

**Regular Session Minutes – Selectmen’s Meeting**  
**Selectmen’s Meeting Room, Town Hall**  
**Monday, August 4, 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:** Assistant Town Manager, Jessica Porter; Ben Thomas, Finance Committee; Roy Sorenson, Public Works Director; Adrienne St. John, DPW; Robert Bongiorno, Police Chief; Victor Garofalo, Finance Director; Trish Domigan, Vanasse Hangen Brustlin; Patrick Cook, Middlesex Community College; Les Stucka, 6 Richard Road; Bill and Sharon Young, 24 Railroad Avenue; Diane Zamot, Friends of the Minuteman Bikeway; Leslie Wittman, 56 Dunster Road; John Martines, Bedford Charter Service; Samantha Coursey, McDonough Electric Corporate Counsel, Shawn Hanegan, 5 Hunt Road/Planning Board; Carl Larson, Portland, Oregon; Ken Larson, 79 Pine Hill Road; David Enos, 43 Hillside Avenue/BBAC; Bobbie Ennis, Citizens’ Scholarship Foundation; Patricia Lloyd, 42 Pickman Drive; Deb and EJ Lloyd, 8 Railroad Avenue; Liz Reitz, 8 Railroad Avenue; Jim O’Neil, 21 Clark Road; Annalisa and Richard Madison, 29 Fox Run Road/TAC; Noel Zamot, 15 Hillcrest Road; Terry Gleason, 10 Lido Lane; Gail Green, 23 Railroad Avenue; John Monahan, 23 Railroad Avenue; Bruce Wisentaner, 168 Springs Road; James Shea, 30 Independence Road; Ron Stewart, 1 Francis Kelley Road; Alice Churella, 20 Houlton Street; Eugene Eagles III, 1 Arbella Road; Jean Amato, 2 Heritage Drive; Mary McBride and Elizabeth Hacala, Press Representatives; Brian Dorrington, Bedford TV

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Chair Fleischman called the meeting to order at 7:33 p.m.

**15-20      Committee Appointments**  
**Zoning Board of Appeals**  
**Cultural Council**  
**Cable Television Committee**

The Selectmen interviewed Les Stucka for a position on the Zoning Board of Appeals. Ms. Fleischman explained that the ZBA administers certain aspects of the Town government through zoning bylaws, makes determinations for zoning relief variances, and administers certain special permits. There are associate members and full members. The vacancy is for a full member, but one of the existing associate members may step up to the full member position if the Selectmen so choose, leaving an associate member vacancy. Mr. Stucka has been a Bedford resident for 35 years. He is now retired but previously worked for 45 years as a registered architect. He is a member of the American Institute of Architects and is LEED certified. Mr. Stucka has experience with mixed-use buildings and different height and square footage

allowances. He served on the Davis School Building Committee and coached youth soccer. Mr. Stucka also said he was familiar with local zoning. At this time, Chair Fleischman explained the Open Meeting Law, the Conflict of Interest Law, and the Rules of Civil Discourse. She also encouraged Mr. Stucka to consider taking on a leadership role as chair in the future. The Selectmen will interview two more volunteers for the position at the August 25, 2014 meeting.

The Selectmen interviewed Leslie Wittman for a position on the Cultural Council. Ms. Fedele explained that the Cultural Council is a group that supports projects through the Massachusetts Cultural Council. The council receives feedback from the residents about what activities they would like to see and the Cultural Council allocates money from the MA Cultural Council to fund the activities. Ms. Wittman has lived in the town for 25 years. She has a broad perspective on the things happening in Town because she has been involved with the schools, in the arts, and with the Farmer's Market. She stated that she is good at making contacts and connecting with groups, which she would leverage to improve outreach and spread the message about Cultural Council's activities. At this time, Chair Fleischman explained the Open Meeting Law, the Conflict of Interest Law, and the Rules of Civil Discourse. She also encouraged Ms. Wittman to consider taking on a leadership role as chair in the future.

**Mr. Rosenberg moved to appoint Leslie Wittman to the Cultural Council with a term ending June 30, 2017. Ms. Fedele seconded the motion.**

**The motion passed 5-0-0.**

The Selectmen interviewed Eric Dahlberg for a position on the Cable Television Committee. Ms. Fleischman thanked him for getting involved quickly as a new resident. Mr. Moonan explained that the Cable Television Committee is an advisory committee to the Selectmen. They negotiate contracts with Verizon, Comcast, and local cable services. The members of the committee come from a wide range of backgrounds. Mr. Dahlberg said he found out about the committee when the Volunteer Coordinating Committee reached out to him. It sounded interesting to him and the time commitment matched what he was looking for. He enjoys diving into something he doesn't know much about and he wants to contribute to his new town. He previously was a Selectman in Chelmsford. When asked what skill sets he has that are useful in the Cable Television Committee's environment, he stressed the importance of being professional and maintaining a working relationship with vendors whether they are successful in getting the contract or not. At this time, Chair Fleischman explained the Open Meeting Law, the Conflict of Interest Law, and the Rules of Civil Discourse. She also encouraged Mr. Dahlberg to consider taking on a leadership role as chair in the future.

**Mr. Moonan moved to approve Eric Dahlberg for appointment to the Cable Television Committee for a term ending June 30, 2017. Ms. Fedele seconded the motion.**

**The motion passed 5-0-0.**

**15-21 Bedford Street Sewer Force Main Installation Contract Awards  
Construction Services  
Weston & Sampson Engineers, Inc. – Peabody, MA  
HDPE 18” Slip Lining  
Revoli Construction Co. Inc. – Franklin, MA**

Department of Public Works Director Roy Sorenson and Town Engineer Adrienne St. John presented two proposed contracts related to the rehabilitation of the Town’s sewer force main along Bedford Street in Lexington. A section of pipe failed last winter and the Town contracted with Weston & Sampson to evaluate and design various replacement options. The project was bid with three methods: slip lining (Base bid), cured-in-place lining (Alternate 1) and open-cut construction (Alternate 2). Revoli Construction was the company used by MWRA ten years ago for a slip lining replacement so they are familiar with the area, the process, and the textiles. The base bid is the Town’s preferred method but they had other method bids in case the price came in too high. Ms. St. John said the fix will last 75 years and that the new pipe is immune to chlorides in the ground water. Mr. Rosenberg asked what traffic control expenses the Town will be responsible for. Ms. St. John said there will be at least two traffic officers on site daily and since the section of road is a state highway, the state police may conduct the traffic details. It was also confirmed that Hanscom will pay for a portion of the repair because the Town collects part of their flow from Hartwell Avenue.

**Mr. Rosenberg moved the Selectmen approve the contract for sewer force main repair to Revoli Construction Co. for \$1,266,729.22. Mr. Siegenthaler seconded the motion.**

**The motion passed 5-0-0.**

Mr. Moonan recused himself from the discussion and vote about the Weston & Sampson contract because his daughter works for the company.

Ms. St. John explained that Weston & Sampson did the design portion of the contract. They modeled the Town’s system and the methods that could be used for the pipe replacement. The proposed contract is for oversight of the project. They will have a field person on site to oversee Ravoli Construction.

**Mr. Siegenthaler moved to approve the agreement between the Town of Bedford and Weston & Sampson for street force main rehabilitation construction services in the amount of \$75,990. Mr. Rosenberg seconded the motion.**

**The motion passed 4-0-1. Mr. Moonan abstained.**

**15-22 Minuteman Bikeway Extension  
Railroad Avenue Design Discussion and Public Input**

The meeting relocated to the Multi-purpose Meeting Room to accommodate all those present.

Trish Domigan from VHB provided an overview of the project and discussed four options for the project. Members of the public were able to provide feedback and ask

questions. Numerous concerns were expressed by residents and business owners on Railroad Avenue. The concerns included compliance with ADA regulations, eliminating flooding issues on the street, conflicts between pedestrians and bicyclists, property values declining if the bikeway is extended, and liability if an incident was to occur on the bikeway. Safety concerns were also brought up regarding the amount and type of vehicles that use Railroad Avenue, the location of the bikeway road crossing, and the traffic study not providing an accurate depiction of traffic.

**15-23 Proposed Middlesex Community College Campus Police Officer Memorandum of Understanding Approval**

Bedford Police Chief Robert Bongiorno and Executive Director of Public Affairs for Middlesex Community College Patrick Cook presented a proposal for a Bedford Police Officer to serve as a Campus Safety Officer for MCC. Mr. Cook said the conversation about establishing this position goes back to April 2007 after the Virginia Tech shooting. Schools are now switching to completely armed forces and training their officers like they were a small police department. MCC has private security contracted through Securitas. MCC does not want to add a new police force but instead wants to draw from current officers that already know the Town and community. Chief Bongiorno said that it is best to have a trained veteran officer in the position and it would be filled with a lateral transfer. The MCC Board of Trustees unanimously voted to approve the funding for the program and their goal is to have the officer in place for fall semester. The purpose of having one specific officer on campus daily is to promote visibility and to have the officer become part of the MCC community. MCC's Lowell campus already has a Campus Resource Officer and it has been so successful that they are looking to add another position. The hours for the position are 7:30-3:30 since that is when the majority of students are on campus. The officer would serve year round because MCC has classes all year. During a critical incident in Town, the officer's duties and responsibility will be to respond to the critical incident. Chief Bongiorno said he is confident that the department's current vehicles will work for this position.

There was concern by the Selectmen about what would happen if the funding goes away. Mr. Cook clarified that MCC contracts a lot of services out such as food, security, and IT. Public safety is paramount on college campuses now and is a top priority. Once the staff, faculty, and students get used to an officer being there, it is going to be hard to take it away from them. The position is a firm commitment from the college.

**Mr. Moonan moved that the Selectmen approve a Memorandum of Understanding with Middlesex Community College for the establishment and funding of a Campus Safety Officer through the assignment of a Bedford Police Officer to the College's Bedford Campus; and,**

**Further, that the Selectmen authorize the Town Manager and Chief of Police on behalf of the Selectmen to execute said Memorandum of Understanding to be effective upon execution through June 30, 2015. Mr. Siegenthaler seconded the motion.**

**The motion passed 5-0-0.**

**15-24 Bedford Chapter Citizens' Scholarship Foundation Presentation**

Ron Stewart, the current Historian and past President of the Citizens' Scholarship shared the history of Bedford's chapter of the Citizens' Scholarship Foundation. This year is the 50<sup>th</sup> anniversary of the foundation's presence in Town. It is run completely by volunteers and they hand out 83 permanent sponsored scholarships every year to deserving seniors. Over \$2 million dollars has been awarded to over 2,600 students since its inception. To celebrate the 50<sup>th</sup> anniversary, CSF is inviting back past recipients to march in the Bedford Day parade. The Selectmen thanked the foundation for their work and for the large amount of volunteer hours put into running it. The Selectmen look forward to its continued success.

**15-25 Bond Approval  
MWRA Loan and Financial Assistant Agreements**

Finance Director Victor Garofalo came before the Selectmen to ask them to authorize a Water Bond sale. The amount borrowed will be \$475,000, which is less than the original authorization of \$773,600 because the bid was lower than expected. The remaining money will be available for future borrowing for water projects.

**Mr. Siegenthaler moved that the sale of the \$475,000 Water Bond of the Town dated August 25, 2014, to the Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on August 15 of the years and in the principal amounts as follows:**

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2015	\$47,500	2020	\$47,500
2016	\$47,500	2021	\$47,500
2017	\$47,500	2022	\$47,500
2018	\$47,500	2023	\$47,500
2019	\$47,500	2024	\$47,500

**Further Voted: that each member of the Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote. Ms. Fedele seconded the motion.**

Mr. Moonan expressed concern that everyone at Town Meeting thought they were voting on the Shawsheen water pipe but the Town only needs a little more than half of that money and asked for more money than was needed. Mr. Garofalo stated that the Town does the best they can to estimate the costs of the projects. Mr. Reed reminded the Selectmen that it was a no interest loan from the Massachusetts Water Restriction

Authority and that the motion at Town Meeting was not restricted to the Shawsheen project so the loan can be used for other water-related projects.

**The motion passed 5-0-0.**

**15-26          Extension of Financial Articles Appropriated Prior to FY13 Approval**

Mr. Garofalo presented the Selectmen with a list of Capital Articles to be extended into Fiscal Year 2015 as they are beyond the two year limitation. Mr. Moonan expressed concern that the departments are holding on to this money while the extra money could be used better somewhere else. Mr. Garofalo stated that more articles have been closed this year and the departments know they need to be closed.

**Mr. Rosenberg moved the Selectmen approve the list of extending open Tax Levy Capital Articles as delineated in the memorandum dated August 1, 2014.  
Mr. Moonan seconded the motion.**

**The motion passed 5-0-0.**

**15-27          FY15 Selectmen/Town Manager Goals**

Mr. Reed explained that last week the Selectmen set goals for the year. Mr. Reed highlighted 19 projects that he thinks should form the goals based on how the Selectmen scored them and by how much interest was expressed about them. Mr. Rosenberg noted that while some of the goals may not be ranked high, they will still be pursued. Ms. Fleischman clarified that if something comes up during the year that needs to be addressed then the Selectmen will address it. Mr. Reed said he will be back with a more formal draft in early September.

**15-28          Warrant Approval  
State Primary Election – September 9, 2014**

**Mr. Siegenthaler moved to approve the warrant for the 2014 State Primary. Mr. Rosenberg seconded the motion.**

**The motion passed 5-0-0.**

**15-29          Miscellaneous Action Items  
Chapter 268A, Section 20(b) Exemptions (See attached list)**

**Mr. Rosenberg made a motion to approve the waiver from Chapter 268A, Section 20 (b) for G. Kenneth Clayton, Rosemary Dyer, Linda Christen, and A. Richard LeSchack. Mr. Siegenthaler seconded the motion.**

**The motion passed 5-0-0.**

**15-30 Election Workers Appointment  
G. Kenneth Clayton and Rosemary Dyer**

**Mr. Siegenthaler moved to re-appoint G. Kenneth Clayton and Rosemary Dyer as Election Workers for a term of one year. Ms. Fedele seconded the motion.  
The motion passed 5-0-0.**

**15-31 Minutes  
Regular Session Minutes – July 21, 2014 and July 30, 2014**

**Mr. Moonan moved to approve the Regular Session minutes from July 21, 2014 as amended. Mr. Rosenberg seconded the motion.  
The motion passed 5-0-0.**

**Mr. Rosenberg moved to approve the Executive Session minutes from July 21, 2014 as written. Mr. Moonan seconded the motion.  
The motion passed 5-0-0.**

**Mr. Moonan moved to approve the minutes from July 30, 2014 as amended. Ms. Fedele seconded the motion.  
The motion passed 5-0-0.**

**15-32 Town Manager's Report**

Debbie Kostas resigned from the Shawsheen Tech School Committee, leaving a vacancy. Bedford has two representatives on the committee. The Selectmen, Bedford School Committee, and remaining elected member of the Shawsheen Tech School Committee would meet to appoint a representative to serve until March. The Selectmen gave Mr. Reed permission to put an ad in the newspaper advertising the position.

The Selectmen received two letters regarding appointing a representative from Bedford to serve on the MassPort Advisory Committee which includes all of the Hanscom area communities and Worcester. Mr. Rosenberg asked whether this position should be filled through the Volunteer Coordinating Committee. Ms. Fleischman pointed out that it appears the MassPort Advisory Committee is looking for a very specific set of abilities and experience. There was discussion about a Selectmen serving as the representative because they represent the interests of the Town, but they do not have the specific skill sets the position calls for. Mr. Reed also noted that the letter does not specify whether a Town employee can serve on the committee so that may be an option too. The Selectmen decided to think more about it and ask around to see if there are any residents who may be qualified.

**15-33 Open Discussion and Selectmen Liaison Reports**

Mr. Rosenberg requested that user fees for participants in youth sports be put on the agenda for the first Selectmen meeting in September.

Ms. Fleischman informed the Selectmen that the Community Preservation Committee is putting together a recreation plan that looks at the Town's recreational assets. The committee is looking for a wide range of input from across the Town. They are not rewriting the Town's open space and recreation plan, just developing a guiding document for community preservation eligible recreation projects. Mr. Reed said that the last recreation plan is at least 15 years old.

**Ms. Fedele moved to adjourn the meeting. Mr. Moonan seconded the motion.**

**The motion passed 5-0-0.**

**The meeting adjourned at 10:46 p.m.**