

**Regular Session Minutes – Bedford, MA Select Board Meeting  
Hybrid Participation Meeting (Select Board Meeting Room and Zoom)  
February 13, 2023**

**PRESENT:** Town Manager Sarah Stanton, Chair Emily Mitchell, Bopha Malone, Shawn Hanegan, Edward Pierce, Margot Fleischman.

**ALSO PRESENT:** Leanne Petto, Administrative Assistant, Town Manager’s Office; Amy Fidalgo, Assistant Town Manager of Operations; Colleen Doyle, Assistant Town Manager of Human Resources and Administration; Tony Fields, Planning Director; Ben Thomas, Finance Committee; Joanne Callander, Eversource; Jeffrey Cohen; Angelo Colasante; Lisa Baylis; Nina Tate; Jamie Emerson; Suzanne Koller; Jeffrey Dearing; Robin Steele; Patricia Dahlgren; Michael Pulizzi; Tom Flannery; Richard Baughman; Dan Carroll; Angela Winter; Susan Schwartz, Board of Health; Kathryn Rifkin; Joy Duffy; Estelle Mense; Heather Oliver; Shaun Kennery; Isac Lee; Katie Guerino; Carrie Benis; Joseph Piantedosi; Jenn Berman; David Bernstein; Johanna Newman; Joshua Park; Mike Rosenberg, *The Bedford Citizen*.

**Ms. Mitchell called the meeting to order at 6:01 pm.**

**23-29 Board and Committee Interviews**

Ms. Mitchell thanked everyone that applied for appointment to the Fire Station Building Committee and reviewed the qualifications required to apply to the committee. Ms. Mitchell reminded appointees that prior to the commencement of their duties, they are required to visit the Town Clerk’s Office to take the oath of office. Appointees may not participate in any votes until they have taken the oath of office. At that time, they will receive a Certificate of Appointment and a copy of Chapter 268A, Section 23, the Conflict of Interest Law, and Chapter 39, Sections 23A-24, the Open Meeting Law. All members are expected to be familiar with and follow the Town’s Civil Discourse Policy while serving.

Committee Interview:

1. Fire Station Building Committee – Jeffrey Dearing, Jamie Emerson, Jeffrey Cohen, Angelo Colasante, Nina Tate, Suzanne Koller:

Mr. Hanegan asked the candidates what makes them qualified for this position. Mr. Dearing responded that he is a licensed architect and has been practicing since 1994, with local projects including design and renovations of the Unitarian Church, working with the Historic District Commission. Mr. Dearing has been on the Zoning Board of

Appeals for 15 years. Mr. Emerson is also an architect, having worked for 10 years with a firm specializing in public safety facilities, and currently working with a firm that has four current fire station projects. Mr. Cohen is currently employed with Stantec Engineering Services, which works with many municipalities across New England, as well as Mass Highway, Massachusetts Water Resource Authority, and Department of Defense. Mr. Colasante currently serves with a civil contractor firm, and has experience in field engineering and project management. He has served on Zoning Board of Appeals for over 10 years and served on the last four building school committees. Ms. Tate served on several school building committees and has experience as a project liaison and client representative with her former firm, Shawmut Design and Construction. Ms. Koller has 22 years of residential real estate experience, including renovation of mixed-use building with the Historic District Commission, and has served on the Historic Preservation Committee.

Ms. Malone asked the candidates about any conflicts of interest that might arise for this project. Ms. Koller, Mr. Cohen, and Ms. Tate said that nothing came to mind. Mr. Colasante and Mr. Dearing commented that there would be no conflicts unless anything is presented to the Zoning Board of Appeals. Mr. Emerson may have to recuse himself from designer selection since he previously worked with a firm may be applying.

Ms. Mitchell asked the candidates what they anticipate will be the biggest change with the design process. Mr. Colasante noted that there are grade changes that will need to be addressed, especially for emergency vehicles, as well as connecting with the utilities. Mr. Emerson noted that traffic impacts will be an issue, and that implementing a drive-through facility may be difficult. Mr. Dearing said integrating with the fabric of the neighborhood, as well as vehicular access both in and out onto the Great Road. Mr. Cohen wants to make sure the station meets the needs of the department and that the committee makes sensible decisions, as this will be in the public eye. Ms. Koller felt keeping landscape elements was important to retain the characteristic of the district, while being mindful of future needs and building out for the future. Ms. Tate believes the biggest change will be the community buy in, as the technical challenges will be manageable.

Ms. Fleischman asked about how public feedback should be incorporated. Mr. Dearing believes forums, both in-person and virtual, will allow the public multiple opportunities to weigh in. Mr. Emerson wanted to make sure there are models and renderings to help the public visualize the project. Mr. Cohen felt public workshops would allow input and require plans to address specific questions. Ms. Koller believes having visual elements to work with and feedback from the Fire Department so all needs are addressed is important, and encouraged holding multiple smaller forums.

Ms. Tate also believes in using smaller forums to educate the community about the process. Mr. Colasante believes in early communication on design and early feedback from the Town.

Mr. Pierce asked the candidates what lessons they learned from previous projects. Mr. Dearing noted that communication is critical. Mr. Emerson having a clear point of contact is for the Town, and making sure the documents are specific to mitigate the Town's exposure for additional expenses. Mr. Colasante noted that having a project manager and architect to make sure the project is on time and on budget is key. Mr. Cohen said that based on previous projects, public workshops are a useful tool, and noted that accurate plans and specification documents will mitigate the need for change orders. Ms. Tate noted the value of listening to feedback from the neighbors. Ms. Koller commented that making sure all departments are involved before the project gets too far along is important.

Ms. Fleischman commented that Mr. Cohen's previous building committee experience stands out. She also noted that Mr. Emerson has such great value for this project, but was concerned about the potential conflict of interest regarding the designer selection. Ms. Stanton said she could reach out to Town Counsel for their opinion, and noted that Mr. Emerson left his prior firm five years ago.

Mr. Hanegan also noted that Mr. Cohen has excellent management skills with the public.

Ms. Mitchell recommended Ms. Tate's perspective in presenting outreach to the public.

Mr. Pierce proposed appointing all six members, since they all present value to the project overall.

Ms. Malone noted that Ms. Koller's skill set with public media will allow greater exposure to the public.

Ms. Malone and Ms. Fleischman shared concerns that having two candidates that already serve on the ZBA may make those resources thin. Ms. Fleischman also noted that having more members would also make it more difficult to schedule meetings.

Ms. Mitchell advised putting a hold on this item and coming back to it.

### **23-30 Public Comment**

Robin Steele, 7 Jeffrey Circle, felt having the Minuteman Bikeway as the number one goal of the Select Board divided the community.

Patricia Dahlgren, 383 South Road, asked the Town to hold a meeting to help residents understand the development of the North Airfield at Hanscom.

Tom Barnett, Carlisle Road, stated that he visited Harvard Drive and the residents there knew little of the proposed LIP project. He asked if there be a 21E hazardous waste assessment and traffic assessment for the LIP.

Coreen Garrett, 16 Reed Lane, commented that there should be a forum as an opportunity to comment about the North Airfield.

Tom Flannery, president of the HOA at Hartwell Farms, stated he has collected over 100 signatures on a letter regarding the North Airfield Project, noting there will be a negative impact on the lifestyle of the people who live there.

Richard Baughman, 63 Kendall Court, said all individuals he was able to contact in the affected neighborhood were opposed to the project, and asked if the Select Board can deny this project. Ms. Stanton commented that Bedford has very little authority over Massport. The Town continues to work with Massport and the developer to address questions and concerns.

### **23-33 Consent Agenda (this item was taken out of order)**

Regular Session Minutes—January 23, 2023, and January 30, 2023.

**Mr. Pierce moved to approve the Consent Agenda. Mr. Hanegan seconded.  
The motion passed 5-0-0.**

*Materials: 01232023 Select Board Meeting Minutes—Draft, 01302023 Select Board Meeting Minutes—Draft*

### **23-31 Utility Hearings (this item was taken out of order)**

**Mr. Pierce moved to open the public hearing. Mr. Hanegan seconded.  
The motion passed 5-0-0.**

Mike Pulizzi of 10 Evans Avenue asked if any trees would be impacted by the utilities on Woodmoor Drive. Ms. Stanton commented no trees will be impacted relating to the work from Eversource.

**Mr. Hanegan moved to close the public hearing. Mr. Pierce seconded.  
The motion passed 5-0-0.**

**Mr. Hanegan moved that the Town approve the petition to construct the utility as described and shown on the Order and Plans, dated January 5, 2023, for Woodmoor Drive on behalf of NSTAR Electric Company DBA Eversource Energy, with the condition of repair to the road and asphalt berm to existing conditions or better and that Eversource will submit an application for a Street Opening Permit with the Department of Public Works which will outline repair conditions. Ms. Malone seconded.  
The motion passed 5-0-0.**

*Materials: 11281192 – Woodmoor Dr BED Cover Letter, 11281192 – Woodmoor Dr BED Plan, 11281192 – Woodmoor Dr BED Order, 11281192 – Woodmoor Dr BED Petition, DPW Comment – Woodmoor Drive Memo to Select Board, Public Meeting Notice Eversource – Woodmoor Drive*

**Mr. Pierce moved that the Town approve the petition to construct the utility as described and shown on the Order and Plans, dated January 6, 2023, for Maxwell Rd on behalf of NSTAR Electric Company DBA Eversource Energy, with the condition of repair to the road to existing conditions or better and that Eversource will submit an application for a Street Opening Permit with the Department of Public Works which will outline repair conditions. Ms. Malone seconded.  
The motion passed 5-0-0.**

*Materials: 11012269 – Maxwell Road BED Cover Letter, 11012269 – Maxwell Road BED Plan, 11012269 – Maxwell Road BED Order, 11012269 – Maxwell Road BED Petition, DPW Comment – Maxwell Road Memo to Select Board, Public Meeting Notice Eversource – Maxwell Road*

### **23-32 Annual Town Meeting Warrant**

Ms. Stanton gave an update on changes that have been made since the last Select Board meeting, including updated numbers for article items, Town Counsel commentary, and formatting corrections.

**Mr. Hanegan moved to close the warrant. Ms. Malone seconded.  
The motion passed 5-0-0.**

**Ms. Fleischman moved to recommend approval of Article 15, Supplement Accrued Leave Fund. Ms. Malone seconded.  
The motion passed 5-0-0.**

**Mr. Pierce moved to amend \$500,000 to \$1,900,000 in Article 16, Stabilization Fund, as a result free cash appropriation will go to \$8.9 million. Ms. Fleischman seconded.  
The motion passed 5-0-0.**

**Mr. Hanegan moved to recommend approval of amended Article 16, Stabilization Fund. Mr. Pierce seconded.  
The motion passed 5-0-0.**

**Articles were assigned to be presented at Town Meeting as follows:**

**Article 2, Debate Rules: Select Board Chair**

**Article 3, Consent Article: Mr. Mortenson**

**Article 4, Bills of Prior Year: Mr. Mortenson**

**Article 5, General Bylaw Amendment—Revolving Funds: Ms. Malone**

**Article 6, Revolving Funds Expenditure Limits: Ms. Malone**

**Article 7, Community Preservation Budget—Fiscal Year 2024: Ms. Fleischman**

**Article 8, Proposed Fiscal Year 2024 Capital Projects Plan: Ms. Mitchell**

**Article 9, PEG Access and Cable Expense Related Budget—Fiscal Year 2024: Ms. Mitchell**

**Article 10, Supplement Operating Budget for Fiscal Year 2023 and Articles of the 2022 Annual Town Meeting: Mr. Hanegan**

**Article 11, Salary Administration Plan Bylaw Amendment—Classification & Wage Schedule: Ms. Mitchell**

**Article 12, Operating Budgets—Fiscal Year 2024: Finance Committee / Select Board Chair**

**Article 13, Ambulance Enterprise Budget—Fiscal Year 2024: Finance Committee / Select Board Chair**

**Article 14, Salary Plan Additional Funding: Ms. Mitchell**

**Article 15, Supplement Accrued Leave Fund: Mr. Hanegan**

**Article 16, Stabilization Fund: Ms. Fleischman**

**Article 17, Other Post-Employment Benefits Liability Trust Fund Appropriation: Ms. Fleischman**

**Article 18, Appropriate Funds for Transportation Infrastructure Fund: Mr. Hanegan**

**Article 19, 300<sup>th</sup> Anniversary Stabilization Fund Appropriation: Ms. Malone**

**Article 20, 300<sup>th</sup> Anniversary Stabilization Fund Appropriation – FY24 Expenses: Ms. Malone**

**Article 21, Free Cash: Mr. Mortenson**

**Article 22, Zoning Bylaw Amendment – Two-Family Dwellings: Planning Board / Mr. Hanegan**

*Materials: ATM 2023 – Warrant – February 15 2023*

### **23-34 Town Manager’s Report**

Ms. Stanton explained the status of FY23 goals, including design and construction of a fire station, tree master plan, Springs Brook Park long term use and plan, Energy and Sustainability and Net Zero Implementation, organizational capacity, evaluation of financial policies, PEG Funding, Minuteman Bikeway Path Extension, Local Transit Initiatives, Intersection Improvements, The Great Road Master Plan (Willson Park), Complete Streets bike and pedestrian improvements, Food Bank, Housing Diversity, Bedford Historical Society Museum, Improvements of the Common, Public Meeting Access, Town Meeting Accessibility, DEI Training, Website Upgrades, and Community Survey.

Ms. Fleischman asked about the date of the last Community Survey and what questions were posed then. Ms. Stanton responded that she would like to provide a survey every year so topics stay relevant.

Ms. Malone asked about revisiting the REMAP mission statement. Ms. Stanton confirmed that this will be revisited, and looks forward to working with the Collins Center.

Ms. Mitchell asked about the Great Road Master Plan and Willson Park, and what the tradeoffs would be between seeking TIP funding versus Town appropriations.

Ms. Mitchell commended Ms. Stanton and her staff for all their efforts to make progress on the goals.

*Materials: FY23 Goals – Update – February 2023.docx*

### **23-35 Liaison Reports**

Ms. Mitchell reported that she attended the site visit for the North Airfield Development and the online meeting as well. She drafted a public comment letter incorporating Select Board and Town department feedback and concerns, to submit to MEPA.

Ms. Mitchell also attended the Finance Committee meeting and the Historic District Commission meeting. Historic Preservation Consultant Ryan Hayward presented his report on the building and site at 139 Great Road to the HDC. Hanscom Field Advisory Committee will meet on February 21.

Mr. Hanegan reported that the Municipal Affordable Housing Trust met about 23 Winterberry Way. Options for the property options include rehabbing by the Town, or selling to an eligible party through an RFP to work with a rehab partner such as Habitat for Humanity.

Ms. Malone attended the Violence Prevention Coalition meeting. The Friends of Bedford Council on Aging are hosting a brunch on February 28<sup>th</sup> at 10am.

Ms. Fleischman also attended the Finance Committee meeting, where they finalized more recommendations for the warrant. MAGIC will be meeting about next generation of net zero codes.

Mr. Pierce had no report.

### **23-29 Board and Committee Interviews (this item has been taken out of order)**

Ms. Mitchell still wants to keep the appointment to three residents.

Ms. Hanegan did not see any concern with the two applicants that serve on the Zoning Board of Appeals.

Ms. Malone commented that there is value in what Mr. Pierce had proposed, as the candidates all have value.

**Mr. Pierce moved to appoint all six applicants. Ms. Malone seconded. The motion passed 4-1-0, with Ms. Mitchell opposed.**

**Mr. Pierce moved that the Select Board appoint Bedford citizens Jeffrey Dearing, Jamie Emerson, Jeffrey Cohen, Angelo Colasante, Nina Tate, and Suzanne Koller to the Fire Station Building Committee. Further, Mr. Pierce moved that the Select Board**



appoint Chief David Grunes and Facilities Director Taissir Alani to the committee, and Town Manager Sarah Stanton as the Chair of the committee; and further, Mr. Pierce moved that the Select Board appoint two additional members of the Fire Department as designated by Chief David Grunes, including Captain Mark Sullivan and another staff member to be determined; and further, Mr. Pierce moved that the Select Board appoint Emily Mitchell to the committee, and authorize the Town Manager to sign the appointment letters on behalf of the Select Board. Ms. Malone seconded.

The motion passed 5-0-0.

Ms. Fleischman moved to adjourn. Mr. Malone seconded.

The motion passed 5-0-0.

Meeting adjourned at 8:47 p.m.

Respectfully submitted by Leanne Petto