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**Cover designed by Jean Hammond.
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To the Voters

On March 28, 2022, the voters of Bedford will once again gather for Annual Town Meeting, the required annual business meeting of the Town of Bedford. In July 2020 and May 2021, our Annual Town Meetings were held outdoors, with many modifications to ensure that our work was conducted as safely and efficiently as possible in light of the COVID-19 pandemic. While we will continue to be mindful of public health considerations, the upcoming 2022 Annual Town Meeting will mark a welcome return to a semblance of normalcy, including meeting indoors at the high school, the inclusion of many Town Meeting traditions we missed during the past two years, as well as some pandemic-related innovations that proved beneficial, such as video presentations made available in advance on the Town's website.

In this Annual Town Meeting Warrant Report, you will find the information you need to prepare to vote on all the issues before the Town. The document is the culmination of countless hours of work by Town staff to assemble, and by elected and appointed board and committee members to review and evaluate. Our collective hope is that these articles will sustain and enhance the quality of life for the residents of Bedford.

The articles contained in this Warrant reflect the operational needs and proposals for improvements to Town services for Fiscal Year 2023, based on information furnished to the Select Board, Finance Committee, and Capital Expenditure Committee by Town departments, boards, and committees. For each of the 26 articles in this year's Warrant, you will see the text of the article followed by a brief explanation in italics, with recommendations from boards and committees provided as guidelines for your consideration.

Many of the articles are routine and are seen every year at Annual Town Meeting, such as the Consent Article, Bills of Prior Years, Revolving Funds Expenditure Limits, and Salary Administration Plan Classification & Wage Schedule. Other articles offer unique opportunities to take actions to bring to fruition projects that address important and unique needs in our community. Here are some highlights:

Article 6 appropriates funds under the Community Preservation program for projects in Fiscal Year 2023, as well as for principal and interest payments for projects previously approved for bonding under Community Preservation. Recommended projects include funding for the archival conservation of early Town record books; rehabilitation of the Tot Lot playground, E Field, and the tennis courts at the Bedford High School; replacement of shade structures at Springs Brook Park; and funding for the Regional Housing Services Office affordable housing consultant, Bedford Housing Authority Life Management Program, and the Municipal Affordable Housing Trust. Community Preservation funds will also be requested for the purchase of the easements necessary to complete the Minuteman Bikeway Extension project.

Article 8 appropriates funds and authorizes the purchase of a piece of property for a new fire station, and Article 9 funds the design costs for this much-needed facility that will serve the public safety needs of our community for decades to come.

The Capital Projects Plan (Article 7), the Operating Budget (Article 17), the PEG Access and Cable Expense Related Budget (Article 13), and the Ambulance Enterprise Budget (Article 18) fund the Town's continuing operations for Fiscal Year 2023. Details concerning these budgets are contained in the reports of the Finance Committee and the Capital Expenditure Committee that follow in the next several pages. The Capital Projects Plan provides funding for 38 projects requested by various Town departments.

Article 21 appropriates funds for a Sick Leave Buyback Fund to assist the Town with making payments to retiring employees for time owed. Article 23 continues the Town's financial policy of funding a portion of the liability for other post-employment benefits (or OPEB) principally for retiree health insurance. Article 25 sets aside funds for the celebration of the Town's 300th anniversary in 2029.

Please bring this warrant to Town Meeting, which begins on Monday, March 28, 2022 at 7:00 p.m. in the Bedford High School auditorium. If necessary, the session will continue to Tuesday, March 29. Your participation is central to the success of our form of government. On behalf of the Bedford Select Board, I thank you for your commitment, and we look forward to seeing you at Town Meeting.

Margot Fleischman, Chair of the Select Board

Finance Committee Report

The Finance Committee presents for your approval the Fiscal Year 2023 operating budget that supports the excellent quality of life we enjoy in Bedford. It is based on sound financial planning and careful review of departmental requests. The Finance Committee, Town Boards, Committees, and Departments have attempted to find the appropriate balance between minimizing tax increases while maintaining the Town’s historically sound financial position.

The Finance Committee began work on the operating budget in the fall, by first considering the available sources of revenue. Some of those sources were:

- Certified Free Cash from Fiscal Year 2021 was \$9,761,621. Our policy is to leave an amount equal to a minimum of 1% of the operating budget for FY2023, estimated at \$1,057,447, in order to mitigate uncertainty in estimates for various budget items, including, but not limited to, local receipts and State Aid. This year, we recommend using \$6,100,000.
- \$1,742,187 is estimated from Payments in Lieu of Taxes (PILOT).
- At this time, we are projecting \$8,560,561 for State Aid, which is the proposed number in the FY2023 Governor’s budget.

As a starting point for each Town Department and Board, the Finance Committee determined initial budget guidelines by allocating available revenue based on a five-year average. This year, the Finance Committee recommended a guideline increase of 3.25% for the School Department and 2.5% for the Select Board, Board of Health, Library and Planning Board budgets over FY2022. We developed the final operating budget accommodating several changes justified by the departments and other known items, which included:

- The Select Board budget increased 2.91% overall from FY2022, which includes a new Energy and Sustainability position.
- The Non-Discretionary Budgets increased by \$1,492,653, or 4.08% from FY2022.

| | FY2022 | FY2023 | Increase/ Decrease | % Change |
|---|-------------------|-------------------|-------------------------------|---------------------|
| <i>Non-Discretionary Budgets</i> | | | | |
| Insurance & Benefits | 14,563,410 | 15,056,877 | 493,467 | 3.39% |
| Debt (Principal/Interest) | 10,101,852 | 10,823,692 | 721,840 | 7.15% |
| Roads | 1,980,365 | 1,651,870 | (328,495) | -16.59% |
| Refuse/Recycling | 1,748,000 | 1,820,070 | 72,070 | 4.12% |
| Utilities | 1,810,500 | 1,810,500 | - | 0.00% |
| Water Purchase | 2,732,160 | 3,168,759 | 436,599 | 15.98% |
| MWRA Sewer | 3,653,100 | 3,750,272 | 97,172 | 2.66% |
| Total Non-Discretionary Budgets | 36,589,387 | 38,082,040 | 1,492,653 | 4.08% |

- The School Department Budget increased 3.5%, or \$1,527,051, from FY2022.
- Stabilization Fund has a balance of \$4,080,105. This is at the middle of our target range of 2% to 6% of the operating budget, which is approximately \$2.1M–\$6.3M. We are recommending a funding article of \$500,000 in FY2023 to increase this balance.

- Other Post Employment Benefits Fund has a balance of \$11,096,995. We are recommending a funding article of \$969,190 in FY2023 to increase this balance.
- Growth allowed under Proposition 2 1/2 is \$1,983,895, or an additional 2.5% increase of the tax levy. We recommend leaving \$8,104,727 in unused levy to help mitigate tax increases of the past few years. New Growth is estimated to be \$1,250,000.
- The committee has recommended approval of \$13,166,666 in capital projects to be funded, using \$2,108,601 of the Tax Levy and \$11,058,065 funded by borrowing.

The Finance Committee recommends that Town Meeting adopt a Fiscal Year 2023 operating budget of \$105,724,694 and a total budget of \$111,085,097 including all Articles and Assessments, and an Ambulance Enterprise Operating Budget of \$1,098,321, with a tax levy subsidy of \$20,000.

| | FY18 | FY19 | FY20 | FY21 | FY22 | FY23 |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Revenues | | | | | | |
| Tax Levy | 69,548,930 | 72,596,035 | 75,512,581 | 78,772,900 | 81,690,647 | 84,644,882 |
| Local Revenues | 22,314,988 | 22,629,328 | 22,516,827 | 21,552,653 | 23,337,516 | 23,456,765 |
| Other Sources* | 9,082,290 | 9,362,229 | 10,300,314 | 10,367,790 | 12,435,922 | 11,088,177 |
| Total Revenues | 100,946,208 | 104,587,592 | 108,329,722 | 110,693,343 | 117,464,085 | 119,189,824 |
| Expenses | | | | | | |
| Operating Budget | 86,685,785 | 90,086,963 | 94,602,613 | 98,192,005 | 103,921,509 | 105,744,694 |
| Articles**/Other | 7,239,665 | 5,163,900 | 4,485,241 | 3,198,306 | 4,351,202 | 4,342,706 |
| Governmental Charges/Offsets | 356,419 | 393,863 | 408,690 | 426,675 | 475,571 | 472,697 |
| Overlay Reserve | 851,945 | 223,135 | 387,735 | 519,134 | 516,825 | 525,000 |
| Miscellaneous Charges | 2,500 | 2,500 | 2,500 | 2,500 | 0 | - |
| Snow Deficit | 242,445 | 383,657 | 188,040 | 0 | 0 | - |
| Total Expenses | 95,378,759 | 96,254,018 | 100,074,819 | 102,338,620 | 109,265,107 | 111,085,097 |
| Surplus/(Deficit) | 5,567,449 | 8,333,574 | 8,254,903 | 8,354,723 | 8,198,978 | 8,104,727 |
| % Increase in Total Expenditures | 4.82% | 0.92% | 3.97% | 2.26% | 6.77% | 1.67% |
| Average Assessed Residential Value | \$655,800 | \$706,800 | \$716,400 | \$751,500 | \$774,096 | TBD |
| Residential Tax Rate per \$1,000 of value | \$13.74 | \$12.96 | \$13.18 | \$13.53 | \$13.58 | TBD |
| Average Residential Tax | \$9,011 | \$9,160 | \$9,442 | \$10,168 | \$10,512 | TBD |
| Average Community Preservation Tax | \$229 | \$236 | \$244 | \$264 | \$275 | TBD |
| % Residential Increase | -1.8% | 1.7% | 3.1% | 7.7% | 3.4% | TBD |

* Includes State Aid and Community Preservation

** Includes Capital Article, Community Preservation, Misc. Articles (excludes bonding), Other and Overlay Deficit

The current residential impact of \$100,000 in expenses is \$1.358 per \$100,000 of assessed value. For example, the impact of \$100,000 in expenses for a home with an assessed value of \$500,000 would be \$6.79 (5 x \$1.358).

The Fiscal Year 2023 budget presented to you accommodates justified requests from the Town departments and schools. With your continued thoughtful deliberation and support, Bedford maintains the highest rating of AAA from the Standard & Poor's Rating Agency.

Acknowledgments

The Finance Committee receives assistance from many different Town employees, as well as elected officials and members of other Town Boards and Committees, and receives and carefully considers Bedford resident comments on the matters it deliberates and makes decisions on. We appreciate everyone's advice, guidance, and opinions. The Finance Committee is particularly grateful to Dave Castellarin, Bedford's Finance Director. Dave's excellent work since he started in his position last year has been instrumental in allowing the Finance Committee to complete its FY 2023 budget preparation in a timely manner for consideration at the 2022 Annual Town Meeting. The Finance Committee is also greatly appreciative to the assistance and perspective it receives from Sarah Stanton, Bedford Town Manager; Philip Conrad, Superintendent of Schools; Julie Kirrane, Bedford School District's Director of Finance; the Bedford School Committee; and the Bedford Select Board.

The Finance Committee would also like to give special acknowledgement and thanks to Tom Busa, who resigned from the Committee in December ahead of his relocation out of Bedford. Tom served on the Committee almost 20 years, including six years as Chair. Over the last two decades he worked countless hours as a volunteer, with his focus being that the Town provide a high level of services to its residents while maintaining a strong financial condition. Thank you, Tom, for a job well done.

Respectfully submitted,

Stephen Carluccio, Chair
Elizabeth McClung, Vice Chair
Karen Dunn, Clerk

Erica Liu Paul Mortenson David Powell

Stephen Steele Ben Thomas

Capital Expenditure Committee Report

Introduction

The Capital Expenditure Committee (CEC) reviews and offers recommendations concerning all requests for funds for capital items and projects submitted by Town and School departments. These projects, and their costs, appear in Article 7 – Proposed Fiscal Year 2023 Capital Projects Plan beginning on page 20 of the Annual Town Meeting Warrant.

Definition of Capital

The CEC defines a capital expenditure as any item or project expenditure of \$5,000 or more with a useful life of two or more years. Individual capital items of less than \$5,000 each are considered operating expenses and are funded through departmental operating budgets, with the exception of multiple, similar items that are “bundled” together to reach an amount that exceeds \$30,000.

Capital Projects Plan

The FY23 capital budget proposes to fund just over \$13.1m in capital investment, with projects ranging from ongoing investments in our water and sewer infrastructure, technology and space upgrades at our public schools, security and building upgrades at our community safety buildings, and Department of Public Works assets. Included within this total is Land Acquisition for the Fire Station at \$1.55m, and Fire Station Design Costs for 139 The Great Road just over \$2m.

Many of the projects included in the FY23 capital budget reflect the goals and priorities of the Select Board, such as continued transportation upgrades, a commitment to our Energy Net Zero policy, and an ongoing effort to ensure safe and adequate facilities for numerous public buildings.

The Town Manager and Assistant Town Manager of Operations met with all Department Heads weekly, from July through September, to discuss their capital requests, year-to-date/historical spending, and timelines for project completion. These meetings resulted in each Department Head producing a formal presentation to the Capital Expenditure Committee, with documentation explaining the costs and needs for each capital request, as well as producing documentation that aligns with Government Finance Officers Association (GFOA) standards.

This season, the Capital Expenditures Committee met nine times virtually to review the overall capital plan, and met with each Department Head who brought forth FY23 capital requests. In these meetings, Department Heads provided a presentation reviewing each project being requested for FY23. Department Heads also answered Capital Expenditure Committee members’ questions about future capital requests that are included in the plan from FY24 through FY28.

The projects proposed for FY23 are explained in detail in this report, and listed in Article 7 of this Warrant. Six projects within the FY23 Capital Plan were recommended for funding through the Community Preservation Act (Article 6), due to eligibility. These projects are: Depot Freight Exterior Painting, Depot Station Decking Replacement, Recreational Grounds Rehabilitation for the Tot Lot and E Field, Springs Brook Park Water Capital for Shade Structures, Tennis Court Rehabilitation, and funding for the Trails Committee.

The Capital Expenditure Committee also reviews the Road Resurfacing budget, which totals \$2,295,860, and is funded through the Department of Public Works operating budget and Chapter 90 state appropriation.

The capital budget before you reflects months of hard work, and a commitment to capital budgeting transparency and accountability.

| Project # | Department | Project | Funding Source | Amount |
|-----------|------------|--|----------------|-----------|
| 23-01 | Finance | <p>Town—Copier Replacements</p> <p>This capital request is for the periodic replacement of Town copiers on a rotating schedule. There are 10 copiers that are supported by this replacement schedule, of which 8 are located in Town Departments, one in the Town Hall mail room, and one in Town Center. The replacement cycle of these copiers is 6–10 years depending on their usage. Each copier is also used for scanning and as a network printer.</p> | Tax Levy | \$8,857 |
| 23-02 | Finance | <p>Town—IT Equipment & Projects</p> <p>The Town IT Equipment Plan provides for the cyclical replacement of computers, printers, network switches, servers, backup systems, and other IT equipment and systems for fifteen Town departments. It follows a schedule based on the anticipated useful lifespan of the respective IT equipment and software items. Additionally, it includes a line item for a Town-wide website upgrade, which is a Select Board goal to increase community accessibility and communication.</p> | Tax Levy | \$216,385 |
| 23-03 | Fire | <p>Thermal Imager Replacements</p> <p>A thermal imaging camera (TIC) is a type of thermographic camera used in firefighting. By rendering infrared radiation as visible light, such cameras allow firefighters to see areas of heat through smoke, darkness, or heat-permeable barriers. They are constructed using heat- and water-resistant housings to withstand the hazards of fire ground operations. Thermal imaging cameras pick up body heat, and they are normally used in cases where people are trapped where rescuers cannot find them. This will replace equipment with older technology that has reached the end of its useful life. Newer cameras are more sensitive and provide a higher quality heat differentiation. This allows for identifying overheated equipment, electrical circuits, and heat in hidden areas.</p> | Tax Levy | \$36,660 |
| 23-04 | Schools | <p>All Schools—Durable Furniture and Equipment Replacement</p> <p>This request funds the periodic replacement of furniture and equipment in classrooms, districtwide health/wellness/athletics programs, and the school lunch program. The district will employ an asset-based life span replenishment model to ensure buildings have well-equipped instructional and programmatic spaces. Classroom furniture and identified equipment will be replaced in FY23 based on their age and an assessment of condition. Furniture has a typical life span of 15–20 years. Athletic and fitness equipment lifespans range from 5–20 years. Kitchen equipment has lifespans of 15–20 years.</p> | Tax Levy | \$65,688 |

| | | | | |
|-------|------------|---|----------|-----------|
| 23-05 | Schools | All Schools—Equipment Replacement System-wide floor scrubber and equipment replacement for all school buildings. The Schools have 11 auto scrubbers, and the Town has 2 auto scrubbers. The current plan is to replace each floor scrubber every 12 years, which is two years past their life expectancy. The district has 3 one-person lifts, and one scissor lift. FY23 is the only year that funding is requested for both a floor scrubber and a system-wide lift replacement that will be used in all town and school buildings. | Tax Levy | \$29,292 |
| 23-06 | Schools | All Schools—Photocopier Replacements This request funds the replacement of copiers in all schools including the central administration. This funding ensures that instructional staff and school offices have access to reliable photocopiers, which continue to be critical equipment and a necessary support to teaching and learning, even in an environment of increasing reliance on digital formats. Schools typically have both full-service copiers and high-volume, lower-cost machines. The FY23 request will replace 9 copiers districtwide. | Tax Levy | \$52,919 |
| 23-07 | Facilities | 108 Carlisle Site Improvements (Study and Design) This project is part of a long-term site development at 108 Carlisle Road. It includes the feasibility/design of the site, which will have a salt storage shed, a storage area for equipment, a recycling center, and potential solar area. This is a multi-year project and is being done in independent phases. | Tax Levy | \$63,654 |
| 23-08 | Facilities | All Schools—Flooring School flooring (i.e., carpet, tiles, and base molding) is replaced on a rotating basis. Bids and quotes are requested from outside contractors. This is a yearlong project. It's an efficient and cost-effective way to address the flooring replacement in sections due to the limited time and access to the building. | Tax Levy | \$58,358 |
| 23-09 | Facilities | All Schools—Interior Painting Classrooms are painted on a rotating basis. Painting crews are comprised of custodians and maintenance staff. Classrooms, hallways, and common areas are painted over the summer and during school vacation weeks. | Tax Levy | \$58,358 |
| 23-10 | Facilities | All Schools—Program Space Modifications Space renovations accommodate learning and programming needs, based on the requests received from the schools' principals at the end of the school year, for the upcoming year, and during the school year. | Tax Levy | \$45,152 |
| 23-11 | Facilities | Bedford High School/John Glenn Middle School—Exterior Painting Planned re-painting program for exterior concrete, wood trim, and miscellaneous metal railings. Facilities staff have been spot painting to keep the building appearance | Tax Levy | \$143,916 |

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| | | acceptable. A recent inspection in 2017 found there is a greater need for painting. | | |
| 23-12 | Facilities | DPW—Carpeting Replacement Replacement of carpeting/base molding in offices, conference rooms, and common spaces. Total estimated area 5,719 SF. A 2018 inspection found areas that need to be addressed due to age and heavy foot traffic areas. Carpet and flooring have not been replaced since the building was completed in 2005. | Tax Levy | \$70,523 |
| 23-13 | Facilities | DPW—Security Access Control System This funding request addresses security card access control systems at the DPW Garage, and the Hartwell Road pump station. The system controls selected exterior doors limiting access during both occupied and unoccupied periods. System includes card readers, control panels, electronic locks and door hardware. The card reader system will provide for identifying and allowing individuals to access the building during off hours. | Tax Levy | \$77,250 |
| 23-14 | Facilities | Lane School—Cooling Equipment This request is to provide cooling in the remaining classrooms without such capacity. This will allow for a conducive environment for learning during high temperature days to mitigate room temperatures from reaching 90+ degrees. | Tax Levy | \$175,000 |
| 23-15 | Facilities | Lane School—Elevator Controls Replacement Conveying equipment controls, master control cabinet, and associated equipment are recommended to be replaced/upgraded every five (5) years. Based on recent inspection, these replacements are needed. Controls are electronic devices and have a shorter lifetime than the elevator cab/pit or other parts of the elevator system. | Tax Levy | \$59,946 |
| 23-16 | Facilities | Library—Elevator Controls Replacement Replacement for elevator controls for two (2) elevators. The system includes conveying equipment controls, master control cabinet, and associated equipment. Both elevators were installed in 1999 with a 20-year life expectancy. Based on recent inspection, these replacements are needed. | Tax Levy | \$121,688 |
| 23-17 | Facilities | Police Station—Elevator Controls Replacement Conveying equipment controls, master control cabinet, and associated equipment are recommended to be replaced/upgraded every five (5) years. Based on recent inspection, these replacements are needed. Current controls have exceeded their life expectancy and are no longer supported. | Tax Levy | \$59,946 |

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|-------|------------|---|----------|-----------|
| 23-18 | Facilities | <p>Police/Fire—Security System—Card Access Replacement</p> <p>This request is to replace the card access security system. The system controls selected exterior and interior doors, limiting access during both occupied and unoccupied periods. The system includes card readers, control panels, electronic locks, and door hardware. The system was installed in 2010 with a lifetime expectancy of 10 years.</p> | Tax Levy | \$37,120 |
| 23-19 | Facilities | <p>Sabourin Field—Public Bathrooms</p> <p>This prefabricated structure will consist of two public bathrooms at Sabourin Field. The cost of this project includes tying these bathrooms into the Town's water and sewer system.</p> | Tax Levy | \$120,488 |
| 23-20 | Facilities | <p>Town Center—Appliances</p> <p>Replacement of refrigerator, freezer, and microwave. These pieces of equipment have reached their life expectancy. All pieces of equipment will be replaced with energy-efficient versions.</p> | Tax Levy | \$10,300 |
| 23-21 | Facilities | <p>Town Center—Exterior Painting</p> <p>Planned re-painting of exterior wood and metal surfaces. Work includes painting clapboards, trim, bollards, and miscellaneous metal surfaces. The building was last repainted in September 2012.</p> | Tax Levy | \$79,500 |
| 23-22 | Facilities | <p>Town-Wide Basement Waterproofing (Study and Design)</p> <p>This funding request is to address recurring water infiltration issues in the Town Hall, Town Center, Bedford High School, and Fire Station. The FY23 funding is for a study to determine remediation of ground water infiltration into the basements of these buildings.</p> | Tax Levy | \$25,000 |
| 23-23 | Facilities | <p>Town-Wide Municipal Space Needs Study</p> <p>A Town-wide municipal space needs study is needed to provide decision makers with detailed information about current and future space requirements for planned use of Town departments. It will include options to address short-term space needs, maximize use of existing space, and highlight future space needs.</p> | Tax Levy | \$182,000 |
| 23-24 | DPW | <p>Sidewalk/Municipal Hardscape Improvements</p> <p>In FY23, the Town proposes to perform work that will address ADA compliance needs on sidewalks, and to repair the Elm Brook pedestrian bridge on The Great Road.</p> | Tax Levy | \$290,000 |

| | | | | |
|-------|------------|---|----------|-----------|
| 23-25 | DPW | <p>Tick Barrier & Protection</p> <p>This project expands on the FY22 request to install a tick barrier on one of the Town playing fields. The state disease surveillance data shows that for Bedford, tick borne illness (TBI) is our top reported communicable disease, just behind seasonal flu. There have been many environmental interventions put forward over the years, but tick deterrent borders show the most success in preventing tick bites. FY23 funding will go toward locations that the health department prioritizes.</p> | Tax Levy | \$20,600 |
| 23-26 | Finance | <p>Town—Replacement of Town/School Financial System</p> <p>The proposed request is to replace the Town’s current accounting software, KVS. KVS is limited in its capabilities and in customer support. A new financial system offers more comprehensive financial applications and stronger financial forecasting and reporting. The funding request covers the cost of data conversion, software as a service, a redesign of the Town’s Chart of Accounts, and training of employees for all new software. Please note: The Capital Expenditure Committee has not recommended approval of this project at the time of printing. This project was added back into the plan per the recommendation of the Select Board.</p> | Bond | \$783,513 |
| 23-27 | Schools | <p>All Schools—Info Tech Plan Replacement</p> <p>This request will fund the necessary periodic replacement of IT equipment based on district experience of life spans and industry standards. Life spans of requested equipment range from 3–7 years. The computers, instructional technology, and infrastructure backbone are an essential and integral part of the school system on a day-to-day basis. Items covered by this funding include student and teacher devices, including but not limited to desktops, laptops, Chromebooks, and SMART displays for interactive student based learning, as well as infrastructure including network switches, servers, and data storage equipment.</p> | Bond | \$536,900 |
| 23-28 | Facilities | <p>Current Fire Station—Heating and Cooling Systems</p> <p>This request is to replace existing equipment with heat pump split units that will provide heating and cooling in individual spaces. The replacement system will be electric. This replacement is necessary to meet the immediate needs of the Fire Station, regardless of the potential relocation of the station.</p> | Bond | \$305,000 |

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|-------|-----|---|------|-----------|
| 23-29 | DPW | <p>Cemetery Expansion Study</p> <p>In FY23, a design is proposed to develop another six acres for the cemetery. It will include a design for the best use of the property. This project will take multiple fiscal years to complete. Based on the number of plots remaining and the rate of purchase of existing plots, it is anticipated that the current cemetery will be sold out in five to seven years.</p> | Bond | \$669,500 |
| 23-30 | DPW | <p>Large Vehicle and Equipment Replacement</p> <p>The Town maintains fifteen pieces of large construction-related equipment. In FY23, the Town proposes to replace a vacuum truck. The current vacuum truck needs regular repairs and is out of commission frequently, forcing the Town to rent a substitute truck at significant cost.</p> | Bond | \$499,550 |
| 23-31 | DPW | <p>Sewer Pump Station Program</p> <p>The Town maintains 30 sewer pump stations. Collectively they pump over three million gallons of wastewater per day. In addition to regular cleaning and maintenance, periodic capital improvements are required. Typical capital items include pumps, motors, and generators, as well as general pump station enclosure maintenance. FY23 funding will go towards design and bidding costs for Middlesex Turnpike pump station construction, as well as other pump station repairs.</p> | Bond | \$300,000 |
| 23-32 | DPW | <p>Stormwater Permit Requirements</p> <p>This is a multi-year project. Funding for this project will allow the Town to adhere to the Environmental Protection Agency's Phase 2 stormwater regulations, which require proper management of stormwater discharges to reduce pollutants. The benefits of effective stormwater management are improved water quality to natural resources and potential reduction of flooding events by eliminating sediment in stormwater runoff. The work that is required to be performed by the Town includes public education about phosphorus use in fertilizers, GIS mapping, and water sampling. The funds go towards the compliance work outlined in the Town's Stormwater Permit. FY23 funding will be for Year Five (5) requirements of the permit.</p> | Bond | \$132,767 |

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|-------|-----|--|------|-------------|
| 23-33 | DPW | <p>Transportation Improvements (The Great Road Master Plan Design, Minuteman Bikeway Extension Project, Bike Shelters at JGMS and Lane)</p> <p>The Great Road Streetscape Master Plan and Pedestrian/Bicycle Master Plan have identified numerous improvements to significant transportation corridors and intersections in Bedford. This project was established as a multi-year, ongoing funding source for implementing these improvements. Some aspects of transportation improvements are smaller, such as restriping, widening, and narrowing of lanes, while other larger projects stand on their own. In FY23, funding will go towards the Great Road Master Plan Design, Minuteman Bikeway Extension construction services, and bike shelters at JGMS and Lane School.</p> | Bond | \$1,633,165 |
| 23-34 | DPW | <p>Vehicle and Equipment Replacement</p> <p>The Town maintains over 75 vehicles and smaller pieces of equipment, including cars, SUVs, pickup trucks, and small construction equipment. In FY23, the town proposes to replace 1 Command Vehicle (Fire), 3 SUVs (Police), 4 Utility Body Trucks (1 Facilities/3 DPW), 1 Pickup Truck (DPW), and 1 Landscape Trailer (DPW).</p> | Bond | \$497,685 |
| 23-35 | DPW | <p>Water Gate Valve Exercising</p> <p>In FY23, DPW proposes to fund a project that would exercise all 900 valves in Town. DPW would also plan to allocate a portion of the funding for structural repairs. This maintenance project recurs every four years in order to help maintain our water infrastructure and has been identified in the Sanitary Survey from the Department of Environmental Protection (DEP).</p> | Bond | \$154,500 |
| 23-36 | DPW | <p>Water Quality Improvements and SCADA—Water Main Vault</p> <p>Funding for this project will allow for SCADA (supervisory control and data acquisition) upgrades; addition of booster chlorination pumps at various locations for water quality improvements; water vault rehabilitation; metering equipment and other system enhancements as needed. In FY23, DPW will focus on the water main vault at the Burlington Town line, with any remaining funds to be applied for the lead and copper program per DEP guidelines.</p> | Bond | \$810,402 |

| | | | | |
|------------|--------------|---|------|-------------|
| 23-37 | DPW | <p>Water Quality Improvements MWRA (Massachusetts Water Resource Authority) Bedford/Burlington Connection</p> <p>As the Town continues to improve the water system quality, we are able to connect to the MWRA system through Burlington. This new connection will benefit both water quality and water pressure in Bedford. Bedford will have a direct MWRA connection built through Burlington to the Bedford line on Middlesex Turnpike. This project would be part of a longer-range plan but will provide a better opportunity for higher-quality water. Funding for this project will allow for permitting and construction of the Burlington supplemental water connection to the MWRA, as well as town-wide assessments of water pressure and quality impacts as a result of the connection.</p> | Bond | \$100,000 |
| 23-38 | DPW | <p>Water Standpipe Rehabilitation</p> <p>The Town is currently in year 4 of a 15-year contract to maintain water standpipes. Ongoing water standpipe maintenance is critical to the water infrastructure. It not only affects water flow and pressure, but also water quality. In FY23, funding will go toward the rehabilitation at Pine Hill Road Tank, as well as other related standpipe improvements.</p> | Bond | \$783,428 |
| Article 8 | Select Board | <p>Land Acquisition for Fire Station – 139 The Great Road</p> <p>To acquire property at 139 The Great Road, for the purpose of building a new Fire Station.</p> | Bond | \$1,550,000 |
| Article 9 | Facilities | <p>Fire Station Design – 139 The Great Road</p> <p>Funding for the design of a new Fire Station located at 139 The Great Road.</p> | Bond | \$2,001,655 |
| Article 10 | DPW | <p>Sewer Inflow/Infiltration (I/I)</p> <p>Bedford continually pays to treat non-sewage flow that gets into its sewer system. DPW looks at a number of options for treating sewer I/I. If sewer I/I is not regularly addressed, the Town's sewer costs will continue to increase without any benefit to the Town. FY23 work will address inspection, design, and repair of the Town's CIP program. Most of the funding is provided through the MWRA grant / loan program.</p> | Bond | \$300,000 |

Mary Ellen Carter, Chair
John Carbone, Vice Chair
Dave McClung, Clerk, At-Large
William Moonan, Select Board Member
Stephen Steele, Finance Committee Member
Brad Morrison, School Committee Member
Tony Battaglia, At-Large
Keith MacDonald, At-Large
Tom Rowan, At-Large

| |
|---|
| Warrant for 2022 Annual Town Meeting |
|---|

To any of the Constables of the Town of Bedford in the County of Middlesex.

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the legal voters of said Town of Bedford, qualified to vote at Town Meeting for the transaction of Town affairs, to meet in said Town in the Bedford High School Auditorium, Monday, March 28, 2022, at 7:00 PM., then and there to vote upon the following articles:

Article 1
Reports of Town Officers and Committees

To hear and act upon the reports of Town officers and committees.

This article provides for officers and committees so instructed to report to Town Meeting their progress or recommendations.

Article 2
Debate Rules

To determine whether the Town will vote to adopt the following procedure for the current Annual Town Meeting:

- A. The main motion having been submitted in advance, and presentations having been made available for viewing before the meeting, presentations will be limited to five (5) minutes;
- B. No amendment shall be accepted unless submitted in writing. A speaker presenting an amendment to an article shall be limited to five (5) minutes;
- C. Speakers shall be limited to three (3) minutes;
- D. No article shall be presented after 10:45 PM;
- E. Town Meeting by majority vote may waive A, B, C, or D;

pass any vote or take any action relative thereto.

This article proposes time limitations on presentations and debate of articles before this Town Meeting.

RECOMMENDATIONS

Select Board:

Approval Recommended

Finance Committee:

Recommendation to be given at Annual Town Meeting

Article 3
Consent Article

To determine whether the Town will vote to:

- A. Raise and appropriate the sum of \$75,000 for an audit of Fiscal Year 2022 and related services;
- B. Accept the provisions of Chapter 184, Section 51 of the Acts of 2002, amending Massachusetts General Laws, Chapter 59, Section 5 (41C) as provided therein concerning a tax exemption of \$500.00 for the elderly so as to increase the gross receipts limitations to \$24,000 for a single person and \$34,000 for married persons and so as to increase the whole estate limitations to \$40,000 for a single person and \$55,000 for married persons, and further to increase the amount of property tax exemption granted to

persons who qualify for said exemption under said Section 5 (41C) by 100% to \$1,000, effective in the Fiscal Year 2023;

- C. Accept the provisions of Chapter 73, Section 4 thereof of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988 so as to act under the aforesaid statute to increase the amount of property tax exemptions by 100% for persons who qualify for said exemptions under clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, and 37A of Section 5 of Chapter 59 of the General Laws, said increase to be 100% above the minimum exemption amounts otherwise provided in the aforementioned clauses of Section 5 of Chapter 59 of the General Laws, effective in the Fiscal Year 2023;
- D. Authorize the Select Board, during Fiscal Year 2023, to accept any and all easements for sidewalks, trails, drainage, or other utility purposes, as they may deem in the Town's best interests;

pass any vote or take any action relative thereto.

Sections A–D of this article have been regularly voted by past Town Meetings. Section A would appropriate funds for the Fiscal Year 2022 audit.

Section B proposes that the Town accept a state law provision that permits adjustment in Fiscal Year 2023 to the eligibility age permitted, gross receipts, and whole estate limits set forth in Massachusetts General Laws pertaining to an existing elderly property tax exemption. This same provision has been approved by Town Meeting each fiscal year since 2004. It must be reapproved each fiscal year by Town Meeting for the increased exemption to be available. If this section is not adopted, the exemptions levels would return to Fiscal Year 2003 levels. At that time, property owners could qualify for the exemptions if they were 70 years old, had income (gross receipts) not more than \$13,000 for a single person and \$15,000 combined for two married people, and had combined assets (whole estate) of not more than \$28,000 for a single person and \$30,000 combined for two married people. Under this proposed article, the income limit would be increased to \$24,000 for a single person and \$34,000 combined for two married people, and the asset limit could be increased up to \$40,000 for a single person and \$55,000 combined for two married people. These are the maximums permitted under the law allowing property tax exemptions. Persons who qualified for exemptions in Fiscal Year 2003 were eligible for a maximum exemption of \$500. If Section B is approved as written, the exemption would increase 100% resulting in a maximum exemption of \$1,000. In Fiscal Years 2004 and 2005 the exemption was increased by only 50% resulting in a maximum exemption of \$750. Since Fiscal Year 2006 the exemption was increased by 100%, as is proposed for Fiscal Year 2023.

Section C proposes that the Town accept a state law provision that allows for increases in all property tax exemptions currently granted by the Town. This same provision has been approved by Town Meeting for each fiscal year since 2004. It must be reapproved each fiscal year by Town Meeting for the increased exemptions to be available. If Section C is not adopted, the exemptions levels would return to Fiscal Year 2003 levels, which at that time were as follows: Clause 17D allowed an exemption of up to \$175 for surviving spouses or minor children occupying a property; Clauses 22, 22A, 22B, 22C, 22D, and 22E allowed veterans exemptions of various types and amounts between a maximum of \$400 and \$2,500; Clause 37A allowed an exemption of up to \$500 for a blind person owning and occupying a property. Each clause has certain eligibility requirements that must be satisfied to receive the exemption and only one type of exemption can be granted for each property. If Section C is adopted, a uniform percentage increase of 100% would be applied to all of the exemptions. In Fiscal Years 2004 and 2005 the exemptions were increased by only 50%. Since Fiscal Year 2006 the exemption was increased by 100%, as is proposed for Fiscal Year 2023.

Section D proposes to delegate to the Select Board on behalf of the Town to accept any and all easements for sidewalks, trails, drainage, and other utility purposes during Fiscal Year 2023. Massachusetts General Laws otherwise require that Town Meeting accept any interest in real property including easements. In the course of the year, easements on private property are often required to implement sidewalk, trails, road, and drainage improvements. Providing the Select Board with the authority to accept easements will expedite planning and implementation of projects.

RECOMMENDATIONS

| | |
|-------------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |
| Residential Tax Impact: | \$0.96 |

**Article 4
Bills of Prior Year**

To determine whether the Town will vote to appropriate by transfer from available funds or otherwise provide a sum of money to pay for, services rendered or goods received in a previous year; pass any vote or take any action relative thereto.

This article provides for the payment of bills that were not received in time for payment in prior fiscal years.

RECOMMENDATIONS

Select Board: Recommendation to be given at Annual Town Meeting
 Finance Committee: Recommendation to be given at Annual Town Meeting

**Article 5
Revolving Funds Expenditure Limits**

To determine whether the Town will vote to set Fiscal Year 2023 total expenditure limitations for the Revolving Funds authorized under Article 13, Section 13.4.4 of the General Bylaws of the Town:

| Revolving Fund | Not to Exceed Expenditure Limit | June 30, 2021 Balance |
|--|--|------------------------------|
| Board of Library Trustees Revolving Fund | \$25,000 | \$11,678 |
| Conservation Commission Revolving Fund | \$100,000 | \$3,726 |
| Depot Park Revolving Fund | \$100,000 | \$77,324 |
| Old Town Hall and Town Center Revolving Fund | \$150,000 | \$17,786 |
| DPW Refuse and Recycling Revolving Fund | \$150,000 | \$68,860 |
| Facilities Department Energy Revolving Fund | \$100,000 | \$131,471 |
| Board of Health Revolving Fund | \$35,000 | \$34,720 |
| DPW Tree Mitigation Revolving Fund | \$50,000 | \$0 |
| DPW Sewer I/I Mitigation Fee Revolving Fund | \$900,000 | \$0 |

pass any vote or take any action relative thereto.

This article would establish the Fiscal Year 2023 expenditure limits for the Town’s revolving funds as authorized under Article 13, Section 4 of the General Bylaws of the Town.

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

**Article 6
Community Preservation Budget – Fiscal Year 2023**

To determine whether the Town will vote to appropriate the sum of \$3,905,105 or any other sum, to act upon the recommendations of the Community Preservation Committee by appropriating or reserving the following amounts for Fiscal Year 2023 Community Preservation purposes with each item considered a separate appropriation; and to determine whether such sums shall be appropriated from Fiscal Year 2023 Community Preservation Fund Revenues or the current Community Preservation Fund Balance or Reserves, borrowed, or by any combination of these methods:

| | FY2023 APPROPRIATIONS | FY2023 Funds |
|----|--|---------------------|
| 1 | Administrative | \$10,000 |
| 2 | Affordable Housing Consultant (Regional Housing Service Office) | \$34,000 |
| 3 | Bedford Housing Authority Life Management Program | \$36,715 |
| 4 | Bond Payment—350A Concord Road | \$342,025 |
| 5 | Bond Payment—Town Hall MEP Project | \$93,925 |
| 6 | Bond Payment—Liljegren Way/Mudge Way Athletic Fields | \$114,500 |
| 7 | Bond Payment—Bedford Village | \$174,540 |
| 8 | Bond Payment—Fawn Lake | \$211,375 |
| 9 | Conservation of Early Town Record Books | \$24,690 |
| 10 | Depot Freight—Exterior Painting | \$40,500 |
| 11 | Depot Station—Decking Rehabilitation | \$217,726 |
| 12 | Minuteman Bikeway Extension Project | \$1,500,000 |
| 13 | Municipal Affordable Housing Trust | \$600,000 |
| 14 | Skate Park Repairs | \$16,400 |
| 15 | Springs Brook Park Water Capital (Shade Structures) | \$43,709 |
| 16 | Tennis Court Rehabilitation | \$120,000 |
| 17 | Town/School Grounds Capital Rehabilitation (Tot Lot and E Field) | \$315,000 |
| 18 | Trails Committee—Pedestrian Bridges, Bog Bridges, Stone Dust, Trail Infrastructure | \$10,000 |
| | TOTAL | \$3,905,105 |

pass any vote or take any action relative thereto.

This article proposes projects and reserves recommended by the Community Preservation Committee for FY2023 under Bedford's Community Preservation Act (CPA) accepted by the Town in March 2001. Descriptions of the proposed items follow:

- 1. Administrative:** *This is appropriated annually for administrative costs, such as legal fees and dues. Unspent monies are returned to the general CPC fund for the following year.*
- 2. Affordable Housing Consultant:** *This annual funding request is to pay for the contract with the Regional Housing Services Office for an affordable housing consultant. Consulting services are essential to ensuring compliance with all affordable housing requirements, and to maintain, or increase, our current level of affordable housing stock. Any funds not used can be applied toward the RHISO contract for the following year.*
- 3. Bedford Housing Authority Life Management Program:** *This annual funding request is to continue the Life Management Program run by the Bedford Housing Authority. The program is a collaboration between the Bedford Housing Authority and Community Teamwork, Inc., a Lowell-based regional social service agency servicing 63*

- neighboring towns, to provide life management skills to residents in order to guide them toward increased employment and economic independence.*
4. **Bond Payment—350A Concord Road:** *Funding would provide the necessary payment during FY23 for the bonded cost of the previously approved purchase of land.*
 5. **Bond Payment—Town Hall MEP Project:** *Funding would provide the necessary payment during FY23 for the bonded cost of the previously approved mechanical, electrical, and plumbing project for Town Hall.*
 6. **Bond Payment—Liljegren Way/Mudge Way Athletic Fields:** *Funding would provide the necessary payment during FY23 for the bonded cost for the construction of the Liljegren Way/Mudge Way Athletic Fields.*
 7. **Bond Payment—Bedford Village:** *Funding would provide the necessary payment during FY23 for the bonded cost of the previously approved preservation of affordable housing project.*
 8. **Bond Payment—Fawn Lake:** *Funding would provide the necessary payment during FY23 for the bonded cost for the Fawn Lake Dredging and Dam Replacement Project.*
 9. **Conservation of Early Town Record Books:** *Conservation of historically significant early Town Record Books from 1756–1925. Repairs will include re-backing of bound volumes, stabilization of text blocks in general, and surface cleaning.*
 10. **Depot Freight—Exterior Painting:** *Preservation of the historically significant depot freight by maintaining the asset by performing exterior painting and replacement of exterior wood clapboard siding and trim.*
 11. **Depot Station—Decking Rehabilitation:** *Preservation of the historically significant depot station by restoring the exterior decking. The existing decking is warped, resulting in trip hazards.*
 12. **Minuteman Bikeway Extension Project:** *To purchase easements necessary for the expansion of the Minuteman Bikeway Extension project. The Town would be acquiring a 22' corridor in fee of the Reformatory Branch Trail.*
 13. **Municipal Affordable Housing Trust:** *To transfer a sum of money to the Municipal Affordable Housing Trust for a future development project that will support affordable housing.*
 14. **Skate Park Repairs:** *This request is for additional funding needed to make the skate park repairs previously funded at Town Meeting. The funding is needed due to COVID-19 related delays, and increased cost in materials needed for this project.*
 15. **Springs Brook Park Water Capital (Shade Structures):** *For shade structures to be rehabilitated at Springs Brook Park.*
 16. **Tennis Court Rehabilitation:** *To address significant cracking on the tennis courts across from Bedford High School, and some cracking on the basketball courts.*
 17. **Town/School Grounds Capital Rehabilitation (Tot Lot and E Field):** *To address safety updates to the Tot Lot play structures and fence repairs, access, benches, and other repairs at the E field. The Tot Lot Playground equipment has reached its scheduled time for rehabilitation.*
 18. **Trails Committee—Pedestrian Bridges, Bog Bridges, Stone Dust, Trail Infrastructure:** *The refurbishment of trail infrastructure, bog bridges, trail signage, trail guides, and kiosks.*

RECOMMENDATIONS

| | |
|-----------------------------------|---|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended—Excluding Project 13 (Project 13—Municipal Affordable Housing Trust Transfer) |
| Community Preservation Committee: | Approval Recommended |

Article 7

Proposed Fiscal Year 2023 Capital Projects Plan

To see if the Town will vote to raise and appropriate, transfer from available funds, or to borrow the sum of \$9,315,010 for the capital projects set forth below, including all incidental costs and to authorize the Treasurer with the approval of the Select Board, to borrow all or a portion of said sum under the applicable provisions of M.G.L. c.44 or any other enabling authority, or to do anything in relation thereto.

| Project # | Department | Project | Funding Source | Amount |
|-----------|------------|--|----------------|-----------|
| 23-01 | Finance | Town—Copier Replacements | Tax Levy | 8,857 |
| 23-02 | Finance | Town—IT Equipment & Projects | Tax Levy | 216,385 |
| 23-03 | Fire | Thermal Imager Replacements | Tax Levy | 36,660 |
| 23-04 | Schools | All Schools—Durable Furniture and Equipment Replacement | Tax Levy | 65,688 |
| 23-05 | Schools | All Schools—Equipment Replacement | Tax Levy | 29,292 |
| 23-06 | Schools | All Schools—Photocopier Replacements | Tax Levy | 52,919 |
| 23-07 | Facilities | 108 Carlisle Site Improvements (Study and Design) | Tax Levy | 63,654 |
| 23-08 | Facilities | All Schools—Flooring | Tax Levy | 58,358 |
| 23-09 | Facilities | All Schools—Interior Painting | Tax Levy | 58,358 |
| 23-10 | Facilities | All Schools—Program Space Modifications | Tax Levy | 45,152 |
| 23-11 | Facilities | Bedford High School/John Glenn Middle School—Exterior Painting | Tax Levy | 143,916 |
| 23-12 | Facilities | DPW—Carpeting Replacement | Tax Levy | 70,523 |
| 23-13 | Facilities | DPW—Security Access Control System | Tax Levy | 77,250 |
| 23-14 | Facilities | Lane School Cooling Equipment | Tax Levy | 175,000 |
| 23-15 | Facilities | Lane School—Elevator Controls Replacement | Tax Levy | 59,946 |
| 23-16 | Facilities | Library—Elevator Controls Replacement | Tax Levy | 121,688 |
| 23-17 | Facilities | Police Station—Elevator Controls Replacement | Tax Levy | 59,946 |
| 23-18 | Facilities | Police/Fire—Security System—Card Access Replacement | Tax Levy | 37,120 |
| 23-19 | Facilities | Sabourin Field—Public Bathrooms | Tax Levy | 120,488 |
| 23-20 | Facilities | Town Center—Appliances | Tax Levy | 10,300 |
| 23-21 | Facilities | Town Center—Exterior Painting | Tax Levy | 79,500 |
| 23-22 | Facilities | Town-Wide Basement Waterproofing Study and Design | Tax Levy | 25,000 |
| 23-23 | Facilities | Town-Wide Municipal Space Needs Study | Tax Levy | 182,000 |
| 23-24 | DPW | Sidewalk/Municipal Hardscape Improvements | Tax Levy | 290,000 |
| 23-25 | DPW | Tick Barrier & Protection | Tax Levy | 20,600 |
| 23-26 | Finance | Replacement of Town/School Financial System | Bond | 783,513 |
| 23-27 | Schools | All Schools—Info Tech Plan Replacement | Bond | 536,900 |
| 23-28 | Facilities | Current Fire Station—Heating and Cooling Systems | Bond | 305,000 |
| 23-29 | DPW | Cemetery Expansion Study | Bond | 669,500 |
| 23-30 | DPW | Large Equipment Replacement | Bond | 499,550 |
| 23-31 | DPW | Sewer Pump Station Program | Bond | 300,000 |
| 23-32 | DPW | Stormwater Permit Requirements | Bond | 132,767 |
| 23-33 | DPW | Transportation Improvements (The Great Road Master Plan Design, Minuteman Bikeway Extension Project, Bike Shelters JGMS and Lane) | Bond | 1,633,165 |
| 23-34 | DPW | Vehicle and Equipment Replacement | Bond | 497,685 |
| 23-35 | DPW | Water Gate Valve Exercising | Bond | 154,500 |
| 23-36 | DPW | Water Quality Improvements and SCADA—Water Main Vault | Bond | 810,402 |
| 23-37 | DPW | Water Quality Improvements MWRA Bedford/Burlington Connection | Bond | 100,000 |

| | | | | |
|-------|-----|--------------------------------|------|---------|
| 23-38 | DPW | Water Standpipe Rehabilitation | Bond | 783,428 |
|-------|-----|--------------------------------|------|---------|

This article would provide funds for the various projects contained within the Fiscal Year 2023 Capital Projects Plan. A description of all projects is contained in the Capital Expenditure Committee's Report on pages 7 through 15 of this Warrant.

RECOMMENDATIONS

| | |
|--------------------------------|--|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |
| Capital Expenditure Committee: | Recommendation to be given at Town Meeting |
| Residential Tax Impact: | \$26.98 |

Article 8

Land Acquisition for Fire Station – 139 The Great Road

To determine whether the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise, and to accept deeds of easements or fee simple interests, on such terms and conditions as the Select Board may determine, land located at 139 The Great Road and identified as Parcel 054-0122 on the Town of Bedford Assessors Map 54 for the purposes of a new fire station; to appropriate the sum of \$1,550,000, or any other sum, for the same; and to determine whether this appropriation shall be raised in the tax levy, borrowed, or by any combination of these methods, or any other method; pass any vote or take any action relative thereto.

This article would fund the land acquisition of 139 The Great Road, which is the planned location for a new fire station. This project will be bonded in FY2022, with a purchase closing date of May 2, 2022. The first bond payment would not be until FY2023.

RECOMMENDATIONS

| | |
|--------------------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |
| Capital Expenditure Committee: | Approval Recommended |

Article 9

Fire Station Design and Project Management – 139 The Great Road

To determine whether the Town will vote to appropriate the total sum of \$2,001,655 or any other sum, for design and project management services for construction of a new fire station at 139 The Great Road and to determine whether such sums shall be raised in the tax levy, transferred from available funds, borrowed, appropriated from the Stabilization Fund, or by any combination of these methods; pass any vote or take any action relative thereto.

This article would fund the design and project management services for the new fire station proposed at 139 The Great Road. This project will be bonded in FY2023, with the first bond payment in FY2024.

RECOMMENDATIONS

| | |
|--------------------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |
| Capital Expenditure Committee: | Approval Recommended |

Article 10
Bond Authorization – Inflow/Infiltration

To determine whether the Town will vote to appropriate the sum of \$300,000 or any other sum, for the construction, reconstruction, investigation, and design of sewers and related infiltration/inflow improvements, and to determine whether such sum shall be raised by borrowing from the Massachusetts Water Resources Authority, or otherwise, or transferred from available funds, or by any combination of these methods; pass any vote or take any action relative thereto.

This article proposes a bond authorization for construction, reconstruction, investigation, and design of sewers and related infiltration/inflow improvements.

RECOMMENDATIONS

| | |
|--------------------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |
| Capital Expenditure Committee: | Approval Recommended |

Article 11
Minuteman Bikeway Extension

To determine whether the Town will vote to authorize the Select Board to acquire by gift, purchase, or eminent domain, any interest in real property for purposes of establishing, constructing, operating and maintaining a multi-use rail trail/recreational path and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth, known as the Minuteman Bikeway Extension Transportation Improvement Project as shown on a plan entitled “Plan of Land in the Town of Bedford, Massachusetts, Middlesex County, Showing the Locations of Takings and Easements for the Purpose of Constructing the Minuteman Bikeway Extension” dated January 14, 2022, prepared by VHB and a copy of which is filed in the Office of the Town Clerk, including abutting and underlying properties as necessary for clearing title for any interests in the railroad right-of-way, laying out a recreational path in that right-of-way, and providing access to the rail trail area for construction, maintenance and repair purposes, on such terms and conditions as the Select Board may determine; and to determine whether the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money for this purpose and related engineering costs; pass any vote, or take any action relative thereto.

This article authorizes the Select Board to acquire necessary and appropriate real property interests related to the Minuteman Bikeway Extension Transportation Improvement Project. The Minuteman Bikeway is a multi-use path for non-motorized transportation from Bedford to Cambridge.

RECOMMENDATIONS

| | |
|--------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |

Article 12
Land Acquisition – 33 Shawsheen Road

To see if the Town will authorize the Select Board to acquire, by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Select Board may determine, the land commonly known as 33 Shawsheen Road, containing .92 acres, more or less, identified as Parcel 35 on Map 65 of the Town Atlas, and depicted as “Lot 5” on a plan entitled “Plan of Land in Bedford, Mass., owned by Highland Sand & Gravel Company, Inc.” dated October 16, 1961, prepared by Joseph W. Moore, Inc., and recorded at the Middlesex South Registry of Deeds as Plan 1555 of 1961 (the “Property”), for purposes of cemetery and related uses; and further to see if

the Town will raise, appropriate, borrow, and/or transfer from available funds or accept gifts for this purpose, or take other action relative thereto.

This article would authorize the purchase of an additional parcel adjacent to the cemetery. This property is being acquired to support a future expansion of the Shawsheen Cemetery.

RECOMMENDATIONS

Select Board: Recommendation to be given at Annual Town Meeting
 Finance Committee: Recommendation to be given at Annual Town Meeting

Article 13

PEG Access and Cable Expense Related Budget – Fiscal Year 2023

To determine whether the Town will vote to appropriate the following sums or any other sums to provide Public Education Governmental (PEG) Access programming for the fiscal year beginning July 1, 2022, and that in order to meet such appropriation, the Town will transfer \$283,553 from the PEG Access and Cable Related Fund; pass any vote or take any action relative thereto.

| Budget Expenses | FY2023 Recommended |
|---|---------------------------|
| Contracted Operational Cost | \$230,108 |
| Building Expenses | 35,000 |
| Capital Equipment Purchase | 18,445 |
| Total PEG Access and Cable Related Fund Budget | 283,553 |

At the November 2016 Special Town Meeting, the Town voted to establish a PEG Access and Cable Related Fund, effective July 1, 2017. Such a fund is considered a special revenue account under Massachusetts General Laws, requiring the Town to adopt a budget annually for PEG access services and other related expenses. Approval of this article would establish the Fiscal Year 2023 budget for the Town's PEG Access contractor and operational expenses for hosting the PEG access studio at Old Town Hall.

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

Article 14

Supplement Operating Budget for Fiscal Year 2022 and Articles of the 2021 Annual Town Meeting

To determine whether the Town will vote to transfer from available funds or otherwise provide a sum of money to be added to sums appropriated under certain Operating Budgets for Fiscal Year 2022 first voted under Article 11 of the Annual Town Meeting of 2021 or to sums appropriated under certain articles voted at the Annual Town Meeting of 2021; pass any vote or take any action relative thereto.

This article would provide additional funds to be added to the Fiscal Year 2022 Operating Budget and other articles voted at the 2021 Annual Town Meeting.

RECOMMENDATIONS

Select Board: Recommendation to be given at Annual Town Meeting
 Finance Committee: Recommendation to be given at Annual Town Meeting

**Article 15
Salary Administration Plan Bylaw Amendment – Classification & Wage Schedule**

To determine whether the Town will vote to amend the Salary Administration Plan Bylaw, as amended, by striking out the present Classification and Wage Schedule and inserting in place thereof a new Classification and Wage Schedule, hereinafter set forth, to become effective July 1, 2022, unless another effective date is set forth herein.

| | Minimum | Mid | Maximum | | Minimum | Mid | Maximum |
|---------|----------------|------------|----------------|--|----------------|------------|----------------|
| | | | | Grade 1 | | | |
| | | | | Library Page | | | |
| Hourly | | | | 15.00 | 15.28 | 15.56 | |
| 35 hrs. | 27,405.00 | 31,846.86 | 34,461.72 | 27,916.56 | 31,904.64 | 32,484.69 | 28,424.10 |
| 40 hrs. | 33,408.00 | 36,396.41 | 39,384.82 | 35,496.00 | 39,123.15 | 42,750.31 | 31,320.00 |
| | | | | Grade 2 | | | |
| | | | | No Positions Assigned | | | |
| Hourly | 16.00 | 17.43 | 18.86 | 17.00 | 18.74 | 20.47 | |
| 35 hrs. | 29,232.00 | 31,846.86 | 34,461.72 | 31,059.00 | 34,232.76 | 37,406.52 | |
| 40 hrs. | 33,408.00 | 36,396.41 | 39,384.82 | 35,496.00 | 39,123.15 | 42,750.31 | |
| | | | | Grade 3 | | | |
| | | | | No Positions Assigned | | | |
| Hourly | 16.00 | 17.43 | 18.86 | 18.75 | 20.63 | 22.52 | |
| 35 hrs. | 29,232.00 | 31,846.86 | 34,461.72 | 34,256.25 | 37,697.68 | 41,139.10 | |
| 40 hrs. | 33,408.00 | 36,396.41 | 39,384.82 | 39,150.00 | 43,083.06 | 47,016.11 | |
| | | | | Grade 4 | | | |
| | | | | No Positions Assigned | | | |
| Hourly | 18.00 | 19.88 | 21.76 | 18.75 | 20.63 | 22.52 | |
| 35 hrs. | 32,886.00 | 36,319.25 | 39,752.50 | 34,256.25 | 37,697.68 | 41,139.10 | |
| 40 hrs. | 37,584.00 | 41,507.71 | 45,431.43 | 39,150.00 | 43,083.06 | 47,016.11 | |
| | | | | Grade 5 | | | |
| | | | | Library Assistant I, Seasonal Assistant Youth Worker | | | |
| Hourly | 18.00 | 19.88 | 21.76 | 21.600 | 24.571 | 27.543 | |
| 35 hrs. | 32,886.00 | 36,319.25 | 39,752.50 | 39,463.20 | 44,891.22 | 50,321.06 | |
| 40 hrs. | 37,584.00 | 41,507.71 | 45,431.43 | 45,100.80 | 51,304.25 | 57,509.78 | |
| | | | | Grade 6 | | | |
| | | | | Department Assistant I, Library Assistant II, Veterans' Services Officer | | | |
| Hourly | 19.458 | 21.895 | 24.320 | 21.600 | 24.571 | 27.543 | |
| 35 hrs. | 35,549.77 | 40,002.17 | 44,432.64 | 39,463.20 | 44,891.22 | 50,321.06 | |
| 40 hrs. | 40,628.30 | 45,716.76 | 50,780.16 | 45,100.80 | 51,304.25 | 57,509.78 | |
| | | | | Grade 7 | | | |
| | | | | Department Assistant II, Library Custodian, School Traffic Supervisor | | | |
| Hourly | 19.458 | 21.895 | 24.320 | 26.363 | 30.318 | 34.273 | |
| 35 hrs. | 35,549.77 | 40,002.17 | 44,432.64 | 48,165.20 | 55,390.99 | 62,616.77 | |
| 40 hrs. | 40,628.30 | 45,716.76 | 50,780.16 | 55,045.94 | 63,303.98 | 71,562.02 | |
| | | | | Grade 8 | | | |
| | | | | Department Assistant III | | | |
| Hourly | 23.970 | 27.270 | 30.558 | 26.363 | 30.318 | 34.273 | |
| 35 hrs. | 43,793.19 | 49,822.29 | 55,829.47 | 48,165.20 | 55,390.99 | 62,616.77 | |
| 40 hrs. | 50,049.36 | 56,939.76 | 63,805.10 | 55,045.94 | 63,303.98 | 71,562.02 | |
| | | | | Grade 9 | | | |
| | | | | Administrative Assistant I, Archivist, Finance Assistant, Respite Care Coordinator, Seasonal Youth Worker, Senior Library Technician | | | |
| Hourly | 23.970 | 27.270 | 30.558 | 26.363 | 30.318 | 34.273 | |
| 35 hrs. | 43,793.19 | 49,822.29 | 55,829.47 | 48,165.20 | 55,390.99 | 62,616.77 | |
| 40 hrs. | 50,049.36 | 56,939.76 | 63,805.10 | 55,045.94 | 63,303.98 | 71,562.02 | |

| Grade 10 | | | |
|--|-----------|-----------|-----------|
| Administrative Assistant II, Animal Control Officer, Assistant Accountant, Assistant Town Clerk, Data Collector, Engineering Assistant, Engineering & Mechanical Assistant, Librarian, Youth & Family Services Counselor | | | |
| Hourly | 28.996 | 33.344 | 37.693 |
| 35 hrs. | 52,975.69 | 60,919.49 | 68,865.11 |
| 40 hrs. | 60,543.65 | 69,622.27 | 78,702.98 |

| Grade 11 | | | |
|--|-----------|-----------|-----------|
| Assistant Assessor, Assistant Health Director, Engineering Technician, Health Agent, Healthy Bedford Coordinator, Council on Aging Social Worker, Community Social Worker, Youth Social Worker | | | |
| Hourly | 31.607 | 36.742 | 41.877 |
| 35 hrs. | 57,745.99 | 67,127.63 | 76,509.28 |
| 40 hrs. | 65,995.42 | 76,717.30 | 87,439.18 |

| Grade 12 | | | |
|---|-----------|-----------|-----------|
| Assistant Planner, Assistant Recreation Director, Building & Systems Superintendent, Civil/Environmental Engineer, Public Health Nurse, Conservation Administrator, Energy and Sustainability Manager, Facilities Information & Procurement Analyst, GIS Analyst, Local Building Inspector, Plumbing & Gas Inspector, Recreation Adult Program Coordinator, Recreation Youth Program Coordinator, Recycling Coordinator, School-Age Child Care Director, Senior Librarian, Special Assistant to the Town Manager, Technical Support Specialist, Wiring & Electrical Inspector | | | |
| Hourly | 34.448 | 40.053 | 45.646 |
| 35 hrs. | 62,936.50 | 73,176.83 | 83,395.24 |
| 40 hrs. | 71,927.42 | 83,630.66 | 95,308.85 |

| Grade 13 | | | |
|--|-----------|-----------|------------|
| Assistant Facilities Director, Assistant Library Director, Council on Aging Director, Assistant DPW Director, Housing and Economic Development Director, Grounds Operations Manager, Highway Operations Manager, IT/Network Engineer, Recreation Director, Town Clerk, Treasurer & Collector, Water & Sewer Operations Manager | | | |
| Hourly | 37.201 | 43.713 | 50.224 |
| 35 hrs. | 67,966.23 | 79,863.65 | 91,759.25 |
| 40 hrs. | 77,675.69 | 91,272.74 | 104,867.71 |

| Grade 14 | | | |
|--|-----------|-----------|------------|
| Assessing Director, Health Director, Planning Director | | | |
| Hourly | 40.173 | 47.209 | 54.234 |
| 35 hrs. | 73,396.07 | 86,250.84 | 99,085.52 |
| 40 hrs. | 83,881.22 | 98,572.39 | 113,240.59 |

| Grade 15 | | | |
|--|-----------|------------|------------|
| Code Enforcement Director/Building Inspector, DPW Engineer, Library Director | | | |
| Hourly | 42.981 | 51.044 | 59.096 |
| 35 hrs. | 78,526.29 | 93,257.39 | 107,968.39 |
| 40 hrs. | 89,744.33 | 106,579.87 | 123,392.45 |

| Grade 16 | | | |
|--------------------------|-----------|------------|------------|
| Capital Projects Manager | | | |
| Hourly | 45.985 | 54.605 | 63.225 |
| 35 hrs. | 84,014.60 | 99,763.34 | 115,512.08 |
| 40 hrs. | 96,016.68 | 114,015.24 | 132,013.80 |

| Grade 17 | | | |
|------------------------|------------|------------|------------|
| Assistant Town Manager | | | |
| Hourly | 48.749 | 58.506 | 68.251 |
| 35 hrs. | 89,064.42 | 106,890.46 | 124,694.58 |
| 40 hrs. | 101,787.91 | 122,160.53 | 142,508.09 |

| Grade 18 | | | | Grade 19 | | | |
|--|------------|------------|------------|--|------------|------------|------------|
| Facilities Director, Health and Human Services Director, Information Technology Director, Finance Director/ Town Accountant | | | | DPW Director, Fire Chief, Police Chief | | | |
| Hourly | 51.677 | 62.013 | 72.348 | Hourly | 54.267 | 65.804 | 77.330 |
| 35 hrs. | 94,413.88 | 113,297.75 | 132,179.80 | 35 hrs. | 99,145.81 | 120,223.91 | 141,281.91 |
| 40 hrs. | 107,901.58 | 129,483.14 | 151,062.62 | 40 hrs. | 113,309.50 | 137,398.75 | 161,465.04 |

B. Public Works (40 hr/wk)
(eff. July 1, 2021)

| | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 |
|---|----------|----------|----------|----------|----------|----------|----------|
| Chief Water System Operator (c.) | 1,097.93 | 1,152.83 | 1,210.48 | 1,271.02 | 1,334.57 | 1,361.26 | 1,388.49 |
| Chief Sewer System Operator (c.) | 1,097.93 | 1,152.83 | 1,210.48 | 1,271.02 | 1,334.57 | 1,361.26 | 1,388.49 |
| Working Foreman (c.) | 1,097.93 | 1,152.83 | 1,210.48 | 1,271.02 | 1,334.57 | 1,361.26 | 1,388.49 |
| Electrician (c.) | 1,079.38 | 1,122.59 | 1,167.48 | 1,214.19 | 1,262.75 | 1,288.01 | 1,313.77 |
| Maintenance Craftsman (c.) | 1,060.02 | 1,102.43 | 1,146.54 | 1,192.40 | 1,240.11 | 1,264.91 | 1,290.20 |
| Mechanic (c.) | 1,060.02 | 1,102.43 | 1,146.54 | 1,192.40 | 1,240.11 | 1,264.91 | 1,290.20 |
| Water System Operator (c.) | 1,060.02 | 1,102.43 | 1,146.54 | 1,192.40 | 1,240.11 | 1,264.91 | 1,290.20 |
| Sewer System Operator (c.) | 1,060.02 | 1,102.43 | 1,146.54 | 1,192.40 | 1,240.11 | 1,264.91 | 1,290.20 |
| Assistant Working Foreman (c.) | 1,060.02 | 1,102.43 | 1,146.54 | 1,192.40 | 1,240.11 | 1,264.91 | 1,290.20 |
| Heavy Equipment Operator (c.) | 961.03 | 999.47 | 1,039.46 | 1,081.03 | 1,124.28 | 1,146.76 | 1,169.70 |
| Summer Laborer (interim / seasonal) eff. 7/1/2022 | | 14.25 | per hr. | | | | |
| Summer Laborer (interim / seasonal) eff. 1/1/2023 | | 15.00 | per hr. | | | | |

C. Public Safety - Fire (42 hr/wk)
(eff. July 1, 2021)

| | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 |
|------------------------------------|----------|----------|----------|--------------------|----------|----------|----------|----------|
| Captain Fire Prev. (40 hr/wk) (c.) | 1,584.05 | 1,625.81 | 1,744.36 | 1,789.18 | 1,834.64 | 1,879.07 | 1,916.66 | 1,964.57 |
| Lieutenant - Fire (c.) | 1,352.29 | 1,376.55 | 1,464.40 | 1,489.87 | 1,515.46 | 1,559.90 | 1,591.10 | 1,630.88 |
| Private - Fire (c.) | 1,155.30 | 1,176.42 | 1,250.89 | 1,272.45 | 1,294.12 | 1,338.57 | 1,365.34 | 1,399.47 |
| Student Firefighter | 857.96 | /wk. | | | | | | |
| Call Lieutenant | 3505.93 | /yr. max | 3758.23 | /yr. max with EMT | | | | |
| | 17.68 | /hr. | 18.45 | /hr. Spec. Assign. | | | | |
| Call Firefighter | 2988.23 | /yr. max | 3171.71 | /yr. max with EMT | | | | |
| | 15.89 | /hr. | 16.25 | /hr. Spec. Assign. | | | | |

D. Public Safety - Police
(37.5 hr/wk)

| | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 |
|---|----------|----------|----------|----------|----------|----------|----------|
| Lieutenant - Police (c.) (eff. 7/1/2022) | 1,688.69 | 1,718.08 | 1,748.15 | 1,778.73 | 1,809.86 | 1,841.54 | |
| Sergeant - Police (c.) (eff. 7/1/2022) | 1,455.76 | 1,481.10 | 1,507.03 | 1,533.39 | 1,560.23 | 1,587.54 | |
| Patrol Officer - Police (c.) (eff. 1/1/2023) | 1,189.97 | 1,211.71 | 1,290.20 | 1,313.00 | 1,335.87 | 1,359.91 | 1,384.38 |

| | | | | |
|------------------------|----------|------|-------|--------------------------|
| Student Police Officer | 1,107.28 | /wk. | | |
| Police Matron | 19.81 | /hr. | 20.99 | /hr. nights and weekends |

E. Public Safety - Dispatch (37.5 hr/wk)
(eff. 1/1/2021)

| | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|--|--------|--------|--------|--------|----------|----------|
| Emergency Communications Officer I (c.) | 795.97 | 835.76 | 877.55 | 921.44 | 967.49 | 1,015.87 |
| Emergency Communications Officer II (c.) | 819.85 | 860.83 | 903.88 | 949.08 | 996.52 | 1,046.35 |
| Lead Emergency Communications Officer (c.) | 852.64 | 895.27 | 940.03 | 987.04 | 1,036.38 | 1,088.20 |

F. Recreation Programs

| | | | |
|--|-------|-------|-------|
| School-Age Child Care Program (40 hr/wk) | Min. | Mid. | Max. |
| Assistant Director | 18.00 | 21.00 | 24.00 |
| Group Leader | 16.00 | 18.64 | 21.28 |
| Aide (High School) eff. 7/1/2022 | 14.25 | 15.00 | 15.75 |
| Aide (High School) eff. 1/1/2023 | 15.00 | 15.75 | 16.50 |

Springs Brook Park Program (Hourly)

| | | | |
|--------------------|-------|-------|-------|
| | Min. | Mid. | Max. |
| Director/Manager | 20.55 | 27.76 | 34.96 |
| Aquatics Director | 20.00 | 25.00 | 30.00 |
| Assistant Director | 20.00 | 25.00 | 30.00 |
| Supervisor | 17.00 | 19.00 | 21.00 |
| SBP Staff 2 | 17.00 | 18.00 | 19.00 |
| SBP Staff 1 | 14.25 | 15.63 | 17.00 |

Summer Adventures/Summer Recreation Programs (Hourly)

| | | | |
|----------------------------|-------|-------|-------|
| | Min. | Mid. | Max. |
| Director | 25.00 | 30.00 | 35.00 |
| Assistant Director | 20.00 | 22.50 | 25.00 |
| Program Leader | 15.00 | 22.50 | 30.00 |
| Supervisor | 16.00 | 18.00 | 20.00 |
| Administrative Coordinator | 20.00 | 22.50 | 25.00 |
| Program Staff | 17.00 | 17.50 | 18.00 |
| Counselor (HS Grad) * | 15.25 | 15.75 | 16.25 |
| Counselor (HS) * | 14.25 | 14.50 | 14.75 |
| Aide | 14.25 | | |

Overnight Stipend 100.00 /night

* Add for Certifications: \$.50/hr. CPR, \$.50/hr. First Aid, \$.50/hr. Life Guard Training

| | | | |
|---------------------------------|-------|-------|-------|
| Instructional Programs (hourly) | Min. | Mid. | Max. |
| Program Instructor II | 25.00 | 42.50 | 60.00 |
| Program Instructor I | 15.00 | 22.50 | 30.00 |
| Program Aide eff. 7/1/2022 | 15.00 | 16.00 | 17.00 |

| | | Min. | Mid. | Max. | |
|--|----------|----------|-------------------------|----------|----------|
| Sports Official eff. 7/1/2022 | | 14.25 | 17.13 | 20.00 | |
| Sports Official eff. 1/1/2023 | | 15.00 | 17.50 | 20.00 | |
| G. Miscellaneous | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 |
| Local Transportation Oper./Coord. (40 hr/wk) | 1,027.38 | 1,046.30 | 1,065.09 | 1,082.86 | 1,100.92 |
| Substitute Local Transportation Operator | 21.56 | /hr. | Alt. / Asst. Inspectors | 32.49 | /hr. |
| Recording Secretary | 19.08 | /hr. | Youth Leader | 10.50 | /hr. |
| Temporary Clerk II eff. 7/1/2022 | 15.70 | /hr. | Temporary Clerk I | 14.25 | /hr. |
| Temporary Clerk II eff. 1/1/2023 | 16.45 | | | 15.00 | |
| | Min. | Mid. | Max. | | |
| Temporary Painter | 27.28 | 30.12 | 32.96 | | |

(c.) Per Labor Contract

This article establishes the compensation ranges for all non-School Department employees of the Town. Those rates are shown for informational purposes and to keep the plan current with labor contracts.

RECOMMENDATION

Select Board:

Approval Recommended

Finance Committee:

Recommendation to be given at Annual Town Meeting

Article 16

General Bylaw Amendment – Article 58 – Salary Administration Plan Bylaw

To determine whether the Town will vote to amend the General Bylaws of the Town of Bedford as follows:

Throughout

Make the bylaw universal

Current Text:

Section 12. Holidays with Pay

(a) Official holidays of the Town of Bedford shall be as follows:

| | |
|-----------------------------|----------------------------|
| New Year’s Day | Labor Day |
| Martin Luther King, Jr. Day | Columbus Day |
| President’s Day | Veterans Day |
| Patriot’s Day | Thanksgiving Day |
| Memorial Day | Day Following Thanksgiving |
| Independence Day | Christmas Day |

Proposed Text:

Section 12. Holidays with Pay

(a) Official holidays of the Town of Bedford shall be as follows:

| | |
|-----------------------------|--|
| New Year’s Day | Labor Day |
| Martin Luther King, Jr. Day | Columbus Day Indigenous Peoples’ Day |
| Presidents’ Day | Veterans Day |

Patriots' Day
 Memorial Day
Juneteenth
 Independence Day

Thanksgiving Day
 Day Following Thanksgiving
 Christmas Day

This proposed amendment would add Juneteenth and replace Columbus Day with Indigenous Peoples' Day as adopted by the 2021 Annual Town Meeting.

Current Text

Section 13. Vacations with Pay

Subsections b, c, and d

(b) Employees who have been in the full-time continuous service of the Town more than five years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of fifteen (15) days each year.

(c) Employees who have been in the full-time continuous service of the Town more than ten years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of twenty (20) days each year.

(d) Employees who have been in the full-time continuous service of the Town more than twenty years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of twenty-five (25) days each year.

Proposed Text

Section 13. Vacations with Pay

Subsections b, c, and d

~~(b) Employees who have been in the full-time continuous service of the Town more than five years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of fifteen (15) days each year.~~

~~(c) Employees who have been in the full-time continuous service of the Town more than ten years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of twenty (20) days each year.~~

~~(d) Employees who have been in the full-time continuous service of the Town more than twenty years as of their employment anniversary date shall be entitled to earn vacation leave with pay at a rate of twenty-five (25) days each year.~~

(b) Employees who have been in full-time continuous service of the Town on their employment anniversary shall be entitled to one additional vacation day each year until they have accrued a maximum of 25 days per year.

This proposed amendment would eliminate the current subsections b, c and d to allow all employees to earn an additional vacation day each year rather than have to wait 5 years to get an additional week. The rest of that subsection would be renumbered as necessary.

Current Text

Section 13. Vacations with Pay

Subsection f

(f) Vacations shall be granted by the Department Head at such time as, in their opinion, will cause the least interference with the performance of the regular work of their department. So far as practicable first choice as to vacation dates shall be on the basis of length of employment with the Town. An employee may carry forward to the next fiscal year up to half of his annual vacation leave. Any vacation leave carried forward must be taken in the year to which it is carried.

Current Text

Section 13. Vacations with Pay

Subsection, new subsection d

(d) (⊕) Vacations shall be granted by the Department Head at such time as, in their opinion, will cause the least interference with the performance of the regular work of their department. So far as practicable first choice as to vacation dates shall be on the basis of length of employment with the Town. An employee may carry forward to the next fiscal year up to **one and** one-half of ~~his~~ **their** annual vacation leave. Any vacation leave carried forward must be taken in the year to which it is carried.

This proposed amendment would renumber the subsection and add language to allow employees to carry over one and one-half their vacation leave to match the actual practice.

RECOMMENDATION

| | |
|--------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |

Article 17**Operating Budgets – Fiscal Year 2023**

To determine whether the Town will vote to make appropriations for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2022, and to determine whether such appropriations shall be raised in the tax levy, transferred from available funds, transferred from the Stabilization Fund, borrowed, or by any combination of these methods; pass any vote or take any action relative thereto. *(Please see pages 41 through 45.)*

RECOMMENDATIONS

| | |
|--------------------|----------------------|
| Select Board: | Approval Recommended |
| Finance Committee: | Approval Recommended |

Article 18**Ambulance Enterprise Budget – Fiscal Year 2023**

To determine whether the Town will vote to appropriate the following sums or any other sums to operate the Ambulance Enterprise for the fiscal year beginning July 1, 2022:

FISCAL YEAR 2023 AMBULANCE ENTERPRISE OPERATING BUDGET

| Budget Cost | FY 2021 Expended | FY 2022 Appropriated | FY 2023 Recommended | % Change | % Of Total |
|--|-----------------------------|---------------------------------|--------------------------------|---------------------|-----------------------|
| Direct Cost | | | | | |
| Salaries | 760,642 | 846,889 | 843,689 | | |
| Operational Expenses | 149,216 | 198,249 | 235,241 | | |
| Capital Outlay | 17,332 | 19,391 | 19,391 | | |
| Total Direct Cost | 927,190 | 1,064,529 | 1,098,321 | 3.17% | 73% |
| Indirect Cost | | | | | |
| Salaries (in Fire Budget) | 152,433 | 204,970 | 153,673 | | |
| Insurance & Benefits | 141,606 | 130,541 | 108,181 | | |
| Other Personnel Cost | 52,953 | 54,541 | 56,176 | | |
| Principal & Interest | 89,350 | 86,875 | 34,125 | | |
| General Insurance | 32,113 | 35,325 | 38,859 | | |
| Facilities (Fire Station) | 13,946 | 14,244 | 14,549 | | |
| Total Indirect Cost * | 482,401 | 526,496 | 405,563 | -22.97% | 27% |
| <i>* (to be raised & appropriated in the General Fund Operating Budget)</i> | | | | | |
| Total FY2023 Budget | 1,409,591 | 1,591,025 | 1,503,884 | -5.48% | |

and that in order to meet such appropriation, the Town shall raise the sum of \$977,321 or any other sum from the Ambulance Enterprise Revenues, the sum of \$101,000 or any other sum from retained earnings within the Ambulance Enterprise, and the sum of \$20,000 or any other sum from the tax levy; pass any vote or take any action relative thereto.

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$0.26

**Article 19
 Salary Plan Additional Funding**

To determine whether the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$246,362 or any other sum, to fund salary adjustments for certain employees; pass any vote or take any action relative thereto.

This article funds additional compensation for employees listed in the Salary Administration Plan Bylaw, Compensation & Wage Schedule, Section A.

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$3.15

**Article 20
 Appropriate Funds for Collective Bargaining Agreement – FY2022–FY2024**

To determine whether the Town will vote to appropriate a sum of money to fund the provisions of a collective

bargaining agreement between the Town of Bedford and the Bedford Emergency Communications Officers – Local 2310 – B – IAFF, commencing July 1, 2021, for emergency communications officers who are members of this collective bargaining unit. Said amount to be funded by transferring the previously appropriated (May 15, 2021, Annual Town Meeting) “Fund 1220—Select Board: Reserve” to “Fund 2010: Police Department—Salaries”; pass any vote or take any action relative thereto.

This article would provide additional funds required to compensate members of the Bedford Emergency Communications Officers – Local 2310 – B – IAFF for services rendered during Fiscal Years 2022–2024 as a result of a Collective Bargaining Agreement commencing July 1, 2021, for a three-year term.

RECOMMENDATIONS

Select Board: Recommendation to be given at Annual Town Meeting
Finance Committee: Recommendation to be given at Annual Town Meeting

**Article 21
Supplement Accrued Leave Fund**

To determine whether the Town will vote to raise and appropriate the sum of \$150,000 or any other sum to supplement a fund established by Article 25 of the 1994 Annual Town Meeting to offset the anticipated annual and future costs of Town employee accumulated leave payments for such purpose; pass any vote or take any action relative thereto.

This article supplements a fund established by the 1994 Annual Town Meeting through which the Town maintains a reserve for future costs of accumulated sick and vacation leave benefits when Town employees retire and/or resign. Such practice is highly endorsed and recommended by the Town’s auditors and is sound business practice. As of the printing of the Warrant, approximately \$0 remains in this fund.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended
Residential Tax Impact: \$1.92

**Article 22
Stabilization Fund**

To determine whether the Town will vote to raise and appropriate the sum of \$500,000, or any other sum, to the Stabilization Fund, as provided under Massachusetts General Laws, Chapter 40, Section 5B; pass any vote or take any action relative thereto.

This article requests an appropriation to be added to the Stabilization Fund. This fund 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 present balance in the fund is approximately \$4,058,394.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Recommendation to be given at Annual Town Meeting
Residential Tax Impact: \$6.40

Article 23
Other Post-Employment Benefits Liability Trust Fund Appropriation

To determine whether the Town will vote to raise and appropriate under M.G.L. Chapter 32B, Section 3A, or transfer from other available funds, or any combination of these methods, the sum of \$969,190, or any other sum, for the Other Post-Employment Benefits Liability Trust Fund established under Article 21 of the 2011 Annual Town Meeting, and authorized by M.G.L. Chapter 32B, Section 20, in order to offset the anticipated future cost of providing post-retirement health and life insurance benefits to current and future retired Town employees; pass any vote or take any action relative thereto.

This article proposes to appropriate \$969,190 towards the Town's unfunded liability for health and life insurance benefits of both current and future retired employees. Appropriations for this liability were first made at the 1994 Annual Town Meeting. The 1999 Annual Town Meeting approved the filing of a home rule petition for special legislation to establish a trust fund for investment of the appropriations. The Massachusetts Legislature approved the Town's home rule petition to establish a trust fund in 2000. The 2011 Annual Town Meeting transferred the balance in the original trust fund to a new irrevocable trust fund. At the 2017 Special Town Meeting approved the provision of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 218, Section 15 of the Acts of 2016. The present balance of the irrevocable trust fund is approximately \$11,096,995. Governmental Accounting Standards requires all local governments to account for other post-employment benefits (OPEB) using an accrual methodology over participants' active working lifetimes. The Town's most recent actuarial study indicated that the Town had an actuarially determined unfunded liability of approximately \$50.5 Million after taking into consideration the funds that the Town has already set aside for this long-term liability. This proposed appropriation is consistent with the Town's policy to address future liability concerns.

RECOMMENDATIONS

| | |
|-------------------------|---|
| Select Board: | Approval Recommended |
| Finance Committee: | Recommendation to be given at Annual Town Meeting |
| Residential Tax Impact: | \$12.40 |

Article 24
Appropriate Funds for Transportation Infrastructure Fund

To determine whether the Town will vote to appropriate a sum of \$2,471.30 received from the Commonwealth Transportation Infrastructure Fund for purposes of transportation services in the Town of Bedford; pass any vote or take any action relative thereto.

This article appropriates funds received from the Commonwealth Transportation Infrastructure Fund pursuant to St. 2016, c. 187, § 8(c)(i). The Fund was established to provide cities and towns with a portion of the per-ride assessment of \$0.20 from transportation network companies such as Uber and Lyft. Authorizing the use of these funds at the Annual Town Meeting will allow the Town to expend the funds to use for transportation projects. The total amount of funds made available to the Town for appropriation is \$2,471.30, and the current balance of said fund is \$8,612.

RECOMMENDATIONS

| | |
|--------------------|---|
| Select Board: | Approval Recommended |
| Finance Committee: | Recommendation to be given at Annual Town Meeting |

Article 25
300th Anniversary Stabilization Fund Appropriation

To determine whether the Town will vote to raise and appropriate the sum of \$10,000, or any other sum, to the 300th Anniversary Stabilization Fund, as provided under Massachusetts General Laws, Chapter 40, Section 5B; pass any vote or take any action relative thereto.

This article requests an additional appropriation to be added to the 300th Anniversary Stabilization Fund. At the Fall 2019 Special Town Meeting, the Town established a Stabilization Fund for its 300th Anniversary in 2029. As of the printing of the Warrant, \$22,496 is in this fund.

RECOMMENDATIONS

| | |
|-------------------------|---|
| Select Board: | Approval Recommended |
| Finance Committee: | Recommendation to be given at Annual Town Meeting |
| Residential Tax Impact: | \$0.13 |

**Article 26
Free Cash**

To determine whether the Town will vote to transfer from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2022; pass any vote or take any action relative thereto.

This article allows for the transfer from "free cash" a sum of money to reduce the amount of the tax levy for Fiscal Year 2023.

RECOMMENDATIONS

| | |
|--------------------|---|
| Select Board: | Recommendation to be given at Annual Town Meeting |
| Finance Committee: | Recommendation to be given at Annual Town Meeting |

and you are directed to serve this Warrant by posting attested copies thereof at the Town Hall and in at least three other public places in the Town at least seven days before the time of said meeting.

Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 24th day in February in the year Two Thousand Twenty-Two.

Select Board of Bedford

Margot Fleischman, Chair

Emily Mitchell, Clerk

Bopha Malone

William Moonan

Edward Pierce

A true copy
Attest:
Constable

I have served this warrant by posting attested printed copies thereof at the Town Hall and four other places of public travel.

_____, 2022.

Constable

(month and day)

Town Meeting Procedures

(As Established Under Article 4 of the Bedford General Bylaws)

4.1 Debate Rules

The following rules shall govern Town Meeting:

- No voter may speak without recognition by the Moderator.
- Speakers must give their name and address before commencing.
- No voter may speak in debate more than twice on any article without specific permission from the Moderator, except to correct a statement. Questions do not fall under this rule.
- Speakers must keep their debate within the scope of the motion on the floor.
- All questions must be directed through the Moderator.

4.2 Motions

All motions shall require a majority vote except as noted.

4.2.1 Privileged Motions

The following motions are privileged motions addressing the conduct of the meeting, and have priority, in order as shown, over any other motion or any question which may be pending:

4.2.1.1 Dissolve or adjourn *sine die*

Final adjournment of Town Meeting may occur only after the completion of action on all articles in the Warrant. Not debatable or amendable.

4.2.1.2 Adjourn or recess

Postpones the meeting to a specified time, which must be within 21 days. Debatable and amendable.

4.2.1.3 Point of no Quorum

A call for a count of voters. No vote required.

4.2.1.4 Fix the time for which to adjourn

Sets a certain time for later adjournment. Debatable and amendable.

4.2.1.5 Question of privilege

Relates to the rights and privileges of the meeting and to the rights of the members. Not debatable or amendable.

4.2.2 Subsidiary Motions

The following motions are subsidiary motions. They have a direct effect on the original or main motion. They are listed in order of their rank, which follows the privileged motions, above:

4.2.2.1 Lay on or take from the table

Postpones action on the motion for an unspecified time and resumes action at the will of the meeting. Town Meeting may not be adjourned *sine die* until some action is taken on the motion in question. Not debatable or amendable. Two-thirds majority vote required.

4.2.2.2 Previous question

Calls for a vote on the motion under discussion without further debate. Not debatable or amendable. Two-thirds majority vote required.

4.2.2.3 Limit or extend debate

Sets a time limit for each speaker or the entire debate or may reopen the bounds of debate. Debatable and amendable. Two-thirds majority vote required.

4.2.2.4 Postpone to a specified time

Postpones action on an article to a specified time, or until after a specified article. Debatable and amendable.

4.2.2.5 Commit, recommit or refer

Sends the Article to a committee or other body for further study. Debatable and amendable.

4.2.2.6 Amend or substitute

Modifies the motion on the floor, in whole or in part. A written copy of the amendment must be presented to the Moderator or the Town Clerk. Debatable and amendable.

4.2.2.7 Postpone indefinitely

Ends debate and removes the main motion from discussion without a vote on the main motion. Not debatable or amendable. A brief explanation of the reason(s) for indefinite postponement may be given. Two-thirds majority vote required.

4.2.3 Incidental Motions

The following actions have the same rank as the motion from which they arise. They are subordinate motions relating to the conduct of the meeting with respect to the motion on the floor. They are considered and acted upon before the motions out of which they arise are concluded:

4.2.3.1 Point of order

Questions a possible error of omission or commission. Neither debatable nor amendable and no vote taken.

4.2.3.2 Appeal

Moves to reverse the decision of the Moderator on a point of order. Must immediately follow the point of order. Subject to acceptance by the Moderator. Debatable but not amendable.

4.2.3.3 Division of a question

Divides a main motion or amendment where practical to discuss and vote on the separate parts. Debatable and amendable.

4.2.3.4 Separate consideration

Requests discussion on separate parts of a question which do not allow for division since the separate parts are interrelated and will not stand on their own. Debatable and amendable.

4.2.3.5 Fix the method of voting

Request a specific form of voting, different from the normal one. Debatable and amendable.

4.2.3.6 Withdraw or modify a motion

Allows the maker of a motion to withdraw or modify the motion. Not debatable or amendable.

4.2.3.7 Suspension of rules

Requests a change in the rules relating to the conduct of the meeting. Not debatable or amendable.

4.2.4 Main Motions

The following are main motions in order of the rank and stem from articles in the Warrant:

4.2.4.1 Main motion

A motion made within the scope of the related article in the Warrant. The motion is debatable and amendable. The main motion may require a two-thirds vote, *e.g.*, bonding and zoning.

4.2.4.2 Reconsider or rescind

Reconsideration requests reopening of debate on a motion previously voted on while rescission overturns a previous affirmative vote and defeats the motion involved. May be debatable but it is not amendable.

4.2.4.3 Advance an article

Asks to consider and discuss an article in the Warrant out of order. Debatable and amendable.

4.3 Reconsideration

4.3.1 Number of reconsiderations

When a motion of reconsideration is decided, that decision shall not be reconsidered again at the same session and shall not be reconsidered more than once thereafter.

4.3.2 Notice of intent to reconsider at future meeting

Articles voted upon at any meeting shall not be reconsidered at a subsequent meeting unless notice of intent to reconsider shall be given to the Moderator prior to adjournment and publicly announced to the meeting at which the article has been voted upon.

4.3.3 Requirements for voter to move reconsideration

Reconsideration may be moved only by one who voted on the prevailing side.

4.4 Amendments

4.4.1 Amendments to amendments

An amended amendment may not be amended.

4.4.2 Order of voting on amendments

In the case of several amendments of different amounts or periods of time, the largest amount and the longest time will be voted on first, and an affirmative vote will be a negative vote of the smaller sums or shorter times.

4.4.3 Amendments to bylaws

No amendment may be made to a proposed General Bylaw printed in the Warrant unless it is to correct an error in the printing which does not change the meaning. A proposed Zoning Bylaw article may be amended on the floor to be less restrictive.

4.4.4 Reports to meeting

Recommendations made in the report of any board or committee shall not be acted upon or debated at any meeting unless there is an article in the Warrant.

4.4.5 Acceptance of reports to the meeting

When the report of a committee is placed in the hands of the Moderator, it shall be deemed to be received. If it is a final report, a vote to accept it shall discharge the committee. If it is an interim report, the committee continues to serve unless the Town votes to discharge the committee.

4.4.6 Amendments to articles

Any article appearing in the Warrant and considered at any Town Meeting may be amended and any portion may be deleted or added to by the vote of the Town, provided the phrase "do anything in relation thereto," "pertaining thereto," or words of similar import appear in the article. Any proposed amendment must be within the scope of the article.

4.4.7 Quantum of vote on bylaws and borrowing

A motion under an article to add to or amend the Town Bylaws, unless otherwise required by the General Laws shall require a simple majority vote. An article to amend the Zoning Bylaws or one for the purpose of borrowing for a period greater than one year shall require a two-thirds vote. A vote requiring a two-thirds majority does not have to be counted unless questioned by the Moderator or seven voters.

4.4.8 Reports and motions in writing

All reports, resolutions, motions and amendments submitted to the meeting for consideration shall be presented in writing to the Moderator.

4.4.9 Secret ballot

A majority of those present and voting may choose to vote on any article or amendment by secret ballot.

Guidelines for Civil Discourse

The Town of Bedford respects and recognizes each citizen's right to free speech. In order to guarantee all people's right to free speech and to ensure productive civil discourse, we request that all citizens respect the following guidelines.

Show respect for others.

- Discuss policies and ideas, not people
- Only one person should be speaking at any given time
- Use helpful, not hurtful language

Speak as you would like to be spoken to.

- Use courtesy titles (Mr., Ms., Sir, etc.) and ask if unsure
- Restate ideas when asked
- Use a civil tone of voice

Agree to listen.

- Respectfully hear and listen to differing points of view
- When unsure, clarify what you heard
- Realize that what you say and what people understand you to have said may be different
- Recognize that people can agree to disagree

Speak for yourself, not others.

- Speak from your own experience
- Use "I" statements ("I think that the ideas presented . . .")

Follow agreed-upon guidelines regarding who speaks when and for how long.

PROPOSED FISCAL YEAR 2023 OPERATING BUDGET

| Account # | Department | FY 2021 Expended | FY 2022 Appropriated | FY2023 Recommended | % Change | % of Total | Tax Impact * | Segregations Descriptions | Amount |
|-----------|----------------------------------|------------------|----------------------|---------------------------|-------------|-------------|--------------|---------------------------|--------------------|
| 1220 | Select Board | 742,250 | 907,307 | 1,046,497 | 15.3% | 1.0% | 13.39 | Salaries: Expenses: | 740,660 305,837 |
| 1300 | Finance/ Administrative Services | 1,021,735 | 1,214,519 | 1,290,619 | 6.3% | 1.2% | 16.52 | Salaries: Expenses: | 788,199 502,420 |
| 1301 | Insurance & Benefits | 12,892,090 | 14,563,410 | 15,056,877 | 3.4% | 14.2% | 192.69 | | |
| | <i>Health Insurance</i> | <i>6,081,008</i> | <i>6,940,000</i> | <i>7,113,500</i> | <i>2.5%</i> | <i>6.7%</i> | | | |
| | <i>Retirement Assessment</i> | <i>4,789,493</i> | <i>5,063,600</i> | <i>5,288,347</i> | <i>4.4%</i> | <i>5.0%</i> | | | |
| | <i>General Insurances</i> | <i>1,191,214</i> | <i>1,410,000</i> | <i>1,480,500</i> | <i>5.0%</i> | <i>1.4%</i> | | | |
| | <i>Medicare Assessment</i> | <i>736,867</i> | <i>824,000</i> | <i>848,720</i> | <i>3.0%</i> | <i>0.8%</i> | | | |
| | <i>Unemployment Insurance</i> | <i>72,180</i> | <i>300,000</i> | <i>300,000</i> | <i>0.0%</i> | <i>0.3%</i> | | | |
| | <i>Life Insurance</i> | <i>16,773</i> | <i>15,810</i> | <i>15,810</i> | <i>0.0%</i> | <i>0.0%</i> | | | |
| | <i>Employee Wellness</i> | <i>4,555</i> | <i>10,000</i> | <i>10,000</i> | <i>0.0%</i> | <i>0.0%</i> | | | |

| Account # | Department | FY 2021 Expended | FY 2022 Appropriated | FY2023 Recommended | % Change | % of Total | Tax Impact * | Segregations Descriptions | Amount |
|-----------|----------------------|------------------|----------------------|---------------------------|----------|------------|--------------|--|---|
| 1303 | Principal & Interest | 9,651,576 | 10,101,852 | 10,823,692 | 7.1% | 10.2% | 138.51 | Non Exempt Principal Non Exempt Interest Exempt Principal Exempt Interest CPA Debt Costs | 5,596,264 1,698,635 2,238,000 354,428 936,365 |
| 1310 | Financial Committees | 803,821 | 2,300,000 | 1,001,614 | -56.5% | 0.9% | 12.82 | Expenses: Reserve Fund | 1,614 1,000,000 |
| 1410 | Assessors | 253,785 | 316,589 | 334,116 | 5.5% | 0.3% | 4.28 | Salaries: Expenses: | 221,366 112,750 |
| 1510 | Legal Services | 173,371 | 184,000 | 184,000 | 0.0% | 0.2% | 2.35 | Expenses: | 184,000 |
| 1610 | Town Clerk | 243,492 | 253,700 | 264,314 | 4.2% | 0.3% | 3.38 | Salaries: Expenses: | 241,364 22,950 |

| Account # | Department | FY 2021 Expended | FY 2022 Appropriated | FY2023 Recommended | % Change | % of Total | Tax Impact * | Segregations Descriptions | Amount |
|-----------|---------------------------|------------------|----------------------|---------------------------|----------|------------|--------------|--|--------------------------------|
| 1620 | Elections & Registrations | 57,990 | 61,899 | 89,850 | 45.2% | 0.1% | 1.15 | Salaries: Expenses: | 64,350 25,500 |
| 1750 | Planning Board | 225,340 | 242,176 | 241,738 | -0.2% | 0.2% | 3.09 | Salaries Expenses: | 231,738 10,000 |
| 2010 | Police Department | 4,039,890 | 4,087,947 | 4,238,246 | 3.7% | 4.0% | 54.24 | Salaries Expenses: Capital Outlay: | 4,041,712 182,061 14,473 |
| 2200 | Fire Department | 2,492,581 | 3,122,225 | 3,166,550 | 1.4% | 3.0% | 40.52 | Salaries Expenses: Capital Outlay: | 2,936,429 206,041 24,080 |
| 2360 | Town Center | 97,432 | 111,615 | 111,440 | -0.2% | 0.1% | 1.43 | Salaries Expenses: | 52,729 58,711 |
| 2400 | Code Enforcement | 509,260 | 560,850 | 597,358 | 6.5% | 0.6% | 7.64 | Salaries Expenses: | 550,330 47,028 |

| Account # | Department | FY 2021 Expended | FY 2022 Appropriated | FY2023 Recommended | % Change | % of Total | Tax Impact * | Segregations Descriptions | Amount |
|-----------|------------------------------------|------------------|----------------------|---------------------------|----------|------------|--------------|---|--|
| 3000 | School Department | 41,839,602 | 43,630,038 | 45,157,090 | 3.5% | 42.7% | 577.89 | | |
| 3001 | Vocational Education | 779,326 | 859,598 | 959,598 | 11.6% | 0.9% | 12.28 | | |
| 3500 | Facilities Department Municipal | 2,159,551 | 2,716,948 | 2,725,571 | 0.3% | 2.6% | 34.88 | Salaries Expenses: Capital Outlay: | 572,144 2,150,876 2,551 |
| 4000 | Public Works | 13,277,448 | 15,231,540 | 15,589,685 | 2.4% | 14.7% | 199.51 | Salaries Snow Removal Overtime Snow Removal Materials MWRA Water Purchase Refuse/ Recycling Energy Equipment/Materials Capital Outlay Road Resurfacing | 3,279,882 136,800 205,653 3,750,272 3,168,759 1,820,070 502,974 1,066,075 7,331 1,651,870 |
| 5000 | Board of Health | 348,267 | 388,434 | 399,101 | 2.7% | 0.4% | 5.11 | Salaries Expenses: | 336,288 62,813 |

| Account # | Department | FY 2021 Expended | FY 2022 Appropriated | FY2023 Recommended | % Change | % of Total | Tax Impact * | Segregations Descriptions | Amount |
|--------------|---------------------------------|------------------|----------------------|---------------------------|----------|------------|--------------|---|-------------------------------|
| 5001 | Hazardous Waste | 22,848 | 25,618 | 26,131 | 2.0% | 0.0% | 0.33 | Expenses: | 26,131 |
| 5003 | Mosquito Control | 42,042 | 42,042 | 42,042 | 0.0% | 0.0% | 0.54 | Expenses: | 42,042 |
| 5400 | Bedford Local Transit | 16,840 | 64,917 | 63,455 | -2.3% | 0.1% | 0.81 | Salaries: Expenses: | 61,612 1,843 |
| 5410 | Council on Aging | 242,583 | 252,335 | 259,673 | 2.9% | 0.2% | 3.32 | Salaries: Expenses: Capital Outlay: | 243,039 15,541 1,093 |
| 5420 | Youth & Family Services | 403,359 | 578,094 | 543,108 | -6.1% | 0.5% | 6.95 | Salaries: Expenses: | 232,438 310,670 |
| 6100 | Public Library | 1,249,751 | 1,388,769 | 1,409,522 | 1.5% | 1.3% | 18.04 | Salaries: Expenses: Capital Outlay: | 1,102,677 300,845 6,000 |
| 6300 | Recreation Commission | 97,233 | 98,260 | 101,474 | 3.3% | 0.1% | 1.30 | Salaries: | 101,474 |
| 6910 | Historic Preservation Commissio | 182 | 1,333 | 1,333 | 0.0% | 0.0% | 0.02 | Expenses: | 1,333 |
| TOTAL | | 93,683,644 | 103,306,015 | 105,724,694 | 2.3% | 100.00% | 1,353 | | |

* Residential Tax Impact (Per 100,000 of assessed value)

Volunteer Opportunities and the Appointment Process

All Town boards and committees consist of volunteers who reside in Bedford and are registered voters. These volunteers work toward solving complex issues and setting or recommending policy that helps to shape the kind of community in which we live. Bedford is fortunate to have many potential volunteers whose skill and technical knowledge can be applied in the Town government. There are various opportunities available to correspond with your expertise and/or interest.

Why volunteer? There are as many reasons as there are volunteers. Here are a few:

- Learn more about your community
- Meet people
- Watch your ideas get implemented
- Be aware of important events in Town
- Take charge of a project
- Add to your resume
- Help guide your community

Terms of office vary from one to three years. Committees that have openings as of the printing of the warrant are listed below:

Bedford Arbor Resources Committee (1 vacancy)

Bedford 300 Exploratory Task Force (2 vacancies)

Bedford Housing Partnership (1 vacancy)

Bicycle Advisory Committee (1 vacancy)

Community Media Committee (1 vacancy)

Conservation Commission (1 vacancy)

Finance Committee (1 vacancy)

Hanscom Area Towns Committee (HATS) (1 vacancy)

Historic District Commission (2 alternate vacancies)

Historic Preservation Commission (3 vacancies)

Municipal Affordable Housing Trust (1 vacancy)

Petitioners' Advisory Committee (1 vacancy)

Appointment Process

If you would like to be a part of our Town government, please initiate the process for appointment by completing the reverse side of this form and returning it as indicated. Please note that all candidates for appointment to a committee are interviewed, and that prior to interviewing, they are required to visit at least one meeting of the committee(s) in which they express interest. For more information and an electronic version of the volunteer questionnaire, please see bedfordma.gov/vcc.

Town of Bedford Questionnaire for Volunteers

Good Government Depends On You!

Please read about opportunities for volunteer appointments and the process on the previous page.

| | |
|------------------------|-------------------|
| Name | Date |
| Address | Occupation |
| Preferred Phone | E-mail |

1. Interested in serving on _____

2. How many meetings have you attended of the committee(s) listed above? _____

3. No. years lived in Bedford: _____ **Are you a registered Bedford voter?** _____

4. Attended Bedford Town Meeting(s)? _____ **If yes, please indicate last year(s) you attended.** _____

5. Please describe your background or training from work and/or life experience that relates to your interest in government. _____

6. What Town government experience have you had? _____

7. What community experience have you had? Have you served as an officer or held any leadership position in any other community organization(s)? _____

8. Additional information for the Select Board to consider. (Please add to this form and/or attach a resume as necessary.) _____

9. Do you have any restrictions on your availability to attend committee meetings? _____

10. How do you hear about this vacancy? _____

Feel free to call a member of the Volunteer Coordinating Committee to indicate your interest or to find out more about a committee, the time commitment involved and the process of appointment. Please complete this form and return it to the Town Manager’s Office, Town Hall at 10 Mudge Way or by email to townmanager@bedfordma.gov.

Patricia Carluccio 781-275-0645 Joseph Piantedosi 781-275-6077 Kelly Korenak 917-741-9934
Jennifer Kelley 617-331-1983 Angel Pettitt 917-683-7018

NOTES