



Town of Bridgewater
Budget & Finance Committee

November 7, 2023

6:15 PM

66 Central Square

Academy Building

Conference Room 201A, 2nd Floor

MEETING AGENDA

- A. Call to Order**
- B. Approval of Meeting Minutes**
 - a) October 24, 2023 Meeting Minutes
- C. Public Comment**
- D. Legislation Referred**
 - a) Order O-FY24-013: Prior Fiscal Year Bill
 - b) Order O-FY24-014: Acceptance of Department of Energy Resources Green Communities Competitive Grant
- E. Public Comment**
- F. Adjournment of Meeting**



Town of Bridgewater

Town Council

October 24, 2023

7:00 PM

MEETING MINUTES

CALL TO ORDER

A quorum being duly present, Town Council President Erik Moore called the meeting of the Bridgewater Town Council to order at 7:00pm on Tuesday, October 24, 2023 in the Council Chambers.

PRESENT:

Fred Chase, Paul Murphy, Shawn George, Dennis Gallagher, Erik Moore, Susan Robinson, Kevin Perry, Brad McKinnon and Mark Linde. Also in attendance was Town Manager Michael Dutton and Town Attorney Jason Rawlins.

APPROVAL OF MINUTES FROM PREVIOUS MEETING

a) October 10, 2023 Meeting Minutes

Councilor George made a motion to approve the October 10, 2023 meeting minutes, which was duly seconded by Councilor Gallagher.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Absent at the time of the vote; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 8-0-0

ANNOUNCEMENTS FROM THE PRESIDENT

Council President Moore noted that the Town has not been made aware of any veterans passing and asked for a moment of silent prayer for all.

Council President Moore also reminding the council that they needed to complete their cyber security training this week.

PROCLAMATIONS

Council President read Chief MacDermott's proclamation.

CITIZEN OPEN FORUM

- Carlton Hunt, Austin Street: Discussed Order OFY24-014 that is on the agenda and the Energy Committee.

APPOINTMENTS – None

HEARINGS

a) Order O-FY24-010: Loan Authorization: Water Well #5A Replacement

Public Hearing 7:05pm: Budget & Finance voted 3-0 to recommend at their 10/10/23 meeting. Finance Committee voted 6-0 to recommend at their 10/2/23 meeting. This Order has been advertised in the 10/13/23 Enterprise.

Councilor Moore opened the public hearing at 7:09pm.

Councilor Moore asked if there were any questions from the public: None

Councilor Moore asked if anyone from the public wished to speak in favor: None

Councilor Moore asked if anyone from the public wished to speak in opposition: None

Councilor Moore asked if there were any questions from the Councilors: Nonw

Councilor Moore closed the public hearing at 7:10pm.

Councilor George made a motion to approve Order O-FY24-010, which was duly seconded by Councilor Perry.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

b) Order O-FY24-011: Loan Authorization: Water Well #9 Replacement

Public Hearing 7:08pm: Budget & Finance voted 3-0 to recommend at their 10/10/23 meeting. Finance Committee voted 6-0 to recommend at their 10/2/23 meeting. This Order has been advertised in the 10/13/23 Enterprise.

Councilor Moore opened the public hearing at 7:10pm.

Councilor Moore asked if there were any questions from the public: None

Councilor Moore asked if anyone from the public wished to speak in favor: None

Councilor Moore asked if anyone from the public wished to speak in opposition: None

Councilor Moore asked if there were any questions from the Councilors: None

Councilor Moore closed the public hearing at 7:17pm.

Councilor Linde made a motion to approve Order O-FY24-011, which was duly seconded by Councilor Chase.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion

passed 9-0-0

LICENSE TRANSACTIONS

a) Petition P-2024-002: Granting of an On-Premises Restaurant All Alcoholic Beverages License

Public Hearing 7:10pm: This request was advertised in the Enterprise on 10/10/23 and abutter letters sent on 10/10/23.

Councilor Moore opened the public hearing at 7:12pm.

Petitioner Kristin Barbati noted that this was a Mexican theme restaurant; part owner of building and will not be a college hangout.

Councilor Moore asked if there were any questions from the public: None

Councilor Moore asked if anyone from the public wished to speak in favor: None

Councilor Moore asked if anyone from the public wished to speak in opposition: None

Councilor Moore asked if there were any questions from the Councilors: None

Councilor Moore closed the public hearing at 7:17pm.

Councilor George made a motion to approve Petition P2024-002, which was duly seconded by Councilor Perry.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

PRESENTATIONS

a) Fire Station Presentation/Update: Brian W. Humes, Jacunski Humes Architects, LLC

Brian Humes from Jacunski Humes Architects gave an update on the Fire Station Project. A few highlights: project funding authorized by voters; OPM prequalified 100+ potential bidders; prepared all documents for competitive bidding; proposed exterior design; 159 drawing sheets created; 2 volume of technical specifications created.

Current Status: 11/8/23 – filed sub bids; 11/21/23 – general trade bids; November/December – seek local approvals; contractors to hold bids for 60 days.

Still required: review and acceptance of bids; 18 month construction.

Thousands of decisions have been made; Fire Department a huge part of decisions, very engaged.

Councilor George noted that this project needs to get going.

Councilor Robinson thanked Mr. Humes for the presentation and asked if the Town was incurring fines

with the current building. Town Manager Dutton noted that the Town was not incurring fines.

Councilor Perry asked if the amount was still \$26M and Mr. Humes noted that the market will give us that answer.

TOWN MANAGER'S REPORT

a) High Street Bridge Closure Update

Town Manager Dutton noted that the project has a deck and still shooting for a mid-November finish date.

DISCUSSIONS

a) Proposed Town Manager Review Timeline: Councilor George

Councilor George noted that the timing of the prior review was discussed at the Review meeting. Looking to have the forms to Councilors on January 30th. They would be due back on February 28th and the review would be delivered to the Town Manager on March 31st. He will produce a review form by January 30th.

COMMITTEE REPORTS – None

LEGISLATION FOR ACTION

a) Proposed Ordinance D-FY22-008: Bridgewater Town Charter Article II, Legislative Branch, Annual Stipend

Councilor Chase recommended the following amendment after the last sentence: Any modification of the stipend amounts set-forth herein may be adopted by ordinance duly adopted by the Town Council, provided however that no increase or reduction in such stipends shall take effect during the year in which such increase or reduction is voted, and no change in such ordinance shall be made between the election of a new council and the qualification of the new council. Such ordinance shall be subject to the provisions of MGL Chapter 39, Section 6A.

Councilor George made a motion to approve the amendments on Proposed Ordinance D-FY22-008, which was duly seconded by Councilor Linde.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

Councilor George made a motion to refer Proposed Ordinance D-FY22-008 to advertising, which was duly seconded by Councilor Perry.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

b) Order O-FY24-012: General Fund Free Cash Allocation

Budget & Finance meeting 10/24/23 prior to the Town Council meeting. Finance Committee voted 6-0 to recommend at their 10/16/23 meeting.

Town Manager Dutton noted that this was the annual free cash allocation.

Councilor George made a motion to approve Order O-FY24-012, which was duly seconded by Councilor Perry.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

OLD BUSINESS

NEW BUSINESS

a) Order O-FY24-013: Prior Fiscal Year Bill

Town Manager Dutton noted that we very rarely have a prior year bill but this one did not come in until October.

Councilor Linde made a motion to refer Order O-FY24-013 to Budget & Finance and Finance Committee, which was duly seconded by Councilor George.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 0-0

b) Order O-FY24-014: Acceptance of Department of Energy Resources Green Communities Competitive Grant

Town Manager Dutton noted that this is for an annual grant that will fund training and weatherization at the Library.

Councilor George made a motion to refer Order O-FY24-014 to Budget & Finance and Finance Committee, which was duly seconded by Councilor Chase.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

Councilor George made a motion to also refer Order O-FY24-014 to the Energy Committee, which was duly seconded by Councilor Perry.

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0

CITIZEN COMMENTS

- Carlton Hunt, Austin Street: noted that work on the grant needed to be completed by end of February 2024.

COUNCIL COMMENTS

- Councilor McKinnon: noted that BTV needs volunteers and that there is a “Kash Strong” event taking place on 11/17 at the Vets Club.
- Councilor George: noted that any committee can come before the council under discussions.
- Councilor Gallagher: congratulated Chief MacDermott on his retirement and John Schlitz on being appointed Acting Chief. Also noted that he will be having coffee with a Councilor on Saturday at Bridgewater Bagel.
- Councilor Chase: noted that Veterans Day was fast approaching and there are 2 events scheduled.
- Councilor Murphy: no comments
- Councilor Perry: congratulated Chief MacDermott; noted the Veteran Day events and that there is a Lions Club dance this Friday at the Vets Club.
- Councilor Linde: noted that the Town Clerk is conducting an event on 11/4 about running for office and that the fundraising for lights was starting.
- Councilor Robinson: congratulated Chief MacDermott on his retirement and John Schlitz for being named Acting Chief. Also noted that the Easter Seals is having a Trunk or Treat this Friday.
- Councilor Moore: congratulated Chief MacDermott on his retirement and John Schlitz for being named Acting Chief. Also noted that items from the committees are welcomed.

EXECUTIVE SESSION – None

ADJOURNMENT

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

A voice vote was taken with the results records as follows: Chase – Yea; Murphy – Yea; George – Yea; Gallagher – Yea; Moore – Yea; Robinson – Yea; Perry – Yea; McKinnon – Yea; Linde – Yea. Motion passed 9-0-0.

Meeting adjourned at 8:40pm.



Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 10/24/2023
First Reading: 10/24/2023
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY24-013: Prior Fiscal Year Bill

ORDERED, that the Town Council assembled vote to

Pursuant to Section 6-4 of the Town of Bridgewater Charter, that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to appropriate \$366.32, a prior year expense, from current FY24 advertising budget 01825013-530022.

Explanation:

Prior Year June 2023 advertising bill for zoning amendment of \$366.32. Bill never received until October 5, 2023.

Committee Referrals and Dispositions:

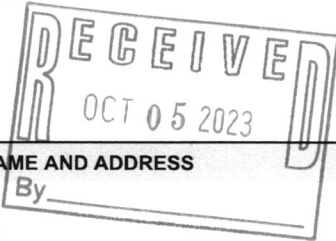
Referral(s)	Disposition(s)
•	•
•	•

Attachments: 1. FY23 June23 Unpaid Advertising Bill \$366.32

NOT FOR ACTION - FIRST READING

LOCALiQ

NEW ENGLAND



ACCOUNT NAME Bridgewater Planning Board		ACCOUNT # 673572	PAGE # 1 of 1
INVOICE # 0005687364	BILLING PERIOD Jun 1- Jun 30, 2023	PAYMENT DUE DATE July 20, 2023	
PREPAY (Memo Info) \$0.00	UNAPPLIED (included in amt due) \$0.00	TOTAL CASH AMT DUE* \$366.32	

BILLING ACCOUNT NAME AND ADDRESS

By _____

Bridgewater Planning Board
66 Central Sq
Academy Building
Bridgewater, MA 02324

Legal Entity: Gatehouse Media Massachusetts I, Inc.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com **FEDERAL ID** 84-1711503

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. **Previous account number:** GHN_EN00027445

Date	Description	Amount
6/1/23	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
6/7/23-6/14/23	8886020	ZONING AMENDMENT		\$366.32

*Town Fee

RR
OK to pay
10/10/23

01825013-530022

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!	Total Cash Amount Due	\$366.32
	Service Fee 3.99%	\$14.62
	*Cash/Check/ACH Discount	-\$14.62
	*Payment Amount by Cash/Check/ACH	\$366.32
	Payment Amount by Credit Card	\$380.94

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME Bridgewater Planning Board		ACCOUNT NUMBER 673572		INVOICE NUMBER 0005687364		AMOUNT PAID
CURRENT DUE \$366.32	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$366.32
REMITTANCE ADDRESS (Include Account# & Invoice# on check) Gatehouse Media Massachusetts I, Inc. PO Box 631210 Cincinnati, OH 45263-1210				TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW: ☐ VISA ☐ MASTERCARD ☐ DISCOVER ☐ AMEX Card Number _____ Exp Date ____/____/____ CVV Code _____ Signature _____ Date _____		TOTAL CREDIT CARD AMT DUE \$380.94

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Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 10/24/2023
First Reading: 10/24/2023
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY24-014: Acceptance of Department of Energy Resources Green Communities Competitive Grant

ORDERED, that the Town Council assembled vote to

WHEREAS: Massachusetts General Laws, Chapter 44, §53A, states as follows:

“An officer ... of any city or town ... may accept grants or gifts of funds from ... from the commonwealth ... or an agency thereof, ... and may expend such funds for the purposes of such grant or gift ... with the approval of the city manager and city council...;” and

WHEREAS: The Town of Bridgewater has received notice of a grant award of \$113,815 from the Department of Energy Resources (DOER), Green Communities Division. Now, therefore, in accordance with Chapter 44, §53A of the Massachusetts General Laws, the Town Council votes to take the following action:

ORDERED that the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to accept and to expend the grant in accordance with stated purpose thereof.

Explanation:

The Department of Energy Resources (DOER) Green Communities Division has approved a Competitive Grant award of \$113,815 to fund:

- \$10,000, Town — Administrative assistance
- \$1,250, Building Operator Certificate — Building Operator Certification Training
- \$53,932, Public Library — Weatherization
- \$24,372, Police Station — Weatherization
- \$24,261, Senior Center Building — Weatherization and insulation

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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NOT FOR ACTION - FIRST READING

Attachments: None