

Regular Session Minutes – Selectmen’s Meeting
Selectmen’s Meeting Room, Town Hall
Monday, February 3, 2014, 7:30 p.m.

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

ALSO PRESENT: Diane, Lynch, 194 South Road; Youth and Family Services Director Sue Baldauf; Finance Director Victor Garofalo; Finance Committee Member Ben Thomas; James Shea, 30 Independence Road; Press Representatives Mary McBride and Fran Bowen

Chair Moonan called the meeting to order at 7:30 p.m.

**14-176 Application for Amusement Device (Jukebox) – Sgt. Fred H. Sullivan
 VFW #1628**

Diane Lynch from the VFW was present to answer any questions the Selectmen may have had concerning the installation of a small wall mounted jukebox at the VFW. The bartenders will be trained on how to use and to monitor volume levels so that the noise will not disturb the neighbors. Most songs will cost fifty cents with some costing \$1.00.

Ms. Fleischman made a motion to approve the application for an amusement device at the Sgt. Fred H. Sullivan VFW #1628. Ms. Fedele seconded the motion.
The motion passed 5-0-0

14-177 March 8, 2014 Election Warrant - Approval

Mr. Reed announced that the Annual Town Election will be held on Saturday, March 8, 2014 at the John Glenn Middle School from 8:00 a.m. to 6:00 p.m. Residents will be voting for two (2) Selectmen, one (1) Assessor, two (2) Board of Health members, one (1) Housing Authority member, two (2) Planning Board members, two (2) Library Trustees, and two (2) School Committee members.

Mr. Siegenthaler made a motion to approve the warrant for the Annual Town Election on March 8, 2014. Ms. Fleischman seconded the motion.
The motion passed 5-0-0.

**14 -178 FY14 Reserve Fund Transfer Request – Youth and Family Services –
 Veteran’s Services**

Mr. Reed explained that there was need for \$55,000 to cover the Veteran’s Benefits line item for the rest of the fiscal year. As of now about 75 percent of the originally allocated

\$120,000 has been expended. This is due to an increase in activity from the Bedford VA. This money will be refunded by the state on a monthly basis into the general fund. 100 percent of funds expended for non-residents are usually returned to the Town within a year. 75 percent of funds is refunded for residents of Bedford. Ms. Baldauf stated that the Town received 92.4 percent back last year.

Mr. Siegenthaler made a motion to recommend a zero fund transfer for the Youth and Family Services fund. Mr. Rosenberg seconded the motion.

The motion passed 5-0-0.

14-179 Proposed FY15 Operating Budgets – Selectmen Recommendations

Mr. Reed pointed out the new contingency requests that he recommended adding to the operating budget. The first item would add \$2,500 to the Code Enforcement budget for the purpose of Tree Pruning and Removal in the conservation areas. Mr. Reed explained that it would make sense to fund this cost every year. The second new request is to partially fund the position of Healthy Bedford Coordinator. The remaining portion is funded through various grants. The position is currently a temporary position and is not benefits eligible.

Mr. Rosenberg inquired why extra funds are not appropriated for elections since it can be anticipated that some years will have more elections than others. Mr. Siegenthaler felt that the additional money seemed reasonable as the budget expands and contracts on a cyclical basis.

Mr. Reed explained that he did not recommend funding a contingency request for emergency communications overtime. He feels that it needs more analysis at this time.

Ms. Fleischman made a motion to recommend approval of Selectmen's F15 Operating Budget. Mr. Siegenthaler seconded the motion.

The motion passed 4-1-0. Mr. Rosenberg voted against.

14-180 Annual Town Meeting – Review of Draft Warrant – Article Recommendations

Mr. Reed explained that the wording for the street acceptances was added to the warrant and would be discussed during a public hearing at the February 10, 2014 Selectmen's meeting.

A draft of the Tax Increment article was also included in the updated warrant. Mr. Reed is hoping to have more information concerning this article by the February 18, 2014 meeting.

Mr. Reed added an article to execute a preservation restriction for the front parcel of Shawsheen cemetery.

The Capital article has two projects that are going to be partially funded through Community Preservation; the Public Works Irrigation project and Police Station Cooling Tower. Mr. Reed recommends taking one vote for these projects instead of voting once for the capital portion and another time for the community preservation portion. The Selectmen further recommended removing these items from the Community Preservation Article so that they only show up in the Capital Article. Ms. Fleischman cautioned against losing track of that change if it is removed from the Community Preservation article.

The Community Preservation Land Acquisition Fund Article would authorize the purchase of a parcel of land at 340A Concord Road that is entirely surrounded by Conservation Area. The parcel has no street frontage so a house could not be built on it.

RECOMMENDATIONS

Mr. Siegenthaler made a motion to recommend approval of Article 2 – Debate Rules. Mr. Rosenberg seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to recommend approval of Article 3 – Consent Article. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to recommend approval of Article 4 – Reauthorization of the Revolving Funds. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

Mr. Rosenberg made a motion to make a recommendation at Town Meeting for Article 5 – Bills of Prior Years. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Mr. Rosenberg made a motion to make a recommendation at Town Meeting for Article 6 – Zoning Bylaw Amendment – Flood Plain Map Reference. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Mr. Rosenberg made a motion to recommend approval of Article 18 – Community Preservation Land Acquisition Fund. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

Mr. Rosenberg made a motion to make a recommendation at Town Meeting for Article 20 – Supplement Operating Budget for Fiscal Year 2014 and Articles of the 2013 Annual Town Meeting. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to recommend approval of Article 21 – Salary Administration Plan Bylaw Amendment – Classification & Wage Schedule. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to recommend approval of Article 26 – Supplement Accrued Sick Leave Fund. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to make a recommendation at Town Meeting for Article 27 – Stabilization Fund Appropriation. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Mr. Siegenthaler made a motion to make a recommendation at Town Meeting for Article 28 – Free Cash. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

14-181 ad hoc Historical Museum Study Committee – Review Charge

Chair Moonan and Mr. Rosenberg worked to create the charge for the ad hoc Historical Museum Study Committee and were looking for feedback from the Selectmen. A discussion ensued on the membership of the committee and whether the Volunteer Coordinating Committee (VCC) should present the candidates from the Historical Society and Historic District Commission or if the groups themselves should decide who they should recommend to the Selectmen. It was decided that the VCC should be responsible for searching for the at large members only. Ms. Fleischman also recommended having a member of the planning board instead of a member from Town Center, Inc. Mr. Siegenthaler offered to speak with the Planning Board to see if they would be interested in designating a member for this committee.

The timetable of presenting a report in only six months was discussed as the committee had a difficult task ahead of them. It was eventually decided that after six months the committee could give a report and ask for more time after presenting their current findings.

Ms. Fleischman made to motion to request that the Volunteer Coordinating Committee seek three at-large members for the ad hoc Historical Museum Study Committee with a finalized charge at a later date. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

14-182 Miscellaneous Action Items – Chapter 268A, Section 20(b) Exemptions – Alli Lua – Teaching Assistant to Program Instructor – Peter Laskaris – Teaching Assistant to Director of Summer Adventures

Mr. Rosenberg made a motion to issue Chapter 268A, Section 20(b) Exemptions to Alli Lua and Peter Laskaris. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

14-166 Town Manager's Report

Mr. Reed explained that the Selectmen voted tonight on the discretionary portion of the operating budget, which excludes the MWRA sewer and water purchases, insurance and benefits, and ambulance portions. Mr. Reed also presented the updated Local Receipts and Sewer Revenue spreadsheet which is trending at 64.3 percent.

Two items concerning Cable TV will be discussed at upcoming Selectmen's Meetings. The first will be a review of the draft RFP for Cable access operation which expires on June 30, 2014. The Selectmen will also be voting on the license renewal with Comcast which expires on March 8, 2014.

At the bid opening for the Depot Building restoration project, the low bidder offered a reasonable price and with the additional money from the Community Preservation Committee the entire project can be funded. Staff will be working with the contractor to work out a funding schedule since some of the funds will not be available until July 1, 2014.

Administrative Assistant Patricia Hurd is retiring in March. The search will begin for a new administrative assistant for the office.

14-167 Open Discussion

Ms. Fedele inquired about the status of the National Citizen Survey. Mr. Reed replied that staff has been working on this and that there may be three additional questions. Youth and Family Services Director suggested asking a question about expanding the transportation network in Town. He should be able to provide the Selectmen with more information at the next meeting.

Ms. Fleischman noted that the Energy Task Force is looking for three members. She added that the Solarize Massachusetts information event in Lexington had a very good turnout with almost 200 people attending. Depending upon the number and size of projects contracted with homeowners in the two communities, the Bedford/Lexington Solarized program could achieve a Tier 6 benefit level which could allow the Town to receive \$25,000 free solar split between Lexington and Bedford. Ms. Fleischman said that if this does happen, the Town may want to consider supplementing a larger unit. Residents have until June 30, 2014 to sign up. There is an incentive of \$1,000 to the first five people who sign up.

Ms. Fleischman mentioned that the Transportation Advisory Committee is concerned about the intersection of Chelmsford Road and North Road. Transportation Advisory Committee Chair Dorer has sent a memo to the Selectmen which he recommended for discussion on a future agenda.

Mr. Rosenberg would like to have a discussion at an upcoming meeting to reevaluate the Selectmen's goals.

Mr. Siegenthaler mentioned that the Planning Board would like to meet with the Selectmen to discuss the implementation chart from the comprehensive plan.

Chair Moonan reported that the School Committee is \$800,000 over their guideline for the budget due to rising enrollment, collective bargaining units, and increase in the ESL and special education programs.

Ms. Fleischman made a motion to adjourn. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

The meeting adjourned at 9:09 p.m.