MEMORANDUM

To: Bedford Town Council

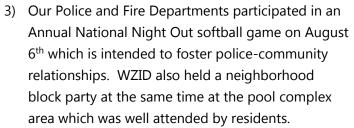
From: Rick Sawyer, CPM, AICP, Town Manager

Date: August 11, 2019
Re: Manager's Report



News & Noteworthy:

- 1) DWI arrests are up 100% over last year at this time and we have already reached our total for the past year. I can't stress enough for the need to use designated drivers, taxis, Uber, Lyft, or phone a friend rather than getting behind the wheel after having had anything to drink.
- 2) The Library Summer Reading Program has had another great year with 870 children, 50 teens, and 200 adults participating and recently held a touch-a-truck event which was very well attended. Thanks go out to our Library, DPW, Police, and Fire Department personnel for their efforts for this event.



4) The Student Parking program will be completed in the same manner this year as last year. All students needed to apply through the High School application process which closes in mid-August at which point we will be provided with the list of students who did not get spaces on campus who will have the first opportunity for





- spaces within the town lots. Town permits are expected to be issued starting August 14th. Any student with a license will be eligible to obtain a permit within the town lots at any point in the school year if a space is available. The permit hangtags are color coded to the color that has been assigned to the lot by the ordinance. The program worked very well in 2017 and 2018 and we have no expectation of issues this year. Last year all licensed students who wanted permits at the start of school were able to be accommodated and all the permits were issued by early October.
- 5) Just a reminder that the town is completing a re-evaluation process this year and preliminary values have been mailed to each taxpayer. As part of that mailing you received information about how to schedule a hearing should you want to question your assessment. It is important that you do not estimate your projected tax bill based on our current tax rate as it will change

based on several factors. With the 2017 update the average assessment went up 15% and the tax rate went down 15%. The Town Assessor will provide a detailed update on the reevaluation to the Council and community at the September 25, 2019 Council meeting.

Project Updates:

- 1) 2020 CIP & Budget The Department Heads have submitted their department goals, CIP, and staffing requests, and budget requests are due in two weeks. The CIP is being reviewed and a draft will be provided to the Planning Board and Council in September.
- 2) The new pavers at Library walkway have been installed making for much safer access to the building.
- 3) 2019 Roads Program Work Continues on Liberty Hill Road and Phase 2 is nearing completion. We have been considering the potential impacts of possible future waterlines in the Liberty Hill Road area as a result of the new PFAS standards to determine if we should delay Phase 3 of the project. At this time we believe it is best to complete the work at least through base pavement as it may be several years before any decisions are made as to whether water needs to be extended or not and it is not clear where the lines would be placed. While we don't ever want to see newly paved roads torn up later at least in this case it shouldn't be with tax payer money and will be as a result of a health related issue. The Donald Street project continues and the blasting taken place on Savoie Street. Please continue to watch the Roads Program website for timely updates at www.bedfordroads.com
- 4) Route 101 It is my understanding that the State is still anticipating substantial completion on the Route 101 project late this year, with final paving and striping taking place in 2020.
- 5) Document Management Most departments have received training and are now able to start using the system.
- 6) Time & Attendance Meetings between the town and vendor have been reinstated and the Police Department is trying to resolve issues found with the advanced scheduling module. Implementation will continue as soon as possible.
- 7) Personnel: Our Fire Department will be holding a pinning ceremony on September 11th at 6 PM for our newest firefighters and recent promotions. The Deputy Fire Chief position was posted and applications are now being reviewed with hopes of having someone in place very quickly. Our Children's Librarian, Grace Larochelle has announced her resignation and has accepted a position with the Springfield Massachusetts Library where she will relocating. The Police Department recently swore in one certified officer and on August 20th at 9 AM Timothy Hayden will be sworn in prior to attending the Police Academy this fall. Recently the DPW request to reclassify one of their equipment operator positions to be a mechanic which is a position that has been listed in the union contract for years but not recently filled. Ian Rollins has been performing the duties of the mechanic under the direction of Head Mechanic Mark Weir for the last couple of years and now has the title to go along with the assignment. A limited number of life guards this year will likely impact our pool hours for the rest of the season as they start to go back to college and high school starts.

Events:

- Wednesday Night Concerts in the Park Series are at 6 PM at the Bedford Village Common.
 Concerts continue on Wednesday nights through August 21st. Rain location for all performances is the Bedford Town Hall or Library.
- August 14th "Bryan Conway" Concert in the Park, 6 PM at the Bedford Village Common.
- August 18th Friends of Aine Try-Athon, 8 AM, Bedford Recreation Complex and Bedford High School area.
- August 20th Police Department Swearing In Ceremony, Safety Complex, 9 AM.
- August 21st "Hickory Horned Devils" Concert in the Park, 6 PM at the Bedford Village Common.
- August 27th First day of School.
- September 2nd Town Office, Library& Transfer Station closed in honor of Labor Day.
- September 2nd Last day for the Town Pool, Noon-5 PM.
- September 11th Fire Department Pinning Ceremony, Safety Complex, 6:00 PM.

Upcoming Meetings:

- August 12th 7:00 PM, Planning Board
- August 14th 7:00 PM, Town Council
- August 15th 11:30 AM, Telecommunications Subcommittee
- August 20th 7:00 PM, Zoning Board
- August 22nd 7:00 PM, Energy Commission
- August 27th 7:15 AM, Highway Safety Committee
- August 27th 7:00 PM, Conservation Commission
- September 3rd 7:00 PM, Historic District Commission
- September 9th 7:00 PM, Planning Board
- September 10th 7:00 PM, Parks & Recreation Commission
- September 11th 7:00 PM, Town Council
- September 12th 7:45 AM Water & Sewer Committee
- September 17th 7:00 PM, Zoning Board
- September 19th 11:30 AM, Telecommunications Subcommittee
- September 23rd 7:00 PM, Planning Board (workshop)
- September 24th 7:15 AM, Highway Safety Committee
- September 24th 7:00 PM, Conservation Commission
- September 25th 7:00 PM, Town Council
- September 26th 7:00 PM, Energy Commission

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