

Regular Session Minutes—Select Board Meeting
Hybrid Participation Meeting
July 25, 2022

PRESENT: Clerk Bopha Malone, Edward Pierce, Margot Fleischman, Shawn Hanegan, Town Manager Sarah Stanton, Assistant Town Manager of Operations Amy Fidalgo

ALSO PRESENT: Mike Rosenberg, *The Bedford Citizen*; Bob Dutton, Bedford TV; Jodie Dill; Ben Thomas, Finance Committee; Bill August; Charlie Ticotsky, Special Assistant to the Town Manager; Gretchen Kind; Jim Shea; Noah Gilbertson; Ralph Hammond; Scott Cromwell; Susan Schwartz; Pam St. Amand; Joann Callender; Dave Castellarin, Finance Director; Brian Hebert; Bridget Rodrigue, Town Clerk

Ms. Malone opened the meeting at 7:00 pm.

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

22-146 Public Comment

There were no public comments.

22-147 Public Ascertainment Hearing

Ms. Malone stated that this public hearing was for the Comcast and Verizon cable license renewals. Under state law, the Select Board serves as the Cable License Issuing Authority for the Town of Bedford. Comcast's Cable License expires on April 6, 2024, and Verizon's Cable License expires on October 6, 2024. This hearing is being held to accept comments on local cable needs. This is the first of two hearings; the second is scheduled for September 2022.

Mr. Pierce moved to open the public hearing. Mr. Hanegan seconded. All voted in favor. The motion passed 4-0-0.

Jodie Dill expressed support of Bedford TV and stated that the experience her son had through volunteering was valuable.

Jim Shea provided comment on Comcast cable services. He stated that customer service and reliability have been positive. Mr. Shea suggested that the Cable Committee send a survey to users for further feedback.

Gretchen Kind expressed her support of Bedford TV.

Scott Counsell expressed overall support of Verizon and Bedford TV.

Noah Gilbertson expressed his appreciation of Bedford TV. He has volunteered with Bedford TV for multiple years and appreciates all the training and knowledge he has received from this opportunity.

Brian Hebert, Executive Director of Bedford TV, said that the need for community media is greater than it has ever been. Supporting these contracts is a critical part of having Bedford TV continue to grow and provide services for the community.

Mr. Hanegan asked if a public survey would be performed. Ms. Stanton and Mr. Dutton stated that the last public service didn't produce a great deal of response, but it is something to keep in mind.

22-149 Board and Committee Appointments and Reappointments (taken out of order)

Board and Committee Appointments:

1. Conservation Commission- David Santos: Mr. Santos was unable to attend the meeting and this appointment will occur at a later date.

Board and Committee Reappointments:

1. Community Preservation Committee- Conservation Commission Member- Steven Hagan

Ms. Fleischman moved to reappoint Mr. Hagan to the Community Preservation Committee as the Conservation Commission Member for a term ending June 30, 2025 and authorizes the Town Manager to sign the reappointment letter. Mr. Hanegan seconded. All voted in favor. The motion passed 4-0-0.

2. Municipal Affordable Housing- Bedford Housing Partnership Members- Alice Sun and Christina Wilgren

Mr. Hanegan moved to reappoint Alice Sun to the Municipal Affordable Housing as the Bedford Housing Partnership Members for a term ending June 30, 2024 and

authorizes the Town Manager to sign the reappointment letter. Mr. Pierce seconded. The motion passed 4-0-0.

Mr. Hanegan moved to reappoint Christina Wilgren to the Municipal Affordable Housing as the Bedford Housing Partnership Members for a term ending June 30, 2024 and authorizes the Town Manager to sign the reappointment letter. Mr. Pierce seconded. The motion passed 4-0-0.

3. 300th Anniversary Committee- Ronald Richter

Ms. Malone moved to reappoint Ronald Richter to the 300th Anniversary Committee for a term ending June 30, 2023 and authorizes the Town Manager to sign the reappointment letter. Mr. Pierce seconded. The motion passed 4-0-0.

4. Recreation Commission- Ronald Richter

Ms. Malone moved to reappoint Ronald Richter to the Recreation Commission for a term ending June 30, 2025 and authorizes the Town Manager to sign the reappointment letter. Mr. Pierce seconded. The motion passed 4-0-0.

22-153 Consent Agenda (taken out of order)

The meeting minutes of July 11, 2022 will be on an upcoming agenda.

Mr. Pierce moved to approved the One Day Liquor Licenses for Tapped Beer Tuck. Ms. Fleischman seconded. All voted in favor. The motion passed 4-0-0.

22-148 Utility Hearing- Eversource (taken out of order)

Ms. Malone stated the Eversource Public Utility Hearing is for 6 Kingsley Terrace, 16 Orchard Street, and 17 Elmbrook Road.

Mr. Pierce moved to open the public hearing. Mr. Hanegan seconded. All voted in favor. The motion passed 4-0-0.

Ms. Stanton stated that these are all for underground electrical conduit having to do with construction projects being performed at these three locations. All three projects have been reviewed by the Public Works Engineer.

Ms. Fleischman moved to close the public hearing. Mr. Hanegan seconded. All voted in favor. The motion passed 4-0-0.

Mr. Pierce moved to approve the petition presented by NSTAR Electric Company DBA Eversource Energy for the purpose of obtaining a Grant of Location to install 18± feet of conduit in Kingsley Terrace, Orchard Street, and Elm Brook Road. Mr. Hanegan seconded. All voted in favor. The motion passed 4-0-0.

22-150 Finance Department

1. Tyler Technologies Contract: Ms. Stanton stated that this contract is following the approval of the funding for a new financial system, approved at Annual Town Meeting in 2022.

Mr. Pierce asked for the total amount that the Software as a Service portion of this contact costs. Mr. Castellarin stated it costs \$195,000 annually.

Ms. Stanton stated that this annual cost will be included in the IT Operating Budget moving forward.

Mr. Fleischman moved to approve the purchase of an Enterprise Resource Planning Software and Services from Tyler Technologies for the quoted price of \$637,937. Mr. Pierce seconded. All voted in favor. The motion passed 4-0-0.

2. Extension of the Financial Articles Prior to FY23

Ms. Stanton reviewed the accounts being closed out this year, and commented on the progress departments have made in lowering backlogs in capital spending.

Mr. Pierce asked if the outstanding debt projects have been borrowed for yet. Mr. Castellarin stated that the majority have been borrowed for at this time.

Mr. Hanegan moved that the Select Board approve to extend the Capital Articles as proposed in the memo dated July 14, 2022 by Dave Castellarin, Finance Director/Town Accountant totaling \$562,995.23. Mr. Pierce seconded. All voted in favor. The motion passed 4-0-0.

22-151 Town Clerk Update

Bridget Rodrigue, Town Clerk, gave an overview of the VOTES Act, which is an election reform law signed by Governor Baker on June 22, 2022. This makes a lot of the voting changes enacted during COVID permanent. One feature of this act requires the Select Board to assign the police details at the polls. Typically, this was decided by the Police Chief and Town Clerk and the Select Board is being asked to allow that function to continue through the Police Chief and Town Clerk. This year the State Primary will be held while school is in session, so one additional police officer has been requested for this election.

Ms. Malone asked if the state would be contributing any funding since the features of the act will result in additional mailing and staffing needs at elections. Ms. Stanton said that the state has not provided any funding to cover these costs.

Ms. Fleischman moved to authorize the Police Chief and Town Clerk to assign police details for all election days permanently. Mr. Pierce seconded. All voted in favor. The motion passed 4-0-0.

Ms. Fleischman moved to approve the state primary election warrant on Tuesday, September 6, 2022. Mr. Pierce seconded. All voted in favor. The motion passed 4-0-0.

22-152 Town Manager's Report

Ms. Stanton stated over 160 employees attended a summer lunch event in order to show appreciation for Town staff.

The first street mural in Bedford has been installed on Mudge Way outside of the Bedford High School.

Citizen of the Year nominations are due on August 11, 2022.

Ms. Stanton reviewed the upcoming schedule of meeting dates for the Select Board, and in preparation of Special Town Meeting. August 31, 2022 is the cut off for warrant articles to be added for the upcoming Town Meeting.

22-154 Open Discussion and Liaison Reports

Mr. Hanegan reviewed that the Planning Board is considering increased two family zoning opportunities in Bedford. Housing Partnership will meet on August 10, 2022 in order to get a Planning Board update and discuss mutual goals. The Chamber of Commerce is holding a membership drive currently.

Mr. Pierce stated that the Planning Board approved another life sciences conversion at 35 Crosby Drive, pending approval of the Conservation Commission.

Ms. Fleischman attended the Energy and Sustainability Committee and saw a presentation from Brian DeVellis on his proposed development on Carlisle Road. The Zoning Board of Appeals met and approved a project in the historic district. The ZBA also discussed getting further training for the ZBA committee members; all members were enthusiastic about this opportunity.

Ms. Malone read updates provided by Ms. Mitchell. The Bedford Friends of the Library Trustees met, and the HVAC project design is almost completed. The candidate search for the new Head of Children's Services is underway. Massport review the 2021 annual state of Hanscom report which will be available on the Massport website in upcoming weeks. Truck traffic will increase by Hanscom in the next few weeks due to the taxi repair project that is ongoing. Upcoming resurfacing plans are scheduled for 2023 and 2024.

Mr. Hanegan moved to adjourn. Ms. Fleischman seconded. All voted in favor. The motion passed 4-0-0. Meeting adjourned at 8:15 p.m.

**Approved as Record Copy
Respectfully submitted by Amy Fidalgo**