

Regular Session Minutes - Selectmen's Meeting
Selectmen's Meeting Room, Town Hall
Monday, September 17, 2012, 7:30 p.m.

PRESENT: Catherine B. Cordes, Chair, Margot R. Fleischman, William S. Moonan, Mark Siegenthaler, and Town Manager Richard T. Reed

ABSENT: Michael A. Rosenberg

ALSO PRESENT: NSTAR Representative Maureen Carroll; Youth and Family Services Director Sue Baldauf; Katherine Moskos; William Deen; Thomas Judge; Jeff Whiteley; Robert Kalantari; Jacinda Barbehenn; Community Preservation Committee Chair Eugene Clerkin; Department of Public Works Director Richard Warrington; Town Engineer Adrienne St. John; Assistant Town Manager Jessica Porter and Press Representatives Kim Siebert and Eileen Kennedy

Chair Cordes called the meeting to order at 7:30 p.m.

13-048 Public Hearing – NSTAR Electric – W.O. #1880010 – Grant of Location – 350 Concord Road

Mr. Moonan made a motion to open the public hearing. Ms. Fleischman seconded the motion.

The motion passed 4-0-0.

NSTAR representative Maureen Carroll was present to request a Grant of Location to allow NSTAR to install 58 +/- feet of underground conduit to provide electrical service to a new subdivision located at 350 Concord Road at pole 12/75.

Chair Cordes noted that this subdivision is made up of four houses. Ms. Fleischman clarified that the name of the new roadway for the subdivision will be Lavender Lane as opposed to Rosewood Lane as originally proposed.

Chair Cordes asked if there were any comments from the public. There were no comments.

Mr. Moonan made a motion to close the public hearing. Mr. Siegenthaler seconded the motion.

The motion passed 4-0-0.

Mr. Moonan made a motion to approve the Grant of Location request to NSTAR to install 58 +/- feet of conduit on Concord Road southeasterly at pole 12/75, a

distance of about 320 +/- feet east of Davis Road subject to the street opening permit. Mr. Siegenthaler seconded the motion.

The motion passed 4-0-0.

13-049 Risk Youth Survey Results

Youth and Family Services Director Sue Baldauf and Prevention Services Coordinator Jessica Wildfong were present to review the results of the Risk Youth Survey which was administered to Bedford High School and Middle School students.

Ms. Baldauf commented that this is the seventh risk youth survey that has been conducted during her tenure, noting that these surveys are done every two years. A community meeting has been scheduled for November 14th to present the results to the public. After that meeting, the results will be made available on the Town's website.

Ms. Wildfong highlighted several important findings of the survey, commenting that in general the trends were very positive. In many areas, Bedford's youth participation in risk behaviors ranked below the state average. Ms. Wildfong noted that new to the survey this year were questions regarding bullying.

Chair Cordes asked if this survey is standardized across the state. Ms. Wildfong replied that it is not; Bedford's survey is based on the Centers for Disease Control and Prevention (CDC) survey but is tailored to Bedford specifically. Chair Cordes inquired as to whether the data could be compared to surrounding communities. Ms. Baldauf noted that many surrounding communities no longer participate in such surveys due to lack of funding. Ms. Baldauf further commented that they would not have been able to administer the survey in Bedford without the collaboration of the schools, noting that this was a joint effort.

The Selectmen thanked Ms. Baldauf and Ms. Wildfong for their presentation, noting that the trends are very interesting and will help staff target those areas that need improvement.

13-050 Appointment Interviews – Affordable Housing Committee - Katherine Moskos – Cable Television Committee - William Deen, Thomas Judge, and Jeff Whiteley – ad hoc Energy Task Force - Robert Kalantari – Transportation Advisory Committee - Jacinda Barbehenn

Katherine Moskos, 2207 Taylor Pond Lane, was present to be interviewed for a vacancy on the Affordable Housing Committee. In Mr. Rosenberg's absence, Mr. Siegenthaler explained the responsibilities of the Affordable Housing Committee as overseeing the regulations regarding the sale of Shawsheen Ridge units and their membership on the Bedford Housing Partnership.

Ms. Moskos explained that she has lived in Bedford for three years and is currently working for another municipality in their Department of Public Works. She would like to

now get involved in the community in which she lives and would like to assist those who need affordable housing.

Mr. Moonan asked Ms. Moskos if the meeting she attended left her with any impressions. Ms. Moskos stated that she enjoyed the meeting and found it to be very informative.

At this time, Chair Cordes explained the Open Meeting Law, the Conflict of Interest Law, and the Rules of Civil Discourse for all candidates present for appointment interviews. She also encouraged the candidates to consider taking on a leadership role as chair in the future.

Ms. Fleischman made a motion to appoint Katherine Moskos to the Affordable Housing Committee to a term ending June 30, 2015. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

Chair Cordes noted that there are three candidates for the Cable Television Committee present tonight for appointment interviews and that two additional candidates are scheduled to be interviewed at the Selectmen's next meeting. As there are only three vacancies on this committee, the Selectmen decided not to make any appointments for the Cable Television Committee until all candidates have been interviewed.

As Selectmen liaison to the Cable Television Committee, Mr. Moonan explained the main responsibilities of the committee as monitoring the cable operators in Town for license compliance, mediating subscriber complaints, and assisting with cable license negotiations. Additionally, the Committee oversees the provision of Public, Educational, and Government (PEG) Access services by Bedford Community Access Television, Inc.

Thomas Judge, 1 Mae Road, explained that he is currently employed by another municipality and now has the time to volunteer and contribute to his own community. His interest in joining the Cable Television Committee stems from his daughter's involvement in the local cable access station. He recently attended a meeting of the Cable Television Committee and found the discussion very interesting, noting that the committee has more responsibilities than he initially thought.

William Deen, 460 Old Billerica Road, stated that he has lived in Bedford since 1976 and does not have direct industry experience with cable television. Mr. Deen commented that he is an engineering professor and is now working part-time. Now that he has more free time, Mr. Deen would like to contribute to local government. Mr. Deen indicated his interest in overseeing the licensing contacts, noting his experience with overseeing academic programs, budgets, and contract review.

Jeff Whiteley, 4 Arbella Road, commented that he has worked in broadcast television for 15 years and is currently teaching a vocational program in this field. Mr. Whiteley

commented that he volunteered for Bedford Community Access Television (BCAT) a few years ago and he enjoyed working with its board of directors. Although he does not have any experience working with contracts, Mr. Whiteley has committee experience through his time on the Massachusetts Access Board of Directors.

Mr. Moonan asked the candidates if they had any comments and/or suggestions regarding the current service provided by BCAT.

Mr. Judge commented that it appears that BCAT has had to miss a few major events in the past due to an insufficient amount of equipment. He would like to see BCAT be able to increase their coverage of relevant events in Town.

Mr. Whiteley commented that he knows from experience that BCAT gets more volunteers on a regular basis than Waltham does. Mr. Whiteley is impressed by this considering that Waltham is quite larger than Bedford.

Mr. Deen noted that it seems that the business side of BCAT has been improving and becoming more organized which is a positive thing.

The candidates then shared their opinions regarding the cable service providers and the format of the public access channel in the future.

Ms. Fleischman asked the candidates to consider volunteering for other committees in the event that they are not chosen for the Cable Television Committee. She added that there are many committees of varying responsibilities that currently have vacancies.

The Selectmen thanked the candidates for their willingness to volunteer.

Robert Kalantari, 8 Donovan Drive, was present to be interviewed for a vacancy on the ad hoc Energy Task Force. As Selectmen liaison to the Energy Task Force, Ms. Fleischman explained that the charge of the task force is in a transition period as Bedford has obtained Green Community status. The Task Force is now focusing implementing a Town energy policy, public outreach, and devising new ways to encourage energy reduction.

Chair Cordes noted that there has been some discussion regarding whether to disband the Energy Task Force as the original objective of the group has been met. The Selectmen decided to interview Mr. Kalantari for the current vacancy, but postpone making any appointment until the future of the Energy Task Force is decided upon.

Mr. Kalantari explained that he has lived in Bedford for 22 years and recently learned a great deal about the Town when he ran for the Board of Assessors. He would like to contribute to the Town in some way and feels that his background as an electrical engineer is a good fit for the Energy Task Force.

Chair Cordes asked Mr. Kalantari where he sees the Energy Task Force in the future. Mr. Kalantari stated that he believes that the goal of reducing and managing energy usage is one worth pursuing.

Mr. Kalantari then discussed his thoughts regarding alternative energy sources and new strategies for saving energy in Town-owned buildings.

Chair Cordes thanked Mr. Kalantari for volunteering for the Energy Task Force and stated that he will be contacted after a decision has been made regarding the group's future.

Jacinda Barbehenn, 62 Fletcher Road, was present this evening to be interviewed for a vacancy on the Transportation Advisory Committee. As Selectmen liaison, Ms. Fleischman explained the main responsibilities of the committee as advising the Selectmen on issues regarding traffic mitigation, trail networks, sidewalks, public transportation, and bicycle accommodations. She added that the committee often works with the Department of Public Works (DPW), Police, and Schools.

Ms. Barbehenn stated that she has lived in Bedford for 8 years and has a master's degree in Economic Geography which involved a component of urban planning. She has worked for the Chicago Area Transportation Study and now would like to assist her own community.

Chair Cordes asked if Ms. Barbehenn believed that there was a particular area that needed improvement in regards to transportation issues in Bedford. Ms. Barbehenn replied that she would like to increase pedestrian access areas in Town and would also like to reduce the routine congestion along The Great Road.

Ms. Fleischman made a motion to appoint Jacinda Barbehenn to the Transportation Advisory Committee to a term ending June 30, 2013. Mr. Siegenthaler seconded the motion.

The motion passed 4-0-0.

13-051 Proposed Home Rule Petition Regarding CPA Funding for Supportive Services – Presentation

Eugene Clerkin, Community Preservation Committee Chair and Housing Authority member, was present to review a plan to allocate Community Preservation Act (CPA) funding toward supportive services for low income families in Bedford. The ultimate goal of providing these services is to reduce the likelihood of these families becoming homeless.

Mr. Clerkin explained that currently there is \$600,000 in the CPA housing reserves and that they would like to use 5% of that (approximately \$30,000) to go towards social services. He met with the CPA Coalition and Citizen's Housing and Planning Association (CHAPA) representatives who were supportive of the initiative but also concerned that the CPA language does not directly specify providing services to people.

These representatives suggested that Bedford could amend the language through a Home Rule Petition. Another alternative would be to transfer appropriations through a Town Meeting vote to the Municipal Affordable Housing Trust who would then administer a contract through the service providers.

Chair Cordes commented that she believes this is an admirable goal as this population often times needs access to multiple services involving mental health, financial budgeting, and other life skills. There are some organizations that provide these services, but only to those that are already homeless. Chair Cordes explained that this proposal would preemptively provide these services to low income families before they become homeless in the hopes that their quality of life will improve.

It is suggested that if the funds are transferred to the Municipal Affordable Housing Trust that a Request for Proposals (RFP) could be issued through the Bedford Youth and Family Services Department as a pilot program for an initial target group of low-income families on Elm Street before pursuing a language change at the state level.

Mr. Moonan cautioned that CPA funding is not guaranteed as it could be voted down at a future Town Meeting. Mr. Clerkin acknowledged that the money is not a sure thing and agreed that the Town should be conscious of that fact. That is why the request is only for 5% and they are proposing a one year pilot program. If the program is successful, they would look to cautiously extend the program into future years.

Mr. Moonan commented that he knows the Home Rule Petition process to be extremely slow, noting that it tends to become a lower priority on the state level. Mr. Moonan further commented that if they want their goals to be accomplished soon, then they should look into transferring money to the Municipal Affordable Housing Trust while simultaneously pursuing a Home Rule Petition.

Mr. Clerkin stated that he believes the Home Rule Petition would expose the issue at hand and would increase awareness which could potentially work to improve the homelessness issue in Massachusetts.

Town Manager Richard Reed noted that Town Counsel is currently reviewing the legality of giving the Municipal Affordable Housing Trust an appropriation from CPA housing reserves for this purpose.

Ms. Fleischman commented that she does not particularly want to pursue the Home Rule Petition acknowledging the present need to serve this population and the lengthy process involved. Mr. Siegenthaler agreed that he is open to the pilot program and is less interested in the Home Rule Petition. He did suggest that if a Home Rule Petition is pursued, that a maximum percentage to go towards these services should be included in the language.

The Selectmen agreed to delay any recommendations until Town Counsel has reviewed the legality of giving the money to the Municipal Affordable Housing Trust and the Community Preservation Committee forms their opinion as to what should be done.

13-052 Contract Awards – FY13 Vehicle and Equipment Purchase Agreements – Imperial Municipal Vehicles - One All-Wheel Drive Four Door Utility – Bonnell Motors, Inc. - One All-Wheel Drive Four Door Sedan – Colonial Ford - One Compact Cargo Van – Stoneham Ford, Inc. - One 19,500 GVWR Dump Truck – Fire Station Concrete Apron – Tim Zanelli Excavating, LLC - North Reading, MA

DPW Director Richard Warrington was present to request approval of four vehicle contracts that resulted from a recent invitation to bid which was conducted for several vehicles. Mr. Warrington noted that the response was good and competitive, but two of the vehicle bids were determined to have confusing requirements and will therefore be clarified and re-issued at a later date.

Mr. Warrington reviewed the list of vehicles that will be replaced by these purchases and the ways in which the replacement vehicles will be used.

Mr. Siegenthaler made a motion to approve the contracts with Imperial Municipal Vehicles for one all-wheel drive four door utility in the amount of \$23,102, Bonnell Motors, Inc. for one all-wheel drive four door sedan in the amount of \$23,370, Colonial Ford for one compact cargo van in the amount of \$16,371, and Stoneham Ford for one 19,500 GVWR dump truck in the amount of \$53,697. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

Mr. Warrington stated that the concrete apron in front of the fire station has been patched over the course of the past few years but is now in need of replacement. Tim Zanelli Excavating, LLC was the lowest bidder and staff found that they had good references. Mr. Warrington noted that the project requires that the fire trucks be stored in other locations around Town for a month as the concrete cures. The vehicles will still be available during this time for safety services and the Facilities Department will be performing work on the back exit of the fire station at the same time.

Ms. Fleischman asked if there will be any indication in the apron that will reflect where the sidewalk is located in front of the station. Mr. Warrington explained that the sidewalk portion will have block scoring every 5 feet just like a typical sidewalk. It will look different from the rest of the apron, but Mr. Warrington cautioned that the ladder truck will probably still hang over this area due to its length.

Mr. Moonan made a motion to approve the contract with Tim Zanelli Excavating, LLC for the fire station concrete apron in the amount of \$29,000. Ms. Fleischman seconded the motion.

The motion passed 4-0-0.

13-053 Selectmen/Town Manager Goals for FY2013

Town Manager Richard Reed reviewed the results of the recent goal setting session that was conducted with the Selectmen. He noted that the goals have been ranked based on priority and the top goals have been shaded to indicate the final list of goals for FY13. A brief discussion occurred regarding whether the Coast Guard housing site should be added to the final list of goals. The Selectmen settled on including this goal on the final list for FY13.

Chair Cordes commented that having 20 goals on the FY13 list is ambitious. Mr. Moonan agreed, but noted that many of these goals are already underway.

13-054 Planned November 13, 2012 Special Town Meeting – Review List of Potential Warrant Articles

The Selectmen reviewed the list of preliminary Warrant articles for the planned Special Town Meeting tentatively scheduled for November 13, 2012. After some discussion, School Way Bonding and an amendment to the Capital Projects Plan was added to the list of Warrant articles.

The Selectmen clarified that the High School Synthetic Turf/Other Athletic Field Bond article is not on the list as a petitioner's article. It was noted that the Selectmen recommended approval of the turf article at the last Town Meeting and discussion ensued about whether the Selectmen would like to include it on the Special Town Meeting Warrant. The Selectmen agreed that they would determine if the turf article is ready to go on the Special Town Meeting Warrant after the Outdoor Recreation Area Study Committee's presentation at the next Selectmen's meeting.

13-055 Agreement with Town Manager Richard T. Reed – Approval

Chair Cordes explained that a subcommittee of the Selectmen recently negotiated a new employment agreement with the Town Manager as his previous contract recently expired.

Mr. Moonan commented that Sections 2 and 3 of Article IV seem to be mutually exclusive. Language was added to Section 2 of Article IV for purposes of clarity.

Mr. Siegenthaler made a motion to approve the agreement with Richard T. Reed for services as Town Manager for the period commencing July 1, 2012 to June 30, 2017. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

**13-056 Miscellaneous Action Items – Chapter 268A, Section 20(b) Exemption
- Pamela Brady – Trails Committee Appointment - James Weissman**

Mr. Siegenthaler made a motion to grant a Chapter 268A, Section 20(b) exemption to Pamela Brady. Ms. Fleischman seconded the motion.

The motion passed 4-0-0.

Mr. Reed stated that as the Trails Committee is a subcommittee of the Conservation Commission (Concom), all potential members of the Trails Committee are recruited and recommended by Concom and therefore do not require a formal interview. He directed the Selectmen's attention to a memorandum from Concom which recommends James Weissman to the Trails Committee.

A brief discussion occurred surrounding the process of appointing Trails Committee members and the Selectmen agreed that they would like to see a brief profile of Trails Committee candidates prior to granting their appointment. Mr. Weissman's appointment will be delayed until a profile is submitted.

13-057 Minutes

Mr. Siegenthaler made a motion to approve the Regular Session Minutes of August 27, 2012, as written. Mr. Moonan seconded the motion.

The motion passed 4-0-0.

Mr. Moonan made a motion to approve the Regular Session Minutes of September 4, 2012, as amended. Mr. Siegenthaler seconded the motion.

The motion passed 4-0-0.

13-058 Town Manager's Report

Mr. Reed commented that Bedford Day was very successful and complimented the DPW on their preparations and the Chaim Gross sculpture dedication effort.

Mr. Reed noted that he is working with the Middlesex 3 group on a kickoff event scheduled for October 2nd and so far 70 people are scheduled to attend. Chair Cordes indicated that she is planning to attend the kickoff event as well.

13-059 Open Discussion

Ms. Fleischman noted the letter that was recently sent by the Bicycle Advisory Committee to the Massachusetts Department of Transportation (MassDOT) which outlined their concerns with the plans for the former Travelodge site. Ms. Fleischman

noted that it was reassuring that the committee received some response from MassDOT.

Ms. Fleischman stated that she has received correspondence from some people that are concerned that the last all-alcohol license has been given out and how that will affect future development in Bedford. A brief discussion occurred regarding the process of requesting an increase in licenses from the state. Mr. Reed agreed to look into the process further.

Mr. Moonan asked Mr. Reed about the recent meeting that he attended with NSTAR. Mr. Reed informed the Selectmen that the meeting primarily concerned how NSTAR is planning to improve their emergency mitigation plan through vegetation management and increasing the number of staff assigned to work with local municipalities during times of emergency.

Mr. Siegenthaler inquired as to whether the Selectmen will be reviewing the redesigned plans for the Blake Block. Mr. Reed stated that he believes the Blake Block owners will be going through the Planning Board. A brief discussion then occurred regarding whether the Selectmen should review and give their opinion regarding the latest changes. It was decided that it was not necessary at this time for the Selectmen to review the proposed changes.

Chair Cordes directed the Selectmen's attention to two letters that she had received from residents concerning the unauthorized bog bridge that was built by residents on conservation land off of Lantern Lane. Chair Cordes noted that she responded to the residents by saying that the DPW is currently working on the situation with the Conservation Department. Mr. Reed stated that the Conservation Commission voted to remove the bridge; however staff is still reviewing what ultimately should be done.

**Mr. Moonan made a motion to adjourn. Ms. Fleischman seconded the motion.
The motion passed 4-0-0.**

The meeting ended at 10:36 p.m.