Town of Bridgewater

Town Council

August 12, 2025
7:00 PM
66 Central Square
Academy Building
Council Chambers/2nd Floor
The Town Council meeting is being streamed Live via You Tube.
Go to the Town of Bridgewater Facebook Page for the link.

MEETING AGENDA

Due to Massachusetts Open Meeting Law requirements, discussions will not take place during Public Comment periods. If appropriate, responses to questions and concerns will be given by the Town Manager at a future Town Council meeting.

A. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

a) July 15, 2025 Meeting Minutes

B. ANNOUNCEMENTS FROM THE PRESIDENT

C. PROCLAMATIONS

D. CITIZEN OPEN FORUM

E. APPOINTMENTS

a) Laurie Keane - Conservation Commssion (2025 - 2028)

b) Phillip Nichols - DEIB Committee (2025 - 2026)

F. HEARINGS

a) Petition P-2026-001: Petition for National Grid and Verizon New England Inc. Joint or Identical Pole Location – 815 Bedford Street
***Public Hearing**: Advertised in the 7/29/25 Enterprise.*

b) Order O-FY26-008: Loan Authorization for Phase 2 Waste Water Treatment Facility (WWTF) Preliminary Design and Engineering of Phosphorous Removal Upgrade Project
***Public Hearing:** Advertised in the 7/29/25 Enterprise. Budget & Finance meeting voted 3-0 at their 8/5/25 meeting. Finance Committee voted 5-0 to recommend at their 7/21/25 meeting.*

c) Order O-FY26-009: Loan Authorization - Community Septic Management Program (CSMP) Title V - Homeowner Loans
***Public Hearing:** Advertised in the 7/29/25 Enterprise. Budget & Finance meeting voted 3-0 at their 8/5/25 meeting. Finance Committee voted 5-0 to recommend at their 7/21/25 meeting.*

G. LICENSE TRANSACTIONS

a) Petition P-2026-002: Alcohol Establishment - Change of Officers - Cumberland Farms of Massachusetts Inc.

H. PRESENTATIONS

I. TOWN MANAGER'S REPORT

a) Fire Station Update

b) DPW Update

c) MBTA Communities Funding Opportunities

d) Central Square Pedestrian Crosswalks

e) Golf Course Update

J. DISCUSSIONS

K. COMMITTEE REPORTS

L. LEGISLATION FOR ACTION

a) Ordinance D-FY25-015: Ordinance Establishing the Process for Filling a Vacant Town Councilor Role
Rules and Procedures voted 3-0 to recommend with amendments at their 4/10/25 meeting.

b) Proposed Zoning Ordinance D-FY25-018: ZONING MAP AMENDMENT: Business B and Residence C Districts In the Bedford Street, Winter Street and Flagg Street Area
Advertised in the 8/1/25 Enterprise. Planning Board voted 5-0 and Community and Economic Development voted 3-0 to recommend at a Joint Public Hearing held on 4/16/25.

c) Order O-FY25-071: An Order Establishing a Tax Increment Financing (TIF) District for 60-86 Broad Street

M. OLD BUSINESS

N. NEW BUSINESS

a) Proposed Ordinance D-FY26-002: Amendment to Bridgewater Town Charter: Article IV, Section 4-1 Town Manager Term of Office

b) Proposed Ordinance D-FY26-003: Amendment to Bridgewater Town Charter Article VIII, Section 8-2 Citizen Referendum Petition Timeframe

c) Proposed General Ordinance D-FY26-004: Amendment to Chapter 3, Article II, Section 1 - Business Ethics and Conduct

d) Order O-FY26-014: Transfer Order - CPC First Parish Unitarian Church Window Project

e) Resolution R-FY26-001: Town River Landing Phase 1 Improvements

O. CITIZEN COMMENTS

P. COUNCIL COMMENTS

Q. EXECUTIVE SESSION

R. ADJOURNMENT

Town of Bridgewater

Town Council

July 15, 2025
7:00 PM
66 Central Square
Academy Building
Council Chambers/2nd Floor
The Town Council meeting was streamed Live via You Tube.

MEETING MINUTES

CALL TO ORDER

Council President Loreti called the Town Council meeting to order at 7:00pm on Tuesday, July 15, 2025 in the Council Chambers.

Present: Adelene Ellenberg, Sonya Striggles, Mary McGrath, Johnny Loreti, Paul Murphy, Sean Kennedy, Marilee Hunt, Mark Linde and Dr. Kevin Perry.

Also in attendance was Town Manager Justin Casanova-Davis and Town Attorney Jason Rawlins.

Councilor Loreti read the names of veterans who have passed and a moment of silence was held:

- William Metcalf, US Army – Passed away on August 8, 2024 (was not aware he was a veteran until recently)
- John Davies, US Navy – Passed away on May 17, 2025
- Harvey Shore, US Air Force and US Navy – Passed away on May 19, 2025
- Peter Mazzaferro, US Army – Passed away on May 30, 2025
- Bruce Langlan, US Marines – Passed away on June 10, 2025
- James O'Neil, US Marines – Passed away on June 12, 2025
- William Heerman, US Army – Passed away on June 17, 2025
- Norman Nelson, US Army – Passed away on July 7, 2025

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

a) June 17, 2025 Meeting Minutes
Councilor Linde made a motion to approve the June 17, 2025 meeting minutes, which was duly seconded by Councilor Perry.

A roll-call vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

b) June 30, 2025 Meeting Minutes
Councilor Hunt made a motion to approve the June 30, 2025 meeting minutes, which was duly seconded by Councilor Striggles.

A roll-call vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea. Motion passed 9-0.

ANNOUNCEMENTS FROM THE PRESIDENT - None

PROCLAMATIONS

a) Korean War Armistice Agreement Day - July 27, 2025
Councilor Loreti introduced Korean War veteran Mr. William "B" Levy. Mr. Levy is a lifelong Bridgewater resident who currently resides on Aldrich Road. He entered the US Army on January 8, 1952, and was soon sent to fight in the Korean War. His awards include the Army Good Conduct Medal, National Defense Service Medal, Korean Service Medal, United Nations Korean Service Medal, Republic of Korea Korean War Service Medal, Army Meritorious Unit Citation, and the Republic of Korea Presidential Unit Citation. Councilor Loreti read the Korean War Proclamation into the record and presented it to Mr. Levy.

Councilor Perry made a motion to take Q. Executive Session out of order. This was duly seconded by Councilor Striggles.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea. Motion passed 9-0.

Councilor Hunt made a motion to go into Executive Session. This was duly seconded by Councilor Striggles.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea. Motion passed 9-0.

The Town Council went into Executive Session at 7:10p.m.

The Town Council came back from Executive Session into Regular Session at 7:40pm.

CITIZEN OPEN FORUM

- Ray Ajamian, 221 Aldrich Road: updated the council on the Tree Committee - the Town was awarded a Tree City again. A local student was published in the calendar and was awarded a Tree City Flag. Tree Committee has a lot to do. The Town hired an on-call Tree Warden and he has already notified the committee that many trees on the common are diseased.
- Brad McKinnon, 86 Spring Street: spoke about the tie in fees and what that money could go to, prison phase 1. 7/26 there will be a Farmer's Market at Town River Landing. Look into 40Ys, Lakeville just had them in front of their Planning Board.
- Sam Baumgarten, 60 Short Street: welcomed Justin; spoke about the upcoming dance on 7/26.

- Gina Guasconi, 35 Ball Avenue: welcomed Justin; congratulated the Hanson Family for the conservation restriction placed on the property, signs and trails will be built. There will be a ceremony sometime in the Fall.
- Carlton Hunt, Austin Street: welcomed Justin; spoke about the Charter. Admin Code Item II Economic Development function defines the role of the CED Department.

APPOINTMENTS

a) Parks and Recreation Reappointments:

1. Mark Thomas (2025 - 2028)

Councilor Striggles made a motion to reappoint Mark Thomas to Parks and Recreation Committee. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

2. Gina Guasconi (2025 - 2028)

Councilor Perry made a motion to reappoint Gina Guasconi to Parks and Recreation Committee. This was duly seconded by Councilor Murphy.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

b) TIF Ad Hoc Oversight Committee for 60-86 Broad Street:

1. Dan Greenberg

Councilor Linde asked if Mr. Greenberg was on the Zoning Board of Appeals and if this would be a conflict. Town Attorney Rawlins noted that possibly but would need to know the facts.

Councilor McGrath asked if Mr. Greenberg was the newest member? CED Director Rulli noted that he was the newest fulltime member. Works for a development company but been on the board for atleast 3 years.

Councilor Kennedy noted that he was contacted by multiple residents and will be voting no.
Councilor Hunt noted that this was in opposition to the Charter, will be voting no.

Councilor Ellenberg noted that due to a conflict of interest she would be a no vote. Councilor Loreti noted that this project would not be seen by ZBA so there will be no conflict.

Councilor Striggles noted that if we were to go by what Mr. Hunt was speaking about; the residents elected us to represent them, if we hand this over to CED Department you are taking away the residents voices. I don't see a conflict, I see expertise.

Councilor Linde noted that he believes CED Committee could handle this.

Councilor Striggles made a motion to appoint Dan Greenberg to the TIF Ad Hoc Oversight Committee for 60-86 Broad Street. This was duly seconded by Councilor Perry.

A roll-call vote was taken with the results as follows: Kennedy – No; Ellenberg – No; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – No; Linde - No.
Motion passed 5-4.

2. Fred Chase

Councilor Perry noted that Mr. Chase prior experience on the council would be an asset to the committee.

Councilor Kennedy noted that residents reached out to him and he will be voting no and would like to see resumes.

Councilor Perry made a motion to appoint Fred Chase to the TIF Ad Hoc Oversight Committee for 60-86 Broad Street. This was duly seconded by Councilor Striggles.

A roll-call vote was taken with the results as follows: Kennedy – No; Ellenberg – No; Striggles – Yea; McGrath – No; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - No.
Motion passed 5-4.

HEARINGS

a) Proposed Ordinance D-FY25-010: Proposed Amendment to Chapter 157, Article II, Section 1
Public Hearing. *Advertised in the 6/30/25 Enterprise. Rules and Procedures voted 3-0 to recommend with amendments at their 5/27/25 meeting.*
Councilor Loreti opened the public hearing at 8:05pm.

Councilor McGrath noted that she has been speaking up to have this flag flown for over a year.
Councilor Linde noted that this would would not take the place of other flags flown just the POW Flag

Councilor Loreti asked if anyone from the public had any questions. No one had questions.
Councilor Loreti asked if anyone from the public wished to speak in favor. No one spoke.
Councilor Loreti asked if anyone from the public wished to speak in opposition. No one spoke.
Councilor Loreti asked if any councilors had any questions. None

Councilor Murphy made a motion to amend Proposed Ordinance D-FY25-010 by adding under number 4. "at the Town Academy Building" after "display" in the first sentence. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

Councilor Loreti closed the public hearing at 8:10pm.

Councilor Striggles made a motion to approve Proposed Ordinance D-FY25-010 with the amendment, which was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

b) Proposed Ordinance D-FY25-016: Bridgewater Town Charter Article IV, Section 4-3, Town Manager Powers of Appointment
Public Hearing. *Advertised in the 6/30/25 Enterprise. Rules and Procedures voted 3-0 to recommend with amendments at their 5/27/25 meeting.*
Councilor Loreti opened the public hearing at 8:11pm.

Councilor Loreti asked if anyone from the public had any questions. No one had questions.
Councilor Loreti asked if anyone from the public wished to speak in favor. No one spoke.
Councilor Loreti asked if anyone from the public wished to speak in opposition. No one spoke.
Councilor Loreti asked if any councilors had any questions. None

Councilor Kennedy made a motion to amend Proposed Ordinance D-FY25-016 by changing "majority" to "2/3". This was duly seconded by Councilor Linde.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – No; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 8-1.

Councilor Loreti closed the public hearing at 8:13pm.

Councilor Striggles made a motion to approve Proposed Ordinance D-FY25-016 as amended, which was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

LICENSE TRANSACTIONS - None

PRESENTATIONS

a) Water and Sewer Rate Presentation: Toby Fedder and Will Thramman from Raftelis

Toby Fedder from Raftelis gave a water and sewer presentation. Bridgewater is not the only community going through this issue in Massachusetts. New and evolving regulatory regulations have been passed. Entering into a period of significant capital investments (wastewater compliance and water/wastewater capacity constraints.

TOWN MANAGER'S REPORT

a) Fire Station Update
CED Director Rulli gave an update on the fire station noting that it is now at 75% completion; scheduling furniture installation, will begin around Thanksgiving; about 3 months ahead. Real healthy place to be in the budget.

Councilor Perry asked if there was a date of occupancy and Mr. Rulli noted that target date is December 1st.

b) Community Engagement Update
Town Manager Casanova-Davis thanked the community and is excited to be here. Believes it is important to have listening sessions with the public and will be scheduling some in the future.

DISCUSSIONS

a) Water Quality and Capacity
Councilor Loreti added this discussion to the agenda because he want the residents to know that water issues are our top priority and we are actively working on it.

Town Manager Casanova-Davis noted that this is a priority for us, we are having meetings and his hope is a summer meeting to focus on what we are doing. A lot of hard work being done, applying for grants.

Councilor Kennedy asked that the Town Manager looked into two sewer pumps and noted he will send the exact location to the Town Manager.

Councilor McGrath noted that she looked at 2024 master water plan. Great hill tank is 98 years old. Vernon Street wells was recommended, permits expired, did we get them back yet. Need to look where we are getting all of our water from.

Councilor Kennedy asked how much water do we have available, would appreciate raw numbers and why we continue to build. How much building can we continue to do and where are we at. Let residents know.

Councilor Ellenberg noted that Bridgewater needs to develop it's own capacity. If we tie into something else they can raise the rates and we will be held hostage.

Councilor Loreti noted that it does appear we have room for development but we don't know how much. Looking forward to the water presentation at a later date so we can have a clear vision.

COMMITTEE REPORTS

Strategic Planning: Councilor Perry noted that Strategic Planning met on July 10th on the goals for the Town Manager. Will be meeting with other people and will be meeting again in the beginning of August and will then submit our recommendation the first meeting in September.

LEGISLATION FOR ACTION

a) Resolution R-FY25-014: A Resolution Requesting an Independent Operational and Financial Review of the Bridgewater-Raynham Regional School District
This measure was not referred to committee. 14 days has elapsed per Section XVII of the Council Rules & Procedures, therefore this measure may be finally considered this evening.
Councilor Loreti noted that this was discussed at the last meeting, request of the School Committee to do an independent review, not an audit. Raynham Board of Selectmen voted 3-0 to do something similar.

Councilor McGrath made a motion to approve Resolution R-FY25-014, which was duly seconded by Councilor Striggles.

Councilor Hunt asked who was going to pay for it and Councilor Loreti noted that Town Manager Casanova-Davis noted that there may be some grant money for this.

Town Manager Casanova-Davis noted that he spoke with the DOR and that the program is not funded at the moment but he would explore other funding opportunities.

Councilor Linde noted that if the public body requests this then the State Auditor can do this. Think we should look into this. Do not know the cost but may be less.

Councilor Murphy noted that without having a source of funding and dollar amount he would be voting against it. Also asking another body in town to do something doesn't seem right. Should we instead focus on our review of having a district in Bridgewater and bringing that back to the citizens. Maybe that is a better approach.

Councilor Kennedy noted that the supports this, it is a resolution so we are not forcing them to do it. It is what the residents want. School district is something we should look at more.

Councilor Murphy noted that we are so far off from what the school needs and what we can fund. Even though we are approving this increase we are still far from what the kids and teachers deserve. Will this amount to anything, how will be come up with the $6M we need to fund our schools.

Councilor Perry noted that we are putting a band aid on the situation this year; the public wants to see more transparency. By supporting this resolution the school can show some clarity to the public that they are spending appropriately maybe an override may pass next time.

Councilor Linde noted that he thinks it is a good step forward for public comments. One of the school committee members asked for something like this. Maybe the cost could be split between the 3 entities. Get all of the information out there and people with trust the process.

Councilor Ellenberg noted that many constituents have told her they don't trust the budget process and this would establish trust again in this town.

Councilor Hunt made a motion to amend by adding the word Study and form a committee, which was duly seconded by Councilor Striggles for discussion.

Councilor Striggles notes that we would be requesting something be studied without someone to pay for it.

Councilor Kennedy noted that it does not seem that the amendment changes anything. This is just asking them to consider doing this.

Councilor Ellenberg noted that she thinks we should do the review and ask our Town Manager if he would be able to find the funds in the budget to do this. Having this study reflects the will of the people.

Councilor Perry noted that he agrees with Councilor Kennedy, do not think we need a study to look at this. Let the school committee start looking at the situation. Then it can come back to us for funding.

Town Attorney Rawlins reminded the councilors that they do not control what the Bridgewater-Raynham School District can or cannot do.

A roll-call vote was taken on the motion to amend with the results as follows: Kennedy – No; Ellenberg – No; Striggles – No; McGrath – No; Loreti – No; Perry – No; Murphy – No; Hunt – No; Linde - No.
Motion Fails 0-9.

Councilor Murphy made a motion to move the question, which was duly seconded by Councilor Perry.

A roll-call vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde - Yea.
Motion passed 9-0.

A roll-call vote was taken on the motion to approve with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – No; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – No; Hunt – No; Linde - Yea.
Motion passed 6-3.

b) Order O-FY25-071: An Order Establishing a Tax Increment Financing (TIF) District for 60-86 Broad Street
Councilor Loreti noted that this is the foundation of what may or may not become a TIF district. Want to refer it to the Ad Hoc Committee.

Councilor Striggles made a motion to refer Order O-FY25-071 to the TIF Ad Hoc Oversight Committee, which was duly seconded by Councilor Murphy.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Abstained; Murphy – Yea; Hunt – No; Linde – No
Motion passed 6-2-1.

Councilor Perry made a motion to extend New Business past 10pm which was duly seconded by Councilor Murphy.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed 9-0.

OLD BUSINESS - None

NEW BUSINESS

a) Order O-FY26-007: Acceptance of Gift - Lopieke's Family Trust
Councilor Linde made a motion to refer Order O-FY26-007 to Budget & Finance and Finance Committee. This was duly seconded by Councilor Striggles.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea

Motion passed 9-0.

b) Order O-FY26-008: Loan Authorization for Phase 2 Waste Water Treatment Facility (WWTF) Preliminary Design and Engineering of Phosphorous Removal Upgrade Project
Councilor Striggles made a motion to refer Order O-FY26-008 to Budget & Finance and Finance Committee. This was duly seconded by Councilor Murphy.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

c) Order O-FY26-009: Loan Authorization - Community Septic Management Program (CSMP) Title V - Homeowner Loans
Councilor Striggles made a motion to refer Order O-FY26-009 to Budget & Finance and Finance Committee. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

d) Order O-FY26-010: Post Override Supplemental Appropriation
Town Manager Casanova-Davis noted that as part of the council decision to support the school we worked to find a recommendation to fund this. Think this is a good course of action at this time. Will continue to work throughout the year to have savings for FY27.

Councilor Loreti noted that the council needs to approve this by August 11th and in order to apply with the Charter we need to make some moves. Refer to Finance, advise that we keep at council level and then advertise for 8/5.

Councilor Linde made a motion to refer Order O-FY26-010 to Finance Committee. This was duly seconded by Councilor Striggles.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

Councilor Striggles made a motion to retain Order O-FY26-010 at Town Council. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

Councilor Kennedy made a motion to refer Order O-FY26-010 to Advertising for posting of the public hearing. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

e) Order O-FY26-011: FY26 Water Rates
Councilor Striggles made a motion to refer Order O-FY26-011 to Budget & Finance and Finance Committee. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

f) Order O-FY26-012: FY26 Sewer Rates
Councilor Ellenberg made a motion to refer Order O-FY26-012 to Budget & Finance and Finance Committee. This was duly seconded by Councilor Perry.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

g) Zoning Ordinance Amendment D-FY26-001: MBTA Final Compliance Ordinance for the Town of Bridgewater
Councilor Striggles noted that the Town Council approved the MBTA district in our town and there were a few conditions that needed to be amended.

CED Director Rulli noted that in the letter in the packet, page 2, last two paragraphs. We were limiting development of one building per lot and just some language that seemed like we were capping. They just wanted us to clear that up.

Councilor Ellenberg noted that on the chart it says gross density per one acre is 15 units. Submitted was 30 units why are we submitting something higher than what is required. Residents do not want MBTA housing here.

CED Director Rulli noted that we went through a process to pass the form based code.and because we are in compliance with MBTA we are eligible for 14 grants.

Councilor Ellenberg made a motion to amend Ordinance D-FY26-001 to reduce this is the required portion of the MBTA. This motion was seconded by Councilor Striggles for discussion.

Councilor Perry noted that we are referring to the subcommittee and at that time the council can make amendments.

After some discussion, Councilor Ellenberg withdrew her amendment.

Councilor Murphy asked that the Council get a list of grants that the town is eligible for because of being in compliance with the MBTA.

Town Manager Casanova-Davis noted that they can do that and include what has already been received.

Councilor Linde made a motion to refer Ordinance D-FY26-001 to CED Committee and Planning Board. This was duly seconded by Councilor Striggles.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed 9-0.

Councilor Perry made a motion to extend Citizens Comments past 10pm which was duly seconded by Councilor Murphy.

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed 9-0.

CITIZEN COMMENTS

- Bob Cormier, 65 Grange Park: thanked the councilors for moving the TIF forward. Great presentation for the rate structure.
- Carlton Hunt: asked what the scope of the TIF district is.

COUNCIL COMMENTS

- Councilor Linde: great water presentation would like to see another meeting. Would like to see better presentation from the school side on the budget.
- Councilor Hunt: congratulated CPC for the work on the Hanson Farm. Recommend listening to MMA and doing some of their classes.
- Councilor Murphy: welcomed Justin, know some tough decisions will be made for FY27. Thank you to the 4th of July committee; 10 out of 10 day, perfect celebration for our town.
- Councilor Perry: welcomed Justin for his first meeting with us and kudos to the Finance Team for finding the money for the school. Thanked the 4th of July committee and thanked those that came out to clean-up the day after.
- Councilor Striggles: thanked Justin for finding the funds to help pay for the school budget; also thanked the 4th of July committee and wished I could have attended.
- Councilor Ellenberg: had cataract surgery today but felt this meeting was too important to miss.
- Councilor Kennedy: thanked Justin for speaking with the councilors over the past few weeks, thanked the finance team, this is what we need. Thanked the public for staying with us for this long.
- Councilor McGrath: we have a water and sewer board and no one is on it; they recommend improvements. July 26th 2pm and 7pm the Farmers Market is there and most of the vendors are from out of town. It would be nice to have Bridgewater vendors there.
- Councilor Loreti: I encourage everyone to visit Town River Landing. Thank you to Justin for being so available. Just started and doing a great job.

EXECUTIVE SESSION

a) Executive Session pursuant to MGL Chapter 30A, Section 21 (a)(3) to discuss strategy with respect to collective bargaining
if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares; Bridgewater Firefighters' Union, Local 2611, Bridgewater Police Association, Bridgewater Administrative Association and United Steelworkers Local 9517 Unit 04.

Executive Session took place at the beginning of the meeting. See above for details.

ADJOURNMENT

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

A voice vote was taken with the results as follows: Kennedy – Yea; Ellenberg – Yea; Striggles – Yea; McGrath – Yea; Loreti – Yea; Perry – Yea; Murphy – Yea; Hunt – Yea; Linde – Yea
Motion passed: 9-0

Meeting adjourned at 10:38pm.

Outlook

Online Form Submittal: Board/Committee/Commission Application

From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 10/23/2024 12:26 PM
To Committees <committees@bridgewaterma.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Board/Committee/Commission Application

Board/Committee/Commission (B/C/C) Application

Select the Board, Commission, or Committee applying for	Conservation Commission

Personal Information

First Name	Laurie
Middle Name	D
Last Name	Keane
Address1	865 Vernon St
City	Bridgewater
State	MA
Zip	02324
Primary Number	[redacted]
Alternate Phone	*Field not completed.*
Email Address	keane.kevinp@gmail.com
Are you presently, or have you ever served on a Board, Committees, or Commission in Town of Bridgewater?	No
Are you Applying for reappointment?	No
How did you hear about this vacancy?	Existing B/C/C member

Please Attach Resume	laurie resume.docx
In addition to providing a resume, please detail below experience and skills relevant to the B/C/C to which you are applying. List work/volunteer experience, technical skills or other abilities which will make a positive contribution to the B/C/C.	I worked for the Conservation Commission for 9 years as their Admin Clerk. The ConCom has always been near and dear to my heart. I would love to volunteer my time now that I am retired.

Please be advised that the applicants being considered for appointment to a B/C/C in the Town of Bridgewater, MA may be subject to background investigations and financial disclosure.

I understand that participation in a board or committee is strictly voluntary and is not subject to compensation. I further understand that the Town of Bridgewater does not discriminate its selection process for committee members based on race, color, religion, national origin, disability, gender, age, military status, sexual orientation, or genetic history.

Signing below indicates my understanding of the above disclosures and certifies that the information provided above to me is true and accurate to the best of my ability.

Electronic Signature Agreement	I agree.
Electronic Signature	Laurie D Keane
Date	10/23/2024

Email not displaying correctly? View it in your browser.

Laurie Keane
865 Vernon Street
Bridgewater MA 02324
774-222-3766
keane.kevinp@gmail.com

QUALIFICATIONS:

- Extensive knowledge of Wetlands Protection Act, Town of Bridgewater Wetland Bylaws and DEP regulations as well as familiarity with Town of Bridgewater Zoning Regulations
- Exceptional customer service skills working with engineering firms and their staff
- 24+ years working in the Town of Bridgewater for the Zoning Appeals Board, Conservation Commission and Board of Health
- Willingness to work with all parties involved to come to project solutions while still respecting the Town of Bridgewater regulations and bylaws

EXPERIENCE:

BOARD OF HEALTH, BRIDGEWATER, MA
POSITION: OFFICE ADMINISTRATOR OCT 2010 – JUNE 2024

CONSERVATION COMMISSION, BRIDGEWATER, MA
POSITION: ADMINISTRATIVE CLERK JAN 2000 – OCT 2010

ZONING APPEALS BOARD, BRIDGEWATER, MA 1997-2000
POSITION: CLERK

CORPORATE SOFTWARE, NORWOOD, MA 1991- 1995
POSITION: EXECUTIVE ASSISTANT TO THE PRESIDENT

REEBOK INTERNATIONAL LTD., CANTON, MA 1987-1991
POSITION: EXECUTIVE SECRETARY TO THE VICE PRESIDENT OF THE APPAREL DIVISION

Bridgewater Citizen's Advisory Committee
Applicant Recommendation Form

Name of Applicant: Laurie Keane

Board/Committee/Commission Applied for: Conservation Commission

Date of Interview: 07/23/25

Summary of qualifications the applicant will bring to the committee: Previous experience working as clerk for Conservation Commission for 9 years. The applicant has also worked for numerous other Bridgewater Boards.

Summary of why the committee would like to recommend the applicant: Ms. Keane brings experience, familiarity and enthusiasm. She emphasized the importance of education to help make this commission even more effective in serving our town.

Were there other candidates to consider? If yes, how many? No

Additional Comments: strong resume reflecting town service

Date Citizen's Advisory Committee Vote Taken: 07/23/25

Vote Results: 4-0 to recommend

Completed by: Keith Buohl

Outlook

Online Form Submittal: Board/Committee/Commission Application

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 6/24/2025 3:42 PM
To Committees <committees@bridgewaterma.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Board/Committee/Commission Application

Board/Committee/Commission (B/C/C) Application

Select the Board, Commission, or Committee applying for	Other
If Other, Which B/C/C are you applying?	Diversity - Equity - Inclusion and Belonging

Personal Information

First Name	Philip
Middle Name	*Field not completed.*
Last Name	Nichols
Address1	30 Carriage House Dr.
City	Bridgewater
State	MA
Zip	02324
Primary Number	5082455744
Alternate Phone	*Field not completed.*
Email Address	philipo.nichols@gmail.com
Are you presently, or have you ever served on a Board, Committees, or Commission in Town of Bridgewater?	No
Are you Applying for reappointment?	No

How did you hear about this vacancy?	Other
If other How did you hear about this vacancy?	Joshua McGraw
Please Attach Resume	*Field not completed.*
In addition to providing a resume, please detail below experience and skills relevant to the B/C/C to which you are applying. List work/volunteer experience, technical skills or other abilities which will make a positive contribution to the B/C/C.	* Border of Directors - Bridgewater Youth Football Association * Board of Directors - Plymouth Bay Area Girl Scouts * NAACP Board * Educator * Facilitator

Please be advised that the applicants being considered for appointment to a B/C/C in the Town of Bridgewater, MA may be subject to background investigations and financial disclosure.

I understand that participation in a board or committee is strictly voluntary and is not subject to compensation. I further understand that the Town of Bridgewater does not discriminate its selection process for committee members based on race, color, religion, national origin, disability, gender, age, military status, sexual orientation, or genetic history.

Signing below indicates my understanding of the above disclosures and certifies that the information provided above to me is true and accurate to the best of my ability.

Electronic Signature Agreement	I agree.
Electronic Signature	Philip O Nichols
Date	6/24/2025

Email not displaying correctly? View it in your browser.

Bridgewater Citizen's Advisory Committee
Applicant Recommendation Form

Name of Applicant: Phillip Nichols

Board/Committee/Commission Applied for: Diversity – Equity-inclusion and belonging Committee

Date of Interview: 07/23/25

Summary of qualifications the applicant will bring to the committee: Member of Board of Directors BYFA, Plymouth Bay Area Girls Scouts, NAACP Board with a background in education and resident of Bridgewater for many years.

Summary of why the committee would like to recommend the applicant: Through his service on many boards and a successful business career Mr. Nichols described his experience while working in an atmosphere filled with diversity. He emphasized that communication on exactly what DEIB is and how it benefits everyone is important.

Were there other candidates to consider? If yes, how many? No

Additional Comments: no resume provided

Date Citizen's Advisory Committee Vote Taken: 07/23/25

Vote Results: 4-0 to recommend

Completed by: Keith Buohl

Bridgewater Town Council

Introduced By:
Date Introduced: 8/12/2025
First Reading: 8/12/2025
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Petition P-2026-001: Petition for National Grid and Verizon New England Inc. Joint or Identical Pole Location – 815 Bedford Street

The following is excerpted from the petition submitted by the proponent:

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 30th day of May 2025.

All construction under this order shall be in accordance with the following conditions:
Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Bedford Street - Bridgewater Massachusetts.

No.# 31108782

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Bedford Street - Install one JO Pole on Bedford Street. Beginning at a point approximately 350 feet North of

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

the centerline of the intersection of Flagg Street. National Grid to install new Pole 65-50 in order to accommodate a new service request at the lot for 815 Bedford Street.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

WHEREAS, the petitioner has complied with the requirements of the Town of Bridgewater and applicable state laws; and

WHEREAS, the Bridgewater Town Council, acting as the Legislative body of the Town has such licensing authority and with the affirmative recommendation of the Highway Superintendent which has oversight authority, it appears that the public good so requires such license be granted;

Committee Referrals and Dispositions:

Referral(s)	**Disposition(s)**
•	•
•	•
•	•

Attachments: 1. Bridgewater WR#31108782 Bedford St

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

nationalgrid

July 3, 2025

The Board of Selectmen Bridgwater, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Simon Yeung #781-434-8197

Please notify National Grid's Kimberly Samson of the hearing date / time to kimberly.samson@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

National Grid: Kimberly Samson; 100 East Ashland St, Brockton, MA 02302

Very truly yours,

Robert Leonida

Robert Leonida
Supervisor, Distribution Design

Enclosures

Questions contact – Simon Yeung #781-434-8197

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Town Council
Of Bridgewater, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Bedford Street – Install one JO Pole on Bedford Street. Beginning at a point approximately 350 feet North of the centerline of the intersection of Flagg Street. National Grid to install new Pole 65-50 in order to accommodate a new service request at the lot for 815 Bedford Street.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said pole to be erected substantially in accordance with the plan filed herewith marked - Bedford Street - Brockton, Massachusetts.

No.# 31108782

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID Robert Leonida
BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.
BY Karen Levesque
Manager / Right of Way

Dated: May 30, 2025

Questions contact – Simon Yeung #781-434-8197

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Town Council
Bridgewater, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 30th day of May 2025.

All construction under this order shall be in accordance with the following conditions:
Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Bedford Street - Bridgewater, Massachusetts.

No.# 31108782

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the pole above referred to may be erected, and the number of poles which may be erected thereon under this order:

Bedford Street – Install one JO Pole on Bedford Street. Beginning at a point approximately 350 feet North of the centerline of the intersection of Flagg Street. National Grid to install new Pole 65-50 in order to accommodate a new service request at the lot for 815 Bedford Street.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

July 3, 2025

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of ,Massachusetts held on the day of 20 .

City/Town Clerk.

Massachusetts 20 .

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
City/Town Clerk

I hereby certify that on 20 , at o'clock, M
At a public hearing was held on the petition of Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND, INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the of the City of Massachusetts, on the day of 20 and recorded with the records of location orders of the said City, Book , and Page . This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:
City/Town Clerk

Questions contact – Simon Yeung #781-434-8197

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Town Council
Bridgewater, Massachusetts

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IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 30th day of May 2025.

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.

No.# 31108782

Filed with this order:

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City/Town Clerk.

Massachusetts 20 .

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
City/Town Clerk

I hereby certify that on 20 , at o'clock, M
At a public hearing was held on the petition of Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND, INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the of the City of Massachusetts, on the day of 20 and recorded with the records of location orders of the said City, Book , and Page . This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:
City/Town Clerk

Questions contact – Simon Yeung #781-434-8197

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Town Council
Bridgewater, Massachusetts

Notice having been given and public hearing held, as provided by law,
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Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Bedford Street - Bridgewater, Massachusetts.

No.# 31108782

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July 3, 2025

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Of the City/Town of ,Massachusetts held on the day of 20 .

City/Town Clerk.

Massachusetts 20 .

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
City/Town Clerk

I hereby certify that on 20 , at o'clock, M
At a public hearing was held on the petition of Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND, INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

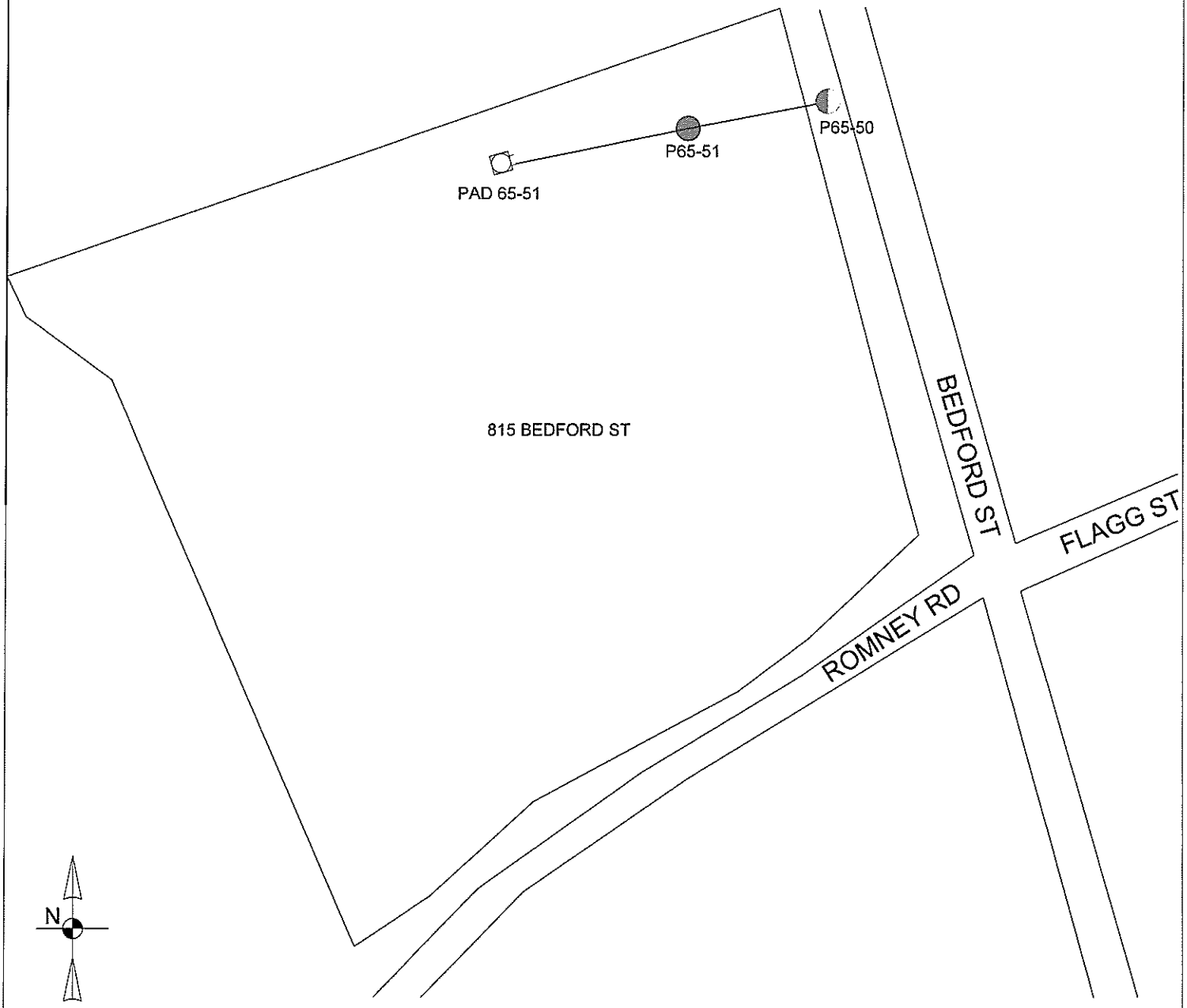
.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the of the City of Massachusetts, on the day of 20 and recorded with the records of location orders of the said City, Book , and Page . This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:
City/Town Clerk



POLE PETITION

●	**Proposed NGRID Pole Locations**
⊠	**Existing Pole to be Removed**
	Proposed J.O. Pole Locations
○	**Existing J.O. Pole Locations**
>—	**Proposed Ngrid Anchor and Guy Wire**
—	**Proposed Ngrid Overhead Utilities**
—	**Proposed Ngrid Pole to Pole Guy**

DISTANCES ARE APPROXIMATE

nationalgrid
And
Verizon New England, Inc.

Date: 4/10/2025

Work Request Number: 31108782

Sketched By: Simon Yeung

To The: City Of Bridgewater, MA

For Proposed: Pole: 65-50 Location: 815 Bedford St

Bridgewater Town Council

Introduced By:	Town Manager
Date Introduced:	7/15/2025
First Reading:	7/15/2025
Second Reading:	8/12/2025
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY26-008: Loan Authorization for Phase 2 Waste Water Treatment Facility (WWTF) Preliminary Design and Engineering of Phosphorous Removal Upgrade Project

ORDERED, that the Town Council assembled vote to

ORDERED, that, **$5,000,000** is appropriated, to be expended, for the purpose of financing the design and engineering of Phase 2 upgrades to the Town's existing Waste Water Treatment Facility (WWTF) located at the end of Morris Avenue; including without limitation all costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow said amount and issue bonds or notes therefore under Chapter 44 of the General Laws or any other enabling authority; and that the Town Manager is authorized to expend all funds available for the project and to take any other action necessary or convenient to carry out this project

Explanation:
The DPW/Sewer Division is moving forward to meet the current Administrative Consent Order (ACO) that the Town is required by the USEPA to meet the nutrient removal requirements for the removal of nitrogen and phosphorus at its Morris Ave Wastewater Treatment Facility (WWTF). This is the Towns Phase 2 of the WWTF Upgrade Project planning.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Budget & Finance	• 8/5/25: Voted 3-0 to recommend
• Finance Committee	• 7/21/25: Voted 5-0 to recommend

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

Attachments: 1. 2025.06.11_AEtoniru_AECOM_SOW_recommendation - Final

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

Memorandum

Date: June 11, 2025

To: Azu Etoniru, PE, PLS – DPW Director Bridgewater MA

From: Helen Gordon, PE

CC: Blythe Robinson, Jonas Kazlauskas, Jeff De Viveiros, Laurie Guerini

Subject: Morris Ave. WWTF – Phase 2 – Phosphorus Removal Upgrade – AECOM Scope of Work and Level of Effort Recommendation

Negotiation Process

The Town of Bridgewater, MA (Bridgewater) initiated the designer selection process for the Morris Ave. WWTF – Phase 2 – Phosphorus Removal Upgrade Project (Project) and identified AECOM Technology Corporation (AECOM) as the "Highly Advantageous" consultant submitting qualifications. Apex Companies, LLC (Apex), serving as the Owner's Project Manager (OPM), began negotiating the project scope and budget on March 17, 2025 with an initial call to review the scope of work (SOW) and Bridgewater's expectations.

Between April 4, 2025, and April 25, 2025, AECOM submitted requests for clarifications on several scope items, and Apex provided the responses to support development of AECOM's draft SOW and a design budget which were submitted on May 2, 2025, including a detailed task-by-task breakdown of staff hours.

Over the following four weeks, Apex and AECOM held multiple discussions to refine the SOW and align on project goals and deliverables. AECOM subsequently submitted a revised project budget. The negotiated SOW and the detailed design budget are provided as Attachments A and B, respectively, and summarized below.

Negotiations Analysis

AECOM proposes to provide design services on a time and materials basis. Their proposal divides the level of effort (LOE) into Basic Services and Special Services. Apex has reviewed the LOE, and the analysis is summarized in this section.

Basic Services

- Basic Services Design Fee = $4,492,564.00

- Basic Services Subtasks:
  - Preliminary and Final Design
  - Permitting Assessment
  - Permitting Services
  - Prequalification
  - Bidding Services

- Staff Hour Distribution
    - Principal – 1%
    - Project Manager – 16%
    - Project Engineer Level – 20%
    - Engineer Level – 14%

Special Services

- Special Services Design Fee = $943,615

- Special Services Subtasks include:
    - Phosphorus Removal Pilot Testing and Alternatives Analysis
    - Biosolids Processing Alternatives Evaluation
    - Radio Study for Pump Stations
    - Climate Vulnerability Analysis
    - Energy Efficiency Funding Assistance
    - Work Order Management System Software Analysis

- Staff Hour Distribution
    - Project Principal Level – 0%
    - Project Manager Level – 23%
    - Project Engineer Level – 41%
    - Engineer Level – 38%

Comparison to Industry Standards

The proposed staff hour distribution aligns with typical ranges for a project of this complexity. AECOM demonstrates an effective staffing model -leveraging senior staff for oversight and complex tasks while incorporating junior staff where appropriate to optimize costs.

Design Hours Per Contract Design Sheet Produced

AECOM anticipates producing 296 design sheets, distributed as follows:

- Civil 29
- Architectural 39
- Structural 35
- Mech Process 39
- HVAC 16
- Plumbing/Fire Protection 18
- I&C 32
- Electrical 88

A detailed list of AECOM's anticipated drawing list is included as Attachment C. AECOM's budgeted Basic Services design hours to design and bid the Project are 25,786 hours resulting in a budget of ~87 hours/sheet. Typical industry standards are between 60 and 100 hours per sheet.

Percent of Construction Cost for AECOM Basic Services

The estimated overall project cost is $56M with an opinion of probable construction cost of $44.5M. (December 2024).

- AECOM Basic Services Fee = $4,492,564
- Percentage: Basic Services Fee is ~10% of construction costs which is standard in the construction industry

Apex's planning level OPCC with year 2024 costs is provided as Attachment D.

Additional Considerations

AECOM proposes to provide these services on a time and material basis with an overhead multiplier of 2.7 which is on the lower side of the current industry standards. Subconsultants will be billed at an overhead multiplier of 1.1.

Notice to Proceed to AECOM may be issued in task-by-task phases as summarized below:

- Task 00 – Pre-design - $808,933.00
- Task 01 – Preliminary Design - $1,723,023.00
- Tasks 02, 03, and 04 – Final Design, Permitting, and Work Order Management System Software - $2,622,063.00
- Task 05 – Pre-qualification and Bidding Services - $282,162.00

AECOM's proposed high-level Project Schedule is summarized as Appendix E.

Recommendation

Based on Apex's evaluation, AECOM's Basic Design Fee and Special Services Fee documented herein are reasonable, well-supported, and consistent with industry standards. Apex recommends that Bridgewater accept the time and materials proposal with a not to exceed values of:

- Basic Services Design Fee of $4,492,564.
- Special Services fee of $943,615.

If you have any questions or require additional information, please do not hesitate to contact me at 617-657-0954 or via email.

CC: Maninder Randhawa, PE - Apex Companies, LLC.

Attachments:

Attachment A – AECOM's Draft Contract With SOW
Attachment B – AECOM's Detailed Design Fee Breakdown
Attachment C – AECOM's Anticipated Drawing List
Attachment D – Planning Level OPCC
Attachment E – Project Schedule

ATTACHMENT A

AECOM'S DRAFT CONTRACT WITH SOW

EXHIBIT A
SCOPE OF SERVICES

Bridgewater, MA Phase 2 Morris Avenue Wastewater Treatment Facility Upgrades

INTRODUCTION

The Town of Bridgewater is currently under an Administrative Consent Order (ACO) by the USEPA to meet nutrient removal requirements for the removal of nitrogen and phosphorus at its Morris Ave. Wastewater Treatment Facility (WWTF). The current permitted average day flow of the Morris Ave. WWTF is 1.44 MGD and the peak flow is 5.2 MGD. The Town's 2020 Comprehensive Wastewater Management Plan (CWMP) recommends planning for a future average daily flow rate of 1.54 MGD. The Phase 1 upgrade currently under construction aims to address the nitrogen removal requirement for current flows (approximately 1 MGD) and other immediate needs. The remainder of the total nitrogen requirement for future design flows and the total phosphorus limit are to be addressed in Phase 2 of the project. The Phase 2 project components will be designed for a future average daily flow of 1.54 MGD in accordance with the 2020 CWMP's recommendations. Modifications to the existing treatment processes to accommodate the projected future average day flow of 1.54 MGD will not be included as part of this contract.

AECOM will provide engineering design services for the Phase 2 Morris Ave. WWTF Upgrades. The design is assumed to include the following general elements for the future average and peak flows:

- New Tertiary Pump Station located in a portion of the existing Chlorine Contact Tank,
- New Tertiary Denitrification and Phosphorus Removal Processes located within a single, new standalone building,
- New UV disinfection system located in a portion of the existing Chlorine Contact Tank,
- New biosolids dewatering and truck load-out systems,
- New Administrative/Maintenance building,
- Communication of alarms from the Town's remote pump stations to the WWTF's SCADA system,
- Necessary support services including permitting, civil, geotechnical, architectural, structural, HVAC, plumbing, fire protection, electrical and instrumentation,
- Miscellaneous improvements throughout the WWTF as determined in Design Phase 1.

As the project is further defined, the scope items above may be revised to reflect the decisions made as to what, if any, scope items will be designed and installed at a later date.

This design scope of services is divided into four phases (Pre-Design, Preliminary Design, 60% Design, and 95% Design) as described herein. Each phase will include engineering and architectural services associated with aspects of the following disciplines:

- Civil (surveying, wetland delineation, earthwork, stormwater, geotechnical, utilities, landscaping, parking, paving)
- Process-Mechanical (treatment systems, equipment, piping, valves, and pumping)
- Instrumentation & Controls (I&C) and SCADA
- Architectural
- Structural
- Electrical (including communications)
- Building Systems (Plumbing, Fire Protection, HVAC, Security)

The design phase will include meetings with the Town and Owner's Project Manager (OPM), the preparation of deliverables (including opinions of probable construction costs), the review of deliverables and concepts with the Town and OPM, and addressing comments provided by the Town and OPM.

AECOM will also provide bid phase services in support of the Phase 2 Morris Ave. WWTF Upgrades which will include preparation of construction documents suitable for public bidding as outlined below in one construction contract, prequalification of contractors, and publicly bidding the project in accordance with Massachusetts Chapter 149.

Task 0 – PRE-DESIGN TASKS

Task 0.1 – Kickoff Meeting
AECOM will prepare for and facilitate an initial kickoff meeting with the Town and OPM to better understand the needs of the facility and review the scope of services and schedule. Meeting notes for the kickoff meeting will be prepared and distributed.

Task 0.2 – Flows & Loads, Process Design and Hydraulic Capacity Re-evaluation,
AECOM will review the flow and load analyses from the CWMP and the Phase 1 Preliminary Design Report. AECOM will also review the past up to three years' worth of flow and load data to check the flow and load assumptions used during the Phase 1 Preliminary Design Report and develop flow and load estimates for use in the Phase 2 design. Included in this re-evaluation will be the nominal expansion of the WWTF's average daily flow capacity to 1.54 MGD per the CWMP's recommendation. Re-evaluation of future flows above 1.54 MGD will not be included due to the MEPA and NPDES permitting implications.

Using historical data, AECOM will develop a preliminary mass balance and process design using empirical loading rates and industry design guidelines including TR-16, WEF MOP-8, and Metcalf and Eddy for the entire WWTF. Following startup and process stabilization of the Phase 1 improvements, AECOM will develop and calibrate a process model (BioWin or SUMO) using the plant's historical data to check and compare to the previous calculations. In order to calibrate a process model, AECOM will conduct a two-week wastewater characterization sampling effort. AECOM's subcontractor Blueleaf, Inc. (Blueleaf) will collect samples and send them to an accredited water quality laboratory for analysis during this wastewater characterization effort. A subcontractor budget of $67,000 has been included for sampling and analysis. The process design calculations and process model will be used to help set design criteria for the denitrification process, the phosphorus removal process, and the biosolids handling process. It will also be used to evaluate performance of the existing treatment process at the projected future flows and loads.

AECOM will develop a full-plant hydraulic model to develop a hydraulic profile and evaluate if the current treatment process has sufficient hydraulic capacity to pass the projected future flows under normal and peak conditions.

AECOM will prepare a technical memorandum summarizing the flows and loads evaluation, process design, hydraulic evaluation, and the process modeling. AECOM will finalize the technical memorandum after addressing comments from the Town and OPM.

Task 0.3 – Nutrient Removal Process Alternatives Evaluation
AECOM will develop treatment process alternatives that de-couple the tertiary nitrogen removal and phosphorus removal processes for discussion and consideration. AECOM will describe possible treatment process alternatives and present relative advantages and disadvantages in a memorandum. The memorandum will include a preliminary screening of options using qualitative criteria to eliminate options that are not viable. The qualitative screening criteria will initially be developed by AECOM and discussed with the Town and OPM at a progress meeting. AECOM will coordinate and facilitate a meeting with the Town and OPM to review the memorandum and select up to two tertiary phosphorus removal processes to pilot test under the subsequent task. The meeting will also be used to select a tertiary

denitrification process to advance to preliminary design. It has been assumed that pilot testing of a tertiary denitrification process is not required and therefore is not part of the scope of work.

This task will also include coordination of up to four separate site visits within New England, up to two to tertiary denitrification facilities and up to two to tertiary phosphorus removal facilities. Site visit reports will be prepared for each site visit.

Task 0.4 – Phosphorus Removal Pilot Testing
AECOM will coordinate and conduct a three-week pilot test of up to two phosphorus removal technologies. AECOM will develop a draft pilot testing protocol which will be reviewed with the Town and OPM in advance of the piloting. The protocol will provide for approximately two weeks of testing. A total duration of three weeks has been assumed to allow for equipment mobilization, demobilization, and unforeseen circumstances. Costs for the pilot units will be subcontracted to Blueleaf. During the pilot testing, AECOM's subcontractor Blueleaf, will be on-site to monitor and oversee the operation of the pilot units. Blueleaf will make temporary piping and electrical connections for the pilot units. Blueleaf will also collect samples and send them to an accredited water quality laboratory for analysis. A total subcontractor budget of $216,500 has been included for piloting, including $184,000 for Blueleaf's services and pilot rental costs, and $32,500 for analytical costs. Following the pilot, AECOM will draft a Pilot System Report summarizing the pilot test results for review. After the review period and comments by the Town and OPM have been incorporated, the Pilot System Report will be submitted to the EPA and DEP in accordance with the ACO.

Task 0.5 – Biosolids Alternatives Evaluation
AECOM will evaluate upgrade alternatives for the solids handling process at the WWTF to address their immediate equipment and system needs. This analysis will include:

- Demolishing the composting facility and removing the existing belt filter presses and installing a new dewatering process.
- Rehabilitating the existing composting facility, removing the existing belt filter presses and installing a new dewatering process.

The findings of the solids processing upgrades alternatives analysis will be summarized in a memorandum and a recommendation made to the Town on which process alternative to proceed with for preliminary design. AECOM will finalize the technical memorandum after addressing comments from the Town and OPM.

This task will include site visits to up to three facilities in New England to observe different biosolids processing technologies. It will also include collection and shipping of samples to up to three manufacturers for laboratory testing. An ODC budget of $3,500 has been included for collection and shipping of sludge samples.

AECOM will also develop a long-term (20-year) biosolids management plan for the Town with consideration given to the current regulatory and regional disposal options. This plan will include a review of the current market conditions and limitations for solids disposal in New England, the anticipated impact of regulations on incineration, land application, and landfilling, the resulting impact on the capacities of these disposal outlets and the resulting anticipated cost increases for these outlets. The long-term plan will also identify the current status of proposed regional solid handing projects in Massachusetts and Maine to address the regional biosolids handing limitations and the projected timing of these disposal options to Bridgewater. The long-term plan will also evaluate the use of sludge driers now or in the future. An alternative for the installation of a drier will be developed as part of the long-term plan including an opinion of capital and operational costs. These will be evaluated against a range of projected future solids disposal costs to identify when the installation of a drier may reduce the solids disposal cost for the WWTF.

The findings of the long term biosolids management plan will be summarized in a memorandum and a recommendation made to the Town on next steps will be made. AECOM will finalize the technical memorandum after addressing comments from the Town and OPM.

Task 0.6 – Site Survey
AECOM will engage a qualified subcontractor to prepare a topographic and utility survey of the treatment facility encompassing the existing plant site parcel. The site survey will be completed after the Phase 1 construction project has been completed. Surveyed areas will be mapped at a scale of 1":20'. The topographic survey will include the location and features of the existing treatment plant, edges of roadways, edges of traveled ways, driveways, utilities and piping, manhole rims and inverts, storm drain outlet pipe location and invert elevations, "flagged wetlands", fences, walls, weirs of all process tanks, ground floor finished elevations of all buildings, and physical features within the site. The topographic survey will be completed at one foot contour intervals. Property line survey as well as existing easements will be included.

Task 0.7 Radio Study
AECOM will complete a radio study for the Town's eight remote pump stations to evaluate the viability of radio communication between the pump stations and the WWTF. The radio study will consist of a field test and development of propagation maps and a report summarizing findings from the field test and recommendations. It has been assumed that field testing for the radio study can be completed in one day.

Task 0.8 Meetings and Project Management
AECOM will also prepare for and facilitate up to thirteen bi-weekly progress meetings with Town and OPM staff to provide updates on the progress of the design. Meeting notes will be prepared for each progress meeting. AECOM will prepare for and facilitate weekly check-in meetings with the OPM to review status and progress. Meeting notes will generally not be prepared for the weekly check-in meetings. AECOM will provide project management services including monitoring schedule and budget and reporting to the Town and OPM on the project status.

Task 1 - PRELIMINARY DESIGN SERVICES

During the preliminary design services task, AECOM will advance the design concepts to approximately 30% complete.

Task 1.1 Climate Vulnerability Assessment
AECOM will complete a systematic climate vulnerability assessment (CVA) of the projected impacts and uncertainties associated with climate change following the EPA's Climate Resilience Evaluation and Awareness Tool (CREAT) framework. Once the climate vulnerabilities have been identified, a prioritized implementation plan will be developed for the WWTF, which will include up to two facility-wide adaptation concepts, a recommended timeline for adaptation concepts, and potential funding sources. The Town's remote pump stations will not be considered in this evaluation. The findings from the CVA will be summarized in a memorandum and reviewed with the Town and OPM. Comments from the Town and OPM will be incorporated and the memorandum finalized for submission to MassDEP in accordance with the Town's ACO. For scoping purposes, AECOM has assumed that new structures will be designed in such a way as to incorporate the findings from the climate vulnerability assessment and that modifications to existing structures will not be addressed as part of this contract.

Task 1.2 Develop Design Concepts
Under this task, AECOM will coordinate with potential manufacturers to gather information related to the upgrades to be designed. Using the information received, AECOM will develop conceptual design sketches as described below for review and feedback from the Town before proceeding with the Preliminary Design.

- Tertiary Pump Station – AECOM will develop a concept-level design for a tertiary pump station which will pump secondary effluent to the tertiary treatment processes. The pump station may be located at the existing chlorine contact tanks and be a part of the Disinfection Building noted below. It is assumed that a second pump station will not be necessary.

- Tertiary Treatment Systems - AECOM will develop a concept-level design for the tertiary treatment processes including a tertiary denitrification process and a tertiary phosphorus removal process. It has been assumed that these two processes and their associated ancillary equipment will be located in a single building.
- Disinfection System - Concepts for the replacement of the chlorine gas and sulfur dioxide system for disinfection will be developed. AECOM will evaluate the installation of UV disinfection (both in-channel or in-pipe layouts) and the installation of a sodium hypochlorite and sodium bisulfite system when evaluating design concepts. AECOM will consider whether the use of ferric chloride may impact UV system performance and the degree of redundancy feasible with a UV disinfection system. It has been assumed that an in-channel UV system will be located in a portion of the existing chlorine contact tanks and be enclosed in a new Disinfection Building.
- Solids Processing System - Based on the findings from Task 0.5, AECOM will develop a concept for the new solids processing equipment and ancillary support systems.
- Staff Support/Maintenance Building - The location and layout for a new standalone Staff Support/Maintenance Building will be assessed after the alternative for the biosolids system upgrades is decided on. Pending the results of the solids processing alternatives evaluation, the location of the building may need to be revised, or a new layout proposed. AECOM will develop a concept-level design that provides additional administrative spaces, restroom facilities, and maintenance space.
- SCADA system improvements to remote pump stations - AECOM will develop concept-level designs that provide alarm status from the Town's eight remote pump stations to the WWTF SCADA system.
- Site plans – AECOM will develop concept-level site plans showing how the proposed new structures could be located on-site.

Sketches will be presented to the Town and OPM during progress meetings and iterated until a concept design is agreed upon. AECOM has assumed up to three different iterations will be necessary for each new building. Tasks 1.3 to 1.8 that follow will be prepared based on the consensus that is reached as part of this subtask with the exception that the wetland delineation will take place concurrent to the development of the conceptual sketches so that the presence of wetlands and resources areas can help inform the location of potential facilities.

Task 1.3 Permitting Needs Assessment and Wetland Delineation
AECOM's permitting effort during the Preliminary Design phase will involve wetland delineation and preparation of a memorandum as part of the Phase 2 30% Preliminary Design Report identifying the local, state, federal permits and approvals that will be required by the project.

AECOM will prepare a Permitting Needs Assessment Memorandum summarizing permitting requirements for the project. Included as part of the memorandum will be a timeline of when each permit should be submitted and what information will be required as part of the filing. Based on an initial review of available MassGIS mapping, there are no Areas of Critical Environmental Concern (ACEC), Natural Heritage and Endangered Species (NHESP) Estimated or Priority Habitat, mapped vernal pools, FEMA mapped floodplains, or known historic resources present within the limits of proposed work at the WWTF site. There are mapped MassDEP/ USFWS National Wetland Inventory (NWI) wetlands within 100-feet of the proposed site and Town River is within 200-feet to the west. Based on the preliminary site layout, it appears that the new buildings proposed are near, but not within the FEMA FIRM mapped 100-year floodplain. Therefore, no direct impacts to wetlands/waterways are anticipated, but work is anticipated to be within 100-foot Buffer Zone and 200-Foot Riverfront Area as regulated by the MA Wetlands Protection Act and Bridgewater Wetlands Bylaw. Therefore, a Notice of Intent (NOI) will need to be filed with the Bridgewater Conservation Commission. It is not currently anticipated that the project would trigger any filing thresholds under the Massachusetts Environmental Policy Act (MEPA) regulations since the project is not increasing the treatment capacity of the plant.

AECOM will conduct site visits and flag wetland resource area boundaries within 100 feet of the limit of work. Up to eight wetland datasheets will be prepared.

Task 1.4 Energy Efficiency Funding Assistance
AECOM's subconsultant JKMuir, LLC (JKMuir) will provide support to AECOM, the OPM, and the Town as it relates to energy efficiency, energy management and funding opportunities. During preliminary design, JKMuir will review preliminary design information with AECOM to develop a preliminary list of equipment or systems that may be eligible for energy efficiency funding, proposed energy management strategies, and opportunities for energy and cost reduction. JK Muir will attend one kick-off meeting with AECOM, the OPM, and/or the Town, one site visit, and one meeting with National Grid to review eligibility for energy efficiency program incentives. JK Muir will prepare a section of the Preliminary Design Report detailed in Task 1.8 that will outline components of the project that may be eligible for efficiency funding, proposed energy management strategies, and opportunities for energy and cost reduction

Task 1.5 – Geotechnical Field Investigation
After the conceptual site plan is developed and reviewed with the Town and OPM, AECOM will engage a qualified subcontractor to complete a subsurface exploration program including up to three soil borings up to 30-feet deep each, and up to 20-feet of rock cores total to determine the general nature of the geological strata to be encountered during construction of the wastewater treatment facility upgrade. Laboratory testing of soils and bedrock will include up to six Atterberg limit tests, six sieve and hydrometer analyses, six natural moisture content tests, one 1-D consolidation test, and two unconfined compression tests on bedrock. Up to one monitoring well will be installed. The first five feet of each boring will be removed using vacuum drilling to avoid accidental interference with existing unmarked utilities. AECOM will stake out locations for subsurface exploration at the site and will provide on-site observation during boring operations. AECOM has assumed four days of site visits. Based on the results of the subsurface exploration, a geotechnical memorandum will be prepared to establish structural design parameters and site preparation and fill placement requirements. Structural slab and spread footing designs are assumed for the support of proposed structures.

Task 1.6 Pre-Selection
AECOM will draft two separate Requests for Proposal (RFP) for Preselection of the tertiary nitrogen removal and tertiary phosphorus removal processes to include technical specifications and draft design criteria and details for inclusion into the Phase 2 WWTF design documents. AECOM will coordinate and facilitate a half-day workshop with the Town and OPM to review the draft specifications and plans. AECOM will coordinate review of the RFPs by MassDEP if necessary. AECOM will incorporate the Town and OPM's comments and prepare the RFPs for pre-selection. AECOM will provide the final RFPs to the OPM for distribution to prospective manufacturers for response. It is assumed that costs related to notification and advertisement of the RFP will be the responsibility of the OPM. AECOM will provide assistance with responding to questions by the proposers. AECOM will assist in reviewing proposals, tabulating results, and provide recommendations of selection of the award for the denitrification and phosphorus removal processes for inclusion into the design.

Task 1.7 Preliminary Design Report
Following the completion of Task 1.7, AECOM will prepare a draft Preliminary Design Report based on the findings from Tasks 1.1 through 1.7. This includes:

- Design criteria for the processes indicated in Task 1.2
- Discipline Specific Design Memorandums
- Preliminary drawings including civil, mechanical process, architectural, and electrical
- Proposed List of Drawings
- Proposed Specification Table of Contents
- Equipment Lists
- Opinion of Probable Construction Cost
- Preliminary Bidding and Construction Schedule
- Preliminary Maintenance of Plant Operations Plan
- Preliminary Construction Staging and Temporary Facilities Plan

Due to the jurisdiction of the Wetlands Protection Act for work within the 100-Foot Buffer Zone, stormwater on-site will require management in accordance with the MassDEP Stormwater Standards. As

a redevelopment project, compliance with the 10 Stormwater Standards will be required only to the maximum extent practicable, but stormwater run-off water quality must be improved. Due to the anticipated high groundwater at the site and constrictions posed by existing infrastructure, it is assumed that infiltration and on-site detention/retention will not be feasible. AECOM will develop a Hydro-CAD model to simulate pre- and post-construction runoff, and size hydrodynamic separators to improve stormwater runoff water quality as compared to existing conditions. The model will be developed to size and locate hydrodynamic separators to treat roof drainage and direct it to up to three new stormwater outfalls.

A draft of the Preliminary Design Report will be submitted to the Town and OPM for review and comment. AECOM will coordinate and facilitate a one-day review workshop to discuss comments/questions regarding the draft Preliminary Design Report. Any comments from the review period or workshop will be incorporated into the final Preliminary Design Report. The final Preliminary Design Report will be submitted to the Town, OPM and MassDEP.

AECOM will coordinate and facilitate a meeting with the Building Officials and Fire Department to review the Preliminary Design and seek input. Meeting notes will be prepared following the meeting.

Task 1.8 Meetings and Project Management
AECOM will also prepare for and facilitate up to eleven bi-weekly progress meetings with Town and OPM staff to provide updates on the progress of the design. Meeting notes will be prepared for each progress meeting. AECOM will prepare for and facilitate weekly check-in meetings with the OPM to review status and progress. Meeting notes will generally not be prepared for the weekly check-in meetings. AECOM will provide project management services including monitoring schedule and budget and reporting to the Town and OPM on the project status.

Task 2 - FINAL DESIGN SERVICES

During the final design services task, AECOM will advance the design to approximately 95% complete and submit the design documents to MassDEP for approval to advertise the project for bidding. Design documents will be prepared in accordance with MGL Chapter 149, Section 44 (Massachusetts Filed Sub Bid Laws) as well as Massachusetts SRF requirements.

Task 2.1 60% Design Drawings and Specifications
Upon receipt of the Town's and OPM's approval of the Preliminary Design Documents, the AECOM team will advance the facility design to be approximately 60% design complete and submit 60% Design Drawings, Specification, and an updated Opinion of Probable Construction Cost to the Town and OPM. The purpose of this task is to utilize the decisions made in the Preliminary Design phase and begin preparation of final design calculations. The Design Development phase will consist of the following subtasks:

- Prepare 22" x 34" design drawings using Revit that include components from all the applicable disciplines, major equipment and instruments, conceptual layouts, and preliminary staging and sequencing plans.
- Prepare 60% Design Specifications using the 16 Division format that include front-end documents, critical Division 0 and Division 1 specifications including Bid Form(s), Summary of Work, and Measurement and Payment, as well as major equipment, piping, valves, electrical and instrumentation specifications.
- Prepare a 60% Opinion of Probable Construction Cost after completion of the 60% Design Drawings and Specifications.
- Attend a one-day design review workshop with the Town and OPM.
- Incorporate workshop review comments as appropriate to advance the design to the next phase.

AECOM has included an allowance for performing a hazardous materials survey of existing structures once the scope of modifications to the existing structures is defined in the Preliminary Design Report. An

allowance of up to $30,000 has been included for sampling and specification development. Actual costs will be dependent on the type and amount of hazardous materials found and AECOM's level of effort may need to be adjusted if necessary.

The draft 60% Design Drawings and Specifications will also be submitted to MassDEP for a review and comment period if necessary.

AECOM will coordinate and facilitate a meeting with the Building Officials and Fire Department to review the 60% Design and seek input. Meeting notes will be prepared following the meeting.

Task 2.2 95% Design Drawings and Specifications
Following the completion of the 60% Design Documents, AECOM will advance the design documents to approximately 95% complete. At this time, any comments from the Town, OPM, and MassDEP from the 60% design submittal will be incorporated. The purpose of this task is to develop the final drawings, specifications, and schedules suitable for construction and competitive bidding in accordance with Massachusetts Bidding Laws. An Opinion of Probable Construction Cost will be prepared after completion of the 95% Design Drawings and Specifications. A preliminary Stormwater Pollution Prevention Plan (SWPPP) will be prepared, including coordination with the US Fish & Wildlife Service, for inclusion as an appendix to the specifications.

The 95% Design Drawings, Specifications, and Opinion of Probable Construction Cost will be submitted to the Town and OPM for review. AECOM will coordinate and attend a one-day workshop to review the 95% design submittal with the Town and OPM.

AECOM will coordinate and facilitate a meeting with the Building Officials and Fire Department prior to submission of the 95% Design and seek input. Meeting notes will be prepared following the meeting.

The 95% Design Drawings and Specifications will be submitted to Mass DEP for review and approval to advertise the project.

Task 2.3 Energy Efficiency Funding Assistance
AECOM's subconsultant JKMuir will review the design documents and meet with National Grid prior to submission of the 95% Design to identify potential energy efficiency measures and/or opportunities, verify project applicability and present energy savings methodology. JKMuir will develop baseline calculations for equipment/systems, present opportunities for decarbonization, and perform energy and savings calculations necessary to complete the National Grid's applications. JKMuir will prepare the application package to be submitted to National Grid.

This task will include four virtual coordination meetings with AECOM and the OPM, one meeting with National Grid, and one revision to the energy and savings calculations.

Task 2.4 SRF Support
AECOM will coordinate and facilitate a meeting with MassDEP to discuss design review requirements. Meeting notes will be prepared following the meeting.

AECOM will prepare a Construction Phase CWSRF Loan Application on behalf of the Town for the project.

Task 2.5 Meetings and Project Management
AECOM will also prepare for and facilitate up to twenty-eight bi-weekly progress meetings with Town and OPM staff to provide updates on the progress of the design. Meeting notes will be prepared for each progress meeting. AECOM will prepare for and facilitate weekly check-in meetings with the OPM to review status and progress. Meeting notes will generally not be prepared for the weekly check-in meetings. AECOM will provide project management services including monitoring schedule and budget and reporting to the Town and OPM on the project status.

Task 3 – PERMITTING

Based on the findings of Task 1.3 Permitting Needs Assessment, AECOM will prepare and submit the NOI application, including MassDEP WPA Forms, project narrative, figures, photographs, site plans, stormwater checklist, and stormwater management plan in accordance with the requirements of the MassDEP Stormwater standards. As part of the NOI submittal process, we will identify and notify up to twenty abutters in accordance with the MA Wetlands Protection Act regulations and Bridgewater Wetland By-Law. AECOM will attend one hearing and one site visit with the Conservation Commission to discuss the project and address concerns. It is assumed that all questions and concerns can be addressed at the hearing and/or site visit and no additional time will be required to respond to any Conservation Commission concerns in writing. AECOM assumes that no NOI filing fees will be required since the applicant is a municipality. AECOM will publish the public notice for the hearing. As stated in Task 1.3, MEPA thresholds are assumed not to be exceeded and therefore filing an Environmental Notification Form is not included in our scope of work.

AECOM will conduct a desktop review for potential historical or archaeological resources after the site plan concept and limit of work has been finalized. Using the results of the desktop review, a Project Notification Form (PNF) will be submitted to the Massachusetts Historical Commission. It is assumed that the site will not require archaeological or historical investigations after submission of the PNF. A total subcontractor budget of up to $7,500 has been included for the desktop analysis and submission of the PNF.

Task 4 – WORK ORDER MANAGEMENT SYSTEM SOFTWARE

AECOM will research commercially available Work Order Management System software systems that are commonly used at water and wastewater treatment facilities for use in facilities operation and maintenance. AECOM will collect information as to the capabilities and features of each software system. AECOM will summarize the information collected in a memorandum for review with the Town and OPM. AECOM will finalize the technical memorandum after addressing comments from the Town and OPM. AECOM has assumed a budget of up to 80 hours for this task.

Task 5 - PRE-QUALIFICATION AND BIDDING SERVICES

AECOM will support the Town and OPM during the pre-qualification and bidding phases. The project will be bid under Massachusetts General Law Chapter 149, Section 44.

Once MassDEP has approved the project for advertisement, AECOM will prepare signed and stamped Bid Documents for the Town's use incorporating comments from the 95% Design Review workshop, MassDEP, and the permitting process. Up to ten paper copies and an electronic pdf copy of the Bid Documents will be provided. AECOM will provide an online bidding service to print bid documents, provide access to the electronic bid documents, issue addenda, receive bids, and summarize bids.

In collaboration with the Pre-Qualification Committee (to be appointed by the Town and OPM), AECOM will conduct the Pre-Qualification of General Contractors and Filed Sub-bidders. AECOM will prepare the Pre-Qualification Package and advertise the Request For Qualifications. AECOM will evaluate the statements of qualifications that are received, including reviews of the Massachusetts Division of Capital Asset Management and Maintenance (DCAMM) certification records, and provide a finalized list of all pre-qualified general contractors and filed sub-bidders to the Pre-Qualification Committee in the form of a Pre-Qualified General Contractors and Filed Sub-Bidders Memorandum. Within 14 days of completion of the pre-qualification review, all applicants will be notified whether they were or were not pre-qualified and the Pre-Qualified General Contractors and Filed Sub-Bidders Memorandum will be posted publicly.

AECOM will prepare an Invitation for Bids (IFB). AECOM will advertise and post the IFB in the Central Register. The Town will submit the IFB for posting on COMMBUYS and in the local newspaper.

AECOM will coordinate a pre-bid conference and site visit to describe the scope of work and key elements to pre-qualified filed sub-bidders and general contractors. AECOM will prepare and provide written responses to any questions asked during or after the meeting. Written responses will be included in a subsequent addendum.

AECOM will issue clarification or changes to the bid documents in the form of an addendum. Up to five addenda will be issued.

AECOM will attend the Filed Sub-Bid public bid opening. AECOM will review the Filed Sub-Bids and prepare a Filed Sub-Bid tabulation. The Filed Sub-Bidders tabulation will be issued via addendum at least one week prior to the deadline for general bid submissions.

AECOM will attend the General Bid public bid opening. AECOM will review the general bids and prepare a General Bid tabulation and recommendation on the award of the contract.

AECOM will assist the Town with preparation of formal contract documents for award of the contract, including coordination with MassDEP. Addenda issued during the bid phase will be included in the front of the specifications.

Task 6 - ENGINEERING SERVICES DURING CONSTRUCTION

After contractor selection, AECOM will support the OPM during construction administration; construction startup and testing; closeout and post construction services, to be added as an amendment to this contract. The Scope of Work and Engineering Fees will be negotiated upon completion of design and determination of construction schedule.

PRICE

The estimated fee for this scope of work is $5,436,200, which includes $4,326,155 for basic engineering services and $1,110,045 for special engineering services. Labor costs will be billed using a 2.70 multiplier. Subcontractors will be billed using a 1.1 multiplier. There will be no markup on ODCs.

SCHEDULE

AECOM's scope and level of effort is based on the following schedule assumptions:

1. Notice to proceed will be received by May 30, 2025.
2. The phosphorus pilot report will be completed by October 31, 2025.
3. The preliminary design report will be completed by March 2, 2026.
4. The climate vulnerability assessment will be completed by April 1, 2026.
5. The final design will be completed by June 1, 2027.
6. Notice of award will be issued by November 1, 2027.

ASSUMPTIONS

1. Standard 22" x 34" sheets will be used.
2. AECOM will produce up to 295 design drawings.
3. AECOM Master CSI Specifications (16 Division) will be used.
4. Drawings will be produced in Revit except for the drawings related to the remote pump stations which will be produced in 2D CAD.
5. All work associated with the Phase 2 Morris Ave. WWTF Upgrade will be conducted under one construction contract.
6. Prior iterations of Revit models will be available for buildings included in Phase 1.

7. A new Revit model will need to be created for the existing Chlorine Contact Tanks and any new structures.
8. Phase 1 conformed and record drawings (CAD or PDF) will be available.
9. No changes to building size, layout, or type are anticipated from the Town, OPM or abutters after submission of PDR.
10. New structures will be brick and masonry block construction with steel joists and deck.
11. New structures will be on deep bed foundations (i.e. piles).
12. Phase 1 construction will be completed prior to Phase 2 site survey.
13. The existing electrical system, including the standby generator, has capacity for the Phase 2 upgrade.
14. The existing main switchgear and facility control system has spares to support the Phase 2 upgrade.
15. Controls for new facilities under Phase 2 will be connected to existing facility controls via a new fiber optic cable.
16. Power for new facilities will be connected to spare breakers within the existing power distribution system.
17. Security, CCTV and phone/data systems will only be provided at the new Staff Support/Maintenance Building.
18. The Town will provide the existing tagging standard for instrumentation and controls.
19. Natural gas will be used for heating.
20. A Phase 1 Environmental Site Assessment is not required.
21. A Remedial Action Plan for PCBs does not need to be prepared and approved by EPA.
22. A draft SWPPP will be prepared as an appendix to the specifications.
23. The Town's Historic Commission and Massachusetts Historic Commission will not be involved in any reviews of the design documents.
24. LEED or Envision Certification will not be required as part of the design documents.
25. Value engineering is not required.
26. The Town will provide site access to subcontractors and AECOM.
27. The Town and OPM will conduct timely reviews and provide comments and/or approval of AECOM's submissions in three weeks after submission so that the proposed project schedule is not adversely impacted. OPM will prepare one set of consolidated review comments prior to transmittal to AECOM.

ATTACHMENT B

AECOM'S DETAILED DESIGN FEE BREAKDOWN

Bridgewater, MA Phase 2 Morris Ave. WWTF Upgrades - Estimated Level of Effort & Fee

	TASK	LABOR HOURS																		SUBCONTRACTORS													
		Principal	Project Manager	WWTF Operations Lead	Project Engineer	Engineer	Process Modeler	Task Lead	Sr. Engineer	Sr. Wetland/ Climate Scientist	Jr. Wetland/ Climate Scientist	GIS/CAD	Clerical	QA/QC	Sr. A/E	A/E	Drafter	Estimating	TOTAL HOURS	LABOR	Piloting (Blueleaf, Inc.)	Water Quality Laboratory Testing (Pace)	Geotechnical Investigations	Survey (Silva Eng. Assoc.)	Hazardous Materials Testing	Radio Study (TCS Comm.)	Energy Efficiency Funding (JK Muir)	MHC Coordination (PAL)	Printing (SD Visual)	TOTAL SUB COSTS	Markup (10%)	OTHER DIRECT COSTS	TOTAL (INCLUDING SUBCONTRACTOR MARKUP)
0	**PRE-DESIGN**																																
0.1	Kickoff Meeting	4	6	4	12	0	0	0	0	0	0	0	0	0	0	0	0	0	26	$ 6,111	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 625	$ 6,736
0.2	Flows & Loads Re-Evaluation	0	70	30	114	324	0	18	72	0	0	0	8	13	0	0	0	0	649	$ 113,927	$ 35,000	$ 32,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 67,000	$ 6,700	$ -	$ 187,627
0.3	Nutrient Removal Alternatives Evaluation	0	74	18	164	68	0	0	0	0	0	0	0	6	0	0	0	0	330	$ 62,347	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,860	$ 66,207
0.4	Phosphorus Removal Pilot Testing	0	22	14	52	56	0	0	0	0	0	0	0	6	0	0	0	0	150	$ 27,536	$ 184,000	$ 32,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 216,500	$ 21,650	$ 750	$ 266,436
0.5	Biosolids Processing Alternatives Evaluation	0	40	8	100	248	0	126	0	0	0	0	0	12	0	0	0	16	550	$ 104,127	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,200	$ 110,327
0.6	Site Survey	0	4	0	12	12	0	0	0	0	0	0	4	0	0	4	0	0	36	$ 5,683	$ -	$ -	$ -	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 35,000	$ 3,500	$ -	$ 44,183
0.7	Radio Study	0	4	0	10	8	0	0	0	0	0	0	4	0	0	8	0	0	16	$ 5,531	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ 1,000	$ -	$ 13,742
0.8	Meetings and Project Management	12	182	0	300	0	0	0	0	0	0	0	60	0	0	0	0	0	554	$ 108,800	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,875	$ 113,675
1	**PRELIMINARY DESIGN**																																
1.1	Climate Vulnerability Assessment	0	12	0	16	0	0	94	0	178	182	60	0	14	0	0	0	0	556	$ 96,200	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 375	$ 96,575
1.2	Develop Design Concepts (Up to Three Iterations for Each New Building)	0	40	20	300	600	0	0	0	0	0	0	0	0	0	408	0	0	1,368	$ 210,720	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 210,720
1.3	Permitting Needs Assessment	0	2	0	2	0	0	2	0	56	72	0	0	0	0	0	0	0	134	$ 18,837	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 750	$ 19,587
1.4	Energy Efficiency Funding Assistance	0	12	0	28	20	0	0	0	0	0	0	4	0	0	0	0	0	64	$ 10,779	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ -	$ 10,000	$ 1,000	$ -	$ 19,723
1.5	Geotechnical Field Investigation	0	4	0	10	16	0	0	0	0	0	0	4	0	20	70	120	0	244	$ 37,021	$ -	$ -	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,000	$ 2,000	$ 500	$ 59,521
1.6	Pre-Selection	0	64	60	162	148	0	0	20	0	0	0	0	16	48	264	80	0	862	$ 156,101	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 875	$ 156,976
1.7	Preliminary Design Report	0	144	48	528	788	0	46	80	0	0	0	0	14	720	1,772	2,000	250	6,390	$ 1,066,944	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,675	$ 1,069,619
1.8	Meetings and Project Management	12	142	0	240	0	0	0	0	0	0	0	42	0	0	0	0	0	436	$ 86,177	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,125	$ 90,302
2	**FINAL DESIGN SERVICES**																																
2.1	60% Design Completion	0	186	20	554	846	0	34	16	0	0	0	0	18	700	1,948	2,354	232	6,908	$ 1,130,239	$ -	$ -	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ 30,000	$ 3,000	$ 1,925	$ 1,165,164
2.2	95% Design Completion	0	189	20	556	1,010	0	20	36	0	100	0	0	12	690	1,872	2,200	200	6,905	$ 1,118,793	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,925	$ 1,121,718
2.3	Energy Efficiency Funding Assistance	0	14	0	26	20	0	0	0	0	0	0	0	0	0	0	0	0	60	$ 10,561	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000	$ 3,000	$ -	$ 43,561
2.4	SRF Support	0	6	0	18	26	0	0	0	0	0	0	0	0	0	0	0	0	50	$ 7,852	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 250	$ 8,102
2.5	Meetings and Project Management	22	352	0	624	0	0	0	0	0	0	0	110	0	0	0	0	0	1,108	$ 216,214	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,500	$ 226,714
3	**PERMITTING**	0	8	0	12	40	0	8	0	34	96	40	8	2	0	0	0	0	248	$ 35,446	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,500	$ -	$ 7,500	$ 750	$ 1,375	$ 45,071
4	**WORK ORDER MANAGEMENT SYSTEM SOFTWARE**	0	4	2	6	60	0	0	0	0	0	0	0	0	0	8	0	0	80	$ 11,733	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 11,733
5	**PRE-QUALIFICATION AND BIDDING SERVICES**	12	115	0	248	562	0	0	5	0	0	0	20	26	60	200	480	0	1,728	$ 267,912	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ 10,000	$ 1,000	$ 3,250	$ 282,162
	T O T A L	**62**	**1,696**	**244**	**4,094**	**4,852**	**0**	**348**	**229**	**268**	**450**	**100**	**264**	**139**	**2,238**	**6,554**	**7,234**	**698**	**29,452**	**$ 4,915,590**	**$ 219,000**	**$ 64,500**	**$ 20,000**	**$ 35,000**	**$ 30,000**	**$ 10,000**	**$ 40,000**	**$ 7,500**	**$ 10,000**	**$ 436,000**	**$ 43,600**	**$ 45,835**	**$ 5,436,180**

TOTAL $ 5,436,200

ATTACHMENT C

AECOM'S ANTICIPATED DRAWING LIST

Town of Bridgewater, MA

Morris Ave. Wastewater Treatment Facility Phase 2 Upgrades

Initial Drawing List

	NO.	DRAWING TITLE OR TASK DESCRIPTION
1	00 G-001	Cover Sheet and Location Plan
2	00 G-002	Index of Drawings
3	00 G-003	Overall Site Plan and Structure Numbers
4	00 C-001	Legend, Abbreviations and General Notes
5	00 C-101	Existing Conditions Plan I (20 Scale)
6	00 C-102	Existing Conditions Plan II (20 Scale)
7	00 C-103	Existing Conditions Plan III (20 Scale)
8	00 C-104	Sed. and Eros. Ctrl. and Demolition Plan I
9	00 C-105	Sed. and Eros. Ctrl. and Demolition Plan II
10	00 C-106	Sed. and Eros. Ctrl. and Demolition Plan III
11	00 C-107	Site Layout Plan I
12	00 C-108	Site Layout Plan II
13	00 C-109	Site Layout Plan III
14	00 C-110	Site Grading and Drainage Plan I (incl. SWM)
15	00 C-111	Site Grading and Drainage Plan II (incl. SWM)
16	00 C-112	Site Grading and Drainage Plan III (inc. SWM)
17	00 C-113	Yard Piping Plan I
18	00 C-114	Yard Piping Plan II
19	00 C-115	Yard Piping Plan III
20	00 C-116	Piping Profiles
21	00 C-117	Remote PS Site Plans (2 of 8 Locations)
22	00 C-118	Remote PS Site Plans (2 of 8 Locations)
23	00 C-119	Remote PS Site Plans (2 of 8 Locations)
24	00 C-120	Remote PS Site Plans (2 of 8 Locations)
25	99 C-501	Details I
26	99 C-502	Details III
27	99 C-503	Details III
28	99 C-504	Details IV
29	99 C-505	Details V
30	00 A-001	Symbols, Abreviations and General Notes
31	20 A-001	Disinfection and TPS Code and Life Safety Sumary
32	20 A-101	Disinfection and TPS Floor Plan and Roof Plan
33	20 A-201	Disinfection and TPS Exterior Elevations
34	20 A-301	Disinfection and TPS Building Sections
35	20 A-401	Disinfection and TPS Wall Sections
36	20 A-601	Disinfection and TPS - Details 1
37	20 A-602	Disinfection and TPS - Details 2
38	20 A-001	Tertiary Treatment Bldg Code and Life Safety Sumary
39	20 A-101	Tertiary Treatment Bldg Floor Plan and Roof Plan
40	20 A-201	Tertiary Treatment Bldg Exterior Elevations
41	20 A-301	Tertiary Treatment Bldg Building Sections
42	20 A-401	Tertiary Treatment Bldg Wall Sections
43	20 A-601	Tertiary Treatment Bldg - Details 1
44	20 A-602	Tertiary Treatment Bldg - Details 2
45	60 A-001	Dewatering Bldg Life Safety Plan
46	60 A-101	Dewatering Bldg Floor Plan
47	60 A-102	Dewatering Building Roof Plan
48	60 A-201	Dewatering Bldg Elevations
49	60 A-501	Door Replacement Details
50	90 A-001	Staff Support/Maintenance Bldg Code and Life Safety Sumary
51	90 A-101	Staff Support/Maintenance Bldg Floor Plan
52	90 A-102	Staff Support/Maintenance Bldg Reflected Ceiling Plan
53	90 A-103	Staff Support/Maintenance Bldg Roof Plan
54	90 A-104	Staff Support/Maintenance Enlarged Plans and Elevs
55	90 A-105	Staff Support/Maintenance Enlarged Plans and Elevs
56	90 A-201	Staff Support/Maintenance Bldg Exterior Elevations
57	90 A-202	Staff Support/Maintenance Bldg Exterior Elevations

58	90 A-301	Staff Support/Maintenance Bldg Building Sections
59	90 A-401	Staff Support/Maintenance Bldg Wall Sections
60	90 A-601	Staff Support/Maintenance Bldg - Details 1
61	90 A-602	Staff Support/Maintenance Bldg - Details 2
62	99 A-501	Door Schedules
63	99 A-502	Door Details
64	99 A-503	Louver Schedules and Details
65	99 A-504	Window Schedules and Details
66	99 A-506	Window and Louver Details
67	99 A-507	Misc Metal Details
68	99 A-508	Misc Roof Details
69	00 S-001	Structural Notes I
70	00 S-002	Structural Notes II
71	20 SD-101	Existing CCT - Demolition Plans
72	20 SD-301	Existing CCT - Demolition Sections
73	20 S-101	Disinfection & TPS - Foundation Plan
74	20 S-102	Disinfection & TPS - Upper Plan
75	20 S-103	Disinfection & TPS - Roof Plan
76	20 S-301	Disinfection & TPS - Sections I
77	20 S-302	Disinfection & TPS - Sections II
78	20 S-501	Disinfection & TPS - Details
79	30 S-100	Tertiary Treatment Building - Pile Plan
80	30 S-101	Tertiary Treatment Building - Foundation Plan
81	30 S-102	Tertiary Treatment Building - Upper Plan
82	30 S-103	Tertiary Treatment Building - Roof Plan
83	30 S-301	Tertiary Treatment Building - Sections I
84	30 S-302	Tertiary Treatment Building - Sections II
85	30 S-303	Tertiary Treatment Building - Sections III
86	60 SD-101	Dewatering Building - Demolition Floor Plans & Sections
87	60 SD-101	Dewatering Building - Demolition Roof Plans & Sections
88	60 S-101	Dewatering Building - Floor Plan
89	60 S-102	Dewatering Building - Centrifuge Platform Plan & Details
90	60 S-103	Dewatering Building - Monorail & Conveyor Support Plan & Details
91	60 S-301	Dewatering Building - Sections and Details
92	90 S-100	Staff Support/Maintenance Building - Pile Plan
93	90 S-101	Staff Support/Maintenance Building - Foundation Plan
94	90 S-102	Staff Support/Maintenance Building - Grade Level Plan
95	90 S-103	Staff Support/Maintenance Building - Roof Plan
96	90 S-301	Staff Support/Maintenance Building - Sections I
97	90 S-302	Staff Support/Maintenance Building - Sections II
98	99 S-501	Structural Standard Details I
99	99 S-502	Structural Standard Details II
100	99 S-503	Structural Standard Details III
101	99 S-504	Structural Standard Details IV
102	99 S-505	Structural Standard Details V
103	99 S-506	Structural Standard Details VI
104	00 D-001	Legend
105	00 D-002	Process Notes and Abbreviations
106	00 D-003	Schedules 1
107	00 D-004	Schedules 2
108	00 D-005	Hydraulic Profile
109	00 D-006	Process Flow Diagram 1 (20)
110	00 D-007	Process Flow Diagram 2 (30)
111	00 D-008	Process Flow Diagram 3 (40 & 45)
112	00 D-009	Process Flow Diagram 4 (50)
113	00 D-010	Process Flow Diagram 5 (60)
114	20 DD-001	Contact Tank Demolition
115	50 DD-001	Sludge Storage and Septage Tank Air Diffuser Demo
116	50 DD-002	Solids Handling Demolition
117	60 DD-001	Dewatering Building Demolition
118	95 DD-001	Compost Facility Demolition 1
119	95 DD-002	Compost Facility Demolition 2
120	10 D-101	Septage and Sludge Storage Tank Modifications
121	20 D-101	UV Disinfection System Plan and Section
122	20 D-102	Plant Water Pumping Station Plan and Sections

123	30 D-101	Tertiary Pumping Station Plan and Section
124	30 D-102	Tertiary Treatment Building Lower Plan
125	30 D-103	Tertiary Treatment Building Upper Plan
126	30 D-301	Tertiary Treatment Building Sections 1
127	30 D-302	Tertiary Treatment Building Sections 2
128	30 D-303	Tertiary Treatment Building Sections 3
129	45 D-101	Pre-anoxic control Building
130	45 D-101	Chemical Building Ferric Chloride Pumps
131	50 D-101	Sludge Storage and Septage Tank Air Diffuser Plan
132	50 D-301	Sludge Storage and Septage Tank Air Diffuser Section
133	60 D-102	Solids Handling Building Lower Level Plan
134	60 D-103	Solids Handling Building Upper Level Plan
135	60 D-301	Solids Handling Building Sections and Details 1
136	60 D-302	Solids Handling Building Sections and Details 2
137	60 D-303	Solids Handling Building Sections and Details 3
138	60 D-104	Solids Handling Building Odor Control Plan
139	60 D-305	Solids Handling Building Odor Control Sections
140	99 D-001	Details 1
141	99 D-002	Details 2
142	99 D-003	Details 3
143	00 H-001	Legend, Notes and Abbrevations
144	00 H-002	Schedules 1
145	00 H-003	Schedules 2
146	00 H-004	Sequence of operations
147	30 H-101	Tertiary Pumping Station Plan and Section
148	30 H-102	Tertiary Treatment Building Lower Plan
149	30 H-103	Tertiary Treatment Building Upper Plan
150	30 H-301	Tertiary Treatment Building Sections 1
151	60 H-101	Dewatering Building Demolion
152	60 H-102	Dewatering Building New Work
153	60 H-301	Solid Handling Sections I
154	60 H-302	Solid Handling Sections II
155	90 H-101	Maintenance Building Floor Plan I
156	90 H-101	Maintenance Building Floor Plan II
157	99 H-001	Installation Details I
158	99 H-002	Installation Details II
159	00 P-001	Legend, Notes and Abbrevations
160	00 P-002	Schedules 1
161	00 P-003	Schedules 2
162	05 P-101	Headworks new work
163	30 P-101	Tertiary Pumping Station Plan and Section
164	30 P-102	Tertiary Treatment Building Lower Plan
165	30 P-103	Tertiary Treatment Building Upper Plan
166	30 P-301	Tertiary Treatment Building Sections 1
167	60 P-101	Dewatering Building Demolion
168	60 P-102	Dewatering Building New Work
169	60 P-301	Soloid Handling Sections I
170	60 P-302	Solid Handling Sections II
171	90 P-101	Maintenance Building Floor Plan I
172	90 P-101	Maintenance Building Floor Plan II
173	99 P-001	Installation Details I
174	99 P-002	Installation Details II
175	00 FP-001	Legend, Notes and Abbrevations
176	00 FP-002	Installation details
177	00-I-001	Symbols, legend and General Notes
178	00-I-002	Network Block Diagram I
179	00-I-003	Network Block Diagram II
180	00-I-004	Remote Pump Stations Network Diagram
181	10-I-101	Septage and Sludge Storage Tank Modifications
182	10-I-102	Air Blowers
183	20-I-101	UV Disinfection System
184	20-I-102	Plant Water Pumping Station
185	30-I-101	Tertiary Pumping Station and Flow Meter
186	30-I-102	Chlorine Contact Tank
187	30-I-103	Post Aeration Blowers

188	30-I-104	Tertiary System Nitrogen Removal
189	30-I-105	Tertiary System Phosphorus Removal
190	40-I-104	Micro C Feed System
191	45-I-101	Ferric Chloride Feed System
192	50-I-101	Sludge Storage and Septage Tank
193	50-I-102	Sludge Storage Blowers
194	60-I-101	Solids Handling Centrifuges and Conveyors I
195	60-I-102	Solids Handling Centrifuges and Conveyors II
196	60-I-103	Solids Handling Polymer System
197	60-I-104	Polymer System for Phosphorous Removal
198	60-I-105	Odor Control System
199	91-I-001	Remote Pump Station 1
200	92-I-001	Remote Pump Station 2
201	93-I-001	Remote Pump Station 3
202	94-I-001	Remote Pump Station 4
203	95-I-001	Remote Pump Station 5
204	96-I-001	Remote Pump Station 6
205	97-I-001	Remote Pump Station 7
206	98-I-001	Remote Pump Station 8
207	99-I-001	Misc. I/O
208	99-I-002	Detail I
209	00-E-001	Symbols, legend and General Notes
210	00-E-002	Site Plan I
211	00-E-003	Site Plan II
212	00-E-004	Duct Bank Sections
213	00-E-005	Area Classifications Schedule
214	00-E-006	Conduit and Wire Schedule
215	00-E-007	Control Network Riser Diagram I
216	00-E-008	Control Network Riser Diagram II
217	00-E-009	Fire Alarm Riser Diagram
218	00-E-010	Business Network Riser Diagram
219	00-E-011	Security/CCTV Riser Diagarms
220	00-E-011	Existing Main Electrical System Single Line Diagram Modfication I
221	00-E-012	Existing Main Electrical System Single Line Diagram Modfication II
222	10-ED-001	Septage and Sludge Tank Demolition
223	10-E-101	Septage and Sludge Tank Power Plan
224	10-E-601	Septage and Sludge Tank Riser Diagram
225	10-E-602	Septage and Sludge Tank Schematics
226	20-E-001	Disinfection and Tertiary Pump Station Singe Line Diagram
227	20-E-101	Disinfection and Tertiary Pump Station Power Plan
228	20-E-102	Disinfection and Tertiary Pump Station Roof Plan
229	20-E-203	Disinfection and Tertiary Pump Station Electrical Room Plan
230	20-E-201	Disinfection and Tertiary Pump Station Systems Plan
231	20-E-601	Disinfection and Tertiary Pump Station Panelboard Schedules
232	20-E-602	Disinfection and Tertiary Pump Station Wiring Schematics
233	20-E-603	Disinfection and Tertiary Pump Station Risers
234	30-E-001	Tertiary Building Singe Line Diagram I
235	30-E-002	Tertiary Building Singe Line Diagram II
236	30-E-101	Tertiary Building Power Plan I
237	30-E-102	Tertiary Building Power Plan II
238	30-E-103	Tertiary Building Roof Power Plan
239	30-E-104	Tertiary Building Electrical Room Part Plan
240	30-E-201	Tertiary Building Systems Plan I
241	30-E-202	Tertiary Building Systems Plan II
242	30-E-601	Tertiary Building PanelBoard Schedules I
243	30-E-602	Tertiary Building PanelBoard Schedules II
244	30-E-603	Tertiary Building Wiring Schematics I
245	30-E-604	Tertiary Building Wiring Schematics II
246	30-E-605	Tertiary Building Risers I
247	30-E-606	Tertiary Building Risers II
248	40-ED-001	Existing Pre Anoxic Control Building Micro C Demolition
249	40-E-101	Existing Pre Anoxic Control Building Micro C Power Plan and Risers
250	45-E-101	Existing Chemical Facility Ferric Pumps Plan and Risers
251	50-ED-001	Existing Sludge Storage and Septage Tank Demo
252	50-ED-101	Existing Sludge Storage and Septage Tank Plan and Risers

253	60-E-001	Existing Dewatering Building Single Line Modifications I
254	60-E-002	Existing Dewatering Building Single Line Modifications II
255	60-ED-001	Existing Dewatering Building Demo Plan I
256	60-ED-002	Existing Dewatering Building Demo Plan II
257	60-E-101	Existing Dewatering Building Power Plan I
258	60-E-102	Existing Dewatering Building Power Plan II
259	60-E-201	Existing Dewatering Building Systems Plan I
260	60-E-202	Existing Dewatering Building Systems Plan II
261	60-E-601	Existing Dewatering Building PanelBoard Schedules I
262	60-E-602	Existing Dewatering Building PanelBoard Schedules II
263	60-E-603	Existing Dewatering Building Wiring Schematics I
264	60-E-604	Existing Dewatering Building Wiring Schematics II
265	60-E-605	Existing Dewatering Building Risers I
266	60-E-606	Existing Dewatering Building Risers II
267	90-E-001	New Staff Support and Maintenance Building Single Line
268	90-E-101	New Staff Support and Maintenance Building Power Plan I
269	90-E-102	New Staff Support and Maintenance Building Power Plan II
270	90-E-201	New Staff Support and Maintenance Building Systems Plan I
271	90-E-202	New Staff Support and Maintenance Building Systems Plan II
272	90-E-203	New Staff Support and Maintenance Building Security
273	90-E-601	New Staff Support and Maintenance Building Panels Schedules I
274	90-E-602	New Staff Support and Maintenance Building Panels Schedules II
275	90-E-603	New Staff Support and Maintenance Building Wiring Schematics
276	90-E-604	New Staff Support and Maintenance Building Risers
277	91-E-101	Remote Pump Station 1 - Plan
278	91-E-601	Remote Pump Station 1 - Riser
279	92-E-101	Remote Pump Station 2 - Plan
280	92-E-601	Remote Pump Station 2 - Riser
281	93-E-101	Remote Pump Station 3 - Plan
282	93-E-601	Remote Pump Station 3 - Riser
283	94-E-101	Remote Pump Station 4 - Plan
284	94-E-601	Remote Pump Station 4 - Riser
285	95-E-101	Remote Pump Station 5 - Plan
286	95-E-601	Remote Pump Station 5 - Riser
287	96-E-101	Remote Pump Station 6 - Plan
288	96-E-601	Remote Pump Station 6 - Riser
289	97-E-101	Remote Pump Station 7 - Plan
290	97-E-601	Remote Pump Station 7 - Riser
291	98-E-101	Remote Pump Station 8 - Plan
292	98-E-601	Remote Pump Station 8 - Riser
293	99-E-001	Details I
294	99-E-002	Details II
295	99-E-003	Details III
296	99-E-004	Security Details

ATTACHMENT D

APEX'S PLANNING LEVEL OPCC

CWMP Planning Cost Estimate (February 2019, Class 5) Phase 1 and Phase 2 Combined		Morris Ave WWTF Phase 1 Actual Contract Cost (June 2022, Class 1)	Morris Ave WWTF Phase 2 Conceptual Costs (June 2023, Class 5)
Headworks & Septage Receiving	$ 1,010,000	Included	N/A
Forward Flow Pumping	$ 450,000	Included	N/A
Primary Treatment	$ 2,050,000	Included	N/A
Secondary Treatment with Nitrification & Denitrification	$ 5,260,000	Included	N/A
Effluent Filtration	$ 2,500,000	N/A	$ 3,600,000
Disinfection	$ 235,000	N/A	$ 400,000
Solids Dewatering	$ 1,275,000	N/A	$ 1,900,000
Solids Composting - *Demolition of Existing*	$ 100,000	N/A	$ 200,000
Chemical Feed & Storage	$ 250,000	Included	$ 400,000
Instrumentation & Controls	$ 700,000	Included	$ 900,000
WWTF Buildings	$ 960,000	Included	$ 1,200,000
Electrical Systems	$ 1,460,000	$ 5,389,000	$ 1,800,000
WWTF Site & Yard Piping	$ 795,000	Included	$ 1,000,000
Flow Handling & Bypass	$ 100,000	Included	$ 200,000
Plumbing Systems	$ -	$ 1,387,000	$ 693,500
HVAC Systems	$ -	$ 2,427,000	$ 1,213,500
Fire Protection	$ -	$ 205,000	$ 102,500
Mobilization/Demolition	$ -	Included	$ 400,000
New Personnel Building and Vehicle Garage	$ -	N/A	$ 14,000,000
Site Paving/Restoration	$ -	N/A	
Traffic Details	$ -	$ 20,000	N/A
Unscheduled Items	$ 860,000	Included	$ 600,000
Contractor & Sub Markups (BOH&P)	$ 2,700,000	Included	$ 3,000,000
Construction Materials and Labor Subtotal	$ 20,705,000	N/A	$ 31,609,500
Escalation to Midpoint	$ -	N/A	$ 2,600,000
Construction Subtotal	$ 16,595,000	$ 33,620,000	$ 34,209,500
Construction Contingency	$ 4,141,000	$ 1,681,000	$ 10,300,000
Construction Total	**$ 20,736,000**	**$ 35,301,000**	**$ 44,509,500**
Professional Services (Designer & OPM)			
OPM during Piloting (EP)			$ 120,600
Engineering Piloting	-	N/A	$ 200,000
Engineering Design & Permitting	$ 2,770,000	$ 2,040,000	$ 3,420,950
OPM During Design (EP)	$ -	$ 576,759	$ 584,000
Engineering during Construction	$ 2,900,000	$ 2,550,000	$ 2,736,760
OPM Construction Admin and RPR (EP)	$ -	$ 2,242,070	$ 3,420,950
Eversource Gas Contract & Archaeological Oversight	$ -	$ 193,961	N/A
Admin, Legal and Management (2%)	$ 550,000	N/A	$ 684,190
Total Construction and Engineering Budget	**$ 27,000,000**	**$ 43,000,000**	**$ 55,700,000**

ATTACHMENT E
PROJECT SCHEDULE

Town of Bridgewater, MA

Phase 2 Morris Avenue WWTF Upgrades

Project Schedule

1. Notice to Proceed – May 30, 2025
2. Phosphorus Pilot Report – October 31, 2025
3. Preliminary Design Report – March 2, 2026
4. Climate Vulnerability Assessment – April 1, 2026
5. Final Design – June 1, 2027
6. Notice of Award – November 1, 2027

Bridgewater Town Council

Introduced By:	Town Manager
Date Introduced:	7/15/2025
First Reading:	7/15/2025
Second Reading:	8/12/2025
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY26-009: Loan Authorization - Community Septic Management Program (CSMP) Title V - Homeowner Loans

ORDERED, that the Town Council assembled vote to

ORDERED, that, **$400,000** is appropriated, to be expended, for the purpose of financing the repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Town's Health Agent and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow $400,000 and issue bonds or notes therefore under G.L. c.111, ss.127B ½ and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Town Manager is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; that the Town Manager or the Treasurer is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager or any other appropriate Town officials are authorized to expend all funds available for the projects and take any other action necessary or convenient to carry out the projects.

Explanation:
The Community Septic Management Program (CSMP) was created in 1995 by the state legislature to assist homeowners to defray the cost of septic system repair or replacement. Using State Revolving Funds (SRF) loans from the MCWT (the Trust) communities such as Bridgewater can provide betterment loans to assist homeowners who must address septic system failures.

Committee Referrals and Dispositions:

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

Referral(s)	Disposition(s)
• Budget & Finance	• 8/5/25: Voted 3-0 to recommend
• Finance Committee	• 7/21/25: Voted 5-0 to recommend

Attachments: None

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

Bridgewater Town Council

Introduced By:
Date Introduced: 8/12/2025
First Reading: 8/12/2025
Second Reading:
Amendments Adopted:
Third Reading:
Date Adopted:
Date Effective:

Petition P-2026-002: Alcohol Establishment - Change of Officers - Cumberland Farms of Massachusetts Inc.

WHEREAS, Cumberland Farms of Massachusetts, Inc. has petitioned the local licensing authority to affirm the petition for Change of Officers; and

WHEREAS, Cumberland Farms of Massachusetts, Inc. has submitted all application materials and requisite fees to the Town of Bridgewater for submittal to the ABCC; and

WHEREAS Cumberland Farms of Massachusetts, Inc. has complied with the policies and requirements of the Town of Bridgewater and Commonwealth of Massachusetts in making this request; and

WHEREAS, approval of such petition by the Town of Bridgewater is permitted by Massachusetts General Law – Chapter 138, section 15A; and

WHEREAS, the Bridgewater Town Council, acting as the Legislative body of the Town has such licensing authority, and with the affirmative recommendation of the Tax Collector's Office, it appears that the public good so requires such approvals be granted;

The Town Council of the Town of Bridgewater, Massachusetts, pursuant to Chapter 138 of the Massachusetts General Law (MGL), in Town Council assembled approves the petition of Cumberland Farms of Massachusetts, Inc. for Change of Officers as requested.

Committee Referrals and Dispositions:

Attachments:
1. Change of Officers.Directors.LLC Managers Checklist
2. Change of Officers

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

VOICE VOTE FOR APPROVAL
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

Town Council Meeting Date: 8/12/25

PETITION: ALCOHOL ESTABLISHMENT – CHANGE OF OFFICERS/DIRECTORS/LLC MANAGER

Applicant Name: Cumberland Farms of Massachusetts Inc.
Address: 1001 Pleasant Street

State Documents:

	Form 43 – LLA Certification (Completed after approval)
X	$200 fee via ePay
X	Monetary Transmittal Form
X	DOR Certificate of Good Standing
X	DUA Certificate of Compliance
X	Change of Officer/Directors Application
X	Vote of the Entity
X	CORI Authorization
X	Business Structure Documents

Town Documents:

X	$200 – Town Application Filing Fee

Notes:

- Cumberland Farms wishes to change their Officers/Directors.
- All required ABCC Paperwork has been received and will be forwarded to ABCC once approved by Town Council.

Upton, Connell, & Devlin, LLP

112 Water Street, Suite 201
Boston, MA 02109
617-227-3277
Fax 617-227-3222
episano@ucdlaw.com
jdevlin@ucdlaw.com

Town of Bridgewater - Select Board
Municipal Office Building
66 Central Square
Bridgewater, MA 02324

Re: Change of Officer application for an Annual Package Store Wine and Malt Alcoholic Beverages License of Cumberland Farms of Massachusetts, Inc.

Dear Licensing Administrator:

With regard to the above mentioned application, please find enclosed the following documents:

1) Proof of payment to the ABCC in the amount of $200.
2) Certificate of Good Standing from the Department of Revenue and Certificate of Compliance from the Department of Unemployment Assistance.
3) ABCC Online Application Forms, including:
    a. Monetary Transmittal Form.
    b. Change of Beneficial Interest Application.
    c. Applicant's Statement.
    d. CORI Forms.
4) Certificate of Vote
5) Proof of Citizenship for the Directors.
6) Corporate Documents – Exhibit Package.

Please let us know if there is any additional information you may require to schedule a hearing for this application. I can be reached directly at (860) 712-2799. Thank you for your time and attention to this matter.

Sincerely,

by AJT

Elizabeth Pisano

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR AMENDMENT
-Change of Officers, Stock or Ownership Interest

☒ Change of Officers/ Directors/LLC Managers

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

☐ Change of Stock Interest

(e.g. New Stockholders or Transfer or Issuance of Stock)

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
- Business Structure Documents
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

☐ Change of Ownership Interest

(e.g. LLC Members, LLP Partners, Trustees etc.)

- Payment Receipt
- Monetary Transmittal
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
  - If Sole Proprietor, **Business Certificate**
  - If partnership, **Partnership Agreement**
  - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

☐ *Non-Profit Club* Change of Officers/ Directors

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the club signed by an approved officer
- Business Structure Documents -**Articles of Organization** from the Secretary of the Commonwealth

☐ Management Agreement

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Vote of Entity
- Management Agreement

**If abutter notification and advertisement are required for transaction, please see the local licensing authority.*

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Cumberland Farms of Massachusetts, Inc.	Bridgewater	00065-PK-0136

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

The Licensee is removing Caroline Taitelbaum as President, Treasurer and Director. John Carey is being added as President and Director, and Lisa N'Chonon is being added as Treasurer and Director.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Joseph H. Devlin	Attorney	jdevlin@ucdlaw.com	617-830-5737

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
  On Premises (E.g.Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
  Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Russell Colaco			

Title and or Position	Percentage of Ownership	Director/ LLC Mana
President,	0%	○ Yes ◉ No

Name of Principal	Residential Address	SSN	DOB
Eric Chalut			

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	0%	◉ Yes ○ No	◉ Yes ○ No	○ Yes ◉ No

Name of Principal	Residential Address	SSN	DOB
Laura Sherman			

Title and or Position	Percentage of Ownership	ager	US Citizen	MA Resident
Secretary, Director		◉ Yes ○ No	◉ Yes ○ No	◉ Yes ○ No

Name of Principal	Residential Address	SSN	DOB
Cumberland Farms, Inc.	165 Flanders Road, Westborough, MA 01581	n/a	n/a

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Shareholder	100%	○ Yes ◉ No	◉ Yes ○ No	◉ Yes ○ No

Name of Principal	Residential Address	SSN	DOB
See Addendum & Exhibits			

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		○ Yes ◉ No	○ Yes ◉ No	○ Yes ◉ No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
		○ Yes ○ No	○ Yes ○ No	○ Yes ○ No

Additional pages attached? ◉ Yes ○ No

CRIMINAL HISTORY
Has any individual listed in question 2, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions. ○ Yes ◉ No

MANAGEMENT AGREEMENT
Are you requesting approval to utilize a management company through a management agreement? Please provide a copy of the management agreement. ○ Yes ◉ No

Monthly Project Memo

Project Updates: Month of August 2025

Construction Update

- **Site & Building Progress**
  - Drywall and taping of interiors continues
  - Continued brick façade installation on tower
  - Continued MEP work throughout the building
  - Interior and exterior painting
  - Continued ACT ceiling grid installation on all floors
  - Continued installation of the apparatus bay doors
  - Tiling work continues throughout the building
  - Began bathroom fixture installations
- **Utilities**
  - Coordination with the various utilities continues
  - Primary electrical line installations
- **Safety**
  - No incidents to report to date
  - Safety measures continue to take place on site
  - MOCC has daily safety meetings on site
- **Next Steps**
  - Complete brick veneer exterior on tower
  - Continue drywall taping and painting
  - Continue interior finishes
  - Pour slab on outbuilding

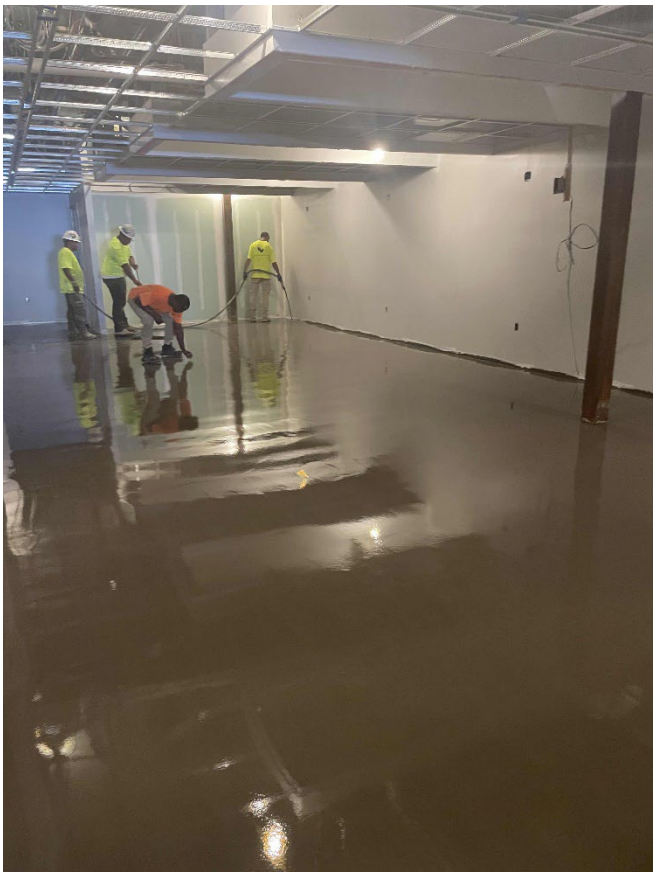
Risk Log

- Budget
  - Team continues to track budget / potential change orders
- Schedule
  - Monitoring weather conditions during summer months
  - Schedule is on track

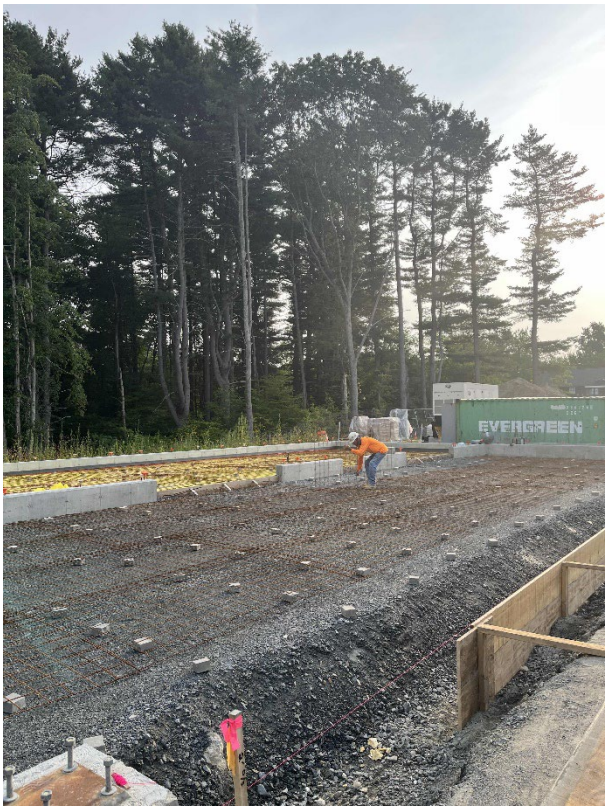
Project Meetings

- Weekly OAC meetings Wednesdays at 9:00 am
- Weekly Designer Coordination Meetings Mondays at 1:30pm

Progression Photograph

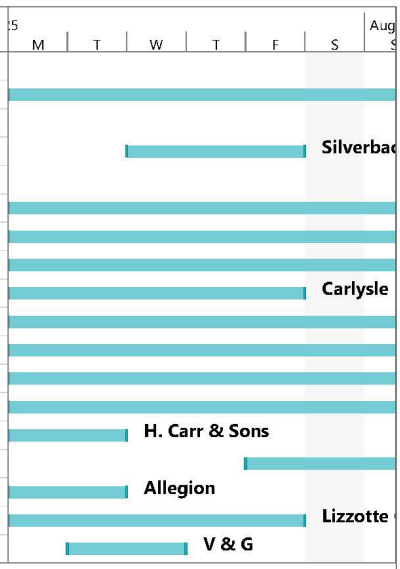
	
Setting floor tile in Day Room.	Placing the cementitious underlayment in Personal Lockers Rm 216.

Millwork being installed in EOC/Training/Classroom 106.	Taping Apparatus Bay ceiling.

	
Installing rigid insulation and laying brick veneer on the Southeast elevations of the Training Tower.	Laying wire mesh for out building concrete slab prep.

Three (3) Week Look Ahead

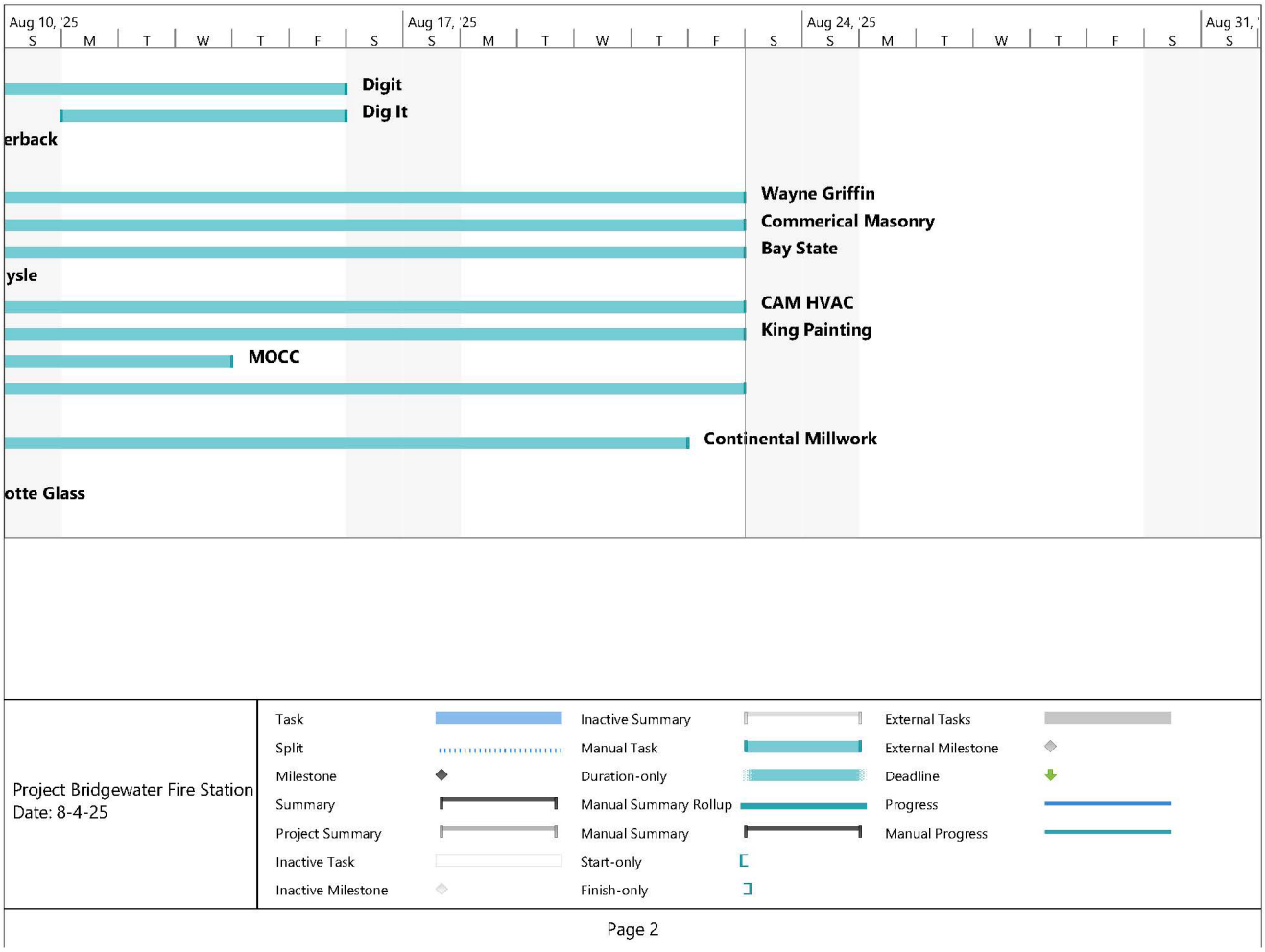
ID	Task Name	Duration	Start	Finish
1	***SITE ACTIVITIES***			
2	Sitework	10 days	Mon 8/4/25	Fri 8/15/25
3	Backfill at Outbuilding SOG/ frost wall entries	5 days	Mon 8/11/25	Fri 8/15/25
4	Prep & Pour Outbuilding SOG	3 days	Wed 8/6/25	Fri 8/8/25
5	***BUILDING ACTIVITIES***			
6	Electrical coordination with veneer walls	15 days	Mon 8/4/25	Fri 8/22/25
7	Veener walls Tower / cleaning	15 days	Mon 8/4/25	Fri 8/22/25
8	Interior metal stud framing / fire tops / drywall	15 days	Mon 8/4/25	Fri 8/22/25
9	Sprinkler roughin Apparatus Bay	5 days	Mon 8/4/25	Fri 8/8/25
10	HVAC rough in 1st & 2nd floor and Apparatus Bays	15 days	Mon 8/4/25	Fri 8/22/25
11	Interior & exterior painting	15 days	Mon 8/4/25	Fri 8/22/25
12	Exterior trim/ Hardie Siding	8 days	Mon 8/4/25	Wed 8/13/25
13	MEP's Apparatus Bay	15 days	Mon 8/4/25	Fri 8/22/25
14	Install grid 1st/ 2nd floor Admin	2 days	Mon 8/4/25	Tue 8/5/25
15	Millwork window sills/ cabinets	10 days	Fri 8/8/25	Thu 8/21/25
16	Install Sliding door Main entrance	2 days	Mon 8/4/25	Tue 8/5/25
17	Install exterior Alum Doors	5 days	Mon 8/4/25	Fri 8/8/25
18	Stair install at Tower	2 days	Tue 8/5/25	Wed 8/6/25



Project Bridgewater Fire Station
Date: 8-4-25

Task	Inactive Summary	External Tasks
Split	Manual Task	External Milestone
Milestone	Duration-only	Deadline
Summary	Manual Summary Rollup	Progress
Project Summary	Manual Summary	Manual Progress
Inactive Task	Start-only	
Inactive Milestone	Finish-only	

Page 1


Aug 10, '25
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Wayne Griffin
Commerical Masonry
Bay State
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CAM HVAC
King Painting
MOCC
Continental Millwork
otte Glass
Project Bridgewater Fire Station
Date: 8-4-25
Task
Split
Milestone
Summary
Project Summary
Inactive Task
Inactive Milestone
Inactive Summary
Manual Task
Duration-only
Manual Summary Rollup
Manual Summary
Start-only
Finish-only
External Tasks
External Milestone
Deadline
Progress
Manual Progress
Page 2

PCO Log (Note: No additions this month)

Bridgewater FD - PCO Log July 10, 2025

PCO #	Rev #	Date	Title	Status	Submitted Amount	Pending Amount	Approved Amount	Owner Change Order #	Schedule Impact (Days)
1	0	7/19/2024	ASI 001 - Local Approval Updates	Approved	$ 118,638.16		$ 118,638.16	1	0
2	R3	2/11/2024	Louver Relocation per ASI 003	Approved	$ 8,652.01		$ 8,652.01	4	
3	0	10/3/2024	Hose Reel Changes per RFI 80	Approved	$ 2,019.30		$ 2,019.30	2	0
4	0	10/3/2024	Tapping Sleeve Size Change per RFI 73	Approved	$ 13,226.29		$ 13,226.29	2	0
5	R1	1/17/2025	Building Exterior Site Lighting Revisions per ASI 007	Approved	$ 1,237.10		$ 1,237.10	3	
6	0	11/13/2024	Window Type Update per ASI 002	Rejected	$ 15,852.50				
7	0	10/10/2024	Civil Site Modifications per ASI 008	Approved	$ 47,769.65		$ 47,769.65	2	0
8	0	11/5/2024	Additional Electrical Work at Outbuilding per RFI 105	Approved	$ 4,579.51		$ 4,579.51	2	0
9	0	11/27/2024	Tower Wall Revisions per ASI 006	Approved	$ 1,727.70		$ 1,727.70	3	
10	R1	5/22/2025	Insulated Panel Added at Louvers per ASI 10 - Pending RFI	Approved	$ 7,329.09		$ 7,329.09	6	
11	0	11/18/2024	Night work for underground FP road work	Approved	$ 21,822.60		$ 21,822.60	2	0
12	R1	2/11/2025	Modifications to Fireproofing Zone per RFI 75	Rejected	$ 4,005.93				
13	R1	1/7/2024	Radiant Slab Alt #1 & #3 per ASI 13 Exterior Only	Approved	$ 9,156.47		$ 9,156.47	3	0
14	0	1/6/2024	Power and Control Cabling to Folding Wall per RFI 107	Approved	$ 6,442.00		$ 6,442.00	6	
15	0	1/13/2025	Material Cost Increase per ASI 20	Approved	$ 767.95		767.95	3	0
16	0	1/16/2025	Police Detail Credit	Approved	$ (928.00)		$ (928.00)	3	0
17	R1	2/17/2025	Removal of Primary Elec Manhole, Cover and Grounding per ASI 09	Approved	$ (3,136.82)		$ (3,136.82)	4	
18	0	2/11/2025	Ceiling revisions as per ASI-16	Approved	$ 13,560.19		$ 13,560.19	4	
19	0	2/6/2025	Sliding Door Color Selection	VOID	$ 1,713.77				
20	0	2/11/2025	Meter Service Cabinet per RFI 28	Approved	$ 8,618.68		$ 8,618.68	4	
21	R1	2/17/2025	Misc metal revisions/ roof detail - ASI 12	Approved	$ 5,192.34		$ 5,192.34	4	
22	0	2/27/2025	Partial costs for Winter conditions	Approved pending formal CO #7	$ 83,499.69		$ 83,499.69		
23	0	3/10/2025	Retaining wall revisions ASI-22	Approved	$ 805.28		$ 805.28	4	
24	0	3/18/2025	Winter conditions batch #2	Approved pending formal CO #7	$ 55,537.35		$ 55,537.35		
25	0	3/13/2025	Credit for 3 TV back boxes	Approved	$ (1,010.39)		$ (1,010.39)	5	
26	0	5/5/2025	Winter conditions batch #3	Approved pending formal CO #7	$ 33,639.68		$ 33,639.68		
27	0	4/1/2025	ASI-26 Window lintel at Watch Room	Approved	$ 2,462.16		$ 2,462.16	5	
28			ASI-27 Emergency Vehicle Signal	Void					
29	0	4/7/2025	ASI-28 Material & labor credit to delete the markerboards	Approved	$ (2,750.00)		$ (2,750.00)	6	
30	0	4/17/2025	Added two bollards at transformer pad	Approved	$ 6,175.69		$ 6,175.69	5	
31	0	5/1/2025	Catch basin replacement	Approved	$ 2,284.69		$ 2,284.69	5	
32	0	5/2/2025	ASI-27 Emergency Vehicle Signal	Approved pending formal CO #7	$ 39,915.88		39915.88		
33	0	5/5/2025	Electrical & security revisions ASI-30	Void	$ 13,864.39				
34	R1	5/8/2025	Door hardware revisions ASI- 31	Approved	$ 3,806.75		$ 3,806.75	6	
35	R1	6/16/2025	Winter condition credit	Approved pending formal CO #7	$ (42,986.00)		$ (42,986.00)		
36	0	5/15/2025	Overhead door control wiring as per RFI-123	Void	$ 20,093.60				
37	0	5/8/2025	Winter condition Final costs	Approved pending formal CO #7	$ 6,413.25		$ 6,413.25		
38	0	6/6/2025	E & B for traffic signal conduit	Approved pending formal CO #7	$ 2,137.89		$ 2,137.89		
			ASI-36R Watch Rm electrcial revisions	Pricing					
			ASI-37 Office furniture revisions	Pricing					
			ASI-38 Traffic signalization	Pricing					
			ASI-39 East Canopy Exterior lights	Pricing					
				Totals:	**$ 523,027.63**	$ -	**$ 456,606.14**		

BUDGET OVERVIEW

BRIDGEWATER FIRE HEADQUARTERS 1185 Pleasant St

Total Project Budget	**$25,962,615**	
Expenditures Paid to Date 07.31.25	**$17,651,042**	**67.99%**

USES OF CURRENT FUNDING Snapshot of Activities Spent to date

TYPE PAYMENT	VENDOR	AMOUNT
1-ENGINEERING/OPM	CHA CONSULTING	681,138.00
	JACUNSKI	1,091,326.90
	JACUNSKI-STRONGPOINT	19,668.88
	BER	4,200.00
2-SURVEY/PERMITS/TESTS		119,852.49
3-ADMIN COSTS		123,994.05
4a-CONSTRUCTION	MOCC	15,589,040.52
4-MISC CONSTRUCTION		15,414.83
5-POLICE DETAILS		6,405.98
Grand Total		17,651,041.65

Department of Public Works Operational Report

Summary and Highlights for July 2025

In addition to the reporting that follows, there are many ongoing projects at various stages that the Department of Public Works is involved with, which are too numerous to detail herein. We are happy to provide further information on request.

Executive Summary - Azu Etoniru, P.E., P.L.S., Director

The Department of Public Works (DPW) and its Divisions (Administration, Engineering, Highway, Sewer, Water, and Facilities) continue to deliver engineering, highway, sewer, water infrastructure development and management services, public buildings and facilities operations maintenance and management, ***with the health, safety, and welfare of the public always held paramount above all else***.

The **month of July** continued with the various work activities that were started since April and May across all the DPW Divisions, focusing on public safety related maintenance work on the town's roads, water supply, sanitary wastewater collection and treatment (*including the upgrade work that continues at the Morris Ave Wastewater Treatment Plant for Nitrogen Treatment; and we have selected the firm of AECOM to assist the town with the Phase II Design work at the Wastewater Treatment Plant for phosphorous removal/treatment*), repairs and replacement of water main and service line breaks at several locations; Highway Division's repair of countless potholes on several roads, as well as mowing roadsides and town cemeteries; trimming of trees; painting crosswalks and pavement markings for traffic control; **providing traffic controls for the Fourth of July celebration, a feat that has become a staple of the public safety operations of the Highway Division**, and our Highway Superintendent, Paul DeCosta, although he shies away from commendations/recognitions, deserves a heart-felt thank you for always spearheading the DPW's public safety efforts on town roads for these important public event days! The work on Flagg Street and South Street continues and we expect that to be completed by early fall season. The work on Flagg Street was expanded to include drainage improvement work on Gurley Lane. The milling of the existing deteriorated pavement on South Street (*Central Square to Crescent Street*) has been completed and leveling (binder) course has been completed. The curbing and sidewalk reconstruction on both sides of the South Street section under rehabilitation is progressing very well. Additionally, work on a shared street grant with the University (the sidewalk section) has progressed very well. We have unsealed the construction bids for High Street drainage restoration and paving work and expect to award the contract to the lowest responsible and qualified bidder by the second week of August.

Department of Public Works Operational Report

Summary and Highlights for July 2025

The Engineering Division continues to move the town's technical level of operations to an enviable and admirable level, focusing on creating digital as-built record data for the town's water, sewer, and storm drain infrastructure, along with safety audit and planning for several dams around the town. The development of the digital as-built record plans will facilitate future infrastructure management and development/improvement work. The Division also provides technical review assistance to the Planning Board and the Conservation Commission for several projects and is currently overseeing several private site development and subdivision development work across the town.

The Water Division continues to very closely monitor our water supply levels in the active wells and encourage residents to manage their outside water use so that the necessary safety operating levels of the water towers are maintained. We have commenced preliminary discussions with other source suppliers in hopes of improving and supplementing our water supply.

The Facilities Division has been very busy during the month with numerous HVAC repair and service work management at the Municipal Office Building (*aka the Academy Building*), and the Police Department, as well as undertaking and completing the coordination of the accessibility assessment work at several public buildings by our consultant(s). Several columns in front of the South Street Public Library are showing significant stress and weather damage and deterioration and they are being evaluated for restoration and repair work.

We thank the Human Resources Department for their tireless efforts in seeking and interviewing water and sewer operators to fill vacant positions that would shore up the operations of the Divisions.

We truly appreciate the cooperation of the town's residents in managing their water consumption/use, as together, we will preserve and stabilize our fragile natural resources. We continue our efforts toward ensuring safe water levels in the water towers at Great Hill and Sprague Hill for firefighting capability of the Fire Department. The engineering design and evaluation work for connecting wells 10A and 10B to the High Street Water Treatment Facility is fully underway and we anticipate the physical work to commence early next, with the goal of achieving the physical connection by early 2027.

TOWN OF BRIDGEWATER
COMMUNITY & ECONOMIC DEVELOPMENT

Academy Building, 66 Central Square, Room 003
Bridgewater, Massachusetts 02324
☎: (508) 697-0942 ✉: CED@bridgewaterma.org

Robert Rulli, CED Director

MBTA Communities Funding Opportunities

MBTA Communities Catalyst Fund

This $15 million fund, launched by the Healey-Driscoll administration, provides grants to compliant MBTA communities for housing and infrastructure projects. **(With conditional compliance we are not eligible to access these funds)**

Community Planning Grants

These grants can fund activities related to community planning, including those supporting MBTA Communities compliance.

Housing Choice Community Grants

These grants can support projects that increase housing production, including those in MBTA Communities. **(The Town was designated a Housing Choice Community on July 10, 2025, 5-year designation)**

MassWorks Infrastructure Grants

These grants can fund infrastructure projects that support housing development**. (Submitted grant request for $1.3 MM for piping from Plymouth Street Storage Tanks to High Street Treatment Plant, this funding covers the gap between the loan amount and actual costs)**

Local Capital Project Funds

This funding can be used for various local infrastructure projects, including those related to housing.

Community One Stop for Growth

This program offers multiple grant opportunities, including those for Community Planning, Rural and Small-Town Development, and Housing Choice, which can be used for MBTA

Communities compliance activities. **($164,000 to initiate Vision to Reality)**

Massachusetts Housing Partnership

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MHP provides technical assistance and funding to support MBTA communities in zoning compliance, including a dedicated $2.5 million for MBTA zoning assistance. **(The Town received $60,000 for technical assistance related to initial zoning amendment)**

13 Additional Discretionary Funding Sources

1 Community Planning Grants, EOHLC,
2 Massachusetts Downtown Initiative, EOED, (Pending $30,000 Grant/Technical Assistance)
3 Urban Agenda, EOED,
4 Rural and Small-Town Development Fund, EOED,
5 Brownfields Redevelopment Fund, MassDevelopment,
6 Site Readiness Program, MassDevelopment,
7 Underutilized Properties Program, MassDevelopment, (Pending application for 60-82 Broad Street)
8 Collaborative Workspace Program, MassDevelopment,
9 Real Estate Services Technical Assistance, MassDevelopment,
10 Commonwealth Places Programs, MassDevelopment,
11 Land Use Planning Grants, EOEEA,
12 Local Acquisitions for Natural Diversity (LAND) Grants, EOEEA, and
13 Municipal Vulnerability Preparedness (MVP) Planning and Project Grants, EOEEA. ($3M to purchase Hanson Farm Development Rights)

Via email: brobinson@bridgewaterma.org

July 10, 2025

Town Manager Blythe Robinson
Town of Bridgewater
66 Central Square
Bridgewater, MA 02324

Dear Ms. Robinson:

On behalf of Governor Maura T. Healey and Lt. Governor Kimberley Driscoll, I am pleased to inform you that the **Town of Bridgewater** has been designated as a **Housing Choice Community**. This five-year designation recognizes your community's recent efforts to support housing production. Forty-three new communities join the 34 currently designated communities. Together you have produced over 77% of the new housing in the Commonwealth over the last 5 years. Congratulations and thank you for your contribution to housing production in the Commonwealth!

With this designation, you are eligible to apply for the **Housing Choice Grant Program,** an exclusive grant program through the **Community One Stop for Growth**. We encourage you to learn more about the **Community One Stop** and the **Housing Choice Grant Program** at mass.gov/onestop. Your community will also receive special consideration in nine other state programs (mass.gov/info-details/find-participating-housing-choice-grant-programs).

In addition, your community has indicated its willingness to enter an MOU with EOHLC and MOD to complete a Self-Evaluation and Transition Plan related to the Americans with Disabilities Act (ADA) within 5-years of receiving this designation. A staff member will be in contact soon to execute this MOU.

Finally, please note that public announcement of this designation is embargoed until the Administration has had the opportunity to formally announce it through a local event and/or media release. Please refrain from publicizing news about this designation outside of your organization until it is officially announced.

If you have any questions concerning this designation, please contact McKenzie Bell, Senior Community Grants Coordinator, at McKenzie.Bell@mass.gov.

Once again, I congratulate you on Bridgewater's designation as a Housing Choice Community!

Sincerely,

Edward M. Augustus Jr.
Secretary, EOHLC

cc: Representative Dennis Gallagher
Senator William Driscoll

Bridgewater Town Council

Introduced By:	Paul Murphy
Date Introduced:	1/21/2025
First Reading:	1/21/2025
Second Reading:	8/12/2025
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Ordinance D-FY25-015: Ordinance Establishing the Process for Filling a Vacant Town Councilor Role

Section 1: Purpose
This ordinance supersedes Ordinance number D-2013-001 and is intended to create a process when a vacancy is to be filled pursuant to Article II. Section 2(E)(c) of the Town of Bridgewater's Town Charter. Its purpose is to ensure continuity of governance while maintaining public trust and adherence to democratic principles.

Section 2: Scope
This ordinance applies to all situations in which Article II, Section 2(E)(c) of the Town of Bridgewater's Town Charter are applicable.

Section 3. Town Council Vote
The Town Council of the Town of Bridgewater has the authority to fill any vacancy under Article II, Section 2(E)(c) of the Town Charter. Prior to initiation of the process set forth below, the Town Council will vote as to whether or not it intends on filling the vacancy. To pass, the vote will require a majority vote of the remaining members of the Town Council. If the vote is not passed, the seat will remain vacant until the following scheduled town election, or if so decided by the Town Council, a special election.

Section 4: Notification of Vacancy

1. Should the Town Council vote to fill the vacancy pursuant to Article II, Section 2(E)(c), The Town Council Clerk shall post a public notice of the vacancy on the town's official website and at all public posting locations, including details about the application process and deadline.

Section 5: Appointment Process

1. **Eligibility Criteria:**
   - Candidates must meet all eligibility requirements for serving as a Town Councilor as outlined in the Home Rule Charter and applicable state law.

VOICE VOTE - REFER TO ADVERTISING

2. **Application Period:**
    - A public application period of no less than 14 days from the date of the vacancy notice shall be observed.
    - Interested candidates must submit a formal application, including a resume, letter of interest, and a statement addressing their qualifications and vision for the town.
3. **Interview Process:**

- The Town Council shall schedule candidate presentations and interviews as part of the next scheduled Town Council meeting following the close of the application period. All eligible candidates will be permitted to present a three (3) minute presentation followed by a brief interview by the remaining Town Council members during this meeting.

    - Interviews shall be conducted in a fair and transparent manner, allowing each candidate equal time to present their qualifications and respond to questions.

3. **Public Comment:**
    - Residents shall be given the opportunity to provide input on the candidates during a designated public comment period following all candidate presentations and interviews.

Section 6: Selection

1. Following the interviews, the Town Council shall vote to appoint a candidate to fill the vacancy using a ranked-choice voting process.
2. Each remaining Council member shall rank the candidates in order of preference.
3. Votes shall be tabulated in rounds: in each round, the candidate with the fewest first-choice votes is eliminated, and their votes are redistributed to the next ranked choice on each ballot. This process continues until one candidate receives a majority of the votes.
4. If no candidate receives a majority after all rounds of ranked-choice voting, the Town Council shall defer to a special election as outlined in Section 7, below.

Section 7: Special Election Option

1. If the Town Council cannot appoint a candidate through the process outlined in Section 6, the vacancy shall be filled through a special election.
2. The Town Council shall vote to hold said election within 90 days of the date in which no candidate receives a majority after all rounds of ranked-choice voting pursuant to Section 6 above, adhering to all applicable state and local election laws.

Section 8: Effective Date
This ordinance shall take effect immediately upon approval by the Town Council and publication in accordance with local and state laws.

Section 9: Severability
If any provision of this ordinance is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Committee Referrals and Dispositions:

VOICE VOTE - REFER TO ADVERTISING

Referral(s)	Disposition(s)
• Town Council	• 1/21/25: Referred to Rules and Procedures
• Rules and Procedures	• 4/10/25: Voted 3-0 to recommend with amendments

Attachments: 1. Rules and Procedures Amendments 4.10.25

VOICE VOTE - REFER TO ADVERTISING

Rules and Procedures Amendments voted at their 4/10/25 meeting:

Ordinance D-FY25-015: Ordinance Establishing the Process for Filling a Vacant Town Councilor Role

Section 1: Purpose
Original wording:
This ordinance supersedes Ordinance number D-2013-001 and is intended to create a process when a vacancy is to be filled pursuant to Article II. Section 2(E)(c) of the Town of Bridgewater's Town Charter. Its purpose is to ensure continuity of governance while maintaining public trust and adherence to democratic principles.

Proposed Amendment:
This ordinance supersedes Ordinance number D-2013-001 and is intended to create a process when a vacancy is to be filled pursuant to Article II. Section 2(E)(c) of the Town of Bridgewater's Administrative Code. Its purpose is to ensure continuity of governance while maintaining public trust and adherence to democratic principles.

Section 2: Scope
Original wording
This ordinance applies to all situations in which Article II, Section 2(E)(c) of the Town of Bridgewater's Town Charter are applicable.

Proposed Amendment
This ordinance applies to all situations in which Article II, Section 2-5(c) of the Town of Bridgewater's Town Charter and Section 2(E)(c) of the Town of Bridgewater's Administrative Code.

Section 3: Town Council Vote
Original wording
The Town Council of the Town of Bridgewater has the authority to fill any vacancy under Article II, Section 2(E)(c) of the Town Charter. Prior to initiation of the process set forth below, the Town Council will vote as to whether or not it intends on filling the vacancy. To pass, the vote will require a majority vote of the remaining members of the Town Council. If the vote is not passed, the seat will remain vacant until the following scheduled town election, or if so decided by the Town Council, a special election.

Proposed Amendment
The Town Council of the Town of Bridgewater has the authority to fill any vacancy under Article II, Section 2(E)(c) of the Administrative Code. Prior to initiation of the process set forth below, the Town Council will vote as to whether or not it intends on filling the vacancy. To pass, the vote will require a majority vote of the remaining members of the Town Council. If the vote is not passed, the seat will remain vacant until the following scheduled town election, or if so decided by the Town Council, a special election.

Section 6: Selection

Original wording

1. Following the interviews, the Town Council shall vote to appoint a candidate to fill the vacancy using a ranked-choice voting process.
2. Each remaining Council member shall rank the candidates in order of preference.
3. Votes shall be tabulated in rounds: in each round, the candidate with the fewest first-choice votes is eliminated, and their votes are redistributed to the next ranked choice on each ballot. This process continues until one candidate receives a majority of the votes.
4. If no candidate receives a majority after all rounds of ranked-choice voting, the Town Council shall defer to a special election as outlined in Section 7, below.

Proposed Amendment

1. Before initiating the rank choice voting process, the Town Council shall hold a vote to confirm whether to proceed with the appointment process following public comment.
2. Following the interviews, the Town Council shall vote to appoint a candidate to fill the vacancy using a ranked-choice voting process.
3. Each remaining Council member shall rank the candidates in order of preference.
4. Votes shall be tabulated in rounds: in each round, the candidate with the fewest first-choice votes is eliminated, and their votes are redistributed to the next ranked choice on each ballot. This process continues until one candidate receives a majority of the votes.
5. If no candidate receives a majority after all rounds of ranked-choice voting, the Town Council shall defer to a special election as outlined in Section 7, below.

Bridgewater Town Council

Introduced By:	Kevin Perry, Councilor
Date Introduced:	3/4/2025
First Reading:	3/4/2025
Second Reading:	6/17/2025
Amendments Adopted:	
Third Reading:	8/12/2025
Date Adopted:	
Date Effective:	

Proposed Zoning Ordinance D-FY25-018: ZONING MAP AMENDMENT: Business B and Residence C Districts In the Bedford Street, Winter Street and Flagg Street Area

ORDERED that pursuant to M.G.L., Chapter 40A, Section 5; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater Zoning Map in the Bedford, Winter, Flagg Street, and Flaggstone Place Areas as follows:

- Amend the depth of the Business B boundary relative to Bedford Street to remove properties currently residential in use or as approved by subdivision.
- The amended line will follow a more logical and defined course along property lines, where possible and reduce the conflict currently posed by the uniform offset definition, currently defining the limit of the Business B zone.
- The proposed change will begin at the northerly limit of Map 75, Lot 21, where the line will turn to the west along the southerly limit of Map 63, Lot 2 to the intersection with Map 75, Lot 91 and continue southerly at the easterly limit of that parcel and the following lots of land:

  Map 75, Lot 58; Map 75, Lot 80; Map 75, Lot 57; thence crossing the easterly portion of Map 75, Lot 19, and westerly along the southerly border of Map 75, Lot 19; to and along the easterly limit of Map 75, Lot 17; across Winter Street.

  The new boundary will then follow the easterly limit of Map 75, Lot 14; and the easterly and southerly limits of Map 75, Lot 12; where it turns and follows the easterly limit of Map 88, Lot 42; across Flagg Street, to the northerly limit of Map 88, Lot 33; and the current Business B zone line.

- The proposed changes will result in a more realistic limit of the Business B zone of the current land uses by redesignating homes and residentially approved land to the Residential C zoning district.
- The proposed changes would protect residential uses in these areas from being converted into Business (B) uses.

VOICE VOTE FOR APPROVAL
REQUIRES A MAJORITY OF THOSE PRESENT AND VOTING

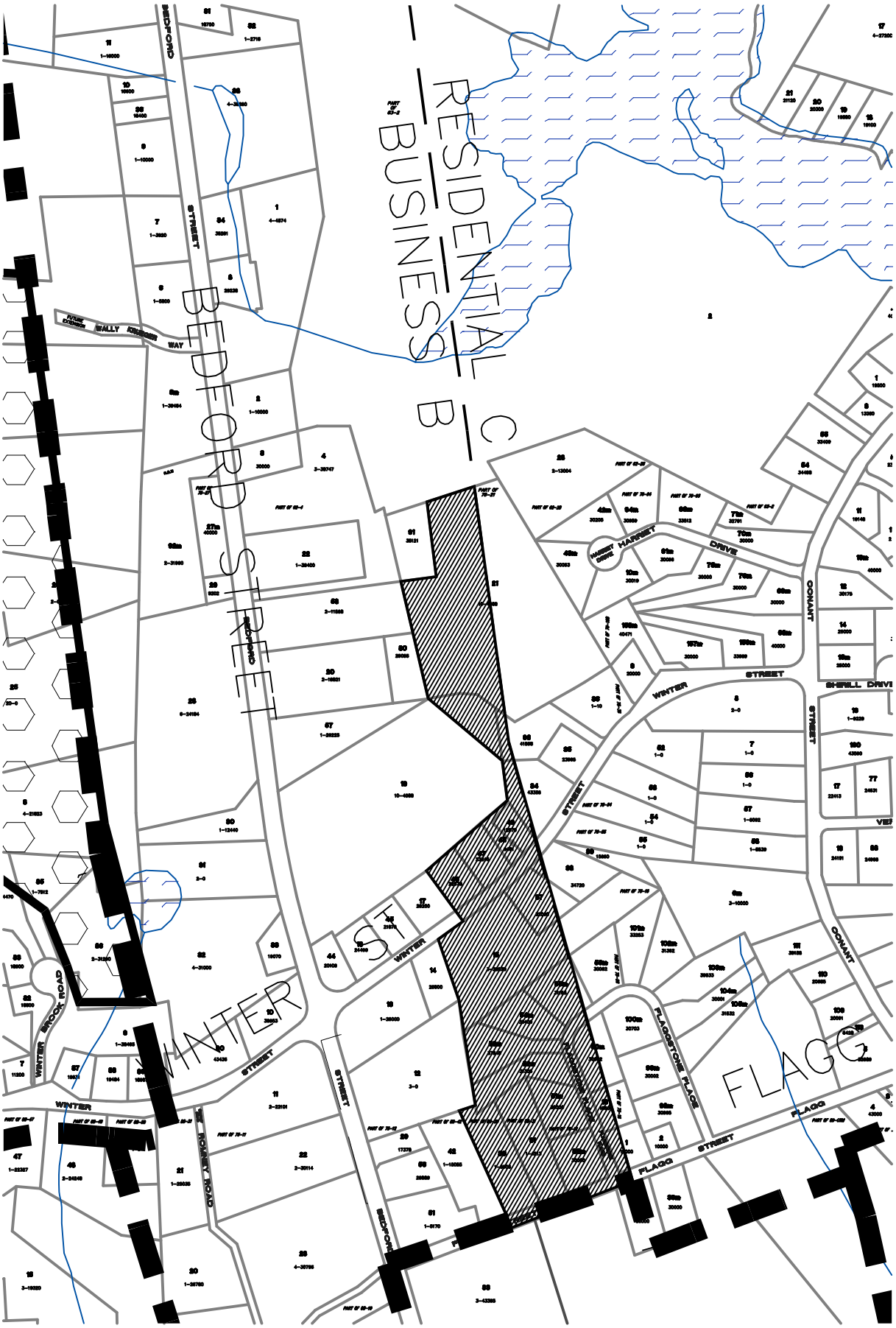
- The proposed changes are illustrated on the attached "Proposed Zoning Change " plan dated January 15, 2025, as prepared by Silva Engineering Associates.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
• Town Council	• 3/4/25: Referred to Community and Economic Development and Planning Board
• Planning Board and Community and Economic Development	• 4/16/25: Joint Public Hearing Held. Planning Board voted 5-0 to recommend and Community and Economic Development voted 3-0 to recommend.
• Town Council	• 6/3/5: Amendment made to change sponsor from Fred Chase to Dr. Perry.
• Town Council	• 6/17/25: Referred to Advertising
• Town Council	• 8/12/25: Consider for Action

Attachments: 1. BusBZoningChangePlan 2025

VOICE VOTE FOR APPROVAL
REQUIRES A MAJORITY OF THOSE PRESENT AND VOTING


RESIDENTIAL
BUSINESS
BEDFORD STREET
WINTER ST
FLAGG
HARRIET DRIVE
CONANT STREET
SHELL DRIVE
WINTER BROOK ROAD
ROMNEY ROAD
FLAGSTONE PLACE
WALLY ARMSTRONG WAY

Bridgewater Town Council

Introduced By:	Johnny Loreti, Councilor Paul Murphy, Councilor
Date Introduced:	6/17/2025
First Reading:	6/17/2025
Second Reading:	7/15/2025
Amendments Adopted:	
Third Reading:	8/12/2025
Date Adopted:	
Date Effective:	

Order O-FY25-071: An Order Establishing a Tax Increment Financing (TIF) District for 60-86 Broad Street

WHEREAS, the Town of Bridgewater is committed to encouraging strategic private investment and redevelopment within its Central Business District – Redevelopment Zone; and

WHEREAS, the proposed redevelopment project at 60–86 Broad Street represents an estimated $31 million private investment, including 77 residential units, over 6,200 square feet of commercial space, and the creation of approximately 50 new permanent full-time jobs; and

WHEREAS, the subject property is located within the Bridgewater Economic Target Area (ETA), thereby qualifying for local and state economic development incentives pursuant to M.G.L. Chapter 23A; and

WHEREAS, the establishment of a Tax Increment Financing (TIF) District is a prerequisite for the Town's consideration of a TIF Agreement under M.G.L. Chapter 40, Section 59 and Chapter 23A;

NOW THEREFORE, BE IT ORDERED:

Section 1. Establishment of TIF District

1. The Town Council hereby designates the parcels located at:
   - 60 Broad Street (Assessor's Map 21, Parcel 98),
   - 70 Broad Street (Assessor's Map 21, Parcel 97),
   - 76–78 Broad Street (Assessor's Map 21, Parcel 96), and
   - 86 Broad Street (Assessor's Map 21, Parcel 95),

   collectively referred to as the "Property," and as shown on the map attached hereto as Exhibit A, as a Tax Increment Financing (TIF) District in accordance with M.G.L. Chapter 40, Section 59 and Chapter 23A.

VOICE VOTE - REFER BACK TO TIF AD HOC COMMITTEE
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

2. This designation authorizes the Town to consider a Tax Increment Financing Agreement for the proposed development. This Order does not constitute approval of any such agreement.
3. Any proposed TIF Agreement related to this District shall be submitted to the Town Council as a separate measure and shall require Council review and approval in accordance with applicable law.

Committee Referrals and Dispositions:

- TIF Ad Hoc Committee: 8/6/25 - Referred back to Town Council with Amendments

Attachments:
1. TIF Ad Hoc Oversight Committee Amendments from 8.6.25
2. TIF Summary

VOICE VOTE - REFER BACK TO TIF AD HOC COMMITTEE
REQUIRES MAJORITY OF THOSE PRESENT AND VOTING

TIF Ad Hoc Oversight Committee Amendments from 8/6/25:

Currently reads:

WHEREAS, the proposed redevelopment project at 60-86 Broad Street represents an estimated $31 million private investment, including 77 residential units, over 6,200 square feet of commercial space and the creation of approximately 50 new permanent full-time jobs; and

Amendment voted and approved:

WHEREAS, the proposed redevelopment project at 60-86 Broad Street represents an estimated $31 million private investment, including 77 residential units, over 6,200 square feet of commercial space and the creation of new permanent full-time jobs; and

PROPERTY TAX EXEMPTIONS TO PROMOTE

ECONOMIC DEVELOPMENT, AFFORDABLE HOUSING AND MANUFACTURING WORKFORCE DEVELOPMENT

SUMMARY:

These guidelines explain the implementation of property tax exemptions available under the Economic Development Incentive Program (EDIP) and parallel programs to promote affordable housing in urban centers, manufacturing workforce development and construction of middle-income housing. They also explain the standards and procedures that apply to these property tax exemptions. For guidance regarding the plans and agreements required to permit these property tax exemptions, cities and towns should consult with their municipal counsel and review the relevant regulations and guidance issued by the agencies with jurisdiction over these programs.

TYPES OF PROPERTY TAX EXEMPTIONS

Five property tax exemptions are available under four different programs. The programs are: (1) the Economic Development Incentive Program (EDIP); (2) the Urban Center Housing Tax Increment Financing Zone; (3) the Manufacturing Workforce Training Tax Increment Financing Plan; and (4) the Workforce Housing Special Tax Assessment Plan. Under each of these programs, property taxes are exempted through either a tax increment financing (TIF) exemption or a special tax assessment (STA).

Economic Development Incentive Program (EDIP)

The EDIP provides for two types of local property tax exemptions intended to spur economic development: a TIF exemption and STA. A municipality may grant either exemption to eligible businesses with real estate projects meeting certain conditions, with the approval of the Economic Assistance Coordinating Council (EACC). G.L. c. 23A, § 3E. The EACC has regulatory authority over the EDIP program, including the local TIF and STA exemptions. 402 Code of Massachusetts Regulations (CMR) 2.00.

EDIP-TIF Exemption

To promote economic development a municipality may grant an EDIP-TIF exemption. G.L. c. 23A, § 3E(b); G.L. c. 40, § 59; G.L. c. 59, § 5, Clause Fifty-first. EDIP-TIF incentives may be offered by a municipality to an eligible person or entity in an EACC-designated TIF-eligible area.

An EDIP-TIF agreement with an eligible person or entity must be approved by a city or town by vote of its town meeting, town council or city council with the mayor's approval where

required. EACC approval of the agreement is also required before the agreement is valid and enforceable. EACC must also approve amendments to an EDIP-TIF agreement.

The EDIP-TIF exemption covers a percentage of the increase in a parcel's fair cash value due to incentivized development, net of inflation, over its base value in the fiscal year before the first fiscal year in which the EDIP-TIF agreement is in effect. The parcel's base value is adjusted to ensure that the exemption applies only to increases in its value that exceed the ordinary inflationary increases in the value of other commercial and industrial properties in the community. The term of the exemption cannot exceed 20 years, and the percentage of the incremental value that is exempt can be up to 100 percent. Both the duration of the exemption and the percentage of increased value that is exempt are fixed by the EDIP-TIF agreement between the municipality and the property owner. In addition, the EDIP-TIF agreement may exempt up to 100 percent of the value of taxable personal property situated on a TIF parcel. Personal property otherwise exempt from local property tax (for example, under G.L. c. 59, § 5, Clause Sixteenth) remains exempt.

IMPLEMENTATION OF EXEMPTIONS

Administration of Exemption

1. Individual Tax Exemption Agreements

The owner of each parcel that will receive an exemption must enter into an agreement with the city or town setting out the terms of the exemption applicable to the parcel. See Section I above for requirements for individual tax exemption agreements under each of the five property tax exemptions, including the approval procedure for agreements under each exemption.

An agreement may not establish a payment in lieu of tax (PILOT) or include a schedule of pre-determined tax payments to be made during the term of the agreement. Instead, the agreement must establish exemption percentages which are used by the assessors to calculate the exemption amount during each fiscal year of the agreement. (See Section B below for information on calculating the exemption amount.)

2. Notice of Agreement to Assessing Officers

The board, agency, or officer responsible for executing TIF agreements on behalf of the municipality must forward a copy of each agreement to the assessors, together with a list of the affected parcels. G.L. c. 40, §§ 59(viii), 60(d), and 60A(a)(vi). While sending the assessors a copy of an STA agreement is not required for those agreements to take effect, all agreements and lists of affected parcels should be forwarded to the assessors to ensure timely and proper implementation of the exemption.

3. Effective Dates

The STA or TIF exemption takes effect on July 1 of the fiscal year specified in the agreement, provided all necessary approvals have been given.

4. Ownership Changes

A change in the ownership of a parcel receiving a TIF exemption does not disqualify the parcel from receiving the exemption.

5. Abatements

Property owners claiming an error in the assessment, i.e. overvaluation, miscalculation of the exemption, or a failure to apply the exemption, must apply for abatement by the same deadline and follow the same rules that apply to abatements for other parcels.

6. Amendments

EDIP-TIF agreements or STAs approved by the EACC cannot be amended without the approval of the EACC.

7. Recordkeeping

Assessors should maintain a copy of each agreement establishing a TIF or STA exemption, a record of the vote approving the TIF agreement or STA, and a table of the exemption percentages for each fiscal year that the exemption is in effect. In the case of EDIP-TIF, UCH-TIF, and MWF-TIF exemptions, a year-by-year table of the inflation factors for each fiscal year of the TIF agreement should also be kept.

Calculation of Exemption

Generally

Real Estate Valuation and Assessment

For both an STA and TIF exemption, the fair cash value of the property must be determined by the assessors in each year of the agreement. The tax committed by the assessors, however, is based upon the value of the parcel reduced by the exemption amount, rather than upon the parcel's fair cash value. By using the property value reduced by the exemption, no abatement or charge is made against the overlay account as a result of these exemptions. The parcel value reduced by the exemption is also used to calculate the levy class percentages under G.L. c. 40, § 56 and the minimum residential factor under G.L. c. 58, § 1A.

TIF Exemptions

Real Estate

The TIF exemption on real estate is determined by applying the exemption percentage specified in the agreement to the fair cash value of the real estate less the parcel base value adjusted annually for inflation. This calculation is described in detail below. The value of the EDIP or MWT-TIF exemption is adjusted annually for inflation in the value of commercial and industrial **properties in the municipality. The UCH-TIF exemption is adjusted for inflation in the value of** residential properties, or residential and commercial properties where the TIF zone includes mixed uses.

(1) **Parcel Base Value**

To calculate the TIF exemption on the parcel, the assessors start with the base value of the parcel. The base value is the assessed valuation of the parcel in the last fiscal year before the TIF exemption went into effect.

(2) **Adjustment Factor**

The base value is then multiplied by an adjustment factor, which is the product of the inflation factors for all the years the TIF exemption has been in effect for the parcel.

Each exemption year's inflation factor is a fraction. If the fraction is less than one, then the inflation factor for that fiscal year is one.

Numerator – For EDIP and MWT-TIFs, the numerator of the fraction is the current fiscal year's total assessed value of all commercial and industrial parcels in the municipality that are being assessed at fair cash value (i.e., excluding TIF parcels), minus the part of that year's Proposition 2½ tax base growth adjustment that is attributable to commercial and industrial real estate. For UCH-TIFs, the numerator is (a) the current year's total value of all non-TIF residential parcels, minus residential new growth or (b) if the TIF zone includes mixed use properties, the current year's total value of all non-TIF residential and commercial parcels, minus residential and commercial new growth.

Denominator – For all TIFs, the denominator of the fraction is the total assessed value for the preceding fiscal year of all the parcels included in the numerator.

In determining the numerator and denominator in the subsequent fiscal year, note that the prior year's new growth is included in the total assessed value of the properties for the fiscal year.

Exempt and Assessed Value

In each fiscal year of the agreement, the assessors must determine the fair cash value of the parcel for the fiscal year in accordance with usual assessment methods. The fair cash value is then reduced by the base value of the parcel multiplied by the inflation factors for all the years of the exemption up to and including the current fiscal year. The difference is then multiplied by the agreed-upon TIF exemption percentage for that fiscal year to arrive at the exemption amount. The assessed value is the fair cash value of the parcel minus the value of the exemption; tax is assessed upon this amount. G.L. c. 59, § 5, Clause Fifty-first.

EXAMPLE 1 – TIF Real Property Exemption Calculation		
Parcel Fair Cash Value FY		$1,000,000
Adjusted Base Value FY (base value of parcel adjusted by inflation factors to current fiscal year)	minus	$100,000
Adjusted Parcel Fair Cash Value FY (Parcel Fair Cash Value less Adjusted Base Value)		$900,000
Exemption Percentage for FY stated in Agreement		100%
Exemption Amount FY (Exemption Percentage times Adjusted Parcel Fair Cash Value FY)		$900,000
Assessed Value FY (Parcel Fair Cash Value FY minus Exemption Amount FY)		$100,000
Tax is assessed on Assessed Value FY at FY tax rate		$100,000 times FY tax rate

EXAMPLE 2 - TIF Real Property Exemption Calculation		
Parcel Fair Cash Value FY		$1,000,000
Adjusted Base Value FY (base value of parcel adjusted by inflation factors to current fiscal year)	minus	$100,000
Adjusted Parcel Fair Cash Value FY (Parcel Fair Cash Value less Adjusted Base Value)		$900,000
Exemption Percentage for FY stated in Agreement		50%
Exemption Amount FY (Exemption Percentage times Adjusted Parcel Fair Cash Value FY)		$450,000
Assessed Value FY (Parcel Fair Cash Value FY minus Exemption Amount FY)		$550,000
Tax is assessed on Assessed Value FY at FY tax rate		$550,000 times FY tax rate

If the exemption percentage is 100%, the assessed value will simply be the base value multiplied by all the inflation factors.

See Attachment 2 for examples of how to calculate the TIF real estate tax exemption, including examples of how to calculate the adjusted base value.

CALCULATION OF TAX BASE GROWTH

Increases in the value of a parcel receiving a special tax assessment or TIF exemption during the exemption period will be treated as tax base growth for the levy limit calculation under G.L. c. 59, § 21C(f) in the year or years when the increased value attributed to the tax base growth first becomes taxable. For tax base growth examples, see Attachment 3. See also the Annual IGR for "Determining Annual Levy Limit Increase for Tax Base Growth."

END OF EXEMPTION

Exemption Period

TIF agreements may run for any period up to 20 years, at the election of the municipality. EDIP-STA agreements must run for at least five years, but not more than 20 years. WH-STA agreements may run for a period not to exceed five years.

Revocation of EDIP Project Certification by EACC

A revocation of a project's certification by the EACC terminates the EDIP local property tax incentive (STA or TIF) unless the written agreement between the municipality and the taxpayer provides otherwise. The municipality may seek to preserve the EDIP local tax incentive by amending the written agreement with the taxpayer through the same process by which it was approved, subject to EACC approval.

Upon revocation of certification, a municipality may recapture the EDIP tax benefit received by the taxpayer before revocation by making a special assessment on the taxpayer in the tax year that follows the EACC decertification. The omitted assessment procedure is used to commit the recaptured tax, but the time limit for making the assessment does not apply. G.L. c. 59, § 75.

Termination of Exemption before End of Exemption Period /Recapture of Tax Benefits

The local property tax incentive (exemption) may be terminated by the municipality before the end of the exemption period described in an agreement if the agreement includes provisions describing what constitutes a default by the taxpayer under the agreement and the remedies of the municipality in the event of such default include termination of the agreement. The municipality may also recapture tax benefits afforded taxpayer under the agreement in the event of such termination if the agreement so provides.

ATTACHMENT 2

CALCULATION OF EDIP-TIF OR MWT-TIF REAL ESTATE TAX EXEMPTION

Note: This attachment shows an example of the calculations for an **EDIP-TIF or MWT-TIF** real estate tax exemption. To calculate a **UCH-TIF** exemption, instead of using the numerator shown in each Step 1 below, the Step 1 numerator is (1) the current year's total value of all non-TIF residential parcels, minus residential new growth or (2) if the UCH-TIF zone includes mixed use properties, the current year's total value of all non-TIF residential and commercial parcels, minus residential and commercial new growth. The remainder of the calculation is the same.

EXAMPLE - An EDIP or MWT-TIF plan is adopted by the municipality that gives a 50% TIF real estate tax exemption to the owner of Parcel A for 20 years, starting in FY1. In the FY before the exemption begins (FY0 base year), the assessed valuation of Parcel A was $100,000. Therefore, $100,000 is the base year value.

FY1

Step 1 – Calculate FY1 Inflation Factor

In FY1, there are 10 non-TIF eligible parcels of commercial and industrial (C&I) land in the community with a total valuation of $11,000,000. In the base FY those same 10 parcels had a total valuation of $10,000,000. In FY1, $500,000 of the municipality's Proposition 2½ levy limit due to approved tax base growth is attributable to the C&I classes.

The inflation factor for FY1 is determined by taking the FY1 total value of non-TIF eligible C&I parcels ($11,000,000) minus the FY1 new growth attributed to the C&I class ($500,000) and dividing that amount ($10,500,000) by the base FY0 value of the non-TIF eligible C&I parcels ($10,000,000).

Numerator	**$10,500,000** ($11,000,000 [FY1 Total Value Non-TIF Eligible C&I Parcels] minus $500,000 [FY1 C&I new growth])	FY1 Inflation Factor = **1.05**
Denominator	**$10,000,000** (FY0 total value of parcels included in the numerator)	

Step 2 – Calculate FY1 Exemption Amount

The owner of the TIF parcel constructs a new building, increasing the parcel's fair cash value for FY1 to $2,000,000. The FY1 exemption amount is determined by reducing the FY1 fair cash value of the parcel ($2,000,000) by the FY1 adjusted base value ($105,000) and multiplying that amount ($1,895,000) by the FY1 exemption percentage (50%) as follows:

FY1 Fair Cash Value	FY1 Adjusted Base Value (Base Value x FY1 Inflation Factor)	FY1 Adjusted Parcel Fair Cash Value	FY1 Exemption %	FY1 Exemption Amount
$2,000,000	**$105,000** ($100,000 x 1.05)	**$1,895,000**	**50%**	**$947,500**

Step 3 – Calculate FY1 Assessed Valuation

The FY1 assessed value is FY1 fair cash value ($2,000,000) minus the FY1 exemption amount ($947,500) = $1,052,500. Tax is assessed on the $1,052,500 at the FY1 tax rate.

FY1 Fair Cash Value	FY1 Exemption Amount	FY1 Assessed Value
$2,000,000	**$947,500**	**$1,052,500**

FY2

Step 1 – Calculate FY2 Inflation Factor

For FY2, the aggregate value of non-TIF eligible C&I parcels assessed at fair cash value has risen to $12,000,000 and $550,000 of that value increase reflects new growth. The FY2 inflation factor is calculated as follows:

Numerator	**$11,450,000** ($12,000,000 [FY2 Total Value Non-TIF Eligible C&I Parcels] minus $550,000 [FY2 C&I new growth])	FY2 Inflation Factor = **1.04**
Denominator	**$11,000,000** (FY1 total value of parcels included in the numerator)	

Step 2 – Calculate FY2 Exemption Amount

For FY2, the fair cash value of the TIF parcel has risen to $2,100,000. The FY2 exemption amount is determined by reducing the FY2 fair cash value of the parcel ($2,100,000) by the FY2 adjusted base value ($109,200) and multiplying that amount ($1,895,000) by the FY2 exemption percentage (50%) as follows:

FY2 Fair Cash Value	FY2 Adjusted Base Value (Base Value x FY1 x FY2 Inflation Factors)	FY2 Adjusted Fair Cash Value Parcel	FY2 Exemption %	FY2 Exemption Amount
$2,100,000	**$109,200** ($100,000 x 1.05 x 1.04)	**$1,990,800**	**50%**	**$995,400**

Step 3 – Calculate FY2 Assessed Valuation

The FY2 assessed value is FY2 fair cash value ($2,100,000) minus the FY2 exemption amount ($995,400) = $1,104,600. Tax is assessed on the $1,104,600 at the FY2 tax rate.

FY2 Fair Cash Value	FY2 Exemption Amount	FY2 Assessed Value
$2,100,000	**$995,400**	**$1,104,600**

FY3

Step 1 – Calculate FY3 Inflation Factor

For FY3, the aggregate value of non-TIF eligible C&I parcels assessed at fair cash value is $12,500,000 and $140,000 of the increase reflects new growth. The FY3 inflation factor is calculated as follows:

Numerator	**$12,360,000** ($12,500,000 [FY3 Total Value Non-TIF Eligible C&I Parcels] minus **$140,000** [FY3 C&I new growth])	FY3 Inflation Factor = **1.03**
Denominator	**$12,000,000** (FY2 total value of parcels included in the numerator)	

Step 2 – Calculate FY3 Exemption Amount

For FY3, the fair cash value of the TIF parcel has risen to $2,150,000. The FY3 exemption amount is determined by reducing the FY3 fair cash value of the parcel ($2,150,000) by the FY3 adjusted base value ($112,476) and multiplying that amount ($2,037,524) by the FY3 exemption percentage (50%) as follows:

FY3 Fair Cash Value	FY3 Adjusted Base Value (Base Value x FY1 x FY2 x FY3 Inflation Factors)	FY3 Adjusted Fair Cash Value Parcel	FY3 Exemption %	FY3 Exemption Amount
$2,150,000	**$112,476** ($100,000 x 1.05 x 1.04 x 1.03)	**$2,037,524**	**50%**	**$1,018,762**

Step 3 – Calculate FY3 Assessed Valuation

The FY3 assessed value is FY3 fair cash value ($2,150,000) minus the FY3 exemption amount ($1,018,762) = $1,131,238. Tax is assessed on the $1,131,238 at the FY3 tax rate.

FY3 Fair Cash Value	FY3 Exemption Amount	FY3 Assessed Value
$2,150,000	**$1,018,762**	**$1,131,238**

ATTACHMENT 3

CALCULATION OF TAX BASE GROWTH
FOR PARCEL WITH TIF OR STA EXEMPTIONS

New growth during the term of a TIF or STA agreement is allowed only in the year when the additional value becomes taxable for the first time.

EXAMPLE 1 – TIF

A TIF agreement provides for an exemption of 100% of the increased value for the maximum of 20 years, beginning in FY1. Before the agreement, the parcel's assessed value was $100,000; this is the base value. A $1,000,000 building is added in FY2. From FY1 through FY20, the exemption amount is 100% of the parcel's fair cash value less the adjusted base value, resulting in an assessed value equal to the adjusted base value. Because 100% of the value attributed to the construction was exempt during the TIF, no new growth is added through FY20. After expiration of the TIF agreement in FY21, the fair cash value of the parcel, including improvements added, is $3,000,000. This will also be the assessed value as the exemption period is over. The adjusted base value of the parcel in the last year of the TIF (FY20) was $200,000, so this amount was the assessed value in FY20. Therefore, the new growth to be added to the levy limit in FY21 is the parcel's assessed value in FY21 ($3,000,000) minus the assessed value of the parcel in FY20, the last year of the TIF agreement ($200,000). See below:

FY	Parcel Fair Cash Value	Adjusted Base Value	Exemption Amount	Parcel Assessed Value	New Growth in FY
20	**$2,950,000**	**$200,000**	**$2,750,000** (100% of [Fair Cash Value $2,950,000 minus Adjusted Base Value $200,000])	**$200,000** (Fair Cash Value $2,950,000 minus Exemption Amount $2,750,000)	**0**
21	**$3,000,000**	**N/A**	**N/A**	**$3,000,000**	**$2,800,000** (Parcel Assessed Value $3,000,000 minus Parcel Assessed Value Previous FY $200,000)

EXAMPLE 2 – TIF

In this example, the facts are the same as Example 1 except that the exemption is 100% of the increased value for the first five years of the agreement and 50% for the remainder of the agreement. As shown in the previous example, because the exemption amount is 100%, no new growth is added through FY5. In FY6, when the exemption decreases to 50%, the fair cash value of the parcel is $1,300,000 and the compounded inflation adjustments bring the base value to $110,000. As a result, the exemption amount is $595,000, which is 50% of (the fair cash value of $1,300,000 minus the adjusted base value of $110,000). Therefore the assessed value in FY6 is $705,000, determined by reducing the fair cash value of $1,300,000 by the exemption amount of $595,000. New growth in FY6 is determined by reducing the FY6 assessed value ($705,000) by the assessed value of parcel in previous fiscal year. In this example, the FY5 adjusted base value

($108,000) was the FY5 assessed value because the FY5 exemption amount was 100%. As shown below, the new growth added in FY6 is $597,000.

FY	Parcel Fair Cash Value	Adjusted Base Value	Exemption Amount	Parcel Assessed Value	New Growth in FY
5	**$1,275,000**	**$108,000**	**$1,167,000** (100% of [Fair Cash Value $1,275,000 minus Adjusted Base Value $108,000])	**$108,000** (Fair Cash Value $1,275,000 minus Exemption Amount $1,167,000)	**0**
6	**$1,300,000**	**$110,000**	**$595,000** (50% of [Fair Cash Value $1,300,000 minus Adjusted Base Value $110,000])	**$705,000** (Fair Cash Value $1,300,000 minus Exemption Amount $595,000)	**$597,000** (Parcel Assessed Value $705,000 minus Parcel Assessed Value Previous FY $108,000)

Because no additional value of the improvements is added to the assessed value during the remainder of the agreement (the TIF exemption amount of 50% remains the same for FY6 through FY20), no new growth is added from FY7 through FY20.

In FY 21, after the TIF agreement expires, there is no further exemption and the parcel and improvements are assessed at fair cash value. The FY21 fair cash value (and assessed value) of the parcel, including the value of all improvements, is $3,000,000. The assessed value of the parcel in FY20, the last year of the TIF was the fair cash value of the parcel, less the TIF exemption amount of 50%. The TIF exemption amount in FY20 was 50% of $2,750,000 (the difference between the fair cash value [2,950,000] and the FY20 base value and compounded inflation adjustments [$200,000]), resulting in an exemption of $1,375,000. The FY20 assessed value was the fair cash value of $2,950,000 less the exemption amount of $1,375,000 = $1,575,000. Therefore, the new growth to be added to the levy limit in FY21 is the parcel's assessed value in FY21 ($3,000,000) less the assessed value of the parcel in FY20 ($1,575,000), the last year of the TIF agreement.

FY	Parcel Fair Cash Value	Adjusted Base Value	Exemption Amount	Parcel Assessed Value	New Growth in FY
20	**$2,950,000**	**$200,000**	**$1,375,000** (50% of [Fair Cash Value $2,950,000 minus Adjusted Base Value $200,000])	**$1,575,000** (Fair Cash Value $2,950,000 minus Exemption Amount $1,375,000)	**0**
21	**$3,000,000**	**N/A**	**N/A**	**$3,000,000**	**$ 1,425,000** (Parcel Assessed Value $3,000,000 minus Parcel Assessed Value Previous FY $1,575,000)

Bridgewater Town Council

Introduced By:	Sean Kennedy, Councilor Mark Linde, Councilor
Date Introduced:	8/12/2025
First Reading:	8/12/2025
Second Reading:	
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Proposed Ordinance D-FY26-002: Amendment to Bridgewater Town Charter: Article IV, Section 4-1 Town Manager Term of Office

ORDERED that pursuant to M.G.L., Chapter 43B; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater Town Charter, Article IV, Section 4-1 as follows:

Replace existing language with the following:
The Town Manager shall be appointed by the Town Council for a term not to exceed three (3) years, which may be renewed for additional terms of up to three (3) years each upon a majority vote of the full Town Council, subject to the procedures for appointment and removal outlined in this Article.

Said Amendment shall only become effective and is contingent upon approval by the Town Council, the State Legislature and the voters of the Town of Bridgewater.

Explanation:
As proposed by the 2021 Charter Review Committee, the purpose of this ordinance is to amend Article IV, Section 4-1 of the Bridgewater Town Charter to establish a maximum three-year term for the Town Manager, renewable by majority vote of the Town Council, to ensure periodic performance review while maintaining administrative stability, in compliance with M.G.L. c. 43B and the Charter (Article I, Section 1-4). Pursuant to Article II, Section 2-9, this ordinance shall be published in full in at least one newspaper of general circulation within the Town of Bridgewater at least ten (10) days before its final passage by the Town Council, or, if exceeding eight octavo pages, in a municipal bulletin or printed pamphlet. The ordinance shall take effect upon approval by the Town Council, the Massachusetts State Legislature, and a majority of Bridgewater voters at a regular or special town election, per Article II, Section 2-7(a) and Article I, Section 1-4.

Committee Referrals and Dispositions:
NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

Referral(s)	Disposition(s)
•	•
•	•
•	•

Attachments: None

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

Bridgewater Town Council

Introduced By:	Sean Kennedy, Councilor
Date Introduced:	8/12/2025
First Reading:	8/12/2025
Second Reading:	
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Proposed Ordinance D-FY26-003: Amendment to Bridgewater Town Charter Article VIII, Section 8-2 Citizen Referendum Petition Timeframe

ORDERED that pursuant to M.G.L., Chapter 43B; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater Town Charter, Article VIII, Section 8-2 as follows:

Replace the existing language regarding the timeframe for submitting referendum petitions with the following:

Citizen Referendum Procedures; Referendum Petition; Effect on Final Passage
If within **30 days** after the final passage of a measure, a petition signed by voters equal in number to at least 5 per cent of the total number of voters and addressed to the town council, protesting against the measure or any part thereof taking effect, is filed with the elected town clerk, the same shall thereupon and thereby be suspended from taking effect and the town council, as the case may be, shall immediately reconsider the measure or part thereof and if such measure or part thereof is not entirely rescinded, the town council shall submit the same, to a vote of the voters either at the next regular town election or at a special election which may, in its discretion, be called for the purpose and the measure or part thereof shall forthwith become null and void unless a majority of the voters voting on the same at the election vote in favor thereof.

Said Amendment shall only become effective and is contingent upon approval by the Town Council, the State Legislature and the voters of the Town of Bridgewater.

Explanation:
As proposed by the 2021 Charter Review Committee, the purpose of this ordinance is to amend Article VIII, Section 8-2 of the Bridgewater Town Charter to extend the timeframe for submitting citizen referendum petitions from 10 days to 30 days after the final passage of a measure, enhancing voter participation and access to the referendum process while maintaining compliance with the Charter and M.G.L. c. 43B. This change provides citizens with additional time to organize and gather signatures for petitions, promoting greater engagement in town governance. The ordinance requires approval by the Town Council, the

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

Massachusetts State Legislature, and the voters of Bridgewater, as mandated by Article LXXXIX of the Amendments to the Massachusetts Constitution.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•
•	•
•	•

Attachments: None

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

Bridgewater Town Council

Introduced By:	Sean Kennedy, Councilor
Date Introduced:	8/12/2025
First Reading:	8/12/2025
Second Reading:	
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Proposed General Ordinance D-FY26-004: Amendment to Chapter 3, Article II, Section 1 - Business Ethics and Conduct

ORDERED that pursuant to M.G.L., Chapter 268A; the Town Council of the Town of Bridgewater, Massachusetts in Town Council assembled vote to amend the Bridgewater General Ordinances, Chapter 3, Article II, Section 1, Business Ethics and Conduct as follows:

Replace the existing language for Required Reporters with the following:

Pursuant to the provisions of Ordinance #D-FY26-004 (effective date:TBD) the Required Reporters are listed as the following:

A. Heads of the following departments:

- Board of Assessors (Principal Assessor)
- Fire and EMS (Fire Chief)
- Public Works (Director, including Roadways/Highway)
- Community and Economic Development (Director, including Building and Zoning Official/Inspector of Buildings)
- Plumbing and Gas Inspector
- Police (Police Chief)
- Sealer of Weights and Measures
- Finance (Director/Town Accountant, including Treasurer/Collector)
- Wiring Inspector/Assistant Inspector
- Human Resources (Director)
- Informational Technologies (Director)
- Hearings Officer
- Elder Affairs (Director)

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

- Library (Director)
- Veterans' (Director/Veterans' Agent)
- Parks and Recreation (Director)

B. The following Town officials and Town employees:

- Conservation Agent
- Health Agent and Assistant Health Agent
- Town Council (All Members)
- Town Counsel and Associate Town Counsel
- Town Manager and Assistant Town Manager

C. All members of the following Boards, Committees, or Commissions:

- Affordable Housing Trust
- Board of Assessors
- Community Preservation Committee
- Conservation Commission
- Financial Committee
- Board of Health
- Historic District Commission
- Housing Authority
- Planning Board
- Water and Sewer Board
- Zoning Board of Appeals

Explanation:
The purpose of this ordinance is to amend the Business Ethics and Conduct section of Chapter 3, Article II, Section 1 of the Bridgewater General Ordinances, superseding Ordinance #D-2013-002 (effective November 15, 2013), to update the list of required reporters for the Statement of Financial Interest to promote transparency and accountability in compliance with the Bridgewater Home Rule Charter (Article I, Section 1-8) and M.G.L. c. 268A. It updates outdated references (e.g., changing "Roadways (Highway)" to "Public Works"), includes new departments formed after 2013, and expands the list to include members of boards, committees, and commissions with moderate to high risk of conflicts (e.g., those with regulatory, permitting, or fiscal authority, per M.G.L. c. 268A, Sections 19-23).

Committee Referrals and Dispositions:

Referral(s)	**Disposition(s)**
•	•

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

•	•
•	•

Attachments: None

NOT FOR ACTION - FIRST READING
REFER TO RULES AND PROCEDURES COMMITTEE

Bridgewater Town Council

Introduced By:	Town Manager
Date Introduced:	8/12/2025
First Reading:	8/12/2025
Second Reading:	
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Order O-FY26-014: Transfer Order - CPC First Parish Unitarian Church Window Project

ORDERED, in accordance with section 6-4 of the Bridgewater Home Rule Charter, vote to appropriate $38,000 from Historic Preservation Reserve (Account Number 32400) for the restoration of the First Church windows.

Explanation:
See CPC Recommendation

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)
•	•
•	•
•	•

Attachments:
1. Recommendation - First Parish Windows (003)
2. CPA Application - First Parish Unitarian Church Window Project (003)

NOT FOR ACTION - FIRST READING
REFER TO BUDGET & FINANCE AND FINANCE COMMITTEE

Town of Bridgewater, MA

Community Preservation Committee

66 Central Square

Bridgewater, MA 02324

August 5, 2025

Mr. Justin Casanova-Davis, Town Manager
Town of Bridgewater
66 Central Square
Bridgewater, MA 02324

Re: Recommendation to Town Council – First Parish Church Windows

Dear Mr. Casanova-Davis:

In response to an application submitted by the First Parish Universal Unitarian Church, dated July 16, 2025, for the restoration of windows at the church, the following motion was made by Carlton Hunt and duly seconded by Maureen Minasian at the CPC's July 23rd meeting. The motion passed unanimously.

> *That the CPC recommend funding $38,000 for the restoration of the First Church windows using the Historic Reserve account 324200.*

Note that the CPC members discussed the application at length and analyzed the project to ensure it passed the 3-part test put forth by the Supreme Judicial Council (SJC). Information on the 3-part test is attached. The discussion can be viewed on the meeting recording (https://www.youtube.com/watch?app=desktop&v=pX_c6rtLIHo) at minutes 20-38. In addition, the church has received CPA funding in the past and an historic deed restriction is held by the Historic District Commission (HDC). The HDC has issued a Certificate of Appropriateness for this project (see attached).

Please see that this information is placed on the Town Council agenda for their next meeting and that the attached application and related documents are forwarded to the Council as backup to the Order.

I would appreciate it if you would let me know when the Council acts on the Order so we can prepare the grant agreement.

Sincerely,

Gina Guasconi

Gina Guasconi, Chair
Community Preservation Committee

att: SJC 3-Part Test
Application
HDC Certificate of Appropriateness

cc: Josh McGraw
Johhny Loreti
Laurie Guerrini
Debra Ward
Carlton Hunt

Project Application
Community Preservation Committee
Bridgewater, MA

Cover Sheet

An electronic copy of this application and all supporting materials should be submitted to the CPC Chair at *cpc@bridgewaterma.org* and the CPC's administrative assistant (McGraw, Joshua <JMCGRAW@bridgewaterma.org>). Applications should be submitted **no later than 4:00PM at least two weeks prior to the CPC's meeting (the CPC meets on the fourth Wednesday of each month)**.

Complete applications received by this date will be reviewed at the next CPC meeting and considered for recommendation to the Town Council. Applications received after this will be reviewed at the following month's meeting, unless you receive an exception from the CPC chair for cases related to real estate purchase opportunities.[1] Projects may have timelines extending to a maximum of five years.

Projects will be favored by the CPC where:

- The project addresses at least one goal of the current CPC 5-yr. plan *https://www.bridgewaterma.org/DocumentCenter/View/2928/Community-Preservation-Committee-Plan?bidId=*
- the applicant has site control of the proposed project parcel or involvement of the site owner.
- there is demonstrated community support for the project from elected officials, abutters, user groups, civic associations, and community organizations.
- applicants can demonstrate their capacity to implement their project and have a plan for ongoing maintenance and stewardship. projects occur on public space or private space with public access.

- Applicant Signature: Lorrie Kelly Date Submitted: 7/16/2025

[1] For cases related to real estate purchase opportunities, the CPC may consider emergency requests for funding outside of their regular meeting schedule. If you think you might be eligible for emergency consideration, please contact the CPC Chair. The CPC Chair has the authority to accept exceptions or extensions. They will consider such requests on a case-by-case basis and is under no obligation to grant any requested extensions or exceptions.

Project Application
Community Preservation Committee
Bridgewater, MA

GENERAL INFORMATION

Project Name: First Parish Windows

Project Location (address and neighborhood): 50 School St., Bridgewater, MA 02324

Legal Property Owner of Record: First Parish Church of Bridgewater, Unitarian Universalist

CPA Program Area *(check all that apply):*

☐ Open Space ☑ Historic Preservation ☐ Community Housing ☐ Recreation

PROJECT DESCRIPTION

Short Project Description: Removal, restoration, and reinstallation of sanctuary windows

Estimated Start Date: 8/5/2025 **Estimated Completion Date:** 12/1/25

Amount Requested: $ 38,000 **Total Project Cost: $** 79,900

PROJECT CONTACT

Contact Person: Kathleen Keenan

Telephone: 508-823-5345 **Email:** kkeenan909@gmail.com

Project Sponsor/Organization *(check one below)*:

☐ Town Committee or Department ☑ Public Charity/Non-Profit ☐ Private

Have you or this organization applied for or received CPA funding before? ☑ Yes ☐ No

If yes, what project and when? 2007 & 2014, see narrative

ASSURANCE

I Desiree Krebs hereby certify under the penalties of perjury the
(Print the name of the fiduciary agent)
following application information is true and correct to the best of my knowledge and I am legally able to enter into a contract on behalf of First Parish Church (with the Town of Bridgewater for Community Preservation Funds.

Signature Desiree Krebs **Date** 7/16/2025

Title Parish President

Project Application
Community Preservation Committee
Bridgewater, MA

Project Narrative:First Parish Sanctuary Windows

1. **Project Description, Tasks, and Anticipated Outcome**:

   At present the windows in the sanctuary of the First Parish meetinghouse, while in good condition overall, require full glazing, wood epoxy and paint restoration to ensure their longevity. Blackburn Building Conservation will be the contractor for the project. The company has extensive experience in conserving and restoring historic buildings in New England, including a number of windows projects, and we have worked with them on two previous restoration projects. We have confidence in their capacity to do this work following the requirements of the historic preservation restrictions placed on the building in 2011. The completed work will not change the exterior appearance of the building.

   The restoration plan requires that the windows be removed from the sanctuary and transported to the contractor's facility for the work to be completed according to generally accepted preservation guidelines, including the Secretary of the Interior's Standards for the Treatment of Historic Properties. Blackburn's approach is based on their extensive knowledge and research. After restoration the windows will be reinstalled with weather stripping on the inside to improve the building's energy efficiency.

   Work will be completed in two phases, with half of the windows restored in each phase. The four windows on the School Street side (south) of the building will be restored in phase one. After they are reinstalled, work will begin on the remaining north side windows as soon as funding becomes available. If we are awarded grant funds from the CPC, work can proceed without interruption and be completed by December 2025.

2. **CPC Goals and Priorities:**

   This project addresses the first priority of the CPC goal of historic preservation: to preserve and rehabilitate historic properties to improve accessibility, use, and awareness of the town's historic resource, including privately-held buildings for public benefit.

First Parish Church has been located on School Street, just off of Bridgewater Common, since 1716, when English settlers founded a new precinct, known as the South Parish of Bridgewater. One of the settlers donated two acres of land for construction of a meetinghouse and burial ground, and in 1717 the first building was dedicated. The current meeting house (the third) was built in 1845 and has been a presence in the town center since then. The historic importance of the building was recognized in 2011 when it was made part of the Bridgewater Historic District; in 2012 the congregation accepted a preservation restriction on the exterior of the building.

First Parish has received two prior grants from the CPC for work on the sanctuary building. In 2007 the CPC awarded the congregation a $27,000 grant to restore and paint the south-facing facade, where the main entrance to the sanctuary is located. A second grant was received in 2014, $42,730 to repair the siding and chimney.

Over the years the congregation has invested its own funds in a number of projects designed to improve accessibility to the building, including construction of a wheelchair ramp on the side entrance to the parish hall extension, an elevator providing accessibility to the sanctuary and both levels of the parish hall, and widening some sanctuary pews to accommodate wheelchairs.

3. Community Needs

Service to the Bridgewater community is an important priority for the First Parish congregation. Individual members support a range of community organizations and events, particularly those focused on issues of social justice. The meetinghouse is made available for meetings and events such as concerts and plays, with modest rental fees to both individuals and community organizations. The church participates in community events such as the Fourth of July and Juneteenth celebrations.

4. Community Support: Letters of Support

Name	Date Submitted
Lorraine Carrozza, Bridgewater Elder Affairs	5/31/2025
Gloria Moran, Bridgewater United Methodist Church	5/31/2025
Evelyn DeLutis, One Book, One Community	6/1/2025
Dennis Gallagher, State Representative	7/10/2025

5. Project Implementation and Timeline

Phase 1 of the windows restoration project is scheduled to begin August 5th, after we have received a certificate of appropriateness from the Bridgewater Historic Commission. The four windows on the School Street side of the building will be restored in this phase, which is expected to take four weeks to complete. If the CPC awards the funds we need to undertake Phase 2 (four windows on the north side of the building), that work will begin soon after the first phase is complete, and be finished by December 1st. Fifty percent of the estimated cost will be paid at the start of work, with 25% due when half of the work is done, and the final 25% paid when all work is complete.

6. Organizational experience and capacity

Kathy Keenan will serve as Project Manager for the windows restoration.

Kathy has been a member of the congregation for over 30 years, and in that time has served in many roles, including parish president, chair of ministerial search committees, and chair of the trustees of the First Parish endowment. She retired in 2017 from a thirty-three year career as a college administrator, which included positions at community colleges in Pennsylvania and Massachusetts, and ended with twenty-two years at Massachusetts College of Art and Design. She has managed a wide range of projects in her career. At Massasoit Community College, she coordinated a four-year, $1.8 million federal grant involving four complex activities. The project required management of dozens of participants, activity budgets, implementation plans, and annual reports to the US DOE on goal attainment and project expenditures. At MassArt she served as director of institutional research and then associate vice-president for research and planning, with responsibility for state and federal enrollment reporting and writing the college's annual performance reports to the MA Board of Higher Education and the state legislature. She also served four years as the interim dean of admissions, supervising staff and managing budgets.

Kat Gillespie will be responsible for financial oversight of this project.

Kat brings over 30 years of experience in the newspaper industry, with a strong focus on operational and financial management. Throughout her career, she has managed customer service teams, developed and overseen budgets for single copy operations for more than a decade, and currently works closely with the finance department to allocate payments and manage national contracted accounts.

From 2017 to 2022, she served as treasurer for First Parish Bridgewater, during which time she consistently produced responsible, balanced budgets—even through the financial challenges posed by the COVID-19 pandemic. First Parish bylaws prevented

her from continuing in this role for the following two years; however, she was re-elected as treasurer in 2025, a role she will continue to serve with diligence and accountability.

For the upcoming window restoration project, designated funds will be held in a separate account to ensure transparency and proper tracking. Disbursements will be made only as payments become due, with estimates and invoices maintained on file for recordkeeping. All account activity will be reported to the Parish Committee on a monthly basis until the project's completion, ensuring continued oversight and fiscal accountability.

Blackburn Building Conservation will be the contractor for this project.

Blackburn has extensive experience in conserving and restoring historic buildings in New England, and we have worked with them on previous restoration projects. Walter Eayrs, one of the partners in the firm, will supervise this project. We have confidence in their capacity to complete this work following all requirements of the historic preservation restrictions placed on the building in 2012, and consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. The Blackburn website includes the following statement:

*O*ur wo*rk* is e*x*ecuted in accordance with generally accepted preservation guidelines, such as those identified in The Code of Ethics and The Guidelines for Practice of the American Institute for Conservation of Historic *&* Artistic Works, as well as the Secretary of the Interior*'*s Standards for the Treatment of Historic Properties. *O*ur approach is based on e*x*tensive knowledge and research.

More information about Blackburn Building Conservation is available on their website: www.Blackburnconservation.com

7. Maintenance

The condition of the windows will be inspected annually and after weather events that may have caused damage. Any damages will be appropriately addressed with funds from the church's maintenance budget.

8. Project Budget Narrative and Forms

Stewardship of our historic building is an important priority for the congregation of First Parish Bridgewater. We recognize the importance of preserving the building in good condition for the use of future congregations and for historic value to the town of Bridgewater. We perform routine maintenance and repairs of the facility to preserve it in good condition, and ensure that any major work on the building meets the requirements of our historic preservation restriction.

As a small congregation (about 90 members), maintaining an almost 200 year old building presents significant financial challenges. While we have been aware of the need for work on the windows for a few years, our financial resources are not sufficient to cover the full cost of this project. The church operates on a very tight budget. Two thirds of our operating income comes from annual pledges made by members during an annual canvass. Although we receive income from a modest endowment, these funds are restricted to 'the support of a minister,' and do not cover the full cost of the minister's salary and benefits. Building and parking lot rentals, along with a variety of fundraising activities comprise our remaining income.

While we allocate funds to a building account in our annual operating budget, they are intended to pay for ordinary expenses of building maintenance; we maintain a balance in this account to deal with emergency needs that may arise. The estimated $80,000 that is needed to appropriately restore the windows far exceeds the funds we have available or can raise from the congregation. A designated bequest that we received from the estate of a congregant in 2023 will now allow us to begin work on phase one of this project, during which half of the sanctuary windows will be restored. A grant from the CPC would enable us to complete the full project in 2025, ensure the future structural integrity of the windows, improve energy efficiency of the building, and protect the sanctuary interior from potential weather damages.

BUDGET OVERVIEW

Total Project Cost	CPA Amount Requested	Other Funding Sources	CPA Funds: % of Total
$79,900	**$38,000**	**$41,900**	**48%**

INCOME - OTHER SOURCES OF PROJECT FUNDING

Source	Amount	Status
First Parish Church	**$41,900**	**Received**
Note: This amount includes a $35.000 bequest, plus CD interest, and a contribution from the church's building maintenance account.		

SUMMARY OF PROJECT EXPENSES

	CPA Funds	Other Funding	Total
Construction	**$38,000**	**$41,900**	**$79,900**
All expenses are included in our agreement with the contractor. Detailed estimate attached.			

DETAILED PROJECT EXPENSES

Personnel: No personnel will be hired by the church; project managers are congregational officers or volunteers. All other personnel are employees of the contractor
Equipment: No equipment will be purchased.
Supplies: No supplies will be purchased.
Design and Contracts: Not Applicable.

Building and Construction

	CPA Funds	Other Funding	Total
Restoration of Sanctuary Windows	**$ 38,000**	**$ 41,900**	**$ 79,900**
TOTAL	**$ 38,000**	**$ 41,900**	**$79,900**

All expenses are included in the contract with Blackburn Building Conservation. For details see the attached estimate.

9. Attachments

Letters of Support (*Note: The required letter of support from the Historic District Commission is pending. They will review our project at their meeting on July 22 and provide a letter when the CPC meets.)*

Photographs of the building

Parcel map of location

Contractor's Estimate

Historic District Statement of Support *(pending)*
Historic District Certificate of Appropriateness *(pending)*

Bridgewater Historical Commission

64 Central Square
Bridgewater, MA 02324

July 23, 2025

Dr. Carlton Hunt, Clerk
Community Preservation Committee
64 Central Square
Bridgewater, MA 02324

Re; Historical Preservation
50 School Street

Dear Sir;

The Unitarian Church located at 50 School is located on the site of the original South Parish Meeting House in colonial Bridgewater. The building played a very significant role in the settlement of the town and the organization of early town government. The Bridgewater Historical Commission supports the funding of repairs to the original windows as opposed to wholesale replacement of the sash.

The building has been preserved in a historical manner in keeping with its importance, and we feel the funding of this project will continue in the preservation for the enjoyment of the public.

Sincerely

David R. Moore
Chair
Bridgewater Historical Commission

TOWN OF BRIDGEWATER

Historic District Commission

64 Central Square
Bridgewater, MA 02324
Phone 508-697-0928

Dr. Carlton Hunt
Community Preservation Committee
Town of Bridgewater

7-22-2025

Dear Dr. Hunt;

Attached please find an approved, signed application for a “Certificate of Appropriateness,” for the First Parish Unitarian Church, which was approved by the Historic District Commission in our meeting on Tuesday, July 22, 2025.

The application concerns the restoration of the large original sanctuary windows in the First Parish Church which will be restored fully. The HDC enthusiastically endorses this important restoration project for one of the town’s most beautiful architectural buildings.

Sincerely,

William S. Smith

William S. Smith,
Chair, HDC

C: Ms. Gina Gausconi
Mr. Joshua McGraw

Town of Bridgewater
Historic District Commission
CERTIFICATE OF APPROPRIATENESS

RECEIVED
TOWN CLERKS OFFICE
BRIDGEWATER, MA
2026 JUN 12 P 3:26

Application is hereby made for the issuance of a Certificate of Appropriateness under 40C of Ch. 373 General Laws of Massachusetts 1960 for proposed work as described below and on plans, drawings or photographs accompanying this application.

Applicant: First Parish Church Date: 6/9/2026
Phone: 508-697-2525 Email Address firstparishbridgewater@gmail.com
Signature Desiree Knebel parish president

Historic Location: 50 School St., Bridgewater, MA Assessors Map # 034
Owner of property: First Congregational Society of Bridgewater Assessors Lot # 183
Mailing Address: 50 School St., Bridgewater, Ma 02324 Phone: 508-697-2525

Names and Addresses of Direct Abutters including across streets, use back of page if necessary.

Bridgewater State University (both sides and across the street
CVS (west side rear)

Agent or Contractor Walter Fayrs, Blackburn Building Conservation Web Site: Blackburnconservation.com
Address: 48 Plymouth St., Middleboro, MA 02346
Phone 508-962-7188 Email Address: walter@blackburnconservation.com
Signature: WMF

Proposed work:
1. Exterior building construction: New building ___ Addition ___ Alteration ___
2. Type of Building: House ___ Garage ___ Commercial ___ Other ___
3. Exterior Painting: Color/Colors dark green, window frames & stiles (existing color)
4. Signs or Billboards: New Sign ___ Existing sign ___ Repaint existing ___
5. Structure: Fence: ___ Wall ___ Flagpole ___ Other windows repair/restoration

SUBMIT SAMPLES OF PROPOSED MATERIALS AND LOCATIONS OF CURRENT AND PROPOSED SIGNAGE AT HEARING

APPROVED ✓ DISAPPROVED ___

CONDITIONS OF APPROVAL IF ANY

Date: July 27, 2026 HDC Chairperson: William Smith, Chair

IMPORTANT: Approval is subject to the 20-day appeal period provided in the act.

DENNIS C. GALLAGHER
STATE REPRESENTATIVE
EIGHTH PLYMOUTH DISTRICT

The Commonwealth of Massachusetts

HOUSE OF REPRESENTATIVES
STATE HOUSE, BOSTON 02133-1054

Committees:
Labor and Workforce Development
State Administration and Regulatory Oversight
Intergovernmental Affairs
Steering, Policy and Scheduling

STATE HOUSE, ROOM 39
TEL. (617) 722-2014
Dennis.Gallagher@MAhouse.gov

July 11, 2025

Bridgewater – Community Preservation Committee
Attn: Chairwomen Gina Guasconi

REF: Funding First Parish Unitarian Universalist Church

Dear Committee members:

I am writing in support of the First Parish Unitarian Church's request for CPC funds. They are requesting $40,000.00 (which is being matched by a private donation) for the replacement of the windows on their historic church located at 50 School Street here in Bridgewater.

The First Parish has a long history in Bridgewater, going back to 1716 when it was incorporated. The current Church was built in 1845 on the exact site of the initial Parish.

The First Parish also plays a vital role in our community. They offer Saturday Coffee House, First Parish Players, Christmas Eve Services, Fairs, Concerts as well as One Book One Community programs. They also promote social justice initiatives including LGBTQ rights, climate actions and economic equality.

I request your highest consideration for this worthy request.

Respectfully.

Dennis C. Gallagher
State Representative
8th Plymouth District
Bridgewater/Raynham

To: cpc@bridgewaterma.org

Cc: Lorraine Carrozza <Mlcarro55@comcast.net>, Diane Roza <droza110@gmail.com>

Subject: Unitarian Universalist Church

To: Gina Guasconi

Chairperson, CPC

From: Lorraine Carrozza

91 North Street, Bridgewater

Mlcarro55@comcast.net

May 31, 2025

Please accept this email as a letter of support for the Unitarian Universalist Church's request for partial funding from the CPC for the replacement of all of its windows. I retired in 2019 as Bridgewater's Director of Elder Affairs and am a 40+year town resident. I can tell you firsthand how actively involved and how vital the UU Church is in this Community. These are some of the programs/events that they offer: a coffee house once a month; a Christmas Fair; Christmas Eve Service with a brass quintet; organ concerts; yoga classes; a community theater that has productions 3x year; participates in the Town's Fall Fair as well as the July 4th celebration. The theater, coffee house and yoga classes all offer reduced fees for seniors. The UU Church has been a site for Town wide concerts as well as programs for the One Book One Community. The UU Church is welcoming to all. It is my hope that the CPC will favorably consider partial funding for the replacement of all of its windows. Maintaining this building will be a positive investment for the Church's future and for our Community.

From: Gloria Moran <morantg123@gmail.com>

Date: May 31, 2025 at 3:47:53 PM EDT

To: Diane Roza <droza110@gmail.com>

Subject: CPC Unitarian Church

To whom it May Concern:

Bridgewater United Methodist Church is a neighbor on School Street to the Unitarian Church. They are excellent neighbors and provide excellent outreach for social justice. They maintain their buildings beautifully and I am in support of this request for window replacements.

If there are further questions about this letter of support, please contact me.

Respectfully submitted,

Gloria Moran

BUMC

morantg123@gmail.com

Hello.

My name is Evelyn DeLutis. I am addressing this letter to The Community Preservation Council and the Historical commission.

Over my years as a resident of Bridgewater, I have had the pleasure of attending several events held in the First Parish Unitarian Universalist Church located on School St. in this town.

First, as a member of One Book, One Community there has been a play held there directed by BSU Professor Lisa Troy and performed by students from BSU.

I have attended one of the Juneteenth celebrations held there on the grounds as well as an evening of music. Members of the community were also able to work together with me in one of the rooms to create decorations for a friend's 80th birthday.

As I have indicated here, it is evident that The First Parish Universalist Unitarian Church has given community members many occasions to participate in and hold events there.

I am hoping you will find them worthy to receive the grant they are applying for.

Thank you for taking time to read my letter.

Sincerely,

Evelyn DeLutis

50 School St., south-facing side of sanctuary

50 School St., north-facing side of sanctuary

Direct view from across School St., facing north

Note: These maps are not intended for use in conveyance or for engineering purposes. The Town of Bridgewater and it's representatives shall not be held liable for any reuse of this information.

See Sheet No. 21

See Sheet No. 33

See Sheet No. 35

See Sheet No. 48

Scale in Feet 0 25 50 75 100 200 300

From the office of Silva Engineering Associates, P.C. June 2016 Bridgewater, MA

Blackburn Building Conservation LLC
48 Plymouth St.
Middleboro, MA 02346 US
+508 9827188
walter@blackburnconservation.com
www.Blackburnconservation.com

Estimate

ADDRESS
Eileen Hiney
First Parish UU Church

ESTIMATE # 1453
DATE 12/02/2023

	AMOUNT
WINDOW RESTORATION - FIRST PARISH UU CHURCH - BRIDGEWATER, MA	0.00
Services Based on a site visit conducted on November 8th, the Sanctuary windows are overall in good shape but require full glazing, wood epoxy and paint restoration to insure their longevity. This will require removal for off-site restoration and reinstallation with weather stripping to insure the best possible thermo- efficiency. WINDOW SASH RESTORATION OFF SITE *Remove sash and install plywood temporary protection *Remove all glazing putty and failed paint *Complete epoxy consolidation and dutchman repairs as required *Repair or replace broken glass with historic glass *Glaze sash with Dana Lim Linseed Oil Putty *Prime exterior with linseed oil paint (**Required for protecting if painted in subsequent phase) *Install sash and Adjust for ease of operation LABOR AND MATERIALS	62,900.00
Services EXTERIOR PAINTING (HIGHLY RECOMMENDED) 2 - COATS LINSEED OIL PAINT	8,500.00
Services INTERIOR PAINTING - PAINT SASH INTERIOR (1 COAT)	2,400.00
Services INSTALL WEATHERSTIPPING - FIT AND INSTALL SPRING BRONZE WEATHERSTRIPPING FOR LOWER SASH; SEAL UPPER SASH	6,100.00
***Recommended Sequencing and Scheduling: 4 window units in 2 phases (approx. 4 weeks per phase)	0.00
***Pricing Includes staging to access windows	0.00

If you have any questions please do not hesitate to call, (508)947-1739

TOTAL **$79,900.00**

Accepted By

Accepted Date

Bridgewater Town Council

Introduced By:	Johnny Loreti, Councilor
Date Introduced:	8/12/2025
First Reading:	8/12/2025
Second Reading:	
Amendments Adopted:	
Third Reading:	
Date Adopted:	
Date Effective:	

Resolution R-FY26-001: Town River Landing Phase 1 Improvements

WHEREAS, the Town River Landing at 80 Spring Street is a planned public asset designed to support community gatherings, outdoor events, and recreational enjoyment in Bridgewater; and

WHEREAS, the Town Council has been presented a phased Master Plan (dated June 2025) by the Fire For Effect Foundation for the development of the site, with Phase 1 consisting of the construction of a pavilion and installation of supporting utility infrastructure; and

WHEREAS, the total cost of Phase 1 is estimated at $157,200, of which $80,000 in funding has already been secured, leaving a balance of $77,200; and

WHEREAS, the Community Preservation Act (CPA) provides a funding mechanism for projects that support outdoor recreational use and public access, making the Town River Landing an eligible and suitable recipient of such funding;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of Bridgewater, Massachusetts:

1. That the Town Manager explore the filing of an application to the Community Preservation Committee (CPC) for $77,200 in CPA funds to complete Phase 1 of the Town River Landing project.
2. That the Town Council remains committed to exploring all available resources for the development of the Town River Landing.

Committee Referrals and Dispositions:

Referral(s)	Disposition(s)

NOT FOR ACTION - FIRST READING
VOTE TO RETAIN AT TOWN COUNCIL

•	•
•	•
•	•

Attachments: 1. TownRiverLanding_MasterPlan 1 June 2025

NOT FOR ACTION - FIRST READING
VOTE TO RETAIN AT TOWN COUNCIL

Three-Year Master Plan

Town River Landing – 80 Spring St., Bridgewater, MA

(Prepared June 2025; Revised June 10, 2025)

Executive Summary

This master plan guides development through April 2028 in three sequential phases. Key objectives:

1. Deliver a fully code-compliant pavilion with modern power / data connectivity by mid-April 2026.

2. Enhance visitor comfort, safety, and aesthetics through surface repairs and comprehensive signage (2026-2027).

3. Introduce additional recreational assets and programmed activities while finalising long-term stewardship (2027-2028).

All phases respect existing parking capacity and river-edge conditions; no shoreline work or new parking construction is included.

Phase 1 – Pavilion & Utility Infrastructure

Completion target: 15 April 2026

Task	Detail	Responsible	Duration	Cost (USD)
1.1 Final design review & permits	Confirm drawings (PDF set dated 10/25/24) with Town officials; obtain building, electrical, and accessibility permits.	Owner / Architect	6 wks (Jul-Aug 2025)	$3,500 fees
1.2 Site mobilisation & layout	Temporary fencing, erosion control (if required), staking, utility locating.	GC	2 wks	$4,000
1.3 Foundation & slab	12 in Ø sonotubes on 30 in square	GC / Concrete sub	4 wks	$32,000

	footings, 6-in slab w/ WWF, control joints, sealants.			
1.4 Structural framing	Cedar posts (6 × 6), beams (6 × 10 & 6 × 12), roof rafters (2 × 10 @16″ O.C.), Simpson APT/APA accent connectors, hurricane clips.	Carpentry crew	6 wks	$45,000
1.5 Roofing & cladding	5/8″ plywood, synthetic underlayment, standing-seam metal roof; composite (Nichiha VintageWood) soffits & walls.	Roofing & Siding subs	3 wks	$24,000
1.6 Electrical & low-voltage	• 200 A main service panel. • Conduits in stud walls for power, fiber, and Cat6 courtesy of Bridgewater Access Corp. • Recessed adjustable LED downlights (IC-rated, dimmable) × 16. • Two duplex GFCI receptacles per	Licensed electrician / BAC	3 wks	$18,000

	column (weather-resistant).			
1.7 Accessibility elements	Cast-in-place flush transitions, 5 ft turning clearances, tactile edging.	GC	1 wk	$2,500
1.8 Inspection & close-out	Rough & final inspections; punch-list, as-built set, O&M manuals.	GC / Owner Rep	2 wks	$2,000

Phase 1 Sub-Total: $131,000 (20 % contingency = $26,200) → Phase 1 Budget: $157,200

Funding sources: $20,000 in-kind materials already donated (applied to Task 1.4). Balance through municipal capital allocation & community fundraising.

Phase 2 – Surface Repairs, Landscape & Signage

Implementation: May 2026 – April 2027

Task	Detail	Cost
2.1 Asphalt rehabilitation	Mill & overlay 2,500 sy of existing drive lanes & parking bays; crack seal & line-striping (incl. 2 van-accessible stalls).	$68,000
2.2 Furnishings	• 8 ADA-compliant picnic tables (thermoplastic-coated steel) • 12 benches • 6 trash + 6 recycling receptacles • 4 bike racks (8-bike capacity each)	$29,000

2.3 Landscape & tree planting	Native shade trees (caliper 2.5″) × 18, ornamental understory × 26, hydroseeded lawn restoration; automatic drip irrigation zones at tree rings.	$22,000
2.4 Way-finding & interpretive signage	• Main ID sign at Spring St. (externally lit). • Directional blade signs to pavilion, restrooms. • Three interpretive panels (history of Town River Landing, local ecology).	$17,000
2.5 Project administration & contingency (15 %)	—	$20,500

Phase 2 Budget: $156,500

Phase 3 – Program Expansion & Long-Term Stewardship

Implementation: May 2027 – April 2028

Task	Detail	Cost
3.1 Outdoor classroom / performance nook	Semi-circular cedar bench seating for 60; 16 ft × 12 ft raised composite stage, low-voltage lighting, conduit stub for AV equipment.	$62,000
3.2 Small craft launch enhancement	Prefabricated aluminum kayak / canoe rack (10-slot) near existing launch; non-skid matting at ramp approach; paddle splash-down station with hose bib.	$28,000
3.3 Interpretive & regulatory signage expansion	Additional panels on wildlife, water safety; update site rules signs; QR-	$9,500

	code integration for online resources.	
3.4 Programming & partnerships	Seed funding for first-year events: summer concert series (4 shows), environmental workshops (3), local vendor market days (4).	$15,000
3.5 Contingency & administration (15 %)	—	$16,800

Phase 3 Budget: $131,300

Combined Financial Outlook

Phase	Core Estimate	Contingency/Admin	Budget Ceiling
1	$131,000	$26,200	$157,200
2	$136,000	$20,500	$156,500
3	$114,500	$16,800	$131,300
Total (3 yrs)	$381,500	$63,500	$445,000

All amounts in 2025 dollars; assume 6 % annual escalation when forecasting beyond 12 months.

Implementation Schedule (Gantt Summary)

Phase 1: Jul 2025 → Apr 2026

Phase 2: May 2026 → Apr 2027

Phase 3: May 2027 → Apr 2028

Critical milestones:

• 15 Apr 2026 – Pavilion ribbon cutting

• 01 Jun 2027 – Asphalt repairs and site improvements complete

• 15 May 2028 – Launch of first full summer event season

Risk & Mitigation Highlights

Risk	Phase	Mitigation

Utility connection delays	1	Coordinate early with Bridgewater Access Corp; include utility lead-time clause in GC contract.
Extreme winter conditions	1	Plan concrete work Jul-Sep 2025; slab cure prior to freeze.
Asphalt cost volatility	2	Lock unit prices 60 days before milling; carry 10 % asphalt escalator in contingency.
Program funding shortfall	3	Pursue MassTrails & DCR Partnerships grants; solicit local sponsors for event series.

Operations & Maintenance Snapshot

• Pavilion: semi-annual roof inspection; recommended clear-coat on cedar every 3 yrs ($3 k).

• Lighting: LED fixtures rated 100,000 h; group relamp in 10 yrs.

• Asphalt: crack-seal in year 5; overlay in year 12 (funded via future capital planning).

• Signage: UV-laminated panels; replace/refresh graphics every 8-10 yrs.

Conclusion

This master plan delivers a phased, financially grounded roadmap that:

1. Provides a technologically equipped, weather-resilient pavilion by spring 2026.

2. Enhances accessibility, aesthetics, safety, and way-finding without altering existing parking or riverbank.

3. Expands recreational and educational value while securing resources for long-term upkeep.

With timely approvals and sustained community support, Town River Landing will emerge as a signature public asset supporting gatherings, learning, and outdoor enjoyment for decades to come.