

FY2025

ANNUAL TOWN REPORT

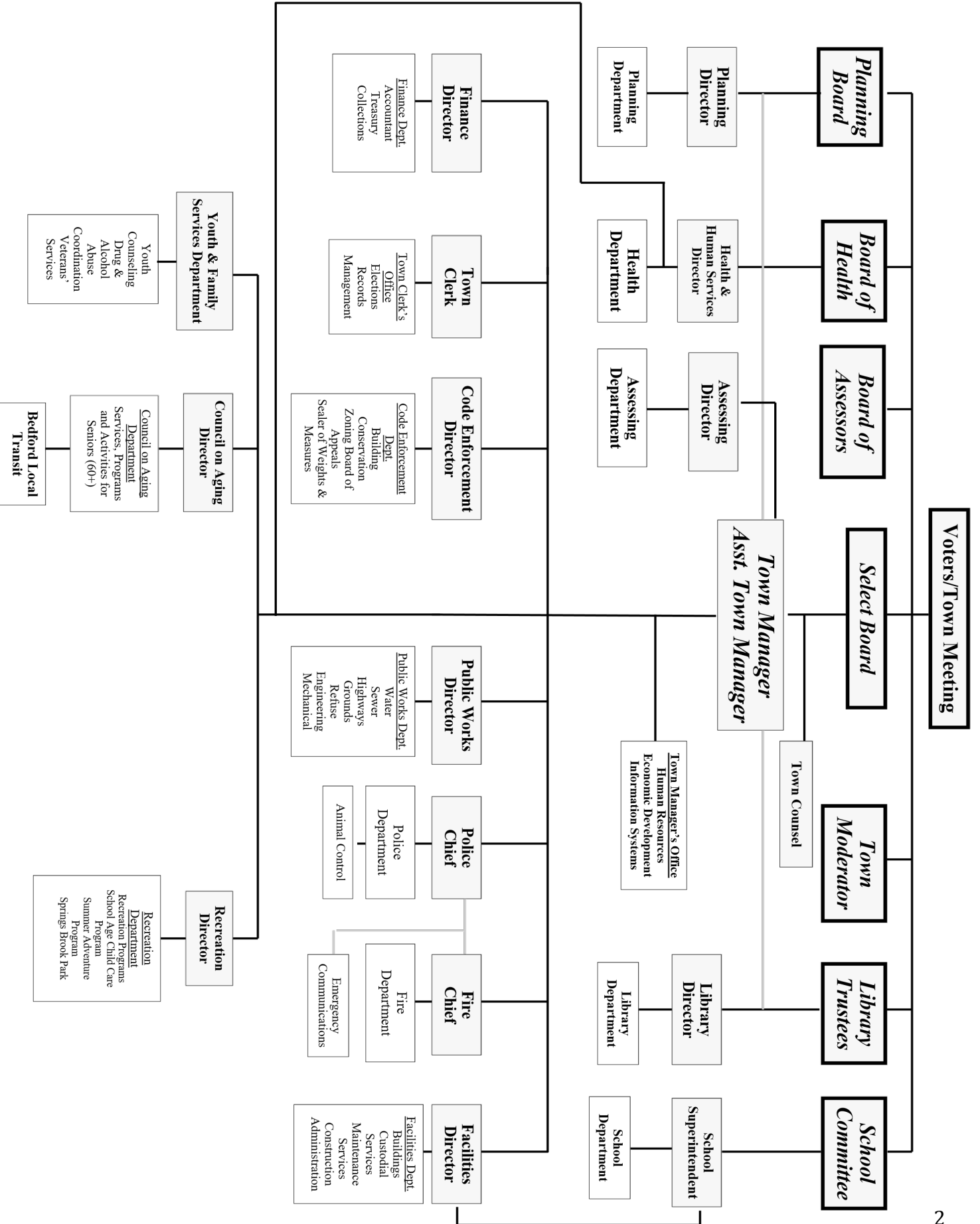
Bedford, Massachusetts

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Cover design by **P.B. Dubois**. Front cover photo by **Rob Ackerman**. Rear cover photo by **Richard Ferris**.

Town of Bedford Organization Chart



TOWN OF BEDFORD DIRECTORY

Assessors	10 Mudge Way	781-275-0046
Assistant Superintendent	97 McMahan Road	781-275-2155
Bedford Community Access TV	16 South Road	781-275-5004
Bedford High School	9 Mudge Way	781-275-1700
Bedford Local Transit	12 Mudge Way	781-275-2255
Bedford Public Library	7 Mudge Way	781-275-9440
Bedford Public Schools	97 McMahan Road	781-918-4444
Code Enforcement	10 Mudge Way	781-275-7446
Collectors Office	10 Mudge Way	781-275-1517
Conservation Commission	10 Mudge Way	781-275-6211
Council on Aging	12 Mudge Way	781-275-6825
Eleazer Davis Elementary School	410 Davis Road	781-275-6804
Facilities Department	101 McMahan Road	781-275-5290
Finance Department	10 Mudge Way	781-275-2218
Fire Department – Emergency	55 Great Road	911
Fire Department – Non-Emergency	55 Great Road	781-275-7262
Health Department	12 Mudge Way	781-275-6507
Human Resources	10 Mudge Way	781-687-6181
Job Lane Elementary School	62 Sweetwater Avenue	781-275-7606
John Glenn Middle School	99 McMahan Road	781-275-3201
Planning Board	10 Mudge Way	781-275-1548
Police Department – Emergency	2 Mudge Way	911
Police Department – Non-Emergency	2 Mudge Way	781-275-1212
Public Works Department	314 Great Road	781-275-7605
Recreation Department	12 Mudge Way	781-275-1392
Superintendent	97 McMahan Road	781-275-7588
Town Center Coordinator	12 Mudge Way	781-275-4880
Town Clerk	10 Mudge Way	781-275-0083
Town Hall	10 Mudge Way	781-275-1111
Town Manager	10 Mudge Way	781-275-1111
Veterans’ Service	12 Mudge Way	781-275-1328
Youth & Family Services	12 Mudge Way	781-275-7727

BEDFORD, MASSACHUSETTS

Location

Bedford is located in Middlesex County – about fifteen miles northwest of Boston near junction of route 3 and I-95 [128]. The surrounding towns are Lexington, Concord, Carlisle, Burlington, Billerica, and Lincoln.

The Town map shows a land area of almost fourteen square miles, with 65.54 miles of public roads. There are rivers, ponds, fields, and forests saved as conversation lands. The Town maintains open spaces with walking trails and bikeways as well as athletic fields and parks for recreation.

History

Incorporated in 1792, the initial community of fifty households survived on farming and requisite industries. The Town's history is documented in the Bedford collection at the Bedford Public Library. Visitors are drawn to view historic sites including homes, the Old Burying Ground, The Wilson Mill, the Job Lane House and the original Bedford Flag that was carried at the battle of Lexington and Concord in 1775. With support from Friends of Depot Park, a historic park commemorating railroad activity in Bedford is located near the intersection of Loomis Street and Railroad Avenue. Exploring Bedford, a walking/biking tour guide describing these sites, is available at the Library and the Bedford Chamber.

The circa 1713 Job Lane House, a beautifully preserved example of a New England saltbox-style house, was home to one of Bedford's founding families. It's open for tours twice a month from May to December. For more details, visit the Job Lane House website. (joblanefarmmuseum.org)

The Bedford Historical Society offers an annual lecture series on local history, presents historical displays in various Town buildings, answers research requests from the public, and maintains in its Archives an extensive collection of Bedford artifacts, documents, photographs, and reference materials (bedfordmahistory.org).

Local Town Government

Bedford's Select Board Open Town Meeting form of government has been operative since 1729. Descriptions of elected and appointed offices, processes, regulations and codes are contained in detail in the Charter and General Bylaws. Elected officials, staff and many appointed citizen committees are vital in preparation, planning and delivery of Town government services. The Volunteer Coordinating Committee recruits volunteers for most of the appointed citizen participation committees. The Annual Town Election is on the second Saturday of March, with Annual Town Meeting beginning on the fourth Monday of March.

Situation

About 15 miles northwest of Boston
Middlesex County

Elevation

Highest – 280 feet above sea level
Lowest – 110 feet above sea level

Assessed Valuation for FY25

Total Assessed Value = \$5,576,272.940
(Total Real & Personal)

FY25 Tax Rates

Residential = 12.04/1000
Commercial/ Industrial & Personal Property =
27.12/1000

FY25 Water Rates

Water Base Rate Minimum Bill = \$48/year
0-2000 cubic feet = \$1.80/100 CF
Over 2000 cubic feet = \$11.30/100 CF

FY25 Sewer Rates

Sewer Base Rate Minimum Bill = \$72/year
0-2000 cubic feet = \$3.50/100 CF
Over 2000 cubic feet = \$19.40/100 CF

Qualifications for Registration as Voters

To register to vote you must be a Town resident, 18 years old, American-born or fully naturalized. Town Clerk's Office Hours are Monday, 8:00a.m. to 7:00p.m. Tuesday through Thursday, 8a.m. to 4p.m. and Friday, closed. Additional information including online voter registration is available on the Secretary of the Commonwealth's website.

Dog License

A dog must be licensed within 30 days of arrival in Town. Puppies must be registered by three months old if rabies vaccinations have been administered. Registrations are held June 1 through August 31 with the Town Clerk. License fees: \$15/1 year; \$18/2 years; \$25/3 years. All licenses expire August 31. After August 31, a \$5.00 fine is due up to thirty days. After thirty days, a \$25.00 fine is due.

Tax Bills

Tax bills are paid quarterly. The first two quarters are preliminary bills and are based on the previous year's bill. The first quarter is due on August 1, the second quarter on November 1; third quarter on February 1; and fourth quarter on May 1. If unpaid, interest will be calculated from the due date to date of payment. Motor vehicle excise bills are due 30 days from date of issuance, as well as water bills. Interest and demand charges will be assessed if bills are past due. Online payments are accepted (see above) www.bedfordma.gov

Board of Health

Cases or suspect cases of communicable or infectious diseases shall be reported by household members, physicians, and other health care providers as defined by M.G.L. Ch. 111, Sec. 1, by telephone, in writing, by facsimile, or other electronic means, immediately, but in no case more than 24 hours after diagnosis or identification, to the Board of Health in the community where the case is diagnosed or suspect case is identified. The local Board of Health's responsibility, upon receipt of such a report, is set forth in Massachusetts Regulations 105 CMR 300.110 and 300. The Board of Health's telephone number is 781-275-6507.

Population

12,608

Website

<https://www.bedfordma.gov/>

Type of Government

Select Board
Open Town Meeting

Senators in Congress

Elizabeth Warren (617-565-3170)
Edward Markey (617-565-8519)

Representative in Congress

Seth Moulton (6th District), 978-531-1668)
Katherine Clark (5th District), 617-354-0292)
*Precinct 2-A Only

State Senator

Michael Barrett (3rd Middlesex District),
617-722-1572

Members of Governor's Council

Mara Dolan (3rd District), 617-725-4015 ext. 3

Representative in General Court

Kenneth Gordon (21st Middlesex District),
617-722-2240

TOWN ELECTED OFFICIALS

Select Board

Shawn Hanegan
Paul Mortenson
Dan Brosgol
Bopha Malone
Terrence Parker

Bedford Housing Authority

William Moonan – State Appointee
Lauren Crews
Ellis Kriesberg
Kim Lovy
Kathleen Smith

Board of Assessors

Nancy Ruth-Adams Wolk – Exp. 2025
Nicholas Howard
Rebecca Neale
Daniel Brosgol – Select Board Liaison

Board of Health

Beatrice Brunkhorst
Susan Schwartz
Ann Kiessling
Anita Raj
Maureen Richichi
Daniel Brosgol – Select Board Liaison

Housing Authority

Ellis Kriesberg
Kathleen Smith
Kim Lovy
Lauren Crews
William S. Moonan

Library Trustees

Abigail A. Hafer
Elizabeth Hacala
Emily S Prince
Gyasi Burks-Abbott
Padma Choudry
Rachel Field
Rene Nichols
Shawn Hanegan – Select Board Liaison

Town Moderator

David Powell

Planning Board

Steven Hagan
Christopher Gittins
Todd Crowley
John McClain
Dawn LaFrance-Linden
Shawn Hanegan – Select Board Liaison

Reg. Vocational School District

Brian O'Donnell
Sarah Dorer

School Committee

Sarah McGinely
Brad Morrison
Angel Pettitt
Sheila Mehta-Green
Sarah Scoville

APPOINTED POSITIONS

Arbor Resources Committee	Term
Anne Gardsbane	2026
Barbara Tornheim	2028
Bopha Malone	Select Board Liaison
Daniel Churella	2027
David Manugian	DPW Liaison
Deb Edinger	2027
Elizabeth Knox	2028
Jacqueline Edwards	2028
Molly Haskel	2026
Bedford Housing Partnership	Term
Calpurnya Roberts	2027
Christina Wilgren	2026
Elena Zorn	2026
Ellis Kriesberg	2027
Shawn Hanegan	Select Board Liaison
Steve Grossman	2026
Bicycle Advisory	Term
Aaron Bourret	2028
Elizabeth Bushert	2028
Garth McCavana	2027
Paul Mortenson	Select Board Liaison
Peter Weichman	2026
Richard Baughman	2027
Todd Crowley	Planning Board Liaison
Capital Expenditure Committee	Term
Antonio Battaglia	2027
Audrey Gould	2026
Brad Morrison	School Committee
Craig Jackson	2027
David McClung	2028
James Engel	2028
Karen Dunn	2026
Mary Ellen Carter	2026
Terrence Parker	Select Board Liaison

Community Media Committee	Term
Bopha Malone	Select Board Liaison
Bryan Carr	2026
Mark Guertersloh	2026
Matthew Porter	2028
Uma Kaundinya	2027
Community Preservation Committee	Term
Chris Gittins	Planning
Christina Wilgren	2026
David Goldbaum	2028
Erin Dorr	2026
Lauren Crews	Housing Authority
Lee Vorderer	2027
Robin Steele	2026
Shawn Hanegan	Select Board Liaison
Steven Hagan	2028
Conservation Commission	Term
Andreas Uthoff	2026
David Santos	2027
Deb Edinger	2027
Frank Richichi	2028
Lori Eggert	2028
Paul Mortenson	Select Board Liaison
Stacey Katz	2026
Steven Hagan	2027
Constable	Term
Joseph Topol	2028
Council on Aging Board	Term
David Santos	2028
Karen Moore	2026
Kil Olson	2027
Lewis Putney	2028
Marilou Barsam	2027
Paul Fath	2026
Paul Mortenson	Select Board Liaison
Roberta Ennis	2028
Thomas Kinzer	2026

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Cultural Council	Term
Ah Jin Andie Ryoo	2027
Annemarie Creason	2026
Barbara Purchia	2028
Breena Daniell	Ex Officio
Carol Eppele	2027
Deb Edinger	2027
Michelle Puntillo	2026
Roberta Ennis	Ex Officio
Susan Schwartz	Ex Officio
Terrence Parker	Select Board Liaison
Heather Coopriider	2028
Depot Park Advisory Committee	Term
Daniel Brosgol	Select Board Liaison
David Manugian	Staff Liaison
Joseph Piantedosi	2026
Matthew Hanson	Town Manager
Ron Scaltreto	Facilities Liaison
Steven Hagan	2026
William Deen	2026
Energy & Sustainability Committee	Term
Andrew Brown	2028
Chris Gittins	Planning Board Liaison
Daniel Brosgol	Select Board Liaison
Emily Prince	2027
Patricia Fabian	2028
Robert Dorer	2027
Sabrina McClain	2028
Finance Committee	Term
Allen Jimerson	2027
Benjamin Thomas	2028
George Lee	2026
Karen Dunn	2027
Mark Bailey	2026
Paul Mortenson	Select Board Liaison
Philip Prince	2026
Thomas Rowan	2027
Vincent Xu	2028

Fire Station Building Committee	Term
Amy Fidalgo	Assistant Town Manager
Angelo Colasante	At-Large
Jamie Emerson	At-Large
Jeff Cohen	Chair
Jim Bailey	Chief of Fire Department
Mark Daly	Fire Department
Mark Sullivan	Fire Department
Matthew Hanson	Town Manager
Nina Tate	At-Large
Jeffrey Dearing	At-Large
Ron Scaltreto	Facilities Director
Suzanne Koller	At-Large
Terrence Parker	Select Board Liaison
Historic District Commission	Term
Alan Long	2028
Arthur Smith	2028
Jennifer McClain	2026
Karen Kalil-Brown	2027
Karl Winkler	2027
Salvatore Canciello	2028
Terrence Parker	Select Board Liaison
Historic Preservation Commission	Term
Alethea Yates	2028
David Brickman	2026
David Goldbaum	2027
Jessie McAleer	2027
John Linz	2026
Paul Mortenson	Select Board Liaison
Municipal Affordable Housing Trust	Term
Christina Wilgren	2027
Matthew Hanson	Town Manager
Paul Mortenson	Select Board Liaison
Shawn Hanegan	Select Board Liaison

Patriotic Holiday Committee	Term
Bopha Malone	Select Board Liaison
Joseph Piantedosi	2028
Peter Ricci	2028
Roberta Ennis	2028
Barbara Purchia	2027
Paul Purchia	2027
John Cooper	2026
John Percora	2026
Mark Abrams	2026
Petitioner's Advisory Committee	Term
Vacant	
Registrar of Voters	Term
Bridget Rodrigue	Town Clerk
James Martin	2024
John Gibbons	2024
William Speciale	2025
Taxation Aid Committee	Term
Amy Hamilton	2026
Christine Wedge	Town Treasurer
Rebecca Neale Green	Board of Assessors
Sue Swanson	2027
Trails Committee (Ad Hoc)	Term
Amit Shahar	2026
Daniel Hurwitz	2025
Frank Richichi	2025
John Campos III	2026
Kristin Dowdy	DPW Liaison
Peter Desjardins	2025
Shawn Hanegan	Select Board Liaison
Tim Brown	2028
Benjamin Arnold	2026
Tree Master Plan Committee (Ad Hoc)	Term
Dan Churella	Arbor Resource
David Manugian	DPW Director
Deb Edinger	Conservation Commission
John McClain	At Large
Karen Kalil Brown	Historic District
Randi Currier	At Large

300th Tricentennial Committee	Term
Bopha Malone	Select Board Liaison
Cheryl Milroy	2028
Joe Gallagher	2026
Peter Ricci	2028
Quinn Ricci	2028
Roberta Ennis	2028
Ronald Richter	2026
Sharon McDonald	2026
Volunteer Coordinating Committee	Term
Angel Pettitt	2027
Jennifer Kelley	2026
Joseph Piantedosi	2027
Kelly Korenak	2026
Paula Gilarde	2028
Shawn Hanegan	Select Board Liaison
Youth & Family Services	Term
Doublas Theodore	2027
Jim Hunt	Police
Josh Smith	Recreation Director
Lillian Younger	2027
Matthew Derman	2027
Paul Mortenson	Select Board Liaison
Sarah McGinley	2026
Shirley Fan-Chan	2026
Susan Schwartz	2028
Zoning Board Appeals	Term
Angelo Colasante	2028
Daniel Brosgol	Select Board Liaison
Lucille Wilson	2027
Thomas Flannery	2027
Jeffery Dearing	2026
Robert Kalantari	2026
Todd Crowley	Planning Board Liaison
Associate Members	Term
Kay Hamilton	2028
Karl Winkler	2027
Eastern Middlesex Mosquito Control	Term
John Zupkus	
Heidi Porter	Commissioner

Hansom Field Advisory Commission	Term
Terrence Parker	Select Board Liaison
Paul Mortenson	Select Board Alternate
Hanscom Area Towns Committee	Term
Daniel Brosgol	Select Board Liaison
Steven Hagan	Planning Board
Hazardous Waste Coordinator	Term
Heidi Porter	Health Director
Metropolitan Area Planning Council	Term
Daniel Brosgol	Select Board Alternate
Matthew Hanson	Council Member
MAGIC	Term
Daniel Brosgol	2027
MBTA District Representative	Term
Daniel Brosgol	Select Board Liaison
MWRA Advisory Board	Term
David Manugian	DPW Director

Town Counsel	Term
Nina Pickering-Cook	2026
Parking Clerk	Term
Paul Sagarino	Finance Director
Town Historian	Term
Sharon McDonald	2027
Veterans' Graves Officer	Term
Paul Purchia	
SuAsCo River Stewardship Council	Term
Brian Murphy	2027
Angela Taveira-Dick	2028

SELECT BOARD

PURPOSE

The Select Board serves as the executive branch of Bedford's Town government. Working in partnership with the Town Manager, the Board sets policy direction, oversees municipal operations, and advances long-term priorities on behalf of the community.

Advancing Major Capital Projects

FY25 was a year of visible progress. Construction began on Bedford's new Center Fire Station Headquarters at 139 The Great Road, one of the Town's most significant public safety investments in decades. The project is scheduled to continue through 2026 and came in approximately \$3.5 million under budget at the time of bidding.

The Town also completed its Municipal Building Space Inventory and began implementation planning. Master planning work for Springs Brook Park progressed with public input and Recreation Commission involvement.

Strengthening Financial Stability

Fiscal discipline remained a priority. In FY25, the Board supported the Finance Committee's recommendation to implement a "50% Free Cash Policy," which limits annual use of free cash to reduce volatility and promote long-term stability. The Board supported an average 3.5% budget increase across municipal government departments.

A new Finance Director, Paul Sagarino, joined the Town during the year, supporting ongoing review and implementation of financial policies.

Investing in Workforce & Organizational Innovation

FY25 marked the second year of implementing updated salary structures recommended by the Collins Center. Adjustments to COLA and merit funding were streamlined within departmental budgets to improve transparency and long-term predictability.

The Town also launched a two-month trial of a four-day work week for non-union staff. Early feedback was positive, and candidates cited the initiative as a reason for pursuing employment in Bedford. The pilot reflects Bedford's willingness to adapt and remain competitive in a challenging municipal labor market.

Climate, Safety & Community Access

The Town completed its Municipal Buildings Decarbonization Roadmap and expanded its Municipal Vulnerability Preparedness (MVP) efforts through regional collaboration and grant applications.

Traffic safety efforts continued along Concord Road and through the modernization of Great Road signal equipment. The Select Board also established an ad hoc committee to review safety and circulation improvements in the Willson Park area.

To strengthen civic engagement, the Town converted its volunteer application process to an online format, increasing participation and eliminating paper forms. Accessibility improvements continued, including the installation of a hearing loop system in the Council on Aging meeting room and the evaluation of additional locations.

SUMMARY

FY25 reflects our commitment to thoughtful governance, making measured investments, strengthening financial policies, and modernizing how Town government operates. We remain grateful for the partnership of Town staff, volunteers, and residents whose engagement and dedication make this work possible.

FINANCIAL SERVICES

As management of the Town of Bedford, we offer this narrative overview and analysis of the Town's financial activities for the fiscal year ended June 30, 2025. Information in this report is unaudited.

FINANCIAL HIGHLIGHTS

- At the end of the fiscal year, unassigned fund balance for the general fund totaled approximately \$27.4 million, or approximately 21.8% of total general fund expenditures and transfers out.
- At the end of the fiscal year, the Town's Other Postemployment Benefits (OPEB) Trust Fund totaled approximately \$20,365,379.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the unaudited financial statements included in this report, which consist of the following:

1. Governmental Funds Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance
2. Proprietary Funds Statement of Net Position and Statement of Revenues, Expenses, and Changes in Net Position
3. Fiduciary Funds Statement of Net Position and Statement of Changes in Net Position

Fund financial statements

A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into the following categories and are described below:

1. Governmental funds
2. Proprietary funds
3. Fiduciary funds

Governmental Funds

Governmental funds financial statements focus on near-term inflows and outflows of expendable resources, as well as on balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

The Town maintains several individual governmental funds. Information is presented separately in the governmental fund's financial statements for the general, sewer (special revenue), community preservation (special revenue), and capital projects funds, each of which is considered to be a major fund. Data from the other governmental funds are combined into a

single, aggregated presentation titled nonmajor governmental funds.

Proprietary Funds

The Town maintains one type of proprietary fund. The Town uses an enterprise fund to account for its ambulance operations.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The accounting used for fiduciary funds is similar to that used for proprietary funds.

The other post-employment benefits (OPEB) trust fund and private-purpose trust funds are reported in the fiduciary fund's financial statements.

Respectfully Submitted,

Paul Sagarino
Finance Director/Town Accountant

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TOWN OF BEDFORD
STATEMENT OF NET POSITION
JUNE 30, 2025

ASSETS	Primary Government		
	Governmental Activities	Business-type Activities	Total
Current Assets:			
Cash and Cash Equivalents	\$ 75,390,569	\$ 1,167,609	\$ 76,558,178
Investments	16,802,202	-	16,802,202
Receivables, Net of Allowance for Uncollectible Amounts:			
Real Estate and Personal Property Taxes	1,108,712	-	1,108,712
Tax Liens	180,935	-	180,935
Motor Vehicle and Other Excise Taxes	207,762	-	207,762
User Charges	4,226,478	741,227	4,967,705
Departmental and Other	181,581	-	181,581
Leases	88,017	-	88,017
Intergovernmental	3,163,288	-	3,163,288
Prepaid Expenses	15,600	-	15,600
Total Current Assets	101,365,144	1,908,836	103,273,980
Noncurrent Assets:			
Receivables, Net of Allowance for Uncollectible Amounts:			
Departmental and Other	471,811	-	471,811
Leases	2,638,802	-	2,638,802
Capital Assets not being Depreciated	36,668,451	-	36,668,451
Capital Assets, Net of Accumulated Depreciation	168,817,442	130,488	168,947,930
Total Noncurrent Assets	208,596,506	130,488	208,726,994
Total Assets	309,961,650	2,039,324	312,000,974
DEFERRED OUTFLOWS OF RESOURCES			
Related to OPEB	7,236,209	40,019	7,276,228
Related to Pension	4,360,353	40,758	4,401,111
Total Deferred Outflows of Resources	11,596,562	80,777	11,677,339
LIABILITIES			
Current Liabilities:			
Warrants Payable	2,255,089	13,688	2,268,777
Accrued Payroll	6,886,833	31,804	6,918,637
Other Liabilities	983,192	-	983,192
Unearned Revenue	93,327	-	93,327
Abandoned Property	145,220	-	145,220
Accrued Interest	851,727	-	851,727
Compensated Absences, Due Within One Year	938,028	15,120	953,148
Short-Term Notes Payable	225,000	-	225,000
Long-Term Bonds and Notes Payable, Due Within One Year	8,961,038	25,000	8,986,038
Total Current Liabilities	21,339,454	85,612	21,425,066
Noncurrent Liabilities, Due in More Than One Year:			
Compensated Absences	677,387	1,709	679,096
Long-Term Bonds and Notes Payable	67,677,867	104,753	67,782,620
Net OPEB Liability	56,986,140	315,157	57,301,297
Net Pension Liability	56,233,872	525,641	56,759,513
Total Noncurrent Liabilities	181,575,266	947,260	182,522,526
Total Liabilities	202,914,720	1,032,872	203,947,592
DEFERRED INFLOWS OF RESOURCES			
Related to OPEB	6,403,850	35,416	6,439,266
Related to Pension	464,514	4,342	468,856
Leases	3,196,431	-	3,196,431
Total Deferred Inflows of Resources	10,064,795	39,758	10,104,553
NET POSITION/(DEFICIT)			
Net Investment in Capital Assets	152,570,303	9,420	152,579,723
Restricted for:			
Community Preservation	7,430,792	-	7,430,792
Revolving Funds	3,882,405	-	3,882,405
Grants and Gifts	1,486,418	-	1,486,418
Permanent Funds:			
Expendable	44,485	-	44,485
Nonexpendable	1,106,575	-	1,106,575
Other Specific Purposes	3,473,475	-	3,473,475
Unrestricted	(61,415,756)	1,038,051	(60,377,705)
Total Net Position/(Deficit)	\$ 108,578,697	\$ 1,047,471	\$ 109,626,168

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	General	Community Preservation Fund	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES					
Real Estate and Personal Property Taxes	\$ 85,999,591	\$ -	\$ -	\$ -	\$ 85,999,591
Motor Vehicle and Other Excise Taxes	3,590,553	-	-	-	3,590,553
Payments in Lieu of Taxes	1,864,521	-	-	-	1,864,521
Community Preservation Surcharges	-	2,280,622	-	-	2,280,622
Charges for Services	10,970,584	-	-	-	10,970,584
Intergovernmental	17,428,456	428,773	-	12,310,037	30,167,266
Penalties and Interest on Taxes	336,479	5,853	-	-	342,332
Departmental and Other	3,839,969	-	-	7,300,597	11,140,566
Contributions	-	-	-	294,331	294,331
Investment Income	2,378,012	28,982	-	210,692	2,617,686
Total Revenues	126,408,165	2,744,230	-	20,115,657	149,268,052
EXPENDITURES					
Current:					
General Government	9,835,724	1,804,549	4,673,121	938,279	17,251,673
Public Safety	9,828,868	-	8,587	2,453,844	12,291,299
Education	58,804,203	-	316,030	8,024,386	67,144,619
Public Works	8,415,352	-	1,423,699	4,130,281	13,969,332
Water	2,965,183	-	2,280,228	-	5,245,411
Sewer	661,602	-	852,988	768,305	2,282,895
MWRA Assessment	3,886,054	-	-	-	3,886,054
Health and Human Services	1,449,430	-	-	337,136	1,786,566
Culture and Recreation	1,756,766	-	-	3,798,970	5,555,736
Pension Benefits	5,757,206	-	-	-	5,757,206
Employee Benefits	11,639,553	-	-	-	11,639,553
State and County Charges	456,234	-	-	-	456,234
Debt Service:					
Principal	6,864,539	769,000	-	-	7,633,539
Interest	2,162,648	101,940	-	-	2,264,588
Total Expenditures	124,483,362	2,675,489	9,554,653	20,451,201	157,164,705
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,924,803	68,741	(9,554,653)	(335,544)	(7,896,653)
OTHER FINANCING SOURCES (USES)					
Issuance of Bonds and Notes	-	-	25,615,000	-	25,615,000
Premium from Issuance of Bonds and Notes	204,970	-	2,190,411	-	2,395,381
Transfers In	-	-	755,809	-	755,809
Transfer Out	(1,190,995)	-	-	-	(1,190,995)
Total Other Financing Sources (Uses)	(986,025)	-	28,561,220	-	27,575,195
NET CHANGE IN FUND BALANCES	938,778	68,741	19,006,567	(335,544)	19,678,542
Fund Balances - Beginning of Year	42,838,674	7,334,697	4,716,748	9,854,065	64,744,184
FUND BALANCES - END OF YEAR	\$ 43,777,452	\$ 7,403,438	\$ 23,723,315	\$ 9,518,521	\$ 84,422,726

Town of Bedford FY2025 Annual Report

	General	Community Preservation Fund	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and Cash Equivalents	\$ 36,753,016	\$ 7,541,432	\$ 24,540,710	\$ 6,555,411	\$ 75,390,569
Investments	13,938,307	-	-	2,863,895	16,802,202
Receivables, Net of Allowance for Uncollectible Amounts:					
Real Estate and Personal Property Taxes	1,108,712	-	-	-	1,108,712
Tax Liens	180,935	-	-	-	180,935
Motor Vehicle and Other Excise taxes	207,762	-	-	-	207,762
User Fees	4,226,478	-	-	-	4,226,478
Departmental and Other	12,678	27,354	-	613,360	653,392
Leases	2,726,819	-	-	-	2,726,819
Intergovernmental	-	-	-	3,163,288	3,163,288
Due from Other Funds	2,105,453	-	-	-	2,105,453
Prepaid Expenditures	15,600	-	-	-	15,600
Total Assets	<u>\$ 61,275,760</u>	<u>\$ 7,568,786</u>	<u>\$ 24,540,710</u>	<u>\$ 13,195,954</u>	<u>\$ 106,581,210</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
LIABILITIES					
Warrants Payable	\$ 990,116	\$ 137,994	\$ 592,395	\$ 534,584	\$ 2,255,089
Accrued Payroll	6,678,766	-	-	208,067	6,886,833
Abandoned Property	145,220	-	-	-	145,220
Other Liabilities	722,028	-	-	261,164	983,192
Unearned Revenue	-	-	-	93,327	93,327
Due to Other Funds	-	-	-	2,105,453	2,105,453
Short-Term Notes Payable	-	-	225,000	-	225,000
Total Liabilities	<u>8,536,130</u>	<u>137,994</u>	<u>817,395</u>	<u>3,202,595</u>	<u>12,694,114</u>
DEFERRED INFLOWS OF RESOURCES					
Unavailable Revenue	5,765,747	27,354	-	474,838	6,267,939
Leases	3,196,431	-	-	-	3,196,431
Total Deferred Inflows of Resources	<u>8,962,178</u>	<u>27,354</u>	<u>-</u>	<u>474,838</u>	<u>9,464,370</u>
FUND BALANCES					
Nonspendable	-	-	-	1,106,575	1,106,575
Restricted	-	7,403,438	23,723,315	8,411,946	39,538,699
Committed	5,489,863	-	-	-	5,489,863
Assigned	10,890,814	-	-	-	10,890,814
Unassigned	27,396,775	-	-	-	27,396,775
Total Fund Balances	<u>43,777,452</u>	<u>7,403,438</u>	<u>23,723,315</u>	<u>9,518,521</u>	<u>84,422,726</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 61,275,760</u>	<u>\$ 7,568,786</u>	<u>\$ 24,540,710</u>	<u>\$ 13,195,954</u>	<u>\$ 106,581,210</u>

	<u>Business-Type Activities - Enterprise Fund</u>
	<u>Ambulance</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ 1,167,609
Receivables, Net of Allowance for Uncollectible Amounts:	
User Fees	<u>741,227</u>
Total Current Assets	<u>1,908,836</u>
Noncurrent Assets:	
Capital Assets, Net of Accumulated Depreciation	<u>130,488</u>
Total Assets	<u>2,039,324</u>
DEFERRED OUTFLOWS OF RESOURCES	
Related to OPEB	40,019
Related to Pension	<u>40,758</u>
Total Deferred Outflows of Resources	<u>80,777</u>
LIABILITIES	
Current Liabilities:	
Warrants Payable	13,688
Accrued Payroll	31,804
Compensated Absences	15,120
Long-Term Bonds and Notes Payable	<u>25,000</u>
Total Current Liabilities	<u>85,612</u>
Noncurrent Liabilities:	
Compensated Absences	1,709
Net Pension Liability	525,641
Net OPEB Liability	315,157
Long-Term Bonds and Notes Payable	<u>104,753</u>
Total Noncurrent Liabilities	<u>947,260</u>
Total Liabilities	<u>1,032,872</u>
DEFERRED INFLOWS OF RESOURCES	
Related to OPEB	35,416
Related to Pension	<u>4,342</u>
Total Deferred Inflows of Resources	<u>39,758</u>
FUND NET POSITION/(DEFICIT)	
Net Investment in Capital Assets	9,420
Unrestricted	<u>1,038,051</u>
Total Fund Net Position/(Deficit)	<u>\$ 1,047,471</u>

Town of Bedford FY2025 Annual Report

	<i>Governmental Activities</i>		<i>Business-Type Activities</i>		<i>Total</i>	
	2025	2024	2025	2024	2025	2024
Assets						
Current assets.....	\$ 101,365,144	\$ 87,025,861	\$ 1,908,836	\$ 1,593,060	\$ 103,273,980	\$ 88,618,921
Noncurrent assets (excluding capital assets)...	3,110,613	3,245,409	-	-	3,110,613	3,245,409
Capital assets (net).....	205,485,893	194,340,526	130,488	159,485	205,616,381	194,500,011
Total assets.....	<u>309,961,650</u>	<u>284,611,796</u>	<u>2,039,324</u>	<u>1,752,545</u>	<u>312,000,974</u>	<u>286,364,341</u>
Deferred Outflows of Resources.....	<u>11,596,562</u>	<u>11,055,314</u>	<u>80,777</u>	<u>63,305</u>	<u>11,677,339</u>	<u>11,118,619</u>
Liabilities						
Current liabilities (excluding debt).....	12,153,416	14,219,612	60,612	78,079	12,214,028	14,297,691
Noncurrent liabilities (excluding debt).....	113,897,399	110,105,733	842,507	625,469	114,739,906	110,731,202
Current debt.....	9,186,038	13,729,899	25,000	29,456	9,211,038	13,759,355
Noncurrent debt.....	67,677,867	48,628,524	104,753	129,753	67,782,620	48,758,277
Total liabilities.....	<u>202,914,720</u>	<u>186,683,768</u>	<u>1,032,872</u>	<u>862,757</u>	<u>203,947,592</u>	<u>187,546,525</u>
Deferred Inflows of Resources.....	<u>10,064,795</u>	<u>11,291,356</u>	<u>39,758</u>	<u>48,248</u>	<u>10,104,553</u>	<u>11,339,604</u>
Net Position						
Net investment in capital assets.....	152,570,303	141,983,774	9,420	8,961	152,579,723	141,992,735
Restricted.....	17,424,150	17,739,640	-	-	17,424,150	17,739,640
Unrestricted.....	(61,415,756)	(62,031,428)	1,038,051	895,884	(60,377,705)	(61,135,544)
Total net position.....	<u>\$ 108,578,697</u>	<u>\$ 97,691,986</u>	<u>\$ 1,047,471</u>	<u>\$ 904,845</u>	<u>\$ 109,626,168</u>	<u>\$ 98,596,831</u>

	<u>OPEB Trust Fund</u>	<u>Private Purpose Trust Funds</u>
ADDITIONS		
Contributions:		
Employer	\$ 3,805,180	\$ -
Net Investment Income:		
Net Appreciation/(Depreciation) in Fair Value	1,390,494	8,704
Interest and Dividends	490,550	-
Total Investment Income	1,881,044	8,704
Less: Investment Expense	(92,174)	-
Net Investment Income	1,788,870	8,704
Total Additions	5,594,050	8,704
DEDUCTIONS		
Benefit Payments and Refunds	3,011,113	-
NET INCREASE (DECREASE) IN NET POSITION	2,582,937	8,704
Net Position - Beginning of Year	17,782,442	108,321
NET POSITION - END OF YEAR	<u>\$ 20,365,379</u>	<u>\$ 117,025</u>

ASSESSORS DEPARTMENT

Rick Ladd, Director

PURPOSE

Governed by provisions found in Chapter 59 of the Massachusetts General Laws, the elected three-member Board of Assessors is obligated each year to assess all real and personal property within the Town at its full and fair value as of January 1, for the purpose of *ad valorem* (according to value) taxation. Accordingly, the Assessors and the professional office staff develop and maintain records to catalogue and appraise all property within the Town. To comply, the Assessing Department must:

- Implement effective mass appraisal methodologies to determine property value and apply the methodologies consistently and uniformly throughout the town.
- Maintain legal, physical and sales data for each property and continuously verify and update the property records to maintain data integrity.
- Verify all property sales (105 single family homes) in calendar 2023 to identify the conditions of the sale and the characteristics of the property at the time of the sale and analyze the sales data to quantify market trends.
- Discover and analyze such local and regional economic data as the cost of land acquisition, development and construction, as well as the prevailing commercial/industrial market rents, vacancy rates and landlord/tenant expenses.
- Monitor all residential and commercial building permits, subdivisions, condominium conversions and zoning changes. 610 residential and commercial building permits were reviewed in FY25, compared with 632 the previous year.
- Conduct a cyclical re-inspection program to ensure that each property is periodically re-inspected so that data quality is constantly monitored and maintained.
- Maintain accurate tax maps and coordinate their digital integration with the parcel-based data.
- Inventory and value all items of taxable personal property within the town.

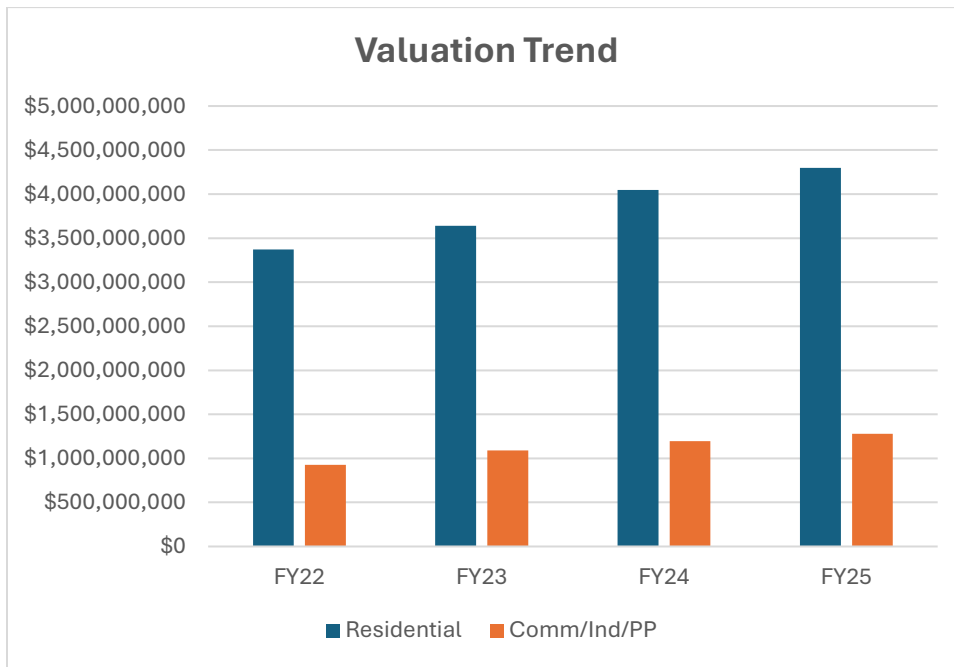
The legislature allows communities to set multiple tax rates through the process of classification. The responsibility for establishing separate tax rates for the residential, open space and commercial/industrial/personal property classes lies not with the Assessors. This decision is made at the annual classification (public) hearing, at which the Board of Assessors provides data demonstrating the effect of various classification scenarios on the tax rates and distribution of the tax burden among the property classes. In 2025 the value of residential property in Bedford increased by over \$250 million or approximately 6.2% to almost \$4.3 billion. The value of commercial, industrial, and personal property (CIP) increased by \$84.5 million or 7.1% to a total value of approximately \$1.28 billion. The

resulting revenue from these sources totaled \$86.4 million. This revenue represents approximately 68% of the total revenue to be raised by the town.

The management of abatements and appeals is also a large part of the work performed by the Assessors to ensure fairness and equity in the property valuations. In FY2025, 51 real property abatements and 7 personal property abatement applications were filed by taxpayers and were acted upon by the assessors. This is a small decrease from the number of total abatements filed for FY2024.

FY22-FY25 DATA COMPARISONS

Valuation by Class	FY 22	FY 23	FY 24	FY 25
Residential	\$3,370,442,596	\$3,641,337,089	\$4,045,515,004	\$4,296,905,701
Commercial	\$491,651,925	\$552,102,826	\$548,542,126	\$551,620,739
Industrial	\$312,861,600	406,313,400	\$507,447,000	\$588,386,300
Personal Prop-erty	\$121,682,900	132,317,200	\$138,771,700	\$139,360,200
Total Valuation	\$4,296,639,021	\$4,732,070,515	\$5,240,275,830	\$5,576,272,940



Tax rates per \$1,000 of Assessed Value	FY 22	FY 23	FY 24	FY 25
Residential	\$13.58	\$12.48	\$11.88	12.04
Commercial/Industrial/Personal Prop-erty	\$29.93	\$28.16	\$26.70	\$27.12

INFORMATION SYSTEMS

Dan Leahy, Director

The technology services department (IT), including a Director, and two IT personnels' main goal is to support the town of Bedford's departments with connectivity, data, computing and insight into relevant technologies for purposes of meeting each department's objectives. We provide tools that support sharing information with the citizens and community.

The IT department plans and leads projects to ensure that common tools used across departments and processes are as integrated as possible. We manage the server, fiber optic network and data infrastructure resources. The IT department participates in the selection, purchase, implementation and management of the Town's telecommunication systems and infrastructure planning.

Some of our completed tasks for this year

- Completed upgrading of cell-based (phone service) monitoring of water resource equipment to town fiber connections, reducing cell costs and now having real time data access to water sites.
- Completed migration from older financial systems to cloud-based MUNIS software for all town departments.
- Completed installation of new public safety software (Police/Fire/Dispatch)
- Completed implementing Police body cameras.
- Continuing Cyber security implementations to secure town from all cyber threats.
- Upgraded DPW server and storage infrastructure.

Current projects

- Adding additional departments for on-line electronic permitting software for Board of Health and Fire Department,
- Upgrading server and storage systems at Town Hall.
- Design of network infrastructure for new Fire Station.
- Updating all old copper circuits (faxes, alarms, etc.) to fiber optic connections points.
- Replacement of A/V equipment in the Select Boad Room and the Reed Room.

EMPLOYEE STATISTICS

Full-time employees: 3

FIRE DEPARTMENT

James Bailey, Chief of Fire

Personnel	FY23	FY24	FY25
Chief of Department	1	1	1
Full Time Firefighter	30	32	34
Full-Time Executive Assistant	1	1	1
Part Time Administrative Assistant	1	1	1



Mission Statement

The Bedford Fire Department is a professional and dedicated organization that is constantly evolving to meet the ever-changing demands of the community. Our organization is guided by moral and ethical principles in providing the highest level of quality of services, training/professional development, fiscal responsibility and direct community interaction and involvement. We are forever committed to successfully responding to and mitigating the challenges of fire, rescue, medical emergencies, hazardous materials, disaster preparedness and national security by promoting fire prevention, public education and community risk reduction.

PURPOSE

To protect lives and the property of the people who reside, work, and pass through Bedford. The Department is committed to successfully responding to and mitigating the challenges of all emergency calls.

FY25 HIGHLIGHTS

The Department has seen a significant increase in volume of calls from the past fiscal year to the current fiscal year. Fiscal year 2025's call volume reached 4162 calls for service. This is an increase of 442 calls from fiscal year 2024. We forecast call volume to increase 4% per year for the next 5 years.

Firefighters Gregory Barry, Andrew Sullivan, and Patrick O'Connor were hired on July 29, 2024, and graduated from the Massachusetts Fire Academy on December 20, 2024. Firefighter Matthew Cullity was hired on September 3, 2024, and graduated from the Boston Fire Academy on November 22, 2024.



In Photo: (left to right): Chief James Bailey, Firefighter Carla Huoppi, Captain Brian Oates, Lieutenant Mark Daly, Firefighter Andrew Sullivan, Firefighter Gregory Barry, Firefighter Patrick O'Connor, Captain Mark Sullivan, Lieutenant John Perry, Retired Lieutenant Michael Bauman, Captain David Bauman, Captain Scott Ricker – Attending Massachusetts Fire Academy Graduation

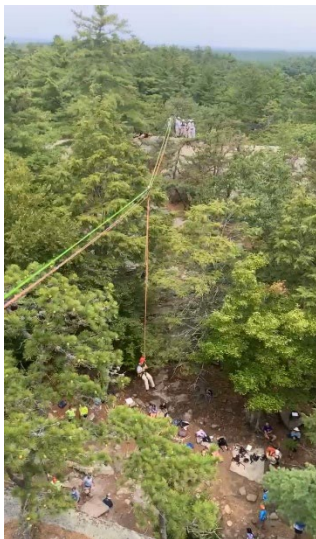
Firefighters Matthew Roach, Gregory Barry, Andrew Sullivan, Patrick O'Connor, and Matthew Cullity enrolled in the Paramedic Program through Pro-EMS Center for Medics. Upon graduation, the department will have seventeen (17) Nationally Registered Emergency Medical Technician-Paramedics. By spring 2026, fifty percent (50%) of our department will be licensed at the highest level of pre-hospital care.

Firefighter/Paramedic Christopher Gonzalez joined the regional field radio communications team based with the City of Lowell Fire Department. The team provides mobile communications and data networks for large scale events and incidents. This team was a vital asset during the 2024 wild-fire season.



In Photo: Captain Scott Ricker, Firefighter Matthew Cullity, Chief James Bailey and Lieutenant John Perry – Attending the Boston Fire Academy Graduation

Firefighter/ Paramedics Erik Smallenberger and Christopher Snowden were appointed to the Essex County Regional Technical Rescue Team. This team responds to incidents, such as high-angle rescues and swift water responses, across northern and eastern Massachusetts.



In Photo: Firefighter Erik Smallenberger during a Technical Rescue Drill

Bedford Fire, Police, and Public Works planned, coordinated, and executed the public safety plan for Tough Ruck 2025, which took place on April 20th. This year's race featured 1000 participants hiking 26.2 miles between Concord, Lexington, and Bedford.

G&R Construction of Hanover, Massachusetts was awarded the Fire Station construction contract in April. Site work at 139 Great Road began in June with an anticipated project completion by the end of 2026.

In May, Firefighter/Paramedic Charles Dias was activated by the Massachusetts Army National Guard..



In Photo: BFD personnel & District 6 Hazmat Team with the Medal of Honor Recipient Jim McCloughan

The department has implemented our new attendance and staffing management system, which has updated and streamlined our procedures for daily activities, personnel time accruals, and time off requests.

McNeilly Educators and Lahey Hospital, our emergency medical systems partners, provided a robust selection of both in-person and on-line training courses. This has ensured our firefighters are current with national, state, and local EMS protocols and standards.

Our Fire & EMS Public Education team, led by Firefighter Dana Park, presented several programs to Bedford over the course of the year. These included the SAFE program to our elementary schools, CPR training to town staff, and home visits with seniors. This proactive approach has built stronger ties with the community and has provided the public with the necessary skills and knowledge to act in the event of an emergency.

The fire department completed over 200 hours of training during the course of the year. This training included boat drills on the Concord River, ice rescues at Fawn Lake, motor vehicle accident exercises, house fire scenarios, and hazardous material release simulations. Additionally, personnel attended national, state, and regional professional development courses focused on firefighting tactics and strategies, fire prevention, emergency medical services, and public education.

In FY25 the Department responded to 2,083 medical calls.

The Department responded to a total of 4,162 total incidents during FY25.

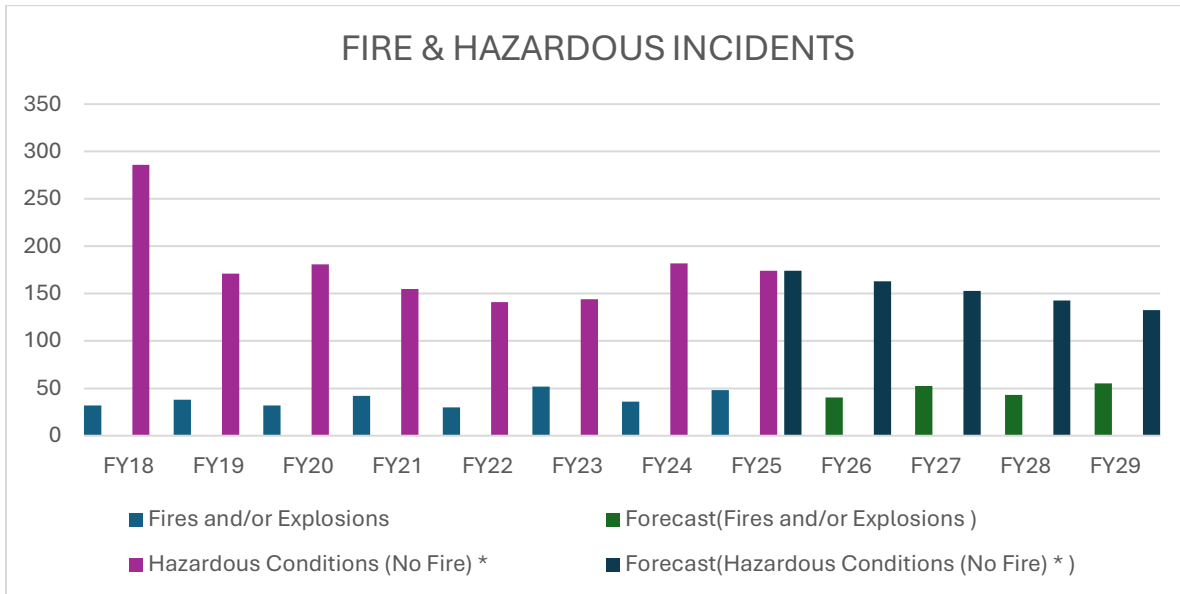
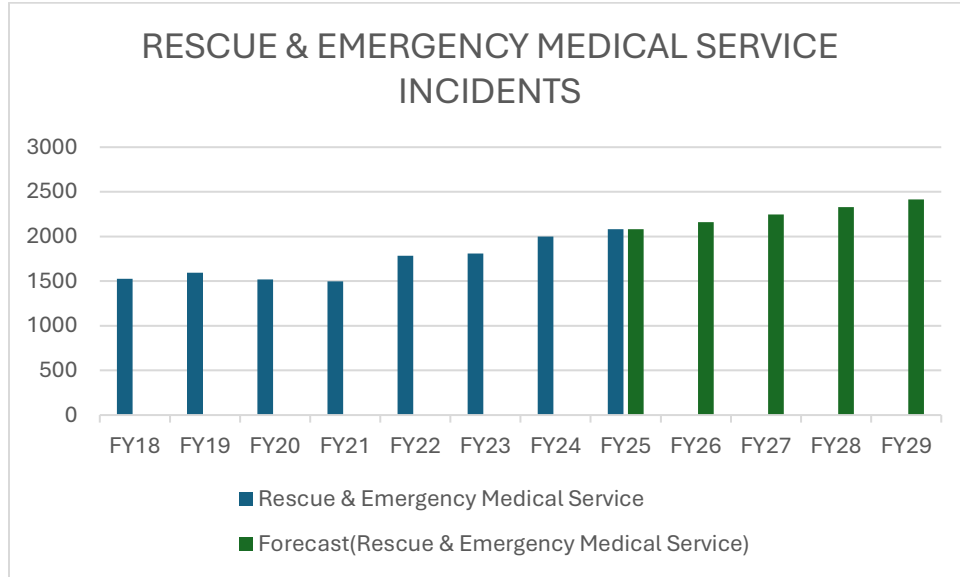
The chart below outlines the emergency call volume by category for the last 6 years.

Incident Type	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Fires and/or Explosions	32	42	30	52	36	48
Rescue & Emergency Medical Service	1520	1496	1784	1809	1999	2083
Hazardous Conditions (No Fire)	181	155	141	144	182	174
Service Calls	224	174	194	214	324	256
Good Intent Calls	104	86	129	117	83	142
False Alarms and False Calls	356	290	373	351	372	336
Inspections and Details	473	435	818	688	724	1123
Totals	2890	2678	3469	3375	3720	4162

Fire Prevention issued 655 permits during FY25.

FY25-FY29 PROJECTIONS

The projected growth in call volume is consistent for incident types of fire and/or explosions and hazardous conditions. For rescue and emergency medical service incidents the forecasted volume has a 4% increase annually.



Incident types under hazardous conditions:

- Flammable liquid spill
- Gas Leak
- Combustible liquid spill
- Chemical hazards
- Chemical spill
- Carbon monoxide incident
- Overheated motors
- Arcing / down wires
- General cleanup – vehicle accident

POLICE DEPARTMENT

John Fisher, Chief of Police

PURPOSE

The Police Department is a public safety agency that works in partnership to provide round-the-clock assistance to our residents and guests. Throughout FY25, we have continued to work at providing professional police services to ensure the safety and well-being of the Bedford community. Our goal is to improve and enhance community partnerships, intelligence-led policing initiatives, and refine training to maximize the effectiveness of our organization, all the while continuing our commitment to ensure the safety of all members of our community. The department operates under a community policing philosophy that encourages citizen participation in solving problems of crime, fear of crime, and quality of life issues.

EMPLOYEE STATISTICS

Organizationally, the department is divided into operational and detective functions. A command staff of two lieutenants assists the Chief of Police in strategic planning, budgeting, and operations. The lieutenants administer the Patrol Operations Division and the Detective Division.

Number of Employees

Full Time Officer	29.0
Administrative	1.5
Emergency Communications Officers	8.0
School Crossing Guard	0.5
Animal Control Officer	1.0
Traffic Supervisors	30.0

FY25 HIGHLIGHTS

The Department fully implemented several significant technological changes. We changed our dispatching and records management systems from Pamet to Pro Phoenix. We also implemented a body-worn camera program and purchased new cruiser-mounted camera systems. The department completed the installation of, and began using, a 2nd police radio channel. That channel is primarily for special events and police details.

Detective Marc Saucier retired after serving 30 years at the department. New members included Officer Lilian Sears and Daniel Sanchez. Officer Justin Brooks was transferred from the School Resource Officer position to the Detective position. Officers Lilian Sears and Daniel Sanchez were hired as new officers to our department.

FY25 STATISTICS

The Bedford Police Department logged 18,939 calls for service, the majority of which involved services other than responding to crimes. This was an increase of 1,940 calls. Customer service will continue to be a priority within the Bedford Police Department. Our motto remains “Serving the Community with Pride”. In FY25, 62 people were arrested. In FY25, 4,667 citations were issued. The increases associated with these, and most of our other significant statistics, reflect a significant change for our Department. Bedford experienced several fatal pedestrian crashes, and an emphasis on motor vehicle violations drove the 1,640-citation increase compared with FY24. Educating the commuting public and raising awareness on traffic laws continues to be a priority. The Department will continue to increase traffic and parking education to meet the growing concerns of our citizens. Traffic continues to be one of the greatest areas of complaints to the department. We will continue to partner with the Bedford Fire Department, Department of Public Works and the Town Manager and continue to meet regularly to evaluate and address the traffic concerns of our residents and commuting public.

The Calls for Service chart is a sample of police responses for the fiscal years.

Calls for Service	FY24	FY25
Alarms	380	316
Breaking and Entering	9	14
Breaking and Entering M/V	4	6
Disturbances	62	99
Domestic/Family Disputes	170	212
Elder Affair Encounters	26	35
Hit and run investigations	52	35
Larceny	70	81
Motor vehicle crashes	231	301
Noise Complaints	67	64
Restraining Orders	43	85
Vandalisms	16	19
Totals Calls for Service	16,999	18,939

Citations Issued*	3,261	4,667
Warnings	2,666	2,666
Civil	388	640
Criminal	185	251
Arrests	63	62

FY26 PROJECTIONS

The Bedford Police Department embraces and is committed to the philosophy of community policing. The concept of partnering with the community to solve problems of crime, fear of crime and the quality-of-life issues has been institutionalized in the department. In FY26, the department will continue to offer a number of community policing programs to the public designed to provide citizens with tools, information and skills in solving those problems. In FY'24, we hosted both a "Citizens Police Experience" series as well as a National Night Out event. We plan to host both events again in FY'26. We will continue to partner with other Bedford Town departments to expand and create new programs in the community.

The Bedford Police Department will maintain its strong partnership with Communities for Restorative Justice (C4RJ) which is a community-police partnership that offers restorative justice to those affected by crime. This program allows Bedford to address victim's needs and treat offenders in a new way. The Bedford Police Department also collaborates with ten police departments and the Domestic Violence Service Network (DVSN) to provide outreach and direct support to victims of domestic abuse.

The Regional Jail Diversion Program, developed through the Concord District Court and the Regional Jail Diversion Program, is managed by departments in Bedford, Lincoln, Stow, Concord, Lexington, Acton, Carlisle, Maynard and Hanscom Air Force Base. They are committed to assisting people with mental health difficulties and diverting them from the criminal justice system. As part of the coalition's innovative model, police departments work with a Clinical Coordinator, who manages the Jail Diversion Program across all communities.

The Department continues to partner with other Town departments in our efforts toward anti-bullying programs, youth activities programs, and the all-night graduation. The largest effort to support our youth in Town continues to be our School Resource Officer Program. Currently, Officer Maryellen Brickey serves in this role. This remains a top priority in our commitment to provide the youth a safe and healthy environment in the school setting. Officer Sheldon Maloney serves as our CRO (Campus Resource Officer) at Middlesex Community College.

The Bedford Police Department works with other area communities in the Central Middlesex Police Partnerships (CMPP). This initiative strives to reduce the availability of illicit opiate drugs on the supply side. The goals are to work collaboratively on education, prevention, and intervention strategies. Our Jail Diversion Coordinator/ Clinician will continue to work directly and collaboratively with the Bedford Police and our regional partners to address and support the mental health and substance abuse needs of people coming into contact with law enforcement. By working together, the clinician and police officers can respond more effectively to residents dealing with mental illness and substance abuse. The Bedford Police Department was awarded a \$208,000 grant to run this program for Bedford and for our region.

The Department continues to improve on the use of social media; in an effort to maintain transparency with the community, the Department continues to post our most vital police policies on our website. We invite the community to visit our new and ever-improving website. The Department continues to use a number of social media initiatives to communicate

with and keep the public informed. The Department uses Twitter, Facebook, YouTube, and Instagram to post press releases, photos, scam information, as well as video Public Service Announcements. Also, the Department has updated its Smartphone App that the public can download, called MYPD, it can be downloaded from Apple or Android App stores. Through this App, you can get directions to the station, email a member of the Department, follow our latest tweets, or link to our mobile website. The Department will continue to utilize 21st-century technology to stay connected with our residents, and we will continue to build community bonds that foster trust between the police and the community we serve.

Accreditation

The Bedford Police Department received full State Accreditation this year. This is a 2-year award, and our Department will prioritize keeping our policies and procedures updated to ensure our status does not change. In FY17, the Bedford Police Department earned its first full accreditation from the Massachusetts Police Accreditation Commission (MPAC). This is a self-initiated evaluation process by which police departments strive to meet and maintain the highest standards of law enforcement and is considered the best measure of a police department against the established best practices around the country and region. The process is long and vigorous. It involves both an internal self-review and an external assessment by an MPAC team of experts. We received an on-site review of the 274 mandatory standards and 120 optional standards in January 2025. Sergeant Ronald Undzis and Sergeant Marc Lavine serve as the department's Accreditation Managers. The MPAC program requires that departments meet all the mandatory standards and a percentage of the optional requirements. These carefully selected measures include: Jurisdiction and Mutual Aid, Collection and Preservation of Evidence, Communications, Working Conditions, Crime Analysis, Community Involvement, Financial Management, Internal Affairs, Juvenile Operations, Patrol Administration, Public Information, Records, Traffic, Training, Drug Enforcement, and Victim/Witness Assistance.

Closing

The dedicated men and women of the Bedford Police Department would like to thank our Town leaders and the residents of Bedford for their continued support in accomplishing the department's mission of serving the community with pride. The department remains committed to providing the best public safety service and improving the quality of life for all of our residents and guests.

CODE ENFORCEMENT

Chris Laskey, Director

PURPOSE

The Code Enforcement Department is a public safety office that enforces all applicable codes, laws and regulations to ensure all residential and commercial buildings and structures are constructed and maintained in a safe and usable manner. This office enforces the Massachusetts State Building Code, 780 CMR and the Architectural Access Board Regulations, 521 CMR along with the Massachusetts Electric, Plumbing & Gas Codes and any other applicable rules, regulations and laws related to building construction and safety.

This office also enforces the Zoning By-laws. These by-laws are used to control, among other things, density, parking, height and location of buildings and structures, uses of buildings and structures, requirements for buildable lots, signs, earth removal and overlay districts. The department also enforces the rules and regulations of Weights and Measures and certain aspects of the General By-laws such as the Sign By-law. Lastly, the Code Enforcement Department provides clerical support to the Conservation Commission, Zoning Board of Appeals (ZBA), Historic District Commission (HDC) and the Historic Preservation Commission (HPC).

EMPLOYEE STATISTICS

The Code Enforcement Office staffs six (6) full-time staff and three (3) part-time staff consisting of:

Code Enforcement Director/Inspector of Buildings – Christopher Laskey

Local Building Inspector – Dan Sullivan

Local Building Inspector – Joseph Ready

Conservation Administrator – Jeffrey Summers

Administrative Assistant – Beth Ryan

Administrative Assistant to ZBA, HDC, HPC and Code – Scott Gould

Administrative Assistant to Conservation and Code – Stephanie Ide

Electrical Inspector – Frank Palmisano

Plumbing/Gas Inspector – Jim Powderly

FY25 HIGHLIGHTS

There were big changes to the residential growth landscape in FY25. Under the Planning Board's direction two-family dwellings are allowed as of right in all Residential Districts.

That directive along with two laws passed by the State, the Accessory Dwelling Unit law and the MBTA Overlay District law, have provided an influx of multi-family dwellings this year. This year the Town has eight (8) Teardown/Rebuilds and two (2) new single-family dwelling units constructed and five (5) two-family dwelling units. We have also seen two MBTA Overlay projects started; one on Webber consisting of two (2) two-family dwellings and a project on Loomis Street consisting of fourteen (14) townhouses style residential units.

On the commercial side, highlights include the completion of 50-52 Crosby Drive. A \$19 million tenant fit out in progress of Persimmon Technologies at 35 Crosby Drive. Numerous tenant fit outs along Crosby Drive for current and future Life Science tenants are in various stages of construction. Closer to the Great Road area, the old "Papa Gino's" site is making substantial progress with their 16 residential unit/retail space project and is approximately 60% complete. Five Guys restaurant opened up recently at the Bedford Market Place. Some other restaurant additions are Blackbird Café and Euphoria Coffee.

The Code Enforcement Department collected a little over **\$3,000,000** in permit/misc. fees this fiscal year. The enforcement of the zoning and sign by-laws is also an important aspect of the department's responsibilities and is always a large part in the day-to-day activities of the office.

FY26 PROJECTIONS

Residential growth will most likely continue to rise this year with the two-family dwelling bylaw, MBTA Overlay District and new Accessory Dwelling Unit law. There are currently two new MBTA Overlay projects along Great Road before the Planning Board.

On the commercial side, the projects that might break ground this fiscal year are the approved project on Railroad Ave consisting of eighteen (18) residential units with approximately 2,000 sq.ft. of commercial space on the first floor and a 1,200 sq.ft. standalone commercial building w/ four residential units also on site. Also, starting out this year is the redevelopment of the old Fuji building. This approximately \$50 million project will consist of converting the existing space into six (6) 25,000 sq.ft. life science spaces for early startup companies.

These potential projects plus the expected number of permits issued for additions, renovations and homeowner projects are expected to keep this office busy this upcoming fiscal year. Ongoing zoning and sign by-law enforcement will continue to be a priority for this office.

This office is committed to customer service and to be a source of information and knowledge to the homeowners and contractors doing work in the Town of Bedford. The building codes and town by-laws can be confusing at times so I welcome anyone who has a question or is uncertain as to whether or not they need a building permit to please call our office so we can assist you or if you have access to the internet simply enter the address bedfordma.gov/code-enforcement for a wealth of building, zoning and Historical District information.

Code Enforcement Department Statistics

<u>Permits Issued</u>	<u>Number</u>	<u>Fees Collected</u>
Building	687	\$2,314,596
Electrical	641	\$493,932
Plumbing	326	\$47,150
Gas	215	\$14,115
HVAC	92	\$182,477
Signs	18	\$2,751
Certificates of Inspection	29	\$2,058
Misc./Yard Sales/Tents	19	\$405
Fence/Shed Compliance Permits	<u>37</u>	<u>\$1,900</u>
Subtotal	2,064	\$3,059,384
<u>Petitions Filed</u>		
Historic District Petitions	10	\$130
Zoning Board of Appeals Petitions	<u>45</u>	<u>\$4,700</u>
Subtotal	55	\$4,830
<u>Miscellaneous</u>		
Admin./Fines	1	\$50
W&M Services	<u>10</u>	<u>\$4,915</u>
Subtotal	11	\$4,965
Grand Total	2,130	\$3,069,179

Revenues for the last five years for the Code Enforcement Department are:

FY2021	\$1,290,636
FY2022	\$3,584,977
FY2023	\$6,000,670
FY2024	\$2,361,100
FY2025	\$3,069,179

PLANNING BOARD

Steven Hagan, Chair

PURPOSE

The Planning Board is an elected, five-member board established under the provision of MGL Ch 41, Sec 81A. The Planning Board's responsibilities include:

- Preparing the Town's Comprehensive Plan
- Undertaking planning studies and special projects
- Drafting or reviewing Zoning Bylaw amendments
- Approving Zoning special permits for certain types of residential or mixed-use development
- Reviewing site plans for commercial developments and for detached accessory dwelling units
- Administering the Subdivision Control Law
- Approving work on Scenic Roads, affecting trees or stone walls

EMPLOYEE STATISTICS

Full-Time 3

FY 25 HIGHLIGHTS

- The Board and staff worked intensively on the Zoning Bylaw Reorganization Project, together with our consultant. Some substantive changes were brought to the November Special Town Meeting, clearing the way for the main reorganized document to be presented to the March Annual Town Meeting, where it was well-received.
- Other zoning amendments that were not necessarily related to the bylaw reorganization included an increase in height in the Industrial C District, a broadening of the options for use of historic buildings in the central portion of the Great Road, a reduction of requirements for creating accessory dwelling units (due to a change in state law), and referencing of new flood maps, study and text required by FEMA.
- Development projects reviewed by the Board included the first proposals to come forward under the Multifamily Housing Overlay District which was created last year to comply with the "MBTA Communities" law. Two sites are now under construction.
- Industrial property owners continued to adapt their premises; in particular, the former Fujifilm building at 45 Crosby Drive was approved for remodeling to be suitable for multiple small biotech tenants.
- An uptick in two-family dwelling and detached ADU construction was experienced, following recent changes in zoning and state law.

- Consultants were appointed to assist us in preparing the next Comprehensive Plan, and a call was put out for interested residents to serve on an Advisory Committee.



Construction underway on multifamily housing projects at Webber Ave (left) and Loomis Street (right)

Zoning Amendments And Bylaw Reorganization Project

The Planning Board may initiate amendments to the Zoning Bylaw which governs land use and development in town. It holds public hearings to review zoning amendments proposed by itself or other parties, and makes recommendations to Town Meeting.

Early in FY25, the pace picked up on the Board's Zoning Bylaw Reorganization Project. The consultants produced detailed suggestions for clarifying and updating the text, which had been relocated into the new section structure. They raised questions where discussion was needed and Board members responded. Staff provided input from local experience and from research on the history of particular zoning provisions or their relation to other Town by-laws and policies, such as those concerning wetlands or animal keeping. During discussions, it became clear that, while the Board had intended to avoid any material changes of substance, there were some changes that seemed necessary to simplify the bylaw structure or to comply with modern legal guidance, but which the public might consider to be substantial. Therefore, the Board decided to bring these matters individually to the fall Special Town Meeting in advance of the main Reorganization in spring.

Another article put forward for the Special Town Meeting was a Planning Board initiative to raise the allowed height for buildings in the Industrial C District which lies east of Route 3 around Crosby Drive and Middlesex Turnpike. This aims to assist economic development through greater flexibility for site design without significantly raising the total volume of development allowed or its associated traffic. In addition, the Board responded to a difficulty expressed by some property owners in the Great Road/Center District, in achieving mixed-

use occupancy in older buildings; the Board prepared an amendment allowing residential-only use in such cases.

During the winter, additional external pressures to amend the Zoning Bylaw arose in the form of revised flood maps and their associated study for the Merrimack watershed, issued by the Federal Emergency Management Agency (FEMA), and new law and regulations on Accessory Dwelling Units, issued by the state legislature and the Executive Office of Housing and Livable Communities (EOHLC). The Planning Board and staff worked within a tight timeframe to incorporate these changes in zoning amendment articles and review them at public hearings prior to the Annual Town Meeting.

Special Town Meeting, November 18, 2024

Article 15 – Multifamily Housing: Clarifying amendments to Table 1 and Sections 4 and 16 (as recommended by the Attorney General in approving our Multifamily Housing Overlay District last year). Passed.

Article 16 – Additions to Nonconforming Residential Structures: Formalization of the criteria used to determine if ZBA approval is needed. Passed.

Article 17 - Delete Residential Development Rate Limitation. Passed.

Article 18 – Increase in Allowed Height in Industrial C District: Raise maximum height to 80 feet and 6 stories (without increasing Floor Area Ratio). Passed.

Article 19 – Residential Use of Historic Buildings in the GR/C District. Passed.

Article 20 – Zoning Map amendment for 379 North Road: rezone from Limited Business to GR/NR (eliminates the only remaining LB designation). Passed.

Article 21 – Single-family to Two-family Dwelling Conversion: expanded guidance to ZBA for nonconforming lots. Passed.

Annual Town Meeting, March 25, 2025

Article 23 – Reorganization of Zoning Bylaws. Passed.

Article 24 – Accessory Dwelling Units: changes to comply with new state law. Passed.

Article 28 – Citizen Petition to add 45 Loomis Street to Multifamily Housing Overlay District. Planning Board supported (3-2). Not passed.



Two-family house under construction on Wilson Road

Reviews of Proposed Development

The Planning Board conducted detailed regulatory reviews as follows:

Special Permits (require advertised public hearings)

- 119 Great Road, Great Fields Realty Trust: Conversion of middle building into 2 residential apartments under horizontal mixed-use provisions of Great Road zoning (approved with conditions 2/25/25)

Minor amendments to Special Permits

- 1 Railroad Avenue, Matthew and Lizzie Dillon: amend approved plans for mixed use development, to add two residential units to smaller building (approved 8/27/24)
- 1 Railroad Avenue, Matthew and Lizzie Dillon: amend approved plans for mixed use development, to reconfigure residential units and add one accessible unit on ground floor (approved 6/24/25)

Site Plan Reviews

- 10 Webber Avenue, Speedwagon Partners: Four-unit multifamily housing development under Multifamily Housing Overlay District (approved with conditions 11/12/24)
- 38 & 44 Loomis Street, Speedwagon Partners: 14-unit multifamily housing development under Multifamily Housing (approved with conditions 11/26/24)
- 45 Crosby Drive, AB-BP Acquisitions LLC: renovate and expand industrial building (former Fujifilm) for potential life science lab/manufacturing tenants (approved with conditions 12/10/24)
- 180 Hartwell Road, Werfen: minor engineering change to approved site plan, affecting parking layout (approved 10/22/24)
- 35 Crosby Drive, WP Carey: major engineering change to approved site plan, affecting loading, parking and circulation (approved 1/28/25)
- 104 Page Road: detached accessory dwelling unit (ADU) (approved 5/13/25)
- 110 Wilson Road: detached ADU (approved 5/13/25)
- 139 Great Road: Fire Station (voluntary review, 5/13/25)
- 21 Wilson Road & 11 Dunelm Road: detached ADU (approved with conditions 5/27/25)
- 269 & 277 Great Road, 277 Great Road Bedford LLC: 48-unit multifamily housing development under Multifamily Housing Overlay District (review begun 6/10/25, continued)
- 1 Appletree Lane: detached ADU (approved 6/24/25)

Subdivision Follow-Up

- Isabella Lane, ONIVOI LLC: declaration of completion and release of covenant (10/22/24)

Approval Not Required (ANR) plans (under subdivision law, a plan that shows new lot lines without needing approval as a subdivision must be endorsed by the Board prior to recording)

- 44 Middlesex Turnpike (divides one lot into two to allow lab buildings to be sold separately) (Voted to endorse 10/8/24)
- 5A Homestead Circle (lot line adjustment) (Voted to endorse 10/8/24)

Scenic Road Approvals

- 110 Wilson Road: driveway for detached ADU, affecting stone wall (approved 5/13/25)
- 49 Wilson Road: driveway for second unit of 2-family house, affecting stone wall (approved 5/27/25)

Comprehensive Plan

The Board operated a booth at Bedford Day to raise awareness that work on a new Comprehensive Plan would be starting soon, and to explain its potential scope and participatory nature. A Request For Proposals (RFP) for a consultant to lead the document preparation was issued in December, and in May a contract was signed with JM Goldson LLC. At the end of FY25, the consultant had started to compile background information and the Board issued a call for volunteers to join an Advisory Committee.

Other Discussions

Other Board discussions included:

- Nonconforming lots in Residence C district, and their history
- Excess vehicles parked on a residential lot (neighbor concerns)
- Regulation of exterior lighting
- North Airfield hangar project
- Draft Tree Master Plan
- Vehicle speeds and pedestrian/bicyclist safety
- 210 Springs Road (DCAMM proposed disposition of MCC parking lot for housing)
- Planning Board role in oversight of Planning Director (topic raised by Charter & By-law Committee)

Learning and Training

Planning Board members and staff often make use of opportunities for attendance at conferences and training sessions hosted by organizations such as planning professional groups, the Citizens Planning Training Collaborative, state agencies and subregional organizations,

many of which are now available online. Relevant press articles and research reports are frequently circulated in the Board's meeting packets.

Collaborative Committee Work

Members of the Planning Board continued to act as liaisons to many other committees and boards. The Board and Staff take an active interest in a range of topics related to planning, including: economic development; multi-modal transportation; measures to address housing and demographic needs; arts and cultural events; protection of natural and historic assets; and energy/ climate change/ emergency planning. The Planning Director Tony Fields has had a long involvement with the Middlesex 3 economic development collaboration and was honored with the Greg Bialecki economic impact award in March. The Assistant Planner Catherine Perry attends the MAGIC subregional planning meetings and has been the Town's main representative there this year.

Website & News Media

www.bedfordma.gov/planning and <http://www.facebook.com/BedfordMAPlan>

The Planning page on the Town website is the prime location for public information. Some items are also linked on Facebook. There is a wealth of information including: the Comprehensive Plan and other studies; background to work on zoning amendments or other initiatives; meeting agendas and minutes; Zoning Bylaws and map; Subdivision Rules and Regulations; project design guidance and forms; and periodic news articles and announcements.

Legal notices for public hearings are placed in a local newspaper and on the main bulletin board in Town Hall, as required by law. The online Bedford Citizen newspaper is now qualified and is our favored outlet to publish the legal ads. It also often provides news coverage of planning issues. Our meetings are usually recorded by Bedford TV, and the video posted on the planning website and You Tube. When major new initiatives such as a Comprehensive Plan or a significant zoning change are being developed, the Board and staff provide presentations and opportunities for public input. The department's bulletin board display in our office can also be a source of useful information, and staff responds to inquiries by phone, email or in person.

FY26 PROJECTIONS

- Work on the new Comprehensive Plan will ramp up. The Advisory Committee is expected to meet twice monthly and some discussions will be hosted by the Planning Board. Public information, events and surveys will be an essential part of the process. The range of topics should include the statutory elements of: land use, housing, economic development, natural and cultural resources, open space and recreation, services and facilities, circulation, goals and policies and implementation/actions. This list can be expanded or their components restructured.
- The Board will consider whether to develop any zoning changes on limited matters in parallel with the longer-term work.

- The Board will continue to review development applications as they come forward.
- The Board will respond as necessary to any further state legislation relating to planning and zoning.
- The Board and staff will endeavor to stay abreast of land use trends and concerns, and continue to interact with other parties on a wide range of issues.

ZONING BOARD OF APPEALS

Thomas Flannery, Chair

PURPOSE

The Bedford Zoning Board of Appeals consists of five permanent members and three alternate members who are Bedford citizens appointed by the Bedford Selectmen. The ZBA is a quasi-judicial body that acts on behalf of the Town. As of this writing, all positions are currently full. The function of the ZBA is to act on petitions from a local citizen or interested party, who wishes to seek approval within or relief from the provisions outlined in the Bedford Zoning Bylaws, Sign Bylaws, or in some cases appeal the Zoning Enforcement Officer's interpretation of the regulations presented in the Bedford Zoning and Sign Bylaws. The Board also handles Comprehensive Permit applications, better known as Chapter 40B projects, for affordable housing.

FY25 HIGHLIGHTS

FY25 saw thirty applications to the Zoning Board, which included proposals for additions, signs, and home occupation uses. One of the most common applications to the Board continues to be Special Permits for "teardowns." Any house demolished on a non-conforming lot (a lot whose frontage or area does not meet the minimum for its particular zone) requires a Special Permit from the ZBA, which gives the town the opportunity to review new houses to ensure that they will be in keeping with the character of each neighborhood and that the massing will be limited to a more reasonable size than what used to be allowed. The Board heard seven of these applications in the last Fiscal Year.

During the course of FY25, the Zoning Board also heard a Comprehensive Permit application for Carlisle Road. The application, first heard in May, was for 120 units of mixed housing (ranging from two to four bedrooms) at 82 Carlisle Road and a 51-unit senior-restricted apartment building at 27 Carlisle Road. Ultimately, the Board voted in favor of the 51-unit apartment building but did not vote in favor of the 120 units.

PROJECTIONS

The ZBA will continue its mission to uphold the Zoning and Sign Bylaws, making certain that building projects in Bedford are not detrimental to the Town or the neighborhood in which they are proposed and are in keeping with the intent and purpose of the Bylaws.

CONSERVATION COMMISSION

Steven Hagan, Chair

PURPOSE

The Conservation Commission consists of seven volunteer members appointed by the Selectmen. Its functions are to oversee the local protection of wetlands, waterways, floodplains and riverfront areas, and to acquire and maintain open space land for the protection of natural resources and for the benefit and enjoyment of the citizens of Bedford. The Commission derives its jurisdiction from the Conservation Commission Act (Massachusetts General Laws Chapter 40, section 8C), the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131, section 40), the Rivers Protection Act, and the Town of Bedford Wetlands Protection Bylaw (General Bylaws, Section 36 as adopted at the 1987 Annual Town Meeting and amended through ATM95 and ATM16).

The Act and the Bylaw require the Commission to review applications for projects within 100 feet of wetlands, water bodies, waterways and floodplains, and within 200 feet of perennial streams and rivers. The Commission holds public hearings, issues Determinations and Orders of Conditions permitting work, inspects the work in progress, and upon completion issues Certificates of Compliance. It may issue Enforcement Orders if unauthorized activities are identified that cannot be resolved through more amicable means. Concerning land stewardship, the Commission proposes the acquisition of conservation land, conservation restrictions and trail easements to the town, arranges donations and purchases, and oversees the use, monitoring and maintenance of these lands, restrictions and easements.

EMPLOYEE STATISTICS

The Conservation Department employs two full-time staff members to support the seven-member Commission.

Conservation Commissioners are appointed by the Select Board for overlapping three-year terms. Commissioners serving during FY25 are: Steven Hagan (Chair), Frank Richichi (Clerk), Lori Eggert, Deb Edinger, Stacey Katz, Andreas Uthoff, and David Santos.

FY25 HIGHLIGHTS

Wetland Applications, Permitting and Construction Monitoring

The Conservation Commission received 15 Notices of Intent applications under the Massachusetts Wetlands Protection Act, Rivers Protection Act and Town of Bedford Wetlands Protection Bylaw, for major residential and commercial development projects, issuing 12 Orders

of Conditions. The Commission reviewed 8 Request for Determination of Applicability filings and issued 8 Determinations of Applicability for smaller projects. 19 Request for Certificates of Compliance filings were also reviewed and 18 Certificates subsequently issued by the Commission, along with 2 Permit Extensions and 2 Enforcement Actions.

Due to proposed work within wetland buffer zones, the Commission reviewed a proposal by the Town of Bedford requesting approval to build a new Fire Station at 139 Great Road. With the assistance of Beals & Thomas as the Commission's third-party environmental and storm-water consultant, the Commission determined that the proposal met current regulations and issued an Order of Conditions for the project in March.

During the year, the Commission approved the installation of a memorial bench along the Blue Trail south of Buehler Pond. The proposal was made by Emily & Jeremy Moss to honor their late father, Dr. Stephen B. Moss. The bench was installed in September, 2024.

Additionally, the Commission approved the installation of a memorial bench at Fawn Lake. The proposal was made by long-time Bedford resident David Getty to honor his late wife Sarah.

Jordan Community Gardens

The community garden plots at the George Jordan Conservation Area on Hartwell Road continue to be very successful. Due to rising costs of lawn services, the Conservation Commission voted to increase the garden plot fee from \$40.00 to \$50.00.

Bedford residents are encouraged to review the Conservation webpage on the Town of Bedford website or contact the Conservation Office in March for more information on reserving a garden plot for the 2026 season.

FY26 PROJECTIONS

The Commission hopes to continue to introduce residents to new conservation areas, trails, and welcomes local amateur naturalists to participate in planning and leading interpretive walks. Photographs and reports on observations are welcome. Several rare turtle and salamander species occur in Bedford, and the Commission asks residents to consider their vulnerability to automobile traffic and other hazards.

The continued support for open space preservation will allow an irreplaceable legacy to pass to future generations of Bedford residents. The Commission's role is challenging, but the rewards are great in terms of contributing to the future integrity of Bedford's landscape and resources. Those interested in serving on the Commission should contact the Volunteer Coordinating Committee, the Town Manager's Office, or the Conservation Office at (781) 275-6211, should any vacancies become available.

HUMAN RESOURCES

Elizabeth Gouveia, Director

PURPOSE

The Human Resources Office plays a vital role in supporting the Town's workforce, managing personnel and benefits for approximately 300 regular (nonseasonal) employees and administering benefits for about 300 retirees across both Town and School departments. Core responsibilities include recruitment and selection, employee onboarding and offboarding, benefits administration, leave and accommodation management, and handling work-related injury claims. In addition, Human Resources provides guidance to the Town Manager, supervisors, and employees on a wide range of personnel matters and supports the collective bargaining process. The department is also committed to fostering a positive and productive work environment through employee training initiatives, wellness programs, and efforts that promote engagement and morale across the organization.

EMPLOYEE STATISTICS

In FY25 the office was staffed by two full-time employees: Stephanie Oliver, Human Resources Director and Bette Annese, Human Resources Generalist. Stephanie Oliver took a role in her hometown in the summer of 2025, and the Town has since welcomed Elizabeth Gouveia to the role of Human Resources Director.

FY25 HIGHLIGHTS

Recruitment/Hiring: Human Resources successfully processed and onboarded over 80 new regular employees, including approximately 25 eligible for benefits, as well as more than 100 seasonal staff, the majority of whom supported Recreation programs.

Regular full-time staff that were hired are as follows:

Department	# of Full-Time Staff Hired
Department of Public Works	8
Facilities	1
Finance	2
Fire	4
Health and Human Services	1
Library	1
Police	5
Recreation	1
Town Manager	1

FY26 PROJECTIONS

In FY26, the Human Resources team plans to continue to work on process improvements to provide the best possible service to our employees, retirees and job seekers. A key priority is the continued rollout of HR components within the MUNIS system, aimed at boosting efficiency and streamlining internal workflows. We would like to enhance the quality of the new hire experience by streamlining our onboarding processes to ensure a positive transition into our organization. We are hoping to expand our employee wellness by introducing more opportunities for community involvement/service, with initiatives such as a hat/mitten/coat collection during the winter months or food drives.

BOARD OF HEALTH

Heidi Porter, Director of Health and Human Services
Beatrice Brunkhorst, PhD, Chair, Bedford Board of Health

PURPOSE

Through their many programs and activities, the Bedford Board of Health (BOH) and the experienced Health Department staff endeavor to protect public health, prevent disease, and promote the overall health and well-being of the Bedford community. The Health Department promotes a healthy community through execution of vaccination clinics, assessment of the physical and mental health of the community, distribution of health education, information sharing, and environmental mitigation. They prepare the community by planning for emergencies; and protect the community by enforcing local, state and federal codes and mandates relating to inspections and permitting and investigation of complaints.

Operationally, following reorganization in July 2019, the Health Department is a division of the Health and Human Services (HHS) Department in conjunction with the Council on Aging, Recreation Department, Veterans' Services and Youth and Family Services.

The Health Department works under the general direction of the five (5) elected BOH members, who through performance of statutory and regulatory obligations and coalition building, strive to help neighbors lead healthy lives in Bedford. They do this through their dedication to serving all residents of Bedford, particularly the underserved, and to promote healthy people, healthy families and healthy environment through compassionate care, education and disease prevention. The BOH identifies emerging public health needs, creates needed regulations, sets policy, holds hearings and considers variances.

During FY25, the BOH elected members and Health Department staff met monthly through in-person meetings with a hybrid attendance option. Visit the BOH website at <https://www.bedfordma.gov/676/Board-of-Health> for meeting agendas, minutes, meeting recordings, news and announcements. Visit the Health Department website at <https://www.bedfordma.gov/197/Health-Department> for program information, regulations and policies and health and wellness information.

EMPLOYEE STATISTICS

Full-Time Employees: 4

FY25 HIGHLIGHTS

The Great Meadows Public Health Collaborative (GMPHC), the seven-town public health

shared services partnership of which Bedford is a member, hired a Substance Use Prevention Coordinator, Olivia Dufour, who will spearhead community outreach and intervention services to ascertain the substance use prevention needs of our community and help guide the community conversations around the best use of the Opioid Settlement Funds over the next two decades.

The Health Department utilized some of the Town of Bedford's opioid settlement funds to install eight (8) Narcan distribution cabinets in select Town buildings. The goal of this program is to provide Bedford residents and employees access to free Narcan that they can carry on their person. Each Narcan box contains (2) nasal sprays along with easy to follow instructions for use. Studies have shown that having Narcan dispersed within the community decreases opioid overdose deaths and the stigma around opioid use disorder.

The Health Department offered 17 vaccine clinics during the 2024-2025 respiratory illness season. 817 Bedford community members were vaccinated for flu and/or COVID-19, with 718 flu vaccines and 352 COVID-19 vaccines administered. The Health Department partnered with Laura Duff, RN on her PhD capstone project to offer flu and COVID-19 vaccine clinics for the first time at Lane and Davis schools, as well as offer COVID-19 vaccinations at JGMS and BHS, where previously only flu vaccines were offered.

The Health Department initiated the use of the Massachusetts Department of Public Health's (MDPH) Color platform for vaccine clinics. This new system transitioned the Health Department from using a paper documentation system to an online system for registration and for vaccine administration. This was a big overhaul, as it included teaching vaccinators the new system (classes taught by Bedford's Public Health Nurse), teaching registrants to use the new system, and learning the new system as a department.

The Health Department again contracted with biosafety consultants, Rebecca Caruso and Karen Soule, who performed inspections of all the permitted biosafety facilities by the end of June 2025. The inspection reports will be sent to each facility for review and implement the recommendations for FY26. During FY25, 2 biosafety facilities ceased operations however (1) new facility was added for a total of (16) permits being issued. The Biosafety Regulation is currently being updated in collaboration with the BOH and the biosafety consultants for the FY26 permitting season.

Following receipt of \$25,000 in grant funding from the state, the Health Department launched a private well sampling program to offer free laboratory analysis of well water samples for the presence of Per- and Polyfluoroalkyl substances (together, PFAS) at no charge to Bedford residents. The program identified a well that exceeded applicable health standards and we worked with the owner to connect to town water to mitigate potential health impacts.

In FY25, the BOH held (2) public hearings: one for a Food Establishment that was having repetitive food code violations and the other for a condemnation for a dwelling. The Food Establishment was ordered to hire a Food Safety Consultant and has shown improvements. The condemnation order has since changed to a partial condemnation due the progress that has been made in correcting housing code violations.

The BOH submitted a statement of support to Adopt Later School Start Times for BHS and JGMS students. Nationwide data in 2015 indicated 6 out of 10 middle school students and 7 out of 10 high school students do not get enough sleep, which can result in impacts on health and academic success and affect mood, attention, memory, behavior and impulse control. The School Committee approved a Resolution related to Healthy School Hours in June 2025.

In June 2024, the BOH, along with the BOHs from Concord, Lexington and Lincoln provided comments to MA Executive Office of Energy and Environmental Affairs (EEA) on the Draft Environmental Impact Report (DEIR) for the Hanscom Field North Airfield Development. The comments asserted that the development will result in a significant increase in greenhouse gas emissions (CO₂) and ultrafine particulate matter (PM1.0) and that the DEIR lacked rigorous recognition of key climate impacts including air pollution and carbon dioxide. The BOHs indicated that the DEIR omits mention of the un-remediated toxic chemical contamination (including, but not limited to, chlorinated solvents, perchlorate, 1,4 dioxane and PFAS) at portions of the Base that require regulatory oversight and permitting.

The Bedford Health Department continued distribution of the COVID-19 test kits during normal business hours and educated residents and employees about COVID-19 infection control guidelines.

The Town of Bedford, particularly through the HHS, Fire, and Police Departments, continues collaboration with the Community Emergency Response Team (CERT). CERT volunteers bring all types of skills, interests and experience to the team in support of the community. Some of the special skills and interests include: teaching, nursing, medicine, social work, EMT, ham radio operation, meteorology, computer software, biotech, security, domestic violence victims' advocacy, and Emergency Response Team (ERT) involvement for their employers, the Red Cross and/or the Central Middlesex Medical Reserve Corps (CMMRC). In FY25, CERT was awarded a Homeland Security Grant Program (HSGP) – Citizen Corps Program (CCP) Grant for \$5,000 for the purchase of equipment in support of emergency management and disaster preparedness services, activities and capabilities. In FY25, 2 new members joined CERT and the team assisted the Town in the following activities and events:

- Traffic Management for Pre-Staging at the Food Bank - 22 hours
- Job Lane House Family Field Day Event - 12 hours
- Inventorying of CERT and MRC Supplies - 22 hours
- Household Hazardous Waste Collection Event - 10 hours
- Bedford Day (CERT Booth, Parade Staging, Parade Traffic, Health Department Tent, and Fireworks) - 79 hours
- Safer Homes, Safer Communities - Gift Cards for Guns 3 Events - 21 hours
- Town-wide Vaccination Clinic - 22 hours
- Posted Tick Awareness Signs at Trailheads - 4 hours
- Published an article in The Bedford Citizen and on the Town Webpage – Be Ready for Emergencies - <https://www.bedfordma.gov/DocumentCenter/View/4695/Be-Ready-for-Emergencies---November-2024>
- Pole Capping Event - 16 hours

- Tough Ruck Event - 31 hours
- Escort Lane School Students to/from Job Lane House Museum - 24.5 hours
- Staff Cooling Centers over 7 Days - 41 hours
- Inventory and Restock Narcan Distribution Cabinets - 3 hours

In addition, CERT volunteers participated in the following exercises and training:

- Weston Emergency Corps' Training Event
- MEMA East's CERT Emergency Preparedness Seminar
- HAZMAT Tabletop and Practical Exercises with the Fire Department
- Massport/Logan Airport Active Shooter Drill
- Mental Health First Aid Training
- Naloxone/Narcan Training
- Radio Communications Training
- Introduction to the Incident Command System (ICS) 100 Refresher Training
- MRC Training Event

More information about CERT can be found here: <https://www.bedfordma.gov/185/The-Community-Emergency-Response-Team--->

FY25 STATISTICS

Public Health Nurse Program

Home visits	3
Office visits (not including in-office vaccinations)	34
Blood pressure clinics	20
COA presentations	5
TB Direct Observation Therapy (DOT)	1
MAVEN Case Investigations	21 (including extensive investigations for two GI illness outbreaks at the VA and pertussis case)

Communicable Disease Cases

Babesiosis	6
Borrelia miyamotoi	0
Campylobacteriosis	7

Ehrlichiosis	0
Giardiasis	1
Hepatitis A	0
Hepatitis B	3
Hepatitis C	3
Human Granulocytic Anaplasmosis	1
Influenza	289
Lyme	18*
Monkeypox	0
Mumps	0
COVID-19	284
Salmonellosis	3
Shigellosis	2
Tuberculosis	3
Varicella	0
Vibrio sp.	0
Viral hemorrhagic fevers	0
Viral meningitis	0

*Lyme disease is reported by the MDPH as “probable” or “suspect”, not confirmed.

Community Interventions

- 8 Narcan distribution cabinets were installed in Town Buildings that residents and staff can easily access.
- PSAs were released on topics related to mosquito-borne illnesses (WNV and EEE), Gift Cards for Guns Event, wildfire smoke and potential health impacts, Avian flu, swim safety, heat advisories and cooling centers, climate change and tick activity.
- Self-serve lockers were installed to assist with food insecurity and for residents to pick up food during non-food bank hours.
- Bedford received a shipment of 600 iHealth At-Home Rapid Antigen COVID-19 test kits from the MDPH. These kits were made available for distribution at the Health Department.
- An Adult Mental Health First Aid (MHFA) Training for adults 18 and older on how to recognize signs of mental health or substance use challenges in adults; how to offer and provide initial help; and how to guide a person towards appropriate care if and when necessary.
- Coordinated with Impact Melanoma of installation of 4 sunscreen dispensers. The dispensers were installed at the Tot Lot on the Town Campus, Sabourin Field, Depot Park and Springs Brook Park.

Vaccinations

- A list of vaccine clinics is as follows: (1) Bedford Day, (2) Council on Aging (COA) Clinic #1, (3) COA Clinic #2, (4) Employee Clinic #1, (5) Employee Clinic #2, (6) Ashby Place

Clinic, (7) Davis School Clinic, (8) Lane School Clinic, (9) JGMS Clinic, (10) BHS Clinic, (11) St. Irene's Catholic Church, (12) First Parish Church, (13) Fire Department Clinic, (14) home visits (three), (15-17) Office Hours Clinics, (18) Town-Wide Clinic

- A total of 718 doses of flu vaccine and 352 COVID were administered during the 2024-2025 respiratory illness season.

Health Promotion

- The Bedford Health Department received 600 COVID-19 Test Kits from MDPH during FY25 that were made available to Bedford residents in time for the Holiday gathering season.
- An online Lahey Community Health Needs Assessment was promoted to help BILH understand what residents think about quality of life and available resources so that they can improve patient care and community services.
- The Town of Bedford and GMPHC sponsored a 4-hour art making and audio storytelling workshop facilitated by the Opioid Project. The workshop provided a safe place for individuals touched by the opioid pandemic, to explore and process personal experiences through art work and storytelling.
- National Public Health Week outreach consisted of topics that included: Feeding Wildlife, Decluttering, BP Clinics and Vaccines.

Community Safety

- Bedford collaborated with the towns of Carlisle, Concord, Lincoln and Weston for a Gift Cards for Guns event where anyone could safely and securely dispose of unwanted firearms and review a VISA gift card.
- The Health Department followed up on six (6) reported animal bites within Town.
- Hosted eight (8) Household Hazardous Waste Collection Events with the regional collaborative for the safe collection and recycling of household hazardous waste. Pre-Registration was required.

Miscellaneous

- The Health Department partnered with Countryside Veterinarian Hospital to host a low-cost Rabies Vaccination Clinic for cats and dogs. Twenty-one (21) animals received a rabies vaccination at the clinic.
- The Health Department contracted with Mojin Solutions, for performing Food inspections and to provide training and guidance to the Assistant Health Director.
- The BOH elected to review the draft warrant articles that are health specific in nature prior to Town Meetings that they could offer recommendations and/or support for or against.

Food Protection/Environmental Health and Sanitation Program

<u>Area of Program Management</u>	<u>Permits Issued</u>	<u>Inspections (if required)</u>
Food		
Food Establishments	105	
Routine Inspections		121
Complaint Inspections		6
Re-inspections		41
New Establishment/Renovation Plan Reviews	3	7
Temporary Food Events	70	27
Dairy	1	1
Environmental Health		
Permitted Beach/ Pools	13	23
Keeping of Animals/Barn Inspections	8	22
Recreational Camps for Children	22	22
Tanning Establishments	0	0
Body Art	2	1
Pre-Demolition/Renovation Survey Reviews	22	
Burial Permits	144	
Funeral Directors	2	
Motels/Hotels	2	70
Septic Haulers	7	
Trash Haulers	10	
Grease Haulers	10	
Emergency Beaver Permits	2	
Well Permits (Irrigation or Drinking Water)	3	
Tobacco	6	6

Complaints Received and Investigated

Nuisance/Trash	12
Noise/Animals/Odor	0
Housing	29
Food	13
Hotels/Motel	0
Pools	0
Camps	0
Tobacco	0
COVID- 19	0
Hazardous Spill	0
Other	0

Hazardous Materials and Biosafety Programs

Hazardous Materials Registrations for Bedford Businesses	50
Biosafety (Recombinant DNA) Permits for Bedford Businesses	16

Household Hazardous Waste Events	8
Bedford Resident Visits to Household Hazardous Waste Events	207

FY26 PROJECTIONS

Health Department staff will perpetuate programming and outreach in line with the identified BOH goals of climate change, substance use, tick borne illness prevention, gun violence prevention, mental health, suicide prevention and intergenerational recreation opportunities, along with ongoing BOH activities and focus areas.

The 2025-2026 Respiratory Season will begin starting with Bedford Day 2025, and will include a large town-wide clinic at JGMS and several location-specific walk-through clinics for our seniors, residents of housing complexes, employees and homebound residents. School-based flu opportunities will again be offered and coordinated at all schools in Bedford. COVID-19 vaccination will be determined if and when available.

Food security evaluations and inspections will continue to support the operation of the Bedford Food Bank.

Health Department staff will maintain a continued partnership with the 6 other communities comprising the GMPHC. Work will include development of collaborative programming focusing on Substance Use Prevention, building capacity within the partner Health Departments focusing on public health outreach including tick-borne illness prevention, mental health first aid, gathering information from the Bedford community on preferred programming for expenditure of the opioid settlement funds and programming on gun violence prevention.

With grant funds from the Emerson Community Benefit Program, the HHS Department will be looking to install ADA accessible picnic tables to battle the Loneliness Epidemic and promote socialization, in-person gatherings and a higher sense of community involvement.

The BOH will update their Regulations on Recombinant and/or Synthetic Nucleic Acid Technology and the Use of Regulated Agents.

COUNCIL ON AGING

Paul Fath, Board Chair of Council on Aging
Alison Cservenschi, Council on Aging Director

PURPOSE

The Council on Aging (COA) provides programs and services to help Bedford residents aged 60+ maintain independence and quality of life. As this population grows in number each year, the COA Board and staff work to ensure offerings meet evolving needs.

The COA also supports caregivers, families, and elder service providers, both locally and out of state, who assist Bedford seniors. All residents aged 60+ are encouraged to engage with the COA's wide range of programs, essential services and surveys throughout the year. Adult children are encouraged to reach out for advice and consultation to support themselves and aging parents.

Designed to support seniors and their loved ones, COA programs address physical, emotional, social, spiritual, and financial aspects of aging. The COA also offers lifelong learning, personal development, and enrichment opportunities. Services are available Monday–Saturday through in-person, virtual, and hybrid formats to ensure a broad reach and access.

To achieve these goals, the COA offers the following:

- Year-round social, educational, cultural, recreational events and programs that promote healthy aging and lifestyles both inside and outside the center.
- On-site health services, health education, wellness screening and fitness programs.
- Development and coordination of engagement, volunteerism, career counseling, and employment opportunities.
- Provision of free, confidential consultation, information, and education to seniors, adult children, family caregivers and loved ones about aging-related issues and available resources.
- Community education, for seniors, their families, professionals and local businesses, around aging, health, legal, end of life, the financial challenges of transitions through the lifespan and on how the specific needs of seniors can be met with reliable, community supports.

The COA Board and staff work collaboratively under the following:

Mission Statement: To advocate for and support the well-being of people over 60, while ensuring Bedford remains a vibrant and inclusive place to age with dignity, independence and purpose.

Vision Statement

We envision building a community for all people over the age of 60 to live healthy, engaged and fulfilling lives with access to the programs, services and resources they need. We aspire, through innovative initiatives, collaborations and partnerships, to create an inclusive society where aging is celebrated.

Core Values: Innovation Inklusivity Engagement Mutual Respect Advocacy

EMPLOYEE STATISTICS

Full-Time Employees

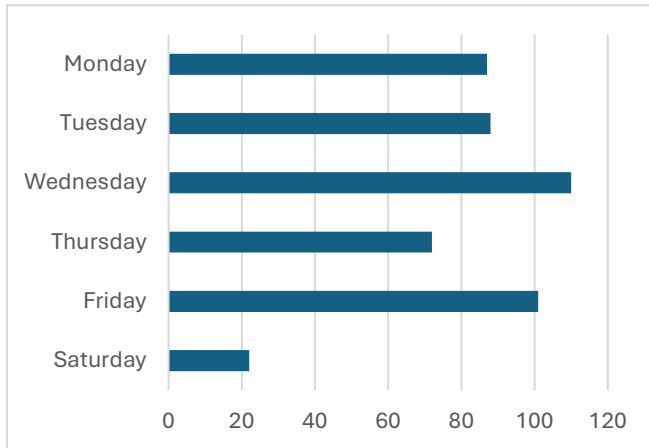
- COA Director & Social Worker
- Administrative Assistant
- Department Assistant II (81% Formula Grant Funded)
- Bedford Local Transit Driver (MBTA Grant supported position)

Part-Time Employees

- Department Assistant 1 (3 hours Formula Grant Funded)
- Saturday Department Assistants (1 PTE Formula Grant Funded)

FY25 HIGHLIGHTS

Average Daily Attendance, Programs, Events & Services



The COA welcomes an average of 90+ attendees daily, Monday–Friday (8 AM–4 PM), and 22 on Saturdays (10 AM–3 PM), operating 45 hours per week year-round, excluding holidays and weather closures. Wednesdays and Fridays are the busiest days, averaging 110 and 101 attendees, respectively.

Over 50 regular weekly programs are offered, each lasting 1–4 hours, along with additional monthly and seasonal special events. Many are free or low-cost, especially those led by volunteers. Programs are offered in-person, virtually, or in hybrid formats at the Town Center and off-site locations for the hiking and biking groups. Social events and affordable exercise classes are the most popular, particularly among active seniors who often join through peer recommendations. To encourage engagement, the ‘try-out’ first session of any paid program is always free.

All COA programs and services support the mission to promote well-being by reducing isolation and fostering meaningful connections. Regular participation is associated with fewer falls, improved physical and mental health, and increased volunteerism. The robust and informative COA Connections newsletter is mailed monthly to residents aged 60+ and

available online. Highlights include current programs, services, and events. In addition, letters from the Director and Social Worker every month encourage residents further to get involved and try something new.

Each month, the COA director and staff collect attendance and feedback on programs, meals, transportation, and services to measure impact and satisfaction.

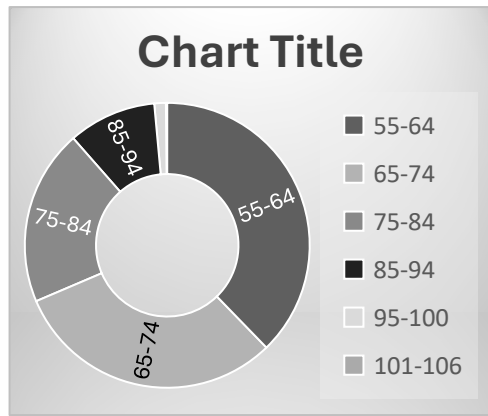
Social Services Interactions (Licensed Independent Clinical Social Worker)

The chart below outlines the categories of support provided by the COA social worker in FY25. A total of 743 documented interactions were made with 229 individual unduplicated residents, addressing a wide range of aging-related needs.

Social Service Category	Dupli- cated	Unique Individuals
Are You Ok Check In	16	10
Bereavement Support	57	29
Caregiver Support	26	11
COA Info/Tour	5	5
Employment Assistance	2	1
Falls Prevention	90	53
Family Support	13	10
Financial Support	40	15
Food Insecurity Support	87	35
Fuel Assistance	66	19
General Information	22	15
Health Care Planning	6	5
Home Care	27	17
Housing	184	55
Insurance	6	4
Legal Matters	17	7
Medical Support	10	5
Medical Supplies	4	4
Mental Health Support	33	16
Referral to Services	11	9
General Safety	7	5
Social Security Questions	1	1
Supplies	1	1
Technology Support	3	2
Transportation Support	9	7
Totals	743	229

The top five areas of need this year were Housing, Falls Prevention, Food Insecurity, Fuel Assistance and Bereavement Support. This year, outreach to widowers was significantly enhanced through a dedicated Massachusetts Councils on Aging Grant, noted later in this

report. Social service support is delivered via phone calls, office visits, home visits, emails, and mailings. A number of interactions go undocumented when individuals choose not to share identifying information.



Senior needs are now complex and require coordinated support across local agencies and Town departments. This team includes Bedford Police, Fire, Board of Health, the Jail Diversion Clinician, Domestic Violence Services Network, and Eliot Community Health et al.

Demographic Review

According to the 2025 Bedford Resident Census (Town Clerk), Bedford has 5,265 residents aged 55 and older. Notably, 8 residents in FY25 were between 101 – 106 years old. The chart shows the spread of ages between 55 – 106.

Council on Aging Community Engagement

The chart below summarizes COA attendance, outreach, services, and volunteer engagement over the past three years. In FY25 overall attendance increased, with 216 new residents joining for the first time. Congregate and grab-and-go lunches saw significant growth, and both medical and Bedford Local Transit rides increased. Volunteer contributions continued to rise, and more hours were given to support COA programs and services for the town.

	FY23	FY24	FY25
Total Visits	20,866	20,099	26,968
Unduplicated Individuals	2234	6535	6753
In Town Resident Visitors	1787	5372	5493
Out of Town Resident Visitors	447	1163	1260
New Participants	179	215	216
*Newsletters Mailed	28,600	29,021	25,558
Medical Equipment Loans	82	112	89
Total Number of Volunteers	103	109	120
Volunteer Hours Worked	6277	7305	7515.25
SHINE appointments	105	123	185
Tax Preparation	215	275	175
Bedford Local Transit rides	4095	4193	4475
Medical Rides (funded by Carlton Willard Village)	217	159	204
Congregate Meals + Grab and Go: Minuteman Senior Services at Town Center	1544	3509	6522

* 319 residents currently subscribe to receive the online newsletter.

ACTIVITIES AND ACCOMPLISHMENTS DURING FY25:

Electronic Payments

In response to growing public requests, the COA implemented electronic payments for fee-based exercise classes. As of September 2024, \$7,448.00 has been collected electronically, demonstrating that many seniors are becoming increasingly comfortable using credit cards and digital device.

'Clear the Clutter' Program – Year 3

Building on the success of the previously grant-funded initiative, the Clear the Clutter program continued into its third year as a 15-week workshop designed to support residents struggling with excessive collecting and problems with hoarding. The program is based on the Buried in Treasures workbook, a scientifically supported and effective guide for individuals with hoarding disorder, offering structured tools and strategies to help participants face the challenges of decluttering.

To provide continued support beyond the workshop, the COA Social Worker established a monthly 'Clutter-Free Friends' support group for program alumni. This group remained active throughout FY25, welcoming new members as each workshop cohort graduated.

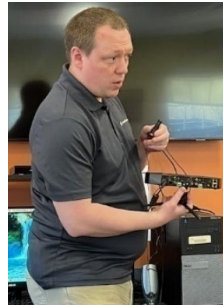
\$13,400.00 Service Incentive Grant Awards from the Massachusetts Councils on Aging

Two competitive Service Incentive Grants entitled 'Hopeful Connections' (\$10,000) and 'EMPOWERING Tech Savvy Seniors' (\$3,400) were awarded to the COA this year to support innovation, capacity building, and accessibility improvements. These grants aimed to strengthen outreach, particularly those facing loneliness and to improve digital equity. With this funding, the COA implemented several new programs and acquired equipment to enhance service delivery and inclusion.

The '**Hopeful Connections**' grant funded three (3) impactful community programs that addressed key needs among older adults and their caregivers. 1. *Comfort Totes*, which included a specially designed card created and signed by staff and other thoughtful items, were delivered to isolated or grieving seniors, helping to reconnect the with the offer of emotion support from the COA if/when needed. The high school's S.A.I.L. program contributed to this effort by helping assemble some of the tote bags which offering a meaningful way for students to serve their community. 2. *Clear the Clutter* grants provided critical support to older adults by funding decluttering services, making their homes safer and more comfortable. 3. *Caregiver grants* offered short-term relief to family caregivers by covering the cost of in-home care, giving them time to rest and recharge. These initiatives filled important gaps in funding for these types of additional services and deep appreciation was expressed by residents who received these offerings at a critical changing point in their lives.



The **'EMPOWERING Tech Savvy Seniors'** grant funded accessibility-focused technology upgrades to support older adults, including charging stations, a sound system, a lapel microphone, and a hearing loop. These improvements helped participants stay connected and enhanced audio accessibility for those with hearing loss in both small and large group settings. Staff received training on the new equipment, and surveys from participants and presenters highlighted the need for different audio setups depending on room size. As a result, the COA now provides dedicated devices tailored to each space. Enhancements are promoted in the *COA Connections* newsletter and on-site.



2nd Year of the Senior and Veteran's Tax Work-Off Program

Now in its second year, the Senior and Veteran's Tax Work-Off Program continues to receive overwhelmingly positive feedback from participants, who report a renewed sense of purpose, opportunities to learn new skills, connect with others, and contribute meaningfully to their community. Under Massachusetts General Law (Title IX, Chapter 59), eligible residents aged 60 and older can volunteer up to 66 hours in exchange for a property tax reduction of up to \$1,000. Administered by the COA Director, the program helps older adults stay engaged while easing the burden of rising property taxes. All applicants are interviewed, screened,

and matched with participating town departments. This year, 9 residents filled roles within the school’s cafeteria and science center, and the Recycling Center with the Department of Public Works. Participants receive orientation, training, and ongoing support. A highlight of the year was an intergenerational collaboration, with the science center and a work-off participant bringing a program to the COA.



Social Work Internship Program under the Health & Human Services Department – Year 5

Bedford’s Social Work Internship Program continues to offer a unique educational experience for social work students. This year, a Boston College intern was supervised by Licensed Independent Clinical Social Workers (LICSWs) from the COA and Youth & Family Services. The program gives students hands-on experience working within a municipal social service system, providing exposure to residents of all ages and the network of coordinated care providers that supports them.

The intern participated in key initiatives, including Clear the Clutter workshops, while also providing supervised follow-up social services to local residents. This collaboration across departments, such as Bedford Police & Fire, Board of Health, Eliot Community Health Services, the Domestic Violence Service Network, and Minuteman Senior Services, showcases the strength of Bedford’s integrated approach to community support. Over the course of the year, the intern contributed 792 hours of service to the town, valued at \$19,800.



OFFICE: 689-222-6978
 WEB: www.MinutemanSenior.org
 One Burlington Woods Drive
 Suite 100
 Northampton, MA 01063




LGBTQIA+ and Friends Event
Date: Saturday, June 21, 2025
Time: 11:00am-1:00pm
Location: Town Center, 2nd Floor Flint Room
 12 Mudge Way Bedford, MA 01730

Join us in celebrating PRIDE this June, with Music and Mocktails! Enjoy a variety of delicious mocktails and the musical stylings of special guest, Riley Bergs!

A cold, light lunch will be provided. **RSVP is required for lunch count.**

RSVP by Monday, June 16, 2025 at 781-275-6825 or coa@BedfordMA.gov

Sponsored by:







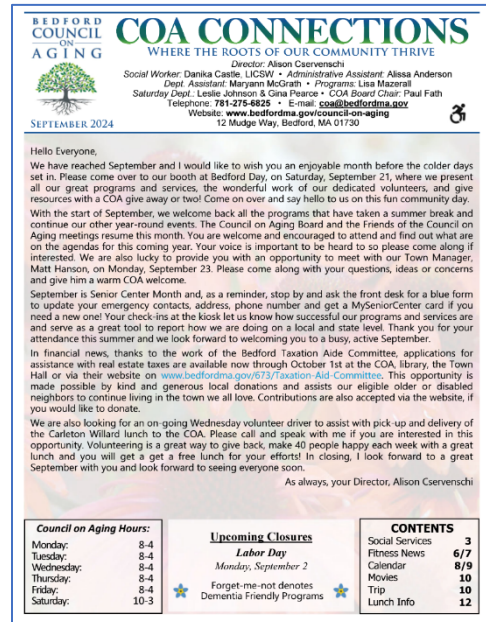
LGBTQIA+ and Friends Saturday Programs and Luncheon

In partnership with Minuteman Senior Services and The Aging Project of Boston, the COA continues Saturday programming to support the older LGBTQIA+ community. Building on past community conversations, this initiative is now promoted regionally and aligns with shared goals of resource sharing, equity, and inclusion.

Events this year included book readings, movies, holiday gatherings, musical performances, and mocktails. Attendance is gradually increasing as awareness, trust, feelings of safety in a community setting and collaborative outreach grows.

Newsletter: Monthly COA Connections

The COA Connections Newsletter is a full color, 16-page, free community publication that relies upon generous local sponsors to cover the cost of its production. In FY25, approximately \$35,600.00 was raised through community sponsorships from individuals and local businesses who support the COA's mission. Liturgical Publications, through contract, helps secure this financial backing by working with advertisers in collaboration with the COA. In addition to support from sponsors, the newsletter depends on more than 26 dedicated volunteers each month to assist with labeling and preparation for mailing. Together, volunteers contributed an estimated 572 hours of service over the year, valued at \$8,580 based on a \$15 minimum wage. 319 residents subscribe to the on-line version of the newsletter, through the town website and anyone is welcome to pick newsletters up at the Bedford Library, Town Hall and at the COA.



Dementia Friendly Bedford: Monthly Memory Café at The Residence at Bedford & Co-Sponsored by Right at Home and the FBCOA



This year, the Memory Café was re-located to The Residence at Bedford, a senior housing community, offering a more private, attractive setting without the stigma and exposure associated with the COA. Supported, in part, financially and operationally by Right at Home and the FBCOA over the past 12 months, monthly programs featured a light breakfast, provided by The Residence at Bedford along with engaging entertainers and presenters. Memory Cafés provide a supportive environment where individuals living with dementia and their caregivers can socialize and connect with others facing similar challenges. Promoting and enhancing the visibility of dementia-friendly programs remains an ongoing priority as the community ages. All such offerings held at the COA are marked by a blue ‘forget-me-not’ flower in the COA Connections newsletter.

Bedford Cultural Council Grant

In collaboration with the Bedford Cultural Council, the COA benefitted from \$1,400 in funding during FY25 to support four engaging cultural programs: Howie Newman’s Knock on Wood acoustic folk-rock duo, Silver, Ebony, Ivory Trio’s Singing Through the Ages, The Delvena Theatre Company’s Bon Voyage, Forever, and Roger Tincknell’s Beatles and Beyond. The COA is deeply grateful for this annual support, which enriches cultural programming, allows us to

bring diverse, high-quality cultural experiences to the community and reaches beyond the COA's annual program budget.

Supplemental Nutritional Assistance Program (SNAP)

The COA and Youth and Family Services team continued their partnership with UMass Medical and the Department of Transitional Assistance (DTA) to address the SNAP Gap by helping eligible residents access food assistance. In FY25, the Town received \$2,360 in reimbursement for outreach, application and administrative support. Overseen by the COA Director, the program involves close coordination with social workers to ensure residents of all ages are informed, supported, and connected to available resources—helping to reduce food insecurity throughout the community. These funds are also utilized by the team to further assist families and individuals in need.

Bedford Local Transit (BLT): Community-Wide Transportation Service

The BLT is partially supported by a Supplemental Rural Transit Reimbursement Grant from MassDOT, administered by the COA Director. This grant helps fund ‘on-demand’ rides and Saturday service hours. Despite this year’s efforts, funding for a dedicated weekend driver and expanded medical ride service, either through this grant or town support, was not achieved this year.



	FY23	FY24	FY25
TOTAL RIDES	4095	4193	4475
Disabled	2855	2928	2863
Youth (Under 19)	118	16	0
Adult	317	299	142
Seniors (60+)	805	950	1470
MILES	11,245	11,656	12,190
DAYS	225	220	224
FARE REVENUE	\$4,506.00	\$4,483.00	\$4,489.00
MBTA GRANT REIMBURSEMENT	\$11,256.89	\$11,477.14	\$11,225.10

The above chart shows ridership data for the last 3 years. Over 224 days of operation ridership grew slightly this year. 17 new riders used the service and 19 rides were turned down. 191 BLT cards were sold this year which provides riders of all ages with a \$5 savings on rides.

A one-way ride costs \$1.00 in-town for seniors, students, veterans and Medicare holders and \$2 for adults. Twice weekly Market Basket trips to Billerica cost \$2 and \$4 one way, respectively. A BLT card can be purchased for \$20, good for 25 rides from the driver or at the COA.

‘Wheels of Life’ Out-of-Town Medical Rides – Utilization and Funding

The Wheels of Life program remains entirely grant-funded with generous annual support of \$21,000 from Carleton Willard Village, Inc., in collaboration with Bedford Coach and Limo taxi service. This program offers vital transportation for residents seeking medical care outside the boundaries of the town. The chart below shows program utilization and costs over the last 3 years.

Fiscal Year	Total Riders	Total of Rides	Total Cost via invoice	Average Cost per Ride
FY23	71	217	\$21,235.00	\$97.86
FY24	67	159	\$17,150.00	\$107.86
FY25	76	204	\$23,275.00	\$114.09

Current trends and challenges for this program include increasing costs each year due to fuel and further distances from medical sites. Round-trips into Boston now averages \$300. Demand remains steady however, funding has not kept up with cost increases. To manage costs there is a \$300 annual limit per person (January – December). In FY25 the COA was unable to meet the ongoing medical needs of 27 individuals who met the annual cap and letters were sent which include other transportation resources. To note, the taxi service used is not wheelchair accessible, limiting availability for residents with mobility impairments and medical needs continue following transportation denials.

2025 Annual Jacob Wren Throckmorton Memorial Art Show – 10th Anniversary Year



Each April, an annual event honors Jacob Wren Throckmorton, a Bedford student who generously volunteered at the COA for many years and tragically passed away at age 19.



The event celebrates Jacob’s love for the arts, the COA, and older adults by showcasing the talents of local seasoned artists across various mediums. This year’s artist reception featured another spirited performance by the COA’s ukulele group bringing together music and visual art in a heartfelt tribute. Ukulele classes are part funded in part, by the memorial fund established in Jacob’s name. This year’s event raised \$1,510 through generous donations and the sale of special greeting cards, help support creative programming at the COA in the year ahead.

Seniors4Seniors: A New Intergenerational Volunteer Program

This year, Bedford High School seniors founded Seniors4Seniors, a nonprofit bringing students to the COA to lead activities like tea and board games, tech support, crochet, and musical performances. The program builds meaningful connections across generations and serves as a feeder for youth community service, with mentorship ensuring new volunteers replace graduating members. This year, seven-year volunteer Kai Holland was honored as he graduated and headed to Cornell University. Seniors4Seniors has made a great contribution to the COA this year and plans to continue to be a rewarding experience for students, families and seniors alike.



2025 AARP Tax Assistance Program

During the 2025 tax season, ten (10) IRS and AARP trained volunteers provided free tax preparation assistance to 175 Bedford residents. Each appointment required two volunteers to review and verify documents, totaling an estimated 430 hours of appointment time and 80 hours of training. At an estimated volunteer value of \$20.00 per hour, the total preparation value equates to \$8,600. Given that professional tax preparation services average around \$300 per return in Massachusetts, this program provided \$61,100 in free tax preparation and submission fees demonstrating both the financial impact and community value of the service. In addition, over 50 clients benefited from the Senior Citizen Circuit Breaker Credit and received up to \$2730, which is the maximum award.

Congregate Meals (Monday, Wednesday, Friday), Grab and Go Meals (Tuesday+ Thursday) & Meals on Wheels. A collaboration between Minuteman Senior Services and Carleton Willard Village Inc.

This collaborative nutritional program offers residents congregate and grab and go meals through an ongoing partnership with Minuteman Senior Services and Carleton Willard Village Inc. This popular program encourages socializing while enjoying nutritious meals, with the support of trained volunteers who help prepare, serve, and provide delivery of meals to the Town Center. The COA Director manages the delivery schedule of congregate meal. In FY25, 6,522 meals were served.

Additionally, 10,375 Meals on Wheels meals were delivered by Minuteman Senior Services, supporting homebound seniors through trained volunteers who bring hot meals door-to-door 5X/week and conducted wellness checks to ensure the safety and well-being of vulnerable residents.

SHINE Counseling (Serving Health Insurance Needs for Everyone)

In partnership with Minuteman Senior Services, two trained SHINE counselors provided 185 hours of free Medicare and health insurance support to 123 seniors. Services included one-on-one counseling, research, and follow-up, helping residents navigate complex insurance options and save on medical costs. Valued at \$25/hour, the program provided an estimated \$4,625 in volunteer service to the Town.

Volunteering and Engagement Opportunities



In FY25, 120 dedicated volunteers contributed 7,515 hours to the Town, playing a vital role in delivering over half of the COA's programs and services, as well as serving on boards and committees.



Volunteer roles spanned a wide range of activities, including support for the pool program, Memory Café, newsletter collation, Fix It Shop, free tax prep, congregate meals, hikes, tech help, SHINE counseling, and events such as the Jacob Wren Art Show. Volunteers also led programs such as Scottish dance, Qi Gong, sing-alongs, Saturday tech support and youth activities. At a minimum wage of \$15/hour, the COA's volunteer contribution represents a value of \$112,728 to the Town.

FY25 PROJECTIONS

Completion, Submission, and Award of Bedford's First Massachusetts Councils on Aging (MCOA) State Certificate

Building on the COA Board's foundational work, including the development of a mission and

vision statement, core values, SWOT analysis, and a three-year rolling strategic plan, the COA Director has completed all remaining certification components. These include a senior center profile, outreach and marketing strategies, identifying strategic partnerships, outlining HR and administrative practices, program evaluation, and fiscal planning. In September 2025, the COA will complete the submission of all required documentation to MCOA and hopes to be awarded official state certification. Achieving this certification will formally recognize the COA's commitment to excellence in aging services and continuous improvement.

Expansion of Medical Riders and Saturday BLT Service

The COA plans to expand transportation services by pursuing funding to increase medical ride availability and extend the Saturday BLT driver position. This expansion will support out-of-town medical rides and Saturday service. A community survey of riders will be conducted to assess and confirm the need for out-of-town medical rides. Efforts will also focus on securing a dedicated vehicle to better serve these transportation needs.

Senior and Veteran's Tax Work Off Program Increased Reimbursement

The current allowable reimbursement for this program is \$2000 in Massachusetts. In FY24, Bedford voted to provide \$1,000 in reimbursement for the first year of the program. Due to the success and interest in the program the COA will advocate for an increase in the reimbursement to at least \$1,500.

COA Board & Disability Commission Collaboration.

To collaborate with the Disability Commission in promoting equitable access to programs, services, and facilities, including ADA improvements. To work with the COA Board on considering pursuit of a post-COVID Town Needs Assessment, building on the 2018 UMass Boston study, to better understand the evolving needs of older adults and residents with diverse needs.

Develop a 'Special Projects and Programs' Account

The COA may accept grants or gifts from various sources. To continue previous grant funded programs, and maintain current programs, the COA will conduct solicitation in accordance with G.L. c.44, § 53A and increase available funds.

Volunteer Coordination

To evaluate current volunteer coordination duties and identify un-met needs. Ideal responsibilities will be outlined and a new role, supporting current and future volunteer support and engagement, will be created to support the COA's mission.



RECREATION DEPARTMENT

Josh Smith, Director
Robin Steele, Recreation Commission Chair

PURPOSE

The Recreation Department offers a variety of adult and youth programs throughout the year consistent with the goal of satisfying the diverse desires of the Bedford community. These programs reflect the interests of the residents and foster a sense of community in Bedford. Programs are self-supporting and costs are kept to a minimum thanks to the efforts of many dedicated volunteers. The administration of the department is supported by funds appropriated at the Annual Town Meeting, as well as by funds generated by program fees. The recreation commission also supports the Bedford Recreation Scholarships Fund, which gives out financial aid to participants who may need support in order to participate in any recreation program.

Department guidelines and policies are established by a five-member commission that is appointed by the Select Board. The Commission typically meets once per month at 12 Mudge Way.

Activity brochures are made and produced seasonally (three to four per year) each year to convey information about Recreation programs to residents. These brochures are posted online at bedfordrecreation.org and available at the Recreation Department located in Town Center. On occasion, brochures may also be mailed to Bedford residents.

Recreation programs are typically held at 12 Mudge Way, public school facilities, various non-town rental facilities, at Springs Brook Park or on fields maintained by the Department of Public Works. Throughout the year, recreation programs for youth and adults include dance, gymnastics, the arts, music, soccer, basketball, volleyball, cricket, field hockey, golf, fitness, tennis, theatre, science and special events and trips to shows and places of interest. In addition, the Recreation Department coordinates the Town's annual Bedford Day (including the Bedford Day 5K, parade and fair), Summer Concert Series, Back to School Movie Night and Tree Lighting, Fall/Spring Walk and Bike to School Days.

The Therapeutic Recreation (TR) programs and offerings continued to grow. TR is a process that utilizes recreation and leisure to provide adaptation and support to individuals of all abilities within recreation programs and services. Participating in Therapeutic Recreation programs promotes independence and encourages improvement in social, emotional, cognitive and physical wellbeing.

Summer recreation in Bedford is busy with popular programs such as sports camps, Summer Stock theatre program, science camps, Springs Brook Park, Summer Adventures, Kids' Club

Summer Fun program and the Bedford Summer Basketball League.

Kids' Club is the Recreation Department's school-age child-care program for children in grades kindergarten through grade five. Housed in rental space at 12 Mudge Way and using facilities at the Lane Elementary School, it operates all year and not only meets the childcare needs of residents but also offers children wonderful activities in a safe and caring environment.

The Recreation Department recognizes the tremendous contribution made by the many recreation volunteers. Recreation basketball and soccer are among the programs made possible by the volunteer spirit and effort of Bedford residents.

Private organizations offering recreational programs for Bedford youth include Bedford Babe Ruth Baseball and Softball, Lexington/Bedford Pop Warner Football, Bedford Youth Lacrosse, Bedford Travel Basketball, and Lexington/Bedford Youth Hockey. Bedford Recreation works with these private organizations to understand their field and gym requirements, schedule the fields, permit the field use, and develop forward looking infrastructure requirements. The Recreation Department offers guidance to these programs based on years of programming experience. Interaction with these organizations, as well as ongoing communication with families involved with the Recreation programs, enables the Recreation Department to understand the needs of the Town. This connection with the families of Bedford is a true partnership.

EMPLOYEE STATISTICS

Full-Time: .5*

**50% of one staff member's salary is funded by the Town Operating Budget. Additional Full-Time and Part-Time Staff funded by Recreation Revolving Fund (program fees)*

FY25 HIGHLIGHTS

The department managed the Springs Brook Park Future Use Study, which was funded by Community Preservation Act Funding (CPA). Other CPA funded projects included batting cages for C and Page fields. Along with the Town's Fields Partnership Group Recreation managed the Sabourin Field renovation project, which included a new track and turf field that started construction in May of 2025 and concluded in September of 2025.

The Summer Adventures celebrated its 50th year. The program serves children in grades Pre-K to Eighth grade, a Counselor in Training (CIT) program for ninth grade. There is an inclusionary option available for families with children seeking extra support to participate in the program and this was led by our therapeutic recreation specialist and staff.

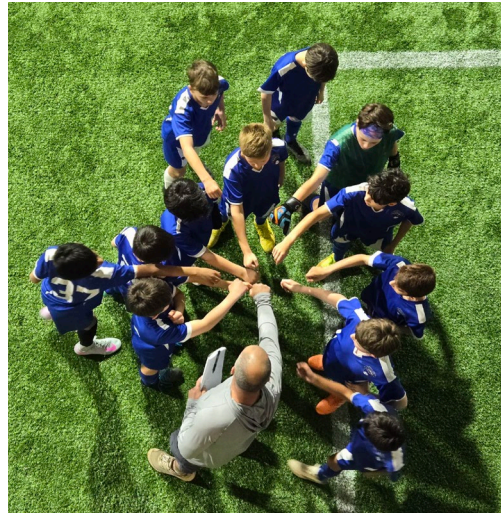
Springs Brook Park expanded operating hours for its summer season to Wednesday/Thursday 12-5, Friday 12-7 and Saturday/Sunday 10-5. The park is utilized by Summer Adventures from 9-12 Tuesday-Friday. Swimming lessons were also offered to the public this

season.

FY26 PROJECTIONS

- The Recreation Department will continue to evaluate program offerings to ensure that the community's needs and desires are met to the greatest extent possible.
- The Recreation Department will explore opportunities for potential additional playgrounds, fields and multi-generational space in town.
- The Recreation Department will work with town boards and committees to develop and implement a plan for the future of Springs Brook Park

The Recreation Department looks forward to involvement with the residents of Bedford in FY26. Those interested in teaching programs, coaching or volunteering for the Recreation Department should contact the Recreation Office at 781-275-1392.



YOUTH AND FAMILY SERVICES

Heidi Porter, Director of Health and Human Services

Matthew Derman, Youth and Family Services Committee Chair

PURPOSE

Bedford Youth and Family Services (YFS) is committed to identify the social, emotional and developmental needs of children, youth, adults and families in Bedford and through programs, services, outreach and support, strive to meet those needs. YFS is a division of the Health and Human Services Department (HHS), formed in FY20, in conjunction with the Health Department and the Council on Aging.

In executing its mission, YFS provides supportive counseling, community education, prevention resources, social service outreach, youth empowerment and healthy community programming and wellness outreach. YFS staff work closely with schools, police, other town departments, community agencies and citizen groups. We envision a town committed to the well-being and safety of children, youth, and families; a town that promotes community awareness of healthy lifestyles; and a community where these commitments are demonstrated in policies and actions. The Department continues to promote inclusiveness, diversity, and cultural competence in both our individual and programmatic dealings. To that end, the 9-member Youth and Family Services Committee, which typically meets 5 times annually, provides advice to the Department on programs and services that identify and address the social, emotional, and developmental needs of children, youth, adults and families in Bedford.

EMPLOYEE STATISTICS

Under the Supervision of the Full Time Director of Health and Human Services

Full Time Employees (including the Director of HHS): 4

Part Time Employees: 3

Veterans' District Shared Employees: 2

Interns: 2

Volunteers: 40+

FY25 HIGHLIGHTS

Veterans' Services

Veterans Services for Bedford residents as part of a district with the towns of Lexington and Carlisle. The mission of the Lexington-Bedford-Carlisle Veterans' Services' District is to support veterans and their families in need of services and provide information and access to services for which they are eligible under the law. The district has a full-time Director and part-time Veterans' Services Officer (VSO). Over the last year, Bedford Veterans' Services

averaged a monthly clientele of 25 veterans and/or dependents, focusing on the distribution of financial assistance under Massachusetts General Law, Chapter 115.

In addition to the State benefits that the district offers to local veterans and their families, Bedford Veterans' Services assisted with access to federal benefits. The Bedford VSO has conducted outreach via home visits to assist veterans in need. Resources regarding housing, property and excise tax exemptions, annuities, war bonuses and burial benefits were provided, and staff continued to help veterans enroll in the VA Healthcare System. Veterans Day and Memorial Day events were conducted by the Patriotic Holiday Committee with assistance from the Veterans' Services Department. The annual Veterans Day ceremony was held on November 11th and Memorial Day parade and ceremony held on May 27th. This year's Grand Marshall was Arthur Smith. Keynote speaker was Colonel Jorge Jimenez, the new Base Commander at Hanscom Air Force Base. The District Director organized a medal pinning ceremony held at the Knights of Columbus in Lexington inviting 13 Korean War veterans and family members to receive their Ambassador For Peace Medal. Kim Jae-hui, Consul General, from the Koran Consulate, Boston, MA, was the guest speaker and presented the medals. The Bedford VSO served as emcee. For the 3rd straight year Veterans' Services has conducted weekly food pantry deliveries to residents of the Bedford Veterans' Quarters and Bedford Green. The District remains committed to collaboration with Federal, State and local agencies such as the Department of Veterans Affairs, Minuteman Senior Services, Bedford Housing Authority and Mass Hire Career Centers to provide information and referrals that span a wide range of additional services to support veterans and their families. The Bedford VSO continued to conduct monthly marketing presentations speaking at the Bedford VA Financial Wellness and Community Roundtable.

Outreach Services and Community Partnerships

YFS participated in multiple community-based initiatives. In September of 2024, YFS hosted a Bedford Day booth with resources around Food Security, Mental Health, Housing, etc., along with a Plinko Board called "Grow Your Mental Health." Community members received a plant for participating in the activity.



In September of 2024, YFS staff attended the Bedford High School and John Glenn Middle School Back to School nights to host a resource table. Alongside the YFS resource table was the Hidden in Plain Sight display offered through the Great Meadows Public Health Collaborative. This program is to help caring adults identify signs of substance use/abuse in youth and have meaningful conversations.

In October 2024, YFS partnered with the Parents Diversity Council and helped sponsor the multi-town celebration of Indigenous People's Day on October 5th on the field behind the Town Center playground. The event was for people of all ages to work together to create a large-scale mural of Turtle Island for display in the Bedford Free Public Library. Aimee Ledwell is a Mashpee Wampanoag artist and teacher who shared stories and knowledge about Turtle Island. She believes that joy and connection are the antidote to generational trauma and strives to spotlight that joy in fashion, paintings, and stories.



In October 2024, YFS partnered with Emerson Hospital and the Yellow Tulip Project to plant a Hope Garden. Youth Services Coordinator Mallory Fuller hosted a community event in late October to plant 100 tulip bulbs outside the Town Center Building. The Project's mission is to eliminate the stigmas surrounding mental illness. Tulips are a sign of hope and when communities come together to plant a Hope Garden and talk about mental illness, hope blooms!



In May, 2025, YFS hosted a Kindness Rocks painting event to foster community connection, highlight the blooming yellow tulips that were planted in October, and honor Mental Health Awareness Month.



In May 2025, YFS teamed up with the Recreation Department for Bike, Walk & Roll to School Day! Students and families had fun pedaling, strolling, rolling and starting the school day with energy and smiles. Also In May, YFS, along with the Health and Recreation Departments hosted a table at the Hanscom Air Force Base Health and Fitness Fair, sharing local resources, highlighting recreational activities, and promoting upcoming spring events in Bedford.



May 2025, YFS hosted a virtual presentation. Jon Mattleman virtually presented on Emotional Well-being and Life after High School. The presentation offered valuable insights for students and families navigating this major life transition. He discussed common emotional challenges faced by young adults and provided practical strategies for managing stress, anxiety, and uncertainty. The presentation encouraged proactive mental health care and offers tools to foster emotional growth and independence. A recording for this presentation was available via zoom on the Town Website, Bedford High School webpage, and Jon Mattleman's website until June 2025.





June 2025, YFS partnered with the Parents Diversity Council and hosted the 4th annual Bedford Pride Celebration on Sunday, June 8th in the Bedford Town Common. It was for LGBTQ+ Folk & Allies of all ages to join in sharing an afternoon of community, solidarity, and fun to acknowledge Pride Month. The tradition continues with a celebration on the Town Common featuring many booths hosted by a variety of organizations with crafts, games, and information. Live music from The Femmes, an all-woman and non-binary band. Community Art Project, to create a colorful pride bunting for display, along with Dylan and Pete’s ice-cream truck.

Social Work Services

Social Work services were available to residents in need who are facing a variety of issues including but not limited to accessing mental health services, financial aid, housing supports, food insecurity, transportation needs, domestic violence resources and substance addiction supports. Taking an empathetic and client centered approach, residents are individually assessed to identify their needs and guided to appropriate resources. Residents who seek social work services have intersectional issues, for example, a resident who is in need to access the food bank may also be struggling to access mental health supports and/or resources to obtain more affordable housing. Any resident who reaches out for social work service support will be heard and can work collaboratively with the YFS staff to help attain their goals.

Youth and Family Services has a Youth Social Worker who is focused on individuals 18 and under as well as a Community Social Worker who works with individuals 19-59.

Community Needs / Barriers Addressed

Youth and Families services provided direct casework to 146 individuals/Families over the course of FY25. This statistic does not include individuals also served anonymously through various programs that provide supplies without needing identifying information such as winter coats, hygiene products, diapers, and the food bank.

In FY25, the top areas of need for Bedford residents who contacted YFS included food insecurity, housing and utility assistance, and mental health resources.

Food Insecurity

Food Insecurity has continued to be the largest area of need addressed by YFS over the past year. The Town of Bedford has access to robust services to meet this increased need including The Bedford Food Bank, SNAP Outreach Partnership, The Salvation Army, and donated gift cards. In FY25, HHS has continued in the Supplemental Nutritional Assistance Program (SNAP) Outreach Partner Reimbursement Project in partnership with The Department of Transitional Assistance and University of Massachusetts Medical School to increase the number of participants in SNAP. The Town of Bedford receives reimbursement for hours dedicated to signing up residents for SNAP and outreach projects. In addition, several SNAP Outreach events were held including Bedford Day and Hanscom Air Force Base Health and Wellness Fair.

The Bedford Food Bank

The Town of Bedford Food Bank service continues to operate weekly, providing food and supplies in order to address food and nutrition insecurity in our community. We have a weekly drive through program, along with a robust home delivery program, currently serving 170-190 households per week. The weekly service includes our drive-through program operating every Thursday, a home delivery program, and our newly launched self-service locker program where guests who cannot attend our drive-through program can come to the Town Center and retrieve their distribution at their convenience. The 15 lockers installed outside the COA main entrance, are the result of a \$36,000 award from Executive Office of Energy and Environmental Affairs and Bedford is among the first communities in the region to implement a program of this kind.

The Town and the Bedford Community Table/Pantry's (BCT/P) partnership and membership with the Greater Boston Food Bank (GBFB) continued in FY25. This membership enables direct access to free and lower cost healthy and nutritious food and personal items offered by GBFB. When at full capacity, the GBFB allows the Bedford Food Bank to order and receive about 18,000 pounds of no cost or lower cost food from GBFB each month.

GBFB has experienced cutbacks and many supply chain disruptions which impact the availability of provisions to the Bedford Food Bank, but through building other partnerships, Bedford has been able to meet growing demand. This year we partnered with the Merrimack Valley Food Bank in Lowell to receive additional products. Our other primary donor partnerships, both new and expanded, include: Gaining Ground of Concord for fresh organic produce, the Loaves and Fishes Food Pantry for transportation services (food pick up from Boston), Boston Area Gleaners, and food and personal item donations from Chip-In Farm, Dignity Matters, National Celiac Foundation, Nevins Farm, Hope and Comfort, Welch's, Stop and Shop Bedford, Cradles to Crayons and FoodLink of Arlington. In collaboration with BCT/P financial awards included a \$15,000 Joy in Childhood grant from Dunkin' Donuts. The Food Bank storage and distribution location continues in the Town Center Building.

To assist families with students in the Bedford Public Schools (BPS) we provided bags of dry goods to each school to offer to families in need. In addition, in FY25, we provided a supplemental lunch bag during school vacations to BPS families to include lunch items during the school vacation weeks and summer months. CERT Volunteers, along with Bedford residents, High School students and town staff were integral in execution of our drive through food service program. Each week we benefit from a volunteer team of about 40 volunteers providing over 80 weekly volunteer hours to assist in the Food Bank. This includes students from the LABBB Collaborative looking for inclusive work and social experience.

BCT/P has provided funding for 3 part-time positions: a Food Bank Assistant, a Volunteer and Outreach Assistant, and newly added Transportation Assistant. The Transportation Assistant salary was originally paid for through a grant awarded by the GBFB. This position has allowed us to access a greater volume of food from new and existing partners.

Volunteer delivery drivers provided weekly home deliveries to about 40-45 residents who have been identified as unable to attend the Food Bank due to disability, caregiving responsibility, lack of transportation, or work schedule. The home deliveries serve a wide variety of residents including veterans, families, elderly, and individuals rooming at the local hotel and motel. This includes delivery of 20-25 bundles to the VA hospital campus provided by the Veterans' Agent.

In FY25, the Bedford Food Bank served an average of 425 residents per month, and an average of 160-190 households per week—and provided between 35 and 40 pounds (totaling about three tons of product per week) of fresh produce, eggs, cheese, meat, fish, bread and pantry staples per household per week. Offered items also include household cleaning products, menstrual care, diapers, hand sanitizer, paper products, masks, pet food and supplies, light bulbs and other necessities as available. Client feedback continues to indicate a wish for more fresh produce, dairy, meat and other protein and the Food Bank staff have continued to build our partnerships to meet those needs and provide more fresh items and fewer dry goods.

Through the generosity of Millipore/Sigma, Barrett Sotheby's, Mantis and the Bedford Family Connection, we were also able to provide a robust Thanksgiving distribution. Guests of the drive-through service received traditional Thanksgiving dry goods along with a \$20 grocery card. Those guests receiving home delivery received a prepared turkey dinner, a pie and other items. We also received and distributed donated gift cards (i.e. to CVS, Stop & Shop, Ocean State Job Lots, TJ Maxx). A fundraiser promoted by Bedford Embraces Diversity provided household cleaning supplies and personal care items to be included in our distribution bundles. The Town of Bedford Department of Public Works organized a paper goods "Fill a Dump Truck" Drive at Bedford Day and provided the Food Bank with paper products for distribution. According to GBFB metrics, market value of our distribution was \$409,116 in FY25.

The Food Bank also partnered with the Bedford Arts and Crafts Society, funded by a grant from the Bedford Cultural Council, who made homemade hats and scarves, along with handmade cards to give out to patrons of the Food Bank service. The Bedford Rotary donated backpacks and school supplies, and also funding for the purchase of car seats.

The Youth Social Worker and Food Bank Staff have organized a partnership with Bedford Public Schools to have student volunteers work at the Food Bank. Over 70 students over the past year have volunteered more than a combined 1250 hours. Student volunteers have become an essential resource in the continued operation of the Food Bank.

The Bedford Food Bank has seen a steady increase in attendance and continues to address food insecurity in the midst of cuts to food programs across the region and the nation. In order to ensure our entire community has access to the reliable, healthy, nutrient dense food they will need more than ever, the BFB Fund has been re-opened and will be accepting monetary donations to support operations. More information can be obtained from the Bedford Food Bank website at www.bedfordma.gov/FoodBank.

Mental Health

Mental Health Support for residents has been available through the YFS office. Both the Community Social Worker and Youth Services Coordinator have been able to act as a bridge to connect individuals to appropriate mental health services. In the short term the Social Workers can plan with the resident to maintain safety and to ensure that they are fully aware to crisis and emergency services. Connections are made with residents who are at higher risk and can benefit from check-ins performed by the Community Social Worker.

YFS implemented and facilitated an evening Buried in Treasure Hoarding Support Group that met from September 2024 to January 2025. Members that graduated from the group were eligible to join the ongoing Clutter Free Friends Support Group.

YFS is an active participant in the Town At-Risk meeting whose purpose is to support residents identified as high risk and in need of service and support from many collaborators - Health and Human Services, Fire, Police, Council on Aging, Eliot Community Human Services (Eliot), and Domestic Violence Services Network (DVSN).

For FY25, Eliot, the YFS therapy arm, served 72 Bedford residents and provided a total of 540 sessions. The Clinical Coordinator worked with a wide range of clients across the life span. We experienced an interruption in service during this fiscal year which impacted the number of clients seen in the YFS office, with clients being seen in Eliot's Concord Clinic for half the year. In FY26 services will be provided by a new outpatient therapy provider, The Edinburg Center.

The Interface Referral Helpline which is a service of Williams James College is available to Bedford Residents and members of the Bedford Public Schools. The service assists Bedford residents and families with children attending Bedford Public Schools in connecting to mental health providers and takes into consideration their needs, location, preferences for providers, and health insurance. Domestic Violence situations were assessed for residents and referred for appropriate services. YFS works collaboratively with DVSN and Bedford Police to support survivors of domestic violence. Substance use issues were assessed and referred for appropriate levels of treatment. Referrals ranged from local support groups such as AA,

NA, Al-Anon and Smart Recovery to medication assisted treatment, individual counseling, and/or inpatient treatments.

Financial Relief and Resources for Residents in Need

YFS provided an array of services and supports to residents this year to help address low-income barriers.

The Progress Fund was established in February 2000 from a starter grant from Progress Software. The Fund's purpose is to provide financial relief for Bedford community members in need when there are no other resources available. The Fund was able to provide \$1918 in financial assistance to residents in crisis. In addition, \$858 in donated gift cards for food, clothing and basic needs were distributed this year through YFS.

The Diaper and Personal Item Bank was established in July 2020 and continues to distribute over 1,300 diapers and baby wipes a year. In addition, over 150 packages of feminine items have also been distributed this year. Residents can access items through the weekly food bank or the YFS Office. The Diaper and Personal Item Bank has been supplied through community donations and the partnership with Cradles to Crayons, Dignity Matters, and Hope and Comfort. The Town of Bedford has a partnership with Cradles to Crayons, a non-profit organization that supplies the Diaper Bank with diapers and baby wipes free of charge, every month. An Amazon Wishlist has been created for any resident who wants to donate.

During the holiday season, YFS received gift card donations for provision to families in need. Donors included Bedford Santa and Bedford Residents. YFS was able to distribute Target, Walmart and Amazon Gift cards to over 86 children and 33 Bedford households for the purchase of holiday gifts. In addition, YFS partnered with the Bedford Fire Department to distribute toys to 21 families and 53 children through the Toys For Tots Program.

Winter Coats were donated by Cradles to Crayons, the Knights of Columbus and Community Donations. Residents could come to Town Center and pick up coats at the Food Bank without any need for an appointment or registration. During the winter of 2024-2025, over 300 coats for adults and children were distributed to those in need.



Fuel assistance was provided to residents in need to supplement funds for heating their homes. Residents were able to meet with the town Social Worker to fill out an application and gather the necessary paperwork to send into the managing non-profit Community Teamwork located in Lowell. Residents, once approved, received a credit to their identified fuel provider.

MassHealth assistance including applying, navigating or troubleshooting is a service that has been essential for ensuring residents can access health and mental health services. Residents have been connected with appropriate MassHealth plans and assistance provided with identifying participating healthcare providers. Project Ezra through Temple Isaiah in Lexington provided and delivered holiday meals for families who were in need. 127 residents total received a hot holiday meal on Christmas Eve thanks to the dedicated volunteers of Project Ezra. Beacon Santa assisted families who could not afford holiday gifts for their children. YFS was able to assist connecting over 40 families with the program. Salvation Army has partnered with the Town Social Workers to be able to distribute vouchers for Market Basket and Stop & Shop. In addition, residents have access through the Social Workers to the Salvation Army's Good Neighbor Energy Fund for heating and utility assistance.

Housing Supports

YFS continued to help residents in submitting applications for the Bedford Rental Relief Program (BRRP). BRRP provides temporary monthly rental assistance in the form of a grant to eligible households and pays between \$300 - \$750/mo. in rental assistance, depending on unit size for six months. Payments are made directly to the landlord. BRRP is funded is through Bedford's Municipal Affordable Housing Trust. Rental Assistance was provided to residents who had fallen behind on their rent through the RAFT program run by Metro Housing Boston. YFS assisted in completing 9 RAFT applications throughout the year to prevent future eviction and/or utility shut offs. Public Housing, Section-8 and Affordable Housing Application assistance was given to residents who needed to find housing that they could afford. The Community Social Worker helped residents to find available housing opportunities as well as guided residents with filling out the Common Housing Application for Massachusetts Public Housing (CHAMP) and application for Section-8 Voucher. Homelessness was addressed by assessing an individual's/family's situation and available supports. Individuals/families struggling with being homeless were assisted by providing them resources on a case-by-case basis. People who were homeless due to domestic violence were referred to the Department of Transitional Assistance Domestic Violence unit for housing and emergency shelter supports. YFS developed a resource guide for individuals facing homelessness that listed relevant resources and active shelters that could be accessed. Legal Representation for low-income individuals was provided by MetroWest Legal Services and was referred as needed for residents.

FY26 PROJECTIONS

Outpatient Therapy Services will be provided through a new partnership with The Edinburg Center. An outpatient therapist will be based out of the YFS and will provide therapy to Bedford Community Members, no charge for insurance co-pays. Community Teamwork will

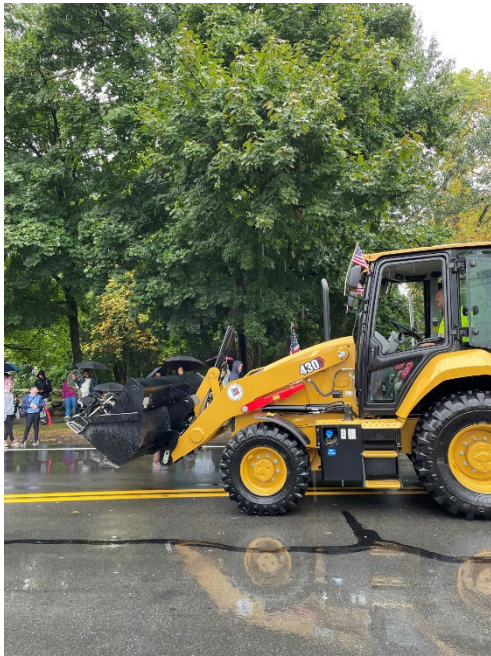
implement their expanded Life Skills Program that will now be open to all Bedford Residents who are income eligible. Residents will be able to access Financial Education Classes in Fall and Winter during FY26 as well as be able to work directly with a case manager from CTI to address financial goals. The Social Work Internship Program is going to continue with 2 new students starting in September 2025 and continuing through May 2026. The Social Work interns will assist the Town Social Workers and gain experience serving residents in both the YFS and COA departments. Starting in the fall of 2025, the HHS team will be conducting community presentations at the Bedford Public Library and Ashby Place. In collaboration with the Public Health Nurse, the HHS team will be presenting on topics concerning food resources, safe needle disposal, and financial resources.

YFS will continue their partnership with the Department of Transitional Assistance to sign eligible individuals up for SNAP. YFS will host SNAP outreach events in the community throughout the year.

The partnership with Cradles to Crayons and Dignity Matters will continue in order to access a steady supply of diapers, baby wipes, personal care products, and menstruation products available to any Bedford Community Member in need.

DEPARTMENT OF PUBLIC WORKS

David Manugian, Director



Bedford Day Parade

PURPOSE

The mission of the Department of Public Works (DPW) is to provide high quality essential municipal services to the residents, businesses, and visitors to Bedford in an efficient and cost effective manner. The DPW is responsible for supervising the design and construction of non-building capital infrastructure in the Town. The Grounds Division performs interments and maintains 22 acres at two Town cemeteries in addition to the complete maintenance of 130 acres of athletic fields and parkland. The Highway Division maintains the quality and drivability of the Town's 82 miles of paved roads and their drainage systems, as well as 32 miles of sidewalks and bikeways. The Mechanical Division maintains and repairs most of the Town's 151 vehicles and equipment pieces. The Water/ Sewer Divisions oversee the day-to-day operations and maintenance of the Town's 80 miles of water mains, approximately 6,200 water service connections, approxi-

mately 4,700 sewer service connections, and 800 fire hydrants. The trash and recycling program provides trash and recycling collection to approximately 4,700 residences as well as yard waste pickup, bulk, white good pickup, and special collection events. DPW also provides engineering services to other Town departments and typically provides labor and support for local events such as Pole Capping, Memorial Day, Fourth of July, Bedford Day, Veterans Day, summer concerts, and holiday tree lighting.

Employee Statistics

Full-Time Administration and Engineering:	14.5
Full-Time Grounds:	9.0
Full-Time Highway	8.0
Full-Time Mechanical:	4.0
Full-Time Sewer:	5.0
Full-Time Water:	4.0
Full-Time Equivalent Seasonal Labor:	1.5
Full-Time Equivalent Seasonal Administrative:	0.3

FY25 HIGHLIGHTS

Administration

Administration supports all divisions within Public Works, including staffing for recycling events and department-wide events. It also handles infrastructure permitting such as water and sewer connections, street openings and trench excavations, and cemetery lot purchases and interments.

In FY25 DPW completed the transition of its water and sewer billing from KVS Springbrook to Tyler Munis. The new software has given the Department additional review and reporting tools for managing the water and sewer billing process.

The Department had a number of training opportunities over the course of the year. It continued its in-house CDL training program; in FY25 three employees completed the program and obtained their CDL license. Department staff were trained on the latest version of the Town's stormwater permit and what to look for related to stormwater issues. Many department staff took advantage of CPR training. And Administrative staff were trained on the revised lead service line investigation protocols for the Town.

DPW continued to work closely with multiple Boards and Committees over the course of the year including Select Board, Planning Board, Fields Partnership, Transportation Advisory Committee, Conservation Commission, Trails Committee, Arbor Resources Committee, and Depot Park Advisory Committee. In FY25 it assisted with the completion of the Town's Community Forest Master Plan.



Richard Road Culvert Replacement

Engineering

In FY25 the Engineering Division continued its relationship with UMass Lowell where the senior students perform a capstone project to look at a design issue in Bedford. The spring project was to develop an expanded cemetery roadway and utility plan for the Shawsheen Cemetery. The fall project was to look at improvements to the Willson Park Intersection.

The Engineering Division welcomed a new engineer.

It also continued to support the other DPW Divisions and Town Committees with environmental permitting, plans and specifications for construction projects, small capital project design services and water quality sampling and construction inspectional services and project management.

FY25 was the seventh year of the EPA's Stormwater Permit, requiring cities and towns to implement regulations, provide pertinent public education, evaluate municipal facilities and sampling of stormwater outlets. A revamp of the data collection system is in progress to facilitate easier compliance monitoring and stormwater sampling.

The Engineering Division also completed the Culvert Asset Management Report as part of a grant opportunity. And in FY25 completed the first culvert project on Richard Road, replacing a failed 36-inch corrugated metal pipe culvert with three 36-inch concrete pipes.

Transportation

In conjunction with the Transportation Advisory Committee, the Town completed a traffic calming policy. Its purpose is to provide structural and non-structural elements to low traffic on neighborhood roads. Dunster Road and Hemlock Lane completed their Phase 1 (signs and striping) interventions under the Town's new Neighborhood Traffic Calming Policy.

Grounds

In FY25 the Grounds Division completed approximately 1061 work orders for the Cemetery and general town grounds. The work can be broken-down as follows:

- 298 were sports field related
- 198 were cemetery related
- 148 were tree related
- 170 were parks and playground related
- 37 were for holidays and other special events
- 66 were related to care and maintenance of the Town flags
- 144 were for other activities including maintenance at the schools and town buildings; assisting contractors on construction projects; dealing with bees and other pests; and assisting on a variety of Grounds related activities throughout the Town.

In FY25 The Grounds Division fully completed the small expansion at the Shawsheen Cemetery by enclosing it with chain link fencing. All plots were marked out including a section dedicated to two grave lots allowing headstones with hopes to conserve space.

The Grounds Division also continued its management of Emerald Ash Borer with treatment for targeted trees, as well as the removal of 29 Hazard Ash Trees that were a threat to people or property. 11 trees were planted as part of the Town's free tree program in partnership with the Arbor Resources Committee as well as an additional 3 trees planted at the South Road Soccer fields for Arbor Day 2025.

The Grounds Division also fully completed the installation of two new batting cages. One 55-foot cage is located at "Miss G" Field and a second 70-foot cage was installed at Page Field. This project was completed on schedule, and the cages were being used this past early spring. The Sabourin Field turf replacement and upgrades started in late FY24 and were completed September 2025.



Glen Terrace Drainage Repair

Highway

The Highway Division is responsible for the maintenance and improvements to the Town’s infrastructure. Integral functions of the Division include snow and ice removal, pavement management, drainage system maintenance, pavement markings, traffic signal maintenance, street sweeping, catch basin cleaning and sidewalk repairs.

As part of the FY25 Pavement Management program, public works treated 42 of the Town’s 220 roads with a program that included six treatments. In addition, crack sealing on a number of roads, the following treatments were performed:

<p>1. Delta Mist fog seal</p> <ul style="list-style-type: none"> a. Page Road from 4 way to Brooksbie Road b. Glen Terrace c. Glenridge Drive from Glen to dead end d. Norma Road e. Ten Acres Drive f. Springs Road from VA to Town Line g. Burlington Road from Mitre to town line h. Carlisle Road from North Road to #108 i. Chelmsford Road j. Old Billerica Road from Noreen to town line k. Middlesex Turnpike from Town Line to Plank Street l. Plank Street m. Shawsheen Ave n. South Road o. Loomis Street p. Deangelo Drive <p>2. Microsurfacing</p> <ul style="list-style-type: none"> a. Hillside Ave b. Springs Road from Great to Pinehill Road c. Hancock St d. Anthony Road e. Brown Street f. Hunt Road g. Hamilton Road h. Waite Road from Hancock to end i. Carlisle Road from #108 to town line j. Benjamin Kidder Lane k. Ruben Duren Way 	<p>3. Overlay</p> <ul style="list-style-type: none"> a. Autumn Drive b. Pond Circle <p>4. Mill & Overlay</p> <ul style="list-style-type: none"> a. Springs Road from 4 way to SPB b. Middlesex Turnpike from sewer station to Crosby Drive c. Crosby Drive from Middlesex to water tower <p>5. Reclamation</p> <ul style="list-style-type: none"> a. Lido Lane b. Ledgewood Drive c. Bandara Drive d. Princess Pine Drive e. Sweeney Ridge Road f. Appletree Lane g. Macintosh Road h. Homestead Circle i. Old North Road
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The Pavement Condition Index (PCI), for town roadways is currently 85.5 which is a half point increase over the last year. The increase is attributed to the Division’s balance of re-construction work along with an aggressive pavement preservation program. We will continue to work to improve this number by exploring new pavement surface treatments along with our current resurfacing, preservation and reconstruction methods. In several areas, excess pavement was removed and restored to a permeable surface to improve Town drainage and water quality.

The Highway Division’s primary focus has been routine maintenance as well as supporting the paving program and expanded recycling center needs.

It was a slightly below average winter for this part of the country, with the DPW responding to 16 snow and ice events, 3 of which were multiple day events. The final storm of the season was an extremely long and challenging event with 6” of snow, 1” of rain then temperatures rapidly falling below freezing requiring staff to work continuously for 39 hours. This again shows the commitment and dedication our employees have to provide the highest level of service for the residents of Bedford under the most severe circumstances. Total snowfall totals for the year measured 32 inches.

Mechanical

In FY25, the Mechanical Division continued to recycle tires, parts cleaner and waste oil which have beneficial reuse. This Division continues to place great emphasis on preventative maintenance which has been improved by utilizing our preventative maintenance schedule. This also allows us to better plan our daily work and helps to eliminate unnecessary service-related work saving Town resources. The Mechanical Division substantially completed the organization of the parts storage area. We will continue to focus on good inventory management to help control costs and eliminate waste. Two new electric vehicles were added to the fleet for use in the Facilities Department.



Crosby Drive Sewer Force Main

Sewer

As in previous years, during FY25, the Sewer Division continued its comprehensive evaluation of the reliability and condition of the Town’s sewer infrastructure, which includes 30 pumping stations and 85 miles of collection system.

In FY25, the Division completed the following work as part of its infrastructure assessment and maintenance program:

- Inspected 44,983 linear feet of gravity mains
- Inspected 179 manholes
- Replaced 1,338 linear feet of gravity main

As part of the Town’s Sewer Station Rehabilitation Program, the Middlesex Turnpike Pump Station underwent a full restoration in FY25. The project included:

- Construction of a new wet well and valve vault
- Installation of two 60-horsepower (HP) centrifugal non-clog submersible pumps
- Replacement of associated valves, piping, and electrical components
- Renovation of the existing station building
- Installation of 3,261 linear feet of new force main along Crosby Drive

These improvements are critical to maintaining the long-term reliability and performance of the Town’s wastewater collection system. As part of ongoing infrastructure upgrades, the Division completed the installation of a new pump station in FY25 to support the newly designed Sabourin Field bathroom facilities.

The Sewer Division also provides operational support for the Town’s recreational infrastructure, including the pumping and control systems for the recreational pond and spray features at Springs Brook Park. These systems help maintain water quality and ensure proper functionality of public amenities.



Middlesex Turnpike Pump Station Reconstruction



Water Line Replacement

Water

The Water Division continues to oversee the treatment and distribution of 84 miles of water main, ensuring safe and reliable service to residents and businesses throughout the Town.

Infrastructure & Maintenance

In FY25, the Division responded to and repaired a total of 7 water main breaks. The Annual water consumption for FY25 was 505 million gallons (MG), with 100% of the supply provided by the Massachusetts Water Resources Authority (MWRA).

Water Tank Maintenance Program

The Division continues its 15-year Water Tank Maintenance Program in partnership with contractors Corr-Tech and Amstar. This comprehensive program addresses safety, structural integrity, sanitary conditions, and coating requirements for the Town’s three water storage tanks. In FY25, interior and exterior inspections of all three tanks were completed. The Crosby Drive storage tank exterior was pressure washed in FY25 to maintain surface integrity and appearance.

Water Main Replacement Projects

In FY25, GVC Construction completed the replacement of 6,300 linear feet of water main along Sweetwater Avenue and Hayden Lane.

Lead Service Line Inventory

In Fall of FY25, the Town completed the federally mandated Lead Service Line Inventory, which requires communities to identify the material composition of all customer service lines in accordance with updated EPA regulations. Although Bedford has no known instances of lead levels exceeding regulatory standards, the Town is required to identify and address any unknown or potentially lead-containing service lines. Of the 4,907 total water service lines in Bedford, 4,008 have documented records confirming copper service materials. The remaining 899 service lines have unknown material on the public side. These 899 lines were grouped into statistical models based on the installation date of the associated water mains. Each modeled area will undergo targeted investigation, with approximately 20% of “Unknown” properties in each model selected for physical verification through excavation.



Compactor Foundation Construction

Trash and Recycling

In FY25, the DPW conducted a five-week Trash & Recycling Communication Survey, receiving 441 responses. Results showed that while most residents find it easy to access information, print mailers remain the most used source, and there is an opportunity to better integrate and publicize existing communication channels. Interest in text message updates was high, prompting DPW to launch the *Recycle Coach* app with push notification capabilities to meet this need.

The Recycling Center continued to evolve with the installation of a cardboard compactor in July 2025, accompanied by a successful community naming contest in partnership with *The Bedford Citizen*. The winning name—*Trisha the Squisha*—was announced ahead of the unit’s debut and the launch of a new “Cardboard Fast Lane” to improve traffic flow and efficiency.

DPW also completed a six-month curbside food waste pilot, which demonstrated meaningful diversion of food waste from the trash stream—averaging 9.5 lbs per household per week—and cost savings of approximately \$25 per participating household annually. With Select Board approval and MassDEP grant support, the program will expand to more residents. Continued community engagement will be key to long-term success.

FY26 PROJECTIONS



Honoring 235 Years' Experience, 1964-2024

Administration

In FY26 the Administrative Division will be focusing on continuing to take advantage of new technology in the office, including Tyler Munis, Bluebeam Construction Collaboration Software, and Recycle Coach.

Engineering

For FY26, the Engineering Division will develop plans and specs for water main improvements, provide engineering support on sewer pump station upgrades, sewer force main replacement, drainage improvements including survey and design of the Fern Way culvert, traffic calming and continuing to assist the Trails Committee

with trail maps and their on-going trail maintenance and expansion. Improvements to the stormwater system and stormwater asset management will continue with a town wide drainage asset inventory and tracking software coming from a recently awarded grant. Hartwell Boardwalk construction will be completed in FY26. The Engineering Division will also be working closely to complete the design and bid the Fire Station Offsite improvements including an innovative stormwater design and intersection improvements to the Bacon and Hillside intersection.

Transportation

Looking forward, we're also advancing various traffic safety initiatives such as the Concord Road/RBT crosswalk, Crosby Drive crosswalk, piloting further interventions on Hemlock Lane using tools such as speed cushions and mini-roundabouts, and upgrading pedestrian infrastructure on Springs Road.

Grounds

The Grounds Division will be focusing on the completion of the Sabourin Field turf and track replacement. The Grounds crew will be trained in new maintenance techniques to help maintain our new field as this infill material is new to us. The Division will also be adding fencing at some athletic fields. Miss G Field is expected to have some refresh work done with some infield and clay upgrades to help with playability. Some expansion of the irrigation system at the Middle School fields is also projected to take place this year to help expand usable field space.

Highway

The Highway Division will continue to do a number of roadway, drainage, and sidewalk projects. We will continue to focus on areas that experienced flooding issues and make drainage improvements if possible. We will continue to work collaboratively with other utilities in regards to the annual paving program to ensure all imminent utility work be completed

prior to any major road reconstruction. As the Department treats more miles of roads it wants to make sure they are not then getting disturbed by other utility work.

Mechanical

The Mechanical Division will continue to reduce inventory and upgrade vehicles and pieces of equipment under its authority for replacement in FY26. In FY26 the Division is hoping for a continued reduction in historically high lead times for vehicles, equipment and significant parts. The Division is always looking at additional Hybrid and electric vehicle (EV) opportunities.

Sewer

In FY26, The Pine Hill Storage tank is scheduled for interior renovation. Looking ahead, the generator at The Great Road Main Pumping Station is scheduled for replacement in FY26.

Water

In FY26, Commonwealth Construction and Utilities, Inc. is scheduled to replace an additional 2,500 linear feet of water main on Reeves Road, continuing the infrastructure improvement effort. In FY26, the Water Division, in collaboration with Barco Builders Inc., will conduct these excavations to confirm the material type of service lines and ensure continued compliance with federal standards.

Trash and Recycling

The Recycling Center will continue to evolve with the installation of a cardboard compactor in July 2025, accompanied by a successful community naming contest in partnership with *The Bedford Citizen*. The winning name—*Trisha the Squisha*—was announced ahead of the unit's debut and the launch of a new "Cardboard Fast Lane" to improve traffic flow and efficiency.

FACILITIES DEPARTMENT

Ron Scaltreto, Director

Established in 1997, The Facilities Department protects the capital investment made by residents of Bedford in their public buildings. The department plans and fulfills operating and maintenance requirements for approx. 785,000 sq ft of building space. Furthermore, it provides maintenance, custodial, and construction management services in a cost-effective, customer-oriented manner while working to maintain a safe, efficient, and functional environment for all building occupants.

The department manages various aspects of Facilities Management, including administration, building maintenance, custodial services, procurement, project design & construction administration, including the initiation of IFBs, RFPs, and RFQs, energy and utilities, real estate leases, and the Town and School buildings' security access control systems.

The Administrative responsibilities include operating and capital budget management, purchasing, accounts payable, maintenance management system administration, energy management, and environmental and regulatory compliance. Many of these responsibilities require managing separate accounts to track both school and town operating and revolving fund expenses.

Maintenance activities include scheduled preventive maintenance and the routine and emergency repair of all building systems, and on-call emergency response services.

Custodial Services include daily and periodic cleaning, integrated pest management, non-hazardous waste disposal, recycling, general safety/security, and custodial coverage for special events.

Project management responsibilities include defining the scope of work for each capital project, procuring and managing design services, reviewing design documents, bidding on projects, construction contract management, and overall project management.

Staffing

The department consists of 35.9 full and part-time employees, consisting of 24.5 custodians, 6.4 maintenance technicians, and 5 administrative staff to meet the needs of the municipal buildings.

Building Statistics

Town Buildings (17): 240,127 sq. ft.
School Buildings (4): 561,907 sq. ft.
Total: 802,034 sq. ft.

FY25 HIGHLIGHTS

Administration

The Facilities Department continues to add assets and asset requirements to its Asset Management System in preparation of the upcoming capital projects process. Facilities also, in collaborative efforts with other Town Departments, continue to work on improving the Town's six (6) year capital improvement plan (CIP).

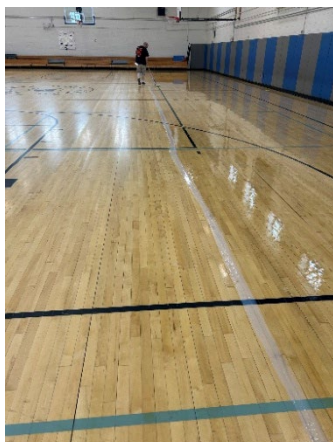
The Department staff also shares the responsibilities of all energy efficiency initiatives as well as all utilities tracking and monitoring. Facilities staff also develops a list of potential energy efficiency projects as well as research and apply for State Green Communities energy grants.

The Facilities Department continues to look for ways to conserve energy use and cost. Towards achieving the Energy Net Zero (ENZ)goals of the town, the Facilities Department is working with an HVAC Engineer to design full electric boilers for Bedford High School, as well as exploring solar options on all municipal buildings. Facilities is continuing to develop the 6 year plan as it relates to changes to ENZ goals. Facilities have applied to the State DOER for a Green Community grant to do more energy efficiency projects. Given the scope of work needed to achieve the town's ENZ goals as established by the Select Board, Facilities has implemented a 15-year energy plan.

Custodial

During the summer break, the school buildings have annual cleaning performed while the students are off on summer recess. The continued increased use of school buildings with summer camps and extended school year, certain tasks historically performed during the summer vacation period are now being performed during the winter and spring vacations. This has allowed a more effective use of time, resulting in more effective annual cleaning of the buildings.

With the new Town work week schedule, annual cleaning of town space is being performed on Fridays with a systematic schedule, so all areas are cleaned.



Maintenance

The Facilities Department adopted a new software, OperationsHero, to track and schedule all preventive and regular maintenance requests. This new software is also used to schedule all after-hours activity in town and school buildings. It should be noted that the ongoing maintenance of our equipment by the maintenance staff prolongs the useful life of the equipment, which benefits our capital planning objectives throughout the town.

In addition, the maintenance staff contributes considerable time and resources to various issues in relation to the capital projects listed below.



Capital Projects

Facilities had a busy calendar/fiscal year performing and managing capital improvement projects.

Facilities Admin staff had a busy year completing Phase2 of the School Security Upgrades, completing the new Mechanical Electric and Plumbing Project (MEP) project at the Public Library, installing new stairs to Old Town Hall, completed elevator control upgrades at the DPW and Old Town Hall, repairing the entrance stairs to the original entrance at the Public Library, paging systems at both Lane and Davis School were upgraded, and finally assisting with the New Fire Station Project. Some annual recurring capital projects include painting of interior spaces and the replacement of old, failing floor tile and carpet throughout all school buildings.



Energy Management, Efficiency & Sustainability

The Facilities Department continues to prioritize energy conservation as electricity and natural gas costs rise in New England. Maintenance calls affecting energy use are addressed promptly, and custodians are trained to report issues. The Town continues to purchase 100% renewable electricity, and a building de-carbonization plan was created by the Energy and Sustainability Manager.

The Facilities Department expanded the school cafeteria food waste diversion program to all schools in FY25, achieving over 80% trash reduction and lowering disposal costs. School “share fridges” provided 1,300 lbs. of unopened food to students and 2,100 lbs. to the Bedford Food Bank. Lane School adopted classroom composting. In conjunction with Food Services, Facilities secured a \$15,000 grant from PlasticFreeRestaurants.org to equip three schools with reusable stainless-steel lunch trays, cutting waste, costs, and BPA exposure. Custodians now use wood, metal, and Styrofoam collection bins at the Bedford Recycling Center to further reduce hauling costs and landfill volume.

Unwanted furniture and equipment were upcycled through the Municibid auction site, diverting several tons from the waste stream, saving disposal fees, and generating revenue. Partnering with DPW, the Town also expanded its internal furniture and supply reuse network, reusing over 1,000 items (20,000 lbs.), avoiding \$133,000 in purchasing costs, and preventing 30,000 kg of carbon emissions.

The Department continues to pursue grants to support sustainability efforts and offset project costs. In FY25, Green Communities funding enabled LED lighting upgrades at BHS and Lane School and weatherization improvements at Davis School. Bedford has applied for “Climate Leader” certification from the state, which will open us to larger grant funding future years.

Facilities Rental Services

In FY25 the Facilities Department the Facilities Department coordinated 1,903 schedules, resulting in 9,567 individual after-hours events for a total of 31,568 after-hours of usage in all Town and School buildings. Most of these schedules were from internal school (athletics, music) and Town (Recreation, COA) departments.

BEDFORD PUBLIC SCHOOLS

2024-2025: Cliff Chuang, Superintendent

OVERVIEW

The Bedford Public Schools consists of Lt. Eleazer Davis Elementary School (PK-2), Lt. Job Lane Elementary School (3-5), John Glenn Middle School (6-8) and Bedford High School (9-12). The district continued its longstanding partnerships with the METCO desegregation program (serving approximately 90 students from Boston) and Hanscom Air Force Base (serving approximately 100 military-connected youth). The district is also a member of two special education collaboratives (CASE and LABBB) that provide high-quality, cost-effective, special education programs for students who need a more restrictive setting. Our schools presently house 3 LABBB classrooms and 2 CASE classrooms.

PURPOSE

The mission of the Bedford Public Schools is to provide a safe, respectful, and inclusive environment in which the unique academic, intellectual, social, ethical, emotional, and physical growth of each learner can be realized. Our vision as educators within the Bedford Public Schools is to aspire to be a collaborative school system in partnership with the community and families that develop curious, engaged, resilient, empathetic, and kind learners. Our students are creative and critical thinkers who apply knowledge, act responsibly, and make meaningful contributions.

Leadership

The day-to-day operation of the Bedford Public Schools in 2024-2025 was under the supervision of the Superintendent, Cliff Chuang, with assistance from the other members of the district leadership team, including:

- Marianne Vines, Ed.D., Assistant Superintendent of Student Services
- Julie Kirrane, Director of Finance
- Gillian Chartier, Director of Human Resources
- Akil Mondesir, METCO Director
- Donna Clements, Director of Technology and Library Media
- Heather Galante, Principal, Bedford High School
- Jonathan Hartunian, Principal, John Glenn Middle School
- Robert Ackerman, Principal, Lt. Job Lane Elementary School
- Jessica Colby, Principal, Lt. Eleazer Davis Elementary School
- Ron Scaltreto, Director of Facilities (shared with the Town)

The Bedford School Committee consisted of five (5) elected members, for terms of three

(3) years. Members of the Bedford School Committee during the majority of the 2024-2025 school year were: Sheila Mehta-Green, Chair; Sarah McGinley, Vice Chair; Angel Pettitt, Secretary; Brad Morrison; and Sarah Scoville. Additionally, there were two (2) non-voting representatives: Kimberly Howell for Hanscom Air Force Base and Vivian Liu, Student Representative. The non-voting METCO representative position was vacant. In March 2025, Sheila Mehta-Green and Brad Morrison were re-elected for additional 3-year terms.

EMPLOYEE STATISTICS

BPS Employees in 2024-25*	FY25 Total FTE
District-wide Administration	10.0
School Leadership	18.6
Elementary Instruction	81.9
Secondary Instruction	127.8
Special Education	147.8
Counseling	16.1
School Health	5.6
English Learners	9.0
IT/Library/Media	15.0
Athletics	2.0
School Nutrition	19.5
TOTAL	453.2

*Based on FY25 budget approved full-time-equivalent positions with the addition of food service personnel FTE based on hours defined in contractual agreements. Note that Facilities staff are reported in the Facilities Department section and include both custodians assigned to schools and town buildings and professional administrative staff who are cost-shared between the town and schools.

Student Population

As outlined in the table below, the size of our student body has declined over the past few years as part of a larger trend of declining enrollment of school-age children across the state. Our students come from Bedford, Boston, and Hanscom Air Force Base (at Bedford High School). This combination creates a uniquely diverse community that allows our schools and classrooms to be relationship-focused while also being racially, culturally, and linguistically diverse. Our FY25 student population reflects the increasing racial/ethnic diversity of our schools, with 56% white students and 44% students of color. At home, our students speak over fifty languages.

BEDFORD PUBLIC SCHOOLS DEMOGRAPHICS					
	FY07 (2006-07)	FY22 (2021-22)	FY23 (2022-23)	FY24 (2023-24)	FY25* (2024-25)
Integrated Pre-school	---	46	51	46	46
Davis	495	499	476	464	462
Lane	523	598	581	578	535
JGMS	517	610	592	608	598
BHS	750	849	837	860	856
Total	2,285	2,602	2,539	2,556	2,497
Male	1,141	1,533	1,310	1,326	1,290
Female	1,144	1,244	1,220	1,226	1,206
Non-Binary	---	3	7	4	1
Boston (METCO)	83	100	89	92	101
Hanscom Air Force Base	110	120	113	106	110
	FY07	FY22	FY23	FY24	FY25*
African-American	5.6%	6.3%	7.4%	7.4%	7.3%
Hispanic	3.1%	6.9%	7.6%	7.1%	7.6%
Asian	8.3%	20.4%	20.2%	21.2%	21.4%
Multi-Race, Non-Hispanic	1.9%	6.1%	5.9%	6.8%	7.6%
Native American	0.4%	0.0%	0.0%	0.5%	0.0%
Native Hawaiian, Pacific Islander	---	0.0%	0.0%	0.0%	0.1%
White	80%	60.3%	60.3%	56.8%	55.9%
First Language Not English	7.7%	17.6%	17.7%	18.8%	18.42%
English Language Learner	1.4%	3.9%	4.1%	4.2%	5.0%
Special Education	19.6%	17.9%	18.5%	17.9%	17.7%
Low-Income	5.9%	13.1%	12.2%	17.0%	17.2%
High Need	---	32.4%	32.7%	33.3%	33.6%

*EOY June 2025 SIMS Data

Class Size

Bedford Public Schools endeavor to provide a well-rounded, balanced education that is child centered. The curriculum of the schools aligns with the Massachusetts Curriculum Frameworks. To effectively meet the needs of each child and deliver our educational programs, we have established class size guidelines, though FY25 was a year of recalibration and examination of these guidelines to ensure to meet our student service goals and while maintaining fiscal responsibility. At the time of the writing of this report, the district is in the process of developing a revised set of guidelines that we anticipate will be shared as part of the FY27 budget development process.

Student Outcome Data

At the time of the writing of this report, student outcome data for the 2024-2025 school

year is not readily available. The most recent and archival student outcome data can be found on the [Bedford Public Schools' profile](#) at the Massachusetts Department of Elementary and Secondary Education [School and District Profiles](#). In particular, the following student outcome data at this site may be of interest:

- [MCAS Tests Percent of Students at Each Achievement Level - Bedford](#)
- [Cohort Graduation Rates - Bedford](#)
- [Graduates Attending Institutions of Higher Education - Bedford](#)
- [SAT Performance Report](#)

FY25 HIGHLIGHTS

The 2024-2025 school year was the first year of the 2024-2027 BPS Strategic Plan, approved by the School Committee on October 8, 2025. The plan focuses on three strategic objectives:

BOOST every learner forward.
PROMOTE wellbeing and resilience.
STRENGTHEN teams and systems.

Full details of the plan, including a report on the progress made toward these objectives during the 2024-2025 school year can be found at [Strategic Plan \(District Improvement Plan\) | Bedford Public Schools](#).

Progress toward our strategic objectives this year includes:

- Successful implementation of the first year of the new Core Knowledge Language Arts core literacy curriculum in grades K-5.
- Development of a new middle school math course structure in 6th grade that will expand access to advanced learning opportunities to more students.
- Creation of a new mental health support model at Davis School and the expansion of mental health services to all students via a partnership with Cartwheel.
- Full implementation of new fiscal controls and collaboration structures.
- Re-introduction of instructional rounds at all four schools.

Other highlights include:

- The completion of settlements of all collective bargaining contracts with significant investments to attract and retain a strong workforce, including the renewal of all contracts with the Bedford Education Association—Unit A teachers; Unit C education support professionals, Unit D administrative assistants; and the creation of a new Unit B administrators contract—and nurses, nutrition employees, and custodial & maintenance.
- Dedication of the Jim Byrnes Gymnasium and Irene Parker Foyer at Bedford High School.
- A state championship win for the Bedford Buccaneers Boys Tennis team.

FY25 BUDGET

The FY25 operating budget of \$49,383,798 was approved at a 6% increase above FY24. The majority of the budgeted increase is related to the higher settlement of collective bargaining agreements, settled with instructional assistants in June of 2024 and for professional teachers in fall 2024, which required state-ordered mediation, which is unprecedented in Bedford. The budget was projected to be in deficit throughout the year due to rapid expense growth in mandated service areas that occurred after the budget was passed. The projected budgetary shortfall was lowered at the outset of the 2024-25 school year due to cost reductions implemented by the school department in May/June 2024 and lowered more throughout the year due to ongoing cost containment measures taken by the schools. The ultimate shortfall was again reduced with the passage of a state supplemental budget late in the year, successful in part due to statewide advocacy efforts from cities and towns likewise struggling with non-discretionary cost growth in special education. The Town of Bedford approved a reserve fund transfer of \$475K to fully meet school obligations in the 2025 fiscal year.

Major Expense Category	FY25 Budget	% of Total
Salary	\$ 40,396,606	82%
Non-Salary	\$8,987,193	18%
Grand Total	\$ 49,593,798	100%
Final Reserve Fund Transfer	\$ 474,377	
Final FY25 Operating Budget	\$ 50,068,175	

The FY25 capital budget, developed in conjunction with the town departments as part of the six-year capital plan, has again been a critical source of funding for teaching and learning. Key components of the school district’s six-year planning included annual technology replacement, furniture, and equipment (FFE) replacement. The capital funds in the amount of \$569,650 supported lifecycle-based replacements of technology plus an additional \$55,748 in durable equipment. School Facilities capital articles are reported in the Facilities department section.

FY26 PROJECTIONS

- The district will be implementing the second year of the 2024-2027 BPS Strategic Plan, with full details found at [Strategic Plan \(District Improvement Plan\) | Bedford Public Schools](#).
- In June 2025, the School Committee authorized the creation of two advisory groups to support key strategic objectives in 2025-2026: a [Healthy School Hours Working Group](#) to make recommendations to the School Committee about a shift in school start and end times; and an [Anti-Hate/Bias Taskforce](#) to combat antisemitism and all forms of hate and bias in our schools and community.

Additional information about key developments during the 2025-2026 school year can be found in weekly [Superintendent Updates | Bedford Public Schools](#) and [2025-2026 School Committee Meeting Schedule & Supporting Documents | Bedford Public Schools](#).

Note: Blue underlined text are hyperlinks to additional information located on the www.bedfordps.org website. The additional information can also be provided upon request by emailing superintendentoffice@bedfordps.org.

SHAWSHEEN VALLEY TECHNICAL SCHOOL

The Shawsheen Valley Regional Vocational Technical School District (SVRVTSD) is pleased to submit its 2025 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica, adjacent to the towns of Burlington and Wilmington, the school celebrated its fifty-fifth anniversary this year, continuing its commitment to providing the highest quality vocational technical education to area youth and residents.

The representatives of the ten-member Regional School Committee that governs the District are Sarah Dorer and Brian O'Donnell, Esq., from Bedford; Ronald Fusco and Taryn Gillis, Vice Chair, from Billerica; Kent Moffatt and Stacey Huberty, Secretary, from Burlington; Patricia Meuse, Esq., Chair, and Robert Hutchins, Treasurer, from Tewksbury; and Charles Fiore and Gwen Lawson from Wilmington. Tony McIntosh began his tenure as Superintendent on July 1, 2022.

Shawsheen Valley Technical High School (SVTHS) is one of twenty-six regional vocational technical school districts in Massachusetts. For the October 2025 foundation enrollment, SVTHS reported 1,293 high school students to the Department of Elementary and Secondary Education (DESE), and more than 300 adults participated in the school's adult and continuing education programs.

The SVTHS faculty is an exceptional group of academic and vocational technical educators who are highly qualified in their respective disciplines and occupational areas. SVTHS employs 152 full-time teachers, as well as eighteen paraprofessionals. Of the full-time teachers, ten serve as department chairs and twenty as lead teachers. All SVTHS teachers demonstrate the character, personality, and professional competency worthy of serving the needs of District students.

POST-SECONDARY PREPAREDNESS & STUDENT ACHIEVEMENTS

Post-Secondary Plans of Graduates

In June 2025, SVTHS graduated 319 seniors. Fifty-five percent of graduates planned to attend a two- or four-year college, two percent planned to enter an apprenticeship program, and three percent planned to attend a trade or technical school. Thirty-eight percent of graduates intended to continue working in their trade or pursue another pathway, and six graduates planned to enlist in the military.

Scholarships and Awards

One hundred seventy-five scholarships were distributed to eighty-eight students in the Class of 2025, totaling \$171,550. Thirty-eight members of the Class of 2025 were inducted into the National Honor Society (NHS) and the National Vocational Technical Honor Society.

Cooperative Education Program

At the conclusion of the 2025 school year, sixty-seven percent of eligible seniors participated in the District's Cooperative Education (Co-op) Program. Students were employed in positions related to their Chapter 74 vocational technical programs by 196 local employers. Of the students participating in Co-op, eighty-two planned to continue their employment post-graduation.

Student Mental Health and Wellness

During the 2024–2025 school year, Shawsheen continued to strengthen its Multi-Tiered System of Supports (MTSS) through the ongoing use of the BIMAS-2 universal mental health screener and enhanced supports for neurodiverse students. The school maintained collaboration with a contracted Board Certified Behavior Analyst (BCBA) to support effective Tier 1 practices and intervention planning, while continuing to refine the Student Support Team (SST) process to ensure timely, data-informed responses to student needs.

As part of these continued efforts, the District implemented the Student Opportunity to Achieve and Reset (SOAR) Intervention, adding additional MTSS supports for students requiring more intensive intervention. SOAR is a Tier 3 intervention aligned with the BRYT (Bridge for Resilient Youth in Transition) framework. The intervention provides structured, short-term, intensive support for students experiencing significant emotional or behavioral challenges that impact school engagement. SOAR emphasizes therapeutic intervention, skill development, and supported reintegration into the academic environment, with the goal of improving student regulation, attendance, and overall school success.

High School Completion

The high school completion portion of the accountability report consists of three measures: the four-year cohort graduation rate; five-year graduation rate; and dropout rate. SVTHS continued to exhibit some of the highest graduation rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2024 as the most recent year for the four-year cohort graduation rate and 2023 as the most recent year for the five-year graduation rate as follows: four-year cohort graduation rate: 98.2%; five-year graduation rate: 99.6%. SVTHS continued to exhibit one of the lowest dropout rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2024 as the most recent year for the annual dropout rate as follows: annual dropout rate: 0.4%.

Concurrent Enrollment

SVTHS provides students with access to eight Concurrent Enrollment (CE) courses in partnership with Middlesex Community College. These courses allow students to earn college credits while completing their high school diploma, with the potential to transfer credits to other post-secondary institutions depending on each college's policies. Junior Year CE Course

offerings include English Composition I with Honors Literary Analysis, English Composition I, Pre-Calculus for Science and Engineering, and Chemistry I. Senior Year CE Course offerings include

English Composition I with Honors Literary Analysis, English Composition I, Statistics, and Calculus I for Science and Engineering. By successfully completing these courses, SVTHS students will earn the equivalent of one full semester of college credit prior to graduation. This experience supports both academic advancement and college readiness, while reducing the cost and time required to complete a college degree.

Adams Scholars

The Department of Elementary and Secondary Education recognized the achievements of Shawsheen's senior class on the MCAS exams by naming eighty-six recipients of the John and Abigail Adams Scholarship Award.

SUPPORT SERVICES

The SVTHS Support Services Department provides Individualized Education Program (IEP) services to approximately 371 students with disabilities, representing nearly twenty-seven percent of the student body. The most frequently occurring area of need is Specific Learning Disability, indicating that many students experienced academic challenges prior to enrolling at Shawsheen. Nevertheless, SVTHS maintains a strong graduation rate for students with disabilities, with ninety-seven percent of seniors graduating in June 2025. This compares favorably to the statewide average of approximately seventy-eight percent.

Shawsheen was approved as a targeted Title I school. Students with disabilities receive targeted instruction, supports, and interventions to access both academic and vocational technical curricula. During the 2024–2025 school year, ninety-three percent of ninth-grade students with disabilities passed their courses. Among juniors and seniors, sixty-two percent of students with disabilities completed advanced coursework. All students with disabilities in the Class of 2025 met state graduation competency requirements in Mathematics and English. These outcomes reflect a collaborative, team-based effort among Academic, Vocational/Technical, and Support Services staff to meet the needs of students with disabilities.

Students with disabilities continue to have full access to cooperative education, as well as extracurricular activities such as athletics, SkillsUSA, and after-school clubs. Parents of students receiving special education services are highly involved in the IEP Team process, with parent attendance at IEP meetings approaching 100 percent. Every effort is made to accommodate parent requests for IEP Team meeting dates to ensure their participation. Prior to the IEP Team meeting, parents provide input for current concerns regarding their students' educational progress. Responses are documented in the IEP, and an IEP proposal is created at the team meeting, allowing parents to fully participate in the IEP development and understand all the elements of the IEP.

EDUCATIONAL TECHNOLOGY

The Educational Technology Department focuses on the operational, technical, and educational functions for the District relating to technology. The District continues to support the one-to-one laptop program making the resources equitable to all students and easily accessible both in and out of school. Teachers are expanding the use of current online resources and evaluating and adopting additional tools for teaching and learning. The

department continues to support single sign-on and rostering when applicable for ease of access for online resources. In addition to the one-to-one program, the District purchased, deployed, and maintains various technology for several of the vocational shop labs throughout the school.

The Department supports a multitude of security systems which include, but is not limited to, the building access controller, camera system, alert system, pass system, vaping system, email back-up and archiving, a virtual environment and cloud backup solutions. Ongoing upgrades, maintenance, and support for both the technical and operational sides of technology continue to be a priority ensuring stable, secure, and seamless use of technology for all users of the digital environment at Shawsheen.

Recent projects include the launch of a new website, upgrades of all wireless access points throughout the school, transition to a new security system using one pane of glass for both the access controller and camera system, installation of additional cameras throughout the school for extended coverage for blind spots, and integration of Papercut on several schoolwide copiers/printers throughout the building. The team continues to use various computer programs to improve efficiency within the Ed Tech Department.

COMMUNITY ENGAGEMENT

Admissions and Recruitment

Shawsheen Valley Technical High School has continued to work to increase the number of applicants for freshmen seats, establishing a waiting list of in-district students to fill seats as needed. To support and streamline the admissions process, our online application software has been implemented, automating much of the process and enabling SVTHS to monitor and analyze real-time applicant data. This year, the recruitment team both visited and hosted our sending schools. After each visit, our online application software, Go2CTE, has allowed us to track the spikes in applications by community. In addition, we are planning on all five of our sending towns to bring all their eighth-grade students to visit SVTHS and tour our vocational technical areas. These visits, along with an active social media campaign, two community Open House events and Project Explore, have had a positive impact on recruitment with an increase in applications from this time last year. SVTHS continues to explore more options for bringing all eighth-grade students from our sending districts onto our campus next year.

Adult Continuing Education

Shawsheen's Adult Education program offers a range of vocational and technical courses for adults aiming to expand their knowledge and skills for the 21st-century workplace. The programs include enrichment courses, certificate-based and licensing trade programs. These are designed to help individuals develop or enhance job training skills and improve the quality of life for community residents. The program runs two semesters, from September to June, offering classes in business and computer applications, culinary arts, art and creative mediums, personal finance, welding, and more. In FY25, the adult education program served 335 learners.

Workforce Development Training

Renovations temporarily paused the Advanced Manufacturing workforce training program that had operated in previous years. SVTHS is eager to resume this training once all facility updates are complete.

School of Practical Nursing

Shawsheen Valley School of Practical Nursing graduated thirty-two students in June 2025. To date, 100% have successfully passed NCLEX-PN on their initial attempt and over ninety percent are gainfully employed. The job market remains strong for Licensed Practical Nurses in Massachusetts. Students in the program complete clinical rotations in long term care, school nursing, mental health nursing, maternity, and acute care. The students participated in the Billerica Health Fair in April, where they screened community members for hypertension and diabetes. The program has been approved to pursue candidacy with the National League for Nursing Commission for Nursing Education Accreditation. The program underwent an intensive MA Board of Registration in Nursing compliance review and a reaffirmation of accreditation visit with the Council on Occupational Education. Interest in pursuing a certificate in practical nursing remains strong.

Summer at Shawsheen

Shawsheen hosted its tenth annual Summer at Shawsheen program in 2025 and set a new attendance record. This popular program offered students from our community summer learning opportunities through sports clinics, STEM classes, vocational technical programs, academic and test-prep classes, as well as enrichment courses for students entering grades 1-12. In total, the twenty-five course offerings drew 650 students ranging in age from six to eighteen years old. All five member towns sent participants to the program with the most coming from Billerica (332) and Wilmington (197). Since its inception, “Summer at Shawsheen” has had an impactful reach with a total of 3,741 participants.

Project Explore

In 2025, Shawsheen’s Project Explore program engaged 427 seventh-grade students, reinforcing the school’s admissions and recruitment strategy. This exclusive program, designed for students within Shawsheen’s district, not only serves as a community service initiative but also plays a crucial role in early career exploration. By offering hands-on exposure to thirteen vocational technical programs, Project Explore encourages interest in technical education, having a direct impact on high school admissions decisions. The three-week program, held in three separate sessions, maximizes student involvement and fosters strong connections between prospective students and Shawsheen’s diverse offerings. The program’s comprehensive marketing approach—via postcards, emails, middle school outreach, and community announcements—enhances its reach, ensuring potential applicants are informed and engaged at an early stage in their educational journey.

Aquatics and Swim Program

The Kenneth L. Buffum Pool at Shawsheen Valley Technical High School serves as the designated home facility for the swim and dive teams of Shawsheen Tech, Burlington High School, Bedford High School, and Billerica High School, in addition to supporting local club programs including Aces Aquatics, and Arctic Aquatics North Shore swim club. Following a

comprehensive renovation and the installation of a state-of-the-art electronic timing system, the Buffum Pool has reestablished itself as a central venue for interscholastic and community aquatic events. Throughout the year, the facility hosts a range of programs, including community family swim sessions, community lap swim, and one of the Merrimack Valley's most accessible and well-regarded learn-to-swim programs, which has provided instruction to thousands of youths in this vital life skill. Swim lessons are conducted during the fall, winter, spring, and summer sessions, ensuring year-round access to high-quality aquatic education. The program also provides employment opportunities for more than thirty students from Shawsheen's sending districts, supporting both community engagement and student development.

ATHLETICS

Athletic Achievements

Calendar year 2025 marked a year of incredible success for the Shawsheen Athletic Program. The Rams captured CAC League titles in Boys Basketball, Boys Hockey, Wrestling, Winter Cheer, Baseball, Boys Lacrosse, Girls Lacrosse, Golf, Football and Volleyball. The school also won State Vocational Titles in Boys and Girls Swimming, Boys Hockey, Wrestling, Boys Basketball, Boys Lacrosse, Girls Lacrosse, and Girls Track. State Championships were won by the Wrestling Team and Football, in addition to both teams having undefeated seasons.

Individual Wrestling Honors were earned by Sid and James Tildsley, including Divisional and State Championships. The brothers were also crowned New England Champions. Sid Tildsley concluded his high school career as the winningest wrestler in Massachusetts history. Also, during the 2025 calendar year, Shawsheen had a record number of athletes achieve special honors and recognition, including CAC League All-Stars, Lowell Sun All-Stars and All Scholastic Globe and Herald honors. The football team finished the season ranked in the top ten statewide for the first time in school history. The success of the athletic program resulted in being awarded the Boston Globe's prestigious Walter Markham award for the fourth year in a row, which is given to the vocational school with the highest combined winning percentage of all the Varsity Boys, Girls, and Co-ed sports.

VOCATIONAL/TEHCNICAL PROGRAMS

Arts, Communications and Business Cluster

Business Technology/Marketing

The Business Technology and Marketing Program has recently transitioned into a newly renovated facility that will serve as its permanent home for the foreseeable future. The program continues to demonstrate excellence, achieving notable success in the SkillsUSA State Competition with a bronze medal in Entrepreneurship and, for the first time in program history, securing a gold medal at the National Competition in the Job Interview category. Cooperative education placement remains a significant strength of the program, with 100% student participation projected for the 2025–2026 academic year. The Microsoft Office Suite Certification Program continues to enable students to attain expert-level proficiency in essential

business applications, thereby enhancing their readiness for the workforce and providing a competitive advantage in securing co-op opportunities. Feedback from co-op employers has been exceptionally positive, commending students for their professionalism, productivity, and meaningful contributions to the organizations they serve. Additionally, the school store continues to explore strategic initiatives aimed at increasing public engagement and community visibility while offering students valuable experiential learning opportunities that reinforce classroom instruction.

Culinary Arts / Hospitality Management

Our Culinary program had an outstanding year, marked by achievements, community engagement, and continued growth. A senior was awarded a \$2,000 scholarship from the Massachusetts Restaurant Association's Educational Foundation — the fourth Shawsheen student to receive this prestigious honor. Four students proudly represented the program at the Statehouse "Day on the Hill," serving Watermelon BBQ pulled pork street tacos in the Hall of Flags. At the 4th Annual Slider Challenge hosted by Blackstone Valley Tech, our team earned an impressive second-place finish. Academic excellence was equally strong, with all sophomores completing NRA Allergen Training and all juniors passing the ServSafe certification exam. We were honored to host guest chefs from Johnson & Wales University and the Culinary Institute of America, who led cooking demonstrations and shared insights into post-secondary opportunities. The program also brought the community together with traditional holiday lunches for Thanksgiving and St. Patrick's Day, offered for both dine-in and takeout. Additionally, we welcomed Martha Leahy to our instructional team, a seasoned professional who brings a wealth of real-world culinary experience to inspire the next generation of chefs.

Design and Visual Communications

The Design and Visual Communications Management & Entrepreneurship initiative continues to thrive, with all twenty-two students graduating having launched their own trade-related small businesses. Of those, twenty students have chosen to continue their education in four-year trade-related post-secondary programs, while two students are entering the workforce directly. This year marked several exciting firsts for the program: two students were accepted to and are now attending the Fashion Institute of Technology (FIT) in New York City, one student was accepted to Hofstra University in New York, and another to the prestigious ArtCenter College of Design in California. New technology was introduced into the curriculum, including Figma, a cloud-based design platform for user interface (UI) and user experience (UX) design, prototyping, and collaboration on digital products such as websites and apps. This tool was implemented for sophomore and junior students. The program also continued its Visiting Artist Series, welcoming three professional artists who delivered lectures, live demonstrations, and hands-on workshops, giving students the opportunity to expand their skills under the guidance of experienced creatives.

Graphic Communications

The Graphic Communications program had an outstanding year marked by student achievement, growing industry partnerships, and meaningful community engagement. Five students earned recognition in the prestigious PINE Awards, with one student achieving Best in Show — the equivalent of a gold medal - demonstrating the high caliber of work being produced in

the program. In the SkillsUSA competition, four students earned district medals and advanced to the state level, where one student proudly earned a bronze medal. These accomplishments highlight the students' creativity, technical proficiency, and dedication to excellence in the graphic arts field. Work-based learning and community collaboration also remain key strengths of the program. Fifty-six percent of the senior class participated in cooperative education placements, including the program's first-ever student working in the vehicle wrapping industry. Overall, five students secured positions with new companies, expanding the program's network of employer partners. As summer approached, four juniors also began co-op placements, continuing the momentum of real-world experience. The program further supported its community by providing professional-quality services for local businesses and producing essential signage for use throughout the facility, reinforcing the connection between classroom learning and community impact.

Construction Cluster

Carpentry

Our Carpentry program enjoyed an outstanding year marked by strong enrollment, student achievement, and significant contributions to both school and community projects. The program continued to attract high interest, earning the most first-choice selections in the school and maintaining a large waiting list — demonstrating the continued appeal and strength of the carpentry trade. Twenty-two out of twenty-four students secured co-op placements, gaining invaluable real-world experience in the field. Students also gave back to the community through projects such as building a shed for the John Glenn Middle School in Bedford and contributing their skills to the Tewksbury Housing Authority's affordable home build project. The program further enhanced its instructional team this year by welcoming Anthony Urbanek, a former graduate, as a new carpentry instructor, adding valuable experience and continuity to the program's teaching staff. Students also excelled in competition and practical application of their skills. A carpentry student earned a gold medal in the Team Works event at the SkillsUSA State Competition and advanced to compete at the national level, representing the program with pride and professionalism. Within the school, students played an integral role in the metal fabrication shop remodel, completing complex framing and installation work that supported the upgrade of the facility. Overall, the Chapter 74 Carpentry Program continues to demonstrate excellence in technical training, community engagement, and student development—preparing the next generation of skilled carpenters for successful careers in the industry.

Electricity

The Electrical Program had a productive and rewarding year, marked by strong student participation, community involvement, and competitive success. Twenty-four out of twenty-six students secured co-op placements, gaining valuable hands-on experience in the electrical trade and strengthening partnerships with local employers. The program also took part in community outreach through Local 103's Festivity of Lights, where students and staff contributed their skills to the inspection of Festivity lights for the town of Billerica. In addition, the program proudly supported the Tewksbury Housing Authority by assisting with the electrical work for an affordable home build, giving students the opportunity to apply their training to a real-world project that benefits the local community. Students also demonstrated

excellence in competition and craftsmanship this year. One student represented the program at the SkillsUSA National Competition as part of the Team Works event after earning a gold medal at State Competition, showcasing the high level of technical training provided by the program. Another student earned a silver medal at the SkillsUSA State Competition, reflecting both individual dedication and program-wide excellence. Within the school, students took on significant in-house projects, including wiring new electrical panels for the metal fabrication shop remodel. Overall, the Electrical Program continues to provide students with the skills, opportunities, and community engagement necessary to succeed in the electrical industry.

Masonry

The Masonry Program had a highly successful and transformative year, marked by growth, student achievement, and strong community engagement. Eleven out of fourteen upperclassmen participated in co-op placements, gaining valuable hands-on experience and contributing to the local construction industry. The program also reached full capacity with the acceptance of eighteen freshmen, reflecting strong student interest and the continued relevance of masonry as a skilled trade. One of the year's most significant milestones was the completion of a 1,600-square-foot expansion to the shop, greatly enhancing the program's instructional space and providing students with additional opportunities for practical learning and skill development. Community involvement and student success were standout highlights this year. Masonry students contributed their expertise to the Tewksbury Housing Authority's affordable home build project, as well as installed concrete footings for a handrail replacement at the Billerica Elks, demonstrating both craftsmanship and civic pride. On the competitive front, a student earned a gold medal at the SkillsUSA State Competition and went on to place seventh overall at the National Competition — an impressive accomplishment that brought recognition to both the student and the program. With expanded facilities, strong enrollment, and exceptional student performance, the Masonry program continues to build a solid foundation for future success.

Plumbing

The Plumbing program experienced another highly successful year, highlighted by strong student engagement, competitive achievements, and meaningful community contributions. With twenty-four out of twenty-six students participating in co-op placements, students gained valuable real-world experience while supporting the region's plumbing industry. The program also continued to grow in popularity, welcoming another strong class of freshmen and maintaining a large waiting list — demonstrating the ongoing demand for plumbers in the workforce. Students and instructors contributed to the Tewksbury Housing Authority's affordable home build project, applying their technical skills to support local families and community development efforts. This year also brought recognition for student excellence at the state and national levels. A plumbing student earned a gold medal in the Team Works category at the SkillsUSA State Competition, advancing to represent the program and school at the National Competition. Within the school, plumbing students played an important role in the remodel of the metal fabrication shop, installing new piping systems that supported both functionality and modernization of the space. The Chapter 74 Plumbing program

continues to combine classroom learning, hands-on experience, and community engagement to prepare students for rewarding careers in the plumbing trade.

Health Services Cluster

Cosmetology

The Chapter 74 Cosmetology program had an exceptional 2024–2025 school year filled with achievement, professional growth, and community engagement. The year began with eleven seniors, three of whom entered the school year already licensed after passing the Massachusetts State Board Exam over the summer. By year's end, all eleven seniors achieved licensure — a 100% pass rate - with six participating in cooperative education placements as licensed Cosmetologists. The program also reopened its doors to the public, offering hair, skin, and nail services that allowed students to refine their technical and client service skills in a real-world environment. Additionally, student success extended to SkillsUSA competitions, with one senior earning a silver medal and advancing to the state level. Junior, sophomore, and freshman students also made remarkable progress throughout the year. All thirteen juniors completed their Fusion SP/2 Cosmetology/Infection Control certification and advanced through their chemical training while serving clients in the student clinic. Four juniors passed their state exam, with two earning co-op placements—a first in Shawsheen's history—while others prepared resumes and continued testing into the summer. The program capped the year with "Appreciation Facials" for staff and a special beauty day for daycare students, demonstrating professionalism and community spirit. The freshmen exploratory program also flourished, with fifteen students permanently joining the shop after learning core hairstyling and manicure skills. Across all grade levels, project-based learning and theory integration remained central to the curriculum, ensuring students develop both the technical expertise and professionalism essential for success in the cosmetology industry.

Dental Assisting

Since its inception, the Dental Assisting program has consistently operated at full enrollment, underscoring both its strong reputation and the continued demand for well-trained dental professionals. The program offers a comprehensive and challenging curriculum that blends technical proficiency with essential interpersonal skills. Key areas of focus include therapeutic communication for effective patient interaction, as well as in-depth instruction in dental terminology, anatomy, and physiology. Students receive hands-on training in chairside procedures, radiography, and model trimming techniques, further supporting their clinical competence. Advanced technology is seamlessly integrated into instruction, with sixteen laptops allocated for junior students to gain proficiency in Dentrix dental software, a critical component of modern dental practice. This combination of practical experience and technological training ensures students are thoroughly prepared for the Dental Assisting National Board (DANB) examinations, including the Radiation Health and Safety (RHS) and Infection Control Exam (ICE). The program's success is further demonstrated by seven seniors currently participating in cooperative education, highlighting its effectiveness in preparing students for immediate entry into the dental workforce.

Health Assisting

The Health Assisting program experienced an exceptional year marked by growth, achievement, and transition. The program maintained full freshmen enrollment with a substantial waiting list, reflecting its continued reputation for excellence and community demand. Students demonstrated outstanding performance across all grade levels — 100% of sophomores successfully completed their dementia training, and every junior passed the Massachusetts Certified Nursing Assistant (CNA) exam. Additionally, ninety percent of senior students participated in cooperative education placements, gaining valuable real-world healthcare experience that strengthened their skills and employability. This year also brought notable accomplishments and heartfelt goodbyes. The program celebrated its students' success in SkillsUSA, where the Health Knowledge Bowl team earned a gold medal at the state level and proudly represented Massachusetts by placing eleventh nationally. At the same time, the department bid farewell to two longtime educators, Beverly Robinson and Karen Meister, whose decades of dedication helped shape the program's strong foundation. Their legacy continues through the achievements of our students, who remain committed to excellence, compassion, and professionalism in healthcare.

Medical Assisting

Shawsheen's Medical Assisting program continues to have full enrollment of eighteen students and very high interest in the program throughout the exploratory process. We welcomed a new staff member, Theresa Hurley, a former Greater Lawrence Medical Assisting Instructor who has been an incredible asset to our program and particularly for our freshmen exploratory program. As a department, we are also proud to announce the addition of the NHA CCMA curriculum through an online study program which allows students to work through study modules and take practice exams in preparation for the CCMA exam. This program has been added to sophomore and junior shop time, and we have also been given the ability as a testing site to allow our students to take their certification exam right here at Shawsheen at the end of their junior year. The Medical Assisting program continues to have full employment for eligible junior and senior students. We have been successful in sending students to compete in SkillsUSA at the district, state, and national level. Over the past year, one of our senior students, Nishtha Lamsal, won a gold medal at SkillsUSA districts, states, and took fifth place at the national level in Medical Terminology.

Transportation/Product Development Cluster

Auto - Collision Repair and Refinishing

The Auto Body program had a productive and engaging year, highlighted by community involvement and collaboration. Of the seven seniors enrolled, four successfully completed cooperative education placements, gaining valuable real-world experience in the auto body industry. Students also contributed their skills to several community outreach projects, including painting handrails for the Billerica Elks, creating festive candy canes for the Stoneham Zoo's Holiday Festivity Lights event, and performing repairs on customer vehicles from surrounding towns. These activities not only enhanced students' technical abilities but also fostered a sense of civic pride and professional responsibility. Within the facility, the Auto Body program continued to demonstrate collaboration and innovation. Students assisted other shops by painting welding stations for the Metal Fabrication program, showcasing teamwork and cross-departmental support. The program implemented Mitchell Connect, a new

software program designed to streamline estimating and invoicing processes. This technology has modernized the program's workflow, aligning classroom instruction more closely with current industry practices and better preparing students for careers in automotive repair and refinishing.

Automotive Technology

Automotive experienced a productive and engaging school year marked by growth, achievement, and community involvement. The program invested in new shop equipment, including a fully loaded Gear Wrench toolbox, an accompanying tool cart, and a hydraulic service jack — enhancing students' hands-on learning experiences. Enrollment remains strong, with a freshmen class of twenty-five students reflecting continued interest in the program and the automotive trade overall. Students across all grade levels continue to demonstrate high levels of engagement and success. The junior and senior classes provided valuable automotive services to community members, faculty, and students, reinforcing real-world skills while giving back to the school community. The senior class achieved an impressive 75% co-op placement rate, gaining practical experience in the field. Juniors are currently working toward earning their OSHA 10-hour certification, expected to be completed by February break, while sophomores are pursuing their Hot Works certification—ensuring all students meet essential safety and employability standards. This year also featured several noteworthy accomplishments and partnerships. The junior class attended W.L. French's 3rd Annual Trades Day in October to explore co-op and post-secondary opportunities. The program received a generous donation of five new Hyundai engines from McGovern Auto Group, providing additional hands-on training resources. Additionally, a junior student earned the regional districts gold medal in Power Equipment (Small Engines) at the SkillsUSA competition last spring. Overall, the Automotive program continues to prepare students for successful futures in the automotive industry through strong instruction, community engagement, and real-world learning experiences.

Heating, Ventilation, Air Conditioning and Refrigeration

The HVAC program had an exceptional year characterized by growth, achievement, and continued commitment to hands-on learning and community engagement. The program achieved full participation in co-op placements, with 100% of eligible students gaining real-world experience in the heating, ventilation, and air conditioning field — a reflection of both student readiness and strong partnerships with local employers. This year also marked the program's highest level of freshman interest in fifteen years, with over nineteen first-choice applicants and an extensive waiting list, underscoring the growing appeal of HVAC as a skilled and in-demand trade. In addition to workforce preparation, students and instructors supported the Tewksbury Housing Authority's affordable home build project, applying their technical skills to improve comfort and energy efficiency for future residents. The program also experienced significant improvements to its learning environment. Under the leadership of the newly hired instructor, Kevin Jeffers, the upperclassmen shop area underwent a major remodel, featuring new flooring, upgraded lighting, and the addition of nineteen dedicated sophomore workstations. These updates have enhanced both the functionality and professionalism of the workspace, providing students with a setting that mirrors real-world industry standards. With strong enrollment, full co-op participation, and a revitalized shop, the

HVAC program continues to advance its mission of preparing students for successful, high-demand careers in the HVAC industry.

Metal Fabrication and Joining Technologies

The Metal Fabrication program experienced an exciting and transformative year marked by significant facility upgrades, enrollment growth, and strong industry partnerships. The shop underwent a \$1.4 million Skills Capital Grant renovation, resulting in a fully modernized workspace equipped with state-of-the-art tools and technology. Additions included forty new welders, a water jet, a press brake, and a cutting shear, along with updated lighting, fresh paint, and new flooring — creating a safer, more efficient, and visually appealing learning environment. The program also welcomed a new instructor, Adam Ingram, whose experience and enthusiasm have strengthened instruction and enhanced student engagement. Student participation and success were highlights once again, with nineteen freshmen joining the program and a waitlist demonstrating continued high demand. Of the twelve seniors enrolled, eight participated in cooperative education placements, gaining valuable real-world experience in the welding trade. The program also maintained strong community ties through outreach projects, including fabricating and installing metal handrails at the Billerica Elks and constructing bike racks and display pieces for the Stoneham Zoo's Holiday Festivity Lights event. These projects allowed students to apply their technical skills in meaningful, community-oriented ways while promoting pride in craftsmanship and public service.

Manufacturing Cluster

Advanced Manufacturing Technology

This year, the Advanced Manufacturing program saw great student success, professional growth, and continued industry engagement. One of the year's proudest moments came when a junior represented our program at the SkillsUSA National Competition and earned the gold medal in CNC machining, showcasing the high level of technical skill and dedication our students bring to their craft. In addition to this national recognition, we maintained strong partnerships with local employers, resulting in ten of our twelve senior students participating in cooperative education placements, where they applied their classroom learning in real-world manufacturing settings. The program also welcomed a new instructor, Ms. Joseph Perreault, whose expertise and enthusiasm have further strengthened our instructional team. We're excited about the continued growth of our program, as evidenced by the eleven freshmen who joined our ranks this year, eager to learn and contribute to the future of advanced manufacturing. With strong student achievement, engaged industry partners, and a dedicated instructional staff, the program remains committed to preparing students for rewarding careers in this high-demand field.

Drafting

The Drafting program had a productive and rewarding school year, highlighted by strong student achievement, meaningful school collaborations, and impactful community partnerships. Sixty percent of seniors participated in the cooperative education program, gaining valuable real-world experience in the field, while eighty percent of graduates pursued higher education after completing the program. Within the school, drafting students contributed significantly to numerous projects, including creating renovation drawings for the new

Business shop, updating evacuation plans to reflect recent building changes, and collaborating with other programs such as Cosmetology on salon and display design projects. Students also designed a new trophy display case for the gym entrance, translating a former conceptual student model into detailed construction drawings. Beyond the classroom, the Drafting program continued its tradition of community involvement and service-learning. This year, students built upon their previous work with a Wilmington community member to develop a presentation board of the West Point Lighthouse project, honoring his late wife and sharing the tribute with the Canadian community connected to the lighthouse's history. Another highlight was the Burlington Police Station project, in which students were asked by the police chief to create a detailed scale model of the historic station before its scheduled demolition. This model will serve as a lasting tribute to the town's architectural history and will be displayed in the lobby of the new facility. These projects not only showcase the technical skills and creativity of our students but also reinforce the program's commitment to applying design and drafting expertise in ways that strengthen both our school and community.

Electronics/Engineering

This summer, the Electronics and Engineering program was awarded a \$9,750 grant, which was used to purchase a pneumatic learning system integrated with the Amatrol eLearning platform. This new equipment will provide students with hands-on, in-depth experience in pneumatics—an essential skill for careers in manufacturing and engineering. It will also support students in pursuing SACA (Smart Automation Certification Alliance) industry certifications. Sophomore students achieved five IPC industry certifications this year, including Safety in Electronics, ESD, FOD, Soldering Essentials, and IPC-A-610. These nationally recognized credentials enhance students' employability in electronics and engineering manufacturing fields. Additionally, junior students earned their OSHA 10-Hour General Industry Certification, demonstrating their commitment to workplace safety. Freshman enrollment increased from eleven to seventeen students, reflecting growing interest in the program. Two students represented our school at the SkillsUSA State Competition in Mobile Robotics. For the 2024–2025 school year, five of seventeen seniors and seven of sixteen juniors are participating in cooperative education, gaining valuable real-world experience alongside their classroom learning.

Information Support Services and Networking/Programming and Web

The (ISSN/PW) program had a highly successful year marked by academic achievement, professional certification, and community engagement. Juniors earned their OSHA 10-Hour General Industry cards, reinforcing the program's commitment to safety and industry readiness. Students demonstrated exceptional performance on industry-recognized TestOut certifications, achieving a seventy-five percent pass rate on PC Pro (above both state and national averages), a ninety-three percent pass rate on Client Pro, and a seventy percent pass rate on Hybrid Server Core. Additionally, seven of the seventeen seniors participated in cooperative education placements, gaining valuable hands-on experience in the technology field. Recruitment and outreach efforts also saw strong results this year, with fourteen freshmen joining the program — an encouraging indicator of growing interest in technology education. Beyond the classroom, students showcased their technical and creative skills through community projects, most notably producing professional-grade podcasts at Wilmington Cable TV.

These experiences provided students with opportunities to apply their learning in real-world environments, develop communication and teamwork skills, and strengthen connections with the local community. The program continues to prepare students for success in both post-secondary education and careers in the rapidly evolving technology industry.

MISCELLANEOUS

SkillsUSA

SkillsUSA is a national non-profit organization that prepares students for careers in trade, technical, and skilled-service occupations. Shawsheen Valley Technical High School had an outstanding year in 2024, earning forty-two medals at the district competition and twenty-seven medals at the State Competition — including twelve gold medals.

Twelve Shawsheen students represented Massachusetts at the National SkillsUSA Conference in Atlanta, Georgia, where our team achieved remarkable success, bringing home two national gold medals! Isaac Schmidt earned a gold medal in CNC Turning, improving on his silver medal performance from the 2023 national conference. Lia Price, a senior in Business Technology, won gold in Job Interview — marking the first time in twenty years that Massachusetts has won this event, according to State Director Karen Ward. Nishtha Lamsal, a senior in Medical Assisting, placed fifth out of thirty in Medical Terminology, while senior William Trach placed seventh in Masonry. The TeamWorks group, consisting of Harry Kinsella (Carpentry), Jackson Goldman (Masonry), Nolan Ally (Electrical), and Michael Ware (Plumbing) — finished sixth out of twenty-four. This three-day competition challenges teams to build a structure from blueprints, including a pre-construction presentation and full demolition on the final day. The Health Knowledge Bowl team — Corrine Foley, Melissa Lavine, Kylie McLaughlin, and Alaina Powell — placed fourteenth out of thirty, competing in a rigorous test of health-related knowledge. Shawsheen demonstrated excellence and teamwork across all competitions, making this one of our strongest SkillsUSA showings to date.

Beyond competitions, our Leadership Team plays an active role throughout the year. The team begins each school year in official dress, providing tours for families during meet-and-greets, open houses, and parent-teacher conferences, as well as for visiting middle school groups from our sending districts. Community service is also central to our mission. The team partnered with House of Hope in Lowell to host a holiday party for underserved children, collected 321 toys in collaboration with the Billerica Fire Department for the Toys for Tots program sponsored by the U.S. Marine Corps, and helped organize Shawsheen's first Cultural Fair. Shawsheen's SkillsUSA chapter continues to embody leadership, service, and excellence — preparing students not only for competition but for success in life and career.

Robotics Club

The 2024–2025 season was a fantastic one for Shawsheen Robotics! Our teams 5313B and 5313D once again made it to the State Competition, competing against over sixty of Massachusetts' best robotics programs. Team 5313B had an impressive first day with standout wins but unfortunately fell behind on day two and didn't qualify for eliminations. Team 5313D faced a tougher start but pulled off wins against the fourth- and fifth- ranked teams and narrowly lost to the top-ranked team by just three points. Their final qualifying match was critical—though they didn't make it into eliminations; they earned the Judges Award, a

feat Shawsheen hadn't achieved in over a decade! Both teams gained valuable lessons, strengthened their skills, and are already fired up for the next season. Go Shawsheen!

CONCLUSION AND ACKNOWLEDGEMENT

The SVTHS Committee, staff and students gratefully appreciate the support that they receive from the residents of the five-member district. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational/technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2025. Those retirees are: Tanya Baron, Engineering/Electronics Instructor; Kevin Buckley, HVAC-R Instructor; Diane Cedorchuk, Administrative Assistant; Maria Corriea-Branco, English Instructor; Karen Faiola, Administrative Assistant; Todd Karkane, Math Instructor; Karen Meister, Health Assisting Instructor; Susan Murphy, Administrative Assistant; David Norkiewicz, Director of Vocational/Technical Programs; and Beverly Robinson, Health Assisting Instructor.

BEDFORD FREE PUBLIC LIBRARY

Jaclyn Powers, Director

PURPOSE

The Bedford Free Public Library is open 69 hours a week, 7 days a week (except Sundays in the late spring/summer). At least one professional Librarian, who holds a Master's degree, is available every hour the Library is open. Free programs, story times for children, and activities for all ages are held year-round. Wireless Internet is available 24 hours a day. The Library offers 12 Internet computers and a black and white printing station. Color and black and white printing can be done remotely via Princh. The Library has an all-in-one copier, fax, and scanner located opposite the Reference Desk. Chromebooks may be checked out for in-building use from the Circulation Desk.

Our virtual branch is always open and can be accessed via our website, www.bedfordlibrary.net, or the MLN Mobile App, which includes a mobile checkout option. Patrons can connect to their accounts, the Minuteman Library Network Catalog, popular databases, and multiple digital and downloadable resources 24 hours a day, 7 days a week.

Library Mission and Purpose Statement

The Bedford Free Public Library provides free and open access to information, knowledge, and the pursuit of ideas in an environment that is comfortable and welcoming to patrons of all ages, abilities, and cultures within and beyond its walls.

Library Statistics

Circulation

Residents with Library Cards	8,357
Circulation, Including Digital Content	325,754
Items Borrowed from other Libraries	58,524
Items Loaned to other Libraries	41,194

Library Services and Attendance

Reference Questions Answered	11,904
Library Programs Offered	561
Program Attendees	6,337
Virtual Programs Offered	86
Virtual Program Attendees	684
Library Visits	155,773
Wireless Sessions	374,890

EMPLOYEE STATISTICS

Full-Time: 12

Part-Time: 32

Staff

Richard Callaghan retired in March 2025 after 20 years of exemplary service as the Library Director.

Jaclyn Powers, the former Assistant Director of the Lucius Beebe Memorial Library in Wakefield, was selected to become the new Library Director effective April 14, 2025.

Noreen O’Gara, Assistant Library Director, retired effective June 30, 2025.

FY25 HIGHLIGHTS

Building

The library underwent a significant HVAC upgrade beginning in late June 2024. The project has been completed as of December 2025.

New carpet was installed in the Technical Services department; that space as well as the Administration suite were painted.

The Nook Huddle, designed as a stimuli-reducing space for up to two users, was installed in August 2024. The Huddle was purchased with Nickerson Foundation funds.

Collections and Services

The Library continues to partner with the Police Department and the Bedford Safe Campaign to act as a distribution point for free gun locks to promote gun safety.

Bedford High School yearbooks from 1958 to the present are available online. The digitization was done by Digital Commonwealth and is hosted by the Boston Public Library.

Our website contains every noteworthy out-of-copyright history of Bedford, Massachusetts, thanks to the efforts of Rand Hall, Head of Adult Services.

In addition to the resources mentioned above, our databases provide patrons with authoritative information on business, finance and investing, health and wellness, genealogy, history, and biography. Consumer Reports and the Mango Language Learning program are two examples of popular databases available with your library card. Readers can enjoy magazines and newspapers online or in comfortable seating in the building.

Notary service ceased as of June 30, 2025.

Programs

The 2024 Summer Reading Program for all ages was a success. The 70 adults, 58 teens, and 278 children who participated enjoyed weekly prizes, including coupons to the Children's Book Nook provided by the Friends of the Library. The teens were especially enthusiastic about spinning the prize wheel, which they did 765 times!

The grand prize winner in the adult category won a gift certificate to the Concord Bookshop.

Bedford readers of all ages joined in the 2025 Minute Madness competition with other libraries throughout the Commonwealth. Townspeople read 777,292 minutes, far surpassing our 550,000-community goal. Bedford took the top spot, and we became the 2025 Champions.

The Children's Librarians partnered with the Parents' Diversity Council to celebrate the Lunar New Year, the Year of the Dragon, in January 2025.

The Library collaborated with libraries across the Commonwealth to bring a variety of virtual programs to our patrons. Library staff took every opportunity they could to bring the Library out to the community. The Library had a booth at Bedford Day, Pride Day on the Common, and the Hanscom ComicCon where staffers Pam Aghababian and Sydney Pare spoke with 200 residents of the Air Force Base. Jennifer Dalrymple and Noreen O'Gara worked with The Residence to bring a monthly book club to their site.

Rand Hall held the majority of the Genealogy Club meetings online. He continued to host Tech Help in person at the Reference Desk on Tuesday evenings.

Richard Callaghan hosted a hybrid series of Winter Lectures by Professor Dan Breen of Brandeis University titled "Boston Monuments."

Librarian Pam Aghababian welcomed teens back to the Teen Activity Group on Wednesday afternoons in the late fall. Pam also established a Teen Council for students who wished to guide the direction of teen services in the Library. Pam organized the 15th annual spring Peeps Contest. Visitors enjoyed viewing the imaginative dioramas displayed in the Library.

Library Trustees

The FY25 Trustees were Gyasi Burks-Abbott, Padma Choudry, Rachel Field, Elizabeth Hacala, Abigail Hafer, Renae Nichols, and Emily Prince.

Trustees Padma Choudry, Elizabeth Hacala, and Renae Nichols managed the Library Corporation. The Bedford Free Public Library Corporation supports the Library through gifts and bequests. The Corporation was founded in 1876 to create the first public library in Bedford. Throughout the years, The Corporation's support has allowed the Library to provide services and support professional development that the Town Meeting could not accommodate via the approved budget.

Friends of the Bedford Free Public Library

Using monies raised through membership fees, in-person book sales, and the online sale of used books, the hardworking Friends generously supported the Library with funding for programs to inform, enlighten, and educate patrons of all ages, including museum passes, public performance movie licenses, television series on DVD, the BookPage monthly subscription, posters, bookmarks, and several new items for the Library of Things collection. This year the Friends also purchased a large storage unit and a comfortable upholstered bench for the children's playroom.

The Friends Officers for FY25 were Bonnie Kelly and Susan Rogalski, Co-Presidents; Renee O'Donnell and Margaret Jackson, Co-Vice-Presidents; Linda Connelly, Secretary; and Joel Shwimer, Treasurer.

Library Volunteers

The Library thanks volunteers Hayden Anderson, Lora Goldenberg, Jan Shepard, Blanche Wentworth, Linda Young, and students from the LABBB program at Bedford High School for their 521 hours of service this year.

A special thanks to:

- Elaine Yang, an AARP-trained tax specialist, assisted residents with in-person tax preparation help.
- The members of the Bedford Garden Club, who once again volunteered their time, energy, and resources to beautify the Library grounds.
- The Daniel R. Nickerson Foundation for its continued support of our unique collection on learning and developmental disabilities.
- The Andrew Zuckerman Memorial Collection for funds to manage and maintain the Library beehive.

Arts Steering Committee

Members of the Arts Steering Committee generously donated their time and talents in the selection and organization of artwork by local artists for display in the Art Gallery. The Arts Steering Committee members were Jean Hammond, Astrid Reischwitz, and Carol Rissman.

The Community Art Wall, opposite the Children's Room, is used for small exhibits of work by emerging artists, art students, and others who may not have enough work for a full show. The Library Director handles the bookings for this space and usually mounts three shows per year.

FY26 PROJECTIONS

- The Library will have a new leadership team.
- The Library will formulate a new five-year strategic plan to be effective in FY27.
- A new digital projector and hearing loop will be installed in the Meeting Room. Adult program offerings will be expanded to include more in-person events.

CULTURAL COUNCIL

Barbara Purchia, Chair

PURPOSE

The Bedford Cultural Council (BCC) is a state-funded, Select Board-appointed volunteer committee whose mission is to support community-based cultural projects in the Arts, Sciences and Humanities.

The Massachusetts Cultural Council (MCC) provides annual fund allocation to 329 Local Cultural Councils (LCC) serving all 351 cities and towns in the Commonwealth. The State legislature provides annual appropriation to the Massachusetts Cultural Council, a state agency, which then allocates funds to each community. Additional funding is provided by the Town and through fundraising.

COMMITTEE STATISTICS

The FY25 Bedford Cultural Council members were Andie Ryoo, Andrea Cleghorn, Annemarie Creason (Treasurer), Carol Epple, Julie McCay Turner (Chair), Michelle Puntillo, Roberta Ennis, Susan Schwartz (Secretary), Barbara Purchia (ex-officio), Breena Daniell (ex-officio)

FY25 HIGHLIGHTS

The MCC allocated \$7,100 for BCC's FY25 budget, a \$200 increase over FY24, and the Town provided an additional \$6,000.

The Bedford Cultural Council awarded 37 grants totaling \$13,750 during the FY25 BCC Grant Cycle:

- Bedford Arts and Crafts Society • *Series of Artist and Crafter Workshops and Demos* • \$500
- Bedford Arts and Crafts Society • *Crafts Program* • \$200
- Bedford Arts and Crafts Society • *Bedford Arts and Crafts Society 24th Annual Regional Art Show - 2024* • \$200
- Bedford Bicycle Advisory Committee (BBAC) • *Bikeway Block Party* • \$500
- Bedford Center for the Arts, Inc. • *BCA Photo Group 2024-2025 Program Series* • \$250
- Bedford Community Access Television, Inc. • *Editing Software for Classes* • \$520
- Bedford Destination Imagination • *Celebration of Destination Imagination Student Accomplishments* • \$400
- Bedford Free Public Library • *Dinoman Science Series: Dinosaurs!* • \$300

- Bedford High School • *Developing confidence, creativity and social competence through gameplay* • \$400
- Bedford High School Model UN • *BOSMUN Scholarship* • \$250
- Bedford High School Performing Arts Department • *Guest speaker on bullying, to support MEAN GIRLS production* • \$500
- Bedford Historical Society, Inc. • *Town Wide Newsletter* • \$450
- Bedford Historical Society, Inc. • *Community Lecture Series* • \$400
- Carlisle Community Chorus • *Carlisle Community Chorus Concerts* • \$100
- Concord Band Association • *Bandemonium!* • \$250
- Discovery Museum, Inc. • *Open Door Connections* • \$250
- Friends of the Job Lane House, Inc. • *Student Museum Docent* • \$480
- International 145 Shkola Foundation, Inc. • *Ukrainian Art in US* • \$500
- Lieutenant Eleazar Davis School • *Stress Free Day* • \$250
- Lieutenant Job Lane School • *Lane School Tubulum* • \$300
- McMullen, Cynthia • *Dried Flower Hoop Art* • \$100
- Newman, Howard • *Knock on Wood, acoustic folk-rock duo* • \$250
- Parents Diversity Council, Inc. • *Fourth Annual Bedford Pride Day* • \$500
- Parents Diversity Council, Inc. • *Lunar New Year Celebration* • \$250
- Scoville, Sarah • *Bedford Utility Box Project* • \$1,200
- Silver, Ebony, Ivory Trio • *Singing Through the Ages* • \$400
- Siviya, Namrata • *Art Journaling as Self Care for Caregivers* • \$200
- South Asian Association of Bedford • *Bedford Holi Celebration* • \$500
- South Asian Association of Bedford • *Bedford Diwali Celebration* • \$500
- St. Paul Weekday Nursery School, Inc. • *Chip In Farm* • \$250
- The Bedford Citizen, Inc. • *Cultural Reporting in The Bedford Citizen* • \$750
- The Concord Chorus, Inc. • *Concord250 Concord Chorus Concert Season* • \$200
- The Concord Orchestra, Inc. • *American Heritage* • \$200
- The Delvena Theatre Company • *Bon Voyage, Forever!* • \$500
- Tincknell, Roger L. • *Beatles and Beyond* • \$250
- Vaibhava Dance School • *Rasa Vaibhava 2025* • \$500
- Whitney, Sarah • *Beyond the Notes - A Uniquely Interactive Concert Series* • \$200

The Council's FY25 Community Input Survey generated input from 124 respondents. We received input on several topics including the types of programming our community would like, how they hear about cultural events, and which events were attended. The 5 most important priorities for BCC funding are:

- Arts Education, Enrichment & Performance
- Community-Wide Participation
- Outdoor Performances
- Cultural Diversity
- Historical Projects

Community input and suggestions are vital for BCC planning. The multipurpose pavilion was initiated from a previous Community Input Survey suggestion.

The BCC is a member of Bedford's Cultural District Partnership, helping plan and participate in Cultural District events including Music and Arts Festivals, Holiday Artisans Markets, and the New Song music series. The BCC maintains the Bedford Artist Directory.

FY26 PROJECTIONS

The MCC announces the LCC's state allocations in September. The Bedford Cultural Council seeks grant applications from September 2 through October 16, 2025, for FY26. Applications are submitted electronically and reviewed in November with award notification letters sent in January 2026. Any cultural project that meets the MCC and BCC local guidelines and is completed between July 1, 2025, and December 31, 2026, is eligible for a BCC grant.

Bedford funding priorities, local guidelines, information and forms are available online at www.mass-culture.org/Bedford. Contact BedfordMACulturalCouncil@gmail.com with questions. Find BCC on Facebook at www.facebook.com/bedfordculturalcouncil and on our town website at <https://www.bedfordma.gov/597/Cultural-Council>.

HISTORIC DISTRICT COMMISSION

Karen Kalil-Brown, Chair

PURPOSE

The Bedford Historic District Commission (HDC) was established in 1964 by a Town Meeting vote and ratified by the Massachusetts Legislature via the Acts of 1964 as amended as the guardian of the Bedford Historic District. As stated in the Commission's enabling Act, the purpose of the Commission is "the preservation and protection of buildings, places and districts of historic significance, [to be accomplished] through the maintenance of said buildings, places and districts as sites and landmarks compatible with the historical tradition of Bedford." A copy of these Acts, with more detailed information about how the Commission works, is available at the Code Enforcement Office at Town Hall.

The Historic District runs west along The Great Road, from the Bacon Road/Hillside Avenue intersection, around the Town Common, and then to the intersection of North Road and Carlisle Road. A detailed map is also available at the Code Enforcement Office.

The HDC members are appointed by the Selectmen for a three (3) year term. There are currently five (5) full members and one (1) alternate, with room for one more alternate. The alternate members are encouraged to attend all meetings, participate, and be ready to step in as a voting member as needed. The Commission meets the first Wednesday of each month (more often as needed to help an applicant) for business meetings and public hearings, and follows the Open Meeting Laws. The Acts mandate that the Commission consist of a member of the Historical Society or Historical Preservation Commission, an architect or person in the building trade, and a resident of the Historic District. The rest are Town residents who have an interest and/or background in historic preservation. Any resident interested in joining the HDC should contact the Town Manager's office to inquire about volunteering.

HIGHLIGHTS

Every year sees a wide range of applications, and FY25 saw approvals for commercial signage, landscaping, and windows. The Commission oversaw external changes and site improvements to the new Chase Bank site at 94 The Great Road and continued to work with the Town staff and its team of architects and engineers to finalize details for the new Fire Station site at 139 The Great Road.

PROJECTIONS

The Commission does not have any particular projections for the coming year, but it will, as always, continue to ensure the preservation of historic houses and buildings in the district, including overseeing the changing of signs, windows, additions, and landscaping. The

Commission welcomes the public's participation at all meetings and has been grateful to see many interested Townspeople attend this past year.

HISTORIC PRESERVATION COMMISSION

Alethea Yates, Chair

PURPOSE

The purposes of the Historic Preservation Commission (HPC) are the preservation, protection, development, and management of Bedford's historical, archaeological, and cultural assets located *outside* of Bedford's Historic District. Like other local historical commissions throughout Massachusetts, Bedford's HPC undertakes historic preservation planning, inventories the town's historic properties, prepares National Register of Historic Places nominations, and applies for Survey and Planning grants from the Mass. Historical Commission (MHC). In addition, the HPC participates in the Massachusetts Preservation Projects Fund (MPPF) program to preserve municipal properties, comments on state or federal projects that may affect historical or archaeological resources, advises the Select Board and other town boards, provides oversight for the town's Job Lane property at 295 North Road, administers the provisions of Bedford's Demolition Delay Bylaw, and engages in various activities to educate the public about the town's historic resources.

FY25 HIGHLIGHTS

Certified Local Government

With the cooperation of the Historic District Commission, HPC had Bedford reinstated by the Mass. Historical Commission as a Certified Local Government, making the town eligible for certain MHC grant programs.

Demolition Delay

The HPC is responsible for administering the town's Demolition Delay bylaw for properties built before January 1, 1943, or built at an unknown date. If such a structure is proposed for demolition, (and it is not located within the Historic District), MHC can delay the demolition by a maximum of 18 months. The delay provides time to seek alternatives to demolition, such as having the structure moved to another location; if demolition is going to occur, HPC can offer to lift the demolition delay early if the owner and HPC can come to an agreement on the appearance of any replacement structure.

This year, the HPC acted on Demo Delay applications for 10 Webber Ave., 38 and 44 Loomis St., and 214 The Great Road. HPC also developed a new procedure for lifting a Demolition Delay when a suitable replacement has been approved by the Building Inspector.

Historic Properties

In line with the HPC's purpose, the Commission actively supports the preservation, protection, development, and management of Bedford's historical, archaeological, and cultural assets.

Job Lane Property

The HPC oversees the management of the town-owned Job Lane property at 295 North Road. The HPC coordinates its activities with the Bedford Department of Public Works, Facilities Department, and Friends of the Job Lane House under a Memorandum of Understanding (MOU) that outlines respective responsibilities among those organizations.

This year, under HPC supervision, Friends of the Job Lane House, a private organization, operated house tours as well as special programs throughout the summer and fall, including tours of the house for the entire 3rd grade class at Lt. Job Lane School.

HPC also discussed a new Historic Preservation Restriction for the Job Lane property, the previous restriction having lapsed some years ago.

Old Burying Ground

The HPC works with the DPW to oversee and monitor the upkeep and maintenance of the Old Burying Ground. In March 2025, a huge white pine tree came down in a storm, destroying two stones and damaging several others. HPC cataloged and photographed the stones affected by the fallen tree for use by the DPW in planning needed restoration.

Shawsheen Cemetery

The HPC works with the Department of Public Works (DPW) in monitoring *The Shawsheen Cemetery Preservation Plan*. HPC gave a tour of the older part of Shawsheen Cemetery as part of the Freedom's Way Hidden Treasures Program.

Michael Bacon House, 229 North Road

HPC worked on drafting a Historic Preservation Restriction for 229 Old Billerica Road, the Michael Bacon House.

Town Common

HPC heard and discussed a proposal by DPW to renovate the Town Common.

HPC PROJECTS

Tax Deferral By-Law

The Commission has continued working with the Town Manager's Office and the Assessor's Office on draft revisions to a town by-law to be submitted at a future Town Meeting. The goal of the by-law is to make it easier for homeowners to apply for and receive a property tax deferral as an incentive to make improvements and repairs to historic homes.

Interpretive Signs

HPC is working with the DPW on a proposal for using CPA funds to install interpretive signs around Bedford at 14 sites, such as the Old Burying Ground, Michael Bacon House, Old Town Hall, and Reformatory Branch Trail. Commission members have finished drafting text and are selecting graphics for the signs in preparation for the application.

Historic House Plaques

The HPC reactivated its historic house plaque program. A new vendor was located and a new flyer about the program has been created and posted online and in Town Hall. Owners of historic properties are encouraged to display a plaque showing the home's date of construction and, if desired, its historic name.

Town Committees

A Member of the HPC, serving as the liaison the Community Preservation Committee, gave reports of the progress and process of the Committee at HPC meetings.

FY26 PROJECTIONS

Many of the above activities are projected to continue into FY26.

TOWN HISTORIAN

Sharon Lawrence McDonald, *Bedford Town Historian*

PURPOSE

The Town Historian is a vital source of information whenever questions arise about the life, people, buildings and events in Bedford from before its incorporation in 1729 to the present. She not only answers specific questions but also gives speeches and programs, writes newspaper articles, and leads tours of Historic Bedford. She proactively creates opportunities for sharing Bedford's rich history.

FY25 HIGHLIGHTS

During this busy year I answered questions about Bedford history from many individuals, both Bedfordians and non-residents. I spoke at Pole Capping and Juneteenth observations, and presented programs to the Bedford Historical Society, the Bedford Social Club, the Friends of the Job Lane House, "The Residence" Senior Living Center, and the Fitch Family Reunion. I showed the Bedford Flag to the entire 5th grade during their Walk of Bedford. I led a three-hour bus tour of Bedford for Carleton-Willard Village. I provided Bedford trivia questions to Bedford TV for their weekly news show. I performed much of the research and wrote and recorded the narration for the Historical Society's "Bedford Answers the Call" exhibition. I wrote several articles for the Historical Society's "Preservationist" newsletter. I did research for reporters at *The Bedford Citizen* online newspaper and submitted an article to their "2024 Bedford Guide" magazine. I served on the Bedford Cultural District Committee and the Bedford Tricentennial Committee, am on the Board of the Friends of the Job Lane House and President of the Bedford Historical Society.

FY26 PROJECTION

I look forward to continuing my weekly "office hours," which the Historical Society generously allows me to hold in their Museum every Sunday between 2-4 pm.



In Photo: Sharon McDonald, Town Historian

Hear ye! Hear ye!

Visit with Town Historian

ARBOR RESOURCES COMMITTEE

Molly Haskell, Chair

PURPOSE

The purpose of the Arbor Resources Committee (BARC) is to enhance the quality of life in Bedford by assisting the Town in managing, protecting, preserving and developing trees on publicly owned lands in such a way as to promote a diverse, healthy and sustainable Community Forest. The charge includes education, outreach, and promotion to the Town, as well as encouraging similar preservation and development of arbor resources on private lands.

EMPLOYEE STATISTICS/MEMBERSHIP

Anne Gardsbane joined BARC in June 2025. All seven BARC seats are filled.

HIGHLIGHTS

Community Forest Master Plan (CFMP)

In February 2025, the Select Board unanimously adopted the [Community Forest Master Plan](#) (CFMP), recognizing trees as one of the Town's infrastructure priorities. Among many benefits, the CFMP places Town-owned trees on a similar footing with other public infrastructure Master Plans for inclusion during the Town's planning initiatives. It delivers an inventory of Town-owned trees on Town-owned property and in the Public Right of Way. It points the way forward with a robust set of recommendations for Bedford to preserve, support, and replant trees.

The CFMP reaffirms BARC's role as "an integral part of the preservation, care, and growth of Bedford's community forest." The Recommendations provides a roadmap for BARC's future endeavors to preserve trees, and to promote planting and care of trees. The CFMP also reaffirms BARC's committee charge and Purpose.

Tree Policy and Regulations

Working from the Recommendations of the Community Forest Master Plan, BARC revised the [Proposed Tree Policy](#), and voted unanimously in March to submit it to the Town for consideration. The Proposed Tree Policy adopts a strategy of charging significant fees based on the diameter of a removed tree. This measure is proven effective, as used by neighboring Towns. BARC invites readers to consider the latest version of the Proposed Tree Policy and send any feedback.

Community Outreach and Education

BARC manned a table at the First Parish Plant Fair in April 2025, and will do so again at Bedford Day. BARC members hand out information on tree science, including the key role trees play in combatting climate change, promote the [Almost Free Tree Program](#), promote best practices on combatting invasives, and answer questions from the community.

Invasives and Poison Ivy

BARC advocates for consistent and robust control of invasive plants, as they contribute to loss of native trees and other flora. This can be tricky: invasive plants are often intertwined with poison ivy, an aggressive native plant. In June, BARC conducted a [Poison Ivy Safety Session](#), led by BARC member Elizabeth Knox.

Eversource Tree Work in Bedford & Tree Planting

In April 2025, an the Eversource Arborist, announced tree removals along Carlisle Road. BARC members joined him in July to view and discuss pruning or keeping trees that presented only marginal hazard to power lines. BARC concurred with removing some of these marginal trees, and Eversource agreed to prune the others. As a good will measure, Eversource planted eight trees for homeowners in early September to compensate for needed removals. More information on Eversource tree work can be found on BARC's Town website.

Tree Planting in Town

The Bedford Department of Public Works (DPW) plants a tree each year to observe Arbor Day. This year, DPW outdid themselves with [the planting of three outstanding shade trees](#).

BARC collaborates with the DPW to promote and coordinate on the [\(almost\) Free Tree \(\(a\)FT\)](#) program. (a)FT is a public/private program where homeowners receive a tree, delivered and planted by DPW, in exchange for the honor-bound promise to water it for three years.

PROJECTIONS

BARC looks to the Recommendations of the CFMP as a roadmap for future measures to preserve and enhance the Community Forest. For 2026, this includes rootzone protections for Town-owned trees.

Another recommendation of the CFMP is to restore the tree canopy by planting Town-owned trees. Each year, Bedford loses roughly 60 trees to hazard removal by DPW, or for pre-emptive protection of the grid by Eversource. BARC seeks to add planting trees on Town-owned property and the Public Right of Way as a recurring part of the Town annual budget.

BARC mourned the loss of Mike Rosenberg, who served as Selectman Liaison to BARC. He was instrumental in getting BARC voted at Town Meeting as a Standing Committee, and in getting the first Tree Policy adopted in 2018. BARC has unanimously endorsed planting a

tree in Mike’s memory and seeks to collaborate with other groups or individuals who may wish to honor Mike in this way.

Just like the past couple years, BARC will offer “DeVining Parties” This is a hands-on event on the Narrow Guage Trail to learn how to identify and effectively control Invasive Bittersweet (*Celastrus orbiculatus*). These events are conducted with support and permission of DPW. In 2026, BARC looks to expand events to combat invasive plants.

One of the important elements of the CFMP was an inventory of just about all the Town-owned trees on Town-owned land. BARC looks to secure funding to complete the work, first with grant money, and, if necessary, with a Town Warrant article.

The DPW has been working on historic data for Bedford’s Town-wide tree canopy cover over the past 70 years, based on available aerial photography together with satellite imaging. This will show trends of growth and loss patterns, and geographical areas of canopy scarcity. BARC expects the findings to be available sometime after the New Year, if not sooner. BARC looks to use this information for educational efforts for tree preservation and advocacy.



BEDFORD HOUSING AUTHORITY

Brenda Peacock, E.D. on behalf of Lauren Crews, Chair

PURPOSE

Bedford Housing Authority (BHA) is a real estate service organization providing affordable housing for people of low and moderate income through direct housing in government owned developments. The Bedford Housing Authority is an independent and quasi-municipal agency, charged by statutes with providing safe and affordable housing for eligible people. It is a public body, politic and corporate, duly organized, and existing pursuant to Massachusetts General Laws, Chapter 121B, and Section 3.

The BHA administers 100 housing units, including 80 units of Chapter 667 Elderly/Handicapped housing at Ashby Place, 12 units of Chapter 200 Veterans/Family housing on Elm Street, and an eight-unit property on Railroad Avenue, which is overseen by the Department of Mental Health. In addition, the Authority also subsidizes 19 units for low-income voucher holders at Bedford Village and administers a contract for 8 rental assistance vouchers throughout Massachusetts.

BHA properties are managed and maintained by the Bedford Housing Authority, with an Executive Director, Administrative Assistant, and a two-person maintenance staff. Funding for maintenance and capital improvements is sourced through property operations, state public housing appropriations, local HOME funds and other sources as needed.

The Board of Commissioners of the Authority is the policy-making body of the agency and is legally responsible for the overall operation of the Authority. The Board of Commissioners are Lauren Crews, *Chair*; Kim Lovy, *Vice-Chair*, Kathleen Smith, *Treasurer*, Ellis Kriesberg, *Member*; and William S. Moonan, *Member*. The Executive Director, along with Authority staff, manages the day-to-day operations of the Authority. There is one full-time and three part-time employees.

The board meets on the second Tuesday of each month at 7:00pm using the online application, Zoom or in-person at Ashby Place Community Room. Special meetings are held when necessary.

FY25 HIGHLIGHTS

Ashby Place, Elderly/Handicapped Housing

As of June 2025, there were 6,665 applications on file for elderly/handicapped housing at Ashby Place. In FY25, there were ten (10) vacancies. Emergencies receive first preference and are placed first on the waiting list, veterans receive second preference and Bedford residents receive a local preference and are placed before out-of-town applicants. There is no asset limit for applicants of Chapter 667 housing, however applicants must meet the annual income limits of \$92,650 for one occupant and \$105,850 for two occupants. One percent of

total assets are included with other sources of income for rent calculation purposes. This year the average rent received in this program is \$574 per month, which includes utilities and is based on 30% of the tenant's net monthly income. Laundry facilities, a Community Building with central cooling and heating, and meeting room space are available for tenant use.

Elm Street, Family Housing

As of June 2025, there were 19,702 applicants on our family housing waiting list. In FY 2025, there were no vacancies. Emergencies receive first preference and are placed first on the waiting list, veterans receive second preference and Bedford residents receive a local preference and are placed before out-of-town applicants. Family housing tenants pay 27% of their net income toward rent. There is no asset limit for applicants of Chapter 200 housing, however applicants must meet the annual income limits of \$105,850 for two (2) occupants, \$119,100 for three (3) occupants and \$132,300 for four (4) occupants. In FY25, the average rent received in this program was \$964 per month. The tenants pay for all the utilities except water and are given a heat allowance as a deduction from their rent.

Life Management Program

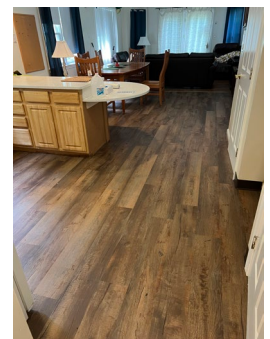
The Life Management Program is providing life management skills training and support through a contracted social service provider, Community Teamwork, Inc., in order “to guide affordable housing residents toward increased employment and economic independence” using assessment, specific goal setting and financial incentives. The initiative is designed to provide a continuum of services that integrates the components of many existing federal and state agency programs to ensure families are connected to all of the resources necessary to stabilize their living situation and improve their quality of life.” The Life Management Program is funded by the Bedford Community Preservation Program.

Community Teamwork, Inc. (CTI) and Bedford Housing Authority’s contract ended June 30, 2025. However, the Town of Bedford’s Youth and Family Services Office has contracted with CTI to continue providing the Life Management Program to families throughout the Town allowing for opportunities and assistance to a wider range of participants.

Bedford Housing Authority would like to thank CTI for the work that they have done with our residents over the last 10 years. This program has been very beneficial for all of our residents who participated in it and continue to do so.

20 Railroad Avenue

This project was built through the State-assisted Chapter 689 Program for special needs populations and is staffed by the Department of Mental Health. The project has two units, each with four bedrooms, to assist eight individuals. The project was initially occupied in 1993. Special services include 24-hour professional management staff, central air conditioning, location adjacent to a conservation area, and proximity within walking distance to local stores. Applications and tenancy for Railroad Avenue units are administered by the Department of Mental Health. The BHA completes capital improvements and provides operating maintenance on the property.



20 Railroad Ave. kitchen floor replacement project completed in July 2024.

FY26 PROJECTIONS

The BHA's goals moving forward are:

Ashby Place

1. Replace flooring in all stairwells
2. Replace intercoms for all units

20 A & B Railroad Avenue

1. Replace interior light fixtures

Continue to fulfill our mission of providing affordable, subsidized rental housing for people of low income.

BICYCLE ADVISORY COMMITTEE

Peter Weichman, Chair

Garth McCavana, Secretary/Clerk



PURPOSE

The Bicycle Advisory Committee (BAC) is committed to improving bicycle safety and expanding bicycle access and infrastructure in the Town of Bedford. This is not an easy problem due to the narrowness of the major thoroughfares (especially Route 62 and Route 4/225) and essential lack of adjoining public space. BAC, in close partnership with the Transportation Advisory Committee (TAC) and Bedford DPW, is dedicated to the Complete Streets and Vision Zero concepts: entirely eliminating such disastrous events through intelligent traffic management and ensuring protected spaces for pedestrians and cyclists.

On more upbeat notes, BAC actively supports Safe Routes to Schools (SRTS) and other kids' cycling programs. We also support the annual mid-September Bikeway Block Party, organizing Depot Park musical events. BAC members also support local fundraising rides such as the Rodman Ride for Kids, and the Tour de Cure run by the New England chapter of the American Diabetes Foundation.

EMPLOYEE STATISTICS

N/A

HIGHLIGHTS

Bedford is blessed with hosting the last mile and terminus of the Minuteman Commuter Bikeway, and historic artery into Lexington and Arlington, and from there connecting into the extensive Cambridge bike path systems, eventually reaching the City of Boston itself. Bicycle infrastructure has also been expanding outwards at an astonishing rate. The Bruce Freeman trail now extends from Lowell, through Chelmsford and Concord, across a dedicated Route 2 bridge to West Concord. As of spring 2025, it now continues from there all the way to Sudbury where it connects with the Mass Central Rail Trail system. The latter now includes a newly built path over an old railroad trestle, connecting the Rte. 117 business district neighboring Brandeis University, along a marvelously scenic route, to Wayland Center.

BAC continues to actively support improvement of existing Bedford bicycle and bicycle-adjacent infrastructure. We continue our Tri-Town (Bedford-Lexington-Arlington) bicycle group engagement to coordinate Minuteman Bikeway safety and maintenance. We have worked with DPW to ensure timely wintertime snow clearing, and installation of safety signage along the Bedford portion of the Bikeway.

2026 PROJECTIONS

Looking ahead, a major BAC focus will be to work with TAC and DPW on improving the Narrow-Gauge Rail Trail (NGRT), and also its connection to the Lane School in support of SRTS. The current stone dust surface is not sufficiently erosion- and rut-resistant, especially in the neighborhood of the VA Hospital. Such improvements are of substantial interest to the Bedford Disability Commission as well (<https://thebedfordcitizen.org/2024/10/disability-commission-chair-explores-bedford-trails-bikeway-and-parks/>).

There are plans to remove the unused VFW building at Depot Park and replace it with a green space. BAC will liaise with Friends of Depot Park to advocate for the best possible beautification of this Bikeway-adjacent park.

BAC has worried, for a number of years, about the impact of electric bikes (E-bikes) on the Bikeway safety. The problem has now effectively exploded with the advent of E-bikes capable of highway speeds. The Bikeway currently has no speed limit or other enforcement by local Police. BAC will be engaging with the Tri-Town bicycle groups to formulate and advise solutions to this problem, informed by numerous nation- and world-wide existing approaches.

COMMUNITY PRESERVATION COMMITTEE

Erin Dorr, Chair

PURPOSE

The Community Preservation Act (CPA) allows any city or town in Massachusetts to adopt a property tax surcharge of up to 3% and to use these revenues and state matching funds for open space, historic preservation, affordable housing, and recreation. Bedford voted to accept the CPA surcharge in 2001, and it went into effect in FY02. A Community Preservation Committee (CPC) was formed to study and recommend how Bedford's CPA revenues should be spent.

Twice each year the CPC reviews and updates the Community Preservation Program and Plan. Presentations are heard on the progress of plans in each of the targeted Community Preservation areas. Proposals are solicited and received, using a well-defined process that allows the committee to hear in-depth presentations from proponents of the various projects. Based on the information gathered during this process, the committee votes on preliminary recommendations for CPA spending and distributes a draft Community Preservation Program and Plan, incorporating the preliminary recommendations. A public hearing is held to review the draft Program and Plan and recommendations. In response to comments received at the public hearing, the Committee revises and submits the final recommendations to Town Meeting for approval. Only Town Meeting-approved recommendations are funded.

Members of the committee are appointed by the Select Board.

Bedford's Community Preservation Program and Plan contains an update on previously funded projects and future funding recommendations. It can be reviewed at Town Hall, The Bedford Free Public Library, and the Town's CPC website page, <http://www.bedfordma.gov/community-preservation-committee>. The webpage includes instructions on how to submit a CPC funding proposal.

Members of the Community Preservation Committee are pleased to help the Town carry out its long-standing intent of acting to preserve and enhance our town character.

FY26 HIGHLIGHTS

At the Annual Town Meeting (March 24, 2025) and Special Town Meeting (Nov 18, 2024), the 3% property tax surcharge, as well as the following Community Preservation FY26 expenditures were approved, totaling \$2,660,915:

1. Administrative- \$25,000
2. Annual Contract—Life Management Program - \$56,400

3. Annual Contract—Regional Housing Services Office - \$47,000
4. ADA Improvements (Town Hall Bathrooms) - \$300,000
5. Archival Records Preservation - \$17,900
6. Baseball/Softball Field Improvements - \$100,000
7. Bond Payments (Principal) - \$767,000
 - a. Bond Payment—350A Concord Road (end date of FY2026)
 - b. Bond Payment—Town Hall MEP Project (end date of FY2026)
 - c. Bond Payment—Liljegren Way/Mudge Way Athletic Fields (end date of FY2027)
 - d. Bond Payment—Bedford Village (end date of FY2028)
 - e. Bond Payment—Fawn Lake (end date of FY2030)
8. Bond Payments (Interest) - \$67,115
9. Municipal Affordable Housing Trust Transfer - \$400,000
10. Sabourin Field Public Restrooms - \$269,500
11. Trails Committee—Pedestrian and Bog Bridges/Trail Infrastructure - \$11,000
12. Veterans Affairs (VA) Garage Replacement (Town-Owned) -\$600,000

DEPOT PARK ADVISORY COMMITTEE

Joseph R. Piantedosi, Chair

PURPOSE

The committee's primary focus is to advise the Select Board on matters concerning Depot Park. The committee provides oversight to the Depot Park Revolving Fund, assists with developing financial reports that show current and forecasted revenue and expenses, works collaboratively with the Friends of Depot Park for the acquisition and restoration of historical railroad artifacts, seeks funding from Community Preservation funds, grants and other sources for the preservation of existing structures and other improvements to Depot Park, recommends policies for the tenants and other uses of Depot Park's buildings and properties, identifies maintenance and grounds issues for the upkeep of Depot Park along with capital improvements for its successful operation, reviews all proposals by parties to install signage, vending stations, vegetation, bike racks, benches and any other items on the grounds, and makes recommendations to the Select Board. The committee assists with tenant leases and lease language to protect the historic nature of the Depot Park buildings. The committee always uses its best efforts to recognize and promote the historical value of Bedford Depot Park.

FY25 HIGHLIGHTS

Funding for Phase II of the Depot Building project which includes surface preparation and painting the siding at the rear and right side of the building along with some masonry work on the foundation area along the right side of the building was delayed and is still pending as of September 2025. The funding also addressed maintenance work on the rail car to repaint the roof and address caulking around the windows and other areas which were completed along with some repairs to the Freight House.

The Facilities Department freshened up the interior of the Freight House in preparation for new historical displays to be installed by the Friends during the summer of 2025. That included new lighting, a fresh coat of paint, and cleaning and recoating of the flooring.

The four tenant lease renewals were approved by the Select Board in December 2024 with the committee's recommendations. The new terms are from January 1, 2025, to December 31, 2026. The committee did a townwide survey of commercial rents and voted to recommend two - year lease renewals for the four tenants with a 3% rate increase. Depot tenants as of June 30, 2025 are Babe Ruth Baseball, the Glass Cooperative, Scott's Stone Carving Classes and For the Boyz Barbershop.

July of 2024, the committee presented a plan to the Select Board to raze the old VFW building and replace it with a park that could include walkways, benches and a signboard with the history of Depot Park. After a comprehensive space survey by the Town Manager illustrating that this building was too expensive to renovate for town use the Select Board attempted to

vote to approve the project but was unable to do so at their October 2024 meeting. As a result, the committee presented a petitioner's article at the 2025 Annual Town Meeting requesting approval of the project and \$35,000 funding for the VFW building demolition and park project. The article passed and the Select Board followed up with their vote of approval. As of June 30th, approximately \$14,000 of private funding has been pledged for the project.

A number of smaller-scale maintenance related projects were identified resulting from inspections by committee members and assistance from the Facilities and Public Works Departments.

For the third consecutive year volunteers from Thermo Fisher Scientific assisted in cleaning up weeds and other debris at Depot Park

Depot Park's revenues and operating expenses are transacted through a Revolving Account that is managed by the Facilities Director with input and oversight from the committee. The account's balance as of June 30, 2025, was \$93,051 (an \$884 increase from FY24).

FY25, operating expenses totaled \$38,918 (a \$4,870 increase). Due to the higher bids on the Depot Building project which had to be subsidized by the revolving fund. Revenues were \$39,802 (A \$2,799 decrease) which may have been due to the timing of some rent payments along with lower rail car rentals.

Under a non-exclusive license, the Friends of Bedford Depot Park continued operation of a welcome center and museum inside the Freight House during the bikeway season. That provided public access also to the Rail Diesel Car. The hours were 11 am to 5 pm on weekends from mid-April to mid-December. Profits from food and beverage sales, DPW map sales, and donations in the railcar in calendar 2024 totaled \$1,266, which was conveyed to the town in February 2025 as a contribution to the Depot Park Revolving Fund.

Public restrooms at the rear of the Freight House were opened for the season in April and remained so through the fall. At the beginning and end of the season it has been customary to budget restroom custodial services only for weekends. For ten years, through FY24, the Friends conveyed to the town annual donations of several hundred dollars to open the restrooms also on weekdays in November and April. Those payments were discontinued after April 2024 because the private individual who underwrote them stopped making such donations.

FY26 PROJECTIONS

We intend for Depot Park to continue to be financially self-supporting, well maintained, attractive and enjoyable for the public. High priorities include:

Complete phase II of the Depot Building painting and masonry work along with the Rail Diesel Car utilizing the additional \$75,000 funding that was approved.

Identifying and correcting site improvements and maintenance needs including Freight House building painting issues, roofing repairs to the Freight House and Depot Building, and landscape and site issues and future capital project requirements.

Phase I - Demolition of the old VFW building with funds approved at the 2025 Annual Town Meeting and cover the site with loam and grass seed to stabilize it and make it safe. Hire a Civil Engineering design firm to identify the property line between the old VFW site and Patriot Pediatrics along with a topographical survey of the old VFW site.

Phase II – Hire a design firm to come up with one or more schematics for the proposed park for Select Board and public input before finalizing a plan.

Phase III - Continue to solicit private funding for the project and implement it when sufficient funds are available using a combination of private funds and the revolving account.

DISABILITY COMMISSION

Sarah Blackman, Chair

PURPOSE

The mission of the Bedford Disability Commission (“BDC”) is to ensure Bedford is a welcoming, safe, accessible, and inclusive town for our residents living with any form of disability, seen or unseen. Its purpose is to advise and assist the Town through advocacy, education, and outreach.

HIGHLIGHTS

Advocacy

The BDC gained a greater understanding of various town trail and walkway surfaces from a disability perspective and made recommendations for future improvements and construction. For walkways, the BDC recommends the use of firm, flat surfaces (specifically, concrete and brick). For trails, the BDC recommends the use of firm, flat surfaces (specifically, stone dust and boardwalk) designed to meet or exceed standards issued in the Forest Service Trail Accessibility Guidelines. The BDC will collaborate with the Recreation Commission and the Trails Committee on the trail work proposed in the Springs Brook Park master plan.

The Town submitted a grant application to the Massachusetts Office on Disability Municipal Grants Program to fund reconstruction of the ramp in the front of Town Hall. The grant application was not funded. Three projects that support BDC goals were funded by the Town at the March 2025 Annual Town Meeting: reconstruction of the ramp in front of Town Hall to meet ADA standards; renovation of two bathrooms in the basement of Town Hall to make fully accessible; and accessibility improvements at C Field (infield) at the high school.

The BDC reviewed the 2018 document “Aging in Bedford: A community needs assessment,” a report commissioned by the Council on Aging (COA) and completed by the University of Massachusetts Boston’s Center for Social & Demographic Research on Aging. The BDC examined the report to determine what information can be inferred on disability themes. The BDC is willing to assist the COA with any future plans to improve and repeat the survey.

The BDC reviewed a variance application for new construction compliance with the MA Architectural Access Board residential accessibility requirements enforced under 521 CMR.

We added a new member to the Commission. We also bid farewell to Emily Mitchell and welcomed Terrence Parker as our new Select Board liaison.

Education and Outreach

To gain a better understanding of disability resources and needs in and around Bedford, last year the Commission met with representatives from the Nashoba Learning Group, the Guild for Human Services, the Mass Commission for the Blind, and internally in town, the Conservation Commission and Arbor Resources Committee, the Trails Committee, the School Superintendent and Assistant Superintendent, the Department of Public Works, the Bicycle Advisory Committee, the Council on Aging, and the town's Therapeutic Recreation Specialist. The BDC members also provided an overview of their own individual experiences living in Bedford with disability.

The BDC hosted an autism awareness panel discussion April of 2025, titled, "Autism in Bedford Through the Life Cycle." Six panelists representing local organizations provided information on services offered in Bedford for individuals with ASD. The panelists also discussed the challenges faced by the autism community, especially the availability of care in later stages of life. About 25 people attended, and there was a Q&A session to address specific questions from the community.

PROJECTIONS

Next year, the BDC will continue its efforts to advocate for people with disabilities in Bedford. One project will involve a second review of the "Self-Evaluation and Transition Plan" town-wide audit report which evaluated ADA compliance for every town building, as well as town policies. The BDC would like to use the audit report as a starting point for working with the Department of Public Works to identify future town projects for state grant applications. The BDC will continue its discussions about crosswalk safety, specifically a desire to add an audible component to the crossing signal planned for Concord and Davis Roads and elsewhere. The BDC will develop an initiative to make Annual Town Meeting more accessible for residents with hearing loss/impairment. Members also will discuss the possibility of offering another programming initiative. Two ideas are continuing the autism panel discussion started in April and organizing an inclusive trick or treating experience at Halloween.

ENERGY & SUSTAINABILITY COMMITTEE

Patricia Fabian, Chair

PURPOSE

The Energy and Sustainability Committee (“ESC” or “Committee”) will work in conjunction with Town leadership to proactively identify strategies to lower municipal and school energy expenditures and reduce community greenhouse gas emissions.

The Committee shall:

- develop and recommend updates to the energy policies relating to town and school buildings and other town assets
- make recommendations regarding energy conservation, energy efficiency, energy procurement (town and community), greenhouse gas reduction, energy education programs, alternative energy opportunities, and other sustainability initiatives
- coordinate with town staff, consultants and other community members in the creation and implementation of a Net Zero plan, as may be established
- analyze and communicate how energy use and costs impact the town
- educate and raise awareness among Bedford residents regarding energy efficiency and greenhouse gas reduction

FY25 HIGHLIGHTS

The ESC collaborated closely with Bedford’s first dedicated Energy and Sustainability Manager (ESM) Andres Correa. Mr. Correa worked as ESM from December 2023 through July 2025. In FY25 the ESC supported all activities related to the application for Bedford to become a Climate Leader, including reviewing the Zero Emissions Vehicle Policy and editing the Decarbonization Roadmap for Town municipal operations. The Decarbonization Roadmap was a prerequisite for Bedford obtaining grant funding from the DOER’s Climate Leaders program. The ESC also reviewed and updated the Town’s Energy Policy to be consistent with the Decarbonization Roadmap and sent the updated policy for approval by the Select Board and School Committee.

The Committee also supported Bedford Facilities Department’s initiative to divert food waste in the school cafeterias to a composting facility. The Committee worked to promote the Town’s Community Choice Aggregation (CCA) program, which currently offers 100% energy from renewable sources as the default offering. The ESC also supported sustainability related articles on the Town Warrant, such as those related to the purchase of municipal electric vehicles.

The Committee engaged with the wider community as well. The ESC co-sponsored a pumpkin Smash event with Mothers Out Front (MOF), which diverted hundreds of pounds of Halloween pumpkins from the waste stream to be composted instead. The ESC hosted

representatives from MOF to learn about solar panel initiatives for the new fire station and Davis School

Finally, the Committee continued active liaisons with committees such as the Select Board, the Bedford Arbor Resources Committee (BARC), the Transportation Advisory Committee (TAC), and the Planning Board on topics relevant to the ESC stated objectives in the town's General Bylaws.

FY26 PROJECTIONS

The ESC will continue its close collaboration with the new ESM when they are hired. Since the previous ESM submitted the Climate Leaders application prior to leaving, once it's approved the ESC will support activities in the Decarbonization Roadmap. Additionally, the ESC will continue to support town initiatives such as the food waste reduction program and the new MVP grant to improve flooding resilience near the Shawsheen River.

The Committee will continue to support the Facilities Department in the construction and renovation of Town buildings to minimize or eliminate on-site fossil fuel use. Particular emphasis will be on the new Fire Station, solar canopies, and updating of the heating systems of school buildings.

The ESC will continue encouraging residents to participate in the new CCA contract and support work to meet state laws such as the Large Building Energy Reporting (LBER).

ESC will continue outreach to town boards and committees that share goals of conservation, sustainability, energy efficiency, and greenhouse gas emission reductions.

PATRIOTIC HOLIDAY COMMITTEE

Peter, Ricci, Chair

PURPOSE

The Patriotic Holiday Committee's primary focus is planning town ceremonies for Memorial Day, Veterans Day, and other patriotic holidays and events with a focus on recognizing Veterans of the US Armed Services. The committee provides advice and recommendations to the Select Board concerning town-owned veterans' memorials on the Town Common and Veterans Memorial Park, including any proposed changes and/or additions to these memorials. When appropriate, the committee also uses its best efforts to recognize and promote the contributions and sacrifices made by our Veterans.

The Patriotic Holiday Committee consists of nine volunteer members appointed by the Select Board. Committee members are Bobbie Ennis, James, John Cooper, (also American Legion Post 221 Commander). Paul Purchia, John Pecora, Mark Abrams, Barbara Purchia, Recording Secretary, Joseph Piantedosi, Vice Chair, and Peter Ricci, Chair. We have one opening on the voting board. FY25 non-voting members; Select Board member Bopha Malone (committee liaison), Bill Linnehan (Bedford Veterans Service Officer), Ken Mierz (Bedford High School JROTC), Al Chisholm (VFW 1628 Commander).

FY25 HIGHLIGHTS

The Patriotic Holiday Committee organized and participated in public town ceremonies honoring our veterans which included Veterans Day, Memorial Day, and assisted the VRW/AL with Flag Day, and July 4th Partnering with the Tricentenary Committee, there was a small display about the committee at Bedford Day. The committee continued to work with the Select Board, Bedford schools, veterans' organizations, Bedford VA Medical Center, and various town committees and civic organizations on behalf of our veterans.

Past Patriotic Holiday Committee Member and Past American Legion Commander Jon "OC" O'Connor once again led the Fourth of July 2024 reading of the Declaration of Independence at Veterans Park, supported by American Legion Post 221 and VFW Post 1628.

The annual POW/MIA recognition event was held on September 22, 2024, and hosted by the American Legion Post 221. Support was given by the VFW and local Scout Troop 194. Members of each branch of the service participated in a candle lighting ceremony.

The Veterans Day 2024 ceremony was held at Veterans Memorial Park and included speakers Select Board Chair Bopha Malone, State Representative; Ken Gordon, Commander of American Legion Post 221; Rob Bowes; and the Rev. Dr. Alonzo Chisholm, Commander of Veterans of Foreign Wars Post 1628. The ceremony was opened and

closed with prayers shared by Sgt. Brian Bills. Bedford Town Manager, Matt Hansen, also spoke. Individual tributes to specific veterans were offered by ceremony participants and attendees, as they announced their names and put small flags in a memorial wreath, organized by the American Legion Post 221 Auxiliary. Bedford High School JROTC, the BHS Marching Band, and local Scouts were also present.

Memorial Day 2025 included the traditional program of speeches and recognition and honoring those who died while serving in the U.S. Military and recognizing those from our community who had served and died in the past year. The Bedford Minuteman Company, Fire and Police Honor Guard, Bedford High School JROTC, Bedford High School Marching Band, and local Scouts participated. The Grand Marshal was Art Smith, longtime resident and Navy Veteran. Vice Chair Joseph Piantedosi was once again instrumental in the training and oversight of the Rifle Squad for services. Speakers included Colonel Jorge Jimenez, Commander of the 66th Air Base Wing at Hanscom Air Force Base, Select Board Chair Paul Mortenson, and Representative Ken Gordon. BHS JROTC and the Never-Ending Poppy Project (BHS Club), with help from the Patriotic Holiday Committee, received approval from the Select Board to create a field of poppies at Veterans Park for the Memorial Day Ceremony. More than 1000 paper poppies were created and installed for the ceremony and were available for viewing during the following week.



Photo courtesy of the Bedford Citizen



Photo courtesy of the Bedford Citizen

Flag Day 2025 was led by American Legion member Rob Bowes, where a ceremony of flag retirement by burning was held in a designated area at American Legion Post 221 developed by Eagle Scout Quinn Ricci in 2022. On a side note, Scout Troop 194, which is sponsored by the Post, continues to collect flags for retirement with inside and outside receptacles.

FY26 PROJECTIONS

The Patriotic Holiday Committee will continue to plan and conduct meaningful ceremonies in FY26 to recognize and honor the sacrifices of our veterans, and to offer citizens opportunities to recognize and participate in patriotic events. The Committee has one voting opening by appointment, though we welcome others to assist where necessary and to learn more about the committee when future openings occur. The committee will continue to coordinate our efforts with Bedford's Veterans agent and the Veterans Administration in Bedford to assist Bedford Green residents and VA patients in participating in town events and activities during the year. In particular, the committee is looking to create more awareness of the annual POW/MIA recognition event and the Flag Day retirement ceremonies. We are pleased about continuing with the Never-Ending Poppy Project, which needs Select Board approval each year.

TAXATION AID COMMITTEE

Sue Swanson, Chair

PURPOSE

The purpose of the Taxation Aid Committee (TAC) is to implement M.G.L. Chapter 60, Section 3D, the elderly and disabled taxation fund program, which Bedford adopted at its 2021 Annual Town Meeting. This program is made possible by a collaboration between the Committee and the Town's Assessing and Finance Departments, and is wholly dependent on the generosity of town residents, organizations, and businesses.

FY25 HIGHLIGHTS

- The Committee began serious outreach to potential applicants. This included distribution of flyers and paper copies of the application form at Town Hall, the Library, the Council on Aging, and the Food Pantry. The Bedford Interfaith Clergy Network was also notified and encouraged to share the information with their congregants. The Town Manager's Report, the Bedford Citizen, and the Council on Aging newsletter published articles about the program.
- A total of four applications were received by the deadline of October 1st. Three met the requirements and were each awarded \$1,000.
- Real estate tax bills and the motor vehicle excise tax bills included an invitation to donate on the form itself. Attention was also drawn to this new option with announcements in the Town Manager's report and the Citizen.

In FY25, the Taxation Aid Fund received 19 donations totaling \$4,248, from private citizens, community organizations and businesses including the FBCOA, Bedford Rotary Foundation, Carleton Willard at Home, and Right at Home.

FY26 PROJECTIONS

- The Committee will focus on publicity over the coming year – seeking to increase the number of applicants and continue soliciting donations from generous individuals and organizations.
- The Committee looks forward to improvements in online donor options this coming year.

TRAILS COMMITTEE

John Campos, Chair

PURPOSE

The primary mission of the Trails Committee is to maintain the trails of Bedford for safe and enjoyable use by the public. The Committee carries out this charge by building and maintaining bog bridges across wet and muddy areas; clearing the trails of overgrowth and downed limbs and trees; and by maintaining the system of colored blazes that guide trail users along their routes. These three primary tasks – building, brushing, and blazing – are in large part carried out by the committee members themselves. The Committee also engages in efforts to identify opportunities to establish new trails and trail easements and supports the Department of Public Works on larger trail improvement projects performed by outside consultants such as boardwalks and bridges that are beyond the scope of the Committee’s mandate.

In addition to the physical maintenance work, the Committee fosters public awareness of the trails through publication of a trail guide, and by leading monthly trail walks that are open to all. Community engagement also includes working with local Scout troops to help plan and execute trail-related projects, such as the construction of bog bridges or kiosks that fulfill the requirements for attaining Eagle Scout status.

The work of the Trails Committee would not be possible without the expert assistance of the Bedford Department of Public Works and the cooperation of the Conservation Commission. It is with these partners that the Trails Committee is able to carry out its commitment to keeping the trails of Bedford open and welcoming.

FY25 HIGHLIGHTS



Building new bog bridges continued to be a major focus of the Trails Committee; between the members’ own work and an Eagle Scout project, the Committee oversaw the installation of over 280 linear feet of bridges in FY25. Bridges were constructed in the Old Reservoir, Governor Winthrop, and Wilderness Park Conservation areas, and along the eastern side of Fawn Lake. An Eagle Scout candidate also successfully completed the planning and installation of a 70 linear feet of boardwalk in Town Campus, greatly improving the usability of the heavily travelled blue trail. And in a major effort that took place over a period spanning the first five months of 2025, the Committee removed deteriorated old bridges, cleared thick overgrowth, and installed a total of 104 feet of replacement bog bridges in the Carlson Conservation Area between Carlisle Road and Old Causeway Road.

As part of the continued effort to improve the experience for trail users, the Committee also committed significant hours to trail clearing and blazing in FY25. Major trail brushing efforts took place at Fawn Lake, Langone Conservation Area, and Carlson Conservation Area. In February, committee members walked the trails at Fawn Lake to assess and update trail markers in an effort that also resulted in a revised trail map. And in March, a circuit consisting of portions of the blue and orange trails at the Old Reservoir was blazed with special markers in honor of long time Trails Committee member Mark Levine, who passed away in 2023. The establishment of the *Levine Loop* was the result of many months of planning and was accompanied in April by a ceremony at the “Old Rez” to dedicate a bench in Mark’s memory. The ceremony was attended by Mark’s family and many of his friends; it was a nice moment and truly a highlight of the Trails Committee’s year.

FY26 PROJECTIONS

As has been the case in the previous few years, replacement of deteriorated bog bridges will continue to be a major effort for the Trails Committee in FY26. With the help of Eagle Scouts and other volunteers, the Committee has established a cadence of installing 250 to 300 linear feet of bridges per year and hopes to match if not exceed these numbers in FY26. A particular focus will be to continue the work that began in 2024 along the west Bedford corridor of trails that spans from Davis Road in the south to Two Brothers Rocks in the north, and encompasses the Langone, Carlson, and Huckins Farm trail network. Approval from the Conservation Commission has been granted for the construction of 144 feet of new bridges in Huckins Farm near Harvard Pond and planning is underway to complete this work by the end of 2025.

Beyond plans for west Bedford, the Trails Committee in FY26 will continue its mission to keep the trails across town in good shape for the enjoyment of all trail users. Building, brushing, and blazing will take place wherever required in response to evolving conditions and trail user input. A proposal for an Eagle Scout project to replace trail kiosks at the Minnie Reed and Hartwell Town Forest trailheads has been received and is expected to be completed in late fall. And with the current edition of the Trail Guide nearly sold out, the Committee will begin the work of planning and producing the next edition of the guide in hopes of having it ready for Bedford Day in 2026.



TRICENTENNIAL COMMITTEE

Ronald Richter, Chair

PURPOSE

The Bedford Tricentennial Committee plans and executes the 300th anniversary celebration of Bedford, Massachusetts. This year-long commemoration begins on Bedford Day 2028 and conclude on Bedford Day 2029. The Committee's vision is to create an inclusive celebration that reflects the town's rich and evolving history, engaging as many residents, groups, and organizations as possible. Bedford's development over the past three centuries has been shaped by a wide range of people, traditions, and events, and the Committee aims to showcase the diverse elements that contribute to the town's unique identity. Through a series of community-focused events and initiatives, the celebration will highlight the spirit of Bedford and bring the entire community together in recognition of this historic milestone.

EMPLOYEE STATISTICS

The Tricentennial Committee has eight Board members and several volunteers.

FY25 HIGHLIGHTS

The Tricentennial Committee continues to make significant progress in preparation for Bedford's 300th anniversary. A commemorative video honoring longtime civic leader Mike Rosenberg has been produced, recognizing his significant contributions to the community. Committee members have engaged with representatives from other municipalities that have recently celebrated similar milestones, gathering best practices and key insights to inform Bedford's planning process. Development of a more robust and user-friendly website is underway, intended to serve as a central platform for information, updates, and community engagement. Planning efforts are also advancing for Bedford Day 2025, which will serve as an important milestone leading into the tricentennial year. Additionally, the Committee is finalizing the framework for the year-long calendar of events, ensuring a well-structured, inclusive, and impactful celebration.

FY26 PROJECTIONS

- Continue to refine website
- Compile list of local organizations and judge willingness to participate
- Raise funds for the celebration
- Coordinate with town on security and transportation needs
- Determine subcategories of anniversary year: history, business, fine and performing arts, government, Air Force, sports

- Development of social media presence
- Define permanent anniversary memorial, including location and cost
- Explore components of “Bedford Week” itinerary, leading to Bedford Day 2029
- Develop candidates, budget for speaker series and other events
- Plan details of 2029 Bedford Day parade

VOLUNTEER COORDINATING COMMITTEE

Kelly Korenak, Chair

PURPOSE

The Volunteer Coordinating Committee (VCC) is established by Bedford's Charter to assist in identifying and recruiting qualified candidates for all appointive offices in the Town, with the following exceptions: paid Town staff positions, elected officials (unless a vacant position needs to be appointed between elections), and candidates for the VCC itself.

The VCC makes every attempt to identify multiple candidates so that the appointing authority (usually the Select Board) has more than one individual to consider for each appointment. The criteria for town committee appointment are attached to this report.

To meet its goals of recruiting potential candidates for committee vacancies during FY25, the members of the VCC continued to follow the policies adopted over the past few years which include:

1. Maintain contact with the chairs of all appointed boards, committees, and commissions. Through this liaison arrangement, the VCC ascertains whether the committee experiencing the vacancy has any special recommendations for the vacant position or seeks specific qualities in the candidates under consideration.
2. Treat all appointees equally who meet the minimum qualifications for appointment.
3. Urge all potential candidates to attend a meeting of the committee of interest.
4. Encourage all potential applicants to read the Town Bylaws and past minutes of the committee of interest to understand its mission and activities.
5. Inform the appointing authority of all the potential appointees who meet minimum requirements, even if it (VCC) recommends only a certain number of candidates to the appointing authority for interviews.
6. Contact individuals who were not appointed to encourage them to consider other committee openings.
7. Utilize the following guide to evaluate applicants for Finance Committee (FinCom) and Capital Expenditure Committee (CapEx) vacancies.

FinCom and CapEx Approval Criteria

Because of the importance of the Capital Expenditure and Finance Committees with respect to the fiscal affairs of the Town, the Volunteer Coordinating Committee shall use a series of additional criteria as a guide to evaluate applicants for any Capital Expenditure (CapEx) or Finance Committee (FinCom) vacancies (please see attached document for initial criteria).

“Tier 1” criteria are the “most important”:

- a) A candidate understands the time requirements for serving on FinCom and CapEx and can demonstrate an ability to meet these time demands.
- b) Town Meeting attendance is required, verified by the Town Clerk’s official records, if necessary.
- c) Attendance at FinCom/CapEx meetings is required (provided such meetings are available) to understand these committees’ fiscal roles and responsibilities.

“Tier 2” criteria are “somewhat important”:

- a) Business experience is desirable, but not compulsory.
- b) Finance/accounting/budget experience is desirable, but not compulsory.
- c) Participation on other town government committees (elected or appointed) is desirable, but not compulsory.
- d) Participation in local non-government organizations (church, school, sports, etc.) is desirable but not compulsory.
- e) Recommendations from the committee that has the vacancy.

FY25 HIGHLIGHTS

During the past year, the Volunteer Coordinating Committee continued to implement a comprehensive “Recruitment Strategies” plan, developed in late 2020/early 2021, to meet the Select Board’s goals of recruiting applicants new to town government and also applicants reflecting the diverse demographics of our town. Actions related to each recruitment strategy are laid out below. Our plan continues to help us reach out to a wide variety of town groups and individuals, helping us fill 27 vacancies during FY25. The VCC reviews this plan throughout the year, determining which strategies to deploy when; not all strategies are deployed each year, but the full recruitment plan is included here with actions, rationale, and progress for each strategy.

Recruitment Strategies

1. **School Parent Organizations**: Continued communicating vacancies periodically to all school parent organizations through their weekly or daily electronic newsletters. This tapped into several potential groups which already include Bedford citizens willing to volunteer but who may not be as aware of opportunities at the Town level.
2. **VCC Webpage Updates and Descriptions**: Continued to update the list of all Town Committees with vacancies on the VCC’s webpage with a short description of each one. Individuals are able to link to the committee of interest, or any committee, for more information on its activities. Interested candidates can also link from here directly to the Volunteer Questionnaire. At each meeting, the VCC discusses the list of open positions and confirms that the webpage and all related documentation of vacancies are up-to-date and in sync.

3. Volunteers Needed Flyer: Continually updated the Volunteers Needed flyer – the flyer hyperlinks to the Town’s VCC webpage and list of vacancies. This is the flyer disseminated to school organizations, town committees, and media outlets.
4. Town Committee Communication: Sent periodic emails to all Town Committee members with a copy of the “Volunteers Needed Flyer”.
5. Town Organization Communication: Continued to identify key persons from various organizations across Bedford to whom to send the “Volunteers Needed Flyer”. The VCC updated our list of local organizations, ranging from the Rotary Club to the Bedford Garden Club to the Boy Scouts and more, in order to reach potential volunteers not already targeted in steps 1-4 above. We emailed an appeal to each organization identified in fall 2024.
6. Video Segments on Town Committees: Social Media Spotlights (#7 below) continued to be more successful and of more interest to committees as a recruiting tool, but the VCC will revisit the feasibility of video segments, and/or other ways in which to utilize Bedford TV resources in the coming year.
7. Social Media Spotlights on Town Committees: The VCC worked with committee members, the Town Manager’s office, and *The Bedford Citizen* to create spotlights of committees with current openings. We prioritized committees which typically have difficulty filling positions and/or have a long-standing or more than one vacancy. The VCC first wrote an article for the Citizen with input from the committee being highlighted, then created a Facebook post on the Town’s page. Both of these were posted with a link to the committee’s information on the VCC’s webpage. This valuable information was easily shareable on social media for any town officials, as well as the VCC, to share with their circles. This action item was completed for three committees this year: the River Stewardship Council, Bedford Cultural Council, and the Finance Committee. In addition, the VCC wrote an article for the Citizen’s 2024 *Bedford Guide* highlighting the work of the VCC, the process of applying for and volunteering for Town Committees, and how residents can get involved.
8. Town Event: The VCC discussed a town-wide volunteer recruiting event, such as a Civics Expo, but decided the timing wasn’t quite right as the VCC and Town Manager’s office wanted to connect it to existing events to ensure participation. The VCC continues to consider both an in-person and/or virtual event, perhaps with some collaboration with the Town Manager’s office, to highlight what committees do and showcase those with openings.
9. Town Meeting Presentation: This strategy has not been implemented in several years at the request of the Town and moderator. Rather, in the interest of time needed for ATM and STM, current vacancies will be included in the printed materials on-site and in the warrant. Additionally, a projected slide of all committee vacancies was/will be displayed during the introductory period of both meetings.

10. Media Distribution: We distributed the Volunteers Needed Flyer to local media outlets in addition to all groups mentioned in the above points. The VCC also was highlighted in the fall 2024 *Bedford Guide* from the Citizen, illustrating the Town committees we recruit candidates for and how residents can get involved. Most applicants this year noted on their application that they heard about the vacancy either from *The Bedford Citizen* or through the Town website, so this remains one of our most effective recruiting tools.

The Volunteer Coordinating Committee is committed to ensuring that all applicants who apply for Town committees are treated fairly, equally, and with respect. We also want to reach out to all applicants who apply and are not appointed to consider other committee opportunities. We encourage the Town appointing authorities to join us in achieving this goal.

During FY25, the VCC's recruiting throughout the year and votes at its monthly meetings resulted in the approval of 27 candidates by the appointing authorities to fill vacancies on Bedford's boards, committees and commissions.

Other major activities performed by the VCC this fiscal year, in addition to those detailed above, were:

- Held 9 virtual public meetings, , at which 33 candidates were approved by the VCC as meeting criteria laid out above and were recommended for an interview with the Select Board. Of those, 27 were appointed by the Select Board to fill committee vacancies.
- Assisted with the recruitment and screening of applicants for one new committee (Willson Park Advisory Committee), the recruitment of additional members and transition of one committee from the Town Manager's Office to VCC and Select Board purview (Disability Commission), plus the recruitment of new Bedford representatives for a federal advisory committee (River Stewardship Council).
- Worked with the Town Manager's Office to make the Volunteer Questionnaire a fillable form online to simplify the application process. Interested applicants now have the option of filling out a form on the VCC webpage or filling out a PDF to apply for a committee.
- Communicated and collaborated with the Charter and Bylaw Review Committee regarding changes to both the VCC's Charter and Bylaw sections, along with other changes that would impact Town Committee membership and recruitment.
- Continued to have discussions with community members who expressed interest in volunteering: to inform these individuals of the workings of their committees of interest, connect them to meeting schedules and committee members for further information, and to educate them on the application process as a whole. VCC members also held discussions with citizens who did not have a specific committee in mind, where VCC members discussed interests and skills of the candidate in order to assist in the identification of a committee that might be a good fit.

FY26 PROJECTIONS

The VCC will continue implementation and follow up on its Recruitment Strategies Master Plan for marketing committee vacancies to Bedford residents in an effort to encourage more residents to participate in Town committees. Some additional priorities for the coming fiscal year will include:

- Expand recruitment for committee membership to both Bedford voters and lawful permanent residents, as approved by residents at 2025 Town Meeting. We will update the Volunteer Questionnaire and Town website with these changes, as well as expand our outreach and highlight this change, which opens up the applicant pool to new candidates.
- Determine feasibility of working with Bedford TV and/or the Town Manager's office on events/projects that might educate the community on volunteer opportunities. We will start by connecting with Bedford residents at existing Town events, such as the caucus, to get the word out about opportunities.
- Continue to contact candidates who were not appointed to their desired committee and discuss other vacancies.
- Reach out to committee chairs and other committee members for potential applicants. Sometimes candidates attend a committee meeting before applying, and other times a candidate contacts the VCC as a first step. Thus, communication with committee chairs and members in both directions is an important, and to date effective, strategy.
- Continue to brainstorm new methods by which recruitment of qualified candidates may occur and communicate with the Select Board and Town Manager's office to assess progress.

TOWN CLERK’S OFFICE

Bridget Rodrigue, Town Clerk

PURPOSE

The Town Clerk’s Office serves as a central hub of information for local government, responding to inquiries from the public, as well as from other departments, boards, and committees. The Town Clerk, as the Chief Election Official, ensures compliance with Federal, State and Town laws and bylaws in the administration, oversight, and certification of elections.

In the role of the Town’s recording official, the Town Clerk maintains vital records – including births, marriages and deaths – as well as documenting and certifying Town Meeting actions, election results, zoning decisions, and Annual Reports. The office is also responsible for preserving the Town’s bylaws, managing the official town bulletin board, and maintaining records of oaths of office, appointments, and resignations of Town Officials.

Additionally, the Town Clerk’s Office also issues various state licenses and permits, such as marriage licenses, business certificates and renewals, dog licenses, fuel storage license renewals, raffle/bazaar permits and public record requests. The office also certifies nomination papers and petitions, and provides certified copies of vital records and other official documents.

Committed to excellence in public service, the Town Clerk’s Office strives to assist residents and visitors with professionalism, courtesy, and efficiency.

EMPLOYEE STATISTICS

In September, Deb Cody joined the team as a part-time administrative assistant. In December, Ashley Cote transitioned to the Town Clerk position in Carlisle, and Amanda Hawkes, formerly from the Planning Department, assumed this role in February. Autumn Ledgister-Cummins served as a temporary part-time employee, assisting the office in the lead-up to and through the State Election in November. The Town Clerk’s Office is now fully-staffed and operating smoothly.

Town Clerk	Bridget Rodrigue
Assistant Town Clerk	Amanda Hawkes
Part-time Administrative Assistant	Deb Cody
Part-Time Administrative Assistant	Rosemary Harvell
Archivist	Ashley Large

Town Meetings

The 2025 Annual Town Meeting was held in the Bedford High School Auditorium. The meeting was convened on Monday, March 24, 2025, and dissolved on Tuesday, March 25, 2025. A total of 267 voters attended the annual town meeting.

A Special Town Meeting was also held on November 18, 2024. There were 532 registered voters in attendance at the special town meeting.

Vital Records

As the Town Registrar of Vital Records and Statistics, the Town Clerk's Office accepts for filing and maintains records of all birth, marriages and deaths that occur in Bedford. It also maintains birth records for Bedford residents born elsewhere and deaths certificates for Bedford residents who passed away in other parts of Massachusetts.

In FY25, the Town Clerk's Office recorded 92 births, 214 deaths, and 46 marriages. As the custodian of these vital records, the office is authorized to issue certified copies of all records in its possession. In FY25, the Town Clerk's Office issued 237 birth certificates, 1,314 death certificates, and 206 marriage certificates.

DBA

In Massachusetts, a DBA – or “Doing Business As” – is a business certificate required when a company operated under a name different from its legal name. This filing is done at the local level and the Town of Bedford issued 54 new DBA Certificates and 51 renewals in FY25. The cost of filing remained \$35 for new businesses and \$20 for renewals.

DOG LICENSING

The dog licensing period is June 1st – August 31st. Residents have a choice of applying for a one-year, two-year, or three-year license for their dogs. A current one-year license costs \$15, a two-year license costs \$18, and a three-year license costs \$25. There are approximately 1,335 licensed dogs in Bedford with 506 new licenses issued in FY25.

ARCHIVES AND RECORDS MANAGEMENT

This year, Archivist Ashley Large made significant strides in safeguarding Bedford's physical and digital records. Her efforts included cataloging building plans, preparing for future records management initiatives, and responding to an increasing number of research inquiries from both Town Departments and the public.

A major highlight was the \$20,260 grant from the Community Preservation Committee, which funded the restoration and digitization of Bedford's earliest vital records – registers documenting births, deaths, and marriages dating back to circa 1720. These invaluable volumes were carefully cleaned, repaired, and are now accessible online in the Archives Virtual Reading Room.

Looking ahead, the Archivist anticipates continued work to optimize space in the records vault, conduct a potential records management assessment, and strengthen archival practices. The Town's commitment to preservation ensures that Bedford's rich history remains protected and accessible for generations to come.

FY26 PROJECTIONS

One of our ongoing priorities is the scanning and rehousing of vital records. We are pleased to report that all marriage and birth records have been successfully completed. In the coming months, our attention will shift to death records and marriage intentions, ensuring these important documents are preserved and accessible for future generations.

Throughout the year, the Town Clerk's Office will remain dedicated to serving the public's needs with efficiency and care.

BOARD OF REGISTRARS

Bridget Rodrigue, Town Clerk

The four-member Board of Registrars consists of not more than two members from each of the major political parties -- the Town Clerk and three Select Board-appointed Bedford registered voters who are recommended by the Democratic and Republican Town Committees.

James Martin (R)

William Speciale (R)

John Gibbons (D)

Bridget Rodrigue (U), Town Clerk

Note: Detailed election results and town meeting minutes are reported elsewhere in this report.

PURPOSE

The Board’s purpose is to assist the Town Clerk’s Office in protecting the integrity of the Voters’ List by ensuring proper additions, subtractions, and political designations. Information is collected during the annual census to make sure the voting list is accurate.

POLITICAL PARTIES

The Commonwealth of Massachusetts currently recognizes two political parties and thirty-one political designations. The two recognized political parties are: Democratic and Republican. Authorized political designations are: America First Party, American Independent Party, American Term Limits, Conservative Party, Constitution Party, Forward Party, Green Party USA, Green-Rainbow, Interdependent 3rd Party, Latino-Vote Party, Libertarian, Massachusetts Independent Party, Natural Law Party, New Alliance Party, New World Council, Pirate, Pizza Party, Prohibition Party, Rainbow Coalition, Reform Party, Socialist, The People’s Party, Timesizing Not Downsizing, Twelve Visions Party, United Independent Party, Unity Party, Veterans Party America, We The People, Workers Party, Working Families, and World Citizens Party. Voters may also choose to remain “unenrolled”.

NUMBER OF VOTERS BY PARTY

As of March 1, 2025

Democratic	2,656
Republican	770
Unenrolled	6,958
Political Designations	61
Total	10,445

FY25 HIGHLIGHTS

Census

Under Massachusetts General Law, cities and towns are required to conduct an annual census of their residents as of January 1st of each year. The local census is conducted entirely by mail and serves multiple purposes: maintaining accurate voting and jury lists, supporting school enrollment projections, enhancing public safety planning, addressing the needs of senior citizens, and verifying eligibility for certain benefits such as veterans' services and in-state tuition at public colleges and universities.

Please note that completing the census does not register an individual to vote. However, failure to respond may result in removal from the active voter list.

Please note the Annual Town Census is self-reporting, and according to this census, the population was recorded at 12,608 residents.

Caucus

Bedford holds a Town Caucus, allowed under M.G.L Chapter 53, Sections 117-121 to nominate candidates for elected town offices. The Town Caucus was held on January 7, 2025, in the Reed Room at Town Hall. A total of 47 voters attended.

Elections

FY25 proved to be an exceptionally busy election year with Bedford residents participating in three major election events. The State Primary which determined party nominees for statewide and legislative offices, the State Election where voters selected candidates for federal and state offices, and the Town Election where voters choose candidates for local positions and voted on a ballot question.

State Primary – September 3, 2024

The State Primary was held on September 3, 2024. To encourage voter participation, the State's Elections Division sent every registered voter in the Commonwealth a vote by mail ballot application. The Town Clerk's Office mailed out 3,147 ballots, of which 1,753 were returned. Additionally, in-person early voting was also offered as an alternative, though only 76 residents took advantage of this option.

Out of the 10,645 registered voters in Bedford, 2,172 participated in the election, resulting in a turnout rate of 20.40%. Of the ballots cast, 1,743 were Democratic, 423 were Republican, and 6 were Libertarian.

State Election – November 5, 2024

The Town Clerk's Office and Election Workers were hard at work leading up to the State Election – preparing, mailing, and processing ballots, and staffing early voting. Thanks to their strong efforts and strong civic participation, 8,432 ballots were cast out of 10,794 registered voters, resulting in an impressive 78.11 voter turnout. The Town Clerk's Office mailed out 4,223 ballots, of which 4,030 were returned and 1,596 people voted early in-person.

Annual Town Election – March 8, 2025

The Annual Town Election took place on March 8, 2025, featuring fourteen open positions and one ballot question regarding acceptance of Massachusetts General Law Chapter 139, Section 41C1/2. All positions were uncontested.

Out of 10,445 registered voters, only 1,143 participated in this election – representing a turnout of just 11%. The Town Clerk’s Office mailed out 1,689 vote-by-mail ballots, of which only 889 were returned.

STATE PRIMARY RESULTS

The 2024 State Primary Election was held Tuesday, September 3, 2024, at the John Glenn Middle School from 7:00 am to 8:00 pm. Of the 10,645 total registered voters, 2,172 cast ballots for this election, 20.40 % of the voter population.

<u>DEMOCRATIC PARTY</u>						
OFFICE AND CANDIDATES						
<i>SENATOR IN CONGRESS</i>	PCT 1	PCT 2	PCT 2A	PCT 3	PCT 4	TOTAL
Elizabeth Ann Warren	467	209	77	486	409	1648
WRITE-INS	7	0	3	5	4	19
BLANKS	15	10	5	25	21	76
TOTAL	489	219	85	516	434	1743

<i>REPRESENTATIVE IN CONGRESS (Fifth District)</i>						
Katherine M. Clark			77			77
WRITE-INS			0			0
BLANKS			8			8
TOTAL			85			85

<i>REPRESENTATIVE IN CONGRESS (Sixth District)</i>						
Seth Moulton	464	211		487	399	1561
WRITE-INS	5	1		3	3	12
BLANKS	20	7		26	32	85
TOTAL	489	219		516	434	1658

<i>COUNCILLOR (Third District)</i>						
Marilyn M. Petitto Devaney	212	100	30	224	173	739
Mara Dolan	244	100	52	247	221	864
WRITE-INS	1	0	0	1	2	4
BLANKS	32	19	3	44	38	136
TOTAL	489	219	85	516	434	1743

<i>SENATOR IN GENERAL COURT (Third Middlesex)</i>						
Michael J. Barrett	464	205	80	477	394	1620
WRITE-INS	2	0	0	3	3	8
BLANKS	23	14	5	36	37	115

TOTAL	489	219	85	516	434	1743
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REPRESENTATIVE IN GENERAL COURT (Twenty-First Middlesex)						
Kenneth I. Gordon	467	202	82	481	395	1627
WRITE-INS	4	1	0	3	3	11
BLANKS	18	16	3	32	36	105
TOTAL	489	219	85	516	434	1743

CLERK OF COURTS (Middlesex County)						
Michael A. Sullivan	445	202	74	453	383	1557
WRITE-INS	2	0	0	0	4	6
BLANKS	42	17	11	63	47	180
TOTAL	489	219	85	516	434	1743

REGISTER OF DEEDS (Middlesex Southern District)						
Maria C. Curtatone	450	203	75	454	386	1568
WRITE-INS	2	1	0	2	2	7
BLANKS	37	15	10	60	46	168
TOTAL	489	219	85	516	434	1743

<i>REPUBLICAN PARTY</i>						
OFFICE AND CANDIDATES						
<i>SENATOR IN CONGRESS</i>	PCT 1	PCT 2	PCT 2A	PCT 3	PCT 4	TOTAL
Robert J. Antonellis	38	28	10	22	33	131
Ian Cain	17	6	0	6	10	39
John Deaton	65	31	14	63	75	248
WRITE-INS	0	0	0	0	1	1
BLANKS	1	1	0	2	0	4
TOTAL	121	66	24	93	119	423

<i>REPRESENTATIVE IN CONGRESS (Fifth District)</i>						
WRITE-INS			0			0
BLANKS			24			24
TOTAL			24			24

<i>REPRESENTATIVE IN CONGRESS (Sixth District)</i>						
WRITE-INS	12	4		5	17	38
BLANKS	109	62		88	102	361
TOTAL	121	66		93	119	399

<i>COUNCILLOR (Third District)</i>						
WRITE-INS	10	3	0	4	12	29
BLANKS	111	63	24	89	107	394
TOTAL	121	66	24	93	119	423

<i>SENATOR IN GENERAL COURT (Third Middlesex)</i>						
WRITE-INS	9	3	0	3	13	28
BLANKS	112	63	24	90	106	395
TOTAL	121	66	24	93	119	423

<i>REPRESENTATIVE IN GENERAL COURT (Twenty-First Middlesex)</i>						
WRITE-INS	9	4	0	1	12	26
BLANKS	112	62	24	92	107	397
TOTAL	121	66	24	93	119	423

<i>CLERK OF COURTS (Middlesex County)</i>						
WRITE-INS	10	3	0	2	13	28
BLANKS	111	63	24	91	106	395
TOTAL	121	66	24	93	119	423

<i>REGISTER OF DEEDS (Middlesex Southern District)</i>						
WRITE-INS	10	3	0	2	12	27
BLANKS	111	63	24	91	107	396
TOTAL	121	66	24	93	119	423

LIBERTARIAN PARTY						
OFFICE AND CANDIDATES						
SENATOR IN CONGRESS	PCT 1	PCT 2	PCT 2A	PCT 3	PCT 4	TOTAL
WRITE-INS	1	1	0	1	0	3
BLANKS	2	0	0	0	1	3
TOTAL	3	1	0	1	1	6

REPRESENTATIVE IN CONGRESS (Fifth District)						
WRITE-INS			0			0
BLANKS			0			0
TOTAL			0			0

REPRESENTATIVE IN CONGRESS (Sixth District)						
WRITE-INS	0	1		0	0	1
BLANKS	3	0		1	1	5
TOTAL	3	1		1	1	6

COUNCILLOR (Third District)						
WRITE-INS	0	1	0	0	0	1
BLANKS	3	0	0	1	1	5
TOTAL	3	1	0	1	1	6

SENATOR IN GENERAL COURT (Third Middlesex)						
WRITE-INS	0	1	0	0	0	1
BLANKS	3	0	0	1	1	5
TOTAL	3	1	0	1	1	6

REPRESENTATIVE IN GENERAL COURT (Twenty-First Middlesex)						
WRITE-INS	0	0	0	0	0	0
BLANKS	3	1	0	1	1	6
TOTAL	3	1	0	1	1	6

CLERK OF COURTS (Middlesex County)						
WRITE-INS	0	0	0	0	0	0
BLANKS	3	1	0	1	1	6
TOTAL	3	1	0	1	1	6

REGISTER OF DEEDS (Middlesex Southern District)						
WRITE-INS	0	1	0	0	0	1
BLANKS	3	0	0	1	1	5
TOTAL	3	1	0	1	1	6

STATE ELECTION RESULTS

The 2024 State Election was held Tuesday, November 5, 2024, at John Glenn Middle School from 6:45 am to 8:00 pm. Of the total 10,794 registered voters, 8,432 cast ballots for this election, 78.11% of the voter population.

<i>ELECTORS OF PRESIDENT AND VICE PRESIDENT</i>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
AYYADURAI and ELLIS	14	10	2	9	12	47
DE LA CRUZ and GARCIA	2	4	2	4	7	19
HARRIS and WALZ	1610	941	271	1578	1474	5874
OLIVER and TER MAAT	14	5	4	20	12	55
STEIN and CABALLERO-ROCA	22	9	1	24	19	75
TRUMP and VANCE	523	452	141	557	519	2192
WRITE-INS	27	18	8	15	11	79
BLANKS	26	16	7	23	19	91
TOTAL	2238	1455	436	2230	2073	8432
<i>SENATOR IN CONGRESS</i>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
ELIZABETH ANN WARREN	1488	878	259	1478	1393	5496
JOHN DEATON	694	536	160	692	635	2717
WRITE-INS	7	0	0	2	7	16
BLANKS	49	41	17	58	38	203
TOTAL	2238	1455	436	2230	2073	8432
<i>REPRESENTATIVE IN CONGRESS (FIFTH DISTRICT)</i>						
	Pct. 1	Pct. 2	PCT. 2A	Pct. 3	Pct. 4	Total
KATHERINE M. CLARK			295			295
WRITE-INS			4			4
BLANKS			137			137
TOTAL			436			436
<i>REPRESENTATIVE IN CONGRESS (SIXTH DISTRICT)</i>						
	PCT. 1	PCT. 2	Pct. 2A	PCT. 3	Pct. 4	Total
SETH MOULTON	1771	1087		1737	1617	6212
WRITE-INS	39	32		40	36	147
BLANKS	428	336		453	420	1637

TOTAL	2238	1455		2230	2073	7996
<u>COUNCILLOR (THIRD DISTRICT)</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
MARA DOLAN	1673	1069	301	1620	1531	6194
WRITE-INS	34	24	3	37	32	130
BLANKS	531	362	132	573	510	2108
TOTAL	2238	1455	436	2230	2073	8432
<u>SENATOR IN GENERAL COURT (THIRD MIDDLESEX DISTRICT)</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
MICHAEL J. BARRETT	1710	1080	307	1655	1573	6325
WRITE-INS	35	16	4	39	30	124
BLANKS	493	359	125	536	470	1983
TOTAL	2238	1455	436	2230	2073	8432
<u>REPRESENTATIVE IN GENERAL COURT (TWENTY-FIRST MIDDLESEX DISTRICT)</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
KENNETH I. GORDON	1739	1111	327	1696	1607	6480
WRITE-INS	38	13	6	39	29	125
BLANKS	461	331	103	495	437	1827
TOTAL	2238	1455	436	2230	2073	8432
<u>CLERK OF COURTS (MIDDLESEX COUNTY)</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
MICHAEL A. SULLIVAN	1660	1057	299	1617	1538	6171
WRITE-INS	29	19	4	35	22	109
BLANKS	549	379	133	578	513	2152
TOTAL	2238	1455	436	2230	2073	8432
<u>REGISTER OF DEEDS (MIDDLESEX SOUTHERN DISTRICT)</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
MARIA C. CURTATONE	1389	851	261	1408	1312	5221
WILLIAM "BILLY" TAURO	529	365	111	479	489	1973
WRITE-INS	8	10	1	9	6	34
BLANKS	312	229	63	334	266	1204
TOTAL	2238	1455	436	2230	2073	8432

<u>QUESTION 1 - State Auditor's Authority to Audit the Legislature</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
YES	1,500	1,006	284	1,469	1,392	5651
NO	603	357	136	611	547	2254
BLANKS	135	92	16	150	134	527
TOTAL	2238	1455	436	2230	2073	8432

<u>QUESTION 2 - Elimination of MCAS as High School Graduation Requirement</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
YES	1043	734	219	982	1022	4000
NO	1152	687	209	1179	1002	4229
BLANKS	43	34	8	69	49	203
TOTAL	2238	1455	436	2230	2073	8432

<u>QUESTION 3 - Unionization for Transportation Network Drivers</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
YES	1056	726	199	1054	1054	4089
NO	1078	648	226	1038	915	3905
BLANKS	104	81	11	138	104	438
TOTAL	2238	1455	436	2230	2073	8432

<u>QUESTION 4 - Limited Legalization and Regulation of Certain Natural Psychedelic Substances</u>						
	PCT. 1	PCT. 2	PCT. 2A	PCT. 3	Pct. 4	Total
YES	794	559	150	711	748	2962
NO	1364	837	279	1422	1250	5152
BLANKS	80	59	7	97	75	318
TOTAL	2238	1455	436	2230	2073	8432

SPECIAL TOWN MEETING

November 18, 2024

6:30 pm Moderator David Powell called the meeting to order. He announced he has not opened an overflow room and directed visitors to bottom right corner of the auditorium. If needed, an overflow room will be opened. If during course of meeting a secret ballot is called for we will provide instructions at that time.

Clerk has confirmed delivery of warrant. Legislative body of our town held in Bedford since 1729. Tonight we deliberate and make decisions. Deputy Moderator Michael appointed in March and his appointment remains valid for this meeting. Mike will go in overflow room if necessary. Following tellers: Kelly Craven, Nicole Powell, Dan Hurwitz, and XXX. Handful of tellers that assist and count votes at every meeting. Would like more volunteers

Petitioners Advisory Committee needs members. Would like to make available to members who have questions about town meeting or amendment to an article. Appointments made on annual basis. If interested, please let Moderator know.

Town Meeting must follow proper decorum. Must be recognized to speak, provide name and address, no more than twice on an article, speakers must keep debate within scope of motion and all questions through the Moderator.

Local cable station is taping the meeting. Bedford Citizen may be taking photos. No clapping or booing allowed, phones must be on silent. All voters must have colored voting card. Only seated voters will be counted.

Unanimous consent to count all votes. After tonight we hope to have this right established in the bylaws. No one disagreed with this.

Announced will recuse himself from Article 22, and some tellers being recused who have conflict. Additional tellers have been identified and will be used if necessary.

Also might need an assistant temporary moderator. Have identified one that he would like to appoint – Mr. Rick Rosen. Longstanding member of community who has been on committees. Would like town meetings consent to appoint as temporary deputy moderator for article 22. Unanimous consent.

Ashley Cote, Assistant Town Clerk, swore in Mr. Rosen as temporary deputy moderator.

Article 1: Shawn Hanegan moved and Emily Mitchell seconded.

Hanegan said this sets rules of debate for Town Meeting and read the rules.

Select Board unanimous recommends approval.

Finance Committee unanimously recommends approval.

Moderator asked for any discussion and no one came forward.

Moderator called for a vote and declared Article 1 passed by a two thirds majority.

Article 2: Paul Mortenson moved and Emily Mitchell seconded.

Final FY25 assessment was \$80,000 lower than approved at Town Meeting. Provides these funds to police salaries.

Select Board recommends approval.

Finance Committee recommends approval.

Walter St. Onge, 102 Pine Hill Road, said he was hoping 2-4 together. Asked why this increase.

Mortenson stated that these were unknown expenses as we have more officer.

Town Manager, Matt Hanson, stated that Article 4 is carried for contracts and is an estimate. For patrol contract (view Bedford tv). Didn't expect to get all the positions filled. It is two funding sources some transfers and some appropriations.

St. Onge asked how many new officers. Hanson stated that not new positions but positions unfilled for a period of time (6).

Stephen Steele, Jeffrey Circle, asked if these were budgeted.

Mortenson said no because we did not expect these positions to be filled.

Moderator called for a vote and declared Article 2 passed by majority vote.

Article 3:

Paul Mortenson moved and Emily Mitchell seconded. Would provide additional funds for service rendered during FY2025.

Select Board recommends approval.

Finance Committee recommends approval.

Walter St. Onge, 102 Pine Hill Road, asked if this is already in a reserve.

See Bedford tv

Stephen Steele, Jeffrey Circle, asked ??? believed 16.5%

Nicholas Howard asked what percentage is attributed to the filling vs salary increases. The cost of living adjustment was 3% and the rest was for the new positions.

Moderator called for a vote and declared Article 3 passed by majority vote.

Article 4.

Paul Mortenson moved and Emily Mitchell seconded.

Provides additional funds as a result of collective bargaining funding is in Select Board reserve line item for this purpose.

Nicholas Howard, Daniels Drive, how much is attributed to 3% increase. Mortenson stated that \$126,000

Moderator called for a vote and declared Article 4 passed by majority vote.

Article 5:

Paul Mortenson moved and Emily Mitchell seconded. Funds set aside for this purpose.

Select Board recommend approval.

Finance Committee recommends approval.

Moderator called for a vote and declared Article 5 passed by majority vote.

Article 6:

Shawn Hanegan moved and Emily Mitchell seconded. He stated that town meeting has been given opportunity to affirm or change this CPA surcharge every year at Town Meeting. Can be used for five categories. 3% for average home is \$278.74 annually.

Select Board recommends approval.

Community Preservation recommends approval.

Finance Committee recommends approval.

Moderator announced open seats.

Nicholas Howard, 7 Daniels Drive asked if \$100 exemption and asked if every year why STM and not ATM. Hanegan said we have to reconfirm at STM so we are ready for full CPA budget during ATM. Never changed (\$100).

Walter St. Onge, 102 Pine Hill Road, said reason we do this now is if we were to change surcharge we would need to vote at the ATE which is before the ATE. Asked when outstanding debt will be fully paid and any projects considering to be bonded.

About 5 years to pay off, nothing currently planned to be bonded, reserves is needed by law.

Elizabeth McClung, 5, asked about senior exemption asked about income and asked what percent has been spent vs reserve fund.

Hanegan stated that gross income for senior exemption. We have been spending for projects so reserve fund has stayed the same over the past four years.

Moderator called for a vote and declared Article 6 passed by a majority vote.

Article 7:

Shawn Hanegan moved and Emily Mitchell seconded.

Hanegan explained that this proposed to fund a study to renovate town common for 2029 anniversary celebrations. Previous article was deemed too expensive and price was reduced to the amount in this article. Reimaging to rehabilitation. This new request was developed by DPW staff and First Parish Church.

Hanegan stated a study is always a component of projects this size. Hanegan read some of the items looking to be addressed. Add table to minutes.

Community Preservation recommends approval.

Select Board recommends approval.

Finance Committee recommend approval.

Sue Swanson, 45 Shawsheen Road, on behalf of Bedford Mother's Out Front, speaking in favor of this article. The concepts address two of their main concerns, adaptive climate change and nurturing community of resilience and strength. Replacing lost trees will provide natural shade, repair sidewalks will improve accessibility and constructing bus shelter will protect rider and promote public transportation. Visible and public demonstration to protect our natural environment, improve accessibility and promote public transportation.

Lee Vorderer, Fletcher Road, stated that XXX

Susan, 228 Great Road, president of First Parish Board, speaking in favor of this article.

Dawn LaFrance-Linden, 9 Hartford St, said in need of updating. Need safety improvements for pedestrians access to common.

Nicholas Howard, 7 Daniels Drive, asked what was the reduction and any plans to reintroduce the scaled back parts.

Hanegan stated that last time it included extensive public input. Not sure what would have happened but would have involved more hearings and feedback from the public. The staff consulted and determined what needs to be done.

The deed says cannot change physical appearance of common.

Joe Piantedosi, 14 Putnam Road, said he did not hear any mention about WWI memorial on site. Would like to see this monument improved.

Hanegan stated that they will be looking at their input as design proceeds.

Walter St. Onge, asked for clarification about ownership. If owned by both, will First Parish contribute any money towards it. Any concern with disagreement between the two?

Hanegan stated First Parish has been heavily involved. Easements and add photo with first parish property line. Does not expect any major disagreements.

Moderator called for a vote and declared Article 7 passed by majority vote.

Article 8.

Dan Brosgol moved and Emily Mitchell seconded.

Brosgol read the blurb.

Select Board recommends approval.

Finance Committee recommends approval.

197 North Road, asked if this will be a new section of the bylaw.

After speaking with the Town Manager, Brosgol stated that MGL dictates what must be taken.

Stephen Steele, 7 Jeffrey Circle, asked why.

Just an oversight. Powell said to keep in scope of what we are talking about.

Walter St. Onge, 102 Pine Hill Road, asked if this has to be approved by the Attorney General's Office. Powell stated that Town Clerk said yes.

Moderator called for a vote and declared past by majority vote.

Article 9.

Dan Brosgol moved and Emily Mitchell seconded.

Brosgol read blurb.

Maureen Richichi, 7 Norma Road, stated Board of Health recommends approval.

Moderator called for a vote and declared Article 9 passed by majority vote.

Article 10.

Emily Mitchell moved to postpone indefinitely and audience seconded.

Mitchell stated language did not do what we wanted it to do and would like to take another crack at it when we have language we are confident in.

Moderator called for a vote to indefinitely postpone and declared passed unanimously.

Article 11.

Bopha Malone moved and Emily Mitchell seconded.

Elizabeth McClung, asked what generates the money for this fund, where can the revenues and expenditures be viewed and where can we view the balances of these funds.

Malone stated new fund, generated from applicants, nothing right now. Malone stated all public records so can be requested.

Moderator called for a vote and declared Article 11 passed by majority vote.

Article 12.

Emily Mitchell moved and seconded from the floor.

Mitchell stated this would establish a Cultural District Revolving Fund.

Ann Bickford, 197 North Road, asked if Cultural District working group would oversee these funds or if it would be Town Manager's Office. Mitchell said it would be the working group overseen by Eric Salerno.

Elizabeth McClung asked how many revolving funds and asked if this can be posted on the towns website. Mitchell stated 12 currently, two more being added this evening. Mitchell read

each fund. All of these are in the ATM warrant. Mitchell stated that we used to have a visual budget and not sure if this survived the website transition but appreciates the feedback.

Moderator called for a vote and declared Article 12 passed by majority vote.

Article 13.

Paul Mortenson moved and Emily Mitchell seconded.

Moderator called for a vote and declared Article 13 passed by majority vote.

Article 14.

Bopha Malone moved and Emily Mitchell seconded.

Alethea Yates, Shawsheen Road, asked current balance and made point of order to make sure non-voters are seated in appropriate section.

Moderator stated front corner should be for visitors. Had visitors raise hand and still in compliance. Stated still open seats.

Malone stated \$43,972.85 in account.

Moderator called for a vote and declared passed by majority vote.

Article 15.

Todd Crowley, Planning Board, moved and audience seconded.

Gave overview about changes tonight.

Moderator called for a vote and declared passed by a unanimous vote.

Article 16.

Todd Crowley moved and Emily Mitchell seconded.

Nicholas Howard, 7 Daniels Drive, said garrison style?

Crowley said yes it would trigger.

Alethea Yates asked what is and is not a nonconforming property.

Crowley stated nonconforming if not the right amount of frontage, etc.

Moderator called for a vote and declared passed unanimously.

Article 17.

Todd Crowley moved and audience seconded.

Moderator called for a vote and declared passed by two thirds vote.

Article 18.

Todd Crowley moved and Emily Mitchell seconded.

Ethan =, 69 Sweetwater Avenue, asked how choose 6 stories.

Crowley stated that looked at surrounding towns and XXX.

XX Douglas, Birchwood Drive, said went to college in town with height restrictions. Concern with changes this might make. Town has lots of money and thinks we want to create incentives for more companies to come here. Crowley said can go up but limited by size of lot so idea is more green space. Flexibility if they need to go up. Crowley said route 3 provides natural buffer plus setbacks are further as well. Chose this area on purpose so its away from residences.

Moderator called for a vote and declared passed by two thirds vote.

Article 19.

Todd Crowley moved and Emily Mitchell seconded.

Allow historic buildings near town center to be used for housing only. Historic buildings are not always viable as commercial buildings. Only Great Road center district.

Nicholas Howard, 7 Daniels Drive, asked what standards used to determine if a long-term vacancy is likely.

Crowley stated that did not specify a certain amount of time. Would be discussed as board with owner of each structure.

Moderator called for a vote and declared Article 19 passed by two thirds majority.

Article 20.

Todd Crowley moved and Emily Mitchell seconded.

Nicholas Howard, 7 Daniels Drive, asked if there has been involvement with the owner.

Crowley stated Planning Department reached out to owner but received no response.

Moderator called for a vote and declared passed by two thirds majority.

Moderator asked for people to find a seat will address this issue at the end of Article 21.

Article 21.

Todd Crowley moved and Dan Brosgol seconded.

Moderator called for a vote and declared article 21 passed by two thirds vote.

Moderator said about 20 people in back. Sees seat available and said now would be the time to fill these seats.

John Mitchell, 4 Heritage Drive, Point of order. Asked people with empty seats near them to raise their hands.

Moderator feels it is not necessary to open up the overflow room.

Moderator relinquished podium to Deputy Moderator.

Michael Bahtarian took over the meeting at 8:31 pm. Thanked David Powell for his leadership and running an excellent meeting so far.

Article 22.

Stephanie Keep moved and seconded from floor.

Ms. Keep said her intention was not to work around town committees. She offered this in the spirit of community. Point is not to solve but gather data...get to know the minds of the town.

2.5% increase total increase would be XXX and XXX. Only asked for support. Increase would translate to \$77 and \$176 in fiscal years per average household. Contract negotiations occur every three years.

Hanegan stated that Select Board discussed this article and does not have a purview in the school so opted not to provide a recommendation. Finance Committee said solely under school committee so also no stance.

Paul Mortenson, 4 Wellington Way, speaking on own behalf said it is difficult for people to take this vote in front of their children's teachers so moved to have a secret ballot. This motion was seconded.

Elizabeth Coles, 4 Buehler Road, goal of this article is to obtain an accurate picture and is in support of this motion.

Moderator called for vote on secret ballot and decided it was too close to call. Asked tellers to count 257 in favor, 183 in favor. After discussion, vote will be done by secret ballot.

Lucille Wilson, 50 Hancock Street, said moved to Town for the education. Used all resources the school could provide and kids have done well. Grateful to the town and saw the salaries and was surprised that we were lower. Should beat the other towns.

Helen Pulizzi, 10 Evans Ave, graduate of 2018. It is clear that Bedford has a long way to go to catch up. These teachers have taught generations of students.

McGrath, 112 Hartwell Rd, also Beverly teacher. Bedford is different. Raising four children and chose to stay in Bedford for the education. Standing up as a cautionary tale. Bedford cannot afford to lose their top teachers. Living in household with two teachers they can still afford the increase. Consider this article to fully fund the schools.

Anthony Grandazo, graduated this spring and is concerned about teachers that push their own radical beliefs on children. Urged a no vote on this article.

14 Lane Farm, salary but not total compensation.

Roseanne Brennan, 394 South Rd, in support of this article. Strong advocate for public education. Lived in Bedford for 20 years and impressed and pleased with the education her daughter has received. Bedford educators have shown flexibility during covid and arrival of refugee families. Urge to support article 22.

Audrey Jackson, 211 Carlisle Road, resident and staff member in Bedford. Taught in Boston and said \$20,000 pay cut to switch to Bedford.

Mark Bailey, Woodland Rd, said no individual or employee deserves to be treated with mockery. Respects teachers of the town. Apologized for the way this person was treated.

Paula, said former Bedford High School teacher and valued the exceptional education and nurturing environment in this town. Many families have chosen to stay in this town specifically for its outstanding schools. Urge to approve this article.

Walter St. Onge, 102 Pine Hill Road, said the cost of this may be small but we as tax payers do not get to pick or choose which items...we pay for all of them. Bedford voters elect school committee to do the job of negotiating contracts and managing the school budget. We should let them do this job without interference. No reason to believe current negotiations would not go well. This article will set a core precedence for all future collective bargaining contracts. What may seem like a good idea today would be a bad one in the future. School budget continues to experience overruns. Teacher contract is part of this complicated puzzle. Made motion to postpone this article indefinitely and was seconded by the floor.

Moderator announced the motion to postpone indefinitely requires two thirds vote.

David Powell said motion to indefinitely postpone only imposes a higher threshold and would not allow consideration to come up until annual town meeting next year.

Moderator Bahtarian called for a vote on the motion to indefinitely postpone this article. Moderator declared this motion failed.

8 Robinson Drive, in favor of this article. Has two children in the school and said salary is a major decision in choosing jobs. Offering a competitive salary will help retain those we have and will help us hire qualified teachers.

Joe Burkes, loves this town and is in favor of teachers getting paid more. Non-binding resolution.

8 Maple Street, feels teachers should be fairly compensated but bothered by this process. Anticipates passing but doesn't see how the School Committee will act differently. Lots of moving parts. Does not want town meeting to micro manage these types of decisions. Supports paying teachers more but does not support this process.

401 In favor 91 against.

Moderator declared motion passed with 401 in favor and 91 against.

Hanegan moved to adjourn town meeting at 9:57 pm. All in favor.

Moderator declared special town meeting dissolved.

ANNUAL TOWN CAUCUS

January 7, 2025

Town Clerk Bridget Rodrigue announced that the quorum had been met and called the Town Caucus to order 7:00 pm in the Town Hall Richard T. Reed Room.

Nominations for Chairperson of the Caucus took place and Dan Brosgol was elected by a unanimous vote.

Brosgol welcomed everyone to the 2025 Town Caucus, confirmed that the quorum had been met, and explained the basic rules of the Caucus. Rules are in compliance with MGL Chapter 53 Section 121. Brosgol informed the caucus members that there will be no nominating speeches, and all candidate speeches will be limited to three minutes.

Brosgol then asked for nominations for Secretary of the Caucus. Sarah Dorer, 2 Otis Street, nominated Kelly Craven and the nomination was seconded by Emily Mitchell, 4 Heritage Drive. With no other nominations on the floor, Kelly Craven was elected Secretary of the Caucus by a unanimous vote.

Brosgol explained that the purpose of the Caucus is to nominate a candidate or candidates to each open public office in the upcoming election on March 8, 2025. He stated that attendance at the Caucus is required in order for a candidate to be designated as the Caucus Nominee. The two persons for each opening receiving highest number of votes are declared nominated for such office, as long as each of these receives at least 8% or more votes.

Brosgol also stated that all nominees must remain at the conclusion of the Caucus to sign the Certificate of Nomination form with the Town Clerk. He then informed people that anyone interested in running for public office who is not nominated at the Caucus may obtain nomination papers from the Town Clerk's Office through January 15, 2025. Interested candidates would then need to obtain 50 registered voters' signatures that can be certified and return the nomination papers to the Town Clerk by January 17, 2025.

Brosgol then reviewed all open positions and the associated term.

BOARD	VACANCIES	TERM
Board of Assessors	1	1 three-year term
Board of Health	1	1 three-year terms
Town Moderator	1	1 three-year term
Library Trustees	3	3 three-year terms
Planning Board	2	2 three-year term
Planning Board	1	1 one-year term
Regional School Committee	1	1 three-year term
School Committee	2	2 three-year term
Select Board	2	2 three-year term

Brosgol then discussed how the nominations would work and asked for a motion to adopt all rules as proposed. A motion was made by Emily Mitchell, 4 Heritage Drive, and seconded by Abigail Hafer, 260 Davis Road, to adopt all rules as proposed. Brosgol took a vote and declared the procedures adopted by a unanimous vote.

Nominations began:

BOARD OF ASSESSORS – 1 VACANCY – 3 YEAR TERM

NOMINATION: Nancy Ruth-Adams Wolk, 4 Daniels Drive

Nominator: Erin Rathe, 28 Hume Road

Seconded by: Jennifer McClain, 8 Maple Street

Kelly Craven, 17 Norma Road

No further nominations. The nomination of Nancy Ruth-Adams Wolk was accepted and approved by a unanimous vote.

BOARD OF HEALTH – 1 VACANCY – 3 YEAR TERM

INCUMBENT NOMINATION: Beatrice Ann Brunkhorst, 135 Page Road

Nominator: Susan Schwartz, 34 Glenridge Drive

Seconded by: Maureen Richichi, 7 Norma Road

Emily Mitchell, 4 Heritage Drive

No further nominations. The nominations of Beatrice Ann Brunkhorst was accepted and approved by a unanimous vote.

MODERATOR – 1 VACANCY – 3 YEAR TERM

NOMINATION: David E. Powell, 3 McMahan Road

Nominator: Nancy Powell, 3 McMahan Road

Seconded by: Sarah Dorer, 2 Otis Street

Nancy Wolk, 4 Daniels Drive

No further nominations. The nomination of David Powell was accepted and approved by a unanimous vote.

LIBRARY TRUSTEES – 3 VACANCIES – 3 YEAR TERMS

INCUMBENT NOMINATION: Elizabeth Hacala, 21 Fitchdale Avenue

Nominator: Emily Mitchell, 4 Heritage Drive

Seconded by: Abigail Hafer, 260 Davis Road

Nancy Wolk, 4 Daniels Drive

INCUMBENT NOMINATION: Abigail A. Hafer, 260 Davis Road

Nominator: Elizabeth Hacala, 21 Fitchdale Avenue

Seconded by: Emily Mitchell, 4 Heritage Drive

Kelly Craven, 17 Norma Road

INCUMBENT NOMINATION: Padma Choudry, 38 Battle Flagg Road

Nominator: Bopha Malone, 195 Carlisle Road

Seconded by: Elizabeth Hacala, 21 Fitchdale Avenue

Nancy Wolk, 4 Daniel Drive

No further nominations. The nominations of Elizabeth Hacala, Abigail Hafer, and Padma Choudry were accepted and approved by a unanimous vote.

PLANNING BOARD – 2 VACANCIES – 3 YEAR TERMS

NOMINATION: Dawn M. Lafrance-Linden, 9 Hartford Street

Nominator: Amy Lloyd, 45 R South Road

Seconded by: Jennifer McClain, 8 Maple Street

Shawn Hanegan, 5 Hunt Road

INCUMBENT NOMINATION: Todd A. Crowley, 31 Springs Road

Nominator: Shawn Hanegan, 5 Hunt Road

Seconded by: Steven Hagan, 43 Concord Road

Amy Lloyd, 45 R South Road

No further nominations. The nominations of Dawn Lafrance-Linden and Todd Crowley were accepted and approved by a unanimous vote.

PLANNING BOARD – 1 VACANCY – 1 YEAR TERM

NOMINATION: John Wesley Ferguson McClain, 8 Maple Street

Nominator: Erin Rathe, 28 Hume Road

Seconded by: Amy Lloyd, 45 R South Road

Dawn Lafrance-Linden, 9 Hartford Street

No further nominations. The nomination of John McClain was accepted and approved by a unanimous vote.

REGIONAL SCHOOL COMMITTEE – 1 VACANCY – 3 YEAR TERM

NOMINATION: Sarah Harper Dorer, 2 Otis Street

Nominator: Nancy Asbedian, 16 Lido Lane

Seconded by: Steven Hagan, 43 Concord Road

Kelly Craven, 17 Norma Road

No further nominations. The nomination of Sarah Dorer was accepted and approved by a unanimous vote.

SCHOOL COMMITTEE – 2 VACANCIES – 3 YEAR TERMS

INCUMBENT NOMINATION: Sheila Mehta-Green, 8 Abbott Lane

Nominator: Sarah McGinley, 111 Wilson Road

Seconded by: Nancy Wolk, 4 Daniels Drive

Sarah Dorer, 2 Otis Street

INCUMBENT NOMINATION: J. Bradley Morrison, 19 Fox Run Road

Nominator: Sarah Scoville, 311 Springs Road

Seconded by: Todd Crowley, 31 Springs Road

Susan Schwartz, 34 Glenridge Drive

No further nominations. The nominations of Sheila Mehta-Green and J. Bradley Morrison were accepted and approved by a unanimous vote.

SELECT BOARD – 2 VACANCIES – 3 YEAR TERMS

INCUMBENT NOMINATION: Shawn Hanegan, 5 Hunt Road

Nominator: Bopha Malone, 195 Carlisle Road

Seconded by: Paul Mortenson, 4 Wellington Way

Maureen Richichi, 7 Norma Road

NOMINATION: Terrance L. Parker, 98 South Road

Nominator: Bopha Malone, 195 Carlisle Road

Seconded by: Shawn Hanegan, 5 Hunt Road

Paul Mortenson, 4 Wellington Way

No further nominations. The nominations of Shawn Hanegan and Terrance L. Parker were accepted and approved by a unanimous vote.

A motion was made by Steven Hagan, 43 Concord Road, and seconded by Sarah Dorer, 2 Otis Street, to adjourn the 2025 Town Caucus. This motion passed unanimously and the Caucus was adjourned at 8:05 pm.

Brosgol reminded all nominated candidates to head over to the Town Clerk to sign the certificate of nomination and to receive their candidate information packets.

Respectfully submitted,

Kelly Craven, Secretary of the Caucus

Attendance: There was a total of 47 voters in attendance at the Town of Bedford's 2025 Annual Town Caucus.

ANNUAL TOWN ELECTION

The 2025 Annual Town Election was held Saturday, March 8, 2025, at the John Glenn Middle School from 8:00 am to 6:00 pm of the 10,445 registered voters, 1,143 cast ballots for the election, 11% of the voter population.

OFFICES AND CANDIDATES	PCT 1	PCT 2	PCT 2A	PCT 3	PCT 4	TOTAL
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<i>SELECT BOARD (3 YEAR TERM) VOTE FOR 2</i>						
SHAWN J. HANEGAN	269	132	40	298	278	1017
TERRENCE L. PARKER	282	131	38	296	274	1021
WRITE-INS	0	2	0	3	6	11
BLANKS	73	39	14	53	58	237
TOTAL	624	304	92	650	616	2286

<i>BOARD OF ASSESSORS (3 YEAR TERM) VOTE FOR 1</i>						
NANCY RUTH-ADAMS WOLK	274	131	40	297	273	1015
WRITE-INS	0	3	0	1	2	6
BLANKS	38	18	6	27	33	122
TOTAL	312	152	46	325	308	1143

<i>BOARD OF HEALTH (3 YEAR TERM) VOTE FOR 1</i>						
BEATRICE ANN BRUNK-HORST	276	136	40	295	272	1019
WRITE-INS	0	0	0	2	4	6
BLANKS	36	16	6	28	32	118
TOTAL	312	152	46	325	308	1143

<i>LIBRARY TRUSTEE (3 YEAR TERM) VOTE FOR 3</i>						
ELIZABETH MCCULLOCH HACALA	277	134	39	289	276	1015
PADMA CHOUDRY	271	131	42	287	266	997
ABIGAIL A. HAFER	273	133	39	289	270	1004
WRITE-INS	1	1	1	0	4	7
BLANKS	114	57	17	110	108	406
TOTAL	936	456	138	975	924	3429

<u>PLANNING BOARD (3 YEAR TERM) VOTE FOR 2</u>						
DAWN M. LAFRANCE-LIN-DEN	264	128	36	284	262	974
TODD A. CROWLEY	263	127	33	282	255	960
WRITE-INS	0	2	2	3	4	11
BLANKS	97	47	21	81	95	341
TOTAL	624	304	92	650	616	2286

<u>PLANNING BOARD (1 YEAR TERM) VOTE FOR 1</u>						
JOHN WESLEY FERGUSON MCCLAIN	261	129	33	274	245	942
WRITE-INS	0	0	1	3	1	5
BLANKS	51	23	12	48	62	196
TOTAL	312	152	46	325	308	1143

<u>REGIONAL SCHOOL COMMITTEE (3 YEAR TERM) VOTE FOR 1</u>						
SARAH HARPER DORER	289	140	41	302	279	1051
WRITE-INS	0	0	0	1	1	2
BLANKS	23	12	5	22	28	90
TOTAL	312	152	46	325	308	1143

<u>SCHOOL COMMITTEE (3 YEAR TERM) VOTE FOR 2</u>							
J. BRADLEY MORRISON	264	131	41	291	269	996	
SHEILA MEHTA-GREEN	266	129	37	288	258	978	
WRITE-INS	2	1	2	5	6	16	
BLANKS	92	43	12	66	83	296	
TOTAL	624	304	92	650	616	2286	

<u>TOWN MODERATOR (3 YEAR TERM) VOTE FOR 1</u>							
DAVID E. POWELL	277	132	40	295	263	1007	
WRITE-INS	1	1	0	0	4	6	
BLANKS	34	19	6	30	41	130	
TOTAL	312	152	46	325	308	1143	
YES	265	128	35	275	259	962	
NO	31	18	10	33	39	131	
BLANKS	16	6	1	17	10	50	
TOTAL	312	152	46	325	308	1143	

Ballot Question – shall section 41C1/2 of Chapter 139 of the Acts of 2006 granting real estate property tax reductions to qualifying seniors?

ANNUAL TOWN MEETING

MARCH 24, 2024 – MARCH 25, 2025

Pursuant to a Warrant signed by the Select Board on February 18, 2025, posted on March 5, 2025, and mailed to all households in town, Town Moderator David Powell announced that a quorum has been met and called the Annual Town Meeting to order at 6:30 pm on March 24, 2025, in the Bedford High School Auditorium. Following the Bedford Minutemen Company posting of the colors, Powell announced that there is no overflow room at this time, but one will be provided if needed at any point during the Town Meeting.

Powell stated he had examined and found in order the Call of the Meeting, the Officer's Return of Service and had confirmed the timely delivery of the warrant to residents for the Annual Town Meeting. He then asked the voters permission to appoint Michael Bahtiarian as Deputy Moderator until the next Annual Town Meeting. Voters agreed and Michael Bahtiarian was sworn in as Deputy Moderator.

Powell also asked those present to give permission for Town employees to speak to clarify questions that may arise during the articles and everyone in attendance agreed.

Powell then proceeded to outline the rules of conduct of the meeting, introduced the tellers, and informed those present that the Town Meeting would be live streamed. He emphasized that only seated voters would be counted and cards would be used for all votes.

ARTICLE 1. REPORT of TOWN OFFICERS AND COMMITTEES

As is tradition in Bedford, Dan Brosgol read the Memorial Resolutions for this Annual Town Meeting (this can be found as an attachment at the end of these minutes).

Finance Committee Chair, Ben Thomas, discussed the financial policies of the Town and the Town's current financial position:

- The Reserve Fund policy is to keep 0.5% of the operating budget in this fund for unexpected and unanticipated needs. Currently, the fund holds \$750,000 or 0.6%, slightly above the required 0.5%.
- The Stabilization Fund policy is to keep 2-6% of the operating budget, anywhere from 2,462,113 to \$7,386,340. It is best practice to show consistent contributions.
- Free Cash is money that is undesignated for any cause at the end of the year. The goal is to keep at least 1.0% of the operating budget as Free Cash. Proposed Free Cash is 9.42% of the operating budget. The Free Cash policy minimum is \$1,231,057. Free Cash is not a guaranteed renewable source so it can only be spent on one-time expenditures and not recurring costs.
- Tax Levy policy is the amount of property tax that could be collected but was not. The unused levy estimate for FY26 is \$3,836,622.
- OPEB, medical for retirees. It is a trust fund we contribute money to and looking to increase by \$1,119,410 this year. We changed the policy to be 5% of certified free cash.

One-time expenditure we can use free cash for this. The policy before this required a fixed amount.

- Principal and Interest Policy is that principal and interest payments should not be more than 10% of the operating budget. This year proposing using \$11,325,805 to pay this short-term debt. This is 8.28% of the operating budget which is within the range.

The Moderator also informed those present that there are additional reports in the Warrant.

ARTICLE 2. DEBATE RULES

Bopha Malone moved, and Dan Brosgol seconded that the Town vote to adopt the following procedure for the 2025 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 ten (10) minutes;
- B. No amendment shall be accepted unless submitted in writing. A speaker presenting an amendment to an article shall be limited to three (3) minutes;
- C. Speakers shall be limited to three (3) minutes;
- D. No article shall be presented after 10:15 PM;
- E. Town Meeting by majority vote may waive A, B, C, or D.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

The Moderator called for a vote and declared Article 2 passed by the required 2/3 majority.

ARTICLE 3. CONSENT ARTICLE

Terrence Parker moved, and Shawn Hanegan seconded that the Town vote to:

- A. Raise and appropriate the sum of \$90,000 for an audit of Fiscal Year 2025 and related services;
- B. 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 2026;
- C. Authorize the Select Board, during Fiscal Year 2026, to acquire any and all easements for sidewalks, trails, drainage, or other utility purposes, as they may deem in the Town's best interests.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

The Moderator called for a vote and declared Article 3 passed by a majority vote.

ARTICLE 4. BILLS OF PRIOR YEAR

Terrence Parker moved, and audience seconded that the Town vote to indefinitely postpone Article 4.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

The Moderator called for a vote and declared the motion to indefinitely postpone Article 4 passed unanimously.

ARTICLE 5. GENERAL BYLAW AMENDMENT - ELIMINATE BOARD OF LIBRARY TRUSTEES REVOLVING FUND

Shawn Hanegan moved, and Dan Brosgol seconded that the Town vote to eliminate the General Bylaw Section 13.4.5.1 Board of Library Trustees Revolving Fund in its entirety;

13.4.5.1

Board of Library Trustees Revolving Fund

13.4.5.1.1

~~**Fund Name.** There shall be a separate fund called the Board of Library Trustees Revolving Fund for the use of the Board of Library Trustees.~~

13.4.5.1.2

~~**Revenues.** The Town Accountant shall establish the Board of Library Trustees Revolving Fund as a separate account and credit to the fund all of the charges for lost or damaged library materials or cards, and late fines, charged and received by the Board of Library Trustees, to the extent that fines and charges exceed \$17,000 for the fiscal year, in connection with the operation of the Bedford Free Public Library.~~

13.4.5.1.3

~~**Purposes and Expenditures.** During each fiscal year, the Board of Library Trustees may incur liabilities against and spend monies from the Board of Library Trustees Revolving Fund for the purchase of library materials in connection with the operation of the Bedford Free Public Library.~~

13.4.5.1.4

~~**Fiscal Years.** The Board of Library Trustees Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017.~~

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared Article 5 passed unanimously.

ARTICLE 6. REVOLVING FUND EXPENDITURE LIMITS

Shawn Hanegan moved, and Dan Brosgol seconded that the Town vote to set Fiscal Year 2026 total expenditure limitations for the Revolving Funds authorized under Article 13, Section 13.4.4 of the General Bylaws of the Town:

Fund #	Revolving Fund Name	Not to Exceed Expenditure Limit	Balance as of 2/1/2025
4517	Conservation Commission Revolving Fund	\$100,000	\$3,726
4513	Depot Park Revolving Fund	\$100,000	\$100,984
4533	Old Town Hall and Town Center Revolving Fund	\$150,000	\$10,475
4501	DPW Refuse and Recycling Revolving Fund	\$150,000	\$84,314
4532	Facilities Department Energy Revolving Fund	\$100,000	\$41,793
4503	Board of Health Revolving Fund	\$45,000	\$24,726
4536	DPW Tree Mitigation Revolving Fund	\$50,000	\$120
4535	DPW Sewer I/I Mitigation Fee Revolving Fund	\$900,000	\$848,524
4511	Council on Aging Revolving Fund	\$35,000	\$5,149
4512	Athletic Fields Revolving Fund	\$50,000	\$166,094
4537	Board of Health—Biosafety Permits	\$25,000	\$300
4538	DPW Stormwater Revolving Fund	\$40,000	\$0
4539	Cultural District Revolving Fund	\$50,000	\$0

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

Moderator called for a vote and declared the motion to indefinitely postpone Article 6 passed unanimously.

ARTICLE 7. COMMUNITY PRESERVATION BUDGET – FISCAL YEAR 2026

Shawn Hanegan moved, and Dan Brosgol seconded that the Town vote to appropriate the sum of \$2,660,915 to act upon the recommendations of the Community Preservation Committee by appropriating or reserving the following amounts for Fiscal Year 2026 Community

Preservation purposes with each item considered a separate appropriation; and to determine whether such sums shall be appropriate from Fiscal Year 2026 Community Preservation Fund Revenues or the current Community Preservation Fund Balance or Reserves, borrowed, or by any combination of these methods:

Project #	Project	Amount
1	Administrative	\$25,000
2	Annual Contract- Life Management Program	\$56,400
3	Annual Contract- Regional Housing Services Office	\$47,000
4	ADA Improvements (Town Hall Bathrooms)	\$300,000
5	Archival Records Preservation	\$17,900
6	Baseball/Softball Field Improvements	\$100,000
7	Bond Payments (Principal)	\$767,000
8	Bond Payments (Interest)	\$67,115
9	Municipal Affordable Housing Trust Transfer	\$400,000
10	Sabourin Field Public Restrooms	\$269,500
11	Trails Committee- Pedestrian and Bog Bridges/Trail Infrastructure	\$11,000
12	Veterans Affairs (VA) Garage Replacement	\$600,000

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Community Preservation Committee: Approval Recommended

Moderator declared the motion to approve Article 7 Projects 1, 3, 5, 7, 8, 9, and 11 passed unanimously while Projects 2, 4, 6, 10, and 12 passed by a majority vote.

ARTICLE 8. WATER DEPARTMENT INFLOW AND INFILTRATION FUNDING

Bopha Malone moved, and Dan Brosgol seconded that the Town vote to transfer from Free Cash the sum of \$255,809.28 for the Water Department to complete the inflow and infiltration capital project numbers 50015 and 50049, including all incidental costs.

RECOMMENDATIONS

Select Board: Approval Recommended

Finance Committee: Approval Recommended

The Moderator called for a vote and declared Article 8 passed by a majority vote.

ARTICLE 9 – FISCAL YEAR 2026 CAPITAL PROJECTS – FIRE STATION OFF-SITE IMPROVEMENTS

Jeff Cohen moved and Shawn Hanegan seconded that the Town vote to authorize the Town Treasurer, with the approval of the Select Board, to borrow a sum not to exceed \$3,450,000 for the capital project set forth in Article 9 including all costs incidental and related thereto, and to issue bonds and notes therefor under M.G.L. c. 44, §7 (1) or any other enabling authority, said funds to be expended under the general supervision of the Town Manager and the department head for which the sums have been appropriated.

RECOMMENDATIONS

- Select Board: Approval Recommended**
- Finance Committee: Approval Recommended**
- Capital Expenditure Committee: Approval Recommended**
- Fire Station Building Committee: Approval Recommended**

Moderator called for a vote and declared Article 9 passed by a 2/3 majority.

ARTICLE 10 – FISCAL YEAR 2026 CAPITAL PROJECTS PLAN

David McClung moved and Dan Brosgol seconded that the Town vote to raise and appropriate the sum of \$4,960,500 for the capital projects set forth as Project Numbers 26-01 through 26-17, inclusive, in Article 10, said funds to be expended under the general supervision of the Town Manager and the department head for which the sums have been appropriated; and that the Town authorize the Town Treasurer, with the approval of the Select Board, to borrow a sum not to exceed \$7,800,000 for the capital projects set forth as Project Numbers 26-18 through 26-21, inclusive, in Article 10, including all costs incidental and related thereto, and to issue bonds and notes therefor under M.G.L. c.44, §7(1) or any other enabling authority, said funds to be expended under the general supervision of the Town Manager and the department head for which the sums have been appropriated.

Project #	Department	Project	Funding Source	Amount
26-01	DPW	Large Equipment Replacement	Tax Levy	\$200,000
26-02	DPW	Sidewalk/Municipal Hardscape Improvements- ADA Accessibility	Tax Levy	\$50,000

26-03	DPW	Stormwater Permit Requirements	Tax Levy	\$175,000
26-04	DPW	Transportation Improvements- Traffic Calming and Safety Improvements	Tax Levy	\$250,000
26-05	DPW	Vehicle and Equipment Replacement	Tax Levy	\$237,500
26-06	DPW	Water Gate Valve Exercising	Tax Levy	\$250,000
26-07	DPW	Water Main Improvement Program	Tax Levy	\$600,000
26-08	DPW	Water Quality Improvements	Tax Levy	\$800,000
26-09	DPW	Water Standpipe Rehabilitation	Tax Levy	\$475,000
26-10	Facilities-School	All Schools- Flooring	Tax Levy	\$81,000
26-11	Facilities-School	Bedford High School- Boiler Replacement (FY26 Design)	Tax Levy	\$325,000
26-12	Facilities-School	Lane School- Paging System Replacement	Tax Levy	\$92,000
26-13	Facilities-Town	Police Station- Flooring	Tax Levy	\$75,000
26-14	Facilities-Town	Town Hall- ADA Improvements	Tax Levy	\$400,000
26-15	Facilities-Town	Town Hall- Public Meeting Room Improvements	Tax Levy	\$192,000
26-16	IT	Town- IT Equipment & Projects	Tax Levy	\$250,000
26-17	School	All Schools- Info Tech Plan Replacement	Tax Levy	\$508,000
26-18	DPW	108 Carlisle Road- Salt Shed Construction	Bond	\$3,000,000
26-19	DPW	Sewer Pump Station Program	Bond	\$1,800,000
26-20	DPW	Stormwater/Culvert/Drainage Repairs	Bond	\$1,200,000
26-21	Facilities-School	Davis School- Roof Replacement	Bond	\$1,800,000

RECOMMENDATIONS

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

Moderator called for a vote and declared project #'s 26-01, 26-02, 26-04, 26-06, 26-07, 26-10, and 26-11 through 26-17 passed by a majority.

Moderator called for a vote and declared project #'s 26-03, 26-05, 26-08, 26-19, and 26-21 passed unanimously.

Moderator called for a vote declared project # 26-18 and 26-20 passed by a 2/3 majority.

Moderator announced that he will allow discussion and consideration of both Article 11 and Article 12 together, but each will be voted separately.

ARTICLE 11 – PEG Access and Cable Expense Related Budget – Fiscal year 2026

Bopha Malone moved and Dan Brosgol seconded that the Town vote to appropriate the sum of \$290,962 for the PEG Access and Cable Related Fund Budget for the fiscal year beginning July 1, 2025, and that in order to meet such appropriation, the Town will transfer \$290,962 from the PEG Access and Cable Related Fund.

<u>Budget Expenses</u>	<u>FY2026</u>	<u>Recom-</u>
<u>mended</u>		

Contracted Operational Cost
\$245,094

Building Expenses
\$35,000

Capital Equipment Purchase
\$10,868

Total PEG Access and Cable Related Fund Budget
\$290,962

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called the vote and declared Article 11 passed unanimously.

ARTICLE 12 – SALARY ADMINISTRATION PLAN BYLAW AMENDMENT – CLASSIFICATION & WAGE SCHEDULE

Bopha Malone moved and Dan Brosgol seconded that the Town vote to amend the Salary Administration Plan Bylaw by striking out the present Classification and Wage Schedule and inserting in place thereof a new Classification and Wage Schedule, herein set forth, to become effective July 1, 2025.

A. Management / Professional / Administrative Classification and Compensation Plan (Hourly/Annual)				
Grade 1				
Recording Secretary, Crossing Guard, BLT Driver and Substitute Driver, Library Assistant, Department Assistant I, Transportation Assistant, Food Bank Volunteer and Client Engagement Assistant, Food Bank Assistant				
	Min	Med	Max	
Hourly	\$ 21.01	\$ 23.46	\$ 26.52	
Annual at 35 hrs./wk	\$ 37,272.82	\$ 42,864.71	\$ 48,456.61	
Annual at 40 hrs./wk	\$ 42,597.51	\$ 48,988.25	\$ 55,378.98	
Grade 2				
Library Assistant II, Library Custodian, Department Assistant II				
	Min	Med	Max	
Hourly	\$ 28.56	\$ 32.85	\$ 37.13	
Annual at 35 hrs./wk	\$ 52,178.07	\$ 60,008.66	\$ 67,839.25	
Annual at 40 hrs./wk	\$ 59,632.09	\$ 68,581.33	\$ 77,530.57	
Grade 3				
Administrative Assistant, Circulation Supervisor				
	Min	Med	Max	
Hourly	\$ 32.64	\$ 37.54	\$ 42.44	
Annual at 35 hrs./wk	\$ 59,640.39	\$ 68,585.48	\$ 77,530.57	
Annual at 40 hrs./wk	\$ 68,160.45	\$ 78,383.41	\$ 88,606.37	
Grade 4				
Executive Assistant (Police Department, Fire Department, Public Works, Town Manager's Office, Library, Health and Human Services), Payroll Administrator, Water/Sewer Administrator				
	Min	Med	Max	
Hourly	\$ 34.28	\$ 39.42	\$ 44.56	
Annual at 35 hrs./wk	\$ 62,625.32	\$ 72,016.21	\$ 81,407.10	
Annual at 40 hrs./wk	\$ 71,571.79	\$ 82,304.24	\$ 93,036.69	
Grade 5				
Resident Engineer/Engineer Asst, Archivist, Info/Procurement Analyst, Facilities Project Manager, Data Collector, Tech. Support Specialist, Program Coordinator, Therapeutic Recreation Specialist, SACC Director, Librarian, HR Generalist, Energy and Sustainability Manager, Assistant Treasurer/Collector, Trash & Recycling Coordinator				
	Min	Med	Max	
Hourly	\$ 38.85	\$ 44.36	\$ 49.86	
Annual at 35 hrs./wk	\$ 70,979.24	\$ 81,038.83	\$ 91,098.42	
Annual at 40 hrs./wk	\$ 81,119.13	\$ 92,615.81	\$ 104,112.48	
Grade 6				
Social Worker, Asst Town Engineer, Civil/Environmental Engineer, GIS Analyst, DPW Business Manager, Asst Town Acct/Budget Analyst, Capital Program Manager, Asst Town Clerk, Animal Control Officer, Social Worker, Asst Health Director, Community Social Worker, Food Bank Coordinator, Wiring & Electrical Inspector, Local Building Inspector, Plumbing/Gas Inspector, Public Health Nurse, Assistant Planner, Special Asst to Town Manager, Program Manager, Conservation Administrator, Assistant to IT Director, IT/Network Engineer, Asst Recreation Director, Library Building & Systems Superintendent, Senior Librarian				
	Min	Med	Max	
Hourly	\$ 40.80	\$ 46.92	\$ 53.05	
Annual at 35 hrs./wk	\$ 74,545.64	\$ 85,729.43	\$ 96,913.22	
Annual at 40 hrs./wk	\$ 85,195.02	\$ 97,976.49	\$ 110,757.96	
Grade 7				
Highway Operations Mgr, COA Director, Grounds Operations Mgr, Water & Sewer Operations Mgr, Recreation Director, Town Clerk, Housing and Economic Dev Director, Assessing Director, Planning Director, Assistant Library Director, HR Director				
	Min	Med	Max	
Hourly	\$ 48.96	\$ 56.31	\$ 63.65	
Annual at 35 hrs./wk	\$ 89,450.90	\$ 102,873.38	\$ 116,295.86	
Annual at 40 hrs./wk	\$ 102,229.60	\$ 117,569.57	\$ 132,909.55	
Grade 8				
Treasurer & Collector, Code Enf. Director / Bldg Insp, Town Engineer, Library Director				
	Min	Med	Max	
Hourly	\$ 57.13	\$ 65.70	\$ 74.26	
Annual at 35 hrs./wk	\$ 104,375.53	\$ 120,027.02	\$ 135,678.50	
Annual at 40 hrs./wk	\$ 119,286.32	\$ 137,173.73	\$ 155,061.14	
Grade 9				
Health & Human Serv Dir, DPW Director, Asst Town Manager, IT Director, Facilities Director				
	Min	Med	Max	
Hourly	\$ 65.29	\$ 75.08	\$ 84.87	
Annual at 35 hrs./wk	\$ 119,280.79	\$ 137,170.96	\$ 155,061.14	
Annual at 40 hrs./wk	\$ 136,320.90	\$ 156,766.82	\$ 177,212.74	
Grade 10				
Town Manager, Police Chief, Fire Chief, Finance Dir/Town Accountant				
Employment Contract with Select Board within budget authorized by Town Meeting				

B. Public Works (40 hr/wk) (eff. July 1, 2024)		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
	Chief Water System Operator (c.A)	1,199.74	1,259.73	1,322.72	1,388.88	1,458.32	1,487.49	1,517.24	
	Chief Sewer System Operator (c.A)	1,199.74	1,259.73	1,322.72	1,388.88	1,458.32	1,487.49	1,517.24	
	Working Foreman (c.A)	1,199.74	1,259.73	1,322.72	1,388.88	1,458.32	1,487.49	1,517.24	
	Electrician (c.B)	1,179.47	1,226.68	1,275.74	1,326.78	1,379.84	1,407.44	1,435.59	
	Maintenance Craftsman (c.C)	1,158.31	1,204.66	1,252.86	1,302.97	1,355.10	1,382.20	1,409.84	
	Mechanic (c.C)	1,158.31	1,204.66	1,252.86	1,302.97	1,355.10	1,382.20	1,409.84	
	Water System Operator (c.C)	1,158.31	1,204.66	1,252.86	1,302.97	1,355.10	1,382.20	1,409.84	
	Sewer System Operator (c.C)	1,158.31	1,204.66	1,252.86	1,302.97	1,355.10	1,382.20	1,409.84	
	Assistant Working Foreman (c.C)	1,158.31	1,204.66	1,252.86	1,302.97	1,355.10	1,382.20	1,409.84	
	Heavy Equipment Operator (c)	1,050.14	1,092.15	1,135.85	1,181.27	1,228.53	1,253.10	1,278.16	
	Seasonal Laborer		\$16-\$20	per hr.					
	Seasonal Plow Driver		\$26.25-\$28.88	per hr.					
C. Public Safety - Fire (42 hr/wk) (eff July 1, 2024)		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
	Captain Fire Prev. (40 hr/wk) (c)	1,730.93	1,776.57	1,906.11	1,955.09	2,004.76			
	Lieutenant - Fire (c)	1,477.68	1,504.19	1,600.19	1,628.02	1,655.98			
	Private - Fire (c)	1,263.01	1,285.51	1,366.88	1,390.44	1,414.12	1,462.69	1,491.94	1,529.24
	Call Firefighter	3,625.09	/yr. max	3,957.32	/yr. max with EMT		9,394.56	/yr. max w / Paramedic	
		24.06	/hr.	26.38	/hr. Spec. Assign.		33.76	/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. 7/1/2025)	2,127.29	2,163.33	2,200.19	2,237.68	2,275.84	2,314.66		
	Sergeant - Police (c) (eff. 7/1/2025)	1,841.77	1,872.83	1,904.62	1,936.94	1,969.83	2,003.31		
	Patrol Officer - Police (c) (eff. 7/1/2025)	1,338.43	1,362.89	1,451.22	1,476.81	1,502.53	1,529.58	1,557.09	
	Student Police Officer	1,288.73	/wk.						
E. Public Safety - Dispatch (37.5 hr/wk) (eff. 7/1/2025)		Step 1	Step 2	Step 3	Step 4	Step 5			
	Emergency Communications Officer I (c)	971.61	1,019.34	1,069.47	1,122.09	1,177.36			
	Emergency Communications Officer II (c)	1,000.25	1,049.42	1,101.05	1,155.26	1,212.18			
	Lead Emergency Communications Officer (c)	1,039.59	1,090.71	1,144.43	1,200.79	1,259.99			
F. Recreation Programs									
	School-Age Child Care Program (40 hr/wk)	Min.	Mid.	Max.					
	Assistant Director	28.00		30.00	32.00				
	Site Coordinator	22.00		25.00	28.00				
	Group Leader	17.00		20.00	23.00				
	Assistant Group Leader	15.00		16.00	17.00				
	Springs Brook Park Program (Hourly)								
		Min.	Mid.	Max.					
	Director/Manager	25.00		32.50	40.00				
	Aquatics Director	20.00		25.00	30.00				
	Assistant Director	20.00		25.00	30.00				
	Supervisor	18.00		21.00	24.00				
	SBP Staff 2	17.00		20.00	23.00				
	SBP Staff 1	15.00		16.00	17.00				
	Summer Adventures/Summer Recreation Programs (Hourly)								
		Min.	Mid.	Max.					
	Director	25.00		32.50	40.00				
	Assistant Director	20.00		25.00	30.00				
	Program Leader	15.00		22.50	30.00				
	Supervisor	16.00		18.00	20.00				
	Administrative Coordinator	20.00		25.00	30.00				
	Program Staff	17.50		18.00	18.50				
	Counselor (HS Grad)	16.00		16.50	17.00				
	Counselor (HS)	15.00		15.50	16.00				
	Program Aide	15.00		15.50	16.00				
	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	15.00		16.00	17.00				
	Sports Official	15.00		20.00	25.00				
G. Miscellaneous									
	Recording Secretary	20.85	/hr.						
	Temporary Clerk II eff. 1/1/2024	17.98	/hr.						
	Alt. / Asst. Inspectors	35.50	/hr.						
	Youth Leader	15.00	/hr.						
	Temporary Clerk I	15.00	/hr.						
		Min.	Mid.	Max.					
	Temporary Painter	29.81		32.92	36.02				
	Library Page	16.39		16.70	17.01				
	Program Assistant	15.00		17.50	20.00				
	Intern	15.00		17.50	20.00				
	P/T or Seasonal Food Bank Assistant	15.00		17.50	20.00				

RECOMMENDATIONS
Select Board:
Finance Committee:

Approval Recommended
Approval Recommended

Moderator called the vote and declared Article 12 passed by a majority.

ARTICLE 13 – ONE-TIME PAYMENTS FOR SCHOOL DEPARTMENT AND NON-UNION GENERAL GOVERNMENT STAFF

Shawn Hanegan moved and Terrance Parker seconded that the Town vote to appropriate the sum of \$1,450,000 from Free Cash in FY25 to fund one-time payments to Bedford Educators Association’s Education Support Professionals and Teachers, and non-union staff who did not receive a Cost of Living Adjustment in FY21, who were employed on or before June 30, 2021, and who have remained employed by the Town of Bedford through March 24, 2025, said funds to be expended under the general supervision of the Town Manager and School Superintendent.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called the vote and declared Article 13 passed by a majority.

ARTICLE 14 – APPROPRIATION TO THE FINANCE COMMITTEE RESERVE FUND

Ben Thomas moved and Dan Brosgol seconded that the Town vote to transfer the sum of \$1,200,000 from Free Cash to the Finance Committee Reserve Fund in FY25.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called the vote and declared Article 14 passed by a majority.

ARTICLE 15 – APPROPRIATION FOR FY25 CULTURAL DISTRICT ACTIVITIES

Dan Brosgol moved and Bopha Malone seconded that the Town vote to appropriate the amended amount of \$12,702 from Free Cash to the FY26 Select Board Professional Services line to support cultural activities in the Cultural District.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called the vote and declared Article 15 passed by a majority.

ARTICLE 16 – APPROPRIATION TO THE SPECIAL EDUCATION RESERVE FUND

Shawn Hanegan moved and Dan Brosgol seconded that the Town vote to raise and appropriate the sum of \$350,000, to fund the Special Education Reserve Fund in FY26, for the purpose of funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation.

RECOMMENDATIONS

Select Board:

Approval Recommended

Finance Committee:

Approval Recommended

Moderator called the vote and declared Article 16 passed by a majority.

ARTICLE 17 – APPROPRIATIONS FROM SPECIAL EDUCATION RESERVE FUNDS FOR FISCAL YEAR 2026

Dan Brosgol moved and Terrance Parker seconded that the Town vote to authorize the Select Board to expend up to \$650,000 from the Special Education Reserve Fund, for the purpose of funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation costs submitted by the school committee.

RECOMMENDATIONS

Select Board:

Approval Not Recommended

Finance Committee:

Approval Not Recommended

The Moderator called for a vote and declared Article 17 passed by a 2/3 majority vote.

ARTICLE 18 – OPERATING BUDGETS – FISCAL YEAR 2026

Ben Thomas moved and Mark Bailey seconded that the Town vote to appropriate for the operating expenditures in the Fiscal Year beginning July 1, 2025, as printed in the warrant, except Acct# 910 Insurance and Benefits, Health Insurance, shall be increased \$212,882 from \$9,409,379 to \$9,622,261, the new total insurance & benefits sum shall be \$18,631,741, and to reduce the Acct# 400 Public Works budget \$136,800 from \$17,124,570 to \$16,987,771, the new total FY26 Operating Budget is \$123,181,747 and to meet said appropriation, to apply \$80,000 from the Pension Reserve Fund and to raise the sum of \$123,101,747 from the FY2026 tax levy.

PROPOSED FISCAL YEAR 2026 OPERATING BUDGET- AMENDED

Account #	Department	FY2024 Expended	FY2025 Adopted	FY2026 Recommended	\$ Change	% Change	% of Total	Tax Impact	Segregations * Descriptions	Amount	Brief Explanation of Notable Changes
122	Select Board	945,645	1,169,429	1,392,588	223,159	19.1%	1.1%	13.61	Salaries: Expenses:	984,763 407,825	\$174,725 is reserved for Fire and DPW Union Negotiations. 4% is the increase without this reserve.
133	Finance/ Admin Services	1,569,975	900,853	945,563	44,710	5.0%	0.8%	9.24	Salaries: Expenses:	766,063 179,500	\$14k increase in postage and training
155	Information Technology	-	1,160,050	1,221,846	61,796	5.3%	1.0%	11.94	Salaries: Expenses:	352,499 869,347	\$48k increase in Computer Maintenance Agreements
910	Insurance & Benefits	14,972,764	16,699,243	18,631,741	1,932,498	11.6%	15.1%	182.11			
				9,409,379 18,418,859							
	Health Insurance	7,305,915	8,515,275	9,622,261		13.0%	7.8%				
	Retirement Assessment	5,458,154	5,814,992	6,457,886		11.1%	5.2%				
	General Insurances	1,233,466	1,300,000	1,400,000		7.7%	1.1%				
	Medicare Assessment	864,013	917,976	1,000,594		9.0%	0.8%				
	Unemployment Insurance	69,763	125,000	125,000		0.0%	0.1%				
	Life Insurance	32,867	16,000	16,000		0.0%	0.0%				
	Employee Wellness	8,586	10,000	10,000		0.0%	0.0%				
710	Principal & Interest	10,874,539	9,625,681	11,325,805	1,700,124	17.7%	9.2%	110.70	Non Exempt Principa Non Exempt Interest Exempt Principal Exempt Interest	7,002,038 2,941,217 1,217,000 165,550	Approximately \$1.36M is for Fire Station Debt, the remainder is for the Capital Plan.
131	Financial Committees	678,119	551,614	751,614	200,000	36.3%	0.6%	7.35	Expenses: Reserve Fund	1,614 750,000	Reserve Fund \$200k increase due to revenue/expense uncertainty.
141	Assessors	277,760	323,962	327,137	3,175	1.0%	0.3%	3.20	Salaries: Expenses:	251,187 75,950	
151	Legal Services	175,328	200,300	200,300	-	0.0%	0.2%	1.96	Expenses:	200,300	
161	Town Clerk	287,980	336,088	347,615	11,527	3.4%	0.3%	3.40	Salaries:	327,780	
162	Elections & Registrations	35,315	77,000	29,225	(47,775)	-62.0%	0.0%	0.29	Salaries: Expenses:	13,400 15,825	Reduction due to number of elections in the upcoming year.
175	Planning Board	235,418	269,479	278,062	8,583	3.2%	0.2%	2.72	Salaries: Expenses:	260,162 17,300	
210	Police Department	4,729,122	4,901,065	5,471,614	570,549	11.6%	4.4%	53.48	Salaries Expenses: Capital Outlay:	5,215,864 235,750 20,000	Increase due to addition of Patrol Officer, Dispatcher, and Administrative Assistant.

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220	Fire Department	3,500,835	3,725,069	3,724,681	(389)	0.0%	3.0%	36.41	Salaries Expenses: Capital Outlay:	3,450,721 243,178 30,782	Reduction due to 50% Chief salary funded from Ambulance Enterprise Fund; Reserve for Union contract settlement incl. in Select Board Reserve
236	Town Center	120,717	132,507	118,807	(13,700)	-10.3%	0.1%	1.16	Salaries Expenses:	78,461 40,346	Reduction by transferring Admin. Assistant into Facilities Department
240	Code Enforcement	608,860	715,174	733,015	17,841	2.5%	0.6%	7.16	Salaries Expenses:	674,590 58,425	
300	School Department	47,292,588	49,593,798	52,090,425	2,496,627	5.0%	42.3%	509.14			
301	Vocational Education	1,051,731	1,118,000	1,249,018	131,018	11.7%	1.0%	12.21			Increase due to 8 additional students enrolled in upcoming school year.
192	Facilities Department Municipal	3,099,076	3,526,054	3,723,014	196,960	5.6%	3.0%	36.39	Salaries Expenses:	692,033 3,030,981	Increase due to move of Admin from Town Center budget to Facilities.
400	Public Works	15,391,334	17,021,000	16,987,771 17,124,570	(33,229)	-0.2%	13.8%	166.04	Salaries Expenses Road Resurfacing	3,882,959 11,491,612 1,750,000	Low increase as funding reserved for Union contract settlement is incl. in Select Board Reserve
423	Snow & Ice		342,453	342,453	-		0.3%	3.35			
500	Board of Health	367,268	441,690	462,056	20,366	4.6%	0.4%	4.52	Salaries Expenses:	386,848 75,208	
501	Hazardous Waste	27,438	27,438	28,261	823	3.0%	0.0%	0.28	Expenses:	27,438	
503	Mosquito Control	42,042	43,303	44,602	1,299	3.0%	0.0%	0.44	Expenses:	43,303	
540	Bedford Local Transit	58,018	69,972	72,335	2,363	3.4%	0.1%	0.71	Salaries: Expenses:	70,185 2,150	
541	Council on Aging	283,930	302,298	314,445	12,147	4.0%	0.3%	3.07	Salaries: Expenses:	292,607 21,838	
542	Youth & Family Services	593,718	621,329	641,186	19,856	3.2%	0.5%	6.27	Salaries: Expenses:	298,087 343,099	
610	Public Library	1,461,347	1,611,808	1,668,212	56,404	3.5%	1.4%	16.31	Salaries: Expenses:	1,332,287 335,925	
630	Recreation Commission	105,599	105,601	57,108	(48,493)	-45.9%	0.0%	0.56	Salaries:	57,108	Reduction due to 50% Director salary funded from Rec Revolving Fund
691	Historic Preservation Commission	52	1,333	1,250	(83)	-6.2%	0.0%	0.01	Expenses:	1,250	
TOTAL		108,786,518	115,613,590	123,181,747		6.5%	100.00%	1,204			

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

RECOMMENDATIONS

**Select Board:
Finance Committee:**

**Approval Not Recommended
Approval Not Recommended**

Moderator called for a vote and declared accounts # 122, 133, 155, 910, 710, 131, 141, 151, 161, 162, 175, 210, 220, 236, 240, 300, 301, 192, 423, 500, 501, 503, 540, 541, 542, 610 and 691, while accounts # 400 and 630 passed by a unanimous vote.

10:40 pm: Dan Brosgol moved to adjourn to reconvene tomorrow. Motion was seconded and passed by a majority vote.

TUESDAY, MARCH 25, 2025

Moderator Powell reconvened the Annual Town Meeting at 6:30 pm on Tuesday, March 25, 2025, in the Bedford High School Auditorium. He announced that a quorum is present and the debate rules and permissions to speak voted yesterday still apply.

ARTICLE 19 – APPROPRIATION TO STABILIZATION FUND

Ben Thomas moved and Dan Brosgol seconded that the Town vote to raise and appropriate the sum of \$500,000 to the Stabilization Fund, as provided under M.G.L. Chapter 40, Section 5B.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called for a vote and declared Article 19 passed by a majority vote.

ARTICLE 20 – AMBULANCE ENTERPRISE BUDGET – FISCAL YEAR 2026

Ben Thomas moved and Dan Brosgol seconded that the Town vote to appropriate the sum of \$1,354,352 to operate the Ambulance Enterprise, and that the following sums be appropriated for the Ambulance Enterprise Fund:

Salaries:	\$ 1,063,190
Operational Expenses	\$ 270,621
Capital Outlay	\$ 20,541

and that in order to meet said appropriation that the sum of \$1,354,352 be raised as follows:

Ambulance Receipts	\$ 1,254,352
Retained Earnings	\$ 100,000

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called for a vote and declared Article 20 passed unanimously.

ARTICLE 21 – SALARY PLAN ADDITIONAL FUNDING

Bopha Malone moved and Dan Brosgol seconded that the Town vote to raise and appropriate the sum of \$75,000 in FY26 to fund salary adjustments for certain non-union employees.

RECOMMENDATIONS

Select Board: **Approval Recommended**
Finance Committee: **Approval Recommended**

Moderator called for a vote and declared Article 21 passed by a majority.

ARTICLE 22 – SUPPLEMENTAL ACCRUED LEAVE FUND

Daniel Brosgol moved and Shawn Hanegan seconded that the Town vote to raise and appropriate the sum of \$50,000 in FY26 to the Supplement Accrued Leave Fund to offset the anticipated annual and future costs of Town employee accumulated leave payments.

RECOMMENDATIONS

Select Board: **Approval Recommended**
Finance Committee: **Approval Recommended**

Moderator called for a vote and declared Article 22 passed a majority.

ARTICLE 23 – ZONING BYLAW AMENDMENTS – REORGANIZATION OF ZONING BYLAWS

Todd Crowley moved and Ben Thomas seconded that the Town vote to amend the Bedford Zoning Bylaws by reorganizing its sections as set forth in the proposed draft on file with the Town Clerk, including updating table of uses so that table 4.3.2 replaces code No with N in the GR/C Column for restaurants greater than 5,000 square feet, also including but not limited to minor wording changes to improve clarity and internal consistency, to achieve consistency with state and federal law, and to update floodplain provisions to satisfy FEMA requirements.

RECOMMENDATIONS

Select Board: **Approval Recommended**
Finance Committee: **Approval Recommended**
Planning Board: **Approval Recommended**

Moderator called for a vote and declared Article 23 passed unanimously.

ARTICLE 24 – ZONING BYLAW AMENDMENTS – ACCESSORY DWELLING UNITS

Todd Crowley moved and Dan Brosgol seconded that the Town vote to amend Section 4.2.9 “Accessory Dwelling Units” of the Bedford Zoning Bylaws as shown below:

(Additions shown in bold and deletions in ~~strikeout~~)

(Existing Section 4.2.9 is proposed Section 8.4 under the Reorganization of the Zoning Bylaws in warrant Article 23)

8.4 Accessory Dwelling Units (ADUs)

An accessory dwelling unit (**ADU**) is a ~~second~~ **self-contained** dwelling unit **with provisions for cooking, eating, sanitation, and sleeping**, located either a) within or attached to a structure constructed as a detached ~~single-family dwelling~~ **principal dwelling**, ~~subordinate in size to the principal dwelling unit and~~ separated from ~~that principal dwelling~~ it in a manner that **meets the Building Code** maintains the appearance of the structure as a one-family unit, or b) in a detached accessory structure on the same lot as the principal dwelling, ~~for use as a complete living unit, with provisions for cooking, eating, sanitation, and sleeping.~~

8.4.A General Objectives

The provision of accessory dwelling units ~~in owner-occupied single-family dwellings~~ is intended to:

- 1) give Bedford homeowners greater options and flexibility to configure their properties to meet their own needs,
- 2) encourage a more economic and energy-efficient use of the town's housing supply ~~while maintaining the appearance and character of the town's single-family neighborhoods,~~
- 3) help the Town meet its housing needs without detracting from its historic development pattern,
- 4) increase the range of choice of housing accommodations, particularly smaller rental dwellings, and
- 5) encourage greater diversity of population ~~with particular attention to young adults and senior citizens.~~

8.4.B General Conditions and Requirements for all Accessory Dwelling Units

(i) **A lot containing an accessory dwelling unit shall not be divided into separate lots, nor shall the dwelling units on that lot be** ~~The owner of the lot on which the accessory dwelling unit is created, shall occupy either of the dwelling units on the lot, except for temporary absences of up to six months. For the purposes of this section, the "owner" shall be one or more individuals, who hold title to the lot and for whom either dwelling unit is the primary residence for voting and tax purposes. Land ownership shall not be divided or converted into condominiums.~~

(ii) There shall be no more than one accessory dwelling unit, ~~whether internal or detached,~~ on any lot.

(iii) There shall be no boarders or lodgers within either unit of a dwelling with an accessory dwelling unit. The provisions of Section 5.1.6 (*Proposed Section 4.4.B.6*) shall not apply to permitted accessory dwelling units.

(iv) The ~~maximum~~ gross floor area of the accessory dwelling unit shall not be larger than ½ the floor area of the principal dwelling or 900 square feet, whichever is smaller. Gross floor area for this purpose is defined as the sum of the gross horizontal areas of several floors measured from the exterior face of exterior walls or from the center line of a wall separating units, but not including interior parking spaces or any space where the floor to ceiling height is less than six (6) feet, **or as defined in 760 CMR 71.02, whichever is more permissive.**

An additional 100 square feet may be permitted if standards for Universal Design and/or Enhanced Energy Efficiency are met. The Universal Design standard for this purpose is defined as providing at least the following features: low threshold entrance (maximum 4 inches) and no interior thresholds; a bedroom on the main entry level; infrastructure in bathrooms to accommodate installation of grab bars around toilets and tubs/showers; clear width at all doorways and openings of a minimum 32 inches. The Enhanced Energy Efficiency standard for this purpose is defined as a five point HERS rating improvement or equivalent compared to the otherwise applicable energy efficiency requirement of the Building Code, with verification to the satisfaction of the Building Inspector.

(v) **The maximum height and minimum setbacks for an ADU shall be the same as for the principal dwelling or an accessory structure in the applicable zoning district, whichever are less restrictive** ~~There shall be no more than two (2) bedrooms in an accessory dwelling unit.~~

~~(vi) No structure that is not connected to the public water and sanitary sewer systems shall have an accessory dwelling unit.~~

(vii) Any dwelling unit **may only be** offered for short-term rental as defined under MGL Chapter 64G ~~shall only be~~ **if** authorized by the **Zoning** Board of Appeals by Special Permit.

(viii) Creation of an accessory dwelling unit on a nonconforming property is subject to the provisions of Section 7.1 (*Proposed Section 6*) **as modified by 760 CMR 71 or successor regulations.**

~~4.2.9.3 Additional Requirements for Internal Accessory Dwelling Units Exterior Appearance of a Dwelling with an Internal Accessory Dwelling Unit~~ The accessory dwelling unit shall be designed so that the appearance of the structure remains that of a one family dwelling, subject further to the following conditions and requirements:

~~(i) All stairways to second or third stories shall be enclosed within the exterior walls of the dwelling.~~

~~(ii) Any new entrance shall be located on the side or in the rear of the dwelling.~~

~~(iii) Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other entrances appear to be secondary.~~

8.4.C 4.2.9.4 Additional Requirements for Detached Accessory Dwelling Units

~~(i) The maximum height for a detached ADU is 25 feet and 1 ½ stories.~~

~~(ii) A detached ADU shall be sited further from the front lot line than the rear wall of the principal dwelling, with at least 10 feet between building walls, and at least 15 feet from side lot lines and 20 feet from rear lot lines.~~

~~(iii) The main entrance to a detached ADU shall face either the street or the interior of the lot.~~

~~(iv) Where the detached ADU is proposed to be less than 25 feet from a side or rear lot line, windows above the first floor on any wall facing such lot line shall be frosted, stained, or otherwise constructed to obscure line of sight to abutters.~~

~~(vii) A site plan shall be approved by the Planning Board. An application for site plan approval shall be reviewed in accordance with Section 7.5. 1 The applicant shall supply a certified list of abutters, owners of land directly opposite on any public or private street or way and abutters to the abutters within 300 feet of the property line as they appear on the most recently applicable tax list, in order that notice of the review of the site plan at a public meeting shall be given. Sufficient information shall be submitted to enable the Planning Board to understand the relationship of the proposed detached ADU to its surroundings including information on existing buildings and structures on the applicant's or abutters' lots, and topography, and the Planning Board shall consider if the circumstances warrant the requirement of any adjustment to the plan or additional conditions. The Planning Board shall consider and render its decision based on its findings under Section 7.5.2.2 (*Proposed Section 2.5*).~~

8.4.D Off Street Parking requirements for all ADUs

~~There shall be provided at least two off-street parking spaces for the principal dwelling unit~~
In addition to the parking spaces required by Section 7.4.1.1 (*Proposed Section 7.1*) for the principal dwelling unit, there shall be and at least one off-street parking space for the ADU, except that if any portion of a lot is within a half mile radius of a point of embarkation for any bus operated by a transit authority, no minimum parking applies to the ADU accessory unit. All such
~~In order to maintain the appearance of a single family neighborhood all parking spaces on the lot shall be subject further to the following conditions and requirements:~~

(i) Each parking space and the driveway leading thereto shall be paved or shall have an all-weather gravel or permeable grass paver surface. No motor vehicle shall be regularly parked on the premises other than in such a parking space.

(ii) No more than two outdoor parking spaces shall be located in the required front yard. All other parking spaces shall be either: 1) outdoor parking spaces located in a side or rear yard or 2) in a garage or carport.

(iii) **If the principal dwelling unit and ADU both have parking, the** ~~Parking~~ spaces shall be located so that both the principal dwelling unit and the **ADU** ~~accessory dwelling unit~~ shall have at least one parking space with direct and unimpeded access to the street without passing through a parking space designated to serve the other dwelling unit.

(iv) Where there are more than two outdoor parking spaces, there shall be provided suitable screening with evergreen or dense deciduous plantings, walls, fence, or a combination thereof in the area between the parking spaces and the nearest side lot line and, if ~~a~~ **the** parking space is in the front yard and parallel to the street, in the area between the parking space and front lot line. Screening shall be sufficient to minimize the visual impact on abutters and to maintain the **residential** ~~single-family~~ appearance of the neighborhood.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended
Planning Board:	Approval Recommended

Moderator called for a vote and declared Article 24 passed by a 2/3 majority.

ARTICLE 25 – GENERAL BYLAW AMENDMENT – DELIVERY OF PRINTED WARRANTS

Terrance Parker moved and Dan Brosgol seconded that the Town vote to amend Article 2 and Article 3 of the General Bylaws of the Town of Bedford by adding the language in bold and deleting the language with a strikethrough.

ARTICLE 2. TOWN ELECTIONS

2.2 Delivery of printed warrant to voters

At least seven days prior to the date of the Annual Town Election or any Special Election, the Town Manager shall cause a printed ~~copy of the Warrant to be delivered to each household in the Town.~~ **notification to be delivered to each household in the Town. Said notification shall include, at a minimum, the election date, polling hours, polling location, a link to access the warrant online, and instructions to receive a printed copy of the full warrant.**

ARTICLE 3. TOWN MEETING

3.4 Delivery of printed warrant

At least seven days prior to the date of Annual Town Meeting, and 14 days for any Special Town Meeting, the Town Manager shall cause a printed ~~copy of the Warrant to be delivered to each household in the Town.~~ **notification to be delivered to each household in the Town. Said notification shall include, at a minimum, the date, time, and location of the Town Meeting, a link to access the warrant online, and instructions to receive a printed copy of the full warrant.**

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared Article 25 passed by a majority.

ARTICLE 26 – GENERAL BYLAW AMENDMENT – ARTICLE TAX DEFERRAL FOR RENOVATED HISTORIC PROPERTIES

Terrance Parker moved and Dan Brosgol seconded that the Town indefinitely postpone Article 26.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared Article 26 indefinitely postponed by unanimous vote.

ARTICLE 27 – GENERAL BYLAW AMENDMENT – VOLUNTEER ELIGIBILITY FOR BOARDS AND COMMITTEES

Bopha Malone moved, and Dan Brosgol seconded that the Town vote to approve the following amendments to Article 5 (Officers of the Town) of the General Bylaws of the Town of Bedford.

(Additions shown in bold and deletions in strikeout.)

5.3 Residency required

All elected officers ~~and appointed committee, commission, and board members~~ shall be residents and registered voters of the Town unless otherwise specifically provided in the Charter, **Bylaws, or Massachusetts General Law** ~~or these Bylaws.~~ **Members of appointed boards, committees, and commissions shall be residents and registered voters, or lawful permanent residents of the Town, and at least 18 years of age unless otherwise specifically provided in the Charter, Bylaws, or Massachusetts General Law.**

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared Article 27 passed by a majority.

ARTICLE 28 – CITIZEN PETITION MULTIFAMILY HOUSING

Marcia Mulcahy moved, and the audience seconded that the Town vote to determine whether the Town will vote to amend the Bedford Zoning Map by adding 45 Loomis Street (Assessor’s Parcel 63-118) to the Multifamily Housing Overlay District/Loomis-Depot subdistrict.

RECOMMENDATIONS

Select Board:	Approval Not Recommended
Finance Committee:	Approval Not Recommended
Planning Board:	Approval Recommended

Moderator called for a vote and declared Article 28 failed by a majority.

ARTICLE 29 – CITIZEN PETITION VFW BUILDING

Joseph Piantedosi moved and the audience seconded that the Town vote to recommend that the Select Board demolish the vacant town-owned building located at 46 Loomis Street (the former VFW building) for the purpose of constructing a park, and appropriate the sum of \$35,000 from surplus revenue for the purpose of funding the building demolition and preparation of the site for construction of a park at 76 Loomis Street.

RECOMMENDATIONS

Select Board:	Approval Not Recommended
Finance Committee:	Approval Recommended

Moderator called for a vote and declared Article 29 passed by a majority.

ARTICLE 30 – OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND APPROPRIATION

Dan Brosgol moved and Bopha Malone seconded that the Town vote to raise and appropriate under M.G.L. Chapter 32B, Section 3A, the sum of \$1,119,410 in FY26 for the Other Post-Employment Benefits Liability Trust Fund.

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Moderator called for a vote and declared Article 30 passed unanimously.

ARTICLE 31 – APPROPRIATE TO 300TH ANNIVERSARY FUND

Bopha Malone moved and Dan Brosgol seconded that the Town vote to raise and appropriate the sum of \$10,000 in FY26 to the 300th Anniversary Special Revenue Fund.

RECOMMENDATIONS

Select Board:	Approval Not Recommended
Finance Committee:	Approval Recommended

Moderator called for a vote and declared Article 31 passed unanimously.

ARTICLE 32 – APPROPRIATE TO “FREE CASH” TO REDUCE FISCAL YEAR 2026 TAX LEVY

Ben Thomas moved and Dan Brosgol seconded that the Town vote to transfer the sum of \$8,714,910 from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2025.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared Article 32 passed unanimously.

ARTICLE 33 – ADJUST EXEMPTION OF M.G.L. c.59, §5, CLAUSE FORTY-FIRST C1/2

Nancy Wolk moved and Dan Brosgol seconded that the Town vote to adjust the exemption contained in M.G.L. Ch. 59, Sec 5 § Forty-First C1/2 by utilizing income limits on a household basis rather than on a single-applicant basis for real estate tax exemptions.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended
Board of Assessors: Approval Recommended

Moderator called for a vote and declared Article 32 passed by a majority.

ARTICLE 34 – ADJUST EXEMPTION OF M.G.L. c.59, §5, CLAUSE FORTY-FIRST C

Shawn Hanegan moved and Ben Thomas seconded that the Town vote to indefinitely postpone Article 34.

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Moderator called for a vote and declared motion to indefinitely postpone Article 34 passed unanimously.

Moderator declared this completes the Articles in the Warrant and Dan Brosgol made a motion that was seconded to adjourn the 2025 Annual Town Meeting at 10:03 pm.

With all in favor of this motion, the Moderator declared Annual Town Meeting adjourned and dissolved.

Respectfully submitted,

Bridget S. Rodrigue
Town Clerk

MEMORIAL RESOLUTIONS

Whereas, since the Annual Town Meeting of 2023, employees, officers, and committee members of the Town have passed away, having performed their duties faithfully, dedicating their time and skills to benefit the residents of Bedford, and

Whereas we gratefully recognize their public service to Bedford's citizens,

Now therefore be it resolved that we, the people of Bedford, assembled here in Annual Town Meeting on March 25, 2024, mourn their passing and extend sincere sympathy to the families of:

And be it further resolved that this Resolution be inscribed in the permanent record of this meeting, and notification thereof sent to members of their families.

2023

Susan Kennedy	01/06/23	Town of Bedford, Administrative
Lenore Dichard	03/24/23	COA
Kathleen Gallant	04/09/23	Elementary Teacher
Grace Petroskey	04/17/23	BHS-Teacher
Betty Slechta	04/26/23	Volunteer at Library and Job Lane House
Donna Argon	04/26/23	First Director of Bedford's Senior Center, Citizen of the Year 1991
Dennis J. Ahearn	04/28/23	Trustee for the Bedford Public Library
Donald F. Mead	06/29/23	Bedford Firefighter- Lt.
Joan-Marie Lorraine Freni	07/07/23	Trustee for the Bedford Public Library
Gerald G. 'Jerry' Hartmann	07/19/23	Patriotic Holiday Committee
Elizabeth "Beth" Brassel	07/28/23	Librarian, Bedford Public Library
Sing Hanson	08/12/23	Founding member of the former Bedford Center for the Arts
Nancy Forrest	08/19/23	Election worker
William Bieren	08/24/23	Bedford Firefighter and EMT
Wilma W. Johnson	08/31/23	School Committee, Historical Society
Cecile LeMay Walker	09/09/23	Bedford Historical Society
Michael L. Schofield	10/16/23	Department of Public Works

Perea McCane Hopkins	11/05/23	Volunteer for the Human Relations Council, "active in the startup of METCO in Bedford"
Jane Harvey	11/24/23	BHS English Teacher
Rachel Murphy	12/03/23	Volunteer for the Human Relations Council, Arbor Resources Committee
Charles "Duke" Stefanelli	01/12/24	Bedford Public Schools Custodian
2024		
Joan Eloise Kinney	01/13/24	Bedford High School Teacher
Victor Roland Carlson	01/21/24	BHS teacher
Nancy Haynes	01/29/24	Job Lane School Teacher
Nathaniel K. Brown	02/28/24	Chair of the Bedford Bicentennial Committee, Bedford Historical Society and Job Lane House
James "Jim" Byrnes	03/02/24	Bedford High School Teacher & Basketball Coach
Thomas Joseph Duggan	03/11/24	Bedford High School Principal

