

Bedford Village Common Sunset Committee Proposal

Establishment of a New Bedford Village Common Committee - A Sunset Committee to be called the “Bedford Village Common Development Committee”

Purpose: The purpose of this new sunset committee, herein after called the Development Committee (DC), is to oversee the development of the Bedford Village Common (BVC) as described in the TFMoran site plans dated July 27, 2006, rev.12/6/07 and approved by the Town Council in September 10, 2008 and establish a separate fund raising sub-committee for the purpose of raising the necessary funds for this project as described herein. (Note: It is understood that these plans represent the western section of the park and further park development of the eastern section may occur at a future time). The new committee shall consist of seven volunteer members from the Town of Bedford, one of which shall be a designee of the Town Council. In addition, the Park & Recreation Commission shall provide a non-voting liaison member.

Premise The development of the BVC may be funded by Parks & Recreation Impact Fees and private fund-raising. The understanding is the Town has previously contributed approximately \$95,250 for environmental, engineering and design services, permitting, signage, fencing, land clearing and tree removal for the development of the BVC. In addition the Town Council (TC) approved placing 6.2 acres of the BVC into a conservation easement to be held by the Bedford Land Trust. The amount of impact fees to be spent on the development of the BVC will be determined by the Town Council. The impact fees shall be allocated on a matching basis with donations received. Private donations must be in a bank account to be considered “in hand” and available for matching impact fees. In kind donations will be considered for a match with proper verification of real costs vs. discounted costs of products and services. It is also agreed that the fund raising mechanism will be reviewed on an annual basis, prior to the approval of the Town budget.

Proposed Plan: for the Bedford Village Common Development Committee

- A. Develop a BVC fund raising plan, to include an implementation schedule.
 1. Establish a Fund Raising sub-committee to plan/conduct the private fund raising effort.
 2. Project a realistic fund raising schedule (i.e., anticipated amount by year) for use in the construction schedule. Considering the expiration schedule of the impact fees, construction must begin in time to protect the use of those fees. See paragraph F herein.

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3. Implement the fund raising efforts upon the TC's approval of the fund raising plan/agreement.
4. Monitor the fund raising status to insure the construction plan/schedule remains viable and report back to the TC on a quarterly basis.

B. The DC shall present the BVC funding and construction plans to the Town Council for agreement prior to implementation. Any BVC design changes will be presented to the Town Council for approval prior to implementation.

C. The DC shall monitor the BVC fund raising and construction plans/schedules and insure realistic goals and schedules.

D. Construction/Annual Maintenance:

1. Review the construction plan and establish a realistic construction schedule considering the availability of funds.
2. Identify the projects that are appropriate for volunteers to complete. (i.e., fence painting, bird house and bench design/fabrication).
3. Seek bids for all elements of BVC construction which a professional/contractor is required. Use the Town bid and proposal policy for all bids. The town shall assist in this process.
4. Coordinate BVC construction schedules and funding requirements with the Fund Raising sub-committee and the Town Manager or his designee.
5. The DC will oversee the park's construction with the assistance of town staff.
6. Provide the TC with estimates for on-going annual maintenance costs. Identify potential private, public or volunteers, etc., funding sources for on going park maintenance e.g. Friends of the park committee, corporations, town budgets, etc.

E. The DC shall report on a quarterly basis to the Town Council on the status of planning, scheduling, private fund raising and all construction efforts.

F. The following schedule of impact fee expiration is presented. This schedule has been provided by the Town Finance Office:

Collected through December 2005: \$25,360 - must be spent by 12/2011

Collected through December 2006: \$47,644 - must be spent by 12/2012

Collected through December 2007: \$52,097 - must be spent by 12/2013

Collected through December 2008: \$33,723 - must be spent by 12/2014

Town Council Approved: April 8, 2009