



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.

In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Rules & Procedures Committee assembled voted, at their meeting on November 13, 2024, to approve the aforementioned minutes, as submitted.