

**Bedford Community Preservation Committee**  
**Minutes of Tuesday, January 24, 2012**  
**Regular Session**

**Members Present:** Vito LaMura (at large member), Catherine Cordes (Selectmen, Park Commissioner), Robin Steele (Recreation Commission), Margot Fleischman (Planning Board), Don Corey (Historic Preservation Commission), Andreas Uthoff (Conservation Commission), Christina Wilgren (Bedford Housing Partnership), Eugene Clerkin (Housing Authority), and Angelo Colao (at large member)

**Also Present:** Assistant Town Manager Jessica Porter, Finance Director Victor Garofalo, Department of Public Works Director Richard Warrington, Recreation Director Amy Hamilton, Recreation Commission member Caroline Fedele, Facilities Director Richard Jones, and Katherine Moskos

Patricia Hurd took the minutes.

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Chair LaMura opened the meeting at 7:30 p.m. with a quorum present. Chair LaMura welcomed Angelo Colao to his first meeting on the committee and thanked him for his willingness to serve.

Springs Brook Park Discussion

Caroline Fedele, Richard Warrington, and Amy Hamilton were present to discuss Springs Brook Park (SBP). Ms. Fedele explained that SBP has had a water clarity issue for the past several years, and with new health regulations on the horizon, the Recreation Commission is unsure whether the water clarity will meet the new standards. A subcommittee of the Recreation Commission was created to research the issues at SBP. The subcommittee feels comfortable that the clarity of the water can be improved by removing the existing sand and replacing it with heavier type sand that settles quickly. Other measures are being discussed to prevent run-off from flowing freely into the pond. A soft berm-type barrier may be used at the edge of the pond to help with this situation, as well as swales by the parking lot and in other areas. Ms. Fedele noted a rough estimate of \$100,000, which would include a feasibility study and funds for the drainage improvements. The work will be done by the Department of Public Works (DPW) crew. The Recreation Department hopes that SBP can open this summer. The Recreation Commission intends to have a firm number in terms of total cost available for the February 7th public hearing. Ms. Cordes said that Town Counsel has indicated that this work is eligible for CPC funds because it was a problem created by the reconstruction project.

Review of Project Submissions

Ms. Cordes distributed a list of open/available CPC funding.

### Wilson Mill Dam

Mr. Warrington noted that the lowest bid for the Wilson Mill Dam project was rejected due to lack of qualifications and was then awarded to the second lowest bidder, who was deemed qualified. Mr. Warrington noted that the lowest bid was \$911,740, which is \$68,361 over the available funds. In addition, he needs \$91,174 for a 10% contingency fund and \$20,000 for archeological monitoring, bringing the total request to \$180,000. The Wilson Mill Park scope of work will include a picnic area, protection of the archeological remains of the original dam and mill building foundations, and a new replacement dam upstream on Vine Brook.

### Old Water Supply Reservoir Dam

Mr. Warrington indicated that the Old Water Supply Reservoir Dam, located on Shawsheen Road, is a little further behind in the process than the Wilson Mill Dam. The Town received notice that the dam was unsafe and of poor quality. Staff submitted a Notice of Intent to the Conservation Commission for the work and the hearing is scheduled for February. This project will be considered under Open Space.

The scope of work will include reconstruction of the face downstream of the dam, removal of downed trees that are growing in the embankment, construction of a new spillway, and construction of a new pedestrian bridge across the spillway. The estimated cost is \$80,000. An inactive, permanent ring well also needs to be removed due to safety concerns.

### Athletic Playing Fields

Ms. Cordes asked for an update on the playing fields. Mr. Warrington responded that everything is complete, with the exception of laying the sod at the South Road soccer fields. He estimated the soccer field will be ready for play by the end of April. The E Field lighting was installed and is ready for spring games.

### North Road Sidewalk

Mr. Warrington indicated that staff mailed requests for easements to abutters on North Road for the installation of a sidewalk. To date, five residents have granted easements, five have asked to have the tree(s) taken down, and four people require follow-up letters. The residents next to Pine Hill Road have agreed to a 10-foot easement, and Mr. Warrington hopes that the resident next door to them will follow suit. The sidewalk will be installed during the upcoming construction season.

Ms. Cordes commented that The Great Road Master Plan is divided into five phases. She noted that Phase 1 where Concord Road meets North Road up to the split at Carlisle Road is mostly sidewalk work. She indicated to Mr. Warrington that he may want to consider asking for CPC funds for that portion of the work.

### Former St. Michael's Property

Mr. Warrington indicated that he has authorized the permitting process for the field design at the former St. Michael's property. He anticipated that he will seek funding next year.

### Town Center Flooring

Mr. Jones reported that some bids came in over budget and were rejected. He reported that the work was unable to be performed over the holiday period, as previously anticipated. The projected time frame is now June 2012. The lowest bid was \$58,000. Mr. Jones indicated that he will require an additional \$2,000 to revise the bid documents and \$5,000 for bidding contingency, bringing the total request to \$20,105.

### Town Center – Exterior Painting Project

Mr. Jones reported that this project will cost \$56,300. He is requesting \$31,528 from CPC funds; the remainder of \$24,772 will be taken from the tax levy. Mr. Jones indicated that Town Center should be painted every five to seven years. It has been seven years since the trim and siding was replaced, and they are showing signs of flaking. Only the Union School section of the building will be painted.

Mr. Jones discussed the Town Center restoration effort. He noted an issue with noise emitting from the air handlers and he said he has investigated several options to fix it. The suppliers recommend putting variable frequency drives on the motor to slow down the fans, and as an added benefit it will create energy savings; however, additional funds are needed to accomplish this.

### Job Lane House

Mr. Jones indicated that a very small piece of the south side of the roof needs to be shingled. The project includes water shield, breather membrane, and cedar shingles. The cost is \$30,000 and is the last portion of the roof to be shingled.

### Town Hall Multi-Purpose Room

Mr. Jones indicated that after the Town Hall roof project is complete, they will begin work in the Multi-Purpose Room. The scope of work includes acoustical treatment, ceiling plaster and window repair, light fixture replacement, sound system upgrades, carpet replacement, paint ceiling and walls painted, stair reconstruction, design fees, and bidding and contingency. The request is for \$98,864.

Mr. Jones noted that there is water damage on the ceiling and windows; the acoustics need updating, along with the sound system and lighting; the stairs are not to code and need to be fixed for safety reasons; and painting should be done after the water damage is fixed. The committee questioned whether the carpet replacement would fit the criteria of CPC funding.

Ms. Cordes asked if the Mechanical, Electrical, Plumbing (MEP) Study is going to happen. Mr. Jones stated that it will and also noted that the Town Hall roof and the chimney repointing will be done as one project. He added that the architect is lined up, but the bidding process has not begun.

### Old Bedford Center National Register

Mr. Corey explained that the request for \$5,000 will cover the consultant's fee to prepare a nomination application to the National Park Service to enlarge the existing National Register District. The Old Bedford Center will add homes on Concord, South, and Springs Roads. A portion of the Billerica and Bedford Narrow Gauge Rail Bed along the east side would also be added. Two neighborhoods on Fletcher Road and Crescent Avenue would also be added, as well as the Veterans Memorial Park.

### Conservation Area Signs

Mr. Uthoff noted that the request for \$6,305 will enable the Conservation Commission to provide new signs for recently acquired conservation areas, i.e. Altmann, O'Connor, Doyle, and Mongo Brook. Sign Effects of Billerica was the lowest bidder and have previously done work for the Conservation Commission.

### Land Acquisition

Mr. Uthoff noted that the Land Acquisition Committee was approached by Charles Speidel who's relatives, the Zanghi family, owns several parcels in Bedford and asked if the Town would be interested in purchasing two lots on Pollard Inn Lane totaling 11.2 acres, a lot on Alcott Street containing 7.23 acres, and a lot at 11A Bandera Drive containing 6.62 acres. The committee members reviewed the two wetland maps and discussed whether to add these lots to the existing list of properties the Town hoped to obtain. The members thought that the Alcott Street parcel could possibly be used as a playing field. Mr. Uthoff stated that Mr. Speidel indicated that there was the possibility of constructing homes on some of the lots on Alcott Street depending upon the amount of wetlands/buffer zone. The CPC members felt that if that was the case, the homes could be built and sold as affordable units. Ms. Cordes explained that Town Meeting authorizes permission to put the parcels on the list and then the Selectmen can enter into purchase and sale agreements for any price they determine appropriate.

### Affordable Housing Consultant

Assistant Town Manager Jessica Porter requested \$22,500 in order to renew the Town's contract with the Regional Housing Services Office for FY13. A balance of \$20,000 is currently in reserves which would bring the balance to \$42,500. This request will allow the Town to pay the contract in July and have approximately \$17,500 remaining for services outside the scope of the basic contract.

### New Business

The members discussed an invoice received from the Community Preservation Coalition for 2012 calendar year dues in the amount of \$3,750. Mr. Clerkin explained the services they provide, such as lobbying for 40(b), and CHAPA's intent to find additional alternative funding for CPC projects, and recommended that the Town authorize payment for 2012.

**Mr. Clerkin made a motion to accept payment of dues for the Community Preservation Coalition. Mr. Uthoff seconded the motion.**

The members commented that the amount of the dues was expensive, but agreed that it was the cost of doing business. It was noted that 96% of Massachusetts towns who have adopted the CPA participate in this coalition. The dues are determined on a sliding scale based upon how much each town collects. Mr. Colao suggested that because Bedford is well over the affordable housing limit at 18%, the CPC should inform them that Bedford should not be forced to maintain that fund and instead use it to reduce Bedford's CPA funded debt. Mr. Clerkin said he wants to see them advocate for Bedford's critical needs, such as spending funds on social services and job training for residents in our existing affordable housing units because those residents have no access to such services as other urban areas do. The committee members suggested either sending a letter with the payment, or inviting Stuart Saginor of the Community Preservation Coalition to a future meeting to discuss Bedford's issues.

**The motion passed 9-0-0.**

Ms. Cordes distributed a copy of the latest budget, which is based on a 21% match. The estimated Bedford CPA Surcharge for FY13 is \$1,293,737 under the State Trust Fund. Bedford received 29%, but was conservative with the estimate. The total estimated income for next year is \$1,558,795; the projected interest is \$20,000, and the Undesignated Fund Balance is \$309,000, leaving a total of Estimated Unrestricted Funds of \$1,888,737. Column 2 shows balances in the Open Space and Historic Preservation appropriations; which are in reserve. Ms. Cordes noted that she already entered what was put on the table tonight as far as she knew it, including SPB for \$150,000, including a little higher than 10% for affordable housing. Therefore, the total appropriation is \$1,526,640.50, leaving \$362,000. Ms. Cordes also clarified that if Town Meeting approves the \$309,942 in available funds, those funds would then be available immediately. Ms. Cordes referred to the \$650,000 available in the sidewalk account listed on the Summary of CP Accounts as of December 2011. The committee was informed by Ms. Cordes that they had the option of adding funds to the Land Acquisition, Recreation Reserves and Open Space accounts if they wanted to.

The committee discussed the rug replacement portion of the Town Hall Multi-Purpose Room renovation. It was determined by the committee that the \$22,000 request for rug replacement did not meet the criteria of the Historic Properties Preservation Fund; therefore, the request was reduced from \$98,865 to \$76,865.

Mr. Clerkin objected to the proposed destruction of the inactive ring well included in the Old Water Supply Dam request. He felt it may have some historical value and would like to take a firsthand look at it before a decision is made. Ms. Fleischman agreed, and it was noted that Mr. Warrington will be so advised.

Minutes

**Ms. Cordes made a motion to accept the December 6, 2011 minutes, as amended. Mr. Clerkin seconded the motion. The motion passed 6-0-3. Mr. Corey, Ms. Fleischman, and Mr. Colao abstained.**

**Mr. Corey made a motion to put an article on the Warrant to add the Zanghi properties to the land acquisition list. Mr. Uthoff seconded the motion. The motion passed 9-0-0.**

**Ms. Fleischman made a motion to adjourn. Mr. Colao seconded the motion. The motion passed 9-0-0.**

The meeting adjourned at 9:50 p.m.