

Regular Session Minutes – Selectmen’s Meeting
Selectmen’s Meeting Room, Town Hall
Tuesday, January 20, 2014, 7:30 p.m.

PRESENT: Margot R. Fleischman, Chair; William S. Moonan; Caroline Fedele; Michael A. Rosenberg; Mark Siegenthaler and Town Manager Richard T. Reed

ALSO PRESENT: Victor Garofalo, Finance Director; Ben Thomas, Finance Committee; Jim Shea, Cable Television Committee; Mary McBride, The Bedford Minuteman; Barbara Perry, Steven Steele, & Paul Mortenson, Finance Committee; Stacy Mortenson; Donna & Buzz Dobbins; Buzz Dobbins; Gloria Moll; Janice Weichman; Tom Scanlon; Eleanor Edelstein; Joe Guardino; Nora Douglas; Antranig & Kevin Douglas; Alison Malkin; Rich Comeau; Dorothy Africa; Don Corey, Historic Preservation Committee; Jean & Bob Segal; Steve Vassillis; Paul & Connie Woskov; Ronald Cowan; Gerda & Bodo Reinisch; Philippe Kely; Cindy & Ronald Taylor; Lorrie Dunham, Historic Preservation Committee; Dana Fine; Julia Whiteneck; Richard Bowen; Akshatha Shenoy; Kara & Jeff Cournoyer; Mike Paiva; Deb Picciuto; Rob Barkan; Jeffrey Woodin; John Zupkus; Julie Turner, Bedford TV; Lindsey Bullen, Administrative Assistant; Brian Dorrington, Bedford TV;

Chair Fleischman called the meeting to order at 7:30 pm.

15-165 FY14 Audit Presentation
CliftonLarsonAllen

Finance Director Victor Garofalo introduced Matthew Hunt from CliftonLarsonAllen to explain the audit process and findings. He explained that the field work began in October, the process went smoothly, and the staff was helpful. The auditors’ opinion on the financial statements is unmodified, meaning that the financial statements are free of any material misstatements.

Mr. Hunt went on to discuss the major governmental funds. The General Fund has a \$16.5 million balance with \$8.7 million of that in the unassigned fund. This is an increase in the unassigned fund balance compared to FY13 which had \$6.9 million. The Sewer Fund has a balance of \$6.4 million with \$4.4 million in revenue for FY14. This is consistent with FY13. Money is transferred from the Sewer Fund to the General Fund to cover costs. The CPA Fund has a balance of \$3.6 million. There was a big increase in the FY14 match from the State. FY14 was the second year the Ambulance Enterprise Fund was reported as an enterprise account. Net assets in the fund at the end of the year were \$263,000.

The Other Post-Employment Benefits (OPEB) liability went down over the course of the year, which is rare. This was due to the transferring of OPEB funds to the Mass Health Security Trust.

Mr. Hunt then reviewed the Management Letter with the Selectmen. The auditors' comments involved the student activity funds and the new financial reporting requirements from the Governmental Accounting Standards Board Statement No. 68, Financial Reporting for Pension Plans. Mr. Hunt recommended how to address these matters.

Mr. Hunt addressed the GAO and OMB A-133 Report, also referred to as the Single Audit Report. This audit is required because the Town spends over \$500,000 in Federal awards. The auditors have to identify major grants, which are grants that have over \$300,000 in expenses, and perform compliance audits. The two findings from the audit involved the Special Education grants.

Mr. Garofalo thanked Town Accountant Debra Champagne and the whole Finance Department.

**15-166 Other Post-Employment Benefits Program Actuarial Valuation
Presentation by KMS Actuaries**

Linda Bournival from KSM Actuaries was present to explain the results of the actuary study regarding OPEB. This actuarial valuation occurs every other year. Ms. Bournival started off by reviewing the accounting standards that were used known as GASB 45. GASB 45 focuses on postemployment benefits other than pensions, such as medical, dental, and life insurance benefits. Ms. Bournival noted the assumptions that were made during the study regarding life expectancy, participation rates, demographic characteristics, and health care cost trends. Discount rate assumptions were also reviewed, highlighting the differences between a Pay-As-You-Go (PAYG) plan, a partially-funded plan, and a full pre-funded plan. The Town's irrevocable trust must match GASB 45's definition of an irrevocable trust. This is the first valuation that was able to use the trust to help offset the liabilities. The discount rate selection is dependent on the Town having an OPEB trust. Ms. Bournival explained that these are evolving documents that change based on different models and projections. The liabilities are sensitive to the assumptions because it is a long term outlook.

Ms. Fleischman thanked Ms. Bournival and KMS Actuaries for the depth of the evaluation.

**15-167 Request for Common Victualler's License
Millipore- 80 Ashby Road
Red Heat Tavern- 150 The Great Road**

Mr. Siegenthaler moved that the Selectmen approve the Common Victualler's License for Red Heat Tavern, LLC dba Red Heat Tavern at 150 The Great Road

subject to the issuance of a special permit by the Zoning Board of Appeals and the Common Victualler's License for LPM Holding Company dba Epicurean Feast operating at Millipore at 80 Ashby Road. Mr. Moonan seconded the motion.

The motion passed 5-0-0.

**15-168 Proposed MassDOT Maintenance Facility
Selectmen Discussion/Comments**

The meeting moved into the Multi-Purpose Room at this time to have more space for members of the public. Ms. Fleischman thanked the public for their continued participation and concern.

Mr. Reed clarified some information regarding iRobot's involvement in the purchase of the land where the previous MassDOT maintenance facility was located. He explained that the Davis Companies, which is the owner of the Bedford Business Park where iRobot is a tenant, is in the process of purchasing the land. While iRobot does lease part of the site for robot testing, the parcel will not be used exclusively by them. Instead, the site will be used in redevelopment of the office park. The exact plan for the site is not known at this time. Mr. Reed also clarified that the tax benefits iRobot received from the Town were seven years ago.

Don Corey from the Historic Preservation Commission (HPC) shared a letter from MassDOT dated December 17th that was sent to the Massachusetts Historical Commission (MHC). He also recapped that at the public meeting on January 15th MassDOT said they were going to build the facility with the proceeds from the sale of the existing building, which makes the project exempt from the federal requirements of Section 106 of the National Historic Preservation Act because it's not using federal funds. MHC stamped the letter on January 8th with a determination that the project is unlikely to affect significant historic or archaeological resources. Mr. Corey also shared a letter from HPC to MHC asking them to reconsider their determination because HPC believed that the area has significant potential to contain prehistoric period cultural resources as the land was inhabited by various Native American cultures over time.

The Selectmen agreed that they are strongly opposed to the project moving forward. They are concerned that since it will be adjacent to a residential zone, the noise and light will affect quality of life for the residents, it will cause traffic issues, and it will degrade the historic Wilson Mill site. The Selectmen will send a letter to MassDOT that expresses these concerns and urges them to reconsider alternative sites. There was also discussion about what legal actions are available to the Town if the project moves forward.

The Selectmen allowed a few comments from the public. Resident concerns were focused around what legal options are available to the Town, the role of the state legislators, the need for a traffic study, and including in the letter to MassDOT that the residents feel strongly disrespected.

Mr. Rosenberg moved that the Selectmen register strong opposition to the proposed relocation of the MassDOT Bedford facility salt shed to the northwest quadrant of the interchange of Rt. 3 and Rt. 62 because of the impact on the residential neighborhood and the environmental, historical, and traffic concerns. This will be conveyed to MassDOT through a letter that also expresses the disappointment of the neighborhood and Town in the way that the process has happened and authorizes Town Counsel to research litigation options. Mr. Siegenthaler seconded the motion.

The motion passed 5-0-0.

The meeting resumed in the Selectmen's Meeting Room.

**15-169 Proposed Restaurant at 120 The Great Road
Selectmen Comments for Zoning Board of Appeals**

The Zoning Board of Appeals (ZBA) will discuss a proposed restaurant to be built at 120 The Great Road at their upcoming meeting. Mr. Moonan expressed his concern that the owners of the property at 120 The Great Road may not always be the same, so shared parking may be a concern. Mr. Siegenthaler said that the opposite can also be possible, as in the future a beautiful historic building could also be built and to be careful of rejecting shared parking when that may have a future influence on the site. The intention is that the small house on the property would remain and the new structure would be built closer to The Great Road.

The Selectmen expressed concerns about the parking, traffic, and the impact on the neighborhood. They would like to see what the ZBA says about the use.

**15-170 Bedford Community Access Television Inc. Capital Purchase Request
MacBook Pro Laptop**

Mr. Reed explained that Bedford Community Access Television is requesting the use of capital funding to purchase a new MacBook Pro laptop. The Cable Television Committee reviewed the request and recommended approval up to \$1,900. Town staff came to an agreement about specifications with BCAT and then received a quote for \$1,748.

Mr. Moonan moved that the Selectmen authorize the purchase of the required equipment for \$1,748. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

**15-171 Minutes
Regular Session Minutes January 12, 2015**

Mr. Rosenberg moved to approve the Regular Session minutes from January 12, 2015 as amended. Mr. Moonan seconded the motion.

The motion passed 5-0-0.

15-172 Town Manager's Report

Mr. Reed said that a request has been received from the School Department to have a Selectmen serve on a committee to consider the application to name an athletic field in honor of Dave Wilson. Ms. Fedele will serve as the representative.

15-173 Open Discussion and Selectmen Liaison Reports

Mr. Rosenberg provided an update on the ad hoc Museum Study Committee's activities. He stated that the committee has begun the process of finding a location. They have done an exhaustive review of public and private locations. There are currently 19 potential sites that the committee has evaluated through a pairwise ranking. The committee anticipates they will be able to deliver a report to the Selectmen in the next few months.

**Mr. Moonan moved to adjourn the meeting. Ms. Fedele seconded the motion.
The motion passed 5-0-0.**

The meeting adjourned at 9:41 p.m.