

# TOWN OF BEDFORD FINANCE COMMITTEE

September 21, 2023

## Minutes

Finance Committee Members in attendance: Ben Thomas, Chair, Abigail Seibert, Vice Chair, Karen Dunn, Clerk, Mark Bailey, George Lee, Ronald O'Brien and Philip Prince

Others in attendance: David Castellarin, (Finance Director), Lee Vorderer, Chair, At Large, Community Preservation Committee, Robin Steele, Recreation Commission Member, David Manugian, Director, Public Works

Chair Thomas calls the meeting to order at 7:00 pm.

Calls the Roll of Committee Members in attendance.

### **I. REGULAR BUSINESS**

#### **1. Public Comment**

None.

#### **2. Review/Approve Minutes**

Chair Thomas asks for any comments on the Minutes for September 14, 2023.

Motion to approve the Minutes for September 14, 2023 by Member Bailey.

Second by Member Lee

Roll call of members in attendance.

Vote: 7-0-0

Motion carries

Chair Thomas suggests that the Committee move to the discussion of the Draft Warrant Agenda Item so as to accommodate those who are in attendance and will be making presentations on this topic.

Committee members agree.

#### **4. STM Draft Warrant Review/Votes**

Chair Thomas recognizes Lee Vorderer, Chair, At Large, Community Preservation Committee who will be presenting on Article 2, Community Preservation Surcharge and Article 3,

Supplemental FY24 Community Preservation Budget. Also recognizes Robin Steele, Recreation Commission Member who will assist with this presentation.

Ms. Vorderer describes the detailed written presentation the CPC has submitted with respect to Special Town Meeting Warrant Articles 2 and 3.

With respect to Article 2, Community Preservation Surcharge, Ms. Vorderer explains how the CPC operates and how the percentage Assessment works. She provides a history of the CPC Assessment as it presently exists. She also provides an explanation of how the percentage of the annual assessment is calculated. Also discusses potential exemptions that might apply to a particular individual taxpayer. She also discusses the amounts of money that have been taken in over the years since the initial assessment. Also discusses how the funds received from the assessment are allowed to be used according to State law.

Ms. Vorderer also explains the 6 year plan that exists for the use of CPC funds. She further discusses various examples of projects funded with CPC funds over the years.

Member Seibert asks what would occur if the current surcharge was lowered.

Ms. Vorderer responds and notes that the surcharge cannot be lowered less that the current CPC related debt.

Ms. Steele noted that the procedure to end the CPC surcharge would require a Town Meeting vote to be followed by a town election ballot question.

Member O'Brien inquired about the total amount of current CPC related debt.

Ms. Vorderer and Ms. Steele provided a response.

Member Dunn noted that her only concern was a philosophical one with respect to CPC versus Capital funding of projects.

Ms. Steele explained how that works.

Ms. Vorderer and Ms. Steele moved on to provide an explanation of Article 3, Supplemental Community Preservation Budget with an Appropriation in the amount of \$1,457,867 with respect to the HVAC Replacement at the Bedford Public Library.

Members Seibert and Prince inquire as to confidence in the number sought.

Ms. Vorderer responds in the affirmative.

Members Dunn, Bailey and Chair Thomas note their support for both Articles.

Chair Thomas requests a vote on Article 2 and asks for any further Member comment.

None offered.

Chair Thomas requests a motion.

Motion to approve Article 2 by Member Bailey.

Second by Member Seibert

Roll call of Members in attendance.

Vote: 7-0-0

Motion carries

Chair Thomas requests a vote on Article 3 and asks for any further Member comment.

None offered.

Chair Thomas requests a motion.

Motion to approve Article 3 by Member Bailey.

Second by Member Lee

Roll call of Members in attendance.

Vote: 7-0-0

Motion carries

Chair Thomas moves to Article 4. Suggests that this be tabled for now since more information is needed

Members agree.

Chair Thomas moves to Articles 5 and 6 and suggests the same for these Articles for the same reason.

Members agree.

Chair Thomas notes that Articles 7, 8 and 9 have been done.

Chair Thomas moves to Article 10 General Bylaw Amendment - Article 64 – Tree Protection and Preservation Bylaw

Chair Thomas recognizes David Manugian, Director of Public Works

Mr. Manugian explains that this Article deals with a clarification with respect to setting fees and enforcement of policies with respect to Article 64, Public Tree Protection

Chair Thomas asks for any Member questions or comments.

Member O'Brien asks about the size of trees to which this applies.

Mr. Manugian provides a response and notes that this just applies to public trees.

Chair Thomas asks for any further Member comments. None offered.

Chair Thomas asks for a motion.

Motion to approve this Article by Member Bailey

Second by Member Dunn

Roll call of Members in attendance

Vote: 6-1-0

Motion carries

Chair Thomas moves to Article 11 General Bylaw Amendment - Article 46 – Streets, Sidewalks and Public Property

Mr. Manugian provides an explanation as to the purpose of the proposed Amendment, dealing with definitions, experience required for contractors and temporary impacts.

Chair Thomas asks for any Member comments.

None offered

Chair Thomas asks for a motion.

Motion to approve by Member Prince

Second by Member Bailey

Roll call of Members in attendance

Vote: 7-0-0

Motion carries

Chair Thomas moves to Article 12 General Bylaw Amendment - Article 52 –Large Meter Replacements

Mr. Manugian provides an explanation as to the purpose of the proposed Amendment, dealing with meter connections, replacement of meters, water language and penalties.

Chair Thomas asks for any Member comments.

Member O'Brien asks for clarification of penalties language.

Mr. Manugian provides same.

Chair Thomas notes a minor typographical error in 52.8

Mr. Manugian states that will be corrected.

No other comments offered.

Chair Thomas asks for a motion.

Motion to approve by Member Bailey

Second by Member Dunn

Roll call of Members in attendance

Vote: 7-0-0

Motion carries

Chair Thomas moves to Article 13, Appropriation of Opioid Settlement Funds Received from the State Settlement Fund. Suggests that this be tabled for now since more information is needed

Members agree.

Chair Thomas moves to Article 14, General Bylaw Amendment – Municipal Opt-In Specialized Energy Code. Suggests that this be tabled for now since more information is needed

Members agree.

### **3. FY25 Guideline Letter**

Chair Thomas notes that an updated version has been placed in the Drop Box for Member review. Suggests waiting until the next week's meeting to discuss.

Members agree.

### **5. Future Meetings**

Chair Thomas notes the updated version of the Meeting Schedule. October meetings still need to be confirmed.

## **II. RECURRING BUSINESS**

### **1. Meetings Attended**

Chair Thomas discusses Select Board meeting attended.

Chair Thomas discusses need for Committee Members to discuss and decide the type of meetings the Committee Members would prefer between all attend in person, all attend remotely or hybrid. Suggests this being discussed and decided at next week's meeting.

Members agree.

Chair Thomas calls for a motion to adjourn.

Member O'Brien moves to adjourn.

Second by Member Bailey

Roll call of Members in attendance.

Vote: 7-0-0

Motion carries

**Time: 8:50 pm**

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John B. Connarton  
Recording Secretary

### **DOCUMENT LIST**

Agenda for September 21, 2023 Meeting

Minutes for September 14, 2023 Meeting

Community Preservation Committee Presentation to Finance Committee

Finance Committee 2023-2024 Meeting Schedule

Finance Committee Members List 2023

FY25 Model – 09-16-23(3)

Draft Special Town Meeting Warrant

Year to Date Budget Report 9/15/2023

Finance Committee – FY 24 Budget/Guideline Allocation 9/21/2023

