

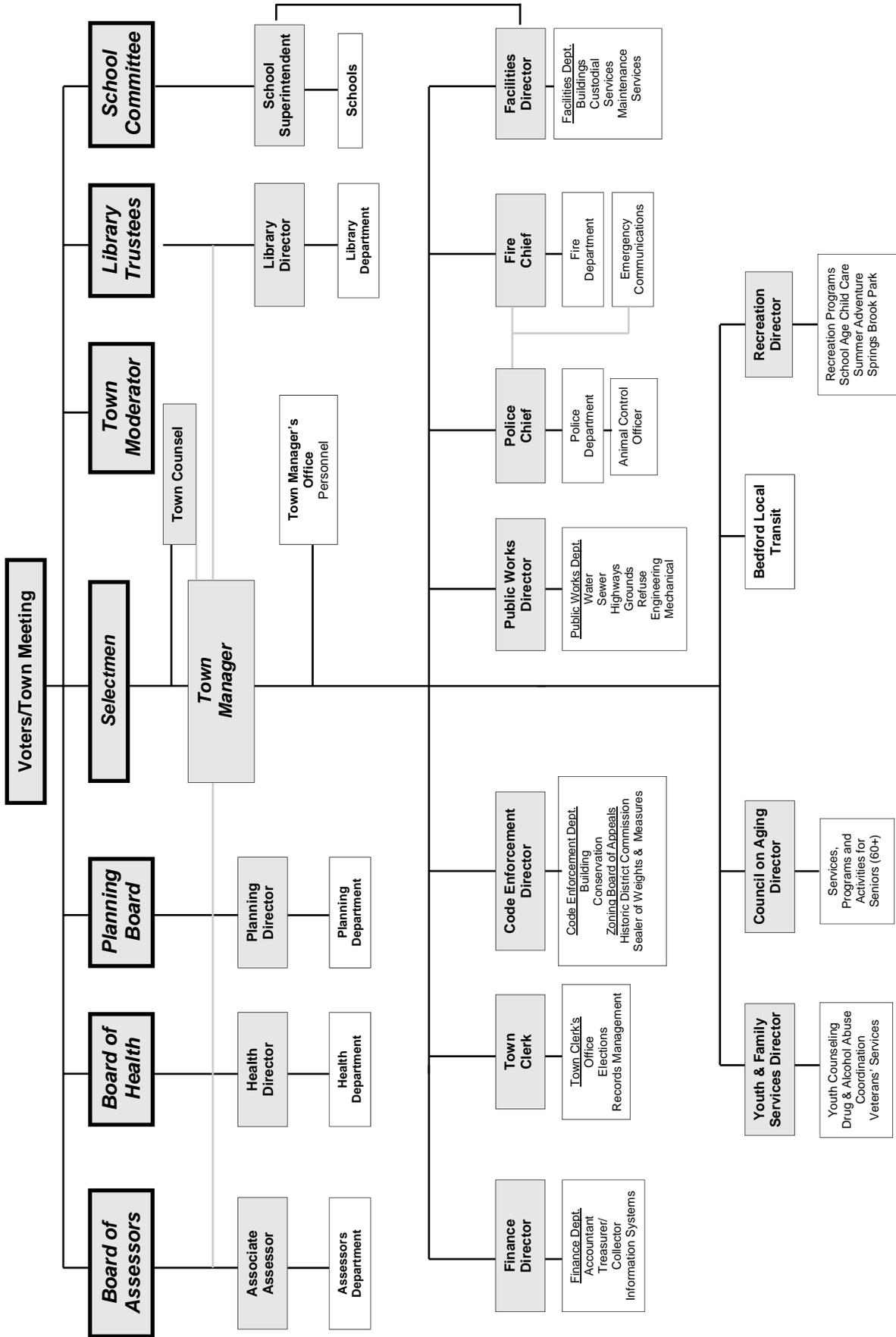
2008 Annual Report

Bedford, Massachusetts

	Town Organization Chart	2	
	Town Directory	3	
	Our Town	4	
	Town Administration	5	
Part I	<i>Reports from Committees Departments & Boards</i>		8
	Arbor Resources Committee	8	
	Bicycle Advisory Committee	8	
	Board of Health	9	
	Board of Registrars of Voters	10	
	Cable Television Committee	12	
	Code Enforcement Department	13	
	Community Preservation Committee	15	
	Conservation Commission	16	
	Council on Aging	18	
	Cultural Council	20	
	Depot Park Advisory Committee	21	
	Department of Public Works	23	
	Facilities Department	24	
	Fire Department	26	
	Historic Preservation Commission	27	
	Housing Authority	29	
	Housing Partnership	30	
	Patriotic Holiday Committee	32	
	Planning Board	33	
	Police Department	34	
	Public Library	36	
	Recreation Department	39	
	Selectmen	40	
	Town Center	41	
	Town Clerk	43	
	Youth and Family Services	45	
Part II	<i>Schools</i>		48
	School Department	48	
	Shawsheen Vocational Technical High School	50	
Part III	<i>Elections and Town Meetings</i>		53
	Special Town Meeting November 5, 2007	53	
	Citizens' Caucus January 8, 2008	57	
	Presidential Primary-Democratic Ballot	60	
	Presidential Primary-Republican Ballot	62	
	Annual Town Election Results	66	
	Annual Town Meeting March 24, 2008	68	
	Annual Town Meeting March 25, 2008 (continued)	77	
Part IV	<i>Finance</i>		88
	Board of Assessors	88	
	Finance Department	90	
	Collections	92	
	2008 Financial Report	93	
	Volunteer Questionnaire	117	

Cover designed by Bedford resident Jean Hammond, shows highlights of Depot Park, located at the terminus of the Minuteman Bikeway, including Bedford's recently preserved Freight House (front cover) (photo by James Shea) and the Bedford Farmers' Market (back cover).

Town of Bedford Organization Chart



Town of Bedford Directory

Town Hall, 10 Mudge Way

Assessors	781-275-0046	Finance Department	781-275-2218
Code Enforcement	781-275-7446	Human Resources	781-687-6181
Collector's Office	781-275-1517	Planning Board	781-275-1548
Conservation Commission	781-275-6211	Town Clerk	781-275-0083

Town Center, 12 Mudge Way

Council on Aging	781-275-6825	Town Center Coordinator	781-275-4880
Health Department	781-275-6507	Youth & Family Services	781-275-7727
Recreation Department	781-275-1392	Veterans Services	781-275-1328

Bedford Public Library, 7 Mudge Way 781-275-9440

Department of Public Works, 314 Great Road 781-275-7605

Fire Department, 55 Great Road

9 1 1—Emergency 781-275-7262 Non-emergency

Police Department, 2 Mudge Way

9 1 1—Emergency 781-275-1212 Non-Emergency

Bedford Public Schools, 97 McMahon Road

Superintendent	781-275-7588	Eleazer Davis Elementary	
Asst. Superintendent	781-275-2155	410 Davis Road	781-275-6804
Business Office	781-275-7708	Job Lane Elementary	
Bedford High School		62 Sweetwater Ave	781-275-7606
9 Mudge Way	781-275-1700	John Glenn Middle	
Facilities Dept.		99 McMahon Road	781-275-3201
101 McMahon Road, Rear	781-275-5290		

Bedford Cable Access TV 781-275-5004

Bedford Local Transit 781-275-2255

Our Town

Situation

About 15 miles northwest of Boston

Population

13,315 (January 1, 2008 census)

Area

Approximately 13.85 square miles

Elevation

highest, 280 feet above sea level

lowest, 110 feet above sea level

Assessed Valuation for FY08

Total Assessed Value \$2,893,298,665

FY08 Tax Rates

Residential \$11.38

Open Space \$ 8.54

Comm., Ind. & Personal Property \$25.80

FY08 Water Rates

Water Base Rate Minimum Bill \$35.00

0-2000 cubic feet= \$1.20/100 CF

over 2000 cubic feet= \$5.20/100 CF

FY08 Sewer Rates

Sewer Base Rate Minimum Bill \$45.00

0-2000 cubic feet=\$2.40/100 CF

Over 2000 cubic feet=\$7.30/100 CF

Town Hall, 10 Mudge Way

Town Clerk's Phone: 781-275-0083

Town Manager's Phone: 781-275-1111

www.town.bedford.ma.us

Senators in Congress

Edward M. Kennedy

John Kerry

Representative in Congress

John F. Tierney (6th District)

State Senator

Susan Fargo (3rd District)

Member of Governor's Council

Marilyn Petitto Devaney (3rd Middlesex District)

Representative in General Court

Charles Murphy (21st Middlesex District)

Qualifications for Registration as Voters

Mail-in forms are available upon request. A copy of your identification is required. Must be 18 years of age, American born or fully naturalized. Registration Monday through Friday 8:00 a.m. to 4:00 p.m. in the Town Clerk's office; special evening sessions of Registrars held preceding elections at the Police Station. Absentee voting in all elections.

Dog Licenses

A dog should be licensed when three months old. Registrations June 1 through August 31 with Town Clerk. License fees: \$15./1 year; \$18./2 years; \$25./3 years All licenses expire August 31. After August 31, a \$5. fine is due up to thirty days. After thirty days, a \$25.00 fine is due.

Tax Bills

Tax bills are paid quarterly. First two quarters are preliminary bills and are based on the previous year's bill. First quarter is due on August 1, second quarter is due on November 1, third quarter is due on February 1, and the fourth quarter is due on May 1. If unpaid by due date, interest will be calculated from the due date to date of payment. Motor vehicle excise bills are due 30 days from date of issuance as well as water bills. Interest and demand charges will be assessed if bills are past due. Online payments can be made at:

www.town.bedford.ma.us

Board of Health

Cases or suspect cases of communicable or infectious diseases shall be reported by household members, physicians and other health care providers as defined by M.G.L. ch. 111, sec. 1, by telephone, in writing, by facsimile or other electronic means, immediately, but in no case more than 24 hours after diagnosis or identification, to the Board of Health in the community where the case is diagnosed or suspect case is identified. The local Board of Health's responsibility, upon receipt of such a report, is set forth in Massachusetts Regulations 105 CMR 300.110 and 300. The telephone number for the Bedford Board of Health is (781)275-6507.

TOWN ADMINISTRATION-JULY 1, 2007—JUNE 30, 2008

ELECTED OFFICERS

Bedford Housing Authority		Selectmen	Mark Trifiro	2011
William S. Moonan	7/8/06	Gordon Feltman	2008	
Patricia Ross	2009	(dec'd 1-29-08)		School Committee
Susan Ellis	2011	Sheldon Moll	2009	Abigail Seibert
Jane Puffer	2012	Angelo Colao	2010	Anne Bickford
Stephen Hanna	2013	Catherine Cordes	2010	Brad Hafer
		Michael Rosenberg (eff 3-8-08)	2011	Noreen M. O'Gara
				Edward Pierce
Board of Assessors		Mark Siegenthaler	2011	
Richard P. Boffa	2009			Trustees of Bedford Free Public Library
Richard Schofield (res 1/08)	2010	Moderator		Lynne O'Connor
Robert B. Murphy (eff 3/08)	2010	Betsey J. Anderson	2010	Rosemary Dyer (res 3/8/08)
John Linz	2011			Michele I. Ross
		Planning Board		Michael Pulizzi
Board of Health		Janet Powers	2009	Sarah Getty
Michelle L. Masi	2009	Margot Fleischman	2010	Howard Cohen
Lea Susan Ojamaa	2009	Stephen Spector	2010	Peter Russo
Beatrice A. Brunkhorst	2010	Lisa Mustapich	2011	Abigail Hafer
Sybil Zildjian	2011	Sandra Hackman	2011	Rachel Field
Thomas J. Kinzer III	2011			
		Regional Vocational School District		
		Donald Drouin	2010	

APPOINTED COMMITTEES-JULY 1, 2007—JUNE 30, 2008

Affirmative Action Monitoring		Bicycle Advisory		Conservation Commission	
Michael Gwinn (res 6/30/08)	2008	Holly Webster	2009	Robert Kenyon (res 6/13/08)	2008
Francis Fornaro	2009	Robert Sawyer	2009	Ronald O'Brien (res 6/30/08)	2008
Nancy Moore	2010	Brian O'Donnell (eff 12/3/07)	2009	Alan Wirth	2009
Lora Goldenberg (VCC)		Ray Ruetenik	2010	Brenda Kelley	2009
		Donald Blake	2010	Lori Eggert (eff 10/29/07)	2010
Affordable Housing		Ralph Hammond	2010	James P. Harrington	2011
Paulette Everitt (eff 1/22/08)	2009	Joel Parks	2011	Susan Grieb	2011
Melissa Brown	2009	Mark Siegenthaler (Sel)		Angelo Colao (Sel)	
Zoe Pierce (eff 3/10/08)	2009				
Irma Carter	2010	Cable Television Advisory		Constables	
Trudy Last	2010	John R. Monahan	2009	Barbara Hartnett	2010
Susan Ellis (BHA)		Jeffrey Pelletier	2009	Sheila Howard	2010
Lisa Mustapich (PB)		Robert Batt (eff 11/19/07)	2009	Lewis Putney	2010
Michael Rosenberg (Sel)		S. Brown Pulliam	2011	Anthony J. Saia	2010
		James Shea	2011		
Arbor Resource		Capital Expenditure		Council on Aging	
Donald Marshall (res 6/30/08)	2008	James Millar (res 8/07)	2008	George Donovan	2009
Rachel L. Murphy (res 6/30/08)	2008	Ralph Zazula	2009	Maureen Pomeroy	2009
John Zupkus (res 6/30/08))	2008	James O'Neil	2009	Pauline Salter	2009
Jacqueline Edwards	2009	Jon O'Connor	2010	Roberta Ennis	2010
Ralph Hammond	2009	Peter S. Bentley	2010	George Dalrymple	2010
Kenneth Prescott	2009	James C. McGinn	2011	Cynthia Rider	2010
Michael Rosenberg (Sel)		Jean-Marc Slak (eff 9/20/07)	2011	Margaret Schowalter	2011
		Anne Bickford (School)		Armand Malo	2011
Bedford Community Access TV Inc.		Tom Busa (Fincom)		John Gerdes	2011
Madeline Altmann (res 9/1/07)	2009	Mark Siegenthaler (Sel)			
Ronald Cordes	2010			Cultural Council	
George Dalrymple	2011	Community Preservation		Kathleen Byrnes	2009
		Stephen Hanna (BHA)	2009	Julie Turner	2009
Bedford Housing Partnership		Margot Fleischman (PB)	2009	Diane Levine	2009
Members Affordable Hsng Committee		Randi Currier @ Ig	2009	Jane Franklin (eff 12/10/07)	2010
Members Fair Hsng Committee		Susan Grieb (Concom)	2008	Doris Smith	2010
<i>At Large Members:</i>		Donald Corey (HPC)	2010	Robert Dorer	2011
William Mello (res 1/17/08)	2008	Catherine Cordes (Sel)	2010	Mary Johannessen	2011
Elizabeth Coules (res 6/30/08)	2009	Christina Wilgren (BHP)	2011		
Joseph Hollyday (res 1/17/08)	2010	Myles McDonough @ Ig	2011	Depot Park Advisory	
Christina Wilgren	2011	Suzanne Johnson (Rec)	2011	Richard T. Reed (Staff)	

APPOINTED COMMITTEES — JULY 1, 2007 - JUNE 30, 2008 (continued)

Richard Warrington (Staff)		Charles French	2010	Mark A. Pare	2010
Donald Corey (Rep Fr Dep Pk)		Donald Corey	2010	David Ellis	2011
James Shea (Rep Fr Dep Pk)	2010	Neil M. Leary	2011	Suzanne Johnson	2011
Joseph Piantedosi @ Large	2010	Suzanne S. Koller	2011	Registrars of Voters	
Angelo Colao (Sel)		Rose Pappert (eff 2/4/08)	2011	Town Clerk	
E. Bedford Industrial Sewer District (Disbanded 10/22/07)		Land Acquisition (Ad Hoc)		Patricia Ardito (res 12/07)	2009
Richard T. Reed (10/1/07)	2008	Susan Grieb	2009	Diane Cameron	2010
James D. Denoncourt (10/1/07)	2008	Randi Currier	2009	Anita Feld	2011
Kenneth Pederson (10/1/07)	2008	James Harrington	2009	Trails Committee (Ad Hoc)	
Richard Warrington (10/1/07)	2008	William G. Speciale (eff 6/9/08)	2009	Art Smith (res 6/30/08)	2008
		Angelo Colao (Sel)		William Haynes (eff 5/12/08)	2009
Energy Task Force (Ad Hoc)		Local Emergency Planning Council		Edith Baxter	2009
Kimberly Siebert (eff 6/9/08)	2009	Brian Balukonis		Ralph Hammond	2009
Carolyn Sarno (eff 6/9/08)	2009	David Black		Mark Levine	2009
Angelo Colao (eff 4/14/08)	2009	John Burns, Sr.		Mary Mady	2009
Richard Jones (Fac. Dir.)		Thomas Caty		Daniel Hurwitz	2009
		Gary Connors		Adrienne St. John (DPW)	
Fair Housing Committee		David Friend		Transportation Advisory (Ad Hoc)	
Alice Sun	2009	David Grunes (eff 1/08)		Angelo Colao (Sel)	
Lisa Mustapich (Alt. PB)		James Hicks		Mark Siegenthaler (Sel)	
Susan Ellis (BHA)		Kevin MacCaffrie (ret 1/08)		Janet Powers (Planning)	
		Sherri Robertson		Volunteer Coordinating	
Finance Committee		Al Vaz		Lora Goldenberg	2009
Alfred Williams (res 7/27/07)		Richard Warrington		Dawn Theodore	2010
Robert Kenney	2009	Municipal Affordable Housing Trust (Effective 4/14/08)		Gail Black Smith	2011
Barbara Perry	2009	Irma Carter	2009	Catherine Cordes (Sel)	
Terri Morrow	2009	Lisa Mustapich	2009	Wilson Mill Park Planning (Ad Hoc)	
Meredith McCulloch (eff 6/10/08)	2010	Alice Sun	2010	Dorothy Africa	2009
Bruce Murphy (res 3/08)	2010	Christina Wilgren	2010	Philippe Kely	2009
Thomas Busa	2010	Michael Rosenberg (Sel)	2009	Myles McDonough	2009
David Sukoff (res 7/28/08)	2010	Mark Siegenthaler (Sel)	2010	Thomas Pinney	2009
Brian Hart	2011	Richard T. Reed (T.M.)	2010	Janice Weichman	2009
William Cimino	2011	Patriotic Holiday (Ad Hoc)		Neil Leary (HPC)	
Michael Seibert	2011	John Filios (res 5/12/08)	2008	Richard Warrington (Staff)	
		Bob Hansen	2009	Michael Rosenberg (Sel)	
Fiscal Planning/Coord. (Ad Hoc)		Sebastian Marcus	2009	Youth & Family Services	
Jon O'Connor (CEC)		Paul Purchia	2009	Amy Mason (res 6/30/08)	2008
Ed Pierce (School Comm.)		Oscar S. DePriest III	2009	Alison L. Malkin	2009
Anne Bickford (School Comm.)		Joseph Piantedosi	2009	Carlton SooHoo	2009
Bruce Murphy (Fincom/res 3/08)		James Corcoran (HAFB)		Sheryl Barkan	2010
Barbara Perry (Fincom)		John Ayvazian	2009	Vacancy	2011
Catherine Cordes (Selectman)		Fredrick Gordon (Vet Agent 7/1/08)		Sybil Zildjian (BOH)	
Mark Siegenthaler (Selectman)		Robert Hogan (Vet agent res 6/30/08)		Noreen O'Gara (Sch Comm)	
Richard T. Reed (T.M.)		Angelo Colao (Sel)		Dave Ellis (Rec)	
Maureen LaCroix (Sch Supt)		Petitioners Advisory		Jeff Wardwell (Police)	
David Coehlo (Sch Bus)		Judith A. Barber (res 5/12/08)	2008	Michael Rosenberg (Sel)	
Peter Naum (Fin. Dir.)		Stuart Liss	2009	Zoning Board of Appeals	
		Patricia Leiby	2009	Full Members	
Historic District Commission		Joan Bowen (eff 6/10/08)	2009	Herbert Aumann	2009
Karen Kalil Brown	2009	Public Ceremonies		Paul Bauer	2010
Barbara vanSteenwijk	2009	Alvin Neff	2009	Louise Maglione	2010
Carol Carlson	2010	Zoe Pierce (res 6/30/08)	2008	Robert Ellis	2011
Robert Slechta	2010	Alma Hart (res 6/30/08)	2008	Jeffrey Cohen	2011
William Moonan	2011	Angelo Colao (Sel)		Associate Members	
Alternate Members:		Recreation Commission		Jeffrey Dearing (eff 1/7/08)	2010
Alan Long	2010	Stacy Schalick	2009	Art Smith (res 5/27/08)	2011
Kevin Latady	2011	Ron Richter	2010	Gordon Feltman (Sel dec'd 1/29/08)	
Mark Siegenthaler (Sel)				Michael Rosenberg (Sel)	
Historic Preservation Commission					
Robert Slechta	2009				
Alethea Yates	2009				

APPOINTED OFFICERS AND REPRESENTATIVES —JULY 1, 2007 - JUNE 30, 2008

Eastern Middlesex Mosquito Control Commission

John Zupkus

Election Officers

Joan-Marie Freni, Warden
Barbara Tynan, Deputy Warden

Ethel Alcabes

Donna Argon

Betty Baker

Annette Barker

Melvin Blitz

Sandy Blitz

Joanne Callahan

Lois Chase

Kenneth Clayton

Aline Collins

Marion Connarton

Sharon Cummings

Peter Donahue

Virginia Draper

Rosemary Dyer

Nancy Forrest

Josephine Genetti

Eileen Hansen

Carolyn Hardy

Keith Hayward

Charles F. Huxsaw

Dorothy Janek

Kathryn Jarvis

James Kohm

Dorothea LaLiberte

Joan Larsen

Mary Lawless

Patricia Leiby

Kathleen Masci

Robert McClatchey

Sharon McClatchey

Gloria Moll

Carol Mudgett

Jon O'Connor

Barbara O'Neil

Irene Order

Richard Papalia

Constance Pespisa

Emily Pruyun

Kenneth Pruyun

Anita Raffa

Ernest L. Scheyder

Ruth Scheyder

Janet Schimelfenyg

Chester L. Smith

Barbara Sterling

Rita Sullivan

Barbara Tynan

Gail Valbona

Holly Webster

Ernest Weinschenk

Jeanette Weinschenk

Paul Wittman

Forest Warden

Kevin MacCaffrie (ret 1/08)

David Grunes (eff 1/08)

Hazardous Waste Coordinator

David Black

Hanscom Field Advisory Committee

Gordon Feltman 2010

(dec'd 1/29/08)

Michael Rosenberg 2010

HATS II

Jon O'Connor

Lisa Mustapich

Gordon Feltman (dec'd 1/29/08)

Sheldon Moll (Sel)

Michael Rosenberg (Sel)

Metropolitan Area Planning Council

Gordon Feltman 2010

(dec'd 1/29/08)

Sandra Hackman, Alt. 2010

Michael Rosenberg 2010

MTBA District Representative

Vacancy

N.E. Solid Waste Committee

Richard Warrington

Town Manager

Richard T. Reed

Assistant Town Manager

Joanna Nickerson

Town Counsel

Michael Lehane 2009

Town Historian

John Brown 2009

(dec'd 1/17/08)

John Dodge 2009

(eff 5/27/08)

Tree Warden

Richard Warrington

Veterans' Graves Officer

Paul Purchia 2008

Veterans' Officer

Robert Hogan 2008

(res 6/30/08)

Fredrick Gordon 2009

(appt 5/2/08, effective 7/1/08)

SuAsCo River Stewardship Council

Joseph Piantedosi

Karen Santucci (eff 12/10/07)

Part I

Reports from Committees, Departments and Boards

ARBOR RESOURCES COMMITTEE

Jacqueline Edwards, *Chair*

BARC's most significant accomplishment this year is seen in the adoption by the Selectmen of "regulations concerning the care and protection of public shade trees within construction zones . . . the intent of these regulations [is] to provide the highest practical level of protection of our public shade trees." An especial value of this policy is that it protects mature, frequently native, trees. The Planning Board adopted an early version. As the committee advertises the adoption of this regulation in the coming year, we hope to educate the public about the value that these measures can have to protect private trees, as well. BARC has responded to several resident inquiries related to root zone compaction.

The committee, in cooperation with the Tree Warden and DPW, has applied for three grants toward funding a Tree Inventory, a project that will take several years (and future grants) to complete. The grants applied for are local, state and private: Community Preservation Act, Department of Conservation and Recreation and Bedford Rotary Foundation. The inventory is expected to be the basis of a tree care management plan, including a long-term tree disease and pest management program, that will permit better budgeting and work planning for a safer, more aesthetic community forest. The project will

begin with the Town Campus, an historic area that has a great deal of pedestrian, especially youth, and vehicular traffic.

BARC conferred with the High School Building Committee about placement for the Heroes' Memorial, as well as about how to minimize impact on arbor resources during the construction phase of High School renovation. BARC participated in the town's discussion about renovation and/or expansion of existing and new sports fields. The committee offered expertise about invasives control to members of the Wilson Mill Site Committee.

BARC had our annual display in the window outside the children's room at the public library for the month around Arbor Day. It included a real tree slab; a large, decorative cutout of a tree with an informative poster; items made of wood; and information about the committee, Arbor Day, and Arbor Day activities. Our fifth annual Arbor Day Talk, featuring Bob Leverett on old growth forests in Massachusetts, was postponed until the fall. For Bedford Day, BARC distributed information about arbor care in general and Bedford's arbor resources in particular, as well as "green" youth bracelets. BARC again took the opportunity to distribute information at the community's popular Annual Plant Fair.

BICYCLE ADVISORY COMMITTEE

Joel Parks, *Chair*

- The purpose of our committee is to advise the Selectmen on any issues that involve bicycles.
- We have currently had a full committee of volunteer members but several would gladly give up membership if others could be found.
- During this time period we have continued to meet monthly on the second Wednesday of the month at the Town Hall, at 7:30pm.
- VHB did the study as contracted and made presentations to us and to several other committees. The study that we made last year was tabulated and

although we found much support, we as a committee decided that until we have full support from the Selectmen we will not bring up the matter for Town Meetings. In the meantime VBH has made a study with alternative surfaces.

- Bob Sawyer continues to report to our committee any accidents involving bicycles that occur along the bikeway.
- A trail count of usage of the Minuteman Bikeway was made in several different locations in town, and plans have been made to repeat this count each July.
- A study has been made and prioritized, of where our committee would like to locate the bike stands that

Bicycle Advisory Committee

Continued from previous page

- MAPC will fund.
- We have recommended that bike stands to be placed in the updated revamp of the Marshall’s shopping center be located closer to store entrances.
- We continue to correspond with the **Board of Selectmen** and the **DPW** as we notice road hazards to bicyclists.
- Most of our volunteer members are also active in the **Friends of the Minuteman Bikeway** and as such have been a presence at the Pan Mass Ride for Kids, have organized and manned the bike corral at

Bedford Day, and have helped the Bedford Police with their annual Bicycle Safety Day in June.

- If, indeed, the **Transportation Committee** is revamped this coming September, and has representation for bicycle safety in upcoming developments in town, our committee feels that the Bicycle Advisory Committee to the Selectmen which was begun before the Minuteman Bikeway was built, could be disbanded, but the **Friends of the Minuteman Bikeway** could continue to advocate more cycling in Bedford and help in the ways mentioned above.

BOARD OF HEALTH

David R. Black, Director of Public Health

The Board of Health, consisting of five elected members, meets monthly in Town Hall. Community participation in these meetings is welcomed. Call 781-275-6507 in advance to confirm date, time and place of meeting. We invite everyone to visit the Board of Health web site at www.town.bedford.ma.us.

The Board has adopted the following Mission Statement. “Helping neighbors lead healthy lives in Bedford.” The Health Department staff has adopted the following Mission Statement. “We are dedicated to helping people lead healthy lives in Bedford through knowledge and education while safeguarding the Public’s Health.”

Full Time Employee Statistics

Director	
1.0	Admin. Asst.
4.65	School RN
0.8	Community RN
1.0	Inspector

School Health Program

Referrals to the School Nurses in School System:
Reasons for School Nurse “contact”:

Minor accidents	3,461
Major accidents	51
General illness	5,936
Miscellaneous	5,270
Medications-administered or supervised	5,122

Conferences

School Personnel	1,707
Students	2,713
Parents	2,761
Chapter 766-CET meetings	02
Chapter 766-Parent conferences	01
Tuberculin testing	0

School Team Meeting	43
<u>Total School Health “contacts”</u>	27,067

Additionally, 313 School Physicals were conducted by School Physician Staff and School Nurse Staff (including Transfers, Sports, Conferences and Postural Screenings).

COMMUNITY NURSE PROGRAM

Client Base	042
Number of Clients admitted	003
Number of Clients discharged	003
Number of home visits	110
Number of in office visits	226
Attendance at blood pressure clinics	221

COMMUNICABLE DISEASES

Lyme	031
Chronic Tuberculosis	002
Tuberculosis	001
Latent Tuberculosis (LTBI)	003
Suspect Active Tuberculosis	001
Campylobacter	004
Giardia	001
Chronic Hepatitis B	002
Chronic Hepatitis C	001
Pertussis	001

COMMUNITY EDUCATION PROJECTS/HEALTH SCREENINGS

- Cholesterol Screenings
- Medical Equipment Loan Program
- Summer Safety Program – COA
- Health Messages in Fairy Tales Program
- Wildlife-Borne Diseases Program
- Bedford Day
- Flu Clinics
- Vaccine Management with Administrative Assistant
- Health Quackery Program
- Employee Benefits Fair
- Chinese Wedding Program
- Health Fair – Applied Biosystems

Board of Health

Continued from previous page

Health Benefits of Chocolate
Glaucoma Program
Home Safety Program with Fire/Police/COA
Medical Reserve Corp
Outdoor Falls Prevention Program Summer Adventures
Epi-Pen Training

FOOD PROTECTION / ENVIRONMENTAL HEALTH and SANITATION PROGRAM

<i>Area of Program Management</i>	<i>No. of Inspections</i>
a) Food	258
b) Beach/ Pools	41
c) Complaints	29
d) Other - such as; housing, animals, odor, dust, refuse, garbage, etc.	39

BOARD ACTIVITY - HIGHLIGHTS

Bedford Board of Health continues to support its programs and staff. We strive to keep our web site as current as possible. Acknowledging many diverse and challenging public health issues we continue to; enforce the state food code, provide school nursing services, conduct influenza and pneumococcal vaccine clinics and monthly "blood

pressure and general health counseling" clinics, review and investigate communicable diseases, and support many other town departments. An active membership on the Minuteman Household Hazardous Products "Regional Facility Committee" is maintained. A major effort in sustaining our Bedford's Medical Reserve Corps (MRC) is underway. The MRC will work cooperatively with Community Emergency Response Team (lead by the Fire Department) and with Community Crisis Response Team (lead by Youth & Family Services). These teams are dedicated to providing support to our local front line emergency first responders. The ninety resident volunteer members of the three teams contribute their skills and expertise throughout the year as well as during times of community need."

BOARD ACTIVITY – PROJECTION

The Board of Health and its staff will continue to pursue and support local public health initiatives. We will provide a focused effort towards sustaining and supporting the Medical Reserve Corps (MRC) of volunteers. If you wish to discuss a public health issue you may contact the Health Department office at 781-275-6507.

BOARD OF REGISTRARS OF VOTERS

- Doreen Tremblay, Clerk**
- Diane Cameron**
- Anita T. Feld**
- James W. Martin**

The Board of Registrars of Voters consists of the Town Clerk and three citizens appointed by the Selectmen with recommendations from the Democratic and Republican Town Committees. Under present law, there cannot be a majority of any party represented. Our 2008 Board has two Republicans and two Democrats. Patricia Ardito resigned from the Board in December of 2007. The Registrars recognize her contributions to the Board. The Board welcomes James Martin as our new Republican Registrar.

The primary purpose of the Board is to protect the integrity of the Voters' List by insuring proper additions, subtractions, addresses and political designations. The Board can also hold hearings if there are any questions about voters' rights.

POLITICAL PARTIES

The recognized political parties in Massachusetts are Democratic, Republican, Green-Rainbow and Working Families. Only these have primary elections. The other authorized political designations are: America First Party, American Independent Party, Conservative Party,

Constitution Party, Interdependent Third Party, Green Party USA, Libertarian Party, Natural Law Party, New Alliance Party, New World Council, Prohibition Party, Reform Party, Socialist Party, Timesizing Not Downsizing Party, Veterans Party of America, We The People Party and World Citizens Party. The Independent Voters Party no longer exists but "Unenrolled" is still being used as the designation for independent status.

PRIMARY ELECTIONS

Since primary elections are only for "recognized party" members, every enrolled party voter (Democratic, Republican Party, Green-Rainbow and Working Families) must take their "recognized party" ballot in order to participate. Unenrolled voters may choose any ballot.

ANNUAL CENSUS

Since the Voting List is predicated on the Annual Census List, the Registrars of Voters also assist the Town Clerk's office in collecting and verifying census data. A great deal of research is required to make the annual list as accurate and useful as possible. The Board members make many phone calls and visits and often use other town records to find lost and new residents. This list also has great historical importance because it serves as a permanent record for genealogical and legal searches.

Board of Registrars

Continued from previous page

HIGHLIGHTS

ELECTIONS

Middlesex Community College requested a voter registration session at their campus in September 2007. We received a warm reception from the administration. Thirty-five students registered to vote.

The November 5, 2007 Special Town Meeting convened at the John Glenn Middle School due to construction at the High School. One hundred and sixty-seven voters attended. All articles passed except the Wilson Mill Culvert Investigation.

The Moderator, Town Manager, Assistant Town Manager and Town Clerk met prior to the Town Meeting to discuss setup with the Facilities Department. The planning resulted in a well-organized Town Meeting.

The Legislature voted to change the date of the Presidential Primary from March to February. With insufficient time to plan, The Town Clerk regretfully cancelled the voter registration and voting at Carleton-Willard for the Primary. She also could not fulfill the request to hold formal sessions at the Veteran’s Hospital. To satisfy the needs of the residents at both locations, impromptu voting was held at Carleton-Willard and the Veteran’s Hospital.

DPW and the Town Manager approved the use of the Town car by the Town Clerk for elections and Town Meetings. This improvement provided for ample storage of all election supplies. The Chief of Police authorized the Town Clerk to park the car at the Police Station for security purposes.

The Town Clerk continues to prioritize the resolution of the parking issues on voting day at the Middle School. A resident offered to meet with the Superintendent to

discuss parking issues. The Superintendent agreed to ask teachers at the Middle School to park at the High School during Election Day. The Town Clerk thanks Robyn Samuels for her assistance in this matter.

There was a fifty-three percent turnout at the Presidential Primary. No major problems reported.

An improvement to assist with research at the election included the development of a list of late voter registrations. The Registrars no longer sort through several voter cards to find the late registrant.

At the Annual Town Election, there was a three percent turnout. No issues occurred.

The Annual Town Meeting convened on March 24, 2008 at the John Glenn Middle School Auditorium. One hundred and ten registered voters attended. The highlight of the Town Meeting included an article on Synthetic Turf which passed.

Other improvements in FY08:

- Development of a job description for election workers.
- Procedures for Town Meetings and elections

Registered voters for the fiscal years 2008:

Unenrolled	5207
Democrats (D)	2506
Republicans (R)	1281
Green-Rainbow (J)	4
Libertarian	25
Reform	1
Inter 3 rd Party	2
Green Party USA	1
Amer. Independent	1
TOTAL	9028

CABLE TELEVISION COMMITTEE

James Shea, *Chair*

The Cable Television Committee is an advisory group that is appointed by the Selectmen. The Committee's main duties are to monitor cable television operations in the town and to review and mediate any subscriber complaints that may arise. Members of the committee are Robert Batt, John Monahan, Jeffrey Pelletier (clerk), S. Brown Pulliam and James Shea (chair).

The Committee met 13 times during the past year. The main focus of these meetings was to draft a contract and a request for proposals (RFP) for a Public, Educational and Governmental (PEG) Access service provider. The selected vendor would be paid 3.5% of gross annual cable revenues that the Town receives from Comcast and Verizon. The initial contract would be for a period of three years.

Below is a summary of steps that the Committee undertook in this process.

1. Contracts and RFPs from other local municipalities were examined and compared;
2. Public input was invited at meetings and through an online web survey;
3. The School Department was consulted about the Educational Access component of PEG;
4. Committee members visited PEG access facilities in nearby towns and interviewed their staffs about local operations, programming and production;
5. We had conversations with members of CATV Committees in other municipalities who were involved with the procurement of PEG access services in recent years;
6. The Committee drafted a PEG access service contract that would serve Bedford's needs;
7. Bedford Community Access Television, Inc., (BCAT) was invited to comment on the draft contract;
8. The Committee requested from BCAT an inventory of existing PEG access equipment;
9. The state's Chapter 30B Procurement Law was followed to draft an RFP;
10. We updated Selectman liaison Angelo Colao throughout this process.

In June 2008, the Committee completed final drafts of the RFP and contract. These documents were transmitted to the Selectmen for their review and action. We advised the Selectmen that a proper accounting and inventory of the PEG access equipment in BCAT's possession ought to be completed before the RFP is advertised.

Verizon Cable Television Service

Verizon initiated cable service to Bedford customers in July 2007. Generally, only customers who are served by aerial utilities have been able to acquire service so far. Verizon's planned expansion to areas of town served by underground utilities has been slow to unfold. The Committee received questions from a few residents in these areas who are eager to subscribe to the Verizon's cable service. We note that under Verizon's license with Bedford, the company is allowed up to three years to deploy service to the entire town.

The Committee received telephone inquiries from several Verizon subscribers who wished to receive Bedford's PEG access channels as required in the Final License. After Verizon's efforts had failed to negotiate an interconnection agreement with Comcast, the company opted to build its own fiber-optic network to connect with the town's PEG access origination sites. So far, Verizon has connected its network with the Congregational Church and the PEG access facility at Old Town Hall. The High School, Library and Town Hall are next to be connected.

For its PEG access fiber-optic network, Verizon negotiated with the Town to use underground conduit that interconnects the High School, Library and Town Hall. The Town is to be paid \$20,000 by Verizon for lease of this conduit.

Comcast Cable Television Service

Comcast representative Robert Carr attended our August 2007 meeting to update us on the company's operations. Chief topics of conversation were the company's replacement of analog converters with digital units and when "effective competition" might abolish basic cable rate regulation in Bedford.

The Committee received a complaint from a subscriber who did not wish to participate in Comcast's migration to digital converter boxes.

PEG Access Services

Bedford Community Access Television, Inc., has been Bedford's PEG access service provider since April 2004. As noted above, the Committee has been working to draft a contract that would serve the Town in its relationship with BCAT or another vendor.

In FY08, the Town paid BCAT \$130,822.93 for PEG access services. A portion of these funds were paid back to the Town by BCAT for rental of space in the Old Town Hall.

In November 2008, BCAT requested funds from the Town to purchase new capital equipment in the form of a video production switcher, three studio cameras, and an additional video editing facility. Upon evaluation of this

Cable Television Committee*continued from previous page*

request, the Committee recommended to the Selectmen that a new video production switcher be bought now to replace an existing unit that was showing signs of failing.

We deferred recommendations on the other requested capital items until BCAT completes an inventory of existing equipment and creates a long-range capital plan.

The Town purchased a new video production switcher to be used by BCAT at a cost of approximately \$12,000. This purchase was made using PEG access capital funds that the Town received through the Verizon Final License.

The School Department informed the Committee of its plans to construct an Educational Access studio as part of the High School renovation project.

Current Activities and Future Goals

The Committee is making plans for an Annual Performance Review Hearing that would allow

subscribers an opportunity to comment on the cable services provided by both Comcast and Verizon. The Committee intends to conduct a thorough review of the Comcast and Verizon licenses prior to the hearing.

For the benefit of residents, the Committee has posted the cable licenses and other relevant information on the Town's web site.

During the next year, the committee plans to continue monitoring Comcast and Verizon for compliance with their licenses, evaluate proposals received from respondents of the PEG access services RFP, and make recommendations to the Selectmen regarding any proposed expenditures of Bedford's PEG access capital funding.

We encourage subscribers to write us about any cable TV problems they might be unable to resolve with either Comcast or Verizon. The public is welcome to attend our meetings that are ordinarily held on the first Thursday of each month at 7:30 P.M.

CODE ENFORCEMENT DEPARTMENT**Christopher Laskey, Code Enforcement Director and Building Inspector**

The Code Enforcement Department is a public safety office that enforces all applicable codes, laws and regulations to ensure all residential and commercial buildings and structures are constructed and maintained in a safe and usable manner. This office enforces the Massachusetts State Building Code, 780 CMR and the Architectural Access Board Regulations, 521 CMR along with the Massachusetts Electric, Plumbing & Gas Codes and any other applicable rules, regulations and laws related to building construction and safety.

This office also enforces the Zoning By-laws. These by-laws are used to control, among other things, density, parking, height and location of buildings and structures, uses of buildings and structures, requirements for buildable lots, signs, earth removal and overlay districts. The department also enforces the rules and regulations of Weights and Measures and certain aspects of the General By-laws such as the Sign By-law. Lastly, the Code Enforcement Department provides clerical support to the Conservation Commission, Zoning Board of Appeals, Historic District Commission and the Historic Preservation Commission.

HIGHLIGHTS

Single-family residential development was consistent with last year's numbers. The only large-scale

residential project on-going during this year is The Village at Taylor Pond project, formerly known as Criterion. This project started in mid FY08 and consists of both residential apartments and commercial space. I see substantial completion some time in mid FY09. Also, Habitat for Humanity has started a small scale residential development consisting of eight (8) single-family dwellings. They are currently renovating the existing single-family dwelling on the North Road site at this time.

Commercial projects kept us very busy and were a large part of the revenue generated this year. Most of the commercial ventures were tenant fit-outs along Crosby Drive, Middlesex Turnpike and Wiggins Avenue. iRobot completed their fit-out earlier in the year and were joined shortly thereafter by Zink and Citrix Systems within the same Crosby Drive complex. GSI Group completed a \$6.5M fit-out on Middlesex Turnpike and Anika Therapeutics wrapped up a \$8.6M project in mid FY08. Along Great Road, McDonald's rebuilt their restaurant and Stop&Shop completed a \$2.6M interior makeover with an exterior facelift to follow in early FY09.

The only large scale municipal project on-going during FY08 was the renovation of the High School. This project was winding down towards the end of FY08 and should be substantially completed by early FY09.

Code Enforcement Department *Continued from previous page*

The Code Enforcement Department had another great year with respects to revenues collected by pulling in over \$1.2M in permit/misc. fees. Needless to say, it was another very busy year for the Code Enforcement Office. Number of permits issued in the major permit categories remained consistent with last year's numbers. Single-family dwellings remained steady going from 25 to 26 units this year. The enforcement of the zoning and sign by-laws is also an important aspect of the department's responsibilities and is always a large part in the day-to-day activities of the office.

PROJECTIONS

Given the current economic state, I do not anticipate the same revenue stream as in the last three years. As expected, the new residential projects should sharply decline.

The commercial side is somewhat brighter. Instrument Labs on Hartwell Rd will be starting a multi-million dollar tenant fit-out at the old Raytheon building in early FY09. The Bedford (Whole Foods) Plaza and the Blake Block have both gone through the site plan review process and are ready to start the building permit process but given the economic uncertainty they are moving forward cautiously. Phase I of the Bedford Plaza project may be starting early/mid FY09 while the Blake Block project might be starting mid/late FY09. There are still vacant commercial buildings along Crosby Drive, Oak Park Drive and Middlesex Turnpike available for future tenant fit-outs; only time will tell.

These projects plus the expected number of permits issued for additions, renovations and homeowner projects will keep this office busy this upcoming fiscal year. Ongoing zoning and sign by-law enforcement will continue to be a priority for this office.

I hope to continue the strong commitment this office has to customer service and be a source of information and knowledge to the homeowners and contractors doing work in the Town of Bedford. The building codes and town by-laws can be confusing at times so I welcome anyone who has a question or is uncertain as to whether or not they need a building permit to please call our office so we can assist you.

Number of Employees — 6 Full-Time 4 Part-Time

Code Enforcement Department Statistics

<u>Permits Issued</u>	<u>Number</u>	<u>Fees Collected</u>
Building	593	\$936,135
Electrical	580	\$168,843
Plumbing	378	\$ 56,895
Gas	222	\$12,225
Signs	38	\$ 9,925
Certificates of Inspection	59	\$ 3,427
Occupancy	126	\$ 6,255
Misc./Yard Sales	67	\$ 315
Fence/Shed Compliance Permits	<u>22</u>	<u>\$ 1,100</u>
Subtotal	2,085	\$1,195,120
Petitions Filed		
Historic District Petitions	13	\$1,511
Zoning Board of Appeals Petitions	<u>37</u>	<u>\$3,360</u>
Subtotal	50	\$5,380
Miscellaneous		
Admin./Fines	26	\$1,511
W&M Services	10	\$3,360
Site Plan Reviews	5	\$1,200
Misc./Copying Fees	<u>2</u>	<u>\$2,059</u>
Subtotal	43	\$8,130
Grand Total		\$1,208,630

Revenues for the last five years for the Code Enforcement Department are:

2004	\$785,173
2005	\$618,402
2006	\$1,338,035
2007	\$903,946
2008	\$1,208,630

COMMUNITY PRESERVATION COMMITTEE

Catherine Cordes and Myles McDonough, Co-Chairs

BACKGROUND

The Community Preservation Act (CPA) is a state law designed to help towns and cities preserve and improve important community resources. If a town votes to accept the law, it can impose a property tax surcharge of up to 3% (with optional exemptions). Funds collected through this surcharge are matched by the state. They can only be spent on four purposes: Historic Preservation, Affordable Housing, Open Space, and Recreation. The first three of these purposes must each receive at least 10% of the Town's annual CPA revenues. All expenditures of CPA funds must be recommended by the Town's Community Preservation Committee and approved by the Town Meeting.

Bedford was the first community in the Commonwealth to accept the CPA. We voted at a Special Town Meeting and a Town Election in 2001 to accept the CPA, choosing a 3% surcharge amount and exemptions for the first \$100,000 of residential property value and a complete exemption for low- and moderate-income homeowners. Our work has been widely praised as a great example of how the CPA should work: bringing people together to make our Town a better place. In 2006 the Town of Bedford received an award from CHAPA for our community housing program and an award from Massachusetts Historic Commission for the preservation and reuse of Old Town Hall.

PURPOSE

The Community Preservation Committee is responsible for managing Bedford's implementation of the Community Preservation Act. Twice each year, the Committee reviews and updates the Community Preservation Program and Plan. Presentations are heard on the progress of plans in each of the targeted Community Preservation areas. Proposals are solicited and received, using a well-defined process that allows the committee to hear in-depth presentations from architects and proponents of the various projects. Based on the information gathered during this process, the Committee votes on preliminary recommendations for CPA spending and distributes a draft Community Preservation Program and Plan, incorporating the preliminary recommendations. A Public Hearing is held to review the draft Program and Plan and the preliminary recommendations. In response to comments received at the Public Hearing, the Committee revises its recommendations and the Program and Plan. The final recommendations are submitted to the Town Meeting for approval. Only those recommendations approved by the Town Meeting are actually funded.

Employee Statistics

The Town Manager's office supports the Community

Preservation Committee, and we use the services of a secretary to record the minutes and motions at our meetings.

HIGHLIGHTS

The March Annual Town Meeting in March 2007 approved the following projects to be funded from FY 08 funding:

Bond Payment for Old Town Hall – The restoration of Old Town Hall was partially funded with bonds that must be repaid with CPA funds. This year's payment is \$351,254.

Affordable Housing Reserves – In order to fulfill the required minimum allocation of 10% for Affordable Housing, \$71,500 was approved to be reserved from FY 08 CPA funds for future Affordable Housing projects.

Open Space Reserves – In order to fulfill the required minimum allocation of 10% for Open Space, \$210,000 was approved to be reserved from FY 08 CPA funds for future Open Space projects.

Addition to Historic Buildings Preservation Fund – Town Meeting voted to add \$250,000 to the rainy day fund that will finance preservation projects in future years for historic buildings in Bedford. The fund balance at the end of fy08 was \$698,887.

Shawsheen Pump House – \$35,000 was voted by Town Meeting to replace the Slate Roof on the original Pump house which is still in use after 90 plus years.

Depot Building Exterior Preservation – A total of \$197,500 was voted by annual and Special Town Meeting for the Preservation of the Depot building which will continue in the Towns efforts to improve the Depot Park which is at the Bedford end of the Minute Man Bikeway which runs from Bedford to Cambridge.

447 Concord Road – Town Meeting approved \$200,000 to continue assisting the planning stage of an Affordable Housing project that is currently being built on Town owned property on Concord Road.

Springs Brook Park Bond payment - \$315,338 was approved for the Bond payment of the Springs Brook Park project; this was the last payment.

Tennis Practice Wall - \$14,000 was approved to install a practice wall near the High School. This wall had been removed during another project, many Town Residents expressed their desire to have the wall replaced. The cost of this project came from money left over from another Tennis court project.

Minuteman Bikeway Extension Study - An additional \$15,000 in CPA funds was approved in Spring 2007 to study the option of using "stabilized soil" for a surface material on the section of the old Railroad bed that runs

Community Preservation Committee

continued from previous page

from Railroad Avenue to Concord Road.

Springs Brook Park Parking Addition – Town meeting approved \$15,000 to create a new parking area that was needed due to an increase in use of the park.

Playing Field Creation and Preservation - \$425,000 – was approved by Town Meeting for fuller utilization of several athletic fields including lighting, creation of a baseball field, and wetland permitting.

Land Acquisition Fund – Town Meeting voted to add \$1,151,579 to the Land Acquisition Fund; \$700,000 came from available FY 08 funds and \$451,579 came from Open Space Reserves.

Administrative Costs – \$13,000 was approved by Town meeting to cover cost incurred while administering the Funds approved For CPA use such as Accounting, Secretarial and Legal fees which may be incurred on some projects.

Here is a list of some projects we anticipate coming before the Committee in the next year.

- Preservation of Wilson Mill site
- Development of fields
- Shawsheen River Preservation
- Bikeway design
- Bicycle stands
- Land Acquisition Funding
- Purchase of Open Space
- OTH Bond Payments

- Old Burial Ground
- Bedford Depot Park
- Historic Stabilization Fund
- Job Lane Grounds

In addition to these projects the Committee welcomes ideas and proposals for other Community Preservation Act eligible projects. Project submission forms are available from the Town Manager's Office in Town Hall. Citizens are welcome to attend meetings of the Community Preservation Committee, notices of which are posted at Town Hall. In addition, information about the CPC can be found on the Town web site, which is very user friendly and informative: www.town.bedford.ma.us and click on Community Preservation.

Up until this year Bedford has received a 100% match on the surcharge we have collected since we adopted the CPA. Our match this year was 100%. With these funds, the Community Preservation Committee has been able to fund many projects that had been on Bedford's "to do" list for years, but for which funding was not available. In addition the Committee has been able to partially fund projects, like the Town Center, thus reducing the impact of these projects on the taxpayer. Finally we have been able to increase the usability and awareness of Bedford's many natural resources such as the Hartwell Forest and Fawn Lake.

We are pleased with all the town has accomplished utilizing these funds and the committee looks forward to continuing to serve Bedford.

CONSERVATION COMMISSION

Allan Wirth, Chair

Elizabeth Bagdonas, Administrator

The Conservation Commission consists of seven volunteer members appointed by the Selectmen. Its functions are to oversee the protection of wetlands, waterways and floodplains and to acquire and maintain open space land for the protection of natural resources and for the benefit and enjoyment of the citizens of Bedford. The Commission derives its jurisdiction from the Conservation Commission Act (Massachusetts General Laws Chapter 40, section 8C), the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131, section 40) and the Town of Bedford Wetlands Protection Bylaw (General Bylaws, Section 36 as adopted at the 1987 Annual Town Meeting and amended through ATM95). The Act and the Bylaw require the Commission to review applications for projects within 100 feet of wetlands, water bodies, waterways and floodplains, and within 200 feet of perennial streams and rivers. The Commission holds public hearings, issues

Orders of Conditions permitting work, inspects the work in progress, and upon completion issues Certificates of Compliance. It may issue Enforcement Orders if unauthorized activities are identified that cannot be resolved through more amicable means. Concerning land stewardship, the Commission proposes the purchase of conservation land to the town, executes these purchases, and oversees the maintenance and use of these lands.

HIGHLIGHTS

Major wetland applications requiring considerable review included 150 Great Road (proposed shopping center renovation), 16 Beacon Street, 54 Middlesex Turnpike (Goddard School), 139 South Road, several projects at 202 Burlington Road (Mitre Corporation) and 32 Wiggins Avenue (Anika Therapeutics). Notices of Intent were received for 17 development projects. Requests for 4 Amendments to existing Orders of Conditions and 1 application for confirmation of wetland

Conservation Commission

continued from previous page

boundary delineations were also received. Orders of Conditions or Amendments to existing Orders were issued for 17 applications. Two Denial Order of Conditions were issued: one on the proposed Middlesex Turnpike expansion project, which will require a State variance, and the other on a proposed residential redevelopment within the riverfront area to Elm Brook. Determinations of Applicability were issued for 31 smaller projects. One Enforcement Order was issued for unauthorized impacts to buffer zones and wetland resource areas. The Commission met on several occasions to discuss mitigation for these impacts with owners and developers of the lands. The number of applications was slightly below that of FY 2007.

The Town was fortunate to receive a .96-acre gift of land from the Lane Farm LLC, in association with the residential development at 373 North Road. This conservation parcel abuts the Buehler Pond Conservation Area and contains a portion of the pond shoreline and trail. The Land Acquisition Committee continued to work to identify parcels of open space and natural resource importance to the Town, and to contact owners regarding land protection options.

A 1.3-acre parcel on Page Road was acquired from the Corey family. This land contains a beautiful, undisturbed forest area and provides a prime access into the Town watershed parcels between Page Road and Shawsheen Road, where an extensive trail system has been developed.

Control of non-native, invasive aquatic plant species continued at Fawn Lake and the Vine Brook millpond. The Altmann Conservation Area restoration project proceeded as planned with hand removal of buckthorn and a contract with the New England Wild Flower Society to control areas of dense buckthorn seedlings, to be followed by planting a variety of native shrub species.

The maintenance and improvement of conservation lands continued as funds and volunteer assistance allowed. Annual mowing to benefit wildlife habitat and passive recreation was completed at the Clark, Little Meadow, Altmann, Minnie Reid and Jordan Conservation Areas. Portions of the Lindau Farmland were also mowed. Improvements continued at the Jordan Community Garden area.

The Bedford Conservation Land Stewards continued their commitment to monitoring the conservation areas and contributing their time and effort to the land. Residents interested in outdoor volunteer activities are encouraged to contact the Commission or the Stewards. The summer land and trail maintenance program continued to result in improvements to the open space areas, due to the excellent efforts of the summer crew.

The Trails Committee continued its program of regular trail walks, and began the installation of new bog bridges, starting with the Elm Brook Conservation Area. Coordination with the Bay Circuit Alliance began in earnest, and several trails in Bedford have been identified and marked as part of the Bay Circuit Trail. Discussion and trail exploration was also undertaken with Middlesex Community College, where both existing and new trails are being improved and developed. A new kiosk was installed at the Railroad Avenue entrance to the east-west railroad bed.

The Commission's introductory page on the Town's web site includes a link to an Interactive Trail Map with access to individual conservation areas, their history and characteristics, and the trail maps that have been developed for them. Other links to the Bedford Conservation Land Stewards and Trails Committee are <http://nemow.net/BedfordStewards.html> and <http://home.comcast.net/~trailsofbedford.html>.

Because of the many efforts and projects of the Trails Committee, the Commission looks forward to increased use and enjoyment of Bedford's conservation areas through significant trail improvements, increased maintenance, and better access, signage and public information. One of the Commission's major goals, as illustrated at Fawn Lake, is to manage the existing conservation areas for increased wildlife habitat diversity, water quality, and passive recreational opportunities.

The Commission hopes to introduce residents to the new conservation areas and trails, and welcomes local amateur naturalists to participate in planning and leading interpretive walks. The Commission also welcomes any observations and photographs of reptiles, amphibians, and unusual animals, birds and native plants within the Town. Several rare turtles exist in Bedford, and the Commission asks residents to consider their vulnerability to automobile traffic, particularly on Dudley and Davis Roads. Research materials and fact sheets are available in the Conservation Office on rare (state-listed) amphibians, vernal pools, lawn maintenance, native plants, native shrub plantings, regional watersheds, priority habitats, and conservation land protection options. Some materials are free, and others may be borrowed or purchased for the cost of the publications.

The Commission continues to manage the Conservation Fund to allow the purchase of small parcels and appraisals of larger properties. The Fund is also used to carry out the increasing land maintenance requirements. The continued support of the Town for open space preservation will allow an irreplaceable legacy to pass to future generations of Bedford residents. Bedford has carried out consistently successful protective efforts, and

Conservation Commission

continued from previous page

yet has many landscape and watershed areas of significant natural resource value that are under threat from development pressure. It is a primary role of the Commission to plan land acquisition efforts to protect these areas, and to expand public awareness of their values.

Volunteers are urgently needed to serve as Commission members. Although the role is exacting and challenging, the rewards are great in terms of contributing to the future integrity of Bedford's landscape and resources. Those interested in serving on the Commission should contact the Town Manager's Office at Town Hall or the Conservation Administrator at (781) 275-6211.

COUNCIL ON AGING

Roberta Ennis - Chair
Carolyn Bottum and Pat LeVan Co-Directors

The mission of the Council on Aging (COA) is to provide services, programs, and activities to maintain and increase the independence and quality of life of Bedford's approximately 3,300 residents 60 and older (24% of the population), to provide assistance for family caregivers and professional elder service providers on whom Bedford elders depend, and to promote an interdependent multigenerational community. To achieve these goals, the COA offers educational, health and fitness-related, employment, volunteer, and social/recreational programs and services. These assist Bedford elders and those reaching later life to meet the physical, emotional, and financial challenges of aging as well as to take advantage of opportunities for personal development.

These include:

- Arranging and coordinating in-home services for frail elders and providing information and referral to elders and their caregivers to assist them to remain safely and independently in our community or to find an appropriate assisted living or nursing facility when staying at home is no longer an option
- Educating the community, including elders and their families, professionals who serve elders, businesses, and others, about aging, the health, legal and financial challenges of the transitions of midlife and older age, and how the needs of elders can be met with community resources
- Offering on-site health services, health education programs, wellness screenings, and fitness programs
- Providing individual counseling, consultation, information, and education to elders and their family caregivers about aging-related issues, services, and resources
- Offering social and recreational activities and
- Developing and coordinating volunteer and

employment programs to benefit elders, businesses, and the community.

Number of Employees

Full Time	2.00
Part Time	.85

HIGHLIGHTS

This period has been one of growth and change for the COA. We are now fully settled into our new space, though we are adding enhancements frequently. Our attendance and programs are growing steadily, with an attendance over the past 12 months of 17,566, the largest for any one year period ever. This includes attendance in our drop-in center, which is seeing an increase in the number of people who just come to use the computers, play cards or other games, or sit and chat, as well as at individual activities like fitness classes.

Settling Into Our New Space

- We received a grant from Progress Software for new Mac computer for our computer center that also has Vista capability in order to instruct seniors on these systems, a laser printer, and software that is requested by the seniors.
- Another important enhancement has been the purchase of a "Wii" videogame system, bought with a donation from the Friends.

Expanding and Refining Programming to Meet Emerging Needs

- We have continued to expand our programming for elders who are new to our country and do not speak English fluently. We took a van full of ESL students to the MFA. These activities were paid for with a grant from Cambridge Savings Bank. We are also pleased that students from the ESL class are participating in other COA activities such as social events and trips and using Town Services like our medical transportation program and the BLT.

Council on Aging

continued from previous page

- In addition, this past year we added a Hindi-speaking health benefits counselor who assists elders in English, but can also help those whose primary language is Hindi. She has also given a program about health benefits specifically in Hindi.

- We continue an ongoing effort to meet the needs of and attract the “Boomers” not only so that we can serve this numerous population, but so that we can offer programs to assist in their transition to retirement before a crisis occurs. Among our programs for this group are enhanced computer classes, “spa” type events like a chocolate tasting, more vigorous fitness classes, an internet class for job-seekers, photography, and a retirement support group.

- We have worked to expand our fitness programs to meet the increasingly diverse needs of our seniors. We also expanded our traditional aerobics/weight strengthening class offerings so that we now offer five hours of such programming each week that cater to different fitness levels on a “health club” plan where by, for one price, elders can take as many classes as they wish. We also now offer “holistic” fitness classes including Tai Chi, yoga, and meditation.

- We have initiated new programs based on senior requests, some that appeal to special populations. We have an active Science and Technology Club, a conservation trail walking group and a bird watching group at the request of seniors. In addition, we now have a senior who is a representative of the federal retirees’ union who gives consultation to other retirees about how to find information on benefits.

- One of our programming foci has been on helping people through life’s transitions. End-of-life care is one of the most challenging areas for many people and we are pleased that we were able to affiliate with the non-profit hospice and long term care organizations to offer workshops and a number of support groups. In addition, we held a successful panel forum on housing options for when seniors choose to or need to move into down-sized housing or assisted living/nursing homes.

Enhancing Transportation

In Bedford, as in other communities, transportation is a major concern and has been a focus of our effort over the past year. In particular, we have worked with the Town Manager’s office to make the Town bus (the Bedford Local Transit, or BLT) more responsive to the current needs of riders of all ages. We held a community forum as well as collected responses from many, many residents, young and old. As a result, we have added fixed routes to popular shopping malls as well as nearby medical facilities which have increased ridership levels

significantly.

Continuing to Enhance the Safety of Frail, Vulnerable Older Adults

- We were pleased to assist in the effort to enhance emergency communication in Bedford by facilitating a grant by our Friends group for a new AM radio station. This issue is of special concern to seniors who may not have the ability to evacuate or reach a shelter quickly in the event of a disaster and who would be most affected by such an emergency.

- We obtained a grant from Progress Software for the “Circle of Safety for the 21st Century” program. This program will engage highly qualified trainers to instruct our police, fire, EMTs, and other town personnel in effectively and safely interacting with elders who have dementia or mental illness in crisis.

Enhance Outreach Into the Community

- Our “COA on the Air” cable television program has grown extensively this year in both professionalism and popularity. We have completed programs on Bedford veterans, our fitness programs, library services, fire safety, and other topics. Our “meatiest” program was a look at the issue of elder driving and whether people should be tested more often once they reach a certain age.

- We continue to enhance our website, this year adding our meeting minutes and agenda each month. We find that more people, especially younger seniors, caregivers, and potential volunteers, are finding us “on the web.”

PROJECTIONS

We anticipate that in FY2009 we will continue to offer more programs and activities to meet the needs of our growing population of seniors. We will do this by following those interest areas that are identified by those who attend our activities and use our services as well as those that are likely to attract new residents to the COA. Based on recent experience, we anticipate that this will include:

- Continuing to develop our computer-related offerings, expanding the abilities of Bedford elders to use computers and the internet for many tasks of daily life, obtain essential information, and maintain communication with friends and family members.

- Offering a growing array of opportunities for Bedford’s older residents to meet one another, share

Council on Aging

continued from previous page

interests, and participate in the social and recreational activities that are so essential to quality of life.

- Broadening our community ties by having activities with schools and other organizations, both to add to the COA's resources as well as benefit other populations in Bedford.
- Focusing on serving populations who are less well represented among those we currently serve, including men, those with disabilities, younger seniors, and those whose primary language is not English. We will do this through activities and services of interest to them and

and finding ways to overcome their challenges to participation.

- Preparing for the coming wave of "Baby Boomers" by seizing opportunities to meet their special needs and use their special talents as volunteers.
- Making our COA more attractive to a broader range of elders by evolving into an organization that meets emerging needs and attitudes by adapting long-standing, but still needed, programs and services as well as offering new projects.

CULTURAL COUNCIL

Doris A. Smith, Chair

PURPOSE

The Bedford Cultural Council is a local agency, which is supported by the Massachusetts Cultural Council. MCC funds reach every community in Massachusetts. Our mission is to promote excellence, education, access and diversity in the Arts, Humanities and Interpretive Sciences in order to improve the quality of life for all Bedford residents and to contribute to the economic vitality of our community. These state grants are awarded through a competitive process.

The membership of the Bedford Cultural Council is made up of the following dedicated volunteers: Kathleen Byrne, Bob Dorer, Jane Franklin, Mary Johannessen, (Secretary), Dianne Levine., Doris Smith, (Chair), Julie Turner, (Treasurer). Our Liaison with the Selectmen is Catherine Cordes.

HIGHLIGHTS

The Bedford Cultural Council approved the following grant applications during the 2008 grant cycle.

Bedford Artists Showcase - Bedford Community Access Television

Bedford 4-H Heritage Breed Educational Outreach Project - Bedford 4H Club

Bedford Free to Explore Weekend - Discovery Museum

Celebrating Differences: Unseen Borders - BEST (Bedford Elementary Schools Together)

Lizzie Borden and 40 Whacks - Delvena Theater Company/Bedford Public Library.

A Magnificent History of New England Stone Walls - Bedford Historical Society

A Tour of Italy - Bedford Council on Aging

Three Apples Storytelling Festival and Library Preview - Three Apples Storytelling Festival

The Council also approved a pass grant to the Shawshen Valley Technical High School which allowed students to visit the Orchard House in Concord, MA.

On June 1st, the Bedford Cultural Council hosted a tea at the Job Lane House to honor this year's grant recipients. The event was well attended and the Friends of the Job Lane House assisted the Council in making the afternoon a success. Senator Susan Fargo was able to join us and to commend the good work of the committee and the efforts of the recipients of the awards.

PROJECTIONS

Plans are well under way for a larger outreach during the next cycle of grants. The MCC presents a great funding opportunity for the arts in Bedford. We expect that our funding for the next cycle will be close to the amount we received this year which was \$4000. We also plan to update our website.

DEPOT PARK ADVISORY COMMITTEE

Joseph Piantedosi, *Chair*

Depot Park is a complex of historic buildings, public amenities and a vintage railroad car at the Minuteman Bikeway terminus on South Road. The project began in 1995 and has been largely funded by the Federal and state governments' Transportation Enhancement Program. So far, approximately \$2.5 million in Federal and state funding has been allocated towards property acquisition, site improvements, building renovations, and reconstruction of the intersection.

The Selectmen established the Depot Park Advisory Committee to seek funding for the project, oversee its completion, provide general oversight of the site, develop financial reports, and recommend policies for use of the Revolving Fund and the rental and usage of the buildings. Current appointed members of the committee are Donald Corey, Joseph Piantedosi (chair) and James Shea (clerk). Ex-officio members are Selectman liaison Angelo Colao, Facilities Director Richard Jones, Town Manager Richard Reed, and DPW Director Richard Warrington. Twelve meetings were held during the past year.

Revolving Account

Depot Park's revenues and operating expenses are transacted through a revolving account that is managed by the Facilities Director. The account's balance as of June 30, 2008, was \$57,270.51. For FY 2008, total operating expenses were \$24,689.32 and revenues were \$7,322.00.

The Facilities Department charged the account a total of \$13,716.20 for labor and materials. Tasks covered by these charges include painting of the Depot exterior, removal of a former tenant's property from the building, and structural and demolition work inside the Freight House.

OBJECTIVES

The Committee focused on four main activities during the past year:

1. A 20-year financial plan for Depot Park;
2. Drafting an RFP to solicit tenants for office units in the Depot building;
3. Replacement of the Depot roof;
4. Renovation of the Freight House and railroad car;

Long-Term Financial Model

In January, the Committee provided the Selectmen with a 20-year financial plan that strives to make Depot Park financially self-supporting. It considers current and projected revenues and expenses, including anticipated future capital costs. The plan is predicated on these assumptions:

Expenses of \$607,287

- Includes all future estimated operating and capital costs for the entire complex except for restoration/renovation costs for the Depot building, should the Town choose to undertake such a project;
- Application of \$97,777 in eligible Community Preservation funds for future building rehabilitation projects.

Revenues of \$636,109

- Rental of Depot space (1,324 square feet) at an estimated \$12 per square foot;
- Supplemental income from Freight House food sales proceeds and occasional rental of the railroad car.

The Selectmen voted to accept the financial model at their March 10 meeting.

Depot Rental

In late January, the Committee completed a draft Request for Proposals for rental of office units in the Depot at 80 Loomis Street. The RFP was advertised in February. The Town Manager appointed members of the Committee to evaluate proposals that were received the following month. As of this writing, no formal action has been taken to execute new leases for the property. Currently, Babe Ruth Baseball is the building's only tenant occupying one of the four above-ground rental units.

Depot Roof Replacement

Replacement of the Depot's dilapidated roof was identified as a high priority in an architectural study of the building that was completed last year by the firm Menders, Torrey & Spencer, Inc. The 2007 Annual and Special Town Meetings appropriated a total of \$145,000

Depot Park Advisory Committee

continued from previous page

towards a new roof and related exterior millwork. The Committee worked with the Facilities Director to draft an RFP for designer services and to evaluate the proposals that were subsequently received. In June, the Selectmen awarded a \$13,000 contract to Menders, Torrey & Spencer, Inc., to design the new roof and provide oversight on its construction. The next step is to advertise an RFP to solicit contractor bids for the work.

Freight House and Railroad Car Renovations

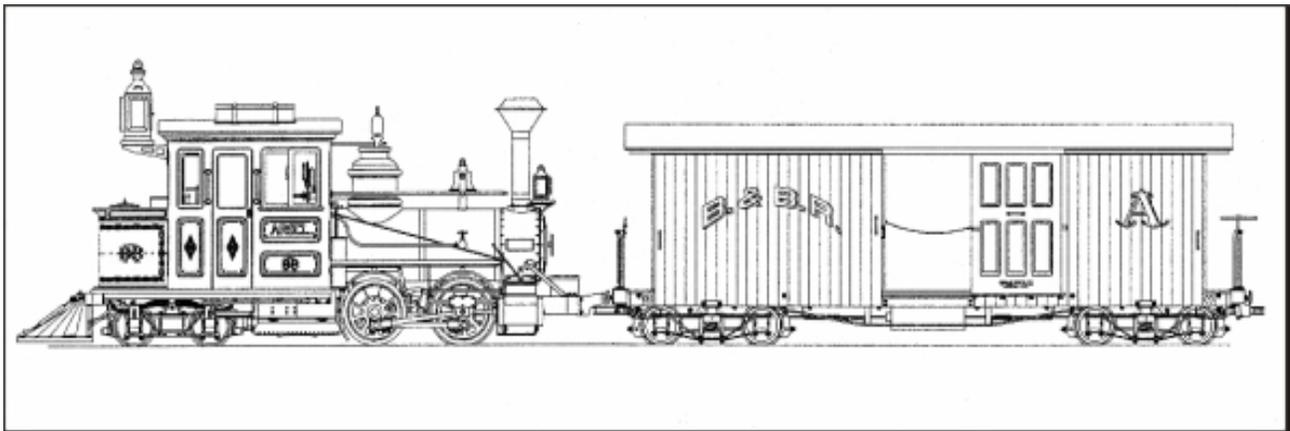
The Massachusetts Highway Department began the long awaited Freight House renovation project in April. This \$389,409 projected is funded by the Transportation Enhancement Program. MHD’s estimated project completion date is May 2009.

After the state’s contractor has finished its work, the Facilities Department is to perform interior fit-out of the building that includes installation of flooring, counters, cabinets and electrical outlets. Afterward, plans call for

the Freight House to be opened as a resource to Minuteman Bikeway users. Snacks and local information are to be dispensed inside, and public restrooms will be available at the rear of the building.

Significant strides in the renovation of Rail Diesel Car 6211 occurred during the past year. Although most of the major interior and exterior work has been completed, several “punch list” items remain to be done. This \$125,000 Community Preservation project is being directed by the DPW and consultant Daniel O’Brien. We expect the vehicle to be accessible by the public on those occasions when the Freight House is open. Also, the car is to be available for rent for meetings and other functions.

In the next year, the Committee intends to place emphasis on completion of the building and railroad car renovation projects so that the public may soon enjoy these valuable local resources.



DEPARTMENT OF PUBLIC WORKS

Richard A. Warrington, P.E., *Director*

PURPOSE

The primary function of the Department of Public Works is to provide municipal services to residents, businesses and visitors in Bedford. These services include snow and ice removal, stormwater drainage, water and sewer services, vehicle fleet maintenance, maintenance and improvement of roads and public property, cemetery, and engineering services. The Department of Public Works is comprised of eight major divisions including Administration, Water, Sewer, Highway, Mechanical, Grounds, Refuse/Recycling, and Engineering.

The Highway Division is responsible for the maintenance and improvements to the Town's infrastructure of eighty miles of roads and thirty-one miles of sidewalks and bikeways. Integral functions of the division include snow and ice removal, pavement management, stormwater and drainage management, roadway striping, traffic signal maintenance, sidewalk repairs, mosquito and beaver control measures.

During FY2008, the Highway Division constructed storm drains on Page Road, North Road, Old Stagecoach Road and Hunt Road. The division was also faced with an emergency repair to the Wilson Mill Culvert which included pouring a new concrete bottom for support to prevent a total collapse of the structure. As a part of the new Pavement Management Program, twenty lane miles of roadway were sealed to prevent water intrusion into the pavement. This process slows pavement deterioration and extends the life of the road. During the winter months, we measured 72 inches of snow, and there were 34 days of plowing and sanding operations. Major efforts of the Highway Division concentrated on routine and emergency repair of roadways due to winter-related damage.

The Mechanical Division is responsible for the preventive and emergency maintenance of approximately 100 Town vehicles. This includes purchasing, diagnosing, and repairing the Town's fleet of automotive, specialized, small and heavy equipment.

The Sewer Division maintains the sewerage system which encompasses twenty-nine pump stations and 85 miles of sewage collection infrastructure. The division provides routine maintenance to ensure a free-flowing system and responds to emergencies to correct clogged or surcharged sewers. During FY2008, rehabilitation efforts focused on the Pollard Inn Lane Station and the South Road Pump Station as well as managing inflow and infiltration program to identify potential leaks in the

sewage system. Efforts for FY2009 include the replacement of the generator at the Carlisle Road Pump Station, rebuilding the Harvard Drive Pumping Station and ongoing inflow and infiltration programs.

The primary function of the Water Division is to maintain and operate the Town's water distribution system and treatment system, which includes three Town wells, three water storage tanks, eight hundred fire hydrants, and approximately 4500 meters. The Water Division performs approximately 1200 back flow inspections per year at commercial and industrial businesses to protect the water distribution system from non-potable sources. Other primary functions of the Water Division include ensuring water quality by routine testing and performing emergency repairs to the distribution system. Completed projects during FY2008 include the installation of a water main on Concord Road between Davis Road and the Concord town line. Efforts during FY2009 include the relining of water mains in several areas within the Town.

The Grounds Division maintains 70 acres of playgrounds, parks and athletic fields, which are utilized by the School Department, the Recreation Department and various other Town and volunteer sponsored programs. The Grounds Division maintains all public trees along the Town's roadways and publicly owned areas to sustain an aesthetic environment while protecting the community from any hazardous situations. Another primary function of this division is to maintain the operations at the Shawsheen Cemetery and the Old Burial Ground by performing interments, and maintaining twenty-one acres of grounds within the Shawsheen Cemetery. One of the most significant accomplishments of 2008 was the construction of the new tot lot playground at Town Center and the reconstruction of the practice tennis court at the High School. Scheduled for FY2009 is the construction of E field at Town Center, bike path improvements, reconstruction of Page Field and South Road soccer fields.

The Administration Division is responsible for the management of the entire public works operation, which includes fiscal budget control, capital improvement planning and project management, utility billing and engineering services. Public Works management staff participated in the Town-wide Incident Command Management Training in accordance with federal directives.

The Administration Division also administers all refuse and recycling programs and contracts. During FY2008, the community efforts diverted 1,692 tons of recycling materials from going to the incinerator and realized a cost savings of \$115,034 in disposal fees. In total, 4,572

Department of Public Works*continued from previous page*

tons of refuse were disposed at the Wheelabrator waste to energy plant in North Andover. During the FY2009 year, the Town will realize even more savings by obtaining credits for each ton of recycled paper via a reimbursement agreement with the Town's contractor, Allied Waste Services, Inc. and should yield an additional savings of approximately \$75,000.

The Engineering Division was responsible for the design and permitting of capital improvement projects such as the South Road Sewer Pumping Station Rehabilitation, painting of the Pine Hill and Reeves Road standpipes, stone dust paths for handicap access to Hartwell Forest and Minnie Reid Conservation Areas, and the water main replacement project on Concord Road. The Engineering Division worked with the Conservation Administrator to create new digital wetland maps that can now be accessed from the Town's website. Additionally, the GIS website was updated with additional data layers and an enhanced Property Finder. Thru a grant awarded by the Massachusetts

Department of Environmental Protection, the Engineering Division is working to improve the quality of storm water runoff to our rivers and streams with the design of rain gardens and public information programs.

The Administration Division, along with all other divisions within Public Works, assists in the annual events of the Town including Pole Capping, Memorial Day, Veteran's Day, 4th of July, Bedford Day, Arbor Day and Concerts on the Common.

FULL TIME EMPLOYEE STATISTICS

Grounds: 7
 Highway: 7
 Mechanical: 4
 Sewer: 5
 Water: 4
 Administration and Engineering: 13
 Seasonal Labor: 2.3
 Total: 42.3

FACILITIES DEPARTMENT**Richard B. Jones, Director**

The Facilities Department serving all town departments was established in 1997 to protect the capital investment made by the residents of Bedford in their public facilities. The Department provides maintenance, custodial and construction management services in a cost effective customer oriented manner while working to maintain a safe, comfortable and functional environment for all building occupants.

The department is organized into four functional areas: administration, building maintenance, custodial services and construction administration. Administrative responsibilities include budget management both operating and capital projects, purchasing, accounts payable, maintenance management system administration, energy management and environmental and regulatory compliance. Many of these responsibilities require keeping duplicate accounts to separately track services provided to the schools and town departments.

Maintenance activities include scheduled preventive maintenance and the routine and emergency repair of all building systems, weekend building checks and on call emergency response services.

Custodial Services include daily and periodic cleaning, integrated pest management, non-hazardous waste disposal, recycling, general safety/security and custodial coverage for special events.

Project Management responsibilities include defining the scope of work for capital projects, procuring and managing design services, reviewing design documents, bidding projects, construction contract management, and overall project management.

HIGHLIGHTS**ADMINISTRATION**

Significant energy management activities during the past year included natural gas and electricity purchases, monitoring energy savings achieved through upgrading the controls software for the HVAC systems used in most the town buildings. In response to higher energy prices, the renewal of contracts for the purchase of electricity and natural gas was delayed. In the case of electricity prices were so high at the end of the contract period it was better to use the NSTAR basic service rate. The natural gas contract expires in October 2008. This contract will be renewed if the price quote is less than the FY09 budget target price. The upgrading of the HVAC control software at Davis, Lane and John Glenn Schools resulted in significant savings. The Town invested \$80,645 in the software, program changes and repairs. The energy savings realized totaled \$108,044 a payback period of .75 years.

Submitted applications for DOER energy audits to be conducted at three schools and five town buildings.

Updated the Capital Budget Plan for all buildings. The maintenance plan is used to project capital project funding requirements.

Facilities Department

continued from previous page

MAINTENANCE

The department is using a Computerized Maintenance Management System to effectively manage preventive maintenance and repairs. In FY08 the department processed 3,307 work requests and completed 3,224 work requests for a completion rate of 97.5%. In FY07, the department completed 2,820 of 3,255 work requests received for a completion rate of 87.3%. In FY06 the department received 2,486 requests and completed 1,673 a completion rate of 67%. The number of work requests is expected to increase with the expansion of Bedford High School and the aging of other town and school buildings. Maintaining town and school buildings in the future will require more operating budget resources.

CAPITAL PROJECTS

Bedford High School: The new science wing and cafeteria were opened in the fall of 2007. The library and administrative addition was opened in January 2008. The team locker rooms, small gym, and weight and dance rooms were completed in April 2008. Work on the music rooms, TV studio, foreign language technology education and food prep lab areas along with the new student parking lot will be completed for the opening of school in September 2008. The modular classrooms were removed in July 2008. The last phase of the project renovation of the main gym and locker rooms will be complete in October 2008. This project started three months behind schedule due to unforeseen legal challenges and will finish six months early.

Other Capital Projects completed in FY08 include re-roofing of the Town Center North Wing (Kids' Club); re-roofing at the Fire Station; Police Station HVAC repairs; High School existing elevator repairs; Davis School phone system replacement, interior painting and flooring replacement; Lane School installation of air conditioning units and repair of roof top air conditioning unit.

PROJECTIONS

ADMINISTRATION

Work with the newly formed Energy Task Force to

develop and implement a comprehensive energy management plan for all town buildings.

Better communicate the activities of the Facilities Department.

CUSTODIAL

Review and standardize operating procedures to improve efficiency.

Develop a custodial training program.

MAINTENANCE

Review and update the preventive maintenance program.

CAPITAL PROJECTS

Complete the multi-year Bedford High School addition and renovation project ahead of schedule.

STAFFING STATISTICS

Functional Area	Town Funded FTE	School Funded FTE	Total FTE
Administration	1.0	3.0	4.0
Maintenance	3.4	3.0	6.4
Custodial	4.0	18.5	22.5
Capital Project Management	0	1.0	1.0
TOTAL	8.4	25.5	33.9

BUILDING STATISTICS

	Square Feet
Town Buildings (17)	193,967
School Buildings (4)	499,661
TOTAL	693,628

FIRE DEPARTMENT

David Grunes, *Fire Chief*

The Bedford Fire Department was established 180 years ago. The "Bedford Fire Establishment" was created by the Town Selectmen in March of 1828. The Fire Establishment purchased the first fire "engine" for the Town which was a hand drawn fire pump nicknamed the "Eagle". The department was established to provide fire protection to the citizens of Bedford. Our mission has grown over the years with emergency medical services, hazardous materials incidents and rescues becoming integral components of our core mission. In the early 1900s the department responded to an average of 10 fires a year; 50 years later in the late fifties the department was averaging 225 calls a year. We now respond to over 2500 incidents annually protecting the citizens of Bedford as well as the thousands of people who enter the Town each day to work in the many commercial and industrial firms located here. The diversity of the community presents a set of challenges to the department that we strive to meet.

Fire Department Mission simply stated:

Provide the best possible Fire, Rescue and Emergency Medical Service to our community:

The mission of the Bedford Fire Department is to improve the quality of life within the town and the fire department, by providing a high quality emergency fire/rescue service, an excellent fire prevention program, including public education, fire investigation, and a firefighting/rescue force capable of handling any type of emergency.

Fire Department Performance Guarantee:

As an Organization and as Individual Members of the Bedford Fire Department, we will do the things we say we will; try our best to do them to the best of our ability every time; care about our customers, their property and each other.

The 27 career firefighters along with the 5 on call firefighters provide the citizens of Bedford with an array of diversified skills. Members of the Department are certified as Emergency Medical Technicians, for Hazardous Material Operations, Technical Rescue Operations, Vehicle Extrication Specialists, and Cold Water Rescue, among others. The firefighters and officers' work and train throughout the year to provide a professional level of fire suppression, fire prevention and emergency medical care for the town 24 hours a day 7 days a week.

HIGHLIGHTS

Fire Chief Kevin MacCaffrie retired after seven years of

service to the community. He was replaced by David Grunes who rose through the ranks of the Bedford Fire Department. Most recently David served as Captain in the Fire Prevention office. He brings with him an in-depth knowledge of the community and is dedicated to serving the citizens of Bedford. Three new firefighters have also joined the department. The new recruits are Sean Kennery, Mathew Busa and Michael Sargent who graduated from 12 weeks of intensive training at the Massachusetts Fire Fighting Academy in Stow, Massachusetts.

The department received a new rescue pumper. This truck replaced a 1988 fire engine.

The department provided an excellent fire safety program in the schools. Lt. Mark Sullivan and Firefighter Chris Springer presented a student fire safety program to more than 800 students in grades K- 6 throughout the year funded through a state grant.

In spring of 2007 the department was awarded a federal grant to purchase a thermal imager for a cost of approximately \$13,000 and in January of 08 the department was awarded a \$34,000 federal grant to be utilized for refresher training for the entire department in core firefighting and rescue skills. This training will bring all firefighters to the same level of training meeting the most current standards.

Each year brings new demands to the department from Homeland Security and the Bedford Fire Department continued to meet those demands. We constantly prepare for any type of disaster.

The department participated in a regional exercise at Hanscom Air Force Base and continues to train with our neighboring communities.

We continued to review all buildings within the town on a semi-annual basis to update our pre-fire plans and provide inspections to businesses. We also participated with the Board of Health in updating all our hazardous materials contingency plans.

The Fire Prevention Division keeps a busy schedule with the commercial construction projects in town and a comprehensive inspection program of all occupancies with flammable storage permits. Fire Prevention is also actively working to establish relationships with the high hazard buildings in town and assisting with emergency planning for those occupancies. Inspection programs have produced great results in reducing the fire problem and alerting the department to possible hazards.

The department participated in a National Firefighter

Fire Department

continued from previous page

Stand Down Day in which every group dedicated a day to discussing safety issues and promoting health and wellness and reflecting on the increase in firefighter deaths and injury. The particular emphasis was “ready to respond” making sure the firefighters were properly equipped and vehicles were safe and ready to respond.

The fire department responded to a total of 2,508 calls for service for the year. The department responded on mutual aid to assist other communities on 182 occasions which includes 144 ambulance responses and 38 fire responses. We received Mutual aid from surrounding towns 184 times including 105 ambulance responses and 79 fire responses.

The rest of break down of emergencies is as follows:

Fires and/or Explosions	44
Rescue and Emergency medical service	1125
Hazardous conditions (no Fire)	138
Service Calls	188
Good intent calls	83
False alarms and false calls	374
Other types of incidents	556

FY09 Projections

The upcoming year the department will conduct a comprehensive self-evaluation in preparation for developing a long-range strategic plan. Once into the strategic planning process the department will solicit input from town government and the community at large including its citizens and corporate members. The goal is to develop a set of service benchmarks and create a blueprint for reaching those benchmarks.

During the upcoming year we will continue developing the fire department into a highly professional, customer service oriented, excellently trained, and proactive team as in the previous year. We will continue to work with our federal training grant funding to provide each firefighter with over 60 hours of firefighting training.

In keeping with planning *before* disaster strikes, the Fire Department hopes Bedford residents will make fire safety a daily activity. The Fire Department urges residents to keep smoke detectors and carbon monoxide detectors clean and working properly, test them once a month, never leave candles unattended, maintain gas grills, store flammables in proper spaces and containers and change the smoke detector batteries when we change the clocks.

HISTORIC PRESERVATION COMMISSION

Neil M. Leary, Chair

The purpose of the Historic Preservation Commission (HPC) is the preservation, protection, development and management of Bedford’s historical, archaeological and cultural assets. The Commission may initiate contracts, accept gifts and contributions, acquire property of historic significance subject to Town Meeting approval, and hold public hearings relevant to the furtherance of its mission.

The current members of the Commission are Donald Corey, Charles French, Suzanne Koller, Neil Leary (Chair), Rose Anne Pappert, Robert Slechta and Alethea Yates. The operating budget of the Commission for FY 2008 was \$1,200.

HIGHLIGHTS

Old Burying Ground (OBG)

Phase 1 of the restoration and rehabilitation of the gravestones was begun in the late fall of 2006, under supervision of the Bedford Department of Public Works (DPW). The work was funded by a grant of \$35,000 from the Massachusetts Historical Commission (MHC) matched by \$35,000 from Bedford Community Preservation Committee funds (CPC). Phase I of the gravestone work was completed in early June 2007.

Barbara Mangum Assoc., contractor for the gravestone work submitted two large notebooks with final reports and photos of the work which were placed on permanent loan to the Bedford Historical Society.

An additional contract of \$35,000 for Phase I of tomb restoration was awarded in the spring of 2007 and was funded by the CPC. Work began in the fall of 2007. Also, at that time, a volunteer crew, trained by consultant Ivan Myjer of Building and Monument Conservators of Arlington, began the cleaning of the gravestones which were not covered in the contract. Ivan Myjer held a session on gravestone-cleaning techniques attended by Bob Slechta, Don Corey, Town Historian John Brown and several members of the DPW. Volunteers were recruited through an announcement in the Bedford Historical Society newsletter. A crew of workers was then trained and started working in October. By January, 69 headstones and 33 footstones were cleaned. Work on the tombs also started with the replacement of bricks in the vaults of the two south tombs. The vaults were then covered with waterproof membranes over which sod was replaced. Phase 1 of the tomb and gravestone work was completed by November 2007.

Phase 2, the additional restorative work required on

Historic Preservation Commission

continued from previous page

gravestones and tombs, as well as landscaping, is to be completed in FY 09 with a grant of \$50,000 from the Massachusetts Historical Commission, matched again by the CPC. Of the \$100,000 available, \$75,000 will be used to rehabilitate the north row of twelve tombs and the remaining \$25,000 will be used to complete the restoration of gravestones not included in Phase I.

Another project was completed consisting of the setting of several gravestones that were out of the ground and the resetting of about 90 that were tilting badly. The work was performed with a gift to the town by the Bedford Historical Society of almost \$5,000 which consisted of a memorial fund that the society had received from the many friends of the former Town Historian, John F. Brown. John had a great appreciation of the Old Burying Ground as an historic resource and had spent many hours over a number of years working with others to complete an accurate survey and a map of the surviving gravestones and to record the inscriptions that were still decipherable. The group of volunteers that had started work in the fall of 2007 finished cleaning over 220 of the slate and marble gravestones, removing the lichens, moss and dirt that had rendered many of them illegible.

National Register Nominations

Listing in the National Register of Historic Places is a prestigious recognition of a property's value as an historic and cultural resource. The National Park Service listed two areas in Bedford on the register in 2007. They were the Shawsheen Cemetery, listed in June, and the Old Billerica Road Historical District in July. These projects, spearheaded by the Commission led by Don Corey, Project Leader, were strongly supported by the Massachusetts Historical Commission, (MHC), which initially declared the sites eligible, assisted with a Planning Grant of \$6,000 matched by the CPC and finally submitted the nomination to the National Park Service. Consultants Martha Lyon and Greg Farmer performed the necessary research for Bedford's application to nominate portions of Old Billerica Road and Shawsheen Cemetery for inclusion as districts in the National Register of Historic Places (NR) that was submitted to the MHC during the summer of 2006.

Historic District signs are to be installed at the three entrances to the Bedford Center District and to the Old Billerica Historic Road District as a joint project funded by the HPC and Department of Public Works.

An application to the MHC for eligibility of the David Fitch House on Old Billerica Road for nomination to the National Register as an individual property was approved. A favorable decision was issued in July and

Carleton-Willard Village, owners of the property, are expected to engage consultants to prepare the nomination forms next year when funding becomes available.

A current project to obtain National Register listing for the Two Brothers Rocks-Dudley Road Historic District in Bedford and Billerica is in progress. The MHC voted this project eligible after a joint public meeting with the Bedford and Billerica Historical Commissions. The Two Brothers Rocks are among the very earliest historic landmarks in Massachusetts, marking the 1638 land grants to John Winthrop, the first Governor of Massachusetts Bay Colony, and to Deputy Governor Thomas Dudley. In April, the HPC obtained a MHC planning grant of \$8,000 for preparation of nomination forms. With matching funds of \$5,500 from the CPC, the project will also involve the design and installation of an interpretive sign similar to the signs already in place at Wilson Mill Park and the Bacon-Fitch Mill, at the Two Brothers Rocks historic site. This project is being completed with the cooperation of The National Wildlife Refuge (NWR), owner of the site which is in Bedford.

Wilson Mill Park

The commission held a joint meeting with the Wilson Mill Park Planning Committee (WMPPC) in February regarding the five plans the Selectmen were considering for repair of the Wilson Mill Dam. The WMPPC prepared and sent to the Selectmen a position paper with our jointly agreed solution for the repair.

Demolition Delay

Six demolition permit applications were received during fiscal year 2008. Hearings were held on three of the buildings that were found to be historically significant. One building was determined to be preferably preserved for a period of 12 months.

Community Preservation

The Historic Properties Preservation Fund was established for preservation of the Town's municipally owned historic properties. Plans for the long-term preservation services anticipated through the year 2012 have been prepared by Don Corey, the commission's member on the Community Preservation Committee. The March Annual Town Meeting appropriated \$200,000 to the fund, bringing it to \$696,000. An additional \$95,000 will be requested at the November 2008 Town Meeting. The intent is to add to this fund for several years with a target of \$1,000,000 so that it may provide funding over decades for the preservation of these properties.

HOUSING AUTHORITY

William S. Moonan, Chair

PURPOSE

Bedford Housing Authority is a service organization providing affordable housing for people of low and moderate income through direct housing in government-owned developments. The Bedford Housing Authority is an independent and quasi-municipal agency, charged by statute with providing safe and affordable housing for eligible persons. It is a public body, politic and corporate, duly organized and existing pursuant to Massachusetts General Laws, Chapter 121B, Section 3.

The Authority administers and manages 80 units of Chapter 667 Elderly housing at Ashby Place and 12 units of Chapter 200 Veterans/Family housing on Elm Street. The Authority oversees a property on Railroad Avenue, which is run by the Department of Mental Health. In addition, the Authority also subsidizes 19 units for low-income voucher holders at Bedford Village and administers a contract for 6 rental assistance vouchers within the community. More information and applications are available online at www.bedfordhousing.org.

The Board of Commissioners of the Authority is the policy making body of the agency and are legally responsible for the overall operation of the Authority. The Board of Commissioners are: Chairman William S. Moonan, Vice-Chairman Stephen Hanna, Treasurer Patricia Ross, and Asst. Treasurer Susan Ellis, and member, Jane Puffer. The Executive Director along with Authority staff manage the day-to-day operations of the Authority. There are one full-time and three part-time employees.

The board meets on the second Wednesday of each month at 7:30 pm at the Community Building on Ashby Place. The meeting schedule is posted in the Bedford Town Hall. Special meetings are held when necessary.

HIGHLIGHTS

Ashby Place

As of August 2008, there were 35 eligible applications on file for elderly/handicapped housing at Ashby Place; 9 of which are Bedford residents. There were 12 vacancies filled; 11 of which were Bedford residents. Bedford residents receive a local preference and are placed first before out of town applicants. Currently, 1% of total assets are calculated in with other sources of income for rent calculation purposes. There is no asset limit for applicants of Chapter 667 Housing; however, applicants must meet the annual income limits of

\$46,300 for one occupant and \$52,950 for two occupants. This year the average rent received in this program is \$374 per month, which includes utilities and is based on 30% of the tenant's net monthly income. Air-conditioned living room and meeting room space is available for tenant use.

In June, 2008 Bedford Housing Authority received the Community Newspapers Readers Choice Award Honorable Mention for Best Retirement Community in Bedford, MA. Thank you to all of you who voted for us. The Housing Authority's Staff and Commissioners are committed to providing and maintaining safe and affordable housing for the residents of Bedford.

Elm Street

Family housing tenants pay 27% of their net income towards rent. The average rent received in this program is \$432 per month. The tenants pay their utilities, but are given a heat allowance as a deduction from their rent. The authority provides routine maintenance and repairs. There were 6 vacancies in the program this year. The kitchens and bathrooms renovation project began in July, 2007 and was completed in March, 2008. Not only were the kitchens and bathrooms totally gutted and rebuilt, all 12 of the units were re-wired and electrical panels updated, the hardwood floors were refinished, washer/dryer hook-ups were updated and dryer ventilation installed and all of the units were painted. This project was funded by Bedford Housing Authority's operating reserves, Community Preservation Grant funds, and state funds of over \$200,000 which was initially non-existent until the new administration at the State House. The Housing Authority would like to thank the Community Preservation Commission and the Town of Bedford for its funding and commitment towards affordable housing.

PROJECTIONS

The Bedford Housing Authority has submitted a proposal for additional Community Preservation Grant funds, along with modernization funds from the State to complete the energy efficiency and sustainability of all 12 units of Family housing located on Elm Street. Requested is funding for the conversion of oil to gas boilers, removal of oil tanks, new radiation baseboard heating, new siding, insulation (which is currently non-existent), repair or replacement of deteriorating cements slabs and steps and replacement of bulkheads.

In the Spring, 2009 students from Shawsheen Valley Technical High School will be upgrading the bathrooms at Ashby Place, with low-flow toilets and faucets and updating the lighting fixtures in the Community Building which also houses the office and laundry room.

Housing Authority

continued from previous page

The students will also be installing double doors leading out to a handicapped accessible deck where the tenants of Ashby Place can host their annual cook-outs.

Other plans for Ashby Place include, installing brighter and more energy efficient lighting for the parking area and walkways and clean out of all of the buildings main

drains. More long term projects include upgrading all of the kitchens and bathrooms and installing new floors and windows.

We plan on continuing the English as a second language program at Ashby Place to benefit our non English-speaking residents, and we would like to thank the Bedford COA for sponsoring this course.

HOUSING PARTNERSHIP

Christina Wilgren, Chair

PURPOSE

The Bedford Housing Partnership (BHP) is a joint committee composed of the Affordable Housing Committee, the Fair Housing Committee, and members at large. All of the members are appointed by the Selectmen, and meet once a month. The purpose of the BHP is to implement affordable housing programs and encourage the growth of the supply of affordable housing within the Town of Bedford. The BHP works cooperatively with the other local government boards and committees, State agencies and local non-profits such as the Bedford Housing Trust (BHT).

Employee Statistics

The BHP does not have any dedicated employees. The staff of the Town Manager's office provides support. During FY08, Community Preservation Act (CPA) funds allocated for Affordable Housing consulting services were expended to compensate the consultant but no new funds were allocated. These services are invaluable in navigating the arcane rules of affordable housing development, analyzing proposed developments, and developing new programs.

HIGHLIGHTS

While Bedford is free from the threat of Chapter 40B developments being foisted upon us, having exceeded the 10% minimum subsidized housing inventory, this is somewhat misleading in terms of judging whether we are doing all that can be expected to meet affordable housing needs. The good news is that our ZBA and Planning Board can continue to guide development in town without the threat of overrides from the state's Housing Appeals Committee. The balance of power between developers and town committees continues to be equitable. Bedford's exemption from Comprehensive Permit appeals is secure as long as the town's subsidized housing inventory remains above 10%. We are working to ensure we never fall below this State-mandated benchmark. Now we can look for opportunities to

encourage the development of affordable housing that meets the needs of people earning significantly less than the \$84,401 Area Median Income. Often the level of income required to be considered eligible for affordable housing is 80% or "up to 80%" of AMI. There are too many for whom this housing is not affordable.

Additionally, although the state inventory shows over 10% subsidized housing in town, this figure is misleading. We have several large mixed-income rental developments. In such developments, the state counts all the units (even the market rate ones) as affordable. The rationale is that the market rate units are subsidizing the affordable ones and therefore they should count. But the net effect is that only a quarter or less of the units in a 40B development are less than market rate, for example, 32 of 156 or 22 of 88 or 33 of 164. Clearly, the State is giving credit for far more affordable units than we actually have and, as noted above, the definition of affordable is relative in the affluent Greater Boston area.

There are still affordable housing needs in town. The good news is that the town can focus on these needs instead of simply having to accept every comprehensive permit proposal or face the state overruling a Bedford denial of a permit. Based on an analysis of census data for Bedford, surveys, and other sources, the Housing Partnership has identified several areas of need: moderately-priced senior housing and affordable family housing (3 bedrooms). The BHP will work in the next few years to encourage the development of such housing.

All of our activities are conducted in the context of furthering the Town's Comprehensive Affordable Housing Plan (developed in 2001 and reflected and updated in the Comprehensive Plan and other documents since then). This plan calls for the town to encourage the development of affordable housing scattered throughout the town on a small scale and consistent with neighborhood character and Smart Growth principles. To implement these plans, the BHP uses an Affordable Housing Strategy, identifies specific action plans and task groups, helping us organize and track our efforts. Here is a summary of activities and accomplishments in FY08 by the BHP.

Housing Partnership

continued from previous page

Review of Housing Developments – The BHP carefully reviewed several proposed housing developments with an affordable component. In FY08, the BHP reviewed or sent memos to the ZBA or Planning Board with analysis and advice on the Habitat for Humanity North Road development and Village at Taylor Pond (formerly Criterion) proposals.

Senior Housing Task Force – After consultation with the Selectmen, the BHP formed an Ad Hoc Senior Housing Task Force with representatives from the Council on Aging, Housing Authority, Carleton-Willard Village and other interested parties. This Task Force completed their one-year mission to study the Town's senior housing needs and has made the report publicly available. The Council on Aging held a forum in the fall. We are looking forward to an opportunity to meet the needs of seniors and are open to suggestions.

Volunteer-Based Affordable Housing – The BHP supported the Bedford Housing Trust's efforts to initiate a volunteer-based affordable housing project in Bedford. Thanks to the Community Preservation \$600,000 donation to Habitat for Humanity of Greater Lowell to produce affordable housing in Bedford, we are now solidly progressing toward producing 8 homes at 130 North Road. This project is going to rely heavily on the people of Bedford to unite to make this effort a success. Cutting edge Green Technology will be used under the adept guidance of Betsy Pettit's architectural firm Building Science Consulting. Currently the rehabilitation of the site's historic farmhouse is the focus of Habitat work in Bedford. The Partnership continues to encourage the adoption of green technology and feels these homes will be a model to be emulated. This offers an ideal method to gain small scale, truly affordable housing which is also environmentally sensitive and sustainable.

447 Concord Road – The Town of Bedford is overseeing the development of 14 affordable rental units on town owned land. During FY07, turtles and violets, water flow and water quality concerns during the 5 years of planning and other issues were being reviewed. The developer's LIP application passed in January 2007, and issues continued to be heard before the Conservation Commission into FY08. The project has received funding from the State and also from local Community Preservation funds and HOME funds.

VA SRO – This project provides 60 affordable rental housing units to veterans at the VA Hospital opened to residents in September 2007. The ceremonial opening of the Bedford Veterans Quarters was held with federal and state officials in attendance July 18, 2007. The accommodations are truly a proper step in treating our Veterans with respect and appreciation. With the

addition of these 60 units, there are 200 units of housing for veterans who are homeless in the Commonwealth. Bedford support for this project continues as The Art Connection will be installing 20 original pieces of contemporary artwork in the Fall of 2008.

Heritage at Bedford Springs – This 164 unit 40B rental development on Middlesex Turnpike received final Certificate of Occupancy at the end of FY07. Thirty-three of the units are affordable in perpetuity to households earning up to 50% of area median income. All of the units are occupied.

HOME – The BHP continued to manage the town's participation in the Metro West HOME Consortium, which will provide funds for local affordable housing. A new 5 year plan is being worked on and scheduled to be completed by September 2008.

Fair Housing – The BHP is committed to fair housing and works actively to oppose any sort of illegal discrimination in housing and encourage diversity in our housing stock and population. In addition to receiving and pursuing any fair housing complaints (of which there were none in FY08), the BHP has adopted many proactive strategies for promoting diversity. We encourage the development of housing that meets a variety of needs (designed for families, seniors, handicapped, veterans, and different income levels). We require affirmative marketing plans for all affordable housing. And we conduct an ongoing education campaign against housing discrimination, including a pamphlet distributed at town events. The HOME consortium provided Fair Housing trainings for real estate agents free of charge.

Village at Bedford Woods – This development has been approved for 22 affordable ownership units at the 80% AMI level. All 8 affordable units in the first completed building are occupied demonstrating a high demand for affordable housing.

Village at Taylor Pond (formerly Criterion) – Construction began, and the management company met with the town officials to plan the marketing and application process for affordable tenants.

PROJECTIONS

We have the hard-earned opportunity to direct development in a manner that furthers the town's goals as expressed in the Comprehensive Plan and to ensure that the development addresses local and regional needs. The Housing Partnership is working with the Zoning Board of Appeals, the Planning Board, and the Selectmen to make sure we seize this opportunity and maintain local control over housing development while meeting the needs for various kinds of truly affordable

Housing Partnership

continued from previous page

housing. The state counts market rate units as well as affordable units in rental developments—classifying them all affordable. The State’s household income criteria for eligibility at 80% of AMI is so high that it excludes many from eligibility. Notwithstanding, we need to assess what Bedford is doing to address local affordable housing needs and thus continue to be a leader in the Commonwealth.

We will continue to review development proposals presented to the Zoning Board of Appeals and Planning Board and to provide these bodies with advice and analysis of the housing aspects of these developments. We have encouraged these boards to consider carefully how to address needs for affordable housing while ensuring that these developments address local and regional needs and concerns. We encouraged the adoption of an inclusionary zoning bylaw or similar provisions to ensure that all new housing developments over a given size include a significant amount of affordable housing. This will help us avoid falling below the 10% guideline and again becoming vulnerable to Comprehensive Permits. We will continue to ask

developers about, and encourage, the employment of Green Technology in their projects in Bedford.

We appreciate the ongoing support of the townspeople as evidenced by their continuing support for Community Preservation Act (CPA) funding. Tight government budgets make it increasingly difficult to develop affordable housing without large, dense market rate developments to pay its way. The CPA is one of the few funding sources available to help Bedford implement our strategy and create affordable housing on our own terms. All of our local CPA funds from 2001 to 2007 funds have been matched 100% by the state. Other than this, state funding for affordable housing in suburbs is almost non-existent.

The BHP has openings for volunteers on the Fair Housing Committee, Affordable Housing Committee, and as at-large members of the BHP. If you would like to help us create more affordable housing in Bedford and ensure that the housing created is consistent with community needs and desires, please contact the Office of the Town Manager in the Bedford Town Hall.

PATRIOTIC HOLIDAY COMMITTEE

Paul Purchia, Chair

PURPOSE

The Committee’s primary focus is planning ceremonies for Memorial Day, Veterans Day, and other patriotic holidays and events with a focus on recognizing Veterans of the US Armed Services. The Committee provides advice and recommendations to the Selectmen concerning Town-owned Veterans Memorials on the Town Common and Veterans Memorial Park, including any proposed changes and/or additions to these memorials. When appropriate, the Committee also uses its best efforts to recognize and promote the contributions and sacrifices made by our veterans.

Membership

The Patriotic Holiday Committee consists of six volunteer members appointed by the Selectmen. Committee members are Bob Hansen, John Ayvazian, Butch Marcus, Fred Gordon, Joseph Piantedosi (Vice Chair) and Paul Purchia (Chair).

HIGHLIGHTS

Veterans Day-November 11, 2007. Ceremonies were held at Veterans Memorial Park to honor all veterans. Bedford Police Honor Guard escorted ceremony attendees along the walkway to monuments. Ceremonies

included an Opening Prayer, Pledge of Allegiance, singing of God Bless America accompanied by the BHS Band. Speakers included retired military officers. Presentation of Memorial Wreath and placing of small American flags remembering departed veterans by all attendees wishing to do so. Volleys fired by Bedford HS Air Force Junior R.O.T.C., sounding of TAPS, singing of our National Anthem, and closing prayer.

Memorial Day-May 26, 2008. Committee organized the morning events and committee members joined American Legion and V.F.W. members, Selectmen, and attendees in memorial services held at the American Legion Hall, Shawsheen Cemetery and Shawsheen River, including prayers, placing of wreaths, firing squad volleys and playing of TAPS. PHC invited Bedford Historic Preservation Commission to talk about their research of Bedford’s Civil War veterans at the memorial ceremonies at Shawsheen Cemetery. Separate ceremonies were held at the Old Burying Ground with Concerned Black Citizens, Historic Preservation Commission and Bedford Minutemen. Committee members later assembled parade participants (including Keynote Speaker Lt. Gen. Ted F. Bowlds and Grand Marshals Roger and Irene Rivet) and marched in Memorial Day Parade starting at Mudge Way. Parade proceeded to the WW I Memorial at Bedford Common. Remarks about the WW I Memorial by Historic Preservation Commission, prayer, rifle volleys, TAPS and then parade proceeded to Veterans Memorial Park.

Patriotic Holiday Committee

continued from previous page

Memorial Day ceremonies included Invocation, High School Marching Band playing “God Bless America,” and speeches by local dignitaries. Middle and high school students read their winning essays on “*The Price of Freedom-Why We Honor Memorial Day*”. WWII, Korea, Viet Nam and other veterans attending were recognized. A memorial stone was dedicated to Terry Reed, a 1963 BHS graduate killed in Viet Nam. A Roll Call of Bedford Veterans who passed on during the past year was read. Poppies were placed on each plaque remembering Bedford veterans killed in action in WWII, Viet Nam and Iraq. The BHS Band played our National Anthem. A closing prayer and the sounding of TAPS concluded our ceremonies. The Patriotic Holiday Committee gratefully recognizes the contributions of Jon O’Connor in designing and producing the Memorial Day Observance brochures which were distributed throughout Bedford and at the town’s Memorial Day ceremonies. The committee continued to work with our Bedford School Committee Liaison and school administrators. Our goal is to effectively communicate and interact with Bedford’s school administrators, teachers and students

with the help and advice of the school committee

PROJECTIONS

The Patriotic Holiday Committee will continue to plan and conduct meaningful ceremonies to recognize and honor the sacrifices of our veterans in FY 2009. The committee will replace and add new committee members in the coming year. The committee will increase its efforts to honor our veterans and to promote patriotism in its citizens by working through local media outlets and by working with town committees such as the Historic Preservation Commission and the School Committee. We will improve the committee’s working relationship with Bedford’s Veterans Agent. The committee will continue to work with the School Committee and school administration during the coming school year to help our students better understand and appreciate the sacrifices made by our veterans. The committee will continue to participate on the BHS Fallen Veterans Memorial Plaza Committee to memorialize the sacrifices made by four BHS graduates killed in Iraq and Viet Nam and all veterans who have made the ultimate sacrifice.

PLANNING BOARD

Janet Powers, *Chair*

Number of Employees: Full Time; 2

HIGHLIGHTS

One preliminary site plan was presented to the Board: 150-168 Great Road, Bedford Shopping Center

Five site plans for modifications/renovations were reviewed by the Planning Board and were given a positive recommendation:

- Boston Tamil Center, 97 Springs Road
- GSI, Inc. 125 Middlesex Turnpike
- Former Polaroid Site, 201 Burlington Road
- Great Road Market Place, 150-168 Great Road
- The Goddard School, 54 Middlesex Turnpike

The Board approved of the following Bond Releases:

- Freedom Estates (located on South Road) received three separate bond releases.

The Board held the following Public Hearings:

1. Evolve Fitness Center 213 Burlington Road Special Permit Public Hearing (under the Industrial Mixed Use Bylaw); amendment to original special permit application was approved.

2. Village at Taylor Pond, 59-75 Middlesex Turnpike Special Permit Public Hearing (under the Industrial Mixed Use Bylaw); amendment to original special permit application was approved.

3. Blake Block, 68-84 Great Road Special Permit Public Hearing (under a Town Center Mixed Use Bylaw); application was approved.

4. Scenic Road Public Hearing for 145 Page Road; remove a section of stone wall to create a safer driveway access; request was approved

The Planning Board recommended approval of three Zoning Articles at Annual Town Meeting:

1. Article 6—Projecting Signs
2. Article 10—Underground Utilities For Portions of Great and Fletcher Road.
3. Article 16—Caesar Jones Street Acceptance

ANR Plans (Approval Not Required); Any person who wants to record their plan of land and believes that their plan does not require approval under the Subdivision Control Law can submit their plan with a *Form A* Application to the Planning Board for review.

The Planning Board received **4 ANR** plans and all

Planning Board

continued from previous page

received positive recommendations, with the exception of one application that withdrew.

- 1. 231 Dudley Road
- 2. 15 Glenridge Drive (withdrew application)
- 3. 59-75 Middlesex Turnpike, Village @ Taylor Pond (formerly Criterion)
- 4. 33 & 35 Liberty Road

Members of the Planning Board continue work with many other committees as follows:

Sandra Hackman—MAGIC (Minuteman Advisory Group on Inter-local Coordination), Metropolitan Area Planning Council, and Council on Aging

Margot Fleischman—Community Preservation Committee and Transportation Advisory Committee

Steven Spector—Recreation Commission and Chamber of Commerce Liaison

Lisa Mustapich—HATS DRI (Hanscom Area Towns Development of Regional Impact), Affordable Housing Committee, Fair Housing Committee, Bedford Housing Trust, and Bedford Housing Partnership

Janet Powers—Transportation Advisory Committee, Bedford Arbor Resource Committee and Historic District Commission

Items that can be located on the Planning Board Website:

Comprehensive Plan, Bedford Comprehensive Affordable Housing Plan, Street Tree Policy, Tree Preservation Policy, Agenda Policy, Architectural Design Review Guidelines, Green Building Resources, Subdivision Rules & Regulations and Forms, Agendas, and Minutes.

Other points of interest that the Planning Board has discussed during fiscal year 2008:

- Sidewalk/Pedestrian Connections (strategizing creative ways to improve missing links/connections to public services)
- Green Building Resources/ Leadership in Energy and Environmental Design (LEED)
- Village Housing/Neighborhood Housing proposed zoning amendment (preliminary discussions)

The Planning Board reviewed two **Aquifer Protection Special Permit** requests and forwarded a positive recommendation to the Selectmen on both.

- Zink Imaging, Inc. 16 Crosby Drive
- GSI Group, Inc., 125 Middlesex Turnpike

PROJECTIONS

1. Develop Zoning Bylaws that minimize the impact of religious, educational and child care uses in residential districts.
2. Assemble Assessors data in order to evaluate housing stock and diversity.
3. Continue to participate in the Metropolitan Planning Organization’s study of the potential of Bedford to support demand responsive transit service.
4. Promote energy efficient and environmentally sustainable building in Bedford.
5. Continue the careful analysis of the broad range of development applications that come before the Planning Board to ensure that new development meets the goals of the Comprehensive Plan and the requirements of the Town’s bylaws and regulations.

POLICE DEPARTMENT

James G. Hicks, Chief of Police

The Police Department is a 24-Hour, 7 day a week, public safety emergency service organization for the Bedford Community. The Department has an authorized strength of 28 Full Time Police Officers and 7 Full-Time and 3 Part-Time Emergency Communication Dispatchers all who are trained to meet state Criminal Justice Standards and Communications Standards. Our goal is to identify the services needed by the residents and provide those services in a professional manner.

Number of Employees	
Full Time Officer	28.0
Administrative	1.5
School Crossing Guard	0.5

Animal Control Officer	0.5
Emergency Communications Officers	7.64
Special Police Officers	13.0

HIGHLIGHTS

FY08 found the Bedford Police Department in the midst of transition as we worked to update our Strategic Plan. As an organization we continued to strive to meet the goals and objectives that would be beneficial to the residents and businesses we serve in the community. We continued to work to accomplish the goals we were unable to accomplish from our first strategic plan. Most of these goals were truly ambitious from the beginning but the Bedford Police Department felt they were worth the extra effort to accomplish. Upon review of the

Police Department*continued from previous page*

overall efforts in FY08 it was again apparent that we had to overcome many obstacles as we sought to address the immediate needs of our constituents as well as keep looking to the future. With beginning of FY08 we lost two (2) veteran officers as a result of a retirement and a transfer to another department. Shortly after this transfer we lost two officers to long-term illness/injury. Mid fiscal year we lost another officer to transfer. During the FY08 the department operated at full staffing levels for a total of thirty-four days. During the year we were operating 10%-20% below our authorized staffing level. Operating an organization at these reduced levels focused most of the attention on creating methods to staff the key functions that must be accomplished.

In spite of the staffing shortfalls the Bedford Police continued to offer those programs that the community has indicated are important to them. Through grant funding we offered the Child Passenger Safety Seat Installation and Checkpoints, Child Identification Programs, Youth Safe Halloween, Police Station Tours and Bicycle Safety Programs. We also conducted our third Citizen Police Academy Program. This program continues to show the value of interaction between the citizens and the police officers. The officers that participate in this program receive direct feedback that wouldn't occur in a regular setting. In addition the communication and direct contact that the attendees receive is an opportunity to learn about their police department and more importantly learn about the individual officers that comprise the organization. This valuable program will continue to be offered with the hopes that many community members attend and get involved. Every year our primary goal is to promote safe vehicle and pedestrian traffic in the community. Through the collaborative efforts between the Police Department, Department of Public Works, Town Manager and Fire Department we continue to strive to address traffic safety concerns expeditiously. In FY08 the number of vehicles using our roadways continued to increase. We had two traffic fatalities in FY08, which were our first in six (6) years. The fatalities confirm that we must continue our efforts to promote good driving behavior through education, enforcement and engineering.

Fiscal Year 2008 continued to show a small decrease in the total calls for service for the Bedford Police Department. We are beginning to see a change in the geography of call origination in conjunction with the types of calls we now receive. Due to the spread of the residential population to the outskirts of the town as well as the type of living communities (more dense) it has caused the Bedford Police Department to reconfigure its patrol sectors to better cover the needs for services. We will continue to monitor and evaluate the over all effect of spreading the organization thinner to cover more area.

Although total calls for service have remained steady in FY08 we saw a rise in simple larcenies and shoplifting as well as Breaking and Entering into motor vehicles. These types of crimes are similar to what other communities throughout the country are seeing. The historical statistics show that these crimes are reflective of the economy. They are quick to execute and are opportunistic in nature. We also saw a rise in incidents of vandalism and simple destruction. Most of these crimes can be attributed to mischief however the resulting damage, although not major, creates a level of frustration for those that are victims and are worthy our attention. Although local funding does not allow us to provide additional resources to these incidents the officers of the Bedford Police Department take it upon themselves to provide not only the best service while they are on duty they also give their own time to seek information and leads as well as provide Crime Prevention information and advice.

We continue to strive to provide the best possible training for the officers of the organization. It is clear that a well-trained officer is better able and prepared to provide the services needed to the residents and businesses in Bedford. In addition to updates in law and procedures the officers received training in Management and Leadership, Crisis and Conflict, Advanced Computer Skills, Advanced Accident Investigation, Advanced Domestic Violence, Interviewing Techniques amongst many others. Much of this training is provided with funding from grants from the State and Federal Government.

Police Certification/Accreditation continues as one of our primary goals. We have completed approximately 72% of the required standards toward Certification during the self-evaluation phase. Our current progress will have us ready to be assessed in the spring of 2009. At that time the residents of the Town of Bedford will play a major role in this process. Every resident will be able to make comments as to the ability of the Bedford Police Department to provide the services as we describe in our application.

The School Resource Officer Program continues to be an important partnership between Bedford Schools and Bedford Police as well as the relationships that are being built between the youth of the community and the Police Department. It has been clear that this program is essential to the future of our community. Although it is difficult to measure prevention this program is truly indicative of proactive community leadership. The Bedford Police Department and the Bedford Public Schools are dedicated to improve and maintain this program and continue to give it our highest priority as we move forward.

Police Department *Continued from previous page*

FY2008 Statistics

Motor Vehicle Violations

Citations Issued	1915
Warnings	1361
Civil	433
Criminal	81
Arrests	40
Total Fines Collected	\$161,310

Calls for Service

MV Acc	416
Alarms	682
Larceny	175
Domestic Disputes	93
Child Passenger Seats	91
Service Protection Orders	52
Breaking and Entering	44
Breaking and Entering MV	58
Vandalism	103
Total Calls for Service	12,049

Arrests—122 Total

PROJECTIONS

FY09 will be a challenging year for the Bedford Police Department. The challenges will include a continued staffing shortage. The year will begin with the same shortage that FY08 ended with. In addition we will be losing staff temporarily to military service. We will have a new officer graduating from the academy in early September to ease some of this shortfall. In addition we

will need to address the challenges that are characteristic of any community that is growing regardless of the rate of growth. We need to plan and prepare for the future of Bedford and how the geography will change. We will also need to address the mandates that are created for us through legislation, Federal mandates and local needs while operating at a similar budget level. The Bedford Police understand that difficult challenges require increased dedication and planning. FY09 will see a development of a continued Strategic Plan. This plan will consider where the organization needs to go and what is required to get there. Accreditation will be a priority for FY09. We will be working very hard to achieve Certification/Accreditation status by the conclusion of the year. We will continue to focus much of our efforts on the youth of the community. Supporting the School Resource Officer Program will be the main focal point of these efforts. We will also increase the training provided for the staff of the department. This will include more hands on defensive tactics, working with the mentally ill, leadership and communication and Ethics Training. Maintaining a highly trained and well informed Police Department allows us to always deliver superior service to the community by having the most knowledgeable and prepared staff to respond to the needs of the residents and visitors.

This department is comprised of dedicated and driven individuals who come together as a team when difficult tasks are brought forward and we are prepared to move forward and look for a successful and fruitful year. The Bedford Police Department still remains true to our motto “Serving the Community with Pride”. We understand that service at times means sacrifice but it also must be defined as standing up to what is right and just. We are dedicated to be partners of the community as well as ambassadors of knowledge and goodwill.

PUBLIC LIBRARY

Richard J. Callaghan, Director

Mission Statement

The Bedford Free Public Library provides resources for reading, self-directed growth and development, and the pursuit of ideas in an environment that is comfortable and welcoming to patrons of all ages, abilities, and cultures. The Library fosters a sense of community by anticipating information needs, maintaining a responsive and comprehensive collection in all formats, providing meeting space, and collaborating with town groups and organizations. Librarians serve to encourage the development and love of reading, to create and promote library services and programs, and act as a professional

interface between the library user and the rapidly evolving world of information.

The Bedford Free Public Library is open 69 hours a week, 7 days a week (except summer Sundays). A Reference Librarian is available in person, by telephone, email, or instant message every hour the Library is open. Free programs for all ages and storytimes for children are held year-round. Computers with the Internet, library catalog and databases, and Microsoft Office software are available for use. Internet access is also available to those with a laptop via wireless or cable connection. The Minuteman Library Network catalog, online databases, and individual patron accounts can be accessed through the Internet at www.bedfordlibrary.net.

Public Library

continued from previous page

FY08 Annual Statistical Report

Total Circulation	301,708
Total number of residents with library cards	10,736
Materials borrowed from other libraries	33,375
Materials loaned to other libraries	35,435
Total Collection Holdings	112,433

Professional Library Services

Number of reference questions answered	11,742
Number of items added to the collection	9,448
Number of attendees at library programs	8,561

Facility

Meeting and Conference Room Use	607
Use of Study Rooms 1 & 2	1,546

Number of Employees (FTE)

Senior Lib. Technicians	2.50
Library Assistants	4.17
Library Pages	0.95
Bldg. Super. / Custodial	1.91
Admin. Assistant	1.00

Total **16.45**

Number of Employees (Actual)

Full-time	7
Half-time or above	7
Part-time	

HIGHLIGHTS

Library Circulation breaks 300,000

For the first time ever, circulation topped 300,000 items! Circulation and library use has continued to climb steadily since the completion of the library expansion and renovation in 1999.

Building Improvements

The Library was brightened considerably this year, as several areas of the building received new carpeting. The first floor Browsing Area, Meeting and Study Rooms, Children’s Room, and the second floor Reference/Young Adult/Magazine area all acquired a more colorful and inviting look through the installation of new carpeting along with fresh accent painting on the walls.

An Eagle Scout project by Nick Tate brightened the appearance of the west library stairwell with a colorful mural. The theme is Elevations, and it depicts scenery from snow-topped mountains to life below the seas. The design was created by Marissa Masek, a Bedford High School student.

Special Programs

For our Fifth Annual ‘One Book, One Bedford’ event, the Library selected *Here If You Need Me: A True Story* by Kate Braestrup. This memoir by a widowed mother of four who becomes a chaplain in the Maine Warden Service provided a lot of discussion in the Library and around town. The highlight of the event was Kate Braestrup herself, who came to speak at Old Town Hall at the end of April.

Professor of History Dr. Daniel Breen returned to lead a six-part lecture and discussion series on World War II. Due to the popularity of this series and the extent of the material, it will continue in FY09. The Thursday Night Film Series continued to be a popular event, and regular book, informational, and cultural events rounded out the calendar for adult programs this year.

The Children’s Summer Reading Program concluded at the end of August with a huge outdoor picnic. The theme was “Catch the Beat @ the Library”, and special musical programs were held throughout the summer, in addition to weekly club activities and storytimes on the lawn. During the school year, weekly storytimes were provided for the enrichment of preschoolers.

FY08 COMMUNITY CONNECTIONS

Library Trustees

In March, Trustee Rosemary Dyer stepped down from the board after eight years of service, and Rachel Field was elected to fill the open position.

FY08 LIBRARY TRUSTEES: Lynne O’Connor, Chair; Howard Cohen; Rosemary Dyer (-March); Rachel Field (March-); Sarah Getty; Abigail Hafer; Michael Pulizzi and Michele Ross

FY08 Library Corporation: Michael Pulizzi, Michele Ross, Abigail Hafer

Friends of the Bedford Free Public Library

Using funds raised through membership fees and book sales, our hardworking Friends generously supplied the Library with museum passes, monthly calendar postage, the public performance license to show films, Film Movement DVDs, TV series DVDs, BookPage monthly subscription, support for ‘One Book, One Bedford’ and other special events, and refreshments at library programs.

In FY08, the Friends funded the purchase of Library Insight, an online museum pass program that allows patrons to reserve museum passes from home. The Friends also supplied funding for our upcoming “Wild About Books” Children’s Summer Reading Program,

Public Library

continued from previous page

which will provide for special programs, an area carpet celebrating the theme, and the end of summer contribution to African wildlife (depending on how many participants meet their reading goals).

FY08 Officers: Mercedes Kane, Co-President; Kay Spofford, Co-President; Kim Siebert, Secretary; Julie Turner, Membership; and Rick Spofford, Treasurer.

Library Volunteers

The Library enjoyed the invaluable assistance of 20 regular volunteers, who, along with a handful of temporary community service volunteers, contributed over 1,500 hours of service in FY08. Volunteers worked at the circulation desk, called patrons about reserves, repaired books, delivered materials to homebound patrons, shelved items, contributed to special projects, and performed routine office tasks.

FY08 Library Volunteers: Betty Baker, Betsy Boschetto, Nancy Campbell, Wally Campbell, Anne Dawson, Betty DePriest, Marcia Hegarty, Nan Hoeflich, Ginny Johnson, Ken Konkle, Pat Konkle, Garvin Moore, Mary Narcisi, Erica Neff, Ed Stickney, Sally Sutherland, Ruth Thompson, Pat Watson, Pat White, and Lynne Wolf.

A special thanks to:

- The members of the Bedford Garden Club, who once again volunteered their time, energy, and resources for the beautification of library grounds
- The sixth-grade volunteers who assisted our Children's Librarians during the Summer Reading Program

Arts Steering Committee

Members of the Arts Steering Committee generously donated their time and talents in the selection and organization of artwork by local artists for display throughout the Library.

FY08 Arts Steering Committee: Ronnie Gould, Jean Hammond, Constance Hanley, Sing Hanson, Mary Johannessen, Judy Morgan, and Carol Rissman.

Library Staff

In July, Lisa Baylis was promoted to Head of Circulation (a position shared with Jennifer Dalrymple), after working nine years as a Library Assistant.

In May, the Library welcomed Nancy Tegeler as our new half-time Children's Librarian. Nancy received her Master's in Library and Information Science from Simmons College in 2008.

PROJECTIONS

Young Adult/Reference Area Improvements

After planning for reallocation of the Teen and Reference spaces throughout this year, we will see the project come to fruition in FY09. With teen materials expanding far beyond the capacity of the current room, and print reference materials shrinking in favor of online resources, we will be swapping the two spaces next year. New tables, chairs, and computer stations will recreate the current reference space in a functional and flexible teen area with the ability to accommodate several groups at once. The current YA Room will become the Reference Room, which will house the reference collection and provide additional quiet study space. Design of the space was accomplished through the collaboration of staff with library design consultants.

Website Redesign

The Library has hired Extra Mile Design to redesign our web page (www.bedfordlibrary.net) into a more attractive, neat, and functional site. Improving our site's appearance and organization will make it more welcoming and user-friendly. A new web structure will also better highlight our services and resources.

Open 9-6 on Fridays

The Library will be experimenting with staying open an extra hour on Friday afternoons in the fall. This was the most requested time for expanded hours from our town-wide survey, and we hope the expanded hour will permit more library users to get the materials and resources they need before the weekend.

RECREATION DEPARTMENT

Ronald Richter, Recreation Commission Chair
Amy Hamilton, Director

The Recreation Department strives to offer a variety of programs throughout the year. These programs are intended to reflect the interests of and to foster a sense of community among Bedford residents.

Programs are self-supporting and costs are kept to a minimum thanks to the volunteer effort of many dedicated residents. The administration of the Department is supported by funds appropriated at the annual Town Meeting as well as by funds generated by program fees.

Department guidelines and policies are established by a five member Commission that is appointed by the Board of Selectmen. The Commission meets once per month in the Town Center Building. Meeting notices are posted with the Town Clerk. Meetings are open to the general public.

Office hours are Monday - Friday, 9:00 a.m. - 4:00 p.m.

Five town-wide mailings are made each year to distribute program brochures to each residence. Program information and other important Recreation information is also posted on the Department's website (www.bedfordrecreation.org).

Recreation programs are typically held in Town Center rental space, Public School facilities, in various rental facilities, at Springs Brook Park or on fields maintained by the Department of Public Works.

Throughout the year, Recreation programs include: dancing, gymnastics, art, music, soccer, basketball, lacrosse, volleyball, archery, golf, adult fitness, tennis, skiing, and science. In addition, special events and trips to shows and places of interest are offered to residents of all ages.

Summer Recreation in Bedford is busy with popular programs such as Sports Camps, Springs Brook Park swimming and swim lessons, Summer Adventures, Middle School Summer Recreation and Kids' Club.

The Kids' Club program is the Recreation Department's school age child care program for children in grade kindergarten through grade eight. Housed in Town Center rental space, it operates all year and not only meets the child care needs of residents, but also offers

children wonderful activities in a safe and caring environment.

The Recreation Department recognizes the tremendous contribution made by the many Recreation volunteers. Recreation basketball, soccer, lacrosse and skiing are all programs made possible by the volunteer spirit and effort of Bedford residents.

Private organizations offering recreational programs for Bedford youth include Bedford Babe Ruth Baseball and Softball, Lexington/Bedford Pop Warner Football, and Lexington/Bedford Youth Hockey.

Number of Employees

Full time: 2

Additional staff funded by Recreation Revolving Fund (program fees)

HIGHLIGHTS

- The recently renovated Springs Brook Park has been quite a hit and there has been a nice increase in attendance. On a beautiful summer's day, the beach, pond, spray park, playground and picnic grove are filled with children and adults of all ages enjoying themselves. The staff diligently watches over the facility with lifeguards responding to the needs of the swimmers. In FY08, the lifeguards were involved with a significant rescue of a young child, leaving a family whole and a Town quite proud.
- The summer Concert on the Common series continues to be a local favorite activity. Good music, good company and good weather are a true recipe for success.
- Participation in sports leagues has increased in all Recreation sports. These programs are overseen by volunteer committees and run by volunteer coaches.

PROJECTIONS

The Recreation Department looks forward to involvement with the residents of Bedford in FY09. Suggestions about current programs as well as ideas for new programs are always welcome. We are particularly interested in hearing from residents with ideas for adult or teen programming. Those interested in teaching programs, coaching or volunteering for the Recreation Department should contact the Recreation Office.

SELECTMEN

Catherine Cordes, *Chair*

The Selectmen are the executive branch of Bedford's town government and oversee all departments and offices that serve under the leadership of Richard Reed, Town Manager. These include Finance, Town Clerk, Code Enforcement, Public Works, Police and Fire Departments, Facilities Department (in conjunction with the School Department), Youth and Family Services, Council on Aging, Bedford Local Transit and Recreation Department. These departments and offices employ 141 full-time employees. There are also approximately 32 part-time employees whose hours are equivalent to 10.31 full-time employees. These counts exclude employees who are hired by the Recreation Department and paid through its Revolving Fund, the majority of whom are part-time seasonal employees.

It is with great sadness that we note the untimely death of Gordon Feltman January 29, 2008. Gordon was finishing his 12th year of service as a Selectman for Bedford and had also served for more than 15 years on various other committees of the town. He was a dedicated volunteer committed to serving the town and we will miss him.

Michael Rosenberg was elected to the vacant seat as Selectman in March, 2008 and was warmly welcomed by his co-selectmen: Angelo Colao, Cathy Cordes, Sheldon Moll and Mark Siegenthaler.

HIGHLIGHTS

Housing developments continued to be a focus of the year. In July 2007 Caritas Communities completed renovation of an empty building at the Bedford Veteran's Hospital campus and opened 60 single room occupancy units for men and women. In addition to providing housing for previously homeless vets, they also provide support services to help these vets toward self-sufficiency. Plans continued to develop and the ZBA approved a Habitat development for 8 units at 130 North Road. The Selectmen also approved a LIP agreement for the Criterion project that is being developed as a mixed-use special permit on Middlesex Turnpike.

Bedford has certified just over 18% of our housing as affordable at this time. Few other suburban towns in Massachusetts have accomplished as much. We are proud of our record in actively developing affordable housing.

Plans for the reconstruction and widening of Middlesex Turnpike continued with hearings before the Towns' Conservation Commission. The work is now scheduled to go to bid in 2009.

The Town received several awards and recognition for outstanding service in 2008. The Finance Department received a Certificate of Achievement for Excellence in Financial Reporting for the third straight year. We once again received Tree City USA recognition and America's Promise Alliance as one of the 100 Best Communities for Young People. The Town was awarded First Place in the Massachusetts Municipal Association Annual Town Report Contest, and continued to be recognized as a leading participant in the Massachusetts Interlocal Insurance Association's loss control program, through which the Town has qualified for a reduction of \$32,600 in its liability and workers compensation insurance premiums in 2008.

Town Meeting created two new Trusts this fiscal year. One is the School Maintenance Building Trust. This allows the town to potentially receive matching funds from the state if the town contributes 10% of the cost of the high school building project to the trust to be used to offset future maintenance costs. This fund was created but not yet funded, as the State has yet to clarify the requirements for the fund.

The second trust fund is the Municipal Affordable Housing Trust. This trust gives the town the ability to receive funds to support affordable housing in the community and reserve those funds in the trust until such time as they are needed. This municipal trust will replace the current non-profit Bedford Housing Trust, Inc.

Construction continued on the renovation and addition to the high school. We received word that this project had been accepted for first round funding from the School Building Assistance (SBA) program of Massachusetts. Just prior to issuing the bonds for this project the town received the first installment of \$10,000,000 allowing us to save on borrowing that amount and thus saving the town significant expenses in interest payments.

In October 2006 Town Meeting approved funding for a strategic communications effort to address the gap in funding between Federal support for military dependents at our high school and the actual cost. These efforts continued through FY08 and will continue into FY09. The cross-functional task force includes representatives from the Selectmen, School Committee and Finance Committee working with our consultants, Rasky Baerlein Strategic Communications, Inc. To date we have been successful in raising awareness of this issue at all levels of government and have been successful at increasing state support to offset the difference. We continue to work on a long term solution with the Department of Defense and with our Senators and Representative in Congress.

Selectmen*continued from previous page*

Fire Chief Kevin MacCaffrie retired in January 2008. After a comprehensive search and review process, the Selectmen confirmed the Town Manager's appointment of Captain Dave Grunes as the new Fire Chief. Fire Chief Grunes previously served the department in the Fire Prevention Division.

The Selectmen established two new committees this year. Bedford's Energy Task Force will conduct a comprehensive review of the current municipal energy use and energy conservation measures undertaken by town and school administration and committees/boards. They will also work with local industry and residents to raise awareness and encourage conservation of resources at all levels.

The second is the Transportation Advisory Committee. This committee will examine, evaluate and advise the selectmen regarding actions and measures that will improve overall resident mobility, expand the use of non-automobile based methods of local and regional transportation services and improve traffic circulation. They will investigate funding opportunities as well.

In November 2007, Town Meeting approved a Tax Increment Financing Agreement for the property occupied by iRobot, Inc. iRobot has moved their world headquarters to Bedford and in exchange for the temporary tax reduction on property improvements,

iRobot agreed to renovate the interior of the existing buildings thus adding value to the Town's commercial/industrial tax base.

The Selectmen were approached in December 2007 by a group of citizens wanting to establish a local Farmer's Market. Everyone agreed that the municipal parking lot on Railroad Avenue was a good central location. In April 2008 we granted a license to the newly formed non-profit organization. The market had a successful first year and we look forward to having it back in 2009.

While doing some preparatory work at the Wilson Mill site it was discovered that there was a serious problem with the dam. Temporary measures were taken to stabilize the site and the engineering firm of Haley and Aldrich was hired to do the engineering studies. These studies will result in a final design to rebuild the dam. It is expected that this work will be done sometime in 2009.

Bedford continues to enjoy the efforts of more than 150 volunteers who staff our boards, committees and task forces and we take this opportunity to commend all of them. The staff and employees of all our departments maintain a high quality of excellence that is apparent in the smooth operation in Bedford. We can all be proud to be residents and businesses in Bedford.

TOWN CENTER

William S. Moonan, *Chair*
Fay Russo, *Consultant*

Town Center of Bedford, Inc., a non-profit organization, has managed rentals in the Town Center Building since July of 1985, and since FY05 it assumed rental management of the Great Room at Old Town Hall.

Town Center: In addition to town departments, non-profit organizations such as Minuteman Senior Services, Bedford Chamber of Commerce, Bedford Community Table/Pantry, and Iskwelahang Pilipino occupy various locations in the building. I. Pilipino began occupancy in September of 2006 and has indicated interest in continuing to lease for at least another year. The town departments include the Council on Aging, Board of Health, Recreation Department, and Youth and Family Services. Kids' Club, a Recreation Department program, continues to house the brick wing addition to Town Center and is self-supporting.

Activities such as dance and exercise classes and other programming are sponsored by the Council on Aging

and Recreation Department during daytime hours. The multi-use spaces become available for rental in the evenings and principally on weekends. There are five of these multi-use spaces of varying sizes. The Shawsheen (cafeteria and kitchen) holds up to 120 people; the second floor Union School Room above the Shawsheen has a wooden floor and is perfect for dance and exercise classes; the Flint Room, normally set up in theatre style for speakers and like programming, will hold 50; the Fitch Room set apart from other rental spaces holds about 20, and the Mudge Room, located next to Youth & Family Services, holds up to 10 for mini conferences.

The Bedford Community Table/Pantry continues its long-standing operation of serving Thursday evening meals and distributing groceries. The Table is discontinued over the summer while groceries from the Pantry are given out most Thursdays in July and August. The program resumes a normal schedule in September.

The Bedford Arts Council continues to hang paintings in the Flint Room offering an artistic ambiance to the space. Paintings that are for sale are marked accordingly.

Town Center *continued from previous page*

Bedford Babe Ruth Baseball and Softball League, a long-time tenant in Town Center, now occupies space and is a tenant at the Bedford Railroad Depot. Tentative arrangements are made for a lease renewal of two years beginning on August 1 of FY08.

Old Town Hall: The third floor function room (formerly Selectmen’s meeting area) is now the scene of weddings, showers, anniversary parties, and conferences. Following a renovation in 2004, the Great Room has been beautifully decorated and has a catering kitchen adjacent. Attractive draperies, wooden floor, and round tables make for a delightful setting. Another plus is a projection screen lowered and raised by a remote control. The renovation also provided an elevator and handicapped accessible rest rooms.

The historic clock donated by Charles Lane in 1856 has returned to its home in the Great Room. A member of the Facilities crew is designated to wind the clock each week.

Leased tenants on the first and second floors include the Bedford Center for the Arts and Bedford Community Access Television.

Signage bid out by the Facilities Department has been installed at various locations including Town Center and Old Town Hall.

Number of Employees: One full-time consultant

Administrative: Revenue from occasional party/meeting functions and leases slightly exceeded the estimate. The invoicing and handling of revenue from leases and occasional rentals continue to be the domain of the Town Center Director/Facilities Coordinator, with the funds deposited to the Facilities and Depot Park Revolving Accounts. Expenses are processed and accounted for by the Facilities Department.

The Town Center tax returns were timely filed, along with the requirement of the Secretary of State to file an annual report by non-profit organizations. Monthly and end-of-year revenue reports were submitted to the Facilities Director and Town Center Board of Directors.

A listing of occasional rentals is submitted on a monthly basis to custodians and to the Bedford Community Access Television relating to the third floor Great Room at Old Town Hall to avoid scheduling conflicts with their location on the second floor.

Maintenance: Heating and air conditioning problems continued. The Facilities Department was called to assist days, evenings, and weekends to resolve issues. Minor repairs were also handled by the Facilities crew.

Projects for FY08: Photos that had been taken by Leon Cierpial for Bedford Community Access Television programming were culled to be used as a front cover of a brochure detailing information about Town Center and Old Town Hall. The printed material will be available for distribution at Bedford Day.

Additional tables and chairs for Town Center are a requirement for purchase in FY08.

A revision of sign boards in Old Town Hall is under discussion.

There will be a request to the Selectmen suggesting that the Town Manager sign time-sensitive alcohol permit requests on their behalf. The purpose is to assist those who wish to serve alcohol at Old Town Hall’s Great Room and the timing of the permission becomes an issue. A collation and serving of alcohol following a funeral service initiated the request.

Town Center Board of Directors elected at its Annual Meeting in September of 2007:

Chairperson	William S. Moonan
Vice Chairperson	Keith Backman
Secretary	Judith McConnell
Treasurer	Suzanne Neal

Members:	Thomas Larkin
	Geraldine Welch
	Sheldon Moll, Selectman
	Liaison

TOWN CLERK

Doreen Tremblay, Town Clerk

The Town Clerk's Office primarily provides information and keeps records for the citizens of Bedford. The Town Clerk is administrator of all elections and a Registrar of Voters. The additional services provided by this office are copies of vital records, voter registration, fishing and wildlife licenses, dog licenses, marriage licenses, business certificates, raffle permits, zoning, general and sign by-laws, Town Meeting article certifications and archival research. The Town Clerk is also the clerk of all Town Meetings and Board of Registrars.

ANNUAL CENSUS

Census forms are mailed to all households on January 1 of each year. The purpose of these surveys is to gather statistical information about the Town citizens and to provide the basis for the State aid. Citizens are instructed to list all members of the household and dogs and then return the completed form to the Town Clerk's Office by the first week in February. A second mailing to non-respondents requires a postage paid confirmation card to be returned promptly. The resident listed in the previous year is requested to return the card signed stating whether he/she lives in Bedford with the current address noted. Failure to respond to the census affects our State aid status and eventually voter eligibility. Ninety-five percent of our residents return their census forms.

HIGHLIGHTS CENSUS

The Selectmen appointed the Town Clerk as the Census 2010 Liaison. The Town Clerk attended training in August to utilize Tiger software for corrections to the Census 2010 address list. She reviewed Planning and Zoning record series for new developments and Department of Public Works lists of new street addresses. Several corrections were made to the Census 2010 address list and the map. GIS Analyst Chris Nelson assisted with the review process. The Town met the deadline for completion of this project.

ELECTIONS

Middlesex Community College requested a voter registration session at their campus in September 2007. We received a warm reception from the administration. Thirty-five students registered to vote.

The November 5, 2007 Special Town Meeting convened at the John Glenn Middle School due to construction at the High School. One hundred and sixty-seven voters attended. All articles passed except the Wilson Mill

Culvert Investigation. The Moderator, Town Manager, Assistant Town Manager and Town Clerk met prior to the Town Meeting to discuss setup with the Facilities Department. The planning resulted in a well organized Town Meeting

The Legislature voted to change the date of the Presidential Primary from March to February. With insufficient time to plan, the Town Clerk regrettably cancelled the voter registration and voting at Carleton-Willard for the Primary. She also could not fulfill the request to hold formal sessions at the Veteran's Hospital. To satisfy the needs of the residents at both locations, impromptu voting was held at Carleton-Willard and the Veteran's Hospital.

DPW and the Town Manager approved the use of the Town car by the Town Clerk for elections and Town Meetings. This improvement provided for ample storage of all election supplies. The Chief of Police authorized the Town Clerk to park the car at the Police Station for security purposes.

The Town Clerk continues to prioritize the resolution of the parking issues on voting day at the Middle School. A resident offered to meet with the Superintendent to discuss parking issues. The Superintendent agreed to ask teachers at the Middle School to park at the High School during Election Day. The Town Clerk thanks Robyn Samuels for her assistance in this matter.

There was a fifty-three percent turnout at the Presidential Primary. No major problems reported.

An improvement to assist with research at the election included the development of a list of late voter registrations. The Registrars no longer sort through several voter cards to find the late registrant.

At the Annual Town Election, there was a three percent turnout. No issues occurred.

The Annual Town Meeting convened on March 24, 2008 at the John Glenn Middle School Auditorium. One hundred and ten registered voters attended. The highlight of the Town Meeting included an article on Synthetic Turf which passed.

Other improvements in FY 08:

- Development of a job description for election workers.
- Procedures for Town Meetings and elections.

Town Clerk

continued from previous page

OFFICE

To provide efficient organization for our new office space, the Town Clerk purchased the following equipment:

- Binder storage, pamphlet storage and a key vault.
- Copier with scanning and fax capability.
- Computer for the Town Clerk.

Additional improvements include:

- Completion of the history of Zoning Bylaw amendments
- Escalating the fining process for dog licenses, business certificates, and gas storage permits

The Town started the process of recruiting a new Associate Assessor. In the absence of a new Associate Assessor, the Town Clerk worked closely with the Town Accountant and Finance Director to complete the tax certification on time.

RECORDS MANAGEMENT

The Records Management Committee reviewed the draft of the Disaster Plan and will vote on the final plan in 2009. The next project will be the development of a Vital Records Protection Plan.

The Records Management Committee approved the following policies:

1. Outdated or Displaced Municipal Records Policy

The Archivist attended a two-day electronic records forum. He is developing a proposal to bring standardized archival processes to the Information Systems Department. He will also establish an electronic records policy to be approved by the Records Management Committee.

The department completed the following projects:

1. Reorganized Historic Preservation Commission records

2. Archived Code Enforcement records and added discarded copies of plan to the Planning Board and Town Clerk archives
3. Developed a final Zoning map in conjunction with the GIS Department for approval at Town Meeting
4. Rehoused Finance earning records in smaller storage units for ease in lifting

Susan Brooks, newly appointed Lincoln Town Clerk and her Assistant visited the Town Clerk’s Office. The Town Clerk discussed ways to computerize and streamline the office operations and the development of the Records Management Program. The level of technology in the office and the progress of our Records Management Program particularly impressed them. The Town Clerk is extremely pleased with the compliments. She is also grateful that through the support of the Town Manager and various committees, The Town Clerk’s Office sets an example for other communities.

PROJECTS

Special projects include:

1. Continuous review of the current election process for improvement
2. Recruit new election workers by mailing out advertisements
3. Complete the approval of the Disaster Plan
4. Develop a Vital Records Protection Plan

FY08

BUDGET INFORMATION

Operating Budget - Town Clerk	\$169,212
Operating Budget - Elections /Registrations	34,845

Number of employees Full-Time	3
Number of Hours—Part-Time Employees	15

Vital Statistics 2007:

Births	135
Deaths	188
Marriages	49
January 1, 2008 Town Population	13,315

YOUTH & FAMILY SERVICES

Alison Malkin, *Committee Chair*
Sue Baldauf, *Director*

PURPOSE

The mission of Bedford Youth and Family Services (YFS) is to support and nurture the social, emotional, and developmental needs of children, youth, adults, and families in Bedford. We strive to improve family development and healthy lifestyles by providing the following services:

Supportive Counseling

- Confidential individual, family, and group counseling related to family life and adjustment issues
- Information about existing resources
- Assessment for local entitlement programs like fuel assistance and veterans benefits
- Crisis intervention and assessment

Community Education

- Forums and seminars to strengthen parenting skills, improve life adjustment, and encourage healthy lifestyles
- Mobilization and collaboration with community groups, school and town officials, and individuals towards best serving the needs of youths and families
- Up-to-date educational pamphlets and resources to the entire community

Youth Empowerment and Support

- Promote the development of a strong and positive youth voice through collaboration with schools, police and other youth serving organizations on health classes, flex classes, and peer mentoring and training programs
- Provide positive alternatives to youth through after school tobacco, drug, and alcohol education, prevention and diversion programs; and the Job Match Program

Bedford Youth and Family Services envisions a town committed to the well-being and safety of children, youth, and families; a town that promotes community awareness of healthy lifestyles; and a community where these commitments are demonstrated in policies and actions. Our focus will be on prevention, wellness, and a commitment to excellence. We continue to strive to improve the health of the people we serve through individual or family intervention, community education, and youth empowerment and support. The Department works closely with schools, police, community agencies, citizen groups, and the courts.

Youth and Family Services continues to be guided by the following strategic goals:

1. Develop and maintain a comprehensive system to serve the social, emotional, and developmental needs of the citizens of Bedford.
2. Strive to improve the health of our residents through supportive individual and family counseling, community education, and youth empowerment and support.
3. Collaborate and model partnership in service to our mission with Town departments, schools, community organizations, parents, youth, and citizens at large.
4. Promote inclusiveness, diversity, and cultural competence in mobilizing community resources to best serve the needs of all citizens.
5. Obtain and manage the financial resources necessary to further our mission and accomplish our strategic goals.
6. Advocate for and implement the infrastructure necessary to accomplish our tasks.

Employee Statistics

Number of Employees:

Full-time:	2
Part-time:	3

HIGHLIGHTS

The Department successfully met or actively worked on its strategic goals as well as its special projects for the year. We continue to identify and try to fill gaps in the system so as to better serve Bedford residents in need and have been pleased to receive support in these efforts from local citizen organizations and service groups. We are active partners with several Town departments, schools, parent groups, and citizen groups like the Violence Prevention Coalition, the Bedford Community Partnership, the Community Partnership for Children, and the Chamber of Commerce. We strive to promote inclusiveness, diversity, and cultural competence in both our individual and programmatic dealings. We manage our resources with frugality and seek outside funding for special projects to offset budget expenditure. Our strategic goals will continue to guide our daily work and special projects in the future.

The department receives community oversight by a 9 member citizen committee that meets regularly 5 times a year.

We continue to enjoy our office space in the renovated Town Center building and have found residents drop in

Youth and Family Services

continued from previous page

more regularly and are positively impacted by the bright, cheery surroundings. We continue to be grateful to the Town and its residents for continued support of our work.

Our office has been regularly involved with over 560 residents in various of our services this year and fielded 900 calls, over 300 emails, and about 200 visits to the office. We distributed 55 new resident packets.

This year marked the eighteenth successful year collaborating with Eliot Community Human Services in Concord on the provision of counseling services to Bedford residents. Services are provided by three licensed, trained clinicians at our offices at Bedford Town Center building, at other school or community sites, or at the Eliot offices in the Community Agencies Building next to Emerson Hospital. Just at our Bedford site, services have been provided to approximately 93 different people over the course of the year, from a low of 33 to a high of 54 people each month. The three clinical staff have held almost 1500 sessions during the year at our Bedford site, the low being 86 sessions a month and the high being 162. Slightly fewer sessions have been reported in Concord, with about 88 residents choosing that site for services. The contract owes its success to the commitment of responsiveness established by Bedford and carried out by Eliot as well as the range of services available at Eliot, including psychological testing and medication assessment.

We printed our fourth Celebrating Parenting Weekly Engagement Calendar and distributed it at Bedford Day, parent association meetings, back to school nights, local childcare centers, and our offices.

We continue our fourteenth year of school and town collaboration on Prevention Services. Due to a vacancy in this position early in the fall, the Youth Development Coordinator picked up part of the job responsibilities with support from the Director and other staff. The Safe Homes Program designed to support parental limit setting at teen parties entered its sixth year with a stable enrollment of about 300 families. This year we coordinated a grant funded parent education program featuring six local experts on topics ranging from character development to internet violence. These programs along with a few of our regular offerings served about 350 parents. We coordinated the fifth Youth Risk Behavior Survey after working with the school and Social Science Research and Evaluation (SSRE) on updating and refining the questions asked in both the middle and high school surveys. Other regular offerings include prevention programming at all schools, successful offering of tobacco, drug and alcohol education and diversion programs primarily with the Police Department but also for the High School. In its second year our Volunteer Opportunities Book with

listings from Bedford organizations and made available to Bedford youth and other residents looking for community service possibilities was used regularly. There was attendance at the ten-week Middlesex County District Attorney's, Clean Start (Youth Diversion) program. Merger of the part-time Prevention Services position with the part-time Youth Development job into a full time position for next fiscal year is being explored.

Our Youth Development Coordinator continued collaboration with the Middle School on a successful after school program. We again offered fall, winter, and spring programs for a total of 57 registrations. We were fortunate to have a total of 3 Middle School teachers/staff, and 2 community instructors offer a total of 8 classes and activities. The Peer Mentoring program is on hold until the fall due to difficulty recruiting high school students as mentors, an issue that may be related to two other mentor programs currently being offered at the High School and that may be pulling from the same pool of students. We did one table display event at the high school in conjunction with the Police School Resource Officer for youth programming publicity. Other projects the Youth Development Coordinator has worked on include an Early Release Day Video Club jointly run with Bedford Community Access Television and participation in the Bedford Youth Task Force. The Youth Development Coordinator also took on the responsibilities of aiding residents with the Fuel Assistance application process, completing 17 applications and fielding countless phone calls, as well as the regular maintenance of the Youth and Family Services and Teen websites on the Town homepage. This position merged unofficially with Prevention Services mid-year and will likely continue as one fulltime position in next year's budget.

Job Match continues to be an important resource for residents and a rewarding learning experience for teens. With an increase over last year's number of matches, for a total of 59, many of our satisfied residents are repeat users of this program.

Working under the auspices of the Bedford Community Partnership (BCP) we continued the work with the Schools, Police, Recreation, and Health on our local policy on youth and were honored to have coordinated Bedford's application as one of the **100 Best Communities for Young People**, an honor that the town was awarded for the second year in a row in January. We presented this award at Annual Town Meeting and discussed the ongoing need for youth space. For the fourth year in a row, we coordinated the "Bedford Families Unplugged" event in November. This involved a calendar for the month and one night designated as no homework, no sports events, no night meetings evening and encouraging families to 'unplug' and spend time together in face-to-face interaction.

Youth and Family Services

continued from previous page

Due to Bedford Selectmen withdrawal in November from the Anti-Defamation League's (ADL) "No Place for Hate" campaign, we worked with the Town Manager to secure additional community efforts towards Bedford's continued efforts to fight hate and bigotry in collaboration with the Violence Prevention Coalition of Bedford (VPC). We worked on a template for organizing neighborhood block parties though dissemination was delayed. The VPC received a small grant from the Local Cultural Council for the Faces of Bedford photo project of the previous year.

On behalf of the Selectmen, we did successfully continue the collaboration with the Chamber of Commerce and the Violence Prevention Coalition of Bedford to plan and execute Diversity Training for Bedford businesses. In lieu of scheduling large group training, we worked to add materials related to diversity and cultural competence to the Chamber of Commerce website and plan to continue to offer small group training by request. Total Bedford businesses trained to date remains at forty-four.

We collaborated with the Bedford Police on alcohol and drug diversion, domestic violence response, and a school resource officer grant.

This year marked another successful year collaborating with the Town of Burlington in the provision of Veterans Services for Bedford residents. Since we began this collaboration in January 2000, we have been able to provide high visibility, regular Bedford hours, some newspaper coverage, and an occasional newsletter for veterans which we distribute at public locations. We have had about 120 face-to-face contacts on veterans' related issues, fielded about 350 phone calls, and participated in several community support sessions at the COA, the VA Hospital, and other community sites. We also have been very involved with the sixty units of veterans housing developed and occupied at the Bedford Veterans Hospital and had several new clients from that site. Due to the increase in demand over the year, we needed to secure services of another veterans agent for the next fiscal year.

We continue to work with School and Town representatives to further develop crisis response capability in sync with the Town's emergency procedures. We maintain contact with our core group of community professionals available on the mental health crisis team known as Community Crisis Response Team and who would be activated through our office at a time of need through participation in a regular newsletter produced by the Health department for all the citizen volunteer response teams.

In response to citizen need and request, we also continued our second year of collaboration with our local Women, Infants, Children Nutrition Program to provide office space once a month in our office space. Since inception in January 2007, the program has increased its

hours of service and been quite successful serving about 20 local families with small children each month.

Regionally we continue to be active in the Northwest Suburban Health Alliance, or CHNA 15, the 12-town public health region that serves Bedford, and were pleased to have completed a parent education mini-grant from them this year. We continue to sit on the Youth Council of the Metro South West Regional Employment Board. Statewide we are active with Local Officials Human Services Council, or LOHSC, the human services arm of the Massachusetts Municipal Association. We serve on the executive committee, and frequently write the monthly LOHSC article for the Beacon newsletter. We also serve on the Gould Farm Boston Advisory Committee in consultative capacity for their community based psychiatric rehabilitation program about Boston area resources such as mental health services, housing, and vocational programs.

PROJECTS

We are continuing our efforts to maintain our accessibility to the community at large. We are beginning a strategic planning process to help us determine community need in the future and allocate our limited resources most efficiently. We plan to continue to expand public information about YFS through enhancement of our quarterly newsletter, website updates, regular press releases, and new resident packets. We want to continue to develop new ways to better educate youth and parents about tobacco, alcohol, and substance use and abuse. We also will continue to review with the community the on-going need for youth space, following up on our presentation at Annual Town Meeting and conversation with the Selectmen. In addition to continuing our ongoing projects like Business Diversity Training, the Youth Risk Behavior Survey, the Safe Homes Program, and the JGMS After School Program, we are planning the following special tasks for next year:

1. Disseminate the results of the Youth Risk Behavior Survey to the community at large, schools, parents, and youth.
2. Distribute the sixth edition of the Community Social Services Reference Guide.
3. Enhance parent education offerings for the community based on the previous year's success through collaborations with other parent groups and interested parties.
4. Coordinate the fifth Bedford Families Unplugged event in November 2008 in conjunction with Bedford Community Partnership, Selectmen, Schools, and parent associations.
5. Plan and coordinate with Violence Prevention Coalition and other community groups events and activities ensuring Bedford as a community free of hate and bigotry.

Part II

Schools

BEDFORD SCHOOL DEPARTMENT

Noreen O’Gara, Chair of School Committee
Maureen LaCroix, Superintendent of Schools

MISSION

The Bedford Public Schools will develop lifelong learners who will think critically and creatively and who will become informed, responsible, and productive members of society. The school community will provide a safe, respectful, and inclusive environment in which the intellectual, social, ethical, and emotional growth of all learners will flourish.

The Bedford School Committee consists of five (5) members, each elected on a non-partisan ballot by the people for terms of three (3) years. The School Committee is the policy-making body for the Bedford Public School system. Members of the Committee and their terms of office are: Noreen O’Gara, Chairperson, 2011; Edward Pierce, Vice-Chairperson, 2011; Brad Hafer, Secretary; 2010; Abigail Seibert, 2009 and Anne Bickford, 2010.

Employee Statistics:

233.50 FTE professional staff.
 System-wide Enrollment October 1, 2007: 2334

HIGHLIGHTS

Construction of the Bedford High School Addition-Renovation Project represented a key focus for the schools in the 2007-2008 school year. Key project milestones:

- Hosted a Ribbon Cutting Ceremony on August 30, 2007 to acknowledge the opening of the new Science Wing and the Science Wing Corridor.
- Completed the F Wing (Kitchen and Cafeteria) renovation in time for September 2007 occupancy.
- Opened the front addition that includes the Administrative/Guidance Wing and the new Library in January 2008.
- Completed the renovation of the auditorium including refurbishing of the seating, stage and all the finishes.
- Removed the modular classrooms designed to serve

as “swing space” for classes displaced during the renovation at the end of June, six months ahead of schedule.

- Formed a Flagpole Memorial Committee to design the Flagpole Memorial area adjacent to the high school in order to honor three Bedford High School graduates; John Hart and Travis Desiato, who died in the Iraq War and Terry Reed who was lost in the Vietnam War.
- Used the project contingency to fund the following “owners add list” projects: Re-roof all existing roof areas, remove glass block in the gym, refinish floors in gyms A & B, install SmartBoards in all academic classrooms and purchase equipment for the Television Studio.

The project continues to be six months ahead of schedule and within the appropriated budget with substantial completion now projected for September 2008. The project was presented to the state funding authority, the Massachusetts School Building Authority (MSBA) in January 2008. It is expected that the project will receive state reimbursement early in FY 09.

Other milestones and changes in FY 08:

- Continued implementation of the 5-year *Strategic Plan* for the Bedford Public Schools.
- Developed an FY09 budget designed to meet the School Committee’s three-year commitment to limit, if possible, the annual increase in the operating budget for core educational services to a target of 4 %. Due to extraordinary and unavoidable increases in Special Education and transportation, the final FY09 budget approved by Town Meeting exceeded this target by 2.2 %.
- Implemented the R.I.S.E. Program, an alternative program for at-risk high school students.
- Continued work with the Strategic Communications Task Force, in partnership with key Town officials, designed to identify a long-term solution to ensuring an appropriate annual reimbursement for the operating cost for the students who attend Bedford High School from Hanscom Air Force Base.

Bedford School Department*continued from previous page*

- Celebrated the retirement of Principal Tom Nolan with the naming of the Thomas S. Nolan Gymnasium at Lane School.
- Approved a new 6x6 schedule for the middle school changing the length of the instructional period from 42 to 56 minutes.
- Developed a *Transitions Program* for entering grade 9 students and the *HOST Program* for entering Hanscom students.
- Continued the two-year self-study process for the New England Association of Schools and Colleges (NEASC) completing the School and Community Profile, and developing rubrics and school-wide Learning Objectives that reflect the new Mission Statement.
- Continued to focus system-wide professional development efforts on raising teachers' awareness and understanding of the *Achievement Gap*.
- Concluded the sixth year of a technology professional development initiative (MEET) for teachers, a professional development initiative designed to support the integration of technology into the curriculum in new and innovative ways.
- Completed comprehensive Program Review of K-12 Mathematics.
- Implemented Corrective Action Plan generated by *Coordinated Program Review (CPR)* in the following areas: Title 1, Special Education, Food Service and Civil Rights.
- Received the first Science MCAS results in freshman Physics achieving a 100% pass rate for students.
- Implemented *Aspen (X 2)*, the new student management software that enables middle and high school parents and students with access to online grades.
- Joined the Pathways to China Program enabling high school students to travel to China and, as a result, sent the first Bedford cohort to China in April 2008.
- Conducted 'risk threat' research to inform the recommendation for a system-wide security plan that takes advantage of new technologies and procedures
- Continued to meet the federal guidelines of *No Child Left Behind* making Adequate Yearly Progress (AYP) in English and Mathematics.

PROJECTIONS

- The final phase of the 3-year Bedford High School construction project will be substantially complete for the September 2008 opening of school. A town wide celebration marking this milestone is scheduled for Bedford Day, September 20, 2008.
- At the beginning of FY09, we expect to receive initial funding from the Massachusetts School Building Authority for the work that has been completed on the Bedford High School Addition-Renovation Project.
- The John Glenn Middle School reimbursement will continue in FY08 with the 3rd of 18 annual payments of approximately \$589,026 for the bonded portion of the project.

SHAWSHEEN VALLEY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Charles Lyons, *Superintendent/Director*

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand two hundred and seventy-six (1,276) high-school students were enrolled in SVTHS's day school programs in October of 2008 and more than 500 adults participated in the school's various adult and continuing education courses.

The elected representatives of the 10-member Regional School Committee that governs the District are: Mark Trifiro, Secretary, and Donald Drouin, Treasurer, from Bedford; Kenneth L. Buffum and Bernard F. Hoar, Chairman, from Billerica; Paul V. Gedick and John P. Miller from Burlington; J. Peter Downing and Patricia W. Meuse, Vice Chairman, from Tewksbury; and James M. Gillis and Robert G. Peterson, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

In June of 2008, SVTHS graduated 295 seniors. Ninety-five percent of SVTHS graduates were either employed in their area of expertise or pursuing higher education in the fall of 2008. In addition, one percent entered the military forces, and four percent were employed in other trade areas.

EXECUTIVE SUMMARY

SVTHS continued to achieve one of the highest MCAS state-wide passing scores of ninety-nine percent.

The average daily student attendance rate improved for the fifth year in a row. Moreover, Shawsheen's drop out rate was significantly below the state-wide average of 3.8% for other Massachusetts high schools.

The SVTHS Construction Cluster, led by department chair James Sullivan, entered a three-year contract with the Greater Lowell Habitat for Humanity. This contract ensures the restoration of a circa 1800 farmhouse and the building of eight green technology affordable homes for the community of Bedford by Shawsheen students.

For the sixth time in the past seven years, the SVTHS athletic program was awarded the highly esteemed Markham Award from the Boston Globe in recognition of the most outstanding vocational technical high school sports program in the state of Massachusetts.

Academic Programs

Curriculum revisions were made in Biology, Physical Education/Health, U.S. History and Social Studies.

In a separate accommodation to a recent DESE mandate,

SVTHS is developing an Educational Proficiency Plan and a developmentally appropriate grade-12 mathematics course for any senior who has not achieved proficiency on the MCAS mathematics test.

MCAS Performance: In the spring of 2008, ninety-nine percent of Shawsheen's tenth graders passed both the English Language Arts (310/314) and Mathematics (309/312) MCAS tests. Eighty-two percent (256/314) of Shawsheen's sophomores scored within the Proficient or Advanced range on the English Language Arts test, and a noteworthy thirty-six percent (113/312) scored within the Advanced range on the Mathematic test. These results, which satisfied state-mandated criteria for Annual Yearly Progress, represent best-ever performances by Shawsheen sophomores. In addition, ninety-eight percent (307/314) of Shawsheen's sophomores passed the Biology MCAS test by the Spring of 2008.

Summer School: SVTHS enrolled approximately 160 students from ten surrounding school systems in twenty-six courses during the summer of 2008.

Support Services

The SVTHS Support Services Department services the sixth largest population of students with special needs in Massachusetts. Our school has the highest graduation rate in the state for schools with nearly one hundred special education students in each grade. The graduation average for students on Individual Educational Plans (IEPs) at Shawsheen is 90.2 percent as compared to the state average of 61.1 percent.

Building and Grounds

The SVTHS building underwent major repairs and upgrades. The school roof was replaced, as were twenty of the twenty-six heating ventilation and air condition units. A new energy management system was purchased and there were major upgrades to the electrical system. A new gym floor was also installed.

The original project costs authorized by member towns for the aforementioned projects were \$5.5 million. Actual project costs totaled \$4.5 million. SVTHS issued General Obligation Bonds of \$2,340,000, and received \$2,160,082 from the Massachusetts School Building Authority to fund the project. The General Obligation Bonds received a low bid of 3.69% payable over nine years.

Shawsheen Valley Regional Vocational Technical School District*cont'd***Clubs and Organizations**

Highlights of the school year from clubs and organizations included the Student Council's much anticipated flag-football game between the junior and senior girls; the Drama Club's "Night at the Grammys"; presentation of the Highest Achievement Journalism Award in Scholastic Editing and Publishing for SVTHS magazine *Ramblings*; the formation of an Alumni Hall of Fame; inauguration of an international travel club; and the all night graduation party.

Athletics

More than 450 students participated in interscholastic athletics, capturing the Commonwealth Athletic Conference Championships in golf, volleyball, boys' ice hockey, boys' basketball, baseball, softball, and boys' lacrosse. The Rams also captured state vocational titles in football, girls' soccer, boys' ice hockey, girls' basketball, and girls swimming. For an unprecedented sixth time in seven years, SVTHS has earned the Markham Award from *The Boston Globe* for the most outstanding vocational-technical high school sports program in Massachusetts.

Community Services

Services for the community are highlighted by the Adult Evening School; the School of Practical Nursing; Project Explore for nearly 500 middle-school students; Swim Programs for high school interscholastic sports; and culinary arts programs for the Billerica House of Correction and the Middlesex Community College. A Non-Traditional Gender Advisory Committee supports students enrolled in occupational areas that are non-tradition by gender.

Computer Services*Student Information System:*

Within the Computer Services department, student information services included "iPASS" for reporting; and efficient scheduling through for permanent shop placement and academic classes, and welcome -back -to-school letters to parents. In October, Computer Services added the class of 2012 to Parent Access Manager. Use of the iPASS Parent Access Manager has increased from 25% (2004), 53% (2005), 65% (2006), 74% (2007) to 79% of the parents this year. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, schedules and discipline information.

Computer Network:

During 2008, computer labs for Electronics, Business Technology, Graphic Arts and Commercial Art &

Design received new computer upgrades, LCD displays and network switches as needed. In addition, computer labs in the school received new hard disk images to refresh and update the computers with required software. A new SAN (Storage Area Network) was installed as part of the long-term capacity planning process.

Applications:

New applications introduced included eSped software, the new VTCTS (Vocational Technical Competency Tracking System) and Office 2007.

Guidance

SVTHS implemented a new admissions policy including an interview component, added a web-based career planning tool, guided 140 students in cooperative education, and saw receipt of \$84,000 in scholarships.

School Council

An important agency of school governance, the 2007-08 SVTHS School Council is made up of three parents who meet with the Superintendent-Director when he presents the school budget

Technical Programs

In Skills USA ten Shawsheen students, competing in five contests, placed in the top ten among the participants at the National Competition in Kansas City. Of SVTHS's 19 vocational programs, twelve are nationally accredited.

Transportation Cluster

The auto tech program, through the capital budget process, will be acquiring a new, technologically advanced Hunter TCX 500 Tire Machine and a Geneses Computer Scanner Analyzer. The I-CAR curriculum is now being implemented in all grade levels of the Auto Body Program. To maintain a safe environment, two portable ventilators were purchased from the safety budget. A Sata fresh air supply paint mask has also been added. In continuing to build community relations, the auto body students worked on two Tewksbury Police vehicles. An entire Ford repair manual library was donated to the diesel program by Iverson Ford and the program will acquire a new MODUS electronic scan tool unit with CAN capabilities.

Service Cluster

The Health and Technology Program's curriculum added new activities to expose students to careers in biotechnology, fingerprinting and hemoglobin electrophoresis. Grants and donations provided six hospital beds, six mannequins and an automatic external defibrillator trainer.

Shawsheen Valley Regional Vocational Technical School District*cont'd*

The Culinary Program purchased a walk-in refrigerator freezer combination for the kitchen area, along with a new steam table and new dining room china.

Cosmetology students visited the Burlington Towers Senior Center and Life Care Nursing Home, giving manicures and hairstyles to the senior citizens for the holidays.

Construction Cluster

The construction cluster entered a three-year contract with the Greater Lowell Habitat for Humanity. This agreement will oversee a cul-de-sac of green technology homes to be built, along with the restoration of a circa 1800's farmhouse, all located in Bedford, Massachusetts.

Community Services projects encompassed several jobs on a house in Wilmington-- wiring, HVAC construction of a 30 foot, 2-flu chimney and 40 foot retaining wall.

Shawsheen's construction cluster continues to maintain its affiliations with local unions.

Arts and Communication Services Cluster

Business Technology: Five seniors passed their Microsoft Office Specialist Exam for Word 2003 in the spring of 2008. Over the summer, the program acquired all new computers implementing Microsoft Office 2007 software.

Informational Support Services & Networking: The Informational Support Services & Networking program now offers the students the opportunity to attain an international certification: Comptia A+ Certification. The program also added an iJava online course sponsored by UMass Amherst where students receive credits via UMass Amherst.

Community service jobs of the Design & Visual Communication program included design/sign work for a local skating arena, Shawsheen Community Open House,

brochures and posters, completion of alumni design projects, Traveling Rams Italy poster and postcards, and Skills USA participation in pin design.

The Graphic Arts program work includes letterheads, envelopes, flyers, parent/teacher newsletters, yearbooks, directories, tax department and assessor's office mailings, police, fire and public works department forms, posters, and memo pads.

Electro/Mechanical Cluster

Currently SVTHS is the only vocational technical high school in Massachusetts to hold certifications in both Technical Drafting and Architectural Drafting. The Drafting students worked on community projects such as the second floor design of the Wilmington house project, Handicap Maze Design for Burlington (in process), drawing support for the Habitat Project and the National Honor Society Candle Display weldment (in process). Recent equipment additions include a Z-Corp 3-D printer, an update to the AutoCAD 2009 and Pro/Engineer Wildfire Softwares.

The Electronics program started an after-school robotics club. The club will be entering two First Tech Challenge (FTC) competitions in February and March 2009, and the The Machine Technology program entered into a dual-enrollment agreement with Central Maine Community College.

The Metal Fabrication and Welding programs have acquired; CNC Plasma-Cam Cutting system and two Lincoln Flux core Mig Welders.

Conclusion and Acknowledgement

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2008. Those retirees are: Floyd Newbegin, Autobody; George Caron, Diesel Shop Aide; Josephine Nagy, English Department Aide; and Gary Levin, Bakery instructor.

PART III

Elections and Town Meetings

SPECIAL TOWN MEETING November 5, 2007

The Special Town Meeting convened at 7:35 p.m. in the John Glenn Middle School Auditorium. A quorum of one hundred sixty-seven registered voters was present. The Town Clerk read the return of service. The Moderator announced the tellers for the evening: Lois Chase, Pat Leiby, Gloria Moll and Connie Pespisa. The Moderator stated we have a new venue tonight. She said we will be in this location for the Annual Town Meeting due to high school renovations. The Moderator stated the rules of the Special Town Meeting. The Moderator stated the Town Meeting is the business meeting for the Town. Proper decorum must be maintained at all times. The Moderator must recognize all voters before speaking. Voters must come to the microphone in the aisle or the podium to speak. The voter must give their name and address when speaking. A voter may not speak more than twice on a debate. Amendments should be in writing for the Town Clerk and Moderator. Questions are directed through the Moderator. No booing or clapping. The Moderator stated again that the voter must go to the microphone to speak. The debate should be kept within the scope of the motion. The Moderator announced that cable is taping the meeting. They will not tape during voters. The Moderator stated that all cell phones must be turned off. No smoking is allowed. In order to vote, a red card is required. If the voter did not obtain one at check-in, they need to go and pick one up. If resident is not registered, they will not vote and must be seated in the back left of the auditorium.

Article 1 - Debate Rules

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town adopt the following procedure for the current Special Town Meeting:

- A. A speaker presenting an article or amendment to an article shall be limited to

- ten (10) minutes;
- B. Other speakers shall be limited to five (5) minutes;
- C. No article shall be presented after 10:45 p.m.;
Town Meeting by majority vote may waive A, B, or C;
- D. Town Meeting by Majority vote may waive A, B, or C;

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted unanimously.

The Moderator stated a secret ballot is required for Article 2. Voters will come down the first aisle to receive a secret ballot, turn in their red hand count slip and obtain a new one. Voters will then deposit their vote in the ballot box on the stage and exit at the second aisle.

Article 2

Infiltration/Inflow Work

Sheldon Moll made the following motion and the motion was seconded.

Voted, that the Town appropriate \$153,000 for the construction or reconstruction of sewers and related infiltration/inflow improvements and studies; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$153,000 under G.L. c44, §7; that while any such borrowing shall be a general obligation of the Town, it is the intent of the Town that the principal of such borrowing shall be paid from the Sewer Fund; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority and to enter into a loan agreement and financial assistance agreement with

Special Town Meeting November 5, 2007*continued from previous page*

such authority in connection therewith; that the Selectmen are authorized to contract for and expend any federal, state or other aid for the project, provided, however, that the amount of the authorized borrowing shall be reduced by the amount of such aid received prior to the issuance of bonds or notes under this vote; and the Selectmen are authorized to take any other action necessary to carry out this project.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted by two-thirds vote (In favor-157, Opposed-5).

Article 3**Community Preservation Surcharge – Effective July 1, 2008**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town reconfirm a property tax surcharge of three percent of the taxes assessed annually on real property which shall be dedicated to the Community Preservation Fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2008.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted.

The Moderator stated that the Community Preservation Budget voting is similar to the Operating Budget. If a voter would like to discuss an item individually, please place a hold on the item. The unheld items will be voted on first. The held items will be discussed and voted on separately.

Jacqueline S. Edwards of 11 Wildwood Drive made the following motion and the motion was seconded.

I move to amend Article 4K to eliminate the removal of healthy, mature trees at the South Road field to those absolutely necessary to the creation and proper functioning of the new field, the determination of what is absolutely necessary to be made not by, but in consultation with BARC.

The Moderator declared the motion defeated.

Article 4**Proposed Amendment to Fiscal Year 2008 Community Preservation Budget**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town amend Article 14 – Community Preservation Budget – Fiscal Year 2008 as adopted at the 2007 Annual Town Meeting by appropriating the following specified amounts from the Community Preservation Fund for the following purposes:

- C. \$145,000 Depot Station Exterior Preservation
- I. \$18,000 Administrative Costs
- K. \$425,000 Creation and Preservation of Playing Fields

RECOMMENDATIONS

Selectmen: Recommended approval on all three items
Finance Committee: Recommended approval for items I. and K.; No position on item C.
Capital Expenditure Committee: Recommended approval for items I. and K.; No position on item C
Community Preservation Comm.: Recommended approval

Moderator declared item I adopted. Moderator declared item C adopted. Moderator declared motion on line item K of Article 4 adopted.

Article 5**Community Preservation Land Acquisition Fund- Additional Appropriation**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town act on the report of the Community Preservation Committee on Fiscal Year 2008 appropriations, and amend the vote taken under Article 10 – Community Preservation Land Acquisition Fund of the 2004 Annual Town Meeting and Article 21 – Community Preservation Land

Special Town Meeting November 5, 2007*continued from previous page*

Acquisition Fund of the 2005 Annual Town Meeting by appropriating \$700,000 of available Community Preservation Funds and \$451,579 of Community Preservation Open Space Reserve Funds to be added to the previously appropriated funds in said Community Preservation Land Acquisition Fund.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted.

Article 6**iRobot, Inc. Tax Increment Financing Agreement**

Gordon Feltman made the following motion and the motion was seconded.

Voted, that the Town enter into a Tax Increment Financing Plan with Bedford Business Park LTD Partnership, or their successors or assigns pursuant to the provision of M.G.L. Chapter 40, Section 59, in connection with the redevelopment of property and planned occupancy by iRobot, Inc. thereon, said property located at 8-12 Crosby Drive, Bedford, MA, as shown on Assessor's Map 39, Parcel 45 as described in the Certified Project Application prepared by iRobot, Inc.; and that the Selectmen are authorized to submit to the Massachusetts Economic Assistance Coordinating Council an application designating said property as the 8-12 Crosby Drive Economic Opportunity Area as permitted under Massachusetts General Laws, Chapter 23A, Section 3E, and that the Selectmen are further authorized to take such action as is necessary to obtain approval of the Certified Project Application and to implement the Tax Increment Financing Plan, a copy of which is on file in the Office of the Town Clerk.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted unanimously.

Article 7**Establishment of School Building Maintenance Trust**

Anne Bickford made the following motion and the motion was seconded.

Voted, that the Town create a local fund titled "School Facility Maintenance Trust Fund" to fund appropriate school facility maintenance project activities that meet the provision of 963 CMR 2.00, section 2.18 4(b) and further that the Town affirms its intent to accept all matching grant funds the Town of Bedford qualifies for from the Massachusetts School Building Authority relative to the regulations outlined in 963 CMR 2.00, section 2.18 4 (b), and deposit them into the "School Facility Maintenance Trust Fund" for use in funding such projects.

RECOMMENDATIONS

Selectmen: Recommended approval
unanimously
Finance Committee: Recommended approval
unanimously
School Committee: Recommended approval
unanimously

Moderator declared motion adopted.

Article 8**FY08 Operating Budget Amendments**

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town amend Article 21, Fiscal Year 2008 Operating Budget, as voted at the 2007 Annual Town Meeting, by amending the following specified accounts with the following revised amounts:

Account #1303

Principal and Interest – Amend the following segregations:

Non-Exempt Principal \$2,261,741

Non-Exempt Interest \$1,414,332

and leaving all other segregations within said account unchanged;

Account #3500

Facilities Department - \$741,124, amending the salaries segregation therein to \$353,977

And, in so doing, thereby appropriating the additional sum of \$4,880 therein.

Special Town Meeting November 5, 2007*continued from previous page*

Account #4000

Public Works - \$8,756,061 amending only the following segregations:

MWRA \$2,662,238
From Sewer Fund \$3,333,251

And, in so doing, thereby reducing the MWRA appropriation and transfer of Sewer Fund revenue by the same amount of \$57,312;

And further, that the Town appropriate the sum of \$54,000 to fund the Fiscal Year 2008 cost items contained in a Collective Bargaining Agreement between the Town of Bedford and the Bedford Permanent Firefighters, Local #2310, IAFF commencing July 1, 2007, said sum of \$54,000 to be added to said Article 21, Account #2200, Fire Department, as voted at the 2007 Annual Town Meeting, with \$52,700 of said sum to be added to the Salaries segregation therein; and further that in order to fund the Fiscal Year 2008 provisions of said collective bargaining agreement, that the sum of \$54,000 be transferred from said Article 21, Account #1310, Financial Committees, Reserve Fund.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared motion adopted.

Article 9**Wilson Mill Culvert Investigation**

Gordon Feltman made the following motion and the motion was seconded.

Voted, that Article 9 be indefinitely postponed.

RECOMMENDATIONS

Selectmen: No position
Finance Committee: No position

The Moderator stated the motion is not debatable and requires a two-thirds vote. Moderator declared motion adopted/unanimously.

Gordon Feltman made a motion to adjourn the Special Town Meeting sine die. The Moderator declared the motion passed. The Special Town Meeting adjourned at 9:55 PM.

2008 TOWN CAUCUS January 8, 2008

Town Clerk Doreen Tremblay called the Town Caucus to order at 7:02 P.M. A quorum of seventy voters was present.

Nominations for Chairperson of the Caucus took place, and Catherine Cordes was elected Chairperson by a unanimous vote.

The Chairperson stated that non-registered voters do not participate in voting. They are seated in the front row.

The Chairperson asked for nominations for Secretary of the Caucus. Virginia Draper was unanimously voted Secretary of the Caucus.

Chairperson Catherine Cordes explained the procedures to follow in nominating candidate(s) to each open public office. The upcoming election is March 8, 2008.

Town Clerk Doreen Tremblay will add the words "Caucus Nominee" to the election ballot for any candidates nominated by Caucus.

Having heard the proposed rules of procedure for the 2008 Caucus, a motion was made and seconded to adopt all rules of procedure. The Chairperson declared the procedures accepted.

Town Clerk Doreen Tremblay explained the campaign finance laws.

The Chairperson requested that nominators clearly state their name and address since the information is being recorded.

Nominations began:

ASSESSORS - 1 VACANCY – ONE - 3 YEAR TERM

INCUMBENT NOMINATION: JOHN C. LINZ - 2 JEFFREY CIRCLE

Nominators: Richard P. Boffa – 23 Curve St.; Robert B. Murphy – 435 Concord Rd.

No further nominations, **John C. Linz** nomination was accepted and approved.

ASSESSORS - 1 VACANCY – ONE - 2 YEAR TERM

NOMINATION: ROBERT B. MURPHY - 435 CONCORD ROAD

Nominators: John C. Linz – 2 Jeffrey Cir.; Gordon Feltman – 22 Lido Ln.; Pauline M. Herz
27 Independence Rd.

No further nominations, **Robert B. Murphy** nomination was accepted and approved.

Town Caucus January 8, 2008*continued from previous page****HOUSING AUTHORITY - 1 VACANCY – ONE - 5-YEAR TERM*****INCUMBENT NOMINATION: STEPHEN R. HANNA – 3 BEVERLY ROAD**

Nominator: William S. Moonan – 18 Crescent Ave.; Angelo A. Colao – 5 Page Rd.;
Arthur Black Smith – 9 Middlesex Rd.

No further nominations, **Stephen R. Hanna** nomination was accepted and approved.

HOUSING AUTHORITY - 1 VACANCY – ONE - 4-YEAR TERM

There were no nominations for this vacancy.

BOARD OF HEALTH - 2 VACANCIES- TWO 3- YEAR TERMS**INCUMBENT NOMINATION: THOMAS J. KINZER III – 226 OLD BILLERICA ROAD**

Nominators: Beatrice A. Brunkhorst – 135 Page Rd.; Sybil Zildjian – 9 Hartwell Rd.

No further nominations, **Thomas J. Kinzer III** nomination was accepted and approved.

INCUMBENT NOMINATION: SYBIL ZILDJIAN – 9 HARTWELL ROAD

Nominators: Beatrice A. Brunkhorst – 135 Page Rd.; Mary A. Firestone – J8 Ashby Pl.

No further nominations, **Sybil Zildjian** nomination was accepted and approved.

LIBRARY TRUSTEES - 2 VACANCIES – TWO 3-YEAR TERMS**INCUMBENT NOMINATION: LYNNE O’CONNOR – 54 NOTRE DAME ROAD**

Nominators: Arthur Black Smith – 9 Middlesex Rd.; Brian C. O’Donnell – 30 Fayette Rd.

No further nominations, **Lynne O’Connor** nomination was accepted and approved.

NOMINATION: RACHEL FIELD – 380 CONCORD ROAD

Nominators: Abigail A. Hafer – 260 Davis Rd.; Alan M. MacRobert – 260 Davis Rd.

No further nominations, **Rachel Field** nomination was accepted and approved.

PLANNING BOARD - 2 VACANCIES – TWO - 3 -YEAR TERMS**INCUMBENT NOMINATION: SANDRA HACKMAN– 22 MEADOWBROOK ROAD**

Nominators: Brian C. O’Donnell – 30 Fayette Rd.; Gordon Feltman – 22 Lido Ln.

No further nominations, **Sandra Hackman** nomination was accepted and approved.

INCUMBENT NOMINATION: LISA R. MUSTAPICH – 1 CLARK ROAD

Nominators: Gail Richards – 3 Rand Pl.; Christine F. Wojnar – 8 Putnam Rd.

No further nominations, **Lisa R. Mustapich** nomination was accepted and approved.

Town Caucus January 8, 2008*continued from previous page****REGIONAL SCHOOL COMMITTEE – ONE VACANCY – ONE THREE-YEAR TERM*****INCUMBENT NOMINATION: MARK TRIFIRO – 15 APPLETREE LANE**

Nominators: Merri L. Trifiro – 15 Appletree Ln.; Pauline M. Herz – 27 Independence Rd.

No further nominations, **Mark Trifiro** nomination was accepted and approved.

SCHOOL COMMITTEE - 2 VACANCIES – TWO - 3 -YEAR TERMS**INCUMBENT NOMINATION: EDWARD PIERCE – 5 NORMA ROAD**

Nominator: Elizabeth G. Coules – 301 Concord Rd .; John McCulloch – 3 Evans Ave.

No further nominations, **Edward Pierce** nomination was accepted and approved.

INCUMBENT NOMINATION: NOREEN M. O’GARA – 35 GLENRIDGE DRIVE

Nominators: Pauline M. Herz – 27 Independence Rd.; Michelle F. Matteo – 7 Benjamin Kidder Ln.

No further nominations, **Noreen M. O’Gara** nomination was accepted and approved.

SELECTMEN - 2 VACANCIES – TWO – 3 -YEAR TERMS**INCUMBENT NOMINATION: MARK SIEGENTHALER - 20 ANTHONY ROAD**

Nominators: Anne Bickford – 197 North Rd.; Art Black Smith – 9 Middlesex Rd.; Robert B. Murphy – 435 Concord Rd.

No further nominations, **Mark Siegenthaler** nomination was accepted and approved.

NOMINATION: MICHAEL A. ROSENBERG - 387 CONCORD ROAD

Nominators: Gordon Feltman – 22 Lido Ln.; Pauline M. Herz – 27 Independence Rd.

No further nominations, **Michael A. Rosenberg** nomination was accepted and approved.

The Chairperson stated that nomination papers are available for any vacancies until January 15, 2008.

The 2008 Town Caucus adjourned at 8:25 P.M.

Respectfully submitted,

Secretary of the Caucus
Virginia Draper

**FEBRUARY 5, 2008
PRESIDENTIAL PRIMARY—DEMOCRATIC BALLOT**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PRESIDENTIAL PREFERENCE	0	0	0	0	0
Times counted	838	615	913	717	3083
Unused Votes	0	0	0	0	0
Write-in votes	1	1	0	0	2
JOHN R. EDWARDS	14	6	12	17	49
HILLARY CLINTON	415	326	440	354	1535
JOSEPH R. BIDEN JR.	2	0	4	0	6
CHRISTOPHER J. DODD	0	1	0	1	2
MIKE GRAVEL	2	1	0	1	4
BARACK OBAMA	400	275	452	335	1462
DENNIS J. KUCINICH	1	2	1	3	7
BILL RICHARDSON	0	0	1	3	4
NO PREFERENCE	3	3	3	3	12
TOTALS	838	615	913	717	3083

**STATE COMMITTEE
VOTE FOR ONE MAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE MAN	0	0	0	0	0
Times counted	838	615	913	717	3083
Unused Votes	276	197	286	223	982
Write-in votes	7	6	1	3	17
RONALD M CORDES	555	412	626	491	2084
TOTALS	838	615	913	717	3083

**STATE COMMITTEE
VOTE FOR ONE WOMAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE WOMAN	0	0	0	0	0
Times counted	838	615	913	717	3083
Unused Votes	306	210	316	248	1080
Write-in votes	2	5	2	0	9
JANET M BEYER	530	400	595	469	1994
TOTALS	838	615	913	717	3083

**TOWN COMMITTEE
VOTE FOR NOT MORE THAN THIRTY-FIVE**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
TOWN COMMITTEE	0	0	0	0	0
Times counted	29330	28982	31955	25095	115362
Unused Votes	18837	21525	20093	15546	76001
Write-in votes	1	6	1	1	9
RICHARD H. BOWEN	410	293	474	392	1569
JOHN MCCULLOCH	436	311	485	388	1620
MEREDITH MCCULLOCH	443	313	497	394	1647
MARGOT R. FLEISCHMAN	406	290	466	375	1537
RONALD M. CORDES	436	309	492	394	1631
JACQUELINE S. EDWARDS	414	294	462	394	1564
MARCH HANF	382	271	437	350	1440
PATRICIA PELLEGRINI	405	293	476	368	1542
DORIS A. SMITH	442	329	490	398	1659
DOROTHY C. AFRICA	390	276	463	353	1482
TERENCE L. PARKER	403	297	446	371	1517
PATRICIA N. LEIBY	416	298	495	381	1590
BRIAN THEODORE HART	430	294	488	391	1603
SANDRA L. HACKMAN	401	284	460	357	1502
MARK S. SIEGENTHALER	460	327	516	426	1729
DENNIS J. AVERY	382	277	435	351	1445
S. BROWN PULLIAM	432	307	495	405	1639
LOIS F. PULLIAM	449	314	503	408	1674
ANNE E. LARKIN	433	302	474	381	1590
ALAN M. MACROBERT	418	292	456	375	1541
CATHERINE B. CORDES	453	321	497	406	1677
ABIGIAL A. HAFER	432	294	465	380	1571
GARVIN M. MOORE, JR.	399	280	460	367	1506
NANCY H. MOORE	415	290	474	369	1548
ANITA TAPPER FELD	396	287	455	360	1498
ALLEN MARSHALL	4	1	0	7	12
JOHN ZUPKUS	5	2	0	7	14
DONALD DROUIN		5	0	0	5
TOTALS	29330	28982	31955	25095	115362

**FEBRUARY 5, 2008
PRESIDENTIAL PRIMARY—REPUBLICAN BALLOT**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PRESIDENTIAL PREFERENCE					
Times counted	419	281	473	398	1571
Unused Votes	1	0	0	0	1
Write-in votes	0	0	1	1	2
JOHN MCCAIN	159	104	210	172	645
FRED THOMPSON	0	2	0	1	3
TOM TANCREDO	0	0	0	0	0
DUNCAN HUNTER	0	0	1	0	1
MIKE HUCKABEE	12	12	8	5	37
MITT ROMNEY	230	154	244	202	830
RON PAUL	7	7	7	13	34
RUDY GIULIANI	7	1	2	3	13
NO PREF	3	1	0	1	5
TOTALS	419	281	473	398	1571

**STATE COMMITTEE
VOTE FOR ONE MAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE MAN	0	0	0	0	0
Times counted	419	281	473	398	1571
Unused Votes	175	115	208	174	672
Write-in votes	2	5	5	0	12
PETER DULCHINOS	242	161	260	224	887
TOTALS	419	281	473	398	1571

**STATE COMMITTEE
VOTE FOR ONE WOMAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE WOMAN	0	0	0	0	0
Times counted	419	281	473	398	1571
Unused Votes	165	114	204	170	653
Write-in votes	2	2	3	0	7
SANDRA B. MARTINEZ	252	165	266	228	911
TOTALS	419	281	473	398	1571

**TOWN COMMITTEE
VOTE FOR NOT MORE THAN TWENTY-EIGHT**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
TOWN COMMITTEE	0	0	0	0	0
Times counted	11732	7868	13244	11144	43988
Unused Votes	10449	7093	11845	10006	39393
Write-in votes	13	4	9	10	36
JOHN M. STELLA	220	135	233	192	780
CARMEN J. STELLA	209	127	231	185	752
CURTIS JAMES PEREGRIM	193	118	221	182	714
STEPHEN JOHN PEREGRIM	198	115	223	179	715
ROBERT M. AVAKIAN	233	141	240	198	812
DENISE COSTA	217	135	242	192	786
TOTALS	11732	7868	13244	11144	43988

**FEBRUARY 5, 2008
PRESIDENTIAL PRIMARY—GREEN-RAINBOW BALLOT**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PRESIDENTIAL PREFERENCE					
Times counted	0	0	0	1	1
Unused Votes	0	0	0	0	0
Write-in votes	0	0	0	0	0
JARED BALL	0	0	0	0	0
RALPH NADER	0	0	0	0	0
ELAINE BROWN	0	0	0	0	0
KAT SWIFT	0	1	0	0	0
CYNTHIA MCKINNEY	0	0	0	1	1
KENT MESPLAY	0	0	0	0	0
NO PREF	0	0	0	0	0
TOTALS	0	0	0	1	1

**STATE COMMITTEE
VOTE FOR ONE MAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE MAN					
Times counted	0	0	0	1	1
Unused Votes	0	0	0	0	0
Write-in votes	0	0	0	0	0
DANIEL MELNECHUK	0	0	0	1	1
TOTALS	0	0	0	1	1

**STATE COMMITTEE
VOTE FOR ONE WOMAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE WOMAN					
Times counted	0	0	0	1	1
Unused Votes	0	0	0	0	0
Write-in votes	0	0	0	1	1
TOTALS	0	0	0	1	1

**TOWN COMMITTEE
VOTE FOR NOT MORE THAN TEN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
TOWN COMMITTEE					
Times counted	0	0	0	10	10
Unused Votes	0	0	0	8	8
Write-in votes	0	0	0	2	2
TOTALS	0	0	0	10	10

**FEBRUARY 5, 2008
PRESIDENTIAL PRIMARY
WORKING FAMILIES BALLOT**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PRESIDENTIAL PREFERENCE					
Times counted	0	0	1	0	1
Unused Votes	0	0	0	0	0
Write-in votes	0	0	1	0	1
NO PREF	0	0	0	0	0
TOTALS	0	0	1	0	1

**STATE COMMITTEE
VOTE FOR ONE MAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE MAN					
Times counted	0	0	1	0	1
Unused Votes	0	0	1	0	1
Write-in votes	0	0	0	0	0
TOTALS	0	0	1	0	1

**STATE COMMITTEE
VOTE FOR ONE WOMAN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
STATE COMMITTEE WOMAN					
Times counted	0	0	0	1	1
Unused Votes	0	0	0	0	0
Write-in votes	0	0	0	1	1
TOTALS	0	0	0	1	1

**TOWN COMMITTEE
VOTE FOR NOT MORE THAN TEN**

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
TOWN COMMITTEE					
Times counted	0	0	10	0	10
Unused Votes	0	0	10	0	10
Write-in votes	0	0	0	0	0
TOTALS	0	0	10	0	10

ANNUAL TOWN ELECTION March 8, 2008

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
SELECTMEN	0	0	0	0	0
Times counted	184	104	144	170	602
Unused Votes	9	19	19	19	66
Write-in votes	0	0	1	3	4
MARK SIEGENTHALER	89	43	63	72	267
MICHAEL A. ROSENBERG	86	42	61	76	265
TOTALS	184	104	144	170	602

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
ASSESSORS	0	0	0	0	0
Times counted	92	52	72	85	301
Unused Votes	4	9	8	13	34
Write-in votes	0	0	1	0	1
JOHN C. LINZ	88	43	63	72	266
TOTALS	92	52	72	85	301

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
ASSESSORS	0	0	0	0	0
Times counted	92	52	72	85	301
Unused Votes	6	12	11	20	49
Write-in votes	0	0	1	0	1
ROBERT B. MURPHY	86	40	60	65	251
TOTALS	92	52	72	85	301

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
BOARD OF HEALTH	0	0	0	0	0
Times counted	184	104	144	170	602
Unused Votes	20	30	23	37	110
Write-in votes	0	0	2	1	3
THOMAS J. KINZER III	82	35	61	65	243
SYBIL ZILDJIAN	82	39	58	67	246
TOTALS	184	104	144	170	602

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
HOUSING AUTHORITY	0	0	0	0	0
Times counted	92	52	72	85	301
Unused Votes	9	7	8	10	34
Write-in votes	0	0	1	0	1
STEPHEN R. HANNA	83	45	63	75	266
TOTALS	92	52	72	85	301

Annual Town Election March 8, 2008*continued from pre-*

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
HOUSING AUTHORITY	0	0	0	0	0
Times counted	92	52	72	85	301
Unused Votes	8	10	10	13	41
Write-in votes	0	0	1	0	1
JANE PUFFER	84	42	61	72	259
TOTALS	92	52	72	85	301

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PLANNING BOARD	0	0	0	0	0
Times counted	184	104	144	170	602
Unused Votes	31	32	28	28	119
Write-in votes	2	1	2	0	5
SANDRA HACKMAN	75	37	56	72	240
LISA R. MUSTAPICH	76	34	58	70	238
TOTALS	184	104	144	170	602

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
LIBRARY TRUSTEE	0	0	0	0	0
Times counted	184	104	144	170	602
Unused Votes	24	31	23	42	120
Write-in votes	0	0	1	0	1
RACHEL FIELD	80	35	56	60	231
LYNNE O'CONNOR	80	38	64	68	250
TOTALS	184	104	144	170	602

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
REGIONAL SCHOOL	0	0	0	0	0
Times counted	92	52	72	85	301
Unused Votes	6	10	11	12	39
Write-in votes	0	0	1	1	2
MARK TRIFIRO	86	42	60	72	260
TOTALS	92	52	72	85	301

Name	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
SCHOOL COMMITTEE	0	0	0	0	0
Times counted	184	104	144	170	602
Unused Votes	15	21	22	24	82
Write-in votes	1	2	1	2	6
NOREEN M. O'GARA	81	39	59	72	251
EDWARD PIERCE	87	42	62	72	263
TOTALS	184	104	144	170	602

ANNUAL TOWN MEETING

March 24, 2008

The Moderator called the Town Meeting to order. The Annual Town Meeting convened at 7:40 p.m. in the John Glenn Middle School Auditorium. A quorum of one hundred and ten registered voters was present. The Town Clerk read the return of service. The Bedford Minutemen posted the colors. Reverend Fornaro from St. Paul's Church gave the invocation. The Moderator stated the secret ballot process would be different. She said that the voters required a red card to vote. If they did not pick one up, go out to check-in. The Moderator stated that Town Meeting is the business meeting of the Town. Proper decorum is required. A voter may not speak unless the Moderator recognizes them. The voter must stand at the microphone. Name and address are required to speak. A voter may not speak more than twice on an article unless they have questions. Questions must be directed through the Moderator. Amendments must be in writing and in duplicate. There is no clapping or booing. Local cable is taping the meeting. They won't tape during voting. Please turn off cellular phones. If you need to talk please go into the lobby. The Moderator announced the tellers for the evening: Joanne Callahan, Lois Chase, Keith Hayward, Pat Leiby, Gloria Moll, Connie Pespisa and Rita Sullivan. The Moderator stated we need extra help tonight for the secret ballots. She may recruit a few members of the audience.

The Moderator announced there is no smoking on school grounds.

Catherine Cordes read the memorial resolution for Annual Town Meeting 2008.

Memorial Resolution

Annual Town Meeting 2008

Whereas, since the Annual Town Meeting of 2007, employees and officers of the town have passed away, having performed their duties faithfully, dedicating their time and skills to benefit the residents of Bedford,

And whereas we gratefully recognize their public service to Bedford's citizens,

Now therefore be it resolved that we, the people of Bedford, assembled here in Annual Town Meeting on March 24, 2008, mourn their passing and extend sincere sympathy to the families of

James Albani

Department of Public Works, Working Foreman 1961 to 1999

John F. Brown

Library Trustee 1964-1967

Library Building Committee 1965

Historic District Commission 1971-1978

Town Historian 2003 to 2008

Bedford's 2005 Citizen of the Year

Virginia Flores

Finance Committee 1986-1989

John P. Forte

Moderator 1969-1973

Zoning Board of Appeals 1962-1963

Annual Town Meeting March 24, 2008*continued from previous page***Howard Joy**

Dog Officer 1981-1987

Irene M. Lord

Board of Health Administrative Secretary 1976-1997

Ad hoc Insurance Advisory Committee 1981-1984

James J. McMahan

Plans Coordinating Committee 1970

Sewer Study Committee 1972-1973

Charles F. Schwerin

Bicycle Advisory Committee 1987-1997

Arts Council 1986-1987

Future School Building Needs Committee 1962-1966

Hanscom Field Community Council 1963-1965

Junior High Building Committee 1964-1967

School Committee 1963-1966

Trustee – Public Library 1983-1992

Marcelle Schnitger

Bedford's 1992 Citizen of the Year

Helen Tierney

Bedford Public Schools Teacher 1957-1974

Margaret Weber

Administrative Clerk Secretary for Town Clerk and Finance Departments, 1966-1983

And be it further resolved that this resolution be inscribed in the permanent record of this meeting and notification thereof be sent to members of their families.

Gordon Feltman

Whereas on January 29, 2008, our beloved friend and fellow citizen Gordon Feltman has passed away, and

Whereas Gordon had faithfully served the Town of Bedford, dedicating his time and skills to benefit the residents of Bedford through serving on

Capital Expenditure Committee 1979-1985

Ad hoc Sign Bylaw Committee 1992-1996

Hanscom Task Force 1994-1998

Metropolitan Area Planning Council 1998-2001

Zoning Board of Appeals 1988-1996

Electric Restructuring Advisory Committee 1998 - 2008

And as a Selectman 1999-2008

And whereas we gratefully recognize his public service to Bedford's citizens,

Now therefore be it resolved that we, the people of Bedford, assembled here in Annual Town Meeting on March 24, 2008, mourn his passing and extend sincere sympathy to his family in their deep loss.

And be it further resolved that this resolution be inscribed in the permanent record of this meeting, and copies thereof be sent to members of their family.

Reports of Town Committees:

Alison Malkin and Sue Baldauf presented the Youth and Family Services Report.

Sandra Hackman presented the Planning Board Report.

Anne Bickford presented the Strategic Communications Task Force Report.

Catherine Cordes presented the Volunteer Coordinating Committee Report.

Thomas Busa presented the Finance Committee Report.

Article 2**Debate Rules**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town adopt the following procedure for the current Annual Town Meeting:

- A. A speaker presenting an article or amendment to an article shall be limited to ten (10) minutes;
- B. Other speakers shall be limited to five (5) minutes;
- C. No article shall be presented after 10:45 p.m.;
- D. Town Meeting by majority vote may waive A, B, or C;

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

Annual Town Meeting March 24, 2008*continued from previous page***Article 3****Consent Article**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town:

- A. Authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 2008 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of General Laws, Chapter 44, Section 17, or Section 17A, as may be appropriate;
- B. Raise and appropriate the sum of \$43,000 for an audit of Fiscal Year 2008 and related services;
- C. Accept the provisions of Chapter 184 Section 51 of the Acts of 2002, amending Massachusetts General Laws Chapter 59 Section 5 (41C) as provided therein concerning a tax exemption of \$500.00 for the elderly so as to increase the gross receipts limitations to \$20,000.00 for a single person and \$30,000.00 for married persons and so as to increase the whole estate limitations to \$40,000.00 for a single person and \$55,000.00 for married persons, and further to increase the amount of property tax exemption granted to persons who qualify for said exemption under said Section 5 (41C) by 100% to \$1,000.00, effective in the Fiscal Year 2009;
- D. Accept the provisions of Chapter 73, Section 4 thereof of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988 so as to act under the aforesaid statute to increase the amount of property tax exemptions by 100% for persons who qualify for said exemptions under clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, and 37A of Section 5 of Chapter 59 of the General Laws, said increase to be 100% above the minimum exemption amounts otherwise provided in the aforementioned

clauses of Section 5 of Chapter 59 of the General Laws, effective in the Fiscal Year 2009;

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

Article 4**Reauthorization of Revolving Funds**

Sheldon Moll made the following motion and the motion was seconded.

Voted, that the Town:

- A. Establish, pursuant to Massachusetts General Laws, Chapter 44, Section 53E ½ for Fiscal Year 2009, a departmental revolving fund to be under the jurisdiction of the Board of Library Trustees; such fund to be used for the purchasing of library materials and to be comprised of charges for lost or damaged library materials or cards, and late fines to the extent that such fines and charges exceed \$17,000 and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$25,000 for said Fiscal Year 2009;
- B. Establish, pursuant to M.G.L. Chapter 44, Section 53E ½ for Fiscal Year 2009, a departmental revolving fund for the Conservation Commission, and to authorize the Conservation Commission to deposit into such fund any and all consultant fees and to use such funds for the purchase of consultant services needed to fulfill the work of the Commission and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$100,000 for said Fiscal Year 2009;
- C. Establish, pursuant to M.G.L. Chapter 44, Section 53E ½ for Fiscal Year 2009, a departmental revolving fund for Cable Television Franchise fees and revenue to be under the jurisdiction of the Selectmen, such fund to be used for purchasing equipment, supplies and services related to the

Annual Town Meeting March 24, 2008

continued from previous page

operation of cable television municipal access channels and to provide, moreover, that ex-penditures from such revolving fund shall not exceed a total of \$50,000 for said Fiscal Year 2009;

- D. Establish, pursuant to M.G.L. Chapter 44, Section 53E ½ for Fiscal Year 2009, a departmental revolving fund for fees and revenue received from the operation of Depot Park to be under the jurisdiction of the Selectmen, such fund to be used for the maintenance and improvements for Depot Park and purchasing equipment, supplies and services related to the operation of Depot Park and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$75,000 for said Fiscal Year 2009;
- E. Establish, pursuant to M.G.L. Chapter 44, Section 53E ½ for Fiscal Year 2009, a departmental revolving fund for fees and revenue received from the operation of the Old Town Hall and Town Center to be under the jurisdiction of the Selectmen, such fund to be used for the maintenance of Old Town Hall and Town Center including utility expenses and purchasing equipment, supplies and services related to the operation of Old Town Hall and Town Center, and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$100,000 for said Fiscal Year 2009.

RECOMMENDATIONS

Selectmen: Recommended approval
 Finance Committee: Recommended approval

Moderator declared this motion adopted unanimously.

Article 5
Bills of Prior Years

Sheldon Moll made the following motion and the motion was seconded.

Voted, that Article 5 be indefinitely postponed.

RECOMMENDATIONS

Selectmen: Recommended approval

Finance Committee: Recommended approval

The Moderator stated the motion requires a two-thirds vote. Moderator declared Article 5 indefinite postponement adopted unanimously.

Article 6
General Bylaw Amendment – Projecting Signs

Mark Siegenthaler made the following motion and the motion was seconded.

Voted, that the Town amend Article 39—Sign Bylaw of the Bedford General By-laws to allow projecting signs in certain locations by amending the bylaw as follows:

Revise line 6 in Section 39.4.1. B. Prohibited signs, such that the text reads:

- 6. Except in the Limited Business District, North Road Overlay District, and Depot Area Mixed-Use Overlay District, projecting signs are prohibited.

Create a new section 39.4.3 M by adding the following text:

M. Projecting Signs.

In the Limited Business District, North Road Overlay District, and Depot Area Mixed-Use Overlay District only, one projecting sign is permitted per business. The sign shall not extend beyond a vertical plane that is two (2) feet inside the curb line nor more than forty-eight (48) inches from a building wall, exclusive of any supporting structure from the building. A projecting sign shall not hang lower than eight (8) feet over a sidewalk or other grade as measured to the lowest element of the projecting sign. Projecting signs shall not rise more than twenty (20) feet from the ground level to the top of the sign. Allowable area of a projecting sign shall not be more than ten (10) square feet in area nor extend above the eave of a building. When multiple business signs are projected from the wall of a multi-tenanted building, all signs shall be in-stalled at a similar height, with the top, bottom or center of sign aligned for

each tenanted floor.

In any instance where a projecting sign is proposed, the area of the projecting sign shall be deducted from the maximum allowable area of any proposed wall sign (s). Projecting signs shall not be illuminated.

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval
- Planning Board: Recommended approval
- Historic District Commission: Recommended approval

Moderator declared motion adopted by majority vote.

Article 7

General Bylaw Amendment – Discontinuance of Illuminated Signs for Vacant Properties

Mark Siegenthaler made the following motion and the motion was seconded.

Voted, that the town amend Article 39.3, Sign Bylaw—Administration and Miscellaneous of the Bedford General Bylaws so as to require the cessation of sign illumination and re-moval of a sign after a business vacates a premise by adding a new paragraph C under Section 5. Maintenance, as follows:

C. Signs shall not be illuminated or continue to display a business’ name after said business vacates the premises. It shall be the Building Owner’s responsibility to turn off the illumination within ten (10) days and either remove the sign in its entirety, or, remove the business’ name from the sign within 28 days after the business vacates the premises. All illumination associated with the removed signage shall be turned off, except for the following conditions:

- 1) Where the illumination is for a freestanding sign identifying more than one building tenant, the Owner shall remove the former business’ name, only;
- 2) Where the illumination is part of a lighting system designed to concurrently illuminate additional signs on the premises,

the Owner shall remove the former business’ name, only.

The Building Owner may erect a temporary sign in place of the vacated business’ sign, advertising “Space for Lease”.

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval

Moderator declared this motion adopted unanimously.

Article 8

General Bylaw Amendment – Affordable Housing Trust

Mark Siegenthaler made the following motion and the motion was seconded.

Voted that the Town amend the Bedford General Bylaws so as to establish the authority, membership, purpose and responsibilities of the Municipal Affordable Housing Trust by adding the following new article:

Authority

The Municipal Affordable Housing Trust is established under M.G.L. Chapter 44, Section 55C.

Membership

The Municipal Affordable Housing Trust shall consist of seven members appointed by the Selectmen for two-year staggered terms. The seven members shall include two Selectmen, the Town Manager, two members of the Housing Partnership and two at large members.

Purpose

The Municipal Affordable Housing Trust shall work towards the creation and preservation of affordable housing in Bedford for the benefit of low and moderate income householders.

Responsibilities

The Municipal Affordable Housing Trust shall exercise any and all of the powers legally authorized under M.G.L. Chapter 44, Section 55C.

RECOMMENDATIONS

- Selectmen: Recommended approval

Annual Town Meeting March 24, 2008*continued from previous page*

Finance Committee: Recommended approval
Moderator declared this motion adopted unanimously.

Article 9**Assignment of Right of first Refusal to Purchase Housing Units**

Mark Siegenthaler made the following motion and the motion was seconded.

Voted, that the Town authorize the Selectmen to assign the Town's rights of first refusal under Massachusetts Department of Housing and Community Development deed riders to any or all affordable housing units in Town to the Municipal Affordable Housing Trust established pursuant to M.G.L. Chapter 44, Section 55C.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted by two-thirds vote.

Article 10**General Bylaw Amendment – Underground Utilities for Portions of Great Road and Fletcher Road**

Pam Brown made the following motion and the motion was seconded.

Voted, that the Town amend Article 46.19 of the Bedford General Bylaws to include an additional location as follows:

Add, after the final sentence in Section 46.19 the following text:

and, on, along or across The Great Road and Fletcher Road from a point on the southeast intersection of Elm Street and said The Great Road across The Great Road to a point on the east side of said Fletcher Road at the northeast intersection of said The Great Road and said Fletcher Road and traveling a distance of approximately Two Hundred feet (200') northerly along said Fletcher Road.

Such that the resulting text reads:

Any person, firm, corporation, partnership,

their agents and employees, who has been granted, or may be granted, any license, permission, or other authority to construct or maintain poles and over-head wires and associated overhead structures upon, along, under or across any public way or ways, is forbidden from installing or constructing, and shall remove immediately any poles, over-head wires and associated overhead structures which are located as follows: on, along or across The Great Road from a point at the east sideline of Walsh Road to a point 160 feet west of Bacon Road, and, on, along or across The Great Road and Fletcher Road from a point on the southeast intersection of Elm Street and said The Great Road across The Great Road to a point on the east side of said Fletcher Road at the northeast intersection of said The Great Road and said Fletcher Road and traveling a distance of approximately Two Hundred feet (200') northerly along said Fletcher Road.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended disapproval
Historic District
Commission: Recommended approval
Planning Board: Recommended approval with the condition if the cost is over \$200,000, the developer will pay or come back to Town Meeting to rescind the article.

Moderator declared this motion adopted by majority vote.

Article 11**Depot Park Long Term Lease Authorization**

Angelo Colao made the following motion and the motion was seconded.

Voted, that Town authorize the Selectmen in the name of the Town to lease on such terms as the Selectmen determine up to 99 years, the Bedford Depot at 80 Loomis Street and to further authorize the filing of special legislation with the General Court permitting the lease of said property for a term up to 99 years.

RECOMMENDATIONS

Selectmen: Recommended approval

Annual Town Meeting March 24, 2008

continued from previous page

Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted by two-thirds vote.

Article 12

Altmann Conservation Area Land Swap

Michael Rosenberg made the following motion and the motion was seconded.

Voted, that the Town authorize the Selectmen and Conservation Commission to initiate a petition to the Massachusetts Legislature under article 97 of the articles of amendment to the Massachusetts Constitution, so as to effectuate removal of the conservation restriction from approximately 6,071 square feet of land within the Altmann Conservation Area in accordance with a plan on file in the Town Clerk’s office, so that the said 6,071 square foot parcel may be swapped for 6,071 square feet of an abutting lot, also contiguous with said Altman Conservation Area, and to authorize the Selectmen and Conservation Commission to take all actions necessary to effectuate the said land-swap.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

Article 13

Acceptance of Temporary Easements for Reconstruction of Page Road/Shawsheen River Bridge

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town authorize the Selectmen to acquire by gift, purchase or eminent domain, land or any interest in land, including easements for construction of the Page Road Bridge as shown on a plan entitled “Page Road - Showing Location of Easements taken by the Town of Bedford, dated January 24, 2007, prepared by Purcell Associates” and a copy filed in the office of the Town Clerk.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

Article 14

Temporary Easement Acquisition for Middlesex Turnpike

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town reauthorize the Selectmen to acquire by gift, purchase or eminent domain, the temporary easements for roadway construction related to the Middlesex Turnpike and Crosby Drive Transportation Improvement Projects as shown on a plan entitled “Middlesex Turnpike and Crosby Drive Transportation Improvement Projects Plan of Land and Easements, Bedford, Mass. (Middlesex County), prepared for the Town of Bedford, Scale 1” = 20’, dated February 13, 2003, drawn by County of Middlesex, Massachusetts Layout Alteration Plan” and a copy filed in the Office of the Town Clerk.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

Article 15

Renewal of Conservation Restriction Release Middlesex Turnpike Project

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town petition the Legislature pursuant to Article 97 of the Articles of Amendment to the Massachusetts Constitution to release from a conservation restriction approximately 4,000 square feet of land, more or less, along Middlesex Turnpike as shown on a Plan of Land

Annual Town Meeting March 24, 2008

continued from previous page

entitled “Plan Showing Article 97 Land Disposition in Bedford, Massachusetts, Middlesex County, June 5, 2003, scale: 40 feet to the inch”, a copy of which is on file in the office of the Town Clerk.

RECOMMENDATIONS

Selectmen: Recommended approval
 Finance Committee: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared this motion adopted unanimously.

Article 16

Street Acceptance – Caesar Jones Way

Pam Brown made the following motion and the motion was seconded.

Voted, that the Town accept the layout by the Selectmen of a way known as Caesar Jones Way,

Article 17

Capital Projects Plan – Fiscal Year 2009

Mark Siegenthaler made the following motion and the motion was seconded.

Voted, that the Town appropriate the following sums for the items contained within the following proposed Fiscal Year 2009 Capital Projects Plan.

Project	Project Name	Appropriation
09-01	Davis School Telephone System Replacement	\$40,000
09-02	Police Radio System Repair/Upgrade	\$29,700
09-03	Vehicles and Equipment Retirement Program	\$475,000
09-04	Information Systems Computer Server & Network Equipment	\$ 15,000
09-05	Town Hall Copier Replacement	\$ 7,500
09-06	Fire Radio System Replacement	\$67,000
09-07	Davis School Network Upgrades	\$37,000
09-08	Information Systems—Financial Software Systems	\$10,000
09-09	Davis & Lane Schools Repainting	\$42,540
09-10	Underground Fuel Tank Inspections	\$7,000
09-11	Town Center North Wing Bathroom Renovations	\$33,925
09-12	Davis School Floor Covering Replacement	\$46,700
09-13	Davis & Lane Schools Furniture Replacement	\$43,690
09-14	Road Resurfacing	\$400,000
09-15	Town Hall Emergency Generator	\$ 75,650
09-16	Sewer Pumping Stations	\$191,000

and that to fund said projects \$1,258,204.60 be raised from the tax levy, that the sum of \$191,000 be transferred from the Sewer Fund for said Project 09-16, and that the following sums totaling \$72,500.40 be transferred from the following articles of prior Town Meetings:

said way runs from Concord Road, a distance of 950 feet more or less, as shown on a plan entitled “Definitive Subdivision Plan”, drawn by BSC Group, dated November 6, 2001 revised through February 7, 2002 and a copy is available for inspection in the Planning Board office.

RECOMMENDATIONS

Selectmen: Recommended approval
 Finance Committee: Recommended approval
 Planning Board: Recommended approval

Moderator stated this motion requires a two-thirds vote. Moderator declared motion adopted unanimously.

The Moderator announced that any items you wish to hold on the Capital Article just say “hold”. The unheld items would be voted on first. The held items would be discussed and voted on separately. The three secret ballots will be at the end. We will try something new.

Annual Town Meeting March 24, 2008

continued from previous page

Town Meeting	Appropriation Item	Balance to be Transferred
2006 Annual Town Mtg.	Article 26-Project 07-08 School Emergency Communication Upgrade	\$23,600.00
2006 Annual Town Mtg.	Article 26-Project 07-13 Fire Station Roof	\$ 7,485.61
2006 Annual Town Mtg.	Article 26-Project 07-14 School HVAC Controls Upgrade	\$ 1,420.58
2006 Annual Town Mtg.	Article 26-Project 07-18 Town Center Roof	\$ 20,503.84
2006 Annual Town Mtg.	Article 26-Project 07-21 School Utility Conservation Systems	\$ 2,726.11
2005 Annual Town Mtg.	Article 15-Project 06-02 High School Sump Pump	\$ 2,103.71
October 2003 Special Town Mtg.	Article 11 – Old Town Hall Renovations	\$ 4,992.25
November 2003 Special Town Meeting	Article 8 – Old Town Hall Renovations	\$ 7,561.66
October 2000 Special Town Meeting	Article 7 – Old Town Hall Renovations	\$ 2,106.64

And further that the Town appropriate \$245,000 for Project 09-17 – Water Standpipe Painting and Preparations for painting and related preparations and rehabilitation of the Town’s water tanks; and that to meet this appropriation, \$95,000 shall be used from water funds and the Treasurer, with the approval of the Selectmen, is authorized to borrow \$150,000 under Massachusetts General Laws, Chapter 44, or any other enabling authority; and that the Selectmen are authorized to take any other action to carry out this project;

And further that the Town appropriate \$100,000 for Project 09-18 – Shawsheen Well #2 Replacement for the construction of a new well to replace Shawsheen Well #2; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$100,000 under Massachusetts General Laws, Chapter 44, or any other enabling authority; and that the Selectmen are authorized to take any other action to carry out this project.

And further that the Town appropriate \$475,000 for Project 09-19 – Water Main Improvements for the replacement and installation of water mains; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$475,000 under Massachusetts General Laws, Chapter 44, or any other enabling authority; and that the Selectmen are authorized to take any other action to carry out this project.

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval
- Capital Expenditure Committee: Recommended approval

Moderator declared items 09-01, 09-04 – 09-13 and 09-15-9-16 adopted unanimously.

Item 09-02 was adopted unanimously. Item 09-03 was adopted by majority vote. Item 09-14 was adopted by majority vote. Project 09-17 – Water Standpipe Painting was adopted by the necessary two-thirds vote (Yes – 129, No-4). Project 09-18 – Shawsheen Well #2 Replacement was adopted by the necessary two-thirds vote (Yes – 131, No-3). Project 09-19 – Water Main Improvements was adopted by the necessary two-thirds vote (Yes – 133, No-2).

The Moderator requested that Mike Rosenberg move Article 19 to allow the tellers to finish counting before starting another secret ballot.

**Article 19
Rescind Bond Authorization from Hartwell Road Sewer Replacement**

Michael Rosenberg made the following motion and the motion was seconded.

Annual Town Meeting March 24, 2008

continued from previous page

Voted, that the Town rescind \$122,760 of the total \$145,750 bond authorization voted at the March 23, 1999 Annual Town Meeting under Article 19 – Hartwell Road Sewer Replacement and Bond Authorization thereof.

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval

Moderator declared motion adopted unanimously.

Article 18

Infiltration/Inflow Program

Sheldon Moll made the following motion and the motion was seconded.

Voted, that the Town appropriate \$272,727 for the construction or reconstruction of sewers and related infiltration/inflow improvements and studies; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$150,000 under G.L. c44, §7; that while any such borrowing shall be a general obligation of the Town, it is the intent of the Town that the principal

of such borrowing shall be paid from the Sewer Fund; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority and to enter into a loan agreement and financial assistance agreement with such Authority in connection therewith; that the Selectmen are authorized to contract for and expend any federal, state or other aid for the project, provided, however, that the amount of the authorized borrowing shall be reduced by the amount of such aid received prior to the issuance of bonds or notes under this vote; and that the Selectmen are authorized to take any other action necessary to carry out this project.

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval
- Capital Expenditure Committee: Recommended approval

Moderator declared motion adopted by two-thirds vote (Yes-87, No-1).

Catherine Cordes made a motion to close the meeting until tomorrow night at 7:30 PM in the Middle School Auditorium . The motion was seconded. The Annual Town Meeting adjourned at 10:53 PM.

**ANNUAL TOWN MEETING
March 25, 2008**

Continued

The Moderator called the Town Meeting to order. The Annual Town Meeting convened at 7:40 p.m. in the John Glenn Middle School Auditorium. A quorum of one hundred and forty three registered voters was present. The Moderator stated that Town Meeting is the business meeting of the Town. Proper decorum must be maintained. The rules and parliamentary procedures are outlined in the back of the warrant. A voter may not speak unless the Moderator recognizes them. The voter should speak at a microphone. Name and address are required to speak. A voter may not speak more than twice in debate unless there are questions. Amendments must be in writing to the Town Clerk and Moderator. Questions are directed to the Moderator. Debate must be within the scope of the motion. Cable is taping tonight. They will not tape during voting. Please turn off cellular phones. A green card is required for hand counts. If the

voter did not obtain one, they need to go back to check-in.

Suzanne Johnson presented the Community Preservation Report.

The tellers for the evening are Lois Chase, Joanne Callahan, Pat Leiby, Connie Pespisa and Rita Sullivan.

**Article 20
CPA Land Acquisition Fund – Amendment to Parcel List**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town to act on the report of the Community Preservation Committee on Fiscal Year. 2009 appropriations, and amend the vote

Annual Town Meeting March 25, 2008

continued from previous page

taken under Article 10 - Community Preservation Land Acquisition Fund of the 2004 Annual Town Meeting as later amended by Article 8 - Community Preservation Land Acquisition Fund of the 2005 Special Town Meeting and further amended by Article 11 - Community Preservation Land Acquisition Fund of the 2006 Special Town Meeting by amending the real property specified for acquisition in said Articles so as to add Parcel 23, on Assessors Map 5 located at 469 Old Billerica Road consisting of 2.3 acres +/-, and, in so amending, thereby au-thorize the purchase of all or any portion of the parcel so specified, as well as any real property interest in the parcel so specified.

RECOMMENDATIONS

Selectmen: R e c o m m e n d e d approval
Finance Committee: Recommended approval

The Moderator stated the motion requires a two-thirds vote. Moderator declared the motion adopted unanimously.

The Moderator stated that the Community Preservation Budget procedure is similar to the operating and capital budgets. As items are read, a hold may be placed on any items. The unheld items will be voted on first. The held items are discussed and voted on separately.

Article 21

Community Preservation Budget – Fiscal Year 2009

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town appropriate the following amounts from the Community Preservation Fund for the following purposes utilizing FY09 Community Preservation Funds:

- A. Old Town Hall Bond Payments \$340,348
- B. Springs Brook Park Bond Payments \$304,950
- C. Fawn Lake Preservation \$ 26,500

- D. Brothers Rock/Dudley Road Historic District \$ 6,000
- E. Affordable Housing Reserves \$170,685
- F. Open Space Reserves \$144,185

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared items A-E adopted. The Moderator declared item F adopted unanimously.

Article 22

Amend CPA Historic Preservation Stabilization Fund

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town act on the report of the Community Preservation Committee on the Fiscal Year 2009 Community Preservation Budget, and amend Article 31 of the Annual Town Meeting of 2006 as later amended by Article 16 of the Annual Town Meeting of 2007 by appro-priating the additional sum of \$200,000 from Fiscal Year 2009 Community Preservation Fund Revenues to be added to the Historic Preservation Stabilization Fund established under said Article 31.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval
Community Preservation Comm: Recommended approval

Moderator declared this motion adopted unanimously.

Article 23

Synthetic Turf Field Design

Stacey Schalick made the following motion and the motion was seconded.

Voted, that the Town raise and appropriate the sum of \$37,500 for the design costs related to the installation of a synthetic turf recreational field at the Bedford High School Football Field, such funds to be expended under the direction of the

Annual Town Meeting March 25, 2008*continued from previous page***RECOMMENDATIONS**

Selectmen:	Recommended approval
Finance Committee:	Recommended approval
Capital Expenditure:	No position
School Committee:	No position

striking out the present Classification and Wage Schedule and inserting in place thereof a new Classification and Wage Schedule, hereinafter set forth, to become effective July 1, 2008, unless another effective date is set forth herein.

Moderator declared this motion adopted (In favor- 80, Opposed – 63).

Article 24**Supplement Articles for Fiscal Year 2008**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that Article 24 be indefinitely postponed.

RECOMMENDATIONS

Selectmen:	No position
Finance Committee:	No position

The Moderator stated the motion is not debatable and requires a two-thirds vote. Moderator declared the motion adopted unanimously.

Article 25**Supplement Articles of Annual Town Meeting of 2007**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that Article 25 be indefinitely postponed.

RECOMMENDATIONS

Selectmen:	No position
Finance Committee:	No position

The Moderator stated the motion is not debatable and requires a two-thirds vote. Moderator declared the motion adopted unanimously.

Article 26**Salary Administration Plan Bylaw Amendment – Classification and Wage Schedule**

Angelo Colao made the following motion and the motion was seconded.

Voted, that the Town amend the Salary Administration Plan Bylaw, as amended, by

Annual Town Meeting March 25, 2008*continued from previous page***A. Management / Professional Schedule (Annual)**

	MIN	MID	MAX
M-21 DPW Director Fire Chief Police Chief	78,000	94,575	111,150
M-20 Facilities Director Finance Director	74,286	90,072	105,857
M-18 Capital Project Manager	66,803	80,163	93,524
M-17 Code Enforcement Director / Building Inspector DPW Engineer Library Director	63,090	74,919	86,748
M-16 Accountant Associate Assessor Health Director Information Systems Manager Planning Director Treasurer / Collector	58,962	70,018	81,073
M-15 Assistant Town Manager Council on Aging Director DPW Business Manager Grounds Operations Manager Highway Operations Manager Human Resources/Management Analyst Recreation Director Town Clerk Water & Sewer Operations Manager Youth & Family Services Director	55,176	64,831	74,487
M-14 Assistant Library Director	51,089	60,029	68,970

Annual Town Meeting March 25, 2008*continued from previous page*

	MIN.	MID.	MAX.
M-13	47,374	55,073	62,771
Civil / Environmental Engineer			
Community Nurse			
Conservation Administrator			
Facilities Information and Procurement Analyst			
Facilities Operations Manager			
GIS Analyst			
Local Building Inspector			
Prevention Services Coordinator			
Recreation Program Coordinator			
Senior Librarian			
Technical Support Specialist			
 M-12			
	43,463	50,525	57,588
Assistant Assessor			
Building & Systems Superintendent			
Elder Services Coordinator			
Engineering Technician			
Health Agent			
Librarian			
School-Age Child Care Director			
 M-11			
	39,941	45,932	51,923
Archivist			
Assistant to the Accountant			
Assistant to the Treasurer / Collector			
Engineering Assistant			
Human Services Assistant			
Youth & Family Services Counselor			
 M-10			
	36,310	41,756	47,203
Respite Care Coordinator			
Senior Library Technician			
Youth Worker			
 M-9			
	33,071	37,618	42,166
Animal Control Officer			
School Traffic Supervisor			
M-7			
	26,897	30,259	33,621
Assistant Youth Worker			
 B. Secretarial Clerical (35 hr/wk)	MIN.	MID.	MAX.
Administrative Assistant II	689.45	784.25	879.05
Administrative Assistant I	638.58	726.38	814.19
Department Assistant III	598.46	673.27	748.08
Department Assistant II	553.91	577.49	635.89
Department Assistant I	519.09	577.49	635.89

Annual Town Meeting March 25, 2008

continued from previous page

C. Library (40 hr/wk)	Step 1	Step 2	Step 3	Step 4	Step 5	
Library Assistant II	14.98	15.57	16.17	16.83	17.51	
Library Assistant I	13.87	14.42	14.97	15.58	16.21	
Library Page	8.12	8.42	8.72	9.02	9.33	
Custodian	13.80	4.34	14.93	15.53	16.14	
D. Public Works (40 hr/wk)	Step 1	Step 2	Step 3	Step 4	Step 5	
Chief Water System Operator (c.)	811.62	852.20	894.82	939.57	986.55	
Chief Sewer System Operator (c.)	811.62	852.20	894.82	939.57	986.55	
Working Foreman (c.)	811.62	852.20	894.82	939.57	986.55	
Electrician (c.)	797.91	829.85	863.03	897.56	933.46	
Maintenance Craftsman (c.)	783.60	814.95	847.55	881.46	916.72	
Mechanic (c.)	783.60	814.95	847.55	881.46	916.72	
Water System Operator (c.)	783.60	814.95	847.55	881.46	916.72	
Sewer System Operator (c.)	783.60	814.95	847.55	881.46	916.72	
Assistant Working Foreman (c.)	783.60	814.95	847.55	881.46	916.72	
Heavy Equipment Operator (c.)	710.42	738.84	768.39	799.13	831.10	
Summer Laborer (interim / seasonal)	11.07	/hr.				
E. Public Health (c.)	Step 1	Step 2	Step 3	Step 4	Step 5	
School Registered Nurse - licensed (annual)	41,685	43,769	45,958	48,255	50,668	
School Registered Nurse - unlicensed (annual)	38,732	40,668				
School Registered Nurse - licensed (PT hourly)	32.016	33.617	35.298	37.063	38.916	
School Registered Nurse - unlicensed (PT hourly)	29.748	31.235				
F. Public Safety - Fire (42 hr/wk)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Captain Fire Prev. (40 hr/wk) (c.)	1,187.18	1,218.97	1,309.20	1,343.31	1,377.91	1,411.74
Lieutenant - Fire (c.)	1,010.77	1,029.24	1,096.12	1,115.50	1,134.98	1,168.80
Private - Fire (c.)	861.24	876.92	933.59	950.01	966.51	1,000.33
Student Firefighter	629.29	/wk.				
Call Lieutenant	2,834.22	/yr. max	3,038.18	/yr. max with EMT		
	14.32	/hr.	15.05	/hr. Spec. Assign.		
Call Firefighter	2,415.71	/yr. max	2,564.04	/yr. max with EMT		
	12.99	/hr.	13.62	/hr. Spec. Assign.		
G. Public Safety - Police (37.5 hr/wk)	Step 1	Step 2	Step 3	Step 4	Step 5	
Lieutenant - Police (c.)			1,295.029	1,317.868	1,304.810	
Sergeant - Police (c.)			1,116.403	1,136.093	1,155.871	
Patrol Officer - Police (c.)	772.352	786.46	837.437	852.206	867.042	
Student Police Officer	629.29	/wk.				
Police Matron	17.65	/hr.		19.16/hr. nights and weekends		
H. Public Safety-Dispatch (40 hr/wk)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Emergency Commun. Officer (c.)	625.73	657.01	689.86	724.36	760.57	798.60

Annual Town Meeting March 25, 2008

continued from previous page

I. Recreation Programs School-**Age Child Care Program (40 hr/**

wk) Assistant Director

Min.	Mid.	Max.
16.00	18.50	21.00

Group Leader

12.00	15.87	19.75
-------	-------	-------

Aide (High School)

8.00	9.00	10.00
------	------	-------

Springs Brook Park Program**(Hourly - effective May 15,****2007) Director/Manager**

Min.	Mid.	Max.
20.55	28.16	33.78

Aquatics Director

18.00	21.50	25.00
-------	-------	-------

Assistant Director

14.00	17.00	20.00
-------	-------	-------

Supervisor

12.00	13.00	14.00
-------	-------	-------

	Level A	Level B	Level C	Level D	Level E
Swimming Staff III	11.85	12.15	12.45	12.75	13.05
Swimming Staff II	10.54	10.76	10.98	11.25	11.55
Swimming Staff I	9.44	9.66	9.88	10.10	10.32
Crew IV	8.30	8.50	8.70	8.90	9.10
Crew III	7.30	7.50	7.70	7.90	8.10
Crew II	6.50	6.65	6.80	6.95	7.10
Crew I	6.00	6.10	6.20	6.30	6.40

Summer Adventure Program**(Hourly - effective May 15,****2007) Director**

Min.	Mid.	Max.
19.51	24.09	28.66

Program Leader

15.37	18.08	20.79
-------	-------	-------

	Level A	Level B	Level C	Level D	Level E
Assistant Director	17.70	18.47	19.24	20.01	21.59
Supervisor Administrative	16.00	16.40	16.81	17.23	17.66
Coordinator	16.00	16.40	16.81	17.23	17.66
Program Staff	12.00	12.66	13.36	14.09	14.87
Counselor (HS Grad) *	8.50	9.00	9.50	10.00	10.50
Counselor (HS) *	7.50	7.75	8.00		
Aide	6.00	6.25			
Overnight Stipend	100.00	/night			

* Add for Certifications: \$.50/hr. CPR, \$.50/hr. First Aid, \$.50/hr. Life Guard Training

Instructional Programs (hourly)

Program Instructor II

Min.	Mid.	Max.
25.00	37.50	50.00

Program Instructor I

15.00	20.00	25.00
-------	-------	-------

	Level A	Level B	Level C	Level D	Level E
Program Aide	10.00	11.25	12.50	13.75	15.00

J. Miscellaneous

Local Transportation Oper./Coord. (40 hr/wk)

Step 1	Step 2	Step 3	Step 4	Step 5
794.78	809.42	823.95	837.70	851.67

Recording Secretary

14.76 /hr.	Alt. / Asst. Inspectors	25.64 /hr.
------------	-------------------------	------------

Annual Town Meeting March 25, 2008

continued from previous page

Temporary Clerk II	9.27 /hr.	Wiring Inspector	27.99 /hr.
Temporary Clerk I	8.12 /hr.	Plumbing & Gas Inspector	26.67 /hr.
Substitute Local Transportation Operator	16.68 /hr.		
Youth Leader	8.12 /hr.		
(c.) Per Labor Contract			

RECOMMENDATIONS

- Selectmen: Recommended approval
- Finance Committee: Recommended approval

Moderator declared motion adopted unanimously.

The Moderator stated the procedure for the Operating Budget. If you have questions, place a hold on the line item. All unheld items would be voted on first. Any held items would be discussed and voted on separately.

Article 27

Operating Budgets – Fiscal Year 2009

Tom Busa made the following motion and the motion was seconded.

Voted, that the Town appropriate for expenditure in the Fiscal year beginning July 1, 2008 the following sums to be raised in the tax levy unless otherwise herein specified:

FISCAL YEAR 2009 OPERATING

BOLD IS CHANGE FROM

Account #	Department	FY 2009 Recommended	Segregations Description	Amount
1220	Selectmen	483,096	Salaries:	
			Chairman	2,000
			Clerk	1,500
			Other Selectmen, each	1,200
			Office	356,451
1300	Finance/Administrative	870,292	Salaries	629,221
			Capital Outlay	32,846
			From Sewer Fund	59,712
1301	Insurance & Benefits	8,247,113	From Pension Trust	277,000
			From Sewer Fund	117,053
1303	Principal & Interest	8,668,817	Non Exempt Principal	2,198,604
			Non Exempt Interest	1,245,522
			Exempt Principal	1,455,000
			Exempt Interest	3,124,394
			CPA Debt Costs	645,298
			From Sewer Fund	106,438
			From Stabilization	857,000
			From CPA Fund	645,298

Annual Town Meeting March 25, 2008*continued from previous page***FISCAL YEAR 2009 OPERATING BUDGET****BOLD IS CHANGE FROM PRINTED WARRANT**

Account #	Department	FY 2009 Recommended	Segregations Description	Amount
1310	Financial Committees	436,337	Reserve Fund	434,691
		-	Capital Expenditure Committee	265
1410	Board of Assessors	244,616	Salaries:	
			Stipend, each Assessor	1,600
			Office	189,973
1510	Legal Services	187,425		
1610	Town Clerk	176,923	Salaries:	
			Office	153,149
			Stipends	310
1620	Elections & Registrations	45,342	Personnel Costs	28,939
			Stipends	1,350
1750	Planning Board	124,685	Salaries	116,926
2010	Police Department	2,903,095	Salaries	2,768,222
			Capital Outlay	14,330
2200	Fire Department	2,125,712	Salaries	1,987,607
			Capital Outlay	16,320
2360	Town Center	136,574	Salaries	45,092
2400	Code Enforcement	383,578	Salaries	356,186
3000	School Department	30,043,775	From Impact Aid/ Defense Aid	243,000
3001	Vocational Education	492,121		
	Municipal	757,256	Salaries	356,697
3500	Facilities Department			

Annual Town Meeting March 25, 2008

continued from previous page

4000	Public Works	9,139,651	Salaries	2,262,850
			Snow Removal Overtime	70,500
			Snow Removal Materials	199,230
			MWRA	2,983,346
			Water Purchase	1,168,020
			Refuse/Recycling	967,773
			Energy	720,206
			Equipment/Materials	760,681
			Capital Outlay	7,045
			From Sewer Fund	3,475,747
			From Cemetery Fund	100,000
5000	Board of Health	485,908	Salaries	453,738
5001	Hazardous Waste	15,683		
5003	Mosquito Control	32,673		
5400	Bedford Local Transit	51,148	Salaries	50,730
5410	Council on Aging	160,319	Salaries	148,655
			MMHC	2,756
			Capital Outlay	1,332
5420	Youth & Family Services	212,038	Salaries	154,473
6100	Public Library	1,080,504	Salaries	714,365
			Capital Outlay	5,000
6300	Recreation Commission	113,293	Salaries	113,293
6910	Historic Preservation Commission	1,220		

RECOMMENDATIONS

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared the motion for the budget adopted unanimously.

Catherine Cordes made the following motion and the motion was seconded.

Voted, that Articles 28 and 29 be moved and presented together but voted upon separately.

Moderator declared the motion adopted unanimously.

Annual Town Meeting March 25, 2008*continued from previous page***Article 28****Appropriate Funds for AFSCME Collective Bargaining Agreement-FY08**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town transfer the sum of \$42,615 from Article 21 Operating Budgets Fiscal Year 2008, Account #1310 Financial Committee, Reserve Fund to be added to said Article 21 Operating Budgets-Fiscal Year 2008, Account # 4000, Public Works, Salaries therein, as voted at the 2007 Annual Town Meeting to fund the cost of items contained in a Collective Bargaining Agreement between the Town of Bedford and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Local 1703 effective July 1, 2007.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared the motion adopted unanimously.

Article 29**Appropriate Funds for AFSCME Collective Bargaining Agreement-FY09**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town raise and appropriate the sum of \$84,075 to be added to Article 27 Operating Budgets-Fiscal Year 2009, Account # 4000, Public Works as voted at this 2008 Annual Town Meeting to fund the cost of items contained in a Collective Bargaining Agreement between the Town of Bedford and the American Federation of State, County and Municipal Employees, AFL-CIO, State Council 93, Local 1703 effective July 1, 2008.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval
Moderator declared the motion adopted unanimously.

Article 30**Salary Plan Additional Funding**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town raise and appropriate the sum of \$164,318 to fund salary adjustments for employees assigned to positions within the Salary Administration Plan Bylaw Classification and Wage Schedule, Sections A and B thereof.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared the motion adopted unanimously.

Article 31**Free Cash**

Catherine Cordes made the following motion and the motion was seconded.

Voted, that the Town transfer \$2,600,000 from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2008.

RECOMMENDATIONS

Selectmen: Recommended approval
Finance Committee: Recommended approval

Moderator declared the motion adopted unanimously.

Catherine Cordes made a motion to adjourn the Annual Town Meeting sine die. The motion was seconded. The Annual Town Meeting adjourned at 9:32 PM.

Part IV Finance

BOARD OF ASSESSORS

John C. Linz, Chair

John B. Speidel, MAA, Associate Assessor

Governed by provisions found mostly in Chapter 59 of the Massachusetts General Laws, the elected three-member Board of Assessors is obligated each year to appraise all real and personal property within the town at its full and fair value as of January 1, for the purpose of *ad valorem* taxation. Accordingly, the Assessors and their staff develop and maintain extensive records to catalogue and appraise all property within the town. As a result, the Assessors' office must:

- Maintain legal, physical, and sales data for each property and continuously verify and update the property records to maintain the integrity of the data;
- Verify all property sales to identify the conditions of the sale and the characteristics of the property at the time of the sale, and analyze the sales data to quantify the market trends;
- Discover and analyze such local and regional economic data as the cost of land acquisition, development, and construction, as well as the prevailing commercial/industrial market rents, vacancy rates, and landlord/tenant expenses;
- Monitor all building permits, subdivisions, condominium conversions, and zoning changes;
- Conduct a cyclical reinspection program to ensure that each property is periodically reinspected so that data quality is constantly monitored and maintained;
- Maintain accurate tax maps and coordinate their digital integration with the parcel-based data;
- Inventory and value all items of taxable personal property within the town;
- Implement effective mass appraisal methodologies to determine property value and apply the methodologies consistently and uniformly throughout the town.

The legislature allows communities to set multiple tax rates through the process of classification. The responsibility for establishing separate tax rates for the residential, open space, and commercial/industrial/personal property classes lies not with the Assessors, but with the Board of Selectmen. This decision is made in November at the annual classification (public) hearing, at which the Board of Assessors provides data demonstrating the effect of various classification scenarios on the tax rates and distribution of the tax burden among the property classes. The FY 2007 tax rates were \$11.38 per thousand dollars of assessed value for residential property, \$8.54 for open space, and \$25.80 for commercial/industrial/personal property.

The management of abatements and appeals is also a large part of the work performed by the Assessors to ensure fairness and equity in the property valuations. In FY 2008, 124 real and personal property abatement applications were filed and acted upon by the Assessors, and 28 appeals were filed at the Appellate Tax Board in Boston. The Assessors are responsible for granting personal exemptions and CPA surcharge exemptions. The Assessors' office also administers the motor vehicle excise tax, a significant source of revenue for the Town.

Highlights

Fiscal 2008 was a transitional year for the Assessors' office. Long-time Board member Richard Scholfield retired and was replaced by former Finance Committee member R. Bruce Murphy. Also, former Carlisle Principle Assessor John B. Speidel became the new Associate Assessor. Fiscal 2008 was a tri-annual revaluation year for the Town of Bedford. Despite the poor national and regional outlook on real estate, the Bedford market remained strong and a modest overall increase in value of \$94,085,065 was recognized by the Department of Revenue.

Formal training and professional development

Board of Assessors*continued from previous page*

remain a top priority in the Assessing Department, and this year the Assessors and their staff stayed current in their knowledge of a rapidly changing science through attendance at various courses, seminars, and conferences.

The Board and the Associate Assessor would like to recognize the competence and dedication of the office staff. Mary Morris, with over 25 years experience in the Assessors' office, Jo Ann Washburn, MAA with over 16 years of assessors office experience, and Robert Hilsinger, with 20 years as an appraiser, are committed to providing valuable support to the Board as well as pleasant and efficient service to the public.

2008 Fiscal Data**Number of Employees:**

- Full Time – 4

Valuation:

- Real Estate \$3,380,803,310.00
- Personal Property \$59,236,100.00

Total Valuation: \$3,440,039,410.00

Tax Levy: \$ 42,655,834.34

Betterments and Liens Added to Taxes:

- Sewer with committed
 - Interest \$ 11,229.66
- Water Liens \$ 53,629.99
- Sewer Liens \$ 58,169.91

Total Betterments and Liens: \$ 123,029.56

Motor Vehicle Excise

Committed (7/1/07-6/30/08) \$ 1,769,066.23

Total FY2008 Taxes \$ 44,424,900.57

FINANCE DEPARTMENT

Peter P. Naum, *Finance Director*

The Finance/Administrative Services Department has organizational responsibilities for these functions:

- Accounts payable for all departments
- Preparation of all payrolls
- Cash flow and investment management for all funds
- Debt budgeting, management, preparation and coordination of municipal bond sales; make presentations to bond rating agencies.
- Preparation and dispersal of all financial statements to Federal and State agencies
- Ensure compliance with all Town, State and Federal financial regulations
- Coordination and assistance to independent auditors
- Benefits and workers compensation management in conjunction with Human Resources
- General insurance and workers compensation budgeting and management
- Financial management and forecasting
- Real estate and personal property tax billings and collections
- Motor vehicle billings and collections
- Water and sewer revenue collections and receiving other departmental revenue turnovers
- Coordination, planning and maintenance of information system technologies and initiatives for Town departments
- General office supply purchasing for all Town departments
- Processing and monitoring Town department mail and mailing expenses
- Provide technical assistance to various Town Boards and Committees

Number of Employees:

Full time:	11
Part time	1

FY 2008 Highlights:

For the fourth consecutive year, I am very pleased to report that the Certificate of Achievement for Excellence in Financial Reporting (CAFR) was awarded to the Town by the Governmental Finance Officers Association of the United States and Canada (GFOA) for the Towns' comprehensive annual financial report for the fiscal year ending June 30, 2007.

The Town's AAA bond rating was, again, re-affirmed by the Standard & Poor's bond rating agency; this is the

highest rating available and, at the time of this report, Bedford was one of eight-three communities, nationwide, fortunate enough to have this rating. This is an indication of the caliber of our credit and ensures that we will receive the lowest possible interest rate whenever the Town has a bond sale.

The Town, through the efforts of a very proactive Safety Committee, which consists of several Town and School officials, for the last six years, including FY 2008, has received insurance rebates for actively minimizing losses; over the six year period, the Town has received \$164,076 which went back to the General Fund.

On an ongoing basis, throughout Fiscal Year 2008, the Finance/Administrative Services Department continued to implement, enhance and expand operational efficiencies and services, both internally and throughout all Town departments. Other activities include:

Continued refinement of all Governmental Accounting Standard Board (GASB) and Department of Revenue (DOR) financial reporting requirements, as well as, automation of many processes.

Continuing efforts to resolve tax title properties.

Conducted bond sales as necessary; Town awarded \$10 million towards high school debt with more anticipated.

Total collections of all local receipts exceeded estimates by approximately 6% over the prior fiscal period.

Continuing Oracle-based financial systems refinement.

Enhanced operating budget process per directive of the Town Manager.

FY 2009 Projections:

During FY 2009, the work plan and initiatives of the Department include:

Apply for consideration for another CAFR award, for the fiscal year ended June 30, 2008.

Continuing enhancement of the operating budget process per directive of Town Manager.

Continuing refinement of all financial forecasting and modeling tools.

Coordinate the preparation of a new actuarial study.

Finance Department

continued from previous page

Work with Town auditors to implement new auditing standards and controls as required by the Governmental Accounting Standards Board. (GASB)

Conduct bond anticipation note sales as necessary; constant updating of debt capacity schedules.

Assist, wherever necessary, in pursuing the final State reimbursement for the high school.

Continuing upgrade of Town software to Oracle for the next module, which is collections.

Continue to refine our Strategic Technology Plan to review, guide and improve the use of technology in Town government.

The Town website will be enhanced to promote customer services and functionality.

Collections and Unpaid Balances June 30, 2008

		Uncollected 6/30/2007	Commitments & Adjustments	Abatements & Adjustment	Adjusted Collectable	Transfer to Tax Title/ Deferral	Collections	Refunds	Uncollected 6/30/2008
Real Property									
Real Estate	FY08	0	41,121,828	(289,540)	40,832,288	(81,822)	(40,520,195)	144,458	374,729
	FY07	265,581	0	(103,241)	162,340	(66,569)	(223,897)	134,840	6,715
Personal Property	FY08	0	1,528,229	(271)	1,527,959	0	(1,525,429)	24,029	26,559
	FY07	43,189	0	(17,436)	25,753	0	(29,465)	3,915	203
Motor Vehicle	FY08	0	1,496,257	(55,197)	1,441,061	0	(1,385,600)	11,748	67,209
	FY07	129,340	246,594	(28,436)	347,499	0	(330,819)	10,885	27,565
	FY06	27,694	27,204	(4,735)	50,164	0	(37,309)	1,057	13,911
	FY05	12,927	4,521	(681)	16,767	0	(5,389)	316	11,694
Prior Years Motor Vehicle		44,131	0	(10,476)	33,656	0	(1,106)	588	33,137
Total		522,863	44,424,633	(510,012)	44,437,485	(148,390)	(44,059,207)	331,836	561,723
FY08									
Apport Sewer Added to Tax		0	8,642	0	8,642	0	(8,580)	0	63
Sewer Comm Interest Water Lien Added to Tax		0	2,588	0	2,588	0	(2,557)	0	30
Sewer Lien Added to Tax		0	53,630	0	53,630	(3,143)	(42,470)	0	8,016
Betterments paid in Advance Comm Interest in Advance		0	250	0	250	0	(250)	0	0
		0	26	0	26	0	(26)	0	0
FY07									
Apport Sewer Added to Tax		0	0	0	0	0	0	0	0
Sewer Comm Interest Water Lien Added to Tax		0	0	0	0	0	0	0	0
Sewer Lien Added to Tax		6,149	0	0	6,149	(1,662)	(4,753)	266	0
		6,046	0	0	6,046	(1,483)	(4,563)	0	0
Total		12,195	123,305	0	135,500	(9,851)	(109,064)	266	16,851
Water/Sewer Rates									
						Water/Sewer Liens			
Water		324,448	2,969,530	(127,193)	3,166,785	(39,023)	(2,775,847)	6,641	358,555
Sewer		413,218	3,194,117	(77,475)	3,529,860	(52,112)	(3,071,590)	1,469	407,628
Total		737,666	6,163,647	(204,668)	6,696,645	(91,135)	(5,847,437)	8,110	766,183

**TOWN OF BEDFORD
COMBINED BALANCE SHEET - ALL FUNDS & ACCOUNT GROUPS FOR FISCAL YEAR ENDING JUNE 30, 2008**

	General Fund	Special Revenue	Capital Projects	Trust/Agency Funds	Deferred Assessments	Long-Term Debt Accounts	Total (Memorandum)
Assets							
Cash/Investments	13,312,268	12,043,232	2,713,441	10,646,764			38,715,705
Petty Cash	1,235	0					1,235
Receivables:							0
Taxes	408,206						408,206
Excise	153,517						153,517
User Charges & Liens	381,369	428,376					809,745
Tax Liens/Possessions	475,449						475,449
Special Assessments		70,721			66,706		137,427
Departmental	-30,789						-30,789
State/Federal Grants							0
Reserve-Uncollected Funds	1,560,088	-487,063					1,006,319
Reserve Abatements & Exemptions	-2,937,867				-66,706		-2,937,867
Loans Authorized			32,745,559				32,745,559
Loans Authorized and Unissued			-32,745,559				-32,745,559
Amounts to be Provided for Payments of Notes						46,422,611	46,422,611
Total Assets	13,323,476	12,055,266	2,713,441	10,646,764	0	46,422,611	85,161,558
Liabilities							
Warrants Payable	-1,676	1,557					-119
Payroll Withholdings	1,048,505		42,410,000				1,048,505
Notes Payable							42,410,000
Deferred Revenue		11,914					11,914
Agency	0						0
Bonds Payable						46,422,611	46,422,611
Tailings	659,443						659,443
Total Liabilities	1,706,272	13,471	42,410,000	0	0	46,422,611	90,552,354
Fund Balance							
Reserved Petty Cash	1,235						1,235
Reserved Expenditures	2,600,000						2,600,000
Reserved Tax Foreclose							0
Reserved Encumbrances	1,969,561						1,969,561
Reserved Court Judgment							0
Reserved Approp. Deficit	-348,198						-348,198
Reserved for Open Space		0					0
Reserved for Community Housing		99,000					99,000
Reserved for Historic Resources		0					0
Reserved for Recreation Land		0					0
Unrestricted	7,394,606	11,942,795	-39,696,559	10,646,764			-9,712,394
Total Fund Balance	11,617,204	12,041,795	-39,696,559	10,646,764	0	0	-5,390,796
Total Liabilities/Fund Balance	13,323,476	12,055,266	2,713,441	10,646,764	0	46,422,611	85,161,558

**TOWN OF BEDFORD
BALANCE SHEET - GENERAL FUND JUNE 30, 2008**

Assets		
Cash	13,312,268	
Petty Cash	<u>1,235</u>	13,313,503
Receivables		
Real Estate Tax 08	374,729	
Real Estate Prior	<u>6,715</u>	381,444
Personal Property Tax 08	26,559	
Personal Property Tax Prior	<u>203</u>	26,762
Motor Vehicle Excise 08	67,209	
Motor Vehicle Excise Prior	<u>86,308</u>	153,517
User Charges & Liens		
Water Rates	358,556	
Water Liens	8,016	
Water Cross Connection	<u>14,797</u>	381,369
Tax Possessions	53,769	
Tax Title	346,228	
Tax Title C1.41A	<u>75,452</u>	475,449
Departmental		
Ambulance	0	
Miscellaneous	<u>-30,789</u>	-30,789
Reserved for Uncollected		
Property Tax	2,539,112	
Provision for Tax Abatement	-2,937,867	
Excise Tax	-153,517	
User Fees/Liens	-381,490	
Tax Title/Possessions	-478,257	
Departmental	<u>34,240</u>	-1,377,779
Total Assets		<u><u>13,323,476</u></u>
Liabilities		
Warrants Payable	-1,676	
Payroll Withholding	1,048,505	
Accounts Payable		
Prepaid Tower Rentals		
Bid Deposits		
Agency		
Tailings	<u>659,443</u>	1,706,272
Total Liabilities		1,706,272
Fund Balance		
Reserve for Petty Cash	1,235	
Reserve for Expenditures	2,600,000	
Desig Over/Under Assess	0	
Reserve for Encumbrances	1,969,561	
Unrestricted	7,394,606	
Reserve for Tax Foreclosure	0	
Res. Appropriation Deficit	-348,198	
Res. Subsequent Years	<u>0</u>	11,617,204
Total Fund Balance		11,617,204
Total Liabilities and Fund Balance		<u><u>13,323,476</u></u>

**TOWN OF BEDFORD
BALANCE SHEET - SPECIAL REVENUE JUNE 30, 2008**

	Total	School Lunch	Grants	Gifts	Revolving	Sewer	Community Preservation
<u>Assets</u>							
Cash	12,043,232	25,850	290,621	363,796	991,403	5,462,505	4,909,057
Petty Cash	0						
<u>Receivables</u>							
User Charges	428,376						
Special Assessments	70,721					416,462	11,914
Amount to be Provided Through Payment of Notes	0					70,721	
Reserved Uncollected Receivables	-487,063					-487,063	
Loans Authorized	0						
Loans Authorized & Unissued	0						
Total Assets	12,055,266	25,850	290,621	363,796	991,403	5,462,625	4,920,971
<u>Liabilities</u>							
Notes Payable	0						
Warrants Payable	1,557	338	850		369		
Deferred Revenue	11,914						11,914
Total Liabilities	13,471	338	850	0	369	0	11,914
<u>Fund Balance</u>							
Reserved Petty Cash	0						
Reserved for Expenditures	0						
Reserved for Encumbrances	0						
Reserved for Open Space	0						0
Reserved Community Housing	99,000						99,000
Reserved for Historic Resources	0						0
Reserved for Recreation Land	0						0
Unrestricted	11,942,795	25,512	289,771	363,796	991,034	5,462,625	4,810,057
Total Fund Balance	12,041,795	25,512	289,771	363,796	991,034	5,462,625	4,909,057
Total Liabilities/Fund Balance	12,055,266	25,850	290,621	363,796	991,403	5,462,625	4,920,971

**TOWN OF BEDFORD
BALANCE SHEET - CAPITAL PROJECT FUND - JUNE 30, 2008**

<u>Assets</u>	
Cash & Investments	2,713,441
Loans Authorized	32,745,559
Loans Author. & Unissued	-32,745,559
Amount to be Provided for Payment of BANs/GANs	
Total Assets	2,713,441
<u>Liabilities</u>	
Warrants Payable	
Notes Payable	42,410,000
Accounts Payable	
Total Liabilities	42,410,000
<u>Fund Balance</u>	
Unrestricted	
Reserved for Encumbrances	-39,696,559
Total Fund Balance	-39,696,559
Total Liabilities & Fund Balance	2,713,441

**TOWN OF BEDFORD
BALANCE SHEET - TRUST FUNDS - JUNE 30, 2008**

<u>Assets</u>	
Cash & Investments - Town	9,992,659
Cash & Investments - Library	654,105
Total Assets	10,646,764
<u>Liabilities</u>	
Warrants Payable - Town	0
Warrants Payable - Library	0
Total Liabilities	0
<u>Fund Balance</u>	
Reserved for Encumbrances - Town	
Reserved for Encumbrances - Library	
Unrestricted - Town	9,992,659
Unrestricted - Library	654,105
Total Fund Balance	10,646,764
Total Liabilities & Fund Balance	10,646,764

**TOWN OF BEDFORD
BALANCE SHEET - DEFERRED ASSESSMENTS - JUNE 30, 2008**

<u>Assets</u>	
Apportioned Assessment Not Due	
Sewer	61,293
Suspended Assessments	
Sewer	5,198
Sewer Entrance Fee	215
Total Assets	66,706
<u>Reserves</u>	
Apportioned Assessments Due	
Sewer 2004-2013	61,293
Suspended Assessments	
Sewer	5,198
Sewer Entrance Fee	215
Total Reserves	66,706

**TOWN OF BEDFORD
BALANCE SHEET - GENERAL LONG TERM DEBT - JUNE 30, 2008**

Inside Debt Limit	
Sewer Bonds	213,950
Other General Bonds	43,515,000
Total Inside Debt Limit	43,728,950
Outside Debt Limit	
Water Bonds	2,693,661
Sewer Bonds	
Total Outside Debt Limit	2,693,661
Net Funded or Fixed Debt	46,422,611

TOWN OF BEDFORD
ANALYSIS OF CASH RECEIPTS - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008

<u>Taxes</u>		
Real Estate	40,400,052.81	
Personal Property	1,527,109.26	
Less: Allowance for Abatements & Exemptions	-1,062,646.75	40,864,515.32
<u>Tax Title</u>	24,171.06	24,171.06
<u>Motor Vehicles Excise</u>		
Previous Years	361,630.05	
FY 2007	1,372,930.72	1,734,560.77
<u>Other Excise</u>		
Hotel/Motel	339,714.00	
Jet Fuel	155,487.68	495,201.68
<u>Departmental Revenue</u>		
Board of Selectmen - Tower Rental	159,244.52	
Board of Selectmen	16,961.98	
Finance Department	107,187.46	
Code Enforcement	28,167.33	
Board of Assessors	764.00	
Town Clerk	30,613.15	
Planning Board	1,543.00	
Police Department	63,991.72	
Fire Department	316,993.35	
Board of Health	11,145.82	
Department of Public Works	39,783.29	
Cemetery	16,075.00	
Library	17,408.45	
School Department	59,088.22	868,967.29
<u>Court Fines</u>		
Police Department	170,790.00	170,790.00
<u>PILOT</u>		
Payment in Lieu of Taxes	1,279,990.10	1,279,990.10
<u>Licenses & Permits</u>		
Board of Selectmen	55,380.00	
Town Clerk	1,595.00	
Police Department	2,850.00	
Fire Department	41,313.94	
Code Enforcement	1,201,618.90	
Board of Health	19,831.90	1,322,589.74
<u>Earnings on Investments</u>		
	1,771,131.19	1,771,131.19
<u>Water</u>		
Rates	2,769,085.59	2,769,085.59
<u>Water Liens</u>		
	46,957.31	46,957.31
<u>Miscellaneous Water</u>		
	36,018.34	36,018.34
<u>Street</u>		
	3,450.00	3,450.00
<u>Miscellaneous</u>		
	0.00	0.00
<u>Intergovernmental</u>		
Exemptions: Elderly, Veterans, Blind, & Surviving Spouse	13,562.00	
Construction - School Projects	1,777,316.00	
Chapter 70	2,658,496.00	
Local Aid	484,271.00	
Lottery	944,414.00	
Police Career Incentive	107,382.70	
State Owned Land	698,679.00	
Medicaid - Special Needs	35,079.83	
Fisheries & Wildlife	8,172.00	
Veterans Benefits	8,647.00	6,736,019.53
<u>Total</u>		<u>58,123,447.92</u>

TOWN OF BEDFORD								
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008								
Articles	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	Encumbrances	Carryover to Next Year	Variances
Insurance / Benefits		7,790,331.00		7,160,708.48			10,000.00	619,622.52
Insurance / Benefits	20,000.00			548.14				19,451.86
A 3B/08 Audit FY 2007 & other		41,000.00		29,806.76		4,320.00	6,873.24	0.00
A 3B/07 Audit FY 2006 & other	990.00	65,390.58		990.00			65,390.58	0.00
A 22/08 Salary Merit Plan								0.00
A 36/07 Salary Merit Plan	64,144.71	48,000.00	-64,144.71	25,789.19	7,572.00		22,210.81	0.00
A 11-08/08 Town Information Systems								0.00
A26-09/07 Town Office Equip	7,572.00							0.00
A26-10/07 Town Information Sys	8,371.45			8,090.00	281.45			0.00
A 9/07 Strategic Comm Svc	250,753.20			237,175.15		13,578.05	750.00	0.00
A 15-05/06 Town Copiers	3,288.88				2,538.88			0.00
A 15/07/06 Information Sys Svr	5,333.48			5,018.27	315.21			0.00
A 3/05 Audit	9,693.24			9,693.24				0.00
A 9-3/05 Information Sys	10,900.00					10,900.00		0.00
A 23-03/04 Election Equipment	3,829.64						3,829.64	0.00
A 3-1/03 Sick Leave	281,891.53	75,000.00					356,891.53	0.00
Total General Government	691,646.60	10,493,759.58	14,019.92	9,500,288.73	10,707.54	45,025.05	480,868.41	1,162,536.37
PUBLIC SAFETY								
Police Department								
Salaries		2,736,245.00	11,115.22	2,746,842.78			8,569.68	517.44
Expenditures	16,187.08	118,473.00		109,903.32				0.00
Expenditures				16,128.03				59.05
Capital Outlay / Equipment		15,030.00		15,030.00				0.00
Fire Department								
Salaries		1,855,723.00	73,216.00	1,928,146.43				792.57
Expenditures		119,503.00	1,300.00	120,725.71				77.29
Expenditures	4,998.61	16,000.00		4,998.61				0.00
Capital Outlay				16,000.00				0.00
Capital Outlay								0.00
Code Enforcement								
Salaries		343,674.00	12,057.32	351,244.43			407.40	4,486.89
Expenditures		28,100.00		27,692.60			5,139.39	0.00
Expenditures	6,328.46			1,148.46				40.61
Articles								
A26-12/07 Police Cruiser Video								0.00
A26-23/07 Police Outdoor Range	5,403.50			3,570.00			1,833.50	0.00

**TOWN OF BEDFORD
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008**

	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	Encumbrances	Carryover to Next Year	Variances
A 12-19/02 Drainage Improvemnt	10,250.00			10,250.00				0.00
A 15-2/00 Shawsheen Wells	7,000.00					7,000.00		0.00
A 11 STM 10/98 Drainage	6,150.59					6,150.59		0.00
A 15 4/06 Road Resurfacing	1,126.56			1,126.56				0.00
A 15 11/06 Salt Shed Repairs	5,000.00			4,415.69	584.31			0.00
Total Highway	1,064,844.32	7,143,550.00	70,894.18	7,272,996.73	140,584.31	117,193.54	745,403.06	3,110.86
FACILITIES								
Facilities								
Salaries		349,097.00	7,581.07	352,645.51				4,032.56
Expenditures		387,147.00	1,770.00	320,823.60		48,511.63		19,581.77
Expenditures	27,054.37			23,681.83		-4,178.62		7,551.16
Articles								
A 11-09/08 Glenn Elec Sys Upgrade		14,250.00		14,250.01	-0.01			0.00
A 11-12/08 H. S. Floor Autoscrubber		7,050.00		7,050.00			8,458.00	0.00
A 11-13/08 Police Station HVAC Repairs		15,395.00		6,937.00			11,296.50	0.00
A 11-15/08 Davis Interior Paint		15,400.00		4,103.50		1,900.00	16,400.00	0.00
A 11-17/08 Police Station Exterior Paint		18,300.00					2,583.61	0.00
A 11-18/08 Davis Emerg Light Ballast		25,000.00		22,416.39			11,575.00	0.00
A 11-19/08 Town Ctr HVAC Impr-North		11,575.00					12,570.00	0.00
A 11-20/08 School Waterflow Monitoring		12,570.00					2,293.92	0.00
A 11-21/08 Lane A/C Modifications		16,500.00		14,206.08			7,870.00	0.00
A 11-22/08 Town Hall Phone Replacement		7,870.00					9,765.00	0.00
A 11-23/08 Town Ctr Window Repl-North		9,765.00		3,785.86			38,133.14	0.00
A 11-24/08 Davis Carpet Replacement	71,674.50	41,919.00					71,674.50	0.00
A26-07/07 PublicSafety Bldg Sec	48,750.00						1,000.06	0.00
A26-13/07 Fire Station Roof	62,250.00			40,264.33	6,100.00	1,385.61		0.00
A26-18/07 Town Ctr Wing Roof	3,445.09			36,996.66		20,503.84		0.00
A26-22/07 Library HVAC Contr	6,196.57			3,246.63			198.46	0.00
A 15-08/06 Sch. Block Window	2,103.71			-67.60		2,103.71		0.00
A 15-02/06 H.S. Sump Pump	355.00			355.00				0.00
A 9- 05/05 TH Exterior Painting	53,364.37			75.24		500.00	52,789.13	0.00
A 9-08/05 TH Emergency Gen.	9,040.00			4,060.25			4,979.75	0.00
A 9-13/05 TH Comp Rm HVAC	15,000.00						15,000.00	0.00
A 9-16/05 Hartwell Rd	48,374.12							0.00
A 23-04/04 H.S. Temp	11,817.25			6,825.00		4,992.25		0.00
A 11 STM 10/03 Old Town Hall	8,275.42			7,235.42		1,040.00		0.00
A 14-26/03 TH Alarm / Lock	7,561.66					7,561.66		0.00
A 8 STM 11/02 Town Hall	2,106.64					2,106.64		0.00
A 7 STM 10/00 Old Town Hall								0.00
Total Facilities	377,368.70	931,838.00	9,351.07	868,890.71	54,474.11	86,426.72	277,600.74	31,165.49

**TOWN OF BEDFORD
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008**

	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	Encumbrances	Carryover to Next Year	Variations
<u>HEALTH</u>								
Board of Health								
Salaries	6,927.34	431,712.00	8,603.21	433,082.76			7,232.44	0.01
Expenditures		31,539.00		5,255.75			911.28	1,671.59
Hazardous Waste	768.97			27,852.26				0.00
Hazardous Waste		16,870.00		763.92				5.05
Services - Animal & Pest		31,722.00		12,346.17			2,474.97	0.00
Total Health	7,696.31	511,843.00	8,603.21	511,022.86	0.00	2,775.46	10,618.69	3,725.51
<u>HUMAN SERVICES</u>								
Recreation Commission								
Salaries		109,225.00	4,067.07	113,332.07				-40.00
Council On Aging								
Salaries		141,663.00	6,507.75	148,143.36				27.39
Expenditures		7,879.00		6,611.58				1,267.42
MMHC		2,785.00		2,785.00				0.00
Capital Outlay		1,575.00		907.49				667.51
Youth & Family Services								
Salaries		151,515.00	4,790.49	132,545.87				23,759.62
Expenditures		58,300.00	16,000.00	66,711.09				7,588.91
Expenditures								0.00
Bedford Local Transit								
B.L.T. Salary		49,973.00	19,985.95	69,958.95				0.00
B.L.T. Expenditures		410.00		373.87				36.13
Total Human Services	0.00	523,325.00	51,351.26	541,369.28	0.00	0.00	0.00	33,306.98
<u>SCHOOL</u>								
School								
Expenditures		28,238,118.00		27,560,821.08			494,320.06	182,976.86
Expenditures	588,780.60			588,780.60				0.00

**TOWN OF BEDFORD
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008**

	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	Encumbrances	Carryover to Next Year	Variances
A 11-05/08 School Copier Replacements		32,035.00		27,716.00			4,319.00	0.00
A 11-06/08 School Coputer System Replacements		12,000.00		11,804.08			195.92	0.00
A26-08/07 School Bldg Emer Gen	23,600.00				23,600.00			0.00
A26-14/07 School Bldg HVAC	2,510.00			1,089.42		1,420.58		0.00
A26-19/07 Davis Sch Emerg Gen	1,800.00			1,800.00				0.00
A26-21/07 Sch Utility Cons Sys	8,480.15			5,754.04		2,726.11		0.00
A 9-01/05 H. S. Elevator	62,976.18						62,976.18	0.00
Vocational Education		551,092.00		523,102.00			27,990.00	0.00
Total School	688,146.93	28,833,245.00	0.00	28,720,867.22	23,600.00	4,146.69	589,801.16	182,976.86
<u>LIBRARY</u>								
Library								
Salaries		688,756.00	20,981.24	705,188.36			7,408.78	4,548.88
Expenditures		350,014.00		342,146.29				458.93
Expenditures	9,697.13			9,533.63				163.50
Capital Outlay / Equipment		5,000.00		4,795.84				204.16
Capital Outlay / Equipment								0.00
A11-14/08 Library Carpet Replacement		16,650.00		15,886.30			763.70	0.00
A26-20/07 Library Carpet Replacement	17,955.00			17,955.00				0.00
Total Library	27,652.13	1,060,420.00	20,981.24	1,095,505.42	0.00	0.00	8,172.48	5,375.47
<u>OTHER</u>								
Historic Preservation								
Expenditures		1,200.00		365.74				34.26
Expenditures						800.00		0.00
Town Center								
Expenditures		147,250.00		138,896.43		7,608.74		744.83
Expenditures	4,101.81			4,101.81				0.00
Total Other	4,101.81	148,450.00	0.00	143,363.98	0.00	8,408.74	0.00	779.09
<u>MATURING DEBT & INTEREST</u>								
Maturing Debt & Interest								
Maturing Debt		3,701,721.00	20,020.00	3,721,741.00				0.00
Interest		3,225,480.00	-20,020.00	2,949,369.17				256,090.83
Community Preservation Act		666,592.00		666,591.88				0.12
Total Maturing Debt & Interest	0.00	7,593,793.00	0.00	7,337,702.05	0.00	0.00	0.00	256,090.95

TOWN OF BEDFORD										
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2008										
<u>INTERGOVERNMENTAL</u>										
Intergovernmental										
MWRA		2,719,550.00	-57,312.00	2,662,238.00						0.00
State/County		263,286.00		263,646.00						-360.00
Total Intergovernmental	0.00	2,982,836.00	-57,312.00	2,925,884.00	0.00	0.00	0.00	0.00	0.00	-360.00
GRAND TOTAL	2,894,400.10	65,551,007.58	215,577.42	64,354,484.70	199,665.96	263,976.20	2,158,176.81	263,976.20	2,158,176.81	1,684,661.43

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
SCHOOL LUNCH					
School Lunch Program	31,939.20	647,903.13	654,330.61		25,511.72
Total School Lunch	31,939.20	647,903.13	654,330.61	0.00	25,511.72
STATE / FEDERAL / MISCELLANEOUS GRANTS					
<u>General Government</u>					
Cultural Council - Arts Lottery	9,582.84	4,224.46	5,986.05		7,821.25
Primaries/Election	19,875.74	1,489.00	25.00		21,339.74
MA Historic Preservation Comm.	319.23				319.23
North/South Bikeway	19,920.00				19,920.00
Metro West Home Consortium	132.00				132.00
Depot Building-MHC	-9,000.00	24,000.00	15,000.00		0.00
Medicare	-4.00	8,891.19	8,891.19		-4.00
Total General Government	40,825.81	38,604.65	29,902.24	0.00	49,528.22
<u>Public Safety</u>					
Hazmat	3,716.78		1,511.00		2,205.78
S.A.F.E. Grant - Fire	7,631.49	4,050.00	7,324.85		4,356.64
F.F. Safety Grant Misc.	190.82		4,750.00		-4,559.18
Bullet Proof Vest	-1,505.00		4,545.50		-6,050.50
School Resource Officer	-0.25	20,000.00	19,860.41		139.34
Click it or Ticket	-2,790.62				-2,790.62
GTEA Police Grant	0.20				0.20
Community Policing 2005	0.37				0.37
Traffic Enforcement 2004-2005	2,790.84				2,790.84
Community Policing 2006	0.24				0.24
MDPH Ambulance Task Force	912.31		912.31		0.00
Police Traffic Enforcement Grant 06-07	-2,565.45	5,174.77	2,608.99		0.33
"Cert" Grant - Fire	-164.61				-164.61
GTEA Police Grant 2005	-18,502.90	104,452.67	139,025.11		-53,075.34
Department of Fire Services Grant	399.00		15.48		383.52
Traffic Enforcement 2005-2006	-6.87		-6.90		0.03
Crosby Drive Project	-11,717.93	16,929.89			5,211.96
Peer Mentor Grant	3,782.12	100.00			3,882.12
Community Policing 2007	2,202.15		2,202.15		0.00
Child Passenger Safety Equip 06	-3.00		-3.00		0.00
Police Training Gr State Emergency	151.51	1,049.49	1,072.60		128.40
Police Emergency Medical Dispatch Grant 07	10,000.00				10,000.00
Firefighting Equipment Grant	5,274.25		4,686.87		587.38
Community Policing FY08	0.00	42,275.00	42,275.00		0.00
EOPS Traffic Enforcement '07-'08	0.00		3,536.59		-3,536.59
FEMA Firefighters Assistance Grant '08	0.00	15,000.00	15,000.00		0.00
SETB Police Training Grant/Emerg - '08	0.00	5,000.00	5,000.00		0.00
Total Public Safety	-204.55	214,031.82	254,316.96	0.00	-40,489.69
<u>D.P.W.</u>					
Tree Planting	1,235.00				1,235.00
Chapter 90	-223,712.13	222,396.50	266,289.43		-267,605.06

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
Water System Rehab.	16,510.99		15,852.44		658.55
Recycling Grant	13,221.09				13,221.09
Underground Storage Tank	2,832.50		2,700.00		132.50
Curbside Recycling	8,695.31				8,695.31
Flooding	21,596.37		2,786.50		18,809.87
GIS Grant	696.00		696.00		0.00
Flooding - FEMA	9,360.75		6,898.84		2,461.91
DEP Grant-Ch319, Proj 06-08/319-NPS	0.00	3,627.00	6,497.41		-2,870.41
Total D.P.W.	-149,564.12	226,023.50	301,720.62	0.00	-225,261.24
<u>Human Services</u>					
COA Formula Grant	0.00	19,298.00	19,371.62		-73.62
COA-Corporate Grants	10,950.37		2,370.66		8,579.71
Friday's Free	327.95				327.95
Minuteman Senior Services	0.00				0.00
Y&F-Parenting Wisely	900.47	5,610.00	5,110.00		1,400.47
Partnership For Children	2,180.00				2,180.00
Kids Who Care	264.87				264.87
Progress COA Grant	2,751.23		777.82		1,973.41
Total Human Services	17,374.89	24,908.00	27,630.10	0.00	14,652.79
<u>Health</u>					
Smoking Cessation	15,474.47		10,499.00		4,975.47
Emergency / Planning-Public Health	6,019.45	11,085.00			17,104.45
MA Assoc Health Boards Grant	360.21	370.00	369.49		360.72
Total Health	21,854.13	11,455.00	10,868.49	0.00	22,440.64
<u>Library</u>					
Incentive/Equalization	60,369.89	12,458.42	12,407.65		60,420.66
Non Resident Circulation	81,197.17	9,902.54	15,448.09		75,651.62
Construction Grant	9,796.95		161.54		9,635.41
Community Languages	-0.24				-0.24
Total Library	151,363.77	22,360.96	28,017.28	0.00	145,707.45
<u>School</u>					
Impact Aid	291,902.85	283,516.74		-180,000.00	395,419.59
N. D. A.A.	59,477.80	71,792.92			131,270.72
Substitute Teacher Reimbursement	180.00	450.00	450.00		180.00
Drug Free Sch. '98	1,839.06				1,839.06
ECIA Ch 2 Block	-0.07				-0.07
Title VI	0.29				0.29
Teacher Training '00	105.00				105.00
Smoking Cessation '00	19,998.10				19,998.10
Title VI '01	-2,376.18				-2,376.18
Tech. Literacy Challenge	1,038.98				1,038.98
Project Meet #613	-276.00				-276.00
Tec. Literacy '02	424.32				424.32
SPED Curric. Frame.'02	0.36				0.36
METCO '03	3.32				3.32

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
PL 94-142 '03	0.48				0.48
Gifted & Talented Grant	1,848.35				1,848.35
Eisenhower/Content Institute	-246.70				-246.70
50/50 Residential Sch. Tuition	-0.38				-0.38
BBEA FY 04	-3,744.65	1,000.00	5,852.00		-8,596.65
School Circuit Breaker	74,283.36	473,157.00	574,669.51		-27,229.15
Title I FY 04	-0.04				-0.04
Title II Teacher Quality '05	-8,577.80				-8,577.80
PL 94-142 Enhanced Educ. '05	-0.50				-0.50
Fed Spec. Educ. Entitlement '05	9,177.90				9,177.90
Early Childhood Spec. Ed. '05	-0.38				-0.38
SPED Program Improvement '05	0.10				0.10
Title V Innovative Prog. '05	-0.16				-0.16
Title I '05	9,785.03				9,785.03
Title IV Drug Free Schools '05	7.07				7.07
METCO '05	136.00				136.00
Mental Health '05	0.11				0.11
Academic Support FY 05	29.79				29.79
State Foundation Reserve Aid	177,000.00	195,000.00	177,000.00		195,000.00
Title II (140) Teacher Quality '06	-600.00				-600.00
Fed Spec. Educ. Entitlement (240) '06	-4,809.98				-4,809.98
SPED Program Improvement (274) '06	-249.76				-249.76
Title I (305) '06	-4,636.64				-4,636.64
Title IV Safe / Drug (331) '06	688.00		688.00		0.00
METCO '06	-15,050.39		11,889.56		-26,939.95
Mental Health-Davis School '06	-0.45		329.17		-329.62
M.S. Reading (267)'06	-2,068.40				-2,068.40
Academic Support Services '06	-138.30				-138.30
"Game to be Fit" Grant	29.00				29.00
Emergency Impact Aid - Katrina & Rita	0.00				0.00
Content Institutes (171) '06	2,136.33				2,136.33
Title II (140) Teacher Quality '07	3,073.12		12,000.00		-8,926.88
Title II (160) Enhanced Ed through Tech. '07	951.00	8,927.00	330.86		9,547.14
Fed SPED Entitlement (240) '07	4,719.43	98,119.00	166,030.90		-63,192.47
Early Child-SPED (262) '07	-4,858.75	457.50	713.05		-5,114.30
SPED-Program Improvement (274) '07	4,564.31		3,332.50		1,231.81
Title V Innov Progr (302) '07	0.00				0.00
Title I (305) '07	-24,714.28	25,567.00	464.45		388.27
Title IV Safe / Drug (331) '07	3,086.00	3,086.00	6,021.06		150.94
METCO '07	-45,170.37	128,190.00	60,410.47		22,609.16
Content Institutes (171) '07	0.14				0.14
Secondary Sch Reading (267) '07	16,565.40		12,658.82		3,906.58
Academic Support Svcs (MCAS) '07	1,747.12		838.48		908.64
SPED Corrective Action '07	5,000.00		10,179.91		-5,179.91
METCO '08	0.00	347,748.00	501,111.78		-153,363.78
Fed SPED Entitlement (240) 94-142, '08	0.00	198,236.00	297,113.45		-98,877.45
Early Childhood-SPED (262) '08	0.00	19,702.00	19,154.81		547.19

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
SPED-Program Improvement (274) '08	0.00	4,953.00	11,707.00		-6,754.00
Title II (160) Enhanced Ed through Tech. '08	0.00	1,062.00	352.90		709.10
Title I (305) '08	0.00	21,460.00	56,127.00		-34,667.00
Secondary Sch Reading (267) '08	0.00	1,455.00			1,455.00
Title V Innov Progr (302) '08	0.00	1,434.00	105.64		1,328.36
Title II Part A-140 '08	0.00	13,251.00	36,770.14		-23,519.14
Title IV Safe / Drug (331) '08	0.00	2,123.00	500.00		1,623.00
Secondary Sch Reading (267) '08	0.00	4,385.00	2,540.00		1,845.00
Wild & Scenic Grant-Davis SUASCO Wtr	0.00	1,000.00			1,000.00
Academic Support Service (632) School Yr	0.00		5,790.47		-5,790.47
Total School	572,277.94	1,906,072.16	1,975,131.93	-180,000.00	323,218.17
Total State / Federal / Miscellaneous Grants	653,927.87	2,443,456.09	2,627,587.62	-180,000.00	289,796.34
GIFTS					
<u>General Government</u>					
Energy Conservation	103.41				103.41
Bedford Community Playground	1,431.28	41.43			1,472.71
Cultural Council	-187.75				-187.75
Sidewalk Construction	5,750.00				5,750.00
Gift/General	78.56				78.56
Page Hill Gift	20.99				20.99
Homestead Estate	5,000.00				5,000.00
Planning-Parking Spec. Permit	29,700.00				29,700.00
Telecommunications	0.03				0.03
Housing Partnership	0.00				0.00
Village at Bedford Woods	5,000.00				5,000.00
Telecom/Technical Assistance	61,834.00				61,834.00
Heritage Middlesex Turnpike	10,815.00				10,815.00
Anika Therapeutics (32 Wiggins)	0.00				0.00
IROBOT-EDIP - Economic Dev Incentive Plan	0.00	5,000.00	5,000.00		0.00
Carleton Willard Homes AM Transmitter	0.00	1,500.00			1,500.00
Criterion Municipal Svcs Study	0.00	10,000.00			10,000.00
Technology - Cable-related purposes	0.00	23,520.00			23,520.00
Planning-Criterion	0.00	20,000.00			20,000.00
Total General Government	119,545.52	60,061.43	5,000.00	0.00	174,606.95
<u>Public Safety</u>					
Gift Police/Fire	307.41				307.41
Gift Fire	250.00	2,000.00	2,089.89		160.11
Millipore/Computer	0.05				0.05
Daniel Oates	287.54				287.54
Police Contribution	1,860.95	500.00	835.39		1,525.56
CPR Course	229.25	35.00	38.00		226.25
Anthony Busa Memorial	0.00	370.00	83.89		286.11
Total Public Safety	2,935.20	2,905.00	3,047.17	0.00	2,793.03

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
<u>School</u>					
Bedford Hockey	10,111.93				10,111.93
Football/Cheerleading-Glenn	412.63	8,000.00	10,420.75		-2,008.12
Schools General Gift	50.00	50.00			100.00
High School General Gift	450.00				450.00
Middle School General Gift	5,930.00				5,930.00
Job Lane School General Gift	1,197.00				1,197.00
Davis School General Gift	0.00				0.00
METCO General Gift	100.00		100.00		0.00
Educational Scholarships	15,000.00				15,000.00
Thomas Nolan Make My Day Gift	0.00	675.00			675.00
Total School	33,251.56	8,725.00	10,520.75	0.00	31,455.81
<u>Library</u>					
Video Cassettes	54.53				54.53
General	3,790.56	1,517.05	2,119.33		3,188.28
Prabha Sridharan	1,582.89				1,582.89
Building	2,178.72				2,178.72
Daniel Nickerson	656.34		497.67		158.67
Martha Hoo	71.47				71.47
Kent Stickney	22.80				22.80
Total Library	8,357.31	1,517.05	2,617.00	0.00	7,257.36
<u>Library Corporation</u>					
Building Fund	103.49	64.05	1,795.00		-1,627.46
McDonald's Publication	315.87	145.00			460.87
Total Library Corporation	419.36	209.05	1,795.00	0.00	-1,166.59
<u>Health</u>					
Recombinant DNA	10,000.00	2,000.00	2,000.00		10,000.00
General	1,471.75	267.00			1,738.75
Total Health	11,471.75	2,267.00	2,000.00	0.00	11,738.75
<u>Human Services</u>					
General C.O.A.	13,933.03				13,933.03
Gift Transportation C.O.A	7,263.45	9,050.00	16,106.00		207.45
Violence Prevention Coalition	1,023.91	300.00			1,323.91
Progress Gift (Child / Needy)	1,384.11	584.00	1,374.00		594.11
C.O.A Emergency Fund	7,923.91	2,088.00	3,543.94		6,467.97
Total Human Services	31,528.41	12,022.00	21,023.94	0.00	22,526.47
<u>Other</u>					
Public Ceremonies	18,267.18	2,730.00			20,997.18
Conservation/Jordan Gardens	801.09	200.00			1,001.09
Conservation-General	25.00		54.81		-29.81
Recreation Commission Ice Skating	475.06				475.06
Recreation Revolving General	6,000.00				6,000.00
Springs Brook Park Project	-135.47				-135.47
Barbara Davis Campership	0.00	2,510.00			2,510.00

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
<u>D.P.W.</u>					
Gift/General	0.00	1,853.33			1,853.33
C. Midgett Memorial	755.00				755.00
Ball Field Improvement	432.51				432.51
Tree Planting Gift	114.00				114.00
Avalon Drainage Review	2,645.25				2,645.25
Avalon Drainage	4,125.71	1,209.06			5,334.77
Town Common	1,766.00		227.53		1,538.47
Cemetery Plaque	25.00				25.00
Street Trees	3,037.00				3,037.00
In Memory-Elizabeth Little	0.00				0.00
Babe Ruth Athletics	262.00				262.00
Freedom Estates - Sewer Review	0.00				0.00
Memorial Park Lighting	0.00				0.00
Kawalski Tree Memorial	175.00				175.00
Avalon Bay Pump Station	10,000.00				10,000.00
Avalon Bay Wilson Park Study	25,000.00				25,000.00
Concord Fld Sewer Pump Station	14,400.00				14,400.00
DPW Curbing Restoration Fund	5,000.00		195.76		4,804.24
Irving R Baird, Jr. Memorial	0.00				0.00
Middlesex Turnpike Corridor Study	10,000.00				10,000.00
Criterion Offsite Mitigation Consult	0.00	14,100.00	10,908.15		3,191.85
Great Road Traffic Peer Review	0.00	7,500.00	7,380.07		119.93
John Brown/Old Burying Ground	0.00	4,560.95	4,560.95		0.00
Total D.P.W.	77,737.47	29,223.34	23,272.46	0.00	83,688.35
Total Gifts	310,834.27	122,376.62	69,331.13	0.00	363,879.76
REVOLVING / RESERVED FUNDS					
<u>General Government</u>					
Penalties/Fines/Rest/Selectmen	11,373.63	3,710.00			15,083.63
Penalties/Fines/Rest/Finance	1,937.25	225.00			2,162.25
Penalties/Fines/Rest/TownClerk	8,165.35	950.00			9,115.35
Penalties/Fines/Rest/Legal	0.00				0.00
Penalties/Fines/Rest/Planning	16,835.63				16,835.63
Depot Park	73,218.29	9,572.00	24,189.24		58,601.05
Cable Television Revolving	2,503.00	34,596.50	12,018.52		25,080.98
Total General Government	114,033.15	49,053.50	36,207.76	0.00	126,878.89
<u>Finance Department</u>					
Medicare	365.01	18,710.83	18,539.64		536.20
Total Finance	365.01	18,710.83	18,539.64	0.00	536.20

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
<u>Public Safety</u>					
Gun Permits	150.00	8,250.00	8,250.00		150.00
Penalties/Fines Restitution - Police	4,139.78	1,617.00	2,352.83		3,403.95
IRS Revolving-Police	-27,945.55	474,669.08	456,003.22		-9,279.69
Penalties/Fines Restitution - Fire	2,498.71	6,188.85	6,555.26		2,132.30
IRS Revolving-Fire	-4,195.77				-4,195.77
Hydrant Markers	0.00				0.00
Police OT Reimbursement	1,872.96	16,125.08	22,919.65		-4,921.61
Liquor IDs	2,167.78	1,065.00	420.42		2,812.36
Total Public Safety	-21,312.09	507,915.01	496,501.38	0.00	-9,898.46
<u>School</u>					
Adult Practical Arts	7,360.93	2,916.00	3,921.50		6,355.43
Athletic Revolving	54,640.88	16,024.22	20,000.00		50,665.10
IRS Revolving	11,135.17				11,135.17
Lost Books CH 88	-99.56				-99.56
School Rental	194,302.27	54,225.66	55,459.39		193,068.54
Vandalism	1,961.04	181.45			2,142.49
Meal Tax	2.21	581.66	556.84		27.03
Penalties/Fines/Restitutions	478.50	35,811.27	30,123.25		6,166.52
E-Rate Reimb.	56,371.35	19,140.14	25,302.00		50,209.49
High School Nursery Program	9,823.27	25,124.40	16,404.25		18,543.42
Total School	335,976.06	154,004.80	151,767.23	0.00	338,213.63
<u>Library</u>					
IRS Revolving	712.90				712.90
Library Revolving	18,246.56	14,327.30	17,188.62		15,385.24
Total Library	18,959.46	14,327.30	17,188.62	0.00	16,098.14
<u>Agency</u>					
Sporting Licenses	802.20	2,727.50	3,073.00		456.70
Total Agency	802.20	2,727.50	3,073.00	0.00	456.70
<u>Facilities</u>					
Penalties/Fines/Restitutions	220.79				220.79
Facilities Revolving Fund	11,866.29	90,517.61	80,670.78		21,713.12
Total Facilities	12,087.08	90,517.61	80,670.78	0.00	21,933.91
<u>D.P.W.</u>					
Penalties/Fines/Restitutions	10,965.78	7,115.43	13,307.31		4,773.90
Holiday Party 2005	0.00				0.00
Total D.P.W.	10,965.78	7,115.43	13,307.31	0.00	4,773.90

TOWN OF BEDFORD
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2008

	Balance 6/30/2007	Revenue	Expenditures	Transfers	Balance 6/30/2008
<u>Human Services</u>					
Recreation Revolving	352,736.78	597,725.67	565,203.49		385,258.96
Recreation Revolving Day Camp	152,164.61	192,239.01	253,097.60		91,306.02
Recreation Revolving Teen Center	380.97	1,520.00	1,566.25		334.72
Recreation Revolving Day Care	99,692.67	641,641.06	685,115.36		56,218.37
Recreation Revolving Springs Brook	-75,289.00	222,692.20	226,098.03		-78,694.83
Recreation Revolving COA	6,607.21	19,134.00	15,124.00		10,617.21
Total Human Services	536,293.24	1,674,951.94	1,746,204.73	0.00	465,040.45
<u>Other</u>					
Conservation/Wetlands	27,718.01	8,005.00	17,251.76		18,471.25
Conservation By-Law Consulting	276.03				276.03
WPA Consulting	7,683.32	942.63			8,625.95
Penalties/Fines/Restitutions-Town Ctr	607.29				607.29
Total Other	36,284.65	8,947.63	17,251.76	0.00	27,980.52
<u>Community Preservation</u>					
Community Preservation	4,110,697.21	2,285,492.44	1,487,132.32		4,909,057.33
Total Community Preservation	4,110,697.21	2,285,492.44	1,487,132.32	0.00	4,909,057.33
Total Revolving / Reserved Funds	5,155,151.75	4,813,763.99	4,067,844.53	0.00	5,901,071.21
General Government	274,769.49	166,430.41	89,649.64	0.00	351,550.26
Public Safety	-18,581.44	724,851.83	753,865.51	0.00	-47,595.12
School	973,444.76	2,716,705.09	2,791,750.52	-180,000.00	718,399.33
Library	179,099.90	38,414.36	49,617.90	0.00	167,896.36
Agency	802.20	2,727.50	3,073.00	0.00	456.70
Facilities	12,087.08	90,517.61	80,670.78	0.00	21,933.91
Highway	-60,860.87	262,362.27	338,300.39	0.00	-136,798.99
Human Services	618,522.42	1,725,603.94	1,807,727.26	0.00	536,399.10
Other	61,872.34	14,394.38	17,306.57	0.00	58,960.15
Community Preservation	4,110,697.21	2,285,492.44	1,487,132.32	0.00	4,909,057.33
Total All Special Revenue	6,151,853.09	8,027,499.83	7,419,093.89	-180,000.00	6,580,259.03

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
CAPITAL PROJECTS - JUNE 30, 2008

	Balance 7/1/07	Revenue	Expenditures	Transfers/ Other	Balance 6/30/08
A 20/04 Land & Easement	59,996.00				59,996.00
A26-01/07 Fire Rescue Pumper	0.00		409,944.00		-409,944.00
A 3STM 10/97 Davis	4,141.46				4,141.46
A 18/99 & A14 STM 10/98	33,275.17		355.00		32,920.17
A 6 STM 10/00 Glenn Sch.	26,497.51		10,810.00		15,687.51
A 6 STM 11/04 H.S. Design	433,503.92				433,503.92
A 5/07 HS Renovation	-20,752,179.82		19,725,790.12		-40,477,969.94
A 29-4/94 Intersection	18,914.51				18,914.51
A 8 STM 10/98 Mid. Tnpk.	-25,299.47		8,735.83		-34,035.30
A 14/00 Sidewalk Con.	66,458.32		15,680.55		50,777.77
A 32/01 Water Main Design	3,478.19	3,299.78			6,777.97
A 27/04 Water Mains	469,186.97		312,019.01		157,167.96
A 9 20/05 Water SCADA System	31,943.18		5,000.00		26,943.18
A 9 21/05 Water Standpipe Paint	312,600.00		245,825.85		66,774.15
A 9 22/05 Water Main Replace	7,251.50		2,255.00		4,996.50
A 18/06 Infil/Inflow Reduction	11,978.51	10,218.35	12,855.50		9,341.36
A 26 02/07 Water Main Project	70,162.72		116.12		70,046.60
A12/08 Sewer Infil/Inflow	182,000.00		121,986.20		60,013.80
A11/08-01 Water Main Project	0.00		11,813.80		-11,813.80
A11/08-06 Sewer System Expansion	0.00		1,600.00		-1,600.00
A13/08 Road Resurfacing	0.00				0.00
A2 STM 11/08 Sewer Infil/Inflow Recon	0.00	153,000.00	116,378.72		36,621.28
A 15/95 Lib. Addition	30,580.83				30,580.83
A 21/03 DPW Facility	51,942.01		8,422.48		43,519.53
A 22/03 Town Ctr Facility	103,688.43		15,291.16		88,397.27
A 22/04 H.S.Schematic	21,673.80				21,673.80
Total Capital Projects	-18,838,206.26	166,518.13	21,024,879.34	0.00	-39,696,567.47

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
TRUST FUNDS - JUNE 30, 2008

	Balance 7/1/2007	Revenue	Expenditures	Transfers In/Out	Balance 6/30/2008
<u>Non Expendable Trust Funds:</u>					
<u>Health</u>					
George & Clara Blinn Cemetery	1,504.13	80.71			1,584.84
Lillian Dutton Memorial	827.42	44.37			871.79
Emma J. Phelps Cemetery	13,628.86	718.10			14,346.96
Shawsheen Cemetery Chapel	16,402.33	880.16			17,282.49
Total Health	32,362.74	1,723.34	0.00	0.00	34,086.08
<u>Human Services</u>					
Goodwin Charity	72,873.31	3,902.11	3,586.71		73,188.71
Total Human Services	72,873.31	3,902.11	3,586.71	0.00	73,188.71
<u>Library</u>					
George & Clara Blinn	8,362.57	426.67			8,789.24
Edwin Brooks	26,195.89	1,315.45			27,511.34
Sarah Hartwell Bryant	1,128.88	57.60			1,186.48
Kirsten Carr	6,238.42	318.32	11.82		6,544.92
Lawrence Braverman	1,233.44	62.95			1,296.39
Fannie S. Cutler	71,255.54	3,641.74	4,540.75		70,356.53
Samuel Davis	2,540.28	129.58			2,669.86
Jeremiah Fitch	17,350.99	864.23			18,215.22
Franklin S. Lane	2,844.46	139.86			2,984.32
Lawrence	1,225.97	62.57			1,288.54
E. G. Loomis	1,950.69	99.55			2,050.24
William J. Niles	102,609.02	5,199.78			107,808.80
James Salloway	1,051.07	53.65			1,104.72
Nell Seften Stegmaier	3,878.06	197.86			4,075.92
William C. Britton	49,833.41	2,542.38			52,375.79
Total Library	297,698.69	15,112.19	4,552.57	0.00	308,258.31
<u>School</u>					
Ellen A. Boynton	20,705.40	1,044.84			21,750.24
John Glenn Memorial Scholarship	4,778.83	256.46	250.00		4,785.29
Marion E. Hunt Scholarship	8,262.04	443.35			8,705.39
Total School	33,746.27	1,744.65	250.00	0.00	35,240.92
<u>Other</u>					
Founders & Patriots	5,596.66	300.31			5,896.97
Hartwell House	66,511.27	3,569.10			70,080.37
Total Other	72,107.93	3,869.41	0.00	0.00	75,977.34
Total Non-Expendable Trust Funds	508,788.94	26,351.70	8,389.28	0.00	526,751.36

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
TRUST FUNDS - JUNE 30, 2008

	Balance 7/1/2007	Revenue	Expenditures	Transfers In/Out	Balance 6/30/2008
<u>Expendable Trust Funds:</u>					
<u>Health</u>					
Sale of Lots	954,974.81	60,585.09	280.00		1,015,279.90
Cemetery Improvement	145,123.01	12,024.72	36,871.41	-80,000.00	40,276.32
Total Health	1,100,097.82	72,609.81	37,151.41	-80,000.00	1,055,556.22
<u>Library</u>					
Wallace Gleason Webber	4,537.77	220.91			4,758.68
Fannie Wood Prescott	253,252.51	12,557.14			265,809.65
General Fund	14,206.28	2,410.91	5,127.36		11,489.83
A.E. Brown-Reprint	1,679.49	204.33			1,883.82
Mansur Estate	19,983.32	1,028.98			21,012.30
Tirzah J. Sweet	38,907.16	1,984.98			40,892.14
Total Library	332,566.53	18,407.25	5,127.36	0.00	345,846.42
<u>School</u>					
Harriet M. Mudge	193,573.39	10,324.52			203,897.91
High School Scholarships	5,115.22	281.06	1,000.00		4,396.28
Total School	198,688.61	10,605.58	1,000.00	0.00	208,294.19
<u>Other</u>					
Hanscom Area Traffic	1,224.18	65.72			1,289.90
Conservation Fund	70,586.27	3,540.33	8,744.54		65,382.06
Industrial Area Sewer	7,752.89	471.49	-2,318.92		10,543.30
Stabilization Fund	3,063,417.86	152,568.17		380,000.00	3,595,986.03
Pension Fund	1,881,792.44	120,033.73		-289,000.00	1,712,826.17
Law Enforcement Trust-State	1,756.85	5,783.00	6,986.84		553.01
Law Enforcement-DEA	242.44	43,199.08	204.47		43,237.05
Post Retirement	1,553,540.79	140,997.37		250,000.00	1,944,538.16
Dental Claims Trust Fund	52,162.41	362,201.25	304,646.16		109,717.50
Health Claims Trust Fund	127,668.28	896,601.06	751,275.73		272,993.61
Total Other	6,760,144.41	1,725,461.20	1,069,538.82	341,000.00	7,757,066.79
Total Expendable Trust Funds	8,391,497.37	1,827,083.84	1,112,817.59	261,000.00	9,366,763.62
Total All Trust Funds	8,900,286.31	1,853,435.54	1,121,206.87	261,000.00	9,893,514.98

Town of Bedford Questionnaire for Volunteers

Good Government Depends On You

Please read about opportunities for volunteer appointments and the process on the other side of this questionnaire.

Name _____ Date _____

Address _____ Occupation _____

Home Phone _____ Business Phone _____ e-mail _____

1. Interested in serving on _____

2. How many meetings have you attended of the committee(s) listed above? _____

3. # of yrs. lived in town: Are you a registered Bedford voter? Attended Town Meeting? _____

4. Please describe your background or training from work and/or life experience that relates to your interest in government.

5. What Town government experience have you had? _____

6. What community experience have you had? Have you served as an officer or held any leadership position in any other community organization(s)?

7. Additional information for the Selectmen to consider. (Please add to this form as necessary.)

8. Do you have any restrictions on your availability to attend committee meetings? _____

Feel free to call a member of the Volunteer Coordinating Committee to indicate your interest or to find out more about a committee, the time commitment involved and the process of appointment. You may complete this form and mail it to the Town Manager's Office, Town Hall at 10 Mudge Way. You will get a reply.

Dawn Theodore - 781-275-9243 Gail Black Smith – 781-275-2526 Lora Goldenberg – 781-275-7354

Office Use Only

Registered Voter _____ Acknowledged _____ Attended Meetings _____

Interviewed _____ Appointed _____ Appointment Letter _____

Volunteer Opportunities and the Appointment Process

Opportunities for Volunteer Appointments in Bedford

All Town boards and committees consist of volunteers who live in Bedford and are registered Bedford voters. These volunteers work toward solving complex issues and setting or recommending policy that helps to shape the kind of community in which we live. Bedford is fortunate to have many potential volunteers whose skill and technical knowledge can be applied in the Town Government. There are various opportunities available to correspond with your expertise and/or interest.

Why volunteer? There are as many reasons as there are volunteers. Here are a few:

- Learn more about your community
- Meet people
- Watch your ideas get implemented
- Be aware of important events in town
- Take charge of a project
- Add to your resume
- Help guide your community

Most appointments to committee vacancies are made following the Annual Town Meeting. However, vacancies also occur at other times during the year. Terms of office vary from one to three years. Committees which may have openings are listed below; their descriptions are found in the Town’s Bylaws at www.town.bedford.ma.us:

- | | |
|---|-------------------------------------|
| Affirmative Action Monitoring Committee | Finance Committee |
| Affordable Housing Committee | Historic District Commission |
| Bedford Cable Access TV Directors | Historic Preservation Commission |
| Cable Television Advisory Committee | Housing Partnership |
| Capital Expenditure Committee | Patriotic Holiday Committee |
| Community Preservation Committee | Recreation Commission |
| Conservation Commission | Transportation Advisory Committee |
| Council on Aging | Volunteer Coordinating Committee |
| Cultural Council | Wilson Mill Park Planning Committee |
| Depot Park Advisory Committee | Youth and Family Services Committee |
| Fair Housing | Zoning Board of Appeals |

Appointment Process

If you would like to be a part of our Town Government, please initiate the process for appointment by completing the reverse side of this form and returning it as indicated. Please note that all candidates for appointment to a committee are interviewed, and that prior to interviewing, they are required to visit at least one meeting of the committee(s) in which they express interest.

For questions, please call a member of the Volunteer Coordinating Committee:

Dawn Theodore
781-275-9243

Gail Black Smith
781-275-2526

Lora Goldenberg
781-275-7354