

MEMORANDUM



To: Bedford Town Council
From: Rick Sawyer, Town Manager
Date: December 6, 2017
Re: **Manager's Report**

News & Noteworthy:

- 1) The Bedford Library will be closed to the public between Monday, December 18th and Monday, December 25th for a necessary plumbing repair and the Christmas holiday. Residents will be able to pick up requested items and museum passes at that upper foyer between Noon – 7 PM Monday through Thursday and Noon – 5 PM Friday. There will be no services on December 23-25. The Library will reopen with regular hours on December 26th.
- 2) Santa's Mailbox – Time is running out to get letters to Santa in time for Christmas. Our direct mailbox to Santa remains available until Monday, December 18th in the Town Office Building Lobby.
- 3) I would like to thank the Bedford Garden Club for again supplying our public buildings with beautiful holiday wreaths. The Club also provides and cares for flowers at the Town Office Building the rest of the year which truly improves the experience for visitors and employees.
- 4) A redevelopment plan for the much discussed and abandoned looking property at 28 South River Road (across from T-Bones) has been submitted for action by the Planning Board in January. Plans call for a 3,000 square foot commercial building.
- 5) The period for citizen petition zoning amendments runs between November 13th and December 13th. Anyone interested submitting a petition is encouraged contact the Planning Department for assistance.



Project Updates:

- 1) Roads Program – Phase 4 of the Campbell Road project is continuing as long as weather permits.
- 2) Facilities – In addition to the Library work and closure noted above we have identified an indoor air quality issue related to mold at the BCTV/WBNH complex which we are investigating further and for which a separate staff report has been provided to encumber existing 2017 surplus funds. Initial pricing and recommended repairs for the Riley Field and Sportsman Field complex have been obtained and the staff is working with the School District to see what elements can be completed with existing capital reserve funds.

- 3) LED Street Light Conversion - Requests bids for the conversion of our 174 existing street lights to LED have been issued with an anticipated return date of December 21, 2017. Should the pricing come in as expected and the use of 2017 funds are approved we would anticipate this conversion happening in early 2018.
- 4) PFC water contamination - We continue to monitor and work on the PFC water contamination issue and a public meeting has been scheduled for January 11, 2018 at 6:30 PM with a location to be determined.
- 5) Union Negotiations – Our management team reached tentative agreements with all three of our unions over the last month which consumed a significant amount of time for the personnel involved. The Public Works Union has ratified their agreement and we are hopeful the Police and Fire Unions will as well in time to be presented to the Council for placement on the 2018 Budgetary Town Meeting Warrant.
- 6) Personnel – The Fire Department has announced the promotion of Captain Scott Hunter to Deputy Chief. On December 5th the Fire Department held a Pinning Ceremony for our two newest Firefighter/Paramedics, Christopher Collins and Dwayne Mann. Jeanne Walker started as our new Town Engineer in mid-November and is quickly learning our community and making a difference for the department.



Events:

- December 14th – The Town Office Building will be closing at 3 PM in order for employees to attend our holiday celebration.
- December 18th – 25th The Library will be closed.
- December 20th – The Police Department will hold a Swearing In Ceremony at 9 AM for our two newest members who will be entering the next Police Academy.
- December 25th – The Town Office Building and Transfer Station will be closed.
- December 26th – The Town Office Building, Library, and Transfer Station will reopen for regular hours.
- December 31st – The Library will be closed.
- January 1st – The Town Office Building, Library, and Transfer Station will be closed.
- January 2nd – The Town Office Building, Library, and Transfer Station will reopen for regular hours.

Upcoming Meetings:

- December 12th – 7:00 PM, Conservation Commission
- December 12th – 7:00 PM, Parks & Recreation Commission

- **December 13th – 7:00 PM, Town Council**
- December 14th – 7:45 AM, Water & Sewer Advisory Committee
- December 18th – 7:00 PM, Planning Board
- December 19th – 7:00 PM, Zoning Board
- December 28th – 7:00 PM, Energy Commission
- December 26th – 7:15 AM, Highway Safety Committee
- January 2nd – 7:00 PM, Historic District Commission
- January 8th – 7:00 PM, Planning Board
- **January 10th – 7:00 PM, Town Council**

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