



Town of Bridgewater

Finance Committee

November 18, 2024

6:30 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/84499940427>

Meeting ID: 844 9994 0427

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 15, 2024

C. Public Comment

D. Old Business

E. New Business

- a) Order O-FY25-018: Acceptance of Grant Funds - Police Municipal Road Safety Grant
- b) Order O-FY25-019: Acceptance of Gift - Town River Landing Pavilion
- c) Order O-FY25-020: Acceptance of Grant - Parkland Acquisitions and Renovations for Communities (PARC)
- d) Order O-FY25-023: FY2025 Classification Tax Allocation - Adoption of Residential Factor
- e) Order O-FY25-025: Acceptance of Donation - Oliari Charitable Foundation
- f) Order O-FY25-026: General Fund Free Cash Allocation
- g) Order O-FY25-027: Transfer Order - Legal Employment and Collective Bargaining Agreement
- h) Order O-FY25-028: Sewer Enterprise Fund Transfer
- i) Order O-FY25-029: Transfer Station Retained Earnings
- j) Order O-FY25-030: Bridgewater Raynham Regional School District Capital Plan Transfers
- k) Resolution R-FY25-003: FY2026 Budget Resolution

F. Additional Items for Discussion

- a) Committee Reorganization - Chair and Vice-Chair

G. Adjournment of Meeting



Town of Bridgewater **Finance Committee**

MEETING MINUTES

A. Call to Order

B. Approval of Meeting Minutes

a) June 17, 2024

MJ Spagone motioned to approve the June 17, 2024 meeting minutes which was duly seconded. The motion was approved with a vote of 4Y/0N/1A

C. Public Comment

D. Old Business

E. New Business

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

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

MJ Spagone motioned to recommend O-FY25-013 which was duly seconded. The motion was approved unanimously.

b) Order O-FY25-014: Contractual Payments

Contractual Payments of Collective Bargaining and Contractual Agreements.

MJ Spagone motioned to recommend O-FY25-014 which was duly seconded. The motion was approved unanimously.

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

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.

MJ Spagone motioned to recommend O-FY25-015 which was duly seconded. The motion was approved unanimously.

- d) Order O-FY25-016: Acceptance of Gift - Bridgewater State University
BSU Annual Donation to Public Safety equally divided to Police, Fire, and Highway for ongoing Community Partnership.

MJ Spagone motioned to recommend O-FY25-016 which was duly seconded. The motion was approved unanimously.

F. Additional Items for Discussion

G. Adjournment of Meeting



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 10/15/2024
First Reading: 10/15/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-018: Acceptance of Grant Funds - Police Municipal Road Safety 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 a Grant of \$40,000 from the State Office of Grants & Research for \$40,000. 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 Grant of \$40,000 from Municipal Road Safety Grant (MRSG) and to expend the grant in accordance with stated purpose thereof.

Explanation:

The programs utilize federal funding awarded by the National Highway Traffic Safety Administration (NHTSA). The funds are managed and administered in Massachusetts by the Office of Grants and Research (OGR). This Grant will support the Bridgewater Police to address road safety concerns.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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- Attachments:
1. OGR FFY25 Traffic Safety Awards Press Release



For Immediate Release

September 25, 2024



Healey-Driscoll Administration Awards Over \$12.4 Million to Improve Road Safety

Grant funding will support nonprofits, municipal police and state agencies

BRAINTREE – The Healey-Driscoll Administration has awarded more than \$12.4 million in federal traffic safety funding to promote safer roads in communities across Massachusetts.

A total of **\$12,419,715.75** in grant funds were awarded through three grant programs – the **Municipal Road Safety Grant Program**, **State Agency Traffic Safety Grant Program** and **Underserved Communities Traffic Safety Grant Program**, which was introduced for the first time this year. The programs utilize federal funding awarded by the National Highway Traffic Safety Administration (NHTSA). The funds are managed and administered in Massachusetts by the Office of Grants and Research (OGR).

“Everyone deserves to be safe on Massachusetts streets, whether traveling by car, foot, public transportation or bike. As individual communities work to address their unique traffic safety concerns, these programs provide resources and supports that will ensure they have the tools they need to protect road users,” said **Governor Maura Healey**.

“These programs, taken together, represent a holistic approach to addressing road safety concerns. No one agency or approach can resolve these issues, but the combination of prevention, enforcement, education and outreach initiatives funded through these grants will ensure safer roads for all in Massachusetts,” said **Lieutenant Governor Kim Driscoll**.

The newly created Underserved Communities Traffic Safety Grant Program will deliver \$282,378.92 to support outreach and educational programs directed toward low-income communities and specifically [Environmental Justice Populations](#). This marks the first time that OGR has offered a traffic safety grant program strictly for nonprofit organizations. Funded nonprofits will provide programs focused on improving pedestrian safety, programming for teen drivers, impaired driving prevention, distracted driving awareness and other areas of need.

Funds awarded to municipal police departments through the Municipal Road Safety Grant Program will allow the departments to afford initiatives that include conducting traffic safety enforcement, bicyclist and pedestrian safety enforcement, non-enforcement activities such as trainings or community events, and purchasing traffic safety equipment or safety items to distribute in the community such as bike helmets. This year, OGR awarded \$5,637,336.83 to 191 departments – a record number of recipients for the program.

In addition, six state agencies will receive grants totaling \$6.5 million through the State Agency Traffic Safety Grant Program. Funding will support projects including training, educational and outreach programs, enforcement and crash prevention efforts.

“The initiatives funded through these grant programs will ensure that drivers in communities across the state are better informed and safer behind the wheel. These grants promote strong partnerships between nonprofits, community members and public safety officials. Those relationships are key to our public safety strategy,” said **Public Safety and Security Secretary Terrence Reidy**.

“These grants fund critical initiatives that will help us toward our goal of reducing traffic crashes, serious injuries and fatalities in Massachusetts. We’re proud to work with local, state, federal and nonprofit partners as well as community stakeholders to improve traffic safety for all road users,” said **OGR Executive Director Kevin Stanton**.

“MassDOT is pleased to work collaboratively with municipal leaders, non-profits, and other partners to further improve road safety,” said **Transportation Secretary and CEO Monica Tibbits-Nutt**. “Reducing traffic deaths and injuries requires a whole-of-government approach and MassDOT will continue to engage stakeholders in support of public education, the development of safety action plans, and the installation of infrastructure to make travel safer for everyone in our cities and towns.”

“The federal funding will support steps to reduce injuries and deaths on our roadways,” said **Registrar of Motor Vehicles Colleen Ogilvie**. “All of us in the transportation field and the public sector are grateful for additional resources that help to prevent impaired driving and raise awareness about the danger of distracted driving so that we can have safer roads for our residents and everyone passing through Massachusetts.”

“Education, training, and partnerships are all important elements to helping improve the safety of everyone on our roads,” said **Highway Administrator Jonathan Gulliver**. “We are grateful that these grant programs are awarding millions of dollars across the state as the funding will help expand safety initiatives and give municipal leaders and partners additional resources to work with.”

FFY25 Underserved Communities Traffic Safety Grant Program Award Recipients:

Award Recipient	Award Amount
WalkMassachusetts	\$59,936

Award Recipient	Award Amount
In Control Family Foundation	\$75,000
Mothers Against Drunk Driving (MADD)	\$74,999.46
Positive Action Against Chemical Addiction, Inc. (PAACA)	\$72,533.46
Total	\$282,468.92

FFY25 State Agency Traffic Safety Grant Program Award Recipients:

Award Recipient	Award Amount
Alcoholic Beverages Control Commission	\$325,000
Hampden County Sheriff's Office	\$17,140.79
Massachusetts District Attorney's Association	\$203,035.89
Massachusetts State Police	\$5,012,940.74
Municipal Police Training Committee	\$926,670.08
Office of the Trial Court	\$15,212.50
Total	\$6,500,000

FFY25 Municipal Road Safety Grant Program Award Recipients:

Award Recipient	Award Amount
Abington	\$29,984.22
Acton	\$39,995.40
Agawam	\$37,109
Amesbury	\$29,640
Amherst	\$33,800
Andover	\$25,770
Arlington	\$42,901.08
Ashburnham	\$19,982
Athol	\$19,680
Attleboro	\$56,360.62
Auburn	\$12,234.62
Ayer	\$4,224
Barnstable	\$60,000
Barre	\$19,819.80
Becket	\$18,521
Belchertown	\$29,960.89
Bellingham	\$29,640
Berkley	\$9,811.15
Beverly	\$59,063

Award Recipient	Award Amount
Billerica	\$59,580.38
Boston	\$56,890.04
Bourne	\$39,688.13
Boxborough	\$19,238.88
Boylston	\$19,759.44
Braintree	\$39,047.84
Bridgewater	\$40,000
Brockton	\$60,000
Brookline	\$31,080
Burlington	\$38,929.61
Cambridge	\$59,982
Canton	\$27,529.72
Carlisle	\$17,982.74
Carver	\$20,000
Charlton	\$30,000
Chelmsford	\$26,651.40
Chelsea	\$55,000.56
Cheshire	\$19,180
Chicopee	\$59,790

Award Recipient	Award Amount
Cohasset	\$20,000
Conway	\$11,752.50
Dalton	\$17,395.92
Danvers	\$35,786.66
Dartmouth	\$39,981.15
Dedham	\$25,337
Dighton	\$20,000
Dover	\$18,440.78
Dudley	\$19,780.32
East Bridgewater	\$29,998.80
East Brookfield	\$20,000
Eastham	\$9,119.52
Everett	\$56,000
Fairhaven	\$29,119.26
Fall River	\$60,000
Falmouth	\$40,000
Fitchburg	\$28,732
Foxborough	\$22,489.72
Framingham	\$58,673
Gardner	\$29,483
Georgetown	\$17,300
Gill	\$17,358.31
Gloucester	\$26,064
Granby	\$19,985
Greenfield	\$29,799.68
Groton	\$19,730.29
Groveland	\$13,556.79
Hamilton	\$11,488
Hanover	\$28,133
Hardwick	\$14,200
Harvard	\$19,046
Harwich	\$29,785
Haverhill	\$59,967.21
Hingham	\$32,674.66
Holden	\$28,269.52
Holliston	\$27,178.58
Holyoke	\$39,600
Hopedale	\$19,999.03
Hubbardston	\$19,999.96
Hudson	\$36,689.32
Ipswich	\$30,000
Lancaster	\$19,940.70
Lawrence	\$52,373
Leicester	\$17,627.86

Award Recipient	Award Amount
Leverett	\$12,102
Lincoln	\$19,997.99
Littleton	\$19,863.50
Longmeadow	\$16,563.50
Lowell	\$60,000
Ludlow	\$30,223.49
Lynn	\$59,959
Malden	\$52,223
Mansfield	\$15,384.85
Marblehead	\$34,851
Marlborough	\$60,000
Mattapoissett	\$20,000
Medford	\$60,000
Medway	\$18,088.40
Melrose	\$14,662
Merrimac	\$19,986.84
Methuen	\$39,110.86
Milford	\$38,214.25
Millis	\$19,825.50
Milton	\$39,219.84
Montgomery	\$19,957.60
Nahant	\$19,993.50
Natick	\$35,460.05
New Bedford	\$58,565
New Marlborough	\$13,862
Newton	\$53,015.90
Norfolk	\$19,430.48
North Brookfield	\$16,402
Northampton	\$34,583.26
Northborough	\$21,334
Northbridge	\$22,790.88
Norton	\$29,948
Norwood	\$23,670
Oakham	\$12,388
Oxford	\$22,556.19
Palmer	\$30,000
Paxton	\$19,829.20
Pembroke	\$27,602
Petersham	\$14,400
Pittsfield	\$59,977.50
Plainville	\$19,997.92
Plympton	\$17,620.75
Princeton	\$17,054
Quincy	\$50,100

Award Recipient	Award Amount
Randolph	\$34,831
Raynham	\$24,867
Reading	\$10,032
Rehoboth	\$25,050
Revere	\$59,912.01
Russell	\$19,992.30
Rutland	\$19,791.66
Salem	\$35,174.80
Salisbury	\$19,976
Sandwich	\$39,683.88
Scituate	\$29,946.29
Seekonk	\$20,180.30
Sharon	\$29,900
Sherborn	\$11,680.96
Shrewsbury	\$40,000
Somerset	\$28,643.25
Somerville	\$60,000
South Hadley	\$23,950
Southampton	\$18,744.22
Southborough	\$16,687.08
Southbridge	\$29,400
Springfield	\$59,999.94
Sterling	\$16,323.36
Stoneham	\$36,087.42
Stoughton	\$27,759.60
Stow	\$19,500
Sturbridge	\$19,907.62
Sudbury	\$29,269.90
Sunderland	\$9,617.72
Sutton	\$12,522.08
Swampscott	\$27,040
Swansea	\$23,810.30
Taunton	\$45,853.08
Tewksbury	\$39,447.73
Topsfield	\$19,854.04

Award Recipient	Award Amount
Townsend	\$18,412
Truro	\$19,995.25
Tyngsborough	\$24,803.04
Upton	\$19,731.60
Uxbridge	\$25,200
Wakefield	\$39,536.77
Walpole	\$39,999.84
Waltham	\$59,990
Warren	\$13,530.24
Warwick	\$9,199
Washington	\$15,562.42
Watertown	\$28,600
Wayland	\$10,560
Webster	\$30,000
Wellesley	\$5,847.96
West Brookfield	\$11,347
West Springfield	\$39,746
West Tisbury	\$20,000
Westborough	\$21,238.86
Westfield	\$59,972.80
Westford	\$18,656
Westminster	\$13,705.54
Westport	\$18,148.06
Westwood	\$24,045.02
Weymouth	\$60,000
Wilbraham	\$28,318.99
Wilmington	\$28,580
Winthrop	\$19,258.80
Worcester	\$59,863.79
Yarmouth	\$35,555
Totals	\$5,637,336.83

Media Contact: Renee Algarin, renee.p.algarin@mass.gov

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Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 10/15/2024
First Reading: 10/15/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-019: Acceptance of Gift - Town River Landing Pavilion

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 Marilyn's Landing (Macdonald Industries) for \$20,000. 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 and to expend the gift in accordance with stated purpose thereof.

Explanation:

MacDonald Industries, aka Marilyn's Landing, has generously donated funds to assist with the construction of a Town Pavilion, on the Town River Landing site. This exciting community project known as the Town River Landing Park Revitalization project, will utilize the student skill building assistance with the Town's partnering with Bristol Plymouth Regional Technical School, and outstanding volunteers from Fire for Effect Foundation, a non-profit organization helping veterans and first responders.

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: 10/15/2024
First Reading: 10/15/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-020: Acceptance of Grant - Parkland Acquisitions and Renovations for Communities (PARC)

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 \$500,000 from the Executive Office of Energy & Environmental Affairs for the Summer St Park Project. 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 town applied for PARC funding in early July to fund the completion of design and renovation of the Summer Street property into a park.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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•	•

Attachments: 1. bridgewater #2 FY25 PARC grant award letter



The Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Maura T. Healey
GOVERNOR

Kimberley Driscoll
LIEUTENANT GOVERNOR

Rebecca L. Tepper
SECRETARY

Tel: (617) 626-1000
Fax: (617) 626-1081
<http://www.mass.gov/eea>

September 23, 2024

Michael Dutton
Town of Bridgewater
66 Central Square
Bridgewater, MA 02324

Re: Summer Street Park, PARC #2

Dear Mr. Dutton:

I am pleased to officially confirm that the Summer Street Park project has been selected by the Executive Office of Energy and Environmental Affairs (EEA) to receive up to \$500,000 in state Parkland Acquisitions and Renovations for Communities (PARC) grant assistance.

Project deadline is June 1, 2026

Be advised that the sum of \$33,000 for design costs has been set-aside for encumbrance and expenditure in FY25. Please note that this figure is solely for expenditure in FY25. The remaining \$467,000 for construction will be executed for encumbrance of funds in FY26, which begins July 1, 2025. All construction work must be completed and closed out by June 1, 2026. PARC grants work on a reimbursement basis. Your community's reimbursement rate is 66%. We can only reimburse your community for 66% of what you spend as demonstrated through canceled municipal checks during the contract period, even if this figure does not reach the maximum value of the grant award for that specific fiscal year.

The project must be completed by June 1, 2026 because your grant award amount has been budgeted by EEA in the fiscal years requested in your application. If you anticipate any difficulties in meeting this spending target and schedule at any time, please contact me without delay. I can be reached at melissa.cryan@mass.gov or (857) 274-7173.

Next Steps

1. Take a **City Council or Town Meeting vote** if you have not done so already. I must have an electronic copy of the certified vote in hand no later than December 31, 2024. If you have not yet had me review the vote language, please do so immediately.
2. Execute the **PARC Project Agreements**. The PARC Project Agreement will be signed by your Chief Executive Officer and a majority of the Park or Recreation Commission members. Review the

agreement carefully to be sure that the project has been correctly described and contact me immediately if any changes or updates need to be made. If the document is correct, please have **two copies signed** and mail them to me for signature by Rebecca Tepper, Secretary of EEA. One original will be returned to you to record, along with the town meeting or city council vote, property deed, and boundary map, at the Registry of Deeds, and to be copied for your audit file. The recorded Project Agreement must be returned to me no later than August 1, 2025.

3. Execute a **State Standard Contract**. This document allows our fiscal department to establish an account for your project. No reimbursement request can be honored unless the State Standard Contract, including the [Contractor Authorized Signatory Listing](#), are signed and returned to me. The Contractor Authorized Signatory Listing Form should be signed by whoever signed the contract.
4. After the state contract has been signed and returned to you, you may proceed with the final design of your project. You may not start construction until July 1, 2025, and are expected to begin construction on that date. If you cannot, you must explain why. Please note that we are unable to reimburse your community for any costs incurred prior to the execution of the State Standard Contract.

Reimbursement Procedures

The reimbursement procedures will be discussed in detail at the Grants Management Workshop (information below). A **quarterly report form** is also enclosed, which is due the first business day of December, March, June, and September while the project is active.

Reimbursement will be contingent upon satisfying the following conditions:

1. Submit **final designs and specifications** before going to bid, together with required permits for the construction phase, and final billing for design work by June 1, 2025.
2. A copy of the **PARC Project Agreement**, which has been recorded at the Registry of Deeds (along with the town meeting or city council vote for the project and boundary map) and a marginal notation entered on the deed to the property, is returned by August 1, 2025.
3. The construction must be started on July 1, 2025 and closed out by June 1, 2026. If you do not begin construction on July 1, 2025, you must explain why and submit a schedule demonstrating how your project will meet the June 1, 2026 deadline.
4. Completion of outstanding Conservation Restrictions on parcels acquired with the use of Community Preservation Act funds. Applicants that have purchased real property interests for open space or recreational purposes using CPA funds must have all CRs required by Section 12 of Chapter 44B approved by the Secretary of EEA and recorded prior to receipt of project reimbursement from EEA. Please submit to DCS documentation showing the conveyance of approved CRs to an appropriate entity. Documentation should include the grantee, date of conveyance, and registry book/page of the CR document.

Legally Protected Recreation Land – Bridgewater’s Commitment

Please remember that according to Article 97 of the Amendments to the Massachusetts Constitution, acceptance of the state grant requires that this site remain open to the general public and prohibits any other use other than public outdoor recreation.

Project Sponsor’s Workshop

Please carefully review all the enclosed information, and plan to attend the Project Sponsor’s Workshop. This is a short (around an hour), but important, mandatory meeting to review how to prepare your reimbursement request(s). If you cannot attend, please send someone to represent you since it would be very difficult to meet individually with each project sponsor. It will be held on Thursday, October 3, 2024 at 9:30 am. Upon RSVPing to me at melissa.cryan@mass.gov, the login information will be provided.

Congratulations on your successful application to the PARC Grant Program!

Sincerely,

Melissa Cryan
Grant Programs Supervisor

enc.



Bridgewater Town Council

Introduced By: Town Manager
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-023: FY2025 Classification Tax Allocation - Adoption of Residential Factor

ORDERED that, pursuant to G.L. c. 40, § 56, the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to adopt a residential factor of 1 for fiscal year 2025.

Explanation:

The town council shall annually first determine the percentages of the local tax levy to be borne by each class of real property, as defined in section two A of chapter fifty-nine and personal property for the next fiscal year. In determining such percentages, the town council, shall first adopt a residential factor. Said factor shall be an amount not less than the minimum residential factor determined by the commissioner of revenue in accordance with the provisions of section one A of chapter fifty-eight and shall be used by the board of assessors to determine the percentages of the local tax levy to be borne by each class of real and personal property

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: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-025: Acceptance of Donation - Oliari Charitable Foundation

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 Donation award from Oliari Charitable Foundation for \$7,500 for the Bridgewater Public Library to fund the library's Sy Montgomery Author Event.

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 Oliari Charitable Foundation., has graciously donated \$7,500 for the Bridgewater Public Library to fund the library's Sy Montgomery Author Event set to take place on January 25, 2025 at the Moakley Auditorium at Bridgewater State University.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Attachments: 1. Oliari Charitable Foundation

30 October 2024

Blythe Robinson
Acting Town Manager
Municipal Office Building
66 Central Square
Bridgewater, MA 02324

Dear Ms. Robinson:

This letter is to attest that The Oliari Charitable Foundation is making a donation in the amount of \$7,500.00 to the Bridgewater Public Library to fund the library's Sy Montgomery Author Event. This event is set to take place on January 25, 2025, at the Moakley Auditorium at Bridgewater State University. These funds are for this expressed purpose only.

Thank you in advance for your cooperation in this matter. Should you have any questions, please do not hesitate to reach out.

Warm Regards,



Danielle M Oliari
Board Chairperson
Oliari Charitable Foundation
Danielle.oliari@cntdep.com



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-026: General Fund Free Cash Allocation

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 \$3,517,736 below schedule:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
GF UNDESIGNATED	09905990-596000	TRANSFER OUT	<u>\$3,517,736.00</u>
Total:			\$3,517,736.00
<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
GF STABILIZATION TRUST FUND	80054-497000	TRANSFER FROM GF	\$ 500,000.00
CAPITAL STABILIZATION TRUST FUND	80104-497000	TRANSFER FROM GF	\$2,349,787.00
OPEB STABILIZATION TRUST FUND	80114-497000	TRANSFER FROM GF	\$ 100,000.00
EMPLOYEE LIABILITY FUND	80044-497000	TRANSFER FROM GF	\$ 200,000.00
ONE TIME/UNFORESEEN FUND	80134-497000	TRANSFER FROM GF	<u>\$ 367,949.00</u>
Total			\$3,517,736.00

Explanation:

Recommended allocation of the General Fund Undesignated Fund Balance (Certified Free Cash) to the established Funds as noted above.

Committee Referrals and Dispositions:

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

Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-027: Transfer Order - Legal Employment and Collective Bargaining Agreement

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 and transfer \$75,000 below schedule:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Other One Time Unforeseen Fund	80135-596100	Transfer to General Fund	\$75,000.00
Total:			\$75,000.00
<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Employment Legal Consulting	01515030-530200	Legal Fees	\$75,000.00
Total			\$75,000.00

Explanation:

Transfer funds for Collective Bargaining Negotiations for CBA (Collective Bargaining Agreements). and Employment Legal Expenses.

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: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-028: Sewer Enterprise Fund Transfer

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 and transfer from below schedule Source of Funds to below schedule of Use of Funds:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Sewer Retained Earnings	6100-596110	Sewer Retained Earnings	\$704,600.00
Total:			\$704,600.00
<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
Sewer Phase 2 WWTF Upgrade	TBA	Phase 2 OPM Services	\$704,600.00
Total			\$704,600.00

Explanation:

This transfer will appropriate Funds for engagement of Environmental Partners to proceed with the planning and development of Phase 2 Phosphorus Removal Upgrade.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•

Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-029: Transfer Station Retained Earnings

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 and transfer from below schedule Source of Funds to below schedule of Use of Funds:

<u>Source of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
TS Retained Earnings	6400-359000	Transfer Station Retained Earn	<u>\$51,800.00</u>
Total:			\$51,800.00
<u>Use of Funds</u>	<u>Account No.</u>	<u>GL Account Description</u>	<u>Amount</u>
TS Salary	64005001	Salaries & Wages	\$26,800.00
TS Repairs & Maintenance	64005012	Expenses	\$25,000.00
Total			\$51,800.00

Explanation

This transfer will fund employment contract as well as additional funding for a part time attendant in salaries. Also major repairs to older equipment is necessary and was not in operations budget.

Committee Referrals and Dispositions:

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

Attachments: None



Bridgewater Town Council

Introduced By: Blythe Robinson, Acting Town Manager
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Order O-FY25-030: Bridgewater Raynham Regional School District Capital Plan Transfers

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 and transfer from below schedule Source of Funds to below schedule of Use of Funds:

<u>FUND</u>	<u>SOURCES OF FUNDING</u>	<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
8010	CAPITAL STABILIZATION	80105-596110	Transfer to Capital	\$ 1,017,446.00
Total				\$ 1,017,446.00
<u>USES OF FUNDING</u>			<u>Description</u>	<u>Amount</u>
1000	BRRSD SCHOOL CAPITAL	10300225-580000	BRRSD Capital	\$ 1,017,446.00
Total				\$ 1,017,446.00

Explanation:

This transfer will fund requested BRRSD School Capital Outlay projects as outlined and Approved by the Bridgewater Raynham Regional School District Committee.

Committee Referrals and Dispositions:

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

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Attachments: 1. DESCRIPTION OF APPROPRIATION

DESCRIPTION OF APPROPRIATION

Town of Bridgewater FY 2025 Capital Improvement Program					
Bridgewater Raynham Regional School District Funding Requirements FY 2025					
Location of Project		Project#	Description		Amount
2025	300	Bridgewater Middle School	300.72	BMS Camera System Upgrade - Building Security	\$75,000
2025	300	Bridgewater Middle School	300.07	BMS LED Lighting Upgrade	\$200,000
2025	300	Bridgewater Middle School	300.00	BMS Replace Front Doors	\$55,000
2025	300	Bridgewater Middle School	300-00	BMS Replace office area carpet	\$30,000
2025	300	District Wide	300.00	DW Air Conditioning upgrade	\$24,468
2025	300	High School	300.25	HS Crack Fill, Sealcoat, Reline Asphalt	\$131,516
2025	300	High School	300.00	HS Softball field - infield for girls softball	\$21,410
2025	300	High School	300.75	HS PA System Replacement	\$55,053
2025	300	Williams Intermediate School	300.71	WIS Camera System Upgrade - Building Security	\$125,000
2025	300	Williams Intermediate School	300.52	WIS HVAC System Upgrade Package Units (R22 Refrigerant)	\$275,000
2025	300	Williams Intermediate School	300.00	WIS Rear Lower gym roof replacement	\$25,000
BRRSD SCHOOL			Total		\$1,017,446



Bridgewater Town Council

Introduced By: Kevin Perry, Councilor
Date Introduced: 11/12/2024
First Reading: 11/12/2024
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Resolution R-FY25-003: FY2026 Budget Resolution

WHEREAS: A methodical and disciplined approach to the operating budget is warranted.

RESOLVED: Pursuant to establishing guidelines and priorities for the Town Manager to develop the Annual Budget, the Town Council of Bridgewater, Massachusetts in Town Council assembled vote to adopt the following Policy Guidelines for the Town Manager to use in creating the FY2026 Budget:

The Town Council is adopting these budget policy guidelines pursuant to Section 6-1 of the Bridgewater Home Rule Charter. Based on these guidelines, the Town Manager will develop budgetary goals and the Town Budget for Fiscal Year 2026 that commences on July 1, 2026.

Introduction

The following financial principles set forth the framework for our overall fiscal planning and management of the Town of Bridgewater's resources and are designed to ensure the Town's sound financial condition, now and in the future.

Sound Financial Condition is defined as:

- Cash Solvency – the ability to pay bills in a timely fashion
- Budgetary Solvency – the ability to annually balance the budget
- Long Term Solvency – the ability to pay for future costs
- Service Level Solvency – the ability to provide needed and desired services
- Reserve Solvency – the ability to adapt and respond to economic conditions
- Capital Solvency – the ability to assess, maintain, and replace our capital assets
- Bond Rating – maintain or improve current bond rating Aa3.

To this end we will adhere to the following financial policies.

NOT FOR ACTION - FIRST READING

Financial Policies and Guidelines:

The Town will adopt a Multi-year forecast for fiscal years 2026 – 2030 and a Capital Improvement Program, prior to submission of the Town Manager's FY2026 Budget. This will give the Town a broader more forwarding looking perspective to better understand the budgetary cost drivers and our revenue capacity. Projecting forward will allow us to foresee where a structural deficit may exist when building out our operating budget for the ensuing year.

The following will be applied in preparing the FY2026 Budget.

1. The town will avoid budgetary practices that balance current expenditures at the expense of meeting future year's expenses, such as postponing maintenance and upkeep of our facilities and equipment.
2. Recurring operating costs will be funded by recurring sources of revenue. In addition, to budget prudently and plan for contingencies, the town sets the following reserve objectives for FY 2026:
 - a. Unreserved Fund Balance (free cash) for FY 2026 (07/01/2026) will be targeted at 2% of the 2026 operating budget and used only for one-time expenditures such as capital improvements, capital equipment, unexpected or extraordinary expenses such as unbudgeted snow and ice removal expenses and/or to meet the stabilization reserve policy objectives
 - b. The Town will maintain a Stabilization Fund as its main financial reserve in the event of an emergency, unforeseen circumstances, or an extraordinary need. It shall be the goal of the town to achieve and maintain a balance in the Stabilization Fund equal to 10% of its operating budget.
3. Revenue:
 - a. Revenue Estimating: the revenues will be estimated conservatively, using an objective analytical approach. The goal is to predict revenues as accurately as possible while erring on the side of caution
 - b. The Town will use methodologies established that best fit the accuracy of specific forecasting, in other words, different methods for different revenue types: Property Tax, Local Aid, Local Receipts, and Other Available Funds.
 - c. Ambulance Receipts Reserved for Appropriation: A five-year forecast will be used to determine available funds to support, proportionately, the ensuing year's Fire Department operating budget and capital requirements for the Ambulance Fleet.
 - d. For FY2026 the projected revenue surplus shall be set at 2% of the 2026 operating budget. Revenue surpluses are essential to continue the annual funding of the Stabilization Fund at the 10% level, fund capital purchases of machinery, equipment, and vehicles, capital building improvement, infrastructure and engineering costs, unfunded sick leave buyback, and outstanding OPEB liability.
4. Expenditures:
 - a. Estimating Major Cost Drivers: This compilation will address the increases necessary to fund the major budgetary cost drivers – salaries and benefits – which support our current service levels.
 - b. Maintenance of Capital Assets: The Town will compile a budget that will maintain capital assets and infrastructure to protect the town's investment. The Town will compile a budget that will maintain our assets to protect the Town's investment, support and provide services, community, and economic development. Specifically:
 - Mach/Equip/Vehicles
 - Software

- Infrastructure
- Land & Land Improvement
- Building & Building Improvements

c. New Program or Initiatives: The Town will budget for new programs or initiatives only after fully funding existing major cost drivers and the maintenance of capital assets.

FY 2026 Town Manager’s Budget Objectives

1. Continue the Town’s efforts within all departments to obtain grant funding from federal, state, and other sources in order to offset capital expenditures and major initiatives
2. Review cost implication of contracted services vs. staffing in various departments
3. Continue to enhance the Town’s website and use other technologies as cost-effective means for delivering information and services, increasing public awareness, and encouraging public feedback.
4. Submit a budget which maintains the Town's current service level and a budget which will meet the Town Manager's services priorities.
5. Develop a plan that will improve Town (within projected funds) owned roads that are in need of improvements. Understanding that a great deal of roads are in need of repair, present a priority of what road(s) will be a priority for FY26, where funding will include projected Chapter 90 funds, State/Federal grants, and capital funds.
6. Continue to develop and complete the Town's parks/trails and indicate which ones may be completed in FY26 for the residences of the community.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
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Attachments: None