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2015

2015 Bridgewater Annual Town Report

The Town of Bridgewater

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Town of Bridgewater

Annual Town Report

For the Year Ended December 31, 2015



Memorial Building

25 South Street, Bridgewater

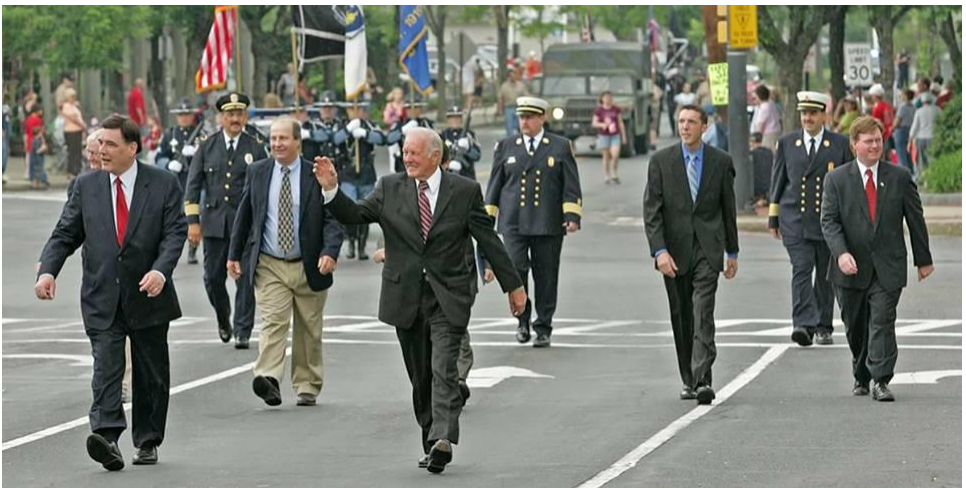
Pictured: Restored Ceiling of the Memorial Building, 2015

The 2015 Town Report is Dedicated To David L. Flynn



1933–2015

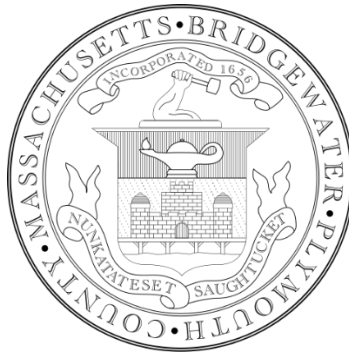
David L. Flynn, (February 5, 1933–December 10, 2015) died at home in Bridgewater surrounded by his family. “Dean Flynn,” so called because at the time of his resignation from the Grand Court of Massachusetts in 2011, his service as State Representative in the Commonwealth began earlier than any other’s. A Navy veteran, his public service included 22 years as a district State Representative (1964–1972 and 1998–2011), Bridgewater’s Town moderator (1969–1976, 2002 and 2003), Bridgewater Selectman (1983–1986), Playground Commission (1957), and Bridgewater Assessor and Overseer of Public Welfare (1964). David was a consistent supporter of Bridgewater State College, strongly advocating for its name change to Bridgewater State University and working to secure funding for the multi-million-dollar, state-of-the-art Science Center. He served the people of Bridgewater with distinction. He and his humorous, colorful accounts of Bridgewater past are missed.



OUR TOWN
ANNUAL REPORT
of the
TOWN OFFICERS

Of the Town of
Bridgewater, Massachusetts

For the Year 2015



TOWN OF BRIDGEWATER

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Preface

This Annual Town Report is being written retrospectively in early 2018. As noted in the 2016 Annual Town Report, the Town of Bridgewater ceased publishing Annual Town Reports in 2008.

Massachusetts' law requires *towns* to create annual reports. In mid-2010, Bridgewater officially became a *city* when citizens voted to change government. Cities are not required to create annual town reports. The Massachusetts Legislature allows Bridgewater to continue calling itself a "town," although it is legally a city.¹

In 2016, the Town Council approved a new Bridgewater Administrative Code which requires the Town Clerk's Office to create annual town reports. The 2016 report was published in the spring of 2017. The Town Clerk's Office then began reconstruction of information to create this 2015 Report.

This preface serves as a disclaimer to the following:

- Some hyperlinks have been eliminated because they were out-of-date.
- Certain lengthy reports are inserted as submitted without grammatical or punctuation corrections.
- Some names, events, or facts may be inadvertently omitted or inaccurately conveyed. Diligent attempts were made to determine all volunteer, employee, agency, board, commission, and committee participants as well as authoritative accounts of Bridgewater activities in 2015. Sadly, the authors' sources are limited and mistakes or omissions are inevitable.

As with the 2016 Annual Town Report, written before this 2015 Report, Bridgewater, especially the Town Clerk's Office, is deeply indebted to Rebecca Fleisch Cordeiro, content editor and formatter, whose patience and consistent attention to detail have helped create the best possible report.

Marilee Kenney Hunt, Town Clerk

¹ Town of Bridgewater Home Rule Charter, Article I, § 1.1: INCORPORATION The inhabitants of the town of Bridgewater, within its territorial limits as now or may hereafter be established by law, shall continue to be a body politic and corporate, known as the "Town of Bridgewater." The town of Bridgewater shall constitutionally have a city form of government.

In Memoriam



**Clarence "Brother Chief" Levy
1927–2015**

Clarence "Brother Chief" Levy, age 87, of Raynham, formerly of Bridgewater and Wareham, died March 17, 2015 after a brief illness. The "Chief," born in Bridgewater to Doris M. (LeClair) and Clarence A. Levy Sr., graduated from Bridgewater High School in 1945 and earned a degree in Fire Science from Massasoit Community College.

"Brother," a U.S. Navy Veteran, served the Bridgewater Fire Department from 1954–1987, many years as Chief. He served on numerous Town boards and committees, was a charter member and past president of the Bridgewater Veterans' Club, founder and President of Bridgewater's Youth Football Program and a member of the International Association of Fire Chiefs, the Fire Chiefs Association of Massachusetts, and the Plymouth County Fire Chiefs Association.

Husband of Barbara A (Damon) Levy, father of retired Bridgewater Fire Department Lieutenant Michael W. Levy of Bridgewater, John E. Levy of Long Branch, NJ, David A. Levy of Raynham, Robert O. Levy of Taunton, and Bridgewater Deputy Fire Chief Thomas D. Levy of Raynham.



**Wincenty "Bill" "Tuna" Tunewicz
1945- 2015**

Wincenty "Bill" "Tuna" Tunewicz, 69, of Bridgewater passed away after a short illness on Tuesday February 24, 2015. Bill worked for the Town of Bridgewater in both the Highway and then Forestry Departments until his retirement in 2000.

He planted many trees in Bridgewater including all which line Main Street. He was a third generation Bridgewater native and a graduate of Bridgewater-Raynham Regional High School Class of 1963. At age 23 he designed and built his family home. Bill was an all-round nature lover and avid outdoorsman who loved hunting, fishing, trapping, canoeing, farming, gardening, exploring, collecting, inventing, and traveling. He loved to read. He worked and played hard. He is missed by Bridgewater and all who loved him.

Congressional, County, Legislative & Town Contacts

Incorporated June 1656
 8th Congressional District – 1st Councillor District
 1st Plymouth and Bristol Senatorial District
 8th Plymouth Representative District

| United States Congress (www.congress.gov) | | | |
|--|--------------|-------------------------------------|--------------|
| SENATOR ELIZABETH WARREN | | REPRESENTATIVE STEPHEN LYNCH | |
| Boston | 617-565-3170 | Boston | 617-428-2000 |
| Springfield | 413-788-2690 | Brockton | 508-586-5555 |
| Washington, DC | 202-224-4543 | Quincy | 617-657-6305 |
| | | Washington, DC | 202-225-8273 |
| SENATOR EDWARD (Ed) MARKEY | | | |
| Boston | 617-565-8519 | | |
| Fall River | 508-677-0523 | | |
| Springfield | 413-785-4610 | | |
| Washington, DC | 202-224-2742 | | |

| Massachusetts Legislature (www.malegislature.gov) | | | |
|--|--------------|--|-----------------|
| SENATOR MARK PACHECO | | REPRESENTATIVE ANGELO L. D'EMILIA | |
| State House | 617-722-1551 | State House | 617-722-2488 |
| District Office | 508-822-3000 | District Office | 508-697-2700 |
| COUNCILLOR, DISTRICT 1 | | Joseph C. Ferreira | 617-725-4015 X1 |
| www.mass.gov/portal/government/govs-council.html | | | |

| Plymouth County http://www.plymouthcountyma.gov/ | | | |
|--|--|---|--|
| COMMISSIONERS | | DISTRICT ATTORNEY TIMOTHY J. CRUZ | |
| 508-830-9100 | | 508-584-8120 | |
| Daniel A. Pallotta, Chair | | Main Office | |
| Gregory M. Hanley | | | |
| Sandra M. Wright | | | |
| Administrator: Frank Basler | | | |
| REGISTER OF DEEDS | | REGISTER OF PROBATE & INSOLVENCY | |
| 508-830-9200 | | 508-747-6204 | |
| John Buckley | | Matt McDonough | |
| | | Plymouth | |
| | | Brockton | |
| | | 508-897-5400 | |
| SHERIFF-PLYMOUTH COUNTY | | | |
| Joseph D. McDonald Jr. 508-830-6200 | | | |

Cities and Towns in Plymouth County:

Abington, Bridgewater, Brockton, Carver, Duxbury, East Bridgewater, Halifax, Hanover, Hanson, Hingham, Hull, Kingston, Lakeville, Marion, Marshfield, Mattapoisett, Middleborough, Norwell, Pembroke, Plymouth, Plympton, Rochester, Rockland, Scituate, Wareham, West Bridgewater, Whitman

Town Web site: www.bridgewaterma.org Emergency Number — 911

Town and School Telephone Numbers

| | |
|--|-----------------------|
| Accountant | 508-697-0926 |
| Animal Control | 508-659-1290 |
| Assessor | 508-697-0928 |
| Building | 508-697-0904 |
| Collector/Treasurer | 508-697-0923 |
| Com & Eco Dev | 508-697-0950 |
| Conservation | 508-697-0906 |
| Elder Affairs | 508-697-0929 |
| Emergency Management | see Fire Dept. |
| Fire Department Including Emergency Management | 508-697-0900 |
| Health including Transfer Station | 508-697-0903 |
| Highway | 508-697-0931 |
| Housing Authority | 508-697-7405 |
| Information Technology | 508-697-0966 |
| Inspectional Services | 508-697-0904 |
| Olde Scotland Links | 508-279-3344 |
| Parking Enforcement | see Town Mngr |
| Planning | 508-697-0942 |
| Plumbing/Gas/Wiring | 508-697-0904 |
| Police Department | 508-697-6118 |
| Public Library | 508-697-3331 |
| Recreation | 508-697-8020 |
| Schools-BRRSD | 508-279-2140 |
| B/P Tech School Main | 508-823-5151 |
| B/P Supt. | amagalhaes@bptech.org |
| B/R High School | 508-697-6902 |
| Mitchell at the Middle | 508-279-2100 |
| Williams Intermediate | 508-697-6968 |
| Superintendent | 508-279-2140 |
| | 508-697-6968 |
| Sewer | 508-697-0910 |
| Town Clerk | 508-697-0921 |
| Town Manager | 508-659-1249 |
| Use number for all depts. below | |
| Hearing Officer | |
| Human Resources | |
| Parking Enforcement | |
| Town Attorney | |
| Transfer Station | 508-697-0903 |
| Treasurer/Tax Collector | 508-697-0923 |
| Veterans' Services | 508-697-0908 |
| Water/Sewer | 508-697-0910 |
| Zoning | 508-697-0907 |

Elected Town Officials

| Organization | Term Expires |
|---|--------------|
| Bridgewater Public Library Trustees (3-year term) after 4/2015 election | |
| Ellen M. Chiocca Carey | 4/2017 |
| Janet Dye | 4/2016 |
| Judith Gabriel, Chair | 4/2018 |
| Pam Hayes-Bohanan | 4/2017 |
| Frances Jeffries | 4/2017 |
| Greg Lee | 4/2018 |
| Laura McAlinden | 4/2018 |
| Nancy Sarno, Vice-Chair | 4/2016 |
| Denise Sheppard | 4/2016 |
| Bridgewater-Raynham Regional District School CMTE (3-year term) after 4/2015 election | |
| Mike Dolan (B) | 4/2018 |
| Louis Ghelfi (R) | 4/2018 |
| Jason Hammond (B) | 4/2018 |
| Lorraine Levy (R) | 4/2017 |
| Susan P. Prewandowski, Secretary (R) | 4/2016 |
| Patricia A. Riley, Chair (R) | 4/2018 |
| Julie Scleparis (B) | 4/2016 |
| Michelle Williams (B) | 4/2017 |
| Bristol Plymouth Technical School District (2-year term) after 4/2015 election | |
| Mark A. Dangoia (Bridgewater Rep) Elected at State Election 11/4/2014. Two-year term to 11/8/2016. | 11/2016 |
| Town Clerk (3-year term) | |
| Marilee Kenney Hunt, beginning 5/3/2015 | 4/2018 |
| Town Council (3-year term) | |
| Peter Colombotos, Precinct 5 | 4/2017 |
| Timothy Fitzgibbons, Precinct 2 | 4/2018 |
| Dennis Gallagher, Councilor At-Large (after 5/15) | 4/2018 |
| John Norris, Councilor At-Large | 4/2016 |
| Aisha Losche, Precinct 1 (after 5/15) | 4/2018 |
| Dr. Kevin Perry, Precinct 4, Vice President | 4/2016 |
| Scott Pitta, Precinct 1 (until 4/15) | 4/2015 |
| William Rivers, President, Councilor At-Large | 4/2016 |
| Whitaker, Sheila Councilor At-Large (until 4/15) | 4/2015 |
| William Wood, Precinct 6 | 4/2017 |
| Sandra Wright, Precinct 3 | 4/2017 |

Town Officers

| Department/ Phone Number | Name |
|--|--|
| Accountant 508-697-0926 | Mimi Spahr; Anthony Sulmonte |
| Animal Control Officer 508-659-1290 | Lisa McKay |
| Assessor 508-697-0928 | Shelley McCauley Chief Assessor |
| Building & Zoning Commissioner 508-697-0904 | Michael White |
| Community & Economic Development | Andrew DeIonno, Director after 4/2015 |
| Conservation Agent 509-697-0906 | Azu Etoniru (Consultant) |
| Constables Dave Asiaf Katherine Asiaf Joseph Latimer Jerold Loomis Michael Moore Jolie Sprague Martin | Term Ends 12/2016 12/2016 12/2016 12/2016 12/2016 12/2016 |
| Elder Affairs Director 508-697-0929 | Lorraine Carrozza |
| Electrical Inspector 508-697-0904 | Walter Murray |
| Fire Chief 508-697-0900 | George Rogers |
| Hearings Officer 508-697-0919 | Michael Dutton |
| Health Agent 508-697-0903 | Eric Badger |
| Human Resources Director 508-697-0919 | Kimberly Williams |
| Highway Department 508-697-0931 | Ronald Ladue |
| Information Technology Director 508-697-0966 | Brad Dzierzak |
| Inspector of Animals 508-697-0903 | Lisa McKay |
| Parks & Recreation Supt. 508-697-8020 | Charles Simonds |
| Planner 508-697-0950 | Andrew DeIonno |
| Plumbing & Gas 508-697-0904 | Robert Cabral |
| Police Department 508-697-6118 | Christopher Delmonte, Chief Lt. Thomas J. Schlatz, Exec. Officer |
| Public Library 508-697-3331 | C. Sean Daley, Director Ann Gerald, Asst. Director |
| Sealer of Weights & Measures 508-697-0904 | David Moore |
| Town Attorney | Mark Gildea, Town Attorney Jason Rawlins, Asst. Town Atty |
| Town Clerk's Office 508-697-0921 | Jolie Sprague Martin Acting Town Clerk until 5/2015 Assistant Town Clerk, after 5/2015 |

Town Officers (continued)

| Department/ Phone Number | Name |
|--|---|
| Town Council 508-659-1254 | Councilors At-Large (2) At-Large: Dennis Gallagher At-Large: William Rivers, resigned August 2015. Position remained unfilled until 2016 Annual Town Election Precinct Councilors (7) Precinct 1: Scott Pitta until 4/2015 Aisha Losche after 5/2015 Precinct 2: Timothy Fitzgibbons Precinct 3: Sandra Wright Precinct 4: Kevin Perry Precinct 5: Peter Colombotos Precinct 6: William Wood Precinct 7: John Norris |
| Town Manager 508-697-0919 | Michael Dutton |
| Treasurer/Collector 508-697-0936 | Jacqueline Rivero |
| Tree Warden (volunteer) 508-697-0931 | William Maltby |
| Veterans' Agent 508-697-0908 | Roderick Walsh |
| Water and Sewer Director 508-697-0910 | Jonas Kazlauskas |

Boards, Committees, and Commissions

Posting of Meetings

As required by Massachusetts' Open Meeting Law, all Bridgewater appointed board, commission and committee meetings are posted and open to the public. Meeting dates, location, and times are posted at least 48 hours before the meeting and are available on the Town's web calendar.

| Organization | Members |
|----------------------------------|--|
| Assessors, Board of | Marjorie Callaghan, Chair Milton Morris Scott Rubin, Clerk |
| Cable Advisory Committee | Brad Dzierzak 2 Vacancies |
| Charter Review Committee | Ralph R. Ferrigno Dennis Gallagher, Chair Carlton Hunt Aisha Losche Erick Lynch Gerald Muller Patti Paccia (Sec'y 10/10/14–4/30/15) Stephanie Ryan Michael Spagone (Sec'y 7/6/1–10/29/14) |
| Citizen's Advisory Committee | Michael Flaherty Sherley Phillips John Sharland, Chair |
| Community Preservation Committee | Harry Bailey, Vice-Chair until 9/2015 then Chair, (Con Com) Rebekah Caylor, Planning Board Melissa DesJardins, Vice-Chair after 9/2015 (At-Large) Gina Guasconi (Recreation) Marilee Kenney Hunt, Chair until 9/2015 then resigned (At-Large) Shirley Krasinski, (Master Plan Implementation) Andrea Monteith (Open Space) Joan Neumeister (Housing Authority) Mike White, Housing Partnership Robert B. Wood, Treasurer (Historical Comm.) |

Boards, Committees, and Commissions (continued)

| Organization | Members |
|--|---|
| Conant Trust Fund | Harold Estabrook, III, Asst. Treasurer Marie Fahey, Vice-Chair Michael Levy, Secretary/Clerk John Sylvia, Treasurer David Wolohojian, Chair |
| Conservation Commission | Harry Bailey Jane Brown, <i>Staff Liaison</i> Tina Bianco-Leo (Associate Member) Melissa DesJardins Marilyn MacDonald, Vice-Chair Richard Monteith, Chair Mariah Jennings-Rampsi (Associate Member) |
| Council on Aging | Sandra Alley Nicholas Bagas Bridget (Pat) Boyle Lorraine Carrozza, <i>Staff Liaison</i> Joan Colombo Robert Coolen Kelly Chuilli Paul Chuilli Victor Delmonte Haresh Patel (resigned in February 2015) |
| Cultural Council Limit 2 consecutive terms | Angela Dimisoris, Secretary Kathryn Golden, Co-Chair Mark Oliver Matthew Putnam Charles H. Tarr, Treasurer Nora Tarr, Co-Chair |
| Design Review Committee (called to meet as needed) | Master Plan Implementation, <i>ex officio</i> Planning Board, <i>ex officio</i> West Gateway Business Owner Zoning Board of Appeals, <i>ex officio</i> |

Boards, Committees, and Commissions (continued)

| Organization | Members |
|------------------------------|---|
| Finance Committee | Ken Barnard (Town Manager Appointee) George Haley (Town Clerk Appointee) Eric Langone, Chair after 7/2015 (Town Manager Appointee) Andrew Maguire (Town Manager, Appointee) Allison Manchester (Town Clerk Appointee) Eric Marchetti, (Town Council Appointee) Robert Mastria, (Town Council Appointee; Resigned June 2015) Nicholas Mollo (Town Council Appointee, began 8/10/2015) Robert Rees (Town Clerk Appointee) Steven Russo, Chair, (Town Manager Appointee; Resigned 7/2015) Nathan Schofield, (began 8/10/2015 Town Council Appointee) Michael Spagone, Staff Assistant |
| Golf Advisory Committee | James Campbell Daniel Mahoney Robert McDonough Patrick Montagano, Chair John Muir Peter Nash William Nowlin Dennis Weingartner |
| Health, Board of | Laurie Keane, <i>Staff Liaison</i> Brian Penney, Chair Benjamin S. Poinier John Sharland |
| Historic District Commission | Marie Benoit Judith Gabriel , Co-Chair Dorothy Lamoreaux, Staff Assistant James Kirkaldy Wesley Morris Nicholas Palmieri Nancy Sarno William Smith, Co-Chair |

Boards, Committees, and Commissions (continued)

| Organization | Members |
|---|--|
| Historical Commission | David R. Moore, Chair Robert Wood Madeline Moore Sheri Anderson Chip Mangio |
| Housing Authority | Nicholas Bagas, Vice-Chair Lorraine Carrozza, <i>ex officio</i> Joan Neumeister, Chair Martha Shionis, Treasurer Judith Wilson |
| Housing Partnership | Pat Driscoll, Planning Board Greg Guimond, Planner Paul Hurley, Highway Superintendent Allan Knight, Citizen Thomas Levy, Fire Thomas Schlatz, Police Michael White, Building Commissioner, Chair |
| Master Plan Implementation and Energy Committee | Thomas Hall, (Planning Board) Carlton Hunt, Chair Shirley Krasinski |
| Municipal Building Committee | Peter Colombotos, Town Council Patrick Driscoll, Planning Board John Gerrish, Chair Gregory Guimond, Planner Marilee Kenney Hunt, Community Preservation Lisa Sullivan Richard Thuma, Owner's Project Manager (OPM) Kimberly Williams |
| Planning Board | Raymond Ajemian, Vice-Chair Leslie Dorr, <i>Staff Liaison</i> Patrick Driscoll, Jean C. Guarino Thomas Hall Frank Sullivan Ashley Vincent, Associate 1 Associate Member Vacant |

Boards, Committees, and Commissions (continued)

| Organization | Members |
|--|--|
| Recreation Commission | Thomas Arrighi Daniel Buron James Campbell Carolyn B. (Brooke) Condon, <i>Summer Staff Liaison</i> Mike Flaherty, Chair Gina Guasconi, Vice-Chair |
| Registrars of Voters, Board of | Merry Boegner (R) Marilee Kenney Hunt (D) – <i>ex officio</i> , after 5/2015, Chair Paula Lehtola (R) Shawn Mackinaw (D) |
| Sr. Assoc. Volunteer Experience Committee (SAVE) | Paula Bracken SEUI Rep - <i>ex officio</i> Lorraine Carrozza (Elder Affairs Dir.), <i>ex officio</i> , Secretary Vale Sime, Resident |
| Senior Center Trustees | Anthony Anacki Mary Beshansky Peter Caratelli Kenneth Jenkins Shirley Wilbur |
| Street Light Committee | James Coyle Ronald Ladue |
| Town River Fisheries Committee | Rick Benton, Secretary, Bridgewater (B) Skip Copeland (B) John Cruz, West Bridgewater (WB) Harold Estabrook, III, Chair (B) Robert Hanson (B) Donald MacDonald (WB) James Sniger (WB) James Souza (WB) |
| Transportation Committee | Andrew DeIonno (Director, Com & Eco Dev) – <i>ex officio</i> Christopher Delmonte (Chief of Police) – <i>ex officio</i> Ron Ladue (Highway Superintendent) – <i>ex officio</i> Michael Levy George Rogers (Fire Chief) – <i>ex officio</i> |

Boards, Committees, and Commissions (continued)

| Organization | Members |
|--------------------------|---|
| Veterans' Council | Dennise Caratazzola Charles Chisholm James Dolan, 2 nd , Chair Pauline Grenier, Secretary Helen Petrino Luigi Primavera, Chair Carl Soderbom Jammie Soderbom Edmund Spencer Roderick Walsh, <i>ex officio</i> , Veteran's Agent Jacqueline Wegman, Honorary member |
| Water & Sewer Commission | Charles (Jud) Kane Allan Knight Darryl L. Vaci, Chair 1 Vacancy |
| Zoning Board of Appeals | Anthony Aveni Jr. Andre Bissonnette, Chair Jane Brown, <i>Staff Liaison</i> Brian Heath, Associate Lucas Klim 1 Associate Vacancy |

Administrative Personnel

| | |
|--|--------------|
| Accountant Steven Amara; Laurie Mahoney | 508-697-0926 |
| Assessor Michelle Burgess | 508-697-0928 |
| Conservation Jane Brown | 508-697-0906 |
| Elder Affairs Joanne Caratelli | 508-697-0929 |
| Fire Anne Marie Hanley; Melissa Sullivan | 580-697-0900 |
| Health, Board of Laurie Keane | 508-697-0903 |
| Highway and Forestry Kimberly Resmini-Bamberg | 508-697-0931 |
| Inspectional Services Ruth Card; Debra Cronin | 508-697-0904 |
| Licensing Kimberly Williams, then Lisa Sullivan | 508-697-0950 |
| Planning Leslie Dorr | 508-697-0942 |
| Police Paula Bracken; Ann Marie Gill | 508-697-6118 |
| Public Library Rose Mamakos, Office Manager/Administration | 508-697-3331 |
| Recreation Brooke Condon (summers only) | 508-697-8020 |
| Town Clerk Christine M. Nemes | 508-697-0921 |
| Town Council Ann Holmberg | 508-659-1254 |

Administrative Personnel (continued)

Town Manager

508-697-0919
ext. 5

Lisa Sullivan until 12/6/2015; Michael Spagone beginning 12/7/2015

Treasurer/Collector

Teresa Gillis; Pamela Sproule; Nancy Wolfson

508-697-0923
or
508-697-0936

Water & Sewer

Lorraine Conti; Christine Fabrizio

508-697-0910

Zoning (Com & Eco Dev)

Jane Brown

508-697-0950

2015 Election—Annual Town Election

Saturday, April 25, 2015 (By Charter, last Saturday preceding the last Monday in April)
 Bridgewater Mitchell at the Middle School, 166 Mt. Prospect Street

| |
|---|
| Voter Breakdown April 25, 2015 |
| Total # Registered Voters: 14,775 |
| Total # Ballots Cast: 1865 (12.6% of registered voters) |

In accordance with the provisions of the foregoing warrant, the Assistant Town Clerk declared the polls open at 7:00 a.m. The election officers were sworn to their faithful performance of their duties. At 8:00 p.m., the polls were declared closed and the election results were read by Michael Levy, Chief Warden. Total Voted: 1865.

Town Clerk (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|----------------------|------------|------------|------------|------------|------------|------------|------------|-------------|
| Marilee Kenney Hunt | 160 | 158 | 141 | 77 | 73 | 76 | 158 | 843 |
| David A. Hathaway | 24 | 15 | 40 | 12 | 6 | 19 | 26 | 142 |
| Earl F. Mulligan, II | 19 | 9 | 28 | 14 | 10 | 12 | 51 | 143 |
| Daniel J. Mahoney | 164 | 189 | 99 | 41 | 45 | 70 | 117 | 725 |
| Blanks | 3 | 5 | 2 | 0 | 0 | 1 | 0 | 11 |
| Write Ins | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Total | 370 | 376 | 310 | 144 | 134 | 178 | 353 | 1865 |

Councilor District One (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|--------------|------------|----|----|----|----|----|----|------------|
| Aisha Losche | 63 | | | | | | | 63 |
| Blanks | 272 | | | | | | | 272 |
| Write Ins | 35 | | | | | | | 35 |
| Total | 370 | | | | | | | 370 |

Councilor District Two (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|------------------------|----|------------|----|----|----|----|----|------------|
| Timothy P. Fitzgibbons | | 287 | | | | | | 287 |
| Blanks | | 86 | | | | | | 86 |
| Write Ins | | 3 | | | | | | 3 |
| Total | | 376 | | | | | | 376 |

2015 Election—Annual Town Election (continued)

Councilor At-Large (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|---------------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| Dennis C. Gallagher | 259 | 266 | 224 | 106 | 106 | 127 | 266 | 1354 |
| Blanks | 103 | 109 | 83 | 38 | 28 | 48 | 80 | 489 |
| Write Ins | 8 | 1 | 3 | 0 | 0 | 3 | 7 | 22 |
| Total | 370 | 376 | 310 | 144 | 134 | 178 | 353 | 1865 |

Bridgewater-Raynham Regional School Committee (Bridgewater) (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|----------------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| Jason C. Hammond | 249 | 254 | 219 | 101 | 102 | 120 | 238 | 1283 |
| Michael Joseph Dolan | 245 | 233 | 209 | 103 | 101 | 120 | 241 | 1252 |
| Blanks | 244 | 262 | 188 | 84 | 64 | 114 | 224 | 1180 |
| Write Ins | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 15 |
| Total | 740 | 752 | 620 | 288 | 268 | 356 | 706 | 3730 |

Bridgewater-Raynham Regional School Committee (Raynham) (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|-------------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| Ion John Baleanu | 89 | 89 | 90 | 37 | 31 | 37 | 106 | 479 |
| Louis Tony Ghelfi | 224 | 206 | 191 | 94 | 83 | 119 | 204 | 1121 |
| Patricia A. Riley | 251 | 245 | 201 | 104 | 90 | 125 | 235 | 1251 |
| Blanks | 175 | 211 | 136 | 53 | 63 | 73 | 158 | 869 |
| Write Ins | 1 | 0 | 3 | 0 | 0 | 1 | 5 | 10 |
| Total | 740 | 751 | 621 | 288 | 267 | 355 | 708 | 3730 |

Trustees of Public Library (P=Precinct)

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | Total |
|------------------------|-------------|-------------|------------|------------|------------|------------|-------------|--------------|
| Laura A. McAlinden | 185 | 173 | 153 | 57 | 62 | 95 | 190 | 915 |
| Constance H. Franciosi | 174 | 177 | 138 | 79 | 72 | 88 | 176 | 904 |
| Judith W. Gabriel | 237 | 244 | 222 | 94 | 86 | 122 | 236 | 1241 |
| Gregory P. Lee | 218 | 234 | 183 | 97 | 103 | 119 | 208 | 1162 |
| Blanks | 295 | 300 | 231 | 105 | 79 | 109 | 244 | 1363 |
| Write Ins | 1 | 0 | 3 | 0 | 0 | 1 | 5 | 10 |
| Total | 1110 | 1128 | 930 | 432 | 402 | 534 | 1059 | 5595 |

A true copy, Attest,
 Jolie Sprague Martin, Assistant Town Clerk

Boards, Committees, Commission Reports

Assessors, Board of

2015 Assessors Board members: Marjorie Callaghan, Chair; Milton Morris, Scott Rubin, Clerk

The Board of Assessors consists of three members who are appointed by the Town Manager. The minimum requirements for assessors are established by the Commissioner of Revenue. The board is comprised of Marjorie Callahan, Chair; Scott Rubin, Clerk; and Milton Morris, Member. As of the publication of this Town Report, all members are certified by the state and are qualified to meet the needs of the Assessor's Office.

The Board of Assessors wishes to express its thanks to the Assistant Assessor, Shelley McCauley, for her dedication day in and day out, and for her capable operation of the Assessor's Office. We also want to thank our Administrative Clerk, Michelle Burgess, for her continued quality service to the department and to the public.

Respectfully submitted,
Marjorie Callaghan, Chair

Cable Advisory Board

2015 Cable Advisory member: Brad Dzierzak

A 2015 Cable Advisory Board Annual Report was not available at the time of publication.

Charter Review Committee

A formal review of the Town of Bridgewater's charter was authorized by Town Council vote on April 1, 2014. The Charter/Town Manager form of government ([MGL, Chapter 4 Section 7](#)) was first adopted by a vote of citizens of Bridgewater on April 24, 2010. The Town's home rule petition was approved by a special act of the Massachusetts Legislature on March 18, 2010. The charter took effect on January 1, 2011, and the very first Town Council (TC) was seated on January 4, 2011. Town Clerk Ronald Adams swore in and conducted the councilors' first election of officers.

The charter requires its review at least every six years (Section 9.4(b)²) by a committee of seven citizens appointed by the Council President and approved by the Town Council. Mr. Timothy Fitzgibbons, the sitting TC president in 2013/2014, determined that a

² (b) Periodic Review - Not later than the first day of July, at 6-year intervals, the town council shall provide for a review and propose revisions to the town charter. The review shall be conducted by a special committee to consist of 7 residents of the town appointed by the council president with the approval of the town council. The committee shall file a report within the year recommending any changes in the charter which it may deem to be necessary or desirable, unless an extension is granted by vote of the town council.

Boards, Committees, Commissions Reports (continued)

Charter Review Committee *continued*

Charter Review was warranted given the overall implementation experience and lessons gained during the initial first four years following launch. Mr. Fitzgibbons called for citizen volunteers to serve on a Charter Review committee in late 2013. Citizens were appointed to conduct the review starting on April 1, 2014.

The committee first met on April 30, 2014, and held 27 meetings during the review period, all posted on the Town website. The Charter Review Committee membership changed over the course of the review due to various unforeseen commitments and illnesses. The original and subsequent members with date of appointment/resignation are shown in Table 1. All Charter Review appointments expired on April 30, 2015.

TABLE 1. 2014/2015 BRIDGEWATER CHARTER REVIEW COMMITTEE MEMBERS

| Member | Appointment Date | End Date |
|------------------------------|-------------------------|--------------------------|
| Gallagher, Dennis (Chair) | April 1, 2014 | April 30, 2015 |
| Desrochers, Eric | October 9, 2014 | Unable to participate |
| Ferrigno, Ralph | April 1, 2014 | June 1, 2014 Resigned |
| Hunt, Carlton | April 1, 2014 | April 30, 2015 |
| Losche, Aisha | October 9, 2014 | April 30, 2015 |
| Lynch, Erick | April 1, 2014 | April 30, 2015 |
| Muller, Gerald | April 1, 2014 | October 8, 2014 Resigned |
| Ryan, Stephanie | April 1, 2014 | April 30, 2015 |
| Terpeny, David | April 1, 2014 | Unable to participate |
| Paccia, Patti (Secretary) | November 10, 2014 | April 30, 2015 |
| Spagone, Michael (Secretary) | July 16, 2014 | October 29, 2014 |

Final recommendations were made by Dennis Gallagher, Carlton Hunt, Aisha Losche, Erick Lynch, and Stephanie Ryan. A formal report to the Town Council was drafted by Dr. Hunt and approved by the committee at its last meeting on April 15, 2015. The final report is posted to the Town Website <https://www.bridgewaterma.org/documentcenter/view/337> and included as an Appendix to this Town Report.

Guidance for periodic review of charters by a Charter Review Committee provided at <http://www.mass.gov/dor/local-officials/dls-newsroom/ct/charting-a-route-for-charter-change.html> was followed for the review. The Charter Review Committee chose to follow this guidance and several specific objectives provided by Mr. Ed Ivaldi, Chair of the Town Government Study Committee. Those included:

1. Provide needed clarity in areas where interpretations have been an issue
2. Tighten up language to ensure charter intentions are being fulfilled
3. Consider additional content (e.g., a recall provision)

Boards, Committees, Commissions Reports (continued)

Charter Review Committee *continued*

The committee established the following policies at its first meeting: 1) encourage public input at the beginning and end of each meeting, 2) provide public notifications for meetings as required by open meeting laws and post agendas and minutes to the Town website, 3) implement a double voting policy to ensure items considered and recommended for change early in the review were still recommended at the end of the process, and 4) meet at least every two weeks.

The major recommendations for charter revisions included:

- Retain the charter form of government at the beginning and end of the review period.
- Add language to enable stipends (no other benefits) for Town Councilors; stipend is set at \$3,000 and reviewable each time the charter is reviewed.
- Section 3-1 Par #2: Remove the paragraph and replace with a citation to Massachusetts General Law (MGL 268a, Section 20), for guidance on Town employees running for elected office and appointed positions.
- Add a recall provision for elected officials including a 35% registered voter turnout threshold for a valid recall election.
- Add language that clearly defines the appointive administrative officers of the Town of Bridgewater. These are the Town Assessor, Town Attorney, Chief of Police, Fire Chief, Director of Public Works, Finance Director, and such additional administrative officers or departments as may be created by ordinance.
- Update glossary that defines key terms/words used in the charter and move to top of charter.
- Add language publishing on the “official Town website and other electronic media as appropriate” wherever publication is required.
- Merge the representation from Districts 4 and 5 into one council seat and add a third At-Large councilor due to major disparities in the number of registered voters in these districts relative to other districts.
- Modify the waiting period for orders and resolutions from 30 days to 72 hours.
- Clarify MGL governing whether a Town employee can serve as an elected Town Councilor citing <https://malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter268A/Section20>.
- Change the seating date for Town Councilors from the second Monday after the election to the first of July following the April Town election, including transition language in Chapter 10.
- Change from an elected Town Clerk to a Town Clerk appointed by the Town Council for a five-year term with protections that assure the independence of the office from political or other influence.
- Add language that enables the Town Manager to award goods and services contracts for up to \$25K without Town Council approval.

Boards, Committees, Commissions Reports (continued)

Charter Review Committee *continued*

- Make major modifications to the Financial Committee (FINCOM) section including:
 - Retain a FINCOM but change composition, appointment process, and roles and responsibilities.
 - Enable the Financial Director to transfer up to \$25K across departments or within departments with Town Manager approval and written notification of Town Council within 14 days.
 - Refocus the scope of the FINCOM to advice and recommendations on the annual operating budget, long-range financial planning, financial modeling, and the capital improvement plan.
- Change the required number of signatures to run for a District Town Councilor from 100 to 75.
- Update transition language by moving general language protecting Town employee positions from Section 10 to Section 9.4 as Subsection C.
- Remove language on transition from Board of Selectmen /Town Meeting to TC form of government since it is no longer relevant.
- Add language for transitioning the date of Town Council seating from Monday after April election to July 1st following election.
- Add language for transitioning from an elected Town Clerk to a Town Clerk appointed by the Town Council.
- Make editorial/language corrections throughout the charter.

Respectfully submitted,

Carlton D. Hunt, PhD, Clerk, Charter Review Committee

Citizen's Advisory Committee

2015 Citizen's Advisory Committee members: Michael Flaherty, Sherley Phillips, John Sharland, Chair

During calendar year 2015, the Citizen's Advisory Committee (CAC) assisted the Town Manager with volunteer appointments to the following Boards, Committees and Commissions:

- The Housing Authority (3 appointments).
- The Conservation Commission (3 appointments).
- The Community Preservation Committee (1 At-Large appointment).
- The Board of Health (1 appointment).
- The Cultural Council (1 appointment).
- The Design Review Committee of the Planning Board (1 business owner in the Pleasant Street Gateway Business District).
- The Conant Trust Fund Board of Trustees (2 appointments).

Boards, Committees, Commissions Reports (continued)

Citizen's Advisory Committee *continued*

In each case, the normal process was followed:

- The interested party files the Board/Committee/Commission application, along with a resume, with the Town Manager's office.
- After initial review by the Town Manager, that office forwards the application and resume to the CAC, which then schedules an interview with the applicant.
- After the interview, the CAC votes on whether to recommend the appointment. The results of the interview and the vote are written up in a report template and forwarded to the Town Manager.
- If the Town Manager agrees with the recommendation, the name of the applicant is placed on a Town Council Agenda for ratification.

The CAC is pleased to note that all the above applicants were recommended after their interviews and all were ratified by Town Council.

The CAC further notes that during all of 2013, 2014 and 2015, there were two open seats on the CAC. By ordinance, the CAC should have five members. We look forward to being a full committee in 2016. The Town Manager appoints to the CAC.

Respectfully submitted,
John Sharland, Chair

Community Preservation Committee

The Massachusetts Community Preservation Act helps communities preserve and restore recreational and open spaces and historic sites/artifacts, create and maintain affordable housing, and create recreational facilities. The Bridgewater Community Preservation Committee (CPC) meets on the third Wednesday of each month at 6:30 PM in the Cole–Yeaton Senior Center on Wally Krueger Way.

At the start of FY 2015, CPC membership was determined by the Town bylaw; by the end of FY 2015, CPC membership was determined by the new Administrative Code.

In calendar year 2015, Committee Chair Marilee Kenney Hunt, who had chaired the Committee in the Citizen At-Large position since CPC's inception in 2006, was elected Town Clerk. Town Charter rules do not permit an elected official to serve on any board, commission or committee. Melissa Desjardins was appointed to the "At-Large" position and Harry Bailey Jr (from the Conservation Commission), formerly the CPC Vice-Chair, was elected to the Chair position.

Boards, Committees, Commissions Reports (continued)

Community Preservation Committee *continued*

From July 2015 until the end of the year, designated positions were filled by the following persons:

Harry Bailey Jr., Conservation Commission
Rebekah Caylor, Planning Board
Melissa Desjardins, Citizen At-Large
Gina Guasconi, Recreation Commission
Marilee Kenney Hunt, Citizen At-Large (until September 2015)
Shirley Krasinski, Master Plan Implementation
Andrea Monteith, Open Space Committee
Joan Neumeister, Housing Authority
Mike White, Housing Partnership
Robert Wood, Historical Commission

In 2015, ongoing projects funded with Community Preservation Act (CPA) funds were:

- Preservation of the Stanley Iron Works Stone Building remains
- Updates of two Master Plan sections, Open Space and Housing, were completed
- Restoration of the Academy Building (65% CPA funds)
- Completion of the First Parish Church chimney repair and N, S, and W exterior sides restored
- Purchase of Murray and Needs Farms, to recombine the Historic Murray Dairy Farm
- Commencement of work on the Open Space plan

New CPC projects in FY 2015 were:

- Land appraisal for the Stiles and Hart land off Broad Street
- Support for the Music Alley to be located between 64 and 50 Central Square

The Committee continued its membership in the State Community Preservation Coalition, which provides valuable support to local CPC's.

In collaboration with Middleborough's CPC, Regional CPCs Meetings continued quarterly throughout the year. The meetings are well received by various communities. The regional meetings take place at Bridgewater's Senior Center, hosted by the Bridgewater CPC. The following communities regularly participate in the Regional CPC meeting: Bridgewater, Dighton, Easton, Hanson, Middleborough, Pembroke, Plympton, Wareham, West Bridgewater.

The basic funding process for CPA funds has remained consistent over the years. The funding application is available on line at the CPA website:

www.bridgewatercommunitypreservation.org

Boards, Committees, Commissions Reports (continued)

Community Preservation Committee *continued*

The process for application requires the following steps:

1. Proponent submits a proposal to the CPC, which reviews it at the next meeting
 - The Proponent is encouraged to attend the CPC hearing on the proposal.
 - After CPC due diligence, a vote is taken to recommend.
2. If voted favorably, a recommendation from the CPC is sent to the Town Council Secretary and Town Manager along with a copy of the proposal.
 - The Town Council may vote for the recommendation, against the recommendation, or for the recommendation at a lower rate of funding. A funding recommendation may not be increased.

In FY 2015, Bridgewater CPA earned \$488,304.80 from local property taxes and \$153,816.01 state match (31.5% of the local revenues). Total CPA income was \$647,120.81. To date, the CPA has provided over \$9.3 million for Bridgewater's community preservation (including bonding for the Academy Building).

Meetings are posted on the Town calendar and are open to the public.

Respectfully submitted,

Harry Bailey Jr., Chair

Marilee Kenney Hunt, Immediate Past Chair

Conant Trust Fund

The Conant Trust Fund Committee operates and oversees the activities of the Conant Community Health Center, Inc. (CCHC) and Healthcare Educational Resources, Inc. (HER). The Committee is comprised of five Board members. As of 9/22/15 the following citizens volunteer in that capacity:

- | | |
|---|----------|
| • David Wolohojian, Chair | 06/30/18 |
| • Marie Fahey, Vice-Chair | 06/30/19 |
| • John Sylvia, Treasurer | 06/30/16 |
| • Harold Estabrook III, Asst. Treasurer | 06/30/17 |
| • Michael Levy, Secretary/Clerk | 06/30/20 |

The CCHC currently leases space to five tenants:

- Partners HealthCare at Home
- Healthcare Educational Resources, Inc.
- Sunshine Day Care Center
- Department of Corrections: Employee Assistance & Services Unit EASU
- Massachusetts State Police: Fire & Explosion Investigation Unit

Boards, Committees, Commissions Reports (continued)

Conant Trust Fund *continued*

During 2015, in addition to supporting the programs of the tenants at the CCHC, the Committee hosted a variety of health-related functions, trainings, and programs for the community, some of which include:

- American Red Cross Blood Drives
- American Sign Language Educational Workshops
- Bridgewater Fire Department Supplies and Equipment
- Bridgewater Police Department Supplies and Training
- Bridgewater-Raynham Regional School District Training
- The Bridge Center Staff Training
- Bridgewater Youth Athletic Leagues Training: Softball, Soccer, Baseball, Lacrosse
- Babysitter Training Courses for the Community

The Conant Community Health Center has marked its 25th year of operation in 2015.

Respectfully submitted,

Nancy DeMello, Director, Conant Community Health Center

Conservation Commission

The Bridgewater Conservation Commission (the Commission) has continued to serve its function as the guardian of the Town's wetlands and waterways resources through the enforcement of the Massachusetts Wetlands Protection Act, the Rivers Act, and the local Wetlands Protection By-Law. Commission Members for 2015 included Harry Bailey, Tina Bianco-Leo, Associate Member; Melissa Desjardins, Mariah Jennings-Rampsi, Associate Member; Marilyn MacDonald, Vice-Chair; and Richard Monteith, Chair.

During 2015, the Commission reviewed:

- 32 Notices of Intent (NOI) applications for project development activities
- 3 Abbreviated Notices of Resource Area Delineation (ANRAD) applications for resource area delineation review and confirmation
- 11 Requests for Determination of Applicability (RDA) filed by applicants who sought to obtain the Commission's opinion as to whether the projects rose to the level that would engender the Commission's regulatory oversight

The Commission also issued 34 certificates of compliance to applicants whose projects satisfied the performance terms and conditions imposed by the Commission in its permits and approval documents issued for the respective projects.

As the Steward of certain town-owned conservation lands and open space areas, the Commission reviewed and approved 17 applications by Town residents for temporary

Boards, Committees, Commissions Reports (continued)

Conservation Commission *continued*

recreational uses and outdoor learning activities at the areas, including an Eagle Scout project by one of our finest young people. The Commission processed \$37,305.00 in revenue receipts generated from application and filing fees associated with its review of NOI, ANRAD and RDA.

The Commission conducted more than 86 site inspections during 2015 to review flagged wetlands and riverways resources. Commission members, in performing these site inspection visits, act to ensure that there is compliance with state regulations and local by-laws.

While the Commission is very cognizant of the need to maintain a healthy balance between the liberties of the Town's residents to pursue happiness and exercise their constitutional rights to the use of their lands and the enforcement of the laws and regulations, it is aggressive in its enforcement protocols under the law; therefore, it encourages the citizenry to contact the Commission's office when contemplating any land use or development activities that may involve the Commission's regulatory oversight. As a testament to growing public awareness of the Commission's role and function, the Commission issued only 3 cease and desist orders (enforcement orders) for wetlands and waterways resource infractions during 2015.

The Commission is always looking for volunteers. Anyone who is interested in learning more about the role and functions of the Commission is encouraged to either visit the office at 25 South Street, or to contact the office at 508-697-0907.

Richard Monteith, Chair

Submitted on behalf of Richard Monteith by Jane Brown

Council on Aging

The services provided by the staff and volunteers at the Senior Center are as varied as the needs of the population it serves. The approximately four thousand eight hundred (4,800) senior citizens of Bridgewater are a diverse group with a wide variety of interests and, in some cases, needs.

The staff assist those seeking health information, emotional support, fuel assistance, and meals on wheels. Programs in the health and legal fields are scheduled as needed to keep the seniors aware of new and updated information.

Scheduled activities, such as painting, computer, and exercise classes, are available to interested seniors. Lunch is served twice a week, which gives seniors an opportunity to socialize while enjoying a meal.

Boards, Committees, Commissions Reports (continued)

Council on Aging *continued*

The Council meets monthly with the Director, Lorraine Carrozza, to discuss and review programs, events, and the many needs of the facility. Grants obtained from federal and state agencies and from private foundations have been essential to the operation of the center. These grants have funded part-time positions and many trips and special events. All these funds are appreciated, as our services to seniors depend on them to supplement the Town budget.

The Council, through the Director, have been working to repair/update the Senior Center. The grounds and the building need of attention. The work on the kitchen and the restrooms is scheduled to begin soon. Some of the routine building repairs have been completed and more are scheduled soon.

We have a very dedicated staff, but it must be noted that the hard work and dedication of the many volunteers is a vital part of keeping the Senior Center functioning. The Council thanks you for all you do for our seniors.

Respectfully submitted,
Bridget Boyle

Cultural Council

2015 Cultural Council members: Angela Dimisioris; Kathryn Golden, Co-Chair; Mark Oliver; Matthew Putnam; Charles Tarr, Treasurer; Nora Tarr, Co-Chair

Website: <http://www.mass-culture.org/bridgewater>

Bridgewater Cultural Council Local Guidelines:

Bridgewater Cultural Council Local Guidelines in conjunction with Massachusetts Cultural Council Guidelines.

- First: Individuals or groups of individuals that reside in the Town of Bridgewater that request support from the Local Cultural Council for projects held at a location in the Town of Bridgewater
- Second: Events held in the Town of Bridgewater
- Third: Other events held in local, surrounding communities or communities where residents of Bridgewater would likely attend, or participate in, with no additional cost or expense to attend (free events)
- Fourth: Other events held in local, surrounding communities or communities where residents of Bridgewater would likely attend or participate in, that might have an additional or nominal fee, cost or expense required to attend
- Finally: Other events that demonstrate they are of interest to Bridgewater residents

Boards, Committees, Commissions Reports (continued)

Cultural Council *continued*

Purpose: The Bridgewater Cultural Council decides by a majority vote of its appointed members to determine the distribution of arts lottery funds or other funds that may be available to it and may conduct other activities to support these efforts on an ongoing basis.

Awarded: \$9,080

Granted: \$10,842

| Applicant | Project Title | Decision |
|--|---|-----------------|
| Maichack, Gregory | Scarlet Poppies: Pastel Paint Like Georgia O'Keefe | \$455 |
| Bridgewater Antiphonal Brass Society | Autumnfest Concert (Bridgewater Business Association) | \$600 |
| Bridgewater 4th of July Committee | Bridgewater 4th of July (Parade & Fireworks) | \$1,000 |
| Brockton Symphony Orchestra | Rule Britannia Concert | \$300 |
| Angels In America | Family Night With A Magician | \$1,500 |
| Collins, Stephen | An Evening With Walt Whitman | \$300 |
| George H. Mitchell Elementary School | Big Ryan Storyteller | \$1,840 |
| BR Music Boosters | Music in the Parks, Agawam MA | \$500 |
| Jameson, Scott | BPL Magic and Juggling Performance | \$525 |
| Fuller Craft Museum | artKitchen Cafe Performance Series | \$300 |
| Soule Homestead Education Center, Inc. | Harvest Fair and Joe Davies Folk Festival | \$500 |
| Sullivan, Duane | Entertainment for Seniors | \$600 |
| Daly, Rachel | Hornithology Summer Horn Ensemble | \$200 |
| Bridgewater Middle School | Become Your Dreams: The History Of Hip Hop Dance | \$1,390 |
| Fuller Craft Museum | [SENSE]ation Days | \$250 |
| Eversley, Jamaal | Extension for 2014 approved project | \$582 |

Respectfully submitted,
Nora Tarr

Boards, Committees, Commissions Reports (continued)

Finance Committee

A 2015 Finance Committee Annual Report was not available at the time of publication.

Golf Commission

A 2015 Golf Commission Annual Report was not available at the time of publication.

Historic District Commission

2015 Historic District Commission members: Marie Benoit, Judith Gabriel, Co-Chair; Dorothy Lamoureux, Staff Assistant; James Kirkcaldy, Wesley Morris, Nicholas Palmieri, Nancy Sarno, William Smith, Co-Chair

During Calendar year 2015, the HDC held 2 meetings. In January, the final approval for the Academy Building was given. In September, there was a meeting with 2 businesses receiving certificates of approval for signage.

Respectfully submitted,
Dorothy Lamoureux

Historical Commission

2015 Historical Commission members: Sheri Anderson, Chip Mangio, David Moore, Chair; Madeline Moore, Robert Wood

The Bridgewater Historical Commission meets the third Tuesday of each month in the Bridgewater Public Library Historical Room.

This past year the commission was saddened by the passing of two individuals: Mike Bois, a long-term historical commission member, and Ralph Dodge, a regular visitor to our meetings.

The commission has been discussing projects for future preservation of historical material, both physical items and video-recorded accounts of Bridgewater's past. One of the greatest gaps in our Town's history is the recent past: the last 75 years. We strongly encourage folks to contact the commission when they come across items from any past era. If individuals wish to keep originals, we would be more than happy to make copies when possible.

The commission is concerned about the storage of materials that have been donated to the Town through the library. The Historical Room has its limits and is generally not readily accessible to patrons. We hope that in the future we will have a larger space to make it easier to access this resource.

Respectfully submitted,
David R. Moore, Chair

Boards, Committees, Commissions Reports (continued)

Housing Authority

The Bridgewater Housing Authority (BHA) is committed to serving our community's housing needs using all resources available. We strive to maintain clean, safe, and affordable housing for low-income elderly, families, and disabled households. The Authority plays an integral role in the community and looks to develop and manage good quality affordable housing in the future. The Authority provides state public housing for seniors (60+) and disabled persons at the Heritage Circle and Hemlock Drive developments. The BHA also provides state public housing for families at scattered sites throughout the Town.

The Authority completed several capital improvement projects by year's end. Most of the work was done at the Heritage Circle and Hemlock Drive developments. The work included paving, striping and signage of parking lots, roof replacement for several buildings, sprinkler system replacement, installation of power vents for mechanical boiler rooms, and the repair of handicapped ramps and guard rails. Low-flow toilets and showerheads were installed at all our family sites; some family sites received upgrades to kitchen cabinets and countertops, asphalt pavement overlay, and roof replacements. In addition, all the fencing at our Department of Mental Health group home was removed and replaced.

Upcoming projects for 2016 include replacing 14 exterior building doors, installing new intercom systems, upgrading all smoke detectors in all 96 units at the Hemlock Drive Development, and installing an energy conservation-air source heat pump in the community room.

In 2015, many of our residents passed away, entered nursing homes, or moved in with loved ones, resulting in twenty-two vacancies. Bridgewater residents and veterans continue to receive local preference on our waiting lists. Our non-elderly disabled list and our out-of-town (standard) list continue to be the fastest growing. However, the state only requires that 13.5% of non-elderly disabled applicants be housed at our elderly developments; again, Bridgewater residents are given priority. The Authority is only accepting emergency applications for our family units. The ten-unit (10) congregate housing program remains difficult to lease-up due to the applicants' hesitance in sharing living quarters with others.

The housing authority's board of commissioners, staff, and residents said goodbye to our incredible former chair, Matthew Rushton, and to retired member, Anthony Anacki. Board member and tenant representative, Martha Shionis, was reappointed to the board by the town manager, along with new members, Lorraine Carrozza and Judith Wilson. Joan Neumeister, state appointee, and Nicholas Bagas complete the five-member board of commissioners, the membership number required by the State of Massachusetts for a town housing authority.

The Bridgewater Housing Authority would like to thank its hard-working staff, the H&H Tenant's Association, and all Town Departments, especially Fire and Police, Elder Affairs, and Veterans' Services. We wish to extend a special acknowledgement to

Boards, Committees, Commissions Reports (continued)

Housing Authority *continued*

Representative Angelo D'Emilia, Senator Marc Pacheco, the Department of Correction, and all others who have supported our residents and our public housing agenda throughout the years.

Respectfully submitted,
Joan Neumeister, Chair, State Appointee
Karen A. Rudd, Executive Director

Housing Partnership

A 2015 Housing Partnership Annual Report was not available at the time of publication.

Library Board of Trustees

For 2015, the Library Board of Trustees has been combined with the Public Library report. See Page 50.

Master Plan Implementation/Energy Committee

The Master Plan Implementation Committee/Energy Committee (MPIC/EC) respectfully submits this report of activities conducted in 2015. The MPIC, formed in 2004 to help ensure implementation of the Town's Master Plan, identified three primary goals (1) to facilitate the implementation process, (2) to act as a catalyst to and for Town Boards, Committees, and Departments regarding the Master Plan, and (3) to inform the public on progress made in implementation of the Master Plan. In 2015, the Committee's charge has been to support the Community and Economic Development Director (CEDD).

In 2015 the Committee discussed ordinance concepts with the CEDD, the Planning Board, and consultants. The Committee commented on working drafts prepared by the

CEDD for Town Council and Planning Board consideration. These included drafts of the following ordinances: Right to Farm, Open Space Conservation Development, Town Center Overlay District, and Signs. We also advocated for a complete street policy and provided input to various downtown revitalization concepts. The Committee also provided support to the consultant developing the Open Space and Recreational Plan update and facilitated data gathering by the recreational needs assessment consultant.

The Master Plan Committee provided support to the distributed 40R study consultant and CEDD with concept development, Geographic Information System (GIS) planning, and concept review. Traffic flow and downtown parking concepts were discussed with the

Boards, Committees, Commissions Reports (continued)

Master Plan Implementation/Energy Committee *continued*

CEDD and comments on the draft Master Plan Committee and Energy Committee concepts developed by the Town Manager for the administrative code were provided. The MPIC monitored the Town's progress on the action items contained within the 2014 Master Plan and discussed implementation with the Town Manager and CEDD.

The Energy Committee worked with the CEDD on various renewable energy concepts, drafted the successful application for a Green Community Competitive grant (~\$237K awarded to address Water Department pump and lighting upgrades plus additional energy savings upgrades for the Public Library, Fire Substation, and Senior Center). The proposed projects were essentially completed by the end of 2015, positioning the Town to compete for 2016 Green Community Grant funding. The Annual Green Communities report was also drafted for the Town (submitted in December 2015). Because of the initial GC funding (~\$200K), the aggregated electrical energy demand for the three Town buildings (Police, Public Library and Fire Substation) decreased 17.4 percent between late 2014 and November 2015. Unfortunately, the Town's vehicle fuel use and costs significantly increased due to fleet expansion despite implementation of the fuel-efficient vehicle policy.

The Energy Committee facilitated the Town's Request for Proposal (RFP) for installation of a canopy solar field to cover the golf course parking lot. Unfortunately, the limited available net metering cap for National Grid (NGRID), our electricity supplier, discouraged developers from bidding until legislative action to increase the net metering capacity is in place. The RFP will be reissued once the cap issue is resolved.

The Energy Committee facilitated meetings with Community Solar providers and discussed other aggregated energy concepts with the Town Manager and CEDD that would help citizens and businesses reduce the cost of electricity. Promulgation of an aggregated energy policy by the Town Council is a 2016 priority, as is facilitation of solar field development on large parcels of Town-owned land and implementation of aggregated energy/community solar for the Town's electricity users.

The EC will continue to monitor the energy savings provided by the 2015 Green Community competitive grant and alternative energy source concepts. We look forward to reporting additional reductions in the Town's energy consumption in 2016.

The Committee has accomplished its work through the dedicated service of Shirley Krasinski and Tom Hall. The hard work and input they gave the Committee and Town is most appreciated and commended.

Respectfully submitted,
Carlton D. Hunt, Ph.D., Chair MPIC/EC

Boards, Committees, Commissions Reports (continued)

Municipal Building Committee

2015 Municipal Building Committee members: Peter Colombotos, Town Council; Pat Driscoll, Planning Board; John Gerrish, Chair; Marilee Kenney Hunt, Community Preservation Committee; Jay Leach, citizen; Lisa Sullivan, Town Manager's Office; Michael White, Building Inspector; Kimberly Williams, Town Manager's Office

The Municipal Building Committee (MBC) serves as an advisory committee to the Town Manager. The main focus of the MBC is guiding the restoration and renovation of the Bridgewater Academy Building, which will serve as the primary location for municipal service offices for the town and the main meeting location for town committees, boards, and the Town Council.

MBC activities for the 2015 calendar year culminated in the second quarter with a vote to recommend approval of award of the Academy Building Renovation Project to M. O'Connor Contracting, Inc., of West Roxbury, MA. This represented the end of the study and design phase, begun in 2013 and the commencement of construction, both major efforts and milestones for the MBC and the Town.

With the commencement of construction, the day-to-day monitoring of the renovation work became the responsibility of the Owners Project Manager, Richard Thuma of BH+A Inc. (Boston, MA), the town administration, and inspectional services. The MBC was disbanded.

The architectural design team who prepared the construction documents consisted of: Tappé Associates, Boston, MA: Cesar Dedios, Principal and Jeff Hoover, Principal.

The historical preservationist was Joe Booth of JMBA Architects, New Bedford, MA.

Respectfully submitted,
John Gerrish, MBC Chair

Planning Board

2015 Planning Board members: Raymond Ajemian, Vice-Chair; Patrick Driscoll, Chair; Jean Guarino, Thomas Hall, Francis Sullivan, Ashley Vincent, Associate

In 2015, the Town of Bridgewater Planning Board held 22 public meetings. The Planning Board efficiently carried out all the business before us, thanks to the stability of our appointed volunteer membership and the dedication and professionalism of our support staff. We welcomed new associate member Ashley Vincent.

Planning Board *continued*

During those 22 meetings the Planning Board:

Endorsed 11 Form A plans

Approved 10 Site Plans (Commercial Development):

- Dyer Construction - Mill and Plymouth Streets
- Residence Inn Hotel - Pleasant Street
- Rollins - Old Plymouth Street
- New England Boring - 1050 Elm Street - Thomas Garside
- Boston Container Services - 990 Elm Street - Patrick and Lawrence Curtin
- Pleasant Street Marketplace - Revised
- Chapman Cousins - Bedford Street - Funeral Home Parking Lot
- J&W Realty Trust - Bus Terminal - Elm Street
- New England Stunts and Safety - Plymouth Street

Approved 4 Definitive Subdivisions:

- The Meadows - off South Street - This is an Open Space Development
- Rolling Pines - off Holly Lane
- Secret Place - off High Street
- Stonehill Lane - off Grange Park

Held Public Hearings On Various Zoning Ordinances Including:

- Complete Streets Policy
- Off Street Parking
- Added Definitions to Section 2 of the Zoning Ordinances
- Amendments to Off-Street Parking & Mobile Home Elderly Community Districts

Held Meeting with Master Plan Implementation Committee Concerning:

- Central Business District zoning changes:
 - Higher Density Mixed Use
 - An Overlay District for Mixed Use
 - Allowing for Sidewalk Cafes

Several zoning inconsistencies and the need to update/overhaul our current ordinances were discussed.

Respectfully submitted,
Patrick Driscoll, Chair

Boards, Committees, Commissions Reports (continued)

Recreation Commission

2016 Recreation Commission members: Thomas Arrighi (2020), Daniel Buron (2016), James P. Campbell (2018), Michael Flaherty, Chair (2019), Gina M. Guasconi, Vice-Chair (2017)

The Recreation Commission continues to work hard to provide services and activities to the people of Bridgewater. We are proud that we have been able to offer our youth programs without an increase to the usage fees, in the hope that all children who are interested in an activity will be able to participate.

The Recreation Commission lost a friend and valued worker with the retirement of Elizabeth Mahan. Beth had tirelessly served the Commissioners and people of Bridgewater, keeping long hours maintaining the fields and assuming extra work, planting and beautifying the grounds. She will be missed.

The Commissioners have worked closely with the Golf Commission to maintain a quality golf course and green space, of which the townspeople can be proud. The course continues to be a major asset to the Town by providing green, open space and by attracting people to Bridgewater. The clubhouse offers a small snack bar for golfers and a beautiful dining room for functions of all sizes.

The Recreation Commission's offerings for children started in the spring with the always popular Spring Track Program under the direction of Sam Baumgarten and many volunteers. The Summer Recreation Program, under the direction of Nancy Wood, was well attended by children who participated in sports, arts and crafts, games, guest speakers, and field trips. Running was again a top interest in the fall with both the Fall Cross Country program and the annual Bridgewater Kids Road Race. These programs would not continue without the dedication and hard work of Sam Baumgarten. As winter arrived, programs did not cease, but moved indoors with the Bidy Basketball Program. This program, which keeps children involved and active during the winter months, remains viable thanks to the dedication and hard work of many volunteers. We appreciate the cooperation of the school system in letting us use the gyms at a reduced rate and the support of the custodial staff who were always on call.

In addition to its own programs, the Recreation Commission also supports the Girls Softball League and the Crescent Street Fields, Youth Football at Legion Field, Little League at the Legion Field Complex, and miscellaneous adult leagues who are happy to play on our well-maintained fields.

As always, the Recreation Commission would like to publicly thank Superintendent Charles Simonds and his assistant Elizabeth Mahan for their hard work in finding ways to maintain our facilities, which are an asset to the quality of life in our Town. We would like to thank all the organizations that use the fields for their donations and financial support. Lacking this funding, Bridgewater Recreation would be unable to continue its work.

Boards, Committees, Commissions Reports (continued)

Recreation Commission *continued*

Elizabeth Mahan Retirement

Ms. Elizabeth Mahan served the Recreation Department and the Town of Bridgewater for almost twenty years. She was a hard worker who never stopped. You could not pass by Legion Field in the summer without seeing her out mowing, lining, or preparing the fields. She was dedicated to the Town and worked to go above and beyond what was required. She was not satisfied with manicured fields; she added flowers and plantings around the grounds to make them not only a sports venue but a beautiful and pleasant place to be.

When not on the fields, Beth could be found in the garage maintaining the mowers and other machines or preserving the various buildings with carpentry repair and painting. She was committed to excelling, and with her as part of the Recreation Department, the facilities did indeed excel. She was a tremendous asset and will be greatly missed. We wish her much happiness in her well-deserved retirement.

Respectfully submitted,
Michael Flaherty, Chair: (2015)

Registrars of Voters

The 2015 Registrars of Voters were: Merry Boegner (Republican), Marilee Kenney Hunt (Democrat) – *ex officio*, after 5/2015; Chair, Paula Lehtola (Republican), and Shawn Mackinaw (Democrat).

The Board oversaw the Annual Town Election on April 25, 2015. Christine Nemes, the secretary for the Registrars of Voters, ensured updated registration of Bridgewater voters through the Census with follow-up phone calls when the Census was undeliverable. Acting Town Clerk Jolie Sprague-Martin and Christine Nemes maintained evening office hours beyond those regularly scheduled to accept returned nomination papers, ballot initiative petitions, and voter registrations as designated by Commonwealth.

Absentee ballots were mailed to all persons applying online and not able to vote in the office.

Respectfully submitted,
Marilee Kenney Hunt, Chair

Boards, Committees, Commissions Reports (continued)

SAVE Committee (Senior Associates Volunteer Experience)

2015 Save Committee members: Paula Bracken, SEIU Representative; Lorraine Carrozza, Director of Elder Affairs, Secretary; Vale Sime, President

For the year 2015, there were twelve (12) applications submitted. Seven (7) seniors participated with volunteering in four (4) Town departments (Assessors, Elder Affairs, Police & Building), for a total of 713.5 volunteer hours.

Respectfully submitted,
Paula Bracken, SEIU

Senior Center Trustees

2015 Senior Center Trustees: Anthony Anacki, Mary Beshansky, Peter Caratelli
Kenneth Jenkins, Shirley Wilbur

A 2015 Senior Center Trustees Annual Report was not available at the time of publication.

Street Lights

A 2015 Street Lights Annual Report was not available at the time of publication.

Town River Fisheries Committee

2015 Town River Fisheries Committee members: Rick Benton, Secretary; Skip Copeland, John Cruz, Hank Estabrook, Chair; Bob Hanson, Don MacDonald, Jim Sniger, Jim Souza

The joint Town River Fishery Committee (TRFC) was established in 1994 by the towns of West Bridgewater and Bridgewater to protect and restore the diadromous river herring population, which is a historic natural resource of the Town River. Whereas the Town River is a major tributary to the Taunton River, the formation of the TRFC facilitates the stated goals of the local *Open Space and Recreation Plans* and the *Wild and Scenic Taunton River Stewardship Council*.

By statute, the Massachusetts Department of Fish and Game, Division of Marine Fisheries (DMF) is responsible for securing the safe and efficient passage of these migratory fish. The DMF works cooperatively with communities in the discharge of their stewardship of this fishery. The DMF offers legal, technical, and substantive support to the fishery committees of these communities to achieve the goal of maintaining this fishery. In 2006, the National Marine Fisheries Service designated both Alewives and Blueback herring as species of special concern. The DMF then banned the harvest and possession of river

Boards, Committees, Commissions Reports (continued)

Town River Fisheries *continued*

herring until further notice and established the Diadromous Fish Project to facilitate the recovery of this fishery.

In compliance with the *Operations and Management Plan for Herring in the Town River*, the TRFC continues to oversee the fishway operation, maintenance, and repair on an annual basis at both the Bridgewater High Street Iron Works and the West Bridgewater War Memorial Park. A fish counter is installed and maintained during the spring run at the High Street fish ladder. Water levels at both locations are monitored and measured throughout the year to ensure the unobstructed passage of both adult and immature river herring. In addition, with authorization of the respective Conservation Committees of both towns, potential obstructions to fish passage in the river itself are monitored and removed as warranted.

Respectively submitted,
Rick Benton, Secretary

Transportation Committee

A 2015 Transportation Committee Annual Report was not available at the time of publication.

Zoning Board of Appeals

The Zoning Board of Appeals serves as the appellant board for the Town of Bridgewater's zoning bylaws and fulfills requirements of Massachusetts General Law (MGL) 40A - the Zoning Act. The Zoning Board of Appeals is comprised of five members consisting of three regular and two associate members. All members are appointed by the Town Council and serve as volunteers. We conduct bi-weekly public hearings for all applications made by a property owner for a variance, special permit, or the appeal of the building official's decision. We also serve as the permit granting authority for all Comprehensive Permits (Chapter 40B Affordable Housing).

For the 2015 calendar year, the Zoning Board of Appeals supported the following activities:

- Applications filed: 22
- Public Hearings held: 48
- Variances and Special Permits: 17 Granted, 2 Denied, 2 Withdrawn
- Comprehensive Permit (Chapter 40B) Applications: 1 Approved
- Comprehensive Permit (Chapter 40B) Insubstantial Modification: 1 Approved

Boards, Committees, Commissions Reports (continued)

Zoning Board of Appeals *continued*

I would like to thank my fellow board members: Anthony Aveni, Brian Heath, and Lucas Klim, as well as Jane Brown, our Administrative Assistant, whose commitment and dedication to the Board is of invaluable service to the residents of the Town of Bridgewater.

Respectfully submitted,
Andre Bissonnette, Chair

Town Agency, Department and Office Reports

Accounting Department

Disclosure: In 2015, the Accounting Office and the Treasurer/Collector's Office were undergoing structural changes which would eventually emerge as The Finance Department overseen by a Finance Director in 2016. Lacking a contemporarily written Annual Report, the following is a brief summary describing the Department's general activities in 2015, submitted by 2018's Finance Director.

The 2015 Accounting Department continued its core mission, which included:

- Prepare financial statements and schedules
- Maintain the general ledger
- Analyze and reconcile accounts regularly
- Record accounts payable
- Process payroll
- Maintain deduction information
- Process invoices for all purchases
- Keep all contract and payment record
- Close all financial books at the year's end

Respectfully submitted,
Anthony V. Sulmonte, Finance Director

Animal Control

A 2015 Animal Control Annual Report was not available at the time of publication.

Assessor's Office

For the fiscal year 2015 (July 1, 2014–June 30, 2015), the total taxable valuation of the Town of Bridgewater is composed of:

| | |
|---------------------------|-----------------|
| Residential | \$2,034,310,900 |
| Commercial | \$177,749,900 |
| Industrial | \$69,625,820 |
| Personal Property | \$87,307,870 |
| Total Taxable Value | \$2,368,994,490 |

The number of assessed parcels in fiscal 2015 is 8,453, and an additional 539 exempt properties with a value of \$420,856,600. The grand total value of the Town of Bridgewater for fiscal 2015 is \$2,789,851,090.

Town Agency, Department, and Office Reports (continued)

Assessor's Office *continued*

The Town's tax rate is \$16.24/1000, which was certified by the Bureau of Accounts on December 17, 2014, allowing the Assessors to commit the tax roll to the Collector on December 19, 2014.

As of February 10, 2016, total excise taxes committed for 2015 was \$3,314,384.83.

In all cities and towns assessors must annually adjust valuations to reflect changes in the tax base due to new construction, alterations, demolitions, etc. If there has been a change in market conditions, adjustments must be made to property values to reflect full and fair cash value as of January 1. This is called an interim year adjustment. A plan, which includes analysis and application of appropriate appraisal methods, must be used to develop any valuation adjustments. In fiscal year 2015, the assessors analyzed market conditions and adjusted values accordingly.

The Office appreciates and wishes to thank the Board of Assessors, Marjorie Callaghan, Milton Morris, and Scott Rubin for their dedication and outstanding support of the Office.

Respectfully submitted,
Shelley McCauley, Chief Assessor

Building Department

See Inspectional Services

Conservation Department

The Conservation Commission's office is administered by a staff of two: the Conservation Agent and the Administrative Clerk. The staff's functions include, but are not limited to:

- Conducting day-to-day office operations
- Offering homeowner and general public assistance and guidance through the statutory and regulatory requirements of the Conservation Commission (the Commission) as mandated under:
 - The Wetlands Protection Act, Massachusetts General Law (M.G.L. Chapter 131, Section 40) and its regulations found in 310 CMR 10.00

Town Agency, Department, and Office Reports (continued)

Conservation Department *continued*

- The Town of Bridgewater Wetlands Protection Bylaw as it relates to land development and construction activities that fall within the jurisdictional boundaries of wetlands resources, e.g., bordering vegetated wetlands (BVW), land under water body (ponds and lakes), stream banks, riverfront areas associated with perennial waterways, bordering land subject to flooding (BLS), isolated land subject to flooding (ILSF), and vernal pools
- Administratively reviewing applications for completeness
- Drafting decisions for the Commission

The staff schedule and oversee the Commission's public hearings and site inspections; conduct site investigations when the Commission receives complaints of potential violations; ensure, through construction and site monitoring, applicant compliance with Commission-authorized orders of conditions and work permits.

Respectfully submitted,
Jane Brown, Administrative Assistant

Elder Affairs, Office of

The Office of Elder Affairs continued to experience a year of growth and activity in 2015. The senior population count in 2015 (for seniors 60+) was 4,988 and continues to increase.

The FY15 Service Incentive Grant in the amount of \$4,700.00 from the Executive Office of Elder Affairs provided funding for part-time Emergency Management outreach for seniors.

The FY15 Formula Grant in the amount of \$32,688.00 from the Executive Office of Elder Affairs funded a part-time Nutrition position, partially funded the Outreach Coordinator's position, paid for the monthly printing of the "Top of the Hill" senior newsletter, and funded several other expense items.

The Outreach Coordinator assisted seniors and their families. Referrals were obtained through the seniors themselves, family and friends, other agencies, and Town Offices. The tasks of the Outreach Coordinator are wide-based and include assisting people with fuel assistance, responding to health insurance questions and issues, and locating resources to enhance the quality of daily life. A Caregiver Support group, which is listed with the Alzheimer's Association, was also facilitated twice a month.

Volunteers continued to assist in many areas, including the meals on wheels program, congregate lunches, special events and activities, and friendly visitations. We certainly appreciate our dedicated and special volunteers, who remain a constant presence here at the Center.

Town Agency, Department, and Office Reports (continued)

Elder Affairs *continued*

Statistics for the year include the following: 10,756 meals on wheels were delivered; 4,250 special events and congregate (in house) lunches were served. Congregate lunches were served 2 days a week. There were 7000+ incoming calls to the office for information and referral and other assistance.

The Veterans' Affairs Department is located in the Senior Center. Veterans' Affairs Officer Roderick Walsh actively assisted Veterans and their families throughout the year.

Our Community Health Nurse, Connie Dolan, provided blood pressure and glucose screenings and other varied services twice a week.

Ongoing programs at the Center included: arthritis exercise, Zumba, painting, quilters, crafters, cribbage, and mah-jongg. Free Spanish classes were offered through Bridgewater State University, and The Mass Bar Association sponsored an Elder Law Program in May. AARP tax services were offered during the tax season. The Ousamequin Women's Club, Golden Agers, Bridgewater Garden Club, and the TRIAD senior safety program meet monthly. In October, a Health and Public Safety EXPO was sponsored by TRIAD.

Elder Affairs would like to recognize Fire Chief Rogers and his team of officers who participated in the "Seniors First" senior outreach program. Special thanks to Police Chief Delmonte and his Officers for sponsoring their annual turkey dinner for seniors. I would like to thank and recognize the Senior Center Board of Trustees, the COA Board, and COA Chair Bridget "Pat" Boyle for their support and guidance. Thanks also to my staff for their continued support and dedication: Kathy Hayes, Joanne Caratelli, Stacy Driscoll, Stephani Godfrey, Paul Simmons, and Ken Pimental. They provide excellent supportive services to the Public with a high-level of professionalism, caring, and compassion.

Respectfully submitted,
Lorraine Carrozza, Director of Elder Affairs

Emergency Management Agency

Bridgewater's Emergency Management Agency (BEMA) is responsible for the safety of the citizens of Bridgewater in the event of a natural or man-made disaster. BEMA is responsible for coordinating the resources for multiple disciplines related to public safety within our community so the incident commander, during an incident or large-scale event, has the proper resources to mitigate and effectively resolve or control any situation.

In 2015, Bridgewater formalized its initiative to regionalize emergency planning with the formation of the Sachem Rock Regional Emergency Planning Zone (SRREPZ). With assistance from the Massachusetts Emergency Agency (MEMA), the communities of Bridgewater, East Bridgewater, Halifax, Hanson, Raynham, West Bridgewater, and

Town Agency, Department, and Office Reports (continued)

Emergency Management Agency *continued*

Whitman formed a Regional Emergency Planning Committee (REPC). As an REPC, these seven communities coordinate emergency preparedness initiatives relevant to our region to provide a comprehensive and integrated emergency management system that coordinates regional resources to protect lives, property, and the environment through mitigation, preparedness, response, and recovery from all natural and manmade hazards that may impact our communities.

Through the SRREPZ, BEMA remains successful in organizing and developing training for the now regional Community Emergency Response Team (CERT). The regional CERT team is now comprised of nearly 200 volunteers able to respond and assist regional first responders at an emergency or a planned event. We intend to grow this community-based program by training citizens to be prepared to help themselves and their neighbors if a large-scale event were to occur in Bridgewater.

The team is operational and has responded to numerous events and emergencies in Bridgewater and on a regional basis. Most recently, the SRREPZ CERT team was activated to respond to the Silver Lake Pipeline water emergency in Brockton. Team members from all seven communities responded to assist Brockton Emergency Management with distribution of bottled water to its residents. The SRREPZ Team also supports planned events including the July 4th parade and fireworks, Relay for Life, Autumn Fest and the tri-town Veteran's Day parade. I would like to thank Dennise Caratazzola for her efforts in coordinating this wonderful resource. Thanks also to Bridgewater Fire Lieutenant Tom Luckman and East Bridgewater Lieutenant Dave Repeta for their experience and training of the volunteer team.

BEMA coordinated efforts with Town Departments throughout the winter storms in early 2015. We have been working closely with the Federal Emergency Management Agency (FEMA) to prepare reimbursement requests for federal aid. More than \$250,000 in claims have been submitted to FEMA.

The Town of Bridgewater receives a grant from Entergy each year for \$114,000 for its support of the Pilgrim Nuclear Power Plant's evacuation plan. Representatives of the BEMA attended MEMA-coordinated monthly meetings, several nuclear safety training events, and mandatory drills during the calendar year. The funds that are received are used to maintain the operations of BEMA. The grant from Entergy is contingent upon the Town of Bridgewater meeting its obligation to provide services per the contract from Entergy.

The Town of Bridgewater has been selected to host a regional equipment cache site through the Department of Homeland Security. The cache site, which will be located behind Fire Station 2 on Plymouth Street, will be a non-engineered, steel-framed fabric shelter. It will house message boards and light towers for use by communities in the southeast region of the State for emergency or planned use. As host community, Bridgewater will be responsible for coordinating the loan of cache resources. Site work was complete in late 2015 and the cache site should be operational by mid-2016.

Town Agency, Department, and Office Reports (continued)

Emergency Management Agency *continued*

I would like to thank John Mitchell, BEMA Director of Operations, for his dedication and countless hours of time volunteering to protect the members of the Bridgewater community.

I would also like to thank the Town Manager, Michael Dutton, for his support. I wish to express additional thanks to the Department Heads and staff that operate the Emergency Operations Center EOC in the event of an emergency.

Respectfully submitted,
George W. Rogers Jr., Emergency Management Director, Town of Bridgewater

Fire Department

In 2015, the Bridgewater Fire Department responded to more than 5,500 calls for services. The majority of these calls are medical emergencies. The Fire Department responds to an average of 15 calls for service each day.

The list below represents calls for service in 2015.

| 2015 Calls for Service | |
|--|---------------------------|
| Abandoned 911 Investigation – 13 | Assistance – 209 |
| Brush Fire – 9 | Fire Alarm – 22 |
| Health & Welfare – 28 | Inspections – 1532 |
| Investigation – 469 | Medical Emergency – 2,485 |
| Motor Vehicle Accident – 266 | Mutual Aid – 36 |
| Outside Fire – 14 | Structure Fire – 10 |
| Tech Rescue – 2 | |
| Total calls for service – 5,534 | |

2015 was a challenging year for the Fire Department with several members out on extended line-of-duty injury leave. Through the tireless efforts of our members, we recognized great success in the face of challenge.

The Fire Department continues to be successful applying for grants. These grants are used for capital projects, updating equipment, and funding salaries. In 2015 the Fire Department received \$2,031,939 in grant funds.

During calendar year 2015, the Fire Department collected over \$1,438,000 in ambulance receipts. This is an increase of 14% from last year's ambulance receipts. As our community continues to grow, so do our calls for emergency assistance.

Town Agency, Department, and Office Reports (continued)

Fire Department *continued*

Senior Captain Joe “Butch” Cairns’ retirement in early 2015 resulted in the promotion of Paul Lamoureux to Captain on Group 1 and John Schlatz to Lieutenant on Group 3.

Late this year, the Fire Department was able to hire 4 of the firefighter positions lost through attrition over the past few years. Prior to their hire, we have been operating at a staffing level equivalent to that of 1999. Once these new firefighters complete their academy training in early 2016, we will operate at a staff level of 10 firefighters per shift.

Through the extensive efforts of my executive assistant, Melissa Murphy, we were awarded the Staffing for Adequate Fire and Emergency Response (S.A.F.E.R.) hiring grant in 2015. This award of \$1.6 million will fund the salary and fringe benefits for 8 firefighter/paramedics for a two-year period. With the addition of these new members, our staffing levels will be at 12 firefighters per shift, once they complete their academy training in March of 2016. The increase in staffing will also provide 24/7 fire protection to the east side of Town through Station 2— something we were previously unable to provide due to inadequate staffing.

In 2015, the Department launched Bridgewater Seniors First, a senior outreach program and partnership with the Office of Elder Affairs. The goals of the program are to promote the safety, well-being, and education of our senior population and to make their homes safer. The program has been funded through a grant from Bridgewater State University’s Office of University Community Initiatives and thanks to donations from The Home Depot of Bridgewater. In 7 months, our members have conducted nearly 100 home safety visits. The program has been tremendously successful and was nominated for the Educator of the Year Award at the Department of Fire Services Fire & Life Safety conference. As one of the inaugural senior outreach programs in the Commonwealth, Bridgewater Seniors First has been a model for senior outreach program development in other communities.

Through grant funding, the Department was able to obtain a new Command Car in 2015. A new ambulance was purchased to replace a 2005 ambulance that was no longer in service. While these new vehicles are a tremendous asset to our Department, the need remains to replace additional apparatus that has exceeded its anticipated useful life. Of priority is replacing the other 2005 ambulance, which has become unreliable due to frequent and costly breakdowns.

The need to staff a third ambulance is increasingly prevalent due to the large number of medical calls and transport time. While our mutual aid communities are an invaluable resource, it would be negligent to rely upon them when the need for this resource in our community has become clear.

Our headquarters building at 22 School Street continues to show its age, requiring a significant number of costly repairs each year. Originally built over 100 years ago, the building is inadequate for a department of our size. We are unable to house our equipment,

Town Agency, Department, and Office Reports (continued)

Fire Department *continued*

leaving it exposed to the elements, shortening its useful life, and costing the Town unnecessary expense. We do not have adequate meeting or training space for our personnel, which effects productivity. A building study completed in 2010 found that renovating or repairing the current building would not be cost effective, nor is there adequate space at our current location to meet the Department's needs. In the years that have passed since that study was completed, the building continues to be inefficient and costly. We strive to provide the residents of Bridgewater with the highest level of service and protection possible. However, the need for a new headquarters is something that must be addressed, and a plan must be put into action.

At every opportunity during my tenure as Chief of the Department, I have tried to educate this community about the needs of the Fire Department. It is a fundamental requirement as the head of a Department that I be no less than honest—the community must make an informed choice as to how they spend their money. I am bound by duty and moral necessity to provide true and accurate information based upon my years of training and my 34 years of experience in the fire service.

I would like to thank the men and women of the Bridgewater Fire Department who continue to protect the citizens of Bridgewater. Their professionalism and dedication to this community is outstanding. I want to thank our Town Manager, Michael Dutton, for his continued support of the Fire Department.

Retirement—Captain Joseph “Butch” Cairns

Captain Joseph “Butch” Cairns retired in 2015 from the Bridgewater Fire Department after 33 years of service as a Firefighter and EMT. Prior to coming to Bridgewater, Captain Cairns was a call firefighter for the Randolph Fire Department.

Cairns was promoted to Lieutenant in March of 2007 and promoted again to Captain later that year.

Captain Cairns was dedicated to the Department and the Bridgewater community. He received countless letters of gratitude from members of the community over the years.

We wish Captain Cairns a happy and healthy retirement with his family.

Respectfully submitted,
George W. Rogers Jr., Chief, Bridgewater Fire

Town Agency, Department, and Office Reports (continued)

Health Department

The Board of Health consists of two members: Chair Brian Penney and Member John Sharland. Our office staff includes Health Agent Eric Badger and Office Administrator Laurie Keane. Connie Dolan, RN, continues her role as our private health care nurse. Connie's office is located at the Cole-Yeaton Senior Center. Her office hours are Tuesday and Thursday from 9-2.

In 2015, the Board of Health issued 74 disposal works construction permits: 12 permits were for repairs, 24 were for new construction, and 38 systems were upgraded to comply with Title 5 requirements. The Health Office also issued licenses to 213 food service and retail establishments. Each establishment is inspected once a year by Health Agent Eric Badger to ensure compliance with state and local regulations.

The Board also instituted a new addition to the tobacco regulations. Effective January 1, 2015, no establishment is allowed to sell tobacco or e-cigarettes to anyone under 21 years of age.

The Board of Health processed two WPAT (septic betterment loans) to residents, totaling \$36,000. This loan is available to any resident that currently owns a home with a failed septic system. Loans are not available for homes that are for sale.

The Health Office held two flu clinics this year and provided 20 flu vaccines to residents. The number of flu clinics scheduled each year depends on the allocations of vaccines that are received from the Department of Public Health (DPH). Our office has seen a decline in the number of residents utilizing our flu clinics, primarily due to the availability of vaccines at pharmacy minute clinics.

Transfer Station

The Transfer Station staff includes Transfer Station Superintendent Rick Conroy and his able sidekick, Volunteer Harry Bailey. In FY15, 2,224 residents purchased stickers to utilize the facility; income for the facility was \$316,985. We are happy to report that fees charged to residents have not increased in seven years.

After discussions with the Massachusetts Department of Transportation (DOT), the decision was made that Transfer Station personnel would be responsible for picking up trash along Route 18, from the river area by the Bridgewater/Middleboro line to Fireworks Circle.

Rick Conroy's main objective is to make the Transfer Station safer and more profitable so that unnecessary fees are not passed on to residents. The Transfer Station no longer accepts brush and leaves. This had proven to be a very expensive service. Due to costs associated with hauling and lack of area available, we could no longer offer this service to residents. Rick is always interested in hearing your comments about how we can make the Transfer Station more accessible for everyone.

Respectfully submitted,
Laurie Keane, Office Administrator

Town Agency, Department, and Office Reports (continued)

Highway and Forestry Department

A 2015 Highway and Forestry Department report was not available at the time of publication.

Information Technology Department

The Information Technology (IT) Department was extremely busy in 2015. The IT director oversees all data networks, firewalls, computer hardware, and network software. In addition to the regular tasks required to provide services to all departments and personnel, IT accomplished the following:

- Completed project to virtualize a majority of the Town Server infrastructure
- Upgraded phone system at Police Department and Sewer Treatment Plant

Respectfully submitted
Brad Dzierzak, Information Technology Director

Inspectional Services/Building Department

| Building Permits | | Construction Value | Permit Fees |
|---|--------------|---------------------------|--------------------|
| New Commercial Buildings | 4 | | |
| Commercial Permits: signs, alterations, etc. | 56 | | |
| Residential Single-Family Dwellings | 22 | | |
| Residential Duplex Dwelling | 1 | | |
| Over-fifty-five Manufactured Homes | 14 | | |
| 625 Residential Permits: additions, alterations, pools, sheds, etc. | 625 | | |
| Total Building Permits | 722 | \$39,194,184 | \$516, 507 |
| Wiring Permits | | | |
| Total Wiring Permits | 700 | | \$ 97,197 |
| Plumbing Permits | | | |
| Total Plumbing Permits | 315 | | \$ 34,275 |
| Gas Permits | | | |
| Total Gas Permits | 312 | | \$ 16,461 |
| Total Number of Permits | 2,049 | | |
| Total Permit Fees | | | \$664,440 |

Respectfully submitted,
Ruth Card, Office Administrator

Town Agency, Department, and Office Reports (continued)

Public Library

The Library had a great year in 2015. There was a purchase of 250 new chairs for the meeting room, replacing dilapidated 30-year-old chairs. Ten new tables were purchased to accommodate the expanded use of the community meeting rooms. The Library opened its Used Book Store which is supplied through donations from the community and raises funds for new purchases of books for the Library collection.

Due to the large volume of continuous snow over the winter, Library Administration and community members from the United Unitarian Church assisted with emergency snow removal (estimated at over 450,000 pounds) from the flat roof over the Children's room. Settling of the building caused multiple broken pipes that were replaced and reinforced during the winter as well. The Water Department assisted the Library Administration in resolving the issue of a frozen water main that had been damaged and caused issues during the long period of extreme cold.

Major changes were made to the reference collection and public access computers in the Library this year. The reference stacks were moved to allow for more reading tables and open study space. This improvement was met with great appreciation by the community and increased the number of tables open to all patrons.

The Library hosted the Sails Network Membership meeting in March, which brought Library Directors from all over the south shore to the Bridgewater Public Library.

The Library was open six days per week for a total of 48 hours; according to the Institute of Museum and Library Studies, the national average is 40.3 hours. The Library budget was \$530,000. The Library had a staff of ten, including the Administration.

The Library had over 100,000 visitors and circulated over 90,000 books for the year. There were over 250 programs and over 6000 program attendees. Over 5,500 reference questions were answered during 2015.

The administration and staff are pleased to be able to serve the community of Bridgewater in 2015 and look forward to seeing all our patrons in the future.

Respectfully submitted,
Sean Daley, Library Director

Town Agency, Department, and Office Reports (continued)

Police Department

It is my privilege to present the annual report for the Bridgewater Police Department for the year ending December 31, 2015.

The following personnel currently serve our community:

| | |
|--|---|
| Lieutenant Thomas J. Schlatz, III | Officer Kelly A. Chuilli |
| Sergeant Robert D. Irving | Officer David Silvia |
| Sergeant Lawrence J. Bresciani | Officer Joseph J. Parmeggiani |
| Sergeant Thomas G. LaGrasta | Officer Kevin J. Crowley |
| Sergeant Willis C. Griffiths Jr. | Proactive Enforcement Officer Scott R. Hile |
| Detective Sergeant Anne M. Schuster | Motorcycle Officer John J. Hennessey, III |
| Sergeant Carl H. MacDermott, III | Officer James M. Coyle |
| Detective Joseph M. Demoura | Officer Peter J. Balboni Jr. |
| Officer Robert A. Fernandes Jr. | Officer Ryan H. Thayer |
| Court Prosecutor/ Officer Christopher A. Shaw | Officer Kyle B. Montagano |
| Detective Robert J. Bailey | Officer Matthew R. MacFadzen |
| Motorcycle Officer George M. Zanellato | Motorcycle Officer Christopher M. Paze |
| Officer Deane F. Ferioli | Officer Andres J. O'Campo |
| Officer Stephen W. McGinn | Officer Kevin M. Kearns |
| Officer Matthew J. Lynch | Officer Ryan P. O'Connell |
| Officer Robert F. Gray Jr. | Officer Nicholas L. Chmielinski |
| K9 Officer Steven L. Kingsley | Officer Christopher T. Rondeau |
| School Resource Officer Lisa M. Mitton | |
| Office Staff: Mrs. Paula Bracken and Mrs. Ann Marie Gill | |

I am very proud to report that in 2015 the department achieved Certification by the Massachusetts Police Accreditation Commission (MPAC). This achievement marked our commitment to operating with all best practices and highest standards of policing. This would not have been possible without the efforts of several officers, but specifically the focus and determination of Lt. Thomas Schlatz.

We remain active members of the regional W.E.B. Major Crimes and Drug Task Force (West and East Bridgewater, Bridgewater, Whitman, and Bridgewater State University Police Departments). This is a collaborative investigative unit focused on drug distribution and multi-jurisdictional crimes in our area. We are also members of the Southeastern Massachusetts Law Enforcement Council (SEMLEC—30 communities), which operates as a mutual aid critical incident response organization with sub-units focused on SWAT, Search & Rescue, Marine Unit, etc. We currently have officers assigned to the regional SWAT Team who train one day per month. I would like to recognize Sgt. Carl MacDermott for his extraordinary leadership as SEMLEC SWAT Unit Commander for the past several years.

Town Agency, Department, and Office Reports (continued)

Police Department *continued*

Our Canine Unit, Officer Steven Kingsley and K9 Papi, completed their first year of service together. K9 Papi is a certified police patrol working dog. K9 Dunaj is the primary drug detection K9, having served the department with 10 years of dedicated service working towards retirement.

We currently have two Motorcycle Officers trained for general patrol and special event coordination. They train monthly and are also members of the SEMLEC Mobile Operations Unit. I would like to thank Officers Jack Hennessey and George Zanellato for their work on many all-weather special events.

We continue to operate our Citizens Police Academy program, a 14-week community education program for Bridgewater residents, usually offered in the fall of each year. There have been 18 previous classes. I would like to thank Sgt. Thomas LaGrasta and Officer Ryan O'Connell for coordinating this well-received program; thanks to all the officers who make the program an overwhelming success.

We continue to assign one officer as our designated School Resource Officer, who works full-time at the Bridgewater-Raynham Regional School District. School Resource Officer Lisa Mitton also represents the department in the Plymouth County Drug and Alcohol Resistance Education Summer Program, which annually sponsors twenty (20) 4th- and 5th-grade Bridgewater students for the week-long camp in July.

In 2015, we held our 16th Bridgewater Police Department Thanksgiving Dinner for Seniors, which annually serves approximately 180 seniors from the Bridgewater community. I would like to thank all the officers, Citizens Police Academy graduates, volunteers, Mr. Gary Boothby of Sodexo Food Service at BSU, and Elder Affairs Director Lorraine Carrozza, who help make this event rewarding and successful each year.

In 2015, we held our 2nd annual Bridgewater Police 5K and 1M Kids Fun Run. The race is held on the last Saturday of September and starts and finishes at the police station. The race is a community event that also donates proceeds to a select local charity. Our primary charity for 2015 was the Paul Chuilli Jr. Memorial Fund. I would like to thank the many police officers and volunteers who support the race. I would especially like to recognize the driving force, Race Director Mrs. Rebekah Caylor.

We received several grants to help the department's enforcement and educational programs in 2015, including:

- The State 911 Support and Incentive Grant
- The Emergency Medical Dispatch (EMD) Training Grant
- The Emergency Management Performance Grant (co-recipient)
- The Massachusetts Interlocal Insurance Association (MIIA) Risk Management and Loss Control Grant
- The Justice Assistance Grant

Town Agency, Department, and Office Reports (continued)

Police Department *continued*

- The Executive Office of Public Safety and Security (EOPSS) Seatbelt Mobilization and Pedestrian Safety Grant
- The Under-Age Drinking Enforcement grant
- Funding from the Drunk Driving Trust Fund

Recognizing the opioid abuse epidemic plaguing our region, all officers now carry the opioid antagonist Naloxone (Narcan) on patrol and have used it numerous times on overdose victims. I would like to thank Officer Jack Hennessey for implementation of our Narcan program and Officer Scott Hile for coordinating our proactive participation in recovery follow-ups.

In conclusion, I would like to recognize the major contributions of Executive Officer Lt. Thomas Schlatz, dayshift supervisor Sgt. Carl MacDermott, Office Administrator Mrs. Paula Bracken, and Administrative Clerk Mrs. Ann Marie Gill for their management, office, and personnel support throughout the year. The success of our department would not be possible without their efforts as well as the work of all the men and women of the Bridgewater Police Department who commit themselves every day to improving the quality of life for the residents of Bridgewater.

Thank you.

Respectfully submitted,
Christopher D. Delmonte, Chief of Police

Sewer Department

The Sewer Department, which is an enterprise funded account operating solely on sewer user fees, handles the day-to-day operation of the wastewater treatment facility located at 100 Morris Avenue, 8 sewer pumping stations throughout the Town and approximately 42 miles of sewer collection system.

For 2015:

The sewer plant treated a total of 355 million gallons for 2015. The average flow to the facility was .974 million gallons per day (mgd). This number represents 67.6% of the 1.44 million gallons per day (mgd) design capacity. Septage received at the facility totaled 5.7 million gallons. Once again, no odor complaints were logged for 2015.

The Maintenance Department

- 51 repairs/replacements made of sewer equipment.

Town Agency, Department, and Office Reports (continued)

Sewer Department *continued*

Collection System Summary

- Sewer connection applications taken out = 38.
- Sewer collection system plug ups = 4.
- Grinder pump problems = 32.
- Sewer line cleanings and inspections = Sewer rehab project in progress.
- Manhole inspection = Sewer rehab project in progress.

Sewer Planning Studies Ongoing

- National Pollutant Discharge Elimination System (NPDES) permit is under review with the Environmental Protection Agency (EPA) and the Department of Environmental Protection (DEP). I anticipate more stringent limits for some parameters, like phosphorus and nitrogen.
- We continue to work on the comprehensive wastewater management plan. This plan is a road map for the future of the Sewer Department.
- Sewer Reline/Rehab project ongoing—to be completed in 2016.
- Updating sewer regulation.

New Sewer Construction

- None.

I would like to thank the commissioners, office staff and the men at the treatment facility for their support, dedication and professionalism.

Respectfully submitted,

Jonas V. Kazlauskas, Superintendent, Bridgewater Water/Sewer Department

Town Clerk

During the first four months of 2015, the Town Clerk's office was efficiently and effectively run by Acting Town Clerk Jolie Sprague Martin and Principal Clerk Christine Nemes. Ms. Martin and Ms. Nemes had been successfully performing these duties since the sudden death of long-time Town Clerk Ronald Adams in September 2014.

Nomination papers were made available to candidates for Library Board of Trustees, School Committees, Town Council, and the vacant Town Clerk position. The annual Town election was efficiently conducted on April 25, 2015 at the Mitchell Middle School with 1,865 Bridgewater residents voting. (Results listed on pages 15-16.)

The Annual Town Election saw a contest among 4 candidates for the office of Town Clerk, with Marilee Kenney Hunt prevailing. She was sworn into office on May 3, 2015 and took up her duties on Monday May 4, 2015.

Town Agency, Department, and Office Reports (continued)

Town Clerk *continued*

In addition to helping orient Ms. Hunt to the office, Ms. Martin and Ms. Nemes continued to keep pace with the demands of the office. Restoration work had begun on the Academy Building, and a move was anticipated in late 2016. Thus, the Town Clerk's Office focused on organizing, culling, and preparing files, records, and materials for storage and the move. Summer Intern Jonah Gasson helped create computer inventory files.

2144 dog were licensed in 2015.

Birth, death and marriages were recorded in the following numbers:

Births 230

Deaths 189

Marriages 88

In preparation for relocation to the Academy Building, files in the second floor Town Clerk's room were culled, organized, and secured. Likewise, but with more difficulty, the Town Clerk's room in the basement was cleaned and organized to include Planning Board documents. Many, many boxes of documents from the 1700s, 1800s and 1900s were sorted. All records requiring perpetual retention were stored. Other boxes were taken to the Library for continued sorting and archiving. Multi-copied documents were culled. Town Manager Michael Dutton assisted to determine removal and retention. Eventually, all Town Clerk and Planning Board records were filed, stored, and placed on shelves to prevent possible water damage in the Town Clerk's basement storage room.

The Town Clerk also oversaw crews from Bridgewater State University (BSU), to clear the Town Hall Basement of piles of water-soaked, mold-damaged records which were beyond restoration. The BSU crews removed large quantities of those documents at no cost to the Town. The cleanup efforts extended well into 2015-16

The Town Clerk's Office exited 2015 and entered 2016 positively anticipating four upcoming elections and a move to the restored Academy Building.

Respectfully submitted,
Marilee Kenney Hunt, Town Clerk

Town Council

The results of the Annual Town Election welcome Councilor At-Large, Dennis Gallagher and District 1 Councilor Aisha Losche to the Town Council. At the close of 2015, the seat vacated by former At-Large Councilor and President, William Rivers, was voted to remain vacant until the 2016 Annual Town Election. Councilor Rivers' services to the Town will be missed and we wish him well. As a result of the vacancy, the Town Council voted to elect Councilor Perry to the President's seat and Councilor Losche to the seat of Vice President.

Town Agency, Department, and Office Reports (continued)

Town Council *continued*

The passing of long-time resident, friend, and public official, former State Representative David Flynn, marked the end of an era for Bridgewater. His countless contributions will be remembered with gratitude and his presence will be sorely missed.

Once again, the Town Council unanimously approved a balanced, fiscally conservative and responsible budget for the Fiscal Year 2016. They conducted a meeting of the General Public and delivered a State of the Town Address which included presentations from State Representative D’Emilia, Bridgewater State University, and Bridgewater-Raynham Regional School District.

Highlights of the numerous legislative matters considered include: the completion of significant work towards the production of an Administrative Code (scheduled for a vote in 2016); unanimous approval, with the support of the Community Preservation Committee, for funding to purchase Conservation Restrictions on the Murray Farm and Needs Farm properties, ensuring their preservation in perpetuity; and a unanimous vote to adopt a Complete Streets Resolution, which allows the Town to pursue and receive infrastructure grant funding in the community and downtown especially. A summary of adopted legislation in 2015 is below.

| Legislation Type: | Measures Passed |
|--------------------------|------------------------|
| Ordinances (Total) | 7 |
| <i>Zoning</i> | 3 |
| Orders | 26 |
| Resolutions | 6 |
| Appointments Ratified | 28 |

Respectfully submitted,
Dr. Kevin Perry, Town Council President, District 4 Councilor

Town Manager

The core mission of the Town Manager’s Office is to provide effective and responsive leadership in the day-to-day operation of the Town of Bridgewater. The Town Manager’s Office also provides guidance to staff and team leaders relative to policies, procedures, and human resources decisions. The office is also responsible for the implementation of directives set forth by the Town Council through legislation.

The Town Manager sought to fill the open Town Planner position in early January, but the prospective candidate withdrew from consideration. The former Town Planner, Gregory Guimond, returned briefly in an interim capacity to address certain key projects.

Town Agency, Department, and Office Reports (continued)

Town Manager *continued*

Andrew DeLonno was appointed as Community & Economic Development Director in April, following a successful interview process for the Town Planner vacancy.

Additionally, the Town Manager worked to fill the vacant Finance Director post. Formerly held by Marilyn “Mimi” Spahr, the position was later filled by Anthony Sulmonte, who was hired in August 2015. Other hiring moves by the Town Manager’s Office included bringing on Finance Committee Secretary Michael Spagone as Confidential Assistant in late 2015.

The Town Manager also put out a call for volunteers to participate on various boards and committees. Some of these groups included the Web Advisory Committee, Ad Hoc Traffic Advisory Committee, and Affordable Housing Trust. Additionally, 2015 saw appointments or reappointments to several groups including Housing Authority, Community Preservation Committee, Conservation Commission, Board of Assessors, and Finance Committee.

The winter of 2015 saw the Town confront several major snow events, with one taking a serious toll on community infrastructure. As a result, various Town buildings, including the Senior Center and Memorial Building, incurred damage ranging from leaks to ice dams. Throughout the course of the season, the Town Manager’s Office held frequent meetings with key officials to ensure that the community was able to quickly recover following a snow event. A mid-February snowstorm caused considerable damage to the Mitchell Elementary School’s roof, leading to a major collapse. In response, the Town Manager’s Office worked with Town departments to assess the situation and to assist the Bridgewater-Raynham School District in moving students and staff out of the Mitchell School and into other available spaces within the District. Most of the Mitchell School moved to the Bridgewater Middle School, and the Middle School students were split between the B-R Regional High School and the Williams Intermediate School. The “Mitchell at the Middle,” while a temporary arrangement, demonstrated an effort by the Town and the District to work in cooperation for the interests of the community during difficult conditions.

The Town Manager, in conjunction with our State Representative, Angelo D’Emilia, asked for state assistance to reopen the Oak Street Bridge. Previously, the bridge was closed because of damage to the structure that would require extensive repairs. The effort throughout 2015 was to seek funding to undertake the repairs, but toward the end of the year it became obvious that state funding for these repairs would not materialize. Instead, the Town asked the Commonwealth to reopen the bridge with only one-lane usage and considerable weight restrictions.

The Town Manager and his finance team worked with the Town Council and Finance Committee to create the Fiscal Year 2016 budget early in 2015. As a continuation of the prior year’s budget discussions, the Town Manager sought input from the Town Council and Finance Committee to focus budgetary priorities for Fiscal Year 2016. At the end of

Town Agency, Department, and Office Reports (continued)

Town Manager *continued*

the process, the approved budget reflected ongoing commitments toward improving services in Town and to maintaining a conservative spending policy. Initial conversations regarding the Fiscal Year 2017 budget began mid-October 2015.

The Academy Building renovation project continued into 2015 with major reconstruction and changes on the site. Over the course of the year, the building's roof, foundations, and interior saw significant rehabilitation. As the year closed out, the interior wall studs and preliminary electrical services were being installed. By year end, the project was on schedule for a late summer, early fall 2016 completion. Ancillary to this is the fountain renovation work to be completed by Bridgewater Improvement Association (BIA), which built and has maintained the fountain in front of the Academy since 1977. The Municipal Building Committee determined the two projects must be completed separately. Thus, with design work completed, the BIA will begin reconstruction of the fountain and surrounding area when the Academy restoration is complete.

The Town Manager completed work on a draft of the Administrative Code, which was then provided to the Town Council to review in late 2015. The new Administrative Code, if approved, will provide the Town of Bridgewater with a unified system of rules, procedures, and guidelines to govern the Town's day-to-day governmental operation. The new code will also set forth the roles and responsibilities of the Town's many boards and committees. The Town Manager's Office received input from the community and integrated the findings into the drafted code.

As the year concluded, the Town Manager's office began to develop goals for 2016 and beyond, with emphasis on implementation of the administrative code, budgeting for Fiscal Year 2017, and enhanced operability amongst departments.

Respectfully submitted,
Michael Dutton, Town Manager

Veterans' Services Department

The Director for the Town of Bridgewater's Department of Veterans' Services is appointed by the Town Manager, pursuant to Massachusetts General Law, Chapter 115, and is responsible for the disbursement of funds and assistance to all qualified veterans and/or their dependents as defined in *108 CMR 3.00: Eligibility for Veterans Benefits*.

During this past year, veterans in need of assistance increased as the economy caused unemployment to rise to levels unseen in many years. An increase in individuals requesting assistance from the United States Department of Veterans' Affairs has noticeably increased. Recent changes allowing local Veterans' Agents to process these requests has resulted in a more rapid response to Veterans' needs.

Town Agency, Department, and Office Reports (continued)

Veterans' Services Department *continued*

The operation of this agency enabled every eligible veteran or dependent who applied to receive certain financial, medical, educational, employment, and other benefits and/or assistance. All expenses incurred for veterans are seventy-five percent reimbursed by the Commonwealth of Massachusetts.

I wish to express my sincerest appreciation to the veterans of Bridgewater and the Town staff for their support of this Department and its mission.

Respectfully submitted,
Roderick K. Walsh, Director, Veterans' Services

Water Department

The Water Department, which is an enterprise funded account operating solely on water user fees, handles the day-to-day operation of the Carver Pond Treatment Plant located at Well Field Drive and the Nitrate Plant located on High Street. There are 10 gravel-packed wells located throughout the Town with approximately 140 miles of water distribution pipes.

For 2015:

The water plant produced a total of 604 million gallons. The daily average flow was 1.65 million gallons per day (mgd).

Water System Summary

- Number of water accounts = 7,200.
- New connections = 52.
- Water main and service breaks repaired = 17.
- Backflow preventers checked = 352.
- Hydrant replacement/repairs = 2.
- Annual flushing program conducted.
- Well #4 replaced with a new gravel-packed well due to lack of yield.

Water Planning/Studies Ongoing:

- We continue to work on the comprehensive wastewater management plan, which includes a water component for planning. This plan will aid in mapping the future of the Water Department.
- We are conducting water exploration off Vernon Street.
- We went out to bid on an automated meter reading system.

Town Agency, Department, and Office Reports (continued)

Water Department *continued*

New Water Construction

- Childs Bridge subdivision.
- Rolling Pines subdivision.

I would like to thank the commissioners, office staff and the men of the water department for their support, dedication and professionalism.

Respectfully submitted,

Jonas V. Kazlauskas, Superintendent, Bridgewater Water/Sewer Department

Regional School Department Reports

Bridgewater-Raynham

The Bridgewater-Raynham Regional School District is the second largest regional district in the Commonwealth and is dedicated to continuous improvement in all aspects of teaching and learning as we prepare students to succeed in a global economy.

Bridgewater-Raynham Regional School District is comprised of the Towns of Bridgewater and Raynham and, as of October 1, 2014, have a student population of 5,372. Over 3,200 students are Bridgewater residents with the remaining Raynham residents. The District employs 582 teachers, administrators, nurses, and support staff who remain committed to providing a quality educational program.

The District operates seven schools:

| | Grade | # of Students |
|---|--------------|----------------------|
| Lillie B. Merrill Elementary School | K-1 | 296 |
| Dr. E. Joseph LaLiberte Elementary School | 2-4 | 489 |
| Raynham Middle School | 5-8 | 734 |
| George H. Mitchell Elementary School | PK-3 | 1009 |
| Williams Intermediate School | 4-6 | 748 |
| Bridgewater Middle School | 7-8 | 533 |
| Bridgewater-Raynham Regional High School | 9-12 | 1,458 |

Additionally, we have 35 students enrolled in the Alternative High School Excel Program, 49 Out of District students in special education programs, and 22 preschoolers receiving Special Education services, for a total of 5,372.

Bridgewater-Raynham Regional School District students are provided with an outstanding educational program. The District boasts Level 1 and 2 status schools on State accountability measures.

At the High School, 94% of students score Advanced/Proficient in English Language Arts, 84% in Mathematics, and 83% in Science. These results demonstrate improved student achievement.

Our high school graduation rate is 98.8%. The High School holds (NEASC) Accreditation and was recently named to the A.P. Honor Roll by the College Board for increasing student participation by 38% in advanced placement courses.

The District's comprehensive range of programs and services affords our students opportunities to excel academically, socially, and culturally.

Students begin a rich learning experience at the elementary level with Literacy and Numeracy programs, as well as hands-on Science, Social Studies and student-centered learning. Students also participate in Unified Arts including Physical Education, Music, Technology, Library, and Art instruction.

Regional School Department Reports (continued)

Bridgewater-Raynham *continued*

At the intermediate and middle school levels, students experience the teaming approach to education, which allows for interdisciplinary instruction. Enrichment programs and extracurricular opportunities, such as band, chorus and athletics, are introduced at this level.

The Bridgewater-Raynham Regional High School is recognized for its academically rigorous offerings including ten (10) Advanced Placement courses, such as Advanced Placement Physics, Calculus, Biology, U.S. History, etc.

The High School holds the distinction of having the largest Dual Enrollment Program in Massachusetts. The District also provides an Alternative High School, Excel to ensure that students who haven't met with success in the day program have the opportunity to obtain a High School diploma by attending this program.

The High School is designated as a Division One Athletic program in which over 700 student-athletes participate. There are over 24 different athletic offerings including Lacrosse, Golf, Tennis, Swim, Cross Country, Football, Baseball, Basketball, Ice Hockey, Soccer, and Cheerleading.

The Bridgewater-Raynham Regional School District is transitioning to digital learning in order to create more personalized experiences for students. This will enable teachers to differentiate instruction in meaningful ways based upon individual student needs.

We are using a variety of web-based educational programs that support the curriculum; such programs include ST Math, Lexia, Read 180, Systems 44, Ebooks, and textbooks with digital pathways. The District has focused on increasing technology over the course of the last three (3) years. We have 20 computer labs, mobile iPad labs, Chromebook labs, and interactive whiteboards and/or projection systems in every classroom.

Additionally, we have administrative technologies that have improved the efficiency of operations including Financial, Human Resources, Employee Attendance and Recruiting, and Student Information Systems.

We continue to implement a variety of *Cost Saving Efficiencies* through the use of technology solutions, such as the online posting of documents and online Registration for school and Kindergarten. We are also continuing to utilize online access to the student information system to help reduce printed paperwork and keep our parents "connected" as well as reducing printed paper in school offices.

Other cost saving measures included in-house snowplowing/removal, outsourcing of various maintenance needs for equipment and purchasing through various cooperative groups including the State program, COMMBUYS.

Regional School Department Reports (continued)

Bridgewater-Raynham *continued*

These accomplishments speak to the continued support that our District receives from the member towns, the communities at large, and the Bridgewater-Raynham Regional School Committee. We thank you for your commitment to quality public education.

Respectfully submitted,
Jacqueline B. Forbes, Ph.D., Superintendent of Schools

Bristol-Plymouth

It is our mission to educate students and to assist them in realizing their full potential as responsible, productive, contributing members of society by providing an educational environment in which students are challenged, excellence is expected and differences are valued.

I am pleased to submit this annual review of significant accomplishments to you. The Bristol-Plymouth Regional Technical School community strives to focus on our students at all times. It is our mission to educate students and to assist them in realizing their full potential as responsible, productive, contributing members of society by providing an educational environment in which students are challenged, excellence is expected and differences are valued. All students and staff focus on this mission through academic achievement, technical proficiency and career readiness. A considerable amount of time is spent modeling career readiness skills and life skills that will help the students lead independent and successful lives.

Bristol-Plymouth uses a variety of methods to measure the achievement of our mission goals. One of the most recognized measures of achievement is known as performance levels assigned by the Department of Elementary and Secondary Education. These performance levels are assigned to schools based on dropout rates, graduation rates, academic achievement and student growth. We are proud to report that, once again, we have received the designation as a Level 1 school, which is the highest level. This is a testament to the support of our School Committee and the hard work of our students and staff.

Academic Achievement

One high priority is continuous improvement in the area of academic achievement. Improvement can be easily measured by an increasing number of students achieving honor roll status and successfully completing Advanced Placement courses. In 2015, the total number of students who took AP exams increased to 107. In addition, 82 members of the class of 2015 were John and Abigail Adams Scholarship Award recipients.

Regional School Department Reports (continued)

Bristol-Plymouth *continued*

The MCAS is a measure of academic achievement that is universal among Massachusetts public schools. In 2015, 93% of our students scored in the advanced or proficient categories on the English Language Arts MCAS.

The Mathematics MCAS exam results show 96% of our students earning a passing grade with 78% scoring in the advanced or proficient categories.

The Science and Technology Engineering MCAS exam results in 2015 showed 94% of our students passing the examination and 64% scoring in the advanced or proficient categories. We are pleased to see an increased number of students scoring in the advanced performance level.

Technical Achievement

Our students' technical proficiency is at an all-time high. We have students earning National Certifications in their technical areas of expertise and entering employment above entry level. Students use their skills to give back to both our school community and our member communities.

In our continuous efforts to maintain and upgrade our facilities, many of our students have contributed to projects within our building. Additionally, 2015 saw the groundbreaking of our Early Childhood Education Center which is being constructed primarily by our students in the construction trades. Not only does this major project benefit the district, but it also provides opportunities for students to see first-hand what their peers are accomplishing every day.

Community Involvement

Our students are very aware of the generosity of our communities and are always anxious to give back. In Berkley, our carpentry students constructed and installed a meeting table for the Berkley Selectmen's Office. Our Cosmetology students provided the senior citizens at the Berkley Senior Center with manicures while the CNT students assisted in teaching seniors how to operate mobile devices. The American Legion was the recipient of multiple picnic tables that the carpentry program students built for them. Our students also completed many graphic design projects that included tax bills, envelopes and building inspector tags. The Open Shelves Food Pantry's raffle calendar and fliers were printed as well as the Council on Aging newsletter and the public library's letterheads and fliers.

The town of Bridgewater also had multiple graphic design projects completed which included the town's budget books, town warrants, annual reports, enrollment cards and meeting notices. The police department had envelopes, emergency cards and personnel board booklets printed.

Our students provided a variety of services for the town of Dighton. Our Collision Technology students worked on a plow truck and painted a tailgate for a Dighton-

Regional School Department Reports (continued)

Bristol-Plymouth *continued*

Rehoboth Regional High School truck. Partitions for restrooms at the Little League field were also painted by our Collision Technology students. The Junior Football league utilized our Graphic Design services to print their fundraiser calendar.

Middleborough was the site of projects for many of our technical programs. The Middleborough KinderCare was the site of a field day held by our Early Childhood Education program in June, 2015. The school department, little league and police department all utilized our Graphic Design students to complete various projects.

Our students completed a number of projects in the town of Raynham. Carpentry students fabricated a horse race game for the Activities Department of Life Care Center. Bridgewater-Raynham High School as well as the public library and Pine Hill Estates all had printing projects completed by our Graphic Design students.

Our students completed several jobs in Rehoboth for the Council on Aging. Electrical Technology students wired a compressor for the freezer and installed a damper motor to the boiler controls. Our HVAC students installed a walk-in freezer, evaporator and compressor for the council as well.

The City of Taunton Police Department Dive Team had an outboard motor and boat trailer repaired by our Metal Fabrication students and our Collision Technology students continue to work on the Dive Team's boats. The Metal Fabrication program students also worked with the Taunton DPW repairing stainless steel parts. Our Culinary Arts students baked cookies for students at the Hopewell Elementary School students to decorate. Culinary Arts students also decorated cookies with the Residents at Bethany House Adult Day Care Center.

Our Carpentry students finished up work on a one room addition of a playroom for a family whose daughter suffers from a disease that prevents her from being exposed to sunlight. Electrical students repaired lighting at The Old Colony History Museum. Among the many organizations utilizing our Graphic Design services were the Fire Department, the Christmas Parade Committee, TASC, St. Vincent de Paul and Pennies from Heaven, the Taunton Art Association, Boy Scouts of America, Colonial Estates, and East Taunton Little League.

In the spring of 2015, our Collision Technology Program completed a body and cab restoration on a 1947 Ford Dump Truck for the Massachusetts Department of Transportation.

Our service programs were also very active in our member communities. Dental Assistant students intern in many of the local dentists' offices. The students recently earned certifications in DANB Infection Control and Radiation Health and Safety and provided dental care to our students as part of the Dental Hygienist Polished Dental program. Community Health students work in a variety of area health care facilities and

Regional School Department Reports (continued)

Bristol-Plymouth *continued*

have recently completed Certified Nurse Assistant, Emergency Medical Response, and Developmental and Intellectual Disabilities certifications. The Early Childhood Education students operate the Child Care Center, a full-service day care center, within our building. It is fully enrolled with 29 children from our surrounding communities. Recently, our Early Childhood Education students took the preschoolers caroling at The Arbors in Taunton. The students from this program also intern in multiple day care centers in our member communities as well as at Berkley Community School and at St. Mary's, Leddy, Elizabeth Pole Schools and Triumph Head Start in Taunton.

Cooperative Education Program

The Bristol-Plymouth Regional Technical School Cooperative Education Program's mission is aligned with the district's to enable students to become skilled, productive members of a global workforce. Our goal is to engage students in a process of learning that links work experience with classroom knowledge. Many of the businesses in our communities recognize the fine work that our students are doing. The Cooperative Education Program (Co-op) has seen an increase in the number of students employed each year. In 2015, the program assisted 86 seniors and 32 Juniors in securing employment within their technical areas at 81 local companies.

State and National Achievement

Student achievement is also measured by our success in many student and community organization competitions. A Design and Visual Communications student won third place in the AAA Safety Poster Contest Another Design and Visual Communications student was awarded Honorable Mention for the UMASS Lowell Cool Science Poster Contest. Our Health Care Students compete in the Health Occupation Students Association (HOSA) and our student members of Business Professionals of America (BPA) compete as well. All of our students are members of Skills USA In November 2015, our students participated in the Skills USA Leadership Conference in Marlboro, MA and brought home several team medals.

Student Life

We believe that the achievement of our goals can also be measured by interest in our school and the success of our graduates. Within the seven towns in our district, the number of students interested in attending B-P continued to be high this year; the number of students accepted to the Class of 2019 was 369. One major innovation in the admissions process during this year was the establishment of an online application program for students who visit our website and wish to apply to B-P for admission to the Class of 2020. This new program, g02cte.org, tracks the number of students who apply along with information about their sending district, school records and technical interests. The program has the ability to allow sending schools' counselors to send their records and recommendations online and to enable the B-P guidance staff to review and record an interview with applicants directly on the computer, as well.

Regional School Department Reports (continued)

Bristol-Plymouth *continued*

In 2015, each class retained a high percentage of its students bringing the October 1st population of the school to 1305. At Bristol-Plymouth's 42nd commencement in June, 2015, 299 members of the class graduated with 64% continuing on to post-secondary education, 25% to the work force, and 6% to the military. One hundred-seven graduates went on to four-year colleges; seventy to two-year colleges and 13 to trade schools.

The Career Center, an extension of the Student Services Department, has been a valuable resource for our students. Students frequent the center often to gather information regarding careers, colleges, job opportunities and scholarships. Counselors hold workshops for students, including "Applying to College using the Common Application", "Basics of Financial Aid", and "Resume Writing". The Career Center continues to add guest speakers from business, industry and educational institutions for the benefit of all students, thus providing them with the information necessary to make informed decisions regarding their future success. The Career Showcase and the Annual College Fairs are just a couple of the activities provided for our student body.

Our Practical Nurse Program graduated 40 students in June of 2015. 100% of the students who took the national licensure exam passed it, and employment at six months post-graduation is 93 percent. Many are employed in local health care facilities. Currently, the Practical Nurse Program has 40 students enrolled in the day program and 20 in the evening. The program met conditions for continued full compliance with Massachusetts Board of Registration in Nursing.

Our culture and climate continue to improve every year. We continually strive to increase our number of extracurricular offerings with the addition of clubs and athletic teams based on student interest.

Our focus is always to help our students to become independent. In 2015, we held our second annual Credit for Life Fair an interactive financial literacy program. It was very successful and our students, with the input from many business community leaders, learned about making difficult financial decisions.

We always encourage our students to give to those less fortunate. We have given a record amount of food to the St. Vincent de Paul food pantry and conducted multiple toy drives, clothes donation initiatives, and collected many personal care articles for both Hospice patients and various military units. Our Student Council ran a very successful toy drive to benefit children undergoing cancer treatment at Tufts University Floating Hospital. Our Community Service Group continues to be quite active and is always searching for ways in which to lend support.

Fiscal Outlook

Bristol-Plymouth Regional Technical School District continues to offer a high-quality education while keeping assessments to the communities at minimum levels. With supportive member communities and an engaged School Committee, the District

Regional School Department Reports (continued)

Bristol-Plymouth *continued*

continues to investigate methods to reduce costs while exploring different revenue sources to prepare for subsequent fiscal years. Additionally, the District will continue to submit a Statement of Interest to the Massachusetts School Building Authority with hopes of receiving approval and funding to increase the footprint of the building, while updating and modernizing the existing facility. With careful planning, a prudent spending plan and conservative management, we hope to continue to provide a safe and dynamic learning environment for the students of Bristol-Plymouth.

School Committee:

| | |
|------------------------------|---------------|
| Carol L. Mills, Chair | Berkley |
| Louis Borges, Jr. Vice-Chair | Taunton |
| Thomas A. Bernier | Taunton |
| James W. Clark | Rehoboth |
| Mark A. Dangoia | Bridgewater |
| Edward F Dutra | Dighton |
| George Randall, III | Middleborough |
| Timothy J. Holick | Raynham |

Respectfully submitted,



Alexander Magalhaes
Superintendent-Director

Outside Services Reports

Old Colony Planning Council

The Old Colony Planning Council was established in 1967 by state statute and is authorized to prepare plans for the physical, social, and economic development of the seventeen-member community region. OCPC is designated as: an Economic Development District by the U.S. Department of Commerce for the coordination of regional economic development activities; an Area Agency on Aging (AAA) by the Executive Office of Elder Affairs to plan, manage and coordinate elder services in a twenty-three community service area; and, the Metropolitan Planning Organization (MPO) to plan and program transportation and transit improvements for the region.

In addition to the above-designated responsibilities, the Council also assists its member municipalities with technical planning, grant application preparation, and current local and regional socioeconomic information.

During the past year, the Council completed the Old Colony Regional Transportation Plan (Moving U 2040); the 2015 Natural Hazard Mitigation Plan for the Old Colony Region; the 2015 Comprehensive Economic Development Strategy (CEDS) Plan; the FFY 2016-2019 Transportation Improvement Program (TIP); the Brockton Area Transit Comprehensive Regional Transit Plan; the Plymouth Special Events Traffic Analysis and Management Plan; the Old Colony Regional Freight Study; and provided numerous Road Safety Audits, Intersection Analyses, and Transportation Technical Studies to the member communities; and, continued participation in the South Coast Commuter Rail Task Force, provided technical assistance to Bridgewater, and Stoughton, related to the potential rail service. The Council also provided technical assistance to member communities under the District Local Technical Assistance (DLTA) Program. The DLTA funding was used in such areas as regionalization, including the investigation of water, wastewater, and the aggregation of electricity, as well as conducting a number of land use analyses, neighborhood economic and transportation analyses, the development of Community Business Guides, providing a variety of economic development technical assistance as well as Green Communities Designation and Grant Program technical assistance. The Old Colony Area Agency on Aging (AAA) during the past year, with assistance and guidance from member community advisory committee members, has continued the ongoing administration of over \$1.5 million dollars of Federal and State funding for elder services. The OCPC-AAA administers and oversees funding for services like nutrition, transportation, day care, legal services, and others to the more than 95,000 persons age 60 and over in the region. The OCPC-AAA continues to advocate on behalf of older persons from throughout the region. The OCPC-AAA Long-Term Care Ombudsman Program continues its efforts, with over 1,300 visits to nursing and rest homes, investigating over 300 issues of concern from residents or families. In addition, OCPC continues to administer the Septic Loan Program for the Towns of Avon, Cohasset, Hanson, Kingston and Stoughton. During 2015 the Council processed approximately \$408,500 in loans for both septic systems and sewer connection for the communities under the Septic Loan Program.

Outside Services Reports (continued)

Old Colony Planning Council *continued*

Each member community of the Council is represented by one delegate and one alternate member. The Council members establish policy, develop the work program, and employ and oversee the activities of the professional staff. The Council meets on the last Wednesday of each month at 7:00 PM in the OCPC offices located at 70 School Street, Brockton, MA. In 2015, the Council elected Lee Hartmann, of Plymouth as Council President; Fred L. Gilmetti of Whitman as Council Treasurer; and, Frank P. Staffier of Avon as Council Secretary. Pasquale Ciaramella serves as Executive Director of the Council.

The Council gratefully acknowledges the generous support and cooperation of its member communities and the participation and involvement of the many individuals who participate as members of committees. Special thanks are extended to Joint Transportation Committee Chair Noreen O'Toole; Comprehensive Economic Development Strategy Committee Chair Mary Waldron; and, the Area Agency on Aging Advisory Committee Chair Richard Whitney, for their commitment, dedication and leadership during the past year. The Council also recognizes the work of local boards and commissions and the government agencies, public and private institutions, and individuals who assisted the Council in its efforts.

Respectfully submitted,
Sandra M. Wright, Delegate
Anthony P. Anacki, Alternate
Troy E. Garron, Delegate At-Large

Plymouth County Extension Service

[Below is] a copy of our Annual Report, as well as the assessment for an appropriation in respect to fiscal year 2016-2017.

The Town of Bridgewater participated in the following Extension-sponsored programs this year:

- 4-H Plant Science Sunflower Program for grades K-2
- 4-H Public Speaking contests
- 4-H Embryology Program at Mitchell Elementary School
- Home of Bridgewater Homesteading 4-H Club
- Community Service Programs

Through our programing we have given many Bridgewater residents opportunities to participate in community service, citizenship and leadership activities year round.

Respectfully submitted,
Plymouth County Extension
Board of Trustees
BY: Molly Vollmer, Extension Director

Outside Services Reports (continued)

Plymouth County Cooperative Extension

The role of Plymouth County Cooperative Extension is to deliver research-based information to Plymouth County residents through non-formal methods. The Plymouth County Extension staff work on behalf of Plymouth County residents, in concert with UMass Amherst faculty and Extension staff, and the United States Department of Agriculture, to provide valuable information in the program areas of 'Agriculture and Landscape' and '4-H Youth and Family Development'. The Extension System is supported by County, State and Federal funds, and operates under Federal and State laws and agreements. Local citizens, appointed by the Plymouth County Commissioners, serve as Plymouth County Cooperative Extension Trustees, directing the overall program. Volunteer advisory groups work with Extension staff on developing programs.

Cooperative Extension resources and programs for Plymouth County residents include: 4-H Science and Technology workshops in the areas of embryology and plant science; accredited overnight 4-H summer camps; 4-H animal science summer day-workshops; 4-H Life Skills Training, 4-H Community Service Projects, 4-H Public Speaking Training, 4-H Babysitting Program and 4-H partnerships with local farms and agricultural enterprises, including the Marshfield Agricultural Society, Plymouth County Farm Bureau and Plymouth County Grange. New research findings are translated into practical applications and shared with residents and communities through workshops, lectures, conferences, office visits, phone calls, field demonstrations, radio, television, local libraries, technical assistance, and newspaper articles. Publications such as newsletters, booklets, and fact sheets bring information directly to those who need it. Additional information is delivered through UMass-Amherst Center for Agriculture and Extension web access: www.ag.umass.edu

Members of the Plymouth County Extension Staff:

Molly Vollmer, Director Plymouth County Extension/ Extension Educator
Valerie Schell, Extension Educator, 4-H Youth and Family Development Program
Evelyn Golden, Program Assistant, 4-H Youth and Family Development Program
Cathy Acampora, Administrative Assistant

Board of Trustees:

| | |
|---|-------------------------------------|
| John Burnett Jr. - Whitman | |
| Michael Connor - Bridgewater | Meghan C. Riley - Chairman, Whitman |
| Jeff Chandler – Duxbury | John Illingworth - Abington |
| Aylene Calnan – Hingham | Paul Nicol - Hanson |
| Sandra Wright, Plymouth County Commissioner – Bridgewater | |

The Plymouth County Extension office is located at 44 Obery Street, Plymouth, MA 02360
(781-293-3541; fax: 774-773-3184)

Outside Services Reports (continued)

Plymouth County Mosquito Control Project

The Plymouth County Mosquito Project is a special district created by the State Legislature in 1957, and is now composed of all Plymouth County towns, the City of Brockton, and the town of Cohasset in Norfolk County. The Project is a regional response to a regional problem, and provides a way of organizing specialized equipment, specially trained employees, and mosquito control professionals into a single agency with a broad geographical area of responsibility.

The 2015 season began dry with a low water table, dry conditions increased into the summer season. Efforts were directed at larval mosquitoes starting with the spring brood. Ground larvicided 4,500 acres and aerial larvicided 12,327 and this was accomplished using B.t.i., an environmentally selective bacterial agent. Upon emergence of the spring brood of mosquitoes, ultra-low volume adulticiding began on June 1, 2015 and ended on September 12, 2015. The Project responded to 16,344 requests for spraying and breeding checks from residents covering all of the towns within the district.

In response to the continued threat of mosquito borne diseases in the district, we increased our surveillance trapping, aerial and ground larviciding, and adult spray in areas of concern to protect public health.

Based on guidelines defined by the “Arbovirus Surveillance and Response Plan” in Massachusetts, three Plymouth County towns, Bridgewater, W. Bridgewater, and Kingston, were “Moderate Level” of EEE Risk for the season. All other towns in Plymouth County Mosquito Project were at the “Low Level Risk” category. We are pleased to report that in 2015 there were no human, mosquito, or horse EEE cases in Plymouth County.

West Nile Virus was also found within the district. A total of 6 mosquito pools tested positive for WNV in the following towns: Abington (1) Whitman (1), Bridgewater (2), Kingston (1), Lakeville (1). All towns within the district remained at the “Low Level Risk” category for West Nile Virus. We are also pleased to report that in 2015 there were no human or horse West Nile Virus cases in Plymouth County Mosquito Control district. As part of our West Nile Virus control strategy a total of 21,336 catch basins were treated with larvicide in all of our towns to prevent WNV.

The Health threat of EEE and WNV continues to ensure cooperation between the Plymouth County Mosquito Control Project, local Boards of Health and the Massachusetts Department of Public Health. In an effort to keep the public informed, EEE and WNV activity updates are regularly posted on Massachusetts Department of Public Health website.

The figures specific to the town of Bridgewater are given below. While mosquitoes do not respect town lines the information given below does provide a tally of the activities which have had the greatest impact on the health and comfort of Bridgewater residents.

Outside Services Reports (continued)

Plymouth County Mosquito Control Project *continued*

Insecticide Application. 1,630 acres were treated using truck mounted sprayers for control of adult mosquitoes. More than one application was made to the same site if mosquitoes reinvaded the area. The first treatments were made in June and the last in September.

During the summer 1,415 catch basins were treated to prevent the emergence of *Culex pipiens*, a known mosquito vector in West Nile Virus transmission.

Our greatest effort has been targeted at mosquitoes in the larval stage, which can be found in woodland pools, swamps, marshes and other standing water areas. Inspectors continually gather data on these sites and treat with highly specific larvicides when immature mosquitoes are present.

Water Management. During 2015 crews removed blockages, brush and other obstructions from 4,665 linear feet of ditches and streams to prevent overflows or stagnation that can result in mosquito breeding. This work, together with machine reclamation, is most often carried out in the fall and winter.

Machine Reclamation. 2,000 linear feet of upland ditch was reconstructed in Bridgewater using the Project's track driven excavator.

Aerial Application. Larviciding woodland swamps by airplane before the leaves come out on the trees continues to be very effective. In Bridgewater this year we larvicided 440 acres.

Finally, we have been tracking response time, which is the time between notice of a mosquito problem and response by one of our inspectors. The complaint response time in the Town of Bridgewater was less than three days with more than 643 complaints answered.

Mosquito Survey. Our surveillance showed that the dominant mosquitoes throughout the district were generally *Aedes vexans* and *Coquillettidia perturbans*. In the Town of Bridgewater the three most common mosquitoes were *Coquillettidia perturbans*, *Uranotaenia sapphirina*, and *Culex pipiens/restuans*.

We encourage citizens or municipal officials to visit our website at www.plymouthmosquito.org or call our office for information about mosquitoes, mosquito-borne diseases, control practices, or any other matters of concern.

Anthony Texeira, Superintendent

Commissioners:

John Kenney, Chairman; Michael F. Valenti, Vice-Chairman/Secretary; Kimberley King, Cathleen Drinan, John Sharland

Outside Services Reports (continued)

Southeastern Regional Services Group

The Southeastern Regional Services Group (SERSG) serves member communities with joint procurement and other services and has done so since 1993. There are now twenty member communities served by one SERSG Regional Administrator. Moira Rouse began in this role in February of 2015. Annual dues from member communities support this work and have remained at \$4,100 for three years.

Cooperative procurements were held in the spring of 2015 for paper, office supplies, DPW supplies and water and sewer treatment chemicals. In the fall, twenty-four categories of DPW Service work were available for bid, with contracts being finalized as this Annual Report goes to print. Bridgewater participated in all of these procurements except the water treatment chemicals.

As a participant in SERSG's office supply contract, Bridgewater has enjoyed a discount of 61.17% off non-excluded office supplies in the United Stationer's Supply wholesaler's catalog and more than 35% off ink and toner cartridges since July of this year. Although this new discount is not as beneficial as the previous two-year contract discount, it is still very favorable. Based on first quarter FY16 figures, Bridgewater could save more than \$31,000 annually off list prices for office supplies through the SERSG contract. The Town and schools also pay a competitive fixed price for cartons of paper through the SERSG paper contract.

For the Bridgewater Department of Public Works, SERSG procured DPW Supply contracts with 10 vendors for 18 items. The estimated value of these supply contracts is over \$380,000. DPW Services recently procured for next year are based on over \$1.8 million in estimates from Bridgewater. These services include both new and renewed contracts.

In addition to the savings of time due to SERSG handling the procurement until contract execution, additional savings per year result from favorable contract pricing. SERSG contract pricing is equal to or lower than state contract prices and requires less time and effort for departments to use.

Bridgewater joined other SERSG communities in a Community Incentive Grant (CIC) applied for and received in 2014 for regional Stormwater work. During 2015 SERSG remained involved in the statewide dialogue, although no new funding was available. The SERSG Administrator attended a regional meeting on Stormwater needs and funding, and supported a letter to the state about municipalities' needs going forward. With new MS4 regulations due out this month, SERSG will remain engaged in this issue.

Monthly meetings of the Board of Directors and the Highway and DPW Superintendents provide valuable opportunities for representatives from member communities to share concerns, ideas and feedback about a wide variety of issues affecting municipalities.

Respectfully submitted,
Moira Rouse, Regional Administrator

Legislation Voted 2015—Town of Bridgewater

Town Council—2015 Ordinances

Directory of Documents: <https://www.bridgewaterma.org/DocumentCenter/View/814>

Online Readers: After arriving at the above web page with the directory, you may:

Click on an Ordinance to view it. **Scroll** the page to browse for a particular Ordinance. **Search** on the page to find a specific Ordinance.

| Ordinance # | Ordinance Title |
|------------------------------|--|
| <i>Ordinance #D-2012-014</i> | Right To Farm |
| <i>Ordinance #D-2013-015</i> | Personal Property Assessment |
| <i>Ordinance #D-2015-001</i> | Enforcement Ordinance - Canine Control |
| <i>Ordinance #D-2015-003</i> | Affordable Housing Trust |
| <i>Ordinance #D-2015-004</i> | Local Rooms Tax |
| <i>Ordinance #D-2015-006</i> | Amend & Codify Floodplain Ordinance |

Town Council—2015 Orders

Directory of Documents: <https://www.bridgewaterma.org/DocumentCenter/View/654>

Online Readers: After arriving at the above web page with the directory, you may:

Click on an Order to view it. **Scroll** the page to browse for a particular Order. **Search** on the page to find a specific Order.

| Order # | Order Title |
|--------------------------|---|
| <i>Order #O-2015-002</i> | Authorize the Town of Bridgewater to Lease Certain Property - VFW Post 2125 |
| <i>Order #O-2015-003</i> | Development of Snow & Ice Removal Policy |
| <i>Order #O-2015-005</i> | Annual Town Election Warrant |
| <i>Order #O-2015-008</i> | Affix Salary - Town Clerk |
| <i>Order #O-2015-010</i> | Police Department Contract Ratification |
| <i>Order #O-2015-011</i> | FY16 Annual Budget |
| <i>Order #O-2015-012</i> | FY16 Sewer Enterprise Fund Budget |
| <i>Order #O-2015-013</i> | FY16 Water Enterprise Budget |
| <i>Order #O-2015-014</i> | FY16 Transfer Station Budget |
| <i>Order #O-2015-015</i> | FY16 Olde Scotland Links Golf Course Enterprise Budget |
| <i>Order #O-2015-016</i> | Authorization of Revolving Funds |
| <i>Order #O-2015-017</i> | Library Contract Ratification |
| <i>Order #O-2015-018</i> | FY15 Capital Purchases (formerly O-2015-004) |
| <i>Order #O-2015-019</i> | Appointment of Special Police Officers |
| <i>Order #O-2015-020</i> | Acceptance of a Gift – ACO |
| <i>Order #O-2015-021</i> | Establish Fee - Farmer's Pouring Alcohol Licenses |
| <i>Order #O-2015-022</i> | Acceptance of a Gift - Ron Emma's |
| <i>Order #O-2015-023</i> | Acceptance of a Gift - Bridgewater Savings Bank |
| <i>Order #O-2015-024</i> | Authorization to Lease Town Property |
| <i>Order #O-2015-028</i> | Acceptance of a Gift - Bridgewater State University |

Legislation Voted 2015 (continued)

Town Council—2015 Resolutions

Directory of documents: <https://www.bridgewaterma.org/DocumentCenter/View/653>

Online Readers: After arriving at the above web page with the directory, you may: **Click** on a Resolution to view it. **Scroll** the page to browse for a particular Resolution. **Search** on the page to find a specific Resolution.

| Resolution # | Resolution Title |
|-------------------------------|---|
| <i>Resolution #R-2015-001</i> | Creation of Affordable Housing (formerly Order #O-2015-006) |
| <i>Resolution #R-2015-002</i> | Feasibility Exploration - Implementation of Downtown Community Development Master Plan Recommendations (formerly Order #O-2015-007) |
| <i>Resolution #R-2015-004</i> | Complete Streets |
| <i>Resolution #R-2015-005</i> | FEMA Hazard Mitigation Plan Adoption |
| <i>Resolution #R-2015-006</i> | 2016 Town Council Meeting Dates |
| <i>Resolution #R-2015-007</i> | FY2017 Budget Resolution |

Financials

Accounts Receivable: Deferred Revenue Reconciliation—6/30/2015

| Town of Bridgewater | | | |
|--|--------------------|------------------------------|-------------------|
| AR / Deferred Revenue Reconciliation as of 06/30/15 | | | |
| Property Tax | | | |
| Rollback Tax | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 0100-122000 | ROLL BACK TAX | 0.00 |
| Total | | | 0.00 |
| RE Tax | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| 2009 | 0100-122009 | 2009 REAL ESTATE TAX TAX | 1,466.26 |
| 2012 | 0100-122012 | 2012 REAL ESTATE TAX TAX | 931.65 |
| 2013 | 0100-122013 | 2013 REAL ESTATE TAX TAX | 34.83 |
| 2014 | 0100-122014 | 2014 REAL ESTATE TAX TAX | 159,701.08 |
| 2015 | 0100-122015 | 2015 REAL ESTATE TAX TAX | 451,993.81 |
| 2016 | 0100-122016 | 2016 REAL ESTATE TAX TAX | 0.00 |
| Total | | | 614,127.63 |
| PP Tax | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| 2005 | 0100-121005 | 2005 PERSONAL PROPERTY TAXES | 3,510.87 |
| 2006 | 0100-121006 | 2006 PERSONAL PROPERTY TAXES | 1,027.02 |
| 2007 | 0100-121007 | 2007 PERSONAL PROPERTY TAXES | 4,668.10 |
| 2008 | 0100-121008 | 2008 PERSONAL PROPERTY TAXES | 3,637.17 |
| 2009 | 0100-121009 | 2009 PERSONAL PROPERTY TAXES | 9,760.45 |
| 2010 | 0100-121010 | 2010 PERSONAL PROPERTY TAXES | 17,340.11 |
| 2011 | 0100-121011 | 2011 PERSONAL PROPERTY TAXES | 21,215.63 |
| 2012 | 0100-121012 | 2012 PERSONAL PROPERTY TAXES | 15,970.93 |
| 2013 | 0100-121013 | 2013 PERSONAL PROPERTY TAXES | 12,800.57 |
| 2014 | 0100-121014 | 2014 PERSONAL PROPERTY TAXES | 12,442.59 |
| 2015 | 0100-121015 | 2015 PERSONAL PROPERTY TAXES | 24,420.37 |
| Total | | | 126,793.81 |
| Total RE & PP Tax | | | 740,921.44 |

Financials (continued)

Accounts Receivable: Deferred Revenue Reconciliation—6/30/2015 *continued*

| Other Property Tax Related | | | |
|-----------------------------------|---------------------------|----------------------------------|---------------------|
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 0100-188000 | TAX FORECLOSURES-POSSESSIONS | 442,204.82 |
| | 0100-124000 | TAX LIENS RECEIVABLE (Tax Title) | 2,129,303.55 |
| | 0100-125500 | CL 41A TAXES-DEF TAX | 173,944.78 |
| Total | | | 2,745,453.15 |
| MVE Tax | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| 2011 | 0100-126011 | 2011 MOTOR VEHICLE TAX | 15,452.31 |
| 2012 | 0100-126012 | 2012 MOTOR VEHICLE TAX | 21,416.40 |
| 2013 | 0100-126013 | 2013 MOTOR VEHICLE TAX | 29,033.75 |
| 2014 | 0100-126014 | 2014 MOTOR VEHICLE TAX | 85,429.52 |
| 2015 | 0100-126015 | 2015 MOTOR VEHICLE TAX | 252,629.62 |
| Total | | | 403,961.60 |
| Boat Excise | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| 2007 | 0100-127007 | 2007 BOAT EXCISE | 0.00 |
| 2008 | 0100-127008 | 2008 BOAT EXCISE | 0.00 |
| 2009 | 0100-127009 | 2009 BOAT EXCISE | 0.00 |
| 2010 | 0100-127010 | 2010 BOAT EXCISE | 0.00 |
| 2011 | 0100-127011 | 2011 BOAT EXCISE | 0.00 |
| 2012 | 0100-127012 | 2012 BOAT EXCISE | 0.00 |
| 2013 | 0100-127013 | 2013 BOAT EXCISE | 0.00 |
| 2014 | 0100-127014 | 2014 BOAT EXCISE | 175.00 |
| 2015 | 0100-127015 | 2015 BOAT EXCISE | 637.00 |
| Total | | | 812.00 |

Financials (continued)

Accounts Receivable: Deferred Revenue Reconciliation—6/30/2015 *continued*

| Sewer | | | |
|------------------|---------------------------|-----------------------------------|---------------------|
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 6100-131000 | SEWER-USER CHARGES | 318,786.43 |
| | 6100-124000 | TAX LIENS RECEIVABLE | 20,679.26 |
| 2014 | 6100-133014 | USER CHARGES ADDED TO 2014 TAXES | 2,135.12 |
| 2015 | 6100-133015 | USER CHARGES ADDED TO 2015 TAXES | 12,348.03 |
| | 6100-131100 | SEWER SERVICES | 2,674.04 |
| | 6100-141000 | UNAPPORTIONED BETTERMENT | 886,744.75 |
| 2012 | 6100-142012 | 2012 APPORTIONED BETTERMENT | 0.00 |
| 2014 | 6100-142014 | 2014 APPORTIONED BETTERMENT | 2,758.68 |
| 2015 | 6100-142015 | 2015 APPORTIONED BETTERMENT | 2,182.02 |
| 2012 | 6100-143012 | 2012 COMMITTED INTEREST | 0.00 |
| 2014 | 6100-143014 | 2014 COMMITTED INTEREST | 3,402.61 |
| 2015 | 6100-143015 | 2015 COMMITTED INTEREST | 2,231.34 |
| Total | | | 1,253,942.28 |
| Water | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 6200-131000 | WATER USER CHARGES | 518,922.58 |
| | 6200-124000 | TAX LIENS RECEIVABLE | 40,373.11 |
| 2014 | 6200-133014 | USER CHARGES ASDDED TO 2014 TAXES | 2,477.48 |
| 2015 | 6200-133015 | USER CHARGES ASDDED TO 2015 TAXES | 13,772.68 |
| | 6200-131100 | Water Services | 20,207.08 |
| Total | | | 595,752.93 |

Financials (continued)

Accounts Receivable: Deferred Revenue Reconciliation—6/30/2015 *continued*

| CPA | | | |
|------------------|---------------------------|-------------------------------|-------------------|
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 2100-124000 | TAX LIENES RECEIVABLE CPA | 17,156.59 |
| 2009 | 2100-122009 | 2009 REAL ESTATE TAX CPA | 6.04 |
| 2012 | 2100-122012 | 2012 REAL ESTATE TAX CPA | 24.94 |
| 2014 | 2100-122014 | 2014 REAL ESTATE TAX CPA | 2,298.08 |
| 2015 | 2100-122015 | 2015 REAL ESTATE TAX CPA | 9,149.63 |
| Total | | | 28,635.28 |
| Title V | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 2300-124000 | TAX LIENS RECEIVABLE | 6,626.49 |
| | 2300-141000 | UNAPPORTIONED BETTERMENTS | 762,326.55 |
| 2014 | 2300-142014 | 2014 APPORTIONED BETTERMENTS | 1,864.67 |
| 2015 | 2300-142015 | 2015 APPORTIONED BETTERMENTS | 2,732.23 |
| 2012 | 2300-143012 | 2012 COMMITTED INTEREST | 0.60 |
| 2014 | 2300-143014 | 2014 COMMITTED INTEREST | 666.67 |
| 2015 | 2300-143015 | 2015 COMMITTED INTEREST | 1,295.27 |
| Total | | | 775,512.48 |
| Ambulance | | | |
| Levy Year | Receivable Account | Receivable Description | Collector |
| | 2501-132000 | AMBULANCE RECIEVABLE | 355,676.00 |
| Total | | | 355,676.00 |

Financials (continued)

Audited Financial Statement—Fiscal Year 2015

TOWN OF BRIDGEWATER, MASSACHUSETTS
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2015

| Functions/Programs | Expenses | Program Revenues | | Net (Expenses) Revenues and Changes in Net Position | | |
|--|----------------------|----------------------|------------------------------------|---|-------------------------|--------------------------|
| | | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities | Business-Type Activities |
| Primary Government: | | | | | | |
| <i>Governmental Activities:</i> | | | | | | |
| General government | \$ 2,286,283 | \$ 479,810 | \$ 57,722 | \$ - | \$ (1,748,751) | \$ (1,748,751) |
| Public safety | 15,020,596 | 2,627,909 | 240,651 | - | (12,152,036) | (12,152,036) |
| Education | 27,974,645 | - | 36,107 | - | (27,938,538) | (27,938,538) |
| Public works | 3,069,997 | - | 1,099 | 1,385,899 | (1,682,999) | (1,682,999) |
| Health and human services | 770,674 | 236,147 | 232,855 | - | (301,672) | (301,672) |
| Culture and recreation | 2,455,879 | 131,345 | 46,400 | 553,816 | (1,724,318) | (1,724,318) |
| Debt service | 119,433 | - | 47,694 | - | (71,739) | (71,739) |
| Total Governmental Activities | \$ 51,697,507 | \$ 3,475,211 | \$ 662,528 | \$ 1,939,715 | \$ (45,620,053) | \$ (45,620,053) |
| <i>Business-Type Activities:</i> | | | | | | |
| Water | 2,592,844 | 2,673,094 | - | - | \$ 80,250 | \$ 80,250 |
| Sewer | 1,426,076 | 2,099,471 | - | 44,771 | 718,166 | 718,166 |
| Transfer Station | 289,851 | 316,710 | - | - | 26,859 | 26,859 |
| Golf | 1,308,246 | 1,343,797 | - | - | 35,551 | 35,551 |
| Total Business-Type Activities | \$ 5,617,017 | \$ 6,433,072 | \$ - | \$ 44,771 | \$ 860,826 | \$ 860,826 |
| Total Primary Government | \$ 57,314,524 | \$ 9,908,283 | \$ 662,528 | \$ 1,984,486 | \$ (45,620,053) | \$ (44,759,227) |
| <i>General Revenues:</i> | | | | | | |
| Real and personal property taxes | | | | | 39,229,218 | 39,229,218 |
| Motor vehicle and other excise | | | | | 3,437,423 | 3,437,423 |
| Penalties and interest on taxes | | | | | 347,358 | 347,358 |
| Grants and contributions not restricted to specific programs | | | | | 3,510,062 | 3,510,062 |
| Unrestricted investment income | | | | | 26,086 | 26,086 |
| Transfers (Inet): | | | | | 174,642 | 174,642 |
| Total General Revenues and Transfers | | | | | \$ 46,724,789 | \$ 46,724,789 |
| Change in Net Position | | | | | 1,104,736 | 688,046 |
| Net Position: | | | | | | |
| Beginning of year, as restated (see Note V) | | | | | 6,602,376 | 11,715,934 |
| End of year | | | | | \$ 7,707,112 | \$ 12,403,980 |
| | | | | | | \$ 20,111,092 |

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF NET POSITION
JUNE 30, 2015

| | Governmental Activities | Business-Type Activities | Total |
|---|----------------------------|-----------------------------|----------------------|
| Assets | | | |
| Cash and cash equivalents | \$ 11,367,017 | \$ 6,388,408 | \$ 17,755,425 |
| Investments | 57,187 | - | 57,187 |
| Receivables, net of allowance for uncollectibles: | | | |
| Property taxes | 699,201 | - | 699,201 |
| User fees | - | 2,742,788 | 2,742,788 |
| Unapportioned assessments | - | 894,821 | 894,821 |
| Departmental and other | 4,224,988 | - | 4,224,988 |
| Intergovernmental | 2,238,875 | - | 2,238,875 |
| Internal balances | 11,164 | (11,164) | - |
| Inventory | - | 13,157 | 13,157 |
| Capital assets, not being depreciated | 11,606,783 | - | 11,606,783 |
| Capital assets, net of accumulated depreciation | 22,163,194 | 16,446,928 | 38,610,122 |
| Total Assets | 52,368,409 | 26,474,938 | 78,843,347 |
| Deferred Outflows of Resources | | | |
| Deferred pensions | 1,157,792 | 160,021 | 1,317,813 |
| Total Deferred Outflows of Resources | 1,157,792 | 160,021 | 1,317,813 |
| Liabilities | | | |
| Warrants and accounts payable | 303,068 | 75,609 | 378,677 |
| Accrued payroll and withholdings | 121,986 | 26,662 | 148,648 |
| Retainage payable | 16,573 | - | 16,573 |
| Accrued interest expense | - | 79,742 | 79,742 |
| Unearned revenue | - | 66,592 | 66,592 |
| Other liabilities | 11,285 | 4,039 | 15,324 |
| Bond anticipation notes payable | 2,200,000 | 700,000 | 2,900,000 |
| Long-term liabilities: | | | |
| Due within one year | 2,030,569 | 1,325,436 | 3,356,005 |
| Due in more than one year | 41,135,608 | 11,952,899 | 53,088,507 |
| Total Liabilities | 45,819,089 | 14,230,979 | 60,050,068 |
| Deferred Inflows of Resources | - | - | - |
| Net Position | | | |
| Net investment in capital assets | 27,819,334 | 8,935,698 | 36,755,032 |
| Restricted: | | | |
| Nonexpendable permanent funds | 179,564 | - | 179,564 |
| Expendable permanent funds | 386,861 | - | 386,861 |
| Community preservation | 2,491,650 | - | 2,491,650 |
| Title V | 385,220 | - | 385,220 |
| Capital projects | 688,153 | - | 688,153 |
| Other purposes | 1,389,011 | - | 1,389,011 |
| Unrestricted | (25,632,681) | 3,468,282 | (22,164,399) |
| Total Net Position | \$ 7,707,112 | \$ 12,403,980 | \$ 20,111,092 |

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2015

| | General | Community Preservation | Title V Program | Capital Project Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|--|----------------------|---------------------------|---------------------|-------------------------|-----------------------------------|--------------------------------|
| Assets: | | | | | | |
| Cash and cash equivalents | \$ 5,181,251 | \$ 2,954,291 | \$ 1,292,825 | \$ 388,154 | \$ 1,550,496 | \$ 11,367,017 |
| Investments | - | - | - | - | 57,187 | 57,187 |
| Receivables, net of allowance for uncollectibles: | | | | | | |
| Real estate and personal property taxes | 699,201 | 27,581 | - | - | - | 726,782 |
| Departmental and other | 3,153,987 | - | 775,380 | - | 268,040 | 4,197,407 |
| Intergovernmental | 949,572 | 400,000 | - | 889,303 | - | 2,238,875 |
| Due from other funds | 107,090 | - | - | - | - | 107,090 |
| Total Assets | 10,091,101 | 3,381,872 | 2,068,205 | 1,277,457 | 1,875,723 | 18,694,358 |
| Deferred Outflows of Resources | | | | | | |
| | - | - | - | - | - | - |
| Total Assets and Deferred Outflows of Resources | \$ 10,091,101 | \$ 3,381,872 | \$ 2,068,205 | \$ 1,277,457 | \$ 1,875,723 | \$ 18,694,358 |
| Liabilities: | | | | | | |
| Warrants and accounts payable | \$ 286,677 | \$ - | \$ - | \$ 10,199 | \$ 6,192 | \$ 303,068 |
| Accrued payroll and withholdings | 106,522 | - | - | - | 15,464 | 121,986 |
| Retainage payable | - | - | - | 16,573 | - | 16,573 |
| Other liabilities | 4,840 | 222 | 6,223 | - | - | 11,285 |
| Due to other funds | - | - | - | 95,926 | - | 95,926 |
| Bond anticipation notes payable | - | 890,000 | - | 1,310,000 | - | 2,200,000 |
| Total Liabilities | 398,039 | 890,222 | 6,223 | 1,432,698 | 21,656 | 2,748,838 |
| Deferred Inflows of Resources: | | | | | | |
| Unavailable revenues - property taxes | 699,201 | 27,581 | - | - | - | 726,782 |
| Unavailable revenues - intergovernmental | 949,572 | - | - | - | - | 949,572 |
| Unavailable revenues - other | 3,153,987 | - | 775,380 | - | 248,973 | 4,178,340 |
| Total Deferred Inflows of Resources | 4,802,760 | 27,581 | 775,380 | - | 248,973 | 5,854,694 |
| Fund Balances: | | | | | | |
| Nonspendable | - | - | - | - | 179,564 | 179,564 |
| Restricted | - | 2,464,069 | 1,286,602 | 688,153 | 1,526,899 | 5,965,723 |
| Committed | 868,881 | - | - | - | - | 868,881 |
| Assigned | 71,844 | - | - | - | - | 71,844 |
| Unassigned | 3,949,577 | - | - | (843,394) | (101,369) | 3,004,814 |
| Total Fund Balances | 4,890,302 | 2,464,069 | 1,286,602 | (155,241) | 1,605,094 | 10,090,826 |
| Total Liabilities, Deferred Inflows of Resources and Fund Balance | \$ 10,091,101 | \$ 3,381,872 | \$ 2,068,205 | \$ 1,277,457 | \$ 1,875,723 | \$ 18,694,358 |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION
JUNE 30, 2015

| | |
|--|---|
| Total Governmental Fund Balances | \$ 10,090,826 |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. | 33,769,977 |
| Other long-term assets are not available to pay for current-period expenditures and, therefore, are reported as unavailable revenue in the governmental funds. | 5,854,694 |
| Deferred outflows and inflows of resources to be recognized in future pension expense are not available resources and, therefore, are not reported in the funds: Net difference between projected and actual earnings on pension plan investments | 1,157,792 |
| Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the government funds: Bonds and notes payable Compensated absences Net pension liability Other postemployment benefits | (5,505,762) (1,924,615) (25,037,505) <u>(10,698,295)</u> |
| Net Position of Governmental Activities | <u>\$ 7,707,112</u> |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

| | General | Community Preservation | Title V Program | Capital Project Fund | Nonmajor Governmental Funds | Total Governmental Funds |
|--|---------------------|---------------------------|---------------------|-------------------------|-----------------------------------|--------------------------------|
| Revenues: | | | | | | |
| Real estate and personal property taxes, net | \$ 38,321,641 | \$ 511,532 | \$ - | \$ - | \$ - | \$ 38,833,173 |
| Intergovernmental | 4,520,283 | 553,816 | - | 1,385,899 | 241,660 | 6,701,658 |
| Motor vehicle and other excises | 3,568,026 | - | - | - | - | 3,568,026 |
| Departmental and other revenue | 1,368,563 | 2,140 | 185,998 | - | 997,818 | 2,554,519 |
| Licenses and permits | 730,575 | - | - | - | - | 730,575 |
| Penalties and interest on taxes | 347,358 | - | - | - | - | 347,358 |
| Fines and forfeitures | 34,303 | - | - | - | 127,892 | 162,195 |
| Investment income | 11,457 | 3,748 | - | 3,632 | 7,249 | 26,086 |
| Contributions and donations | - | - | - | - | 176,689 | 176,689 |
| Total Revenues | <u>48,902,206</u> | <u>1,071,236</u> | <u>185,998</u> | <u>1,389,531</u> | <u>1,551,308</u> | <u>53,100,279</u> |
| Expenditures: | | | | | | |
| Current: | | | | | | |
| General government | 2,241,985 | 332,181 | - | 783,867 | 55,762 | 3,413,795 |
| Public safety | 8,436,416 | - | - | 59,527 | 808,163 | 9,304,106 |
| Education | 27,708,711 | - | - | - | 4,500 | 27,713,211 |
| Public works | 1,841,146 | - | - | 1,385,899 | 1,100 | 3,228,145 |
| Health and human services | 421,764 | - | 80,947 | - | 66,228 | 568,939 |
| Culture and recreation | 606,101 | 1,314,086 | - | - | 200,912 | 2,121,099 |
| Pensions and other fringes | 4,987,211 | - | - | - | - | 4,987,211 |
| State and county tax assessments | 400,174 | - | - | - | - | 400,174 |
| Debt service: | | | | | | |
| Principal | 1,926,148 | 38,000 | - | - | - | 1,964,148 |
| Interest | 110,133 | 9,300 | - | - | - | 119,433 |
| Total Expenditures | <u>48,679,789</u> | <u>1,693,567</u> | <u>80,947</u> | <u>2,229,293</u> | <u>1,136,665</u> | <u>53,820,261</u> |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | <u>222,417</u> | <u>(622,331)</u> | <u>105,051</u> | <u>(839,762)</u> | <u>414,643</u> | <u>(719,982)</u> |
| Other Financing Sources (Uses): | | | | | | |
| Proceeds from issuance of bonds and notes | - | - | 400,000 | - | - | 400,000 |
| Transfers in | 772,178 | - | - | - | 2,219 | 774,397 |
| Transfers out | (163,755) | - | (100,000) | (131,000) | (205,000) | (599,755) |
| Total Other Financing Sources (Uses) | <u>608,423</u> | <u>-</u> | <u>300,000</u> | <u>(131,000)</u> | <u>(202,781)</u> | <u>574,642</u> |
| Net Change in Fund Balances | 830,840 | (622,331) | 405,051 | (970,762) | 211,862 | (145,340) |
| Fund Balances - Beginning, as restated (see Note V) | <u>4,059,462</u> | <u>3,086,400</u> | <u>881,551</u> | <u>815,521</u> | <u>1,393,232</u> | <u>10,236,166</u> |
| Fund Balances - Ending | <u>\$ 4,890,302</u> | <u>\$ 2,464,069</u> | <u>\$ 1,286,602</u> | <u>\$ (155,241)</u> | <u>\$ 1,605,094</u> | <u>\$ 10,090,826</u> |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2015

| | Business-type Activities - Enterprise Funds | | | | Totals |
|---|---|---------------------|--------------------|---------------------|----------------------|
| | Water | Sewer | Transfer Station | Golf Course | |
| Assets: | | | | | |
| Current Assets: | | | | | |
| Cash and cash equivalents | \$ 2,116,287 | \$ 4,191,956 | \$ 80,165 | \$ - | \$ 6,388,408 |
| Receivables, net of allowance for uncollectibles: | | | | | |
| User charges | 1,792,747 | 950,041 | - | - | 2,742,788 |
| Inventory | - | - | - | 13,157 | 13,157 |
| Total Current Assets | <u>3,909,034</u> | <u>5,141,997</u> | <u>80,165</u> | <u>13,157</u> | <u>9,144,353</u> |
| Noncurrent assets: | | | | | |
| Receivables - unapportioned assessments | - | 894,821 | - | - | 894,821 |
| Capital assets, net of accumulated depreciation | 7,772,387 | 4,734,666 | 49,364 | 3,890,511 | 16,446,928 |
| Total Noncurrent Assets | <u>7,772,387</u> | <u>5,629,487</u> | <u>49,364</u> | <u>3,890,511</u> | <u>17,341,749</u> |
| Total Assets | <u>11,681,421</u> | <u>10,771,484</u> | <u>129,529</u> | <u>3,903,668</u> | <u>26,486,102</u> |
| Deferred Outflows of Resources: | | | | | |
| Deferred pensions | 62,454 | 61,561 | 7,699 | 28,307 | 160,021 |
| Total Deferred Outflows of Resources | <u>62,454</u> | <u>61,561</u> | <u>7,699</u> | <u>28,307</u> | <u>160,021</u> |
| Liabilities: | | | | | |
| Current Liabilities: | | | | | |
| Warrants and accounts payable | 43,470 | 22,399 | 867 | 8,873 | 75,609 |
| Accrued payroll and withholdings | 9,134 | 7,398 | 930 | 9,200 | 26,662 |
| Accrued interest | 42,316 | 5,732 | - | 31,694 | 79,742 |
| Unearned revenue | - | - | - | 66,592 | 66,592 |
| Other liabilities | - | 4,039 | - | - | 4,039 |
| Due to other funds | - | - | - | 11,164 | 11,164 |
| Bond anticipation notes payable | - | 700,000 | - | - | 700,000 |
| Bonds and notes payable | 508,427 | 246,000 | - | 426,000 | 1,180,427 |
| Capital lease obligations | - | - | - | 56,097 | 56,097 |
| Compensated absences | 29,872 | 21,272 | - | 37,768 | 88,912 |
| Total Current Liabilities | <u>633,219</u> | <u>1,006,840</u> | <u>1,797</u> | <u>647,388</u> | <u>2,289,244</u> |
| Noncurrent Liabilities: | | | | | |
| Bonds and notes payable | 4,219,539 | 1,394,000 | - | 1,263,000 | 6,876,539 |
| Capital lease obligations | - | - | - | 60,723 | 60,723 |
| Compensated absences | 29,872 | 21,271 | - | 37,768 | 88,911 |
| Other postemployment benefits | 601,148 | 538,132 | 18,996 | 307,951 | 1,466,227 |
| Net pension liability | 1,350,590 | 1,331,263 | 166,500 | 612,146 | 3,460,499 |
| Total Noncurrent Liabilities | <u>6,201,149</u> | <u>3,284,666</u> | <u>185,496</u> | <u>2,281,588</u> | <u>11,952,899</u> |
| Total Liabilities | <u>6,834,368</u> | <u>4,291,506</u> | <u>187,293</u> | <u>2,928,976</u> | <u>14,242,143</u> |
| Deferred Inflows of Resources | | | | | |
| | - | - | - | - | - |
| Net Position: | | | | | |
| Net investment in capital assets | 3,706,977 | 3,094,666 | 49,364 | 2,084,691 | 8,935,698 |
| Unrestricted | 1,202,530 | 3,446,873 | (99,429) | (1,081,692) | 3,468,282 |
| Total Net Position | <u>\$ 4,909,507</u> | <u>\$ 6,541,539</u> | <u>\$ (50,065)</u> | <u>\$ 1,002,999</u> | <u>\$ 12,403,980</u> |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
 PROPRIETARY FUNDS
 YEAR ENDED JUNE 30, 2015

| | Business-type Activities - Enterprise Funds | | | | Totals |
|--|---|---------------------|--------------------|---------------------|----------------------|
| | Water | Sewer | Transfer Station | Golf Course | |
| Operating Revenues: | | | | | |
| Charges for services | \$ 2,571,601 | \$ 2,033,644 | \$ 316,710 | \$ 1,343,797 | \$ 6,265,752 |
| Other operating income | 101,493 | 65,827 | - | - | 167,320 |
| Total Operating Revenues | <u>2,673,094</u> | <u>2,099,471</u> | <u>316,710</u> | <u>1,343,797</u> | <u>6,433,072</u> |
| Operating Expenses: | | | | | |
| Operating costs | 2,102,597 | 1,156,918 | 288,205 | 914,061 | 4,461,781 |
| Depreciation | 344,575 | 229,859 | 1,646 | 315,183 | 891,263 |
| Total Operating Expenses | <u>2,447,172</u> | <u>1,386,777</u> | <u>289,851</u> | <u>1,229,244</u> | <u>5,353,044</u> |
| Operating Income (Loss) | <u>225,922</u> | <u>712,694</u> | <u>26,859</u> | <u>114,553</u> | <u>1,080,028</u> |
| Nonoperating Revenues (Expenses): | | | | | |
| Betterments | - | 44,771 | - | - | 44,771 |
| Interest income | - | - | - | 1,862 | 1,862 |
| Interest expense | (145,672) | (39,299) | - | (79,002) | (263,973) |
| Total Nonoperating Revenues (Expenses), net | <u>(145,672)</u> | <u>5,472</u> | <u>-</u> | <u>(77,140)</u> | <u>(217,340)</u> |
| Income (Loss) Before Transfers | <u>80,250</u> | <u>718,166</u> | <u>26,859</u> | <u>37,413</u> | <u>862,688</u> |
| Transfers: | | | | | |
| Transfers in | 15,640 | 10,920 | 12,000 | 122,976 | 161,536 |
| Transfers out | (116,617) | (85,492) | (40,252) | (93,817) | (336,178) |
| Transfers, net | <u>(100,977)</u> | <u>(74,572)</u> | <u>(28,252)</u> | <u>29,159</u> | <u>(174,642)</u> |
| Change in Net Position | <u>(20,727)</u> | <u>643,594</u> | <u>(1,393)</u> | <u>66,572</u> | <u>688,046</u> |
| Total Net Position - Beginning, as restated (see Note V) | 4,930,234 | 5,897,945 | (48,672) | 936,427 | 11,715,934 |
| Total Net Position - Ending | <u>\$ 4,909,507</u> | <u>\$ 6,541,539</u> | <u>\$ (50,065)</u> | <u>\$ 1,002,999</u> | <u>\$ 12,403,980</u> |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2015

| | Business-type Activities - Enterprise Funds | | | | Totals |
|--|---|-------------------|------------------|-------------------|---------------------|
| | Water | Sewer | Transfer Station | Golf Course | |
| Cash Flows from Operating Activities: | | | | | |
| Receipts from users | \$ 2,405,732 | \$ 1,880,495 | \$ 316,710 | \$ 1,349,949 | \$ 5,952,886 |
| Other receipts | 101,493 | 65,827 | - | - | 167,320 |
| Payments to employees | (615,760) | (453,204) | (59,986) | (423,726) | (1,552,676) |
| Payments to vendors | (1,490,505) | (647,634) | (215,849) | (417,809) | (2,771,797) |
| Net Cash Provided by (Used For) Operating Activities | 400,960 | 845,484 | 40,875 | 508,414 | 1,795,733 |
| Cash Flows from Noncapital Related Financing Activities: | | | | | |
| Advance from other funds | - | - | - | 11,164 | 11,164 |
| Transfers in | 15,640 | 10,920 | 12,000 | 122,976 | 161,536 |
| Transfers out | (116,617) | (85,492) | (40,252) | (93,817) | (336,178) |
| Net Cash Provided by (Used For) Noncapital Related Financing Activities | (100,977) | (74,572) | (28,252) | 40,323 | (163,478) |
| Cash Flows from Capital and Related Financing Activities: | | | | | |
| Proceeds from betterment principal | - | 180,203 | - | - | 180,203 |
| Proceeds from issuance of bond and note debt | - | 700,000 | - | - | 700,000 |
| Acquisition and construction of capital assets | - | (269,747) | - | - | (269,747) |
| Principal payments on bonds and notes | (508,564) | (977,899) | - | (463,000) | (1,949,463) |
| Principal payments on capital leases | - | - | - | (56,952) | (56,952) |
| Interest expense | (150,717) | (40,282) | - | (87,298) | (278,297) |
| Net Cash (Used For) Capital and Related Financing Activities | (659,281) | (407,725) | - | (607,750) | (1,674,756) |
| Cash Flows from Investing Activities: | | | | | |
| Investment income | - | - | - | 1,862 | 1,862 |
| Net Cash Provided by Investing Activities | - | - | - | 1,862 | 1,862 |
| Net Change in Cash and Cash Equivalents | (359,298) | 363,187 | 12,623 | (57,151) | (40,639) |
| Cash and Cash Equivalents: | | | | | |
| Beginning of year | 2,475,585 | 3,828,769 | 67,542 | 57,151 | 6,429,047 |
| End of year | \$ 2,116,287 | \$ 4,191,956 | \$ 80,165 | \$ - | \$ 6,388,408 |
| Reconciliation of Operating Income to Net Cash Provided By (Used For) for Operating Activities: | | | | | |
| Operating income (loss) | \$ 225,922 | \$ 712,694 | \$ 26,859 | \$ 114,553 | \$ 1,080,028 |
| Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities: | | | | | |
| Depreciation expense | 344,575 | 229,859 | 1,646 | 315,183 | 891,263 |
| Changes in assets and liabilities: | | | | | |
| Receivables | (165,869) | (153,149) | - | - | (319,018) |
| Inventory | - | - | - | (2,034) | (2,034) |
| Deferred outflows | (62,454) | (61,561) | (7,699) | (28,307) | (160,021) |
| Accounts payable and accrued expenses | (64,847) | (32,033) | 825 | 6,301 | (89,754) |
| Unearned income | - | - | - | 6,152 | 6,152 |
| Compensated absences | (13,753) | 2,611 | - | 11,231 | 89 |
| Other postemployment benefits | 71,880 | 78,454 | 11,169 | 55,644 | 217,147 |
| Net pension liability | 3,052 | 3,009 | 376 | 1,384 | 7,821 |
| Other liabilities | - | 4,039 | - | - | 4,039 |
| Net Cash Provided By (Used For) Operating Activities | \$ 338,506 | \$ 783,923 | \$ 33,176 | \$ 480,107 | \$ 1,635,712 |
| Noncash Investing, Capital, and Financing Activities: | | | | | |
| Intergovernmental subsidy of principal and interest payments | \$ - | \$ 437 | \$ - | \$ - | \$ 437 |

See accompanying notes to basic financial statements.

Financials (continued)

Audited Financial Statement—Fiscal Year 2015 *continued*

TOWN OF BRIDGEWATER, MASSACHUSETTS

STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2015

| | <u>Other Postemployment Benefits Trust Fund</u> | <u>Private Purpose Trust Funds</u> | <u>Agency Fund</u> |
|--|---|--|------------------------|
| Assets: | | | |
| Cash and cash equivalents | \$ 126,565 | \$ 86,099 | \$ 1,245,519 |
| Investments | - | 29,411 | - |
| | <u>126,565</u> | <u>115,510</u> | <u>1,245,519</u> |
| Total Assets | | | |
| Liabilities: | | | |
| Warrants and accounts payable | - | - | 3,663 |
| Planning and performance bonds | - | - | 1,234,270 |
| Other liabilities | - | - | 7,586 |
| | <u>-</u> | <u>-</u> | <u>1,245,519</u> |
| Total Liabilities | | | |
| Net Position: | | | |
| Held in trust for other post employment benefits | 126,565 | - | - |
| Held in trust for other purposes | - | 115,510 | - |
| | <u>-</u> | <u>115,510</u> | <u>-</u> |
| Total Net Position | <u><u>\$ 126,565</u></u> | <u><u>\$ 115,510</u></u> | <u><u>\$ -</u></u> |

See accompanying notes to basic financial statements.

Financials (continued)

General Expense Fund Budget to Actual—Fiscal Year 2015

| | | Values | | |
|------------------|--------|------------------------|-----------------------|-------------------|
| DEPT | ROLLUP | Sum of ORIGINAL APPROP | Sum of REVISED BUDGET | Sum of YTD ACTUAL |
| 111 | 111E | 20,000.00 | 14,000.00 | 14,000.00 |
| | 111S | 27,624.24 | 28,313.28 | 28,312.40 |
| 111 Total | | 47,624.24 | 42,313.28 | 42,312.40 |
| 123 | 123E | 31,804.00 | 32,304.00 | 32,304.00 |
| | 123S | 247,022.31 | 256,085.03 | 255,964.98 |
| 123 Total | | 278,826.31 | 288,389.03 | 288,268.98 |
| 131 | 131E | 1,500.00 | 1,500.00 | 333.00 |
| | 131S | 2,000.00 | 3,000.00 | 3,088.51 |
| 131 Total | | 3,500.00 | 4,500.00 | 3,421.51 |
| 132 | 132E | 50,000.00 | 0.00 | 0.00 |
| 132 Total | | 50,000.00 | 0.00 | 0.00 |
| 135 | 135E | 49,350.00 | 189,812.50 | 189,760.76 |
| | 135S | 151,165.60 | 168,233.57 | 163,018.80 |
| 135 Total | | 200,515.60 | 358,046.07 | 352,779.56 |
| 141 | 141E | 75,450.00 | 75,450.00 | 34,452.46 |
| | 141S | 106,229.64 | 117,528.13 | 117,797.28 |
| 141 Total | | 181,679.64 | 192,978.13 | 152,249.74 |
| 145 | 145E | 51,567.00 | 71,567.00 | 73,344.75 |
| | 145S | 211,276.45 | 229,666.74 | 229,894.22 |
| 145 Total | | 262,843.45 | 301,233.74 | 303,238.97 |
| 151 | 151E | 10,000.00 | 10,000.00 | 8,958.26 |
| | 151S | 63,510.00 | 63,510.00 | 67,744.00 |
| 151 Total | | 73,510.00 | 73,510.00 | 76,702.26 |
| 155 | 155E | 96,000.00 | 101,471.00 | 100,816.66 |
| | 155S | 92,486.33 | 74,577.88 | 73,704.28 |
| 155 Total | | 188,486.33 | 176,048.88 | 174,520.94 |
| 161 | 161E | 31,770.00 | 32,870.00 | 32,868.37 |
| | 161S | 143,038.48 | 121,131.60 | 118,626.14 |
| 161 Total | | 174,808.48 | 154,001.60 | 151,494.51 |
| 166 | 166E | 750.00 | 750.00 | 750.00 |
| | 166S | 15,000.00 | 15,000.00 | 7,342.68 |
| 166 Total | | 15,750.00 | 15,750.00 | 8,092.68 |
| 171 | 171E | 1,000.00 | 1,000.00 | 669.30 |
| | 171S | 68,062.36 | 70,894.25 | 69,310.49 |
| 171 Total | | 69,062.36 | 71,894.25 | 69,979.79 |
| 175 | 175E | 4,650.00 | 14,650.00 | 3,685.60 |
| | 175S | 104,429.90 | 59,454.03 | 60,535.79 |

Financials (continued)

General Expense Fund Budget to Actual—Fiscal Year 2015 *continued*

| | | | | |
|------------------|------|----------------------|----------------------|----------------------|
| 175 Total | | 109,079.90 | 74,104.03 | 64,221.39 |
| 176 | 176E | 200.00 | 150.00 | 106.67 |
| | 176S | 5,550.00 | 5,722.36 | 6,066.75 |
| 176 Total | | 5,750.00 | 5,872.36 | 6,173.42 |
| 179 | 179S | 0.00 | 750.00 | 0.00 |
| 179 Total | | 0.00 | 750.00 | 0.00 |
| 192 | 192E | 180,525.00 | 202,525.00 | 202,517.67 |
| 192 Total | | 180,525.00 | 202,525.00 | 202,517.67 |
| 210 | 210E | 169,289.00 | 169,289.00 | 172,274.72 |
| | 210S | 3,651,252.84 | 3,627,901.94 | 3,611,266.85 |
| 210 Total | | 3,820,541.84 | 3,797,190.94 | 3,783,541.57 |
| 220 | 220E | 222,825.00 | 222,825.00 | 220,761.90 |
| | 220S | 4,077,104.30 | 4,139,910.50 | 4,107,310.20 |
| 220 Total | | 4,299,929.30 | 4,362,735.50 | 4,328,072.10 |
| 240 | 240E | 13,125.00 | 17,125.00 | 13,475.46 |
| | 240S | 285,979.25 | 313,793.74 | 284,067.21 |
| 240 Total | | 299,104.25 | 330,918.74 | 297,542.67 |
| 292 | 292E | 1,000.00 | 2,900.00 | 2,895.69 |
| | 292S | 24,000.00 | 30,509.30 | 24,363.84 |
| 292 Total | | 25,000.00 | 33,409.30 | 27,259.53 |
| 300 | 300E | 26,554,430.37 | 26,554,430.37 | 26,432,105.89 |
| 300 Total | | 26,554,430.37 | 26,554,430.37 | 26,432,105.89 |
| 301 | 301E | 36,701.00 | 56,580.00 | 56,580.00 |
| 301 Total | | 36,701.00 | 56,580.00 | 56,580.00 |
| 302 | 306E | 1,093,461.00 | 1,093,461.00 | 1,093,461.00 |
| 302 Total | | 1,093,461.00 | 1,093,461.00 | 1,093,461.00 |
| 303 | 303E | 180,752.00 | 126,564.00 | 126,564.00 |
| 303 Total | | 180,752.00 | 126,564.00 | 126,564.00 |
| 420 | 420E | 372,800.00 | 372,800.00 | 348,132.43 |
| | 420S | 569,060.10 | 561,933.02 | 552,751.06 |
| 420 Total | | 941,860.10 | 934,733.02 | 900,883.49 |
| 421 | 421E | 40,100.00 | 40,100.00 | 852,491.69 |
| | 421S | 40,000.00 | 40,000.00 | 87,771.34 |
| 421 Total | | 80,100.00 | 80,100.00 | 940,263.03 |
| 510 | 510E | 20,260.00 | 16,260.00 | 14,384.72 |
| | 510S | 114,216.01 | 120,327.31 | 120,375.10 |
| 510 Total | | 134,476.01 | 136,587.31 | 134,759.82 |
| 541 | 541E | 3,575.00 | 3,575.00 | 1,953.29 |
| | 541S | 111,722.85 | 115,862.49 | 115,529.92 |
| 541 Total | | 115,297.85 | 119,437.49 | 117,483.21 |
| 543 | 543E | 148,875.00 | 148,875.00 | 147,146.66 |
| | 543S | 21,803.37 | 22,735.81 | 22,374.46 |
| 543 Total | | 170,678.37 | 171,610.81 | 169,521.12 |
| 610 | 610E | 132,233.00 | 119,672.78 | 119,672.78 |
| | 610S | 387,008.00 | 399,568.22 | 405,997.98 |
| 610 Total | | 519,241.00 | 519,241.00 | 525,670.76 |
| 630 | 630S | 75,727.15 | 80,945.90 | 80,430.02 |

Financials (continued)

General Expense Fund Budget to Actual—Fiscal Year 2015 *continued*

| | | | | |
|-------------|------|---------------|---------------|---------------|
| 630 Total | | 75,727.15 | 80,945.90 | 80,430.02 |
| 702 | 710E | 1,225,000.00 | 1,225,000.00 | 1,233,544.00 |
| | 715E | 71,510.00 | 71,510.00 | 34,327.25 |
| 702 Total | | 1,296,510.00 | 1,296,510.00 | 1,267,871.25 |
| 703 | 710E | 101,232.00 | 101,232.00 | 101,232.00 |
| 703 Total | | 101,232.00 | 101,232.00 | 101,232.00 |
| 704 | 710E | 106,000.00 | 106,000.00 | 106,000.00 |
| | 715E | 14,131.00 | 14,131.00 | 14,131.25 |
| 704 Total | | 120,131.00 | 120,131.00 | 120,131.25 |
| 705 | 710E | 370,000.00 | 384,036.25 | 385,000.00 |
| | 715E | 72,940.00 | 72,940.00 | 71,976.25 |
| 705 Total | | 442,940.00 | 456,976.25 | 456,976.25 |
| 709 | 710E | 0.00 | 81,313.00 | 81,312.50 |
| | 715E | 81,313.00 | 0.00 | 0.00 |
| 709 Total | | 81,313.00 | 81,313.00 | 81,312.50 |
| 710 | 710E | 0.00 | 8,758.48 | 8,432.00 |
| 710 Total | | 0.00 | 8,758.48 | 8,432.00 |
| 752 | 715E | 1,600.00 | 1,600.00 | 326.48 |
| 752 Total | | 1,600.00 | 1,600.00 | 326.48 |
| 910 | 910E | 251,838.54 | 255,438.54 | 254,876.13 |
| 910 Total | | 251,838.54 | 255,438.54 | 254,876.13 |
| 911 | 911E | 2,561,338.00 | 2,561,338.00 | 2,550,752.60 |
| 911 Total | | 2,561,338.00 | 2,561,338.00 | 2,550,752.60 |
| 914 | 914E | 2,515,198.34 | 2,509,189.04 | 2,349,284.29 |
| 914 Total | | 2,515,198.34 | 2,509,189.04 | 2,349,284.29 |
| 915 | 915E | 5,000.00 | 5,000.00 | 3,785.10 |
| 915 Total | | 5,000.00 | 5,000.00 | 3,785.10 |
| 950 | 950E | 152,000.00 | 160,500.00 | 156,201.68 |
| 950 Total | | 152,000.00 | 160,500.00 | 156,201.68 |
| Grand Total | | 47,718,362.43 | 47,917,848.06 | 48,261,293.56 |

Financials (continued)

General Revenue Fund Budget to Actual—Fiscal Year 2015

as of 06/30/2015

| FY 2015 Final Revenues | REVISED BUDGET | YTD ACTUAL |
|-------------------------------|------------------------|------------------------|
| Revenue-Local | (4,029,076.69) | (4,766,658.09) |
| Revenue-State | (4,957,031.00) | (4,821,453.82) |
| Revenue-Tax | (38,231,843.96) | (38,312,649.99) |
| Revenue-Transfers In | (1,336,178.00) | (1,506,643.66) |
| Grand Total | (48,554,129.65) | (49,407,405.56) |

Financials (continued)

Enterprise Funds Budget to Actual—Fiscal Year 2015

as 6/30/2015

| FUND | DEPT | TYPE | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL |
|-------------|---------|---------|-----------------|----------------|----------------|
| 6100 | SWR | EXPENSE | 1,686,126.50 | 1,697,046.24 | 1,539,597.75 |
| | | REVENUE | (1,686,126.50) | (1,686,126.50) | (2,158,141.39) |
| 6100 Total | | | 0.00 | 10,919.74 | (618,543.64) |
| 6200 | WTR | EXPENSE | 2,935,564.52 | 3,136,204.18 | 2,807,329.35 |
| | | REVENUE | (2,935,564.52) | (2,935,564.52) | (2,521,619.69) |
| 6200 Total | | | (0.00) | 200,639.66 | 285,709.66 |
| 6300 | OSLGC | EXPENSE | 1,428,336.21 | 1,521,312.54 | 1,491,048.84 |
| | | REVENUE | (1,428,336.21) | (1,428,336.21) | (1,447,630.60) |
| 6300 Total | | | 0.00 | 92,976.33 | 43,418.24 |
| 6400 | XFR STA | EXPENSE | 243,651.01 | 256,151.01 | 256,925.75 |
| | | REVENUE | (308,334.55) | (308,334.55) | (330,464.90) |
| 6400 Total | | | (64,683.54) | (52,183.54) | (73,539.15) |
| Grand Total | | | (64,683.54) | 252,352.19 | (362,954.89) |

Financials (continued)

Combined Balance Sheet—Fiscal Year 2015

Town of Bridgewater

| | GOVERNMENTAL FUNDS | | | PROPRIETARY FUNDS | FIDUCIARY FUNDS | ACCOUNT GROUP | MEMO |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| | General Fund | Special Revenue | Capital Projects | | | | |
| ASSETS | | | | | | | |
| Cash and Investments | 3,317,936.51 | 5,687,688.93 | 1,376,641.37 | 2,781,547.70 | 4,306,676.91 | 1,191,406.69 | 19,259,898.11 |
| Receivables: | | | | | | | |
| Property Taxes | 699,200.64 | 10,674.71 | | | | | 709,875.35 |
| Allowance for Abatements & Exemptions | (1,001,974.97) | | | | | | (1,001,974.97) |
| Tax Liens and Forfeitures | 2,746,339.89 | 25,899.05 | | | 93,100.53 | | 2,865,349.47 |
| Motor Vehicle and Boat Excise | 407,646.60 | | | | | | 407,646.60 |
| User Charges | | 355,676.00 | | | | | 355,676.00 |
| Special Assessments | | 786,477.31 | | | 894,830.93 | | 1,216,308.13 |
| Departmental and Other | | 102,559.79 | 102,559.79 | | | | 1,661,298.26 |
| Total Receivables | 2,851,212.36 | 1,138,637.07 | 102,559.79 | - | 1,444,511.61 | - | 102,559.79 |
| Amounts to be Provided for LTD | | | | | | | 5,960,920.83 |
| TOTAL ASSETS | 6,169,148.87 | 6,846,326.00 | 1,479,201.16 | 2,781,547.70 | 6,753,188.52 | 1,191,406.69 | 13,562,728.73 |
| LIABILITIES & FUND BALANCE | | | | | | | |
| LIABILITIES: | | | | | | | |
| Year End Accounts Payable | 359,845.42 | 13,821.52 | 10,200.29 | | 103,942.90 | (31,464.75) | 456,356.38 |
| Payroll Withholdings | 70,914.47 | | | | 40.83 | | 70,955.30 |
| Amounts Due Others | | | | | (1,713.30) | | 5,872.40 |
| Police & Fire Details | | | | | | | - |
| Performance Deposits | | | | | | | 1,234,269.76 |
| Tax Receipts Paid in Advance | 4,840.00 | 6,445.60 | | | 4,039.05 | | 15,324.65 |
| Cash Over/Under | | | | | | | - |
| Planning Board Guarantee Deposits | | | | | | | - |
| Deferred Revenue | 2,856,602.12 | 1,138,637.07 | 102,559.79 | | 1,849,857.11 | | 5,967,656.09 |
| Capitalized Lease Obligations | | | | | | | - |
| BAN/Bond Payable | | 890,000.00 | 2,010,000.00 | | | | 16,462,728.73 |
| Tax Anticipation Notes Payable | (0.03) | | | | | | - |
| Total Liabilities | 3,292,201.98 | 2,016,915.19 | 2,122,760.08 | - | 1,956,166.59 | 1,210,390.71 | 24,213,163.28 |
| Fund Balance: | | | | | | | |
| Reserved for Encumbrances | 71,843.82 | | | | | | 71,843.82 |
| Reserved for Expenditures | | | | | | | - |
| Reserved for Continued Appropriations | 848,677.37 | 410,071.25 | | | 446,443.10 | | 1,707,191.72 |
| Reserved for Betterments | | | | | 1,076,988.96 | | 1,076,988.96 |
| Reserved for Revenue Deficit | | | | | (773.80) | | - |
| Reserved for Appropriation Deficit: S & I | (860,163.03) | | | | | | (860,163.03) |
| Reserved for Debt Service | | 770,206.46 | | | | | 770,206.46 |
| Reserved for Open Space | | 8,448.00 | | | | | 8,448.00 |
| Reserved for Historic Resources | | 4,846.70 | | | | | 4,846.70 |
| Reserved for Community Housing | | 530,348.00 | | | | | 530,348.00 |
| Bonds Authorized Unissued | | | | | | | - |
| Bonds Authorized Unissued - Off set | | | | | | | - |
| Designated Fund Balance | 50.00 | | | 2,781,547.70 | | | 2,781,547.70 |
| Undesignated Fund Balance | 2,816,588.73 | 3,053,460.60 | (643,558.92) | - | 3,270,365.67 | (18,984.02) | 8,477,851.86 |
| Total Fund Balance | 2,876,946.89 | 4,177,410.81 | (643,558.92) | 2,781,547.70 | 4,297,021.93 | (18,984.02) | 14,570,384.99 |
| TOTAL LIABILITIES & FUND EQUITY | 6,169,148.87 | 6,846,326.00 | 1,479,201.16 | 2,781,547.70 | 6,753,188.52 | 1,191,406.69 | 38,783,547.07 |

Financials (continued)

Long-Term Debt Summary—Fiscal Year 2015

| Long Term Debt | | | | | |
|---|--------------------------|-------------------|-------------------|-----------------------------|-------------------------|
| Inside the Debt Limit Report by Issuance | Outstanding July 1, 2014 | + New Debt Issued | - Retirements | = Outstanding June 30, 2015 | Interest Paid in FY2015 |
| 12/1/11 Sewer | 472,000.00 | 0.00 | 88,000.00 | 384,000.00 | 9,482.00 |
| 12/01/11 Land Acquisition | 600,000.00 | 0.00 | 106,000.00 | 494,000.00 | 14,131.00 |
| 12/01/11 Land Acquisition- Conserva | 138,000.00 | 0.00 | 24,000.00 | 114,000.00 | 3,249.00 |
| 12/1/2011 Building Constr - Fire | 999,000.00 | 0.00 | 175,000.00 | 824,000.00 | 23,514.00 |
| 08/15/12 Land Acquisition - CPC | 468,000.00 | 0.00 | 38,000.00 | 430,000.00 | 9,300.00 |
| 08/15/12 Dept Eq - Ambulance | 236,000.00 | 0.00 | 30,000.00 | 206,000.00 | 4,420.00 |
| 08/15/12 Dept Eq - Fire | 497,000.00 | 0.00 | 37,000.00 | 460,000.00 | 9,892.00 |
| 04/15/14 Sewer | 300,000.00 | 0.00 | 34,000.00 | 266,000.00 | 5,691.00 |
| 04/15/14 Dept Eq | 35,334.00 | 0.00 | 4,334.00 | 31,000.00 | 668.00 |
| 04/15/14 Dept Eq - Computers | 25,432.00 | 0.00 | 8,432.00 | 17,000.00 | 490.00 |
| 04/15/14 Dept Eq - Police | 23,397.00 | 0.00 | 6,397.00 | 17,000.00 | 444.00 |
| 04/15/14 Dept Eq - Highway | 45,777.00 | 0.00 | 5,777.00 | 40,000.00 | 871.00 |
| 04/15/14 Computer Software | 25,432.00 | 0.00 | 8,432.00 | 17,000.00 | 490.00 |
| 04/15/14 Sewer | 1,130,000.00 | 0.00 | 140,000.00 | 990,000.00 | 21,384.00 |
| 04/15/14 Building Constr - Police | 1,165,000.00 | 0.00 | 210,000.00 | 955,000.00 | 20,887.00 |
| TOTAL | 6,160,372.00 | 0.00 | 915,372.00 | 5,245,000.00 | 124,913.00 |
| Long Term Debt | | | | | |
| Outside the Debt Limit Report by Issuance | Outstanding July 1, 2014 | + New Debt Issued | - Retirements | = Outstanding June 30, 2015 | Interest Paid in FY2015 |
| 05/01/95 Sewer | 15,899.00 | 0.00 | 15,899.00 | 0.00 | 535.00 |
| 10/25/00 Septic Sys Betterment | 54,340.00 | 0.00 | 10,868.00 | 43,472.00 | 2,479.00 |
| 07/01/04 Septic Sys Betterment | 86,529.00 | 0.00 | 9,565.00 | 76,964.00 | 4,099.00 |
| 09/15/04 Municipal Golf Course | 1,440,000.00 | 0.00 | 345,000.00 | 1,095,000.00 | 56,075.00 |
| 11/16/05 Septic Sys Betterment | 240,000.00 | 0.00 | 20,000.00 | 220,000.00 | 0.00 |
| 03/15/06 Water Mains | 1,320,000.00 | 0.00 | 110,000.00 | 1,210,000.00 | 54,862.00 |
| 03/15/06 Wells | 780,000.00 | 0.00 | 65,000.00 | 715,000.00 | 32,419.00 |
| 12/18/2007 Septic Sys Betterment | 280,000.00 | 0.00 | 20,000.00 | 260,000.00 | 0.00 |
| 01/25/08 Municipal Golf Course | 338,000.00 | 0.00 | 26,000.00 | 312,000.00 | 21,970.00 |
| 11/22/10 Septic Sys Betterment | 336,841.00 | 0.00 | 21,053.00 | 315,788.00 | 0.00 |
| 12/01/11 Water Treatment Facility | 690,000.00 | 0.00 | 92,000.00 | 598,000.00 | 14,420.00 |
| 12/01/11 School Project | 133,000.00 | 0.00 | 70,000.00 | 63,000.00 | 1,960.00 |
| 12/01/11 Land Acquisition - Water | 313,000.00 | 0.00 | 55,000.00 | 258,000.00 | 7,369.00 |
| 06/06/12 Water Wells | 513,424.00 | 0.00 | 25,622.00 | 487,802.00 | 10,012.00 |
| 06/13/12 Septic System Betterment | 380,284.00 | 0.00 | 19,746.00 | 360,538.00 | 0.00 |
| 06/13/12 Water | 461,021.00 | 0.00 | 19,857.00 | 441,164.00 | 9,022.00 |
| 08/15/12 Municipal Golf Course Bld | 59,000.00 | 0.00 | 5,000.00 | 54,000.00 | 1,162.00 |
| 04/15/14 Water Dept Equip | 873,554.00 | 0.00 | 99,554.00 | 774,000.00 | 16,563.00 |
| 04/15/14 Water Dept Equip | 147,530.00 | 0.00 | 17,530.00 | 130,000.00 | 2,802.00 |
| 04/15/14 Municipal Golf Course | 260,000.00 | 0.00 | 32,000.00 | 228,000.00 | 4,894.00 |
| 04/15/14 School Project | 1,438,544.00 | 0.00 | 1,163,544.00 | 275,000.00 | 32,367.00 |

Financials (continued)

Long-Term Debt Summary—Fiscal Year 2015 *continued*

| Long Term Debt | | | | | |
|--|-----------------------------|----------------------|---------------|--------------------------------|----------------------------|
| Outside the Debt Limit Report by Issuance | Outstanding July 1, 2014 | + New Debt Issued | - Retirements | = Outstanding June 30, 2015 | Interest Paid in FY2015 |
| 01/07/15 Septic Sys Betterment | 0.00 | 400,000.00 | 0.00 | 400,000.00 | 0.00 |
| | | | | | |
| TOTAL | 10,160,966.00 | 400,000.00 | 2,243,238.00 | 8,317,728.00 | 273,010.00 |
| | | total | | 13,562,728.00 | |

Financials (continued)

Treasurer's Report—Fiscal Year 2015

A summary of the cash for the Fiscal Year ending
June 30, 2015

| | |
|----------------------------|----------------------|
| Non- Interest Bearing Acct | 30,500.00 |
| Interest Bearing Acct | 11,427,884.74 |
| Trust Funds | <u>7,758,173.53</u> |
| Total | 19,216,558.27 |

2014/2015 CHARTER REVIEW
RECOMMENDATIONS REPORT



FINAL REPORT

To

THE BRIDGEWATER TOWN COUNCIL

APRIL 2015

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INTRODUCTION

A formal review the Town of Bridgewater's charter was authorized by Town Council vote on April 1, 2014. The Charter/Town Manager form of government (*MGL, Chapter 4 Section 7*) was first adopted by a vote of citizens of Bridgewater on April 24, 2010. The Town's home rule petition was approved by a special act of the Massachusetts Legislature on March 18, 2010. The charter took effect on January 1, 2011 and the first Town Council (TC) election occurred on April 23, 2011.

The charter requires that it be reviewed at least every six years (Section 9.4(b)³) by a committee of seven citizens appointed by the Council President and approved by the Town Council. Mr. Tim Fitzgibbons, the sitting TC president in 2013/2014 determined that a charter review was warranted given the overall implementation experience and lessons gained during the initial first four years following launch. In late 2013, Mr. Fitzgibbons called for citizen volunteers to serve on a charter review committee. Seven citizens were appointed to conduct the review starting on April 1, 2014.

The committee met first on April 30, 2014. The Charter Review Committee membership changed over the course of the review due to various unforeseen commitments and illness. The original and subsequent members with date of appointment/resignation are shown in Table 1. The charter review appointments expired on April 30, 2015.

³(b) Periodic Review - Not later than the first day of July, at 6-year intervals, the town council shall provide for a review and propose revisions to the town charter. The review shall be conducted by a special committee to consist of 7 residents of the town appointed by the council president with the approval of the town council. The committee shall file a report within the year recommending any changes in the charter which it may deem to be necessary or desirable, unless an extension is granted by vote of the town council.

Appendix (continued)

TABLE 1. 2014/2015 BRIDGEWATER CHARTER REVIEW COMMITTEE MEMBERS

| Member | Appointment Date | End Date |
|------------------------------|-------------------------|-----------------------------|
| Gallagher, Dennis (Chair) | April 1, 2014 | April 30, 2015 |
| Desrochers, Eric | October 9, 2014 | Unable to participate |
| Ferrigno, Ralph | April 1, 2014 | June 1, 2014 Resigned |
| Hunt, Carlton | April 1, 2014 | April 30, 2015 |
| Losche, Aisha | October 9, 2014 | April 30, 2015 |
| Lynch, Erick | April 1, 2014 | April 30, 2015 |
| Muller, Jerry | April 1, 2014 | October 8, 2014 Resigned |
| Ryan, Stephanie | April 1, 2014 | April 30, 2015 |
| Terpeny, David | April 1, 2014 | Unable to participate |
| Paccia, Patti (Secretary) | November 10, 2014 | April 30, 2015 |
| Spagone, Michael (Secretary) | July 16, 2014 | October 29, 2014 |

OBJECTIVES

Guidance for periodic review of charters by a Charter Review Committee is provided at <http://www.mass.gov/dor/local-officials/dls-newsroom/ct/charting-a-route-for-charter-change.html>. The guidance specifically states that *“Once a community has a charter, there is often a provision for the periodic appointment of a charter review committee. The committee undertakes an examination to determine the charter’s ongoing utility and accuracy. Such committees do NOT have the powers, duties, and responsibilities of an elected charter commission. Such committees are formed to review the charter and to make recommendations to its appointing body (e.g., board of selectmen, city council) regarding the need for additions, deletions, clarifications, or other amendments that would improve the charter.*

The term for such an advisory committee is usually one year. Recommendations of the committee may take the form of a proposed special act or a proposed charter amendment, but the local legislative body must act upon the recommendations before they take effect. The committee may also find, for example, that the charter’s intent is clear, but related bylaws or ordinances may need clarification. The role of such committees can be important in assuring that the charter is working as intended, but the charter review committee has no assigned role in achieving any change beyond its recommendation to its appointing body.”

Appendix (continued)

The Bridgewater Charter Review Committee chose to follow this guidance and several specific objectives provided by Mr. Ed Ivaldi, Chair of the Town Government Study Committee. These included:

1. Provide needed clarity in areas where interpretation have been an issue
2. Tighten up language to ensure charter intentions are being fulfilled
3. Consider additional content (e.g., a recall provision)

GENERAL OBSERVATIONS

After review of the entire charter and discussions with various Town Officials and other interested parties, the Charter Review Committee finds the Town Council/Town Manager form of Government is a more efficient as concluded the Government Study Committee. The committee also took votes at the beginning and end of the review to retain charter form of government.

The Committee also notes that the review process would have been more efficient had the Town completed the transition from the Open Meeting/Board of Selectmen to Town Council/Town Manager government form more effectively. Specifically, the reorganization/consolidation of town departments and administrative code development were and remain a great concern to the Committee. **The committee urges the Town Council and Town Manager to complete that document before September 2015.**

The committee provides herein a series of recommendations that we believe will improve the charter and the operation of the Town's government. Hence, this report is organized into three major sections: 1) the review process, 2) findings and recommendations, and 3) supporting documentation.

THE REVIEW

COMMITTEE PROCEDURES AND POLICY

The committee established the following policies at its first meeting: 1) encourage public input at the beginning and end of each meeting, 2) provide public notifications for meetings as required by open meeting laws and post agendas and minutes to the town website, 3) a double voting policy to ensure items considered and recommended for change early in the review were still recommended at the end of the process, and 4) meeting at least every two weeks.

Appendix (continued)

Table 2 summarizes the meeting dates; all agendas and approved minutes are posted on the town website under <http://www.bridgewaterma.org/allfiles.cfm>. The table lists all meeting dates, members of the public attending, and Town Officers and citizens invited to address specific questions prepared by the committee.

TABLE 2. SUMMARY OF MEETING DATES AND PUBLIC PARTICIPATION

| Meeting Date | Meeting Location | Public Attending? | Guests |
|---------------------|-------------------------|--------------------------|--|
| 4/30/2014 | Senior Center | Y | Keith Buohl |
| 5/21/2014 | Senior Center | N | none |
| 6/4/2014 | Senior Center | N | none |
| 6/18/2014 | Senior Center | N | none |
| 7/9/2014 | Senior Center | N | none |
| 7/16/2014 | Senior Center | N | none |
| 7/30/2014 | Senior Center | N | Town Clerk Ron Adams |
| 8/20/2014 | Senior Center | N | none |
| 9/3/2014 | Senior Center | N | none |
| 9/17/2014 | Senior Center | N | none |
| 10/1/2014 | Senior Center | N | TGSC Chair Ed Ivaldi & TGSC Member Bruce Langlan |
| 10/8/2014 | Senior Center | N | none |
| 10/29/2014 | Senior Center | N | Town Manager Michael Dutton |
| 12/3/2014 | Memorial Building | N | Town Council Chair Bill Wood |

Appendix (continued)

| | | | |
|------------|-------------------|---|---|
| 12/10/2014 | Senior Center | N | None |
| 12/17/2014 | Memorial Building | N | None |
| 1/13/2015 | Memorial Building | Y | Keith Buohl; Town Councilor Sandra Wright |
| 1/21/2015 | Memorial Building | N | None |
| 2/4/2015 | Memorial Building | N | none |
| 2/11/2015 | Memorial Building | N | none |
| 2/25/2015 | Memorial Building | N | none |
| 3/4/2015 | Memorial Building | N | none |
| 3/11/2015 | Memorial Building | N | none |
| 3/18/2015 | Memorial Building | N | Town Councilors Pete Colombotos & Timothy Fitzgibbons |
| 3/25/2015 | Memorial Building | N | Town Attorney Mark Gildea |
| 4/1/2015 | Memorial Building | N | Library Trustee Greg Lee |
| 4/15/2015 | Memorial Building | N | none |

RESEARCH

The Committee reviewed the following documents:

1. The 2010 Town Charter as voted by Town Meeting and approved by the Massachusetts State Legislature
2. 2009 Government Study Committee Final Report
3. Massachusetts general laws as pertains to town council/town manager (i.e., chief administrative officer) form of government
<https://malegislature.gov/laws/generallaws/parti/titlevii/chapter43>

Appendix (continued)

4. MGL 268a Section 20 Municipal employees; financial interest in contracts; holding one or more elected positions for guidance on running for election office and appointed positions
<https://malegislature.gov/laws/generallaws/partiv/titlei/chapter268a/section20> .

The committee conducted interviews and received written input from:

1. Mr. Bill Wood, President of the Town Council; Mr. Michael Dutton, Town Manager; and Mr. Ed Ivaldi and Mr. Bruce Langdon, former Government Study Committee members.
2. Written input from the Town Manager, former Town Government Study Committee members, approved notes from a meeting with the Town Council President, and notes from discussions with other councilors and Town Attorney as included in the meeting minutes (available at <http://www.bridgewaterma.org/allfiles.cfm>)
3. Written input from four former Financial Committee Members (Mr. Gary Oman, Mr. Doug Lemo, Mr. Myles MacKinnon and Mr. Jerry Muller)
4. Discussions with the Town Clerk, Mr. Ron Adams (since deceased), Ms. Sandra Wright, Town Councilor; Mr. Peter Colombotos, Town Councilor, Mr. Tim Fitzgibbons, Town Councilor, Mr. Mark Gildea, Town Attorney.
5. Written input and discussions with Mr. Greg Lee, Public Library Trustee
6. Web searches and MGL documents
7. Discussion and email communications with the Marylyn Contras of the MA Department of Housing and Community Development

FINDINGS AND RECOMMENDATIONS

The Committee's review finds that various elements of the charter need clarification or modification. The committee also finds that several additions and deletions would improve the content and functionality of the 2010 charter. Based on the review the following recommendations are made in summary form; the recommended changes are detailed in track change format with line numbering in the Microsoft Word document attached in this document's version found online at the Town of Bridgewater's web site.

The committee **considered and rejected a return to the Board of Selectmen/Town meeting and a change to a Mayor/Town Council form of government.** The committee voted to retain the current Town Council/Town

Appendix (continued)

Manager form of Government primarily due to its more efficient and timely means of governing the Town.

RECOMMENDATIONS – ADDITIONS

1. Section 2-13: Add language to enable stipends (no other benefits) for Town Councilors; stipend is set at \$3,000 and reviewable each time the charter is reviewed.
2. Section 3-1 Par #2: Remove the paragraph and replace with a citation to MGL 268a, Section 20 for guidance on town employees running for election office and appointed positions;
3. Section 3.5: Add a recall provision for elected officials including a 35% registered voter turnout threshold for a valid recall election
4. Section 4-4: add language to that clearly defines the appointive administrative officers of the town of Bridgewater. These are the Town Assessor, Town Attorney, Chief of Police, Fire Chief, Director of Public Works, Finance Director, and such additional administrative officers or departments as may be created by ordinance.

RECOMMENDED MODIFICATIONS

MAJOR MODIFICATIONS

1. Updated glossary that defines key terms/words used in the charter and move to top of charter
2. Add language publishing on the “official town website and other electronic media as appropriate” wherever publication is required.
3. Section 2.1: Merge the representation from District 4 and 5 into one council seat and add a third at large councilor due to major disparities in the number of registered voters in these districts relative to other districts
4. Section 2.7 a: Modified waiting period for orders and resolutions to 72 hours from 30 days.
5. Section 3.1 Clarified MGL governing whether a town employee can serve as an elected Town Councilor citing <https://malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter268A/Section20> .
6. Section 3.1. Change of the seating date for Town Councilors from the second Monday after the election to the first of July following the April town election including transition language in Chapter 10
7. Section 3.4a-c. Change from an elected Town Clerk to a Town Clerk appointed by the Town Council for a five-year term with protections that assure the independence of the office from political or other influence.

Appendix (continued)

8. Section 4.2 (a) 11: added language that enables the Town Manager to award goods and services contracts for up to \$25k without Town Council approval.
9. Section 6 Financial section: Major rewrite of this section
 - a. Rewrite includes acceptance of selected editorial suggestions from the Town Manager and Town Council President
 - b. Sections 6.2, 6.3a, 6.3c, 6.5. 6.6a, 6.6b (4), and 6.8 editorial clarifications
 - c. 6.4c: Modifications to enable the Financial Director to transfer up to \$25K across departments or within departments with Town Manager approval and written notification of Town Council within 14 days.
 - d. Section 6.6b (7) and (8): editorial clarifications
10. Section 6.9 FINCOM: Retain FINCOM but change composition, appointment process, and roles and responsibilities
 - a. Reduce to five members
 - b. Three appointed by Town Council; two appointed by Town Manager
 - c. Scope to focus on advice and recommendations on the annual operating budget, long-range financial planning, financial modeling, and the capital improvement plan.
11. Section 7.3 Change required number of signatures to run for a District Town Councilor from 100 to 75.
12. Chapter 9-4: Update transition language by moving general language protecting town employee positions from Section 10 to Section 9.4 as Subsection c.
13. Chapter 10: Removal of language on transition from Board of Selectmen /Town Meeting to TC form of government that is no longer relevant
14. Chapter 10: Adding language for transitioning the date of Town Council seating from Monday after April election to July 1st following election.
15. Chapter 10: Added language for transitioning form an elected Town Clerk to an appointed town Clerk

MINOR MODIFCATIONS

1. Various editorial/language clarifications throughout the charter.
 - a. Editorial (Spelling, grammar, word usage)
 1. Use of hyphenated by-law (i.e. by law when referring to law and bylaw when referring to the town's bylaws/ordinances).
 2. Replaced bylaw with ordinance to make charter consistent with this form of government

Appendix (continued)

3. Added publication of various documents and activities to the “official Town Website and other electronic media as appropriate” throughout the Charter.
4. Added Commissions to the phrase board, committees, and agencies whenever the sequence is used in the charter.
2. Section 2.3 Clarified that one of the two required public meetings shall be the annual state of the town
3. Section 2.12: Modify term limits from 12 consecutive years to four consecutive terms
4. Section 4.4: Increase initial duration of an acting Town Manager appointment from 3 to 6 months

RECOMMENDED DELETIONS

1. Section 3.1: Remove the limitation of holding an elected office (Town Councilors excluded) and serving on other boards, committees, commissions as a town employee; removal of all restrictions on running for/holding appointed or elected office if an employee of the BRRSD or town.
2. Section 10: Remove BOS to TC/TM transition specific language and sections
3. Remove of extraneous or incorrect terms (i.e., elected before Town Clerk; Board of Selectmen, etc.)

MAJOR SECTIONS DISCUSSED BUT NO ACTION TAKEN

1. Section 6-2. Submission of Budget; Budget Message - subsection a) Budget.
 1. **Likely better as an ordinance or in Administrative Code; without Administrative Code no recommendation is possible**
2. Housing Town Council clerk within the Town Clerk office
 1. **Many Cities have the Town Clerk’s office handle the Town Council Clerk function**
3. Inclusion an assistant Town Manager position in the Charter
 1. **CRC suggests the position be included in the Administrative Code**
4. Section 4-2 (a) 10: “to be responsible for the rental, use, maintenance and repair of all town facilities”
 1. **CRC suggests the Town Council consider adding a dollar limit to this item**

Appendix (continued)

5. Section 5-3: Town Attorney role in litigation conflicts between Town Manager and Town Council.
 1. **CRC considered adding the following language to the charter but decided to suggest this or similar language be considered in the Administrative code.** Should legal action be required between Town departments concerning official town business, the town attorney will be guided by the town manager as to which department the town attorney's office will represent. If the legal dispute is between the town manager and the town council concerning official town business, the town attorney will represent the town council, as the elected representatives of the town, and recommend representation for the town manager. This dispute will be adjudicated by means of arbitration/mediation by a third party to which both offices mutually agree. Should neither office agree on a third party or on the decision of the arbitrator/mediator the normal legal court proceedings will take place, however, the town attorney will maintain representation for the town council.

NEXT STEPS

The 2014 Charter Review Committee briefed the Town Council on its findings and recommendations on April 7, 2015. Further actions and hearings on the changes should be completed within one year from the date this report is submitted in its final form.

APPENDICES

DOCUMENTATION FOR SECTION 2-1 RECOMMENDATION

BRIDGEWATER VOTER STATISTICS BY PRECINCT

| Precinct # | Population 2010 Effective Date 12-31-2011 | State Facility Average Population 2010 | Registered Voters 2014 | Registered Voters 2014 @ State Facilities | Recent Registered Voter Turnout | |
|--------------|---|--|------------------------|---|---------------------------------|--------------------------|
| | | | | | 2013 Town Election ³ | 2013 % Registered Voters |
| 1 | 3,873 | 0 | 2,805 | 0 | 455 | 16.2 |
| 2 | 3,886 | 0 | 2,566 | 0 | 445 | 17.3 |
| 3 | 3,861 | 0 | 2,810 | 0 | 523 | 18.6 |
| 4 | 3,904 | 2,200 ¹ | 1,320 | 86 | 222 | 16.8 |
| 5 | 3,623 | 3,200 ² | 957 | 186 | 129 | 13.5 |
| 6 | 3,743 | 0 | 2,155 | 0 | 229 | 10.6 |
| 7 | 3,673 | 0 | 2,484 | 0 | 427 | 17.2 |
| Total | 26,563 | 5,400 | 15,057 | 272 | 2,430 | 16.1 |

1. Average Daily Prison Complex Population in 2010 (State Prison Website)
2. Housed on BSU campus in 2014 (<http://colleges.usnews.rankingsandreviews.com/best-colleges/bridgewater-state-university-2183>)
3. Precincts 4 and 7 and an at-large Town Council positions on the ballot; only precinct 7 was competitive (Voting statistics from Town Clerks office 2014)

Register voters in 4 & 5 = 2,277; this is within but at low end of the per precinct registered voter of the other precincts.

Non- state population: 1,869 (4) + 1,230 (5) = 3,099 people; is ~500 less than the lowest population count in all precincts.

Precedence is from -

CHAPTER 48, ACTS OF 2011, AN ACT ESTABLISHING VOTING PRECINCTS IN THE TOWN OF MIDDLETON.

Appendix (continued)

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding [section 6 of chapter 54 of the General Laws](#) or any other general or special law to the contrary, the town of Middleton shall not be required to establish separate voting precincts, provided that the nonprisoner population of the town remains below the standard established by said [section 6 of said chapter 54](#) requiring reprecincting.

SECTION 2. The nonprisoner population of the town of Middleton shall be determined by subtracting the prisoner population as reported by the Essex county sheriff's department to the town from the total population as reported by the United States Census Bureau as calculated in the most recent decennial census. The prisoner population information shall be in the same form as the population information given to the town by the United States Census Bureau.

SECTION 3. This act shall take effect upon its passage.

Approved, June 15, 2011.

Section 6 of MGL chapter 54. In the year 2001 and every tenth year thereafter, no later than June fifteenth, the board of selectmen of every town of less than six thousand, two hundred inhabitants may, on their own motion, or shall, when so directed by the town meeting, and the board of selectmen of every town having precincts or six thousand, two hundred or more inhabitants shall, divide the town in the manner hereinafter provided into convenient voting precincts. Any voting precincts so established hereunder shall be composed of compact and contiguous territory. The selectmen shall, so far as possible, make the center line of streets or ways, or other well defined limits that constitute block boundaries recognized by the United States bureau of the census, the boundaries of such precincts, and shall designate them by numbers or letters.

Appendix (continued)

In any town, each precinct established hereunder shall contain, as nearly as may be, an equal number of inhabitants, but not more than four thousand inhabitants. The times and procedures required by this section for precincts shall also apply to any district for electing town councilors, school committee members, representative town meeting members, or other town officers, notwithstanding any general or special law or charter to the contrary.

Such division of a town into precincts shall be made by the board of selectmen setting forth an official description of the precincts so established, together with a statement of the number of inhabitants residing in each precinct as nearly as such number may be determined. The board of selectmen shall also cause an official map of the precincts established by them hereunder to be prepared. Upon the adoption by the board of selectmen of a town of such a division, the town clerk shall transmit forthwith to the state secretary, not later than 7 days after the date on which the board of selectmen is authorized or required to divide the town into precincts under this section, a copy of said division, together with an official map of said precincts and a statement by the board of selectmen of the number of inhabitants in each such precinct, as nearly as such number may be determined. The state secretary shall make the same available to the local election districts review commission for its scrutiny. If said commission shall find that any plan of town precincts established under this section conflicts with the applicable provisions of this chapter, or is of questionable constitutionality, it shall transmit a written notice of such findings, with a clear indication of the deficiencies of such plan, to the board of selectmen of the town not later than 35 days following the date the town clerk must transmit to the state secretary a copy of the division. The board of selectmen of such town shall make a new or revised division of the town into precincts in the manner and within the time prescribed by said commission, but not later than the forty-ninth day following the date the town clerk must transmit to the state secretary a copy of such division.

If any town consisting of one precinct and having six thousand, two hundred or more inhabitants, which is required to be divided into precincts under this section shall not be so divided within the time specified above, the local election districts review commission shall,

Appendix (continued)

no later than 64 days following the date the town clerk must transmit to the state secretary a copy of such division make such division of the town into precincts conforming with the standards set forth in this section. The commission may appoint a master who shall, within fifteen days, make such division of the town into precincts, said division to be subject to approval by the commission and to amendment by it.

For any town that fails to act by the forty-ninth day following the date the town clerk must transmit to the state secretary a copy of such division, the local election districts review commission shall, within 15 days, make such division of the town into precincts or appoint a master who shall make such division which shall be subject to approval and amendment by the commission. The cost of redistricting by a master shall be paid by the town.

Should the state secretary determine that decennial federal census figures are available at such time as to allow this process to begin earlier, the state secretary shall designate the date on which such process shall begin.

FORMER GOVERNMENT STUDY COMMITTEE COMMENTS

1. What are your views on the Town Manager being called a Chief Administrative Officer? Or Chief Executive Officer? What may be some of the pros and cons of the Manager being considered as one of these designations?

a. Under the Town Charter, the Town Manager serves as the Chief Executive Officer on the Town. This is, by definition, the Manager's role in the Council/Manager form of government. I don't see a pro or con to any particular moniker. Personally, I don't care about titles as much as I do about the competence of the person doing the job. Although I am not privy to all the machinations, litigation has resolved this.

2. What do you see the future role of the Finance Committee and the Town Council's Budget & Finance Committee being? Are there redundancies or duplication of effort which could be made more efficient/streamlined?

a. The Council is generally more aware of the day-to-day operations of the Town which makes the Budget and Finance Committee a knowledgeable group concerning the particulars of town financial transactions. While I often agree that there should be duplication of efforts and redundancies built into the political system to prevent special

Appendix (continued)

interest domination, asking the Finance Committee members to vote on every financial issue may be too much. I have spoken with the Finance Committee about changing their role in town to look at more long-term planning and advising on issues such as debt, capital needs, and budgets. These are areas where a long view which bridges several election cycles would serve the Town well.

3. On the concept of an Assistant Town Manager, do you see an existing a need for one? If so, what would you see as being the responsibilities or duties of such a post, and in the event of the Town Manager's absence their ability to act as Manager?

a. After being in Bridgewater for over a year, I definitely see the need for an assistant Town Manager. I currently have two executive assistants who largely share the role of ATM, by working outside their job descriptions. I am planning on proposing an ATM position which will largely oversee the budget process and the human resources function in addition to much of the day-to-day functioning of the Town Manager's office. This would allow me to focus much more of my attention to economic revitalization, zoning overhauls, and long term planning – all thing we have done poorly in the past. That said, however, I do not think it wise to create an ATM position by Charter. The need for the position may come and go over the course of time, and it should be a position that is proposed by the Town Manager and discussed with and ratified by the Council. This ensures that the position is well vetted at the times it is needed.

4. What is the current status of the Administrative Code development process?

a. The Town Council has heard several “30,000 foot” presentations concerning specific portions of the Admin Code, including a presentation on how the Admin Code fits into the greater Town Code. A project that should have been largely complete prior to the change in government, the Admin Code has been very slow in coming. However, I think we have now created a process which will result in more rapid approvals of components of the Code. This was the preferred route, rather than trying to digest and authorize one complete code, and I agree wholeheartedly with that approach. The Council has heard presentations on the creation of the DPW, the Finance Department, the Board and Committee structure, and the committee guidelines and rules. My guess is that the Council will take up several of these components prior to Christmas.

5. How should the Town address its need for legal services and how should the Town utilize such legal representation?

a. Specialized legal advice should be contracted on an as-needed basis. General municipal legal advice is currently secured through two

Appendix (continued)

attorneys who work as employees of the Town. This template works well right now and I don't see any particular problems.

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a. The elected Town Clerk is responsive to the voters, first and foremost, and is not bound to the Council's (or Town Manager's) policy or operational objectives. It might behoove the Council to look at the possibility of appointing the clerk at some point, but I do not believe there is appetite to do that now. I would not necessarily agree that there is a check and balances between an elected clerk and an elected council. In practice there is very little interaction between the clerk and the council. What transpired in Bridgewater was a bit of an anomaly, with the result being that recall provisions should be well vetted and incorporated into the Charter.

7. On the subject of changing the dates when municipal elections occur, what period of time in the year would be better suited to address Town needs and School District interaction?

a. Given our current form of government, it probably makes more sense for municipal elections to be held in November with state and national elections. This would reduce the expense of elections and allow for a more logical election process. Of note, if the election date is changed, it would make sense to incorporate language that eliminates carry-over legislation. That is legislation that has been filed but never acted upon. If eliminated, it would clear up the issue of long lingering legislation and create a process for re-filing which would help ensure that bad legislation cannot keep coming back.

8. What is the view of municipal employees running for elected posts?

a. Municipal employees cannot be disenfranchised by not allowing them to run for elected office. However, once elected and prior to taking office it is perfectly fine to ask them to make a choice of elected position or appointed position. It is only my preference, but I believe in a town Bridgewater's size it is preferable not to have appointed officials sitting on policy making elected boards. The school district is far enough removed from the town on both an operational and policy level that I would not be concerned about a school employee sitting on an elected Town board, or vice versus.

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Appendix (continued)

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a. The law sets out many fees and fines. Those left to the Town's discretion are proposed by either boards or staff for approval by the Town Manager or the Council. To the extent the Town Manager approves, in practice it makes sense for the Council to ratify them so that they can be filed en masse with the District Court. Once filed, the Town has the legal authority to assess the respective fines or fees. This also ensures that the fee structure is consistent throughout town and applied fairly.

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Appendix (continued)

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15. Section 6.4 (d). How does this occur? One time at start of FY? At any time?

a. End-of-year transfers will always be necessary. This is one of the provisions for which I will recommend specific language changes. I will recommend an end of year process that is better aligned with the DOR and the law. Also, it makes no sense to have to get the approval of the Council and to notify them in writing after the transfer.

16. Does concurrence mean that the FINCOM and TC meets and votes and that both must agree? What if one says no and the other yes?

a. Yes, both boards must agree. We have not yet had a case where one says yes and one says no, but in that event the transfer would fail. This is precisely why this provision needs fixing.

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a. Although not clear, my “statutory construction” would say that yes, those adjustments would need Council approval.

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a. As mentioned earlier, the Fin Com could serve as a very useful committee for long-term planning. I do not think its role should be as a check to the elected board. I can expound more in person.

See also the minutes of the October 1, 2014 CRC meeting.

TOWN MANAGER COMMENTS

1. What are your views on the Town Manager being called a Chief Administrative Officer? Or Chief Executive Officer? What may be some of the pros and cons of the Manager being considered as one of these designations?

a. Under the Town Charter, the Town Manager serves as the Chief Executive Officer on the Town. This is, by definition, the Manager's role in the Council/Manager form of government. I don't see a pro or con to any particular moniker. Personally, I don't care about titles as much as I do about the competence of the person doing the job. Although I am not privy to all the machinations, litigation has resolved this.

2. What do you see the future role of the Finance Committee and the Town Council's Budget & Finance Committee being? Are there redundancies or duplication of effort which could be made more efficient/streamlined?

a. The Council is generally more aware of the day-to-day operations of the Town which makes the Budget and Finance Committee a knowledgeable group concerning the particulars of town financial transactions. While I often agree that there should be duplication of efforts and redundancies built into the political system to prevent special interest domination, asking the Finance Committee members to vote on every financial issue may be too much. I have spoken with the Finance Committee about changing their role in town to look at more long-term planning and advising on issues such as debt, capital needs, and budgets. These are areas where a long view which bridges several election cycles would serve the Town well.

3. On the concept of an Assistant Town Manager, do you see an existing a need for one? If so, what would you see as being the responsibilities or duties of such a post, and in the event of the Town Manager's absence their ability to act as Manager?

a. After being in Bridgewater for over a year, I definitely see the need for an assistant Town Manager. I currently have two executive assistants who largely share the role of ATM, by working outside their job descriptions. I am planning on proposing an ATM position which will largely oversee the budget process and the human resources function in addition to much of the day-to-day functioning of the Town Manager's office. This would allow me to focus much more of my attention to economic revitalization, zoning overhauls, and long term planning – all thing we have done poorly in the past. That said, however, I do not think it wise to create an ATM position by Charter. The need for the position may come and go over the course of time, and it should be a position that is proposed by the Town Manager and discussed with and ratified by the Council. This ensures that the position is well vetted at the times it is needed.

Appendix (continued)

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ARTICLE VI- FINANCIAL MANAGEMENT

Excerpt from January 14, 2015 Chapter 6 suggested revisions. See <https://www.bridgewaterma.org/DocumentCenter/View/336/Charter-Review-Committee-Charter-Recommendations---Track-Chages-Report-PDF>

for track change version of the following.

Section 6-1. Annual Budget Policy

The council president shall call a joint meeting of the town council, the regional school committee chairman, or his designee, the finance committee, the town manager and any other committee established for the budget process, before the commencement of the budget process to review the financial condition of the town, revenue and expenditure forecasts and other relevant information in order to develop a coordinated budget.

Section 6-2. Submission of Budget; Budget Message

Within the period prescribed by any general or special law, but no later than April 1, the town manager shall file with the Council Clerk a proposed operating budget and budget message for all town agencies and the regional school districts. The budget message submitted by the town manager shall explain the budget in fiscal terms and in terms of work programs for all town agencies. It shall outline the proposed fiscal policies of the town for the ensuing fiscal year and shall describe important features of the proposed budget and indicate any major variations from the current budget, fiscal policies, expenditures and revenues together with reasons for such change. The proposed budget shall provide a complete fiscal plan of all town funds and activities and shall be in the form the town manager deems desirable.

Section 6-3. Action of the Budget

- (a) Public Hearing - The town council shall publish on the Town's official web site the proposed operating budget as submitted by the town manager. The Council shall identify a date, time and place not less than 14 days after the publication, when a public hearing on the proposed budget will be held by the town council. For the purpose of this section, the proposed operating budget that is required to be

Appendix (continued)

published shall contain proposed appropriations, funding sources and any narrative summary deemed necessary by the town council.

- (b) Adoption of the Budget – The town council shall adopt the budget, with or without amendments, within 45 days following the date the budget is filed with the Council Clerk. In amending the budget, the town council may delete or decrease any programs or amounts except expenditures required by law or for debt service. The town council shall not increase any line item without a corresponding decrease in an identified line item and the total proposed budget may not be increased from what was proposed unless otherwise authorized by any general or special law. If the town council fails to take action with respect to any item in the budget within 45 days after receipt of the budget, the amount shall, without any action by the town council become a part of the appropriations for the year and be available for the purposes specified. The adopted budget will be published on the town’s website not less than 14 days after adoption.

Section 6-4. Supplementary Budgets and Appropriations

Whenever the town manager submits to the town council a request for an appropriation of any sum of money, whether as a supplement to the annual operating budget or for an item not included therein, the town council shall not act upon the request until it has given notice by publication on the Town’s web site of the request and held a public hearing concerning the request. The publication and the public hearing shall be in conformity with the provisions of subsection (a) of section 6-3 concerning the proposed annual operating budget.

- (a) Emergency Appropriations - To address a public emergency affecting life, health, property or the public peace, the town council may make emergency appropriations. The appropriations may be made by emergency ordinance in accordance with Article II.
- (b) Reduction of Appropriations - If at any time during the fiscal year it appears probable to the town manager that the revenues or fund balances available will be insufficient to finance the expenditures for which appropriations have been authorized, the manager shall

Appendix (continued)

report to the town council without delay, indicating the estimated amount of the deficit, any remedial action taken by the town manager and recommendations as to any other steps to be taken. The town council shall then take the further action as it deems necessary to prevent or reduce any deficit and for that purpose it may by ordinance reduce or eliminate 1 or more appropriations.

- (c) Transfer of Appropriations - At any time during or before the fiscal year, the town manager, with concurrence from the finance committee, may transfer up to a maximum of \$25,000 of the unencumbered appropriation balance from one department, fund, service, strategy or organizational unit to the appropriation for other departments or organizational units or a new appropriation and shall report the transfers to the town council in writing within a 14-day period. The town manager may also transfer funds among line items within a department, fund, service, strategy or organizational unit and shall report the transfers to the town council in writing within a 14-day period.

Section 6-5. Administration and Fiduciary Oversight of the Budget

The town council may provide by ordinance the procedures for administration and fiduciary oversight of the budget.

Section 6-6. Capital Improvements Program

- (a) Preparation - The town manager shall, in conjunction with any committee established for such purpose, annually submit a 5-year capital improvement program to the town council at a time established by ordinance.
- (b) Contents - The capital improvement program shall include:
 - 1) A clear general summary of its contents;
 - 2) Identification of the long-term goals of the community;
 - 3) A list of all capital improvements and other capital expenditures proposed to be undertaken during the fiscal years next ensuing,

Appendix (continued)

with appropriate supporting information as to the necessity for each;

- 4) Cost estimates and implementation schedules for each improvement or other capital expenditure;
 - 5) Method of financing upon which each capital expenditure is to be reliant;
 - 6) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired;
- (c) Public Hearing - The town council shall publish on the Town's web site the proposed capital improvement plan as submitted by the town manager. The Council shall identify a date, time and place not less than 14 days after the publication, when a public hearing on the proposed capital improvement plan will be held by the town council.
- (d) Adoption of the Capital Improvement Program - Town council shall adopt the capital improvement plan, with or without amendments. The proposed capital improvement plan will be published on the town's website upon adoption.

Section 6-7. Long Term Financial Forecast

(a) The town manager shall annually prepare a 5-year financial forecast of town revenue, expenditures and the general financial condition of the town. The forecast shall include, but not be limited to: (1) an identification of factors which will impact on the financial condition of the town; (2) revenue and expenditure trends; and (3) potential sources of new or expanded revenues and any long or short-term actions which may be taken that may enhance the financial condition of the town. The forecast shall be submitted to the town council and finance committee and shall be available to the public for inspection. The long-term financial forecast shall be published on the town's website and when updates occur, they shall be posted in a timely manner.

Appendix (continued)

Section 6-8. Annual Independent Audit

The town manager shall provide for an independent annual audit of all town accounts and may provide for more frequent audits as it deems necessary. An independent certified public accountant or firm of such accountants shall make the audits. The audits should be performed in accordance with generally-accepted auditing standards and generally-accepted governmental auditing standards.

- 1) The town council shall designate no fewer than 3 of its members to serve as an audit committee. The committee shall receive the report of the internal auditor and present that report to the town council with any recommendations from the committee.

The town manager shall designate such accountant or firm for a period not exceeding 5 years. The auditor must be capable of exercising objective and impartial judgment on all issues encompassed within the audit engagement.

Section 6-9. Financial Committee

- (a) There shall be a finance committee consisting of 9 members, appointed each for a 3-year staggered term, the members of which shall be appointed as follows: 3 members by the town manager, 3 members by the town council and 3 members by the elected town clerk. The finance committee shall report, in writing, its recommendations on finance related matters to the town council. Before preparing its recommendations, the finance committee shall hold one or more public meetings to permit discussion of all finance matters before the town council, except those matters subject to public hearings by other multiple-member town bodies and not containing appropriations. The finance committee shall have such additional powers and duties as may be provided by the General Laws, by this charter or by by-law.

The Finance Director shall have ex-officio membership, without voting rights on the committee. The finance committee shall carry out its duties

Appendix (continued)

in accordance with the provisions of general law, this charter and ordinance and it shall have regular and free access and inspection rights to all books and accounts of any town department or office.

FORMER FINCOM MEMBERS COMMENTS

To The Members of the Charter Committee

From Gary Oman former Chairman of the FINCOM

Jerry, a couple thoughts – under the existing Charter:

☐ The actions/votes of the FinCom are advisory in nature; my understanding has been, once the FinCom votes, yes or no, Town Council can take action on the measure; and it's only when the FinCom tables a matter that the TC is precluded from taking any action until the FinCom has a yes or no vote (though I recall at least a couple instances when the TC took action even when the FinCom either had not or had table the matter – where are the teeth?). This gives some authority to the FinCom but really only in the form of a road block. A vote of the FinCom should move a matter along by its “yes” vote and stop a matter from moving along with a “no” vote.

☐ The TC Budget Committee members should be reincarnated as liaisons to the FinCom; not sure if there should be one or two; can participate in meetings and discussions and bring back discussions and feedback to TC; could be one of the two TC appointees which would give him/her a vote on the FinCom; or could serve ex-officio.

☐ All money matters should start with the FinCom which body could then direct where the matter should “go first” with direction from the TM; vs. getting pushed down from TC.

☐ Perhaps a FinCom member should have a seat at the union negotiations to gain first-hand knowledge of the terms and costs related to contract renewals.

☐ Generally, I would be in favor of increasing the authority of the FinCom as the gatekeeper for all things financial. Compared to the TC duties and responsibilities which are wide-ranging as they must be, having the FinCom vet the financial matters in a forum where the members are always dealing with financial matters brings a level of expertise to the FinCom that may not exist on the TC.

From Doug Lemo

My opinion is to disband it. The only unique thing that we did of any consequence, that I saw, was the approval of appropriation requests from the various town departments for the expenditure of funds for tools and equipment. Sort of a double check on the appropriateness of the

Appendix (continued)

expenditure. I think this function should be performed by the Town Manager who has the responsibility for the Department budgets. I did not see us bringing much to the decision on the expenditures.

The other function that we had was a review of the budget of the various Town Departments. However, when all was said and done, the Town Council had the final say. I always felt that we were wasting the time and efforts of the Department Heads because ultimately, the Town Council would also have discussions with them and would ultimately make the final decision on the budgets. Given that the Town Council, by statute, has the final say I think the sub-committee, of Council Members that they evolved to a few years ago makes sense (a liaison between the Council and Finance committee, I do not think, is effective). When you think of it, Budgets are the most important function of the Council. The composition of the Council's sub-committee could be made up of all councilors (preferable in my opinion) or a combination of knowledgeable town residents and council members or one council member and mostly town residents. But, however it is constituted, there would be one Budget review process, and one Budget that the Councilors would all agree with since it would be their review. I think this would eliminate redundancy and streamline the budget process eliminating the possibility of a Finance Committee Budget and a Council Budget. Maybe things have changed recently, but I sometimes got the feeling that if it were not for Gary's leadership, we could have easily found ourselves "stuck in the middle" between the Council, Town Manager, and Town Departments.

From Myles MacKinnon

I would agree with your notion to add the TC subcommittee to the FINCOM. At times, like you, I felt like we were just going through the motions because what we thought ultimately didn't matter if the TC didn't agree with us. If there is going to be a FINCOM, they should be able to have real input into the financial matters and not just be a sounding board for the TC. However, would doing this, and having the FINCOM be the only advisory board to the TC, require FINCOM members to be elected and not appointed? I guess where they would be "advisory" in nature, they could still remain appointed. However, if they are the ones who say "yes" or "no" to any major financial related matters, I could see where citizens could object to having these types of decisions being made by non-elected officials. Granted, my only experience with local government consists of my time on the FINCOM, so I could be way off with this. But, it was the first thing that came to mind when reflecting on your suggestion. On paper, it is clearly the most efficient way to get things done and have a cohesive relationship between the TC and the FINCOM. There is no doubt about that. And I thought that was a real benefit once we started having joint meetings. No reason not to make that norm.

Appendix (continued)

From Jerry Muller

The Finance Committee (FINCOM) is an advisory body for the Town Manager and the Town Council. Because of the charter, the committee has no real power beyond offering comments and suggestions. It does have some signoff duties for financial transactions and could by the charter hold up items by tabling them but the Town Council just ignored that particular rule and approved them without signoff by the FINCOM.

With respect to budgeting, the Town Council has gone its own way and generally ignored the FINCOM dealing directly with the Town Manager. The creation of the Budget & Finance subcommittee by the Town Council effectively killed what little use the FINCOM could have. In summary, the FINCOM is like the appendix – it is there but has no real function.

I see two options:

1. Dissolve the FINCOM and allow the Town Council (TC) Budget & Finance subcommittee to continue its work. This would mean removing restrictions on the TC meeting directly with department heads during the budgeting process. All FINCOM functions would be transferred to either the TC or the Town Manager (TM). This would have the added benefit of reducing the number of budget meetings the TM and his department heads would have to support or attend.
2. Dissolve the TC Budget and Finance subcommittee and merge two or three members from the TC onto the FINCOM. Mandate that all financial matters must be reviewed and approved by the FINCOM prior to coming before the TC for final approval.

TOWN COUNCIL PRESIDENT COMMENTS From December 3, 2011 Meeting minutes

Questions to the Town Council President

The Chair and Committee meet with Town Council President, Bill Wood, to convey the same questions previously asked of the TGSC and Town Manager. The Chair first gives Mr. Wood some background on the Committee's review process to date, and then he is asked his opinion on the following administrative items:

Q: Once the revisions are completed in a draft format, in your view should the Charter Review Committee host a public hearing on its own or would a presentation of recommendations to Town Council constitute a public hearing?

A: Where the meetings have been posted all along for the public to attend, I did not think a separate public hearing would be necessary. Create a brief (20 minute) overall presentation to present to Town Council, as well as for the public who may attend the presentation in person or view the broadcast of the meeting. That would provide another opportunity for the public to offer comments.

The Chair stated that once the Committee has taken a final vote on recommendation decisions, the Chair will post the recommendations to the town website and request time on the Town Council agenda for presenting. The Chair advised that once the final revisions go public, there may be concerns raised about the option of going back to a Board of Selectmen, but the Committee was in agreement from the start that there have been more efficiencies gained since going to the Town Council format so returning to Selectmen is not being considered.

Q: What kind of documentation is Town Council expecting to receive from the Committee?

A: An Executive Summary to describe the high level process used would be helpful to give some comfort to the public. List what areas were focused on for changes. For example: Section 6 - Finance Committee: FinCom is doing a great job, but we would like to see.... Take a broad stroke approach to each section of the Charter. Some sections conflict with each other, so there may be revisions to be made there as well. Section 4-2 has ambiguous language about contract approval and ratification, and now that we are further into the practice, that section

Appendix (continued)

could use some strengthening. You do not need to present the actual line change detail to Town Council, but the document will need to be posted for the public.

Q: What is your thought on taking Precincts 4 and 5 and combining the representation of the districts?

A: Would you want one person representing the interests of both the college and the prison? Although they aren't registered voters, they are affected by things going on in the town so they require representation. But I guess a joined district would do the same.

The Committee then proceeds to ask the Town Council President the following questions previously presented to TGSC, Town Manager and Town Clerk:

1. What are your views on the Town Manager being called a Chief Administrative Officer? Or Chief Executive Officer? What may be some of the pros and cons of the Manager being considered as one of these designations?

Titles are not important to me. However the title is currently stated in the Charter is fine with me.

2. What do you see the future role of the Finance Committee and the Town Council's Budget & Finance Committee being? Are there redundancies or duplication of effort which could be made more efficient/streamlined?

I do not see a redundancy. I think this is needed, and it should be an appointed group of subject matter experts who understand things like Proposition 2 ½ and municipal funding and CPA. A long term FinCom should be recommending a capital plan to Town Council and setting priorities. Town Council is a yea or nay vote, and Fin Come would provide an analysis phase. FinCom does the detailed analysis work of reviewing and auditing contracts and makes recommendations to Town Council. Town Council controls the budget without having to spend exorbitant amounts of time working out the details. With collective bargaining contracts, the Town Manager negotiates the contracts and then FinCom reviews and could make recommendations to Town Council. Town Council does not give direction to FinCom. Items are generated by the Town Manager and Finance for a 1st reading at Town Council. Then Town Council reviews minutes and votes. But some of the procedural process needs to be cleaned up. For example, Section 4 gives the Town Manager the ability to move \$25,000 and inform Town

Appendix (continued)

Council about it later. It doesn't address the approval process, so what happens if Town Council declines the decision? Everything ultimately comes before Town Council, but perhaps we should free up the Town Manager for some of the decisions. Other language says ALL changes need Town Council to approve and sign off. The intent is to make it easier for the Town Manager. Town Council is talking about a Finance Department. –The Committee explained to Town Council President that that Town Manager has agreed to take a stab at rewriting Section 6 to clarify.

3. On the concept of an Assistant Town Manager, do you see an existing need for one? If so, what would you see as being the responsibilities or duties of such a post, and in the event of the Town Manager's absence their ability to act as Manager?

The key to having an Administrative Code in place is so the Finance Manager becomes second in command. They will have a broad knowledge of the Town and its operations to keep things moving. I do not think this position should be written into the Charter, but we can write one in the Admin Code and just leave it as a role. That role could be defined as Finance Manager.

4. What is the current status of the Administrative Code development process?

I am putting this on the Town Council agenda and discussion is happening at each meeting until it's done. We WILL have an Admin Code. The Code of Ordinances is made up of Section 1 – Charter, Section 2 – Admin Code and Sections 3 on may consist of committees and others that effectively replace bylaws. In some cases we will cut and paste and will take a vote on the entire code vs. the individual pieces. In the Admin Code we have the opportunity to structure what we think the role of the Town Clerk office should be and how it interacts with the Town Manager and Town Council. Is there anything that this committee has been discussing that should be in the Admin Code? –The Committee requested that the Administrative Code cite chapters of MA general laws for Town Clerks.

5. What may be some of the pros and cons of the Town of Bridgewater having an elected vs. appointed Town Clerk and vice versa?

I am in favor of an appointed Town Clerk. This position's role is as a keeper of vital records, not a policy making position. This position follows process, makes sure the Town follows process and executes the details. I would rather see an appointment of someone with a strong municipal background. This position does not need to be a resident of the town in order to effectively execute the job. We

Appendix (continued)

do not have enough time to appoint a new Town Clerk, so we will need to have an election for now, and then we can take recommendation from the Charter Review Committee about an appointed position in the future. I am thinking about putting this on the next Town Council agenda to determine if we need someone to just fill the "title" or recruit for someone with specific training etc. There really aren't any specific qualifications for the position. Once the Committee comes to make recommendations, Town Council will decide what to accept or not. Then Town Council will ask someone at the state level to sponsor a measure to make the change. The State House can do it by themselves, but usually they prefer to send it back to the town for a vote.

6. On the subject of changing the dates when municipal elections occur, what period of time in the year would be better suited to address Town needs and School District interaction?

You can't move elections to November because of the School Committee and Raynham's involvement—we would need to get them on board with that kind of change. Now that we have a Town Council, we go through 3 months of budget discussions, and by the end of April we are close to approving. With an election in April there may be 3 new people who have not been involved in entire budget process but are now responsible for voting/approving the budget. –The Committee made a further suggestion that if election dates cannot be moved, perhaps the Charter could be revised to state that anyone elected in April would not be seated until July 1.

7. What is the view of municipal employees running for elected posts?

There are several conflict of interest laws out there to make people aware of the issues involved, so I have no problem with this.

8. What are some of your views on the filling of employee vacancies? Who should make the appointments in such vacancies (i.e. Manager, Council, Human Resources)?

It depends on where the position is. The Town Manager hires and fires. If you look at this as a business, they [request Town Council President define 'they'] can ask to have a position opened, be involved in the recruiting and interviewing, but ultimately hiring goes back to the Town Manager. Town Council is responsible for the budget to hire and fire and for strategic direction, but should not be involved in the details.

9. Who authorizes the setting of departmental fees, fines or charges? Does the Town Manager have such oversight to make such changes?

Appendix (continued)

According to the Town Manager, the Town Clerk does not set fees, the Town Manager does, and Town Council approves.

10. How should the Town address its need for legal services and how should the Town utilize such legal representation? How does the Town Counsel (Town Attorney) salary/contract affect their ability to work for the Town? Should the Counsel answer directly to the Town Council, and if so, what are some of the pros and cons?

Town Council has been batting around a number of different concepts. There is nothing saying we need to have a town attorney. We could outsource completely, we could create a law department or we could hire an attorney. The charter doesn't reference anything about an attorney. The Town Manager primarily needs legal services so the Town Manager should be able to decide how those services are procured. It becomes a budget question. We aren't necessarily big enough for a law department, but we could call it that and just have an attorney who has the ability to hire if needed.

The benefit of Town Council having an attorney is that members don't need to be an attorney. Town Council can bring up an idea and the attorney can create the actual language of the ordinance. Right now Town Council has to actually create the language. The attorney represents the Town, not Town Council, but the Town Manager procures the bills so it makes sense for reporting structure to be there. The only issue would be if the Town Manager and Town Council get into a conflict. Maybe the Charter should have language added to give Town Council the ability to procure legal services if needed. –The Committee asked the Town Council President if he felt any other parties should be asked to participate in this process. He suggested that other Town Council members be invited to participate. The Committee will consider providing the written Q&A currently being used to give them a chance to opine. This will be further discussed at the next meeting.

From December 10, 2014 CRC meeting minutes

Town Council President Wood, upon reviewing the transcription of his responses to the Committee's questions presented to him at the meeting on December 3, 2014, has submitted two additional comments for consideration by the Committee:

- *The 30 day rule. It makes perfect sense for a 30 day delay with Ordinances, but for Resolutions and Orders, immediate action might be required and no delay should be imposed. The charter speaks about*

Appendix (continued)

measures in general and doesn't define them specifically like this, making the 30 day rule confusing in the first couple of years.

- *Advertising. The requirement to advertise in a local paper has good intentions, but the fact is that things have shifted quickly over the past few years and printed papers are becoming fewer and fewer. There might be consideration to say that if a supermajority supports a specific item to be posted to the town web site instead of "a paper of general circulation", a huge cost savings could be realized without a loss of communication.*

Email Communication with Mr. Wood. February 2015

-----Original Message-----

From: Wood, William [<mailto:WWOOD@bridgewaterma.org>]

Sent: Thursday, February 26, 2015 4:35 PM

To: Carlton Hunt

Cc: 'Dennis Gallagher'

Subject: RE: Charter revision question/clarification

Whereas a by-law, or Ordinance, affects the population and the population benefits from a 30 day challenge window, an order is an order to the chief executive and should be used when urgent business is required, hence the thought to do away with a lag.

Consider, if the Town Council, upon hearing that snow might jeopardize the Fire Station roof, ordered the TM to have it cleared. Would it make sense to wait 30 days before the TM could be begin his own procurement process?

A resolution is non-binding opinion, so at the moment of passage, it is an expression of the opinion of the council. Unlike an order, it doesn't necessarily state direction, but rather a guideline to follow.

Appendix (continued)

From: Carlton Hunt [carlton@thehunts.org]

Sent: Thursday, February 26, 2015 1:25 PM

To: Wood, William

Cc: Carlton@thehunts.org; 'Dennis Gallagher'

Subject: Charter revision question/clarification

Hi Bill,

The CRC asked that I clarify one of your thoughts on Section 2.7. The question relates to the 30 day window for a "measure" to become effective.

You were ok with Ordinances but for Resolutions and Orders, thought immediate action might be required and no delay should be imposed. The committee is concerned that there might be a downside to having resolutions and orders become effective immediately. I am not able to think of examples where delay would be needed. Can you prove us with a couple of examples on the orders and why a delay is not really needed?

If we decide to modify this we could handle the change as an addition to ng these Section 8.4 or as a line in Section 2.7a.

Your thoughts are much appreciated.

Best

Carlton

Appendix (continued)

LIBRARY BOARD OF TRUSTEES COMMENTS

Memo:

To: Dennis Gallagher, Chairman of The Bridgewater Charter Review Committee

From: Greg Lee, Bridgewater Library Trustee

Date: 4/1/15

Re: Bridgewater Library Trustee Concerns About The Wording In The Current Bridgewater Town Charter, Administrative Code, and Their Current Proposed Revisions, Regarding The Mandate, Duties, and Authority Of The Bridgewater Board Of Library Trustees, as outlined under Chapt. 78 of The Mass. General Laws

The Bridgewater Board Of Library Trustee would like to share its concerns about the current wording in the Town Charter, The Town Administrative Code, and their proposed revisions, now under consideration, regarding the authority and duties of the Bridgewater Board Of Library Trustees.

It appears that the current wording in these documents doesn't comport or comply with the Mass. General Laws mandate regarding Town Library Boards of Trustees, as outlined in Chapt. 78.

I have attached copies of sections of Chapt. 78 to this memo, as a starting place for discussions. The Library Trustees would like to see wording, in the proposed Charter Revision Document and the Revised Administrative Code, that outlines and takes into account the actual authority and responsibilities of the Bridgewater Board of Library Trustees, as outlined in Chapt. 78, of the Mass. General Laws. The present wording and proposed changes may not be approved by the Mass. Secretary Of State's review of these documents.

A simple wording change, that includes allusion to, or incorporates the Mass. General Law's Chapt. 78 mandate, for The Bridgewater Board of Library Trustees, will avoid any possible future misunderstandings or conflicts. We ask that you consider making this change, before moving ahead with the final approval process for both, the revised Administrative Code and the revised Charter Proposal.

Thanks for your consideration in this matter.

Appendix (continued)

PART I ADMINISTRATION OF THE GOVERNMENT

TITLE XII EDUCATION

CHAPTER 78 LIBRARIES

Section 10 Town libraries; selection of trustees and officers

Section 10. A town which raises or appropriates money for the support of a free public library, or free public library and reading room, owned by the town, shall, unless the same has been acquired entirely or in part through some gift or bequest which contains other conditions or provisions for the election of its trustees, or for its care and management, which have been accepted by the town, elect by ballot at a meeting a board of trustees consisting of any number of persons, male or female, divisible by three, which the town determines to elect. When such board is first chosen, one third thereof shall be elected for one year, one third for two years and one third for three years, and thereafter one third shall be elected annually for a term of three years. The board shall, from its own number, annually choose a chairman and secretary and, if the town so votes, a treasurer, who shall give a bond similar to that given by the town treasurer, in an amount and with sureties to the satisfaction of the selectmen. Until the town otherwise directs the town treasurer shall act as treasurer of the board of trustees.

 Print

PART I ADMINISTRATION OF THE GOVERNMENT

TITLE XII EDUCATION

CHAPTER 78 LIBRARIES

Section 11 Board of trustees; powers and duties

Section 11. The board shall have the custody and management of the library and reading room and of all property owned by the town relating thereto. All money raised or appropriated by the town for its support and maintenance shall be expended by the board, and all money or property which the town may receive by gift or bequest for said library and reading room shall be administered by the board in accordance with the provisions of such gift or bequest. The board of any library, for the purpose of improving the services of said library, may enter into an agreement with the board or boards of any neighboring library or libraries, to pay for services in common, or to manage a facility to be operated jointly by more than one municipality, such payments to be shared in accordance with terms of such agreement.

Appendix (continued)

General Laws: CHAPTER 78, SECTION 12

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXII/Chapter78/Section12>

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PART I ADMINISTRATION OF THE GOVERNMENT

TITLE XII EDUCATION

CHAPTER 78 LIBRARIES

Section 12 Annual report of trustees

Section 12. The board shall make an annual report to the town of its receipts and expenditures and of the property in its custody, with a statement of any unexpended balance of money and of any gifts or bequests which it holds in behalf of the town, with its recommendations.

General Laws: CHAPTER 78, Section 34

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXII/Chapter78/Section34>

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PART I ADMINISTRATION OF THE GOVERNMENT

TITLE XII EDUCATION

CHAPTER 78 LIBRARIES

Section 34 Employment contracts for library employees

Section 34. The board of trustees of a free public library in any city or town, or in the absence of such board, the city or town official possessing the appointive powers of such board shall, except in the case of those employees subject to the provisions of chapter one hundred and fifty E, execute a written employment contract with an employee of said library outlining the basic conditions of employment, including but not limited to the establishment of a probationary period and the procedure for dismissal during this period and the establishment of a procedure which specifies the cause for dismissal after the completion of such probationary period.

Appendix (continued)

TOWN OF BRIDGEWATER CHARTER (PAGE 10)
(HOME RULE PETITION)
RE: LIBRARY TRUSTEES

5

The regular town election of town officers shall be held annually on the Saturday preceding the last Monday in April.

Notwithstanding their election by the voters, the town officers named in this section shall be subject to the call of the town council or the town manager, at all reasonable times, for consultation, conference and discussion on any matter relating to their respective offices.

Section 3-2. Library Trustees

- (a) Composition, Election - There shall be a board of library trustees composed of 9 members, all elected by and from the voters at large.
- (b) Term of Office - The terms of library trustee members shall be for 3 years beginning on the second Monday following election and continuing until a successor is qualified.
- (c) Powers and Duties - The library trustees shall insure that members of the Bridgewater community have the right and means to free and open access to information and ideas. The library protects intellectual freedom, promotes literacy and encourages life-long learning.
- (d) Filling of Vacancies - If a vacancy occurs in the membership of the library trustees whether by failure to elect or otherwise, the library trustees have 30 days from the date the vacancy is declared to exist by the town clerk under section 109 of chapter 41 of the General Laws, to act to appoint a person to fill the vacancy. The appointments will be approved by the town council. If the vacancy is not filled within 30 days after the vacancy is declared to exist the appointment will defer to the town council. The appointee will serve for the balance of the unexpired term. A person so chosen shall be sworn and commence to serve forthwith. Library trustees or town council shall give consideration to whichever of the defeated candidates for the seat in which the vacancy is declared to exist received the highest number of votes at the last regular town election immediately preceding the date the vacancy is declared to exist.

Appendix (continued)

TOWN OF BRIDGEWATER - ADMINISTRATIVE
RE: LIBRARY TRUSTEES CODE

- G. Exercise of powers. Except as otherwise provided by the laws of the Commonwealth or the Bridgewater Town Charter, the legislative powers of the Town Council may be exercised in a manner determined by the Town Council.
- H. Interrelationships. The Bridgewater Town Council interacts with all elective officers of the Town, all multiple-member appointive boards, and the administrative organization of the Town. A description of said interactions appears as part of the Administrative Code under each appropriate part and section that describe the officers and agencies of the Town.

Section 3. Library Trustees

- A. Term of office. There shall be a Board of Library Trustees consisting of nine members who shall be elected at large for a term of three years.
- B. Eligibility. Only voters of the Town of Bridgewater, who at all times during their term of office shall be and remain residents of the Town shall be eligible to hold the office of Trustee.
- C. Authorities and responsibilities. The Board of Library Trustees has no independent authority within the Town's municipal operations, but the Library Trustees shall insure that members of the Bridgewater community have the right and means to free and open access to information and ideas. The library protects intellectual freedom, promotes literacy and encourages life-long learning. The Board of Library Trustees also acts as an advisory committee of the Town.
- D. Interrelationships
 - (1) Town Council: The Board meets annually with the Council Committee on Community and Economic Development for the purpose of discussing those matters within the purview of the Board.
 - (2) Town Manager: The Board meets as necessary with the Town Manager for the purposes of discussing those matters within the purview of the Board and the Town Manager, and further, in order to make Board comments in the annual departmental budget.

TOWN ATTORNEY COMMENTS

Notes on conversation with Town Attorney Mark Gildea on selected Town Charter topics

Date: 12/31/2014

Participants: Carlton Hunt, Mark Gildea

Topics:

1. Town Council (TC) make up
 - a. Carlton briefed Mark on discussions of the CRC (Charter Review Committee) regarding ways to increase interest/turnout of voting public for elections
 - i. All nine at large
 - ii. Reduction in size of council to fewer (i.e., 7); all at large or districts only
 - iii. Hybrid representation to address Districts 4 and 5 low number of registered voters due to university and correctional institution populations mandated by census and districting laws for district setting (process and numbers not modifiable)
 - b. Mark's comments included
 - i. CRC can recommend any changes it deems useful
 - ii. No legal barriers to making the hybrid concept a recommendation
 - iii. Any changes would have to go through the special act procedures for charter changes
 - iv. Rationale for modifying would need to be clearly presented
2. Clarifying Town Attorney representation of Town in case of internal organizational conflict and appointing authority for TA (i.e., TC or TM)
 - a. BWTR TA represents the Town
 - b. Currently the authority of the Chief Executive guides a decision as to which Town entity the TA would support (e.g., an appeal of a Zoning Board of Appeals (ZBA) decision by the Planning Board (PB) would require the TM to determine which the board the Town would support with the other entity authorized to engage an outside representation)
 - c. Attorney representations also are guided by ethical standards lawyers must subscribe to
 - d. Mark suggested the CRC talk with Randolph TM regarding its policy of TA appointed by TC
3. Appointed/Elected Town Clerk
 - a. Mark clarified Brockton's City Council process. Essentially the City Council elects the Town Clerk for a three year period. That process legally defines the TC as an elected office

Appendix (continued)

- b. Mark saw no issues with housing the Town Council clerk function in the Town Clerks Office and saw the potential of improving town record keeping.
- c. CRC should look at Plan B from of Government for guidance
 - i. C41, S 13A
 - ii. C41, S 12-19F
 - iii. C43, S18 on legislative power of a Town Clerk
- 4. Restriction of elected officials being appointed to town boards, committees, etc. and Town or Regional School district employees from holding elected office
 - a. Mark suggests the restrictions be removed.
- 5. 30 day hold time on post TC action on ...
 - a. Mark suggests the restriction on ... be removed.
- 6. Role of FINCOM, TM, TC on Financial Transfers
 - a. Mark suggests review of Internal transfers be modified and clarified
 - b. Mark suggested the CRC review MGL C44, Section 33b on the consent of department heads for financial transfers
- 7. Publishing of documents
 - a. Mark indicated we should not reduce requirements already in state statutes but can enhance/add publication requirements to more easily reach the public

Addendum to CRC Informal Minutes of March 25, 2015 – Discussion with Town Attorney, Mark Gildea

2-1: Clarify that it is OK to merge districts 4 & 5 into one, adding one at - large councilor. Proposed language:

There shall be a town council consisting of nine members which shall exercise the legislative powers of the town. Five of these members shall be from Districts 1, 2, 3, 6, and 7 and one member elected from a combined district comprised of Districts 4 and 5 , to be known as district councilors, shall be nominated and elected by and from the voters of the said districts. Three members, to be known as councilors-at-large, shall be nominated and elected by and from the voters at large.

You certainly can merge the districts as long as you get legislative approval, and educate people about the rationale for combining.

Appendix (continued)

2-7. Measures; Emergency Measures; Charter Objection

- a) *Recommendation is to decrease the 30 day hold times for orders and resolutions after Town Council action to 10 days. Any issues?*

In my opinion, I think the 30 day hold is unnecessary. There is so much notice already set forth in the charter and in state law, so I think the less amount of time the better. *Is there any example of why you think an order should be held?* I think it's been more of a hindrance than a help. Many cities have limitations of 72 hours. Many times a councilor has the ability to move for reconsideration. *Is that a charter thing?* **I will confirm and get back to the group.**

2.8: (Council Staff). Current language

The town council may employ such staff and experts as are necessary to conduct the business of the town council. The town council shall set the salaries of such staff.

The town council can already set the salaries. In my opinion there shouldn't be a body that can set a salary just by a motion and vote vs. by an ordinance. There are 3 ways to pay a municipal employee: 1) by contract, 2) pay ordinance and 3) collective bargaining. Functions of clerk and council should really be set by ordinance. ***CRC to revisit.***

The town council shall appoint an officer of the town who shall have the title of council clerk. The council clerk shall give notice of town council meetings to its members and the public, keep the journal of its proceedings and perform such other duties as are assigned by this charter, by the town council or by general or special law.

What are the Issues around merging the Town Council Clerk into the Town Clerks office?

Is the role of the clerk of the council something that could be absorbed into the town clerk position?

The problem is that the council would then lose their clerk. If it were to change, the clerk's office would need to have more money appropriated to them to hire an administrative clerk. ***CRC discussion point for next week – don't structure things based upon personality, but strictly around necessary skills.***

Appendix (continued)

Section 2-9. Publication Requirements

Every proposed ordinance or loan order, except emergency measures as hereinbefore defined and revenue loan orders, shall be published once in full in at least one newspaper of general circulation within the town, *the town's official website and other electronic media as available and appropriate, and in any additional manner that may be provided by ordinance*, at least 10 days before its final passage; provided, however, that if any ordinance or proposed ordinance or codification of ordinances or proposed ordinances, shall exceed eight octavo pages of ordinary book print, then, in lieu of the advertising required by this section, *the same may be published by the town council on the town's official website or other electronic media as available and appropriate or in a municipal bulletin or printed pamphlet*, and if so published in full at least 10 days before its final passage, the publication shall be deemed sufficient without the newspaper publication as herein required.

I had a discussion with the town manager about ordinances requiring publication in newspapers. It's an archaic provision. The language to consider is 'at least one newspaper..."OR"'. You can get rid of the language by special legislation via the charter. If you revise it to on the website, you can get rid of the alternative.

3-1 Paragraph 2: Clarify restricting town employees from serving (not running) for town office. Library Trustees? School Committee? *The group would like to know if the charter has the legal standing to tell someone they will lose their job if elected.*

Proposed change: Any voter shall be eligible to hold any elective town office; provided, however, that the voters meet **the conditions of MGL Chapter 268, part 20 to serve.**

Designation of special municipal employees is pursuant to State law. You are designating the position, not the person. The provision in the charter had a different intent. In my opinion it's already addressed by the ethics code. It never made much sense to me to exclude all municipal employees in the manner they did. Cite MGL 268A in section 2. Any town resident can run for elected office. Get rid of that section altogether and it

Appendix (continued)

accomplishes what you want to do. MGL 268A applies no matter what. If I'm a police officer, I can run for an elected position. The question is can you accept the salary. Do you care that a municipal employee might run for town council? The purpose in restricting the number of appointed positions is to avoid the same people participating in everything. *Town Attorney suggests to drop the section about anyone can be elected, but incorporate a reference in the legislative section to MGL 268A. CRC to revisit.*

3-1 Paragraph 4: Town officers subject to the call of Town Council/Town Manager –

Current language: “Notwithstanding their election by the voters, the town officers named in this section shall be subject to the call of the town council or the town manager, at all reasonable times, for consultation, conference and discussion on any matter relating to their respective offices”

CRC is of consensus that it should be stricken because if there is an issue, there has to be a mechanism to address the issue (email, Town Council, town meeting).

If your intent is to give town council the ability to call them, you should not strike this section.

3-4: Town Clerk

Proposed change:

- (a) Composition- A town clerk shall be appointed by the Town Council with conditions that assure the independence of the office from political or other influence.

That statement is so vague and ambiguous that it is not enforceable. The town council by its nature is political. When they vote on something, it's political. That's why the majority of positions are appointed by the town manager, not the council. CRC to revisit.

Can Council vote to set the term of 5 years for an appointed Town Clerk? how does the Town Clerk appointment in Brockton work, 4) would the Town Clerk be a union employee, 5) can the Charter dictate

Appendix (continued)

the term of appointment or can that only be decided by the employment contract,

Now most of the department heads are under collective bargaining, but that was voted by the selectmen. Chapter 150e may have a provision that excludes the town clerk from being in the union. *Town Attorney to verify and confirm with group.*

Can charter set an appointment for say 5 years? Yes, however, if you recommend that town manager appoints town clerk, then you don't want to indicate a term.

Re-clarify who sets licensing fees and penalties.

Unless there are certain provisions of state law, then it should be set by town council in an ordinance.

3.5.5: New Section 3.5.5

The incumbent shall continue to perform the duties of office until the recall election. If then re-elected, he shall continue in office for the remainder of the unexpired term, subject to recall as before, except as provided in this act. *If the majority of the votes cast upon the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected provided that at least thirty-five-percent (35%) of all qualified registered voters of the district or Town in the case of an at large councilor shall have voted.* If not re-elected in the recall election, the officer shall be deemed removed upon the qualification of his successor, who shall hold office during the unexpired term. If the successor fails to qualify within five days after receiving notification of his election, the incumbent shall be deemed removed and the office vacant.

If 20% can elect a person, why do you need 35% to remove it? The group's rationale was to make it harder to remove than elec. Did you ever look at turnout to see the number of times voters went over 35%? It's probably not very often. This will mean no one will ever get recalled.

4-4 clarify the term "appointive administrative officers" .

Current Language says: The town manager shall have the authority to suspend or remove department heads and **appointive**

Appendix (continued)

administrative officers provided for by or under this charter, except as otherwise provided by law.

We probably need to add a section that the charter will define these appointive administrative officers. Not a bad idea to define it further.
CRC to revisit.

5-3 Town attorney add c New language

Should legal action be required between Town departments concerning official town business, the town attorney will be guided by the town manager as to which department the town attorney's office will represent. If the legal dispute is between the town manager and the town council concerning official town business, the town attorney will represent the town council, as the elected representatives of the town, and recommend representation for the town manager. This dispute will be adjudicated by means of arbitration/mediation by a third party to which both offices mutually agree. Should neither office agree on a third party or on the decision of the arbitrator/mediator the normal legal court proceedings will take place, however, the town attorney will maintain representation for the town council.

Town Attorney email Follow-up to above actions.

March 31, 2015

To answer some of the questions that I said I would follow up on, see below:

-Town Clerk could not be in union either if elected or appointed.

-On issue of supplemental appropriations, I would keep it simple and include the following language:

"Nothing in this section shall prevent the town council, acting upon the written recommendation of the town manager, from voting appropriations, not in excess of the amount so recommended, either prior or subsequent to the passage of the annual budget."

This is a paraphrase of state law with respect to cities. See MGL ch. 44, sec. 32.

-On restricting convicted felons from holding office, Massachusetts does not allow felons to vote, but does reinstate voting rights immediately after their release from prison.

Appendix (continued)

The State Constitution provides that "And no person shall ever be admitted to hold a seat in the legislature, or any office of trust or importance under the government of this commonwealth, who shall, in the due course of law, have been convicted of bribery or corruption in obtaining an election or appointment."

"Convicted felon" is a broad term.

-On Board of Health, I believe the Charter gives the Town Manager the authority to appoint.

By the way, there is no such thing as an informal meeting.

Let me know any questions.

Mark C. Gildea

Clark, Balboni & Gildea Cape Cod Office

Boston Office

ADDITIONAL INFORMATION

RECOMMENDED CHARTER MODIFICATIONS IN TRACK CHANGE FORMAT LINK

<https://www.bridgewaterma.org/DocumentCenter/View/336/Charter-Review-Committee-Charter-Recommendations---Track-Chages-Report-PDF>

TOWN MANAGER SECTION 6 FINANCIAL MANAGEMENT COMMENTS

Section 6-1. Annual Budget Policy

The council president shall call a joint meeting of the town council, the regional school committee chairman, or his designee, the finance committee, the town manager and any other committee established for the budget process, before the commencement of the budget process to review the financial condition of the town, revenue and expenditure forecasts and other relevant information in order to develop a coordinated budget.

The fiscal year of the town shall begin annually on the first day of July and end on the last day of June.

Section 6-2. Submission of Budget; Budget Message

Within the period prescribed by any general or special law **and the regional school district agreement, but no later than April 1, the town manager shall file with the Council**

Clerk submit to the town council a proposed operating budget and budget message for all town agencies and the regional school districts. The budget message submitted by the town

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manager shall explain the budget in fiscal terms and in terms of work programs for all town agencies. It shall outline the proposed fiscal policies of the town for the ensuing fiscal year and shall describe important features of the proposed budget and indicate any major variations from the current budget, fiscal policies, expenditures and revenues together with reasons for such change. The proposed budget shall provide a complete fiscal plan of all town funds and activities and shall be in the form the town manager deems desirable.

The regional school district proposed budget, as adopted by the school committee for the ensuing fiscal year, with an accompanying budget message and supporting documents will be presented to the town council by the town manager.

On a date as determined from time to time by ordinance, but not later than February 1st of each year, the town manager shall submit to the town council a preliminary budget for the ensuing fiscal year and an accompanying message. The final budget should be submitted by the first town council meeting in April, unless the town manager shall request an extension of time. The extension may be granted at the discretion of the town council, but must provide for a reasonable and timely review of the proposed budget.

(a) Budget - The budget shall provide a complete financial plan of all town funds and activities for the ensuing fiscal year and, except as required by-law or this charter, shall be in the form as the town manager deems desirable or the town council may require for effective management and an understanding of the relationship between the budget and the town's strategic goals. The budget shall be realistic and based on a forecast of those scenarios most likely to occur in the coming year. The budget shall begin with a clear general summary of its contents, shall show in detail all estimated income, indicating the proposed property tax levy and all proposed expenditures, including debt service, for the ensuing fiscal year and shall show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

- 1) The proposed goals and expenditures for current operations during the ensuing fiscal year, detailed for each fund by department or by other organization unit, and program, purpose or activity, method of financing such expenditures and methods to measure outcomes and performance related to the goals;
- 2) Proposed longer-term goals and capital expenditures during the ensuing fiscal year, detailed for each fund by department or by other organization unit when practical, the proposed method of financing each such capital expenditure and methods to measure outcomes and performance related to the goals; and
- 3) The proposed goals, anticipated income and expense, profit and loss for the ensuing year for each utility or other enterprise fund or internal service fund operated by the town and methods to measure outcomes and performance related to the goals; provided, however, that for any fund, the total of proposed expenditures shall not exceed the total of estimated income plus carried forward fund balance exclusive of reserves.

(b) Budget Message - The town manager's message shall explain the budget both in fiscal terms and in terms of the work programs, linking those programs to organizational goals and community priorities. It shall outline the proposed financial policies of the town for the ensuing fiscal year and the impact of those policies on future years. It shall describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures and revenues together with the reasons for such changes, summarize the town's debt position, including factors affecting the ability to raise resources through debt issues and include such other material as the town manager

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deems desirable.

Section 6-3. Action of the Budget

(a) Public Hearing - The town council shall publish on the Town's official web site in a newspaper of general circulation in the town, a summary of the proposed operating budget as submitted by the town manager. by a notice stating: (1) the times and places where copies of the entire proposed budget are available for inspection by the public; and (2) The Council shall identify a the date, time and place not less than 14 days after the publication, when a public hearing on the proposed budget will be held by the town council. For the purpose of this section, the summary of the proposed operating budget that is required to be published shall contain proposed appropriations, funding sources and any narrative summary deemed necessary by the town council. The proposed budget will be published on the town's website not less than 14 days before the date of the public hearing.

(b) Adoption of the Budget – The town council shall adopt the budget, with or without amendments, within 45 days following the date the budget is filed with the Council Clerk of the town council. In amending the budget, the town council may delete or decrease any programs or amounts except expenditures required by- law or for debt service. The town council shall not increase any line item without a corresponding decrease in an identified line item and the total proposed budget may not be increased from what was proposed unless otherwise authorized by any general or special law. If the town council fails to take action with respect to any item in the budget within 45 days after receipt of the budget, the amount shall, without any action by the town council become a part of the appropriations for the year and be available for the purposes specified. The adopted budget will be published on the town's website not less than 14 days after adoption.

(c) Budget to Actual Assessments - The town manager shall conduct a mid-year budget to actual comparison, showing significant variances, for review and presentation to the public. The mid-year assessment will be published on the town's website not less than 14 days after review with the public.

Section 6-4. Supplementary Budgets and Appropriations

Whenever the town manager submits to the town council a request for an appropriation of any sum of money, whether as a supplement to the annual operating budget or for an item not included therein, the town council shall not act upon the request until it has given notice by publication on the Town's web site in a local newspaper of the request and held a public hearing concerning the request. The publication and the public hearing shall be in conformity with the provisions of subsection (a) of section 6-3 concerning the proposed annual operating budget.

(a) Supplemental Appropriations - If during or before the fiscal year begins, the town manager certifies that there are available for appropriation, revenues in excess of those estimated in the budget, town council by ordinance may make supplemental appropriations for the year up to the amount of the excess.

(b)(a) Emergency Appropriations - To address a public emergency affecting life, health, property or the public peace, the town council may make emergency appropriations. The appropriations may be made by emergency ordinance in accordance with Article II. To the extent that there are no available unappropriated revenues or a sufficient fund balance to meet the appropriations, the town council may by an emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid or refinanced as

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long-term debt not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

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(c)(b) Reduction of Appropriations - If at any time during the fiscal year it appears probable to the town manager that the revenues or fund balances available will be insufficient to finance the expenditures for which appropriations have been authorized, the manager shall report to the town council without delay, indicating the estimated amount of the deficit, any remedial action taken by the town manager and recommendations as to any other steps to be taken. The town council shall then take the further action as it deems necessary to prevent or reduce any deficit and for that purpose it may by ordinance reduce or eliminate 1 or more appropriations.

(d)(c) Transfer of Appropriations - At any time during or before the fiscal year, the town manager, with concurrence from the finance committee **and the town council**, may transfer up to a maximum of \$25,000 of the unencumbered appropriation balance from **one** department, fund, service, strategy or organizational unit to the appropriation for other departments or organizational units or a new appropriation and shall report the transfers to the town council in writing within a 14-day period. The town manager may also, **with concurrence from the finance committee and town council**, transfer funds among line items within a department, fund, service, strategy or organizational unit and shall report the transfers to the town council in writing within a 14-day period.

(e) Limitation; Effective Date - **No appropriation for debt service may be reduced or transferred, except to the extent that the debt is refinanced and less debt service is required and no appropriation may be reduced below an amount required by-law to be appropriated or by more than the amount of the unencumbered balance thereof. The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.**

Section 6-5. Administration and Fiduciary Oversight of the Budget

The town council **may** shall provide by ordinance the procedures for administration and fiduciary oversight of the budget.

Section 6-6. Capital Improvements Program

(a) Preparation - The town manager shall, in conjunction with any committee established for such purpose, annually submit a 5-year capital improvement program to the town council at **a time established by least 30 days before the date for submission of the operating budget, unless some other time is provided by ordinance.**

(b) Contents - The capital improvement program shall include:

- 1) A clear general summary of its contents;
- 2) Identification of the long-term goals of the community;
- 3) A list of all capital improvements and other capital expenditures proposed to be undertaken during the fiscal years next ensuing, with appropriate supporting information as to the necessity for each;
- 4) Cost estimates and **implementation recommended time** schedules for each improvement or other capital expenditure;
- 5) Method of financing upon which each capital expenditure is to be reliant;
- 6) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired;
- 7) **A commentary on how the plan addresses the sustainability of the community and the region of which it is a part; and**
- 8) **Methods to measure outcomes and performance of the capital plan related to the long-term goals of the community.**

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The above shall be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

(c) Public Hearing - The town council shall publish on the Town's web site a newspaper of general circulation in the town a summary of the proposed capital improvement plan as submitted by the town manager by a notice stating: (1) the times and places where copies of the entire proposed capital improvement plan are available for inspection by the public; and (2). The Council shall identify a the date, time and place not less than 14 days after the publication, when a public hearing on the proposed capital improvement plan will be held by the town council. The proposed capital improvement plan will be published on the town's website not less than 14 days before the date of the public hearing.

(d) Adoption of the Capital Improvement Program - Town council shall adopt the capital improvement plan, with or without amendments, , provided that each amendment must be voted separately and that any increase in the capital improvement plan as submitted must clearly identify and approve the method of financing proposed to accomplish the increase. The proposed capital improvement plan will be published on the town's website upon adoption.

Section 6-7. Long Term Financial Forecast

(a) The town manager shall annually prepare a 5-year financial forecast of town revenue, expenditures and the general financial condition of the town. The forecast shall include, but not be limited to: (1) an identification of factors which will impact on the financial condition of the town; (2) revenue and expenditure trends; and (3) potential sources of new or expanded revenues and any long or short-term actions which may be taken that may enhance the financial condition of the town. The forecast shall be submitted to the town council and finance committee and shall be available to the public for inspection. The longterm financial forecast shall be published on the town's website and when updates occur, they shall be posted in a timely manner.

Section 6-8. Annual Independent Audit

The town council shall provide for an independent annual audit of all town accounts and may provide for more frequent audits as it deems necessary. An independent certified public accountant or firm of such accountants shall make the audits. The audits should be performed in accordance with generally-accepted auditing standards and generally-accepted governmental auditing standards.

The town council shall designate no fewer than 3 of its members to serve as an audit committee. The committee shall:

- 1) Lead the process of selecting an independent auditor;
- 2) Direct the work of the independent auditor as to the scope of the annual audit and any matters of concern with respect to internal controls; and
- 3) Receive the report of the internal auditor and present that report to the town council with any recommendations from the committee.

The town council shall, using competitive bidding, designate such accountant or firm annually or for a period not exceeding 5 years., but the designation for a particular fiscal year shall be made not later than 30 days after the beginning of the fiscal year. The standard for independence is that the auditor must be capable of exercising objective and impartial judgment on all issues encompassed within the audit engagement. No accountant or firm may provide other services to the town during the time it is retained to provide independent audits to the town. The town council may waive this requirement by a majority vote at a public hearing. If the commonwealth makes such an audit, the council may accept it as

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satisfying the requirements of this section.

Section 6-9. Financial Committee

(a) There shall be a finance committee consisting of 9 members, appointed each for a 3-year staggered term, the members of which shall be appointed as follows: 3 members by the town manager, 3 members by the town council and 3 members by the elected town clerk. The finance committee shall report, **in writing**, its recommendations on finance related matters **tobefore** the town council, **in writing, at least 10 days before a scheduled town council meeting**. Before preparing its recommendations, the finance committee shall hold **one** or more public meetings to permit discussion of all finance matters before the town council, except those matters subject to public hearings by other multiple-member town bodies and not containing appropriations. The finance committee shall have such additional powers and duties as may be provided by the General Laws, by this charter or by by-law.

(b) **The finance committee, town accountant and town treasurer-collector shall support the overall budget process. The Finance Directortown accountant and town treasurercollector shall have ex-officio membership, without voting rights on the committee. The finance committee shall carry out its duties in accordance with the provisions of general law, this charter and ordinanceby-law and it shall have regular and free access and inspection rights to all books and accounts of any town department or office. The committee shall carefully examine all budget and appropriations proposals and shall issue its review thereon before consideration, debate and vote by the town council.**

Section 6-10. Financial Management Standards

The town council may by ordinance establish reasonable standards relating to the management of financial systems and practices. Any standards adopted shall conform to modern concepts of financial management.

Section 6-11. Public Records

Copies of the budget, capital program, independent audits and appropriation and revenue ordinances shall be public records and shall be published on the town's website.

Academy Building Restoration



Academy Building During Restoration

- Top:** Exterior, Southeast, rear. Old sally-ports removed, preparing for accessible ramp.
Bottom Left: Looking from the 1st floor to the lower level after installation of the vault.
Bottom Right: Interior "front hall" with exposed foundation.

Academy Building Restoration



Academy Building During Restoration, 2015

Top: Front of the Academy undergoing restoration.

Bottom: Exterior restoration of the Southeastern rear of the Academy.