



# BEDFORD BYLINE

Provided by the Town of Bedford describing its services for residents. Responses to Town Manager, 10 Mudge Way, Bedford, MA 01730 are welcome. The Town's Web Site for more information on services is [www.bedfordma.gov](http://www.bedfordma.gov)

November, 2013

## Bedford Police Department is Awarded "Certification" Status

Submitted by Police Chief Robert Bongiorno

On September 12, 2014 the Bedford Police Department was the 45<sup>th</sup> in the state to receive state Certification from the Massachusetts Police Accreditation Commission.

Certification is a self-initiated evaluation process by which police departments strive to meet and maintain standards that have been established for the profession, by the profession. These carefully selected standards reflect critical areas of police management, operations, and technical support activities. They cover areas such as policy development, emergency response planning, training, communications, property and evidence handling, use of force, vehicular pursuit, prisoner transportation and holding facilities. The program not only sets standards for the law enforcement profession, but also for the delivery of police services to the citizens of the commonwealth.

"Achieving Certification from the Massachusetts Police Accreditation Commission is considered a very significant accomplishment and is a recognition that is highly regarded by the law enforcement community," said Chief of Police Robert Bongiorno.

Under the leadership of Lt. James Graham, the Bedford Police Department was assessed in July of 2013 by a team of Commission-appointed assessors.

"Going through the process initially requires intense self-scrutiny, and ultimately provides a quality assurance review of the agency," said Donna Mooers, Executive Director of Mass. Police Accreditation Commission. To conduct this self-assessment and prepare for the on-site review of the 159 standards by the Commission, in 2012 Chief Bongiorno appointed Lt. James Graham to serve as the Department's Accreditation Manager.

According to Bongiorno, "This achievement is not only the result of the hard work of Lt. Graham and Officer Marc Saucier but an achievement the entire police department should be recognized for."

Certification has been granted for a period of three years. Participation in the program is strictly voluntary.

### COMPOSITION OF THE COMMISSION

The Commission consists of an eleven member Board of Directors. Six members are appointed by the **Massachusetts Chiefs of Police Association**, two by the **Coalition of Accreditation Managers of Massachusetts**, one by the **Massachusetts Municipal Association** and one by the **Massachusetts Police Association**. The eleventh member is left for the Board to elect and that member must be affiliated with an academic institution. According to Mooers, "the Commission's primary role is to establish and administer both the standards and the assessment process by which departments meeting certification standards can be publicly recognized for their achievements."

Massachusetts is one of twenty-four states that offer an accreditation process for its police departments.

### BENEFITS OF CERTIFICATION

The standards for certification impact officer and public safety, address high liability/risk management issues, and promote operational efficiency throughout the agency. The benefits of Certification are therefore many and will vary among participating departments based on the

*Continued on page 2*

## PAPERLESS BILLING OPTION

Submitted by Finance Director Victor Garofalo

The Town of Bedford has been accepting online payments for several years, but now the Town has added a paperless billing option for **Real Estate tax bills only**.

Online billing (or ebilling) will notify taxpayers,



via email, when a **Real Estate Tax bill** is available. Taxpayers will now be able to view their **Real Estate tax bill**, as well as pay it online. This "Go Paperless" option will eliminate the paper **Real Estate tax bill**, reduce cost, as well as help the environment.

To sign up for this option, please visit the Town's web site at [www.bedfordma.gov](http://www.bedfordma.gov), and select "Online Payments." From there:

- You will then need to register your account, if you have not already done so.

- Your account number is your Map/Parcel ID, which you can find on your previous bill. Your account number should be entered as RE-Map-Parcel (i.e. RE-5-10)
- Enter your user ID (email address) and password
- From the portal page select "My Profile" Select "Paperless Options"
- Select "Yes, I want to go paperless"

You will then receive an email to confirm you want to go paperless. At this point you will no longer receive **Real Estate tax bills** in the mail; instead these will be sent via email.

**At this time this option is only available for Real Estate Tax Bills.** You can register online to view and pay your water/sewer and motor vehicle excise bills. However, the paperless option is not available for these bills at this time. The Town is hoping to add this feature sometime in the future.

## November is Substance Abuse Awareness Month in Bedford

Submitted by Youth & Family Service Director Sue Baldauf

November has been recognized as Substance Abuse Awareness Month. During the month, look for a variety of opportunities to get familiar with the current issues related to substance abuse in the *Bedford Minuteman*, the *Citizen* online news, and the Bedford YFS website [www.bedfordma.gov/youth](http://www.bedfordma.gov/youth). Articles will provide information about the latest trends, how to help keep your kids healthy, and about The Great American Smoke Out.

For more information call Prevention Services Coordinator, Jessica Wildfong at 781-275-7727 ext. 262 or email her at [jessicaw@bedfordma.gov](mailto:jessicaw@bedfordma.gov)

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## Unplug in November!

Submitted by Youth & Family Services Director Sue Baldauf

Are you caught up in too much busy-ness already, with fall just having officially begun? Try adding more connection to your life in the month of November with the Bedford Families Unplugged Together calendar. Based on a program started in Needham by Jon Mattleman and the Needham Youth Commission in March 2002, Bedford Unplugged Together hopes to remind people



that life holds more than what is on the other end of a plug, be it a computer, a television screen, or a phone.

Initiated by the Bedford Community Partnership in October 2004 and supported by the Bedford Selectmen and Bedford Public Schools, Bedford Families Unplugged Together boasts a month long calendar of various activities families can do together without electricity and that emphasize person-to-person interaction. The capstone of the month was **Wednesday, November 6<sup>th</sup>**, when Bedford Public School students had no homework, evening sports, or required activities and the School and Town had no required evening meetings. Parents were encouraged to be home for dinner and families were able to have a night off from their respective "daily grinds" for engagement and fun. The School Committee arranged for the no homework and no sports while the Selectmen asked all Town boards and committees to reschedule any of those meetings that would have originally occurred on that Wednesday night. "We sent a letter to all the

other community groups asking them to postpone or reschedule meetings from November 6<sup>th</sup>," reported Sue Baldauf, director of Bedford Youth and Family Services, coordinator of the Unplugged event on behalf of Bedford Community Partnership. Baldauf reported only positive responses to the request to postpone or reschedule a night meeting.

In fact due to the success of the program another Unplugged day is scheduled for **March 12, 2014** with the full support of the Selectmen and School Committee. "Providing respite from our daily, in too many instances, over-scheduled routines just once a year yields little likelihood of making a lasting impression," according to Bedford Public School Superintendent Jon Sills. "Hopefully making Bedford Unplugged a bi-annual event will create greater opportunities for reflection or family time or face to face recreation."

The complimentary Bedford Families Unplugged calendar for the month of November with some suggested and special activities listed will be able to be downloaded for free from the home pages of both the town and the School websites – [www.bedfordma.gov](http://www.bedfordma.gov) or [www.bedford.k12.ma.us](http://www.bedford.k12.ma.us)

Also this year on the Town website there will be an optional blank calendar with a separate list of possible activities so families can make their own.

If you have questions about the program or would like more information, contact Sue Baldauf at 781-275-7727.

## OPPORTUNITIES TO VOLUNTEER

Several local government committees and boards are looking for new members to fill vacancies:

- Arbor Resource Committee
- Capital Expenditure Committee
- Depot Park Advisory
- Energy Task Force
- Historic District Commission
- Land Acquisition Committee
- Trails Committee
- Transportation Advisory Comm.
- Zoning Board of Appeals (Assoc.)

To fill out a Questionnaire for Volunteers form, visit our website at [www.bedfordma.gov](http://www.bedfordma.gov) and click on Committees. Questionnaires should be printed, completed, and mailed to the Town Manager's Office, Town Hall at 10 Mudge Way, Bedford, MA 01730.

For any questions concerning particular committees or the process of appointment, please contact the Town Manager's Office at 781-275-1111.

## EMPLOYMENT OPPORTUNITY RECORDING SECRETARY FINANCE COMMITTEE

The Town of Bedford is looking for a Recording Secretary to take minutes at the Finance Committee meetings. There are approximately 30 meetings per year and typically held on Thursday evenings year round. Meetings run from two to four hours in length.

The Recording Secretary must attend all meetings in their entirety. Duties include preparing a first draft of the Minutes and emailing those minutes to the Finance Director, Treasurer/Collector as soon after the meeting as is possible (not later than one week).

Minimum requirements include a high school diploma or G.E.D. Access to email and Microsoft Word version 2000 or higher is required. Secretary must be able to use a recording device.

The salary for this position is \$16.10 per hour, and is not eligible for benefits. The position is paid at a flat rate of five and half (5.5) hours per meeting.

Application for employment may be downloaded from the Town's website [www.bedfordma.gov](http://www.bedfordma.gov)

Please send applications to:

Sarah Buhler  
Human Resources/Management Analyst  
Town of Bedford  
10 Mudge Way  
Bedford, MA 01730

or fax to (781) 275-6310

Applications received by November 15, 2013 will receive preference.

*The Town of Bedford is an Affirmative Action / Equal Employment Opportunity Employer*

## Police Department Certification

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state of the department when it enters the process. In other words, the benefits will be better known when the department quantifies the changes that it had to make as a direct result of achieving certification. Generally, these changes involve policy writing, facility improvements and equipment purchases. Listed below are some of the more common benefits.

Certification:

- Provides a norm for an agency to judge its performance.
- Provides a basis to correct deficiencies before they become public problems.
- Requires agencies to commit policies and procedures to writing.
- Promotes accountability among agency personnel and the enhanced application of policies.
- Provides a means of independent evaluation of agency operations.
- Minimizes an agency's exposure to liability, builds a stronger defense against lawsuits, and has the potential to reduce liability insurance costs.

- Enhances the reputation of the agency and increases the public's confidence in it.

Mooers added, "Police Certification and Accreditation work to reassure the general public that the law enforcement profession is prepared, trained and ready to handle future emergencies and calls for service. Agency *preparedness* begins with having a formal and current Written Directive System that incorporates best business practices into agency policies and operational plans."



### Town of Bedford Bedford Byline

Selectmen  
**William Moonan, Chair**  
**Margot Fleischman**  
**Michael Rosenberg**  
**Mark Siegenthaler**  
**Caroline Fedele**

**Richard T. Reed,**  
**Town Manager**

**Jessica Porter, Editor**

**Colleen Doyle, Graphics**

The *Bedford Byline*, an official publication of the Town of Bedford, Town Hall, 10 Mudge Way, Bedford, MA 01730, is delivered to all residents of Bedford. For information about or response to the *Byline*, please write, or call the Town Manager's Office at (781) 275-1111.

Articles without a byline have been written by staff of the Town Manager.

# Bedford Council on Aging November 2013 Announcements

Submitted by COA Director Lori Wittner

**Date: Mondays**

**Time: 10:00 AM**

## Monday Morning Quarterback Club

Who needs talk radio? Whether you cheer for the Patriots or some other team come talk sports at the Bedford Council on Aging each Monday morning at 10:00 AM. All are welcome to join this new sports-focused group lead by fellow sports fan, Lou Ennis. Baseball, basketball, and hockey fans are encouraged to come too! There will be plenty to discuss!

**Date: Tuesday November 12**

**Time: 7:00 PM**

## Holiday Decorating Made Simple

Join us at the Bedford Council on Aging on Tuesday November 12 at 7:00 PM! Ellie Pooya is a certified interior designer and founder of SIMPLY YOUR HOME, based in Bedford that serves Interior decorating service to Metrowest Boston. She believes every person is unique therefore deserves a unique arrangement to express her/his personality. She works closely with her clients to achieve this goal in designing their rooms and arranging their events in a timely manner within their budget. In this talk she will bring some easy holiday decorating ideas to simply dress up your fire place, table or favorite room with easy to make Christmas centerpieces, wreath and fireplace mantel treatments.



**Date: Wednesday November 13**

**Time: 8:30 AM**

## Put a Lid On It!

Join Fire and Life Safety Educator Nick Anderson for breakfast (only \$3!) at the Bedford Council on Aging on Wednesday November 13 at 8:30 AM. Nick will show us some simple ways to stay safe in our own kitchens. Please sign up ahead of time by calling (781) 275-6825.

**Date: Wednesday November 13**

**Time: 12:30 PM**

## Eye Care

It's a fact of life that vision changes occur as you get older. But these changes don't have to compromise your lifestyle. Knowing what to expect and when to seek professional care are important steps to safeguarding your vision. Local Optometrist, Dr. Kiana Kaymanesh of Bedford Vision Center will be at the Bedford Council on Aging on Wednesday November 13 at 12:30 PM to talk about how to maintain healthy eyes.

**Date: Sunday November 17**

**Time: 11:00 AM - 1:00 PM**

## Extreme Couponing with Elizabeth Lahens

Tired of spending so much money on groceries? Learn how to save from Elizabeth Lahens, a couponing master! She will be at the Bedford Council on Aging on Sunday November 17 at 11:00 AM. Extreme couponing isn't as crazy as it may sound! You don't have to let coupons dominate your life or be embarrassed at the cash register. You just need the right strategies to use coupons in conjunction with store sales and promotions and then enjoy the satisfaction of getting items for free or close to it. It's all about timing. This course will break down the couponing process into manageable and easy-to-follow steps to get you on your way to saving at least 50% on your grocery bill. **Please consider bringing one non-perishable food item to be donated.** Elizabeth has taught extreme couponing skills at over 30 community education programs, as well as to groups of educators, schools, PTOs, mothers' groups, non-profit organizations, churches, military organizations, food pantries and more!

**Date: Monday November 18**

**Time: 11:00 AM**

## 5 Simple Exercises to Increase Your Strength Today

Since 1991, Steve Satin has been an Exercise Physiologist and President of Satin Wellness In-Home Personal Training. On Monday November 18 at 10:00 AM at the Bedford Council on Aging he will present a program of simple exercises you can do in your home that can help increase your strength and maintain/build strong bones and joints. *5 Simple Exercises to Increase Your Strength Today* includes safe and effective exercises even if you have heart disease, diabetes, arthritis, joint and/or back pain. Whether you are physically fit or have an injury or health challenge; these exer-

cises can be done by anyone. Come have fun with Steve!

**Date: Tuesday November 19**

**Time: 6:30 PM**

## Encore Presentation: Nova Scotia and Southern New Brunswick

Join Carol and Ron Reynolds on November 19 at 6:30 PM as they share photos and video of their travels around Nova Scotia and Southern New Brunswick. After following the Lighthouse Route to Peggy's Cove, and spending a day in Halifax, they followed the Cabot Trail, hiked in Cape Breton Highlands, enjoyed a Ceilidh, and experienced living history at Fortress Louisbourg. In New Brunswick, they were amazed at the dramatic tides along the Bay of Fundy. Come and share their memories of quaint fishing villages, Acadian jigs and Celtic music.



**Date: Tuesday November 19**

**Time: 7:00 PM**

## Crafts- Paper Engineering Models

Everything is an art. Creativity is exploration celebrating change and growth. The young and the older person have the time to be kids. Explore your "kidness" with Jim Boyd at the Bedford Council on Aging. On Tuesday November 19, 7:00 PM learn how to make paper engineering models. Supplies will be provided. All you need to bring is yourself!

**Date: Thursday November 21**

**Time: 1:00-3:00 PM**

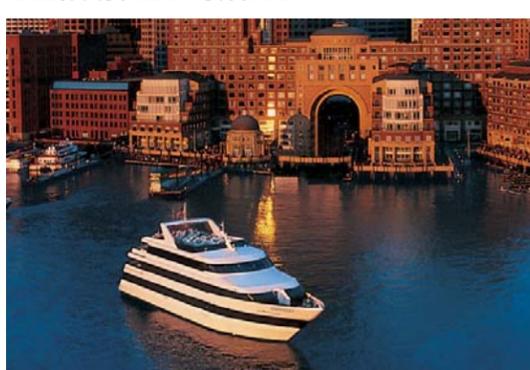
## Are You Concerned About Your Memory?

Are you concerned about memory loss? Do you want to find out how your memory is now and for future comparison? Memory screenings make sense for anyone concerned about memory loss or experiencing warning signs of dementia; whose family and friends have noticed changes in them; or who believe they are at risk due to a family history of Alzheimer's disease or a related illness. Screenings also are appropriate for anyone who does not have a concern right now, but who wants to see how their memory is now and for future comparisons.

Thursday November 21, 2013 is National Memory Screening Day. Senior Helpers of Westford will be offering free, confidential memory screenings at the Bedford Council on Aging from 1:00 to 3:00 pm. All the memory screenings will be conducted by a Registered Nurse. Please call the Bedford Council on Aging at (781) 275-6825 to make an appointment.

**Date: Tuesday December 31**

**Time: 9:30 AM - 3:00PM**



## New Year's Eve at Noon - \$70

Make your New Year's Eve celebration unforgettable with a cruise on the Odyssey. Ring in the New Year with a delicious 3-course lunch on Boston Harbor, fun party favors, and a champagne toast at noon. A Disc Jockey will entertain you while you enjoy impeccable service and stunning skyline views. Your coach bus will depart from Bedford at 9:30 AM on Tuesday December 31 and will return at approximately 3 PM. The cost of this trip is \$70 due upon sign up. Advanced sign up is necessary in order to reserve enough spaces.

**Date: Friday December 6**

**Time: 10:00-4:00 PM**

## Impressionists on the Water

On Friday December 6 we will visit the Peabody Essex Museum where we will see nearly 60 oil paintings, works on paper, models and small crafts—all illuminating the importance that access to the sea and France's extensive inland waterways played in the development of one of the world's most robust artistic movements. Following the tour we will enjoy lunch at the elegant Hawthorne Hotel. Meal choices include Baked New England Scrod with Lemon Butter or Charbroiled Chicken with grilled onions and apple corn relish. The cost of the trip is \$70 due upon sign up which begins on November 5. We will depart at 10 AM and return at about 4 PM.

## ANNUAL TOWN CAUCUS JANUARY 7, 2014

The Selectmen have scheduled Tuesday, January 7, 2014 to hold the Annual Town Caucus. The Caucus will be held in the Town Hall auditorium beginning at 7:00 p.m. The Caucus is one method by which persons desiring to run for elected town office may be nominated and placed on the March 7, 2014 annual town election ballot. In case of inclement weather, the Caucus will be held the following evening.



## BEDFORD LOCAL TRANSIT INFORMATION

The Bedford Local Transit (BLT), the Town of Bedford's public transportation service, offers a discounted fare program.

The fares for all riders are: Adults (ages 18-64) \$2 in town, \$4 out-of-town. Seniors, children (under 18), and disabled \$1 in town, \$2 out-of-town.

The BLT offers scheduled fixed runs to the Billerica Mall on Tuesday's, as well as weekday door-to-door service within Bedford. Anyone may ride the BLT, and the van is wheelchair-accessible. Please call between 8:00-9:00 a.m. to schedule rides due to high levels of ridership.

## THE GREAT AMERICAN SMOKEOUT

Submitted by Board of Health Director Heidi Porter

The American Cancer Society (ACS) has announced Thursday, November 21, 2013 as the date for the “Great American Smokeout”. The goal on the Smokeout Day is to get smokers to quit for one whole day, or at least try to cut down their smoking substantially. Tobacco use is the single largest preventable cause of disease and premature death in the United States, yet about 43.8 million Americans still smoke cigarettes - nearly 1 in every 5 adults.



The Bedford Board of Health supports the ACS efforts and strongly urges all to join the Great American Smokeout and commit to keeping our society and our children healthy.

Contact [www.cancer.org](http://www.cancer.org) or call the ACS at 1-800-ACS-2345 for self-help materials, support programs and counseling. The Board of Health can be contacted at 781-274-6507.

## Historic Marker Program

Submitted by the Historic Preservation Commission

To encourage appreciation for the town’s architectural heritage, the Historic Preservation Commission is, again, sponsoring a historic marker program to recognize buildings built prior to 1943 that maintains their fundamental architectural character.

There is no obligation to maintain the house’s appearance once a marker is granted, but, of course we hope you will do so!

Residents may order small plaques for their homes indicating the year,

or circa it was built and if appropriate the historic name of the house.

Prices are \$45.00 - \$55.00 plus \$7.00 shipping and handling for sizes 8x12 and 12x16 respectively. They are white with black lettering.

Your marker could be on any building or buildings –house, barn, stable or shop constructed prior to 1943 maintaining its original design integrity.



## Fire & Police Departments Earn Outstanding Team Response of the Year

Submitted by Fire Chief Dave Grunes

The Metropolitan Boston Emergency Medical Services Council, Inc. has recently recognized first responder/Bedford resident Amanda Pike, and members of Bedford’s Police and Fire Departments, as well as Armstrong Ambulance. They were awarded with the **Outstanding Team Response of the Year Award** presented on November 7, 2013 at the Newton, MA American Legion Post. This award represents any team of responders who demonstrate a professional and highly team-oriented approach to patient care during an extremely severe medical emergency.

The medical incident which occurred on the Bedford/Billerica Narrow Gauge Rail Trail in August, saved the life of a 65 year-old Arlington resident who was pushing his infant grandchild in a stroller.

The Town congratulates Amanda Pike, who took the initiative to start treating the patient and initiated the Emergency Response System, as well as its employees: Emergency Communications Officer Liz Crowell, Fire Captain Mark Sullivan, Fire Lt. John Daniels, Firefighters Tom Piccirillo, Mark Casey, Peter Spencer, Jim Sullivan, Police Sgt. Mark Barbieri, Police Officers Tracy Cook and Rob Abajian, and Armstrong Ambulance Paramedics Peter Foley and Michael Foget.

## AUTUMN LEAF COLLECTION

Please be advised that the DPW will be opening the Town landfill on Carlisle Road to Bedford residents wishing to dispose of yard waste materials from 9:00 a.m. to 12:00 noon on December 7th. This will be the last date the landfill will be open until the spring.

Yard waste consists of leaves, pine needles, grass clippings, weeds, and tree material up to one inch (1”) in diameter. Tree limbs over one inch (1”) diameter will not be allowed. Only the approved Kraft paper style biodegradable bags are allowed to be dropped off. Residents may empty trash bags or containers of yard waste provided they remove the bags or containers after they empty them.

In addition, the final collection week for bagged leaves is November 25<sup>th</sup> through November 29<sup>th</sup>. Only large biodegradable Kraft style paper bags are allowed. Bags should be placed at curbside by 7 a.m. on Monday.



## TOWN ELECTION CALENDAR

By Town Clerk Doreen Tremblay

- Nomination papers available-Town Election.....December 2, 2013
- Caucus.....January 7, 2014  
(starts at 7:00 p.m.- Town Hall Auditorium)
- Year End campaign finance reports due.....January 10, 2014
- Last day to obtain papers – Town Election..... January 16, 2014
- Last day to return signed papers for certification – Town Election.....January 20, 2014
- Last day to object or withdraw-Town Election.....February 3, 2014
- Last day voter registration for Town Election.....February 14, 2014  
(Hours 8-4 Town Clerk’s Office, 4-8 – Police Station)
- Pre-election campaign finance reports due -Town Election.....February 28, 2014
- Town Election.....March 8, 2014  
(Polling Hours – 8:00 a.m. – 6:00 p.m.).
- Annual Town Meeting.....March 24, 2014  
(7:30 p.m. – Bedford High School Auditorium)
- Post election campaign finance forms due.....April 7, 2014
- Last day voter registration for State Primary.....August 27, 2014  
(Hours 8-4 Town Clerk’s Office, 4-8 – Police Station)
- State Primary..... September 16, 2014  
(Polling hours 7:00 a.m. – 8:00 p.m.)
- Last day voter registration for State Election.....October 15, 2014  
(Hours 8-4 Town Clerk’s Office, 4-8 – Police Station)
- State Election..... November 4, 2014  
(Polling hours 7:00 a.m. – 8:00 p.m.)

**All elections held at the John Glenn Middle School on McMahon Road**

## Fuel Assistance Program

By COA Director Lori Wittner and Youth & Family Services Director Sue Baldauf

### Could You Use Some Help with Home Heating?

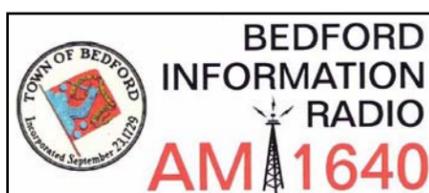
If you could use some help paying your home heating bills, the Commonwealth’s Fuel Assistance Program may be for you! Bedford residents of all ages are invited to apply for the program, which provides a benefit to those who meet income guidelines to help pay fuel bills.

Those who enroll in the Fuel Assistance Program may also be automatically eligible for a free home weatherization program, free heating system repair or replacement, free energy-saving devices, and discounts for many utilities.



**To be eligible, you must be a Bedford resident and have an income ranging from \$27,876 for a one-person household to \$70,763 for a six-person household.** The income limit is higher for families with more than six members. **The amount of money the program provides and other benefits like utility discounts depend on the number of household members and the household income.** If you are within the guidelines, apply now!

To apply, Bedford residents under age 60 should call Bedford Youth and Family Services (YFS) at (781) 275-7727 and those 60 or over should call the Bedford Council on Aging (COA) at (781) 275-6825. YFS or COA will set up a time to assist you with the application in their offices, at your home, or at another convenient site. Please be assured that all information given to the friendly agency staff who help you will be held in the strictest confidence.



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