

**Bedford Community Preservation Committee
Minutes of Tuesday, September 17, 2013 - Regular Session
Town Hall – Second Floor Conference Room**

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

Members Absent: Shawn Hanegan (Planning Board)

Also Present: Assistant Town Manager Jessica Porter; Finance Director Victor Garofalo; Youth & Family Services Director Sue Baldauf; Healthy Bedford Coordinator Carla Olson; Town Engineer Adrienne St. John; Conservation Commission Administrator Elizabeth Bagdonas; Bedford Housing Authority Director Brenda Peacock; Facilities Director Richard Jones; Finance Committee member Barbara Perry; Town Manager Richard T. Reed; Selectman Mark Siegenthaler; and Press Representative Kim Seibert

Chair Clerkin opened the meeting at 7:30 p.m. with a quorum present.

Reorganization of Officers - Deferred to later in the evening.

Minutes

Mr. LaMura moved to accept the Minutes of February 7, 2013, as written. Ms. Steele seconded the motion. The motion passed 5-0-2, Ms. Fleischman and Mr. Uthoff abstained.

Discussion:

- CPC Program and Plan, and Annual Report

Chair Clerkin briefly reviewed the Fall Program and Plan noting which projects were completed or partly completed. Ms. Porter offered to update the Program and Plan and post it on the Town's website. (Ms. Wilgren arrived at this point).

- Status of Current CPC Funds

Chair Clerkin listed the current funds spent to date as: 32% - open space; 29% - historic preservation; 15% - affordable housing; 18% - recreation and 6% in multiple areas.

Finance Director Victor Garofalo reviewed the FY14 budget as voted at the 2013 Annual Town Meeting with the CPC members. It was determined that the CPC has \$134,168 available to spend.

Mr. Garofalo confirmed that the Wilson Mill funds became available today. Ms. Cordes also noted that \$329.60 must be added to the Affordable Housing Reserves.

Ms. Cordes made a motion to add \$329.60 from available funds to meet the 10% requirement for affordable housing. Mr. Uthoff seconded the motion. The motion passed 8-0.

Mr. LaMura made a motion to release back to the Community Preservation budget the undesignated fund balance of \$87,268.84, previously appropriated to the Wilson Mill Dam project (Article 17-14 ATM 04/02/12 and Article 21 ATM 4/2/13). Ms. Wilgren seconded the motion. The motion passed 8-0.

- Old Burying Ground (OBG) – Rebuild Historic Stone Wall

Mr. Corey explained that when the house at 5 Springs Road was being moved from its foundation, the contractors accidentally knocked down some of the historic stone wall. On the property line between the OBG and 5 Springs Road, a new driveway has been installed. As soon as they plow their driveway, the stones from that wall will end up in the cemetery and damage the headstones. The Public Works Department intends to construct a new stone wall along the property line using Historic Properties Preservation Funds (HPPF). Mr. Corey will now be bringing this request to the Selectmen for their vote to use funds from the HPPF, with the CPC now having been briefed on the matter.

- Review Information/Submissions for the Public Hearing

Pedestrian Master Plan - Youth & Family Service Director Sue Baldauf and Bedford Coordinator Carla Olson presented the survey results for their Pedestrian Master Plan. They requested \$40,000 from CPA funds to help with the costs associated with planning for more sidewalks, walking trails and path enhancements to create connectivity. They are also applying for a planning grant funded through the Northwest Suburban Health Alliance/CHNA 15. The cost could be higher if ADA compliant sidewalks are installed. Ms. Baldauf stated that she does not want to take away from the Bicycle Master Plan noting that sometimes it is better to separate the two plans.

Ms. Olson said it took 18 months of research and the survey results indicated that only a small number of people responded to the survey. They did speak with many groups however. The CPC felt it would be better to wait till the Annual Town Meeting for this project so Ms. Baldauf could obtain more information from Mark Fenton and other sources of funding.

Bicycle Master Plan – Terry Gleason was unavailable for the meeting. This request is for \$40,000. Town Manager Richard Reed confirmed that depending upon whether the

request is for engineering or for consulting, it would require competitive bidding. Mr. LaMura asked for more information from the consulting firm, Toole Consulting.

Fawn Lake Conservation Area Management Plan – Town Engineer Adrienne St. John and Conservation Commission Administrator Elizabeth Bagdonas presented a request for \$50,000 to hire a consultant to analyze the feasibility of dredging the pond to remove plant systems and sediments, and increase the depth of water to inhibit future plant growth. A second consultant will be hired to determine improvements to the trail system, walking paths, and fencing to deter Canadian Geese from coming on the northern lawn area.

Ms. St. John also indicated that the dam will eventually need to be replaced. It has not received a certificate of non-compliance yet, but she expects one eventually. If the dam gives way, then Springs Road would become flooded. Ms. St. John asked for the funds at this time because some of the work could be accomplished this fall.

Depot Building Exterior Project – Facilities Director Richard Jones discussed the Bedford Depot building exterior project funding history. He indicated that Town Meeting appropriated \$100,000 and only \$60,000 of the \$100,000 requested was granted from the Mass. Historical Commission (MHC). Mr. Jones would like an additional \$73,400 to finish the project as scoped last spring.

Mr. Corey said there are two funding options for this project. The first is to ask Town Meeting to fund this as a separate project; failing that, to give notice to the CPC and Historic Preservation Committee. The \$73,400 is less than the \$75,000 annual cap so that would be an alternative if this request is not approved. This would also qualify as a capital project.

Mr. Jones has an agreement with the MHC for the windows that doubles the amount of glazing (window pane) and the space for each tenant. The plan is to add windows on the second floor under the eaves to provide more visibility and ventilation to the building. The idea is to complete the outside work and any future tenants would be responsible for the interior work. Mr. Jones noted that if he had the funds, construction would start in January and be done by June. He plans to apply for another MHC grant in the spring for another \$60,000. This is the last piece of the master plan for the depot area. The whole area is being revitalized. It is now a bikeway destination. Mr. Corey noted that because of the Friends of the Depot Park, people are coming from all over the country to see what has been done to restore the railroad terminus.

Bedford Housing Authority/CTI Life Management Program – Chair Gene Clerkin noted that this is his submission for the Housing Authority. He explained that this would be a pilot program geared specifically for low income Bedford families who are living in housing authority property. The BHA's Director Brenda Peacock sent out a survey to its residents and 12 families responded. If approved, it would be a social services program overseen by the Youth & Family Services Department. This program would offer resources and training to help families improve their quality of life and hopefully become

involved in Town activities. It was suggested by Ms. Wilgren that single residents should also be included in this program thereby adding 10 more possible participants. Mr. Clerkin agreed and the requested amount was increased from \$73,400 to \$91,000 to accommodate the additional participants.

Bedford Housing Authority Window Replacement Project

Bedford Housing Authority Director Brenda Peacock requested \$88,272 to help fund the installation of energy efficient windows and sashes at the Ashby Place elderly apartments. The windows are original from 1969. The BHA has been doing energy efficient upgrades at these apartments and would like to continue that effort by replacing the windows.

Community Preservation Surcharge – Effective July 1, 2014

Mr. LaMura made a motion to recommend continuation of the 3% surcharge for FY2015. Ms. Wilgren seconded the motion. The motion passed 8-0.

- *Town Hall Building Systems Replacement* – Ms. Cordes announced that Richard Jones submitted this request today missing the agenda and public meeting notice; therefore, it will be treated as a new submission and will be discussed under the Public Hearing.

Public Hearing – Needs, Possibilities & Resources

Ms. Cordes made a motion to open the public hearing. Mr. Corey seconded the motion. The motion passed 8-0.

Mr. Jones announced that his request was for the Town Hall's heating, ventilation, air conditioning, electrical, plumbing, fire alarm and sprinkler system that have not been upgraded since the employees moved into the building 25 years ago. Although the Town Hall had undergone interior renovations about 8 years ago, these items were not included and have outlived their lifespan. The mechanical items will be 25% more energy efficient. Mr. Jones said Town Meeting last year appropriated money for the design services. The multi-purpose room rehab will include lighting, ceiling acoustics, painting, and stair safety concerns. All projects were rolled into one project. The \$59,400 for design services is now being spent. Mr. Jones is meeting with the architect shortly and expects that the project will commence in January. The Town Hall is an eligible building for CPA funds due to its age.

After hearing debate on the subject, it was the consensus of the committee that rather than using CPA funds, the Town Hall Building Systems Replacement project should be bonded and placed on the Special Town Meeting Warrant.

Ms. Steele made a motion to fund \$40,000 from available funds (or General Reserves) for the Bicycle Master Plan. Mr. Corey seconded the motion. The motion passed 8-0.

Mr. Uthoff made a motion to fund \$50,000 from available funds (or General Reserves) for the Fawn Lake Conservation Area Management Plan. Ms. Steele seconded the motion. The motion passed 7-1, Ms. Wilgren voted against.

It was the consensus of the committee that the Depot Building Exterior Project request should be financed from the Historic Properties Preservation Fund and should be sent to the Selectmen for approval.

Discussion ensued on the highly charged negative temperament of the residents at this time regarding the influx of homeless persons living in a hotel in Bedford. Ms. Steele was very concerned that these angry residents would show up at Special Town Meeting to defeat the request for the CTI Life Management Program just because it was geared for low income residents, and that they would also vote against the 3% surcharge. Ms. Steele felt that this program should be put on hold until the homeless issue is resolved. Ms. Cordes and Ms. Fleischman agreed.

Ms. Cordes made a motion to fund \$91,000 from Affordable Housing Reserves to fund the Bedford Housing Authority/CTI Life Management Program. Mr. LaMura seconded the motion. The motion passed 5-3, Ms. Cordes, Steele and Fleischman voted against.

Mr. Corey made a motion to fund \$88,272 from Affordable Housing Reserves to fund the Window Replacement Project for the Bedford Housing Authority, for the Ashby Place housing complex. Ms. Cordes seconded the motion. The motion passed 8-0.

Ms. Cordes made a motion to close the public hearing. Ms. Fleischman seconded the motion. The motion passed 8-0.

Reorganization of Officers

Mr. Clerkin called for nominations of officers.

Mr. Corey nominated Eugene Clerkin as Chair. Ms. Wilgren seconded the motion. The motion passed 8-0.

Mr. LaMura nominated Robin Steele as Vice Chair. Mr. Uthoff seconded the motion. The motion passed 8-0.

Adjourn

Mr. Uthoff made a motion to adjourn. Mr. LaMura seconded. The motion passed 8-0.

The meeting adjourned at 10:35 p.m.

Respectfully submitted,

Patricia Hurd
Recording Secretary

Minutes approved as written September 26, 2013

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