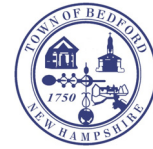


# MEMORANDUM



To: Bedford Town Council  
From: Rick Sawyer, Acting Town Manager  
Date: March 20, 2016  
Re: **Manager's Report**

---

## News & Noteworthy:

- 1) **The tax collection and motor vehicle registration window will be closed all day April 6<sup>th</sup>** for required staff training of the new online and credit card payment system which is scheduled to go live on April 8<sup>th</sup> for motor vehicles and dog licenses. Tax billing as other billing will be brought online later in the spring.
- 2) The Town of Bedford through its Police Department will be hosting a special event on **"Substance Abuse, From the Boarder to Our Corner", on March 24<sup>th</sup> from 6:30-9:00 PM**, at SERESC, 29 Commerce Drive. The program will feature the showing of "Chasing the Dragon" and then discussion by an impressive group of panelist. Doors open at 6:00 for general admission seating. The opioid struggle continues to significantly impact our community as reported by Chief Bryfonski at the last Council meeting when he noted the loss of 4 individuals connected to Bedford.
- 3) On March 28<sup>th</sup> at 7:00 PM, the Planning Board will be holding a special meeting with the Performance Zone Study Committee and New Hampshire Economist Russ Thibeault who will be reviewing economic and demographic trends in Bedford, the region, and New Hampshire and how things like our aging population is impacting housing and commercial development. He will also take a look at how the Performance Zone has done historically and what issues we should be considering in the future. **I encourage the Council to attend this very educational session.**
- 4) Members First Credit Union on Route 101 is now open and a formal ribbon cutting is scheduled for March 23<sup>rd</sup> at 11:00 AM.
- 5) Whole Foods Market has announced that it will be celebrating its grand opening with a breaking of bread on April 8<sup>th</sup>, at 9:45 AM.
- 6) Bedford Citizen's Police Academy is accepted 12 applications for this year's class which runs for 10 weeks on Tuesday evenings 6:30 – 9:30 PM starting March 22<sup>nd</sup>.
- 7) The Department Heads along with many of the second in commands held a meet & greet and a tour of the Town Office Building with new Councilor Gilbert on Friday to introduce him to the team and to get to know him better. We will be working on tours of the other facilities and introduction to the remainder of the staff in the coming weeks.
- 8) The Bedford Bulldogs boys' hockey team are the Division I State Champions as a result of their 4-3 victory over Bishop Guertin on Saturday.

### **Project Updates:**

- 1) Library HVAC/Geothermal – The well drilling contractor has mobilized and completed at least 6 wells by the end of the first week, each to a depth of 500 feet. **The ceremonial groundbreaking is schedule for Wednesday, March 23<sup>rd</sup> at 9:00 AM.** Impacts to the interior operations of the Library once the HVAC work begins are being reviewed and planned. We know that the upper level will need to be closed for at least a week.
- 2) The replacement of the BCTV roof has been initiated with the contractor mobilizing to the site and completing initial preparation. Further progress was held in anticipation of winter weather Sunday and Monday. The Annex and Town Hall Roofs will also be replaced this year by separate contractors.
- 3) Wallace Road reconstruction resumed on March 15<sup>th</sup> in the area between Church Road and North Amherst Road which is expected to last approximately 6 weeks.
- 4) As noted above the online payment project is proceeding with an April 8<sup>th</sup> go live date for motor vehicles and dog licenses. Tax billing as other billing will be brought online later in the spring. The staff has rolled out announcements on BCTV and the Town Website regarding the office closure and are developing public service announcements for TV and radio about the program.
- 5) Personnel – Danielle Basora who recently had taken our part time Recreation Assistant job after leaving the Finance and Personnel Department has accepted a job with the Town of Goffstown. Danielle will continue on with a few limited hours on after regular work hours until a replacement is found. The Fire Department received 17 applications for our 3 new (July 1) positions and 12 have been selected to move on to the next round of testing. The Police Department has selected 3 candidates for our 4 open positions who will be starting in the next police academy in May. The Finance Department and DPW are each working towards filling their new positions that are available April 1<sup>st</sup>.
- 6) It has been discovered that 26 properties who receive municipal sewer services have never received a bill in some cases for months and others decades. An initial letter has been sent indicating that a bill for the last quarter should be expected soon. Since the letter several property owners have indicated that there are agreements which indicate they should not receive bills which are not being researched and documented.
- 7) Joppa Hill Farm Lease – a working group meeting is scheduled for March 21<sup>st</sup>.

### **Events:**

- March 24<sup>th</sup> – 3D Printing Sessions, 3-5 PM and 6:30-8:30 PM, Bedford Library.
- **March 24<sup>th</sup> - "Substance Abuse, From the Boarder to Our Corner", 6:30-9:00 PM, CERESC.**
- **March 27<sup>th</sup> – The Bedford Library will be closed for Easter.**
- March 28<sup>th</sup> – Coffee & Classic Movie, 9:30 AM Bedford Library, "Father's Little Dividend (1951)".
- April 3<sup>rd</sup> – Sunday Concert Series, 2:30-4:00 PM, Bedford Library, "Reunion Trio with Paul B.".

- April 6<sup>th</sup> – Bedford Historical Society will hold a program on the Manchester – Milford Railroad, at 7 PM in the Bedford Library.
- April 10<sup>th</sup> – Community Forum on substance abuse, 6:30 PM, presented by Pastor Sawyer of the Bedford Presbyterian Church with support from Chief Bryfonski, Superintendent McGee, and BeBold.
- April 14<sup>th</sup> – Thursday Theater 2-4:30 PM and 6:30-9 PM Bedford Library.
- April 17<sup>th</sup> – Sunday Matinee Series, 2 PM, Bedford Library, “Nobody’s Fool”.
- April 19<sup>th</sup> – Special Travel Presentation for the proposed March 27-31, 2017 trip to New Orleans. The presentation will be at 4:30 PM at the Bedford Town Hall. For more information about this trip and to RSVP contact Jane O’Brien in the Recreation Department or pick up a brochure in the Town Office Building.
- April 20<sup>th</sup> – Lunch & Learn, “Confident Retirement” – Noon-1 PM, at the Bedford Town Hall. Lunch is free, but please RSVP. More information is available on the Recreation Department website.
- April 25<sup>th</sup> – Coffee & Classic Movie, 9:30 AM Bedford Library, “Singing in the Rain (1952)”.
- April 30<sup>th</sup> – Touch-A-Truck, 10 AM – Noon, at the Town Playground/Pool parking lot, 20 County Road. This is a free event.

**Upcoming Meetings:**

- ~~March 21<sup>nd</sup> – 7:00 PM, Planning Board~~
- March 22<sup>nd</sup> – 7:15 AM, Highway Safety Committee
- March 22<sup>nd</sup> – **6:00 PM**, Conservation Commission
- **March 23<sup>rd</sup> – 7:00 PM Public, Town Council**
- March 24<sup>th</sup> – 7:00 PM, Energy Commission
- **March 26<sup>th</sup> – 8:00 AM, Town Council Retreat**
- **March 28<sup>th</sup> – 7:00 PM, Planning Board (special meeting)**
- March 31<sup>st</sup> – 7:00 PM, BCTV Board of Overseers
- April 5<sup>th</sup> – 7:00 PM, Historic District Commission
- April 11<sup>th</sup> – 7:00 PM, Planning Board
- **April 13<sup>th</sup> – 7:00 PM, Town Council**
- April 14<sup>th</sup> – 7:45 AM Water & Sewer Committee
- April 18<sup>th</sup> – 7:00 PM, WBNH-LPFM Board of Overseers
- April 19<sup>th</sup> – 7:00 PM, Zoning Board
- April 25<sup>th</sup> – 7:00 PM, Planning Board
- April 26<sup>th</sup> – 7:15 AM, Highway Safety Committee
- April 26<sup>th</sup> – 7:00 PM, Conservation Commission
- **April 27<sup>th</sup> – 7:00 PM, Town Council**
- April 28<sup>th</sup> – 7:00 PM, Energy Commission

\* \* \* \* \*