



Town of Bridgewater
Budget & Finance Committee

May 9, 2023

6:15 PM

Academy Building

66 Central Square

Conference Room 201A

MEETING AGENDA

- A. Call to Order**
- B. Approval of Meeting Minutes**
 - a) April 18, 2023 Meeting Minutes
- C. Public Comment**
- D. Legislation Referred**
 - a) Order O-FY23-053: Town Clerk's Salary
 - b) Order O-FY23-054: AFSCME Contractual Ratification
 - c) Ordinance D-FY23-010: Establish Stabilization Fund - Opioid Legal Settlements
 - d) Ordinance D-FY23-011: Special Purpose Stabilization Fund - Opioid Settlement
- E. Public Comment**
- F. Adjournment of Meeting**



Town of Bridgewater **Budget & Finance Committee**

April 18, 2023

6:00 PM

MEETING MINUTES

CALL TO ORDER

Councilor Gallagher called the meeting to order at 6:00p.m. The meeting took place in Conference Room 201A, 2nd Floor of the Academy Building.

Committee Members Present:

Council Wood, Councilor George and Councilor Gallagher.

Also present: Town Manager Michael Dutton, Assistant Town Manager Kimberly Williams and Town Councilor Mark Linde.

APPROVAL OF MEETING MINUTES

a) April 4, 2023 Meeting Minutes

Councilor George made a motion to approve the April 4, 2023 meeting minutes, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:

George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

PUBLIC COMMENT – None

LEGISLATION REFERRED

a) Order O-FY23-053: Town Clerk's Salary

Councilor Wood noted that Franklin and Middleboro Town Clerks were around \$90k per year.

Councilor George noted that the council cannot make decisions for future Town Councils or FinCom, should only be discussing this year.

Councilor Gallagher noted that it should be about the person not the position, standard step.

Councilor George made a motion to recommend Order O-FY23-053 as written. Motion failed for lack of a second.

Councilor Wood made a motion to amend Order O-FY23-053 for the Town Clerk to be Grade 12, Step 12. Motion to amend failed for lack of a second.

b) Budget Order O-FY24-001: FY2024 Annual Town Budget
Councilor George made a motion to recommend Order O-FY24-001, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

c) Budget Order O-FY24-002: FY2024 Water Enterprise Fund Budget
Councilor George made a motion to approve Order O-FY24-002, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

d) Budget Order O-FY24-003: FY24 Sewer Enterprise Fund Budget
Councilor George made a motion to approve Order O-FY24-003, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

e) Budget Order O-FY24-004: FY24 Transfer Station Enterprise Fund Budget
Councilor George made a motion to approve Order O-FY24-004, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

f) Budget Order O-FY24-005: Authorization of Revolving Funds
Councilor George made a motion to approve Order O-FY24-005, which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

PUBLIC COMMENT – None

ADJOURNMENT OF MEETING

Councilor Gallagher noted that the next Budget and Finance meeting will be Tuesday, May 9th at 6:15pm.

Councilor George made a motion to adjourn which was duly seconded by Councilor Wood.

Roll-call vote was taken with the results recorded as follow:
George – Yea; Gallagher – Yea; Wood – Yea. The motion passed 3-0.

Meeting adjourned at 6:41pm.

Meeting minutes being submitted in draft from by Town Council Clerk Debbie Ward.



Bridgewater Town Council

Introduced By: Shawn George, Councilor
Date Introduced: 4/4/2023
First Reading: 4/4/2023
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY23-053: Town Clerk's Salary

ORDERED, that the Town Council assembled vote:

To set the Town Clerks salary beginning July 1 2023 (FY24) - at Grade 12 Step 10 \$46.7070 hourly. Annually \$85,007.00.

Explanation:

This represents a step increase and follows along with other full time employees for FY24.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
Budget and Finance	
Finance Committee	4/24/23: Voted 4-1 to recommend

Attachments: None



Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 4/18/2023
First Reading: 4/18/2023
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY23-054: AFSCME Contractual Ratification

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(s) covering July 1, 2022 through June 30, 2025 with the American Federation of State, County, and Municipal Employees (AFSCME), Council 93 - Local 1700.

Explanation:

The Town Manager negotiated Memorandum of Agreements (s) as attached with AFSCME Council 93 - Local 1700.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
Budget and Finance	5/9/23: Meeting prior to Town Council meeting
Finance Committee	4/24/23: Voted 5-0 to recommend

Attachments: 1. AFSCME MOA Compensation 04.06.23

MEMORANDUM OF AGREEMENT
between
TOWN OF BRIDGEWATER and
AMERICAN FEDERATION OF STATE, COUNTY, and MUNICIPAL EMPLOYEES (AFSCME),
Council 93 - Local 1700

This Memorandum of Agreement (MOA) is made and entered into between Town of Bridgewater, hereinafter referred to as the "TOWN," and the American Federation of State, County, and Municipal Employees, Council 93, hereinafter referred to as the "AFSCME". This Memorandum amends the Collective Bargaining Agreement between the TOWN and AFSCME effective through June 30, 2022. Except as may be modified by the MOA, the terms of said agreement, as amended, shall continue in full force and effect through June 30, 2025, effective upon the signing.

The following are the changes to the Agreement:

Article 1 – Effective Date

By mutual agreement and for ease of reference, the agreement's articles are simply numbered rather than using its roman numeral equivalent (*ie – ARTICLE XXXIII AGENCY FEE – now reads ARTICLE 33 – AGENCY FEE*)

By mutual agreement, grammatical and typographical errors and obsolete language will be updated or deleted.

The terms and conditions set forth in this Agreement are effective July 1, 2022 through June 30, 2025 (Three Year Agreement).

Article 4 – Union Dues

The following language replaces the existing language in Article 4 – Dues and Indemnification (now titled Article 4 – Union Dues):

Pursuant to General Laws, Chapter 150E, Section 12, to assure that employees covered by this Agreement shall be adequately represented by the Union in bargaining collectively on questions of wages, hours, and other conditions of employment. The Employer shall be required to provide the Union with the following information:

1. The Union - shall furnish a signed copy of the Union dues/agency fees deduction card that contains a waiver authorizing the use of his/her Social Security Number for the purposes of conducting business between the Union and the Town. The Union and the Town agree that employee Social Security Numbers will not be released to any third party outside of the business relationship existing between the Union and the Town, unless directed in writing, by the employee.
2. Concurrent with the issuance of weekly/ bi-weekly wages to workers in the bargaining unit represented by the Union, the Employer will electronically forward a data file to the Union for all employees for whom dues or agency fees have been deducted. These deductions and roster-information will be transmitted to the AFSCME Council 93 business office with the issuance of its last payroll of every month – and such transmission shall be accomplished either by electronic mail or some other secure method as agreed to by the parties.
3. Upon the issuance of weekly/bi-weekly wages to workers in the bargaining units represented by the Union, the Employer will electronically forward a data file to the Union for all employees whose

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Council 93 - Local 1700

job title is represented by the Union. This file shall include the employees legal name employee ID, worksite code and the deduction amount.

Article 5 – Civil Rights

The following language replaces the existing language in Article 5 – Discrimination and Coercion (now titled Article 5 – Civil Rights):

There shall be no discrimination by the Town or the Union against any employee covered by this agreement because of race, creed, color, national origin, sex, age, union affiliation, political affiliation, religion, sexual orientation, genetic information, gender identity, marital status, military status, parental status, or disability.

Article 14 – Clean-Up Time: Number of Employees on a Truck

The following language replaces the existing language in Article 14 – Clean-Up Time: Number of Men on a Truck (now titled Article 14 - Clean-Up Time: Number of Employees on a Truck)

NUMBER OF EMPLOYEES ON A TRUCK

The number of employees assigned to a truck shall be determined in the sole discretion of the Department Head, meaning for the purposes of this Contract, the Public Works Director, Roadways Superintendent, the Water Pollution Control and Water Supply Superintendent.

Article 23 - Classification Plan and Pay Rates

By mutual agreement, the language of Article 23 Classification Plan and Pay Rates is amended as follows:

Wage Matrix Adjustment:

- 1) Increase the existing step schedule by four (4) steps and delete the bottom four (4) steps.
 - a. *Members will remain at their current pay but placed on the new (lower) step for accounting purposes (ie – current step 6 becomes new step 2; thus, member receives same rate of pay but is now at step 2 on the salary matrix table)*
- 2) Each additional step is 2.5%, *in line with the existing step schedule.*

Wages Adjustments:

- a. Effective July 1, 2022 (FY2023): no change in compensation.
- b. Effective July 1, 2023 (FY2024): Each existing member would receive two (2) step increase.
- c. Effective July 1, 2024 (FY2025): Each existing member would receive two (2) step increase.

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LICENSE COMPENSATION

ROADWAYS DEPARTMENT

- | | |
|--|------------|
| ➤ Master hoisting license (2B) | \$800 |
| ○ 2A endorsement | \$150 |
| ○ Mower 4G | \$150 |
| ○ Catch basin 4E | \$150 |
| ○ Forklift 1C | \$150 |
| ○ Gantry crane 1A | \$150 |
| ○ Class A CDL | \$500 |
| ○ Welding /gas burning safety certificates | \$100 |
| ○ ASE certifications: T1 thru T8 | \$100 each |
| ○ ASE certifications: A1 thru A9 | \$100 each |

WATER SUPPLY DEPARTMENT

- | | |
|---|-------|
| ➤ Back Flow License | \$750 |
| ➤ Cross Connection License | \$500 |
| ➤ OSHA class 2 asbestos-cement pipe certification | \$250 |

The Superintendent shall determine how many licenses shall be issued and to who said license shall be issued.

- | | |
|--|---------|
| ➤ Water Supply - Distribution License Stipends | |
| ○ Grade D1 | \$200 |
| ○ Grade D2 | \$900 |
| ○ Grade D3 | \$1,400 |
| ○ Grade D4 | \$1,800 |
| ➤ Water Supply - Treatment License Stipends | |
| ○ Grade T1 | \$600 |
| ○ Grade T2 | \$1,000 |
| ○ Grade T3 | \$1,500 |
| ○ Grade T4 | \$1,800 |

WATER POLLUTION CONTROL DEPARTMENT

- | | |
|---|---------|
| ➤ Water Pollution Control - Wastewater Treatment Stipends | |
| ○ Grade 2 | \$300 |
| ○ Grade 3 | \$500 |
| ○ Grade 4 | \$800 |
| ○ Grade 5 | \$1,000 |

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- | | |
|--|---------|
| ○ Grade 6 | \$1,400 |
| ○ Grade 7 | \$1,700 |
| ➤ Water Pollution Control - Collection System Stipends | |
| ○ Grade 1 | \$250 |
| ○ Grade 2 | \$350 |
| ○ Grade 3 | \$500 |
| ○ Grade 4 | \$700 |

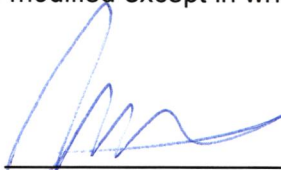
Article 33 – Agency Fee

By mutual agreement, Article 33 – Agency Fee is deleted.

This Memorandum of Agreement represents the entire understanding between the parties and supersedes any and all prior agreements, understandings, and negotiations between the parties. This Memorandum of Agreement may not be amended or modified except in writing signed by both parties.

Signed:

Michael M. Dutton, Town Manager:



Date:

4/6/23

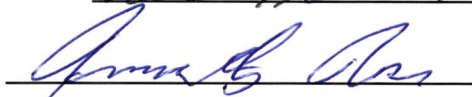
Paul Faria, AFSCME Council 93:



Date:

4/6/23

Tim Rose, Union Steward:



Date:

4/6/23



Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 4/18/2023
First Reading: 4/18/2023
Second Reading: 5/9/2023
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Ordinance D-FY23-010: Establish Stabilization Fund - Opioid Legal Settlements

WHEREAS, The Town of Bridgewater desires to create a special purpose stabilization fund to segregate monies owed to the Town from opioid legal settlements, and

WHEREAS, The Town is required to accept the fourth paragraph of c. 40, Section 5B in order to create such a stabilization funds, and

WHEREAS, the Town Council has the authority under section 2-2 of the Town Charter to accept provisions of Massachusetts General Law,

NOW, THEREFORE, The Town Council assembled votes to accept the fourth paragraph of Massachusetts General Laws Chapter 40, Section 5B, which allows the dedication, without further appropriation, of all, or a percentage not less than 25 percent, of particular fees, charges or receipts to a stabilization fund established under Massachusetts General Laws Chapter 40, Section 5B, to be effective for the fiscal year beginning on July 1, 2023.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Budget and Finance	5/9/23: Meeting prior to Town Council meeting.
• Finance Committee	4/24/23: Voted 5-0 to recommend

Attachments: None

VOICE VOTE - REQUIRES MAJORITY OF THOSE PRESENT AND VOTING



Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 4/18/2023
First Reading: 4/18/2023
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Ordinance D-FY23-011: Special Purpose Stabilization Fund - Opioid Settlement

WHEREAS, The Town Council finds it is necessary to segregate funds received as revenue from legal settlements associated with opioid litigation, and

WHEREAS, The Town of Bridgewater has accepted the fourth paragraph of c. 40, section 5B, which allows the creation of a special stabilization fund, and

WHEREAS, The Town Council has the authority under section 2-2 of the Bridgewater Town Charter to create a special purpose stabilization fund,

NOW, THEREFORE, The Town Council dedicates 100 percent of the monies received from opioid settlements or litigation to the Opioid Settlement Stabilization Fund established under Massachusetts General Laws Chapter 40, Section 5B, effective for the fiscal year beginning on July 1, 2023.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Budget & Finance	• Meeting 5/9/23 prior to the Town Council meeting
• Finance Committee	• 4/24/23: Voted 5-0 to recommend

Attachments: None