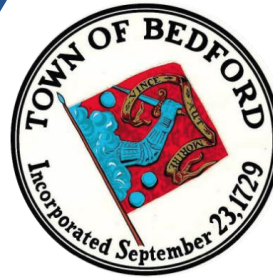


Town Manager's Report

Matthew J. Hanson, Town Manager



TOWN OF BEDFORD

10 Mudge Way
Bedford, MA 01730
781-918-4000

SELECT BOARD

Bopha Malone, *Chair*
Shawn Hanegan, *Clerk*
Margot Fleischman
Emily Mitchell
Paul Mortenson

January 22, 2024

Department Updates & Operational Status Reports

Dear Board Members and Members of the Community,

I am pleased to provide the following updates from Town Hall and throughout Town:

- On Thursday, January 11th the **Recreation Department** hosted a summer jobs fair in the Reed Room at Town Hall for students interested in working at **Summer Adventures, Springs Brook Park, or Kids Club**. Students and families came to fill out applications, learn about the programs, and meet recreation. For more information about jobs with Bedford's summer activities please see the attached flyer or contact the Recreation Department via recreationdepartment@bedfordma.gov or (617) 275-1392.



- The Town successfully deployed **new payroll and financial management software**, MUNIS, providing increased security, efficiency, and accessibility for Town employees.
- Members of the **Fire Department** who were promoted or hired within the last year were “pinned” and sworn in at the badge ceremony on January 13th at Town Hall.



Town Manager's Report

Matthew J. Hanson, Town Manager

- The Great Meadows Public Health Collaborative, of which Bedford is a member, has established a subsidized **Tick Testing Program**. If Bedford Residents find a tick on their person, they can order a comprehensive Tick Report by mail and learn what disease causing microbes that tick may be carrying, including the pathogens in deer ticks that cause Lyme Disease. Bedford residents can order a Tick Report with a **\$30 subsidy, which will bring the cost down to \$20**. Contact the Health Department at 781-275-6507 or navigate to https://www.bedfordma.gov/DocumentCenter/View/3398/Tick-Testing-Program-Flyer_Bedford-PDF for more information!
- **Fire and Police held a joint training** on Monday January 15th at Bedford High School. The training prepared our firefighters and police officers to manage an incident involving an active shooter situation.
- The **Town Manager's Office**, in collaboration with the **Public Works** and **Facilities departments**, introduced a bin for biodegradable waste in the Town Hall. This bin has collected a significant amount of biodegradable material and diverted it from the waste stream in just two weeks. Through this action, the Town Hall is taking a proactive approach to **reducing its carbon footprint** and promoting sustainability.



- The **new public safety software** "ESO" went live on January 16th which will be used on all Fire calls. The **Fire Department** will now have new tools to track response time, access a database of buildings mapping entrances and hydrant locations, and facilitate fire inspections by allowing personnel to data and check all current state and local fire codes.
- On January 27th the **Bedford Police Department** will be offering a physical fitness test to the 25 applicants that passed the written exam previously offered on January 6th.
- **Firefighters** received training from **Eversource** on how to safely respond to calls involving down power lines.

Say "Hello" 🖐️

Employee Updates:



- **Stephanie Oliver** (photo to left) joined the Town on January 16th as Bedford's new **Human Resources Director**
- **Maya Allen** joined the **Town Clerk's Office** as a Department Assistant on January 16th.

Still Searching 🔍
Employment Opportunities!



16 positions remain open:

Please visit www.bedfordma.gov/Human-Resources for more information.

Interested in Volunteering?

Click on a Committee below to learn more or click the following link for an application: [APPLY HERE](#)

Board or Committee	Vacancies	Board or Committee	Vacancies
Ad Hoc Tricentennial Committee	1	Hanscom Area Towns Committee	1
Arbor Resources Committee	1	Historic District Commission	1 (alternate)
Bedford Housing Partnership	2	Historic Preservation Commission	1
Capital Expenditure Committee	2	Municipal Affordable Housing Trust	2
Conservation Commission	1	Petitioners Advisory Committee	2
Cultural Council	1	Tree Master Plan Committee (Ad Hoc)	2
Energy and Sustainability Committee	1	Trails Committee	1
Finance Committee	2	Volunteer Coordinating Committee	1

2024 Winter Recreation Brochure is here!

Winter 2024 registration is now OPEN. Register for activities here: [ActiveNet](#).

Or stop by the Recreation office at 12 Mudge Way to register in person.



Want to watch prior government, educational or public programming?

Visit the [Bedford Video on Demand & Live Streaming Services](#) by clicking the image below:



Don't want to miss the Town Manager's Report?

Great news, you can now SUBSCRIBE!

Have the Town Manager's report sent to your email
(typically twice per month)

Visit <https://www.bedfordma.gov/list.aspx>

Attachments

- Summer Jobs Fair Flyers -

- Bedford MassCEC Pilot Program Flyer-

Commercial building owners in Bedford...



The Massachusetts Clean Energy Center (MassCEC) seeks commercial building owners interested in electrifying their buildings and reducing their emissions !

MASSCEC IS SEEKING COMMERCIAL BUILDING OWNERS WHO WANT TO REDUCE THEIR BUILDING'S CARBON EMISSIONS THROUGH A PILOT PROJECT. THIS CAN BE PART OF A BIG RENOVATION OR A SEPARATE PROJECT. THEY'RE ALSO INTERESTED IN OWNERS WHO WANT TO GRADUALLY REDUCE THEIR BUILDING'S CARBON EMISSIONS OVER TIME


- ➔ This project is like a test run. Its aim is to help reduce carbon emissions from large buildings (**20,000 square feet or more**) and apartment buildings with 15 or more units throughout the state.
- ➔ The project will help these buildings by making plans to stop using fossil fuels on-site gradually and in the most cost-effective way. The experiences and lessons learned from helping these buildings will be used to create resources for reducing carbon emissions across the entire state.
- ➔ As part of the program, participants will engage in a comprehensive review with an assigned technical consultant. **This review will encompass potential financing options, as well as state and federal rebate programs and incentives that could offer some financial relief.**

PROJECT SITES MUST BE ONE OF THE FOLLOWING BUILDING TYPES IN ORDER TO BE ELIGIBLE TO PARTICIPATE IN THE PILOT:

- Big box retail
- Commercial office
- Community buildings (e.g., non-profits, assembly, or public service)
- Food service
- Healthcare facilities (e.g., outpatient, inpatient, or community health centers)
- Higher education
- Hospitality and public amenity spaces
- Hotel or dormitory
- Laboratory
- Mixed-use retail, strip malls, and large retailers
- Multi-family housing
- Religious worship
- Retail, service centers, and malls
- Schools (kindergarten through high school)
- Supermarkets
- Warehouses and distribution centers

FOR MORE INFORMATION OR INQUIRIES:

 <https://www.masscec.com/program/beta-commercial-buildings-pilot>

 Andres Correa
Bedford's Energy and Sustainability Manager
781-918-4009



TOWN OF BEDFORD RECREATION DEPARTMENT Springs Brook Park Employment Opportunities



BedfordMARecreation



BedfordMARecreation



BedfordRecMA

Springs Brook Park Mid-June to Mid-August (Dates TBD)

Lifeguard/Swim Instructor Job Responsibilities (including but not limited to):

- Lifeguarding
- Attending weekly training
- Assisting with park preseason opening and in-season daily operational tasks.
- Option for teaching swim lessons for Summer Adventures
- Minimum age: 15 as of June 16, 2024
- Must have current Lifeguard Training certification. 100% reimbursement of Lifeguard Training certification at end of summer
- Pay rate based on experience starting at \$16/hour

RED CROSS LIFEGUARD COURSE INFORMATION

Link for local Lifeguard Certification:

<https://www.redcross.org/take-a-class/lifeguarding>.

Crew Job Responsibilities

(including but not limited to):

- Attendants are needed to greet park guests
- Work in concession stand
- Accept payment as necessary
- Monitor park amenities
- Provide maintenance support for the facility
- Minimum age: 14 by June 16, 2024
- Pay rate starts at \$15/hour
- Crew positions are for Bedford residents only
- Application deadline: April 19



APPLY NOW



Recreationdepartment@bedfordma.gov
781-275-1392
www.bedfordrecreation.org



TOWN OF BEDFORD RECREATION DEPARTMENT Summer Adventures Employment Opportunities



Summer Adventures June 24, 2024–August 9, 2024



Compensation Information:

- Pay starts at \$15/hour

[APPLY NOW >](#)

Job Responsibilities (including but not limited to):

- Provide an excellent experience for all children in the group; create a safe, caring, and nurturing environment
- Ensure that children are supervised at all times
- Plan and direct activities on a daily basis as designated on the Daily Schedule
- Delegate appropriate responsibilities to CREW assigned to them
- Maintain discipline in his/her group in an appropriate way
- Minimum Age: 14 by June 14, 2024



Recreationdepartment@bedfordma.gov
781-275-1392
www.bedfordrecreation.org



TOWN OF BEDFORD RECREATION DEPARTMENT Kids' Club Employment Opportunities



BedfordMARecreation



BedfordMARecreation



BedfordRecMA

Kids' Club, the Town of Bedford's School Aged Childcare program is looking for energetic candidates Kids' Club an afterschool child care program serving students in Grades K-5.

Group Leader:

This position is responsible for:

- planning and facilitating activities for school age children of all ages and learning abilities
- First Aid and CPR certification (or ability to obtain such certifications) required and may be paid for by the program.
- The ability to be a team player is a must
- If hired, candidates must be willing to submit to all criminal (CORI), sex offender (SORI), and DCF (Dept. of Children and Families) background checks, and complete a pre-employment physical including drug screen

The school year hours for this After School position are Monday through Friday, 2:00-6:00 p.m. (Wednesday 1:00 – 6:00). Before School positions are also available, 6:45 a.m. – 9:00 a.m. Optional additional hours will be available for the full day programs that run during school and summer vacation periods.

- Pay starts at \$17.00/hour. The Town of Bedford offers a generous and comprehensive benefits package



Assistant Group Leader:

Job Responsibilities

(Including but not limited to):

- Planning and facilitating activities for school age children of all ages and learning abilities.
- First Aid and CPR certification (or ability to obtain such certifications) required and may be paid for by the program.
- The ability to be a team player is a must.
- Pay starts at \$15/hour
- Minimum Age 16

APPLY NOW >

Brendan McEvoy, SACC Director
bmcevoy@bedfordma.gov 781-275-5427
www.bedfordrecreation.org

