

**Regular Session Minutes—Select Board Meeting**  
**Remote Participation Meeting**  
**May 23, 2022**

PRESENT: Town Manager Sarah Stanton, Chair Emily Mitchell, Clerk Bopha Malone, Shawn Hanegan, Edward Pierce, Margot Fleischman

ALSO, PRESENT: Taissir Alani, Director of Facilities; Michele Karas, Treasurer/Collector; Dave Castellarin, Finance Director; David Grunes, Fire Chief; Steve Carluccio, Finance Committee; Barbara Purchia, Cultural Council; David Manugian, Director of Public Works; Karen Dunn, Finance Committee; Karen Winter; Dot Bergin, *The Bedford Citizen*; Ben Thomas, Finance Committee; Barbara Aldoriso; Rick Rosen, Council on Aging; Brian Green; Mike Rosenberg, *The Bedford Citizen*; Joseph Piantedosi, Volunteer Coordinating Committee; Matthew Hunt, Clifton Larsen Allen; Angela Winter; Bedford TV; Steve Hagan, Planning Board;

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Ms. Mitchell opened the meeting at 7:00 PM via remote participation conference call.

**The Select Board members were asked to announce that they were present: Ms. Mitchell present; Ms. Fleischman present; Ms. Malone present; Mr. Hanegan present; Mr. Pierce present.**

Prior to moving into Executive Session, Ms. Mitchell addressed the lawsuit against the Town over the new Fire Station. She addressed social media comments that attempted to create an equivalence between the Minuteman Bikeway project and the Fire Station project, noting that the Bikeway project would be returning to Town Meeting, with voters as the ultimate decision makers.

**22-105—Executive session for the purposes of discussing strategy related to litigation captioned, "Carol C. Amick, William S. Moonan, Gayle Porter Lewis, Sandra Blake, Michael J. Healey, Malinda Renee Healey,**

**Michelle A. Healey, Linda Healey, Barbara P. Hitchcock, Jon L. O'Connor, Jan Van Steenwijk, Philip Terry Gleason, Laurie Gleason, and Daniel P. Carroll v. the Town of Bedford."**

**Mr. Pierce moved to enter Executive Session for the purposes listed above, to return to Open Session. Mr. Hanegan seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

### **22-106—Public Comment**

There was no public comment.

### **22-107—Annual Audit Presentation: Matt Hunt, Clifton Larsen Allen**

Mr. Matt Hunt from Clifton Larsen Allen presented the Annual Comprehensive Financial Report for the fiscal year ending June 30, 2021. He reported that the Town is in good fiscal health. He reviewed the financial statements of the Town.

Ms. Fleischman asked Ms. Stanton when the next Actuarial Study will be conducted. Ms. Stanton that the next study will take place effective July 1<sup>st</sup>, 2022.

*Materials: Town of Bedford MA—FY 21 ACFR*

### **22-108—Approval—Sale of General Municipal Obligation Bonds**

Ms. Michele Karas, Town Treasurer/Collector, said that the bids closed on May 19, 2022, for the General Obligations Bonds. The bid was awarded to Piper and Sandler.

**Ms. Malone moved to approve the votes of the Board as prepared by Bond Counsel to the Town and presented to this meeting, which votes, among other things, formally award the bonds to the low bidder determined at a competitive sale held on May 19, 2022, and establish the terms thereof. The formal terms of the votes prepared by Bond Counsel to the Town and approved by this motion shall be incorporated in the minutes of this meeting. Mr. Hanegan seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

*Materials: Matings Direct Summary Bedford Massachusetts General Obligation\_51642918\_May-16-2022, S&P Global Ratings Letter(STDLONG1716876) Doc, Town of Bedford Massachusetts May-16-2022.*

### **22-109 – Depot Park Leases**

Mr. Alani, Director of Facilities, recommended that the Select Board approve leasing the spaces in the Depot Station building for two (2) additional years, with one (1) additional optional year at the discretion of the Select Board. All four tenants at the Depot Station have expressed their desire and appreciation to remain as tenants. Keeping the building leased will provide Facilities the revenue to maintain the building while the upcoming Municipal Space Needs Study is being conducted. The new leases will begin on January 1<sup>st</sup> 2023.

**Mr. Pierce recommends the Select Board approve leasing the spaces at Depot Park to the existing tenants for two additional years, ending 12/31/2024 with one additional option year at the discretion of the Select Board ending 12/31/2025. Ms. Malone seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

*Materials: Select Board-Recommendation-Memo-Depot Leases-January 2023*

## **22-110 - Dept. of Public Works**

Chapter 90 Reimbursements

Recommendation and Approval of New Stop Sign—Neillian Street

Ms. Stanton said that there are three projects for which the town seeks reimbursements: Concord Road Culvert Repair, North Road and Chelmsford Road Intersection, and Project Request Bedford Paving. All of these are Chapter 90 eligible. These requests total \$950,500.70.

**Ms. Malone moved to approve the Chapter 90 Reimbursement requests for \$950,500.70. Mr. Pierce seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

Ms. Stanton reviewed the proposal for the installation of a new stop sign at Neillian and Evergreen Ave. The stop sign would be placed such that traffic traveling on Neillian Street onto Evergreen Avenue would be required to stop before proceeding. This would discourage the use of this route as a cut-through and make the intersection safer for vehicles traveling on Evergreen Avenue.

**Mr. Pierce moved to approve the installation of a stop sign at the intersection of Neillian Street and Evergreen Avenue such that it requires traffic travelling on Neillian Street to come to a stop before proceeding onto Evergreen Avenue. Ms. Malone seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

*Materials: Ch 90 Request Concord Road Culvert Repair, Chapter 90 - North Road and Chelmsford Road Intersection, Chapter 90 - Project Request Bedford Paving, Memorandum - Chapter 90 Project Request Signatures, SB Cover Memo for STOP sign at Neillian Street.*

### **22-111 - Consent Agenda**

AP/Payroll Warrants

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Banner Application - Bedford Embraces Diversity

There is no application for the banner for Bedford Embraces Diversity. Ms. Mitchell said that it will be done through the sign permit application process.

Ms. Fleischman requested an edit to the description of the ZBA appointment item in the minutes.

**Mr. Hanegan moved that the Select Board approve the Consent Agenda as amended. Mr. Pierce seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

**Ms. Fleishman moved that the Select Board authorize the Town Manager to sign the AP/Payroll Warrants. Mr. Pierce seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

*Materials: 05092022 Select Board Minutes – Draft, AP GL Dist School ck date 5.19.22, AP GL Dist School Warrant ck date 5.12.2022, AP GL Dist Town ck date 5.19.22, AP GL Dist Town Warrant ck date 5.12.2022.*

### **22-112 - Town Manager's Report**

Select Board FY2022 Goals Update

MOA Between Town of Bedford and Bedford Permanent Firefighters Local 2310 re: Mass Health

Select Board FY2022 Goals Update will be discussed at the next Select Board meeting on June 13.

Ms. Stanton reviewed some of the highlights of the Town Manager's report:

The Department of Public Works recently announced a new partnership with CMRK and Big Brothers/Big Sisters to offer free curbside pick-up to residents of clothing & other household items, including books, dishes, and home décor items. Pick-up will be scheduled online at [www.cmrkne.com](http://www.cmrkne.com).

Ms. Stanton reported that the next phase of upgrading the Town website is underway. Departments are working individually to update information, review usability, and determine final layout. More to come.

Roadway reconstruction and water main replacement work is underway across the Town. The DPW has been updating the construction schedule regularly, both on social media and on the Town website. Should there be any impact on residents, information will be shared with residents via social media.

Youth and Family Services along with The Massachusetts Partnership for Youth are presenting three workshops in May and June focusing on youth mental health for community members to attend via zoom. Topics include suicide awareness, self-regulation strategies, and supporting LGBTQ+ youth in school and community settings.

Ms. Stanton reviewed the Select Board's upcoming meetings.

Ms. Stanton asked the Select Board to come to Town Hall and sign a Memorandum of Agreement (MOA) with the Bedford Permanent Firefighters Local 2310. The MOA calls for all ambulance services that transport patients and submit for reimbursement from Medicaid to conduct Criminal Offender Record Information (CORI) checks on all ambulance attendants that provide patient care. This MOA is specific to the Mass Health requirements for ambulance services.

**Mr. Pierce moved to approve the Memorandum of Agreement. Mr. Hanegan seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

Ms. Malone asked if Town residents will be invited to participate in beta testing for the new website. Ms. Stanton said that she will bring this up with the software vendor Civic Plus.

Ms. Stanton gave an update on the Racial Equity Municipality Action Plan (REMAP). Ms. Stanton reported that the REMAP team will make a presentation to the Select Board and the School Committee with recommendations for implementation. Ms. Stanton provided a preview of key next steps: the presentation to the Select Board will include plans to engage a consultant with the \$75,000 earmark approved by the Legislature

and Governor in the supplemental budget this past winter, and outreach efforts to Bedford organizations and residents.

*Materials: Memo Re MOA, MOA Re MassHealth*

## **22-113 - Open Discussion and Liaison Reports**

### Taxation Aid Committee—Call for Volunteers

Ms. Stanton explained that this committee allows for a voluntary contribution on resident's tax bills to assist residents who are financially in need to support an offset in taxation. The Taxation Aid Committee will be announced with the goal of having appointments in place over the summer. Per the article adopted at Town Meeting, the committee will be comprised of the Town Treasurer, Chair of the Board of Assessors, and three Bedford residents.

### Town Manager—Annual Performance Review

Ms. Mitchell has asked the Select Board to provide feedback to her by June 6, 2022.

### Liaison Reports:

Ms. Fleischman gave an update on the Massachusetts Bay Transportation Authority (MBTA) bus service. They are proposing to have a dedicated route 62 bus in place of the combined 62 and 76 routes. They will also have Sunday service. Ms. Fleishman suggested that the Town send a letter thanking the MBTA for this effort. Ms. Stanton offered to do so.

Mr. Hanegan reported that he attended the Planning Board meeting. The focus was on the Old Billerica Road property.



Ms. Malone reported that she attended the Council on Aging (COA) meeting. For the month of April there were 20 new seniors who joined the program. Currently the COA has 1,490 seniors that participate either in person, virtual or hybrid. The COA's part time department assistant recently resigned. There was a presentation on the Homeshare Program. The Patriotic Holiday Committee will be hosting a Memorial Day event at Veterans Memorial Park.

Mr. Pierce reported that he attended the Planning Board meeting. As Mr. Hanegan mentioned, there are discussions taking place about the plans for Old Billerica Road. He also attended the Youth and Family Services meeting. The Youth Risk Survey is in process. They also said that homelessness is still an issue in Town. The food pantry is now supporting approximately 140 to 150 families. He also attended the Conservation Committee meeting. They discussed the old golf course off of Mitchell Grant way. They are looking to take steps to making the surrounding water safer.

Ms. Mitchell reported that the Library Trustees met to affirm the Library's Material Selection Policy. The HVAC replacement project is underway. Hanscom Field Advisory Commission (HFAC): the selection of the contractor for the North Air Field project has been delayed. The Community Media Committee met and voted to keep their meetings virtual for now. The Finance Committee has voted to stay virtual. The Cultural District will have its grand opening on Saturday June 11<sup>th</sup>.

Ms. Mitchell asked the Select Board about going back to in-person meetings on June 13<sup>th</sup>. There was agreement to keep their meetings virtual on June 13<sup>th</sup>.

Ms. Mitchell noted that the Select Board does not need to meet in Executive Session again this evening.

*Materials: Memo to SB re TM review FY22*

**Ms. Fleischman moved to adjourn. Mr. Hanegan seconded.**

**The Select Board was polled individually: Ms. Fleischman aye; Ms. Mitchell aye; Ms. Malone aye; Mr. Hanegan aye; Mr. Pierce aye. The motion passed 5-0-0.**

**Meeting adjourned at 8:18 p.m.**

**Approved as Record Copy**

**Respectfully submitted by Eileen Blanchette**