

TOWN OF BEDFORD
TOWN COUNCIL RETREAT MINUTES
April 7, 2018
BEDFORD SAFETY COMPLEX
55 CONSTITUTION DRIVE

ROLL CALL: The Bedford Town Council held a retreat on Saturday, April 7, 2018 at the Bedford Safety Complex, 55 Constitution Drive. Present were Councilors: Bill Duschatko (Chairman), Melissa Stevens (Vice Chair), Chris Bandazian, David Gilbert, Phil Greazzo, Kelleigh Murphy, and Catherine Rombeau. Also present was Town Manager Rick Sawyer.

Chairman Duschatko opened the retreat at 8:10 AM.

There was discussion of short term and long term goals for the Town including the following:

- Facilities Plan
- Field Master Plan
- Fund balance and budget increase to absorb to already known new costs (unions, roads). Complete budget projections early.
- Need for meeting space.
- Transfer Station
- Technology
- Change the agenda to include reports on committee assignments
- Provide an open invitation to the Boards & Commissions to meet with the Council if they would like.
- Environmental Issues
- Master Plan – Council will be fully supporting the process through participation and public promotion. Planning Board liaisons will be principally responsible for reporting back to the Council.
- Public Relations
- Services to the public
- Conservation of developable open space
- Review of purchasing policy
- The Council should have more retreats
- Need to be able to see tax status online
- Cell Towers

Established Goals / Priorities:

1. Review of the field use policy and consideration of a pay to play policy. (Gilbert & Murphy)
2. Consideration of a potential split of the HR and Finance Departments. (Duschatko & Sawyer)
3. Support for changes in the recycling program and transfer station initiatives in order to be responsive to changing market conditions. (Greazzo & Rombeau)
4. Completion of the digital records retention policy and program. (Duschatko & Bandazian)
5. Social media and public relations improvements and priorities. (Murphy & Stevens)
6. Employee appreciation luncheon. (Greazzo & Rombeau)

Chairman Duschatko adjourned the retreat at 3:19 PM.

These minutes were compiled by notes taken and respectively submitted by Town Manager Rick Sawyer.