

**Bedford Community Preservation Committee  
Minutes of Tuesday, October 21, 2014 - Regular Session  
Town Hall, Second Floor Conference Room**

**Members Present:** Cathy Cordes (at-large member), Chair; Margot Fleischman (Selectmen, Park Commissioner); Don Corey (Historic Preservation Commission); Vito LaMura (at-large member), Robin Steele (Recreation Commission); Christina Wilgren (Bedford Housing Partnership); Eugene Clerkin (Housing Authority)

**Members Absent:** Steven Hagan (Conservation Commission); Shawn Hanegan (Planning Board)

**Also Present:** Barbara Perry, Finance Committee; Elizabeth Hacala, Bedford Citizen news

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Chair Cordes opened the meeting at 7:39 p.m. with a quorum present.

**Municipal Affordable Housing Trust Appropriations**

Discussion took place relative to the funds to be transferred from the CPA account to the Bedford Municipal Affordable Housing Trust. It was recommended that a Grant Agreement be drafted for signature by the Selectmen, the Bedford Municipal Affordable Housing Trust and the Community Preservation Committee.

Ms. Fleischman moved that Community Preservation Committee agree to sign the Grant Agreement, provided that the Selectmen and the Bedford Municipal Affordable Housing Trust agree to also sign. Mr. LaMura seconded the motion.

**The motion passed 6-0-0.**

Mr. Corey joined the meeting at this point, having arrived from a prior meeting of another committee.

**Town Hall Building Systems Replacement (MEP)**

A brief discussion was had relative to the funding of the MEP. A confirmation was made that Community Preservation was committed to 50% of the funding. It was also confirmed that a prior balance allocation for stairs in the multi-purpose room (\$71,612) would go towards Community Preservation's 50%.

Ms. Steele made a motion to rescind the vote taken at the September 23, 2014 Community Preservation Committee Meeting, where we recommended to Special Town Meeting to transfer \$291,394.51 into General Reserves from FY15 funds. Ms. Fleischman seconded the motion.

**The motion passed 7-0-0.**

Ms. Steele made a motion to recommend approval to appropriate \$1,425,000 from Community Preservation Funds for the Town Hall Mechanical, Engineering & Plumbing (“MEP”) project (Article 13), and to fund said project;

- a. Moved to recommend to Special Town Meeting approval of \$291,000 from FY2015 Community Preservation Available Funds;
- b. Moved to recommend to Special Town Meeting approval of \$209,000 be transferred from FY2015 General Reserves;
- c. Moved to recommend to Special Town Meeting approval of bonding \$853,388 from Community Preservation Funds.
- d. Moved to recommend reallocation of \$71,612 from Article 17, #4, from 2012 Annual Town Meeting.

Ms. Fleischman seconded the motion.

**The motion passed 7-0-0**

Ms. Steele made a motion that if the Town Hall Mechanical, Engineering & Plumbing (“MEP”) project (Article 13) fails to pass at Special Town Meeting, that we recommend to Special Town Meeting to transfer \$291,394.51 into General Reserves from FY15 Funds in Article 14. Ms. Fleischman seconded the motion.

**The motion passed 7-0-0**

### **Community Preservation Committee Six Year Plan**

Discussion ensued relative to the building of the six year Community Preservation plan, inclusive of current and future submissions. The intent is to establish a plan that will run concurrently with the six year capital expenditure plan.

The current draft plan includes a variety of projects, and currently exceeds available funds and anticipated funds. Ms. Fleischman indicated a need for a future discussion about how to fit in the projects, and a methodology for determining which projects could be pushed to future years. Ms. Cordes referenced the submission criteria, and stressed that it should be on the table and reviewed carefully for each submission to determine validity and necessity.

Mr. LaMura suggested that perhaps there should be a more detailed process for project submissions and indicated that perhaps the current process was too simple, and did not ask for enough detail up front. It was suggested that the form include the submission criteria, and require submitters to justify each and every submission criteria. Mr. LaMura felt it was important that before the six year plan be presented to the public, that the projects have been fully explained and defended. Mr. LaMura will work with Town Staff to remodel the request form.

Another idea was to designate within the plan which projects are placeholders or those projects which do not yet have a definitive dollar amount. Ms. Cordes also indicated we should take a thorough review of the current existing submission criteria.

### **Future Possible Requests/Capital Eligible Items**

Discussion took place relative to the capital projects list. It was suggested that Item #2 (Sabourin Field Lighting) and Item #19 (School Fence/Tennis Court Guardrail) be removed from the list. Department of Public Works is welcome to come back with these projects should additional information be provided, justifying them as Community Preservation eligible.

Item #17 (Interior Repairs to Old Town Hall) should also be removed. Cosmetic and maintenance items are not eligible projects.

Item #18 (Springs Road Sidewalk) should also be removed from the plan. If Department of Public Works wishes to revisit this request with the Transportation Advisory Committee and provide new information, they are welcome to do so. If there is no change to the project from last year, and no new information, then the project should be removed.

It was also questionable as to whether the Fire Alarm renewals should also be included in the Community Preservation plan. Ms. Cordes then requested that staff verify whether generators are CPA eligible.

Mr. Corey indicated that #30 can be eliminated as Scouts and the Rotary have already repainted the Job Lane Barn. This will not need to be repainted for at least another 10 years.

Discussion also ensued about “maintenance” and “rehabilitation” projects and what is allowed or not allowed under Community Preservation.

Ms. Cordes requested that all submitters be prepared to present information on their projects. Ms. Cordes further suggested that the remodeled form be sent to all who submitted requests asking them to resubmit them utilizing the new form.

### **Recreation Needs**

A brief discussion ensued relative to the upcoming Recreation needs. It was noted that the Springs Brook Park request should be for 2017 or 2018 due to the timing of the RFP, and the process. We will not have a cost until the design is complete. It was suggested that there be a placeholder of \$300,000 in 2017 for the design process. Ms. Cordes suggested moving the \$3M request to 2018.

Ms. Fleischman indicated we should put \$200,000 in sidewalks for 2016, given that we pushed off the Springs Brook Park request. Ms. Cordes would like to see a status report from Department of Public Works relative to the sidewalk projects previously funded.

### **Minutes – September 23, 2014**

**Mr. LaMura made a motion to approve the minutes of September 23, 2014 as amended.**

**Ms. Steele seconded the motion.**

**The motion passed 7-0-0.**

**New Business**

Ms. Cordes suggested that the Program and Plan be remodeled to list the projects based upon category, utilizing Mr. Garofalo's budget document.

Ms. Fleischman briefly discussed the National Citizen Survey results.

**Next Meeting**

The next meeting will be November 25, 2014, 7:30 p.m.

**Ms. Fleischman made a motion to adjourn. Mr. LaMura seconded the motion.**

**The motion passed 7-0-0**

The meeting adjourned at 9:00 p.m.