



Town of Bridgewater Rules and Procedure Committee

November 13, 2024

7:00 PM

The meeting will be held virtually via Zoom.

To attend via video, click on the link below:

<https://us06web.zoom.us/j/84294702871>

To attend via phone, dial: 1(646) 876-9923

Meeting ID: 842 9470 2871

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) October 8, 2024 Meeting Minutes

C. Public Comment

D. Items Referred

- a) Proposed Ordinance D-FY25-006: Bridgewater Town Charter Amendment for Gender Neutral Language
- b) Proposed General Ordinance D-FY25-007: Acceptance of MGL c.33, Section 59 Military Service on Salary, Seniority and Leave Allowances for Public Employees

E. Adjournment of Meeting



Town of Bridgewater Rules and Procedure Committee

October 8, 2024
7:00 PM

MEETING MINUTES

CALL TO ORDER

Councilor Chase called the Town Council Rules & Procedures Committee meeting to order at 7:00pm. The meeting took place via Zoom.

Council Members Present:

- Councilor Chase
- Councilor Murphy
- Councilor McKinnon

APPROVAL OF MEETING MINUTES

- a) August 28, 2024 Meeting Minutes
Councilor Murphy made a motion to approve the August 28, 2024 meeting minutes, which was duly seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

- b) September 9, 2024 Meeting Minutes
Councilor McKinnon made a motion to approve the September 9, 2024 meeting minutes, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

PUBLIC COMMENT

Carlton Hunt, Austin Street: asked that each section be voted separately. On Elder Affairs wants to know the definition of “older adults”; no department defined; striking out trust – legal? Parks & Recreation and Library Board should be ministerial. Citizen Comments – why can’t respond? Attorney General website does not say you can’t.

ITEMS REFERRED

- a) Ordinance D-FY24-007: Proposed Amendment to Ordinance Part II - Administrative Code: Chapter 1, Article II, Section 1
Councilor Chase noted that this Ordinance adopts the Mullin Rule, state statute, permits bodies to

participate in matters before them even if they missed 1 meeting where topic was discussed. Conduct hearings and issue rulings – Planning, Zoning Board and Conservation. Helps Board have a quorum if a member misses 1 meeting. They just sign a certificate that they learned what they missed.

Councilor McKinnon made a motion to amend Ordinance D-FY24-007 to change “II” to “III” and after Adjudicatory hearings add “In accordance with the provisions of MGL c. 39, Section 23D” and after member of change to “multiple member appointed body”. This was seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

- b) Proposed Ordinance D-FY25-002: Revisions to the Administrative Code
Councilor Chase noted that each section would be discussed and voted separately.

Article II. Elective Bodies

Section 1. Offices and Standards – D:

Councilor McKinnon made a motion to amend Section 1. D by adding “once duly sworn” after shall begin. This was duly seconded by Councilor Murphy.

Section 2. Bridgewater Town Council

Councilor Murphy made a motion to recommend as printed, which was duly seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Article III. Multiple Member Appointive Bodies

Section 1. Offices and Standards

Councilor McKinnon made a motion to recommend as printed, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 2. Affordable Housing Trust

Councilor Chase noted that Mr. Hunt sent an email to the Town Attorney but the Town Attorney did not receive the email. Need further clarification from Town Manager on impact.

Councilor McKinnon made a motion to not take up this section, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 7. Community Preservation Committee

Councilor Chase noted that this would be taken up only if Section 2 above changed.

Councilor Murphy made a motion to take no action, which was duly seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 12. Elder Affairs Commission

Councilor Chase noted that the term older not defined, not sure if changing because how elderly or elder sounds. Changes are more to clarify roles and clean-up language.

Councilor McKinnon made a motion to recommend as printed, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 17. Historical Commission

Councilor chase noted that the only change to this was adding “and ministerial” on number 5.

Councilor Murphy made a motion to recommend as printed, which was duly seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 19. Housing Partnership Committee

Councilor Chase noted that this does not currently exist and the recommendation is to strike the entire Section.

Councilor McKinnon made a motion to recommend as printed, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 20. Master Plan Committee

Councilor Chase noted that it was recommended to strike the entire section.

Councilor McKinnon made a motion to recommend as printed, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 26A. Tree Committee

Councilor Chase noted that the Tree Committee would like to be able to go out of town to fill the certified arborist seat because there is no one qualified in town.

Councilor McKinnon made a motion to recommend as printed, which was duly seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Section 27. Water and Sewer Board

Councilor Murphy made a motion to recommend as printed, which was duly seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Chapter 2. Operational Entities

Article II Town Council Rules and Procedures

Section 14. Citizen Comments

Councilor Chase noted that the changes are intended for how citizens comments are responded to.

Councilor Murphy noted that “if appropriate” sounds too subjective, not the right word.

Councilor Murphy made a motion to amend the section by changing “if appropriate” in the first paragraph to “when deemed necessary”. This was seconded by Councilor McKinnon.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Councilor McKinnon made a motion to recommend with amendments, which was seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Councilor McKinnon made a motion to suspend the rules and allow Mr. Hunt to speak. This was seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea. Motion passed 3-0.

Mr. Hunt, Austin Street: asked who would me the decision on deemed necessary. Thanks the councilors for allowing him to speak.

ADJOURNMENT OF MEETING

Councilor McKinnon made a motion to adjourn which was seconded by Councilor Murphy.

A roll-call vote was taken and the results recorded as follows: McKinnon – Yea; Murphy – Yea; Chase – Yea.
Motion passed 3-0.

Meeting adjourned at 8:32pm.



Bridgewater Town Council

Introduced By: Paul Murphy
Date Introduced: 9/10/2024
First Reading: 9/10/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Proposed Ordinance D-FY25-006: Bridgewater Town Charter Amendment for Gender Neutral Language

ORDERED, that the Town Charter shall be amended by replacing "his" with "their" for the following:

Article II Legislative Branch

Section 2-2. General Powers and Duties

(c) Powers and Duties:

(3) The council president shall be recognized as the official head of the town for all ceremonial purposes and the council president, or *his* (***change to: their***) designee, shall represent the town in its relations with other units of government.

Section 2-12. Prohibitions; Term Limits

(a) Prohibitions - No councilor shall, while a member of the town council, hold any other town office or position. Elected charter commission membership shall not be considered to be a town office or position. No former councilor shall hold any compensated appointive town office or town employment until 1 year after the expiration of *his* (***change to: their***) service on the town council. This provision shall not prevent a town officer or employee who has taken a leave of absence from such duties in order to serve as a member of the town council from returning to such office or employment following service as a member of the town council. Any councilor who has been finally convicted of a criminal offense involving misconduct in any elective or appointive public office, trust or employment at any time held by him shall be deemed to have vacated office and shall not be eligible to serve in any other elective or appointive office or position in the town.

Article VI. Financial Management

Section 6-1. Annual Budget Policy

The council president shall call a joint meeting of the town council, the regional school committee chairman, or *his* (***change to: their***) designee, the finance committee, the town manager and any other committee

NOT FOR ACTION - FIRST READING

established for the budget process, before the commencement of the budget process to review the financial condition of the town, revenue and expenditure forecasts and other relevant information in order to develop a coordinated budget

Such amendment shall be effective only after approval by the Town Council, the State Legislature and the voters of the Town of Bridgewater.

Committee Referrals and Dispositions:

9/10/24: Town Council Referred to Rules & Procedures

Attachments: None



Bridgewater Town Council

Introduced By: Kevin Perry, Councilor
Date Introduced: 9/17/2024
First Reading: 9/17/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Proposed General Ordinance D-FY25-007: Acceptance of MGL c.33, Section 59 Military Service on Salary, Seniority and Leave Allowances for Public Employees

Whereas, Town employees serving in the armed forces or a reserve component of the armed forces of the United States, shall be entitled to receive pay during service in the uniformed services or annual training; and

Whereas, the Town Council wishes to adopt a mechanism to grant public employees the appropriate state law provision to compensate all active reserve military service members; and

Whereas, the provisions of MGL c.33, Section 59 compensates all active reserve military service members up to 40 days per year.

ORDERED that pursuant to Article II, Section 2-2 of the Bridgewater Town Charter, the Town Council accepts the provisions of MGL c.33, section 59 and further authorizes the Town Manager to carry out the provisions contained therein.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
<ul style="list-style-type: none">9/17/24: Town Council Referred to Rules & Procedures	<ul style="list-style-type: none">

Attachments: None