

2011 ANNUAL REPORT

Bedford, Massachusetts

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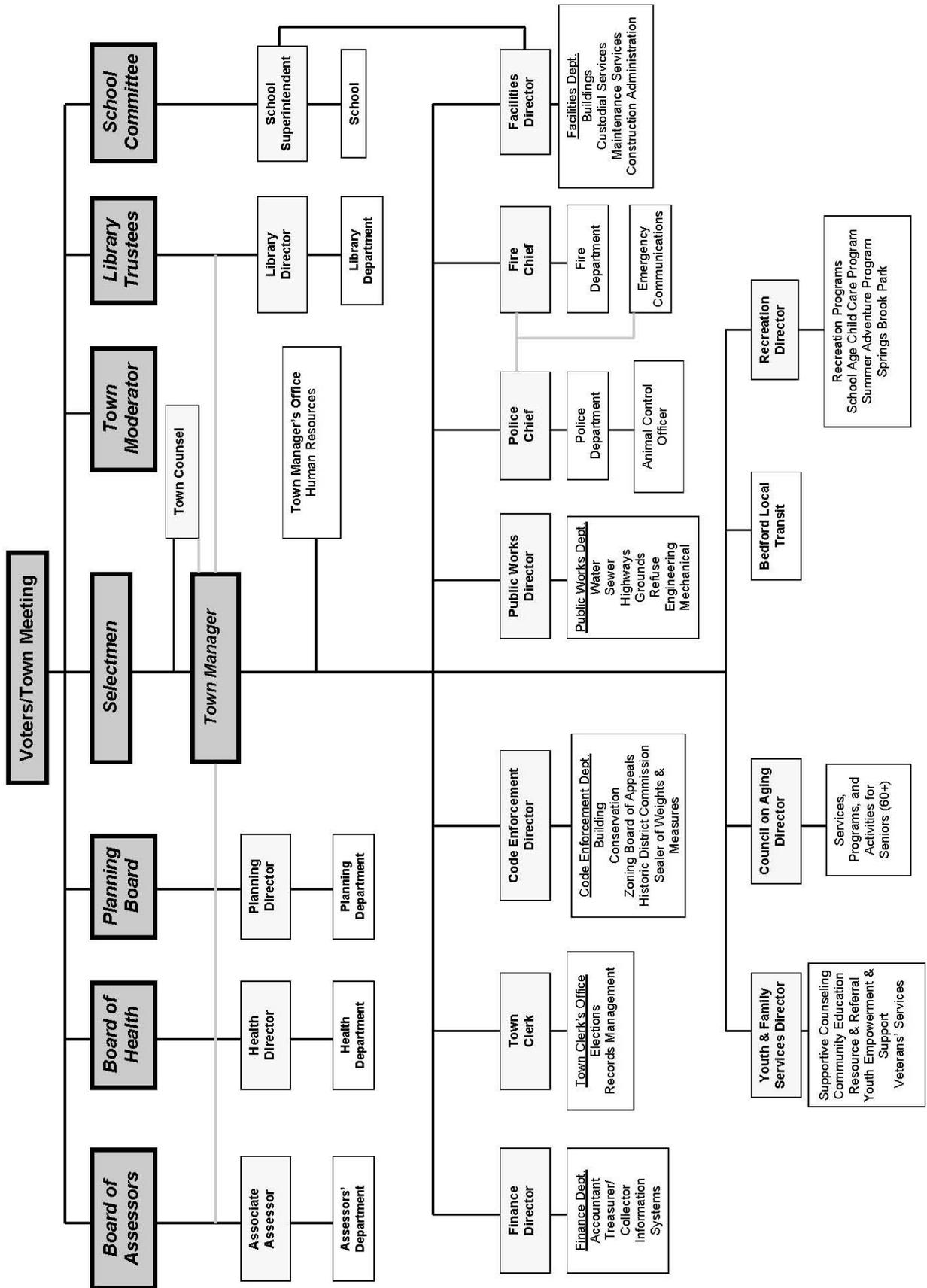
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*Cover designed by Bedford resident Jean Hammond.
Photographs are of the 2011 Memorial Day Parade Ceremonies taken
by Carlton Soo Hoo*

Town of Bedford Organization



TOWN OF BEDFORD DIRECTORY

TOWN DEPARTMENTS & SERVICES

Bedford Cable Access TV	16 South Road	781-275-5004
Bedford Public Library	7 Mudge Way	781-275-9440
Bedford Public Schools	97 McMahan Road	781-275-7588
Superintendent	97 McMahan Road	781-275-7588
Assistant Superintendent	97 McMahan Road	781-275-2155
Bedford High School	9 Mudge Way	781-275-1700
Eleazer Davis Elementary	410 Davis Road	781-275-6804
Job Lane Elementary	62 Sweetwater Ave.	781-275-7606
John Glenn Middle	99 McMahan Road	781-275-3201
Facilities Department	101 McMahan Road	781-275-5290
Fire Department - Non-Emergency	55 Great Road	781-275-7262
Emergency - 911		
Police Department - Non-Emergency	2 Mudge Way	781-275-1212
Emergency - 911		
Public Works Department	314 Great Road	781-275-7605
Town Center	12 Mudge Way	781-275-4880
Bedford Local Transit	12 Mudge Way	781-275-2255
Council on Aging	12 Mudge Way	781-275-6825
Health Department	12 Mudge Way	781-275-6507
Recreation Department	12 Mudge Way	781-275-1392
Town Center Coordinator	12 Mudge Way	781-275-4880
Veterans' Services	12 Mudge Way	781-275-1328
Youth & Family Services	12 Mudge Way	781-275-7727
Town Hall	10 Mudge Way	781-275-1111
Assessors	10 Mudge Way	781-275-0046
Code Enforcement	10 Mudge Way	781-275-7446
Collector's Office	10 Mudge Way	781-275-1517
Conservation Commission	10 Mudge Way	781-275-6211
Finance Department	10 Mudge Way	781-275-2218
Human Resources	10 Mudge Way	781-275-1111
Planning Board	10 Mudge Way	781-275-1548
Town Clerk	10 Mudge Way	781-275-0083
Town Manager	10 Mudge Way	781-275-1111

OUR TOWN

Situation

About 15 miles northwest of Boston

Population

13,986 (January 1, 2011 census)

Elevation

Highest, 280 feet above sea level

Lowest, 110 feet above sea level

Assessed Valuation for FY11

Total Assessed Value \$2,752,075,404

FY11 Tax Rates

Residential \$14.33

Open Space \$10.74

Comm., Ind., & Personal Property \$31.76

FY11 Water Rates

Water Base Rate Minimum Bill \$35.00

0-2000 cubic feet = \$1.10/100 CF

Over 2,000 cubic feet = \$5.30/100 CF

FY11 Sewer Rates

Sewer Base Rate Minimum Bill \$45.00

0-2000 cubic feet = \$3.30/100 CF

Over 2000 cubic feet = \$9.70/100 CF

Town Hall, 10 Mudge Way

Town Clerk's Phone:

781-275-0083

Town Manager's Phone:

781-275-1111

www.bedfordma.gov



Senators in Congress

Scott Brown, 617-565-3170

John F. Kerry, 617-565-8519

Representative in Congress

John F. Tierney (6th District),

978-531-1669

State Senator

Susan Fargo (3rd Middlesex District),

617-722-1572

Member of Governor's Council

Marilyn Petitto Devaney (3rd Middlesex District),

617-725-4015

Representative in General Court

Charles Murphy (21st Middlesex District),

617-722-2990

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 permitted in all elections.

Dog Licenses

A dog should be licensed when three months old. Registrations held June 1 through August 31 with the Town Clerk. License fees: \$15/1 year; \$18/2 years; \$25/3 years. All licenses expire August 31. After August 31, a \$5.00 fine is due up to thirty days. After thirty days, a \$25.00 fine is due.

Tax Bills

Tax bills are paid quarterly. The first two quarters are preliminary bills and are based on the previous year's bill. The first quarter is due on August 1, the second quarter is due on November 1, the 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.bedfordma.gov.

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 Board of Health is 781-275-6507.

TOWN ADMINISTRATION

July 1, 2010 - June 30, 2011

ELECTED OFFICERS

Bedford Housing Authority		Selectmen		School Committee	
Susan Ellis (res 3-11)	2011	Walter J. St. Onge III	2012	Abigail Seibert	2012
Jane Puffer	2013	Catherine Cordes	2013	Anne Bickford	2013
Eugene J. Clerkin	2013	William S. Moonan	2013	Brad Hafer	2013
Patricia Ross	2014	Mark Siegenthaler	2014	Noreen O'Gara	2014
Lewis Putney (eff 3-11)	2016	Michael Rosenberg	2014	Edward Pierce	2014
William S. Moonan					
Board of Assessors		Moderator		Trustees-Bedford Library	
Sheldon Moll	2011	Betsey J. Anderson	2013	Robert L. Batt	2012
Robert B. Murphy	2013			Michael Pulizzi	2012
John Linz	2014	Planning Board		Lorrie Dunham	2013
		Janet Powers	2012	Howard Cohen	2013
		Jonathan Silver	2013	Abigail Hafer	2013
		Margot Fleischman	2013	Rachel Field	2014
		Lisa Mustapich	2014	Lynne O'Connor	2014
		Sandra Hackman	2014		
Board of Health		Regional Voc. School District			
Lea Susan Ojamaa	2012	Mark Trifiro	2011		
Mary Seymour	2012	Donald Drouin	2013		
Beatrice A. Brunkhorst	2013				
Kevin Wormstead	2014				
Thomas J. Kinzer III	2014				
Janet Powers (PB)					

APPOINTED COMMITTEES

Affirmative Action Monitoring		Michael Rosenberg (Sel)		Mark Siegenthaler (Sel res 6/11)	
Francis Fornaro	2012	Dennis Freeman (DPW)		Walter St. Onge (Sel eff 6/11)	
Virginia Spencer	2013	Janet Powers (PB)			
Lois Pulliam	2014				
Lora Goldenberg		Bedford Housing Partnership		Cable Television Advisory	
Walter J. St. Onge III (Sel)		<i>Members Aff'd/bl Hsng Comm</i>		John Monahan	2012
		<i>Members Fair Hsng Comm</i>		Charles French (eff 2/11)	2012
Affordable Housing		Christina Wilgren	2011	Robert Batt	2012
Paulette Everitt	2012	Linda Hludzik (res 3/11)	2013	S. Brown Pulliam	2014
Zoe Pierce	2012	Michael Rosenberg (Sel)		James Shea	2014
Ellis Kriesbert (eff 12/10)	2012	Lisa Mustapich (PB)		William Moonan (Sel)	
Irma Carter	2013				
Trudy Last (res 5/11)	2013	Bicycle Advisory		Capital Expenditure	
Susan Ellis (BHA)		Brian O'Donnell	2012	Alma Hart	2012
Lisa Mustapich (PB)		Christopher Lennon	2012	Brian DeVellis	2012
Michael Rosenberg (Sel)		Terry Gleason	2012	James O'Neil	2012
		Donald Blake (res 3/11)	2013	Jon O'Connor	2013
Arbor Resource		Ralph Hammond	2013	Michelle Matteo	2013
Carol Kelly	2012	David Enos (eff 6/11)	2013	Jean-Marc Slak	2014
Jacqueline Edwards	2012	Peter Weichman	2014	Barbara Perry (Fincom)	
Ralph Hammond	2012	Alec Ellsworth	2014	Brad Hafer (Sch) (res 10/10)	
Kenneth Prescott	2012	Jonathan Silver (PB)		Anne Bickford (Sch) (eff 10/10)	
Ruth Robinson (eff 12/10)	2012			Mark Siegenthaler (Sel)	

APPOINTED COMMITTEES*Continued from previous page***Community Preservation**

Myles McDonough @ Ig (resn 6-11)	2011
Suzanne Johnson (Rec) (resn 9-10)	2011
Eugene Clerkin (HA)	2012
Margot Fleischman (PB)	2012
Vito LaMura @ Ig	2012
Catherine Cordes (Sel)	2013
Donald Corey (HPC)	2013
Andreas Uthoff (CC) (eff 8/09)	2013
Robin Steele (Rec) (eff 9-10)	2014
Christina Wilgren (BHP)	2014

Conservation Commission

Allan Wirth	2012
Brenda Kelly (resn 9-10)	2012
Tim Gray	2012
Steve Hagan (eff 2-11)	2012
John Willson	2013
Lori Eggert	2013
Andreas Uthoff	2014
Arthur Black Smith	2014
Walter J. St. Onge III (Sel)	

Constables

Barbara Hartnett	2013
Sheila Howard	2013
Lewis Putney	2013
Anthony J. Saia	2013

Council on Aging

Margaret Schowalter (resn 6-11)	2011
Leslie Gabriele	2012
Maureen Pomeroy	2012
Pauline Salter	2012
Cynthia Rider	2013
George Dalrymple	2013
Roberta Ennis	2013
Armand Malo	2014
John Gerdes	2014
Sandra Hackman (PB)	
William Moonan (Sel)	

Cultural Council

Kathleen Byrnes (resn 2-11)	2012
Susan McCombs	2012
Virginia Packer	2012
Kenneth Gordon	2012
Jane Franklin	2013
Barbara Purchia (eff 4-11)	2012
Breena R. Daniell (eff 10-10)	2013
Cheryl Blalock-Harris (eff 1-11)	2013
Mary Johannessen	2014
Catherine Cordes (Sel)	

Depot Park Advisory

Donald Corey @ Ig (resn 6-11)	2011
James Shea (Fr Dep Pk)	2012
Joseph Piantedosi @ Ig	2012
Richard T. Reed (staff)	
Richard Warrington (staff)	
William Moonan (Sel)	

Energy Task Force (Ad Hoc)

Juliette Costa (resn 6-11)	2011
Abigail Hafer	2012
Arthur Walsh (resn 6/30/11)	2012
Brenda Kelly	2012
Carolyn Sarno	2012
Kimberly Siebert	2012
Walter J. St. Onge III	2012
Richard Jones (Fac Dir)	
Janet Powers (PB)	

Fair Housing

Alice Sun	2012
Lisa Mustapich (PB)	
Susan Ellis (BHA) (resn 3-09)	
Jane Puffer (BHA eff 3-09)	
Michael Rosenberg (Sel)	

Finance Committee

William Cimino (resn 5-11)	2011
Terri Morrow (resn 4-11)	2012
Barbara Perry	2012
Robert Kenney	2012
Meredith McCulloch	2013
Peter Bentley	2013
Thomas Busa	2013
Michael Seibert	2014
Richard Bowen	2014
Stephen Steele (eff 6-11)	2014

Fiscal Planning/Cood. (Ad Hoc)

Bruce Murphy (Assessor)	2012
Thomas Kinzer (BOH)	2012
Michelle Matteo (CEC)	2012
Tom Busa (Fincom)	2012
Peter Bentley (Fincom)	2012
Peter Naum (Fin Dir)	2012
Abigail Hafer (Lib)	2012
Abigail Seibert (Sch Cm)	2012
Brad Hafer (Sch Cm)	2012
Michael Rosenberg (Sel) (resn 6-11)	2012
Walter J. St. Onge III (Sel)	2012
Catherine Cordes (Sel) (eff 6-11)	2012
David Coelho (Sch Bus)	
Maureen LaCroix (Sch Supt)	
Richard T. Reed (TM)	

Historic District Commission**Full Members**

Karen Kalil Brown	2012
Alan Long	2013
Carol Carlson	2013
Kevin Latady (full 8-10)	2013
William Moonan	2014

Associate Members

Lorraine Dunham	2013
George Dalrymple (eff 6-11)	2014
William Moonan (Sel)	
Janet Powers (PB)	

APPOINTED COMMITTEES*Continued from previous page***Historic Preservation Commission**

Suzanne Koller (resn 6-11)	2011
Robert Slechta	2012
Alethea Yates	2012
Charles French	2013
Donald Corey	2013
Rose Pappert	2014
Catherine Cordes (Sel)	

Land Acquisition (Ad Hoc)

James Harrington (resn 2-11)	2011
Randi Currier	2012
William Speciale	2012
Andreas Uthoff	2012
Marguerite Debbie (eff 11-10)	2012
Thomas Mulligan (eff 1-11)	2012
Walter J. St. Onge III (Sel)	

Municipal Affordable Housing Trust

Alice Sun	2012
Christina Wilgren	2012
Mark Siegenthaler (Sel)	2012
Richard T. Reed (TM)	2012
Irma Carter	2014
Lisa Mustapich	2014
Michael Rosenberg (Sel)	2014

Patriotic Holiday (Ad Hoc)

Oscar S. DePriest III (resn 6-11)	2011
Bob Hansen	2012
Fredrick Gordon (Vet Agent)	2012
Joseph Piantedosi	2012
Paul Purchia	2012
Sebastian Marcus	2012
Vincent Fay Jr.	2012
John Monahan (eff 6-11)	2012
James Corcoran (HAFB)	2012
Michael Rosenberg (Sel)	2012

Petitioners Advisory

Stuart Liss (resn 6-11)	2011
Joan Bowen (resn 6-11)	2011
Patricia Leiby	2012
Joanna Nickerson (eff 6-11)	2012

Recreation Commission

David Ellis (resn 6-11)	2011
Suzanne Johnson (resn 6-11)	2011
Stacy Schalick (resn 1-11)	2012
Thomas Mulligan (eff 1-11)	2012
Robin Steele	2013
Ron Richter	2013
Michael O'Shaughnessy (eff 6-11)	2014
Caroline Fedele (eff 6-11)	2014
Jonathan Silver (PB)	
Michael Rosenberg (Sel)	

Registrars of Voters

Doreen Tremblay (Town Clerk)	
J. W. Martin	2012
Diane Cameron	2013
Anita Feld	2014

Trails Committee (Ad Hoc)

Edith Baxter (resn 7-10)	2011
Arthur Black Smith	2012
Daniel Hurwitz	2012
Harold Ward	2012
Mark Levine	2012
Ralph Hammond	2012
Paul Marcus (eff 1-11)	2012
Michael Barbehenn (eff 1-11)	2012
Adrienne St. John (DPW)	

Transportation Advisory (Ad Hoc)

Richard Daugherty (resn 9-10)	2011
Arthur Black Smith (resn 6-11)	2011
Brian O'Donnell	2012
Margot Fleischman	2012
Mark Siegenthaler	2012
Ralph Hammond	2012
Robert M. Dorer	2012
Mary Ellen Carter (eff 10-10)	2012

Volunteer Coordinating

Lora Goldenberg (resn 6-11)	2012
Dawn Theodore (resn 6-11)	2013
Ilsa Gottlieb (resn 6-11)	2014

Wilson Mill Park Planning (Ad Hoc)

Dorothy Africa	2012
Janice Weichman	2012
Philippe Kelty	2012
Thomas Pinney	2012
Alethea Yates (HPC)	
Richard Warrington (staff)	
Michael Rosenberg (Sel)	

Youth & Family Services

Alison L. Malkin	2012
Dave Ellis (Rec) (resn 6-11)	2012
Thomas Pinney	2012
Sheryl Barkan	2013
Kevin Wormstead (BOH)	2013
Catherine Cordes (Sel)	2013
Kristin Philipson	2014
Noreen O'Gara (Sch Cm)	2014
Jeff Wardwell (Police)	

Zoning Board of Appeals**Full Members**

Herbert Aumann (resn 10-10)	2012
Kenneth Gordon (eff 10-10)	2012
Angelo Colasante	2013
Brian Gildea	2013
Jeffrey Cohen	2014
Jeffrey Dearing	2014

Associate Members

Robert Barton (resn 6-11)	2011
Carol Amick	2012
Stephen Henning (eff 2-11)	2013
Walter J. St. Onge III (Sel)	

Eastern Middlesex Mosquito Control Commission

John Zupkus	
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APPOINTED COMMITTEES*Continued from previous page***Election Officers to 9/1/11**

Baker, Betty M.
 Blitz, Melvin H.
 Blitz, Sandra D.
 Busa, Dianne M.
 Buxton, Ann M.
 Buxton, J. Raymond
 Callahan, Joanne R.
 Chase, Lois
 Clark, John G.
 Clayton, G. Kenneth
 Collins, Aline M.
 Connarton, Marion
 Connors, Carol M.
 Cullen, Susan Marie
 Cummings, Sharon E.
 DiClemente, Emidio L.
 Donahue, Cynthia M.
 Donahue, Peter
 Dyer, Rosemary M.
 Ferland, Michele D.
 Forrest, Nancy
 Freni, Joan Marie L.
 Gallagher-Reid, Jane
 Hansen, Eileen L.
 Hardy, Carolyn
 Huxsaw, Charles F.
 Jarvis, Kathryn E.
 Kane, Mercedes A.
 Kenney, Pauline R.
 Kerr, Bruce K.
 Kohm, James R.
 Kupfrian, Barbara
 LaLiberte, Dorothea
 Larsen, Deborah L.
 Larsen, Joan B.
 Lawless, Mary
 Leary, Muriel
 Leary, Richard
 Leiby, Patricia N.
 LeSchack, A. Richard
 Lomot, Fatima M.
 McClatchey, Robert A.
 McClatchey, Sharon S.
 Miller, William D.
 Moll, Gloria B.
 O'Neil, Barbara C.
 Perez, David J.
 Pespisa, Constance C.
 Pruyn, Emily M.
 Pruyn, Kenneth T.
 Raffa, Anita
 Rose, Lois N.
 Rosenberg, Charles W.
 Scheyder, Ernest L.
 Scheyder, Ruth L.
 Schimelfenyg, Janet
 Suggs, Zarouhi Minasian
 Sullivan, Rita A.

Election Officers to 9/1/11 Cont.

Tynan, Barbara Ann
 Valbona, Gail
 Vernon, Roberta F.
 Weinschenk, Ernest
 Weinschenk, Jeanette
 Wittman, Paul J.
 Yasi-Seno, Marie B.

Forest Warden

David Grunes

Hazardous Waste Coordinator

David Black (retired 2-11)
 Heidi Porter (eff 3-11)

Hanscom Field Advisory Committee

Michael Rosenberg 2013
 Mark Siegenthaler 2013

HATS II

Jon O'Connor
 Lisa Mustapich
 Michael Rosenberg (Sel)

Metropolitan Area Planning Council

Sandra Hackman (Alt) 2013
 Walter J. St. Onge III (Sel) 2013

MBTA District Representative

Mark Siegenthaler 2012

N.E. Solid Waste Committee

Richard Warrington

Town Manager

Richard T. Reed

Assistant Town Manager

Jessica Porter

Town Counsel

Michael Lehane 2012

Town Historian

John Dodge 2012

Tree Warden

Richard Warrington

Veterans' Graves Officer

Paul Purchia 2012

Veterans' Officer

Fredrick Gordon 2012

SuAsCo River Stewardship Council

Joseph Piantedosi unspec
 Ralph Hammond unspec

PART I: REPORTS FROM COMMITTEES, DEPARTMENTS, & BOARDS

ARBOR RESOURCE COMMITTEE

Jacqueline Edwards, *Chair*

PURPOSE

The Bedford Arbor Resource Committee's (BARC) purpose is to enhance the quality of life in Bedford by protecting, preserving, developing, and managing the arbor resources on publicly-owned lands, and by encouraging preservation and development of resources on private lands. Improved communication among Town departments, committees, and citizens underlies and facilitates many of its goals.



Sycamore tree located on Fitchdale Avenue

FY11 HIGHLIGHTS

BARC had a very productive year, seeing good outcomes and progress in four areas: developing policy recommendations for the Planning Board's Comprehensive Plan update; expanding their interactive website; participating in Town celebrations, especially their well-received Arbor Day talk and library window display; and the execution of the first comprehensive inventory of the Town Campus, including the Jenks Nature Trail.



The Jenks Nature Trail

BARC's twelve recommendations for the Comprehensive Plan update ranged from specific arbor-related concerns to general development proposals, all of which were well-received. The Planning Board's only suggestions were to encourage BARC to include, as an additional policy proposal, the development of their website for community education, a goal BARC has been working toward actively, and to highlight the benefits of trees. The proposals follow: encourage invasive species removal by Bedford homeowners; encourage development of rain gardens; encourage homeowners to install and use rain barrels; incorporate shade trees in outdoor recreational facilities, when possible; incorporate shade trees, as well as rain gardens and/or permeable pavement in new parking lots, when possible; encourage the reintroduction of heritage trees, such as disease-resistant elms, especially in the Historic District; encourage the use of structural soil and tree grates for sidewalk trees; develop a tree replacement policy; create a coordinated and inclusive process for planning municipal land development projects; establish and enforce aesthetic standards throughout town, whether municipal development or commercial; reduce roadside signage; and create an interactive Comprehensive Plan with links to related material.

As noted, BARC has been expanding their interactive website with the goal of it becoming a valuable community resource, with links to original reference material as well as to outside resources, including relevant local and state regulations; benefits of trees; best practices for tree care, including planting, maintenance, threats, and hazard removal; and news about relevant projects, such as North Road's re-configuration. Eventually, it will include notices about access to past BARC/Department of Public Works (DPW) Arbor Day presentations, pending tree hearings and hazard removal programs, and a list of Bed-

ARBOR RESOURCES COMMITTEE

Continued from previous page

ford-preferred trees, including information about which grow best in or are most suitable for different conditions and locations.

The long-anticipated inventory of trees around Town Campus, including the Jenks Nature Trail, a historic area with a great deal of pedestrian and vehicular traffic, was completed last summer. Forty-eight trees were recommended for removal, to be completed before the 2011-2012 school year begins. In accordance with the revision to the process for hazard tree removal established during the past year, public notification of trees slated for removal were marked clearly with a bright orange sign that included DPW contact information. This revised process proved a success, permitting a review of the project that discovered several inaccuracies and the opportunity to correct them.

BARC participated in a number of Town celebrations over the year. Their month-long Arbor Day display in the window outside the Children’s Room at the public library was a well-received presentation of the different kinds of trees that make a piano. This year’s Arbor Day talk, “Tasty Trees: Agroforestry in the Suburban Landscape” on permaculture, presented by Connor Stedman, was also well-received, with about fifty guests and more requesting information. BARC distributed information about general arbor care and Bedford’s arbor resources at their Bedford Day booth.

BARC also continued its routine activities, consulting with other committees, departments, and residents on a number of issues, including the following:

- Tree hearings for the Wilson Mill Site renovation, North Road sidewalk project, and Blake Block construction project;
- Planning discussions regarding the redevelopment of North Road, the Great Road Master Plan, and the O’Connor Farm Conservation Area;
- Cooperative action with the Transition Towns and Complete Streets projects;
- An innovative invasives (purple loosestrife) removal (by beetle) project.

FY12 PROJECTIONS

For FY12, BARC anticipates completing work on the Comprehensive Plan policies, fleshing out details such as rationale, methodology, and particulars, where appropriate. Follow-up on the inventory work will include joint meetings with members of the Historic Preservation Commission and Department of Public Works to develop a maintenance and restoration plan for Jenks Nature Trail that will be submitted to the joint Jenks Committee for approval. BARC’s website has expanded in content to the point that the committee’s focus will soon turn toward widening readership. BARC will continue its annual celebrations of Bedford and Arbor Days, as well as responding to development issues and resident concerns.

BICYCLE ADVISORY COMMITTEE

Terry Gleason, *Chair*

PURPOSE

The purpose of the Bicycle Advisory Committee (BAC) is to encourage use of bicycles by Bedford residents, workers, and visitors in order to decrease traffic congestion and air pollution, and increase recreational opportunities. In addition the BAC promotes the health benefits of bicycling as part of the State Transportation Department’s GreenDOT Policy Directive (2010) to advance the “healthy transportation options of walking, bicycling, and public transit.”

Responsibilities include monitoring activities on current bike paths, planning additional bike paths, signage, facilities for bikers, and working to make bicycling in Bedford safe and more accessible to all types and levels of users.

BICYCLE ADVISORY COMMITTEE*Continued from previous page***Members and Activities**

The Bicycle Advisory Committee meets monthly and leads or participates in numerous events during the year. Our seven members represent a wide spectrum of bicycle expertise, experiences, and interests. The BAC often works closely with its sister organization, the Bedford Friends of the Minuteman Bikeway, especially on bike path issues. Jon Silva, a knowledgeable and active participant at BAC meetings, is the Planning Board liaison. Walter St. Onge is the Selectmen liaison.



Bedford's Bike to School Event

Regular events and activities of the Bicycle Advisory Committee include:

- 'Bike to School' events spring and fall as part of the Safe Routes to School (SRTS) Program
- Bike Helmet Day in collaboration with the Police Department and Rotary Club
- Bedford Day: booth, bicyclist surveys, information, and bike corral ('valet parking')
- Regular meetings and exchanges with our Minuteman Bikeway counterparts in Lexington and Arlington
- Attendance at the Moving Together Conference, the Commonwealth's annual statewide walking and bicycling conference
- Trail Count Surveys for the State (two to six times per year)
- Attendance at local and regional meetings when bicycle issues are being addressed, e.g., MAGIC
- In collaboration with the Bedford Friends of the Minuteman Bikeway, Bicycle newsletter emailed to Bedford Bicycle community

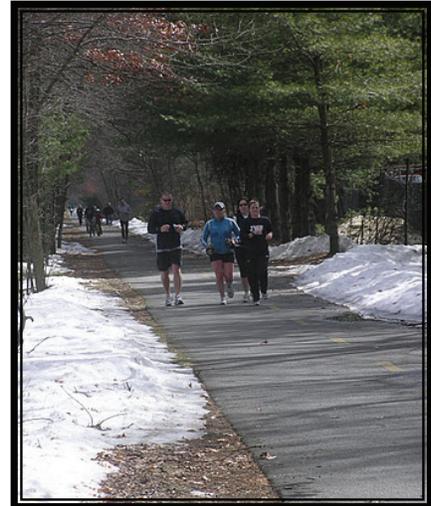
FY11 HIGHLIGHTS

- Additional CPA funding was approved for the Minuteman Bikeway Extension design from Concord Road to the Town line, Fall Town Meeting, 2010
- Despite record levels of snow last winter, DPW plowing of the Minuteman Bikeway was timely, efficient, well-done, and warmly welcomed by the public
- Middlesex Turnpike Project Design (Phase II) is revised to better accommodate bicyclists
- July, 2011, the Department of Conservation and Recreation (DCR) awarded Bedford and our sister Minuteman Bikeway towns, Arlington and Lexington, \$37000 for a grant to create a new map and to design navigation aids (maps, kiosks, and signage) for the Minuteman bike path.
- Over 120 students bicycled to Job Lane on Bike/Walk to School Day, Spring 2011
- Over 50 helmets were distributed and fitted on Bike Helmet Day by volunteers from Police Department, Rotary Club, Bikeway Source, BAC, and Friends of the Bedford Minuteman Bikeway
- BAC presented draft portions covering bicycle accommodation in Bedford to the Planning Board for the Comprehensive Plan update scheduled every 10 years
- Great Road Study Proposal was reviewed. BAC sent its comments and recommended 5' bike lanes where bicyclists must contend with storm drains, manhole covers, and curbing
- Minuteman Extension preliminary design by VHB was reviewed. Connections to the Middle School, minimizing vehicle crossings at the planned parking areas, and multiple accommodations for the different types and levels of users along Railroad Avenue were discussed
- Preliminary proposal for sharrows (shared road signage to accommodate bicyclists on nar-

BICYCLE ADVISORY COMMITTEE*Continued from previous page*

row roads) on Shawsheen Road was presented for feedback from DPW Director and our Planning Board and Selectmen liaisons

- Bedford residents pledged 1,100 bike miles during the Bay State Mass Commuter Challenge, May 14-20
- Attended at the first annual regional Bike Committees Summit in Somerville, May 7
- Snowplowing the Bedford Minuteman Bikeway Pilot Program, winter 2010-11
- Promoted the Bay State Bike Week in Bedford



Scenes of the Minuteman Bikeway being used after being snowplowed last winter

Collaborations

Because bicycling has recreational, fitness, health, and transportation components, the BAC often partners with a variety of other committees and groups to make our streets and bike paths safer and available to users of all ages and abilities. Examples of these partnerships include:

- **Safe Routes to School Program:** *Board of Health, Youth and Family Services*
- **Minuteman Bikeway:** *Lexington and Arlington Bicycle Committees, Friends of Bedford Depot Park*
- **Driver/Bicyclist Education:** *Police Department, MassBike*
- **Bicycle Accommodation on New Road Projects:** *MassBike, Livable Streets Alliance, MassDOT*
- **Bicycle Clinic Assistance:** *Bikeway Source, MassBike*
- **Complete Streets:** *Bedford Arbor Resources Committee*

FY12 PROJECTIONS

- Working with the DPW and the Police Department, initiate a sharrow project to address one of the biggest challenges for the Town – better bicycle accommodation on our narrow and busy roads that have been identified as important bicycle corridors
- Partner with the Police Department to produce 'Share the Road' articles and educate motorists and bicyclists on (new) rules of the road
- Advance Minuteman Bikeway snowplowing initiative
- Continue working on Town's new Comprehensive Plan

BICYCLE ADVISORY COMMITTEE

Continued from previous page

- Collaborate with Lexington and Arlington on maintenance and improvements to the Minuteman Bikeway
- Continue and expand support to Safe Routes to School program
- Provide reviews and recommendations for The Great Road Study proposals
- Continue supporting the Minuteman Extension Project and reviewing the design proposals
- Identify potential public easements to better link bike routes and destinations. Work with the Town and Chamber of Commerce to increase connections between Town businesses and our two bike paths.

BOARD OF HEALTH

Beatrice A. Brunkhorst and Thomas J. Kinzer III, Co-Chairs
Heidi Porter, Director of Public Health

PURPOSE

Through their many programs and activities, the Bedford Board of Health and their experienced departmental staff, endeavor to protect public health, prevent disease, and promote the overall health and well-being of the community. The Board establishes local regulations and enforces local, state and federal mandates relating to inspections and permitting, investigation of complaints, public health education, school nursing and emergency preparedness planning.

The Board of Health consists of five elected members and meets monthly in the Town Center building. They invite you to visit their website for information on programs and events, and public health information – www.bedfordma.gov/health

Number of Employees

Full-Time: 7
Part-Time: 2

FY11 HIGHLIGHTS

During Fiscal Year 2011 many exciting activities occurred at the Board of Health. The Board hired a new Director of Public Health, Heidi Porter. Heidi shares the Board’s mission of promoting healthy people, healthy families, and a healthy environment through compassionate care, education, and prevention. Coincident with the arrival of the new Director, the Board of Health was awarded a tobacco compliance grant which allowed for comprehensive inspections of all establishments in Bedford that are permitted to sell tobacco. The Board also conducted a series of compliance checks in the permitted establishments to enforce the local tobacco regulation and ensure that tobacco is not sold to children less than 18 years of age.

The Board of Health is committed to helping the residents of Bedford lead healthy lives by promoting health and wellness programming and supporting the improvement of the built environment to allow for ease of physical activity in our daily lives. To this end, the Board prepared some health and wellness goals to present to the Planning Board for consideration as part of the future update to the Bedford Comprehensive Plan.

The Board of Health hosted two interns this past year: a graduate nursing student and an undergraduate public health student. The student nurse accompanied the Community Health Nurse during some of her daily activities and gained experience in community nursing. She completed a project on Vitamin Deficiencies in the elderly population, which she presented at the Council on Aging (COA). The undergraduate intern initiated a Community Health Needs Assessment to help guide future Board of Health pro-

BOARD OF HEALTH

Continued from previous page

gramming and educational outreach.

FY11 STATISTICS

School Health Program

Referrals to the School Nurses in the School System

Reasons for School Nurse "Contact":

Minor accidents	3,355
Major accidents	9
General illness	5,728
Miscellaneous	4,776
Medications-administered or supervised	7,162
Tuberculin testing	0
 School Team Meetings	 29

Conferences:	
School Personnel	2,096
Students	3,809
Parents	3,300
 Chapter 766-Core Evaluation Team meetings	 0
Chapter 766-Parent conferences	0

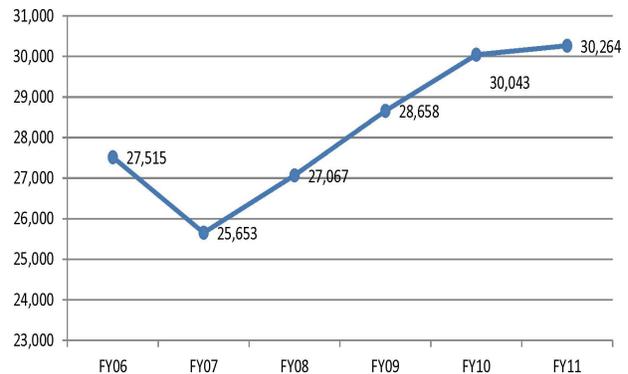
Total School Health Contacts: 30,264

Additionally, 314 School Physicals were conducted by School Physician Staff and School Nurse Staff (including transfers, sports, conferences and postural screenings).

Community Nurse Program

Client Base	30
Number of Clients Admitted	4
Number of Clients Discharged	11
Number of Home Visits	160
Number of Office Visits	251
Attendance at Blood Pressure Clinics	133

Total Number of School Health Contacts



Communicable Disease Cases - Eval/Follow-up:

Group A Streptococcus	1	Hepatitis C	3
Lyme	17	Group B Streptococcus	1
Varicella	10	Salmonella	3
Giardiasis	6	Influenza	2
Campylobacter	1	Latent Tuberculosis (LTBI)	4
Hepatitis B	5		

Community Education Projects and Health Screenings:

- TB Testing for Fire Department
- Cholesterol Screenings
- Vaccine Management with Administrative Assistant
- Medical Equipment Loan Program
- Bedford Day – coordinated health screenings by Emerson Hospital
- Employee Benefits Fair
- Safe at Home Program – Presentation at Belmont Cable TV/Circle of Safety Program
- Qi Gong Exercise Program – COA
- Flu Clinics – 5 events
- Medical Reserve Corps/Emergency Planning

BOARD OF HEALTH

Continued from previous page

- Mediterranean Diet/Nutrition Program – COA
- Memory Screening Program – COA
- Heart Healthy Chocolate Program – COA
- Risk Communication Survey Response/Emergency 4A
- Brain/Memory Program – COA
- Healthy Foot Program – COA
- Eye Health Program – COA
- Sun Protection Program – COA
- Summer Adventures – Epi-Pen training/First Aid/Universal Precautions
- Student Nurse Mentoring

Food Protection/Environmental Health and Sanitation Program

<i>Area of Program Management</i>	<i>No. of Inspections</i>
Food Establishments (Retail and Service)	182
Beach/Pools	27
Complaints	27
Other (i.e. housing, animals odors, dust, refuse, garbage, etc.)	39

FY12 PROJECTIONS

The Board of Health has plans for expansion of some existing programs. The Household Hazardous Products events will be extended to businesses in Bedford who are small quantity generators of hazardous waste. These additional events will be “fee for service” events but with negotiated pricing from the vendor Bedford already uses for Household Hazardous Waste disposal services. Additionally, given the impending ban on disposal of Medical Sharps in household trash, the Board will be evaluating disposal options for these items for Bedford residents.

The Board of Health is looking forward to partnering with the Youth Task Force in the Bedford in Motion program. This grant-funded program will establish a website that will be a repository of information and ideas for improving health and wellness, promoting physical activity, and healthy eating.

The Board will be working on expanded use of their website to provide permitting and regulatory information to the public and businesses operating in Town, educational materials relating to health improvement and disease prevention, and as a portal for distributing emergency information on food advisories and recalls, mosquito spraying, and communicable disease incidences.

The Board of Health appreciates the continued collaboration with the volunteer members of the Bedford Medical Reserve Corps and, with their help, is looking forward to having another successful year in vaccinating the Bedford community against seasonal flu. Please visit the Board of Health website, www.bedfordma.gov/health, for flu clinic dates and locations.

BOARD OF REGISTRARS OF VOTERS

Doreen Tremblay, Clerk

PURPOSE

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. The FY11 Board of Registrars was comprised of Diane Cameron, Anita T. Feld, and James W. Martin. Under present law, there cannot be a majority of any party represented. The 2011 Board has two Republicans and two Democrats. The primary purpose of the Board is to protect the integrity of the Voters' List by insuring

BOARD OF REGISTRARS OF VOTERS*Continued from previous page*

proper additions, subtractions, addresses and political designations. The Board can also hold hearings if there are any questions about voters' rights.

FY11 HIGHLIGHTS**Political Parties**

The recognized political parties in Massachusetts are Democratic, Republican, and Green-Rainbow. 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, Massachusetts Independent Party, Natural Law Party, New Alliance Party, New World Council, Pirate Party, Prohibition Party, Rainbow Coalition, Reform Party, Socialist Party, Timesizing Not Downsizing Party, Veterans Party of America, We The People Party, Working Families and World Citizens Party. The Independent Voters Party no longer exists but "Unenrolled" is still being used as the designation for independent status.

FY11 Registered voters for the Town of Bedford:

Unenrolled	5,473
Democrats (D)	2,627
Green-Rainbow (J)	7
Republicans (R)	1,278
American Independent (Q)	1
Working Families (Z)	1
Libertarian (L)	20
Inter 3 rd Party (T)	1
Total Registered Voters	9,408

Primary Elections

Since primary elections are only for "recognized party" members, every enrolled party voter (Democratic, Republican Party and Green-Rainbow) 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.

Elections

A summer project for the office consisted of the development of a computerized database of election results from 1980 to present. This database resolved the time consuming process of researching election results.

The Town Clerk met with the management of Carleton-Willard Homes to discuss issues with the on-site voting process and provide solutions. The successful meeting streamlined the voting at the nursing home for the fall elections. One improvement to the process was to setup a central check-in table to track all voters.

State Primary

Preparations for the State Primary included:

- At Carleton-Willard, 12 new residents registered
- At the Veteran's Hospital, 22 new voters registered
- On the final day for voter registration, 17 new voters registered

BOARD OF REGISTRARS OF VOTERS*Continued from previous page*

State Primary voting statistics:

- 50% of the voters voted at the State Primary
- 199 absentee ballots were counted
- 37 veterans voted at the Veteran's Hospital
- 111 Carleton-Willard residents took advantage of the Town Clerk's voting service

November Election

Preparations for the November election included:

- 29 new residents registered on the last day of voter registration (10/13)
- Registered 9 new residents at Carleton-Willard and three at the Veteran's Hospital
- Prepared a list of former election workers to contact for poll staff shortages

November Election voting statistics:

- 169 Carleton-Willard residents took advantage of our voting service
- 22 veterans voted at the Veteran's Hospital; The administration at the Veteran's Hospital planned on transporting the remaining 12 veterans that did not vote to the polls

State Election

State Election voting statistics:

- 62% turnout at the State Election; 562 absentee ballots were processed
- The Board of Registrars convened to count overseas and provisional ballots and nine votes were added to the final results; the Town Clerk updated the election results on the web site
- Certified the final State Election results

Town Meeting

Completion of 2010 Town Meeting and Election season projects included:

- Scanning and reviewing voters who voted at the Annual Town Election, Annual Town Meeting, State Primary and State Election
- Completing a survey for the Federal Voting Assistance Agency concerning overseas and military voters

At the November Special Town Meeting, voters ratified the continuation of the community preservation surcharge. The voters voted to purchase Hartwell Farms land for open space.

There was an 11% turnout for the March Town Election despite the race for School Committee. No major issues to report. Voters continued their concern over ballot privacy issues.

At the Annual Town Meeting, controversy ensued over the rubbish disposal contract. The article was indefinitely postponed and the Selectmen announced a resident forum to discuss changes in refuse collection. All other warrant articles were approved by Town Meeting.

CABLE TELEVISION COMMITTEE

James Shea, *Chair*

The Cable Television Committee is comprised of members Robert Batt, *Clerk*, Charles French, John Monahan, S. Brown Pulliam and James Shea, *Chair*. The committee's main responsibilities are to:

- Actively monitor the cable operators' licenses and the PEG (Public, Educational and Governmental) access service provider's contract for compliance
- Inform relevant parties of instances of license or contract noncompliance
- Investigate and work to resolve any problems relating to the operation of cable television

CABLE TELEVISION COMMITTEE*Continued from previous page***FY11 HIGHLIGHTS**

The committee met 11 times during FY11. These meetings focused on procuring a contractor for PEG access services and an annual performance review of the cable operators.

Annual Performance Review

Comcast and Verizon representatives met with the committee on May 5th to review and discuss the performance of the companies in meeting their license obligations. Committee members questioned both operators about their customer service practices and the technical performance of the cable plants. The committee did not identify areas of license non-compliance with either operator. Verizon reported that all residential areas of Bedford are now served by its FiOS plant and that free basic cable television service has been provided to all Town-owned buildings.

A subscriber in attendance complained to the committee about rising prices for cable services and questioned surcharges on his bill for franchise-related costs. The committee explained that aside from franchise-related charges, the municipality does not have control over cable television prices.

In preparation for the annual hearing, the committee invited public input through an online survey. Comcast subscribers who participated in the survey are evenly split between being satisfied and dissatisfied with their overall experience, while most Verizon subscribers said they are generally satisfied. In the aggregate, subscribers rated the technical quality of their cable service a four on a scale of one through five. A slight majority of all respondents answered that they experienced at least one service outage during the previous 12 months. A very large percentage of subscribers told us they feel cable rates are too expensive. About 43% of respondents stated they view PEG access programs only a few times per year, 33% said they watch the channels more frequently, and 20% reported they have not viewed any PEG access programs. The survey results are posted online at www.cable-survey.info.

Comcast License Renewal

In February, Comcast notified Bedford of its desire for a Renewal License upon expiration of its current license in 2014. We anticipate that negotiations will be concentrated in the period between early 2013 and April 2014. A public hearing and an ascertainment of governmental, educational and community cable needs will be part of this process.

PEG Access Services

Bedford Community Access Television, Inc. (BCAT) has been Bedford's PEG access service provider since April 2004. During FY11, the Town paid BCAT \$167,319.41 to provide PEG access services to Bedford. This amount represents a 10.6% increase over FY10 payments. BCAT returned a portion of its PEG access support payments to Bedford as rent for office and studio space in the Old Town Hall. Thus far, Bedford's attempts to execute a contract with BCAT have been unsuccessful. We anticipate that the municipality will re-advertise a Request for Proposals to procure the desired PEG access services from BCAT or another contractor.

FY12 PROJECTIONS

An important goal of the committee is Bedford's procurement of a vendor to provide PEG access services. Also, the committee intends to prepare for the upcoming license renewal process with Comcast by reviewing cable television licensing regulations and evaluating the outcome of recent license renewals in other towns.

An Annual Performance Review Hearing is to be scheduled to allow subscribers an opportunity to comment on the services rendered by Comcast, Verizon and Bedford's PEG access contractor. This hearing is tentatively scheduled for May 2012. The committee expects to conduct a review of the Comcast and Verizon licenses prior to the hearing.

CABLE TELEVISION COMMITTEE*Continued from previous page*

Also during the next year, the committee plans to continue monitoring Comcast and Verizon for compliance with their licenses, help resolve any subscriber complaints, and make recommendations to the Selectmen regarding any proposed expenditures of Bedford's PEG access capital money.

The public is welcome to observe Cable Television Committee meetings which are ordinarily held on the first Thursday of each month at 7:30 p.m.

CODE ENFORCEMENT DEPARTMENT

Christopher Laskey, Director of Code Enforcement

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 Bedford Zoning Bylaws. These Bylaws 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 Bylaws such as the Sign Bylaw. Lastly, the Code Enforcement Department provides staff support to the Conservation Commission, Zoning Board of Appeals, Historic District Commission, and the Historic Preservation Commission.

Number of Employees

Full-Time: 6
Part-Time: 4

FY11 HIGHLIGHTS

Single-family residential development took a sharp turn upward this year, with permits being issued for 22 new single-family dwellings. The Hartwell Farms project by Pulte Homes started towards the end of this fiscal year with 2 of the 23 buildings starting to be constructed. The project consists of 75 townhouses being constructed on Hartwell Road located next to Instrumentation Labs. The Habitat for Humanity project continues to move forward at a slow pace with six out of the eight units either completed or under construction.

Commercial projects were a big part of revenues collected this year. Actual commercial building permits remained consistent with last year but there were a few substantial commercial projects in FY11 that boosted revenue. In mid FY11, MITRE started their new \$30 million building project and a smaller \$4 million power plant project, while Acme Packet and Instrumentation Labs had substantial tenant fit-outs totaling over \$2.4 million.

Primarily due to the MITRE projects, the Code Enforcement Department saw a substantial increase this year with respects to revenues collected by pulling in slightly over \$800,000 in permit/miscellaneous fees. The volume of permits increased, work was steady, and the Code Enforcement Office was kept busy. The number of permits issued increased in almost all of the major permit categories. The enforcement of the Zoning and Sign Bylaws 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.

CODE ENFORCEMENT DEPARTMENT

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FY11 STATISTICS

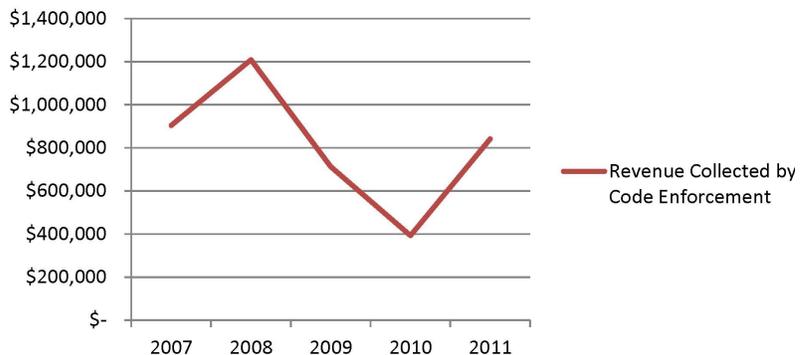
<i>Permits Issued</i>	<i>Number</i>	<i>Fees Collected</i>
Building	539	\$661,745
Electrical	489	\$121,589
Plumbing	342	\$ 28,690
Gas	213	\$ 8,355
HVAC	2	\$ 174
Signs	21	\$ 4,969
Certificates of Inspection	75	\$ 3,452
Occupancy	58	\$ 2,800
Misc./Yard Sales	58	\$ 275
Fence Compliance Permits	12	\$ 550
Subtotal	1,809	\$832,599
<i>Petitions Filed</i>		
Historic District Petitions	9	\$ 90
Zoning Board of Appeals Petitions	32	\$ 2,900
Subtotal	41	\$ 2,990
<i>Miscellaneous</i>		
Admin./Fines	21	\$ 1,610
W&M Services	8	\$ 2,880
Site Plan Reviews	2	\$ 450
Misc./Copying Fees	4	\$ 678
Subtotal	35	\$ 5,618

Grand Total **\$841,207**

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

2007	\$ 903,946
2008	\$1,208,630
2009	\$ 712,542
2010	\$ 392,800
2011	\$ 841,207

Revenue Collected by Code Enforcement



FY12 PROJECTIONS

While the larger economic picture is still fragile, staff is hopeful that the Hartwell Farms project can provide a steady revenue stream on the residential side for the next few years and residential construction keeps pace with last year's numbers to help complement the Hartwell Farms project.

On the commercial side, the Blake Block project is finally moving forward. Demolition of the old building was completed in early FY12 and the new development consisting of mixed commercial space on the first floor and residential units on the second, is planned to be completed in late FY12 or early FY13. F.W. Webb is planning an addition for mid FY12. There are a few tenant fit-outs planned for FY12; however, there are still vacant commercial buildings along Crosby Drive available for future tenant fit-outs.

CODE ENFORCEMENT DEPARTMENT

Continued from previous page

These potential projects plus the expected number of permits issued for additions, renovations and homeowner projects are expected to keep this office busy this upcoming fiscal year. Ongoing Zoning and Sign Bylaw enforcement will continue to be a priority for this office.

The Code Enforcement Office is committed to customer service and to being a source of information and knowledge to the homeowners and contractors doing work in the Town of Bedford. The building codes and Town Bylaws 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 may assist you. If you have access to the internet simply enter www.bedfordma.gov and under the *Departments* header select *Code Enforcement* to view a wealth of building, zoning and Historic District information.

COMMUNITY PRESERVATION COMMITTEE

Myles McDonough, Chair

PURPOSE

The Community Preservation Act (CPA) allows any city or town in Massachusetts to adopt a property tax surcharge of up to 3% and to use these revenues and state matching funds for open space, historic preservation, affordable housing, and recreation. Bedford voted to accept the CPA surcharge in 2001, and it went into effect in FY02. A Community Preservation Committee (CPC) was formed to study and recommend how Bedford’s CPA revenues should be spent.

The committee, appointed by the Selectmen, currently consists of one at-large member, (Vito LaMura) and representatives of the Town’s Conservation Commission (Andreas Uthoff), Historic Preservation Commission (Don Corey), Housing Authority (Eugene Clerkin), Housing Partnership (Christina Wilgren), Planning Board (Margot Fleischman), Recreation Commission (Robin Steele), and Selectman (Catherine Cordes).

Twice each year the CPC 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 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 makes revisions and the final recommendations are submitted to Town Meeting for approval. Only those recommendations approved by Town Meeting are actually funded.

FY11 HIGHLIGHTS

As a result of CPC work, parcels of land at 135 Burlington Road and 350A Concord Road were added to the land acquisition list at Annual Town Meeting. A \$5,000,000 bond issue was approved for the purchase of this land. The following Community Preservation Committee FY11 recommended expenditures were also approved:

- Administrative Costs \$ 25,000
- Reformatory Branch Trail Improvements \$210,000
- Old Reservoir Dam \$350,000
- Affordable Housing Consultant \$ 10,000
- National Registry Project \$ 7,200

COMMUNITY PRESERVATION COMMITTEE

Continued from previous page

• New Trails on Conservation Land	\$ 36,584
• Old Town Hall (bond payment)	\$315,038
• Sidewalk Project	\$200,000
• Town Hall Mechanical, Engineering, and Plumbing (MEP) Study	\$ 25,000
• Town Center North Wing Project (bond payment)	\$ 4,984
• Affordable Housing Reserves	\$117,722
• Recreation Reserves (field creation)	\$150,000
• Land Acquisition Fund*	\$533,185

*The Land Acquisition Fund was comprised of \$133,185 transferred from CPA Open Space Reserves and \$400,000 transferred from the Community Preservation available fund balance.

The fall 2010 Special Town Meeting voted to continue the 3% Community Preservation Fund surcharge and also approved the following adjustments to FY11 CPC expenditures:

- Land Acquisition adjusted down by \$164,814 to \$368,371
- Sidewalk Project adjusted down by \$100,000 to \$100,000
- Town Center North Wing (bond payment) adjusted up by \$36,020 to \$41,004
- Recreation Reserves (field creation) adjusted down by \$100,000 to \$50,000

The Community Preservation Committee concluded its FY11 work by recommending the following FY12 expenditures for consideration by Annual Town Meeting:

• Administrative Costs	\$ 10,000
• Minuteman Bikeway Extension 25% Design	\$ 35,500
• Town Center Flooring	\$ 49,995
• Town Hall Reroofing	\$ 60,200
• Town Hall Chimney Repointing	\$ 15,180
• Affordable Housing Consultant	\$ 10,000
• 350A Concord Road (bond payment)	\$511,312
• Town Center North Wing Project (bond payment)	\$215,900

Town Meeting approved these recommendations in March 2011.

CONSERVATION COMMISSION

Lori Eggert, Chair
Elizabeth Bagdonas, Administrator

PURPOSE

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 1995 Annual Town Meeting). 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 per-



Fawn Lake

CONSERVATION COMMISSION*Continued from previous page*

ennial 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, arranges the purchases, and oversees the maintenance and use of these lands.

FY11 HIGHLIGHTS**Wetland Applications, Permitting and Construction Monitoring**

The Commission received 13 Notice of Intent applications for both residential and commercial development projects. Orders of Conditions were issued for 13 applications, and an Amendment to an existing Order was issued for one previously permitted project. One Order of Resource Area Delineation was issued for an approved wetland boundary. Determinations of Applicability were issued for 36 smaller projects. There was a marked decrease in Notice of Intent applications in comparison with 2010, but almost double the number of Determination requests for smaller projects.

The most significant projects in Bedford were the Middlesex Turnpike improvements and the Hartwell Farms development on Hartwell Road. A revised riverfront and floodplain restoration plan was approved for Hartwell Farms in October 2010. This aspect of the development will restore a significant area directly adjacent to Elm Brook. A conservation restriction was also completed and approved, protecting this restored riverfront and floodplain in perpetuity. The challenging construction included detailed grading, winding banks and channels, hydrologic connections to Elm Brook and extensive plantings of native wetland and upland species. Other wetland projects included beaver control at Fawn Lake and the Jordan Conservation Area, the latter in cooperation with the Massachusetts Port Authority.

Land Acquisition

The Town was fortunate to receive five parcels of land with a total area of over 22 acres as a gift for conservation purposes from Lawrence Paige, Trustee of the P&L Realty Trust. The parcels are located along Springs Brook off Old Stagecoach Road and Lantern Lane, and are adjacent to the Wilderness Park and Cappadona Conservation Areas as well as Springs Brook Park. This gift adds significant additional protection to the Springs Brook corridor, and an important trail connection from the Old Stagecoach Road and Lantern Lane neighborhoods to Wilderness Park and other trails off Springs Road. Open space and natural resource values include streams, open marsh, wooded swamp, and upland buffers.

Many generous gifts, as well as funded acquisitions, have increased the amount of conservation and other protected Town-owned lands to over 800 acres.

The Commission continues to work with the Land Acquisition Committee to identify parcels of open space and natural resource importance to the Town, and to contact owners regarding land protection options.

Conservation Area Projects

The preservation of Fawn Lake continued with a hydroraking project to remove excessive aquatic vegetation. The open condition of the lake is dependent upon pro-active management, with future dredging to be considered in the future. Beaver control continues to be necessary to limit rises in the water level and prevent flooding.

In both wetland and upland areas at the Altmann Conservation Area, the control of glossy buckthorn continued with the assistance of the New England Wild Flower Society. A new project was begun to label trees and shrubs along one of the trails.

Maintenance and improvement of other conservation lands was conducted as funds and volunteer as-

CONSERVATION COMMISSION*Continued from previous page*

sistance 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, and the recently established butterfly station was maintained by several volunteers.

An Eagle Scout project carried out by Troop 114 at 2 Revolutionary Ridge Road established a parking area for visitors to the Pine Grove Farm Conservation Area on Davis Road.

Trail Projects

The Trails Committee develops an annual report and projections for future work, which includes new trails, trail improvements, bog bridge installation, and trail walks. The efforts and support of the Department of Public Works is integral to the planning and execution of these projects.

Property line surveying and marking was conducted at the O'Connor Conservation Area, where considerable time and effort were contributed by the Commission and members of the Trails Committee on trail permitting and trail construction.

Final permitting requirements and layout were completed for a new trail link from the Governor Winthrop Conservation Area to Springs Road, across from the Middlesex Community College/Bay Circuit Trail.

A new public access trail system, designated "Hanscom Field Trails", was completed under a Memorandum of Agreement between the Town of Bedford and the Massachusetts Port Authority (Massport). Trails through Massport lands in Bedford now link to Bedford conservation and municipal lands south of the east-west railroad bed. The primary entrance is from Route 62 near the Concord town line. The main trail from this location continues through Massport land to Town of Concord property on Virginia Road.

Monitoring, Maintenance and Public Information

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 provides annual improvements to the open space areas, due to the excellent efforts of the summer crew.

The Town's website now includes a link to new trail maps developed by the Trails Committee and the Department of Public Works. The Commission's home page includes links to all Bedford conservation areas, their histories and natural resource features.

FY12 PROJECTIONS

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 a balance of habitat diversity 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. Links to various areas, views and natural resource features will be added to the Commission website - observations and photographs of reptiles, amphibians, and unusual animals, birds and native plants within the Town are welcome. Several rare turtle species occur in Bedford, and the Commission asks residents to consider their vulnerability to automobile traffic, particularly on Dudley and Davis Roads. Research materials and

CONSERVATION COMMISSION

Continued from previous page

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, non-native, invasive species control, and conservation land protection options.

The Commission continues to manage the Conservation Fund to allow the purchase of small parcels and appraisals of larger properties. 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 yet has many landscape and watershed areas of significant natural resource value that are under threat from development pressure. The Commission hopes to expand public awareness of these areas and their values.

Volunteers are 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
Pat LeVan, Director

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 3,293 residents age 60 and older (about a quarter 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 programs as follows:



Bedford Seniors Enjoying Lunch

- 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, their families, professionals who serve elders, and businesses, 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, educational, and recreational activities
- Developing and coordinating volunteer and employment programs to benefit elders, businesses, and the community

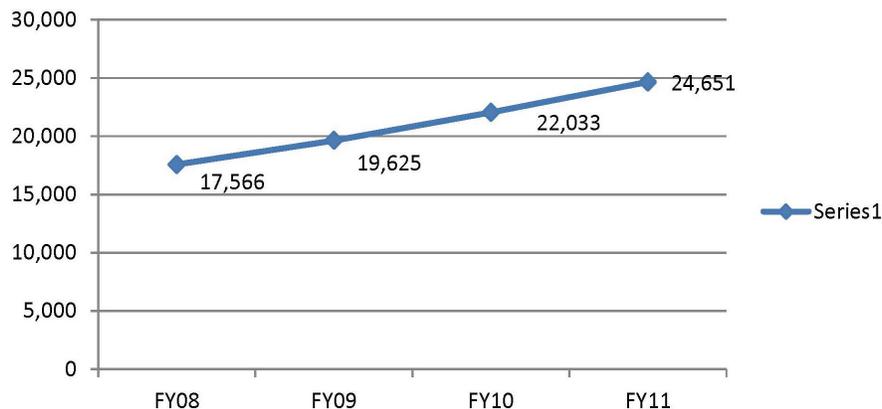
Such activities and programs assist Bedford elders and those reaching later life to meet the physical, emotional, and financial challenges of aging, as well as to take advantage of opportunities for personal development.

Number of Employees

Full-Time	2
Part-Time	.96

COUNCIL ON AGING*Continued from previous page***FY11 HIGHLIGHTS****Senior Center Programming**

We had an overall attendance at COA activities of 24,651 for FY11, which is an 11.8% increase over last year. This averages to about 84 people per day using the senior center and/or our services with an unduplicated count of 1,178 seniors. With the current over 60 population at 3,293 (2010 U.S. Census), such numbers reflect that almost 35% of the senior population has used our center or services at least once within the past year.

Attendance at COA Activities

Our focus this year was on fitness. Based on interest expressed by seniors and varying ability levels, the COA expanded the fitness program by adding several new, cutting-edge classes, as well as beginning sessions of existing classes. A growing interest was reflected in attendance at such classes.

The COA had a number of notable activities and accomplishments this past year:

- Added a new and increasingly popular Mah Jong group, as well as a Duplicate Bridge group; both groups meet weekly and are completely senior driven and senior run in our center
- Experimented with a Friday evening complimentary chicken dinner in September. Attendance was limited to 40, but the interest was well beyond that, indicating the possibility of more evening programming
- Sponsored a pie-eating contest, bringing together a number of service providers within the local elderly network in order to raise awareness of the number of services available to Bedford seniors; the program received a significant amount of publicity in both the local paper as well as on Bedford TV
- Held a Health Technology Fair at the Senior Center in October featuring over a dozen vendors of various products, including a full-size walk in tub/shower and a touch screen communication system
- Collaborated with the DPW and the Town Manager's office to facilitate a change in the parking allocation and signage for the first row of parking in the rear Town Center lot; all five spaces are now handicapped designated, and the majority of seniors are delighted
- Participated in National Memory Screening Day as part of National Alzheimer's Month held nationwide on November 16th; 27 seniors were screened by counselors from Bedford's Board of Health, Youth & Family Services, and the COA making the screening a collaborative effort of the Town social services
- Established the "Seniors at Home Fund" with the generous donation by a local family, offering an expanded capacity of assistance to seniors in need; similar to the Carleton-Willard

COUNCIL ON AGING*Continued from previous page*

Safe-at-Home Fund and the Emergency Fund already in place, this fund will help seniors remain safely in their homes

- Debuted a computer software demonstration on May 4th on the COA's new 50" Plasma Hi-Definition Flat Screen TV; other programs using this new equipment included an intergenerational Wii Tournament, a Museum of Fine Arts "Arts of The Americas" lecture, and our regular Saturday movie matinees
- Offered a six-week Diabetes Self-Management Program at the Senior Center as part of the healthy aging "My Life My Health – Chronic Disease Self Management" program which was developed at Stanford; this peer support group was made possible by funding from the CHNA15 grant



*Bedford's Senior Tappers
led by Chuck Frates*

Fitness

Our Senior Tappers appeared in the local Town-wide show, "Bedford Has Talent," with their energetic routine, gaining an overwhelming amount of publicity and making tap dancing one of the most popular exercise classes that we offer. The Wall Street Journal (February 15, 2011) featured the group and their instructor, Chuck Frates, in the paper's weekly column "What's Your Workout?" The piece also included a video link again showcasing Bedford's talent. The class was featured on our own COA "On The Air" cable TV show as well this season. Also, we have added a Zumba Gold class on Tuesday evenings and a one hour self-directed walking-in-place aerobics program on Tuesday and Wednesday evenings. All of these sessions have brought in new attendees to the Senior Center.

Transportation

We received notice in June 2011 that the Town has been selected to receive a Mobility Assistance Program grant from MassDOT in the amount of \$43,403.40. The grant is to be used for 80% of purchase price of a Type C Minibus to replace the 2003 Dodge Caravan BLT. Although the BLT service is available to all residents of Bedford without age/income restrictions, it serves as essential transportation to many seniors.

Services for Frail Elders

Tremendous amounts of snow early in the season made this winter particularly harsh for seniors. We stressed safety by canceling senior center activities and encouraged seniors to stay at home. Staff provided telephone support and collaborated with police and fire personnel when home visits were necessary each time a state of emergency was announced. We assisted frail elders with access to resources for clearing roofs, making sure driveways were cleared, and keeping water pipes open. Phone calls were made to frail elders to ensure that they had food, medication, and heat throughout the most serious weather conditions.

FY12 PROJECTIONS

In FY12, we anticipate continuing our efforts to offer a full array of choices within our fitness program. We plan to study current trends, respond to the stated interests of the seniors, as well as encourage senior driven programs when feasible.

Additionally, with the purchase and delivery of a new, slightly larger vehicle, we plan to study potential enhancement of the BLT program. Recognizing daily, evening, and weekend transportation as one of the most significant needs of Bedford seniors, we intend to develop a more comprehensive program by improving and building upon the services which are already in place. Finally, we plan to revitalize our overnight trip program in the upcoming year. By regionalizing these trips, we would like to increase participation and offer a variety of new and exciting destinations.

CULTURAL COUNCIL

Kenneth Gordon, *Chair*

The Bedford Cultural Council (BCC) continued its efforts to support Bedford residents, and those who benefit Bedford residents, by awarding eight grants totaling \$4,437 in the last fiscal year. Grant recipients include the Bedford Center for the Arts, which received \$1,000 for a plaque commemorating the Jephtha Wade Sculpture, the Bedford Garden Club, which received \$700 for plantings at the VA Hospital, and Mindy Pollack-Fusi, who received \$600 for her compilation of creative writings from Bedford authors. A complete list of recipients and grant amounts can be found below.

The Bedford Cultural Council is part of a network of 329 Local Cultural Councils (LCC) serving all 351 cities and towns in the Commonwealth. The LCC Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, sciences and humanities every year. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, a state agency, which then allocates funds to each community. The BCC consists of unpaid employees.

Decisions about which activities to support are made at the community level by a board of municipally appointed volunteers. The 2010-11 members of the Bedford Cultural Council were Mary Johannessen, Susan McCombs, Ginny Packer, Jane Franklin, Kenneth Gordon, Breena Daniell, Nancy Willett, Barbara Purchia and Cheryl Blalock.

"It's the local volunteers who really make this system work," said State Representative Charles Murphy. "They make limited resources go as far as possible, and they make the tough decisions about which projects should be supported. Thanks to them, the arts, sciences and humanities are part of people's everyday lives in every community across the state."

Statewide, more than \$2.34 million will be distributed by local cultural councils in 2011. Grants will support an enormous range of grass-roots activities: concerts, exhibitions, radio and video productions, field trips for school children, after-school youth programs, writing workshops, historical preservation efforts, lectures, First Night celebrations, nature and science education programs for families and town festivals. Nearly half of LCC funds support educational activities for young people. This includes the PASS Program, which provides subsidies for school-age children to attend cultural field trips.

The Bedford Cultural Council is seeking applications again in the fall of 2011 for grants to be determined after its October 15, 2011 deadline. Information and forms are available online at (www.massculturalcouncil.org).

This year's grants include:

Applicant Name	Amount	For
Bedford Arts and Crafts Society	\$ 250	Artist demonstration
Bedford Center for the Arts	\$1,000	Jephtha Wade Sculpture Plaque
Bedford Farmers' Market	\$ 150	Documentary "Fresh"
Bedford Garden Club	\$ 750	Plantings at the VA Hospital
Bedford Girl Scout Troop #77209	\$ 410	Ecology fair
Bedford Historical Society	\$ 300	Lecture on career of Rufus Porter
Richard Clark / Bedford COA	\$ 350	One-person play Atticus
Mindy Pollack-Fusi	\$ 600	Book of creative writing by Bedford residents

DEPARTMENT OF PUBLIC WORKS

Richard Warrington, 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, maintenance of Spring Brook Park, Shawsheen Cemetery and the Old Burying Ground, and engineering services. The Department of Public Works is comprised of eight major divisions including Highway, Mechanical, Sewer, Water, Grounds, Refuse/Recycling, Engineering, and Administration.

Number of Employees

Full-Time Grounds:	7.0	Full-Time Sewer:	5.0
Full-Time Highway:	7.0	Full-Time Water:	4.0
Full-Time Mechanical:	4.0	Full-Time Seasonal Labor:	2.3
Full-Time Administration and Engineering:	13.0		

FY11 HIGHLIGHTS

Highway Division

The Highway Division is responsible for the maintenance and improvements to the Town’s infrastructure of 80 miles of roads and 31 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, and mosquito and beaver control measures.

As a part of the Pavement Management Program, the following roads were reconstructed:

- Bonnievale Drive
- El-Will Farm Road
- Concord Road from Parker Road to town line
- North Road from Carlisle Road to Pine Hill Road
- Overlook Drive from Robinson Drive to House #20
- Robinson Drive from Wilson Road to House #15
- Fox Run Road
- Glen Ora Drive
- Summer Street
- Shawsheen Road from Great Road to Page Road
- Springs Road from Copeland Drive to Billerica town line
- Page Road from Old Billerica Road to Shawsheen Road
- Page Road from Shawsheen Road to Lexington town line
- Middlesex Turnpike from Oak Park Drive to Billerica town line
- Railroad Avenue from McMahon Road to end of school property



Concord Road Paving

The Highway Division installed new drainage systems at the following locations:

- Shawsheen Road
- Overlook Drive
- North Road
- Hilda Road
- Temple Terrace

DEPARTMENT OF PUBLIC WORKS

Continued from previous page

The Highway Division also supported the Fawn Lake hydroraking project with transportation of the dredged materials to the Town's compost facility on Carlisle Road. This material decomposes quickly and enhances the loam used for roadside maintenance.



Snow Removal in Action

During the winter of 2010-2011, the Town measured 97 inches of snow, which comprised a total of 39 days of snow and ice control. During the first week of February, front-end loaders removed snow to widen side streets and intersections for vehicular safety. The sidewalk plow worked every day for six weeks to keep up with the snow events. In the spring, the Highway Division concentrated on routine and emergency repair of roadways due to winter-related damage and monitored stream elevations due to the heavy snow melt.

Mechanical Division

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.

Sewer Division

The Sewer Division maintains the sewerage system which encompasses 30 pump stations and 90 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. A sewer pumping station was put into service at Minuteman Drive by the staff of the Sewer Division. The sewer Division over saw cleaning and inspection of 3.28 miles of 8", 10", 15" and 21" sewers and based upon the inspection, installed 126' of "cured in place" short liners to address infiltration and inflow problems. Removing extraneous water from the sewer system reduces the Town's pumping cost and annual fee from the Massachusetts Water Resources Authority (MWRA).

Water Division

The primary function of the Water Division is to maintain and operate the Town's water distribution and treatment system, which includes three Town wells, three water storage tanks, 800 fire hydrants, approximately 5,597 water meters, 4,732 household meters and industrial meters, and 865 irrigation (2nd) meters. The Water Division performs approximately 1,300 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. Design of a new well to replace Well #2 at the Shawsheen Well field was completed and submitted to the Department of Environmental Protection for approval. Installation of the new Well #2 is scheduled for January/February of 2012 as weather allows.



Water main replacement project on Gould and Dewey Road

The Town of Bedford is a member of the MWRA community. Approximately 85% of the water consumed by the Town of Bedford is supplied by the MWRA. 5,000' of 8" water main was replaced on Gould Road and Dewey Road, greatly enhancing the water quality to these residents. Also to improve water quality, the standpipes at Pine Hill, Crosby Drive and Reeves Road were emptied and the interior was inspected and cleansed at each location. This was done as regular maintenance to verify the structural integrity of the tanks. All the water tanks were found to be in good condition and were placed back into service after the inspection.

DEPARTMENT OF PUBLIC WORKS

Continued from previous page



South Road field construction

Grounds Division

The Grounds Division is responsible for the maintenance for 130 acres of athletic fields, parks, school grounds and historic sites. The Grounds Division also maintains five playgrounds, 10 hard courts and the bike paths. These areas are utilized by Town residents, the School Department, the Recreation Department and various other Town and volunteer-sponsored programs. The Divisions' responsibilities for these areas include turf maintenance, landscape maintenance, trash collection, as well as site amenity maintenance. The Grounds Division maintains all public trees along the Town's roadways and publicly owned areas to sustain an aesthetic environ-

ment while protecting the community from any hazardous situations. Tree planting is an integral part of this process. 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 21 acres of grounds within the Shawsheen Cemetery. During FY11, major projects include, the completion of lights on 'E' Field and the start of construction of soccer fields on South Road and the start of a new baseball field at Page Field. Also, the Grounds Division completed another Hazard Tree Removal Program of 48 Trees at the Town Government/education campus area as a result of the Tree Inventory. A future program of removal of hazard trees and replanting of new trees is being planned.

Engineering Division

The Engineering Division was responsible for the design and permitting of capital improvement projects such as new sewer systems on Springs Road and Minuteman Drive, replacement of the drainage system on Summer Street, preliminary layout of a sidewalk on North Road, and the water main replacement project on North Road. The Engineering Division created a comprehensive map of the Town's sewer system and worked with Code Enforcement, Planning, and Conservation Departments to review the new Federal Emergency Management Agency (FEMA) Flood Maps which became effective in early June. These maps will be added to the numerous data layers on the Town's GIS website. Through a grant awarded by the Massachusetts Department of Environmental Protection, the Engineering Division provided the design for the installation of two rain gardens to treat stormwater. A rain garden is a vegetated, shallow depression used to collect, treat and infiltrate rainwater before it eventually discharges to the Shawsheen River. Removing pollutants from stormwater keeps our rivers and wetlands cleaner and flowing more efficiently. The Engineering Division also provided project coordination for the completion of the Page Road Bridge, and the on going Wilson Mill Dam and Old Reservoir Dam replacement projects.



Example of a rain garden on Cedar Ridge

Administration Division

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 outside engineering services. The Administration Division also administers all refuse and recycling programs and contracts. During FY11, the community efforts diverted 1,684 tons of recycling materials from going to the incinerator and realized a cost savings of \$122,957 in disposal fees. In total, 4,633 tons of refuse were disposed at the Covanta waste-to-energy plant in Haverhill. The Administration Division, along with all other divisions within Public Works, assists in the annual events of the Town including Pole Capping, Memorial Day, Veterans' Day, 4th of July, Bedford Day, Arbor Day and Concerts on the Common.

DEPOT PARK ADVISORY COMMITTEE

Joseph Piantedosi, *Chair*

PURPOSE

The committee's job is to oversee the operation and finances of the Depot Park complex, seek sources of funding for future improvement projects, and recommend policies for use of the Depot Park Revolving Fund and the rental and usage of the buildings. Citizen members are Donald Corey, Joseph Piantedosi, *Chair*, and James Shea, *Clerk*. Ex-officio members are Facilities Director Richard Jones, Town Manager Richard Reed, and DPW Director Richard Warrington. William Moonan is the Selectman liaison. 11 meetings were held during the year.



The Rail Diesel Car located at Depot Park

FY11 HIGHLIGHTS

Revolving Fund

Depot Park's revenues and operating expenses are transacted through a revolving account that is managed by the Facilities Director with input and oversight from the committee. The account's balance as of June 30, 2011 was \$35,961.56. For FY11, operating expenses totaled \$27,990.48 and revenues were \$29,652.86.

Primary Activities

- Create a "punch list" of work to be completed on the Freight House and railroad car
- Rent the vacant Unit 4 at the Depot building
- Find methods to reduce operating expenses and increase revenues
- Develop plans to restore the facade of the Depot building
- Create a paper map for the public that highlights Bedford's rail-trails and points of interest
- Provide coordination with the health inspector and occasional food vendors at the site

Railroad Car

Rail Diesel Car 6211 was open for the public to visit on weekends during the bikeway season when the Freight House was open. It is available for rent as a venue for meetings and festivities. A total of \$610 in rental income from the car was received during FY11. Work began in May to extend the Freight House fire alarm system to the railroad car.



The Depot Building

Depot Building

Current Depot tenants are Babe Ruth Baseball, JRM Antiques, and The Glass Cooperative. Total rent, including maintenance and utility charges, collected from these tenants in FY11 amounted to \$24,617.11. The committee is seeking an additional qualified tenant to bring the Depot to full occupancy. The building is in good general condition.

DEPOT PARK ADVISORY COMMITTEE

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Freight House Building

Under a nonexclusive license from Bedford, the Friends of Bedford Depot Park organization continued to operate an information and welcome center inside the Freight House, primarily on weekends during the bikeway season. Proceeds from the sale of snacks and beverages are given to the Revolving Fund. During calendar year 2010, the Friends raised \$4,425.75 in support of the Depot Park complex.

Public Restrooms

Restrooms at the rear of the Freight House building were open from sunrise to sunset, spring through fall, as a courtesy to bikeway users. The total labor expense for restroom custodial services in FY11 was \$2,440.53.

FY12 PROJECTIONS

We intend that the Depot Park complex continues to be financially self-supporting, is kept well maintained and attractive, and remains a resource that the public will enjoy. High priorities include full rental of the Depot, painting the building's exterior in the same historic "cream and maroon" color scheme as seen on the Freight House, and development of plans to restore the building's facade. In the year ahead, the committee plans to continue the oversight and guidance necessary to achieve these goals.

ENERGY TASK FORCE

Juliette Costa, *Chair*

PURPOSE

The Energy Task Force's mission statement is as follows: Working in conjunction with Town leadership, the Bedford Energy Task Force will proactively seek to identify strategies and potential funding partnerships in order to lower municipal and school energy expenditures and community greenhouse emissions.

FY11 members of the Energy Task Force were: Juliette Costa, *Chair*, Abigail Hafer, Brenda Kelly, Carolyn Sarno, Kim Siebert, Arthur Walsh, and Selectmen Walter St. Onge.

FY11 HIGHLIGHTS

The Energy Task Force has been excited this year to move forward with new focus. The 2012 comprehensive plan will be the first opportunity for input from the Energy Task Force – a change to provide energy reduction and sustainability plans for the town. Several initiatives were developed and presented to the Planning Board. They were well received and the Task Force looks forward to working on the chosen goals.

Bedford has received recognition from the Massachusetts Department of Energy Resources for our 20% municipal energy reduction plan. Bedford's plan has been held as a model for other cities and towns to follow. Congratulations to Facilities Director Richard Jones for an excellent job!

In December, the town was presented with the Green Communities grant as a result of Bedford's successful application. The award of \$148,150 is allocated to lighting retrofits in the Lane School, the Davis School and the DPW. Lighting retrofits have one of the best payback periods and Bedford expects to see reductions in municipal energy bills in the next quarter.

ENERGY TASK FORCE*Continued from previous page***FY12 PROJECTIONS**

Our attention will now turn, primarily, to two areas. The first is to support the work that will continue within the Town—its buildings, grounds, and personnel—in order to achieve a 20% energy reduction benchmark as specified by the Energy Reduction Plan prepared by the Town as part of the Green Communities application. Meeting this goal will necessitate collaboration and dedication and the Task Force stands ready to assist in whatever capacity is appropriate.

The second area of focus is to identify ways that the Task Force could assist residents and business owners to reduce their energy use and costs. For example, we hope to develop a system by which an infrared camera (purchased by the Town in 2009) can be made available to townspeople and business owners. The camera detects heat/cooling leakage in building envelopes and is one of the most effective energy audit diagnostic tools available.

The Task Force also considers itself a potential source of support for those who want to minimize energy use and costs. As we develop assistance programs and gather information about available resources, we will post news on the Town's website, in the Byline, in the Bedford Minuteman, and in other publications. We are also reaching out to neighboring communities to learn what has been successful for others.

The Energy Task Force would like to extend their gratitude to liaisons Brad Hafer (School Committee) and Janet Powers (Planning Board), not to mention Selectmen St. Onge, who deserve acknowledgment and gratitude for adding yet another monthly meeting to their busy schedules.

FACILITIES DEPARTMENT

Richard B. Jones, *Director*

The Facilities Department was established in 1997 to protect the capital investment made by 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 operating and capital budget management, purchasing, accounts payable, maintenance management system administration, energy management, and environmental and regulatory compliance. Many of these responsibilities require keeping separate accounts for tracking both school and town department operating and revolving fund expenses.

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 each capital project, procuring and managing design services, reviewing design documents, bidding of projects, construction contract management, and overall project management.

Number of Employees

Town Funded Full-Time:	7.9
School Funded Full-Time:	24.5

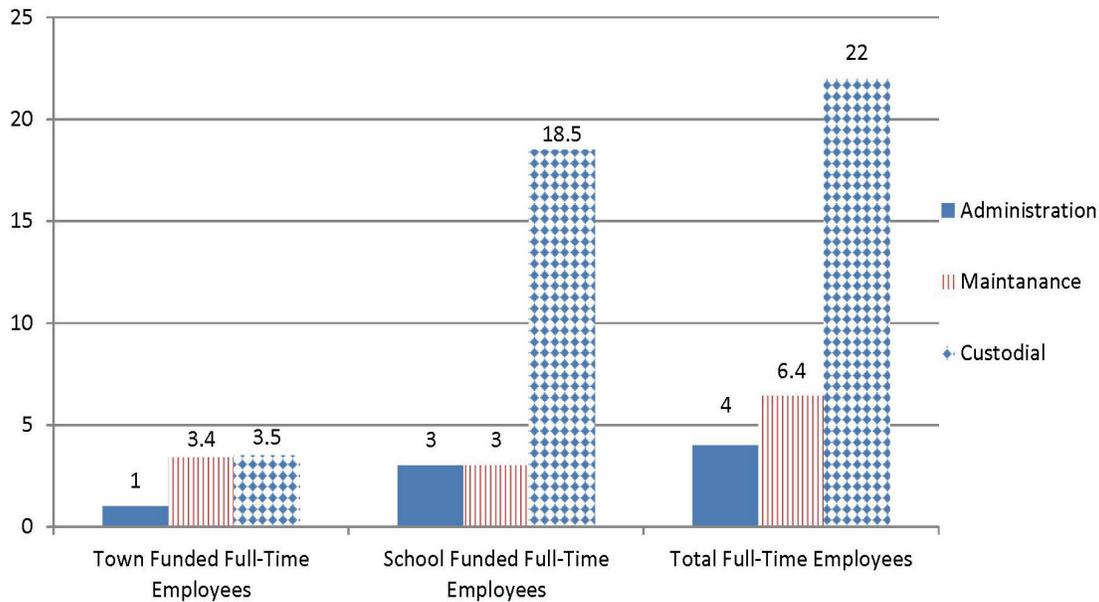
FACILITIES DEPARTMENT

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Building Statistics

Town Buildings (17): 194,127 sq. ft.
 School Buildings (4): 510,053 sq. ft.
 Total: 704,180 sq. ft.

Facilities Employees by Functional Area



FY11 HIGHLIGHTS

Administration

The Facilities Department was part of the Capital Asset Management Team that proposed a comprehensive long-term approach to managing capital assets. Funding was approved at Annual Town Meeting in March to purchase sophisticated management software that will be used to prioritize the condition of assets and develop projects for funding as part of the Town’s capital budget.

Staff worked with the Energy Task Force, Selectmen, School Committee, and other Town departments to meet the five criteria established by the Department of Energy Resources for being designated a *Green Community*. One of the five criteria for being designated a *Green Community* is adoption of a five-year Energy Reduction Plan. The Facilities Department took the lead role in developing the plan which establishes an energy use baseline based on FY09 actual usage and identifies in detail the energy efficiency measures needed to reduce energy use 20% over five years. Other key components of the plan include an Energy Policy prepared by the Energy Task Force and a Fuel Efficient Vehicle Policy prepared by Public Works.

After five years of decreasing energy use at all four schools, the FY11 use increased 3.5%. The increase is directly related to the warmer summer and colder winter experienced during FY11. There were 6,511 total degree days in FY10 compared to 7,243 in FY11, an increase of 11.2%. Overall energy use by all Town buildings increased 3.8% in FY11. One location with a significant decrease (25%) in natural gas usage during FY11 was the Town Center North Wing (Kid’s Club). This decrease is primarily due to energy conservation measures implemented as part of the renovation project.

FACILITIES DEPARTMENT*Continued from previous page***Maintenance**

The Facilities Department uses a Computerized Maintenance Management System to manage preventive maintenance and requests for repairs. The following table shows the number of repair and preventive maintenance (PM) requests for the past three fiscal years and percentage complete.

	FY09	FY09	FY09	FY10	FY10	FY10	FY11	FY11	FY11
	Rec'd	Compl.	% Compl.	Rec'd	Compl.	% Compl.	Rec'd	Compl.	% Compl.
Repair Requests	1,190	1,189	99.91%	680	726	106.76%	1,838	1,589	86%
PM Requests	1,642	1,257	76.55%	1,944	1,375	70.73%	1,748	1,073	61%
Total Requests	2,832	2,446	86.37%	2,624	2,101	80.06%	3,587	2,662	74%

Capital Projects

Town Center North Wing: Renovation of the North Wing was completed in August 2010, less than a year after funds were approved for this project.

Other Capital Projects completed in FY11 include flooring replacement and continued painting at Davis School, installation of a building access system, renovation of space in the library to create a learning center, selected classroom painting and flooring repairs at the John Glenn Middle School, modification of space to accommodate special education programming, corridor painting and designing, and bidding and starting construction on the HVAC controls upgrade at Lane School. At the Police and Fire Stations the video surveillance and access systems were replaced; at Job Lane House the shed roof and south side siding were replaced and at the Fire station the gas monitoring system was replaced.

FY12 PROJECTIONS**Administration**

The Facilities Department hopes to implement a 5-year energy reduction plan. Work involves establishing energy teams at each building and completing a variety of energy conservation measures. The goal is to reduce the FY09 baseline energy use by 12% by the end of FY12.

Custodial

In FY12 the Facilities Department will be working with the Department of Public Works to increase recycling at school and town buildings. This will involve staff education programs and modifications to how materials are collected.

Maintenance

The Facilities Department will be improving the preventive maintenance program to minimize the need for unplanned repairs and extend the life of critical building systems.

Capital Projects

In FY12 the Facilities Department will be collaborating with the Capital Asset Management Team to implement a comprehensive capital asset management program. They also hope to complete all approved capital projects.

FIRE DEPARTMENT

David Grunes, Fire Chief

The Bedford Fire Department was established 180 years ago. The “Bedford Fire Establishment” was created by the Town’s 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 material incidents, and rescues becoming integral components of our core mission. In the early 1900’s, 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 approximately 2,800 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.



The Bedford Fire House

Fire Department Mission

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 that threatens life or property within our community.

Fire Department Performance Guarantee

As an organization and as individual members of the Bedford Fire Department, we care about the people we serve. We will do the things we say we will; do them to the best of our ability every time; and protect the lives and the property of the people who reside, work, and pass through Bedford.

FY11 HIGHLIGHTS

FY11 was highlighted with the delivery of a new mini-pumper rescue squad. When staffing permits, this vehicle responds to medical and service calls in place of the full-size fire engine. This reduces wear and tear on the heavier vehicles and the roads. The vehicle is cross-staffed by firefighters assigned to the ladder truck which leaves a fire engine in service for serious incidents.

The squad responded to 281 emergencies in the first 9 months of service. The department also replaced the 2000 Ford ambulance which had over 100,000 miles with a new 2011 Ford ambulance. The following is a breakdown of emergency types responded to by the department:

	FY11	FY10*	FY09
Fires and/or Explosions	44	54	44
Rescue and Emergency Medical Service	1230	1251	1154
Hazardous Conditions (No Fire)	189	197	129
Service Calls	197	440*	169
Good Intent Calls	86	89	95
False Alarms and False Calls	371	338	338
Other Types of Incidents	674	604	602

* Includes 217 Water/Property Protection Incidents.

FIRE DEPARTMENT*Continued from previous page*

The department was awarded a \$21,000 federal grant to provide hazardous material and emergency vehicle operations training to all members of the department. With assistance from a state grant, the department was able to provide a fire safety education program to more than 800 students in grades K-6 and staff was able to reach out and offer a modified program to the pre-school and special education programs in the community.

The Fire Prevention Division conducts plan review and inspections of construction projects and the oversight of the overall community fire safety plan. Fire Prevention has worked with other Town departments to identify companies with hazardous materials and established a program in which representatives from appropriate Town departments meet with these companies as a group to discuss safety planning and upcoming projects.

FY12 PROJECTIONS

During the upcoming year staff will continue developing the Fire Department into a highly professional, service oriented, excellently trained, and proactive team.

The department will be reorganizing its departmental structure in FY12. The role of the Fire Prevention Lieutenant has been redefined as an Operations and Training Captain. This reorganization strengthens the chain of command and adds increased coverage during peak hours without the hiring of additional firefighters. The new captain's position provides direct planning and supervision of training and suppression activities.

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 the clocks are changed at daylight savings time.

HISTORIC DISTRICT COMMISSION

William Moonan, *Chair***PURPOSE**

The Bedford Historic District Commission (HDC) was established in 1964 by a Town Meeting vote and ratified by the Massachusetts Legislature via the Acts of 1964, as amended as the guardian of the Bedford Historic District. As stated in the Commission's Enabling Act, the purpose of the Commission is "the preservation and protection of buildings, places and districts of historic significance, [to be accomplished] through the maintenance of said buildings, places and districts as sites and landmarks compatible with the historical tradition of Bedford." A copy of these Acts, with more detailed information about how the Commission works, is available at the Code Enforcement Office at Town Hall.

The Historic District runs west along The Great Road, from the Bacon Road/Hillside Avenue intersection, around the Town Common, and then to the intersection of North Road and Carlisle Road. A detailed map is also available at the Code Enforcement Office.

The HDC members are appointed by the Selectmen for a three-year term. There are five full members and two alternates. The alternate members are encouraged to attend all meetings, participate, and be ready to step in as a voting member as needed. The Commission meets the first Wednesday of each month (more often as needed to help an applicant) for business meetings and public hearings, and follows the Open Meeting Law. The Acts mandate that the Commission consist of a member of the Histori-

HISTORIC DISTRICT COMMISSION

Continued from previous page

cal Society or Historical Preservation Commission, an architect or person in the building trade, and a resident of the Historic District. The rest are Town residents who have an interest and/or background in historic preservation.

Number of Employees

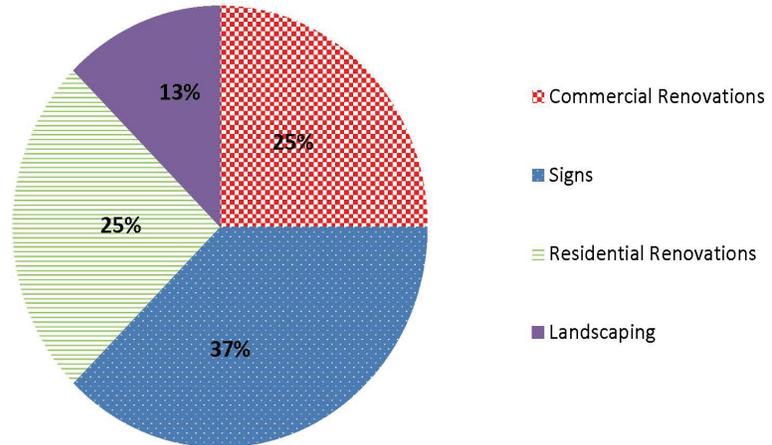
Full-Time: 1*

*One Full-Time Employee working in the Code Enforcement Department in Town Hall.

FY11 HIGHLIGHTS

Right is a diagram summarizing the kinds of determinations issued by the Commission in the last fiscal year.

Historic District Commission FY11 Petitions



FY12 PROJECTIONS

The Commission does not have any particular projections for the coming year, but it will, as always, continue to ensure the preservation of historic houses and buildings in the district, including overseeing the changing of signs, windows, additions, and landscaping. The Commission, as always, welcomes the public's participation at all meetings, and has been grateful to see many interested townspeople attend this past year.

HISTORIC PRESERVATION COMMISSION

Suzanne Koller, *Chair*

PURPOSE

The purposes of the Historic Preservation Commission (HPC) are the preservation, protection, development, and management of Bedford's historical, archaeological, and cultural assets. Like other local historical commissions throughout Massachusetts, Bedford's HPC is authorized to undertake historic preservation planning; inventory the Town's historic properties; prepare National Register of Historic Places nominations; apply for Survey and Planning Grants from the Massachusetts Historical Commission (MHC); participate in the Massachusetts Preservation Projects Fund program to preserve municipal properties; comment on state or federal projects that may affect historical or archeological resources; advise the Selectmen and Town boards; administer the provisions of the Demolition Delay Bylaw; and engage in various activities to educate the public about the Town's historic resources. In addition, Bedford's HPC is responsible for overseeing the management of the Town-owned Job Lane House located at 295 North Road.

The seven HPC members are volunteers and are appointed by the Selectmen. The members for FY11 were Donald Corey, Charles French, *Clerk*, Suzanne Koller, *Chair*, Rose Pappert, Robert Slechta, *Vice Clerk*, and Alethea Yates, *Vice-Chair*. One position was vacant throughout the year. Suzanne Koller resigned near the end of the year and Chuck French resigned at the close of the year. We are grateful to Ms. Koller and Mr. French for their contributions to the work of the Commission.

Donald Corey was the appointed representative of the HPC to the Community Preservation Committee and to the Depot Park Advisory Committee. Charles French was the HPC representative to the Freedom's Way Heritage Association. Alethea Yates was the HPC representative on the Board of Directors

HISTORIC PRESERVATION COMMISSION*Continued from previous page*

of the Friends of the Job Lane House, and to the Wilson Mill Park Planning Committee. The operating budget of the commission for FY11 was \$1,220.

FY11 HIGHLIGHTS**Old Bedford Center Historic District**

The HPC continued its project related to the Old Bedford Center (OBC) Historic District. To recap, in FY10 the Bedford Historic Preservation Commission received a Survey & Planning Grant from the Massachusetts Historical Commission (MHC) to conduct an intensive survey of historic resources in and adjacent to the Old Bedford Center Historic District, which was listed in the National Register of Historic Places in 1977. The MHC grant was to pay for 60% of the total project cost of \$18,000, with the remainder to come from Town funds. The overall goal of the project was to gather detailed information about properties that are currently within the district, and about properties that might be eligible to be added to the district. It should be noted that National Register listing is an honorary designation that does not place any restrictions on private property owners.

This year, after sending out a Request for Proposals and interviewing applicants, HPC hired preservation consultant Kathleen Kelly Broomer to carry out the survey. The survey project documented historically and/or architecturally significant buildings, objects, and landscapes constructed at Bedford's town center from circa 1729 through the early 1960s. Ms. Broomer prepared 70 MHC area inventory forms with detailed information on properties in the current OBC Historic District as well as a number of properties proposed to be added to the district. As part of the project, a public hearing was held on May 10, 2011; this hearing was recorded by Bedford Cable TV and has been aired several times.

The close of FY11 found this project nearly complete and ready for submission to the Massachusetts Historical Commission. HPC anticipates that a future project will arrange for the preparation of nomination papers to add the enlarged OBC Historic District to the National Register of Historic Places.

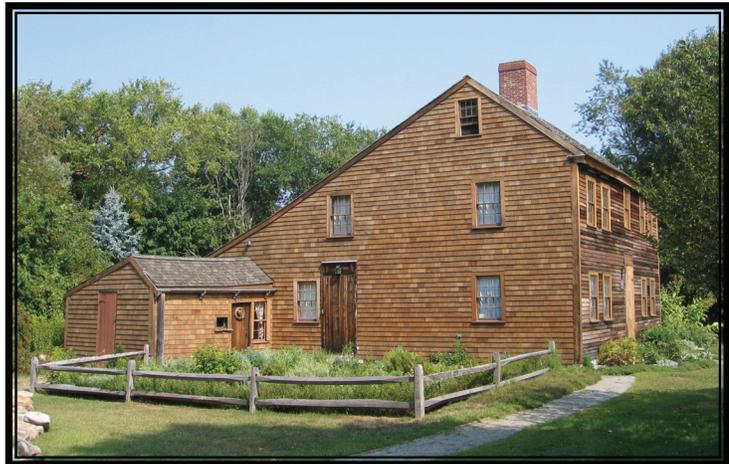
Two Brothers Rocks - Dudley Road Historic District

HPC sent National Register certificates to homeowners within the Bedford portion of the Two Brothers Rocks - Dudley Road Historic District.

Job Lane Farm

HPC worked with the Facilities Department and the Friends of the Job Lane House (FJLH) on a Memorandum of Understanding (MOU) to be signed by representatives of these three organizations and the DPW. The MOU clarifies the division of responsibilities for the Job Lane House among these organizations. HPC also coordinated activities with the Friends of the Job Lane House, a private nonprofit group that provides house tours, programs and activities on the property.

HPC and FJLH began discussions with the Facilities Department about upgrading the electrical service in the Job Lane Barn to make it more usable as a venue for meetings and events. This year the clapboards on the south façade and the shed roof of the Job Lane House were also replaced.



The Job Lane House

HISTORIC PRESERVATION COMMISSION*Continued from previous page***Bacon-Fitch Mill Site**

HPC oversaw a project done at the Bacon-Fitch mill site on Old Billerica Road. In order to earn the rank of Eagle Scout, Jeremy Poe worked with a team of Boy Scouts and members of the High School Environmental Club on a service project to construct a path through the property to the mill foundations. Public access to this historically important site where Michael Bacon built the first mill in 1663 has been greatly enhanced.

Demolition Delay Bylaw

One of HPC's more important responsibilities is administering the Town's Demolition Delay Bylaw. Under this bylaw, when a property built before January 1, 1943 or built at an unknown date is proposed for demolition, the demolition application comes before HPC for review. HPC then determines whether the property has historical significance and designates it as either Significant or Not Significant. If Significant, HPC must hold a public hearing and then vote to determine whether the property is Preferably Preserved. If it is, then HPC may impose a demolition delay of up to one year (note that properties in the Bedford Center Historic District are exempt from the provisions of the Demolition Delay Bylaw). This year six demolition requests came before HPC, with the following results:

- Houses located at 44 Wilson Road, 54 Hartwell Road, 16 Marsardis Street, and 168 South Road, as well as a garage at 79 South Road, were all determined to be Not Significant. The demolition application for each of these structures was allowed to proceed
- A shed at 43 Hillside Road, automatically considered to be Significant because of its location in the National Register Historic District, was voted after a public hearing to be Not Preferably Preserved. The demolition application was allowed to proceed

Other Activities

HPC also took part in a variety of other activities during the year:

- Arranged for brass plaque commemorating the historic narrow-gauge Billerica & Bedford Railway, purchased with HPC funds in a prior year, to be installed by the DPW at a spot along the former rail line between Loomis Street and The Great Road
- Submitted a Certified Local Government (CLG) Eligibility Opinion to the Massachusetts Historical Commission regarding the Kimball property on North Road, and assisted the Bedford Historical Society in its nomination application to add the property to the National Register of Historic Places
- Purchased a park bench to be installed at Fawn Lake in honor of the late Miriam Adler
- Sent a letter to the Facilities Department in support of a proposal to move the Hayden Fountain, currently located at the corner of The Great Road and Springs Road, to the sidewalk in front of the proposed new Blake Block

BEDFORD HOUSING AUTHORITY

William S. Moonan, *Chair*

PURPOSE

Bedford Housing Authority (BHA) 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

BEDFORD HOUSING AUTHORITY

Continued from previous page

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 7 rental assistance vouchers within the community. Visit the Housing Authority's website at www.bedfordhousing.org for more information and online applications.

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: William S. Moonan, *Chair*, Gene Clerkin, *Vice-Chair*, Patricia Ross, *Treasurer*, Jane Puffer, and Lewis Putney. The Executive Director, along with Authority staff, manages 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 p.m. at the Community Building on Ashby Place. The meeting schedule is posted in the Bedford Town Hall. Special meetings are held when necessary.

FY11 HIGHLIGHTS

Ashby Place, Elderly/Handicapped Housing

As of August 2011, there were 39 eligible applications on file for elderly/handicapped housing at Ashby Place, 9 of which are Bedford residents. There were nine vacancies filled, all of which were Bedford residents, and of those three are veterans. 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 \$45,100 for one occupant and \$51,550 for two occupants. This year the average rent received in this program is \$397 per month, which includes utilities and is based on 30% of the tenant's net monthly income. Laundry facilities, an air-conditioned living room, and meeting room space are available for tenant use.

With a grant from the Department of Energy and additional funding from the Department of Housing and Community Development, all 82 toilets at Ashby Place were replaced from 5 gallons to 1.6 gallons low-flow toilets along with replacing all of the shut-off valves. So far, a savings of over \$1,500 on the water/sewer bill has been realized.



*Students and Teachers from
Shawsheen Valley Technical High School*

The Ashby Place Community Building that also houses the office and laundry facility was updated with new paint, rugs, curtains, and light fixtures. The students from Shawsheen Valley Technical High School added a handicap accessible deck to the back of the building. The students also replaced all of the windows and added French doors leading on-to the deck. An appreciation lunch was held for the students and teachers that worked so hard and did such a great job on the Community Building upgrades.

The Community Building exterior doors and trim along with all of the front building doors were painted. The pathway behind Buildings J & K was repaved to allow water run off and trees around the property were pruned or removed depending on their condition.

BEDFORD HOUSING AUTHORITY

Continued from previous page

Elm Street, Family Housing

Family housing tenants pay 27% of their net income towards rent. The average rent received in this program is \$627 per month. The tenants pay for all of the utilities, but are given a heat allowance as a deduction from their rent. The authority provides routine maintenance and repairs. There were no vacancies in the program this year.

Energy Efficiency and Safety Project

The energy efficiency and safety project began on April 11, 2011 and is close to completion. This project consisted of:

- Replacing all 12 boilers, chimney cleaning, lining and capping, installation of insulation in the walls, attics and basements, replacement of deteriorating cement steps and railings on the front and back of each unit, replacing old vinyl siding with fiber cement siding and installing gutters and roof vents on each building
- Also added as alternates were the replacement of all bulkheads and rerouting of cable and telephone wires into the walls behind the siding

Substantial funding for this project was awarded to the BHA by the Community Preservation Commission, along with the following other funding sources; the Department of Energy’s Weatherization Assistance Program, the Department of Housing and Community Development, and the BHA’s Operating Reserves.



Before and After shots of two family duplexes on Elm Street

BEDFORD HOUSING AUTHORITY*Continued from previous page***FY12 PROJECTIONS**

The BHA's goal moving forward is to begin updating the units at the Ashby Place Elderly/Handicap Housing complex with new kitchens, baths, floors, wiring, plumbing and windows. The outdoor pole lights for the parking areas, the walkways and building entries need to be replaced also. These units have not been updated since construction in 1969 for Phase 1 and 1974 for Phase 2.

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 Council on Aging for sponsoring this course.

Thank you to all who support the BHA in providing safe and affordable housing to our Bedford residents.

BEDFORD 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 groups such as the Bedford Municipal Affordable Housing Trust (BMAHT).

Employee Statistics

The BHP does not have any dedicated employees. The staff of the Town Manager's office provides support. During FY11, Community Preservation Act (CPA) funds allocated for affordable housing consulting services were expended to compensate the consultant and new funds were allocated. These services are invaluable in navigating the rules of affordable housing development, analyzing proposed developments, developing new programs, managing existing programs, and monitoring the existing affordable housing stock.

FY11 HIGHLIGHTS

Bedford has exceeded the threshold that 10% of a community's housing stock be included in the subsidized housing inventory that is kept by the state. Therefore, Bedford is no longer subject to Chapter 40B. However, this does not mean that the Town has met all of its affordable housing needs. The ZBA and Planning Board are guiding development in town without the possibility of overrides from the state's Housing Appeals Committee. 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. We continue to look for opportunities to encourage the development of affordable housing that meets the needs of low and moderate income households. Most affordable housing developments have a maximum income limit of 80% of Area Median Income, which for a family of four is currently \$64,400. The Area Median Income is determined by the U.S. Department of Housing and Urban Development and is published annually. There are many for whom this housing is not affordable. Some developments have a maximum income limit of 50% of median which for a family of four currently is \$45,900 (the income limits are adjusted for household size).

Additionally, although the state inventory shows over 10% subsidized housing in Town, this includes some market rate rental units. There are several mixed-income projects which qualify for inclusion on the state's subsidized housing inventory, including Chapter 40B developments. For rental projects, the

BEDFORD HOUSING PARTNERSHIP*Continued from previous page*

state counts all the units in a rental development on its subsidized housing list even though only 20-25% of the units are actually affordable. But the net effect is that only a quarter or less of the units in mixed income rental developments, such as 40B's, are actually affordable. The state is giving credit for far more affordable units than actually exist in Bedford. For homeownership projects, the state only counts the units that are actually affordable to households making up to 80% of the Area Median Income.

There are still affordable housing needs in town and the economy is making it harder to meet these needs. The BHP continues to reassess ongoing needs within Town and will work to encourage the development of a variety of affordable housing stock.

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. The following is a summary of the major activities and accomplishments of the BHP during FY11.

Regional Housing Services Office

During FY11, the Town Managers from Bedford, Concord, Lexington, Lincoln, Sudbury and Weston met on numerous occasions to discuss the regionalization of affordable housing services. An inter-municipal agreement was drafted and signed by the Boards of Selectmen in these towns, and the Regional Housing Services Office will be up and running starting in FY12. This office will streamline housing services and will be funded through the consulting funds set aside through the CPA.

Education and Outreach

On April 5, 2011, Bedford hosted a meeting on the affordable housing needs and projections for our geographic area organized by the Citizens Housing and Planning Association (CHAPA). Also during FY11, members of the BHP participated in the creation of a video about affordable housing opportunities which was broadcast on Bedford Cable Access Television. The BHP also listened to discussions on the issue of homelessness in Bedford.

Review of Housing Developments

The BHP carefully reviews any proposed housing developments with an affordable component. In FY11, the BHP reviewed the Pulte Homes proposal and marketing materials for the development on Hartwell Road. The BHP also reviewed and suggested minor changes to the Bylaws pertaining to affordable housing.

New Developments

Pulte Homes is currently developing affordable and market rate housing on Hartwell Road. Lotteries for the affordable units will be held in FY12.

Volunteer-Based Affordable Housing

The BHP supported the Bedford Municipal Affordable Housing Trust's efforts to initiate a volunteer-based affordable housing project in Bedford. Habitat for Humanity of Greater Lowell continues work on their construction of eight units of affordable housing in Bedford located on Carter Way off of North Road. In order to complete this project in these difficult economic times, Habitat has had to think outside the box and try to find new ways to finance the project. Habitat has repeatedly come before BHP to request assistance with funding, either through the support of a CPC request or through use of HOME funds. The BHP voted to allocate \$36,902 of Home Funds toward this project. The Town and its housing consultant are looking into this but it remains unclear as to whether Habitat will qualify for Home Funds. Two of the units will be sold to families making up to 80% AMI with a commercial loan, rather than Habitat's normal 50% AMI with the loan being through Habitat. This project continues to rely heavily

BEDFORD HOUSING PARTNERSHIP*Continued from previous page*

ly on the people of Bedford to unite to make this effort a success. Fortunately, Shawsheen Valley Technical School students have contributed greatly to the work on the project as well as IBEW Local 130.



Habitat for Humanity affordable housing units located on Carter Way

HOME

The BHP continued to manage the Town's participation in the Metro West HOME Consortium, which will provide funds for local affordable housing. We are looking in to providing \$36,902 of HOME funds to Habitat for Humanity of Greater Lowell to help continue the work on 130 North Road. We are still operating under the Strategic Plan HOME program covering 5 years, 2010 – 2015 which last year was reviewed acknowledging the current housing market and economy creates prediction challenges.

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 FY11), 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 and need to begin to consider the fastest growing population, that of single adults). 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. At the HOME consortium we provided education trainings for real estate agents free of charge.

Resale

Given the current housing market, a number of affordable units came up for resale during FY2011. The Town and its housing consultant worked diligently to locate new buyers for these units, with ads placed around Town and on the Town's website.

Zoning Review

BHP undertook a preliminary review of the Accessory Apartment Bylaw to consider whether Bedford is losing out on affordable housing opportunities inadvertently through unnecessarily difficult restrictions. The Planning Board then reviewed these concerns but drew the conclusion that 22 residents had applied and were successfully granted permission. Further discussion and greater information is required. Toward that end, using a comprehensive report compiled by the Planning Office's intern, and other resources, a comparison of accessory bylaws in similarly situated communities may be enlightening. Plans were made to determine which towns to use for comparison and that inquiry will go forward in FY12. This review remains on the agenda.

BEDFORD HOUSING PARTNERSHIP*Continued from previous page***FY12 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 BHP 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. The state counts market rate units in their percentages and allows a relatively high "affordability" standard. Notwithstanding, there is a need to assess what Bedford is doing to address local affordable housing needs and thus continue to be a leader in the Commonwealth.

The BHP would be interested in multi-party discussions to understand the needs of seniors and the feasibility of possible proposals to develop housing which is consistent with those needs where possible. To address family housing and especially low-income needs, work will continue with local non-profits on volunteer-based housing developments designed for low-income homeownership. We will continue to work towards fulfilling other housing needs as determined.

The BHP 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. Previously 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. We will continue to look at the Town Charter and General Bylaws to ensure that they promote affordable housing consistent with Bedford's plan and are sensible to follow. Though the agreement in the 1960s for a 10% target was at best a political compromise at the time, we need to assess whether that target really reflects the actual need for affordable housing or whether it should be revised upward based on reality of life in current times. However, our actions 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 were matched 29.78% by the state this year. 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 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.

LAND ACQUISITION COMMITTEE

William G. Speciale, *Chair***PURPOSE**

The Land Acquisition Committee is an ad hoc, volunteer committee appointed by the Selectmen. Its purpose is to plan and carry out land acquisition projects for the preservation of natural resources, open space and future municipal use within the Town, including recreational opportunities. The Committee researches open lands within the Town, contacts property owners, and recommends appraisals, acquisi-

LAND ACQUISITION COMMITTEE*Continued from previous page*

tions and other land protection options to the Selectmen and/or Conservation Commission. The committee is comprised of four at-large citizen members, and one member from the Recreation Committee, the Conservation Commission and the Selectmen. The Town's Conservation Administrator assists the committee.

Within its long-standing commitment to the preservation of natural resources and open space, the committee follows guiding principles set forth in the Town's Open Space and Recreation Plans and Comprehensive Plans. These include the protection of wildlife habitat areas, development of public awareness regarding conservation and recreation areas, preservation of historic cultural properties and sites, preservation of large tracts of undeveloped land, and enhancement of recreational opportunities and trail interconnections.

FY11 HIGHLIGHTS

In FY11, the Committee updated its GIS information and re-evaluated Bedford real estate parcels that the Town may want to obtain by gift or purchase. Several property owners contacted and met with the committee to discuss their parcels. The committee members went on site visits during the year and reached out to certain landowners to see if they were interested in donating or selling their land. One parcel is now under agreement and will be transferred during FY12. This parcel contains both forested upland and wetland. It abuts existing Town conservation land and offers a bucolic buffer to surrounding homeowners.

MUNICIPAL AFFORDABLE HOUSING TRUST

Christina Wilgren, Chair

PURPOSE

The Bedford Municipal Affordable Housing Trust (BMAHT) works towards the creation and preservation of affordable housing in Bedford for the benefit of low- and moderate-income households. BMAHT works cooperatively with the other local government boards and committees, state agencies, and local non-profits. It is a joint committee composed of seven members appointed by the Selectmen for two-year staggered terms. The seven members include two Selectmen, the Town Manager, two members of the Housing Partnership, and two members at large. All of the members are appointed by the Selectmen and meet as needed.

Employee Statistics

The Town Manager's Office provides staff support.

FY11 HIGHLIGHTS

BMAHT had a few meetings during FY11 to discuss the possible purchase of an affordable re-sale unit in order to preserve this unit's affordability. While no purchase of a unit was ultimately made by BMAHT during this fiscal year, it may be necessary to revisit this issue in the future so as to preserve our hard earned affordable housing stock.

FY12 PROJECTIONS

There is no immediate plan for BMAHT to take action beyond taking stock of the new data that will be coming forth from the census. An assessment of assets and liabilities will be undertaken and an examination of what, as a municipal entity, we are capable of or permitted to address would be of use.

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.

The Patriotic Holiday Committee consists of nine volunteer members appointed by the Selectmen. Committee members are Bob Hansen, Butch Marcus, Fred Gordon, Al Fay, Brig. General Oscar DePriest, John Monahan, Ben French, Joseph Piantedosi, *Vice-Chair*, and Paul Purchia, *Chair*.



Veterans Memorial Park

FY11 HIGHLIGHTS

Veterans' Day - November 11, 2010

Ceremonies were held at Veterans Memorial Park to honor all veterans. The Bedford Police Honor Guard escorted ceremony attendees along the walkway to the monuments. Ceremonies included an opening prayer, the Pledge of Allegiance, singing of God Bless America accompanied by the Bedford High School band, followed by several speeches. The presentation of a Veterans' Memorial Wreath, placing of small American flags, and an opportunity to remember departed veterans by any attendee wishing to do so was followed by volleys fired by Bedford High School Air Force Junior R.O.T.C., sounding of TAPS, singing of our National Anthem, and a closing prayer.

Memorial Day - May 30, 2011

The committee organized the morning events and committee members joined the American Legion, the V.F.W., the 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. The Patriotic Holiday Committee members invited a member of the Bedford Historical Society to talk about Bedford's Civil War Veterans buried at Shawsheen Cemetery. Separate ceremonies were held at the Old Burying Ground by Concerned Black Citizens, Bedford Historical Society and the Bedford Minutemen. Committee members and parade participants including Keynote Speaker, Col. James Brown (US Army) and Grand Marshal, Vietnam Veteran Fred Gordon, assembled at the Fallen Veterans Memorial Plaza at Bedford High School prior to the start of the parade to remember Bedford High School graduates who gave their lives in service to their country. Following the ceremony, the Memorial Day Parade started at Mudge Way and proceeded to the WWI Memorial at Bedford Common. Remarks about the WWI Memorial by Bedford Historical Society member and Town Historian John Dodge, prayer, rifle volleys, TAPS, and then the parade proceeded to Veterans Memorial Park. Memorial Day ceremonies included Invocation, High School Band members playing "God Bless America", and speeches by local dignitaries. The winning Memorial Day school essay was read by middle school student Jianna Lin. WWII, Korea, Vietnam and all veterans attending ceremonies were recognized. A Roll Call was read of Bedford veterans who passed on during the past year. Poppies were placed on each plaque remembering Bedford veterans killed in action in WWII, Vietnam, and Iraq. The Bedford High School Band played our National Anthem. A closing prayer and the sounding of TAPS

PATRIOTIC HOLIDAY COMMITTEE

Continued from previous page

concluded our ceremonies. The Patriotic Holiday Committee gratefully recognized 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 Selectmen and School Committee liaisons, 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 Bedford School Committee.

FY12 PROJECTIONS

The Patriotic Holiday Committee will continue to plan and conduct meaningful ceremonies to recognize and honor the sacrifices of our veterans in FY12. The committee will identify and recruit new committee members in the coming year. The committee will organize the dedication of a memorial stone at Veterans Memorial Park for Dennis O'Neill, a Bedford man killed in the Vietnam War. The committee will investigate the fundraising for a new sign designating Veterans Memorial Park. We will continue to increase our efforts to honor veterans and to promote patriotism in its citizens by working through local media outlets and by working with Town committees such as the Bedford Historical Society and the Bedford School Committee. We will continue to coordinate the committee's efforts with Bedford's Veterans Agent. The committee also will work with the Bedford School Committee and school administration during the coming school year to help our students better understand and appreciate the sacrifices made by our veterans.

PLANNING BOARD

Lisa Mustapich, Chair
Richard Joly, Director

The Planning Board is an elected, five-member board established under the provision of MGL C 41, § 81 A. The Planning Board is responsible for administering the Subdivision Control Law, reviewing commercial development and site plans, drafting zoning bylaw revisions, undertaking planning studies within the Town, revising and updating the Town's Comprehensive Plan, approving special permits for residential cluster developments, planned residential developments, and industrial mixed-use developments, and holding public hearings for designated scenic roads if trees and/or stone walls are to be removed or relocated.

Number of Employees
Full-Time 2

FY11 HIGHLIGHTS

- One Planned Residential Development (PRD) Special Permit application was presented to the Board.
- Pino Property/10 Green Street (off Buehler Road) submitted an application to construct a PRD development consisting of three large single family homes. No approvals to date have been given.
- One Definitive Subdivision was reviewed by the Planning Board, and approval was granted with conditions.
- Wellington Way Definitive Subdivision (144 North Road) for a two-lot subdivision.
- Two Site Plans were reviewed and approved by the Planning Board.
- 24 South Road's Site Plan proposal to include retail at this site.
- MITRE Corporation demolition of Building E (108,000 sq. ft.) and the construction of a new Building L (144,000 sq. ft.)

PLANNING BOARD*Continued from previous page***Amendments**

One Zoning Amendment was presented to the Board which was a concept proposal for a zoning amendment that would allow 10 new housing units to be constructed on Carleton-Willard Village (CWV's) site was submitted by representatives of CWV (Thomas Swaim, Attorney and Doug Miller, Engineer). This zoning proposal was reviewed by the Planning Board and is on hold until further notice by the applicant.

Five Special Permit Amendments were reviewed in FY11 (four of the five amendments were minor):

- Blake Block/64-68 Great Road: reviewed revised plans to expand the footprint of the building slightly and to locate just residential units on the 2nd floor. Approval was granted by the board for this minor amendment.
- Hartwell Farms/182-184 Hartwell Road: reviewed a revised landscape plan dated 6/20/10 in response to satisfying Condition 14 in the November 12, 2009 Special Permit. Approval was granted by the board for this minor amendment.
- Hartwell Farms/182-184 Hartwell Road: reviewed a minor amendment request to relocate the Babe Ruth storage shed. Approval was granted.
- Shawsheen Ridge Condominiums: a minor amendment was presented to the board by a developer to improve stormwater drainage at this site. The board granted an approval to move forward with the proposed drainage improvements.
- Criterion/Village at Taylor Pond (office building at Plank Street): the developer submitted a request to amend the special permit approval for this office building to convert the ground floor retail building (building 1 and 6) to 16 residential units. The Planning Board approved 12 residential units, 6 one-bedroom and 6 two-bedroom units on the first floor of buildings 1 and 6. Three out of twelve residential units shall be affordable units; two of the affordable units shall have one bedroom, and one shall have two bedrooms. The remaining space on the first floor of buildings 1 and 6 shall consist of a minimum of 3,900 square feet of retail.

Bonds

The Planning Board approved the following Bond Releases in FY11:

- Abbott Lane Subdivision
- 10 Commercial Avenue Subdivision
- Page Hill Bond Release

Public Hearings and Development Review Meetings

The Planning Board held the following public hearings and other development review meetings:

- 115 Wilson Road Scenic Road Public Hearing: the Planning Board gave approval to relocate a section of existing stone wall to make improvements.
- Wellington Way/144 North Road: two-lot subdivision.
- Village at Taylor Pond/Criterion at Bedford, LLC Public Hearing: Special Permit Amendment request to convert buildings 1 and 6 retail use to 16 residential units.
- Pino Planned Residential Development (PRD): Special Permit request to construct a Planned Residential Development at 10 Green Street (access off Buehler Road).

General Bylaw Amendment, Article 10—Stretch Energy Code Adoption

The Planning Board unanimously recommended support for Article 10—Stretch Energy Code Adoption at 2011 Annual Town Meeting.

Comprehensive Plan Update (2011 Annual Town Meeting)

The Planning Board reported to Annual Town Meeting on Bedford's progress in implementing the 2002 Comprehensive Plan and the Board's effort to begin a full update of that Plan in 2011-12. Town residents were informed that the Comprehensive Plan (also known as the Master Plan) includes a vision

PLANNING BOARD*Continued from previous page*

and action steps in areas such as housing, land use, economic development, transportation, and open space and recreation. The Board mentioned that the existing plan was approved in 2002, after years of work on the part of residents and staff; and that it is now time to create a new plan.

Approval Not Required (ANR) Plans

Any person who wants to record a plan of land and believes it does not require approval under the Subdivision Control Law can submit the plan with a *Form A* Application to the Planning Board for review. The Planning Board reviewed and made findings on the following seven ANR plans that did not require Subdivision Control Law approval:

- 350A Concord Road
- Hartwell ANR Plan (create a lot for ball field to be donated to the Town)
- 276 Davis Road
- 44, 46, and 50 Wilson Road
- 2 Sorens Way
- 240 Hartwell Road (small piece of land to be donated to the Town)
- 306 Davis Road

Collaborative Committee Work

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

- **Sandra Hackman:** MAGIC (Minuteman Advisory Group on Inter-local Coordination); MAPC (Metropolitan Area Planning Council); Council on Aging (liaison)
- **Margot Fleischman:** Community Preservation Committee; Transportation Advisory Committee; Chamber of Commerce (alternate liaison); Selectmen (liaison); Safe Routes to School Task Force
- **Jonathan Silver:** Bicycle Advisory Committee (liaison); Recreation Commission (liaison); Chamber of Commerce (alternate liaison)
- **Lisa Mustapich:** HATS (Hanscom Area Towns Committee); Affordable Housing Committee; Fair Housing Committee; Bedford Municipal Housing Trust; Bedford Housing Partnership; ad hoc Sign Bylaw Review Committee
- **Janet Powers:** Bedford Arbor Resources Committee (liaison); Historic District Commission (liaison); Energy Task Force (liaison); Board of Health (liaison)

The Planning Board Website

Please visit the Planning Board's website at www.bedfordma.gov/planning for information regarding the Comprehensive Plan, Meetings/Agendas/Minutes, Policies, Rules and Regulations, interactive Zoning Map, and much more!

Other points of interest that the Planning Board has discussed and reviewed during FY11:

- Rosewood Lane Subdivision: discussions regarding the use of open space at this subdivision.
- Hartwell Avenue Transportation Area Plan: strategized ways to work cooperatively with Lexington regarding Lexington's transportation plan for the Bedford Street/Hartwell Avenue area.
- Boston Regional Pedestrian Plan: discussed this plan prepared by MAPC (Metropolitan Area Planning Council).
- Sustainable Communities Initiative: continued discussions regarding the MAPC proposal to apply for a federal grant under Sustainable Communities Initiative.
- Pedestrian Access: continued discussions regarding the potential technical assistance from MAPC to develop a walkability plan for Bedford.

PLANNING BOARD*Continued from previous page*

- CLURPA (Comprehensive Land Use Reform and Partnership Act): reviewed proposed legislation that would update state land use laws.
- Comprehensive Plan (CP) Update: the Board began its preliminary work to update the CP by contacting other boards/committees, to request that they prepare initial thoughts and ideas to update their section of the CP. The Planning Board began to meet with some of these board/committees to discuss their ideas.
- Great Road Master Plan and School Way Improvements: Planning Board attended DPW meetings/workshops regarding traffic concerns and pedestrian improvements along School Way and specific areas along The Great Road and submitted ideas.
- Revised Site Plan Check List for Developers: created a revised, comprehensive, user-friendly Site Plan Checklist to provide specific information to developers to reduce or eliminate the number of site plan requirements that may get missed when submitting applications.
- Green Communities Act: Planning Board met with the ad hoc Energy Task Force Committee to discuss the Stretch Code and Green Communities Act. The board later gave a recommendation of support at Annual Town Meeting 2011 for the adoption of the Stretch Energy Code.
- Citizen's Housing and Planning Association (CHAPA): Board members attended an Affordable Housing and Community Development meeting sponsored by CHAPA and the Bedford Housing Partnership to discuss how affordable housing and community development should be shaped in 2011 and beyond.
- Transition Plan to hire a new Planning Director: Board members reviewed and discussed on several occasions expectations for the future of the Planning Department and participated in hiring a new Planning Director. Planning Director Joly retired at the end of FY11 after 26 years of service to Town.

*Planning Director Joly's Retirement Party, May 24, 2011.**Photo taken by Jan van Steenwijk***FY12 PROJECTIONS**

The Planning Board will continue the full update of the Comprehensive Plan in all aspects, including the visioning process with existing boards and committees, data collection and analysis, public participation, and preliminary drafting of plan elements. The Board will also continue the careful analysis of the broad range of development applications that come before the Planning Board to ensure that all new developments meet the goals of the Comprehensive Plan and the requirements of the Town's Bylaws, regulations and design guidelines.

The Planning Board will consider carefully selected major amendments to the Zoning Bylaws that will provide further incentives for desired development and land use mixes, and/or facilitate more flexible or efficient permitting.

The Planning Board will work with other departments, boards and committees in Town to pursue implementation measures in The Great Road Master Plan.

Finally, the Planning Board hopes to take steps to enhance public knowledge and awareness of the Board's initiatives and solicit community input (particularly with the Comprehensive Plan update, major zoning amendments, and plan review and monitoring of major development projects), using website-based, internet, print, and broadcast media.

POLICE DEPARTMENT

Robert Bongiorno, *Police Chief*

Throughout FY11, the Police Department continued to take on more challenges in an effort to meet the demands of the citizens of Bedford. The Department will continue to evolve in FY12 to meet the changing needs of our community. We continue to improve community partnerships, intelligence led policing initiatives, and refining training to maximize the effectiveness of our organization; all the while continuing our commitment to ensure the safety of all members of our community. The department operates under a community policing philosophy that encourages citizen participation in solving problems of crime, fear of crime, and quality of life issues.

Organizationally, the department is divided into operational and detective functions. A command staff of two lieutenants assists Chief Robert Bongiorno in strategic planning, budgeting, and operations. The lieutenants administer the Operations Division and the Detective Division.

Number of Employees

Full-Time Officers:	28.0
Administrative:	1.5
Emergency Communications Officers:	8.0
School Crossing Guard:	0.5
Animal Control Officer:	0.5
Special Police Officers:	13.0

FY11 HIGHLIGHTS

FY11 saw the departure of longtime Police Chief James Hicks. Chief Hicks served the community with commitment and dedication to duty for 10 years. He left service at the end of March 2011 to assume command of the Natick Police Department. The department is grateful for his service and for his assistance in maintaining the department on its path of excellence. Robert Bongiorno, a police captain for the Town of Arlington, was appointed Chief of Police in June and assumed the position in July 2011. In FY11, the Massachusetts Police Accreditation Commission accredited the Bedford Police Department for the first time in the department's history. Bedford still remains one of the few police departments across the Commonwealth that holds this prestigious achievement. The achievement of this award and its continuing certification in the Commission demonstrates the department's commitment to delivering an exemplary level of police services to the community. Also in FY11, the Department's Community Policing funding from the Commonwealth was zero funded. This put us in the position of prioritizing those community outreach programs that we felt were critical to continue and also finding the resources to sustain them. The department continued to be creative to maintain the core group of programs that build community bonds and fosters trust between the police and the community we serve.

The Bedford Police Department will continue to prioritize these programs that will advance our community policing philosophy, goals, and initiatives. Traffic continues to remain one of the biggest concerns for the residents of Bedford. In FY11 the Department continued to partner with the Governor's Highway Safety Program to receive funding to conduct increased traffic enforcement in the areas that create the biggest hazards on the roadways throughout our community. Through this limited state funding, we were able to concentrate on speeding vehicles, drunk driving, and seat belt usage. The department continues to offer child passenger seat installation, bicycle safety day, school bus safety, stranger danger, and the child identification program. The department continued to partner with other Town departments in our efforts toward anti-bullying programs, youth activities programs, and the all-night graduation. The largest effort to support our youth in Town continues to be our School Resource Officer Program. This remains a top priority in our commitment to provide the youth a safe and healthy environment in the school setting. The Bedford Police Department will continue to maintain, and enhance the partnership we have formed with the Bedford Public Schools. We will also seek to maintain and enhance partnerships with all Town departments with the goal of providing the best service to the residents of our community.

POLICE DEPARTMENT

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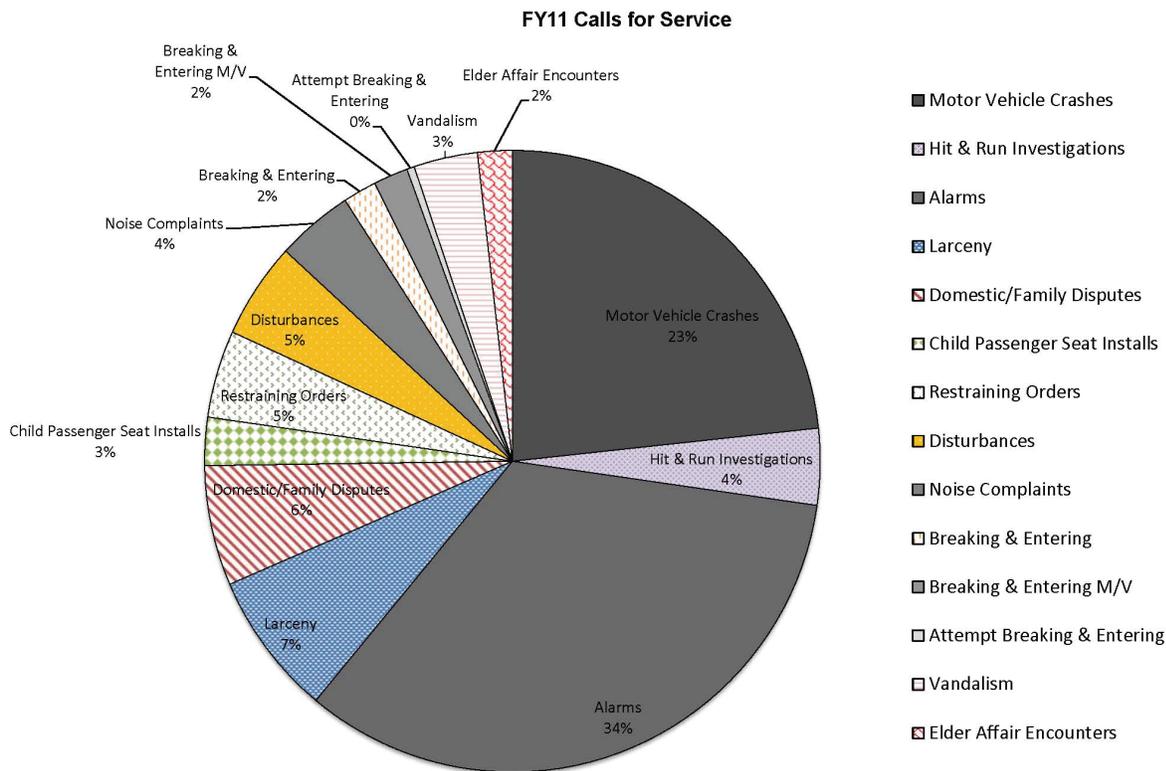
FY11 STATISTICS

FY11 showed a small decrease in the total number of calls to service for the Bedford Police Department. The Police Department logged 11,390 calls for service, the majority of which involved services other than responding to crimes. Customer service will continue to be a priority within the Bedford Police Department. Our motto of “Serving the Community with Pride” will continue to guide this department into the 21st century.

In FY11, 89 people were arrested. Three people were taken into protective custody. Protective custody is a statute that allows police officers to take into custody persons who, due to ingestion of alcohol, is incapacitated or a danger to themselves or others. Although authority gives the police the option of taking a person to his residence or a treatment facility, the police station is often the most viable option.

*The Calls for Service chart is a sample of police responses in FY10 and FY11

Calls For Service*	FY10	FY11
Motor Vehicle Crashes	361	410
Hit & Run Investigations	50	70
Alarms	741	594
Larceny	120	132
Domestic/Family Disputes	101	110
Child Passenger Seat Installs	62	44
Restraining Orders	62	80
Disturbances	92	88
Noise Complaints	107	71
Breaking & Entering	36	31
Breaking & Entering Motor Vehicle	34	32
Attempted Breaking & Entering	6	7
Vandalism	95	59
Elder Affair Encounters	55	32
Total Calls for Service	12,207	11,390



POLICE DEPARTMENT

Continued from previous page

In FY11, 2,681 citations were issued, a significant increase over FY10. The Department continues increased traffic and parking education to meet the growing concerns of our citizens. Traffic continues to be one of the greatest areas of complaints to the department. We will continue to partner with the Fire Department, Department of Public Works, and Town Manager; we will also continue to meet regularly to evaluate and address the traffic concerns of our residents and commuting public.

Incidents	FY10	FY11
Citations Issues	1,882	2,681
Warnings	1,435	2,030
Civil	361	523
Criminal	64	98
Arrests	22	30
Total Fines Collected	\$122,955	\$126,619

FY12 PROJECTIONS

The Department will initiate its third round of strategic planning using analytical data to drive decision making as it relates to the development of valuable police resources. This strategic planning process will bring together technological tools, management practices, real-time data analysis, problem solving and intelligence-led policing that ultimately will lead to results in crime reduction, a more efficiently run police department, and modern and innovative policing.

The Bedford Police Department will continue to participate in traffic safety grant mobilizations. Throughout FY12 we will seek state and federal grant funding to increase police patrols to target aggressive drivers, drunk drivers, and seat belt violators. The goal is to participate in these grants, making the streets of our community safer to travel.

The Bedford Police Department embraces and is committed to the philosophy of community policing. The concept of partnering with the community to solve problems of crime, fear of crime, and the quality of life issues has been institutionalized in the department. In FY12, the department will continue to offer a number of community policing programs to the public designed to provide citizens with tools, information, and skills in solving those problems. We will continue to partner with other Bedford Town departments to expand and create new programs in the community. The Bedford Police Department will continue to partner with the Bedford Fire Department and the Middlesex County Sherriff's department in providing a another free summer camp for Bedford children at the Sherriff's Academy in Billerica. The Bedford Police Department will also continue to install child passenger car seats. Our certified technicians will thoroughly inspect child car seats for wear and effectiveness and install them properly to assure the safest ride for our children.

Unfortunately, with the ongoing state budget cuts the community policing grant has been eliminated for police agencies state wide and most of our community policing programs face elimination in FY12. Although we are faced with this realization, it will not deter the Bedford Police Department from facilitating open dialogue with residents to address issues and challenges facing our community.

Accreditation

In FY12, The Bedford Police Department will seek full accreditation by the Massachusetts Police Accreditation Commission. This process will involve a self-assessment of the department to achieve compliance with hundreds of national law enforcement standards as set forth by the Commission.

Regional Police Initiatives

The Bedford Police Department is a member of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). The Council is a consortium of 51 police departments in Middlesex and Essex Counties, as well as the Middlesex and Essex Counties' Sheriff's Offices. The members of the organization operate pursuant to an inter-agency mutual aid and assistance agreement to share resources and personnel to enhance public safety in a fiscally responsible manner. As part of the agreement, each member commits resources from its law enforcement agency to assist other members in an effort to increase and improve their capabilities and capacities.

POLICE DEPARTMENT

Continued from previous page

NEMLEC is comprised of a Regional Response Team (RRT), which includes a Tactical Unit, Special Weapons and Tactics Unit (SWAT), K-9 Unit, and School Threat Assessment and Response System (STARS), Motor Unit, Bicycle Unit, Accident Reconstruction Unit, and a Crime Scene Unit. Officers associated with the various units receive specialized training in crowd/riot control, crisis negotiations, response to school violence, use of specialized weapons, drug interdiction, and many other areas of specialization within the law enforcement profession. Currently, we have officers assigned to the RRT Unit, SWAT, Motor Unit, STARS, and Drug Interdiction Unit.

School Threat Assessment and Response System

The School Resource Officers are assigned to the Bedford High School. The officers utilize the School Threat Assessment and Response System (STARS), a comprehensive program to prepare, assess, respond, and strive to prevent threats of violence in schools. This initiative is accomplished through mobilizing regional resources that recognize the individual uniqueness and integrity of Bedford schools.

This multi-tiered assessment and response system is designed to provide local officials in Bedford access to specialized resources developed through a collaborative effort. Utilizing the STARS' Protocol, incidents and threats are addressed through response classifications involving varying degrees of consultation, readiness, and intervention. Once STARS is initiated, local responses are augmented by NEMLEC's regionally coordinated resources including access to personnel and experts with specialized skills, planning and training opportunities, communications systems, equipment and advanced technologies, and protocols for program and techniques evaluation.

The dedicated men and women of the Bedford Police Department would like to thank the residents of Bedford for their continued support in accomplishing the department's mission of serving the community with pride. The department remains committed to provide the best public safety service and improve the quality of life for all of our residents.

PUBLIC LIBRARY

Richard Callaghan, Director

The Bedford Free Public Library is open 69 hours a week, 7 days a week (except summer Sundays). A Reference Librarian is available every hour the Library is open. Free programs for all ages, story times for children, and after-school events for teens are held year-round. Computers with Internet, library catalog, online databases, and popular office software are available for use. Wireless Internet is available throughout the building. The Minuteman Library Network Catalog, online databases, and individual patron accounts can be accessed from www.bedfordlibrary.net.

Library 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.

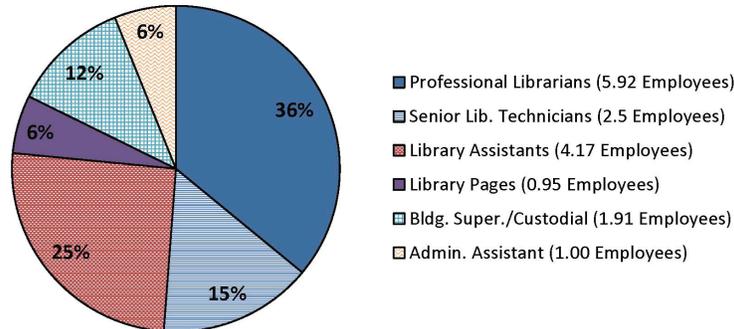
Number of Employees

Full-Time:	7
Half-Time or Above:	7
Part-Time:	26

PUBLIC LIBRARY

Continued from previous page

Library Employee Demographic



FY11 STATISTICS

Circulation

Materials borrowed from other libraries	43,252
Materials loaned to other libraries	49,737
Total Circulation*	337,539

*Includes downloaded titles

Professional Library Services

Number of reference questions answered	16,891
Number of items added to the collection	9,750
Number of attendees at library programs	9,280

General

Total physical collection holdings	117,356
Number of titles available for downloads	9,330
Total number of residents with library cards	9,227
Total museum passes checked out	1,830

FY11 HIGHLIGHTS

The Library conducted a town-wide survey in March to collect data to help guide our long-range plan for fiscal years 2012-2016. In terms of overall quality of service, the Bedford Library was rated good or excellent by over 98% of respondents. 87% of respondents visit the Library once a month or more, with the largest number, one-third, visiting about once a week. The vast majority (88%) of respondents were between the ages 36 and 75, with 46-55 being the largest age group. Despite recent industry shifts toward electronic books, 81% of survey respondents still use the Library to borrow printed materials (books, magazines etc.). The second and third most popular uses of the Library were for borrowing museum passes and DVDs (54% and 53%, respectively), followed by attending Friends' book sales at 43%, and reading printed materials (newspapers, magazines, books, etc.) at 37%.

Over one quarter of all respondents use the Library to borrow music CDs, audiobooks, and children's items; as well as a place to work, read, and utilize reference materials. Other popular reasons for using the Library included viewing the art exhibits, accessing library databases, and getting help from a librarian. The most asked for potential library services in order of popularity were: a drive up book return, more copies of popular titles, self-checkout, and more outdoor seating. Another popular request was for the Library to be open Sundays in the summer. One of the least desired services was adding a vending machine.

PUBLIC LIBRARY*Continued from previous page***Staff Changes**

Theresa Maturevich was hired in August as our new full-time Head of Reference Services. Ms. Maturevich has a Bachelor's degree in Psychology from the University of Massachusetts and a Master's in Library Science from Simmons College. Before coming to Bedford, she served as a Youth Librarian in Stoneham and a Reference Librarian in Beverly. Another major staff change was the retirement of Library Assistant Wynne Hathaway after 35 years of service.

Renewal Policy

Our renewal policy was relaxed this year to make things easier and more uniform for our patrons. Several categories of items that were previously not renewable (e.g. travel books, DVDs, video games, music, magazines, and Children's holiday books) were made renewable. Now almost all items in the Library may be renewed once (except new books and equipment).

Technology Updates

The Library upgraded its Internet connection this year (both wired and wireless), increasing speed and bandwidth by a factor of fifteen. Minuteman Library Network unveiled a new catalog interface called *Encore* to provide a more web-like searching experience for patrons (although "Classic Catalog" will continue to be available).

New Databases

The Massachusetts Library System, providing support services for all Massachusetts libraries, supplied us with eleven new online databases this year. For general users, we now offer: *Books & Authors*, *Business & Company Resource Center*, *Health & Wellness Resource Center*, *Literature Resource Center*, and *RDS Business Suite*. For high school and college students, we have the Gale "In Context" databases: *Global Issues in Context*, *Opposing Viewpoints in Context*, *Science in Context*, *Student Resources in Context*, *U. S. History in Context*, and *World History in Context*.

Special Events

Homer & Langley by E. L. Doctorow was the selection for this year's eighth-annual "One Book, One Bedford" community-wide reading event in April. Lively book discussions in the Library and around Town were topped off by several programs on compulsive hoarding and organization. Bedford teens were kept busy with 36 after-school and summer activities in FY11; and over 200 children participated in our annual summer reading program; this year's theme was 'One World, Many Stories'.

Library Trustees

In March, Rachel Field and Lynne O'Connor were each re-elected to another three-year term. The FY11 Library Trustees were Abigail Hafer, *Chair*, Robert Batt, Howard Cohen, Lorrie Dunham, Rachel Field, Lynne O'Connor, and Michael Pulizzi. Howard Cohen, Rachel Field, and Lynne O'Connor comprised the FY11 Library Corporation.



Bedford Library Staff in the Library Lobby, December 2010

Friends of the Bedford Free Public Library

Using funds raised through membership fees and book sales, the hardworking Friends generously supplied the Library with funding for: programs, museum passes, public performance movie licenses, television series on DVD, *BookPage* monthly subscription, posters, bookmarks, support for 'One Book, One

PUBLIC LIBRARY*Continued from previous page*

Bedford' and other special events, art displays, and refreshments at library programs. In FY11, the Friends funded the purchase of: additional chairs for our meeting room; two more Kindles for circulation; new DVD series; and extra display items.

The FY11 Friends of the Bedford Free Public Library Officers were Kay Spofford, *President*; Kim Seibert, *Vice-President* and *Membership Chair*; Beverly Matthews, *Secretary*; and Rick Spofford, *Treasurer*.

Library Volunteers

The Library enjoyed the invaluable assistance of 21 regular volunteers, who contributed over 1,500 hours of service this year. 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.

The FY11 Library Volunteers were Betty Baker, Betsy Boschetto, Nancy Campbell, Wally Campbell, Anne Dawson, Ruth Greenberg, Nan Hoeflich, Laura Koehn, Ken Konkle, Pat Konkle, Dorothea Laliberte, Erica Neff, Sam Petrecca, Elaine Shwimer, Sally Sutherland, Ruth Thompson, Pat Watson, Chrissie Webb, Pat White, Sue Wiczorek, and Lynne Wolf.

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.

The FY11 Arts Steering Committee was comprised of Madeleine Altmann, Jean Hammond, Sue Keroes, Astrid Reischwitz, and Carol Rissman.

A special thanks to:

- Elaine Yang, an AARP-trained tax specialist, who provided assistance with tax questions and forms from February through April
- The Daniel R. Nickerson Foundation, for its continued support for our special collection on learning and developmental disabilities
- The members of the Bedford Garden Club, who once again volunteered their time, energy, and resources for the beautification of library grounds
- The wonderful sixth-grade volunteers who assisted our Children's Librarians during the Summer Reading Program

FY12 PROJECTIONS**Electronic Collections**

Staff expects demand for downloadable electronic books ("e-books") to continue to grow this year, especially after *Overdrive* (the Library's Digital Media Catalog provider) resolves its compatibility issues with the Amazon Kindle e-reader in the fall. It is predicted that the use of downloadable audiobooks through *Overdrive* and downloadable music through *Freegal* will continue to expand. It is anticipated that an increasing number of interactive e-books will be published for electronic tablets and the Library will need to venture into this new reading experience.

Self-Checkout

The Library plans to add a self-checkout station to the Circulation area within the next year, which will give patrons the option of checking out their own materials. Library Staff will continue to be fully available for all circulation desk services, and will also be on hand to assist users with any questions at the self-checkout station.

PUBLIC LIBRARY*Continued from previous page***Database: *Historical Boston Globe***

We will be adding the *Historical Boston Globe* to our database collection for the first time. This database offers complete coverage of *The Boston Globe* from 1872 to 1979. *The Boston Globe* 1980 to present is already covered by our *Massachusetts Newsstand* database.

Library Landscaping Task Force

In FY11, Library Trustee Rachel Field established a task force for improving the exterior of the library building, including adding plantings, outdoor seating, and artwork. Although this will be a multi-year project, Library Staff hope that a few of these improvements will be implemented in FY12.

Foreign Language Collection

The Library will be starting a small Spanish Language collection for our adult patrons. The Library hopes to expand into other popularly-requested languages over the next few years.

RECREATION DEPARTMENT

Ronald Richter, *Recreation Commission Chair*

Amy Hamilton, *Director*

PURPOSE

The Recreation Department offers a variety of programs throughout the year. These programs reflect the interests of the residents and foster a sense of community in Bedford. Programs are self-supporting and costs are kept to a minimum thanks to the volunteer efforts 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. Office hours are Monday - Friday, 9:00 a.m. - 4:00 p.m.

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

Five town-wide mailings are made each year to distribute program brochures to each residence. Recreation information is also posted on the department's website at www.bedfordrecreation.org.

Recreation programs are typically held in the Town Center building rental space, public school facilities, various rental facilities, and at Springs Brook Park or on fields maintained by the Department of Public Works. Throughout the year, Recreation programs for youth and adults include: dance, gymnastics, the arts, music, soccer, basketball, volleyball, golf, fitness, tennis, skiing, science and special events and trips to shows and places of interest. In addition, the Recreation Department coordinates the Town's annual Bedford Day.

Summer recreation in Bedford is busy with popular programs such as sports camps, theater, science camps, Springs Brook Park swimming and swim lessons, Summer Adventures, middle school summer programs, Kids' Club, and Concerts on the Common.

The Kids' Club program is the Recreation Department's school-age child-care program for children in grade kindergarten through grade five. 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, and skiing are all programs made possible by the volunteer spirit and effort of Bedford residents.

RECREATION DEPARTMENT*Continued from previous page*

Private organizations offering recreational programs for Bedford youth include Bedford Babe Ruth Baseball and Softball, Lexington/Bedford Pop Warner Football, Bedford Youth Lacrosse, Bedford Travel Basketball, and Lexington/Bedford Youth Hockey. Bedford Recreation works with these private organizations to understand their field requirements, schedule the fields, permit the field use, and develop forward looking infrastructure requirements. The Recreation Department offers guidance to these programs based on years of programming experience. Interaction with these organizations, as well as ongoing communication with families involved with the Recreation programs, enables the Recreation Department to understand the ever changing needs of the Town. This connection with the families of Bedford is a true partnership.

Number of Employees

Full-Time: 2*

*Additional staff funded by Recreation Revolving Fund (program fees)

FY11 HIGHLIGHTS

- Renovations to refresh and enhance the North Wing that houses the Kids' Club and The Corner were completed; improvements included new floors, ceilings, restrooms and heating/cooling system
- Adult program offerings and participation increased significantly in FY11
- A Fields Partnership committee that was established to address maintenance and enhancement of this valuable resource completed its first year of work; the Partnership has representation from the Selectmen, Department of Public Works, Recreation Department and the School Department
- Youth soccer and basketball referee programs were restructured and a large number of youth participated in these leadership roles



Improvements to the Town Center North Wing included updates to the Kids' Club rooms (left) and the Teen Corner (right)

FY12 PROJECTIONS

- Continued development and enhancement of The Corner
- Continued development and enhancement of adult programming
- Continued review and implementation of changes at Springs Brook Park consistent with water study results
- Coordination with Bedford Public Schools to assist families with new school schedule

The Recreation Department looks forward to involvement with the residents of Bedford in FY12. Those interested in teaching programs, coaching or volunteering for the Recreation Department should contact the Recreation Office at 781-275-1392.

SELECTMEN

Walter J. St. Onge III, Chair

PURPOSE

The Selectmen are the executive branch of Bedford's Town government and oversee all municipal departments and offices that serve under the leadership of Town Manager Richard Reed. They include Bedford Local Transit, Code Enforcement, Council on Aging, Facilities (shared management with School Department), Finance, Fire, Police, Public Works, Recreation, Town Clerk, and Youth & Family Services. These departments and offices are staffed by 141 full-time employees. There are also approximately 32 part-time employees; their hours are equivalent to 10.31 full-time positions (these totals exclude employees who are hired by the Recreation Department – the majority of whom are seasonal workers and are paid through a revolving fund).



Town Center in the winter

During Fiscal Year 2011, the Town continued to navigate the challenges presented by the struggling state and national economy. Low interest rates and moribund residential and business growth constrained traditional sources of local revenues, such as investment income and building permits. These conditions limited the growth potential of the Town's operating and capital budgets. Efforts were made during Fiscal Year 2011 in preparation for the next fiscal year's budget to minimize cost increases for the wages and benefits of Town personnel. The Town continued to rely on reserves, astute financial management, and specific opportunities to offset potential reductions in municipal services (see details below). In December 2010, the Selectmen approved fiscal 2011 tax rates of \$14.33 for residential property, \$10.74 for open space, and \$31.76 in the commercial/industrial category.

FY11 HIGHLIGHTS

Awards and Recognition

In FY11, Bedford once again achieved designation as one of the "100 Best Communities for Young People". This was the third consecutive year that Bedford earned this designation.

Finance

Ambulance Enterprise Fund

The Selectmen voted to place an article on the 2011 Town Meeting Warrant for an Ambulance Enterprise Fund. The use of enterprise accounting for ambulance services would provide a better picture of what it costs to run the Town's ambulance services and would a more precise accounting method. This Fund was voted at Annual Town Meeting, and will take effect on July 1, 2012.

Fire Department Fee Structure

In October, 2010, the Bedford Fire Department proposed to the Selectmen an amended fee schedule with regard to fire prevention and permitting. By increasing the permit fees, Bedford will have comparable fees to surrounding towns.

School Borrowing

During Fiscal Year 2011, the Town completed its final borrowing for the Bedford High School project. The total project cost was \$50,092,567, of which \$21,008,481 was received from the Massachusetts School Building Authority (MSBA). Based upon MSBA's contribution and the low interest rates obtained with the Town's AAA bond rating, the total project principal and interest cost was \$41,631,114. This was less than the original projected borrowing costs of \$58,692,092 as discussed at the March 2006 Annual

SELECTMEN*Continued from previous page*

Town Meeting. As a result, the average annual tax impact per household (based on a \$500,000 home) was \$220 over 20 years; whereas the original anticipated tax impact was \$438 over 20 years.

Projects*Energy Conservation – Green Communities Act Designation*

In January, 2011, the Selectmen voted to place an article on the Annual Town Meeting warrant that asked voters to adopt the Stretch Code, which is a more stringent building code relating to energy matters. This was one of the state's requirements in order for Bedford to be designated as a Green Community, joining 59 other communities in the Commonwealth. A Green Community designation demonstrates Bedford's commitment to reducing energy consumption and qualifies the Town for certain state grant funds for energy conservation and improvements. Another requirement that was completed during the year was the adoption of a five-year Energy Reduction Plan for the Town, which established a goal of reducing the Town's energy consumption by 20% over this period. As the year ended, it appeared that Bedford had met all Green Community program requirements such that designation as a Green Community and award of grant funding was expected in early Fiscal Year 2012.

Great Road Master Plan

In August, 2010, the awarded a contract to Vanasse Hangen Brustlin, Inc. to conduct a study for the Great Road Master Plan. Community meetings were held to receive citizen input and revised plans prepared by VHB.

North Road Improvements

During Fiscal Year 2011, the Selectmen discussed various improvements and projects for North Road. The addition of a sidewalk was one of the more major improvements proposed. The Selectmen reviewed plans and discussed the width of the bike path, crosswalks, tree preservation and costs.

Refuse Collection & Recycle Programs

The Selectmen had extensive discussions after general public input during the latter part of Fiscal Year 2011 to consider possible changes in the Town's refuse and recycling program and services. Potential changes would limit the amount of refuse that could be collected from each residence, with overflow bags available for purchase by anyone needing additional capacity. More emphasis would be placed on recycling in order that the Town might realize significant savings in refuse disposal costs. As the year ended, contract negotiations were underway with the Town's refuse collection and recycling vendor to implement the new program in the fall of 2012.

Regional Housing Services Office (RHSO)

During Fiscal Year 2011, Town Manager Reed met with the Town Managers from Concord, Lexington, Lincoln, Sudbury and Weston in order to determine whether affordable housing services and resources could benefit from a regionalization agreement. After numerous meetings and discussions, an Inter-Municipal Agreement was reached in February, 2011, and it was determined that these services would be regionalized and administered by the Sudbury Housing Trust. The Regional Housing Services Office commenced operations on July 1, 2011. The RHSO will allow the six towns to better serve those residents who are seeking affordable housing and better assist with maintaining existing stock and ensure compliance with all state regulations.

Miscellaneous

Several other items occurring during Fiscal Year 2011 are worthy of note in this report:

- Construction began for Phase 2 of the Middlesex Turnpike/Crosby Drive Transportation Improvement project under a MassDOT contract.
- Rights of way were deeded to the Town along Hartwell Road from Concord Road to the area near Hanscom Airfield making it possible for the Town to utilize state road funding for this road that otherwise was considered a private way. These rights were obtained through

SELECTMEN

Continued from previous page

- a development agreement between the Selectmen and the owner of the former Raytheon site in the area.
- Renovation of the Town Center North Wing was completed during the summer utilizing funds under the Community Preservation Program. The North Wing is utilized primarily for the Town’s school-age childcare program known as the Kids’ Club, as well as space for the Town’s teen center known as The Corner.
- For the first time in many years, the Selectmen, as Cemetery Commissioners, adopted comprehensive revisions to the Town’s cemetery rules and regulations.
- Efforts continued with the School Committee and Finance Committee to secure permanent annual funding from the state to assist Bedford with the education of high school students who are dependents of military personnel assigned to Hanscom Air Force Base.
- The Town Manager conducted a recruitment process for a new police chief after Chief James Hicks resigned after 10 years of service in Bedford to become Police Chief in Natick. The fiscal year concluded with the appointment of Arlington Police Captain Robert Bongiorno, Jr. who was scheduled begin work in Bedford in July 2011.

The Town of Bedford is also grateful for the over 150 volunteers serving on boards, committees and task forces. The Selectmen wish to extend their thanks to all of the volunteers who work tirelessly all year long to make Bedford a wonderful community in which to live and conduct business.

The Town of Bedford is now on Facebook! The official Facebook Page for the Town of Bedford can be found at: <http://www.facebook.com/BedfordMA>. We encourage all citizens to visit our page for Town updates as well as the Town’s website, which may be accessed at www.bedfordma.gov.

TOWN CENTER

Keith Backman, *Chair*
Fay Russo, *Consultant*

Town Center of Bedford, Inc., a non-profit 501(C) (3) organization, has managed rentals in the Town Center Building since July of 1985. Rental management of the Great Room in Old Town Hall was assumed in FY05, as well as rentals of Rail Diesel Car #6211 at the Bedford Depot Park in the fall of 2009.



Town Center in the winter

The Town Center Board of Directors were elected at its Annual Meeting in September of 2010. FY11 members were: Keith Backman, *Chair*, Thomas Larkin, *Vice-Chair*, Geraldine Welch, *Secretary*, Suzanne Neal, *Treasurer*, Sheldon Moll, and William S. Moonan.

Number of Employees
Full-Time Consultant: 1

FY11 HIGHLIGHTS

Town Center

Town departments that occupy various locations within the building include the Board of Health, Council on Aging, Recreation Department, and Youth and Family Services. Non-profit organizations include Bedford Chamber of Commerce, Iskwelahang Pilipino*, and Minuteman Senior Services. Kids’ Club, a Recreation Department sponsored program, continues operations in the brick wing portion of Town Center. Also sponsored by the Recreation Department is The Corner, a middle school activity and social

TOWN CENTER

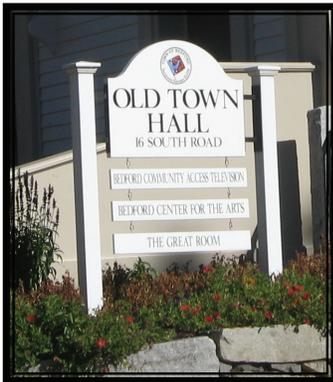
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center located in the brick wing extension. The Bedford Community Table/Pantry continues its long-standing operation of serving Thursday evening meals in Town Center (except during the summer) and distributing groceries year-round.

**Iskwelahang Pilipino celebrated its 35th anniversary as a non-profit organization by rehearsing in the Town Center multi-use spaces for a musical performance at Regis College.*

Town Center Leases

- The Chamber of Commerce began the first year of a new three-year term as of July 1.
- A Memorandum of Understanding was executed for a three-year term with Minuteman Senior Services starting on July 1.



The sign at the entrance to Old Town Hall

Old Town Hall

The 1856 building, renovated in 2004, still maintains its historic character. The renovation included a small addition for the installation of an elevator, a stairway, and rest rooms on each floor. Further enhancements include plantings and flower arrangements by the Bedford Garden Club, both at the front of the structure as well as at the rear entryway. Containers of flowers bloom in the summer months, and greens are added to the containers in the winter.

Old Town Hall Leases

A lease is held by the Bedford Center for the Arts for the rental of the first floor. Bedford T.V. (formerly Bedford Community Access Center) holds a lease for the second floor. The third floor is primarily used for meeting and party rentals (see below for rental examples).

Rail Car #6211 at Bedford Depot Park

A meeting with the Town Center Board of Directors and Depot Advisory Committee was held to discuss potential activity and the need for additional equipment to encourage rentals. Ideas such as a mounting a screen for showing of movies or travelogues, a projector and screen, along with small tables for promoting a “dinner” car were among the suggestions. A projector and screen were “loaned” to test the concept at a meeting of the Massachusetts Bay Railroad Enthusiasts.

A donation of \$4,425.75 from the Freight House sales of food and Bedford memorabilia was included in the Depot Park Revolving Fund along with rental receipts.

Depot Park Leases

The Bedford Depot Park houses three tenants: Babe Ruth Baseball and Softball League, JRM Antiques, and The Glass Cooperative. An option year for The Glass Cooperative was approved by the Selectmen in FY11.

Examples of Party/Meeting Rentals

The following are among some of the parties and meetings that have been held in the multi-use spaces of Town Center, the Great Room at Old Town Hall, and Car #6211:

- Wedding/receptions/rehearsals
- Bridal and baby showers
- Birthday and anniversary parties
- Graduation parties – high school and college
- Memorial services
- High school sports banquets
- Meetings of non-profit organizations

TOWN CENTER*Continued from previous page*

- Bar and bat mitzvahs
- Local business company conferences and parties
- Bedford Center for the Arts meetings and sponsorship of the Knight book launch
- Holiday parties
- BHS Class of 1960 reunion
- SAT classes
- Church group programming and parties
- Guzheng recitals
- Dance and exercise classes
- Photography shoots
- Town sponsored events by Public Ceremonies and Youth & Family Services

Maintenance

The removal and replacement of the wooden floor in the Union School Room on the second floor of Town Center was approved at Town Meeting. The work will be completed around the December holidays of 2011 when dance and exercise classes will be in between sessions. In addition, the annual re-finishing of the wooden floor in the Great Room was completed.

Administrative

Total gross revenue from nine leases during FY11 was \$65,364.35, with gross revenue from occasional rentals totaled \$82,742.90 for a grand total of \$148,107.25. The invoicing and accounting of revenue from leases and occasional rentals continues to be handled by the Town Center Director/Facilities Coordinator, with the funds deposited in the Facilities and Depot Park Revolving Funds. Expenses are processed and accounted for by the Facilities Department.

The tax returns of Town Center, Inc., the managing agent, are completed and filed within five months of the end of the fiscal year, 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 are submitted to the Facilities Director and Town Center Board of Directors. A listing of occasional rentals is submitted on a monthly basis to the Facilities Department and it's custodians.

FY12 PROJECTIONS

Through programming with Bedford T.V. and its high school intern program, a video will be made with voice-over. The video will focus on the various rental areas in Town Center, the Great Room at Old Town Hall, and the rail diesel car at Bedford Depot Park. This will give prospective rentals an opportunity to view the space(s) that best meet their needs. There will be further investigation of equipment necessary to enhance the rental of Car #6211. Also, an investigation of the installation of ceiling fans in the Great Room at Old Town Hall will be reviewed.

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.

TOWN CLERK*Continued from previous page***Number of Employees***

Full-Time: 3

*Part-Time employees work a total of 15 hours per week

FY11 HIGHLIGHTS

The mandate of publication of meeting dates and agendas for the public to view on a 24 hour basis required the Town to determine a solution. Facilities built a container for the binder at the front door with the meeting list and agendas. This binder is updated on a daily basis and is accessible to the public 24 hours a day.

The Town Manager's Office requested assistance with the preparation of the training for the Volunteer Committee Workshop. The Town Clerk reviewed the presentation and offered suggestions regarding the Open Meeting Law and Conflict of Interest Law sections.

The Town Clerk suggested changes to the new resident information listed on the website. She recommended including information on voting, as well as voter registration.

The Town Clerk met with Health Director Heidi Porter to discuss department coordination of burial permits and kennel inspections and licensing. The meeting concluded with the agreement to complete kennel inspections by the end of March to coincide with all dog owners licensing their dogs.

Census

Census forms are mailed to all households on January 1st 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 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.

About 95% of Bedford residents return their census forms on an annual basis. To insure that the most accurate data is taken, the following improvements were made in FY11 to the Town census:

- Evaluating the Assessor's property address database to locate new addresses
- Analyzing the Council on Aging database to find new residents
- Researching the undelivered census forms to determine which street addresses should be removed from the system

As a result of the 2010 Federal Census, the Town Clerk and GIS Analyst attended a training to prepare for the redistricting process. The Secretary of State's Office presented simulation maps to provide an understanding of the required changes. Due to the population growth in precinct three, there were slight changes to precincts one, two and three in the Town of Bedford. The Town Clerk met with GIS to complete the map and boundary descriptions for the new precincts. Information regarding the redistricting plan was presented to the Selectmen in June. The Selectmen approved the plan and the mandatory information arrived at the Secretary of State's Office by the submission deadline.

Elections

See Board of Registrar's Office

Records Management

The Secretary of State released new schedules at the end of June for the retention and destruction of

TOWN CLERK

Continued from previous page

town and city records. A representative from the Secretary of State’s Office attended a Records Management Meeting to further explain the new schedules and answer questions. The Archivist analyzed the State retention schedules for certain departments to provide a list of revisions.

The Archivist completed revisions to the Minutes Policy due to Open Meeting Law changes. The Records Management Committee approved the updated policy. The Town Manager is assisting with the revisions for the final release.

The Library Director selected projects for the Archivist to complete on the Bedford Room. The Library Director decided on the conservation tasks and the collection policy development task.

The Town Clerk’s Office undertook several file reorganization projects including the Cultural Council files, Historic District Commission files, Town Clerk Oath of Office files, and voter card records. The Town Clerk researched various scanning systems to scan the vault paper records. The Town Clerk concluded that the least costly method was to utilize the existing copier to scan in the records and purchase software to search the scanned records at a later date.

Northeast Document Center restored two historical books during the fiscal year. The Town Clerk discussed conservation record needs with Brown’s River to determine conservation scheduling for the end of the 2011 budget period. Brown’s River currently binds the Town’s permanent records. There is a substantial cost savings with the new vendor.

The Finance Director and Town Clerk discussed representation of the Records Management Committee on the Emergency Management Team. The Finance Director created an opportunity for the Town Clerk to present the Records Disaster Plan and discuss representation at the April Emergency Management meeting. The goals of integrating the Records Disaster Plan with the Emergency Management Plan and obtaining records management representation on the Emergency Management Committee were achieved.

The Archivist analyzed vault storage capacity and determined that the vault is reaching near maximum storage. The Archivist worked with certain departments to reduce storage capacity. The Archivist and the Town Clerk are reviewing various secure storage alternatives.

Paul Bergeron, the Manchester, New Hampshire City Clerk, presented suggestions to improve the Records Disaster Plan. The Records Management Committee will discuss the suggestions at an upcoming meeting.

Vital Records

The Registry of State Vital Records is computerizing births, deaths, and marriages; and is providing training in utilizing the new web-based system. The Town Clerk attended a training in December 2010 on the birth module for resident communities. The Town Clerk’s Office is recording and printing birth records from the State system beginning February 1, 2011 to present. The office will continue to utilize the present system for births prior to February 1, 2011. Deaths and marriages will be computerized within the next two years.

FY11 STATISTICS

2010 Vital Statistics

Births:	114
Deaths (Includes VA Hospital):	217
Marriages:	54
January 1, 2011 Town Population:	13,986

TOWN CLERK*Continued from previous page**FY11 Budget Information*

FY11 Operating Budget - Town Clerk	\$190,934
FY11 Operating Budget - Elections/Registrations	\$ 48,853

FY12 PROJECTIONS

Special projects for the Town Clerk's Office in FY12 will include:

- Creating preservation quality microfilm for births, deaths, and marriages
- Training and expertise in State Vitals system
- Completing the renovation of the Bedford Room at the Public Library
- Planning and scheduling for the Presidential Election

TOWN HISTORIAN

John B. Dodge, *Historian*

PURPOSE

The Town Historian is a source of information whenever questions arise about the life, families, buildings, and events in Bedford from its incorporation in 1729 to the present. The Town Historian responds to requests for speaking engagements, newspaper articles, genealogical data, source material for students, and answers specific questions from residents.

FY11 HIGHLIGHTS

- Lead several live talks at the Council on Aging regarding growing up in Bedford
- Collaborated with the editor of *The Bedford Minuteman* on several articles regarding how Bedford has changed in my time; one of these articles focused on the Depression era
- Set up and manned the Town Historian booth on Bedford Day till closing
- Served as a guest at the Lexington Council on Aging, sharing our illustrious history with their membership; they were deeply interested and warmly welcoming

As Town Historian, I also participated in several local cable programs including the following:

- **Bedford During WWII:** a discussion with George Swallow, Alan Fay, and Joe Damery
- **Life in Bedford in the '30s and '40s:** a discussion with George Swallow and John Stewart
- A comprehensive taped tour of the Town culminating with a walk about the Old Town Hall; wonderfully scored with music from bygone eras done very professionally by Madeleine Altmann, and included many notable Town sites, including the Blake (or Sheldon) Block before the ongoing demolition
- A taped discussion with Arthur "Pat" Genetti, 98 years of age and former Bedford Tax Collector; this was a wonderful opportunity for us all to enjoy the years of his long tenure

FY12 PROJECTIONS

Projections for FY12 include participating in more programs and discussions and to man the Town Historian booth at Bedford Day which will incorporate enlarged photos that were taken during the 1938 Hurricane.

I continue to work daily as Bedford's Town Historian. Meanwhile, I have many other projects in the works and look forward to completing them in FY12.

YOUTH & FAMILY

Tom Pinney, *Advisory Committee Chair*
Sue Baldauf, *Director*

PURPOSE

As a result of our Strategic Planning process two years ago, we continue to live our revised mission and operate with a revised bylaw from this year. The mission of Bedford Youth and Family Services (YFS) is to identify and address the social, emotional, and developmental needs of children, youth, adults, and families in Bedford through programs and services that support and nurture. The department receives community oversight by a nine member citizen advisory committee that meets regularly five times a year. The services we provide include:

Supportive Counseling

- Confidential individual and family counseling related to family life and adjustment issues
- Crisis intervention and assessment
- Assistance with local entitlement programs like veterans benefits and fuel assistance

Community Education

- Forums and seminars to strengthen parenting skills, improve life adjustment, and encourage healthy lifestyles and family life
- Collaboration with community groups and school and town officials on the Youth Risk Behavior Survey and towards best serving the needs of youths and families

Resource and Referral

- Information about existing resources
- Outreach and referral for appropriate services
- Up to date educational pamphlets, resource guides and materials

Youth Empowerment

- Provide positive alternatives for youth through after school; tobacco, alcohol, and substance use education, prevention and diversion programs; and the Job Match Program
- Promote the development of a strong and positive youth voice through collaboration with schools, police and other youth serving organizations on the Peer Mentoring Program and a youth website

Bedford Youth and Family Services envision 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, resource assistance, and youth empowerment and support. The Department works closely with schools, police, community agencies, citizen groups, and the courts. Youth and Family Services continue to be guided by the following strategic goals:

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

YOUTH & FAMILY*Continued from previous page***Number of Employees**

Full-Time: 2
Part-Time: 2

FY11 HIGHLIGHTS

The Department successfully met or actively worked on its strategic goals as well as its special projects for the year. We remain active partners with several Town departments, all the schools, parent groups, and citizen groups like the Violence Prevention Coalition, the Bedford Community Partnership, the Regional Early Childhood Advisory Council (formerly Community Partnership for Children), and the Chamber of Commerce. Youth and Family Services continues 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 Town budget expenditure. Our honed mission statement and strategic goals will continue to guide our daily work and future initiatives.

The Department continues to benefit from our office space centrally located in the renovated Town Center building. Our residents drop in with more frequency 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.

Supportive Counseling

This year marked the 21st successful year collaborating with Eliot Community Human Services in Concord on the provision of counseling services to Bedford residents. Services are provided by four 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, counseling services have been provided to approximately 100 different people over the course of the year with about 600 contacts, from a low of 47 to a high of 62 people each month. The four clinical staff has held almost 1,100 sessions during the year at our Bedford site, the low being 76 sessions a month and the high being 119. Slightly fewer sessions have been reported in Concord, with about 69 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.

This year marked a successful year providing Veterans Services for Bedford residents. With the marked increase in veterans residing in the community and increased need for services, we have been able to provide high visibility, regular Bedford hours, some newspaper coverage, and regular visits to community settings for educational and support purposes. We have had over 600 face-to-face contacts on veterans' related issues, fielded about 800 phone calls, and participated in several community support sessions at the COA, the VA Hospital, and other community sites, involving about 2,000 participants. We have been very involved with the sixty units of veterans housing developed and occupied at the Bedford Veterans Hospital and had the majority of new clients from that site. We participate regularly in the Patriotic Holiday Committee's Veterans Day and Memorial Day remembrances and have attended seven funerals or memorial services for Veterans this past year.

The Prevention Coordinator also continued responsibility aiding residents with the Fuel Assistance application process, completing 15 of the 32 total applications, as well as assisting residents with applications for housing, Food Stamps, or other forms of aid. This included fielding countless phone calls, as well as the regular maintenance of the Youth and Family Services and Teen websites on the Town homepage.

Community Education

Youth and Family Services continued its 17th year of school and town collaboration on Prevention Ser-

YOUTH & FAMILY*Continued from previous page*

vices. Our full time Prevention Services Coordinator has responsibility for not only the prevention work but also the After School, Peer Mentoring, and the Youth Website. The Safe Homes Program designed to support parental limit setting at teen parties entered its 8th year with a stable enrollment of about 260 families. This year marked the 12th annual town-wide Substance Abuse Awareness Month with prevention focused newspaper articles and bulletin board displays at both the middle and high schools related to topics like stress, friendship, transitions, safe driving, and alcohol. We facilitated dissemination of the results of the sixth Youth Risk Behavior Survey done March 2010 in collaboration with the Bedford Public Schools and Social Science Research and Evaluation (SSRE). Staff continued our regular prevention programming at all schools, successful offering of tobacco, drug and alcohol education and diversion programs with both the Police Department and the school system, mostly the High School. We continued the fifth year of our Volunteer Opportunities Book with listings from Bedford organizations and made available to Bedford youth and other residents looking for community service possibilities.

Our parent education series this year was successful with eight different offerings, this year featuring local and less costly presenters. We reached about 250 parents and professionals and collaborated with the schools and the parent organizations.

Staff collaborated with the Bedford Police on alcohol and drug diversion, domestic violence response, and a school resource officer grant. We were also honored to participate in the interview process for hiring the new Police Chief and new Health Director. We worked interdepartmentally editing and formatting the Disaster Response and Recovery Plan for Records for the Town Records Management Committee.

Youth and Family Services continues 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. We met monthly with the school crisis team.

On behalf of the Selectmen, the Department successfully continued the collaboration with the Chamber of Commerce and the Violence Prevention Coalition of Bedford to educate Bedford businesses about Diversity Training. In lieu of scheduling large group training, we continued to work with the Chamber of Commerce to add materials related to diversity and cultural competence to the Chamber website. We plan to continue to offer small group training by request. Total Bedford businesses trained to date remains at 44.

Regionally, Youth and Family Services continues to be active in the Northwest Suburban Health Alliance, or CHNA 15, the 12-town public health region that serves Bedford. We continue to sit on the Young Adult Initiative Board 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 (MMA), and were reelected to a second two-year term as President this year. In that capacity we worked with the MMA to coordinate two regional trainings this year, one with the Massachusetts Taxpayers' Foundation and another with Framingham Human Services and Council on Aging on hoarding, and one workshop at the MMA Annual Meeting in January. We frequently write and coordinate submission of the publicity articles for LOHSC for the MMA monthly newsletter. We serve on the Regional Early Childhood Advisory Council, reconfigured from the Advisory Board of First Connections in Concord and the Bedford Community Partnership for Children, which provided child care assistance for working families of pre-school children. 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.

YOUTH & FAMILY*Continued from previous page***Resource and Referral**

Our office has had over 10,000 resident contacts this year in several of our services and youth events. Staff documented 2,000 specific contacts with approximately 500 residents and have fielded over 1,300 calls, over 400 emails, and over 350 visits to the office. We distributed over 100 new resident packets.

Youth and Family Services continued to work with the Town Manager to secure additional community efforts towards Bedford's ongoing efforts to fight hate and bigotry in collaboration with the Violence Prevention Coalition of Bedford (VPC). We developed a New Resident Information section for the Town of Bedford website in collaboration with the Town Manager and VPC and with the goal of improving integration of new residents into the fabric of the community. We also presented with VPC representatives to the Selectmen on the need for a consistent code of conduct for field use for sports activities.

Youth Empowerment

Our Prevention 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 76 registrations. We were fortunate to have a total of two middle school teachers/staff, and five community instructors offer a total of 11 classes and activities. We made a successful decision to switch from the bulk mailing of the JGMS after school program flyers to all students' homes to an electronic version in an effort to reduce costs and save paper. The Peer Mentoring program was quite successful this year as an After School option as part of the activities offered in the Corner, the new youth space in Town Center overseen by the Recreation Department.

Other projects the Prevention Coordinator worked on include an After School Video Production Club run jointly with Bedford TV and participation in the Bedford Youth Task Force and the Bedford Public Schools Wellness Council.

Job Match continues to be an important resource for residents and a rewarding learning experience for teens. Many students have found employment that would otherwise have not been able to find work. There were over 136 contacts related to the services with over 56 matches. The number of students throughout the year signed up to work averaged 60. Many satisfied residents have participated in this service for years.



Jonathan Zaff of America's Promise Alliance, Police Chief James Hicks, Recreation Commission Liaison to Youth Task Force David Ellis, Youth & Family Services Director Sue Baldauf, and MA State Representative Charles Murphy at the 100 Best Communities for Young People Dinner

Working under the auspices of the Bedford Community Partnership (BCP) and its Youth Task Force, staff continued the work with the Schools, Police, Recreation, and Health on our local policy on youth. We were honored to have received our third award as one of America's **100 Best Communities for Young People**. For the seventh year in a row, Youth and Family Services 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.

Though we did not receive a \$6,000 continuation grant from the Northwest Suburban Health Alliance/CHNA 15 DoN funds from Lahey Clinic for a Safe Routes to School program, staff was able to continue this program on a partial basis this year. This grant supports the initiative begun two years ago in collaboration with Health, Lane School, Police, and Bicycle Advisory Committee and which involved designated days for students to walk or bike to school as well as on site bicycle and pedestrian safety training at the two elementary schools.

The Youth Task Force also worked with a group of middle school aged youth on organizing a dance event at the Town Center. That event drew about 150 youth.

YOUTH & FAMILY

Continued from previous page

FY12 PROJECTIONS

Youth and Family Services is continuing our efforts to maintain our accessibility to the community at large. We plan to continue to ensure public awareness about our services through our seasonal newsletter, up-to-date website, regular press releases, and new resident packets. Staff plans to continue to be on the lookout for new ways to better educate youth and parents about tobacco, alcohol, and substance use and abuse. We will continue to support the Selectmen, Recreation Commission, and the community in their response to the on-going need for youth space, following up on the success of The Corner again this year for middle school youth. In addition to continuing our ongoing projects like disseminating the results of the Youth Risk Behavior Survey, sponsoring the Safe Homes Program and the Peer Mentor Program, and coordinating Business Diversity Training, we are planning the following special tasks for next year:

- Distribute the sixth edition of the Celebrating Parenting Weekly Engagement Calendar.
- Enhance parent education offerings for the community based on ongoing success of collaborations with other Bedford parent groups and interested parties.
- Coordinate the 8th Bedford Families Unplugged event in November in along with Bedford Community Partnership, Selectmen, Schools, parent associations, and Bedford Historical Society.
- Plan and coordinate with Violence Prevention Coalition and other community groups' events and activities ensuring Bedford as a community free of hate and bigotry.
- Provide administrative oversight and support of the Safe Routes to School initiative in conjunction with Board of Health and on behalf of the Youth Task Force.

ZONING BOARD OF APPEALS

Jeffrey Cohen, Chair

PURPOSE

The Bedford Zoning Board of Appeals (ZBA) consists of five permanent members and three alternate members who are Bedford citizens appointed by the Bedford Selectmen. The ZBA is a quasi-judicial body that acts on behalf of the Town. The function of the ZBA is to act on petitions from a local citizen or interested party, who wishes to seek approval within or relief from the provisions outlined in the Bedford Zoning Bylaws, Sign Bylaws, or in some cases appeal the Zoning Enforcement Officer's interpretation of the regulations presented in the Bedford Zoning and Sign Bylaws. The Board also handles Comprehensive Permit applications, better known as Chapter 40B projects, for affordable housing.

Number of Employees

Full-Time: 1*

*One Full-Time Employee working in the Code Enforcement Department in Town Hall

FY11 HIGHLIGHTS

FY11 saw 31 applications to the Zoning Board, with the approval of 19 Special Permits for additions, signs, and modifications to wireless antenna facilities; one Variance for an addition; and one appeal of the Building Inspector's decision. Eight petitions were withdrawn at the request of the applicant.

FY12 PROJECTIONS

The Board will continue its mission to uphold the Zoning and Sign Bylaws, ensuring that building and sign projects in Bedford are not detrimental to the Town or the neighborhood in which they are proposed and are in keeping with the intent and purpose of the Bylaws.

PART II: SCHOOLS

BEDFORD PUBLIC SCHOOLS

Brad Hafer, School Committee Chair
Maureen LaCroix, Superintendent of Schools

PURPOSE

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.

Operations

The Bedford Public Schools consists of two elementary schools, a middle school and a high school. In addition the Bedford Public Schools is a member of two special education collaboratives, and the Town of Bedford is one of five founding members of the Shawsheen Valley Technical High School. The student body reflects an increasing diversity with students from Bedford, Hanscom Air Force Base, and Boston (the latter via METCO, a volunteer desegregation program). The school system also offers an Integrated Pre-K special education program. The day-to-day operation of the Bedford Public Schools is under the supervision of the Superintendent, Dr. Maureen LaCroix. The policy-making body for the Bedford Public Schools is the Bedford School Committee. The Bedford School Committee consists of five members, each elected on a non-partisan ballot by the people for terms of three years. Members of the Committee and their terms of office are: Brad Hafer, *Chair*, 2013; Abbie Seibert, *Vice-Chair*, 2012; Anne Bickford, *Secretary*, 2013; Noreen O’Gara, 2014; and Edward Pierce, 2014.

The goal of the Bedford Public Schools is to provide a well-rounded balanced education that is child centered. The curriculum of the schools has been designed to align with the State’s guidelines. To meet the needs of the child and deliver the 21st century education program to our children we establish goals for maximum class size; however, increasing enrollment has resulted in actual class sizes exceeding district goals.

Grade	# Students per Class Goal	Actual 2010-2011	FY11 Budget Projection
K	20	18 to 22	19 to 20
Grades 1-3	23	17 to 22	19 to 22
Grades 4-5	25	20 to 25	23 to 24
Middle School: 6-8	25	To 31	To 27
High School: 9-12			
Level 2 & 3	18	To 20	To 20
Level 4 & 5	25	To 26	To 25

Number of Employees

Professional Staff (Full-Time): 245.3
 Non-Professional Staff (Full-Time): 115.2

BEDFORD PUBLIC SCHOOLS*Continued from previous page***FY11 STATISTICS**

October 1, 2010 Enrollment	2,372
BHS Graduation Rate: Class of 2010	99%
<i>Post Secondary Education: Class of 2010</i>	
4 Year College	79%
2 Year College	14%

SAT Scores: Class of 2010

SAT by Mean	1711 out of 2400
<i>SAT by Subject Area</i>	
Critical Reading	563
Math	584
Writing	564

*The BHS Snack Shack located at the track***FY11 HIGHLIGHTS****Facilities Management**

- Presented comprehensive Space Needs Study of the Davis, Lane, and John Glenn Middle schools to Annual Town Meeting to apprise residents of future space needs particularly in terms of specialized areas such as Special Education and English Language Learning.
- Submitted Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) seeking approval for state funding to support an addition to the reconfiguration of space at Davis School.
- Received endorsement of Capital Expenditure Committee for a process for long-term funding of capital projects as a bundled plan to support maintenance repairs totaling approximately \$223,000 per year for the next six years in the schools.
- Achieved 5% reduction in energy use consistent with the Bedford Energy Task Force goal to implement an energy use reduction plan.

Curriculum and Instruction

- Completed the Visiting Team peer review process for the Program Reviews in English Language Arts and Social Studies.
- Begin Self-Study process for K-12 Art Program Review.
- Continued to meet the federal guidelines of *No Child Left Behind* making Adequate Yearly Progress (AYP) in English and Mathematics.
- Began the alignment of the Bedford curriculum to the National Common Core Standards.
- Developed a plan that ensures that all high school students meet the Mass Core standards for graduation; revise the Graduation Requirements to meet this goal.
- Designed new schedules for 2011-2012 implementation in each school to ensure that eligible students are receiving Response to Intervention (RTI) services.
- Implemented 1:1 NetBook Laptop Pilot Program in Grade 3 classroom.
- Developed additional common assessments K-12 and continued structured process to look at student work to improve instruction.
- Continued to address educational equity and access issues with a focus on the growing English Language Learners' population to ensure that we are serving all populations well.
- Expanded training and use of "pilots" to infuse technology and 21st Century Skills into all classrooms to ensure that we are effectively engaging our digital learners.

Personnel and Professional Development

- Continued implementation of *Aspen* (X 2), the new student management software that provides middle and high school parents and students with online access to grades, report cards, and interim reports.
- Reorganized the Superintendent's Office, eliminating the position of Director of Special Edu-

BEDFORD PUBLIC SCHOOLS*Continued from previous page*

education and creating the position of Assistant Superintendent with oversight for Special Education; appointed Cyndy Taymore to this position.

- Concluded the ninth year of a professional development technology initiative for teachers (MEET), designed to support the integration of technology into the curriculum in new and innovative ways; encouraging a focus on 21st Century teaching and learning, and the development of collaborative learning communities.
- Created K-12 Vertical Teams to ensure curriculum alignment across the system.
- Began partnership with Merrimack College with the institution of the Fellowship Program, an initiative that places graduate students in one year teaching internships in the schools.

New Program Initiatives and Planning

- Initiated long-range Strategic Planning Process.
- Developed a new schedule for the schools that responds to the Later Start Committee's research citing a need to change the high school start time. As part of this effort, created a combined bus route for middle and high school students.
- Created a ¾ Early Release Day Schedule for every Wednesday to provide more time for professional development.
- Developed and redesigned District webpage using Web 2.0 tools.
- Continued targeted efforts to market the unique strengths, performance, and success of Bedford High School and our students to college recruiters relative to our local, competitive peer group.

Fiscal Management

- Developed an FY12 budget designed to meet the School Committee's ongoing commitment to limit, if possible, the annual increase in the operating budget for core educational services to a target of 4%. The approved FY12 budget represented a 0.79% decrease from FY11.
- Continued work with the Strategic Communications Task Force, in partnership with key Town officials, to identify a long-term solution to ensuring an appropriate annual reimbursement for the operating costs for the students who attend Bedford High School from Hanscom Air Force Base. Additional financial support has been included in the state's FY12 approved budget.
- Reached agreement with the Bedford Education Association on a three-year contract (2011-2014) that will enhance fiscal stability in the schools.

FY12 PROJECTIONS

- We will implement and evaluate the first 1:1 Pilot Program at Bedford High School using the iPad2 in all ninth grade classes.
- Staff will be working collaboratively with all of the town departments to manage limited financial resources in a challenging financial environment. The additional funding from the state for the Hanscom students will help to alleviate some of the strain in FY13.
- We will complete the Community Questionnaire for the 2012-2017 Strategic Plan for the Bedford Public Schools and present the plan to the Bedford School Committee for approval.
- The Bedford Public Schools will develop a comprehensive Staff Evaluation Plan in response to the new regulations that were approved by the Department of Elementary and Secondary Education in June 2011.
- We will negotiate the new Educator Evaluation Regulations with the Bedford Education Association.
- We will continue the implementation of RTI strategies for students who are struggling academically and/or behaviorally.
- We will train school-based data teams to improve instruction and to compile consistent assessment information on student growth.

Shawsheen Valley Regional Vocational/Technical School District

Charles Lyons, *Superintendent/Director*

Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the Shawsheen Valley Regional Vocational Technical School District (SVTHSD) celebrated its 41st anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Donald Drouin, *Secretary*, and Glenn McIntyre from Bedford; Kenneth L. Buffum and Paula McShane Lambert, *Treasurer*, from Billerica; Paul V. Gedick, *Chair*, and Robert Gallagher from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis and Robert G. Peterson, *Vice-Chair* from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

SVTHS is one of 26 regional vocational technical school districts in Massachusetts. 1,346 high school students were enrolled in SVTHS's day school programs in October of 2011, and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2011, SVTHS graduated 324 seniors. Over 70% of the graduates planned to attend college or other post secondary schooling in the fall. 20% of the students intended to continue working in their trade with another 11% working in another field after graduation. In addition, 2% entered the armed forces.

FY11 HIGHLIGHTS

Academic Programs

MCAS Performance: In the Spring of 2011, the 321 sophomores comprising SVTHS' Class of 2013 distinguished themselves among all other vocational-technical high school students, among all sophomores within the five-town district and, most impressively, among all sophomores throughout the Commonwealth—earning a special commendation from the Department of Elementary and Secondary Education (DESE) in the latter analysis. With only one exception, SVTHS sophomores outperformed all other vocational-technical sophomores on all MCAS performance measures (English Language Arts, Mathematics, and Science/Technology/Engineering) during the 2011 test period.

The District analysis paralleled the vocational analysis. With the exception of Wilmington (Mathematics only), SVTHS sophomores outscored or equaled all of their District peers on the three performance measures.

Curriculum Revision

In response to the curriculum change promulgated by the Massachusetts Core Curriculum, the design and sequence of course offerings at SVTHS is changing to support earlier access to College-Preparatory mathematics courses. The revision takes effect in the fall of 2011 and will become an ongoing project during the next four years as the class progresses through grades 9-12. College-Preparatory Algebra I, Level 2 was implemented in the fall of 2011. College-Preparatory Geometry, Level 2 is scheduled for implementation in the fall of 2012, and College-Preparatory Algebra II, Level 2, in the fall of 2013.

Summer School

In the summer of 2011, the SVTHS Summer Program enrolled 119 students from 10 surrounding school systems in 22 courses offered to students in grades 7-10.

Infrastructure Renovations

The completion of SVTHS' state-of-the-art Life Science Wing and the migration of the Health program to that new facility made available to academic programs three rooms previously occupied the Health Shop in the school's mall area. Extensive summer renovations to those rooms converted a small Health lab to

SHAWSHEEN VALLEY VOCATIONAL/TECHNICAL SCHOOL DISTRICT*Continued from previous page*

a larger academic science lab. A second area was converted to a science classroom, and a third area became a Social Studies classroom. In addition to these changes, installation of ceiling-mounted LED projectors, interactive white boards, and mimeo technology continued throughout the building.

Clubs and Organizations

A year-long series of successful social events and thoughtfully devised fundraisers were held throughout FY11, which included initiatives to raise supplies for American soldiers in war zones. Each of the four classes culminated the year with memorable formal and semi-formal events.

Several clubs were awarded various honors including an award for excellence for Shawsheen's literary magazine, first place awarded to the Robotics Club at the annual Trebuchet tournament, and the induction of 39 eleventh and twelfth graders to the SVTHS chapter of the National Honor Society.

Support Services

The SVTHS Support Services Department services the fourth largest population of students with special needs in Vocational Education within Massachusetts, approximately 320 students. The most frequently occurring area of need is the category of Specific Learning Disability which reflects that many students have a history of academic difficulties upon their arrival at Shawsheen. Nevertheless, SVTHS has had a strong graduation rate of this group of students with 94.3% graduating in June 2010. This compares to a state average of 64% amongst special needs students.

The Support Services staff has continued with extensive training to support the Individualized Educational Plans (IEP) process and the identification of disabilities for our special needs population based on federal and state guidelines. Shawsheen adopted *eSped* software to write IEPs and supporting documentation. Staff training continues to occur to utilize updates to this software for IEP development. In addition, the Support Services Department continues to implement various forms of technology that allow for equal access to the curriculum for all learners. Finally, support services staff has been involved with implementing Shawsheen's anti-bullying plan. One component consists of a social skills group for students who were identified to be vulnerable to such behavior.

Athletics

FY11 was a memorable year for Shawsheen Athletics with over 450 Shawsheen students participating in interscholastic athletics. The Rams earned 12 league championships and 4 state vocational titles. The overall winning percentage of the varsity teams, 14 of whom qualified for post-season play, ranked among the highest in school history. Dozens of students were honored with All Star recognition by the Commonwealth Athletic Conference and the *Lowell Sun*.

For an unprecedented eighth time in nine years, SVTHS has earned the Markham Award from the *Boston Globe* for the most outstanding vocational technical high school program in Massachusetts. The award is a reflection of the commitment and talent of all those involved with the SVTHS athletic program.

Community Services

The Adult Evening School offered a wide variety of vocational/technical courses for adults interested in expanding their knowledge and skills. Courses are offered during both the fall and winter semesters, with enrollment exceeding five hundred adult learners during the past year.

Other community services highlights included 32 Licensed Practical Nurses (LPN) graduating from the School of Practical Nursing and the success of the swim program, project explore, and the hospitality management program through Middlesex Community College.

Computer Services

During FY11, Computer Services completed all DESE data collection requirements. Computer Services requested all staff to use iPass Rankbook since its implementation the year before. iPass Rankbook

SHAWSHEEN VALLEY VOCATIONAL/TECHNICAL SCHOOL DISTRICT*Continued from previous page*

allows teachers to keep a grade book and share their students' progress with parents through Parent Access Manager.

Computer Services added the current ninth-grade population (class of 2015) to the Parent Access Manager System, bringing parent participation to approximately 80%. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, rankbook, schedules and discipline information.

Guidance

Applications for admission once again exceeded 600 for 350 seats in the class of 2015. Students, parents and community members were invited to events on site including the Community Open House in November and the 8th Grade Career Night in January.

The Class of 2015 participated in the 9th grade orientation program. This exceptional program, which is in its second year, gave new students an opportunity to meet each other and become familiar with the school, its programs, and staff through an interactive and fun day of events. A mentoring program to help with transition was implemented using the same student leaders who helped deliver the orientation day.

Studies conducted this year show a growing trend for SVTHS students to attend and retain at four-year colleges and universities. In addition, SVTHS met federal benchmarks this year for graduates in all programs. This included positive placement in employment, college and military careers. Over 75% of the senior class participated in one or the other. SVTHS continues to offer a foreign language to students pursuing college programs that have this requirement. Despite the tough economy, SVTHS students were awarded over \$88,000 in scholarship funds. A graduate was also the recipient of the Massachusetts Vocational Association scholarship award.

Cooperative education built momentum this fall with many of the vocational/technical programs increasing cooperative education placement by 50% or more. The trend continues as the Placement Office has currently secured cooperative-education positions for more than 145 students.

School Council

An important agency of school governance, the 2011-2012 SVTHS School Council, is made up of three parents, three community members, two SVTHS students, two SVTHS faculty members, and the Assistant Superintendent-Director/Principal. The three primary functions of the school council are to meet with the Superintendent-Director when he presents the school budget, make additions and revisions to the SVTHS Student Handbook, and develop the annual School Improvement Plan.

Technical Programs

Skills USA is a national non-profit organization preparing students for careers in trade, technology, and skilled-service occupations. SVTHS earned 85 medals at the 2011 district competition and 38 medals at the state competition, including 16 gold medals. 21 Shawsheen students went on to the National competition in Kansas City, MO with all of the students placing no lower than seventh place.

SVTHS has 19 vocational programs, 8 of which are nationally accredited by their respective industries. The programs include: Automotive Technology; Auto body; Machine Technology; Metal Fabrication; Culinary Arts; Graphic Communication; Drafting Technology; and Heating, Ventilation, Air Conditioning, and Refrigeration.

Transportation Cluster

The automotive technology program embarked on several post-secondary career days and industry field trips, exposing students to career opportunities and new technologies in the field. Field trips included: Mass Bay Community College, Universal Technical Institute, and New England Institute of Technology.

SHAWSHEEN VALLEY VOCATIONAL/TECHNICAL SCHOOL DISTRICT*Continued from previous page*

Through the capital budget process the program acquired a new technologically-advanced Hunter high-speed GSP9700 wheel balancer.

The Auto Body program continues to do an outstanding job repairing automobiles in need of body work for people throughout the district. A contract was signed with the State Police providing additional live work on police cars. Through the capital budget process the program acquired a new technologically-advanced Hunter high-speed GSP9700 wheel balancer.

Service Cluster

The Health Services and Technology Program is preparing for a new location and expansion into three Chapter 74 programs: Medical and Laboratory Assisting, Health Assisting, and Dental Assisting. These three programs will encompass the new Life Science Wing in the fall of 2011. Curriculum revisions were proposed to align each program with the VTEFs and an equipment list was generated.

The Culinary Arts department visited several post-secondary career days, exposing students to career opportunities. Field trips included: Lincoln Institute in Hartford, Connecticut and The Culinary Institute of America in Hyde Park, New York.

The Cosmetology program began the school year with technology improvements to the theory classroom that included an LCD projector and two large white boards. With counsel from the Advisory Committee, Cosmetology continues to modernize student kits, work stations, supplies, tools, and equipment.

Construction Cluster

Construction projects within the community continue to be a large part of our project-based curriculum. All five construction programs work collaboratively with the district's five towns. Highlighted this year are the following projects: the building of the third house for Greater Lowell Habitat for Humanity in Bedford; the final phase of the Marion Tavern farmhouse project in Burlington; construction of 75 violin cases for Wilmington High School; signs for the Billerica Rotary club; and major concrete stair renovations at the Tewksbury Department of Public Works.

Arts and Communication Services Cluster

The business technology program traveled to several post-secondary career days and field trips, exposing students to career opportunities. Some of the trips included the DeCordova Museum, Concord Museum, Hammond Castle, and to the American Institute of Certified Public Accountants (AICPA) conference at Bentley College. Capital improvements provided updating and reimaged computers in all three labs.

Microsoft Academy is now part of the informational support services and networking curriculum with future goals to train and certify our students as Microsoft Certified Professionals in Windows7. The Class of 2012 completed online Career Safe Program and prepared for Co-op opportunities.

The design and visual communications department took on the major school initiative this year of re-designing and launching the new SVTHS web site. Work-based learning culminates through the many in-house and community projects. This valuable component of the curriculum is where students continue to learn skills in video and DVD production and photography. Through the capital budget process, a technology plan was completed in Lab A, updating 25 Mac computers.

The Graphics program continues to implement hands-on projects in the pre-press and pressroom that provide a great benefit in forming community partnerships. Every year the program produces a record number of live jobs for schools, town governments, and nonprofit organizations.

Electro/Mechanical Cluster

The Drafting shop has been busy once again this year in helping support the construction cluster in a

SHAWSHEEN VALLEY VOCATIONAL/TECHNICAL SCHOOL DISTRICT*Continued from previous page*

variety of projects. These major projects included the Soccer Field House, Library Drop Box and various offsite construction drawings. In addition, the program has completed various drawings such as the roof top units map, cafeteria/gym table and chair layout, and the Go Cart project. Through the capital budget process the program was able to create 2 more computer workstations in each grade level, expanding the capacity to 40 computer workstations. Also addressed was the replacement of 18 computers which were also reimaged with the latest CAD software.

The Electronics program will advance in training and certifying students to the J-STD-001E IPC Standard. An instructor was trained as a certified IPC trainer and curriculum projects have been developed.

The Machine Shop has seen many changes this year, including the creation of a related classroom which was formerly a heat treat and grinding area. A new shop floor layout of equipment was also implemented, creating the flexibility to incorporate many new projects into all levels of the curriculum. Through the capital budget process a new 3-axis Prototrak Milling Machine is being quoted.

Metal Fabrication has worked on numerous welding and sheet metal projects that supported multiple school clusters and the community at large. This work included duct work for new related room, a library drop-box project, new Auto body ramps, a stool repair for M.C.I. Billerica, and the go-cart project. Two new swing-arm ventilation hoods were approved through the capital budget process. MITRE Corporation donated various pieces of equipment to our program, including a four-foot hydraulic press brake, large capacity box and pan brake, and a vertical band saw.

FY12 PROJECTIONS

As SVTHS looks forward to FY12, the committee, staff, and students would like to extend their appreciation for the support received from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local Town Managers, Finance Committees, and Town Meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

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 2011. Those retirees are: James Byrnes, Mathematics; Marilyn Ferro, Business Information Services; Linda LeClair, Business Information Services; Leah Marquis, English Language Arts; and Elaine Pearl, Executive Administrative Assistant, Superintendent-Director's Office.

PART III: ELECTIONS & TOWN MEETINGS

STATE PRIMARY RESULTS—SEPTEMBER 14, 2010

Registered Voters 0 - Cards Cast 1379 0.00%

Num. Report Precinct 4 - Num. Reporting 4 100.00%

GOVERNOR: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	601	
Times Blank Voted	92	
<hr/>		
DEVAL L PATRICK	587	97.67%
Charles Baker	1	0.17%
Write-in Votes	13	2.16%

LT. GOVERNOR: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	593	
Times Blank Voted	100	
<hr/>		
TIMOTHY P MURRAY	587	98.99%
Write-in Votes	6	1.01%

ATTORNEY GENERAL: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	601	
Times Blank Voted	92	
<hr/>		
MARTHA COAKLEY	588	97.84%
Jim McKenna	1	0.17%
Guy Carbone	2	0.33%
Write-in Votes	10	1.66%

SECRETARY OF STATE: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	594	
Times Blank Voted	99	
<hr/>		
WILLIAM F GALVIN	592	99.66%
Write-in Votes	2	0.34%

TREASURER: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	625	
Times Blank Voted	68	
<hr/>		
STEVEN GROSSMAN	463	74.08%
STEPHEN J MURPHY	158	25.28%
Karen Polito	0	0.00%
Write-in Votes	4	0.64%

AUDITOR: DEM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	693/0	
Total Votes	618	
Times Blank Voted	75	
<hr/>		
SUZANNE BUMP	382	61.81%
GUY GLODIS	121	19.58%
MIKE LAKE	110	17.80%
Write-in Votes	5	0.81%

REP IN CONGRESS: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	621	
Times Blank Voted	63	
<hr/>		
BILL HUDAK	490	78.90%
ROBERT J MCCAR-	127	20.45%
THY, JR		
Write-in Votes	4	0.64%

COUNCILLOR: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	58	
Times Blank Voted	626	
<hr/>		
Write-in Votes	58	100.00%

STATE PRIMARY RESULTS—SEPTEMBER 14, 2010

Continued from previous page

SENATOR IN GENERAL COURT: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	660	
Times Blank Voted	24	
<hr/>		
ERIC DAHLBERG	314	47.58%
SANDRA MARTINEZ	346	52.42%
Write-in Votes	0	0.00%

LT. GOVERNOR: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

REP IN GENERAL COURT: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	49	
Times Blank Voted	635	
<hr/>		
Write-in Votes	49	100.00%

ATTORNEY GENERAL: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

DISTRICT ATTORNEY: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	49	
Times Blank Voted	635	
<hr/>		
Write-in Votes	49	100.00%

SECRETARY OF STATE: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

SHERIFF: REP		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	684/0	
Total Votes	37	
Times Blank Voted	647	
<hr/>		
Write-in Votes	37	100.00%

TREASURER: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

GOVERNOR: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

AUDITOR: LIB		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

STATE PRIMARY RESULTS—SEPTEMBER 14, 2010

Continued from previous page

REP IN CONGRESS: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

REP IN GENERAL COURT: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

COUNCILLOR: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	1	
Times Blank Voted	1	
<hr/>		
Write-in Votes	1	100.00%

DISTRICT ATTORNEY: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

SENATOR IN GENERAL COURT: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	2	
Times Blank Voted	0	
<hr/>		
Write-in Votes	2	100.00%

SHERIFF: LIB

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	2/0	
Total Votes	1	
Times Blank Voted	1	
<hr/>		
Write-in Votes	1	100.00%

SPECIAL TOWN MEETING—NOVEMBER 8, 2010

The Special Town Meeting convened at 7:32 p.m. in the Bedford High School Auditorium. A quorum of 113 registered voters was present. The Town Clerk read the return of service. The Moderator stated she completed knee surgery. Please come onto the stage if you need to see her. The Moderator stated the rules of Town Meeting are as follows: The Moderator must recognize all voters before speaking. Voters must come to the microphone to be recognized. The voter must give their name and address when speaking. A voter may not speak more than twice on a debate without specific permission from the Moderator except to correct a statement. Questions do not fall under that rule. Amendments should be in writing for the Town Clerk and Moderator. The debate should be kept within the scope of the motion. Questions are directed through the Moderator. No booing or clapping. The Moderator stated to take cell phone calls outside. A purple slip is required tonight for voting. If the voter did not receive one at check-in, they need to stop by check-in.

The Moderator named the tellers for the evening: Lois Chase, Peter Donahue, Rosemary Dyer, Michele Ferland, and Janet Schimelfenyg.

The Moderator stated that Sue Baldauf will introduce America’s Promise to present the award. The America’s Promise representative presented the Selectmen with the award for 100 Best Communities for Young People. Superintendent LaCroix then presented the findings of the enrollment study. School Committee member Anne Bickford presented a report from the Strategic Communications Group.

Article 1—Debate Rules

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

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

- A. A speaker presenting an article or amendment to an article shall be limited to ten minutes;
- B. Other speakers shall be limited to five 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 declared motion adopted by two-thirds vote.

Article 2—General Bylaw Amendment

Walter St. Onge made the following motion and the motion was seconded.

Voted, that the Town adopt Article 2 so as to amend the Town of Bedford General Bylaws, Article 42 Beggars, Solicitors & Pedlars, Section 42.7:

Current

42.7 Suspension or Revocation of Registration Certificate

The Chief of Police shall notify the Board of Selectmen of the suspension or revocation of any registration certificate issued under this Bylaw.

Proposed

42.7 Suspension or Revocation of Registration Certificate Notification

The Chief of Police shall notify the Board of Selectmen of the suspension or revocation of any registration certificate issued under this Bylaw.

SPECIAL TOWN MEETING—NOVEMBER 8, 2010

Continued from previous page

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared this motion adopted unanimously.

Catherine Cordes presented a brief report on behalf of the Community Preservation Committee.

The Moderator stated a voter may place a hold on any line item for Article 3.

Article 3—Amend Fiscal Year 2011 Community Preservation Budget

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

Voted, that the Town amend the Fiscal Year 2011 Community Preservation appropriations voted under Article 19 of the 2010 Annual Town Meeting utilizing FY11 Community Preservation Funds unless otherwise specified as follows:

- 6. **Land Acquisition** - amend by reducing the previous appropriation of \$533,185 by the amount of \$164,814 to a revised appropriation of \$368,371; and in so doing maintaining the previous transfer of \$133,185 from CPA Open Space reserves;
- 10. **Sidewalk Project** - amend by reducing the previous appropriation of \$200,000 by the amount of \$100,000 to a revised appropriation of \$100,000;
- 12. **Town Center North Wing (bond payment)** - amend by increasing the previous appropriation of \$4,984 by the amount of \$36,020 to a revised appropriation of \$41,004;
- 14. **Recreation Reserves** - amend by reducing the previous appropriation of \$150,000 by the amount of \$100,000 to a revised appropriation of \$50,000;
- 16. **350A Concord Road (bond payment)** – add this new appropriation of \$128,794.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval
Community Preservation Committee:	Recommended approval

Moderator stated there were no holds. Moderator declared motion adopted unanimously.

Article 4—Community Preservation Surcharge – Effective July 1, 2011

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, 2011.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval
Community Preservation Committee:	Recommended approval

Moderator declared motion adopted.

SPECIAL TOWN MEETING—NOVEMBER 8, 2010*Continued from previous page***Article 5—Acceptance of Hartwell Road Rights-of-Way**

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

Voted, that the Town authorize the Selectmen to acquire by gift, purchase or eminent domain parcels of land, or any interest in land, to construct, expand, maintain and repair the way known as Hartwell Road as shown on a plan entitled "Plan of Land, Hartwell Road, Bedford, MA" prepared on August 19, 2010 by Marchionda & Associates, L.P., Engineering and Planning Consultants, 62 Montvale Avenue, Suite 1, Stoneham, MA 02180 and a copy on file in the office of the Town Clerk.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

Article 6—Acceptance of Hartwell Farms Gift of Land

Walter St. Onge made the following motion and the motion was seconded.

Voted, that the Town authorize the Selectmen to acquire by gift, purchase or eminent domain, a parcel of land consisting of 5.003 acres +/- identified as Lot 2 on a plan entitled "Plan of Land, Hartwell Road, Bedford, MA" prepared on August 11, 2010 by Marchionda & Associates, L.P., Engineering and Planning Consultants, 62 Montvale Avenue, Suite 1, Stoneham, MA 02180, said plan having been endorsed by the Planning Board on September 7, 2010 as not requiring approval under Subdivision Control Law and a copy filed in the office of the Town Clerk.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared the motion adopted unanimously.

Article 7—Rescind Prior Bond Authorizations

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

Voted, that the Town rescind the following remaining, unborrowed amounts from the following bond authorizations, for which the projects have been completed and no further borrowings are required:

Article	Purpose	Original Authorization	Amount to be Rescinded
Article 2 of the July 2, 2001 Special Town Meeting	John Glenn Middle School Supplemental Appropriation and Bond Authorization	\$3,707,000	\$229
Article 5 of the 2006 Annual Town Meeting	High School Renovations and Additions	\$48,135,330	\$827,763
Article 16 of the 1999	Land Acquisition Fund	\$500,000	\$4,000

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

SPECIAL TOWN MEETING—NOVEMBER 8, 2010

Continued from previous page

Moderator declared the motion adopted unanimously.

Article 8—Bond Premium Stabilization Fund Appropriation

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

Voted, that the Town appropriate \$518,720 to the Bond Premium Stabilization Fund created under Article 11 of the November 9, 2009 Special Town Meeting, such amount representing the balance of the premium after payment of an allocable portion of underwriter’s discount and costs of issuance, received from the sale of the \$11,177,000 portion of the Town’s General Obligation Municipal Purpose Loan of 2010 Bonds dated July 15, 2010 (the “Bonds”) issued for the financing of the high school project authorized pursuant to a vote of the Town passed March 27, 2006 (Article 5), the debt service of which was excluded from the limitations of Proposition 2½ on April 8, 2006; such amount in the Stabilization Fund to be used for the annual payment of a portion of the interest on the bonds in order to offset the reduction in interest excluded from Proposition 2½ pursuant to M.G.L. Ch. 44, § 20.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared this motion adopted unanimously.

Article 9—FY11 Operating Budget Amendments

Thomas Busa made the following motion and the motion was seconded.

Voted, that the Town amend the sums appropriated under Article 24 of the 2010 Annual Town Meeting, Operating Budgets – Fiscal Year 2011, for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2010, by amending the following specified accounts with the following revised amounts:

Account #1303 Principal & Interest –

- Amend by reducing the Non Exempt Principal segregation by \$726,057 for a revised segregation of \$1,712,654;
- Further amend by reducing the Non Exempt Interest segregation by \$595,144 for a revised segregation of \$621,181;
- Further amend by reducing the Exempt Interest segregation by \$21,624 for a revised segregation of \$1,737,147;
- Further amend by increasing the CPA Debt Costs segregation by \$164,813 for a revised segregation of \$484,835;
- Further amend by increasing the CPA Fund transfer by \$164,813 for a revised transfer of \$484,835; and
- Further amend by striking the transfer of \$105,772 from the Debt Stabilization Fund and replacing it with a transfer of \$133,816 from the Bond Premium Stabilization Fund.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously meeting the two-thirds requirement.

Michael Rosenberg made a motion to adjourn the Special Town Meeting sine die. The Moderator declared the motion passed. The Special Town Meeting adjourned at 8:47 p.m.

STATE ELECTION RESULTS—DECEMBER 29, 2010

Registered Voters 9428 - Cards Cast 5915 62.74% Num. Report Precinct 4 - Num. Reporting 4 100.00%

GOVERNOR LT. GOVERNOR

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5884	

PATRICK MURRAY	2909	49.44%
BAKER TISEI	2597	44.14%
CAHILL LOSCOCCO	307	5.22%
STEIN PURCELL	66	1.12%
Write-in Votes	5	0.08%

ATTORNEY GENERAL

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5804	

MARTHA COAKLEY	3634	62.61%
JAMES P MCKENNA	2164	37.28%
Write-in Votes	6	0.10%

SECRETARY OF STATE

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5663	

WILLIAM GALVIN	3597	63.52%
WILLIAM CAMPBELL	1947	34.38%
JAMES HENDERSON	118	2.08%
Write-in Votes	1	0.02%

TREASURER

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5655	

STEVEN GROSSMAN	3137	55.47%
KARYN E POLITO	2513	44.44%
Write-in Votes	5	0.09%

AUDITOR

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5428	

SUZANNE BUMP	2424	44.66%
MARY CONNAUGHTON	2734	50.37%
NATHANAEL FORTUNE	266	4.90%
Write-in Votes	4	0.07%

REP IN CONGRESS

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5703	

JOHN F TIERNEY	3407	59.74%
BILL HUDAK	2285	40.07%
Write-in Votes	11	0.19%

COUNCILLOR

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	4954	

PETITTO DEVANEY	2851	57.55%
NICHOLAS IANNUZZI	2094	42.27%
Write-in Votes	9	0.18%

SENATOR IN GENERAL COURT

	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5669	

SUSAN C FARGO	3208	56.59%
SANDRA B MARTINEZ	2453	43.27%
Write-in Votes	8	0.14%

STATE ELECTION RESULTS—DECEMBER 29, 2010

Continued from previous page

REP IN GENERAL COURT		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	4198	
<hr/>		
CHARLES A MURPHY	4087	97.36%
Write-in Votes	111	2.64%

QUESTION 1		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5796	
<hr/>		
YES	2831	48.84%
NO	2965	51.16%

DISTRICT ATTORNEY		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	3978	
<hr/>		
GERARD LEONE, JR	3888	97.74%
Write-in Votes	90	2.26%

QUESTION 2		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	5588	
<hr/>		
YES	2517	45.04%
NO	3071	54.96%

SHERIFF		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5915/9428	62.7 %
Total Votes	4773	
<hr/>		
JAMES V DiPAOLA	3365	70.50%
MICHAEL TRANCHITA	1393	29.18%
Write-in Votes	15	0.31%

QUESTION 3		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Times Counted	5911/9428	62.7 %
Total Votes	5811	
<hr/>		
YES	2350	40.44%
NO	3461	59.56%

2011 TOWN CAUCUS—JANUARY 11, 2011

Town Clerk Doreen Tremblay called the Town Caucus to order at 7:05 P.M. A quorum of fifty-nine voters was present.

Nominations for Chairperson of the Caucus took place, and Walter J. St. Onge III was elected Chairperson by a unanimous vote. Chairperson St. Onge explained the basic rules of the Caucus. The quorum is twenty-five voters. The rules are in compliance with MGL Chapter 53, Section 121.

The Chairperson asked for nominations for Secretary of the Caucus. Lois Chase was unanimously voted Secretary of the Caucus.

Chairperson St. Onge explained the procedures to follow in nominating candidate(s) to each open public office. The vote on each candidate will be a voice vote as Town Meeting. He reminded the audience that all interested candidates must be present at the Caucus in order to be nominated. The upcoming election is March 12, 2011. The Chairperson reviewed the open positions. Having heard the proposed rules of procedure for the 2011 Caucus, a motion was made and seconded to adopt all rules of procedure. The Chairperson declared the procedures adopted.

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: Robert B. Murphy – 435 Concord Rd.; Pauline M. Herz – 27 Independence Rd.; John McCulloch – 3 Evans Ave.

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

Board of Health—2 Vacancies—Two 3-Year Terms**Incumbent Nomination: Kevin F. Wormstead—46 Neillian Street**

Nominators: Paul S. Bellany – 42 Neillian St.; Noreen M. O'Gara – 35 Glenridge Dr.

No further nominations, **Kevin F. Wormstead's** nomination was accepted and approved.

Incumbent Nomination: Thomas J. Kinzer III—226 Old Billerica Road

Nominators: Beatrice A. Brunkhorst – 135 Page Rd.; Mary E. Seymour – 12 Sheridan Rd.

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

Housing Authority—1 Vacancy—One 5-Year Term

No nominations for this vacancy.

Library Trustees—2 Vacancies—Two 3-Year Terms**Incumbent Nomination: Rachel Field—380 Concord Road**

Nominators: Lynne O'Connor – 54 Notre Dame Rd.; Lisa R. Mustapich – 1 Clark Rd.

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

Incumbent Nomination: Lynne O'Connor—54 Notre Dame Road

Nominators: Rachel Field – 380 Concord Rd.; Kimberly Siebert – 69 South Rd.

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

2011 TOWN CAUCUS—JANUARY 11, 2011*Continued from previous page***Planning Board—2 Vacancies—Two 3-Year Terms****Incumbent Nomination: Sandra L. Hackman—22 Meadowbrook Road**

Nominators: Kimberly Siebert – 69 South Rd.; Rachel Field – 380 Concord Rd.; Brian C. O'Donnell – 30 Fayette Rd.

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

Incumbent Nomination: Lisa R. Mustapich—1 Clark Road

Nominators: Christina Wilgren – 2G Bedford Vlg.; Zoe Current Pierce – 5 Norma Rd.

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

Regional School Committee—One Vacancy—One 3-Year Term

Nomination: No nominations for this vacancy.

School Committee—2 Vacancies—Two 3-Year Terms**Incumbent Nomination: Edward M. Pierce—5 Norma Road**

Nominators: Michael A. Bahtiarian – 155 Davis Rd.; John McCulloch – 3 Evans Ave.; S. Brown Pulliam – 26 Concord Rd.

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

Incumbent Nomination: Noreen M. O'Gara—35 Glenridge Drive

Nominators: Pauline M. Herz – 27 Independence Rd.; Robert B. Murphy – 435 Concord Rd.; Rachel Field - 380 Concord Rd.

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

Nomination: Patricia J. Carluccio—16 Washington Street

Nominators: David M. Sukoff – 41 Dunelm Rd.; Laurie A. Sukoff – 41 Dunelm Rd.; Stephen D. Steele – 7 Jeffrey Cir.

No further nominations, **Patricia J. Carluccio's** nomination was accepted and approved.

Selectmen—2 Vacancies—Two 3-Year Terms**Incumbent Nomination: Michael A. Rosenberg—387 Concord Road**

Nominators: Michelle F. Matteo – 7 Benjamin Kidder Ln.; Pauline M. Herz – 27 Independence Rd.; Rachel Field—380 Concord Rd.

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

Incumbent Nomination: Mark Siegenthaler—20 Anthony Road

Nominators: Margot Fleischman – 145 Page Rd.; Robert B. Murphy – 435 Concord Rd.; Brian C. O'Donnell – 30 Fayette Rd.

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

The 2011 Town Caucus adjourned at 8:30 P.M.

Respectfully submitted,

Secretary of the Caucus
Lois Chase

ANNUAL TOWN ELECTION—MARCH 12, 2011

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
SELECTMEN	0	0	0	0	0
Times counted	838	344	568	508	2258
Unused votes	159	55	90	108	412
Write-in votes	2	2	5	3	12
MARK SIEGENTHALER	336	144	236	201	917
MICHAEL A. ROSENBERG	341	143	237	196	917
TOTALS	838	344	568	508	2258

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
ASSESSORS	0	0	0	0	0
Times counted	419	172	72	254	917
Unused votes	85	37	62	65	249
Write-in votes	0	0	1	2	3
JOHN C. LINZ	334	135	221	187	877
TOTALS	419	172	284	254	1129

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
BOARD OF HEALTH	0	0	0	0	0
Times counted	838	344	568	508	2258
Unused votes	206	83	135	162	586
Write-in votes	1	0	1	0	2
THOMAS J. KINZER III	319	132	217	177	845
KEVIN F. WORMSTEAD	312	129	215	169	825
TOTALS	838	344	568	508	2258

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
HOUSING AUTHORITY	0	0	0	0	0
Times counted	409	173	284	254	1120
Unused votes	116	39	73	78	306
Write-in votes	0	0	0	1	1
LEWIS M. PUTNEY	303	133	211	175	822
TOTALS	419	172	284	254	1129

ANNUAL TOWN ELECTION—MARCH 12, 2011

Continued from previous page

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
PLANNING BOARD	0	0	0	0	0
Times counted	838	344	568	508	2258
Unused votes	229	83	141	163	616
Write-in votes	0	0	1	0	1
SANDRA HACKMAN	305	131	217	174	827
LISA R. MUSTAPICH	304	130	209	171	814
TOTALS	838	344	568	508	2258

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
LIBRARY TRUSTEE	0	0	0	0	0
Times counted	838	344	568	508	2258
Unused Votes	200	69	125	141	535
Write-in votes	0	0	1	0	1
LYNNE O'CONNOR	320	145	232	194	891
RACHEL FIELD	318	130	210	173	831
TOTALS	838	344	568	508	2258

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
REGIONAL SCHOOL	0	0	0	0	0
Times counted	419	172	284	254	1129
Unused Votes	392	162	263	242	1059
Write-in votes	27	10	21	12	70
TOTALS	419	172	284	254	1129

	PCT.1	PCT.2	PCT.3	PCT.4	TOTALS
SCHOOL COMMITTEE	0	0	0	0	0
Times counted	838	344	568	508	2258
Unused Votes	74	32	50	65	221
Write-in votes	2	1	2	1	6
PATRICIA J. CARLUCCIO	147	89	121	98	455
NOREEN M. O'GARA	298	103	183	154	738
EDWARD PIERCE	317	119	212	190	838
TOTALS	838	344	568	508	2258

ANNUAL TOWN MEETING—MARCH 28, 2011

The Moderator called the Town Meeting to order. The Annual Town Meeting convened at 7:30 p.m. in the Bedford High School Auditorium. A quorum of two hundred and thirty-three registered voters was present. The Town Clerk read the return of service. The Bedford Minutemen posted the colors. Minister John Gibbons from The Unitarian Universalist Church gave the invocation. The Moderator stated that the Town Meeting rules are published in the back of the warrant. Proper decorum must be maintained. A voter may not speak unless the Moderator recognizes them. The voter must stand at the microphone in the middle or two side aisles. Name and address are required to speak. A voter may not speak more than twice in debate unless they have permission from the Moderator or they have a question. Time rules for debate should be respected. Questions must be directed through the Moderator. Amendments must be in writing for the Town Clerk and Moderator. There is no clapping or booing. Local cable is taping the meeting. Local cable will not tape during the voting. Obtain a purple card for voting at check-in if you have not already done so. Turn off cellular phones. Civil discourse is in the back of the warrant. The tellers for the evening are: Lois Chase, Rosemary Dyer, Connie Pespisa, Charles Rosenberg and Janet Schimelfenyg.

Walter St. Onge read the memorial resolution for Annual Town Meeting 2011.

Memorial Resolutions

Whereas, since the Annual Town Meeting of 2010, employees and officers of the Town have adopted 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 28, 2011, mourn their passing and extend sincere sympathy to the families of:

Miriam (Mimi) Adler – Town Forest Committee 1954-1967; Conservation Commission 1966-1967; Shawsheen Road Study Committee 1972-1973; Historical Commission 1988-1999; Citizen of the Year 1990; and Historic Preservation Commission 2000-2004

Mary Beinar – Teacher's Aide 1968; Special Education Teacher 1973-1995

Dominic DeAngelo – Civil Defense Organization 1962-1964 and the Department of Public Works 1953-1976

Robert J. Donovan – Personnel Board 1969-1974

Ginette Golley – Mathematics Teacher 1967-1987

Margaret Herlihy – Planning Board Secretary 1966-1977

Albert V. Jelalian – Water Study Committee 1972

Helen G. Johnson – Board of Health Administrative Assistant 1964-1977

Virginia (Mumford) Johnson – Teacher's Aide 1969-1989; and Lane School, Food Pantry, and Bedford Public Library Volunteer

Julia Lent – Bedford High School Nurse 1969-1987

Alan Maier – Town's Group Insurance Program 1961; Selectman 1961-1966; Hanscom Field Community Council 1962-1966; Special Police Officer 1962-1974; Sign Bylaw Committee 1964-1965; Plans Coord-

ANNUAL TOWN MEETING—MARCH 28, 2011

Continued from previous page

inating Committee 1965-1973; Finance Committee 1968-1974; Public Ceremonies Committee 1969-1972; and Library Trustee 1976-1989

Ann Frances Milligan – Bedford High School Secretary 1994-2010

David Pickman – Planning Board 1961-1968; Hanscom Field Community Council 1962-1964; Plans Coordinating Committee 1963-1964; Special Police Officer 1965-1973; Selectman 1966-1967; Finance Committee 1967; Home Rule Study Committee 1967-1972; Bedford/Lexington Sewer Study Committee 1967; Transportation Committee 1980-1981; and MBTA District Representative 1981-1991

Henry Regan – Guidance Counselor 1969-1989

Muriel Wittenauer – Assistant Town Clerk 1966-1980 and Town Clerk 1980-1986

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

Article 1—Town Reports

Sandra Hickman presented the report for the Planning Board. Art Smith presented the report for the Trails Committee. Walter St. Onge presented a report on the refuse contract for the Selectmen. He announced a public meeting for further discussion in the Multi-purpose Room at 7:30 PM on April 11, 2011 at Town Hall. Tom Busa presented the report for the Finance Committee.

Article 2—Debate Rules

Walter St. Onge 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 minutes;
- B. Other speakers shall be limited to five 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 declared motion adopted unanimously.

Article 3—Consent Article

Michael Rosenberg 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, 2011 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;

ANNUAL TOWN MEETING—MARCH 28, 2011

Continued from previous page

- B. Raise and appropriate the sum of \$53,000 for an audit of Fiscal Year 2011 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 2012;
- 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 2012;
- E. Authorize the Selectmen, during Fiscal Year 2012, to accept any and all easements for sidewalk, drainage, or other utility purposes, as they may deem in the Town's best interests; pass any vote or take any action relative thereto.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared this motion adopted unanimously.

Article 4—Reauthorization of Revolving Funds

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

Voted, that the Town:

- A. Establish, pursuant to Massachusetts General Laws, Chapter 44, Section 53E½ for Fiscal Year 2012, 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 2012;
- B. Establish, pursuant to M.G.L., Chapter 44, Section 53E½ for Fiscal Year 2012, a departmental revolving fund for the Conservation Commission, and to authorize the Conservation Commission to deposit into such fund any and all consultant fees from permit applicants, 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 2012;
- C. Establish, pursuant to M.G.L., Chapter 44, Section 53E½ for Fiscal Year 2012, 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 operation of cable television municipal access channels, and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$200,000 for said Fiscal Year 2012;
- D. Establish, pursuant to M.G.L., Chapter 44, Section 53E½ for Fiscal Year 2012, a departmental revolving fund for fees and revenue received from the operation of Depot Park to be

ANNUAL TOWN MEETING—MARCH 28, 2011

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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 2012;

- E. Establish, pursuant to M.G.L., Chapter 44, Section 53E½ for Fiscal Year 2012, a departmental revolving fund for fees and revenue received from the operation of Old Town Hall and Town Center to be under the jurisdiction of the Selectmen, such fund to be used for the operation and maintenance of Old Town Hall and Town Center, including utility expenses and purchasing equipment, supplies, and services related to Old Town Hall and Town Center, and to provide, moreover, that expenditures from such revolving fund shall not exceed a total of \$150,000 for said Fiscal Year 2012.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted.

Article 5—Bills of Prior Years

William Moonan made the following motion and the motion was seconded.

Voted, that Article 5 is indefinitely postponed.

Recommendations

Selectmen:	No position
Finance Committee:	No position

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

Jerome Pfeffer of 28 Battle Flagg Road announced the following amendment to Article 6. The motion was seconded.

Amend Article 6 to correct a typographical error substituting "59" for the "590" in the MGL reference.

Moderator declared the motion adopted.

Article 6—Small Personal Property Exemption

Robert Murphy made the following motion and the motion was seconded.

Voted, that the Town adopt a Small Personal Property Exemption under M.G.L. Chapter 59, Section 5, Clause 54 thereby setting a minimum Personal Property Assessment of \$2,000 for taxation purposes beginning FY12 as of the Assessment date of January 1, 2011.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval
Board of Assessors:	Recommended approval

Moderator declared motion adopted unanimously as amended.

ANNUAL TOWN MEETING—MARCH 28, 2011

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Article 7—General Bylaw Amendment – Repeal of Fire Lanes

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

Voted, that the Town repeal General Bylaw Article 45 - Parking Regulations, Section 45.1 Fire lanes as follows:

The Selectmen may establish fire lanes as a means of access for fire apparatus to any building and may require a property owner to post appropriate signs above grade at designated places on such fire lanes. Such a fire lane in a shopping center, or any other place where the public has a right of access, shall be a strip of 16 feet in width. Fire lanes which are a component of approved roadways/driveways shall not be designed so as to impede the normal flow of traffic. It shall be unlawful to obstruct or park a vehicle in a fire lane. The Chief of the Police Department or designee is authorized to remove or have removed any unattended vehicle in a fire lane which obstructs or blocks the operations of fire apparatus, in accordance with the provisions of M.G.L. Ch. 266, § 120D.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

Article 8—General Bylaw Amendment – Sewer System

William Moonan made the following motion and the motion was seconded.

Voted, that the Town amend the General Bylaws of the Town of Bedford under Article 52. Sewer System as follows:

ARTICLE 52. SEWER SYSTEM

The Town of Bedford Sewer System was established under Chapter 223 of the Acts of 1947, as amended by Chapter 131 of the Acts of 1952, and under M.G.L., Chapter 83.

Article 52, Sewer System-Section 52.3, Definitions

Current

Industrial Wastes - shall mean the wastewater from industrial processes, trade, or business as distinct from domestic (sanitary) wastes.

Proposed

Industrial Waste - shall mean any solid, liquid, or gaseous wastes or wastewater, resulting from an industrial or manufacturing process, or from a commercial, governmental, or institutional activity, or from the development, recovery, or processing of natural resources.

Article 52, Sewer System-Section 52.3, Definitions

Current

BOD (Biochemical Oxygen Demand) - shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20°C, expressed in milligrams per liter.

Cooling Water - shall mean the water discharged from any system of condensation, air condi-

ANNUAL TOWN MEETING—MARCH 28, 2011

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tioning, cooling, refrigeration, or other system of heat transfer.

Contact Cooling Water - shall mean water used in a process for cooling purposes that has come in direct contact with a raw material, intermediate product, waste product, or finished product.

Sewer Unit (Non-Residential) - each building not used for residential purposes shall be assessed for the total number of sewer units produced by the following formula: one sewer unit for the first 10,000 square feet or fraction of gross building floor area; one additional sewer unit for each additional 10,000 square feet or fraction of building floor area, up to a maximum of 50,000 square feet; and one additional sewer unit for each additional 25,000 square feet or fraction of gross building floor area in excess of 50,000 square feet.

Sewer Unit (residential) - each single family residence shall be assessed as one sewer unit. Each dwelling unit in a multiple family building shall be assessed as one sewer unit. As used herein, the term “multiple family building” shall include, without limitation, apartment houses, complexes, townhouses, condominiums, and other buildings or groups of buildings containing more than one single family dwelling unit.

Proposed

Remove in their entirety.

Article 52, Sewer System-Section 52.7, Assessment on Uniform Unit Method

Current

The Town, through its Selectmen acting as the Sewer Commissioners, shall assess owners of land abutting a sewer line installed by the Town at a rate based upon a uniform unit method. Such assessments shall be made regardless of whether an owner makes a connection to the sewer line. As used in this bylaw, the terms “uniform unit method,” “sewer unit,” “general benefit facilities,” and “special benefit facilities” shall have the same meanings as set forth in M.G.L., C.83, § 515.

Proposed

The Town, through its Selectmen acting as the Sewer Commissioners, shall assess owners of land abutting a sewer line installed by the Town at a rate based upon a uniform unit method. Such assessments shall be made regardless of whether an owner makes a connection to the sewer line. As used in this bylaw, the terms “uniform unit method,” “sewer unit,” “general benefit facilities,” and “special benefit facilities” shall have the same meanings as set forth in M.G.L., C.83, § 515.

Article 52, Sewer System-Section 52.8, Application/Inspection Fee

Current

Residential	\$ 200/unit
Non-Residential	\$1,000/service
Replacement/Repair/Abandonment	\$ 200/service

Such fees will apply to all connections to the public sewer system and to rebuilt, repaired, and replacement of existing connections as set annually by the Selectmen.

Proposed

Residential	\$ 200/unit
Non-Residential	\$1,000/service
Rebuild/Repair/Replacement/Abandonment	\$ 200/service

ANNUAL TOWN MEETING—MARCH 28, 2011*Continued from previous page*

Such fees will apply to all new connections to the public sewer system and to rebuilt rebuilding, repaired repairing, replacement replacing or abandoning existing connections as set annually by the Selectmen, and shall be paid at the time of application.

Article 52, Sewer System-Section 52.16, Building Sewers and Installation*Current*

No person shall uncover (excavate), connect or cause to be connected to, or make any opening into, use, alter, or disturb any building sewer, public sewer, or appurtenances thereof except by written permit from the Director of Public Works. The permit shall be obtained in accordance with the current regulations. Any person proposing a new discharge into the public sewer or a substantial change in the volume or character of pollutants that are being discharged into the public sewer shall submit plans and calculations for the connection, stamped by a Massachusetts Registered Professional Engineer in accordance with these regulations. A permit must also be obtained for any repair work to existing building sewers.

Proposed

No person shall uncover (excavate), connect or cause to be connected to, or make any opening into, use, alter, or disturb any building sewer, public sewer, or appurtenances thereof except by written permit from the Director of Public Works. The permit shall be obtained in accordance with the current regulations. Any person proposing a new discharge into the public sewer or a substantial change in the volume or character of pollutants that are being discharged into the public sewer shall submit plans and calculations for the connection, and, except for entities regulated by the Department of Public Utilities (DPU) or the Department of Telecommunications and Cable (DTC), stamped by a Massachusetts Registered Professional Engineer in accordance with these regulations. A permit must also be obtained for any repair work to existing building sewers.

Article 52, Sewer System-Section 52.16, Building Sewers and Installation*Current*

The Director may require an evaluation of a proposed sewer connection, performed by a Massachusetts Registered Professional Engineer selected by the Director, to assess the impact the additional flow or characteristics of the pollutants would have on the public sewer. The cost of said evaluation shall be borne by the applicant. A permit application may be denied if the additional flow is determined to have an adverse effect on the public sewer. The applicant shall make all recommended improvements to accommodate the proposed connection.

Proposed

The Director may require an evaluation of a proposed sewer connection to assess the impact the additional flow or characteristics of the pollutants would have on the public sewer and, except for entities regulated by the Department of Public Utilities (DPU) or the Department of Telecommunications and Cable (DTC), and such evaluation shall be performed by a Massachusetts Registered Professional Engineer selected by the Director, ~~to assess the impact the additional flow or characteristics of the pollutants would have on the public sewer.~~ The cost of said evaluation shall be borne by the applicant. A permit application may be denied if the additional flow is determined to have an adverse effect on the public sewer. The applicant shall make all recommended improvements to accommodate the proposed connection.

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Article 52, Sewer System-Section 52.19, Powers and Authority of Inspectors

Current

The Director and other duly authorized employees or agents of the Town bearing proper credentials and identification shall be permitted to enter, at reasonable times, all private properties connected with public sewers for the purposes of inspection, observation, measurement, sampling, and testing pertinent to discharge to the wastewater facilities in accordance with the provisions of these regulations.

Proposed

The Director and other duly authorized employees or agents of the Town bearing proper credentials and identification shall be permitted to enter, at reasonable times, all private properties connected with public sewers for the purposes of inspection, observation, measurement, sampling, and testing pertinent to discharge to the wastewater facilities in accordance with the provisions of these regulations and consistent with state law and applicable constitutional requirements.

Article 52, Sewer System-Section 52.21, Penalties

Current

Any person who shall continue any violation beyond the time limit provided shall be subject to enforcement of non-criminal penalties, as provided in M.G.L. Chapter 40, Section 21D. The penalty for such violation shall be \$100 for the first offense and each subsequent offense. Each day in which any such violation shall continue shall be deemed a separate offense.

Proposed

Any person who shall continue any violation beyond the time limit provided shall be subject to enforcement of non-criminal penalties, as provided in M.G.L. Chapter 40, Section 21D by the Director of Public Works or his or her designee. The penalty for such violation shall be \$100 for the first offense and \$100 for each subsequent offense. Each day in which any such violation shall continue shall be deemed a separate offense.

Article 52, Sewer System-Section 52.21, Penalties

Current

All penalties, fines, or fees related to Article 52, Sewer System, shall be collected as described in Section 52.11 of this article, Charges to Constitute Lien Upon Real Estate.

Proposed

All penalties, fines, or fees related to Article 52, Sewer System, shall be collected as described in Section 52.11 of this article, ~~Charges to Constitute Lien Upon Real Estate~~ Collection of Assessments.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared the motion adopted unanimously.

Article 9—General Bylaw Amendment – Scenic Roads

Walter St. Onge made the following motion and the motion was seconded.

Voted, that the Town amend General Bylaws Article 46. Scenic Roads – Section 46.10.c, Enforcement, as follows:

ANNUAL TOWN MEETING—MARCH 28, 2011

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Current

Non-criminal Disposition-In addition to the procedure for enforcement as described above, the penalty for such violation shall be not more than \$300.00 per tree, or per incident that results in the destruction of stone walls. It may also be enforced by non-criminal disposition, as provided in M.G.L., C. 40, § 21D. No penalty shall be imposed for destruction of or damage to any tree of less than three inches caliper measured one foot from the ground.

Proposed

Non-criminal Disposition-In addition to the procedure for enforcement as described above, the penalty for such violation shall be ~~not more than~~ \$300.00 per tree, or per incident that results in the destruction of stone walls. It may also be enforced by non-criminal disposition, as provided in M.G.L., C. 40, § 21D. No penalty shall be imposed for destruction of or damage to any tree of less than three inches caliper measured one foot from the ground.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared the motion adopted.

Article 10—General Bylaw Amendment – Stretch Energy Code Adoption

Walter St. Onge made the following motion and the motion was seconded.

Voted, that the Town amend General Bylaws of the Town of Bedford, under Article 36 by adding the new Section 2 entitled “Stretch Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115. AA of the Massachusetts Building Code, 780 CMR, the “Stretch Energy Code”, including amendments or modifications thereto, a copy of which is on file with the Town Clerk, as follows:

36.2.1 Definitions

International Energy Conservation Code (IECC) 2009 - The International Energy Conservation Code (IECC) is a building code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency. Commencing July 1, 2010, the baseline energy conservation requirements of the MA State Building Code will default to IECC 2009 and MA amendments.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.

36.2.2 Purpose

The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

36.2.3 Applicability

This code applies to most residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 61, or 93, as applicable.

36.2.4 Authority

A municipality seeking to ensure that construction within its boundaries is designed and built

ANNUAL TOWN MEETING—MARCH 28, 2011*Continued from previous page*

above the energy efficiency requirements of 780 CMR may mandate adherence to this appendix.

780 CMR 115.AA may be adopted or rescinded by any municipality in the commonwealth in the manner prescribed by law.

36.2.5 Stretch Code

The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any amendments or modifications, is herein incorporated by reference into the Town of Bedford General Bylaws, Article 37, Section 2.

The Stretch Code is enforceable by the inspector of buildings (Code Enforcement Director).

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval
Energy Task Force:	Recommended approval
Planning Board:	Recommended approval unanimously

Moderator declared the motion adopted.

Article 11—Tax Increment Financing Agreement – 5 Alfred Circle

William Moonan made the following motion and the motion was seconded.

Voted, that the Town enter into a Tax Increment Financing Plan with Mabbett & Associates, Inc. or their successors pursuant to the provisions of M.G.L. Chapter 40, Section 59, in connection with the redevelopment of property located at 5 Alfred Circle, Bedford, MA, as shown on Assessors Map 64, Parcel 83G as described in the Certified Project application prepared by Mabbett & Associates, Inc. and to authorize the Selectmen 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 the motion adopted.

Article 12—Wilson Mill Pond Dam Easement

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

Voted, that Article 12 is indefinitely postponed.

Recommendations

Selectmen:	No position
Finance Committee:	No position

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

ANNUAL TOWN MEETING—MARCH 28, 2011*Continued from previous page***Article 13—Refuse Collection Contract**

Walter St. Onge made the following motion and the motion was seconded.

Voted, that Article 13 is indefinitely postponed.

Recommendations

Selectmen:	No position
Finance Committee:	No position

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

The Moderator stated the capital project article is similar to the budget article. The voter may wish to ask a question by placing a hold on an item. The items that were not held would be voted on first. The held items would be discussed and voted on separately.

Article 14—Capital Projects Plan – Fiscal Year 2012

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 2012 Capital Projects Plan:

Project	Project Name	Appropriation
12-01	Underground Fuel Tank Testing	\$ 8,000.00
12-02	School Facilities Capital Maintenance	\$ 102,590.00
12-03	Vehicles and Equipment	\$ 355,000.00
12-04	Road Repair	\$ 75,000.00
12-05	Capital Assets Management	\$ 59,000.00
12-06	Storm Water Regulations	\$ 89,250.00
12-07	Facilities Space Modification Projects	\$ 70,000.00
12-08	Computer Server & Network Equipment	\$ 15,000.00
12-09	Lane School Network Equipment Upgrades	\$ 35,500.00
12-10	Town/School Grounds Capital Maintenance	\$ 42,000.00
12-11	Hazardous Tree Program	\$ 23,000.00
12-12	Main Sewer Station	\$ 128,000.00
12-13	Water Leak Detection	\$ 8,000.00
12-14	Remote Meter Reader Software	\$ 20,000.00
12-15	Pump Station Rehabilitation	\$ 35,000.00

And to fund said projects the sum of \$851,340 be raised from the tax levy for Projects 12-01 through 12-04, a portion of Project 12-05 (\$36,000), and Projects 12-06 through 12-11; the additional sum of \$179,000 be transferred from the sewer fund for a portion of Project 12-05 (\$16,000) and Projects 12-12 and 12-15; the additional sum of \$35,000 to be raised in the water rates for a portion of Project 12-05 (\$7,000) and Projects 12-13 and 12-14.

And further that the Town appropriate the sum of \$450,000 for water main improvements as specified under Project 12-16 – Water Main Improvements; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$450,000 under Massachusetts General Laws,

ANNUAL TOWN MEETING—MARCH 28, 2011

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Chapter 44, Section 8(5) 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:	Recommended approval

Moderator declared these two items (unheld) adopted: 12-01 and 12-02. The held items were discussed and voted on separately, Project 12-03 was declared adopted (In Favor-175, Opposed-66). Projects 12-04, 12-05, 12-06, 12-07, 12-08, 12-10, 12-11, 12-12, 12-13, 12-14 and 12-15 were adopted. Project 12-09 was adopted unanimously. The Moderator declared Project 12-16 bonding article to be adopted by two-thirds vote.

ANNUAL TOWN MEETING CONTINUED—MARCH 29, 2011

George Dalrymple made a motion to adjourn the Annual Town Meeting until tomorrow night at 7:30 p.m. in the High School Auditorium. The motion was seconded. The Annual Town Meeting adjourned at 10:35 p.m.

The Moderator called the Town Meeting to order. The Annual Town Meeting convened at 7:32 p.m. in the Bedford High School Auditorium. A quorum of one hundred and twenty registered voters was present. The Moderator stated Town Meeting is the annual business meeting of the Town. Proper decorum must be maintained. The Moderator stated that the Town Meeting and civil discourse rules are published in the back of the warrant. A voter may not speak unless the Moderator recognizes them. The voter must stand at the microphone to speak. Name and address are required to speak. A voter may not speak more than twice in debate unless they have permission from the Moderator or they have a question. Time rules for debate should be respected. Questions must be directed through the Moderator. Amendments must be in writing for the Town Clerk and Moderator. The tellers for the evening are: Rosemary Dyer, Connie Pespisa, Charles Rosenberg and Janet Schimelfenyg. The voter needs a pink card for hand counts. Visit the check-in table if you do not have a card.

Catherine Cordes presented the Community Preservation Committee report.

The Moderator stated the Community Preservation Budget is similar to the Operating Budget. The voter may wish to hold an item if there are questions. The items not held will be voted on first. Each held item after all questions are answered on the item will be voted on separately.

The Moderator requested that cell phones be turned off. A voter may go outside if they need to talk.

Article 15—Article Community Preservation Budget – Fiscal Year 2012

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

1.	Administrative	\$ 10,000.00
2.	Minuteman Bikeway Extension 25% Design	\$ 35,500.00
3.	Town Center Flooring	\$ 49,995.00, \$20,000 of which shall be transferred from Article 9 - Community Preservation Bond Authorization - Town Center North Wing of the November 2009 Special Town Meeting
4.	Town Hall Reroofing	\$ 60,200.00
5.	Town Hall Chimney Repointing	\$ 15,180.00
6.	Affordable Housing Consultant	\$ 10,000.00
7.	350A Concord Road (bond payment)	\$511,312.50
8.	Town Center North Wing Project (bond payment)	\$215,900.00

Voted, that the Town appropriate the following amounts from the Community Preservation Fund for the following purposes utilizing FY12 Community Preservation Funds unless otherwise specified:

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

The vote on the unheld items 1, 4, 5, 6 and 8 was taken. Moderator declared that portion adopted unan- imously. Items 2 and 7 were adopted.

ANNUAL TOWN MEETING—MARCH 29, 2011

Continued from previous page

Article 16—Amend Prior Community Preservation Budgets to Meet Minimum Thresholds

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

Voted, that the Town amend the Fiscal Year 2011 Community Preservation budget by adding \$50,000 to the Affordable Housing account and reducing the Sidewalk appropriation by \$50,000 to fund said increase in the Affordable Housing Account.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion passed unanimously.

Article 17—Supplement Operating Budgets for Fiscal Year 2011 and Articles of the 2010 Annual Town Meeting

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

Voted, that the Town appropriate the sum of \$31,867 to fund the cost items contained in a Collective Bargaining Agreement between the Town of Bedford and the Bedford Permanent Firefighters, Local #2310, IAFF commencing July 1, 2010, said sum of \$31,867 to be added to Article 24 Operating Budget – Fiscal Year 2011, Account #2200, Fire Department, as voted at the 2010 Annual Town Meeting, with \$30,567 of said sum to be added to the Salaries segregation therein; and further, that in order to fund the Fiscal Year 2011 provisions of said collective bargaining agreement, that the sum of \$31,867 be transferred from Account #1220, Selectmen of said Article 24.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

Article 18—Establishment of Ambulance Enterprise Fund

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

Voted, that the Town accept the provision of Chapter 44, Section 53F ½ in order to establish an Ambulance Enterprise Fund, to be effective July 1, 2012.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

The Moderator stated for the Operating Budget, the voter may wish to hold an item for questions. The vote will be taken on the unheld items. The bonding articles will be held. Each of the held items will be discussed and voted on separately.

Article 19—Operating Budgets – FY12

Thomas Busa made the following motion and the motion was seconded.

ANNUAL TOWN MEETING—MARCH 29, 2011

Continued from previous page

Voted, that the Town appropriate for expenditures in the fiscal year beginning July 1, 2011 the following sums to be raised in the tax levy unless otherwise herein specified:

FISCAL YEAR 2012 OPERATING BUDGET

Account #	Department	FY 2012 Recommended	Segregations Description	Amount
1220	Selectmen	507,846	Salaries:	
			Chairman	2,000
			Clerk	1,500
			Other Selectmen, each	1,200
			Office	355,648
1300	Finance/Administrative Services	946,191	Salaries	699,917
			Capital Outlay	32,600
			From Sewer Fund	71,500
1301	Insurance & Benefits	9,897,395	From Stabilization Fund	500,000
			From Sewer Fund	163,441
			From Pension Trust Fund	170,888
1303	Principal & Interest	7,761,951	Non Exempt Principal	1,996,654
			Non Exempt Interest	665,236
			Exempt Principal	2,757,000
			Exempt Interest	1,615,848
			CPA Debt Costs	727,213
			From Debt Stabilization Fund	148,620
			From Sewer Fund	139,000
			From CPA Fund	727,213
1310	Financial Committees	380,614	Reserve Fund	379,000
			Capital Expenditures Committee	260
1410	Board of Assessors	258,786	Salaries:	
			Stipend, each Assessor	1,600
			Office	204,373
1510	Legal Services	175,000		
1610	Town Clerk	196,151	Salaries:	
			Office	172,377
			Stipends	310
1620	Elections & Registrations	32,821	Personnel Costs	18,803
			Stipends	1,350
1750	Planning Board	133,455	Salaries	129,964
2010	Police Department	3,226,424	Salaries	3,091,551
			Capital Outlay	14,330

ANNUAL TOWN MEETING—MARCH 29, 2011

Continued from previous page

Account #	Department	FY 2012 Recommended	Segregations Description	Amount
2200	Fire Department	2,290,425	Salaries	2,133,481
			Capital Outlay	15,200
2360	Town Center	126,791	Salaries	46,541
2400	Code Enforcement	424,275	Salaries	395,059
3000	School Department	31,716,380	From Impact Aid/Defense Aid	249,000
3001	Vocational Education	465,000		
3500	Facilities Department Municipal	742,875	Salaries	411,800
4000	Public Works	9,551,489	Salaries	2,530,872
			Snow Removal Overtime	116,800
			Snow Removal Materials	199,430
			MWRA	2,987,015
			Water Purchase	1,339,252
			Refuse/Recycling	984,100
			Energy	611,478
			Equipment/Materials	775,497
			Capital Outlay	7,045
			From Sewer Fund	3,727,561
5000	Board of Health	517,028	Salaries	501,376
5001	Hazardous Waste	13,250		
5003	Mosquito Control	33,489		
5400	Bedford Local Transit	56,070	Salaries	55,388
5410	Council on Aging	174,205	Salaries	162,541
			MMHC	2,756
			Capital Outlay	1,093
5420	Youth & Family Services	346,201	Salaries	178,001
6100	Public Library	1,151,271	Salaries	780,000
			Capital Outlay	5,000
6300	Recreation Commission	155,384	Salaries	155,384
6910	Historic Preservation Commission	1,220		

ANNUAL TOWN MEETING—MARCH 29, 2011*Continued from previous page***Recommendations**

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

The vote on unheld items 1220, 1300, 1310, 1410, 1510, 1610, 1620, 1750, 2010, 2200, 2360, 2400, 3000, 3001, 3500, 4000, 5000, 5001, 5003, 5410, 6100 and 6910 Moderator declared that portion adopted unanimously. Items 1301 and 1303 require a two-thirds vote. Moderator declared the motion adopted unanimously. Items 5400 and 5420 were adopted unanimously. Item 6300 budget line item was adopted unanimously.

Walter St. Onge made the following motion and the motion was seconded.

Voted, that Articles 20 and 21 be moved and presented together but voted upon separately.

Moderator declared motion adopted unanimously.

Article 20—Establishment of Other Post-Employment Benefits Trust Fund

Walter St. Onge made the following motion and the motion was seconded.

Voted, that the Town accept the provisions of Chapter 479 of the Acts of 2008, An Act Providing for the Establishment of Other Post-Employment Benefits Liability Trust Funds in Municipalities, which amended Chapter 32B of the General Laws, to add Section 20, which allows creation of this fund.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

Article 21—Fund Other Post-Employment Benefits Liability Trust

Walter St. Onge made the following motion and the motion was seconded.

Voted, to transfer the sum \$2,212,646.55 plus any accrued interest through the date of the transfer from the Post-Retirement Insurance Liability Fund as originally voted by Article 26, Fund Liability for Post-Retirement Benefits at the 1994 Annual Town Meeting and as amended by Article 3, Consent Article at the 2001 Annual Town Meeting to the Other Post-Employment Benefits Liability Trust Fund established under the provisions of Chapter 479 of the Acts of 2008, Article 20 at the 2011 Annual Town Meeting;

and further that the Town vote to raise and appropriate the sum of \$150,000 for the Other Post-Employment Benefits Liability Trust Fund established under Article 20 of the 2011 Annual Town Meeting, and authorized by special act of the General Court, in order to offset the anticipated future cost of providing post-retirement health and life insurance benefits to current and future retired Town employees.

Recommendations

Selectmen:	Recommended approval
Finance Committee:	Recommended approval

Moderator declared motion adopted unanimously.

ANNUAL TOWN MEETING—MARCH 29, 2011

Continued from previous page

Article 22—Free Cash

Thomas Busa made the following motion and the motion was seconded.

Voted, that the Town will transfer the sum of \$1,895,000 from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2011.

Recommendations

Selectmen:

Recommended approval

Finance Committee:

Recommended approval

Moderator declared motion adopted unanimously.

Walter St. Onge made a motion to adjourn the Annual Town Meeting sine die. The motion was seconded. The Annual Town Meeting adjourned at 8:50 p.m.

PART IV: FINANCE

BOARD OF ASSESSORS

Robert B. Murphy, *Chair*
John B. Speidel, *MMA, Associate Assessor*

PURPOSE

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. The FY11 Board of Assessors was comprised of Robert B. Murphy, *Chair*, John C. Linz, *Clerk*, and Sheldon Moll. 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, however, but with the 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 2011 tax rates were \$14.33 per thousand dollars of assessed value for residential property, \$10.74 for open space, and \$31.76 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 2011, 106 real and personal property abatement applications were filed and acted upon by the assessors, and 13 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.

Number of Employees

Full-Time: 4

BOARD OF ASSESSORS**FY11 HIGHLIGHTS**

Formal training and professional development 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 Associate Assessor would like to recognize the competence and dedication of the office staff. Mary Morris, with over 29 years of experience in the Bedford Assessors' Office, Korriane Bardsley who has 9 years experience in working in assessing offices, and Robert Hilsinger, with 24 years as an appraiser, are committed to providing valuable support to the Board as well as pleasant and efficient service to the public.

FY11 STATISTICS*Valuation:*

Real Estate	\$2,660,827,344.00
Personal Property	\$ 91,248,060.00
Total Valuation:	\$2,752,075,404.00

Tax Levy:	\$ 49,947,159.66
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Betterments and Liens Added to Taxes:

Sewer with committed interest	\$ 2,767.02
Water Liens	\$ 86,405.76
Sewer Liens	\$ 115,942.24
Total Betterments and Liens:	\$ 205,115.02

Motor Vehicle Excise Committed (7/1/10-- 6/30/11)	\$1,894,417.08
Total FY11 Taxes	\$52,046,691.76

FINANCE DEPARTMENT

Peter Naum, Finance Director

PURPOSE

The Finance/Administrative Services Department has organizational responsibilities for the following 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 worker's compensation management in conjunction with Human Resources
- General insurance and worker's compensation budgeting and management
- Financial management and forecasting
- Real estate and personal property tax billings and collections
- Motor vehicle billings and collections

FINANCE DEPARTMENT*Continued from previous page*

- Water and sewer revenue collections and receiving other departmental revenue turnovers
- Coordination, planning, and maintenance of information system technologies and initiatives for Town departments
- Tracking and reporting of capital assets to ensure compliance with accounting standards
- Tracking and reporting of all Community Preservation Fund activity
- 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

FY11 HIGHLIGHTS

For the seventh consecutive year, the Finance Department is 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 Town Comprehensive Annual Financial Report for the fiscal year ending June 30, 2010.

Standard & Poor's affirmed our AAA rating, received in 2006. This ratings are the absolute highest available and are an indication of the caliber of our credit. This ensures that we will receive the lowest possible interest rate whenever the Town has a bond sale.

On an ongoing basis, throughout fiscal year 2011, the Finance/Administrative Services Department continued to implement, enhance, and expand operational efficiencies and services, both internally and throughout all Town departments. Other FY11 activities included:

- Continued refinement of all Governmental Accounting Standard Board (GASB) and Department of Revenue (DOR) financial reporting requirements, as well as the automation of many processes
- Conducted a variety of municipal bond sales

Technology Matters

- Instituted PeopleForms web/GIS based information software system.
- Added a second virtualized server at Public Works to provide increased capacity.
- Installed new Microsoft SQL server.
- Installed and assisted with implementation of new ambulance/EMS software.
- Secured funding for Capital Asset Management software.
- Submitted capital request for records management software system.
- Upgraded our Collection software to Enterprise.

FY12 PROJECTIONS

During FY12, the work plan and initiatives of the department include:

- Apply for consideration for another CAFR award, for the fiscal year ended June 30, 2011
- Continuing the enhancement of the operating budget process per directive of the Town Manager
- Coordinate all data for the development of an updated actuarial study
- Continuing refinement of all financial forecasting and modeling tools

FINANCE DEPARTMENT*Continued from previous page*

- Implement Ambulance Enterprise Accounting
- Ongoing assistance with the development of an enhanced capital program and budget for FY13 forward
- Conduct bond sales as necessary and constant updating of debt capacity schedules
- Reorganization of Finance Department Staffing
- Lock Box for Motor Vehicle Excise Tax

Technology Matters

- Implement Code Department's permitting and inspection program using PeopleForms software
- Assist with implementation of Capital Asset Management system
- Update Xen virtual server environment to latest software release
- Investigate/create an Information Systems Advisory Committee
- Submit state grant application for regionalized data center
- Upgrade Exchange mail server to 2010 version
- Test disaster recover/business continuity procedures during the greater Town emergency operations test
- Initiate scheduled security review of Town website and reprogrammed to close security loopholes

Collections and Unpaid Balances June 30, 2011

		Uncollected 6/30/2010	Commitments & Adjustments	Abatements & Adjustments	Adjusted Collectable	Transfer to Tax Title/Deferral	Collections	Refunds	Uncollected 6/30/2011
Real Property									
Real Estate	FY11	0	47,066,819	(509,527)	46,557,293	(6,482)	(46,375,176)	337,931	513,565
	FY10	379,374	0	(294,657)	84,717	0	(372,811)	294,283	6,189
Personal Property	FY11	0	2,898,038	(3,919)	2,894,120	0	(2,827,738)	1,189	67,571
	FY10	22,266	0	(1,916)	20,350	0	(18,694)	174	1,830
	FY09	557	0	0	557	0	(361)	0	196
Motor Vehicle	FY11	0	1,550,406	(51,536)	1,498,870	0	(1,405,901)	13,386	106,355
	FY10	70,276	200,344	(27,132)	243,488	0	(230,669)	11,849	24,668
	FY09	21,154	2,562	(2,079)	21,637	0	(10,139)	533	12,031
	FY08	15,803	0	(575)	15,228	0	(2,314)	71	12,984
Prior Years Motor Vehicle		49,514	0	(11,934)	37,580	0	(1,952)	0	35,628
					0				
Total		558,944	51,718,170	(903,275)	51,373,839	(6,482)	(51,245,754)	659,415	781,018
FY11									
Apport Sewer Added to Tax		0	1,750	0	1,750	0	(1,750)	0	0
Sewer Comm Interest		0	1,017	0	1,017	0	(1,017)	0	(0)
Water Lien Added to Tax		0	86,406		86,406	0	(82,895)	4,043	7,554
Sewer Lien Added to Tax		0	115,942	0	115,942	0	(106,904)	0	9,038
FY10									
Apport Sewer Added to Tax		125	0	0	125	0	(125)	0	0
Sewer Comm Interest		40	0	0	40	0	(40)	0	0
Water Lien Added to Tax		17,798	0	0	17,798	0	(17,737)	0	61
Sewer Lien Added to Tax		13,752	0	0	13,752	0	(13,752)	0	(0)
Total		31,715	205,115	0	236,830	0	(224,220)	4,043	16,653
Water/Sewer Rates									
						Water/Sewer Liens			
Water		297,577	2,918,579	(81,955)	3,134,200	(60,763)	(2,737,539)	10,725	346,624
Sewer		500,262	4,272,157	(146,564)	4,625,855	(104,101)	(3,943,990)	18,499	596,263
Total		797,839	7,190,736	(228,520)	7,760,055	(164,864)	(6,681,529)	29,225	942,887

COMBINED BALANCE SHEET - ALL FUNDS & ACCOUNT GROUPS FOR FISCAL YEAR ENDING JUNE 30, 2011

	General Fund	Special Revenue	Capital Projects	Trust/Agency Funds	Deferred Assessments	Long-Term Debt Accounts	Total (Memorandum)
Assets							
Cash/Investments	11,017,132	13,445,345	2,508,892	10,593,719			37,565,088
Petty Cash	1,285	0					1,285
Receivables:							
Taxes	589,353						589,353
Excise	191,669						191,669
User Charges & Liens	378,680	622,408					1,001,088
Tax Liens/Possessions	204,837						204,837
Special Assessments		32,951			66,706		99,657
Departmental	-45,977						-45,977
State/Federal Grants							0
Reserve-Uncollected Funds	-27,291	-638,789			-66,706		-732,786
Reserve Abatements & Exemptions	-1,291,271						-1,291,271
Loans Authorized		4,992,067					4,992,067
Loans Authorized and Unissued		-4,992,067					-4,992,067
Amounts to be Provided for Payments of Notes						61,983,530	61,983,530
Total Assets	11,018,417	13,461,915	2,508,892	10,593,719	0	61,983,530	99,566,473
Liabilities							
Warrants Payable	2,191	2,795					4,986
Payroll Withholdings	1,478,428	0	2,764,500				1,478,428
Notes Payable		16,626					2,764,500
Deferred Revenue	0						16,626
Agency							0
Bonds Payable	641,043					61,983,530	61,983,530
Tailings							641,043
Total Liabilities	2,121,662	19,421	2,764,500	0	0	61,983,530	66,889,113
Fund Balance							
Reserved Petty Cash	1,285						1,285
Reserved Expenditures	1,895,000		0				1,895,000
Reserved Tax Foreclose							0
Reserved Encumbrances	2,090,184						2,090,184
Reserved for Abate/Exemp-Overlay Surplus	0						0
Reserved Court Judgment							0
Reserved Approp. Deficit	-432,495						-432,495
Reserved for Open Space		317,722					317,722
Reserved for Community Housing		0					0
Reserved for Historic Resources		50,000					50,000
Reserved for Recreation Land		13,074,772	-255,608	10,593,719			28,755,664
Unrestricted	5,342,781	13,442,494	-255,608	10,593,719	0	0	32,677,360
Total Fund Balance	8,896,755	13,442,494	-255,608	10,593,719	0	0	32,677,360
Total Liabilities/Fund Balance	11,018,417	13,461,915	2,508,892	10,593,719	0	61,983,530	99,566,473

TOWN OF BEDFORD	
BALANCE SHEET - GENERAL FUND JUNE 30, 2011	
Assets Cash 11,017,132 Petty Cash 1,285 Receivables 11,018,417 Real Estate Tax 2011 513,565 Real Estate Prior 6,190 Personal Property Tax 2011 67,571 Personal Property Tax Prior 2,027 Motor Vehicle Excise 2011 106,355 Motor Vehicle Excise Prior 85,314 User Charges & Liens Water Rates 346,625 Water Liens 7,655 Water Cross Connection 24,400 Tax Possessions 53,769 Tax Title 126,259 Tax Title C1.41A 24,809 Departmental Ambulance 0 Miscellaneous -45,977 Reserved for Uncollected Property Tax 701,918 Provision for Tax Abatement -1,291,271 Excise Tax -191,669 User Fees/Liens -378,680 Tax Title/Possessions -204,837 Departmental 45,977 Total Assets	11,017,132 1,285 11,018,417 513,565 6,190 519,755 69,598 191,669 378,680 204,837 -45,977 -1,318,562 11,018,417
Liabilities Warrants Payable 2,191 Payroll Withholding 1,478,428 Accounts Payable Prepaid Tower Rentals Bid Deposits Agency Tailings 641,043 Total Liabilities	2,191 1,478,428 641,043 2,121,662
Fund Balance Reserve for Petty Cash 1,285 Reserve for Expenditures 1,895,000 Desig Over/Under Assess Reserve for Encumbrances 2,090,184 Res. Abate/Exempt-Overlay Surplus Unrestricted 5,342,781 Reserve for Tax Foreclosure Res. Appropriation Deficit -432,495 Res. Subsequent Years Total Fund Balance	1,285 1,895,000 2,090,184 5,342,781 -432,495 8,896,755
Total Liabilities and Fund Balance	
11,018,417	

TOWN OF BEDFORD							
BALANCE SHEET - SPECIAL REVENUE JUNE 30, 2011							
	Total	School Lunch	Grants	Gifts	Revolving	Sewer	Community Preservation
Assets							
Cash	13,445,345	9,344	1,082,084	854,928	1,131,453	6,272,916	4,094,620
Petty Cash	0						
Receivables							
User Charges	622,408					605,301	17,107
Special Assessments	32,951					32,951	
Amount to be Provided Through Payment of Notes	0						
Reserved Uncollected Receivables	0						
Loans Authorized	-638,789					-638,789	
Loans Authorized & Unissued	0						
Total Assets	13,461,915	9,344	1,082,084	854,928	1,131,453	6,272,379	4,111,727
Liabilities							
Notes Payable - BAN's	0						0
Warrants Payable	2,795	0	0	0	2,795	0	0
Deferred Revenue	16,626						16,626
Total Liabilities	19,421	0	0	0	2,795	0	16,626
Fund Balance							
Reserved Petty Cash	0						
Reserved for Expenditures	0						
Reserved for Encumbrances	0						
Reserved for Open Space	0						
Reserved Community Housing	317,722						317,722
Reserved for Historic Resources	0						0
Reserved for Recreation Land	50,000						50,000
Unrestricted	13,074,772	9,344	1,082,084	854,928	1,128,658	6,272,379	3,727,379
Total Fund Balance	13,442,494	9,344	1,082,084	854,928	1,128,658	6,272,379	4,095,101
Total Liabilities/Fund Balance	13,461,915	9,344	1,082,084	854,928	1,131,453	6,272,379	4,111,727

**TOWN OF BEDFORD
BALANCE SHEET - CAPITAL PROJECT FUND - JUNE 30, 2011**

<u>Assets</u>	
Cash & Investments	2,508,892
Loans Authorized	4,992,067
Loans Author. & Unissued	(4,992,067)
Amount to be Provided for Payment of BANs/GANs	_____
Total Assets	2,508,892
<u>Liabilities</u>	
Warrants Payable	
Notes Payable	2,764,500
Accounts Payable	_____
Total Liabilities	2,764,500
<u>Fund Balance</u>	
Unrestricted	(255,608)
Reserved for Expenditures	
Reserved for Encumbrances	_____
Total Fund Balance	(255,608)
Total Liabilities & Fund Balance	2,508,892

**TOWN OF BEDFORD
BALANCE SHEET - TRUST FUNDS - JUNE 30, 2011**

<u>Assets</u>	
Cash & Investments - Town	9,944,162
Cash & Investments - Library	649,557

Total Assets	10,593,719
<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	9,944,162
Unrestricted - Library	649,557

Total Fund Balance	10,593,719
Total Liabilities & Fund Balance	10,593,719

TOWN OF BEDFORD
BALANCE SHEET - DEFERRED ASSESSMENTS - JUNE 30, 2011

<u>Assets</u>	
Apportioned Assessment Not Due	
Sewer	61,293
Suspended Assessments	
Sewer	5,198
Sewer Entrance Fee	215
	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
	215
Total Reserves	66,706

TOWN OF BEDFORD
BALANCE SHEET - GENERAL LONG TERM DEBT - JUNE 30, 2011

Inside Debt Limit	
Sewer Bonds	58,482,000
Other General Bonds	828,452
	828,452
Total Inside Debt Limit	59,310,452
Outside Debt Limit	
Water Bonds	2,673,078
Sewer Bonds	0
	0
Total Outside Debt Limit	2,673,078
Net Funded or Fixed Debt	61,983,530

TOWN OF BEDFORD		
ANALYSIS OF CASH RECEIPTS - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2011		
<u>Taxes</u>		
Real Estate	46,138,648.80	
Personal Property	<u>2,845,429.30</u>	48,984,078.10
<u>Tax Title</u>	264,911.23	264,911.23
<u>Motor Vehicles Excise</u>		
Previous Years	232,947.94	
FY 2011	<u>1,390,947.42</u>	1,623,895.36
<u>Other Excise</u>		
Hotel/Motel	461,708.51	
Meals	379,673.42	
Jet Fuel	<u>249,336.61</u>	1,090,718.54
<u>Departmental Revenue</u>		
Board of Selectmen - Tower Rental	192,679.82	
Board of Selectmen	22,157.08	
Finance Department	158,248.25	
Code Enforcement	15,977.46	
Board of Assessors	541.00	
Town Clerk	35,742.15	
Planning Board	2,721.00	
Police Department	45,387.99	
Fire Department	387,844.50	
Board of Health	7,404.76	
Department of Public Works	28,151.50	
Cemetery	32,490.00	
Library	17,077.50	
School Department	<u>71,978.18</u>	1,018,401.19
<u>Court Fines</u>		
Police Department	126,616.09	126,616.09
<u>PILOT</u>		
Payment in Lieu of Taxes	1,411,786.08	1,411,786.08
<u>Licenses & Permits</u>		
Board of Selectmen	64,940.00	
Town Clerk	2,390.00	
Police Department	2,337.50	
Fire Department	31,327.44	
Code Enforcement	853,553.39	
Board of Health	<u>23,003.64</u>	977,551.97
<u>Earnings on Investments/Bond Premiums</u>		
	1,660,348.74	1,660,348.74
<u>Water</u>		
Rates	2,725,120.00	2,725,120.00
<u>Water Liens</u>		
	94,119.94	94,119.94
<u>Miscellaneous Water</u>		
	42,423.49	42,423.49
<u>Street</u>		
	4,739.48	4,739.48
<u>Miscellaneous</u>		
	83,580.74	83,580.74
<u>Intergovernmental</u>		
Exemptions: Elderly, Veterans, Blind, & Surviving Spouse	13,560.00	
Construction - School Projects	708,459.00	
Chapter 70	3,277,129.00	
Local Aid	485,896.00	
Police Career Incentive	10,938.55	
State Owned Land	599,984.00	
Medicaid - Special Needs	75,646.29	
Fisheries & Wildlife	10,000.00	
Veterans Benefits	<u>69,774.00</u>	5,251,386.84
<u>Total</u>		<u>65,359,677.79</u>

TOWN OF BEDFORD								
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2010								
Articles	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	PO Encumbrances	Carryover to Next Year	Other Balances
Insurance / Benefits	11,500.00	9,459,367.00		8,896,819.92			21,500.00	541,047.08
Insurance / Benefits				13.13				11,486.87
A3B/10-Audit	13,586.74			13,586.74			10,581.74	0.00
A3B/11-Audit	98,973.30	47,000.00		36,418.26			98,973.30	0.00
A27/10 Salary Plan Addtl Funding	67,500.00			67,500.00				0.00
A16-01/10 Middlesex Tpk Mitigation	5,000.00					5,000.00		0.00
A16-05/10 Financial System Software	7,500.00	23,000.00		13,295.39		9,692.57	12.04	0.00
A17-04/11 Computer Server & Eqmt	1,912.84			6,565.26		1,912.84	934.74	0.00
A 17-05/09 Town Hall Copier Repl	37,500.00			9,210.75		25,789.25	2,500.00	0.00
A 17-08/09 Town Info Sys-Financial Software							115,799.06	0.00
A 23/09 Design BHS Synth Turf Field		141,318.00	-25,518.94				356,891.53	0.00
A 25/11 Salary Plan Addtl Fund	356,891.53							0.00
A 3-1/03 Sick Leave								0.00
T total General Government	630,143.76	12,319,864.00	-191,933.86	11,120,947.22	0.00	58,353.35	614,580.37	964,192.96
<u>PUBLIC SAFETY</u>								
Police Department								
Salaries		3,022,073.00	7,876.23	2,985,718.10			2,831.95	44,231.13
Expenditures	3,512.52	120,543.00		116,966.84				744.21
Capital Outlay / Equipment	14,330.00	14,330.00		3,059.35		1,891.70		453.17
Capital Outlay / Equipment				8,612.42		1,960.00		3,825.88
				12,370.00				0.00
Fire Department								
Salaries		2,046,452.00	61,236.22	2,102,797.36			5,124.70	4,890.86
Expenditures		134,888.00	1,300.00	130,557.78				505.52
Capital Outlay	229.56			229.56				0.00
Capital Outlay		15,200.00		14,910.52				289.48
								0.00
Code Enforcement								
Salaries		383,827.00	10,700.79	372,946.85			2,874.90	21,580.94
Expenditures	3,270.79	29,142.00		22,649.71				3,617.39
Expenditures				3,259.96				10.83

TOWN OF BEDFORD APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2010								
	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	PO Encumbrances	Carryover to Next Year	Other Balances
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
Total Highway	780,008.25	7,076,704.00	87,987.11	7,463,139.54	0.00	117,053.52	598,132.52	-233,626.22
<u>FACILITIES</u>								
Facilities								
Salaries		394,949.00	2,584.52	397,496.44			1,696.20	37.08
Expenditures		355,078.00	5,428.50	335,677.24		24,225.01	5,765.00	604.25
Expenditures	24,802.23			20,311.35		240.00	2,947.90	4,250.88
Articles								
A 16-02/10 Fac/Fire Gas Monitoring System	2,088.51			392.31			1,696.20	0.00
A 16-9/10 Facil-Tn Hall MP RM Stairs RCN	5,765.00						5,765.00	0.00
A 16-10/10 Fac/School-Copier Replacement	2,947.90						2,947.90	0.00
A 17-02/11 Fac/Sch Capital Maintenance		80,000.00		25,527.25			54,472.75	0.00
A 16-12/10 Fac/SCH-Mdl Sch Door Hdw-audg	19,817.00						19,817.00	0.00
A 16-14/10 Fac/Sch-Midl Sch Corr secu Doors	12,600.00						12,600.00	0.00
A 17-07/11 Fac/Sch-Auto Scrub J Glenn	8,645.00			7,557.30			1,087.70	0.00
A 17-08/11 Fac/Sch-Site Lighting JGlenn	6,660.00			3,123.95			3,536.05	0.00
A 16-16/10 Fac/Fire Public Safety	23,112.00			23,112.00			0.00	0.00
A 17-06/11 Fac/Fire Public Safety	43,039.00			28,409.91		6,843.88	7,785.21	0.00
A 17-10/11 Fac/Fire-Interior Paint FSt	6,489.00						6,489.00	0.00
A 17-11/11 Fac/Fire-Kitchen/DayRM Refurb	15,000.00		2,850.00	6,076.77		5,419.98	6,353.25	0.00
A 17-12/11 Facil-HVAC Equip	5,000.00			5,000.00			0.00	0.00
A 21/10 Fac/School Enrlimt Proj/Space Pln	16,784.40			4,000.00			12,784.40	0.00
A 17-01/09 Davis Phone System Repl	1,311.33			1,311.33			0.00	0.00
A 17-09/09 Davis Lane Repair	22,216.60			21,877.23			339.37	0.00
A 17-12/09 Davis Floor covering	21,490.58			21,490.58			0.00	0.00
A 17-15/09 Town Hall Emergency Generator	28,949.18			18,413.82			10,535.36	0.00
A 11-13/08 Police Station HVAC Repairs	1,928.38			1,800.00	128.38		0.00	0.00
A26-07/07 Public Safety Bldg Sec	71,423.00			71,423.00			0.00	0.00
A 9-16/05 Hartwell Rd	10,312.50			1,160.15			9,152.35	0.00
Total Facilities	265,548.61	914,860.00	10,863.02	994,160.63	9,280.73	36,728.87	146,209.19	4,892.21
<u>HEALTH</u>								
Board of Health								
Salaries		495,598.00	39,665.04	524,407.97			7,661.30	3,193.77
Salaries	7,534.83			7,534.83			0.00	0.00
Expenditures		14,152.00		13,924.22			28.00	199.78
Expenditures	808.51			808.51			0.00	0.00
Hazardous Waste		13,250.00		10,011.47				3,238.53

TOWN OF BEDFORD								
APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2010								
	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	PO Encumbrances	Carryover to Next Year	Other Balances
Hazardous Waste Services - Animal & Pest		33,489.00		33,489.00				0.00 0.00
Total Health	8,343.34	556,489.00	39,665.04	590,176.00	0.00	0.00	7,689.30	6,632.08
<u>HUMAN SERVICES</u>								
Recreation Commission								
Salaries		150,720.00	4,663.85	155,384.65				19.20 0.00
Expenditures								
Council On Aging								
Salaries		154,494.00	4,093.52	158,587.52				0.00
Expenditures		10,332.00		10,233.76				98.24
MMHC								0.00
Capital Outlay		1,332.00		1,332.00				0.00
Youth & Family Services								
Salaries		171,983.00	5,507.72	177,295.79				194.93
Expenditures		168,200.00		141,273.14				26,926.86
Expenditures								0.00
Bedford Local Transit								
B.L.T. Salary		55,388.00		48,269.71			35.92	7,118.29
B.L.T. Expenditures		682.00		632.89				13.19
Total Human Services	0.00	713,131.00	14,265.09	692,989.46	0.00	0.00	35.92	34,370.71
<u>SCHOOL</u>								
School								
Expenditures	394,170.31	31,573,964.69	435,304.31	31,426,689.48			481,796.73	100,782.79
Expenditures		0.00		394,170.31				0.00
A 16-17/10 School-Wireless Netwk-Lane/Davis								
A 17-03/11 School-Wireless Netwk Lane/Davis								
A 17-07/09 Davis School Network Upgrades		33,000.00		3,603.86			35,527.11	0.00
A 17-09/11 School Furniture/Equip Replace		152.00		27,861.00			5,139.00	0.00
A 11-06/08 School Computer System Replacement		38,500.00		1,425.00			37,075.00	0.00
Vocational Education		450,000.00		441,095.04	6.88		189.04	0.00
Total School	433,649.20	32,095,464.69	435,304.31	32,294,996.69	6.88	0.00	559,726.88	109,687.75
<u>LIBRARY</u>								
Library								
Salaries		767,428.00	12,894.66	779,141.38			12,317.08	1,181.28
Expenditures		357,837.00		344,446.17				1,073.75

TOWN OF BEDFORD APPROPRIATION STATUS REPORT - GENERAL FUND - FISCAL YEAR ENDING JUNE 30, 2010								
	Encumbrances Prior Year	Appropriations	Supplemental	Expenditures	Transfers	PO Encumbrances	Carryover to Next Year	Other Balances
Expenditures Capital Outlay / Equipment Capital Outlay / Equipment	8,348.83	5,000.00	5,485.00	8,341.52 4,998.86		5,484.95		7.31 1.19 0.00
Total Library	8,348.83	1,130,265.00	18,379.66	1,136,927.93	0.00	5,484.95	12,317.08	2,263.53
<u>OTHER</u>								
Historic Preservation								
Expenditures		1,220.00	0.00	1,074.49				145.51
Expenditures								0.00
Town Center								
Salaries		41,771.00	0.00	41,771.00				0.00
Expenditures		87,255.00	0.00	83,231.34		4,023.66		0.00
Expenditures	3,922.66			3,637.88				284.78
Total Other	3,922.66	130,246.00	0.00	129,714.71	0.00	4,023.66	0.00	430.29
<u>MATURING DEBT & INTEREST</u>								
Maturing Debt & Interest								
Maturing Debt		4,628,711.00	-726,057.00	3,902,654.00				0.00
Interest		2,980,080.00	-621,752.50	2,307,399.41				50,928.09
Community Preservation Act		315,038.00	169,797.50	484,834.26				1.24
Total Maturing Debt & Interest	0.00	7,923,829.00	-1,178,012.00	6,694,887.67	0.00	0.00	0.00	50,929.33
<u>INTERGOVERNMENTAL</u>								
Intergovernmental								
MMWA		2,872,130.00	0.00	2,872,130.00				0.00
State Assessments		310,540.00		310,540.00				0.00
Total Intergovernmental	0.00	3,182,670.00	0.00	3,182,670.00	0.00	0.00	0.00	0.00
GRAND TOTAL	2,174,247.57	71,809,977.69	-682,368.39	70,083,241.05	9,287.61	225,496.05	1,963,910.11	1,019,922.05

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
SCHOOL LUNCH					
School Lunch Program	20,515.07	617,854.24	629,025.68		9,343.63
Total School Lunch	20,515.07	617,854.24	629,025.68	0.00	9,343.63
FEDERAL GRANTS					
General Government					
ERRP-Early Retiree Reinsurance Program-Req Apr	0.00	7,919.42	0.00		7,919.42
	0.00	7,919.42	0.00	0.00	7,919.42
Public Safety					
Bullet Proof Vest Grant	-479.00	5,750.00	4,999.50		271.50
FEMA-Flooding-Police	0.00	1,900.00			1,900.00
FEMA-Flooding-Fire	0.00	20,629.85	11,735.12		8,894.73
Police Emerg Medical Dispatch Grant 07	0.00				0.00
EOPSS FFY10 Traffic Enforcmt/Equipment Grant-Police	-1,109.44	3,303.62	3,512.78		-1,318.60
COPS Secure Our Schools (SOS) DOJ Grant-Police	0.00	8,367.42	8,367.42		0.00
Firefighting Equipment Grant	245.43				245.43
Comm-Defined Solutions-Violence Against Women	0.00	73,481.28	92,425.87		-18,944.59
FEMA FY2010 Assist. to Firefighters Grant	0.00		1,000.00		-1,000.00
Total Public Safety	-1,343.01	113,432.17	122,040.69	0.00	-9,951.53
Facilities					
ARRA-Mass DOER--Lane School HVAC	75,000.00		21,280.00		53,720.00
	75,000.00	0.00	21,280.00	0.00	53,720.00
D.P.W.					
Flooding - FEMA	2,461.91	65,109.44	47,390.00		20,181.35
Total D.P.W.	2,461.91	65,109.44	47,390.00	0.00	20,181.35
School					
Impact Aid	0.00	221,669.85			221,669.85
N.D.A.A.	0.00			27,337.68	27,337.68
09 Fed SPED 94-142 (240) Entitlement	-12,884.00		-15,009.00		2,125.00
09 Fed SPED-Program Improv (274)	128.00		-100.00		228.00
09 Fed Title IV (331)-Drug Free Schools	905.00				905.00
09 Fed Title I (305)	-578.18				-578.18
09 Fed Title IIA (140)-Teacher Quality	0.00				0.00
09 Fed Title IID (160)-Enh Ed through Tech	0.00				0.00
09 Fed Title I (302)	-0.36				-0.36
09 ARRA/SFSF Chapter 70	0.00				0.00
10 ARRA/IDEA Early Childhood/SPED (762)	180,750.22	7,973.55	-680.63		189,404.40
10 ARRA/IDEA (760)	131,951.07		29,554.34		102,396.73
10 Fed SPED 94-142 (240) Entitlement	-233,209.83		51,248.40		-284,458.23
10 Fed Title IIA (140)-Teacher Quality	-1,095.62		-1,095.81		0.19
10 Fed SPED-Program Improvement (274)	0.00				0.00
10 Fed Title IV (331)-Drug Free Schools	3,673.00		2,155.27		1,517.73
10 Fed Title I (305)	-31,353.72		3,382.30		-34,736.02
10 Fed Title IID (160)-Enhanced En through Tech	-935.00				-935.00
10 Fed Title V (302)	0.00				0.00
11 IDEA Early Childhood/SPED (762)	0.00	39,495.50	9,380.03		30,115.47
11 ARRA/IDEA (760)	0.00	618,721.00	217,186.46		401,534.54
11 Fed SPED 94-142 (240) Entitlement	0.00	206,683.00	485,996.75		-279,313.75
11 Fed Title IIA (140)-Teacher Quality	0.00	14,375.00	21,671.00		-7,296.00
11 Fed Title IV (331)-Drug Free Schools	0.00	2,579.00	3,815.00		-1,236.00
11 Fed Title I (305)	0.00	36,883.00	39,867.49		-2,984.49
11 ARRA Stabilization Grant (780) CFDA 84.394	0.00	11,532.00	7,592.73		3,939.27
Total School	37,350.58	1,159,911.90	854,964.33	27,337.68	369,635.83
Total Federal Grants	113,469.48	1,346,372.93	1,045,675.02	27,337.68	441,505.07

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
STATE / MISCELLANEOUS GRANTS					
<u>General Government</u>					
Cultural Council - Arts Lottery	10,012.20	3,902.20	5,789.13		8,125.27
Primaries/Election	24,389.58	3,053.00	4,667.00		22,775.58
MA Historic Preservation Comm.	319.23				319.23
North/South Bikeway	19,920.00				19,920.00
Metro West Home Consortium	-17,727.30	1,519.00			-16,208.30
Depot Building-MHC	0.00				0.00
Two Brothers Rock/Dudley Road-National Register Doc	0.03				0.03
Medicare	-3.77				-3.77
FY09 MEMA EMPG-Emergency Mgmt Performance Grant	2,500.00				2,500.00
Total General Government	39,409.97	8,474.20	10,456.13	0.00	37,428.04
<u>Public Safety</u>					
Hazmat	1,377.73		681.50		696.23
S.A.F.E. Grant - Fire	2,576.62	4,965.00	4,960.69		2,580.93
F.F. Safety Grant Misc-Fire	0.55				0.55
Bullet Proof Vest	0.00				0.00
School Resource Officer	0.03	20,000.00	19,798.39		201.64
"Cert" Grant - Fire	-164.20		2,692.69		-2,856.89
Department of Fire Services Grant	0.00				0.00
Crosby Drive Project	5,211.96				5,211.96
Police Training Gr State Emergency	0.00				0.00
EOPS Traffic Enforcement '07-'08	-34.79		-34.79		0.00
FEMA Firefighters Assistance Grant '08	0.00				0.00
09 SETB Police Training Grant/Emerg	0.00				0.00
EOPSS FFY09 Underage Alcohol Enforcement-Police	-0.06		-0.06		0.00
09 State 911 Support/Incentive Grant	0.00				0.00
EOPSS FFY09 Traffic Enforcement/Equipment Grant-Pol	-1,417.11		-1,417.11		0.00
FY10 State 911 DPT Training Grant-Police	-2,309.00	1,589.68	-719.32		0.00
FY10 State 911 Support/incentive Grant-Police	-377.29	505.26	127.97		0.00
FY11 State 911 DPT Training Grant-Police	0.00	2,787.94	6,339.08		-3,551.14
FY11 State 911 Support/incentive Grant-Police	0.00	28,022.60	33,122.94		-5,100.34
Total Public Safety	4,864.44	57,870.48	65,551.98	0.00	-2,817.06
<u>D.P.W.</u>					
Chapter 90	-125,368.79	207,264.17	273,316.84		-191,421.46
Recycling Grant	10,908.59	217.39	282.71		10,843.27
Underground Storage Tank	132.50				132.50
Curbside Recycling	8,695.31		1,372.06		7,323.25
Flooding	8,809.87		8,809.87		0.00
DEP Grant-Ch319, Proj 06-08/319-NPS	-18,025.20	16,512.23	3,671.96		-5,184.93
MAPC Regional Bike Parking Program Grant	-3,765.00				-3,765.00
Old Burying Ground Preservation Grant	47,109.00	-47,109.00			0.00
Urban Forestry	0.00		5,000.00		-5,000.00
Mass DEP-DPW Mun Assist Host	0.00	54,709.61	54,116.24		593.37
Total D.P.W.	-71,503.72	231,594.40	346,569.68	0.00	-186,479.00
<u>Human Services</u>					
COA-Formula Grant	0.00	20,783.00	20,782.57		0.43
COA-Corporate Grants	7,504.61		587.69		6,916.92
YFS-Friday's Free	5,432.51	568.00	444.29		5,556.22
YFS-Parenting Wisely	730.47	11.00			741.47
YFS-Partnership For Children	1,900.00		1,320.00		580.00
YFS-Kids Who Care	264.87				264.87
COA-Progress Grant	1,951.01		123.99		1,827.02
YFS-Peer Mentor Grant	3,667.49	100.00	35.10		3,732.39
YFS-Safe Routes to School-Greater Lowell Cm	500.00		500.00		0.00
Total Human Services	21,950.96	21,462.00	23,793.64	0.00	19,619.32
<u>Health</u>					
Smoking Cessation	4,975.47		300.00		4,675.47
Emergency / Planning-Public Health	140.14	4,121.00	2,268.98		1,992.16
MA Assoc Health Boards Grant	360.84	150.00			510.84
MHOA-Tobacco Control Mini-Grant		170.00	300.00		-130.00
Total Health	5,476.45	4,441.00	2,868.98	0.00	7,048.47

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
<u>Library</u>					
Incentive/Equalization	32,895.04	9,545.03	8,094.87		34,345.20
Non Resident Circulation	66,831.87	11,094.88	12,852.72		65,074.03
Construction Grant	9,635.41				9,635.41
Community Languages	0.00				0.00
Total Library	109,362.32	20,639.91	20,947.59	0.00	109,054.64
<u>School</u>					
Impact Aid	277,383.96			-277,383.96	0.00
N. D. A.A.	131,270.72			-131,270.72	0.00
Supplemental Hanscom Impact Aid-State	0.00	562,503.00			562,503.00
Substitute Teacher Reimburse	0.00	475.00			475.00
Drug Free Sch. '98	1,839.06				1,839.06
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
Gifted & Talented Grant	1,848.35				1,848.35
Eisenhower/Content Institute	-246.70				-246.70
BBEA/Bedford Education Foundation	-2,530.63	16,891.50	14,141.35		219.52
School Circuit Breaker	21,528.96	971,915.00	761,789.22		231,654.74
Title II Teacher Quality '05	-8,578.00				-8,578.00
Fed Spec. Educ. Entitlement '05	9,178.00				9,178.00
Title I'05	9,785.03				9,785.03
METCO '05	136.00				136.00
Academic Support FY 05	30.00				30.00
Fed Spec. Educ. Entitlement (262) '06	-600.00				-600.00
Fed Spec. Educ. Entitlement (240) '06	-4,509.98				-4,509.98
SPED Program Improvement (274) '06	-249.76				-249.76
Title I (305) '06	-4,795.86				-4,795.86
METCO '06	-26,939.95				-26,939.95
Mental Health-Davis School '06	-329.17				-329.17
M.S. Reading (267) '06	-2,068.40				-2,068.40
Academic Support Services '06	-138.01				-138.01
"Game to be Fit" Grant	29.00				29.00
Content Institutes (171) '06	2,136.33				2,136.33
Title II (140) Teacher Quality '07	-8,926.88				-8,926.88
Title II (160) Enhanced Ed through Tech. '07	9,547.14				9,547.14
Fed SPED Entitlement (240) '07	-77,120.47		7,044.00		-84,164.47
Early Child-SPED (262) '07	-5,114.30				-5,114.30
SPED-Program Improvement (274) '07	1,231.81				1,231.81
Title I (305) '07	388.27				388.27
Title IV Safe / Drug (331) '07	150.94				150.94
METCO '07	22,609.16				22,609.16
Content Institutes (171) '07	0.14				0.14
Secondary Sch Reading (267) '07	3,906.58				3,906.58
Academic Support Svcs (MCAS) '07	908.64				908.64
SPED Corrective Action '07	-5,179.91				-5,179.91
METCO '08	-2,067.08				-2,067.08
Fed SPED Entitlement (240) 94-142, '08	9,125.50				9,125.50
Early Childhood-SPED (262) '08	-911.00				-911.00
SPED-Program Improvement (274) '08	5,015.00				5,015.00
Title I (305) '08	34,532.19				34,532.19
Secondary Sch Reading (267) '08	1,455.00				1,455.00
Title II Part A-140 '08	-1,500.14				-1,500.14
Title IV Safe / Drug (331) '08	1,991.99				1,991.99
Secondary Sch Reading (267) '08	-6,746.39				-6,746.39
Academic Support Service (632) School Yr	44.00				44.00
09 METCO	1,890.82		2,040.00		-149.18
09 SPED Early Childhood (252)	-118.59				-118.59
09 Academic Support services (632) School Year	-266.72				-266.72
10 METCO	42,874.73		40,966.26		1,908.47
10 SPED Early Childhood (262)	4,839.75	14,519.25	19,359.00		0.00
10 Academic Support Services (632) School Year	1,544.08		425.04		1,119.04
11 METCO	0.00	355,186.00	465,300.62		-110,114.62
11 SPED Early Childhood (262)	0.00	19,363.00	19,023.05		339.95
Big Yellow School Bus	0.00	200.00	200.00		0.00
11 Academic Support Services (632) School Year	0.00	6,197.00	8,530.16		-2,333.16
Total School	457,197.43	1,947,249.75	1,338,818.70	-408,654.68	656,973.80
Total State / Miscellaneous Grants	566,757.85	2,291,731.74	1,809,006.70	-408,654.68	640,828.21

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
GIFTS					
<u>General Government</u>					
Energy Conservation	103.41				103.41
Bedford Community Playground	1,503.06	6.05			1,509.11
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	-9,999.97				-9,999.97
Village at Bedford Woods	5,000.00				5,000.00
Telecom/Technical Assistance	61,833.88				61,833.88
Heritage Middlesex Turnpike	10,815.00				10,815.00
Criterion Municipal Svcs Study	10,000.00				10,000.00
Technology - Cable-related purposes	67,040.00	23,520.00			90,560.00
Planning-Criterion	201,700.00				201,700.00
A23/09 Design BHS Synthetic Turf Field	37,500.00		35,000.00		2,500.00
Land Acquisition-W.Bedford/Concord Rd	2,553.33				2,553.33
Consultant-Mass Economic Dev Prog-Mabbett	0.00	5,000.00	5,000.00		0.00
Planning-Criterion-Economic Development	20,000.00		2,500.00		17,500.00
Planning-Speedwagon Partners LLC/Abbott Ln SubD	0.00	188,976.06	10,000.00		178,976.06
Total General Government	448,410.51	217,502.11	52,500.00	0.00	613,412.62
<u>Public Safety</u>					
Gift Police/Fire	307.41		129.68		177.73
Daniel Oates	287.54				287.54
Police Contribution	1,302.49	4,524.95	3,589.95		2,237.49
CPR Course	657.25	1,636.87	2,103.28		190.84
Anthony Busa Memorial	225.22				225.22
Total Public Safety	2,779.91	6,161.82	5,822.91	0.00	3,118.82
<u>School</u>					
Bedford Hockey	111.93				111.93
Football/Cheerleading-Glenn	571.63				571.63
Schools General Gift	-2,418.97	50.00			-2,368.97
High School General Gift	8,687.88	1,914.40			10,602.28
Middle School General Gift	10,101.91	3,180.00	9,016.36		4,265.55
Job Lane School General Gift	876.26				876.26
Davis School General Gift	-8.67	400.00			391.33
METCO General Gift	1,744.00				1,744.00
Educational Scholarships	15,000.00				15,000.00
Thomas Nolan Make My Day Gift	1,580.00				1,580.00
FBHS Fallen Soldiers Gift	10,135.86	25.00	989.00		9,171.86
POMS Gift-Patrons of Music Students	0.00	4,456.71	3,892.10		564.61
Total School	46,381.83	10,026.11	13,897.46	0.00	42,510.48
<u>Library</u>					
Video Cassettes	54.53				54.53
General	4,912.00	7,738.33	7,271.52		5,378.81
Prabha Sridharan	1,982.89	500.00			2,482.89
Daniel Nickerson	442.03	1,000.00	504.10		937.93
Martha Hoo	71.47				71.47
Kent Stickney	22.80				22.80
Andy Zuckerman Memorial Collection	18,354.00		626.97		17,727.03
Total Library	25,839.72	9,238.33	8,402.59	0.00	26,675.46
<u>Library Corporation</u>					
Building Fund	578.07	5.13			583.20
McDonald's Publication	641.28	175.00			816.28
Total Library Corporation	1,219.35	180.13	0.00	0.00	1,399.48
<u>Health</u>					
Recombinant DNA	10,000.00				10,000.00
General	2,219.00	30.00			2,249.00
Total Health	12,219.00	30.00	0.00	0.00	12,249.00
<u>Human Services</u>					
COA-Gift General	11,930.61	1,163.00	3,002.11		10,091.50
COA-Gift Transportation	5,131.45	20,000.00	15,347.00		9,784.45
YFS-Violence Prevention Coalition	1,080.16				1,080.16
YFS-Progress Gift (Child / Needy)	7,074.61	3,360.00	1,821.97		8,612.64

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
YFS-Americas Promise Alliance	0.00	1,000.00	979.89		20.11
COA-Emergency Fund	7,685.45	1,000.00	500.00		8,185.45
COA-CWV Safe at Home Gift-Carleton Willard V	5,382.00		200.00		5,182.00
Total Human Services	38,284.28	26,523.00	21,850.97	0.00	42,956.31
<u>Other</u>					
Public Ceremonies	28,002.18	3,710.00	9,500.00		22,212.18
Conservation-Jordan Gardens	1,415.32	220.00			1,635.32
Conservation-General	-29.81				-29.81
Recreation Commission Ice Skating	475.06				475.06
Recreation Revolving General	6,000.00		6,000.00		0.00
Recreation-Springs Brook Park Project	-135.47				-135.47
Recreation-Barbara Davis Campership	2,085.00		500.00		1,585.00
447 Concord Road Gift	164.89	0.64			165.53
Recreation-The Corner-Youth Center-Gift	50.00				50.00
Total Other	38,027.17	3,930.64	16,000.00	0.00	25,957.81
<u>D.P.W.</u>					
Gift/General	3,203.33	233.08	2,025.00		1,411.41
C. Midgett Memorial	755.00				755.00
Ball Field Improvement	4,553.51	1,500.00	5,321.00		732.51
Avalon Drainage Review	8,866.57	176.62			9,043.19
Town Common	1,538.47				1,538.47
Cemetery Plaque	25.00				25.00
Street Trees	3,037.00				3,037.00
Babe Ruth Athletics	262.00				262.00
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	6,288.00				6,288.00
DPW Curbing Restoration Fund	3,204.24				3,204.24
Middlesex Turnpike Corridor Study	10,000.00				10,000.00
Criterion Offsite Mitigation Consult	105.28				105.28
54 Middlesex Tpk Entrance Consult Services	14,620.00				14,620.00
Bog Bridge Construction-DPW Gift	0.00	535.00			535.00
Total D.P.W.	91,633.40	2,444.70	7,346.00	0.00	86,732.10
Total Gifts	704,795.17	276,036.84	125,819.93	0.00	855,012.08
REVOLVING / RESERVED FUNDS					
<u>General Government</u>					
Penalties/Fines/Rest/Selectmen	18,796.12				18,796.12
Penalties/Fines/Rest/Fire Dept	0.00	10,658.16	8,348.90		2,309.26
Penalties/Fines/Rest/Finance	3,662.25	6,829.61	525.00		9,966.86
Penalties/Fines/Rest/TownClerk	12,615.35	727.00			13,342.35
Penalties/Fines/Rest/Legal	0.00				0.00
Penalties/Fines/Rest/Planning	16,835.63				16,835.63
Depot Park	35,245.03	29,652.86	28,043.39		36,854.50
Cable Television Revolving	61,832.98	34,813.00			96,645.98
Total General Government	148,987.36	82,680.63	36,917.29	0.00	194,750.70
<u>Finance Department</u>					
Medicare	506.63		-0.36		506.99
Total Finance	506.63	0.00	-0.36	0.00	506.99
<u>Public Safety</u>					
Gun Permits	150.00	5,312.50	5,237.50		225.00
Penalties/Fines Restitution - Police	2,037.87	1,917.24	1,923.22		2,031.89
IRS Revolving-Police	-23,067.39	327,358.36	338,536.40		-34,245.43
Penalties/Fines Restitution - Fire	-1,009.26				-1,009.26
IRS Revolving-Fire	1,510.01	15,836.70	16,123.80		1,222.91
Hydrant Markers	0.00				0.00
Police OT Reimbursement	1,826.94	17,098.14	18,130.74		794.34
Liquor IDs	2,256.75	635.00	2,666.66		225.09
Total Public Safety	-16,295.08	368,157.94	382,618.32	0.00	-30,755.46
<u>School</u>					
Adult Practical Arts	10,972.57	2,595.00	3,433.93		10,133.64
Athletic Revolving	43,587.63	23,909.00	44,550.00		22,946.63
IRS Revolving	4,738.63	1,086.52	2,128.28		3,696.87
Lost Books CH 88	182.51	359.67	249.08		293.10
School Rental	119,045.58	116,360.47	54,507.20		180,898.85

TOWN OF BEDFORD					
SCHEDULE OF REVENUE, DISBURSEMENTS AND CHANGES IN FUND BALANCE					
SPECIAL REVENUE FUNDS - FISCAL YEAR ENDING JUNE 30, 2011					
	Balance 7/1/2010	Revenue	Expenditures	Transfers	Balance 6/30/2011
Vandalism	2,670.00	2,915.00			5,585.00
Meal Tax	-6.52	797.33	796.68		-5.87
School Insurance Rev Under \$20K-CH44/53(2)			2,915.00		-2,915.00
Penalties/Fines/Restitutions	8,833.25	26,526.60	21,946.43		13,413.42
E-Rate Reimb.	63,242.38	19,693.41	25,000.00		57,935.79
Recycling Product Refunds		499.52	26.52		473.00
High School Nursery Program	13,321.65	46,734.78	37,125.15		22,931.28
Total School	266,587.68	241,477.30	192,678.27	0.00	315,386.71
<u>Library</u>					
IRS Revolving	1,193.90	2,447.00	2,262.00		1,378.90
Library Revolving	22,577.91	13,256.64	18,449.66		17,384.89
Total Library	23,771.81	15,703.64	20,711.66	0.00	18,763.79
<u>Agency</u>					
Sporting Licenses	579.05	2,845.00	2,842.50		581.55
Total Agency	579.05	2,845.00	2,842.50	0.00	581.55
<u>Facilities</u>					
Facilities Insurance Rev Under \$20K-CH44/53(2)		3,210.00	3,210.00		0.00
Penalties/Fines/Restitutions	220.12				220.12
Old Town Hall/Town Center Facilities Revolving Fund	19,307.40	118,454.39	113,059.24		24,702.55
Total Facilities	19,527.52	121,664.39	116,269.24	0.00	24,922.67
<u>D.P.W.</u>					
DPW Insurance Rev Under \$20K-CH44/53(2)		13,832.00			13,832.00
Penalties/Fines/Restitutions	8,021.35	14,366.96	25,527.01		-3,138.70
Holiday Party 2005	0.00				0.00
Total D.P.W.	8,021.35	28,198.96	25,527.01	0.00	10,693.30
<u>Human Services</u>					
Recreation Revolving	462,280.28	603,361.80	586,064.11		479,577.97
Recreation Revolving Day Camp	103,880.20	165,791.73	208,831.84		60,840.09
Recreation Revolving Teen Center/After School program	542.36	1,870.00	1,927.20		485.16
Recreation Revolving Day Care	45,368.14	531,502.81	514,017.28		62,853.67
Recreation Revolving Springs Brook	-65,361.20	260,014.65	258,768.83		-64,115.38
Recreation Revolving COA	19,490.11	21,505.75	21,796.02		19,199.84
Total Human Services	566,199.89	1,584,046.74	1,591,405.28	0.00	558,841.35
<u>Other</u>					
Conservation/Wetlands	22,417.58	3,391.50	206.39		25,602.69
Conservation By-Law Consulting	276.03				276.03
Conservation/WPA Consulting	8,074.37	533.56	500.00		8,107.93
Penalties/Fines/Restitutions-Town Ctr	-1,722.46	5,586.98	3,257.23		607.29
Total Other	29,045.52	9,512.04	3,963.62	0.00	34,593.94
<u>Community Preservation</u>					
Community Preservation	3,968,836.22	8,175,432.41	7,564,331.96	-484,835.00	4,095,101.67
Total Community Preservation	3,968,836.22	8,175,432.41	7,564,331.96	-484,835.00	4,095,101.67
Total Revolving / Reserved Funds	5,015,767.95	10,629,719.05	9,937,264.79	-484,835.00	5,223,387.21
General Government	637,314.47	316,576.36	99,873.06	0.00	854,017.77
Public Safety	-9,993.74	545,622.41	576,033.90	0.00	-40,405.23
School	828,032.59	3,976,519.30	3,029,384.44	-381,317.00	1,393,850.45
Library	160,193.20	45,762.01	50,061.84	0.00	155,893.37
Agency	579.05	2,845.00	2,842.50	0.00	581.55
Facilities	19,527.52	121,664.39	137,549.24	0.00	3,642.67
Highway / DPW	30,612.94	327,347.50	426,832.69	0.00	-68,872.25
Human Services	644,130.58	1,636,502.74	1,639,918.87	0.00	640,714.45
Other	67,072.69	13,442.68	19,963.62	0.00	60,551.75
Community Preservation	3,968,836.22	8,175,432.41	7,564,331.96	-484,835.00	4,095,101.67
Total All Special Revenue	6,346,305.52	15,161,714.80	13,546,792.12	-866,152.00	7,095,076.20

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
CAPITAL PROJECTS - JUNE 30, 2011

	Balance 7/1/10	Revenue	Expenditures	Transfers/ Other	Balance 6/30/11
A 20/04 Land & Easement	21,051.00				21,051.00
A11/10 Land Acquisition-75/155 Middlesex Tpk	-790,000.00	790,000.00			0.00
A26-01/07 Fire Rescue Pumper	56.00				56.00
A16-19/10 Fire Mini-Pumper	0.00		218,000.00		-218,000.00
A17-18/11 Ambulance Replacement	0.00		204,139.46		-204,139.46
A 3 STM 10/97 Davis School	4,141.46				4,141.46
A 18/99 & A14 STM 10/98 Lane School	5,949.76		5,949.76		0.00
A 6 STM 10/00 Glenn Middle School	1,747.73				1,747.73
A 5/07 HS Renovation	-13,703,660.48	14,136,970.00	153,707.11		279,602.41
A 8 STM 10/98 Middlesex Tnpk.	-135,564.60	140,000.00	370.81		4,064.59
A 14/00 Sidewalk Construction	15,850.42		13,049.17		2,801.25
A 32/01 Water Main Design	2,862.62		2,663.00		199.62
A13/02 MWRA Water Main Des/Construction	-10,000.00	10,000.00			0.00
A 27/04 Water Mains	0.00				0.00
A 9 20/05 Water SCADA System	8,427.23		8,427.23		0.00
A 18/06 Infiltr/Inflow Reduction	12,954.60	1,644.27	14,364.64		234.23
A12/08 Sewer Infil/Inflow	51.99		34.62		17.37
A11/08-01 Water Main Project	-104,186.87				-104,186.87
A11/08-06 Sewer System Expansion	-125,994.67	339,000.00	80,692.99		132,312.34
A13/08 Road Resurfacing	-669,911.43	1,200,000.00	814,897.40		-284,808.83
A 21/03 DPW Facility	40,365.43				40,365.43
A 22/03 Town Ctr Facility	84,415.43		547.00		83,868.43
A17-17/09 Water Standpipe Paint/Prep	-79,220.85	245,000.00	1,800.00		163,979.15
A17-18/09 Shawsheen Well-Constr/Rep	-59,165.06	100,000.00			40,834.94
A17-09/09 Water Main Improvement	-460,326.46	475,000.00			14,673.54
A18/09 Sewer Infil/Inflow-Impr/Study	0.00		119.42		-119.42
A16-21/10 North Rd Water Main Repl	-78,693.18		246,702.38		-325,395.56
A16-22/10 Crosby Dr Water Standpike Painting	0.00				0.00
A16-23/10 Summer St Drainage Improvements	-180,000.00	180,000.00			0.00
A17/10 Sewer Infiltr/Inflow work	581,300.00		370,804.33		210,495.67
Total Capital Projects	-15,617,549.93	17,617,614.27	2,136,269.32	0.00	-136,204.98

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
TRUST FUNDS - JUNE 30, 2011

	Balance 7/1/2010	Revenue	Expenditures	Transfers In/Out	Balance 6/30/2011
<u>Non Expendable Trust Funds:</u>					
<u>Health</u>					
George & Clara Blinn Cemetery	1,660.38	35.05			1,695.43
Lillian Dutton Memorial	912.70	19.27			931.97
Emma J. Phelps Cemetery	14,983.77	316.36			15,300.13
Shawsheen Cemetery Chapel	18,101.04	382.19			18,483.23
Total Health	35,657.89	752.87	0.00	0.00	36,410.76
<u>Human Services</u>					
Goodwin Charity	71,260.90	2,049.61	1,880.26		71,430.25
Total Human Services	71,260.90	2,049.61	1,880.26	0.00	71,430.25
<u>Library</u>					
George & Clara Blinn	9,195.57	83.54			9,279.11
Edwin Brooks	28,849.26	324.00			29,173.26
Sarah Hartwell Bryant	1,241.12	11.27			1,252.39
Kirsten Carr	6,828.75	62.00	15.18		6,875.57
Lawrence Braverman	1,356.75	12.32			1,369.07
Fannie S. Cutler	67,938.31	1,230.68	1,544.03		67,624.96
Samuel Davis	2,792.84	25.37			2,818.21
Jeremiah Fitch	19,124.53	235.66			19,360.19
Franklin S. Lane	3,139.04	44.01			3,183.05
Lawrence	1,348.32	12.26			1,360.58
E. G. Loomis	2,145.11	19.48			2,164.59
William J. Niles	113,843.24	1,859.39			115,702.63
James Salloway	1,155.71	10.49			1,166.20
Nell Seften Stegmaier	4,263.89	38.73			4,302.62
William C. Britton	31,349.03	284.74			31,633.77
Total Library	294,571.47	4,253.94	1,559.21	0.00	297,266.20
<u>School</u>					
Ellen A. Boynton	22,949.55	579.42			23,528.97
John Glenn Memorial Scholarship	5,012.28	206.70	250.00		4,968.98
Marion E. Hunt Scholarship	9,117.85	192.51			9,310.36
Total School	37,079.68	978.63	250.00	0.00	37,808.31
<u>Other</u>					
Founders & Patriots	6,176.04	130.40	0.00		6,306.44
Hartwell House	73,400.65	1,549.75			74,950.40
Total Other	79,576.69	1,680.15	0.00	0.00	81,256.84
Total Non-Expendable Trust Funds	518,146.63	9,715.20	3,689.47	0.00	524,172.36
<u>Expendable Trust Funds:</u>					
<u>Health</u>					
Sale of Lots	817,853.92	31,884.37	9,042.37	-80,000.00	760,695.92
Cemetery Improvement	32,887.91	11,488.80	495.91		43,880.80
Total Health	850,741.83	43,373.17	9,538.28	-80,000.00	804,576.72

TOWN OF BEDFORD
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE
TRUST FUNDS - JUNE 30, 2011

	Balance 7/1/2010	Revenue	Expenditures	Transfers In/Out	Balance 6/30/2011
<u>Library</u>					
Wallace Gleason Webber	5,010.74	76.48			5,087.22
Fannie Wood Prescott	281,225.42	5,106.07			286,331.49
General Fund	18,920.07	1,470.13	3,323.77		17,066.43
A.E. Brown-Reprint	2,044.27	63.76			2,108.03
Mansur Estate	21,982.46	199.68			22,182.14
Tirzah J. Sweet	19,340.04	175.67			19,515.71
Total Library	348,523.00	7,091.79	3,323.77	0.00	352,291.02
<u>School</u>					
Harriet M. Mudge	210,106.93	4,719.67			214,826.60
High School Scholarships	4,730.43	102.00	1,000.00		3,832.43
Total School	214,837.36	4,821.67	1,000.00	0.00	218,659.03
<u>Other</u>					
Hanscom Area Traffic	1,351.36	28.56			1,379.92
Conservation Fund	56,786.76	1,137.57	7,781.70		50,142.63
Industrial Area Sewer	11,043.02	233.15			11,276.17
Stabilization Fund	2,461,380.23	36,200.70		-800,000.00	1,697,580.93
Pension Fund	1,525,800.11	35,949.58		-190,031.00	1,371,718.69
Bedford Munic Afford Housing Trust	202,095.35	2,882.00			204,977.35
BMAHT-Condo Buydown	140,096.90		2,672.00		137,424.90
BMAHT-Village/Bedford Woods Foreclosure	175,446.00				175,446.00
Law Enforcement Trust-State	2,230.11	-1,651.22	13.00		565.89
Law Enforcement-DEA	98,994.82	-45,706.80	30,196.69		23,091.33
Treasury-Law Enforcement Trust	0.00	78,415.42	55,199.27		23,216.15
Post Retirement	2,030,426.19	48,482.89		150,000.00	2,228,909.08
Dental Claims Trust Fund	138,105.45	384,879.48	373,533.93		149,451.00
Health Claims Trust Fund	400,781.13	1,117,043.39	898,285.55		619,538.97
Bond Premium Stabilization Fund	942,477.49	9,000.47		384,904.00	1,336,381.96
Seniors At Home Fund	0.00	2,012.63			2,012.63
Total Other	8,187,014.92	1,668,907.82	1,367,682.14	-455,127.00	8,033,113.60
Total Expendable Trust Funds	9,601,117.11	1,724,194.45	1,381,544.19	-535,127.00	9,408,640.37
Total All Trust Funds	10,119,263.74	1,733,909.65	1,385,233.66	-535,127.00	9,932,812.73
<u>Agency Funds-Performance Bonds</u>					
Freedom Estates LLC	198,300.00		50,000.00		148,300.00
McDonough Subdivision	6,037.00				6,037.00
Selfridge Road Extension	12,500.00				12,500.00
Page Hill Subdivision-Yvon Cormier	152,060.00				152,060.00
Page Hill Lot Rel-Shandel Investments	204,940.00				204,940.00
Pine Realty Trust	37,400.00				37,400.00
Trinity Realty Trust-Thomas Murray	44,915.00				44,915.00
Deer Meadow	31,700.00				31,700.00
McDonough Subdivision	82.90				82.90
Deer Meadow	7,971.09				7,971.09
Bedford Municipal Afford Housing Trust	15,000.00				15,000.00
Total Agency Funds	710,905.99	0.00	50,000.00	0.00	660,905.99
TOTAL--TRUST/AGENCY FUNDS	10,830,169.73	1,733,909.65	1,435,233.66	-535,127.00	10,593,718.72

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.bedfordma.gov:

Arbor Resource Committee
Council on Aging
Depot Park Advisory Committee
Fair Housing Committee
Historic Preservation Commission

Bedford Housing Partnership
Land Acquisition Committee
Transportation Advisory Committee
Wilson Mill Park Planning Committee
Zoning Board of Appeals (Associate)

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 before candidates for appointment are interviewed, it is recommended that they attend at least one meeting of the committee(s) in which they express interest. For questions, please call the Town Manager's Office at 781-275-1111.

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 the Town Manager's Office at 781-275-1111 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.

Office Use Only

Registered Voter _____ Acknowledged _____ Attended Meetings _____

Interviewed _____ Appointed _____ Appointment Letter _____