

**Bedford Community Preservation Committee
Minutes of Wednesday, September 7, 2016 – 7:30 p.m.
Town Hall, Second Floor Conference Room**

Members Present: Shawn Hanegan (Planning Board), Chair; Don Corey (Historic Preservation Commission); Margot Fleischman (Selectman, Park Commissioner); Steven Hagan (Conservation Commission); Robin Steele (Recreation Commission); Christina Wilgren (Bedford Housing Partnership); Maggie Debbie (at-large member) and Robert Schmalz (Housing Authority)

Also Present: Town Manager Richard T. Reed; Assistant Town Manager Michael Rosen; Facilities Director Taissir Alani; Town Engineer Adrienne St. John; Bedford Housing Authority member Gene Clerkin; Finance Committee member Stephen Carluccio; Capital Expenditure Committee member Barbara Perry; Press Representative Meredith McCulloch

1. Call Meeting to Order

The meeting was called to order at 7:33 p.m.

2. Nomination and Election of Officers

Ms. Fleischman moved to nominate Robin Steele as vice-chair of the Community Preservation Committee. Ms. Wilgren seconded the motion.

The motion passed 8-0-0.

3. Project Status Update

a. Public Works Department

Town Engineer Adrienne St. John provided a status update for Community Preservation Act funded Public Works projects.

Fawn Lake: The Selectmen awarded a contract to CEI for the Fawn Lake permitting and design process. The project will consist of wet dredging which will pull up the sediment and restore the depth of the lake.

Wilson Mill Dam: The project is complete but the remaining \$3621.48 is needed to conduct an assessment of the dam after 5 years.

Altmann Conservation Area: The \$5,000 will be used to control non-native invasive species over the next two years.

Old Reservoir Dam: \$5,000 was appropriated to purchase a historical information sign that will be consistent with other historical signs in Town. Gene Clerkin had proposed the project a few years ago. He stated that he would reach out to the Trails Committee and Historic Preservation Commission to move forward on this project.

Springs Brook Park Feasibility Study/Hardscape Driveway: Staff is expecting a new proposal back from the consultant who first conducted a study of the water clarity issues at Springs Brook Park. It is hoped that a new more powerful filtration system will be installed.

The Town has held off on the reconstruction of the driveway since the future use of the park has not been determined.

Bike Path Resurfacing: This project for safety zone improvements should be completed in the next few months.

Trails Conservation Land: This money will be used for wetland delineation along proposed trails and the purchase of tools and trail markers.

Athletic Fields Design: The tree issues have been resolved and a survey has been conducted to mark the test pits that will determine the social constraints. The wetlands will be replicated at the Page Field.

Create/Preserve Playing Field: Construction is scheduled for 2017.

Sidewalks: An easement was accepted at 47 Page Road for the Hemlock Lane sidewalk. Drainage work needs to be completed for the Concord Road sidewalk and tree hearings will be scheduled for the Fall of 2016.

Washington Street Bridge: A consultant was hired for the design and environmental permitting for this project. The Town will be able to utilize this template for future bridge and boardwalk projects.

b. Facilities Department

Facilities Director Taissir Alani provided a status update for Community Preservation Act funded Facilities projects.

Police Station Cooling Pump: A proposal was received on September 7, 2016 to complete the skirting at the cooling tower to prevent debris.

Depot Building Restoration: The decking needs to be refinished and the bulkhead needs to be rebuilt and raised.

Town Hall Aluminum Windows: Two companies will be providing proposals for this project and a vendor will be selected in a month or two.

Shawsheen Pump House: The roof has been completed and the barriers have been implemented to prevent trucks from hitting the building. The contractor could not match the mortar for the brick replacement portion of the project so a sample is being sent out to a specialist to make a match.

Job Lane House Fire Protection: A mechanical engineer was hired and they are discussing with the Code Enforcement Department and Fire Department on whether a wet or dry system should be installed.

Old Town Hall Exterior Stairs: The wooden stairs will be removed and the granite stairs will be installed. Mr. Alani does not think this will be done before the winter but it having the stairs painted in the short term.

Life Management Collaborative: Bedford Housing Authority (BHA) member Gene Clerkin explained that the program had a slow start but a year and half into the program 15 families are enrolled in the program. The BHA is requesting more funds for to administer the program for three more years.

4. Bedford Village Expiring Use Update

Ms. Wilgren explained that she talked to the Cambridge Housing Trust who recently went through a similar process with expiring use. They suggested that the Town hire an expert in expiring use to help coordinate all necessary steps that need to be taken. Ms. Fleischman suggested that Ms. Wilgren outline a scope of work which would explain more of what the consultant would be contracted to do. She also recommended that the request be presented to the Bedford Housing Partnership for review.

5. Use of CPA funds for Non-Municipal Historic Buildings

Mr. Corey explained that the 200 out of the 5500 homes in Bedford are historic homes. Other Towns have bought preservation restrictions to be placed on the deeds. An appraiser would come out to help determine how much the restriction would cost.

The committee also discussed there may be a need in Town to help fund repairs to older houses that are not under threat to be torn down.

6. Review of Town Meeting/Budget/Six Year Plan

In the memo prepared by the Finance Director Victor Garofalo there are three articles that the committee needs to vote to close.

Ms. Debbie moved that the Community Preservation Committee close the following articles;

- 1. DPW Irrigation Refurbishment (Art 17-28 ATM 03/25/14) - \$535.16**
- 2. Bicycle Repair Stand (Art 15-6 ATM 03/23/15) - \$36.50**
- 3. Narrow Gauge Rail Trail (Art 15-9 ATM 03/23/15) - \$84.20**

as they have been completed, and these funds be transferred to the Community Preservation Fund Balance. Mr. Hagan seconded the motion.

The motion passed 8-0-0.

- a. Review of potential Community Preservation Act projects on Capital Expenditure 6-year plan

The Committee was asked to review the Community Preservation Act projects that are currently on the Capital Expenditure six year plan.

The Committee stated that the carpeting and roofing projects listed on the excel spreadsheet prepared by Victor Garofalo on 9/1/2016 are not community preservation eligible.

The committee did not have any other objections to the projects but questioned whether some would actually be completed in the fiscal year that they are being proposed.

Assistant Town Manager Michael Rosen asked that one member attend the Capital Expenditure Committee meeting on September 21, 2016. Ms. Steele volunteered to attend.

7. Approve Minutes of January 26, 2016 & May 19, 2016

Mr. Corey moved to approve the minutes of January 26, 2016 as written. Ms. Debbie seconded the motion.

The motion passed 5-0-3, Mr. Hagan, Mr. Hanegan, and Ms. Wilgren abstained as they did not attend that meeting.

Mr. Corey moved to approve the minutes of May 19, 2016 as amended. Ms. Schmalz seconded the motion.

The motion passed 6-0-2, Mr. Schmalz, and Ms. Debbie abstained as they did not attend that meeting.

8. Discussion of Future Requests

There was no discussion on this item.

9. Schedule Next Meeting

Ms. Doyle asked that the members confirm by the next day that they can attend the September 28, 2016 public hearing as six members are need for a quorum.

Mr. Corey made a motion to adjourn. Mr. Schmalz seconded the motion.

The motion passed 8-0-0.

The meeting adjourned at 9:55 p.m.