

Regular Session Minutes – Bedford, MA Select Board Meeting

Hybrid Participation Meeting (Select Board Meeting Room and Zoom)

April 10, 2023

PRESENT: Town Manager Sarah Stanton, Chair Bopha Malone, Clerk Shawn Hanegan, Emily Mitchell, Margot Fleischman, Paul Mortenson

ALSO PRESENT: David Manugian, Elizabeth Antanavica, DPW; Steven Steele, Finance Committee; Robin Steele, Recreation Commission; Nancy Wolk, Board of Assessors; Mike Rosenberg, *Bedford Citizen*; Ben Thomas, Finance Committee; Colleen Doyle, Amy Fidalgo, Charlie Ticotsky, Town Manager’s Office; David Grunes, Meaghan Sturgis, Fire Department; Grace Sorenson; Samantha Gray; Shaun Kennery; Robert Kalantari; Rebecca Pomerantz; Christine Rabinowitz, Robert Dorer, Energy and Sustainability Committee; Jacinda Barbehenn, Planning Board; Karen Willson; William Moonan; Mike Lynch; Sue Swanson; Silva Covell; Robert Marshall; Jenny Stewart, *Bedford Citizen*; Dan Carroll; Dot Bergin; Corinne Doud; Terry Gleason; Emily Prince, Energy and Sustainability Committee; Peter Naum; Matt Porter; Jane Patterson; YingYu Chen; Carol Kelly; Renu Bostwick; Erin Sandler-Rathe, Bedford Cultural Council; 7 additional attendees who did not provide a full name

Bopha Malone called the meeting to order at 7:00 pm

23-53 Public Comment

Robert Kalantari of Donovan Drive (via Zoom) advocated that the Select Board look into picking up recycling bi-weekly.

Sue Swanson of 45 Shawsheen Road (via Zoom) on behalf of Bedford Chapter of Mothers Out Front. Expressing concerns and suggestions regarding the open Energy and Sustainability Manager Position and the impact on the Town.

Nancy Adams-Wolk of 4 Daniels Drive (in person) thanked the Select Board for their work and pulling together Annual Town Meeting.

23-54 Contracts

Ms. Stanton explained that included in the packet is a memo from DPW outlining the performance of the Town’s current trash and recycling vendor, Republic Services, and the ongoing relationship between the Town and Republic in terms of customer service, as well as investigating other options with Waste Management.

Mr. Manugian provided a summary of the steps in the procurement process that have taken place so far.

Ms. Antanavica explained in depth the differences between the two companies' proposals.

Ms. Stanton spoke about the improvements that DPW has made already to the disposal of trash/recycling.

A lengthy discussion took place among Select Board members and DPW staff and the Town Manager regarding the pros and cons of the two proposals. The general consensus emerged that while improved customer service is a top priority for the next contract, Republic's proposal is almost \$1 million less over the course of the contract and it would keep pickup to one day per week. The Select Board consensus was to ask DPW to enter contract negotiations with Republic Services.

**Mr. Mortenson moved to continue with services provided through Republic Services. Mr. Hanegan seconded
The motion passed 5-0-0.**

Materials: 23-54: Hauling RFP MEMO-Updated 4-3-2023

23-55 Middlesex Retirement Board – Proposed Cost of Living Adjustment (COLA)

Ms. Stanton provided a summary on the proposed cost of living adjustment, which is a local option available through a recent state law. Two-thirds of the communities in the region need to adopt this for it to take effect. Ms. Mitchell clarified the fiscal year that adjustment would impact. Ms. Stanton responded it is this current fiscal year.

Ms. Mitchell moved that the Town of Bedford accept Chapter 269 of the Acts of 2022, a local option which allows a one-time increase to the Cost of Living Adjustment (COLA) granted to retirees in FY2023, from 3% to 5% of the System's \$16,000 COLA base. Mr. Hanegan seconded.

The motion passed 5-0-0.

Materials: 23-55L Chapter 269 – Request for Acceptance; Middlesex Retirement COLA-Votes by Community

23-56 Town Manager – Transition, Process, Next Steps

Ms. Malone gave background on the proposed process to search for the new Town Manager; it will generally follow the same process as in 2018. Ms. Doyle the Assistant Town Manager will be appointed to serve as Interim Town Manager. The Select Board will hire an executive search firm to oversee the search, and an RFQ was released on March 30, 2023. Selection of a consultant is expected on May 8th. A subcommittee will be formed consisting of 2 Select Board members to review proposals. A Town Manager Screening Committee will be formed consisting of 7 members (2 Select Board members and 5 at large members). Applications for the Town Manager Screening Committee will be due May 1, 2023. Appointments for the Town Manager Screening Committee are expected to take place during the May 22nd meeting.

A discussion ensued regarding the number of at-large resident members there should be on the committee.

Ms. Mitchell moved to create a Town Manager Screening Committee comprising of 7 members (2 Select Board members and 5 at large members). The 2 Select Board members to be Ms. Malone and Mr. Mortenson. Mr. Hanegan seconded.

The motion passed 5-0-0

Mr. Hanegan moved to waive the 60-day notice period in Ms. Stanton's contract and appoint Ms. Doyle effective May 1st as Interim Town Manager. Mr. Mortenson seconded.

The motion passed 5-0-0

Material: 23-56: Transition Memorandum-April 10, 2023; RFQ for Bedford Town Manager Recruitment-April 2023

23-57 Consent Agenda

Ms. Stanton provided a summary of items to be discussed. 1. Appointment of Parking Clerk – David Castellarin 2. Entertainment License Applications – Minuteman Diner and Peppers Grille 3. One-day alcohol License – Tapped Beer Truck – April 27, 2023 4. Chapter 268A, Section 20(b) – Kay Brink

Ms. Fleischman asked clarifying question regarding Parking Clerk. Ms. Stanton responded that the Parking Clerk typically can be either the Finance Director or the Treasurer/Collector.

Ms. Fleischman moved to approve the Consent Agenda. Mr. Hanegan seconded

The motion passed 5-0-0

Material: 23-57: 20b – Recreation – Brink; Entertainment License Application – Minuteman Diner; Entertainment License Application – Peppers Grille; Memo to SB- Entertainment Licenses; core@crosbybedfordapp4_27_23

23-58 Town Manager's Report

Ms. Stanton reviewed the findings of the Town Meeting survey (presentation to the select board projected/screen share). The findings of 651 survey results with some consensus but most areas there is no consensus at all. The full results will be posted on the Town Meeting page of the Town website.

Discussion took place regarding different forms of government and forms of communication/engagement. Several Select Board members noted that while there was not a lot of consensus in the survey, there were many helpful suggestions that they urged staff and members to consider for future town meetings.

Material: 23-58: Memo to SB – Town Meeting Survey

23-59 Liaison Reports

Ms. Stanton reviewed the Liaison Assignments and which committees and roles need to be filled after Mr. Pierce's departure.

Discussion ensued regarding preferences. A master list will be created and members will provide preferences to Ms. Stanton.

Material: Select Board – Current Liaison Assignments

Mr. Hanegan moved to adjourn. Ms. Mitchell seconded.

The motion passed 5-0-0

The meeting adjourned at 8:36 p.m.

Minutes respectfully submitted by Meaghan Sturgis.