



Town of Bridgewater

Finance Committee

October 15, 2024

6:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/89071359145>

Meeting ID: 890 7135 9145

MEETING AGENDA

Disclosure: Pursuant to Section 20 of Chapter 20 of the Acts of 2020, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, and the March 31, 2025, extension granted by Chapter 22 of the Acts of 2022, this meeting for the Town of Bridgewater will be fully remote and accessible to the public through remote participation to the greatest extent possible. No in-person attendance is permitted. Citizens who wish to tune in to the meeting may do so via Zoom.

- A. Call to Order**
- B. Approval of Meeting Minutes**
 - a) June 17, 2024
- C. Public Comment**
- D. Old Business**
- E. New Business**
 - a) Order O-FY25-013: Transfer Order - Salary to Expense
 - b) Order O-FY25-014: Contractual Payments
 - c) Order O-FY25-015: Transfer Order - Public Education Government (PEG) for Town Council Chambers
 - d) Order O-FY25-016: Acceptance of Gift - Bridgewater State University
- F. Additional Items for Discussion**
- G. Adjournment of Meeting**



Town of Bridgewater **Finance Committee**

MEETING MINUTES

A. Call to Order

B. Approval of Meeting Minutes

a) April 29, 2024

Julie Scleparis motioned to approve the meeting minutes from 4/29/2024 which was duly seconded. The motion was approved unanimously.

C. Public Comment

D. Old Business

E. New Business

a) Order O-FY24-041: Town Clerk's Salary

This sets the salary for the newly elected Town Clerk with a proposed annual salary of \$87,127.04

Rigobert Noel motioned to recommend O-FY24-041 which was duly seconded. The motion was approved unanimously.

b) Order O-FY24-042: Transfer Order - Capital Appropriation Items

This transfer will fund Capital leasing obligations in FY2025.

Lee Beane motioned to recommend O-FY24-042 which was duly seconded. The motion was approved unanimously.

c) Order O-FY24-043: Employee Liability Transfers - Contractual Payments

Transfer \$89,960 from employee liability fund to the general fund.

Julie Scleparis motioned to recommend O-FY24-043 which was duly seconded. The motion was approved unanimously.

d) Order O-FY24-044: End of Year Transfers

O-FY24-044 to appropriate and transfer the amounts from the Source of Funds to schedule of Use of Funds.

Rigobert Noel motioned to approve O-FY24-044 which was duly seconded. The motion was approved unanimously.

- e) Order O-FY24-045: Acceptance of Grant: Council on Aging - Massachusetts Home and Community Based Services (HCBS)
The COA Director applied for and received an additional grant of \$100,490 from the Massachusetts Home and Community Based Services (HCBS) ARPA Grant Program to expand the social day program for individuals with dementia by creating a dementia-friendly Senior Center.

Julie Scleparis motioned to recommend O-FY24-045 which was duly seconded. The motion was approved unanimously.

- f) Order O-FY24-046: Transfer Order - Rebinding of Death Records Book
CPC recommendations of funding of \$3,000 from CPC Historical Reserve Account for the restoration and rebinding of a 1857-1904 Death Records book.

Julie Scleparis motioned to recommend O-FY24-046 which was duly seconded. The motion was approved unanimously.

F. Additional Items for Discussion

G. Adjournment of Meeting

Rigobert Noel motioned to adjourn the Finance Committee meeting which was duly seconded at 7:21 pm. The motion was approved unanimously.



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 9/10/2024
First Reading: 9/10/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-013: Transfer Order - Salary to Expense

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 \$221,367 below schedule:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Town Manager Salary	01235001-510000	Full Time Wages	\$150,000.00
Animal Control Salary	02925001-510000	Full Time Wages	\$ 71,367.00
Total:			\$ 221,367.00

<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
TM Professional Services	01235013-530000	Professional Services	\$150,000.00
ACO Professional Services	02925013-530000	Professional Services	\$ 71,367.00
Total			\$221,367.00

Explanation:

Transfer available funds budgeted for salaries in FY2025 to instead be used for Professional Services Contracts.

Committee Referrals and Dispositions:

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

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Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 9/10/2024
First Reading: 9/10/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-014: Contractual Payments

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 \$164,641 below schedule:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
EMPLOYEE LIABILITY FUND	80045-596100	TRANSFER TO GF	\$ 164,641.00
Total:			\$ 164,641.00

<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Salaries Police	02105001-519005	Contractual Payout	\$ 81,767.00
Salaries Fire	02205001-519005	Contractual Payout	\$ 49,897.00
Salaries General Government	01555001-519005	Contractual Payout	\$ 32,977.00
Total			\$ 164,641.00

Explanation:

Contractual Payments of Collective Bargaining and Contractual Agreements

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 9/10/2024
First Reading: 9/10/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-015: Transfer Order - Public Education Government (PEG) for Town Council Chambers

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 \$20,000 below schedule:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Public Education Government PEG25085-596100 Fund		Transfer to Capital Fund	<u>\$ 20,000.00</u>
Total:			\$ 20,000.00

<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
PEG Audio Visual Upgrades	10155025-580000	Council Chamber Upgrades	<u>\$ 20,000.00</u>
Total			\$ 20,000.00

Explanation:

Transfer Appropriation for Audio/Visual Upgrades to the Town Council Chambers. With guidance from BTV, the IT department will be upgrading Audio/Visual equipment that is almost 10 years old. The back control room will replace equipment no longer supported, and modernize current streaming and recording of meetings.

Committee Referrals and Dispositions:

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

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Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 9/10/2024
First Reading: 9/10/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-016: Acceptance of Gift - Bridgewater State University

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 a gift from Bridgewater State University for \$55,000. 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 the gift of \$55,000 from BSU and to expend the gift in accordance with stated purpose thereof.

Explanation:

BSU Annual Donation to Public Safety equally divided to Police, Fire, and Highway for ongoing Community Partnership

Committee Referrals and Dispositions:

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

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Attachments: None