

Regular Session Minutes - Selectmen's Meeting
Selectmen's Meeting Room, Town Hall
Tuesday, January 22, 2013 7:30 p.m.

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

ALSO PRESENT: Committee candidates, Jan van Steenwijk, Sharon McDonald and Daniel Silverman; Volunteer Coordinating Committee Chair, Carol Amick; Volunteer Coordinating Committee member, Patricia Carluccio; Affordable Housing Committee member, Jean Hammond; Transportation Advisory Committee members, Brian O'Donnell and Ralph Hammond; Hemlock Lane residents, Margaret Lee, Guy St. Sauveur, Christine Miller, Bruce Freedman, Heidi Shamlian, George Damon, Joseph Wang, Stacy Mardini, Bethany Smith, Jacob Dionne, Aleta Wolckenhaar, Kathleen Irwin, Mark Bracco, Gordon Yate, Marlene and Ed McCaffery; Pulte Homes representative Mark Mastroianni; Barbara Hitchcock; James Shea; Finance Committee member Barbara Perry; Department of Public Works Director, Richard Warrington; Fire Chief Dave Grunes and Fire Captain Mark Sullivan; Police Chief Robert Bongiorno; Assistant Town Manager Jessica Porter; Finance Director Victor Garofalo; Lauren Sheytanian, Finance Department; Press representatives Kim Siebert and Mary McBride

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

13-160 Committee Interviews – Bicycle Advisory Committee – Jan van Steenwijk – Historic Preservation Committee – Daniel Silverman and Sharon McDonald

Jan van Steenwijk, 212 Old Billerica Road, was present to be interviewed for a vacancy on the Bicycle Advisory Committee. As Selectmen liaison, Ms. Fleischman explained the responsibilities of the committee as making recommendations to the Selectmen about bike infrastructure and communicating with the Transportation Advisory Committee about bicycle safety accommodations.

Mr. van Steenwijk explained that he would like to serve on the Bicycle Advisory Committee because of his lifelong experiences biking, often 4,000 to 6,000 miles per year. After attending a few meetings he was impressed with the professionalism of the committee members. He noted that there has been an increase in the number of people biking. As a member he would like to increase bicycle safety awareness for the people in Town. He has witnessed the dangers on the road especially with those who bike at

night in the wrong clothing. Mr. van Steenwijk would like to see The Great Road expanded to include a bike lane. He also mentioned that it should be safe for bikers no matter where they are on the roads.

Mr. Moonan mentioned implementing shared streets signs like what Arlington and Cambridge have. Mr. van Steenwijk is in favor of the idea but pointed out that the older population does not understand what the signs are for and again emphasized the importance of educating the public.

At this time, Chair Cordes explained the Open Meeting Law, the Conflict of Interest Law, and the Rules of Civil Discourse. She also encouraged the three candidates to consider taking on leadership roles as chair in the future.

Mr. Rosenberg made a motion to appoint Jan van Steenwijk to the Bicycle Advisory Committee for a term ending June 30, 2015. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

Sharon McDonald, 4 Hunt Road, and Daniel Silverman, 336 South Road, were present to be interviewed for vacancies on the Historic Preservation Committee. As Selectmen liaison, Chair Cordes explained the responsibilities of the Committee as preserving the historic characteristics and sites of the Town, highlighting their oversight of the Demolition Delay Bylaw.

Ms. McDonald explained that she would like to serve on the Historic Preservation Committee because of her love for Bedford's history and flag about which she wrote a book. She stated that she was the curator of the Job Lane House as well as a Bedford Minutemen member. Being recently retired, Ms. McDonald wishes to be a part of the committee that she thinks so much of and wants to help keep history vibrant in Bedford.

Mr. Silverman recently retired as well and wants to get involved. He does not want every small house to be torn down in Bedford as he has observed happening in surrounding towns. Chair Cordes explained the demolition delay bylaw that requires a hearing to be held if a house is built before 1943. Mr. Moonan suggested that the hearing would be a great way to encourage different alternatives to tearing down older homes.

Mr. Rosenberg was glad to see two candidates with different perspectives to balance out the committee.

Mr. Moonan made a motion to appoint Daniel Silverman and Sharon McDonald to the Historic Preservation Committee for terms ending June 30, 2015. Ms. Fleischman seconded the motion.

The motion passed 5-0-0.

13-161 Proposed General Bylaw Amendments – Article 22 Affordable Housing Committee – Article 23 Bedford Housing Partnership

Volunteer Coordinating Committee (VCC) Chair, Carol Amick, VCC member Patricia Carluccio, and Affordable Housing Committee member Jean Hammond were present for the discussion of consolidating the three housing committees (Fair Housing, Affordable Housing and Bedford Housing Partnership), into one committee called the "Bedford Housing Partnership." The VCC became interested in this issue because of the difficulty they have faced in trying to fill the vacancies on the three committees. The three committees are already meeting together because of a lack of quorum. The VCC believes that consolidation will create efficiency. When the idea was presented the housing committees they voted unanimously in favor of consolidating because that is how they have been operating for a long time.

The VCC drafted a proposal that takes the existing bylaw language and combines it. The Affordable Housing Committee was created for the sole purpose of overseeing the sale of six affordable housing units at the Shawsheen Ridge condominium project. Mr. Siegenthaler recommended contacting legal counsel to see if this task could be designated to the Regional Housing Services Office therefore removing the language entirely from the bylaws.

The proposal recommends having nine members including the two designees from the Bedford Housing Authority and the Planning Board. Currently there are nine members and the VCC recommends reappointing these members of the three committees under the one Housing Partnership.

The proposal will next have to be reviewed by Town Counsel, followed by a public hearing and finally submitted for approval at Town Meeting.

Mr. Rosenberg commended the thorough research that has gone into the proposal.

13-162 Recommendation for Construction & Sidewalk on Hemlock Lane

Transportation Advisory Committee (TAC) members Brian O'Donnell and Ralph Hammond were present to discuss a sidewalk project proposed for Hemlock Lane. This would be the third project proposed by the committee but there is no need to give this one preference over the Concord Road proposal. A sidewalk on Hemlock Lane is considered vital by the community because of the linkages to other busy roads. The TAC received petitions concerning Hemlock Lane and was approached by residents on Bedford Day.

Hemlock Lane is used as a cut through when traffic on Route 128 and Route 3 is backed up and is also listed as the number one alternative route on Google maps. The speed of the traffic on the road is also an issue. One suggestion was placing the Police Department's portable speed trailer on the road so people will be more conscious of their speed. Sidewalks themselves are seen as a traffic calming aspect. Changing Hemlock Lane to a one way street was also suggested as an additional way to handle traffic flow. Mr. Reed replied that it would be unusual to do so but he would look into it.

Chair Cordes was impressed with the turn out in favor of the project. She went on to explain the next step which include talking with the Department of Public Works (DPW) to conduct a formal engineering study. The cost of the project would come out of the Sidewalk Fund and more money could be requested at Town Meeting depending on how much is left in the fund after the completion of the North Road sidewalk project.

The memorandum dated December 12, 2012 lists the pros and cons for determining which side of the street the sidewalks should be installed on. These issues include correcting water runoff, working around utility poles and proximity to existing sidewalk network.

Gordon Yates, 18 Hemlock Lane, cautioned the Selectmen on what side to choose since the residents on the west side already have easements in their backyards for the sewer line and to consider the poles and fire hydrants as well.

13-163 Hartwell Farms Performance Bond – Pulte Homes – Hartwell Road Sewer Main Construction

Pulte Homes Land Project Manager, Mark Mastroianni was present to discuss the Hartwell Farms Performance Bond for sewer main construction.

The current Development Agreement required the developer to construct a new sewer main to serve Instrumentation Laboratories and the Edge Sports Club before the issuance of the last 25 occupancy permits. Work on the sewer main has not been completed so the developer has provided a Performance Bond to ensure that the work will be done so the last permits can be issued in March. Mr. Mastroianni explained that they cannot build the houses fast enough and are selling them in advance of them being built. After meeting with DPW staff an amount of \$76,325.00 for the bond was agreed upon.

Mr. Mastroianni explained that work was on hold because of the weather and construction delays. The original design of the sewer main had to be altered when they could not go underneath the culvert. At this time 300 feet of the total 1100 feet has been laid.

The Babe Ruth facility should be completed in 2013 when the site is no longer a construction zone. In addition, the sidewalk connection to the bike path is complete.

Mr. Moonan made a motion to approve the deposit bond for the amount of \$76,325.00 to ensure the completion of sewer line construction by Pulte Homes of New England. Mr. Siegenthaler seconded the motion.

Ms. Fleischman wanted to confirm that the comments from Town Counsel were integrated. The comments had been included.

The motion passed 5-0-0.

13-164 Proposed FY2014 Operating Budgets

Mr. Reed explained that after the departments were given their guidelines and submitted projected salaries for existing personnel it was deemed that a 1 percent increase would be sufficient. The total for the Selectmen's budget comes below the Finance Committee guideline at \$15,398,439. Part of the reason the budget came in under the guideline is because there is an administrative assistant vacancy in the Town Manager's office that Mr. Reed does not plan to fill at this time. That salary would equal \$35,809 together with the \$50,045 left from the Finance Committee guideline equals \$85,918 that can still be allocated.

Additional items were requested by the DPW, Police, Fire, Town Manager and Recreation Departments. These items would cost \$195,704. Mr. Reed recommends all of the requests, except the one from the Recreation Department. The Recreation Department asked for \$20,000 to fund personnel, equipment and supplies for the youth center. That amount is currently funded out of the Recreation Revolving Fund. Excluding this \$20,000, funding these items would cost \$175,704 which is \$89,786 or 0.6 percent over the Finance Committee limit.

DPW Director Richard Warrington was present to answer any questions the Selectmen may have concerning his additional requests. A discussion ensued about some of the items. First, the logic of buying the equipment needed for aeration of the athletic fields for a contractor to use versus paying for the contractor and use of his machine was debated. It would cost much less to buy the equipment which could last 10-15 years and hire a contractor to operate it.

Also discussed was the hiring of two new grounds workers and how it would enable the DPW to maintain more of the Town as much time is spent on field maintenance. Mr. Moonan recommended researching whether contracting out for certain projects would be more cost effective than maintaining two new employees. Chair Cordes cautioned that the contractors should pay prevailing wages. The current plan for contracting street liners is only for a section of the Town but could be expanded in upcoming years to include the whole Town. The vehicle maintenance is necessary because of the age of the current fleet of vehicles.

Police Chief Robert Bongiorno was present to discuss his request which includes increased funding for police training, expenses for rehabbing and maintaining a regionalized kennel in Lexington, and dues/membership for the Domestic Violence Services Network and Communities for Restorative Justice. Chair Cordes felt that the latter request should be one of the top priorities for the Town.

Fire Chief Dave Grunes and Fire Captain Mark Sullivan were also present for the additional Fire Department requests which include training, overtime funding to ensure that leadership training carries down to all firefighters, vehicle maintenance and radio repairs.

Mr. Reed also proposed the creation of a part-time economic development coordinator who would work closely with the Town Manager. The position would be 25 hours per week at \$40,000 a year. The Planning Director does not have the time to work extensively on economic development. The position would be responsible for the permitting process, communication and outreach to the community.

13-165 Town Manager's Report

Mr. Reed informed the Selectmen of his meeting with the Governor in Burlington where the Governor's proposal to improve Transportation needs was discussed. The proposal consisted of enhancing Chapter 90 by 50% and could result in an increase in funding from \$600,000 to \$900,000 for Bedford.

Mr. Reed would like to see the development of a Transportation Management Association or subcommittee within the Middlesex 3 Coalition. Governor Patrick expressed interest in the coalition.

Mr. Reed stated that the MAGIC legislative breakfast will be held at Old Town Hall on Friday, February 1, 2013 at 8:00 AM.

13-166 Open Discussion

Mr. Siegenthaler explained that the Sign Bylaw meeting for last week was postponed to this week which comes into conflict with the Finance Committee meeting that he was going to attend. Mr. Moonan offered to cover the meeting. Mr. Reed added that the plan is to have a Sign Bylaw public hearing at the February 4th Selectmen's meeting and it should be posted this Friday.

Mr. Siegenthaler asked when the Warrant will be closed. Mr. Reed responded that the final vote should be taken at the February 19th Selectmen's meeting.

Mr. Siegenthaler also announced that he would not be able to attend the tentative February 25th Selectmen's meeting.

Mr. Rosenberg pointed out that Michael MacAllister should be listed as a caucus nominee on the list of people candidates for the March 9, 2013 Annual Town Election.

Mr. Rosenberg asked Chair Cordes if they should convene the Strategic Communications Task Force for the purpose of applying for state funding for the education of Hanscom Air Force Base high school students. Mr. Reed replied that he had set up a conference call next week to discuss the issue.

Mr. Moonan mentioned that at a Finance Committee meeting that he attended there was concern over the \$600,000 currently in the Recreation Revolving Fund. It was suggested that the money should be reinvested in other ways. Mr. Moonan also

suggested that discussion should begin for the zoning and regulation of medical marijuana. Mr. Moonan suggested improving the Town's website for better flow of information. Mr. Reed replied that there has been talk of changing to a different service entirely.

Chair Cordes asked for an update on the priorities and progress in the next few weeks.

**Mr. Moonan made a motion to adjourn. Ms. Fleischman seconded the motion.
The motion passed 5-0-0.**

The meeting ended at 10:03 p.m.