

**TOWN OF BEDFORD**

**Commonwealth of Massachusetts -- Warrant for a Special Town Meeting**

To any of the Constables of the Town of Bedford, in the County of Middlesex.

**Greetings:**

In the name of the Commonwealth of Massachusetts you are hereby required to notify the legal voters of said Town of Bedford, qualified to vote at Special Town Meeting for the transaction of Town affairs, to meet in said Town in the

**Bedford High School Auditorium – Monday, November 4, 2013 at 7:30 p.m.**

Then and there to vote upon the following articles:

***Article 1 – Debate Rules***

To determine whether the Town will vote to adopt the following procedure for the current Special Town Meeting:

- A. A speaker presenting an article or amendment to an article shall be limited to ten (10) minutes;
- B. Other speakers shall be limited to five (5) minutes;
- C. No article shall be presented after 10:45 p.m.;
- D. Town Meeting by majority vote may waive A, B, or C;

pass any vote or take any action relative thereto.

*This article sets out time limitations on presentations and debate of articles before this Town Meeting.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

***Article 2 – Amend Authorization for Easement Acceptance***

To determine whether the Town will vote to amend the authorization granted to the Selectmen under Article 3 – Consent Article of the 2013 Annual Town Meeting, Section E thereof, so as to authorize the Selectmen during FY2014 to accept any and all easements for pedestrian sidewalks, pedestrian trails, drainage, or any other utility purposes as they may deem in the Town’s best interests; pass any vote or take any action relative thereof.

*This article proposes to amend authorization granted to the Selectmen at the 2013 Annual Town Meeting regarding the acceptance of easements. The previous authorization did not include trail easements. This amendment would add trail easements to the type of easements that the Selectmen may accept.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

**Article 3 - General Bylaw Amendment - Sign Bylaw - Miscellaneous**

To determine whether the Town will vote to approve the following amendments to the Sign Bylaw:

**A. Sign Bylaw, Article 39. Change “Board of” Selectmen to “Bedford” Selectmen.**

<u>Paragraph</u>	<u>Current Reference</u>	<u>Proposed Reference</u>
39.3.1.C	Board of Selectmen	Bedford Selectmen
39.3.4.H	Board of Selectmen	Bedford Selectmen
39.6.F	Board of Selectmen	Bedford Selectmen
39.6.G	Board of Selectmen	Bedford Selectmen
39.6.H	Board of Selectmen	Bedford Selectmen

**B. Sign Bylaw, Article 39.3 Administration and Miscellaneous, Section 4. Installation; Paragraph D.**

Current Text:

D. No portion of a freestanding sign shall project beyond the property line. Supports for a freestanding sign shall be located only on private property.

Proposed Text:

D. No portion of a ~~freestanding~~ sign, **banner or flag** shall project beyond the property line. Supports for a ~~freestanding~~ sign, **banner or flag** shall be located only on private property.

**C. Sign Bylaw, Article 39.3 Administration and Miscellaneous, Section 5. Maintenance; Paragraph B.**

Current Text:

B. Every freestanding pole and ground sign and the immediate surrounding premises shall be maintained in good repair by the owner of such signs in a clean and hazard-free condition and kept free and clear of all noxious substances, rubbish and weeds.

Proposed Text:

B. Every freestanding ~~pole and ground~~ sign and the immediate surrounding premises shall be maintained in good repair by the owner of such signs in a clean and hazard-free condition and kept free and clear of all noxious substances, rubbish and weeds.

*This article proposes to correct “housekeeping” errors and make minor clarifications to the Sign Bylaw to include: a) Changing “Board of Selectmen” to “Bedford Selectmen”; b) clarifying requirements for signs to remain on private property and including banners and flags under this requirement; and c) deleting “pole and ground” from freestanding signs (inadvertently omitted from Spring Town Meeting).*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

**Article 4 - General Bylaw Amendment - Sign Bylaw - Reverse Channel Signs**

To determine whether the Town will vote to approve the following amendment to the Sign Bylaw by adding a definition and requirements for Reverse Channel Signs:

**A. Sign Bylaw, Article 39.2 Definitions. Reverse Channel Signs.**

Proposed Text: Add Item 12. *Reverse Channel Signs*, as follows:

12. **Reverse Channel Signs (also known as Halo-lit or Back-lit signs):** Signs fabricated with dimensional characters with internal luminaries and with opaque face and side walls that are mounted away from the wall such that the light is directed out the back of the character, creating a halo of light behind the characters. The light may only shine on the building's finished wall material to which the characters are mounted. Light shining onto other parts of the sign or through the face/sides of the characters is prohibited.

*B. Sign Bylaw, Article 39.4 General Regulations, Section 3, Business Zones.*

Proposed Text: Add Item P. *Reverse Channel Signs*, as follows:

- P. Reverse Channel Signs:** Must comply with the area requirements of *Wall Signs*. The characters shall not exceed four (4) feet in height and shall not extend above the top of any parapet nor above the roof edge of any wall nor be permitted on a marquee. Reverse channel signs may only be mounted on the face of a building or parapet.

*C. Sign Bylaw, Article 39.4 General Regulations, Section 5. Industrial Zones.*

Proposed Text: Add Item O. *Reverse Channel Signs*, as follows:

- O. Reverse Channel Signs:** Must comply with the area requirements of *Wall Signs*. The characters shall not exceed four (4) feet in height and shall not extend above the top of any parapet nor above the roof edge of any wall nor be permitted on a marquee. Reverse channel signs may only be mounted on the face of a building or parapet.

*This article proposes to define Reverse Channel Signs and provide the requirements for them. The Zoning Board of Appeals does not consider these signs to be internally-illuminated and has permitted this type of sign in Bedford's Business Zones (CVS, Stop & Shop, Cambridge Savings Bank), but a clear definition is not provided in the Bylaw. This amendment would provide a clear definition for Reverse Channel Signs to distinguish the definition from internally-illuminated sign and to permit them in the Business, Commercial and Industrial Zones.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

**Article 5 - General Bylaw Amendment - Sign Bylaw - Residential Zones**

To determine whether the Town will vote to approve the following amendments to the Sign Bylaw pertaining to Residential Zones:

**A. Sign Bylaw, Article 39. General Regulations, Section 2. Residential Zone;  
Paragraph A. Wall Signs.**

Current Text:

- A. Wall Signs. Any wall sign is prohibited except:
1. A Real Estate sign not exceeding six (6) square feet.
  2. A sign six (6) square feet or less identifying a use allowed by Special Permit.

Proposed Text:

- A. Wall Signs. Any wall sign is prohibited except:
  - 1. A Real Estate sign not exceeding six (6) square feet.
  - 2. A sign six (6) square feet or less identifying a use allowed by Special Permit. **The top of the sign shall not be located above the first floor windows.**

***B. Sign Bylaw, Article 39.4 General Regulations, Section 2. Residential Zone;  
B. Freestanding Signs.***

Current Text:

- B. Freestanding Signs. All freestanding signs are prohibited except:
  - 1. A Real Estate sign not exceeding six (6) square feet.
  - 2. One sign not exceeding six (6) square feet advertising a use allowed by Special Permit, if there is not such a wall sign on the premises.
  - 3. Not-for-profit organizations formally recognized by the Secretary of State of the Commonwealth of Massachusetts may display one movable freestanding sign not to exceed six (6) square feet.
  - 4. Non-commercial temporary sign not exceeding six (6) square feet.

Proposed Text:

- B. Freestanding Signs. All freestanding signs **and movable freestanding signs** are prohibited except:
  - 1. A Real Estate sign not exceeding six (6) square feet. **Real estate sign height shall not exceed five (5) feet above finished grade.**
  - 2. One sign not exceeding six (6) square feet advertising a use allowed by Special Permit, if there is not such a wall sign on the premises. **Sign height shall not exceed five (5) feet above finished grade.**
  - 3. Not-for-profit organizations formally recognized by the Secretary of State of the Commonwealth of Massachusetts may display one movable freestanding sign not to exceed six (6) square feet. **Sign height shall not exceed five (5) feet above finished grade.**
  - 4. Non-commercial temporary sign not exceeding six (6) square feet.

*This article proposes to clarify the placement of wall signs in Residential Zones and clarify the maximum allowable height above finished grade for Freestanding Signs in Residential Zones.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

***Article 6 - General Bylaw Amendment - Sign Bylaw - Special Considerations***

To determine whether the Town will vote to approve the following amendments to the Sign Bylaw pertaining to the provisions within the Special Considerations section therein:

***A. Sign Bylaw, Article 39.6 Special Considerations***

Proposed Text: Add Item H. *Open-for-Business Flags*, as follows:

- H. Open-for-Business Flags. Flags indicating that the business is open may be displayed in the Business, Commercial and Industrial Zones, and must conform to the following requirements:**

1. **The Open-for-Business flag may only be displayed when the business is open to the public and conducting business.**
2. **One (1) Open-for-Business flag per business is permitted, to be located at or near the main entrance to said business.**
3. **The Open-for-Business flag’s dimensions shall not exceed 5’-wide x 3’-high.**
4. **The Open-for-Business flag’s colors shall adhere to the prohibitions noted under Section 39.4, Paragraph 1.B (4), which prohibits luminescent, phosphorescent “Day-Glo” or equivalent paints, dyes, or other materials from use on signs.**
5. **The Open-for-Business flag shall be removed promptly when the business is closed.**
6. **Open-for-Business flags are prohibited in Residential Zones.**

*Presently, businesses are displaying “OPEN” flags, which are technically prohibited because they do not appear anywhere in the Sign Bylaw. This article proposes to codify the use of Open-for-Business flags by businesses in Town and establish the guidelines for their use.*

**Recommendations:**

Selectmen: Approval recommended  
 Finance Committee: Approval recommended

***Article 7 - General Bylaw Amendment - Sign Bylaw - Movable Freestanding Signs***

To determine whether the Town will vote to approve the following amendments to the Sign Bylaw pertaining to regulations for Movable Freestanding Signs:

- A. Sign Bylaw Article 39.4, Section 1, Permitted and Prohibited Signs; Paragraph B. Prohibited Signs.

Current Text: No changes proposed for Items 1 through 12.

13. All moveable freestanding signs are prohibited, except where otherwise permitted by this Bylaw.
14. LED luminaires used as the primary means for displaying/conveying the sign message are prohibited.

Proposed Text: Delete Item 13 and re-number Item 14 to be new Item 13 (only if Movable Freestanding Signs Article is approved).

13. All moveable freestanding signs are prohibited, except where otherwise permitted by this Bylaw.
- 13-14. LED luminaires used as the primary means for displaying/conveying the sign message are prohibited.

- B. Sign Bylaw, Article 39.4, Section 3, Business Zones.

Proposed Text: Add to the end of the list of permitted signs in the Business Zones  
 P. Movable Freestanding Signs, as follows:

- P. Movable Freestanding Signs. Movable freestanding signs require a Special Permit from the Board of Appeals and must conform to the following criteria:

1. One sign is permitted per business.
2. The sign may only be displayed at the property where the business is located when the business opens for the day and must be removed no later than 8:00 p.m. that same evening.
3. The sign shall not be erected on public property (i.e., the sidewalk or the grass strip between the sidewalk and the street).
4. The sign shall be designed and/or temporarily placed/braced to resist being overturned or blown away in high winds.
5. The sign shall not obstruct or impede pedestrian, bicycle or vehicular traffic.
6. The sign shall not visibly obstruct one's view of oncoming traffic.
7. Size: The sign shall be a maximum of nine (9) square feet in area. The sign's dimensions shall measure a maximum of 40-inches high by a maximum of 30-inches wide. The top of the sign, when erected, shall not be more than 48-inches above finished grade.
8. Special Permit applications for Movable Freestanding Signs shall include a dimensioned drawing or rendering of the proposed sign, and a site plan indicating the potential locations on the site where the sign will be displayed.
9. All movable freestanding sign Special Permits shall include the following two (2) Conditions of Approval: a) "In the event that the Sign Bylaw requirements for movable freestanding signs become more restrictive in the future, this movable freestanding sign shall be brought into compliance with the most recent edition of the Bylaw immediately upon its enactment;" and b) "The Special Permit shall run with the particular business, not the property where the business is located."
10. Illuminating movable freestanding signs is prohibited.
11. Wire frame signs that are staked into the ground are prohibited.

C. Sign Bylaw, Article 39.4, Section 5, Industrial Zones.

Proposed Text: Add to the end of the list of permitted signs in the Industrial Zones

O. Movable Freestanding Signs, as follows:

**O. Movable Freestanding Signs. Movable freestanding signs require a Special Permit from the Board of Appeals and must conform to the following criteria:**

- 1. One sign is permitted per business.**
- 2. The sign may only be displayed at the property where the business is located when the business opens for the day and must be removed no later than 8:00 p.m. that same evening.**
- 3. The sign shall not be erected on public property (i.e., the sidewalk or the grass strip between the sidewalk and the street).**
- 4. The sign shall be designed and/or temporarily placed/braced to resist being overturned or blown away in high winds.**
- 5. The sign shall not obstruct or impede pedestrian, bicycle or vehicular traffic.**
- 6. The sign shall not visibly obstruct one's view of oncoming traffic.**
- 7. Size: The sign shall be a maximum of nine (9) square feet in area. The sign's dimensions shall measure a maximum of 40-inches high by a maximum of 30-inches wide. The top of the sign, when erected, shall not be more than 48-inches above finished grade.**
- 8. Special Permit applications for Movable Freestanding Signs shall include a dimensioned drawing or rendering of the proposed sign, and a site plan indicating the potential locations on the site where the sign will be displayed.**

9. All movable freestanding sign Special Permits shall include the following two (2) Conditions of Approval: a) “In the event that the Sign Bylaw requirements for movable freestanding signs become more restrictive in the future, this movable freestanding sign shall be brought into compliance with the most recent edition of the Bylaw immediately upon its enactment;” and b) “The Special Permit shall run with the particular business, not the property where the business is located.”
10. Illuminating movable freestanding signs is prohibited.
11. Wire frame signs that are staked into the ground are prohibited.

*This article proposes an amendment to the Sign Bylaw that would allow businesses to be granted a special permit from the Zoning Board of Appeals for a movable freestanding sign that could be displayed each day during business hours until 8:00 p.m. in the evening. Businesses desire these types of signs to help improve their street/curbside visibility and draw people to their venue.*

**Recommendations:**

Selectmen: Approval recommended  
 Finance Committee: Recommendation to be given at Special Town Meeting

**Article 8 - General Bylaw Amendment - Sign Bylaw – Illumination**

To determine whether the Town will vote to approve the following amendments to the Sign Bylaw pertaining to illumination regulations:

**A. Sign Bylaw, Article 39.5 Illumination.**

Current Text:

**SECTION 1 - Illumination**

- A. All illuminated signs require a Special Permit. The Board of Appeals may authorize the illumination of a sign if said sign conforms to such limitations of size, brightness, color and suitability as the Board of Appeals deems proper, and if the sign does not violate this or any other section of this bylaw. This requirement applies not only to external signs but also to interior signs that are so designed or placed as to shine through windows or doors of any building.
- B. The illumination of any sign shall not exceed seventy-five (75) foot lamberts.
- C. The illumination of any proposed sign shall be completely described and documented with the application submitted under Article III, Section 1.B. A written certification of the foot lamberts of each illuminated sign shall be obtained from a licensed electrician, the sign manufacturer or a qualified lighting or engineering consultant and will accompany the sign permit application. The sign shall be maintained in conformance with and within the limits of this description and certification.
- D. Exterior sign illumination shall be shielded and targeted solely at the sign.
- E. It shall be a violation of this bylaw to operate an individual letter or segmented sign in any manner other than with all letters or segments lighted or with all letters or segments not lighted.
- F. Any illumination on Free Standing Signs must be white in color.
- G. Any illumination on Wall Signs must be white in color.

Proposed Text:

**SECTION 1 - Illumination**

- A. All illuminated signs require a Special Permit. The Board of Appeals may authorize the illumination of a sign if said sign conforms to such limitations of size, brightness, color and suitability as the Board of Appeals deems proper, and if the sign does not violate this or any other section of this bylaw. This requirement applies not only to external signs but also to interior signs that are so designed or placed as to shine through windows or doors of any building.
- B. The illumination of any sign shall not exceed seventy-five (75) foot lamberts.
- C. **Internally-illuminated signs are permitted in Industrial Zones only. The illumination of any internally-illuminated wall or freestanding sign shall not exceed fifty (50) foot lamberts.**

**Where internally-illuminated signs are proposed, calculations signed and sealed by an engineer licensed in the Commonwealth of Massachusetts shall accompany the application; said calculations shall document compliance with the fifty (50) foot-lambert requirement and fifteen thousand (15,000) initial rated lamp lumens requirement.**

**All Special Permits for internally-illuminated signs shall include the following Condition of Approval: “In the event that the Sign Bylaw requirements for internally-illuminated signs become more restrictive in the future, this internally-illuminated sign shall be brought into compliance with the most recent edition of the bylaw within a period of 1-year from its enactment.”**

- ~~C~~D. The illumination of any proposed sign shall be completely described and documented with the application submitted under Article III, Section 1.B. A written certification of the foot lamberts of each illuminated sign shall be obtained from a licensed electrician, the sign manufacturer or a qualified lighting or engineering consultant and will accompany the sign permit application. The sign shall be maintained in conformance with and within the limits of this description and certification.
- ~~D~~E. Exterior sign illumination shall be shielded and targeted solely at the sign.
- ~~E~~F. It shall be a violation of this bylaw to operate an individual letter or segmented sign in any manner other than with all letters or segments lighted or with all letters or segments not lighted.
- ~~F~~G. Any illumination on Free Standing Signs must be white in color.
- ~~G~~H. Any illumination on Wall Signs must be white in color.

*This article proposes to permit internally-illuminated signs in Industrial Zoned Districts only, and specify requirements for that illumination. Engineering calculations would be required with the Special Permit application for all businesses that propose internally-illuminated signs. Presently, internally-illuminated signs are prohibited in all zoning districts.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

**Article 9 – Bedford Depot Building Historic Preservation Restriction**

To determine whether the Town will vote to authorize the Selectmen to execute a Historic Preservation Restriction to be granted to the Massachusetts Historical Commission for the Bedford Depot Building,

located at 80 Loomis Street, Assessors Map 63, Parcel 162, pass any vote or take any action relative thereto.

*This article proposes to authorize the Selectmen to execute a Historic Preservation Restriction for the Town-owned Bedford Depot Building. Recently the Town was awarded a grant from the Massachusetts Historical Commission to assist with the exterior restoration of the Depot Building. The grant would supplement Town funds dedicated to this project. As a condition of the Massachusetts Historical Commission's grant, the Town must record a historic preservation restriction for the building to require that the Town preserve this building in the future after completion of the exterior restoration.*

**Recommendations:**

Selectmen: Approval recommended  
 Finance Committee: Approval recommended

**Article 10 – Rescind Prior Bond Authorization**

To determine whether the Town will vote to rescind the following remaining, unborrowed amount from the following bond authorization, for the project listed that has been completed and no further borrowing is required.

Article	Purpose	Original Authorization	Amount to be Rescinded
Article 4 – High School Synthetic Turf of the November 13, 2012 Special Town Meeting	High School Turf Bond Authorization under the Community Preservation Act	\$1,100,000	\$355,000

pass any vote or take any action relative thereto.

*This article proposes to rescind a portion of the prior bond authorization for the High School Synthetic Turf Field approved by the November 13, 2012 Special Town Meeting. At the 2013 Annual Town Meeting, a Community Preservation appropriation of \$355,000 in available funds was approved to eliminate the need for the \$355,000 of the original bond authorization attributable to Community Preservation. The project related to this bond authorization is complete. There is no need to issue bonds for this remaining sum of money.*

**Recommendations:**

Selectmen: Approval recommended  
 Finance Committee: Approval recommended

**Article 11 – Community Preservation Surcharge – Effective July 1, 2014**

To determine whether the Town will vote to reconfirm a property tax surcharge of three percent (3%) of the taxes assessed annually on real property which shall be dedicated to the Community Preservation Fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2014; pass any vote or take any action relative thereto.

*This article would authorize the Town to continue to levy in Fiscal Year 2015 a surcharge of three percent (3%) on property taxes to be used for purposes authorized under the Community Preservation Act, which the Town accepted in 2001. Each year the Town receives matching funds from the Commonwealth, as a result of having accepted this Act. In October 2012, the Town was confirmed to receive a total of \$379,041 from Commonwealth distributions. This total match was 29.86%. A conservative 27% match is projected for next year because it is not known at this time how much money will be available and how many communities will be participating in the program. Both municipal and Commonwealth funds are to be used exclusively for affordable housing, open space preservation, historic*

properties preservation, and recreation. Under the Act, towns are required to spend or reserve for future expenditure at least ten percent of the fund for each of the first three above purposes. The property tax surcharge may be any percentage up to three percent. The Selectmen are placing this article on the Warrant of this Special Town Meeting in keeping with a commitment made at the time the Community Preservation Act was accepted. If Town Meeting were to adopt any percentage other than the current three percent in effect, this change would also need approval of Bedford's registered voters at the Annual Town Election in March 2014.

**Recommendations:**

Selectmen: Approval recommended  
 Finance Committee: Approval recommended

**Article 12 – Amend FY14 Community Preservation Budget**

The Community Preservation Committee recommends the following adjustment and three additions as amendments to the Fiscal Year 2014 Community Preservation appropriations voted in Article 22 of the 2013 Annual Town Meeting, with each item considered a separate appropriation:

		<b>Previous FY14 Appropriation</b>	<b>CP Fund Balance/ Transfers</b>	<b>Total FY14 Recommended</b>
<b>New Appropriations</b>				
13	Bicycle Master Plan	\$0	\$40,000.00	\$40,000.00
14	Bedford Housing Authority Window Replacement Project	\$0	\$88,272.00	\$88,272.00
15	Bedford Housing Authority Life Management Collaborative	\$0	\$85,000.00	\$85,000.00
16	Fawn Lake Conservation Area Mgt. Plan	\$0	\$50,000.00	\$50,000.00
<b>Reserves</b>				
11	Affordable Housing Reserves	\$151,651.40	\$ 2,917.00	\$154,568.40
12	Budgeted Reserves	\$ 46,900.00	\$35,000.00	\$81,900.00

pass any vote or take any action relative thereto.

*This article proposes amendments to the Fiscal Year 2014 Community Preservation Budget adopted at the 2013 Annual Town Meeting. The Community Preservation Committee is recommending that additional appropriations be made for certain items. Funding for these appropriations is available as a result of Bedford having accepted the Community Preservation Act (CPA) in March 2001. The descriptions of the proposed projects are contained below:*

13. *Bicycle Master Plan – This project would fund a detailed Bicycle Master Plan for the Town, which is compatible with goals and objectives set forth in the current Town Comprehensive Plan, the Community Preservation Act, and the Bicycle Advisory Committee charter. The plan will be used as the definitive policy document and conceptual plan for the development of safe, functional, convenient and attractive bicycle facilities throughout the Town.*
14. *Bedford Housing Authority Window Replacement Project –This project would fund the replacement of all the windows at the public housing apartment units known as Ashby Place. These apartments house low income/elderly/handicapped residents, and replacement of these windows will increase energy efficiency. The project cost also includes removal of any lead paint and asbestos.*
15. *Bedford Housing Authority Life Management Collaborative - This project would fund a 2 year pilot program which would form a collaboration between the Bedford Housing Authority and a social services provider to assist families and individuals who are currently living in Bedford Housing Authority units with obtaining access to various life management skills, job training and educational programs, and job referrals. Eligible participants would be assigned a case manager who would*

*work with them on an assessment, plan goals specific to their individual/family needs, and see them through completion of a program. The program would include measurable milestones, seek to improve their quality of life, and potentially help them achieve a greater sense of independence.*

16. *Fawn Lake Conservation Area Management Plan –This project would fund the shoreline restoration and removal of aquatic vegetation at Fawn Lake as well as provide for a formal assessment of trails and public use of this conservation area in order to develop a restoration and trail realignment plan.*
11. *Affordable Housing Reserves – These funds would be placed in reserve for affordable housing in order to meet the required minimum allocation of 10%.*
12. *Budgeted Reserves - Funding to be set aside in Reserves for appropriation at the 2014 Annual Town Meeting.*

**Recommendations:**

Selectmen: Approval recommended for Items 11, 12, 13, 14 and 16; recommend disapproval for Item 15.

Finance Committee: Approval recommended

***Article 13 – Bond Authorization – Town Hall Building Systems Replacement***

To determine whether the Town will vote to appropriate the sum of \$2,975,000 or any other sum for remodeling, reconstructing and making extraordinary repairs to the Town Hall, 10 Mudge Way, including the cost of the issuance of bonds or notes and any other cost incidental or related to such project; and to determine whether this appropriation shall be raised by borrowing or otherwise; pass any vote or take any action relative thereto.

*This article proposes to appropriate funds through a bond authorization for the replacement of building systems in the Town Hall located at 10 Mudge Way. The current Town Hall mechanical, electrical and plumbing systems were placed in service in 1988 when renovations of the former Center School were completed for municipal offices. These systems have reached the end of their useful lives and should be replaced. The 2013 Annual Town Meeting appropriated funding for design of this project. The proposed systems will be more energy efficient than the existing building systems reducing Town Hall energy use by an estimated 25%.*

**Recommendations:**

Selectmen: Recommendation to be given at Special Town Meeting

Finance Committee: Recommendation to be given at Special Town Meeting

***Article 14 – Street Light Maintenance Contract Term Extension***

To determine whether the Town will vote to authorize the Selectmen to extend an existing three-year contract for streetlight maintenance with Coviello Electric and General Contracting Co., Inc. for an additional two-year period until September 30, 2015; pass any vote or take any action relative thereto.

*This article proposes that the Town Meeting authorize the Selectmen to extend an existing three-year contract with Coviello Electric and General Contracting Co., Inc. for an additional two years. The existing contract has provided for maintenance of the Town’s streetlights at an economical cost and would be desirable to renew for two years. However, Massachusetts procurement law only allows three-year contracts without Town Meeting approval. The contract cost is adjusted each year based on the increase of the Consumer Price Index for the Boston metropolitan area. The funding for this contract is appropriated annually within the Department of Public Works’ Operating Budget.*

**Recommendations:**

Selectmen: Approval recommended

Finance Committee: Approval recommended

**Article 15 – Amend FY14 Operating Budgets**

To determine whether the Town will vote to amend the sums appropriated under Article 25 of the 2013 Annual Town Meeting, Operating Budget - Fiscal Year 2014, for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2013, by either increasing or decreasing said sums, and to determine whether such appropriation shall be raised in the tax levy, transferred from available funds, transferred from the Stabilization Fund, borrowed, or by any combination of these methods; pass any vote or take any action relative thereto.

*This article would allow amendments to the Fiscal Year 2014 Operating Budgets which were adopted at the 2013 Annual Town Meeting.*

**Recommendations:**

Selectmen: Recommendation to be given at Special Town Meeting  
Finance Committee: Recommendation to be given at Special Town Meeting

**Article 16 – Appropriate Funds for Bedford Police Officers Association Collective Bargaining Agreement – FY14**

To determine whether the Town will vote to appropriate \$52,239.00 or any other sum of money to be added to Article 25, Operating Budget Fiscal Year 2014, Account #2010, Police Department, as voted at the 2013 Annual Town Meeting to fund the provisions of a Collective Bargaining Agreement between the Town of Bedford and the Bedford Police Officers Association commencing July 1, 2011 for the Police Officers; pass any vote or take any action relative thereto.

*This article would provide additional funds required to compensate members of the Bedford Police Officers Association for services rendered during Fiscal Year 2014 as a result of a Collective Bargaining Agreement commencing July 1, 2011 for a three-year term.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Recommendation to be given at Special Town Meeting

**Article 17 – Appropriate Funds for AFSCME, AFL-CIO, State Council 93, Local 1703 Collective Bargaining Agreement – FY14**

To determine whether the Town will vote to appropriate \$31,247.58 or any other sum of money to be added to Article 25, Operating Budget Fiscal Year 2014, Account #4000, Public Works, as voted at the 2013 Annual Town Meeting to fund the provisions of a Collective Bargaining Agreement between the Town of Bedford and the AFSCME Council 93, Local 1703 commencing July 1, 2013 for the unionized Public Works employees; pass any vote or take any action relative thereto.

*This article would provide additional funds required to compensate members of the AFSCME Council 93, Local 1703 for services rendered during Fiscal Year 2014 as a result of a Collective Bargaining Agreement commencing July 1, 2013 for a three-year term.*

**Recommendations:**

Selectmen: Approval recommended  
Finance Committee: Approval recommended

**Article 18 – Stabilization Fund Appropriation**

To determine whether the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided under Massachusetts General Laws, Chapter 40, Section 5B; pass any vote or take any

action relative thereto.

*This article requests an appropriation to be added to the Stabilization Fund. This fund may be used for any purpose in the future, but requires a vote of Town Meeting in order to transfer and spend any of these funds. The balance in the fund as of July 1, 2013 was \$2,405,872.*

**Recommendations:**

Selectmen: Recommendation to be given at Special Town Meeting

Finance Committee: Recommendation to be given at Special Town Meeting

and you are directed to serve this Warrant by posting attested copies thereof at the Town Hall and in at least three other public places in the Town at least fourteen days before the time of said meeting.

Hereof fail not and make return of this Warrant with your doings thereof at the time and place of said meeting. Given under our hands on this 7th day of October in the year Two Thousand and Thirteen.

**Selectmen of Bedford**

William S. Moonan, Chair

Caroline Fedele

Margot Fleischman

Michael Rosenberg

Mark Siegenthaler

**Guidelines for Civil Discourse**

The Town of Bedford respects and recognizes each citizen's right to free speech. In order to guarantee all people's right to free speech and to ensure productive civil discourse, we request that all citizens respect the following guidelines.

**Show respect for others.**

- Discuss policies and ideas, not people
- Only one person should be speaking at any given time
- Use helpful, not hurtful language

**Speak as you would like to be spoken to.**

- Use courtesy titles (Mr., Ms., Sir, etc.) and ask if unsure
- Restate ideas when asked
- Use a civil tone of voice

**Agree to listen.**

- Respectfully hear and listen to differing points of view
- When unsure, clarify what you heard
- Realize that what you say and what people understand you to have said may be different
- Recognize that people can agree to disagree

**Speak for yourself, not others.**

- Speak from your own experience
  - Use "I" statements ("I think that the ideas presented...")
- Follow agreed upon guidelines regarding who speaks when and for how long.

**Town of Bedford  
Massachusetts 01730**

**Presorted Standard Mail  
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Bedford, MA 01730**

**Residential Postal Customer  
Bedford, MA 01730**

**Special Town Meeting  
Monday, November 4, 2013  
Bedford High School  
7:30 P.M.  
Open To All Registered Voters**