

**Regular Session Minutes – Bedford, MA Select Board Meeting
Hybrid Participation Meeting (Select Board Meeting Room and Zoom)
October 24, 2022**

PRESENT: Town Manager Sarah Stanton, Assistant Town Manager for HR and Administration Colleen Doyle, Chair Emily Mitchell, Shawn Hanegan, Edward Pierce, Margot Fleischman, and Bopha Malone.

ALSO PRESENT: Leanne Petto, Administrative Assistant, Town Manager’s Office; Mike Rosenberg, *The Bedford Citizen*; David Manugian, Director of Public Works; David Grunes, Fire Department Chief; Charlie Ticotsky, Special Assistant to the Town Manager; Chris Wendell; Akil Modesir, Director of METCO; Steve Rusteika, Executive Director of PMA Consultants; Brian DeFilippis, Director PMA Consultants; Tom Kinzler; Paul Purchia; Karl Winkler; Bob Dutton; William Moonan; Michele Karas; TJ Brown; The Hamilton Trust; John Gibbons; Meghan Sturgis; Barbara Purchia; Matthew Russo-Dill; Terrance Parker.

Ms. Mitchell called the meeting to order at 7:01 pm.

22-191 Public Comment

There was no public comment.

22-192 Race Equity Municipal Action Plan (REMAP) – Presentation

Ms. Malone opened thanking all who participated for their efforts in securing state funding. Ms. Stanton presented about the REMAP process and noted that Bedford was the only community with an intact team, as all other communities had various degrees of turnover. Moving forward, the team will be meeting quarterly to develop a plan.

Chris Wendell, rector of St. Paul’s Episcopal Church, and Akil Modesir, Director of METCO, presented the overall REMAP process. The first step was recruiting participants and the second was to develop a community-based vision for Bedford with an action plan. Ms. Stanton commented that the community need to identify areas that it would like to see change, such as equity in housing and transportation. Ms. Fleischman asked what the next steps will be in the process and what the anticipated timeline is. Ms. Stanton responded that some towns have dedicated DEI staff and DEI training; Bedford has already held training sessions for department heads and will hold them for other staff as well. Mr. Pierce asked where the focus is going to be. Ms. Stanton responded that a consultant will help identify and integrate a plan to address the areas

of interest. Mr. Hanegan asked about using a community-wide questionnaire to obtain feedback. Ms. Stanton responded that a questionnaire would cast a broad net but may create a bias in responses. Rev. Wendell would like to see the vision statement be embraced by senior leadership. Ms. Mitchell asked what the metrics are for success. Mr. Mondesir explained that success is not necessarily quantifiable, but he would like to see growth and new opportunities for residents. The REMAP is intended to be a living document. Rev. Wendell explained that benchmarks need to be set to provide direction. Ms. Stanton responded that it was remarkable that the seven communities selected to participate in the program were all quite different, but have the same struggles. Ms. Stanton said the team aims to determine how to engage the community as a whole.

Materials: REMAP Presentation for the Select Board 10.24.22

22-193 Fire Station Project – Update

Ms. Stanton presented, with the framework from Annual Town Meeting 2022, the Land Acquisition of 139 Great Road and OPM services. There will be a building committee, comprised of the Fire Chief or his designee, the Town Facilities Director, and three residents each that must have at least five years of building experience, preferably in public construction.

Mr. Hayward of Preservation Collaborative, the Historic Preservation Consultant, explained his process with assessing the property. Through site visits he was able to assess existing conditions: by opening walls, he was able to visualize the characteristics of the house, such as the nails used, saw marks on timbers, number of panels on doorframes, and window muntins. He also has been doing extensive research with the Historic District Commission, the Town Archivist, and other historical databases to determine the historic fabric of the house.

Steve Rusteika and Brian DeFilippis of PMS Consultants, the Owner's Project Manager, explained the Fire Station project process from design to construction. Mr. Rusteika noted the current construction challenges, including cost escalations, supply chain disruptions, and labor shortages. Ms. Stanton also noted that not only is there a cost impact, but also a timeline one. This needs to be a thoughtful process with the Historic District Commission, neighbors, Fire Department, and other stakeholders.

Ms. Fleischman noted that she wants PMS to be mindful of energy efficiency. Mr. Defilippis responded that their client in North Acton wanted no fuel on site. They used all electric and geothermal components in the build, including encompassing a design to allow for solar grid on the roof in the future. Ms. Malone asked if there is anything

that other communities are doing that Bedford might be overlooking. Mr. Rusteika responded that the Ballardvale Fire Station is much like that of Bedford. Mr. DeFelippis elaborated on components of the project such as the materials, plantings, and colors that all played a role with the Historic District Commission's approval. Ms. Mitchell commented that the determination of uniqueness of 139 Great Road allows that site only to be developed as a fire station.

Materials: Bedford Fire Select Board Presentation 10.24.22

22-194 Contracts

Ms. Stanton presented three contracts: the Bedford Historical Society lease for Old Town Hall, Sewer Bond with the Massachusetts Water Resource Authority, and a Department of Public Works contract for emergency sewer force main work on Middlesex Turnpike.

Ms. Stanton explained that the town issued an RFP for a lease of the third floor of Old Town Hall. The Bedford Historical Society was the only interested party. Tom Kinzler and Paul Purchia explained the intended use of the space was for a museum to exhibit and protect historical items. Mr. Purchia explained that events may be held there, but there would be insurance implications if they chose to serve alcohol at these events. Mr. Hanegan thanked Mr. Kinzler and Mr. Purchia for their persistence in giving back to the community. Mr. Kinzler thanked Taissir Alani for working with them to find a space that could be mutually beneficial. Mr. Stanton also noted that the Bedford Historical Society would be responsible to maintain their leased space, and Facilities would be responsible for the common areas.

Ms. Fleischman moved the board to approve the one-year lease with extensions between the Town of Bedford and the Bedford Historical Society, effective October 31, 2022, at the rate of \$35,000 a year per the terms and conditions of the attached lease, and to authorize the Town Manager to sign the lease. Ms. Malone seconded. The motion passed 5-0-0.

Materials: BHS Proposal for OTH; OTH Third Floor Lease with Memo Oct 19-2022.

Ms. Malone moved that the Select Board approve the sale of the Sewer Bond with Massachusetts Water Resource Authority in the amount of \$66,389.50 per the memo referenced. Mr. Hanegan seconded. The motion passed 5-0-0.

Materials: MWRA Sewer Bond Vote; MWRA Closing Documents Letter – Sewer

Ms. Stanton explained the request for the waiver for emergency sewer work. Though this section of pipe was scheduled to be replaced in the future, numerous breaks in a short period of time have caused the need for immediate action. This project will be funded through ARPA and is time sensitive due to weather.

Ms. Fleischman moved that the Select Board approve the emergency sewer force main work on Middlesex Turnpike and authorize the Town Manager to execute on the Board's behalf. Ms. Malone seconded.

The motion passed 5-0-0.

Materials: Waiver No. 4236 Town of Bedford

22-195 Consent Agenda

Regular Session Meeting Minutes: May 2, 2022, May 13, 2022, June 21, 2022, August 8, 2022.

Mr. Hanegan moved to approve the Consent Agenda. Mr. Pierce seconded.

The motion passed 5-0-0.

Materials: 05022022 Select Board Meeting Minutes – Draft; 05132022 Select Board Meeting Minutes – Draft; 06212022 Select Board Meeting Minutes – Draft; 08082022 Select Board Meeting Minutes – Draft

22-196 Town Manager's Report

Ms. Stanton presented a Tree Donation at the John Glenn Middle School. Smriti and Prashanta Shrestha have generously offered to donate trees and a bench to the Town in honor of Prashanta's mother who passed away in 2021. They have been working patiently with the Public Works Department and an opportunity has come up to plant two Sweetbay Magnolias in front of the school administration offices, where two conifers died this summer due to the drought. Due to the increased desire to donate trees, the Department of Public Works wants to have a normalized process to come to the Select Board for approval.

Mr. Hanegan moved that the Select Board accept the donation of two trees by Prashanta and Smriti Shrestha as outlined in the memo from Public Works dated October 19, 2022. Ms. Fleischman seconded.

The motion passed 5-0-0.

Materials: Shrestha Tree Donation Summary

22-197 Open Discussion and Liaison Reports

Mr. Hanegan reported that at the Bedford Housing Partnership, Brian DeVellis was not ready to present yet. They also discussed two-family zoning. The Volunteer Coordinating Committee is working with the Bedford Citizen regarding committee openings. The Planning Board will have a public meeting to discuss the two-family zoning changes in preparation to present it for Annual Town Meeting.

Ms. Malone reported that the Violence Prevention Coalition is looking to have a gun buyback program and community dinners. Bedford Embraces Diversity is downsizing the Faces of Bedford, and due to capacity will do a video instead of a writeup and exhibits. The Patriotic Holiday Committee will be having a Veterans Day ceremony at Veterans Memorial Park. Council on Aging had a special board meeting regarding the bikeway article at Special Town Meeting.

Ms. Fleischman reported that the Transportation Advisory Committee is going to be looking at the Massachusetts Bay Transit Authority bus stop changes and hopeful of next steps. The Transportation Advisory Committee is in support of the Minuteman Bikeway Extension. The Board of Health introduced the new Tobacco Inspector, Merisa Morello. The Zoning Board of Appeals will be meeting about the 330 South Road LIP.

Mr. Pierce reported that the Historic Preservation Committee was looking at a tax credit for residents to do renovations to historic structures, as a tax abatement for the property.

Ms. Mitchell reported that the Capital Expenditure Committee has met with Information Technology and Public Safety for capital requests. Finance Committee is looking at FY24 guidelines. The last Minuteman Bikeway Extension Forum was held, and there were 110 logged-in participants. The Hanscom Field Advisory Commission noted that the five-year ESPR will be coming up with Massport.

22-158 Executive session for the purposes of conducting strategy sessions in preparation for negotiations with nonunion personnel or litigation.

**Mr. Hanegan moved to adjourn to Executive session for the purposes of conducting strategy sessions in preparation for negotiations with nonunion personnel or litigation, not to return to open session. Ms. Malone seconded.
The motion passed 5-0-0.**

Meeting adjourned at 8:52 p.m.

Respectfully submitted by Leanne Petto