



2026
ANNUAL

TOWN MEETING WARRANT REPORT

Bedford, Massachusetts

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To the Voters

The Annual Town Meeting Warrant Report contains the information you need to prepare to vote on all the issues before the Town. We are grateful to our professional staff, as well as our elected and appointed boards and committees, who spend hours each year compiling, reviewing, and finalizing the Warrant to help voters determine the health and direction of our common life together.

The articles contained in this Warrant reflect the operational needs and proposals for improvements to Town services for Fiscal Year 2027, based on information furnished to the Select Board, Finance Committee, and Capital Expenditure Committee by Town departments, boards, and committees. For each of the 35 articles in this year's Warrant, you will see the text of the article, followed by a brief explanation in italics, with recommendations from boards and committees provided as guidelines for your consideration.

Many of the articles are familiar, voted every year at Town Meeting: the Consent Article, Bills of Prior Years, Revolving Funds Expenditure Limits, and Salary Administration Plan Classification & Wage Schedule, to name just a few. Other articles provide voters with new opportunities to address important and emerging needs in our community. Several prominent articles are summarized below:

Article 5 – Shawsheen Technical High School Feasibility Study: Voters will decide whether Bedford should contribute its share toward a feasibility study that could lead to state funding for renovating or rebuilding Shawsheen Valley Technical High School.

Article 6 – Community Preservation Budget: This article funds \$2.5 million in Community Preservation projects, including improvements to the Town Common, affordable housing support, historic preservation efforts, and recreation upgrades across Bedford.

Article 7-8 – Capital Projects Plan: Town Meeting will consider approving over \$6,785,700 million in capital investments for infrastructure, including water main upgrades, drainage repairs, school facility improvements, and technology replacements.

Article 22-29 – Charter & Bylaw Updates: These articles propose technical updates and clarifications to the Town Charter and General Bylaws to improve consistency, modernize language, and reflect current governance practices.

Please bring this booklet with you to Town Meeting, to refer to each article as it is presented and voted on. We are grateful for your continued commitment to Bedford, and we look forward to seeing you at Town Meeting.

To learn about accessibility features available at Town Meeting, including accessible seating, printable materials, and microphone access, please visit: <https://www.bedfordma.gov/295/Town-Meeting>.

Paul Mortenson
Chair of the Select Board

Finance Committee Report

The Finance Committee presents for your approval the Fiscal Year 2027 operating budget that supports the excellent quality of life we enjoy in Bedford. It is based on sound financial planning and careful review of departmental requests. The Finance Committee, Town boards, committees and departments have attempted to find the appropriate balance between minimizing tax increases while maintaining the Town's historically sound financial position. We continue to strive for a robust and stable financial condition for FY2027 and the future.

The Finance Committee began work on the operating budget in the fall, by first considering the available sources of revenue. Some of those sources were:

- Certified Free Cash from Fiscal Year 2026 was \$15,773,809. Our policy is to leave approximately 50% of free cash to mitigate uncertainty in estimates for various budget items including, but not limited to, local receipts and State Aid. This year we are leaving \$7,886,905, which is slightly below target or -53.4%. This year, we recommend using \$11,629,719 in FY2026 and \$8,419,567 to reduce the FY2027 tax levy.
- \$1,924,202 is estimated from Payments in Lieu of Taxes (PILOT).
- Currently, we are projecting a net increase of \$10,252,135 of State Aid, which is an increase of 2.44% from FY26.

As a starting point for each Town department and board, the Finance Committee determined initial budget guidelines by allocating available revenue based on a five-year average. This year, the Finance Committee recommended a guideline increase of 2.5% for the School Department and 2.5% for the Select Board, Board of Health, Library and Planning Board budgets over FY2026. We developed the final operating budget accommodating several changes justified by the departments and other known items, which included:

- The Select Board budget increased 2.50%, or \$614,075 overall from FY2026. This is in line with the 2.5% guideline increase of \$614,075 while also maintaining the outstanding services provided to the community.
- The Non-Discretionary budgets increased by \$1,824,161, or 4.16%, from FY2026, primarily due to health insurance increase of 9.58%.

<i>Non-Discretionary Budgets</i>	FY2026 Budget	FY2027 Budget	Increase Budget	% Increase
Insurance & Benefits	18,631,741	20,417,451	1,785,710	9.58%
Debt (Principal/Interest)	11,325,805	11,600,000	274,195	2.42%
Roads	1,750,000	1,600,000	(150,000)	-8.57%
Refuse/Recycling	2,042,069	2,119,510	77,441	3.79%
Utilities	2,706,181	2,706,181	0.00	0%
Water Purchase	3,360,193	3,075,000	(285,193)	-8.49%
MWRA Sewer	4,066,925	4,188,933	122,008	3.00%
Total Non-Discretionary Budgets	43,882,914	45,707,075	1,824,161	4.16%

- The School Department budget increased 3.08%, or \$1,606,984, over FY2026.

- The Stabilization Fund has a balance of \$8,801,700. This is at the top of our target range of 2% to 6% of the operating budget, which is approximately \$2.6M–\$7.7M. We are not recommending a general fund stabilization fund appropriation for FY2027. We are at the top of our target range and this will maintain the Town’s AAA bond rating.
- Other Post Employment Benefits Fund has a balance of \$22,922,028. We are recommending a funding article of \$788,690, which equates to 5% of certified free cash, in FY2027 to increase this balance. This meets the Select Board and Finance Committee policy of 5% of free cash annually.
- Growth allowed under Proposition 2 1/2 is an additional 2.5% increase of the tax levy, or \$2,410,423. We recommend leaving \$1,588,301 in unused levy to help mitigate tax increases of the past few years. New Growth is estimated to be \$1,600,000.
- The committee has recommended approval of \$6,785,700 in capital projects to be funded using \$1,181,250 funded by borrowing, and \$5,604,450 from Free Cash.

The Finance Committee recommends that Town Meeting adopt a Fiscal Year 2027 operating budget of \$127,913,754 and a total budget of \$142,393,033, including all articles and assessments, and an Ambulance Enterprise Operating Budget of \$1,665,864.

	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>	<u>FY27</u>
<u>Revenues</u>					
Tax Levy	85,271,659	89,610,974	93,882,531	97,728,662	101,681,363
Local Revenues	29,002,107	29,052,891	30,595,126	32,996,564	30,339,178
Other Sources*	9,805,217	10,117,294	9,600,440	9,873,895	10,294,930
Total Revenues	124,078,983	128,781,159	134,078,097	140,599,121	142,315,471
<u>Expenses</u>					
Operating Budget	105,744,694	109,573,713	114,550,040	123,105,663	127,913,754
Articles**/Other	8,250,006	8,753,570	10,349,359	10,619,814	10,966,257
Governmental Charges/Offsets	448,760	420,595	432,373	454,043	501,077
Overlay Reserve	522,805	383,140	525,000	600,000	1,000,000
Miscellaneous Charges	0	0	0	0	0
Snow Deficit	0	0	0	0	0
Total Expenses	114,966,265	119,131,018	125,856,772	134,779,520	140,381,088
Surplus/(Deficit)	9,112,718	9,650,141	8,221,325	5,819,601	1,934,383
% Increase in Total Expenditures	5.22%	3.62%	5.65%	7.09%	4.16%
Average Assessed Residential Value	\$837,645	\$932,147	\$986,414	\$1,039,668	TBD
Residential Tax Rate per \$1,000 of value	\$12.48	\$11.88	\$12.04	\$12.49	TBD
Average Residential Tax	\$10,454	\$11,074	\$11,876	\$12,985	TBD
Average Community Preservation Tax	\$276	\$297	\$313	\$352	TBD
% Residential Increase	-6.00%	5.90%	7.25	9.34	TBD

* Includes State Aid and Community Preservation

** Includes Capital Article, Community Preservation, Misc. Articles (excludes bonding), Other and Overlay Deficit

The current residential impact of \$100,000 in expenses is \$1.249 per \$100,000 of assessed value. For example, the impact of \$100,000 in expenses for a home with an assessed value of \$500,000 would be \$6.25 (5 x \$1.249).

The Fiscal Year 2027 budget presented to you accommodates justified requests from the Town departments and Schools. With your continued thoughtful deliberation and support, Bedford maintains the highest rating of AAA from the Standard & Poor's Rating Agency.

Acknowledgments

The Finance Committee receives assistance from many different Town employees, elected officials, and members of other Town boards and committees; and receives and carefully considers Bedford resident comments on the matters on which it deliberates and makes decisions on. We appreciate everyone's advice, guidance, and opinions. The Finance Committee is also greatly appreciative of the assistance and perspective it receives from Matt Hanson, Bedford Town Manager; Cliff Chuang, Superintendent of Schools; Julie Kirrane, Bedford School District's Director of Finance; the Bedford School Committee and the Bedford Select Board.

Respectfully submitted,
Ben Thomas, Chair
Phil Prince, Vice Chair
Karen Dunn, Clerk
Mark Bailey
Allen Jimerson
George Lee
Tom Rowan
Vincent Xu

Capital Expenditure Committee Report

Introduction

The Capital Expenditure Committee (CapEx) reviews all requests for funding for major equipment purchases and capital projects submitted by Town and School departments. After careful review, the Committee makes recommendations on which projects should be funded. These projects and their proposed costs are presented in Article 7 – Fiscal Year 2027 Capital Projects Plan (Free Cash) and Article 8- Fiscal Year Capital Projects Plan (Bonding) in the Annual Town Meeting Warrant.

Definition of Capital

CapEx defines a capital expenditure as any item or project expenditure of \$5,000 or more with a useful life of two or more years. Individual capital items of less than \$5,000 each are considered operating expenses and are funded through departmental operating budgets with the exception of multiple, similar items that are “bundled” together to reach an amount that exceeds \$30,000.

Capital Projects Plan

As in prior years, the Assistant Town Manager met regularly with Department Heads over the summer to identify and prioritize capital funding needs for the upcoming fiscal year and future years. In the fall, the Assistant Town Manager and Department Heads met with CapEx on several occasions to review and discuss the proposed capital requests in detail. Each project addresses important needs related to the Town’s facilities, infrastructure, and services.

The proposed FY27 capital budget recommends funding just over \$6.7 million in capital investments. These include, among others: continuing routine replacements of town vehicles, including replacement of an ambulance; continued investment in School and Town information technology systems and safety-related equipment; stormwater and culvert repairs; ongoing water quality initiatives; and continued improvements to school grounds and pedestrian and roadway safety.

The capital budget presented to Town Meeting reflects months of analysis and collaboration, and demonstrates the Town’s commitment to transparency, accountability, and sound financial planning.

CapEx makes recommendations on the projects themselves, and funding sources are determined separately. Projects 27-01 through 27-21, totaling \$5,604,450 are proposed to be funded through free cash. Projects 27-22 through 27-24, totaling \$1,181,250 are proposed to be bonded.

Craig Jackson, Chair
Mary Ellen Carter, Vice Chair
James Engel, Clerk
Vincent Xu, Finance Committee Liaison
Brad Morrison, School Committee Liaison
Terrence Parker, Select Board Liaison
Tony Battaglia, At-Large
Audrey Gould, At-Large
Dave McClung, At-Large

Project #	Department	Project Description	Funding Source	Amount
27-01	DPW	Sewer Pump Station Program (50% Carlisle Road Development) FY27 funding is required under an agreement between the Town and the Carlisle Road developer. The Town is responsible for 50% of the cost to upgrade the sewer pump stations at 108 Carlisle Road and Pollard Inn Lane. Construction will begin after the Town receives the developer's payment.	Free Cash	1,625,750
27-02	DPW	Sidewalk/Municipal Hardscape Improvements Funds will support the aspects of the Town Common Rehabilitation project that are not eligible for Community Preservation funding, including new perimeter sidewalks and pedestrian safety improvements at the four intersections surrounding the Common.	Free Cash	300,000
27-03	DPW	Stormwater/Culvert/Drainage Repairs Funds will address immediate and long-term stormwater and drainage issues in the Town's system of culverts, drains, and streams. FY26 funds supported design work in the Fern Way neighborhood; FY27 funds will complete construction of those drainage improvements.	Free Cash	490,000
27-04	DPW	Stormwater Permit Requirements Funds will support required activities to comply with federal stormwater regulations, including water sampling, GIS mapping, and public education on fertilizer use.	Free Cash	100,000
27-05	DPW	Town Property Rehabilitation- Lane School Funding to address highest priority needs at Lane School by replacing deteriorated walkways and fire lanes, upgrading ramps and sidewalks to meet current accessibility standards, and addressing drainage issues.	Free Cash	365,000
27-06	DPW	Transportation Improvements- Traffic Calming and Safety Improvements Funds will support Phase Two (2) survey and design work for additional traffic calming measures on Dunster Road, and additional safety improvements, with an emphasis on intersections and crosswalks.	Free Cash	50,000
27-07	DPW	Water Main Improvement Program Funds will continue the Town's multi-year program to replace and rehabilitate aging water mains, reducing rust and mineral buildup in older cast iron pipes. In FY27, the water main on Springs Road, between VA Road and Gould Road, is scheduled for replacement.	Free Cash	650,000

27-08	DPW	Water Meter Replacement Program Funds will continue installation of an Advanced Metering Infrastructure (AMI) system, which automates water meter data collection. This system improves billing accuracy, leak detection, and water resource management and aligns with EPA recommendations.	Free Cash	70,000
27-09	DPW	Water Quality Improvements In response to updated federal Lead and Copper regulations, the Town must inventory and inspect public water services and replace any lead service lines that are identified.	Free Cash	250,000
27-10	DPW	Water Standpipe Rehabilitation Funds will support ongoing maintenance of the Town's three water storage tanks at Crosby Drive, Pine Hill Road, and Reeves Road. Routine inspections and maintenance in FY27 will help ensure reliable water flow, pressure, and quality.	Free Cash	25,000
27-11	Facilities-Schools	All Schools- Equipment Replacement Replacement of one (1) lift, which is used in multiple school buildings. The piece of equipment has reached the end of its useful life.	Free Cash	20,000
27-12	Facilities-Schools	All Schools- Flooring Replacement of flooring (carpet, tile, and base molding) on a rotating basis. FY27 work will focus on cracked tiles at JGMS and Davis School that pose a trip hazard.	Free Cash	80,000
27-13	Facilities-Schools	All Schools- Interior Painting Interior painting of classrooms and common areas on a rotating schedule. FY27 work will prioritize high-traffic areas and classrooms most in need of repainting.	Free Cash	30,000
27-14	Facilities-Schools	All Schools- Program Space Modifications Funds will support space modifications to meet evolving educational and program needs. Projects are requested annually by school principals and evaluated by the Superintendent and Facilities Department, with final selections made near the end of the school year.	Free Cash	20,000
27-15	Facilities-Schools	Bedford High School/Lane School- Intrusion Alarm Systems Replacement Funds will replace outdated intrusion alarm systems at Bedford High School and Lane School. The existing systems are no longer supported by vendors and replacement parts are unavailable. Estimated costs are \$150,000 for BHS and \$75,000 for Lane School.	Free Cash	225,000
27-16	Facilities-Schools	John Glenn Middle School- Boiler Replacement (FY27 Design) Design work for replacing the boilers at John Glenn Middle School that are showing signs of failure. The project will modernize the mechanical system and align	Free Cash	350,000

		with updated energy policies. FY27 funds design; FY28 funds construction.		
27-17	Facilities-Town	All Town Buildings- Flooring Replacement of worn carpeting and flooring in Town buildings. FY27 work will prioritize the oldest carpet, tile, and areas presenting trip hazards.	Free Cash	25,000
27-18	Facilities-Town	DPW- Garage Bay Door Replacement Funds will replace two wash bay doors and two main doors at the DPW Garage that were installed in 2003 and are no longer functioning reliably, posing safety concerns. The remaining doors will be addressed in a future fiscal year.	Free Cash	200,000
27-19	IT	Town- IT Equipment & Projects Funds will support the planned, cyclical replacement of computers, printers, servers, network equipment, backup systems, and other IT infrastructure across Town departments, based on expected equipment lifespans.	Free Cash	185,000
27-20	Schools	All Schools- Furniture and Equipment Replacement Funds will support the routine replacement of classroom and athletic equipment across Bedford Public Schools. FY27 purchases will include desks, chairs, art tables, science lab storage, kilns, window fixtures, and athletic equipment for BHS, JGMS, Lane, and Davis schools.	Free Cash	45,000
27-21	Schools	All Schools- Info Tech Plan Replacement Funds will replace school IT equipment based on expected lifespans and industry standards. Purchases include student and teacher devices, printers, classroom displays, and supporting infrastructure such as network switches, servers, wireless systems, data storage, and backup power equipment.	Free Cash	498,700
27-22	DPW	Large Equipment Replacement FY27 funds will replace a front-end loader and a large mower that have reached the end of their useful life.	Bond	370,000
27-23	DPW	Vehicle and Equipment Replacement All purchases will replace existing vehicles and equipment that have reached the end of their useful life. FY27 replacements include one (1) Highway Division small dump truck, one (1) Sewer Division utility pickup with crane, two (2) hybrid police cruisers, one (1) deck mower and one (1) line-painting machine. If bids come in under budget, one (1) electric Facilities van and/or one (1) Highway Division trailer may also be able to be replaced.	Bond	400,000

27-24	Fire	2017 Ambulance Funds will replace the Town's 2017 ambulance, which has exceeded its expected service life after serving as a primary and secondary ambulance for approximately eight years. Due to increasing call volume and the 24-month procurement timeline, replacement is necessary to maintain reliable emergency medical services. The 2017 ambulance will be over ten (10) years old once the replacement ambulance is received; the average useful life of an ambulance is ten (10) years.	Bond	411,250
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Warrant for 2026 Annual Town Meeting

To any of the Constables of the Town of Bedford in the County of Middlesex.

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the legal voters of said Town of Bedford, qualified to vote at Town Meeting for the transaction of Town affairs, to meet in said Town in the Bedford High School Auditorium, Monday, March 23, 2026, at 6:30 P.M., then and there to vote upon the following articles:

Article 1
Reports of Town Officers and Committees

To hear and act upon the reports of Town officers and committees.

EXPLANATION: *This article provides for officers and committees so instructed to report to Town Meeting their progress or recommendations. This article requires simple majority approval.*

Article 2
Debate Rules

To determine whether the Town will vote to adopt the following procedure for the current Annual Town Meeting:

- A. The main motion having been submitted in advance, and presentations having been made available for viewing before the meeting, presentations will be limited to ten (10) minutes;
- B. No amendment shall be accepted unless submitted in writing. A speaker presenting an amendment to an article shall be limited to three (3) minutes;
- C. Speakers shall be limited to three (3) minutes;
- D. No article shall be presented after 10:15 P.M.; and
- E. Town Meeting by majority vote may waive A, B, C, or D;

or pass any vote or take any action relative thereto.

EXPLANATION: *This article proposes time limitations on presentations and debate of articles before this Town Meeting. This article requires a 2/3rds majority approval.*

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Approval Recommended

Article 3 Consent Article

To determine whether the Town will vote to:

- A. Accept the provisions of Chapter 73, Section 4 thereof of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988 so as to act under the aforesaid statute to increase the amount of property tax exemptions by 100% for persons who qualify for said exemptions under clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, and 37A of Section 5 of Chapter 59 of the General Laws, said increase to be 100% above the minimum exemption amounts otherwise provided in the aforementioned clauses of Section 5 of Chapter 59 of the General Laws, effective in the Fiscal Year 2027;
- B. Authorize the Select Board, during Fiscal Year 2027, to acquire any and all easements for sidewalks, trails, drainage, utilities, or other municipal purposes, as they may deem in the Town's best interests, and;
- C. Increase the maximum Tax Work-Off reimbursement allowed under M.G.L. c. 59, §5K, and §5N, as accepted at the 2023 Special Town Meeting, Article 9, from \$1,000 per year to \$1,500 per year.

or pass any vote or take any action relative thereto.

EXPLANATION:

Sections A–C of this article have been regularly voted on by past Town Meetings or are amending prior town meeting approvals.

Section A proposes that the Town accept a state law provision that allows for increases in all property tax exemptions currently granted by the Town. This same provision has been approved by Town Meeting for each fiscal year since 2004. It must be reapproved each fiscal year by Town Meeting for the increased exemptions to be available. If Section A is not adopted, the exemptions levels would return to Fiscal Year 2003 levels, which at that time were as follows: Clause 17D allowed an exemption of up to \$175 for surviving spouses or minor children occupying a property; Clauses 22, 22A, 22B, 22C, 22D, and 22E allowed veterans exemptions of various types and amounts between a maximum of \$400 and \$2,500; Clause 37A allowed an exemption of up to \$500 for a blind person owning and occupying a property. Each clause has certain eligibility requirements that must be satisfied to receive the exemption and only one type of exemption can be granted for each property. If Section B is adopted, a uniform percentage increase of 100% would be applied to all of the exemptions. In Fiscal Years 2004 and 2005 the exemptions were increased by only 50%. Since Fiscal Year 2006 the exemption was increased by a total of 100%, as is proposed for Fiscal Year 2027.

Section B proposes to delegate to the Select Board on behalf of the Town the power to accept any and all easements for sidewalks, trails, drainage, utilities, and other municipal purposes during Fiscal Year 2027. Massachusetts General Laws otherwise require that Town Meeting accept any interest in real property including easements. In the course of the year, easements on private property are often required to implement sidewalk, trails, road, and drainage improvements. Providing the Select Board with the authority to accept easements will expedite planning and implementation of projects.

Section C proposes to update the Tax Work-Off program. Currently, up to 10 qualified seniors or veterans annually receive a \$1,000 reimbursement for 66 hours of work at \$15/hr. The state now allows \$1,500 annually to be reimbursed through this program. This will increase the allowed work hours from 66 to 100 per year. Increasing our reimbursement will more accurately reflect today's economic conditions, ensure residents receive the full level of tax relief available to them, and provide more hours of service to the town. This article requires simple majority approval.

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: 9.76

**Article 4
Revolving Funds Expenditure Limits**

To determine whether the Town will vote to set Fiscal Year 2027 total expenditure limitations for the Revolving Funds authorized under Article 13, Section 13.4.5 of the General Bylaws of the Town, *(additions shown in bold and deletions in strikeout)*

Fund #	Revolving Fund Name	Not to Exceed Expenditure Limit	Balance as of 2/1/2026
4517	Conservation Commission Revolving Fund	\$100,000	\$ 3,726
4513	Depot Park Revolving Fund	\$100,000	\$ 91,618
4533	Old Town Hall and Town Center Revolving Fund	\$150,000	\$ 33,364
4501	DPW Refuse and Recycling Revolving Fund	\$150,000 \$200,000	\$ 94,278
4532	Facilities Department Energy Revolving Fund	\$100,000	\$ 29,617
4503	Board of Health Revolving Fund	\$45,000	\$ 52,651
4536	DPW Tree Mitigation Revolving Fund	\$50,000	\$ 620
4535	DPW Sewer I/I Mitigation Fee Revolving Fund	\$900,000	\$ 805,279
4511	Council on Aging Revolving Fund	\$35,000	\$ 5,673
4512	Athletic Fields Revolving Fund	\$50,000	\$ 108,362
4537	Board of Health—Biosafety Permits	\$25,000	-
4538	DPW Stormwater Revolving Fund	\$40,000	-
4539	Cultural District Revolving Fund	\$50,000	\$ 17,633

; or pass any vote or take any action relative thereto.

EXPLANATION: *This article would establish the Fiscal Year 2027 expenditure limits for the Town’s revolving funds as authorized under Article 13, Section 4 of the General Bylaws of the Town. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

**Article 5
Shawsheen Technical High School Feasibility Study Funding**

To see if the Town of Bedford will transfer and appropriate \$61,427 from Free Cash for Shawsheen Valley Regional Vocational Technical School District, for the sole purpose of paying costs of a Feasibility Study on behalf of the Shawsheen Valley Technical High School, located at 100 Cook Street, Billerica, MA 01821, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee for Shawsheen Valley Regional Vocational Technical School District. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA

EXPLANATION: *The Massachusetts School Building Authority (MSBA) works with local communities to create affordable, sustainable, and energy efficient schools across Massachusetts. Shawsheen Tech has been invited into the MSBA’s 270-day Eligibility Period, an early step toward potential state funding for renovations or a new building. This funding represents Bedford’s no-to-exceed portion of the cost. This article requires a simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$0.60

Article 6
Community Preservation Budget—Fiscal Year 2027

To determine whether the Town will vote to appropriate the sum of \$2,546,690 or any other sum, to act upon the recommendations of the Community Preservation Committee by appropriating or reserving the following amounts for Fiscal Year 2027 Community Preservation purposes with each item considered a separate appropriation; and to determine whether such sums shall be appropriated from Fiscal Year 2027 Community Preservation Fund Revenues or the current Community Preservation Fund Balance or Reserves, borrowed, or by any combination of these methods:

Project #	Project	Amount
1	Administrative	\$15,000
2	Annual Contract- Life Skills Management Program	\$56,400
3	Annual Contract- Regional Housing Services Office	\$45,000
4	Archival Records Preservation	\$29,700
5	Archival Vault HVAC Controls Replacement	\$25,000
6	Athletic Field Fencing Rehabilitation	\$50,000
7	Bond Payment (Principal)	\$380,000
8	Bond Payment (Interest)	\$41,290
9	Fire Department Historic Artifact Preservation	\$25,000
10	Historic Property Interpretive Signage	\$30,000
11	Library- Painting (Historic Portion Only)	\$75,000
12	Madeleine Lord 'Center School Remembered' Sculpture Garden Repairs	\$36,000
13	Municipal Affordable Housing Trust	\$500,000
14	Old Town Hall HVAC Replacement Study and Design	\$136,500
15	Springs Brook Park Playing Field Redesign and Rehabilitation (Phase I)	\$105,800
16	Tennis/Basketball Court Lighting Rehabilitation	\$155,000
17	Town Common Rehabilitation (Construction)	\$830,000
18	Trails Committee	\$11,000
Total		\$2,546,690

; or pass any vote or take any action relative thereto.

EXPLANATION: *This article proposes projects and reserves recommended by the Community Preservation Committee for Fiscal Year 2027 under Bedford's Community Preservation Act (CPA) accepted by the Town in March 2001. Descriptions of the proposed items above are shown below. This article requires simple majority approval.*

1. **Administrative:** *This is appropriated annually for administrative costs, such as legal fees and dues. Unspent monies are returned to the general CPC fund for the following year.*
2. **Annual Contract- Life Skills Management Program-** *This annual funding request is to continue the Life Management Program run by the Health and Human Services Department (HHS). The program is a collaboration*

between HHS and Community Teamwork, Inc., a Lowell based regional social service agency servicing 63 neighboring towns, to provide life management skills to residents in order to guide them toward increased employment and economic independence.

3. **Annual Contract- Regional Housing Services Office Annual Contract-** *This annual funding request is to pay for the contract with the Regional Housing Services Office for an affordable housing consultant. Consulting services are essential to ensuring compliance with all affordable housing requirements, and to maintain, or increase, our current level of affordable housing stock.*
4. **Archival Records Preservation-** *Preservation of Valuation Lists dating from 1811-1859 and two volumes of Town Annual Reports (1876-1895).*
5. **Archival Vault HVAC Controls-** *Installation of a new control unit for the HVAC equipment that provides air with the proper temperature and humidity levels to the vault at Town Hall. The vault, located on the lower level of Town Hall, holds a variety of historic documents for the Town. Consistent temperature and humidity levels are necessary to ensure the preservation of these documents.*
6. **Athletic Field Fencing Rehabilitation-** *Rehabilitation of athletic field fencing for multiple baseball and softball fields, with a focus on Page Field, E Field, and A Field. Other fields with have fencing added or rehabilitated as the budget allows.*
7. **Bedford Free Public Library Painting-** *Patch and paint areas of interior walls in the historic section of the Bedford Free Public Library. The last time this section of the Library was fully repaired and repainted was 1999. The vaulted ceilings of the Library are over two (2) stories tall and specialized equipment will be needed to complete certain portions of this repair work.*
8. **Bond Payment (Principal)-** *To fund the principal payments of bonds for the following projects: Liljgren Way/Mudge Way Athletic Fields (ending FY27); Bedford Village (ending FY28); Fawn Lake (ending FY30).*
9. **Bond Payment (Interest)-** *To fund the interest payments for the following projects: To fund the principal payments of bonds for the following projects: Liljgren Way/Mudge Way Athletic Fields (ending FY27); Bedford Village (ending FY28); Fawn Lake (ending FY30).*
10. **Fire Department Historic Artifact Preservation-** *Rehabilitate, restore, and preserve historic signage, photos, tile, apparatus, and other items of historical value. These items will be displayed in the new lobby of the Fire Station Headquarters, currently being built at 139 The Great Road.*
11. **Historic Properties Interpretive Signage-** *To create and replace interpretive signage for approximately fourteen historic locations in Bedford including, but not limited to: Fitch Tavern, Hartwell Town Forest, Bacon Mill and House, Old Burying Ground, and the Old Reservoir and Ring Well.*
12. **Madeleine Lord 'Center School Remembered' Sculpture Garden Repairs-** *Restoration of the Madeleine Lord sculpture and base, located in between Town Hall and Town Center. The brick pavers and landscaping in this garden are also being repaired as part of this project; all repairs will meet ADA requirements.*
13. **Municipal Affordable Housing Trust-** *Appropriation to the MAHT for a future affordable housing project in Bedford. The preferred affordable housing project would be to assist with affordable units at the current Carlisle Road development since the project is underway, but this appropriation is not required to go towards that project.*
14. **Old Town Hall HVAC Replacement Study and Design-** *To perform study and design of the existing HVAC system to determine the proper replacement in accordance with the Town's approved energy efficiency goals. The existing equipment in the building is from 2004; the current equipment is outdated and can no longer have replacement parts ordered for the system to function properly and reliably.*
15. **Springs Brook Park Playing Field Redesign-** *Phase 1A of a multiphase project. This phase is for survey, landscape architecture, civil, geotechnical, and electrical engineering services for athletic field construction at 171 Springs Road. Phase 1B, to be requested in FY28, will request construction funding to convert the fields from baseball fields to soccer fields. These fields are at the entrance of Springs Brook Park. No trees will be taken down because of this project.*
16. **Tennis/Basketball Court Lighting Rehabilitation-** *Replacement of the outdoor lights and control panel for the five tennis courts and two basketball courts across from Bedford High School. The current lights were installed over 30 years ago and are past their useful life.*
17. **Town Common Construction-** *Construction funds to refurbish the Town Common ahead of Bedford's 300th Anniversary celebrations. The project scope focuses on improving circulation patterns within and around the Common,*

new tree plantings, and the placement and design of key site features such as seating areas and monuments. Replacement of the poor condition stamped concrete walkways and wooden fences rails are also a priority. Town Meeting approved design funds for this project at Special Town Meeting in 2024. No trees will be taken down because of this project.

18. Trails Committee: *Funding to rehabilitate bog bridges, trail network connections, signage, and trail infrastructure.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Community Preservation Committee: Approval Recommended

**Article 7
 Fiscal Year 2027 Capital Projects Plan—Free Cash**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or any combination thereof, the sum of \$5,604,450 or any other sum for the capital projects set forth below, including all incidental costs, and to authorize the Treasurer with the approval of the Select Board to borrow all or a portion of said sum under the applicable provisions of M.G.L. c.44 or any other enabling authority; or pass any vote or take any action relative thereto.

Project #	Department	Project	Funding Source	Amount
27-01	DPW	Sewer Pump Station Program (50% Carlisle Road Development)	Free Cash	\$1,625,750
27-02	DPW	Sidewalk/Municipal Hardscape Improvements	Free Cash	\$300,000
27-03	DPW	Stormwater/Culvert/Drainage Repairs	Free Cash	\$490,000
27-04	DPW	Stormwater Permit Requirements	Free Cash	\$100,000
27-05	DPW	Town Property Rehabilitation- Lane School	Free Cash	\$365,000
27-06	DPW	Transportation Improvements- Traffic Calming and Safety Improvements	Free Cash	\$50,000
27-07	DPW	Water Main Improvement Program	Free Cash	\$650,000
27-08	DPW	Water Meter Replacement Program	Free Cash	\$70,000
27-09	DPW	Water Quality Improvements	Free Cash	\$250,000
27-10	DPW	Water Standpipe Rehabilitation	Free Cash	\$25,000
27-11	Facilities-Schools	All Schools- Equipment Replacement	Free Cash	\$20,000
27-12	Facilities-Schools	All Schools- Flooring	Free Cash	\$80,000
27-13	Facilities-Schools	All Schools- Interior Painting	Free Cash	\$30,000
27-14	Facilities-Schools	All Schools- Program Space Modifications	Free Cash	\$20,000
27-15	Facilities-Schools	Bedford High School/Lane School- Intrusion Alarm System Replacement	Free Cash	\$225,000
27-16	Facilities-Schools	John Glenn Middle School- Boiler Replacement (FY27 Design)	Free Cash	\$350,000

27-17	Facilities-Town	All Town Buildings- Flooring	Free Cash	\$25,000
27-18	Facilities-Town	DPW- Garage Bay Door Replacement	Free Cash	\$200,000
27-19	IT	Town- IT Equipment & Projects	Free Cash	\$185,000
27-20	Schools	All Schools- Furniture and Equipment Replacement	Free Cash	\$45,000
27-21	Schools	All Schools- Info Tech Plan Replacement	Free Cash	\$498,700
			TOTAL	\$5,604,450

EXPLANATION: *This article will provide funds for the projects contained within the Fiscal Year 2027 Capital Projects Plan. A description of all projects is contained in the Capital Expenditure Committee’s Report on pages 7 through 10 of this Warrant. Projects 27-01 through 27-21 require a simple majority.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Capital Expenditure Committee: Approval Recommended
 Residential Tax Impact: \$54.72

**Article 8
 Fiscal Year 2027 Capital Projects Plan—Bonding**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or any combination thereof, the sum of \$1,181,250 or any other sum for the capital projects set forth below, including all incidental costs, and to authorize the Treasurer with the approval of the Select Board to borrow all or a portion of said sum under the applicable provisions of M.G.L. c.44 or any other enabling authority; or pass any vote or take any action relative thereto.

Project #	Department	Project	Funding Source	Amount
27-22	DPW	Large Equipment Replacement	Bond	\$370,000
27-23	DPW	Vehicle and Equipment Replacement	Bond	\$400,000
27-24	Fire	2017 Ambulance	Bond	\$411,250
			TOTAL	\$1,181,250

EXPLANATION: *This article will provide funds for three projects contained within the Fiscal Year 2027 Capital Projects Plan. A description of all projects is contained in the Capital Expenditure Committee’s Report on pages 7 through 10 of this Warrant. This article requires a 2/3rds majority.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Capital Expenditure Committee: Approval Recommended
 Residential Tax Impact: \$11.53

**Article 9
PEG Access and Cable Expense Related Budget—Fiscal Year 2027**

To determine whether the Town will vote to appropriate the following sums or any other sums to provide Public Education Governmental (PEG) Access programming for the fiscal year beginning July 1, 2026, and that in order to meet such appropriation, the Town will transfer \$303,286 from the PEG Access and Cable Related Fund; or pass any vote or take any action relative thereto.

<u>Budget Expenses</u>	<u>FY2027 Recommended</u>
Contracted Operational Cost	\$252,536
Building Expenses	\$35,000
Capital Equipment Purchase	\$15,750
Total PEG Access and Cable Related Fund Budget	\$303,286

EXPLANATION: *At the November 2016 Special Town Meeting, the Town voted to establish a PEG Access and Cable Related Fund, effective July 1, 2017. Such a fund is considered a special revenue account under Massachusetts General Laws, requiring the Town to adopt a budget annually for PEG Access services and other related expenses. Approval of this article would establish the Fiscal Year 2027 budget for the Town's PEG Access contractor and operational expenses for hosting the PEG Access studio at Old Town Hall. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

**Article 10
Appropriation to the Special Education Reserve Fund**

To determine whether the Town will vote to raise and appropriate, transfer from available funds, borrow, or any combination thereof, the sum of \$300,000 or any other sum, to fund the Special Education Reserve Fund in FY27, for the purpose of funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation; or pass any vote or take any other action relative thereto.

EXPLANATION: *This article authorizes the appropriation of \$300,000 into the Special Education Reserve Fund. The current balance in the Special Education Reserve Fund is \$663,221. If approved, this new fund balance will total \$963,221. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$2.93

**Article 11
Appropriations from Special Education Reserve Funds for Fiscal Year 2027**

To see if the town will vote to authorize the Select Board to expend up to \$500,000 from the Special Education Reserve Fund, for the purpose of funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation costs submitted by the School Committee, or pass any vote or take any other action relative thereto.

EXPLANATION: *This article authorizes the Town to expend up to \$500,000 during FY27. Expenditures from this account must be requested by the School Committee and approved by the Select Board, for the purposes described above. Money not spent remains in the Reserve Fund. This article requires a 2/3rds majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

Article 12
Salary Administration Plan Bylaw Amendment—Classification & Wage Schedule

To determine whether the Town will vote to amend the Salary Administration Plan Bylaw, as amended, by striking out the present Classification and Wage Schedule and inserting in place thereof a new Classification and Wage Schedule, hereinafter set forth, to become effective July 1, 2026, unless another effective date is set forth herein; or pass any vote or take any action relative thereto.

CONTINUES ONTO NEXT TWO PAGES

EXPLANATION: *This article establishes the compensation ranges for all non-School Department employees of the Town. The Wage & Classification Plan includes a 2.5% increase for FY27 for employees covered by this plan. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

(The hourly rate controls, some employees work more or less hours per week than the "example" 35 or 37.5 hrs./wk.)

Grade 2			
Library Assistant II, Library Custodian, Department Assistant II			
	Min	Med	Max
Hourly	\$ 30.58	\$ 35.17	\$ 39.76
Annual at 35 hrs./wk	\$ 55,656.61	\$ 64,009.24	\$ 72,361.87
Annual at 37.5 hrs./wk	\$ 59,632.09	\$ 68,581.33	\$ 77,530.57

Grade 4			
Executive Assistant (Police Department, Fire Department, Public Works, Town Manager's Office, Library, Health and Human Services), Payroll Administrator, Water/Sewer Administrator, Community Planning Administrator			
	Min	Med	Max
Hourly	\$ 36.70	\$ 42.21	\$ 47.71
Annual at 35 hrs./wk	\$ 66,800.34	\$ 76,817.29	\$ 86,834.24
Annual at 37.5 hrs./wk	\$ 71,571.79	\$ 82,304.24	\$ 93,036.69

Grade 6			
Social Worker (Licensed), Asst Town Engineer, Civil/Environmental Engineer, GIS Analyst, DPW Business Manager, Asst Town Acct/Budget Analyst, Capital Program Manager, Asst Town Clerk, Animal Control Officer, Social Worker, Asst Health Director, Community Social Worker, Food Bank Coordinator, Wiring & Electrical Inspector, Local Building Inspector, Plumbing/Gas Inspector, Public Health Nurse, Assistant Planner, Special Asst to Town Manager, Program Manager, Conservation Administrator, Assistant to IT Director, IT/Network Engineer, Asst Recreation Director, Library Building & Systems Superintendent, Senior Librarian			
	Min	Med	Max
Hourly	\$ 43.69	\$ 50.24	\$ 56.80
Annual at 35 hrs./wk	\$ 79,515.35	\$ 91,444.73	\$ 103,374.10
Annual at 37.5 hrs./wk	\$ 85,195.02	\$ 97,976.49	\$ 110,757.96

Grade 8			
Treasurer & Collector, Code Enf. Director / Bldg Insp, Town Engineer, Library Director			
	Min	Med	Max
Hourly	\$ 61.17	\$ 70.35	\$ 79.52
Annual at 35 hrs./wk	\$ 111,333.90	\$ 128,028.82	\$ 144,723.73
Annual at 37.5 hrs./wk	\$ 119,286.32	\$ 137,173.73	\$ 155,061.14

Grade 10			
Town Manager, Police Chief, Fire Chief, Finance Dir/Town Accountant			
Employment Contract with Select Board within budget authorized by Town Meeting			

Grade 1			
Recording Secretary, Crossing Guard, BLT Driver and Substitute Driver, Library Assistant, Department Assistant I, Transportation Assistant, Food Bank Volunteer and Client Engagement Assistant, Food Bank Assistant			
	Min	Med	Max
Hourly	\$ 21.84	\$ 25.12	\$ 28.40
Annual at 35 hrs./wk	\$ 39,757.68	\$ 45,722.36	\$ 51,687.05
Annual at 37.5 hrs./wk	\$ 42,597.51	\$ 48,988.25	\$ 55,378.98

Grade 3			
Administrative Assistant, Circulation Supervisor, Maintenance Supervisor			
	Min	Med	Max
Hourly	\$ 34.95	\$ 40.20	\$ 45.44
Annual at 35 hrs./wk	\$ 63,616.42	\$ 73,157.85	\$ 82,699.28
Annual at 37.5 hrs./wk	\$ 68,160.45	\$ 78,383.41	\$ 88,606.37

Grade 5			
Resident Engineer/Engineer Asst, Archivist, Info/Procurement Analyst, Facilities Project Manager, Data Collector, Tech. Support Specialist, Program Coordinator, Therapeutic Recreation Specialist, SACC Director, Librarian, HR Generalist, Energy and Sustainability Manager, Community Planning and Sustainability Manager , Assistant Treasurer/Collector, Trash & Recycling Coordinator, Social Worker (unlicensed)			
	Min	Med	Max
Hourly	\$ 41.60	\$ 47.50	\$ 53.39
Annual at 35 hrs./wk	\$ 75,711.19	\$ 86,441.42	\$ 97,171.65
Annual at 37.5 hrs./wk	\$ 81,119.13	\$ 92,615.81	\$ 104,112.48

Grade 7			
Highway Operations Mgr, COA Director, Grounds Operations Mgr, Water & Sewer Operations Mgr, Recreation Director, Town Clerk, Housing and Economic Dev Director, Assessing Director, Planning Director, Assistant Library Director, HR Director			
	Min	Med	Max
Hourly	\$ 52.43	\$ 60.29	\$ 68.16
Annual at 35 hrs./wk	\$ 95,414.29	\$ 109,731.60	\$ 124,048.92
Annual at 37.5 hrs./wk	\$ 102,229.60	\$ 117,569.57	\$ 132,909.55

Grade 9			
Health & Human Serv Dir, DPW Director, Asst Town Manager, IT Director, Facilities Director			
	Min	Med	Max
Hourly	\$ 69.91	\$ 80.39	\$ 90.88
Annual at 35 hrs./wk	\$ 127,232.84	\$ 146,315.70	\$ 165,398.55
Annual at 37.5 hrs./wk	\$ 136,320.90	\$ 156,766.82	\$ 177,212.74

School-Age Child Care Program (37.5 hrs./wk.)	Min.	Mid.	Max.
Assistant Director	28.00		32.00
Site Coordinator	22.00		30.00
Group Leader	17.00		23.00
Assistant Group Leader	15.00		17.00

Springs Brook Park Program (Hourly)

	Min.	Mid.	Max.
Director/Manager	25.00		40.00
Aquatics Director	20.00		30.00
Assistant Director	20.00		30.00
Supervisor	18.00		24.00
SBP Staff 2	17.00		23.00
SBP Staff 1	15.00		17.00

Summer Adventures/Summer Recreation Programs (Hourly)

	Min.	Mid.	Max.
Director	25.00		40.00
Assistant Director	20.00		30.00
Program Leader	15.00		30.00
Supervisor	16.00		20.00
Administrative Coordinator	20.00		30.00
Program Staff	17.50		18.50
Counselor (HS Grad)	16.00		17.00
Counselor (HS)	15.00		16.00
Program Aide	15.00		16.00

Recreation Programs (hourly)

	Min.	Mid.	Max.
Program Instructor	25.00		60.00
Program Supervisor	20.00		35.00
Inclusion Facilitator	17.00		35.00
Program Aide	15.00		17.00
Sports Official	15.00		25.00

G. Miscellaneous

Recording Secretary	21.36	/hr.	
Temporary Clerk II eff. 1/1/2024	18.41	/hr.	
Alt. / Asst. Inspectors	36.37	/hr.	
Youth Leader	15.00	/hr.	
Temporary Clerk I	15.00	/hr.	
	Min.	Mid.	Max.
Temporary Painter	30.53		36.89
Library Page	16.79		17.42
Program Assistant	15.00		20.00
Intern	15.00		20.00
P/T or Seasonal Food Bank Assistant	15.00		20.00

Article 13
Fund Collective Bargaining Agreement- Police Patrol Union

To determine whether the Town will vote to fund the collective bargaining agreement between the Town of Bedford and the Bedford Police Patrol Union for police officers who are members of this collective bargaining unit, to be expended from Department 122 Select Board Reserve line item, which was raised and appropriated at the FY27 Annual Town Meeting Article 10; or pass any vote or take any action relative thereto.

EXPLANATION: *This article would authorize compensation for members of the Bedford Patrol Officers Union for services rendered during Fiscal Year 2027 as a result of a Collective Bargaining Agreement. This article requires simple majority approval.*

RECOMMENDATIONS
Select Board: Recommendation to be Given at Town Meeting
Finance Committee: Recommendation to be Given at Town Meeting

Article 14
Citizen Petition— Select Board Budget

To determine whether the Town will vote to retain the position of Energy and Sustainability Manager at salary grade 5 in the Salary Administration Plan effective July 1, 2026 and to fund the Energy and Sustainability Manager position in the Fiscal Year 2027 Operating Budget; or pass any vote or take any action relative thereto.

EXPLANATION: *To be provided by the petitioners at Town Meeting.*

RECOMMENDATIONS
Select Board: Recommendation to be Given at Town Meeting
Finance Committee: Approval Not Recommended

Article 15
Operating Budgets—Fiscal Year 2027

To determine whether the Town will vote to make appropriations for expenditures by officers, boards, committees, and for the Reserve Fund in the fiscal year beginning July 1, 2026, and to determine whether such appropriations shall be raised in the tax levy, transferred from available funds, transferred from the Stabilization Fund, borrowed, or by any combination of these methods; or pass any vote or take any action relative thereto. *(Please see pages 50 through 51.)*

EXPLANATION: *This article establishes the operating budget for all Town departments. This article requires simple majority approval.*

RECOMMENDATIONS
Select Board: Approval Recommended
Finance Committee: Approval Recommended

**Article 16
Ambulance Enterprise Budget—Fiscal Year 2027**

To determine whether the Town will vote to appropriate the following sums or any other sums to operate the Ambulance Enterprise for the fiscal year beginning July 1, 2026:

Budget Cost	FY 2025 Expended	FY 2026 Appropriated	FY 2027 Recommended	% Change
Direct Cost				
Salaries	988,907	1,063,190	1,368,983	
Operational Expenses	250,570	270,621	296,881	
Capital Outlay	20,541	20,541	0	
Total Direct Cost	1,260,018	1,354,352	1,665,864	23%

and that in order to meet such appropriation, the Town shall raise the sum of \$1,665,864 or any other sum from the Ambulance Enterprise Revenues, and the sum of \$100,000 or any other sum from retained earnings within the Ambulance Enterprise Fund; or pass any vote or take any action relative thereto.

EXPLANATION: *This article raises and appropriates funds from the town’s Ambulance Enterprise fund to operate the town’s Ambulance Services, which is part of the Fire Department’s operations. The current balance in the Ambulance Enterprise Fund is \$1,046,714. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended

**Article 17
Supplemental Accrued Leave Fund**

To determine whether the Town will vote to raise and appropriate, transfer from available funds, borrow, or any combination thereof, the sum of \$50,000 or any other sum to supplement a fund established by Article 25 of the 1994 Annual Town Meeting to offset the anticipated annual and future costs of Town employee accumulated leave payments for such purpose; or pass any vote or take any action relative thereto.

EXPLANATION: *This article supplements a fund established by the 1994 Annual Town Meeting through which the Town maintains a reserve for future costs of accumulated sick and vacation leave benefits when Town employees retire and/or resign. Such practice is highly endorsed and recommended by the Town’s auditors and is sound business practice. As of the printing of the Warrant, approximately \$140,140 remains in this fund. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$0.49

Article 18
Other Post-Employment Benefits Liability Trust Fund Appropriation

To determine whether the Town will vote to raise and appropriate under M.G.L. Chapter 32B, Section 3A, transfer from other available funds, or any combination thereof, the sum of \$788,690 or any other sum, for the Other Post-Employment Benefits Liability Trust Fund established under Article 21 of the 2011 Annual Town Meeting, and authorized by M.G.L. Chapter 32B, Section 20, in order to offset the anticipated future cost of providing post-retirement health and life insurance benefits to current and future retired Town employees; or pass any vote or take any action relative thereto.

EXPLANATION: *This article proposes to appropriate \$788,690 toward the Town's unfunded liability for health and life insurance benefits of both current and future retired employees. Appropriations for this liability were first made at the 1994 Annual Town Meeting. The 1999 Annual Town Meeting approved the filing of a home rule petition for special legislation to establish a trust fund for investment of the appropriations. The Massachusetts Legislature approved the Town's home rule petition to establish a trust fund in 2000. The 2011 Annual Town Meeting transferred the balance in the original trust fund to a new irrevocable trust fund. The 2017 Special Town Meeting approved the provision of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 218, Section 15 of the Acts of 2016. The present balance of the irrevocable trust fund is approximately \$20,365,379. Governmental Accounting Standards require all local governments to account for other post-employment benefits (OPEB) using an accrual methodology over participants' active working lifetimes. The Town's most recent actuarial study indicated that the Town had an actuarially determined unfunded liability of approximately \$57,301,297 after taking into consideration the funds that the Town has already set aside for this long-term liability. This proposed appropriation is consistent with the Town's policy to address future liability concerns. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$7.70

Article 19
Accept M.G.L. Chapter 59 Section 5, Clause 22I (HERO Act)

To determine if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause 22I, which authorizes an annual increase in the amount of the tax exemption granted to veterans under General Laws Chapter 59, Section 5, Clauses 22, 22A, 22B, 22C, 22E and 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2027; or take any action relative thereto.

EXPLANATION: *This article proposes that the Town adopt Clause 22I, which allows for an annual cost-of-living adjustment (COLA) to the statutory real estate tax exemption amounts for qualified disabled veterans. The COLA is determined each year by the Massachusetts Department of Revenue based on the Social Security Consumer Price Index, ensuring that veteran exemptions maintain their value relative to inflation over time. If adopted, the annual COLA would automatically adjust all existing veteran exemptions under Clauses 22(a-f), 22A, 22B, 22C, 22E, and 22F. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$9.76

Article 20
Accept M.G.L. c.44, §54(b)— Prudent Investor Rule

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, §54(b) to allow Town trust funds to be invested in accordance with G.L. c.203C, the so-called “Prudent Investment Rule”, or take any other action relative thereto.

EXPLANATION: *The FY24 state budget, Chapter 28 of the Acts of 2023, included a change to the standards for investment of trust funds in municipalities. Section 26 amends M.G.L. c. 44, §54, to insert a local acceptance provision that allows investment in accordance with the so-called “Prudent Investment Rule” (G.L. c. 203C), which essentially allows for a broader range of investments, some of which may be “riskier” than what would otherwise be allowed for investments in savings banks. Voting yes for this article will allow our Town to invest our trust funds, including cemetery perpetual care funds, unless otherwise provided or directed by the donor of the funds under the Prudent Investment Rule. Prudent investing allows for much greater investment diversification opportunities than what is currently allowed under the MA Legal List of Investments. Where appropriate, Prudent investing allows investment managers to use diversified mutual funds, ETFs, individual stocks, bonds, alternative investments, etc. Previously, these municipal funds had to adhere to a very short and restrictive list of stock and bond investments by law. Prudent investing does not inherently mean more risk in the investment portfolio, it simply means that there are greater investment options, which allows for reduced concentration risk and an overall more balanced portfolio allocation. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Recommendation to be Given at Town Meeting

Article 21
General Bylaw Amendment—Article 56 Tax Deferral for Renovated Historic Properties

To determine whether the Town will vote to approve the following amendments to Article 56 (Tax Deferral for Renovated Historic Properties) of the General Bylaws; or pass any vote or take any action relative thereto. (*Additions shown in bold and deletions in strikeout*)

56.1. Creation of a Special Property Tax Assessment

A special property tax assessment is created for substantial rehabilitation of ~~owner-occupied residential property listed on the State Register of Historic Places (State Register)~~ **a historic residential properties. Up to \$500,000 of** ~~the~~ increase in assessed value resulting from substantial rehabilitation of eligible properties shall be phased in one-fifth increments over a period of five (5) years to the full assessed value of the property. The special assessment shall extend only to the building(s) or structure(s) that are rehabilitated.

56.2. Eligible Properties and Conditions

In order to be eligible for the special assessment property must meet the following criteria:

- a. ~~The property to be rehabilitated must be occupied by the owner exclusively for residential purposes and be listed on the State Register which is maintained by the Massachusetts Historical Commission (MHC) pursuant to M.G.L. Ch. 9, Section 26C, either individually or as a contributing element within an historic district.~~
- b. ~~The cost of rehabilitation, as that term is defined in 950 C.M.R. 72.04, must be no less than 25% of the assessed value of the property prior to rehabilitation. Not less than 10% of the cost of rehabilitation shall be dedicated to rehabilitation of the exterior of the historic building.~~
- c. ~~The property owner must present to the Assessor a certificate from the MHC stating that the proposed rehabilitation meets the Secretary of the Interior's Standards.~~

- a. The property to be rehabilitated must be occupied exclusively for residential purposes;
- b. The property must be either subject to Article 57, Demolition Delay or, for properties within the Bedford Historic District established under Chapter 118 of the Special Acts of the Legislature of 1964, be declared eligible by the Historic District Commission; and,
- c. Cost of rehabilitation shall mean the actual cost of rehabilitation relating to improvements located on or within the historic building, architectural and engineering services attributable to the design of the improvements, and/or costs necessary to maintain the historic character or integrity of the building. The cost of rehabilitation must be no less than 25% of the assessed value of the building prior to rehabilitation. Not less than 10% of the cost of rehabilitation shall be dedicated to rehabilitation of the exterior of the historic building. The tax benefit is restricted to the value of the improvements resulting from the renovation of the historic property as described in the Application Process.

56.3 Application Process

~~The following requirements listed in subsection I (a-d) are the minimum information required by 950 C.M.R. 72.08(3).~~

The following lists the minimum information required for an application:

- 1) ~~Property Owner: A property owner must submit an application, on a Rehabilitation Eligibility form provided by the Assessor. The property owner is responsible for the following information on the Rehabilitation Eligibility form:~~
 - a. ~~certification from the MHC that the rehabilitation as proposed meets the Secretary of the Interior's Standards;~~
 - b. ~~proof of the applicant's ownership and occupancy of the subject property; and~~
 - c. ~~the total cost of certified rehabilitation, with cost breakdown for interior and exterior structure rehabilitation.~~
- 2) ~~Assessors: Within 60 days of receipt of a completed Rehabilitation Eligibility form, the Assessor shall determine whether the proposed rehabilitation meets the eligibility criteria set forth in Section 2, and will notify the owner of its decision via an Eligible Project Certificate.~~
- 3) ~~Property Owner: No later than two (2) years after completion of the rehabilitation, the property owner shall provide to the Assessor a certification that the completed work conforms with the proposed rehabilitation and meets the Secretary of the Interior's Standards. The owner shall obtain such certification from the MHC, or from the Historic Preservation Commission if the property is in an historic district or is a designated landmark, or is otherwise subject to a preservation restriction or bylaw.~~
- 4) ~~Assessors: The Assessor will grant final approval of the special assessment upon receipt of the certification described above.~~
 - (a) **Proof of the applicant's ownership of the subject property;**
 - (b) **Complete rehabilitation plan, including description of work and appropriate photographic documentation, estimated work schedule and completion date. The plan must show how the proposed rehabilitation complies with the HPC *Historic Preservation Guidelines*, and Historic District Commission guidelines if applicable;**
 - (c) **The total cost of rehabilitation, with cost breakdown for the interior and exterior structure rehabilitation; and,**
 - (d) **Assessed value of building prior to rehabilitation.**
- 5) **Assessors: Provide the Application package and assemble all required supporting documentation provided by the applicant for the Application package. When completed, send the Application Package to the HPC within 7 days (or to HDC if the building is within the Bedford Historic District).**
- 6) (a) **Historic District Commission: For buildings within the Bedford Historic District, the Historic District Commission shall review the application to certify (or not) that the planned**

building rehabilitation conforms to HDC requirements. HDC will provide its certification decision to the Board of Assessors within 60 days

(b) **Historic Preservation Commission:** For buildings outside of the Bedford Historic District, the Historic Preservation Commission (HPC) shall review the application to certify (or not) that the building is a “Significant” building per Article 57 (Demolition Delay Bylaw), and that this designation is expected to be preserved by the proposed rehabilitation. The HPC will provide its certification decision to the Board of Assessors within 60 days.

(4) **Property Owner:** No later than two (2) years after completion of the rehabilitation, the property owner shall provide to the Assessor a certification that the completed work conforms with the proposed rehabilitation. The owner shall obtain such certification from the Historic District Commission, if the building is within the Bedford Historic District; otherwise, the certification must come from the Historic Preservation Commission.

(5) **The Board of Assessors grants final approval of the special assessment upon receipt of the certification described above.**

56.4 Effective Date of Special Assessment

The special assessment will take effect on the first day of the next fiscal year after the completed work certification is received by the Assessors.

56.5 Time Limits

- 1) An owner shall apply for the special assessment no later than two (2) years after completion of the rehabilitation certified by the MHC **under Section 3 of Bylaw 56.3(3)**.
- 2) In order to be included in the total cost of rehabilitation as defined in 950 C.M.R. 72.04, all rehabilitation work must be completed within a three (3) year period.

56.6 Other Provisions

The following provisions outline policies for ensuring that the owner who receives the special assessment maintains the property in the manner intended by the enabling legislation.

- 1) An owner who applies for the special assessment shall agree in writing to maintain the subject property in accordance with the ~~Secretary of the Interior's Standards~~ **specified conditions** for the duration of the special assessment. ~~Failure to maintain the property in accordance with the Secretary of the Interior's Standards for the agreed period of time shall result in revocation of the special assessment. In the event that the Historic Preservation Commission informs the Assessor that the owner has failed to maintain the subject property in accordance with the Secretary of the Interior's Standards,~~ **In the event that the Historic Preservation Commission or Historic District Commission informs the Assessor that the owner has failed to maintain the subject property in accordance with the specified conditions, the** Assessor shall notify the owner in writing and the owner shall have 30 days in which to demonstrate that the property has been maintained in accordance with the ~~Secretary of the Interior's Standards~~ **specified conditions in Section 56.2** or, if not, to remedy such failure.
- 2) ~~An owner who receives the special assessment shall annually, for the duration of the special assessment,~~
 - a. ~~provide the Assessor with written certification that they still own and occupy the property which is the subject of the special assessment,~~
 - b. ~~provide the Assessor with certification from the MHC, or from the Historic Preservation Commission if the property is in an historic district, that the property continues to be in compliance with the Secretary of the Interior's Standards and that the subject property is still listed on the State Register.~~
- 3) **The special assessment shall run with the property if a sale or transfer of ownership occurs during the five (5)-year period. Each owner shall annually, for the duration of the special assessment, provide the Assessor with written certification that they own the property which is the subject of the special assessment.**

- ~~3) The date of any of the following occurrences shall terminate the special assessment:~~
- ~~a. written notice from the owner to the Assessors requesting removal of the special assessment;~~
 - ~~b. failure to provide certification of compliance with the Secretary of the Interior's Standards;~~
 - ~~c. sale or transfer of ownership during the five (5) year period, except in the course of probate proceedings; or~~
 - ~~d. removal of the property from the State Register.~~
- 3) Written notice from the owner to the Assessors requesting removal of the special assessment shall terminate the special assessment.**

EXPLANATION: *This article revises an existing bylaw meant to encourage owners of historic houses to maintain their property in good condition. Qualifying owners who make significant renovations would receive a break on some of the resulting increase in their property tax. To date, no one has been able to take advantage of the bylaw because the eligibility requirements proved to be impractical. Passage of this article would make the requirements easier to meet. The current bylaw applies to properties on the State Register of Historic Places; the revised bylaw includes all homes built before 1943. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
 Finance Committee: Recommendation to be Given at Town Meeting

Article 22

Charter Amendments— Town Meeting

To determine whether the Town will vote to approve the following amendments to the Town Charter; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

Section 2-2

Date of the Annual Town Meeting

The Annual Town Meeting shall convene on the ~~fourth~~ **first** Monday in ~~March~~ **May**. A warrant shall be issued in accordance with Chapter 39, Section 10 of the Massachusetts General Laws.

Section 2-10

Closing of the Warrant to Petitioners for Annual **and Special** Town Meetings

The warrant for the Annual Town Meeting shall be closed to the insertion of petitioners' articles on the second Monday in ~~January~~ **February**. **The Select Board may set a deadline for insertion of petitioners' articles for any Special Town Meeting, unless otherwise required by law.**

Section 2-11

Submission of Budgets by Elected Boards and Elected Committees to the Finance Committee

All elected boards and elected committees shall submit their budget to the Finance Committee no later than the second Monday in ~~January~~ **February**. The Select Board's budget shall be in the form specified in Article 5, Section 2 of this Charter. Exceptions to this date will be subject to the decision of the Finance Committee.

Section 2-12

Submission of non-budget Articles to the Finance Committee

The Select Board shall submit all warrant articles for the Annual Town Meeting, except the budget article, to the Finance Committee no later than the ~~fourth~~ **second** Monday of ~~January~~ **February**.

EXPLANATION: *This article proposes to make substantive changes to the Town Charter related to Town Elections and Town Meeting as shown in bold, strikethrough, or explained in italics, as recommended by the Charter & Bylaw Review Committee. This article requires a two-thirds majority vote.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Article 23 General Bylaw Amendments— Town Meeting

To determine whether the Town will vote to approve the following amendments to the General Bylaws; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

ARTICLE 3. TOWN MEETING

3.1 Call of the Meeting

The Annual Town Meeting shall convene on the ~~fourth~~ **first** Monday in ~~March~~ **May**. Service of the warrant, unless otherwise dictated by law, shall be made by posting a copy at the Town Hall and in at least three other public places in Town, at least seven days prior to the meeting. Notification for any Special Town Meeting shall be given at least 14 days before the meeting. Compliance with this section shall constitute legal notice.

EXPLANATION: *This article proposes to make substantive changes to the General Bylaws related to Town Elections and Town Meeting as shown in bold or strikethrough, as recommended by the Charter & Bylaw Review Committee. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Article 24 Charter Amendments— Election

To determine whether the Town will vote to approve the following amendments to the Town Charter; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

Section 7-1

Date of Annual Town Elections

Annual Town elections shall be held on the ~~second~~ **first** Saturday in ~~March~~ **April**. **With a minimum of sixty (60) days of public notice, the Select Board shall have the authority to**

move this date by up to seven (7) days. A warrant shall be issued in accordance with Chapter 39 Section 10 of the Massachusetts General Laws.

EXPLANATION: *This article proposes to make substantive changes to the Town Charter related to Town Elections as shown in bold or strikethrough, as recommended by the Charter & Bylaw Review Committee. This article requires a 2/3rds majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Article 25 General Bylaw Amendments— Election

To determine whether the Town will vote to approve the following amendments to the General Bylaws; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

ARTICLE 2. TOWN ELECTIONS

2.1 Schedule and notice

The Annual Town Election shall be held on the ~~second~~ **first** Saturday in ~~March~~ **April** for the election of officers of the Town. **With a minimum of sixty (60) days of public notice, the Select Board shall have the authority to move the date of the Election by up to seven (7) days.** Service of the warrant for the Annual Town Election shall, unless otherwise dictated by law, be made by posting a copy at least seven days prior to the election at the Town Hall and at three other public places in Town. Compliance with this section shall constitute legal notice of the election.

EXPLANATION: *This article proposes to make substantive changes to the General Bylaws related to Town Elections as shown in bold or strikethrough, as recommended by the Charter & Bylaw Review Committee. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Article 26 Charter Amendments— Substantive

To determine whether the Town will vote to approve the following amendments to the Town Charter; or pass any vote or take any action relative thereto.

To strike Section 5-1 b., in it's entirety, and replace with the following language:

5-1 b.

~~Specific Authority for Assessor Appointment. Appoint and remove, subject to the approval of the Select Board, and supervise the heads of departments for which the Select Board are responsible and all other town~~

~~officers whose appointment is required to perform a necessary town function and who are not listed in Section 3 of Article 3. The Town Manager shall also have the power to appoint and remove, subject to the approval of the Board of Assessors, and supervise the Town Assessor. The Town Manager shall have the power of final review and approval of subordinates' appointments, removal, and supervisions of personnel under the subordinates' jurisdiction.~~

Appointment Authority: The Town Manager shall appoint, remove, and supervise all town officers whose appointment is required to perform a necessary town function, excluding those who are listed in Section 3 of Article 3, and further excluding School Department employees and the Library Director. The appointment of such town officers who serve as department heads is subject to the approval of the Select Board, or for departments for which an elected board provides policy direction, the appointment of such department heads by the Town Manager shall be made subject to the approval of the respective elected board.

Operational and administrative supervision versus strategic and policy direction from elected boards. The Town Manager's authority to supervise: (1) the Planning Director excludes supervision related to the Planning Board's duties and responsibilities as set forth in section 9.3 of the Bylaws, (2) the Director of Health and Human Services excludes supervision related to the Board of Health's authority set forth in section 7.1 and responsibilities set forth in sections 7.4 and 7.5 of the Bylaws, and (3) the Town Assessor excludes supervision related to the Board of Assessor's responsibilities set forth in section 6.4

EXPLANATION *This article proposes to make changes and clarify the Town Manager's appointing authority, and separation of administrative supervision versus policy direction from elected boards, as recommended by the Charter & Bylaw Review Committee. This article requires a two-thirds majority vote.*

RECOMMENDATIONS

Select Board: Recommendation to be Given at Town Meeting
Finance Committee: Recommendation to be Given at Town Meeting

Article 27

Charter Amendments— Clarifying and Formatting

To determine whether the Town will vote to approve the following amendments to the Town Charter; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

Section 1-2

Powers

The form of government provided by this Charter shall be known as Select Board-Open Town Meeting. Pursuant to the provisions of this Charter and subject only to such limitations as may be imposed by the **United States** Constitution ~~or~~ **and Constitution and** General Laws of the Commonwealth of Massachusetts, the Town of Bedford shall have all powers possible for a town to have as fully and completely as though they were specifically enumerated in this Charter.

Section 1-3 *(Remove all but one space between "Section" and "1-3")*

Construction

The powers of the Town under this Charter shall be construed liberally in favor of the Town

Section 1-4 *(Remove all but one space between "Section" and "1-4")*

Intergovernmental Relations

Section 2-3 *(Remove extra line before "Section 2-3")*

Call of Special Town Meetings

Section 2-5

The Moderator, Election, Deputy Moderator

A Moderator shall be elected for a three-year term to preside over sessions of ~~the~~ Town Meetings. At the first session of ~~the~~ **an** Annual Town Meeting, the Moderator shall appoint a Deputy Moderator to serve until the next Annual Town Meeting in the event of the Moderator's absence or disability, provided that the Town Meeting shall ratify such appointment.

The Deputy Moderator shall have all of the powers of the Moderator when presiding at Town Meeting sessions, but shall have no other powers or duties of the Moderator. In the absence-of the Moderator and the Deputy Moderator, the Town Meeting shall elect a temporary Moderator.

Section 2-7

Petitioners' Warrant Articles

Petitioners' warrant articles shall be submitted to the Select Board in written form. Ten signatures of **registered voters** shall be required on a petition to have an article inserted in the warrant for an Annual Town Meeting, and one hundred signatures **of registered voters** shall be required on a petition to have an article inserted in a warrant for a Special Town Meeting.

Section 3-1

Establishment, General Powers

Five Select Board Members shall be the chief executive body of the Town. They shall have all of the powers possible for **a** Select Board to have under the General Laws of the Commonwealth of Massachusetts and Town Bylaws, including powers not specifically set forth in this Charter.

Section 5-3

The Warrant Report *(Remove a duplicate sentence)*

~~The warrant report for a Special Town Meeting need not be prepared if the Select Board and the Finance Committee agree that the time required for its preparation would delay the holding of such a meeting sufficiently to do harm to the Town.~~

The Select Board may also invite the Town officers, boards, commissions and committees affected by an article to submit recommendations for the report. The warrant report for a Special Town Meeting need not be prepared if the Select Board and the Finance **C**ommittee agree that the time required for its preparation would delay the holding of such a meeting sufficiently to do harm to the **T**own.

Section 8-2

Affidavit, Petition, Preparation and Filing

..... The completed recall petition shall be returned and filed with the Town Clerk at or before **the end of business hours 5:00 p.m.** of the thirtieth (30th) day after issuance of the petition to the filers.

Section 9-7 (*Add a line after section 9-7 to make the formatting consistent*)

Compensation

All elected officials who receive remuneration shall be compensated in an amount approved annually by Town Meeting.

Section 9-8 (*Put "Section 9-8" in bold*)

Resignation of Town Officers

Section 9-10 (*Remove all but one space between "Section" and 9-10 for consistency*)

Interpretation of Powers

Section 9-14 (*Remove all but one space between "Section" and 9-14 for consistency*)

Charter Revision

Section 9-15 (*Remove all but one between "Section" and 9-15 for consistency*)

Amendments

EXPLANATION *This article proposes clarifying and formatting changes to the Town Charter as shown in bold, strikethrough, or explained in italics, as recommended by the Charter & Bylaw Review Committee. This article requires a 2/3rds majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended

Finance Committee: Approval Recommended

Article 28

General Bylaw Amendments— Substantive

To determine whether the Town will vote to approve the following amendments to the General Bylaws; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

ARTICLE 5. OFFICERS OF THE TOWN

5.11 Public hearings

If a public hearing is ~~legally~~ required on a matter **pursuant to these Bylaws**, public notice shall be given at least ~~ten~~ **seven** days in advance. The notice shall include a brief summary of the matter and the time and location of the hearing. The summary of the matter shall be understandable to the general public.

This section shall not apply to boards, committees, or commissions whose requirements for public hearings are specified in the Massachusetts General Laws, the Charter, or these Bylaws.

5.12 Meeting attendance

If a member of an appointed board, committee, or commission is absent for three or more successive meetings

without just cause, that body may vote to request that the appointing authority remove that member. The appointing authority shall hold a public hearing on the issue and provide at least ~~ten~~ **seven** days' notice of the hearing to the absent member. Following the hearing, the authority may remove the member by two-thirds vote.

ARTICLE 15. CAPITAL EXPENDITURE COMMITTEE

15.3 Purpose

The Capital Expenditure Committee shall consider capital appropriations **funded through the General Fund** and make recommendations to Town Meeting based on a six-year plan.

15.5 Responsibilities

The Capital Expenditure Committee shall prepare and annually update a six-year plan for spending on Town capital projects. It shall be submitted in written form to the Select Board and the Finance Committee not less than ten working days before the end of the calendar year. The plan shall include expenditures for new construction, major improvements to existing Town property and for major purchases of equipment by all Town departments, offices, boards, commissions and committees **for projects or items funded through the General Fund**. The plan shall be prepared on the basis of Town-wide priorities and shall consist in part of a list of expenditures, by item, for each year of the plan.

~~ARTICLE 22. BEDFORD HOUSING PARTNERSHIP~~ *(deleted in its entirety)*

ARTICLE 23. MUNICIPAL AFFORDABLE HOUSING TRUST

23.1 Authority

The Municipal Affordable Housing Trust is established under M.G.L. Chapter 44, Section 55C.

23.2 Membership

The Municipal Affordable Housing Trust shall consist of seven members appointed by the Select Board for ~~two~~ **three**-year staggered terms. The seven members shall include two **members of the Select Board**, ~~the Town Manager, two members of the Housing Partnership~~ **one member of the Planning Board, one member of the Housing Authority**, and ~~two~~ **three** at-large members.

23.3 Purpose

The Municipal Affordable Housing Trust shall work towards the creation and preservation of affordable housing in Bedford for the benefit of low and moderate income householders. **The Trust shall implement and administer programs that support affordable housing initiatives.**

23.4 Responsibilities

The Municipal Affordable Housing Trust shall exercise any and all of the powers legally authorized under M.G.L. Chapter 44, Section 55C. **Additionally, the Trust shall:**

- **Work to increase public awareness of the Town's responsibility to take affirmative action with respect to meeting the region's diverse housing needs, especially the needs of underrepresented populations, those in need of physical or financial assistance, and the elderly;**

- Develop criteria for eligibility and assist in the determination of eligible applicants for affordable housing programs;
- Investigate methods of land acquisition for the purposes of affordable housing development;
- Investigate sources of funding to supplement those held by the Trust for land acquisition and affordable housing development;
- Review all affordable housing proposals and make recommendations;
- Recommend policy positions statements, bylaw changes, and changes or additions to the Town's Fair Housing Program and Plan to the Select Board, Planning Board, and Housing Authority;
- Identify problem areas and potential barriers to implementing the Town's fair housing goals and recommend solutions; and
- Assist in the dissemination of fair housing and affordable housing literature.

ARTICLE 29. HISTORIC PRESERVATION COMMISSION

29.2 Membership

The Historic Preservation Commission shall consist of ~~seven~~**five** members, preferably with historic preservation and/or architectural experience and interests, appointed by the Select Board to fill three-year terms.

ARTICLE 30. VOLUNTEER COORDINATING COMMITTEE

30.4 Responsibilities

The Volunteer Coordinating Committee shall present, for each appointment made by each appointing authority, a list to the appointing authority of **all applicants with a recommendation as to whether or not the applicant is qualified** ~~names from which to choose. The appointing authority may not choose an appointee whose name does not appear on such list unless names have not been provided within 60 days.~~ The Volunteer Coordinating Committee, however, shall provide additional names if so requested.

ARTICLE 39. SIGN BYLAW

39.7. Waivers.

A. The Board of Appeals may, in its discretion and after due consideration, waive and exempt strict compliance with the provisions set forth in Section 39.4 of this Sign Bylaw, provided that such waiver(s) is determined to be in the public interest and consistent with the intent and purpose of the Sign Bylaw. Such waivers shall be limited to dimensional changes to sign location and/or sign size.

B. Application for a Waiver. Any person requesting a waiver must submit the following with the application for approval of sign:

- (1) A written request that identifies the specific provision of Section 39.4 for which the waiver is requested; and**
- (2) A narrative statement that explains how granting the waiver would be in the public interest and consistent with the intent and purpose of Sign Bylaw.**

C. Decision on Request for a Waiver.

(1) If the Board of Appeals waives any provision of the Sign Bylaw, it must:

- (a) Determine that its action is in the public interest and not inconsistent with the intent and purpose of the Sign Bylaw; and**
- (b) Include specific reasons for its action in the decision granting the waiver(s).**

(2) The Board of Appeals may make its approval of a waiver dependent on such conditions as will achieve the objectives of the provision or standard waived.

ARTICLE 43. LANDOWNER RESPONSIBILITIES

43. 4. Storage of Recreation Trailer, Home Utility Trailer, Boat, and Unregistered, or Uninspected, or Non-Operable vehicles.

In the Residential Districts, the storage of one recreation trailer, home utility trailer, boat, and one unregistered, uninspected, or non-operable automobile or similar light motor vehicle (maximum 10,000-pound gross vehicle weight and 135-inch wheelbase) shall be permitted, provided that the trailer, boat, and vehicle are not stored within the front yard or the minimum side yards cited in the Zoning Bylaw. The storage of more than one trailer, boat, and unregistered, uninspected, or non-operable automobile may be authorized by the Zoning Board of Appeals by special permit pursuant to Section 4.4B.3 of the Zoning Bylaw. Any property owner with more than one such vehicle, boat, or trailer stored on a residential lot at the time of adoption of this General Bylaw, in March of 2026, shall comply with this Bylaw by December 31, 2026. The Inspector of Buildings is hereby designated and authorized as the officer charged with enforcement of this bylaw.

ARTICLE 46. STREETS, SIDEWALKS AND PUBLIC PROPERTY

~~46.21 The Minuteman Bikeway shall be open to the use of the public between the hours of 5:00 a.m. and 9:00 p.m. Persons found on said premises between the hours of 9:00 p.m. and 5:00 a.m. shall be considered trespassers and subject to a fine of up to \$20.00.~~

Bikeway

~~The Minuteman Bikeway shall be open to the use of the public between the hours of 5:00 a.m. and 9:00 p.m. Persons found on said premises between the hours of 9:00 p.m. and 5:00 a.m. shall be considered trespassers and subject to a fine of up to \$20.00.~~

EXPLANATION *This article proposes to make substantive changes to the General Bylaws as shown in bold or strikethrough, as recommended by the Charter & Bylaw Review Committee. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Recommendation to be Given at Town Meeting

Article 29 Bylaw Amendments— Clarifying and Formatting

To determine whether the Town will vote to approve the following amendments to the General Bylaws; or pass any vote or take any action relative thereto.

(Additions shown in bold and deletions in strikeout)

ARTICLE 7. BOARD OF HEALTH

7.4 Responsibilities

The Board of Health, **and/or its officers and agents duly-appointed in accordance with M.G.L. Ch. 111, §§ 27-32**, shall enforce the state sanitary and environmental codes and all other applicable federal, state, and local rules, regulations, and ordinances. Jurisdictional concerns include, but are not limited to,

communicable disease, food, water, air, and tenant housing. The Board of Health shall make rules and regulations which are necessary for the health and welfare of the public.

ARTICLE 11. SELECT BOARD

~~11.4.3 The Select Board shall protect the interests of the Town.~~ The Select Board may appear either personally or be represented by the Town Counsel, or by special counsel, before any court, or any state board, or commission to protect the interests of the Town but are not authorized by these Bylaws to commit the Town to any course of action.

~~11.4.4~~ The Select Board shall defend the Town from claims and suits and shall take necessary steps to defend all claims and suits brought against the Town. The Select Board shall have authority to engage additional counsel, and it may settle at its discretion any such claim or suit to which the Town is a party, and which does not require the payment of more than \$50,000. Any settlement requiring a payment of more than \$50,000, except as **otherwise** authorized by law, shall ~~be made only when authorized by~~ **require funding authorization by** Town Meeting.

Delete 11.4.5 through 11.4.12 (*Delete 11.4.5 through 11.4.12 as duplicative of 11.5 through 11.12*)

~~11.4.5 The Select Board shall, through counsel or otherwise, take any necessary action to collect moneys due the Town.~~

~~11.4.6 All conveyances of land or interest in land shall be signed by a majority of the Select Board members, unless otherwise provided by law or by vote of Town Meeting, and shall be sealed with the Town Seal.~~

~~11.4.7 The Select Board may sell any land acquired by the Town through foreclosure of a tax title or through purchase of land of low value at any time after advertising in a newspaper having circulation in the Town once a week for three successive weeks, the first publication to be at least 21 days before date of sale. The Select Board may execute, acknowledge, and deliver on behalf of the Town all papers necessary to effectuate any such sale.~~

~~11.4.8 The Select Board may order numbers to be affixed to any dwelling or buildings on all streets at its discretion. The owner of every dwelling or building shall comply with this order within ten days after notice.~~

~~11.4.9 The Select Board shall determine and establish all fees for permits issued by it or its appointed officers unless otherwise specified in the Massachusetts General Laws.~~

~~11.4.10 The Select Board shall determine and establish charges to be made to residents or non-residents for copies of the Town Bylaws, Zoning Bylaws, or any other Town documents for which, in its opinion, a charge should be made.~~

~~11.4.11 The Select Board, with the assistance of the Chief of Police, shall establish Traffic Rules and Regulations for the Town and such Traffic Rules and Regulations shall be filed with the Clerk of the Court having jurisdiction. The Town Manager shall keep up to date, in the office of the Town Manager, at least two copies of the Traffic Rules and Regulations, including all amendments.~~

~~11.4.12 Upon written request to the Select Board from owners of property or of a business for an officer or officers to direct traffic on private property, the Select Board may establish Traffic Rules and Regulations for such property or use any portion of the Town Traffic Rules and Regulations and/or the General Bylaws of the Town that are applicable. A copy of the written request shall be filed with the Clerk of the Court having jurisdiction.~~

~~11.6 Conveyances of land~~

~~All conveyances of land or interest in land shall be signed by a majority of the Select Board, unless otherwise provided by law or by vote of the Town Meeting, and shall be sealed with the Town Seal.~~

ARTICLE 17. TOWN CLERK

17.12 Fees

The Town Clerk's Office shall maintain a schedule of fees, subject to approval by the Select Board.

~~The fees of the Town Clerk shall be as follows:~~

~~17.12.1 Births (Delete all between 17.12.1 and 17.12.8)~~

~~...~~

~~17.12.8 Other~~

~~A. For furnishing or accepting any paper not specifically named herein, the fee shall be in accordance with the provisions of M.G.L. Ch. 262, §34, or any other applicable M.G.L.~~

ARTICLE 21. ZONING BOARD OF APPEALS

Article 21.2 The Zoning Board of Appeals shall consist of five members and ~~two~~ **three** alternate members appointed by the Select Board to fill three-year terms.

ARTICLE 26. COMMUNITY MEDIA COMMITTEE

26.4

~~• Investigate and work to resolve any consumer problems relating to the operation of cable television.~~
Receive Town resident issues relating to the operation of cable television and facilitate assistance with the resolution of such issues.

ARTICLE 35. BUILDING CODE

35.1 Purpose

The Town shall be governed by the Commonwealth of Massachusetts State Building **Code** which controls:

(a)The construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance, and revocation of permits or licenses, installation of equipment, classification and definition of any building or structure.

ARTICLE 51. SEWER SYSTEM

~~51.8 Application/Inspection Fee~~

~~Residential \$ 200/unit~~

~~Non-Residential \$1,000/service~~

~~Replacement/Repair/Abandonment \$ 200/service~~

~~Such fees will apply to all new connections to the public sewer system and to rebuilding, repairing, replacing, or abandoning existing connections, and shall be paid at the time of application.~~

~~Proposed Text Replace all of the above with the following:~~

51.8 Sewer Service

Application for sewer service shall be made to the Department of Public Works. The application shall be signed by the owner of the property, or an authorized agent. The Select Board shall establish fees to be paid for all new or modified connections as described in section 51.16.

ARTICLE 58. SALARY ADMINISTRATION PLAN BYLAW

Article 58.6 Salary Schedule

Remove all references to “step-rate”.

Article 58, Section 14 (c) **[Reserved]**. ~~All regular full-time employees who have accumulated a maximum one hundred twenty days of sick leave may be entitled to draw additional days of sick leave up to one hundred days for sickness or disability beyond one hundred twenty days from a reserve in a sick leave bank. The reserve in said bank shall be made up of all regular full-time employees' days of sick leave accumulated beyond the maximum of one hundred twenty days. Administration of this plan shall be by the Town Manager. (ATM 3-12-73)~~

EXPLANATION *This article proposes clarifying and formatting changes to the General Bylaws as shown in bold, strikethrough, or explained in italics, as recommended by the Charter & Bylaw Review Committee. This article requires simple majority approval.*

RECOMMENDATIONS

Select Board: Approval Recommended
Finance Committee: Approval Recommended

Article 30**Zoning Bylaw Amendment —Cottage Overlay District**

To determine whether the Town will vote to amend the Bedford Zoning Bylaw, as follows:

1. To amend Section 3.2 to establish a Cottage Overlay District, as follows:

(Addition shown in bold)

3.2 **Overlay Districts**

The following overlay districts are hereby established and described in Section 11:

Depot Area Mixed Use Overlay District
Pine Hill Overlay District
Floodplain Overlay District
Aquifer Protection Overlay Districts
Assisted Living Overlay District
Multifamily Housing Overlay District:
 Loomis/Depot Corridor – East (LDE)
 Loomis/Depot Corridor – Center (LDC)
 Loomis/Depot Corridor – West (LDW)
 Shawsheen West – Roberts (SWR)
 Shawsheen West – Alfred (SWA)

Cottage Overlay District

2. And further to add a new Section 11.7 Cottage Overlay District, as follows:

(All new text)

11.7 Cottage Overlay District**A. Purpose**

The purpose of the Cottage Overlay District (COD) is to provide opportunities for compact and attainable housing that accommodates a range of residents at different life stages, including first-time homebuyers, families, and older adults wishing to age in place. It is intended to be applied to locations that are within walking distance of a range of shopping, local services or community venues and public transportation. This district promotes housing diversity and sustainable development.

B. Establishment

The COD is established as an overlay zoning district. It shall be superimposed over the underlying zoning district(s).

C. Applicability

1. An owner of land within the COD may elect to develop such land under either the COD provisions set forth in this Section or the provisions applicable to the underlying Zoning District, but not both. Projects proposed under this section shall be referred to as Cottage Home Projects and shall be subject to Site Plan Approval by the Planning Board.
2. Requirements specified in this section will override equivalent provisions elsewhere in the Bylaw. Refer to other section of these Bylaws for details not described in this section, such as dimensional interpretation rules, parking layout and bike parking specifications. The requirements of the Floodplain and Aquifer Protection Overlay Districts remain applicable within their boundaries.

D. Use Regulations

1. Principal Use Permitted as of Right

Cottage Homes – Attached or detached dwelling units, each unit not to exceed 1,850 square feet in gross floor area, excluding any garage space.

More than one dwelling is permitted on a lot.

2. Accessory Uses Permitted as of Right

- a. Home occupations, subject to the requirements of Section 8.3.1.
- b. Accessory uses allowed in Residential Districts under Section 4.4.B.1 and 2.
- c. Community amenity structures and uses including community building(s), flagpole, fence, gazebo, patio, greenhouse, shed, indoor or outdoor pool, sport court, playground, bicycle storage, solar panels installed over one or more parking spaces.

3. Uses permitted by Special Permit

- a. Accessory uses that are permitted by Special Permit in Residential districts under Section 4.4.B.
- b. Home Occupations, subject to the requirements of Section 8.3.2.

E. Dimensional and Density Standards

Table 11.7-1. COD Dimensional and Density Standards¹

Minimum Lot Area of Development Locus (sq. ft.)	40,000
Maximum Height Stories	2

Feet	30
Maximum Density	10 dwelling units per acre
Maximum Unit Size	1,850 sq. ft. gross floor area, excl. garage space
Minimum Lot Frontage (ft)	150
Minimum Front Yard Setback (ft)	20
Minimum Side Yard Setback (ft)	15 ²
Minimum Rear Yard Setback (ft)	15 ³

¹ Preexisting residential structures shall not be subject to setback and height requirements of Table 11.7-1 but shall comply with lot area, density, and unit size requirements.

² Unenclosed entry stairs and landings shall have a minimum Side Yard Setback of 10 feet.

³ Unenclosed entry stairs and landings shall have a minimum Rear Yard Setback of 10 feet.

F. Design and Sustainable Development Standards

1. Design Standards. Each Cottage Home shall include the following features:

- a. A front pedestrian entrance facing the closest street or access drive.
- b. Pitched roofs.

2. Sustainable Development. Cottage Home Projects should incorporate best practices in energy efficiency, environmental protection and stormwater management, as well as Low Impact Development site design components. At a minimum, each Cottage Home Project shall satisfy at least two of the following sustainable development standards, provided that other comparably sustainable standards may be substituted upon approval of the Planning Board in its review for Site Plan Approval:

- a. Use of pervious materials in lieu of impervious materials for a minimum of 20% of the total area that would otherwise be constructed with impervious materials;
- b. Incorporation of green space within cul-de-sacs and boulevard islands;
- c. Use of passive house design features;
- d. Avoidance of fossil fuel HVAC systems and appliances;
- e. Incorporation of rain gardens, bioswales, and other non-structured stormwater controls where practicable; or
- f. Clustering dwelling units to preserve open space within the development site.

3. Universal Design. Bedford is committed to ensuring that quality housing is accessible to people of all ages, abilities, and income levels. All newly constructed dwelling units shall include the following features that permit future residents to modify them to meet accessibility needs:

- a. Infrastructure in all bathrooms to accommodate installation of grab bars around toilets and tubs/showers;
- b. For all door openings, a clear width of a minimum of 32 inches and a maximum of 48 inches;
- c. No raised interior thresholds, except as may be required by state or federal law;
- d. Minimizing steps necessary to access the dwelling to one step, unless otherwise waived by the Planning Board.

Units constructed or renovated specifically to be fully accessible shall meet ADA standards for accessible design.

4. Plantings. Trees and shrubs shall be provided in setbacks and within the development, to provide shade, visual relief and other benefits. Existing trees shall be retained, with protection, where appropriate. Overall provision shall satisfy the following metrics:

- a. There shall be at least one tree per dwelling unit;
- b. At least 70% of all trees and shrubs shall be native species. Invasive species shall not be allowed;
- c. Shade trees shall comprise at least 70% of the trees in the development, with ornamental trees representing not more than 30%.

G. Parking

1. Each Cottage Home shall be provided with off-street parking space(s), located within garages or in open off-street parking spaces. Not more than one garage space shall be permitted per unit.
2. At least one securable bicycle parking or storage space shall be created for each dwelling unit, unless such unit has a garage. Bicycle parking facilities shall comply with the requirements of Section 7.1.G for placement and access, security and dimensions.

H. Site Plan Approval

Cottage Home Projects shall be subject to Site Plan Approval, through a review conducted in accordance with Section 2.5 of this Bylaw and the Planning Board Site Plan Rules and Regulations.

; or pass any vote or take any action in relation thereto.

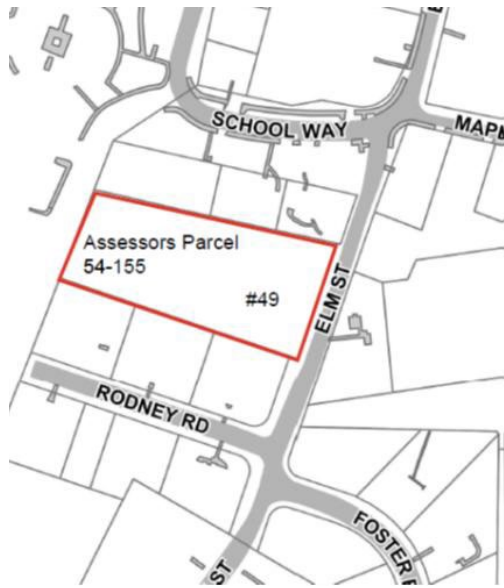
***EXPLANATION:** This article is proposed to promote development of "Cottage Home" projects in appropriate locations in Bedford (such location(s) to be defined by an approved Zoning Map amendment). Such projects may have multiple dwellings on a lot, with a maximum density of 10 dwelling units per acre. A mandated dwelling unit size limit will be conducive to lower purchase prices relative to single- or two-family houses, promoting housing diversity and affordability. Design Standards encourage sustainable and universal design features. This article only requires a simple majority under State Laws promoting housing production.*

RECOMMENDATIONS

Select Board:	Approval Recommended
Finance Committee:	Recommendation to be given at Town Meeting
Planning Board:	Approval Recommended

**Article 31
Zoning Map Amendment—Cottage Overlay District**

To determine whether the Town will vote to amend the Bedford Zoning Map to establish a Cottage Overlay District for the property located at 49 Elm Street (Assessor’s Map 54 Parcel 155) as shown below, or pass any vote or take any action relative thereto.



EXPLANATION: *This article would amend the Zoning Map to identify 49 Elm Street (Assessor’s Parcel 54-155) as the Cottage Overlay District, should Article 30 Zoning Bylaw Amendment —Cottage Overlay District, be approved. This article only requires a simple majority under State Laws promoting housing production.*

RECOMMENDATIONS

- Select Board: Approval Recommended
- Finance Committee: Recommendation to be given at Town Meeting
- Planning Board: Approval Recommended

**Article 32
Zoning Bylaw Amendment—Unregistered Vehicles**

To determine whether the Town will vote to amend the Bedford Zoning Bylaws, Section 4.4 Accessory Uses and Structures, Section B. Residential Accessory Uses, Subsection 3., as follows, or pass any vote or take any action relative thereto. *(Additions shown in bold)*

3. Storage of Recreation Trailer, Home Utility Trailer, Boat and Unregistered Motor Vehicles. In the Residential Districts, the storage of one recreation trailer, home utility trailer, boat, and one unregistered, **uninspected, or non-operable** automobile or similar light motor vehicle (maximum 10,000-pound gross vehicle weight and 135-inch wheelbase) shall be permitted, provided that the trailer, boat, and vehicle ~~is~~**are** not stored within the front yard or the minimum side yards. The storage of more than one trailer, boat, and **unregistered, uninspected, or non-operable** vehicle may be authorized by the ZBA by special permit.

EXPLANATION: *This article would amend the Zoning Bylaws to clarify that residential properties may store only one unregistered, uninspected, or non-operable motor vehicle outdoors on the property. The existing bylaw references only “unregistered” vehicles, which has allowed vehicles that are registered but not inspected (and therefore not legally operable) to*

be stored outdoors in residential districts. The proposed amendment adds “uninspected” to ensure that no more than one non-operable vehicle may be stored outside on a residential lot unless authorized by special permit. This article requires a 2/3rds majority.

RECOMMENDATIONS
 Select Board: Approval Recommended
 Recommendation to be given at Town Meeting
 Finance Committee: Approval Recommended
 Planning Board:

Article 33
Appropriate to 300th Anniversary Fund

To determine whether the Town will vote to raise and appropriate the sum of \$15,000 or any other sum, and to transfer such amount to the 300th Anniversary Special Revenue Fund; or pass any vote or take any action relative thereto.

EXPLANATION: *Bedford was incorporated in 1729. 2029 marks the Town’s 300th Anniversary. This article requests an additional appropriation to be added to the 300th Anniversary Special Revenue Fund. As of the printing of the Warrant, \$61,668 is in this fund. This article requires simple majority approval.*

RECOMMENDATIONS
 Select Board: Approval Recommended
 Finance Committee: Approval Recommended
 Residential Tax Impact: \$0.15

Article 34
Appropriate “Free Cash” to Reduce Fiscal Year 2027 Tax Levy

To determine whether the Town will vote to transfer the sum of \$1,600,000 or any other sum from surplus revenue to reduce the tax levy for the fiscal year commencing July 1, 2026; or pass any vote or take any action relative thereto.

EXPLANATION: *This article allows for the transfer from “free cash” a sum of money to reduce the amount of the tax levy for Fiscal Year 2027. This article requires simple majority approval.*

RECOMMENDATIONS
 Select Board: Approval Recommended
 Finance Committee: Recommendation to be given at Annual Town Meeting

Article 35
Bills of Prior Year

To determine whether the Town will vote to appropriate by transfer from available funds or otherwise provide a sum of money to pay for services rendered or goods received in a previous year; or pass any vote or take any action relative thereto.

EXPLANATION: *This article provides for the payment of bills that were not received in time for payment in prior fiscal years. This article requires a 4/5ths majority approval.*

RECOMMENDATIONS
 Select Board: Recommendation to be given at Town Meeting
 Finance Committee: Recommendation to be given at Town Meeting

and you are directed to serve this Warrant by posting attested copies thereof at the Town Hall and in at least three other public places in the Town at least seven days before the time of said meeting.

Hereof fail not and make return of this Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 9TH day in March in the year Two Thousand Twenty-Six

Select Board of Bedford

Paul Mortenson, Chair

Dan Brosgol, Clerk

Bopha Malone,

Shawn Hanegan,

Terrence Parker

A true copy
Attest:
Constable

I have served this warrant by posting attested printed copies thereof at the Town Hall and four other places of public travel.

_____, 2026.
Constable (month and day)

Town Meeting Procedures

(As Established Under Article 4 of the Bedford General Bylaws)

4.1 Debate Rules

The following rules shall govern Town Meeting:

- No voter may speak without recognition by the Moderator.
- Speakers must give their name and address before commencing.
- No voter may speak in debate more than twice on any article without specific permission from the Moderator, except to correct a statement. Questions do not fall under this rule.
- Speakers must keep their debate within the scope of the motion on the floor.
- All questions must be directed through the Moderator.

4.2 Motions

All motions shall require a majority vote except as noted.

4.2.1 Privileged Motions

The following motions are privileged motions addressing the conduct of the meeting, and have priority, in order as shown, over any other motion or any question which may be pending:

4.2.1.1 Dissolve or adjourn *sine die*

Final adjournment of Town Meeting may occur only after the completion of action on all articles in the Warrant. Not debatable or amendable.

4.2.1.2 Adjourn or recess

Postpones the meeting to a specified time, which must be within 21 days. Debatable and amendable.

4.2.1.3 Point of no Quorum

A call for a count of voters. No vote required.

4.2.1.4 Fix the time for which to adjourn

Sets a certain time for later adjournment. Debatable and amendable.

4.2.1.5 Question of privilege

Relates to the rights and privileges of the meeting and to the rights of the members. Not debatable or amendable.

4.2.2 Subsidiary Motions

The following motions are subsidiary motions. They have a direct effect on the original or main motion. They are listed in order of their rank, which follows the privileged motions, above:

4.2.2.1 Lay on or take from the table

Postpones action on the motion for an unspecified time and resumes action at the will of the meeting. Town Meeting may not be adjourned *sine die* until some action is taken on the motion in question. Not debatable or amendable. Two-thirds majority vote required.

4.2.2.2 Previous question

Calls for a vote on the motion under discussion without further debate. Not debatable or amendable. Two-thirds majority vote required.

4.2.2.3 Limit or extend debate

Sets a time limit for each speaker or the entire debate or may reopen the bounds of debate. Debatable and amendable. Two-thirds majority vote required.

4.2.2.4 Postpone to a specified time

Postpones action on an article to a specified time, or until after a specified article. Debatable and amendable.

4.2.2.5 Commit, recommit or refer

Sends the Article to a committee or other body for further study. Debatable and amendable.

4.2.2.6 Amend or substitute

Modifies the motion on the floor, in whole or in part. A written copy of the amendment must be presented to the Moderator or the Town Clerk. Debatable and amendable.

4.2.2.7 Postpone indefinitely

Ends debate and removes the main motion from discussion without a vote on the main motion. Not debatable or amendable. A brief explanation of the reason(s) for indefinite postponement may be given. Two-thirds majority vote required.

4.2.3 Incidental Motions

The following actions have the same rank as the motion from which they arise. They are subordinate motions relating to the conduct of the meeting with respect to the motion on the floor. They are considered and acted upon before the motions out of which they arise are concluded:

4.2.3.1 Point of order

Questions a possible error of omission or commission. Neither debatable nor amendable and no vote taken.

4.2.3.2 Appeal

Moves to reverse the decision of the Moderator on a point of order. Must immediately follow the point of order. Subject to acceptance by the Moderator. Debatable but not amendable.

4.2.3.3 Division of a question

Divides a main motion or amendment where practical to discuss and vote on the separate parts. Debatable and amendable.

4.2.3.4 Separate consideration

Requests discussion on separate parts of a question which do not allow for division since the separate parts are interrelated and will not stand on their own. Debatable and amendable.

4.2.3.5 Fix the method of voting

Request a specific form of voting, different from the normal one. Debatable and amendable.

4.2.3.6 Withdraw or modify a motion

Allows the maker of a motion to withdraw or modify the motion. Not debatable or amendable.

4.2.3.7 Suspension of rules

Requests a change in the rules relating to the conduct of the meeting. Not debatable or amendable.

4.2.4 Main Motions

The following are main motions in order of the rank and stem from articles in the Warrant:

4.2.4.1 Main motion

A motion made within the scope of the related article in the Warrant. The motion is debatable and amendable. The main motion may require a two-thirds vote, e.g., bonding and zoning.

4.2.4.2 Reconsider or rescind

Reconsideration requests reopening of debate on a motion previously voted on while rescission overturns a previous affirmative vote and defeats the motion involved. May be debatable but it is not amendable.

4.2.4.3 Advance an article

Asks to consider and discuss an article in the Warrant out of order. Debatable and amendable.

4.3 Reconsideration

4.3.1 Number of reconsiderations

When a motion of reconsideration is decided, that decision shall not be reconsidered again at the same session and shall not be reconsidered more than once thereafter.

4.3.2 Notice of intent to reconsider at future meeting

Articles voted upon at any meeting shall not be reconsidered at a subsequent meeting unless notice of intent to reconsider shall be given to the Moderator prior to adjournment and publicly announced to the meeting at which the article has been voted upon.

4.3.3 Requirements for voter to move reconsideration

Reconsideration may be moved only by one who voted on the prevailing side.

4.4 Amendments

4.4.1 Amendments to amendments

An amended amendment may not be amended.

4.4.2 Order of voting on amendments

In the case of several amendments of different amounts or periods of time, the largest amount and the longest time will be voted on first, and an affirmative vote will be a negative vote of the smaller sums or shorter times.

4.4.3 Amendments to bylaws

No amendment may be made to a proposed General Bylaw printed in the Warrant unless it is to correct an error in the printing which does not change the meaning. A proposed Zoning Bylaw article may be amended on the floor to be less restrictive.

4.4.4 Reports to meeting

Recommendations made in the report of any board or committee shall not be acted upon or debated at any meeting unless there is an article in the Warrant.

4.4.5 Acceptance of reports to the meeting

When the report of a committee is placed in the hands of the Moderator, it shall be deemed to be received. If it is a final report, a vote to accept it shall discharge the committee. If it is an interim report, the committee continues to serve unless the Town votes to discharge the committee.

4.4.6 Amendments to articles

Any article appearing in the Warrant and considered at any Town Meeting may be amended and any portion may be deleted or added to by the vote of the Town, provided the phrase "do anything in relation thereto," "pertaining thereto," or words of similar import appear in the article. Any proposed amendment must be within the scope of the article.

4.4.7 Quantum of vote on bylaws and borrowing

A motion under an article to add to or amend the Town Bylaws, unless otherwise required by the General Laws shall require a simple majority vote. An article to amend the Zoning Bylaws or one for the purpose of borrowing for a period greater than one year shall require a two-thirds vote. A vote requiring a two-thirds majority does not have to be counted unless questioned by the Moderator or seven voters.

4.4.8 Reports and motions in writing

All reports, resolutions, motions and amendments submitted to the meeting for consideration shall be presented in writing to the Moderator.

4.4.9 Secret ballot

A majority of those present and voting may choose to vote on any article or amendment by secret ballot.

Guidelines for Civil Discourse

The Town of Bedford respects and recognizes each citizen's right to free speech. In order to guarantee all people's right to free speech and to ensure productive civil discourse, we request that all citizens respect the following guidelines.

Show respect for others.

- Discuss policies and ideas, not people
- Only one person should be speaking at any given time
- Use helpful, not hurtful language

Speak as you would like to be spoken to.

- Use courtesy titles (Mr., Ms., Sir, etc.) and ask if unsure
- Restate ideas when asked
- Use a civil tone of voice

Agree to listen.

- Respectfully hear and listen to differing points of view
- When unsure, clarify what you heard
- Realize that what you say and what people understand you to have said may be different
- Recognize that people can agree to disagree

Speak for yourself, not others.

- Speak from your own experience
- Use "I" statements ("I think that the ideas presented . . .")

Follow agreed-upon guidelines regarding who speaks when and for how long.

Proposed Fiscal Year 2027 Operating Budget

Account #	Department	FY2025 Adopted	FY2026 Final Budget	FY2027 Recommended	\$ Change	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount	Brief Explanation of Notable Changes
122	Select Board	1,169,429	1,431,725	1,464,811	33,086	2.3%	1.1%	13.99	Salaries: Expenses:	901,584 563,227	
133	Finance/Admin Serv	900,853	946,906	1,077,315	130,409	13.8%	0.8%	9.25	Salaries: Expenses:	789,315 288,000	\$99k increase transfer Annual Audit from standalone article, into the budget
155	Information Technolgy	1,160,050	1,221,846	1,227,000	5,154	0.4%	1.0%	11.94	Salaries: Expenses:	362,702 864,298	
910	Insurance & Benefits	16,699,243	18,631,741	20,417,451	1,785,710	9.6%	16.0%	182.00			
	<i>Health Insurance</i>	8,515,275	9,622,261	10,873,155		13.0%	8.5%				
	<i>Retirement Assessment</i>	5,814,992	6,457,886	6,877,543		6.5%	5.4%				
	<i>General Insurances</i>	1,300,000	1,400,000	1,400,000		0.0%	1.1%				
	<i>Medicare Assessment</i>	917,976	1,000,594	1,100,653		10.0%	0.9%				
	<i>Unemployment Insuran</i>	125,000	125,000	137,500		10.0%	0.1%				
	<i>Life Insurance</i>	16,000	16,000	17,600		10.0%	0.0%				
	<i>Employee Wellness</i>	10,000	10,000	11,000		10.0%	0.0%				
710	Principal & Interest	9,625,681	11,325,805	11,600,000	274,195	2.4%	9.1%	110.63	Non Exempt P Non Exempt I Exempt P. Exempt I.	7,588,179 2,589,804 1,292,717 129,300	
131	Financial Committees	551,614	751,614	751,614	-	0.0%	0.6%	7.34	Expenses: Reserve Fund	1,614 750,000	
141	Assessors	323,962	327,716	350,384	22,668	6.9%	0.3%	3.20	Salaries: Expenses:	268,934 81,450	
151	Legal Services	200,300	200,300	200,300	-	0.0%	0.2%	1.96	Expenses:	200,300	
161	Town Clerk	336,088	347,953	338,702	(9,251)	-2.7%	0.3%	3.40	Salaries: Expenses:	317,517 21,185	
162	Elections & Registratic	77,000	29,225	54,675	25,450	87.1%	0.0%	0.29	Salaries: Expenses:	34,900 19,775	Increase due to number of elections in the upcoming year
175	Planning Board	269,479	278,062	287,629	9,567	3.4%	0.2%	2.72	Salaries: Expenses:	269,729 17,900	

Account #	Department	FY2025 Adopted	FY2026 Final Budget	FY2027 Recommended	\$ Change	% Change	% of Total	Tax Impact *	Segregations Descriptions	Amount	Brief Explanation of Notable Changes
210	Police Department	4,901,065	5,484,229	5,744,760	260,531	4.8%	4.5%	53.57	Salaries Expenses:	5,476,077 268,683	Increase due to a \$150k increase in Police Overtime to close longstanding year-end gap
220	Fire Department	3,725,069	3,732,151	3,789,301	57,150	1.5%	3.0%	36.46	Salaries Expenses:	3,509,949 279,352	Reduction of 1 FF and .5 Admin through transfer to Ambulance Enterprise Budget
236	Town Center	132,507	118,807	0	(118,807)	-100.0%	0.0%	1.16	Salaries Expenses:	0 0	Reduction by transferring to Facilities Department
240	Building Department	715,174	742,238	778,543	36,305	4.9%	0.6%	7.25	Salaries Expenses:	718,368 60,175	Added \$1,250 Historic
300	School Department	49,593,798	52,090,425	53,697,409	1,606,984	3.1%	42.0%	508.82			
301	Vocational Education	1,118,000	1,249,018	1,625,701	376,683	30.2%	1.3%	12.20			Increase due to 8 additional students enrolled in upcoming school year at Shawsheen and 2 at Minuteman.
192	Facilities Department Municipal	3,526,054	3,723,014	3,885,061	162,047	4.4%	3.0%	36.37	Salaries Expenses: Utilities:	804,995 373,886 2,706,181	\$118,807 moved from Town Center (1.2% total increase without this transfer)
400	Public Works	17,021,000	16,987,771	16,913,315	(74,456)	-0.4%	13.2%	165.94	Salaries Expenses W/S/Trash Roads	4,010,886 3,861,439 9,383,443 1,600,000	
423	Snow & Ice	342,453	342,453	342,453	-		0.3%	3.35			
500	Board of Health	441,690	462,056	548,412	86,356	18.7%	0.4%	4.51	Salaries Expenses:	399,635 148,778	Increase due to addition of Hazardous Waste and Mosquito Control
501	Hazardous Waste	27,438	28,261	0	(28,261)	-100.0%	0.0%	0.28	Expenses:	0	Moved to Board of Health
503	Mosquito Control	43,303	44,602	0	(44,602)	-100.0%	0.0%	0.44	Expenses:	0	Moved to Board of Health
540	Bedford Local Transit	69,972	72,335	73,685	1,350	1.9%	0.1%	0.71	Salaries: Expenses:	71,535 2,150	
541	Council on Aging	302,298	314,445	303,815	(10,630)	-3.4%	0.2%	3.07	Salaries: Expenses:	281,845 21,970	
542	Youth & Family Servic	621,329	645,533	661,167	15,634	2.4%	0.5%	6.31	Salaries: Expenses:	311,186 349,981	
610	Public Library	1,611,808	1,668,212	1,719,795	51,583	3.1%	1.3%	16.30	Salaries: Expenses:	1,369,895 349,900	
630	Recreation Commissio:	105,601	58,756	60,456	1,700	2.9%	0.0%	0.57	Salaries:	60,456	
691	Historic Preservation Commission	1,333	1,250	0	(1,250)	-100.0%	0.0%	0.01	Expenses:	0	Moved to Building Department
TOTAL		115,613,590	123,258,449	127,913,754	4,655,306	3.8%	100.0%	1,204			

* Residential Tax Impact (Per 100,000 of assessed value)

Volunteer Opportunities and the Appointment Process

All Town boards and committees consist of volunteers who reside in Bedford and are either legal permanent residents or registered voters. These volunteers work toward solving complex issues and setting or recommending policy that helps to shape the kind of community in which we live. Bedford is fortunate to have many potential volunteers whose skill and technical knowledge can be applied in the Town government. There are various opportunities available to correspond with your expertise and/or interest.

Why volunteer? There are as many reasons as there are volunteers. Here are a few:

- Learn more about your community
- Meet people
- Watch your ideas get implemented
- Be aware of important events in Town
- Take charge of a project
- Add to your resume
- Help guide your community

Terms of office vary from one to three years. Committees that have openings as of the printing of the warrant are listed below:

Community Media Committee*
 Finance Committee*
 Hanscom Area Towns Committee (HATS)**
 Historic Preservation Committee***
 Municipal Affordable Housing Trust**
 Patriotic Holiday Committee*
 Taxation Aid Committee
 Tricentennial Committee**

*Indicates number of openings

Appointment Process

If you would like to be a part of our Town government, please initiate the process for appointment by completing the Volunteer Questionnaire (provided on the next page) and returning it as indicated. Please note that all candidates for appointment to a committee are interviewed, and that prior to interviewing, they are required to visit at least one meeting of the committee(s) in which they express interest. For more information and an electronic version of the Volunteer Questionnaire, please see bedfordma.gov/vcc.



Scan this QR code to go to the VCC page now!

Town of Bedford Questionnaire for Volunteers
Good Government Depends on You!

Please read about opportunities for volunteer appointments and the process on the previous page.

Name	Date
Address	Occupation
Preferred Phone	E-mail

1. Interested in serving on _____

2. How many meetings have you attended of the committee(s) listed above? _____

3. No. years lived in Bedford: _____ Are you a registered Bedford voter? _____

4. Attended Bedford Town Meeting(s)? _____ If yes, please indicate last year(s) you attended. _____

5. Please describe your background or training from work and/or life experience that relates to your interest in government. _____

6. What Town government experience have you had? _____

7. What community experience have you had? Have you served as an officer or held any leadership position in any other community organization(s)? _____

8. Additional information for the Select Board to consider. (Please add to this form and/or attach a resume as necessary.) _____

9. Do you have any restrictions on your availability to attend committee meetings? _____

10. How do you hear about this vacancy? _____

Feel free to call a member of the Volunteer Coordinating Committee to indicate your interest or to find out more about a committee, the time commitment involved and the process of appointment. Please complete this form and return it to the Town Manager's Office, Town Hall at 10 Mudge Way or by email to townmanager@bedfordma.gov.

Joseph Piantedosi 781-275-6077 Kelly Korenak 917-741-9934 Jennifer Kelley 617-331-1983
Angel Pettitt 917-683-7018 Paula Gilarde – 781-572-6117

