning: There is no change in work program anticipated for this department. The Salary budget increased due to contractual obligations.

13. Town Buildings: This year we will staff building maintenance and grounds with one employee. We are adding this position which will be responsible for overseeing maintenance, organizing work plans, and managing contract work. The expense budget has been funded to include historical requirements and increased by \$150,000 to address building repairs that have not been made and/or have historically not been funded.

14. Gas and Oil: Due to relative low, stable prices, the line item has been level funded.

15. Police: The budget reflects contractual obligations and funding for the restructuring of the command structure as recently approved. The department will continue to invest in its partnerships with other departments to develop regional approaches to combat regional public safety problems such as gang-related crime, illegal drugs, and potentially violent situations.

16. Fire: The FY2019 budget anticipates no significant changes in the work program for the Fire Department. Of note, the operating budget includes contractual increases and some additional administrative hours, and the operating budget includes the related salaries for the additional firefighters who were hired through the SAFER grant in 2015.

17. Inspectional Services: The work program for Inspectional Services remains largely unchanged. With the new Building Inspector/Zoning Enforcement Officer, the department has become substantially more efficient. The statutory responsibilities keep staff extremely busy throughout the year. In addition, the department serves as the enforcement arm for many town zoning ordinances and bylaws. The Salary budget increased due to contractual obligations.

18. Animal Control: The work program remains largely unchanged. The Salary budget increased due to contractual obligations.

19. School Assessments: Education is the Town's single largest expense. By far, the largest assessment goes to the Bridgewater-Raynham Regional School District. Based on the adoption of some best management practices two years ago, we now provide much more predictability to our Regional School District by calculating our revenues early and establishing a revenue-sharing model

which shares revenue increases proportionally with the District. Although the District informally requested a 8.44% year-over-year increase to its operating budget, we continue to work with them to get to a 3.68 % increase in the District assessment for FY2019. This is one of the “fixed” costs that has traditionally placed significant pressure on the balance of the budget. This year, and moving forward, our financial projections, precise revenue calculations, and close relationship with the District allow us to share detailed budget information so the District and the Town will know exactly what the Town can afford for educational increases. Any required increase above the revenue-sharing allotment would necessitate a general override. In addition to the operational budget, the District long-term debt is assessed through this “department,” as are the Bristol Agricultural and Norfolk Agricultural Schools. The second largest assessment is the Bristol-Plymouth Technical School which is based upon the enrollment as of October 1 of 2017. Both Bristol and Norfolk are estimated assessment which will not be finalized until after the fiscal year has begun. Although the schools do constantly improve and change work programs from year to year, from the Town’s perspective, there is no major change anticipated to the FY2019 work program. The B-R Regional District continues to budget for increased contractual obligations, increases in special education, and significant increases in out-of-District placements. These have been the large drivers of the budget increases.

20. Roadways: The FY2019 budget reflects an increase of one position and additional money for line painting. Otherwise, we do not anticipate a drastic change in work program for the department. Credit goes to Superintendent Ron Ladue and his small staff for being able to accomplish what departments triple their size accomplish. In future years, we must prioritize the staffing needs of the department and the sizable capital needs but will do so in a sustainable and methodical way.

21. Snow and Ice: There is no major anticipated change in work program. This is the only “department” which is legally permitted to deficit spend. We estimate that FY2018’s deficit will be \$550,000. It is important to note that these deficits must be accounted for on the annual recapitulation. Fortunately, our conservative approach to budgeting allows us to cover these sizable deficits without seeking overrides.

22. Street Lighting. There is no meaningful change.

23. Health Department: No major changes to work program are anticipated in FY2019. The salary budget increased due to contractual obligations.

24. Elder Services: No major changes in general work program are anticipated. The Department continues to develop senior programs to suit the needs of the community as part of its mission. The salary budget increased due to a reduction in grant funding and contractual obligations.

25. Veterans Services: No major changes in general work program are anticipated. The salary budget has been increased in concert with the compensation plan.

26. Library: The Library continues to develop alternate staffing plans to help provide maximum assistance at the most effective cost. The FY2019 budget reflects the minimum spending to qualify for certification which assures state funding.

27. Recreation: There is no change in work program anticipated for FY2019. I had hoped to add a part-time position to help with our park system, but it was one of my goals that we could not afford in this budget.

28. Long & Short Term Debt Service: The FY2019 budget reflects a slight reduction due to the retirement of some debt obligations. Since this debt was “debt-excluded” by the voters when originally issued, the reduction in this line actually reduces the real estate obligation of property owners.

29. State and County Assessments: While these expenses are true assessments which the Council does not vote, they are presented in the general operating budget to show the expenses and what needs to be absorbed within the budget. Regardless, these expenses have not increased dramatically.

30. Retirement: The Town’s assessment increase for retirement increased by 8%.

31. Worker’s Compensation: The FY2019 budget is level funded from the prior fiscal year.

32. Medical, Life and Medicare: Not unexpectedly, insurance costs have increased over FY2018. Our health insurance is provided through a joint buying group, the Mayflower Municipal Health Group. We are seeing an increase of 4.71% in this large expense, or \$122,837. I carefully track the MMHG’s financial reports to ensure that the Town is not paying an artificially deflated amount for this important coverage.

33. Liability Insurance: Most of our insurances are offered through a municipal buying group, Massachusetts Inter-local Insurance Agency. MIIA offers generous credits for a wide variety of educational programs and incentives. FY 2019 is level funded from the prior year.

I look forward to defending my bare-bones budget proposal in front of the Town Council at a public hearing to be held at a regularly scheduled Town Council meeting.

Respectfully submitted,

Michael Dutton, Town Manager



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-001

Introduced By: Town Manager
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-001

FY2019 ANNUAL TOWN BUDGET

Ordered that to provide for the payment of certain expenses of the Town for the fiscal year ending June 30, 2019;

The town will raise and appropriate and vote into tax, to be assessed per law and/or appropriate and transfer from the following available funds:

- Ambulance Receipts Reserved the amount of **\$1,539,163**
- Title V the amount of **\$121,351**
- Enterprise Funds the amount of **\$375,872**
- Conservation Receipts Reserved the amount of **\$71,750**
- Entergy Grant Funds the amount of **\$85,000**
- Fire Salary Budget FY18 **\$384,893**
- Energy Funds the amount of **\$67,567**

For the operation of the Town and further that such appropriation in the sum of **\$55,776,117** be for personal services, general expenses, principal and interest, for such purposes, each department and group being considered a separate appropriation as shown below:

Town of Bridgewater
Town Manager's FY2019 General Fund Operating Budget

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2019 Town Mgr Budget
111	TOWN COUNCIL	1.0	SALARIES/WAGES/BENEFITS	30,476.16
		2.0	EXPENSE	7,090.00
111 Total				37,566.16
123	TOWN MANAGER	1.0	SALARIES/WAGES/BENEFITS	313,481.60
		2.0	EXPENSE	41,628.00
123 Total				355,109.60
131	FINANCE COMMITTEE	1.0	SALARIES/WAGES/BENEFITS	2,000.00
		2.0	EXPENSE	900.00
131 Total				2,900.00
132	RESERVE FUND	2.0	EXPENSE	60,000.00
132 Total				60,000.00
135	ACCOUNTANT	1.0	SALARIES/WAGES/BENEFITS	317,041.60
		2.0	EXPENSE	49,100.00
135 Total				366,141.60
141	ASSESSORS	1.0	SALARIES/WAGES/BENEFITS	137,516.88
		2.0	EXPENSE	95,030.00
141 Total				232,546.88
145	TREASURER	1.0	SALARIES/WAGES/BENEFITS	379,488.86
		2.0	EXPENSE	45,872.00
145 Total				425,360.86
151	LAW	1.0	SALARIES/WAGES/BENEFITS	63,999.00
		2.0	EXPENSE	10,000.00
151 Total				73,999.00
155	INFORMATION TECHNOLOGY	1.0	SALARIES/WAGES/BENEFITS	103,925.11
		2.0	EXPENSE	293,374.63
155 Total				397,299.74
161	TOWN CLERK	1.0	SALARIES/WAGES/BENEFITS	180,563.55
		2.0	EXPENSE	51,523.00
161 Total				232,086.55
166	PARKING CLERK	1.0	SALARIES/WAGES/BENEFITS	15,375.00
		2.0	EXPENSE	750.00
166 Total				16,125.00
171	CONSERVATION	1.0	SALARIES/WAGES/BENEFITS	59,263.85
		2.0	EXPENSE	2,102.00
171 Total				61,365.85
175	PLANNING	1.0	SALARIES/WAGES/BENEFITS	190,003.22
		2.0	EXPENSE	4,585.00
175 Total				194,588.22
176	ZONING	1.0	SALARIES/WAGES/BENEFITS	25,284.44
		2.0	EXPENSE	500.00
176 Total				25,784.44
192	TOWN BUILDINGS	1.0	SALARIES/WAGES/BENEFITS	52,062.40
		2.0	EXPENSE	280,999.60
192 Total				333,062.00

Town of Bridgewater
Town Manager's FY2019 General Fund Operating Budget

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2019 Town Mgr Budget
210	POLICE	1.0	SALARIES/WAGES/BENEFITS	5,237,437.61
		2.0	EXPENSE	228,325.95
210 Total				5,465,763.56
	220 FIRE	1.0	SALARIES/WAGES/BENEFITS	5,447,088.89
		2.0	EXPENSE	330,737.50
220 Total				5,777,826.39
	240 INSPECTIONAL SERVICES	1.0	SALARIES/WAGES/BENEFITS	404,530.89
		2.0	EXPENSE	30,400.00
240 Total				434,930.89
	292 ANIMAL CONTROL	1.0	SALARIES/WAGES/BENEFITS	43,370.60
		2.0	EXPENSE	1,000.00
292 Total				44,370.60
	300 B/R RGNL DISTRICT B/R SCHOOL DEBT	2.0	EXPENSE	27,583,894.00
		7.1	DE: DEBT SERVICE	2,007,637.34
300 Total				29,591,531.34
	301 BRISTOL AGI TUITION	2.0	EXPENSE	96,893.00
301 Total				96,893.00
	302 BRISTOL PLYMOUTH TUITION	2.0	EXPENSE	1,299,078.00
302 Total				1,299,078.00
	303 NORFOLK CNTY AGI TRANS NORFOLK CNTY AGI	2.0	EXPENSE	32,366.00
		2.0	EXPENSE	22,286.00
303 Total				54,652.00
	410 TOWN ENGINEER	1.0	SALARIES/WAGES/BENEFITS	63,104.63
410 Total				63,104.63
	420 HIGHWAY DEPARTMENT	1.0	SALARIES/WAGES/BENEFITS	802,190.51
		2.0	EXPENSE	349,375.00
420 Total				1,151,565.51
	421 SNOW AND ICE	1.0	SALARIES/WAGES/BENEFITS	41,000.00
		2.0	EXPENSE	41,100.00
421 Total				82,100.00
	424 STREET LIGHTING	2.0	EXPENSE	175,818.00
424 Total				175,818.00
	510 HEALTH	1.0	SALARIES/WAGES/BENEFITS	134,927.22
		2.0	EXPENSE	18,434.00
510 Total				153,361.22
	541 COUNCIL ON AGING	1.0	SALARIES/WAGES/BENEFITS	176,263.91
		2.0	EXPENSE	3,150.00
541 Total				179,413.91
	543 VETERANS SERVICES	1.0	SALARIES/WAGES/BENEFITS	28,864.24
		2.0	EXPENSE	123,588.57
543 Total				152,452.81
	610 LIBRARY	1.0	SALARIES/WAGES/BENEFITS	436,952.59
		2.0	EXPENSE	125,600.00
610 Total				562,552.59

Town of Bridgewater
Town Manager's FY2019 General Fund Operating Budget

DEPT#	DEPART DESCRIPTION	Group	GROUP DESCRIPTION	FY2019 Town Mgr Budget
630	RECREATION	1.0	SALARIES/WAGES/BENEFITS	68,307.12
630 Total				68,307.12
710	DEBT PRINCIPAL	7.0	DEBT SERVICE	177,000.00
		7.1	DE: DEBT SERVICE	532,000.00
		7.2	TTLV: DEBT SERVICE	121,351.00
710 Total				830,351.00
751	INTERST ON LT DEBT	7.0	DEBT SERVICE	14,667.50
		7.1	DE: DEBT SERVICE	129,216.25
751 Total				143,883.75
820	STATE/COUNTY ASSESMENTS	2.0	EXPENSE	348,672.00
820 Total				348,672.00
830	COUNTY ASSESSMENTS	2.0	EXPENSE	57,682.00
830 Total				57,682.00
911	RETIREMENT	1.0	SALARIES/WAGES/BENEFITS	3,120,497.00
911 Total				3,120,497.00
912	WORKERS COMP	1.0	SALARIES/WAGES/BENEFITS	159,658.00
912 Total				159,658.00
913	UNEMPLOYMENT	1.0	SALARIES/WAGES/BENEFITS	5,000.00
913 Total				5,000.00
914	MED/LIFE/FICA	1.0	SALARIES/WAGES/BENEFITS	3,052,810.00
914 Total				3,052,810.00
919	OTHER BENEFITS	1.0	SALARIES/WAGES/BENEFITS	5,760.00
919 Total				5,760.00
945	LIABILITY INSURANCE	2.0	EXPENSE	170,500.00
945 Total				170,500.00
950	GAS & OIL	2.0	EXPENSE	120,000.00
950 Total				120,000.00
Grand Total				56,182,471
Adust for State/County Charges				(406,354)
Total Appropriation				55,776,117



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-002

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-002

FY2019 SEWER ENTERPRISE FUND BUDGET

ORDERED, to see if the Town will vote to appropriate **\$1,879,573** from the Sewer Enterprise receipts to defray Sewer direct costs, and that **\$105,339.10** as appropriated under Order O-FY19-001 be used for Sewer indirect costs, all to fund the total costs of operations of the Sewer Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	839,937.88
OPERATING EXPENSES	\$	624,152.04
DEBT SERVICES	\$	410,483.34
TRANSFER TO TRUST FUNDS OPEB	\$	5,000.00
APPROPRIATED for DIRECT COSTS	\$	1,879,573.26
	\$	-
INDIRECT COSTS - GENERAL FUND	\$	105,339.10
TOTAL COST - SEWER FUND	\$	1,984,912.36

Explanation:
{Enter explanation}

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-003

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-003

FY2019 WATER ENTERPRISE FUND BUDGET

ORDERED, to see if the Town will vote to appropriate **\$3,105,233.24** from the Water Enterprise receipts to defray Water direct costs, and that **\$136,464.10** as appropriated under Order O-FY19-001 be used for Water indirect costs, all to fund the total costs of operations of the Water Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	1,102,437.29
OPERATIONAL EXPENSES	\$	1,320,861.52
DEBT SERVICES	\$	676,934.43
TRANSFER TO TRUST FUND OPEB	\$	5,000.00
APPROPRIATED for DIRECT COSTS	\$	3,105,233.24
INDIRECT COSTS - GENERAL FUND	\$	136,464.10
TOTAL COST - WATER FUND	\$	3,241,697.34

Explanation:

{Enter explanation}

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-004

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-004

FY2019 TRANSFER STATION ENTERPRISE FUND BUDGET

ORDERED, to see if the Town will vote to appropriate **\$267,305.99** from Transfer Station Enterprise receipts to defray TS direct costs, and that **\$40,252.00** as appropriated under Order O-FY19-001 be used for TS indirect costs, all to fund the total costs of operations of the Transfer Station Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	102,646.67
OTHER EXPENSES/CAPITAL OUTLAY	\$	164,659.32
APPROPRIATED for DIRECT COSTS	\$	267,305.99
INDIRECT COSTS - GENERAL FUND	\$	40,252.00
TOTAL COST - TRANSFER STATION EF	\$	307,557.99

Explanation:
{Enter explanation}

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-005

Introduced By: Town Manager *(at the request of the Finance Director)*
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY19-005

FY2019 OSLGC ENTERPRISE FUND BUDGET

ORDERED, to see if the Town will vote to appropriate **\$1,407,122.17** from OSLGC Enterprise receipts to defray OSLGC direct costs, and that **\$93,817.00** as appropriated under Order #O-FY19-001 be used for OSLGC indirect costs, all to fund the total costs of operations of the OSLGC Enterprise as follows:

SALARIES/WAGES/BENEFITS	\$	751,930.85
OTHER EXPENSES/CAPITAL OUTLAY	\$	394,733.82
DEBT SERVICES	\$	80,457.50
TRANSFER TO TRUST FUND STABILIZATION	\$	175,000.00
TRANSFER TO TRUST FUND OPEB	\$	5,000.00
APPROPRIATED for DIRECT COSTS	\$	1,407,122.17
INDIRECT COSTS - GENERAL FUND	\$	93,817.00
TOTAL COST - OSLGC EF	\$	1,500,939.17

Explanation:
{Enter explanation}

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•



Bridgewater Town Council

In Town Council, Tuesday, April 10, 2018

Council Order: O-FY19-006

Introduced By: Town Manager (*at the request of the Finance Director*)
Date Introduced: April 10, 2018
First Reading: April 10, 2018
Second Reading:
Third Reading:
Amendments Adopted:
Date Adopted:
Date Effective:

Proposed Order #O-FY19-006

AUTHORIZATION OF REVOLVING FUNDS

ORDERED: that the Town Council vote to establish revolving funds for certain Town Departments under the provisions of G.L. c.44, §53E ½ for the fiscal year beginning July 1, 2018, with specific receipts credited to each fund, the purposes for which each fund may be spent, and the maximum amount that may be spent from each fund for FY2019 as follows:

Spending Authority	Fund	Receipts	Expenditures	FY19 Spending Limit
Town Clerk	Street Listing	Sale of street lists; sale of bylaws/zoning bylaws; sale of subdivision rules; sale of zoning maps	Printing and other costs with publications/books sold to public	\$ 5,000
Recreation Director	Recreation	Fees associated with recreation programs	Salaries and benefits of full-time staff, part-time and seasonal staff, recreation programs, facility expenses and other expenses related to programs	\$ 150,000
Police Chief	Police Equipment	Proceeds from sale/auction of Police related equipment and unclaimed property	Purchase, repair/maintenance of police equipment, training of officers related to purchase, repair/maintenance of such equipment	\$ 10,000
IT Director	Cable Services	License fee	Technology related equipment	\$ 3,000
Animal Control	Animal Control	Fines & Fees	Unreimbursed cost of boarding and veterinary expenses.	\$ 5,000

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•