

**TOWN OF BEDFORD  
TOWN COUNCIL MEETING MINUTES  
May 25, 2022  
10 Meetinghouse Road**

**1. ROLL CALL:** A meeting of the Bedford Town Council was held on Wednesday, May 25, 2022, 10 Meetinghouse Road. Participating were Bill Carter (Chair), Lori Radke (Vice Chair) and Councilors Phil Greazzo, Sue Thomas, Bill Duschatko, Dave Gilbert, and Kathleen Bemiss. Also present was Town Manager Rick Sawyer.

Chairman Carter opened the meeting at 7:00 PM.

**2. PLEDGE OF ALLEGIANCE** – Led by Chairman Carter.

**3. PUBLIC COMMENTS** – None

**4. NEW BUSINESS**

**a. Award of a construction management services contract for work related to a new Police Station, Fire Substation, and renovations to the Safety Complex and Town Office Building**

Mr. Sawyer stated the recommendation from the Facilities Subcommittee was to award the contract for the construction management and architectural services to the team led by Fulcrum Associates of Amherst, NH who partnered with Lavallee Bresinger Architects and VHB engineers. An RFP was issued in March and five teams submitted responses. The Subcommittee ranked the proposals and invited the top two firms for interviews. Following the interviews, Fulcrum's proposal was determined to be the one that best met the Town's needs based on approach, understanding and ability to address their needs, their qualifications, and their experience.

Councilor Radke wanted to know if the other companies that submitted proposals were in line as far as fees. Councilor Thomas stated that fees were all over the place. It was how they presented their fees and how they answered the RFP; the fees were very different. Councilor Radke wanted to confirm that it wasn't based on the fees and if this was one of the highest ones that was submitted and Council Duschatko responded no. Councilor Thomas stated that they based it on what they would get from them, how much they understood the project, the Town, and the best on how to bring it to the voters and what they needed to do and also the types of projects they've done in the past. They've done safety complexes before and seemed to fit Bedford the best. Councilor Gilbert stated that their experience was extensive. They've done a lot of police and fire stations and combination safety complexes. Their experience outweighed everyone else and their approach to marketing was going to be a big asset to them to show it to the people in Town and get them on board with what they were doing.

Councilor Radke wanted details of how they were going to present. Councilor Gilbert stated that they've got a whole proposed schedule. Councilor Radke wanted to know if they were going to invite the public. Councilor Thomas stated it was the Council's job to

sell the project. Fulcrum and the team would be there to support the Council. They would be at any meetings the Council has. They want a communications committee that they would work with to get the word out with good data behind it. She felt Fulcrum had a much better plan for communications and a couple of them live in Bedford and understand what a Bedford voter wants to see when they were going to the polls to vote for something of this magnitude. Councilor Radke wanted to know if it was the same company that did the high school. Councilor Thomas responded no, but the architect was the same.

Councilor Bemiss wanted to know about rolling it out to the community. She had been hearing more often that people were not informed. There was no one central source to look for information and they get it after the fact or when they've already made decisions. She wanted to know how they were going to let them know that this is what their process is and where they were headed. Councilor Thomas stated that they were going to have to let them know, because this would be a bond and they need a lot of people to come out and vote for it. They have one person on their team that is going to be dedicated to communications. They pledged they would have 8-10 people from every aspect, all three companies, different key people, and they were going to be putting a lot of work into the pre-construction. She believed that communication was key to all of it. She didn't believe that a majority of the people in Town knew they were even doing this. They mentioned having a communications committee, which might include a couple of Councilors, but would be community members. The key was getting community members involved to spread the word; posting on Facebook, flyers, BCTV, however they can get the word out.

Councilor Radke wanted to know, if approved, if this company were the ones that would go ahead and get all of the construction costs and would actually do the construction from A-Z. The Town wouldn't have to go out to bid anymore for any of it. This company would do the whole kit and caboodle and Councilor Gilbert responded right. Councilor Thomas stated that they will see when the motion was made what the different fees were. It's not just this pre-consultation; they want the whole thing and they said they would award the whole thing. If they were going to price it and design it, they don't want to have to go back to the drawing board and say this is what we have, somebody else will build it. Councilor Radke wanted to know without getting quotes, if they were comfortable that they would give the Council a fair price. Councilor Thomas stated that if it's not a fair price; there would be negotiation. She thought three or four of the people sitting in that room were Bedford residents. They were not going to mess with their neighbors. They weren't going to ruin their reputation. She also believed that it took a lot of work on behalf of the Council to make sure that it stays in line. She thought they could trust all five companies. She didn't think there was any one of them that they wouldn't ask that question and didn't think they would put anyone in front that they would say they don't have a good reputation. They were going to have to figure out what number the Town was going to have. Councilor Radke stated that they don't have a number yet and Councilor Thomas responded no. Councilor Radke stated that she was asking these questions, because that's what people would ask. All of this was going to come up and they need to be able to answer them. Chairman Carter stated that they know who to call when they need those answers. They need a subcommittee. Councilor Radke thought they all needed to know that. This information now needs to be all of them. Councilor Thomas stated that the subcommittee met, because the full Council couldn't meet, but this is all seven of them; they all own it. Councilor Radke stated that she wasn't sure they were all on board. Councilor Gilbert wanted to know what she meant by not on board. They were on board that they were

going to build the facilities and do those projects. They've already decided. Councilor Radke asked if they were all in agreement about that; that all seven of them were positive. They have two Councilors that weren't there last year they when discussed this. Councilor Greazzo stated that he was on the site committee last cycle, so he's in favor of it. It's something that was necessary. Councilor Bemiss echoed Councilor Greazzo's sentiments and believed it was needed in Town. Councilor Radke stated that she did as well, but wanted to make sure if they were going to fight for this the seven of them need to be picking it up and not anybody against it. Chairman Carter stated that he was firmly behind it. Councilor Greazzo thought if they ever wanted to get accredited they need proper facilities. Chairman Carter stated that it's something that the seven of them need to be on board and out front to make sure that this gets done.

**MOTION by Councilor Gilbert that the Bedford Town Council approve the contract with Fulcrum Associates in the amount of \$89,420 for pre-bond construction services, and post-bond services at 3.5% of direct hard construction costs for construction management and 8.5-11% for architectural and engineering services related to a new Police Station, Fire Substation, and renovations of the Safety Complex and Town Office Building, and authorize the Town Manager to sign the documents. Seconded by Councilor Duschatko.**

Councilor Greazzo mentioned the 8.5-11% for architectural and engineering services and wanted to know if they could get a fixed number. Mr. Sawyer stated that it's 8.5% for the new construction, 10% for the existing Safety Complex renovations, and it's 11% for the Town Office Building. It's spelled out in the contract.

**Vote taken – Motion Passed – 7-0.**

**5. OLD BUSINESS – None**

**6. APPROVAL OF MINUTES**

**a. Interview Minutes – May 11, 2022**

**MOTION by Councilor Thomas that the Bedford Town Council approve the minutes of the May 11, 2022 Town Council Interviews. Seconded by Councilor Radke. Vote taken – Motion Passed – 7-0.**

**b. Public Session – May 11, 2022**

**MOTION by Councilor Thomas that the Bedford Town Council approve the minutes of the May 11, 2022 Public Session. Seconded by Councilor Gilbert. Vote taken – Motion Passed – 7-0.**

**c. Non-Public Session – May 11, 2022**

**MOTION by Councilor Thomas that the Bedford Town Council approve the minutes of the May 11, 2022 Non-Public Session. Seconded by Councilor Gilbert. Vote taken – Motion Passed – 7-0.**

## **7. TOWN MANAGER REPORT**

- 1) Tax bills have been mailed with a July 1<sup>st</sup> due date. The first bill of the year is based on the tax rate set in 2021 with property valuation updates made for any changes to the property completed by April 1, 2022.
- 2) Please register your dog(s) prior to June 1<sup>st</sup> in order to avoid any late fees for 2022.
- 3) Bedford Historical Society Annual Clothing Drive runs through May 26<sup>th</sup> and donations can be placed in the U-Haul bin placed in front of the Stevens Buswell Building.
- 4) May 29 – Police Department Bicycle Rodeo at the High School, 9:00 – 11:00 AM.
- 5) The Bedford Memorial Day Parade will be Sunday, May 29, 2022 starting at the High School at 1 PM and traveling down County Road to the McKelvie School. After the parade, the VFW will have a service to honor and remember our fallen service members and the Bedford Men’s Club will have refreshments available.
- 6) The last day to make party affiliation changes prior to the September 13, 2022 Primary Election is Tuesday, May 31, 2022. You can check your affiliation through the Secretary of State’s website at: <https://www.sos.nh.gov/>
- 7) The filing period for candidacy for the State Primary Election and General Election is June 1-10. All those filing for office must be registered voters by May 31.
- 8) The Bedford Farmers Market opens June 14<sup>th</sup> and continues on Tuesdays from 3-6 PM until October 11<sup>th</sup> at Murphy’s Taproom parking lot, 393 Route 101.
- 9) Bedford Memorial Pool is scheduled to open on Father’s Day, June 19<sup>th</sup>. Seasonal pool passes are available from the Recreation Department: single \$75, family \$125, and family with baby sitter \$145. Passes are free for those over 60 years of age.
- 10) June 25 – Household Hazardous Waste Day, 8:30 AM – 3 PM, Highway Garage, 19 Chubbuck Road.
- 11) May 29 – Bedford Library Closed for Memorial Day.
- 12) May 30 – Bedford Town Offices, Library, Transfer Station, & BCTV Closed for Memorial Day.
- 13) June 4 – Bedford High School Graduation, 10 AM.

Mr. Sawyer stated that he had been announcing that there would be a traditional Fire muster on June 25 in celebration of the 100<sup>th</sup> year of the Fire Department, but that has been cancelled. There will be an event at the Fire Station that day for former firefighters and current firefighters.

## **8. COUNCILOR COMMENTS AND COMMITTEE UPDATES**

Councilor Bemiss stated that the composting committee was working hard. Some of them would be at the parade. There would be emblems on the street sweepers advertising that they were doing composting. Jeff Foote had purchased four different types of home composting that would be available for viewing at the Transfer Station, so people could learn how to compost in their own backyard.

Councilor Gilbert stated that there was a ZBA meeting on the 27<sup>th</sup> where they approved an after-the-fact variance, approved a request for a special exemption, and denied a request for a variance and that same person withdrew their second request.

Councilor Radke thanked the DPW for inviting her to their luncheon last week in celebration of National DPW week. She wished them luck in their accreditation visit next

week. She stated that the Transfer Station hours would be changing starting June 11 and they were going to be 6:30 AM to 3:00 PM to Labor Day. Mr. Sawyer stated that it's a proposal that hadn't yet come before the Council. Councilor Radke stated that the pool was opening on Father's Day and admission is free. Her heart goes out to Texas and the families of the children and teachers who were killed Tuesday. It was a reminder that life was too short and hug your babies.

Councilor Duschatko stated that there was a Planning Board workshop meeting on Monday where they discussed training opportunities for Planning Board members as well as pending legislation that was still being fought over in Concord.

Councilor Greazzo stated that the Water & Sewer Advisory Committee met to discuss increasing rates.

Chairman Carter stated that the Conservation Commission met last night. They had one applicant on their agenda, which was a light industrial and gas station at the corner of 101 and Hardy. They put it on hold for another month. They discussed the trail stewardship program. The initial walk of all of the trails had been done and trail maintenance is being done. Their new logo was out and they were working to get that put on hats. Next Wednesday he would be at the Student Council. It would be the last meeting before they go into summer break. Hopefully, they would vote to add a Town Councilor to their Council. They talked about composting too, because of the excessive food and waste. He asked drivers to give the walkers, runners, and bicyclists some space to make sure they stay safe. He wished all the residents a peaceful and safe Memorial Day weekend.

## **9. ADJOURNMENT**

**MOTION by Councilor Thomas to adjourn. Seconded by Councilor Radke. Vote taken – Motion Passed – 7-0.**

The public meeting ended at 7:31 PM.

Respectfully submitted,

Dawn Boufford