

Town of Bedford Finance Committee
Selectmen's Meeting Room, Bedford Town Hall

Date: October 2, 2013

Finance Committee Attendees: Mike Seibert, Chair; Stephen Steele, Vice-Chair; Meredith McCulloch, Barbara Perry, Stephen Carluccio, Richard Bowen, Bob Kenney, Ben Thomas.

Other Attendees: Jessica Porter, Asst Town Manager; Jeff Cohen and Lisa Mustapich, Sign Bylaw Review Committee; Mark Siegenthaler, Selectman; Eugene Clerkin, Chair CPC; Richard Reed, Town Manager; Victor Garofalo, Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Draft of Special Town Meeting Articles (as of 9-27-2013).

Meeting was called to order at 7:32pm.

Meeting Discussions and Actions:

1. Jeff and Lisa from the Sign Bylaw Review committee presented the articles that are still pending approval of the Selectman. Review and voting on Draft Warrant as of September 27, for STM.

Article 3, A. Sign Bylaw, Article 39. B. Sign Bylaw, Article 39.3, Section 4. C. Sign Bylaw, Article 39.3, Section 5. This article proposes to correct minor errors and clarifications to the Sign Bylaw. Motion was made by Steve S to recommend approval of General Bylaw Amendment, Article 3, Sign Bylaw as written in 'Draft', seconded by Bob Kenney. *Vote: 7-0-1.*

Article 4, General Bylaw Amendment, Reverse Channel Signs. This amendment adds proposed text for definition and requirements for Reverse Channel Signs. A. Sign Bylaw, Article 39.2. B. Sign Bylaw, Article 39.4, Section 3. C. Sign Bylaw, Article 39.4, Section 5. Motion was made by Steve S to recommend approval of General Bylaw Amendment, Article 4, Sign Bylaw as written in 'Draft', seconded by Rich B. *Vote: 6-0-2.*

Article 5, General Bylaw Amendment, Residential Zones. This amendment pertains to clarification of placement of residential signs. A. Sign Bylaw, Article 39, Section 2, Wall signs. B. Sign Bylaw, Article 39.4, Section 2, Freestanding signs. Motion was made by Steve S to recommend approval of General Bylaw Amendment, Article 5, Sign Bylaw as written in 'Draft', seconded by Rich B. *Vote: 6-0-2.*

Article 6, General Bylaw Amendment, Special considerations. This amendment proposes the use of "Open for Business" flags. A. Sign Bylaw, Article 39.6 Special Considerations. H. Sign Bylaw, "Open for business" requirements guidelines. Motion was made by Steve S to recommend approval of General Bylaw Amendment, Article 6, Sign Bylaw as written in 'Draft', seconded by Rich B. *Vote: 6-0-2.*

Article 7, General Bylaw Amendment, Movable Freestanding signs. This amendment pertains to regulations for Movable Freestanding Signs. A. Sign Bylaw, Article 39.4, Section 1 Permitted and prohibited signs. B. Sign Bylaw, Article 39.4, Section 3 Business Zones. C. Sign Bylaw, Article 39.4, Section 5, Industrial Zones. Motion was made by Steve S to make recommendation for

approval of General Bylaw Amendment, Article 7, Sign Bylaw as written in 'Draft' at the STM, seconded by Rich B. *Vote: 2-0-6.*

Motion was made by Steve to make recommendation for approval at STM, seconded by Rich B. *Vote 7-0-1*

Article 8, Sign Bylaw Amendment, Article 39.5 Illumination. This amendment proposes to permit internally-illuminated signs in Industrial Zoned Districts only, and specify requirements for that illumination. Motion was made by Steve S to recommend approval of General Bylaw Amendment, Article 8, Sign Bylaw as written in 'Draft', seconded by Rich B. *Vote: 6-0-2.*

Eugene Clerkin arrived to review the Articles pending for the CPC budget and surcharge.

Article 11, Community Preservation Surcharge, Effective July 1-2014. Reauthorization of property tax surcharge of 3% of taxes assessed annually on real property to be dedicated to the Community Preservation Fund. Motion was made by Steve S to make recommendation for approval of General Bylaw Amendment, Article 11, Community Preservation Surcharge, as written in 'Draft' at the STM, seconded by Rich B. *Vote: 5-1-2.*

Article 12, Amend FY14 Community Preservation Budget; There are 3 additions as amendments to the FY2014 CPC appropriations voted in Article 22 of the 2013 ATM.

- a. Bicycle Master Plan – projects to be going out to bid related to increasing bicycle safety in the town (\$40,000.00)
- b. Bedford Housing Authority Window replacement project – submitted by Bedford Housing Authority @ Ashby Place. (\$88,272.00)
- c. Bedford Housing Authority Life Management Collaborative – this is a 2 year program that will identify 25 families to work with a case manager on goal setting (\$85,000.00)
- d. Fawn Lake Conservation Area Management Plan – in conjunction with DPW and conservation commission to look at the dam issue, water way and plantings (\$50,000.00)
- e. Affordable Housing Reserves, gets the town to the 10% requirement. (\$2,917.00)
- f. General Reserves, (\$35,000.00)

Motion was made by Steve to recommend approval of Article 12, to amend FY14 CPC budget, seconded by Barbara. *Vote 6-2-0.*

Article 1, Debate Rules - To determine whether the Town will vote to adopt the procedures set forth for the current STM. The article sets out time limitations on presentations and debate of articles. The Selectmen have recommended approval. Motion was made by Barbara to recommend approval of Article 1, seconded by Steve S. *Vote 8-0-0.*

Article 10, Recind Prior Bond Authorization - To determine whether the Town will vote to rescind the remaining, unborrowed amount (\$355,000) from the bond authorization for the High School Synthetic turf. There is no need to issue bonds for this remaining sum of money. The Selectmen have recommended approval. Motion was made by Steve S. to recommend approval of Article 1, seconded by Steve C. *Vote 7-1-0.*

Article 15, Amend FY14 Operating Budgets – To determine whether the Town will vote to amend the sums appropriated under Article 25 of the 2013 ATM. Motion was made by Steve S to make recommendation for approval at STM of Article 15, seconded by Rich B. *Vote 8-0-0.*

Richard Reed arrived at the meeting at this time to review remaining Articles.

Article 2, Amend Authorization for Easement Acceptance. The Selectmen have recommended approval. Motion was made by Steve S to recommend approval of Article 2, seconded by Rich B. *Vote 8-0-0.*

Article 9, Bedford Depot Building Historic Preservation Restriction. This article proposes to authorize the Selectmen to execute a Historic Preservation Restriction for the Town-owned Bedford Depot Building. A grant was awarded from the Mass Historic Commission, who will need to approve the final design then give a grant of \$60,000.00. This grant would supplement Town funds dedicated to the project. Motion was made by Steve S to recommend approval of Article 9, seconded by Rich B. *Vote 8-0-0.*

Article 13, Bond Authorization Town Hall Building Systems replacement. This article proposes to appropriate funds through a bond authorization for the replacement of building systems in the Town Hall located at 10 Mudge Way. The proposed mechanical, electrical and plumbing systems will be more energy efficient, and will reduce energy use by an estimated 25%. Motion was made by Steve S to make recommendation for approval at STM of Article 13, seconded by Rich B. *Vote 8-0-0.*

Article 14, Street Light Maintenance Contract term extension. This article proposes that the Town Meeting vote to authorize the Selectmen to extend an existing 3-year contract for streetlight maintenance with Coviello Electric & General Contracting Co. Inc. for an additional 2-years. The funding for this contract is appropriated annually within the DPW operating budget. Motion was made by Steve S to recommend approval of Article 14, seconded by Rich B. *Vote 8-0-0.*

Article 16, Appropriate funds for Bedford Police Officers Association Collective Bargaining Agreement-FY13 & FY14. This article would provide additional funds required to compensate members of the Bedford Police Officers Association for services rendered during FY13 & FY14 as a result of a collective bargaining agreement commencing July 1-2011 for 3-year term. The Selectmen have not yet voted on this article. Motion was made by Steve S to recommend approval of Article 16 at STM, seconded by Rich B. *Vote 8-0-0.*

Article 17, Appropriate funds for AFSCME, AFL-CIO, State Council 93, Local 1703 Collective Bargaining Agreement-FY14. This article would provide additional funds required to compensate members of the AFSCME Council 93, Local 1703 for services rendered during FY14 as a result of a collective bargaining agreement commencing July 1-2013 for 3-year term. Motion was made by Steve S to recommend approval of Article 17, seconded by Rich B. *Vote 8-0-0.*

Article 18, Stabilization Fund Appropriation. This article requests an appropriation to be added to the Stabilization Fund, which may be used for any purpose in the future, but requires a vote of Town Meeting in order to transfer and spend any of these funds. The balance in the fund as of July 1-2013 was \$2,405,872.00. Motion was made by Steve S to make recommendation for approval at STM of Article 18, seconded by Rich B. *Vote 8-0-0.*

2. Old Business: none to report

3. **New Business:** Rich B met with Roy Sorenson, DPW Director regarding road maintenance. We have been allocating \$500k in the budget but there is concern that this is not adequate. State awarded \$626k through Ch 90 funds. There was an Engineering study done in March, and with the increase in costs of asphalt products it is expected that ~\$1.5m will be needed in total. Rich would like Roy to come in to discuss the budget with the finance committee; Victor will schedule the meeting date.
4. Meetings Attended:
Planning Board, Steve C and Meredith attended; review of Comprehensive Plan. The affordable housing situation drew a lot of participation of residents.
CPC Meeting, Barbara attended. Major issue and concern is the temporary housing at Bedford Plaza. Details were in the Bedford Citizen news and discussed at the Selectmen meeting on October 3.
School Committee, Steve Steele attended. MCAS results were not as good in the lower schools, but better at the High School level.
5. Victor asked for attendees for the Association of Town meeting on Saturday, October 19. Victor needs to have a number by October 10, so that he can prepare and send registrations.
6. Minutes: Steve C made a motion to approve the minutes of September 12, as amended, and Steve S seconded the motion. *Vote: 7-0-1.*
7. Rich B. made a motion to adjourn the meeting at 10:36pm, seconded by Steve S. *Vote: 8-0-0.*

Finance Meeting Schedule: October 17; November 4 (7pm before STM); Nov 14 and 21; December 5 and 19; January 9, 16, 23, 30; February 6, 13, 27.