

# 2017 ANNUAL REPORT



Bedford High School  
2007-2017

***BEDFORD***  
***NEW HAMPSHIRE***



## TABLE OF CONTENTS

|  |     |
|--|-----|
| 2017 Budgetary Town Meeting Minutes .....                      | 10  |
| 2017 Election Results .....                                    | 16  |
| 2017 Town Population and Tax Rate Information .....            | 15  |
| 2018 Municipal Warrant and Budget Summary .....                | 110 |
| Appointed Boards & Commissions .....                           | 5   |
| Assessing.....   | 53  |
| Balance Sheet-Governmental Funds as of December 31, 2016 ..... | 31  |
| Bedford Community Television (BCTV) and Radio .....            | 86  |
| Births .....   | 94  |
| Building/Health Department .....                               | 79  |
| Cemetery Trustees .....  | 91  |
| Conservation Commission .....                                  | 45  |
| Deaths .....   | 100 |
| Dedication, Bedford High School.....                           | 7   |
| Energy Commission .....  | 51  |
| Fire Department .....  | 75  |
| Fire Statistics .....  | 76  |
| Finance & Personal/Tax Collection Departments .....            | 25  |
| Forest Fire Warden & State Forest Ranger Report .....          | 77  |
| Historic District Commission .....                             | 48  |
| Impact Fee Report .....  | 32  |
| Independent Auditor's Report .....                             | 28  |
| Information Technology.....                                    | 37  |
| Library .....  | 81  |
| Marriages .....  | 96  |
| Parks and Recreation Commission and Department .....           | 88  |
| Planning Board .....   | 41  |
| Planning & Zoning Department .....                             | 39  |
| Police Department .....  | 59  |
| Police Department 2017 Annual Statistics .....                 | 72  |
| Public Works .....   | 56  |
| Southern New Hampshire Planning Commission .....               | 49  |
| Statement of Bonded Debt .....                                 | 27  |
| Supervisors of the Checklist .....                             | 92  |
| Tax Increment Finance District Report .....                    | 33  |
| Town Clerk .....   | 93  |
| Town Council Chairwoman Message .....                          | 19  |
| Town Directory .....   | 3   |
| Town Manager Message .....                                     | 22  |
| Town & State Elected Officials .....                           | 4   |
| Trustee of the Trust Funds .....                               | 35  |
| Zoning Board of Adjustment .....                               | 44  |



TOWN DIRECTORY

TOWN OFFICES

24 North Amherst Road, Bedford, NH 03110

[www.bedfordnh.org](http://www.bedfordnh.org)

Hours: Monday – Friday 8:00 am – 4:30 pm

Tuesday – 7:00 am to 4:30 pm

|  |          |
|--|----------|
| Assessing, .....                             | 472-8104 |
| Planning and Zoning .....                    | 472-5243 |
| Auto/Dog/Voter Registration .....            | 472-3550 |
| Birth, Marriage and Death Certificates ..... | 472-3550 |
| Finance and Personnel .....                  | 472-9869 |
| Parks and Recreation.....                    | 472-5242 |
| Public Works: Highway and Sewer .....        | 472-3070 |
| Tax Collector/Town Clerk.....                | 472-3550 |
| Town Manager’s Office .....                  | 472-5242 |

SAFETY COMPLEX

55 Constitution Drive, Bedford, NH 03110

[www.bedfordnh.org](http://www.bedfordnh.org)

Hours: Monday – Friday, 8:00 am – 4:30 pm

|   |          |
|---|----------|
| Building/Health Code Official/Inspector ..... | 472-3838 |
| Fire Department – Business Line .....         | 472-3219 |
| Police Department - Business Line .....       | 472-5113 |
| FIRE AND POLICE EMERGENCY LINE .....          | 911      |

BEDFORD PUBLIC LIBRARY

3 Meetinghouse Road, Bedford, NH 03110

[www.bedfordnhlibrary.org](http://www.bedfordnhlibrary.org)

Hours: Monday-Thursday, 9:00 a.m.- 8:30 p.m.

Friday, 9:00 a.m. - 5:00 p.m.; Saturday, 10:00 a.m. - 3:00 p.m.

Sunday, 1:00 p.m. -5:00 p.m.

Summer Hours: Saturday, 10:00 a.m. - 1:00 p.m.

Closed Sundays.

|                 |          |
|-----------------|----------|
| Telephone ..... | 472-2300 |
|-----------------|----------|

OTHER TOWN DEPARTMENTS

|   |          |
|---|----------|
| Town Pool, 20 County Road (summer only) .....                 | 472-7331 |
| Transfer Station/Dump, Chubbuck Road.....                     | 472-4563 |
| Hours: Tuesday – 7:00 am - 5:00 pm Thursday 7:00 am - 7:00 pm |          |
| Wednesday through Saturday - 8:30 am – 5:00 pm                |          |
| (Closed Sunday and Monday)                                    |          |
| BCTV – Channels 16, 22 & 23, 10 Meetinghouse Road.....        | 472-8288 |
| WBNH-LP 105.1 FM Radio, 10 Meetinghouse Road .....            | 472-5242 |



ELECTED OFFICIALS

TOWN COUNCILORS

Kelleigh Murphy, Chairwoman ..... 2019  
 Chris Bandazian, Vice Chairman ..... 2020  
 Bill Duschatko ..... 2018  
 John Schneller ..... 2018  
 Melissa Stevens ..... 2018  
 David Gilbert ..... 2019  
 Catherine Rombeau ..... 2020

TOWN CLERK

Lori Radke ..... 2020

MODERATOR

Brian Shaughnessy ..... 2018

SUPERVISORS OF THE CHECKLIST

Joan McMahan, Chairperson ..... 2020  
 Ellen Bostwick ..... 2022  
 Susan Fahey ..... 2018

TRUSTEES OF THE TRUST FUNDS

Ken Peterson, Chairman ..... 2018  
 Mac McMahan ..... 2019  
 Larry Cheetham ..... 2020

LIBRARY TRUSTEES

Edward Moran, Chairman ..... 2019  
 Walter Gallo ..... 2018  
 Anthony Frederick ..... 2020

STATE ELECTED OFFICIALS

Governor ..... Chris Sununu  
 US Senators ..... Maggie Hassan  
 ..... Jeanne Shaheen  
 US Representatives ..... Ann Kuster  
 ..... Carol Shea-Porter  
 Executive Councilor ..... Christopher C. Pappas  
 State Senator ..... Andy Sanborn

REPRESENTATIVES TO THE  
 GENERAL COURT

Bart Fromuth  
 Linda Gould  
 Dave Danielson  
 Keith Murphy  
 John Graham  
 Terry Wolf  
 Laurie Sanborn

APPOINTED OFFICIALS

Town Manager ..... Rick Sawyer  
 Executive Assistant ..... Dawn Boufford  
 Assessor ..... William Ingalls  
 Building Code Official ..... Wayne Richardson  
 Environmental Coordinator ..... Jeremy Spooner  
 Finance Director/Tax Collector ..... Theresa Young  
 Police Chief ..... John Bryfonski  
 Fire Chief ..... Scott Wiggin  
 Library Director ..... Mary Ann Senatro  
 Planning Director ..... Rebecca Hebert  
 Public Works Director ..... Jeff Foote  
 BCTV-WBNH-LPFM Station Manager ..... Bill Jennings  
 Town Treasurer ..... Cyndi Livermore  
 Recreation Manager ..... Jane O'Brien



## APPOINTED BOARDS AND COMMISSIONS

## PLANNING BOARD

|   |      |
|---|------|
| Jon Levenstein, Chairman.....                             | 2018 |
| Harold Newberry, Vice Chairman.....                       | 2020 |
| Karen McGinley, Secretary.....                            | 2020 |
| Randy Hawkins.....  | 2020 |
| Mac McMahan.....  | 2018 |
| Philippe Cote.....  | 2019 |
| Charles Fairman, <i>Alternate</i> .....                   | 2019 |
| Monique Rice, <i>Alternate</i> .....                      | 2020 |
| Rene Pincince, <i>Alternate</i> .....                     | 2018 |
| Chris Bandazian, Town Councilor                           |      |
| Melissa Stevens, Town Councilor Alternate                 |      |
| Rick Sawyer, Town Manager                                 |      |
| Jeff Foote, Director of Public Works                      |      |
| Rebecca Hebert (Planning Director, Staff Liaison)         |      |
| Mark Connors (Assistant Planning Director, Staff Liaison) |      |

## ZONING BOARD OF ADJUSTMENT

|  |      |
|--|------|
| John Morin, Chairman.....              | 2020 |
| Christopher Swiniarski.....            | 2018 |
| Sharon Stirling.....                   | 2019 |
| Gigi Georges.....                      | 2020 |
| Neal Casale, <i>Alternate</i> .....    | 2020 |
| Kevin Duhaime, <i>Alternate</i> .....  | 2019 |
| Leonard Green, <i>Alternate</i> .....  | 2018 |
| Catherine Rombeau, Town Councilor      |      |
| Karin Elmer (Planner I, Staff Liaison) |      |

## CONSERVATION COMMISSION

|   |      |
|---|------|
| Beth Evarts, Chairman.....                | 2018 |
| James Drake, Vice Chairman.....           | 2018 |
| Michelle Salvatore.....                   | 2019 |
| Maggie Wachs.....                         | 2020 |
| Dave Gambaccini.....                      | 2018 |
| Bob MacPherson, <i>Alternate</i> .....    | 2020 |
| Jonathan Benjamin, <i>Alternate</i> ..... | 2018 |
| VACANT, <i>Alternate</i> .....            | 2019 |
| Bill Duschatko, Town Councilor            |      |
| Melissa Stevens, Town Councilor Alternate |      |
| Karin Elmer (Planner I, Staff Liaison)    |      |
| Mac McMahan, (Planning Board Liaison)     |      |

## TRUSTEES OF CEMETERIES

|                                    |      |
|------------------------------------|------|
| David Bailey, Chairman.....        | 2018 |
| Melinde Lutz Byrne, Secretary..... | 2019 |
| Steven Wiggin.....                 | 2020 |

## HISTORIC DISTRICT COMMISSION

|   |      |
|---|------|
| Janet Tamulevich, Chairman.....                           | 2020 |
| Judy Perry, Vice Chairman.....                            | 2018 |
| Rebecca Durrell.....                                      | 2019 |
| Jeff Oxman.....   | 2019 |
| Theresa Walker, Alternate.....                            | 2019 |
| Susan Walden, <i>Alternate</i> .....                      | 2020 |
| VACANT, <i>Alternate</i> .....                            | 2018 |
| Melissa Stevens, Town Councilor                           |      |
| David Gilbert, Town Councilor Alternate                   |      |
| Mark Connors (Assistant Planning Director, Staff Liaison) |      |
| Charles Fairman (Planning Board Liaison)                  |      |

## PARKS AND RECREATION

|   |      |
|---|------|
| Michelle Casale, Chairman.....              | 2019 |
| Diane Phelps.....                           | 2018 |
| Sheila Quick.....                           | 2020 |
| Christine Donati.....                       | 2018 |
| Steve Grocott, <i>Alternate</i> .....       | 2019 |
| Susan Fahey, <i>Alternate</i> .....         | 2020 |
| David Gilbert, Vice Chairman/Town Councilor |      |
| Kelleigh Murphy, Town Councilor Alternate   |      |
| Jane O'Brien, Recreation Manager            |      |

## BEDFORD COMMUNITY TELEVISION

|  |      |
|--|------|
| Richard Rawlings, Chairman.....              | 2019 |
| Bill Greiner, Vice Chairman.....             | 2020 |
| Doug Pearson.....                            | 2019 |
| Robert Thomas.....                           | 2019 |
| Mike Sills.....                              | 2019 |
| Peter Macdonald.....                         | 2018 |
| Rebecca Durrell.....                         | 2020 |
| Melissa Stevens, Town Councilor              |      |
| Chris Bandazian, Town Councilor Alternate    |      |
| Bill Foote, School Board Liaison             |      |
| Bill Jennings, Station Manager               |      |
| Coleen Richardson, Assistant Station Manager |      |

## WBNH-LPFM RADIO

|  |      |
|--|------|
| Bob Thomas, Chairman.....                | 2018 |
| Richard Barr, Vice Chairman.....         | 2019 |
| Dave Danielson.....                      | 2020 |
| Jenn Monroe.....                         | 2020 |
| Donald Byrne.....                        | 2020 |
| Phil Bruno.....                          | 2018 |
| Scott Winslow.....                       | 2018 |
| Dave Gilbert, Town Councilor             |      |
| Bill Duschatko, Town Councilor Alternate |      |
| Bill Foote, School Board Liaison         |      |
| Harry Koslowski, Program Director        |      |





HIGHWAY SAFETY COMMITTEE

- Police Chief John Bryfonski, Chairman
- Fire Chief Scott Wiggin
- Madonna Lovett Repeta ..... 2020
- Bill Jean ..... 2018
- Gerry Gagne, *Alternate* ..... 2018
- Ken Peterson, *Alternate* ..... 2019
- Kelleigh Murphy, Town Councilor
- Bill Duschatko, Town Councilor Alternate
- Jeff Foote, Director of Public Works
- Anne Wiggin, School Department

WATER & SEWER ADVISORY COMMITTEE

- Paul Arnold, Chairman..... 2020
- Bruce Thomas ..... 2019
- Mike Sills ..... 2020
- Richard Moore ..... 2018
- Catherine Rombeau, Town Councilor
- Kelleigh Murphy, Town Councilor Alternate
- Jeremy Spooner, Environmental Coordinator
- Rebecca Hebert, Planning Director

ENERGY COMMISSION

- Shana Potvin, Chairman..... 2019
- Andrew Gillis, Vice Chairman..... 2019
- Jeff Kerr ..... 2020
- Alexander Joy ..... 2020
- John Ebersole, Jr. .... 2019
- Kevin Flynn ..... 2018
- John Russell ..... 2018
- Bill Foote, School Board Liaison..... 2018
- Chris Bandazian, Town Councilor
- Catherine Rombeau, Town Councilor Alternate



THE

# BEDFORD BULLETIN

Bedford's Hometown Paper Since 1970

March 10, 2005

## High School at last

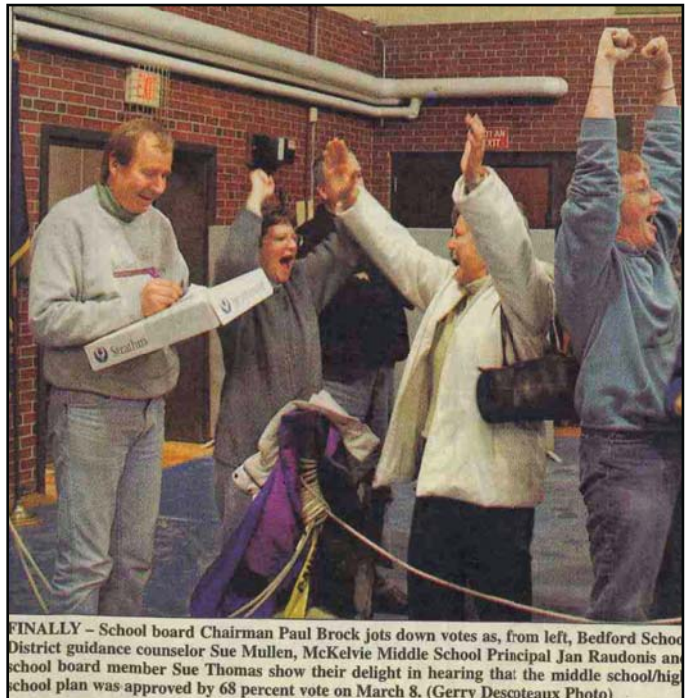
Cheers resounded through McKelvie Middle School as supporters heard the long-awaited news that the middle school/high school passed with 68 percent of the vote?

Above the melee, someone said, "We finally got it right."

By a 4,410-2,060 vote. Article 2, the middle school/high school will provide Bedford students in grades 7 through 12 with a place to call their own!

Now that Article 2 passed, the school board has been granted permission to end the tuition contract with the Manchester School District...

*The Bedford Bulletin*



FINALLY – School board Chairman Paul Brock jots down votes as, from left, Bedford School District guidance counselor Sue Mullen, McKelvie Middle School Principal Jan Raudonis and school board member Sue Thomas show their delight in hearing that the middle school/high school plan was approved by 68 percent vote on March 8. (Gerry Descoteaux Photo)

### BEDFORD HIGH SCHOOL, TEN YEARS LATER 2007-2017

Though the school opened in 2007, its 'construction' can be said to have started at least 25 years prior. Since the early 1980's there were at least five proposals for the construction of a high school and at least as many study committees and planning teams.

Regardless if you were a student or a voter, it was hard to remain neutral about the idea of Bedford's own high school. We heard arguments about social diversity, education quality, cost, education control, tradition, and aspirations. Eighty percent of Bedford's high school students attended Manchester West. The remainder attended some form of private school.

In parallel with the several proposals for a Bedford high school facility, Bedford's voters were also asked to weigh in on multiple proposals for charter high schools. All had elements that were attractive, but in the end, none



gained voters' approval. What was approved in 2002 was the purchase of a certain plot of land at the intersection of Nashua Road and County Road to be used for 'future school facilities'.

While the debates continued, families were moving into town and more and more eighth graders were graduating. Crowding at Manchester's high schools grew worse while putting a heavy burden on Manchester school facilities. The solution to the failing school facility issue was a contractually obligatory capital charge by Manchester to the several sending districts. Bedford had no rights over how \$10 million in capital charges were to be spent and no authority to direct these funds to the benefit of Bedford students. Bedford was running out of options. While this might not have been the 'final straw', it was at least a heavy burden of hay that got people thinking that maybe now was the time to take charge of our own destiny.

In the early 2000's it was also clear that Bedford had other growth-related issues. The K-8 schools were getting crowded and additions at the existing facilities were not feasible. A proposal was made for neighborhood-based K-4 schools, feeding into two intermediate schools. We had one intermediate school but needed another, and we still did not have either an academic or a financial solution at the high school level.

And thus was born the concept of a middle school/high school campus. We needed two schools and had the land to build on. What if the two schools shared facilities that could be shared, yet had their own character, classrooms, and 'separateness' where needed? And what if by building them together, Bedford could save millions over distinct buildings.

Article 2 was placed on the ballot in 2005 which read:

"To raise and appropriate \$49,682,000 to construct and equip a new grades 7 and 8 middle school and grades 9 through 12 high school complex and associated facilities to be located on land owned by the district at Nashua and County Roads.

A competing Warrant Article asked the voters if Bedford should enter into a twenty year tuition contract with the city of Manchester. While another competing Warrant Article asked the voters if Bedford should enter into a tuition contract with a proposed Charter High School.

The time was right. The numbers worked. The stars aligned. The voters agreed. The Article for the combined middle school/high school passed overwhelmingly. All that was left was to build it, staff it, hire the administration, build a complete four year curriculum that met the needs of the Bedford community, initiate a transition plan out of Manchester, decide how to phase the opening, and finally, pick a mascot.

## **ONCE A BULLDOG, ALWAYS A BULLDOG**

When the first classes at Bedford High School were asked, in 2007, to pick a mascot for the school, the choice of a Bulldog was a natural. A bulldog has a reputation for tenacity, never giving up, pluck, and dogged determination. And it was precisely those characteristics that brought Bedford its high school.







## 2017

Ten years has past since the opening of Bedford High School. During that time 2,419 students graduated, 57 state championships were won and 194 faculty were hired.

It is hard to measure or acknowledge all the people that played such important roles over the twenty-plus years required to make so many people's dream a reality. Entire organizations came into being for the express purpose of promoting a concept – Bedford High School. The final product was not the result of what happened in 2004-2005 but rather built on all the people, and all the work, that had come before.

Submitted by,  
*Paul Brock, Former School Board Member*





TOWN OF BEDFORD  
BUDGETARY TOWN MEETING  
March 15, 2017

The Bedford Budgetary Town Meeting was held on Wednesday, March 15, 2017 at the Bedford High School auditorium. Moderator Brian Shaughnessy opened the meeting at 7:00pm and led the Pledge of Allegiance. Present on the stage were Kelleigh Murphy (Chairwoman), Jim Aguiar (Vice Chairman), Councilors Chris Bandazian, Melissa Stevens, Bill Duschatko, David Gilbert, and John Schneller, Rick Sawyer – Town Manager, Theresa Young – Finance Director, and Lori Radke – Town Clerk.

Moderator Shaughnessy explained that Town Meeting was in two sessions. The first session was the Budgetary Town Meeting and the second session was the Election, which would take place tomorrow, March 16th, at the Bedford High School, 7:00am – 7:00pm. He explained that the Town Meeting was supposed to take place on Tuesday, the 14th, but due to a storm, it was postponed.

Moderator Shaughnessy mentioned that there was a protest petition that was filed with respect to Article 2, Amendment #8, which is a zoning amendment. According to State statute RSA 675:5, when they get a petition from abutters that would be affected by the zoning amendment, they are required to pass the zoning amendment by a 2/3 vote. That will be on the ballot tomorrow.

Moderator Shaughnessy explained why the Town Meeting was postponed. On Monday morning, he saw in the Union Leader the Secretary of State telling everybody that they do not have snow days for Elections. Throughout the day there was public information being disseminated by the State of NH that the Town Moderators in the towns do not have the authority to change the date of the voting. There is a statute RSA 40:4 and that statute specifically applies to town meetings and specifically references the two sessions of the town meeting. The statute states, 'In the event of a weather emergency occurs on or before the date of a deliberative session or voting day of a meeting in a town, which the moderator reasonable believes may cause the roads to be hazardous

or unsafe, the moderator may, up to 2 hours prior to the scheduled session, postpone and reschedule the deliberative session or voting day of the meeting to another reasonable date, place, and time certain.' That is what occurred. Prior to making that decision, on Monday, all forecasts were saying they were going to have blizzard like conditions. He received emails from both Kelleigh Murphy, Chairwoman of the Town Council and Rick Sawyer, Town Manager. They were in constant communication addressing this issue of whether they can or will be postponing voting, because it would be hazardous. The issue came up that Secretary of State Bill Gardner didn't believe they had authority to do that, which puzzled them because there was a statute specifically on point. They attempted to get feedback from the Secretary of State, despite some public statements that were made that the towns that postponed did not seek the guidance of the Secretary of State's office. He assured the residents of the Town of Bedford that was not the case. He called on several occasions and he got busy signals. He went so far as to sending an email to the Secretary of State's office prior to the decision being made. The email was sent at 11:30am and he indicated that he had been trying to get in touch with him and that the Town of Bedford would be meeting at noon and they did meet at noon. They had all the stakeholders from the Town there. They had the Police Department represented, all the Town Offices, the DPW, Lori from the Town Clerk's office, himself, Bill Klein from the School Moderator's office, and Chip McGee. They had everybody there; all the stakeholders. They were there at noon, because there was a public announcement to be made through the emergency broadcasting system in NH to discuss the storm, preparations and precisely the issue of whether the voting days could be postponed. He emailed the Secretary of State's office saying he couldn't get through and he specifically indicated that, 'I believe RSA 40:4 is very specific in using standard statutory construction methods. I cannot see any support for the conclusion that RSA 669:1 preempts the specific statutory language of RSA 40:4. We are likely to postpone our election and other towns are waiting for our decision. Please



have someone call my cell phone (and I provided my cell phone) if I am overlooking a statute I have not found.’ They did not receive any phone call or further communication from the Secretary of State’s office. The noon meeting started late. They got an updated weather forecast to confirm what they already knew that they were going to have blizzard like conditions the next day. Then they were advised the decision that everybody was tuning in for with respect to the voting was going to be postponed until 2:00pm. During that period of time, Rick Sawyer is part of a list serve of all the people who manage the towns and municipalities throughout the State of NH, he was receiving constant information and communication. At that point in time, they had information that there were 20 Town attorneys out there that were concluding that RSA 40:4 gave him, the moderator, sole authority to determine whether they would postpone the election. In addition, they contacted the Town’s attorney and confirmed that was his opinion. They went one step further, because there is a school vote, and contacted the attorney for the school district who had the same opinion. The Municipal Association that has a training book for moderators specifically says, ‘in case of a weather emergency, the deliberative session or the ballot voting session of the Town can be postponed by the moderator.’ The Counsel for the Municipal Association had given an email to the list serve that morning confirming they had the authority to do so. You can imagine all the people in that room that were very puzzled by reading the Union Leader that said they didn’t have the authority to do it. His legal research showed that they had legal authority to do it. Every attorney they spoke to that morning said they had authority to do it. They were in a quandary. Now they were in a situation where the Union Leader telling the State that they can’t cancel the election. It was a difficult decision. Before 2:00, they gathered all of the information, he had all the stakeholders in the room, he got all the information, and he went through his analysis. He specifically cited the statute. He specifically stated that under usual statutory construction when you are construing a statute, you look at the words and give them their plain meaning. This statute listed the deliberative session or voting day of the meeting. The problem is, according to his discussion with Bill Gardner at 5:00pm after they had

already postponed, Mr. Gardner indicated to him that the legislative history of that particular statute showed that the amendment was only going to apply to the deliberative session. He asked what ‘or voting day of the meeting’ meant. Mr. Garner stated that that was an amendment that was put in there in order to address SB2 towns versus those that are not SB2 towns. He didn’t think that explanation made sense to him at the time, so he did more research. He has determined through his research of the legislative history that that wasn’t the case. Mr. Gardner must have overlooked that when Senate Bill 349 was introduced, it only applied to the deliberative session. When it went to the House, it was subsequently amended to add ‘or voting day of the meeting’. In his review of the legislative history, it makes it clear that that is the Town Election. He believes the Town acted with authority.

Moderator Shaughnessy explained that the reason he was bringing this up at this point was because there is suggestion out there made that the election they are holding tomorrow may not have legal authority and could be subject to a challenge. He wanted all of the Town citizens to know that the decision was not made lightly. It was not made without legal counsel. He did the legal research necessary and he was confident in his decision that the statute gave him authority to postpone it. He has not received any feedback from any citizen of Bedford that said it was a bad decision, because it was a very dangerous day.

Moderator Shaughnessy addressed the rules. He would reserve the right to restrict public comment to 3-5 minutes to give everyone a chance to speak.

Moderator Shaughnessy introduced those on the stage: Kelleigh Murphy – Council Chairwoman, Jim Aguiar – Vice Chairman, Rick Sawyer – Town Manager, Theresa Young – Finance Director, Lori Radke – Town Clerk, Chris Bandazian – Town Councilor, Dave Gilbert – Town Councilor, Melissa Stevens – Town Councilor, Bill Duschatko – Town Councilor, John Schneller – Town Councilor.

Moderator Shaughnessy thanked Lori Radke who went above and beyond after the election was postponed. She posted a sign on the door that anyone





wanting an absentee ballot could go to her home and receive an absentee ballot. He also thanked Lori Radke, his assistant moderators Bill Kline and Gloria Macvane, Supervisors of the Checklist Joan McMahon, Sue Fahey and Ellen Bostwick for helping put together the meeting tonight.

Moderator Shaughnessy invited Town Council Chairwoman Kelleigh Murphy to make a presentation.

Chairwoman Murphy stated that she was impressed with the careful and collaborative of the moderator, Brian Shaughnessy. He round tabled what was a very difficult decision and a very difficult issue with her, Jim Aguiar, members of the Police Department, Public Works Department, Town Clerk, Assistant Moderator Bill Kline, Town Manager Rick Sawyer, Chip McGee and many others. He consulted with councilors from other towns, legal counsel for Bedford and other towns, other towns' managers, with the guidance of the NH Municipal Association's legal counsel opinion. At the end of the day, Brian made 110% the correct choice. There was a very heavy snowfall during the day and it was a public safety issue. She was pleased and proud that they kept people off the roads and that they weren't forced to drive to the polls. She stated that they had a recent Superior Court decision which denied a requested injunction to mandate that the election occur on Tuesday, which cited the well accepted democracy cannon in the State of NH, which states that 'all election statutes shall be liberally interpreted in favor of the right to vote according to one's belief of free choice.' She thought that's what they did and stands behind Mr. Shaughnessy.

Chairwoman Murphy talked about those in public service, leadership and the individuals she was honoring. She stated that the Town had Department Heads, employees and officials with exemplary character. She talked about Public Works Director Jim Stanford which included comments from coworkers and the Town Manager. She thanked him for his service, wished him well in his new job and presented him with a plaque.

Chairwoman Murphy mentioned that she was only the third woman to sit on the Bedford Town Council and followed Jeanene Procopis and Lori Radke.

She was also the first woman to serve as Chair. She talked about Councilor Chris Bandazian and his support of woman's rights and the political activism of his mother. She honored Chris for his contributions to the Town and his 10 years of service on the Town Council. She presented him with a plaque and a polo shirt.

Chairwoman Murphy talked about Councilor Jim Aguiar and the many attributes he brought to the Council. She thanked him for his service and dedication. She presented him with a plaque and a polo shirt.

Chairwoman Murphy talked about Town Manager Rick Sawyer and pointed out that under his leadership along with Finance Director Theresa Young, Assistant Finance Directory Tammy Penny and other employees, Bedford remains the only town in NH to have a Aaa bond rating from Moody's. She congratulated him on his first year of service as Town Manager. She presented him with a plaque.

Moderator Shaughnessy invited Town Council Vice Chair Jim Aguiar to make a presentation. Councilor Aguiar recognized Kelleigh Murphy for her dedication and leadership as Town Council Chairwoman. He presented her with a plaque.

Moderator Shaughnessy explained they would be voting on four articles.

#### Article 4. – Collective Bargaining Agreement Police Union

MOTION by Town Council Chairwoman Kelleigh Murphy that the Town vote to approve the cost item included in the amendment to the collective bargaining agreement reached between the Council and the Bedford Police Union, State Employees' Association of NH, Inc., SEIU Local 1984, Chapter 64 for calendar year 2017, which calls for the following estimated increases in salaries at the current staffing level:



|      |                    |
|------|--------------------|
| Year | Estimated Increase |
| 2017 | \$111,683          |

Seconded by Councilor Jim Aguiar.

There was no public comment.

Vote taken on the motion to approve Article 4.  
Article 4 passes.

Article 5. – Capital Reserve Fund

MOTION by Town Council Chairwoman Kelleigh Murphy that the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the blanket purpose of accounting for the approved Capital Improvement Projects and Equipment. Additionally, to raise and appropriate \$3,674,538. \$3,056,420 is to come from General Fund Balance from amounts previously appropriated and \$618,118 is to come from new taxation and is included in the proposed budget.

Seconded by Town Councilor Jim Aguiar.

There was no public comment.

Vote taken on the motion to approve Article 5.  
Article 5 passes.

Article 6. – Town Operating Budget

MOTION by Town Council Chairwoman Kelleigh Murphy that the Town vote to raise and appropriate such sums of money as may be necessary for the Town to defray Town charges for the ensuing year in the following amounts:

|                            |                     |
|----------------------------|---------------------|
| General Fund               | \$26,151,884        |
| Special Revenue Funds      | 38,000              |
| Recreation Day Camp        | 85,114              |
| Bedford Comm. TV           | 451,521             |
| Sewer Fund                 | 1,715,165           |
| <b>Total Appropriation</b> | <b>\$28,441,684</b> |

Seconded by Town Councilor Chairman Jim Aguiar.

Bill Greiner, 12 Aspen Drive, mentioned that the Town was recently sued and wanted to know if there was going to be enough money in the legal budget or do they need to add taxpayer money to the legal budget to deal with that.

Mr. Sawyer stated that it was his belief that they have enough money in the budget as it stands. The lawsuit that he referenced in his understanding is totally closed out at this point and there are no funds needed to be expended by the Town. He did mention that they have \$135k in the legal budget that needs to cover three union negotiations as well as all other legal items. It is up \$3k over last year. If they run into a significant problem, there is \$25k in Unallocated that the Council has control over.

Charlie Fairman, 243 Liberty Hill Road, mentioned the ordinance for Recreation Impact fees. He mentioned a need for a senior citizens center. He mentioned the Stevens-Buswell School and that it needs significant money for heating, plumbing, electrical work, etc. He thought the Recreation Impact Fees could be used in recognition that seniors in Town who pay into that impact fee. He thought they should use those fees for the seniors and not just for the youth. They should use that money for the senior citizens and put money into the Stevens-Buswell School refurbishment so they could get a senior center.

Chairwoman Murphy stated that they are working with the individuals who are working hard on that project and she would love to see it come to fruition. They've come up with a couple of creative ideas for channeling funds possibly through the Charitable Foundation to the project and it's something they are going to continue to pursue and continue to work with them.

Chairwoman Murphy explained the need to increase the winter maintenance budget.

MOTION by Town Council Chairwoman Kelleigh Murphy that the winter maintenance overtime line be increased by \$75,000 for a new total general fund appropriation of \$26,226,884.





Seconded by Town Councilor Chairman Jim Aguiar.

Edward Comiskey, 15 Cooper Lane, stated that the budget would be increased \$75,000 for winter maintenance, but it could be used for anything that the Council desires. Chairwoman Murphy stated that technically speaking that is correct, although she would be crazy to make the motion and then spend the money on something else. Legally speaking, any time a motion is made to add or subtract funds from the final budget the last protection the Council has is to reallocate it based on where they think it could go. Mr. Comiskey wanted to know what that analysis the amount was based on. Chairwoman Murphy read from the staff report which stated that Jim Stanford, Public Works Director, estimated that they would be \$120k over budget by the end of 2017. He also goes through the 3 or 4 year analysis of the line item and how much it fluctuates depending on how much snow they get. She added that the entire winter maintenance budget is approximately \$580k, which equates to \$23,200 per storm for the 25 storms a year that the DPW anticipates. Yesterday's storm was the 14th storm of 2017. Without yesterday's storm, they currently sit at 44.4% remaining or \$257,508 in the budget. They don't know what early winter next year is going to look like.

Vote taken on the motion to add the \$75k.  
Motion Passed.

Moderator Shaughnessy stated that with the passing of that motion, the total budget appropriations goes to \$28,516,684.

Vote taken on the motion to approve Article 6.  
Article 6 passes.

Moderator Shaughnessy echoed the sentiments by the Town Council Chair. The Town of Bedford does it right. From his time as Town Moderator whether it's working with the Police Department in a challenging election, dealing with the snowstorm, they have quality people who work for us and we are very privileged to have the people who work for the town as employees and for the volunteers that are at the table. You wouldn't believe how much time it takes to be a Town

Councilor and they have a history of having quality Town Councilors. He asked for a round of applause of the Town Councilors.

Moderator Shaughnessy called for a motion to adjourn.

MOTION by Town Councilor Chairwoman Kelleigh Murphy to adjourn at 7:45 pm. Seconded by Paul Brock. Vote taken – Motion Passed.

Submitted by:

Dawn Boufford, Executive Assistant  
Lori Radke, Town Clerk

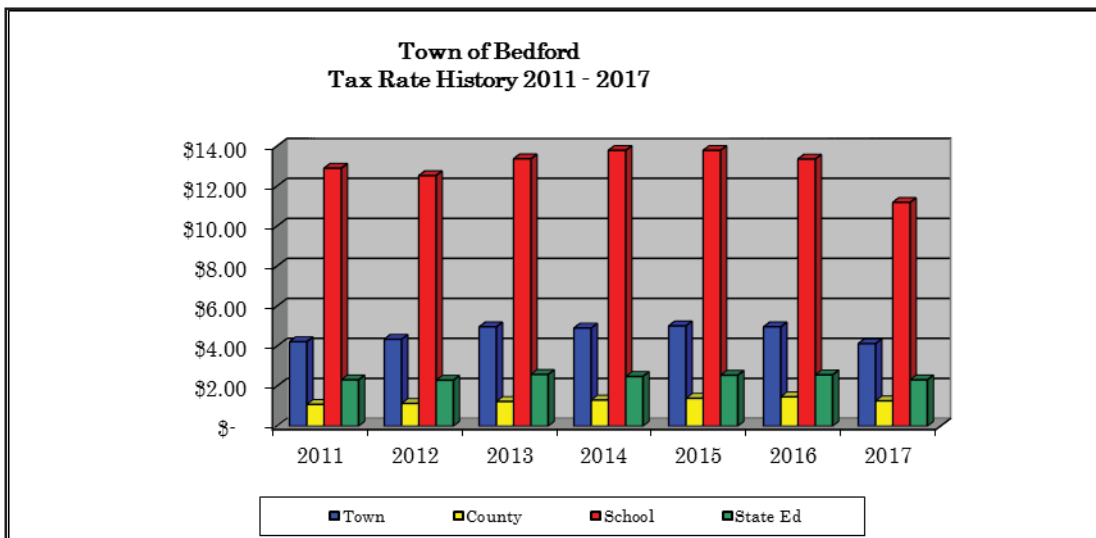
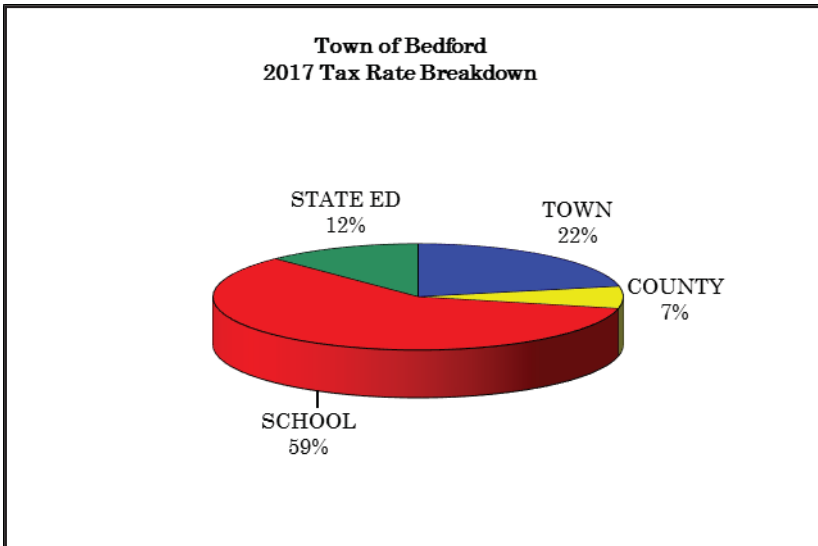


**Town Population and Tax Rate Information**

POPULATION – 22,733 (Per SNHP)

ASSESSED VALUATION: 2016 \$3,266,304,042 to 2017 \$3,789,573,408

|                         | <u>2016</u> | <u>2017</u> |
|-------------------------|-------------|-------------|
| TOWN                    | \$4.97      | \$4.13      |
| COUNTY                  | \$1.47      | \$1.27      |
| LOCAL SCHOOL TAX        | \$13.36     | \$11.19     |
| STATE EDUCATION TAX     | \$2.57      | \$2.32      |
| COMBINED TOTAL TAX RATE | \$22.37     | \$18.91     |





# RESULTS

BALLOT 1 OF 2

**BEDFORD, NEW HAMPSHIRE  
MARCH 14, 2017**

*L. Radke*  
TOWN CLERK

### INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ●
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

### ARTICLE 1: ELECTION OF TOWN OFFICES

| TOWN COUNCIL                      | TRUSTEES OF THE TRUST FUNDS         | TOWN CLERK                     |
|-----------------------------------|-------------------------------------|--------------------------------|
| Vote for not more than two (2)    | Vote for not more than one (1)      | Vote for not more than one (1) |
| <b>CATHERINE A. ROMBEAU</b> 1,327 |                                     | <b>DIANE O'NEIL</b> 255        |
| <b>CHRIS BANDAIZAN</b> 1,273      | <b>LAWRENCE CHEETHAM</b> 1,795      | <b>LORI RADKE</b> 2,058        |
| <b>JAMES BARRETT</b> 1,162        |                                     |                                |
| (Write-in)                        | (Write-in)                          | (Write-in)                     |
| (Write-in)                        |                                     |                                |
|                                   | LIBRARY TRUSTEE                     |                                |
|                                   | Vote for not more than one (1)      |                                |
|                                   | <b>ROBERT H. BROOKS</b> 803         |                                |
|                                   | <b>ANTHONY J. FREDERICK JR.</b> 891 |                                |
|                                   | (Write-in)                          |                                |

### ARTICLE 2: ZONING AMENDMENTS PROPOSED BY THE PLANNING BOARD

Amendment No. 1

Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article 275-7 District names, by deleting the text entirely and replacing the text as summarized below:

To establish descriptive statements for each zoning district in Bedford.

[This amendment is intended to add a brief description of each zoning district. The existing ordinance lists the districts but does not provide a descriptive statement. There are no changes to the name, type, or boundaries for each zoning district. The complete text of the 2-page amendment is on file for public viewing at the Town Clerk's Office and on the Town's Website.]

1,676  
YES ●  
NO ○  
710

Amendment No. 2

Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article 275-21 Accessory Attached Apartments, Subsection 3 by deleting the words shown in the strikethrough and adding the words in bold as follows:

~~At least one interior connecting door or other interior access for persons to pass between the~~ residence and the accessory apartment shall be connected by ~~either an interior doorway such that the~~ **accessory apartment is attached to the primary residence through habitable interior space.**

[This is a housekeeping amendment intended to clarify the manner in which accessory apartments need to be attached to the primary residence.]

2,151  
YES ●  
NO ○  
237

Amendment No. 3

Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article 275-6 Definitions by deleting the words shown in the strikethrough and adding the words in bold below to amend the definition for DWELLING, ACCESSORY ATTACHED APARTMENT.

DWELLING, ACCESSORY ATTACHED APARTMENT – ~~An accessory attached dwelling unit.~~ **A residential living unit that is within or attached to a single-family dwelling, and that provides independent living facilities for one or more persons including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies,** consisting of not more than 1,000 square feet. ~~constructed within or attached to a single detached residence. Accessory attached apartments may be granted by special exception from the Zoning Board of Adjustment and must meet all of the criteria listed in Section 276-24C(2).~~

[This is a housekeeping amendment intended to make the Town's definition consistent with a recent state law change that will take effect on June 1, 2017.]

2,185  
YES ●  
NO ○  
186



RESULTS

**ARTICLE 2: ZONING AMENDMENTS PROPOSED BY THE PLANNING BOARD CONTINUED**

Amendment No. 4

Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article 275-6 Definitions by adding the words in bold below and to amend the definitions for ACCESSORY BUILDING and ACCESSORY USE.

ACCESSORY BUILDING (STRUCTURE) – A building or structure, detached from but located on the same lot **and within the same zoning district**, which is customarily incidental and subordinate to the principal building. Accessory buildings shall not contain bedrooms.

YES  **2,040**

ACCESSORY USES – A use which exists on the same lot **and within the same zoning district** and which is customarily incident and subordinate to the principal use.

NO  **270**

[This amendment is intended to require Accessory Uses or Accessory Buildings to be located on the same lot and within the same zoning district as the principal use or building.]

Amendment No. 5

Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article 275-41, Required documentation for Zoning Board of Adjustment special exception, Subsection D by deleting the words shown in the strikethrough and adding the words in bold below.

Viewshed Analysis. A viewshed analysis, including photographs of a crane ~~test~~ **or a balloon** moored at the site indicating the visibility of the proposed structure from all abutting streets and other key locations as determined by the Zoning Administrator. **The use of a crane or balloon shall be at the choice of the Zoning Board of Adjustment.** Public notification is required seven days in advance in the local daily newspaper of wide circulation.

YES  **2,006**

NO  **312**

[This amendment clarifies that a balloon or crane may be used to conduct the viewshed analysis for a wireless telecommunication facility (cellphone tower). The type of test selected would be at the discretion of the Zoning Board of Adjustment.]

Amendment No. 6

Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Attachment 2 – Table 2, Table of Uses, to permit research and development facilities in the Office District; to permit light manufacturing as an accessory use in the Office District subject to the restriction that light manufacturing is limited to the manufacturing and fabrication of parts from previously prepared materials; and to permit warehousing facilities as an accessory use in the Office District as summarized below:

To permit research and development facilities in the Office District and to permit light manufacturing and warehousing facilities as accessory uses in the Office District.

YES  **1,795**

NO  **492**

[This amendment is intended to add research and development facilities as a permitted use in the Office District and to add light manufacturing and warehousing facilities as permitted accessory uses in the Office District. The complete text of the 1-page amendment is on file for public viewing at the Town Clerk's Office and on the Town's Website.]

Amendment No. 7

Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Articles 275-73, 275-74 and 275-22, Table of Dimensional Regulations, to correct typographical errors as summarized below:

To amend three sections of the Zoning Ordinance to correct typographical errors.

YES  **2,205**

NO  **112**

[This amendment is intended to be a housekeeping amendment to correct three typographical errors found in Zoning Ordinance. The complete text of the 1-page amendment is on file for public viewing at the Town Clerk's Office and on the Town's Website.]

**ZONING AMENDMENT SUBMITTED BY CITIZEN PETITION**

Amendment No. 8

Are you in favor of the adoption of Amendment No. 8 as proposed by petition of Old Bedford Road Realty, LLC and others to amend the Town of Bedford Code, Chapter 275, ZONING, Article II, ESTABLISHMENT OF DISTRICTS, Section 275-8, Location of Districts, as follows: To amend the Official Zoning Map of the Town of Bedford, New Hampshire by Rezoning the following parcels of land from the current zoning classification of Residential/Agricultural (R&A) to Commercial (CO): 18 Olde Bedford Way Tax Map/Lot 10-50-5, 20 Olde Bedford Way Tax Map/Lot 10-50-6, and 24 Old Bedford Road Tax Map/Lot 10-50-3, which three (3) lots consist of a combined total of 19.55 acres. Each lot currently has a single family house located on it. The lots are bordered by The Grand at the Bedford Village Inn on the south and the Bedford Hills mixed use development on the east, which are both zoned Commercial, and by homes on the west and the north, which are zoned Residential/Agricultural. The owner of record is Old Bedford Road Realty, LLC.

YES  **339**

NO  **1,987**

*THE PLANNING BOARD DOES NOT SUPPORT PASSAGE OF THIS AMENDMENT.*

**GO TO NEXT BALLOT AND CONTINUE VOTING**



# RESULTS

BALLOT 2 OF 2

**BEDFORD, NEW HAMPSHIRE  
MARCH 14, 2017**

*LHRadke*  
TOWN CLERK

## ARTICLE 3. CHARTER AMENDMENT PROPOSED BY THE TOWN COUNCIL

### CURRENT CHARTER PROVISION

#### Article VI, Section C6-3 Compensation, Subparagraph B

Changes in compensation of Council members. The rate of compensation of Council members may only be changed by a Charter amendment approved by the voters and shall not take effect until the first day of the next fiscal year. No vote on this matter may be taken within 90 days of the Town election.

### PROPOSED CHARTER PROVISION

#### Article VI, Section C6-3 Compensation, Subparagraph B

Changes in compensation of Council members. The rate of compensation of Council members may only be changed by a Charter amendment approved by the voters and shall not take effect until the first day of the next fiscal year.

**Purpose** – The amendment would remove the last sentence from Section C6-3B which has been interpreted by the town attorney to mean that a special election must be held to consider a change to the compensation of Town Council members. The amendment would make any future amendment to Town Council member compensation, which is set by Town Charter Section C3-6, to be handled in the same process as any other Charter amendment. No change in compensation is proposed at this time.

**2,032**  
**YES** ●  
**NO** ○  
**360**

*THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.*

## TOTAL VOTES CAST

**2,491 - 14%**

### YOU HAVE NOW COMPLETED VOTING THIS BALLOT

*As per HB329-establishing a committee to study balance billing and authorizing municipal ratification of certain meetings and elections.*

At the May 24, 2017 Town Council Meeting the Bedford Town Council voted in favor of the following motion:

MOTION by Councilor Bandazian that the Bedford Town Council ratify the March 16, 2017 actions, votes and proceeds completed by vote of the people of Bedford. Seconded by Councilor Stevens. Vote taken-Motion passed-6-0





## TOWN COUNCIL

*Kelleigh Murphy, Chairwoman*

In 2017, the Bedford Town Council kicked off the year by substantially altering the format of the Town Council Retreat. Working closely with facilitators provided by Primex, the Council invited all Department Heads to participate in a day-long workshop that focused heavily on long-range planning. Where Bedford has been substantially built-out at this point, Councilors focused on various long-term planning and infrastructure goals, ranking them in order of importance and drilling down on what the Bedford of the future would look like. The opportunity to converse with long-standing Department Heads about their vision for the Town's future was an invaluable one, and one that shaped the course of the upcoming year in a manner that made collaboration all the more effective.

At the beginning of the Council's year, we bid farewell to outgoing Vice Chairman Jim Aguiar and thanked him for his service to the Town, and elected Chairwoman Kelleigh Murphy and Vice Chairman Chris Bandazian. Murphy was the third female Town Councilor ever elected in Bedford, after Jeanene Propolis and Lori Radke, and is the first female to ever serve as Chairwoman of the Council. Melissa Stevens marks the 4th female ever elected to the Town Council, which has been our chartered form of government since December of 1987 – nearly thirty years. She is currently running for re-election.

Jim Aguiar was a breath of fresh air on the Council for the three year term where he served. His sense of humor and analytical approach to issues facing the Town were invaluable, and he is deeply missed. The March elections of 2017 brought us another female councilor – Catherine Rombeau – as well as the re-election of Councilor Chris Bandazian. Both highly

accomplished attorneys, they bring a wealth of experience with contracts review and analysis to the table. Chris recently celebrated his tenth year on the Council, and enough cannot be said about the institutional knowledge that he brings to the table. We are so very fortunate to have him back for another 3 year term. I am very excited for this upcoming election – we have 6 candidates running for 3 seats and I am grateful for the interest the residents have taken in Town government.

The biggest issue facing the Town remains, most unfortunately, the degree of PFOA contamination in local wells in Bedford. I had high hopes for reporting a different outcome, and have held this report pending what should have been the announcement of an agreement between the State of New Hampshire and Saint Gobain this past week (which was presumably to the benefit of the affected Bedford residents), but have been unable to provide an update. Despite assurances that such an agreement was close and would be announced at the end of February, it is now March and many of our affected residents remain on bottled water with no solutions announced. The Council has continued to put pressure on DES in the hopes of reaching an agreement sooner rather than later.

As of the completion of this report (March 1, 2018), we have been assured by Clark Freise at DES that sufficient progress has been made in recent negotiations for the Department of Environmental Services (DES), the New Hampshire Attorney General (AG) and Saint Gobain to remain at the table together. Mr. Freise anticipates a consent decree within the next several weeks. Upon said agreement being reached, a public meeting will be scheduled to review key terms with Town officials and impacted residents.

To recap last year's annual report - In March of 2016, it became known that the water supplied by the Merrimack Village Water District had become contaminated with Perfluorooctanoic Acid, or PFOA, a chemical that is largely dispersed into air and which then leaches, over a period of years, into groundwater. The initial Provisional Health Advisory (PHA) of 0.4 micrograms per liter ( $\mu\text{g/L}$ ) or 400 parts per trillion for PFOA gave way to the United States Environmen-



tal Protection Agency's May 2016 Drinking Water Health Advisory for PFOA, which set a lifetime exposure level at 70 parts per trillion, and which stated in summary:

The U.S. Environmental Protection Agency (EPA) is issuing a lifetime drinking water Health Advisory (HA) for PFOA of 0.07 micrograms per liter ( $\mu\text{g/L}$ ) based on a reference dose (RfD) derived from a developmental toxicity study in mice; the critical effects included reduced ossification in proximal phalanges and accelerated puberty in male pups following exposure during gestation and lactation. PFOA is known to be transmitted to the fetus in cord blood and to the newborn in breast milk. This lifetime HA is based on the latest health effects information for non-cancer and cancer effects for PFOA as described in EPA's 2016 Health Effects Support Document for Perfluorooctanoic Acid (PFOA), which was revised following external peer review. Because the developing fetus and newborn are particularly sensitive to PFOA-induced toxicity, the RfD based on developmental effects also is protective of adverse effects in adults (e.g., liver and kidney toxicity). The lifetime HA is therefore protective of the population at large.

Since that initial discovery, the scope and impact of the contamination (which originated with the Saint Gobain plant on the Daniel Webster Highway in Merrimack) has increased from the 64 homes originally affected in the south east to several hundred homes. Bottled water is being supplied by the state to affected homes.

I want to thank the New Hampshire Department of Environmental Services, former Governor Maggie Hassan and others for their dedication to digging deep to address resident concerns. We will continue to aggressively watch the issue and advance the interests of our residents in reaching an acceptable outcome. Water is one of our most valuable resources, and it is critical that the council continue to work to protect that resource and the interests of our residents in negotiations with Saint Gobain.

Road work continues under the thirty million dollar road bond approved by the voters in 2015. A special thanks and a congratulatory welcome to newly appointed Public Works Director Jeff Foote and all of the staff at the Public Works for their gargantuan efforts here. The amount of work undertaken to date has been laudable, and has been executed seamlessly. This winter has been a difficult one. We have had some significant snow and ice storms this year, and the temperature fluctuations have caused a number of frost heaves throughout the Town. As always, the Department of Public Works is efficient and effective in their storm response efforts, and we thank them for that.

The Council recently voted to add the position of Fire Training Captain to the Fire Department's budget. 2017 saw the resignation of Deputy Chief Mark Close, and with it some significant personnel changes in that Department. One of the issues that was discussed in detail at the Council retreat was the need for succession planning in each department, and an issue that continues to be a discussion at the Council level is the need to address the continuing opioid crisis in this state, to which Bedford is certainly not immune. To that effect, we recently saw the promotion of Scott Hunter to Deputy Chief of the Fire Department, and the promotion of Fire Inspector Thatcher Plante to the rank of Captain of Fire Prevention and Administration. Congratulations to all. Our Fire Department is in excellent hands and we remain so very proud of the work that you do.

The Police Department recently underwent a reorganization as well. Congratulations to newly appointed Deputy Chief Dan Douidi, Captain Scott Plumer, our second School Resource Officer Danielle Nightingale who recently received the Law Enforcement Partner of the Year award from the NH Retail Association and Detective Amy Champagne. I am especially grateful for the work that the Bedford Police Detectives, and in particular Detective Matt Fleming for his work with Internet Crimes Against Children - a cause which is very near and dear to my heart.

I was fortunate enough to participate in the Town's Citizens Police Academy this past spring and it was



an invaluable experience. I highly recommend it to any resident. Participants in my class were between their 20s and 70s, and it is truly an experience for everyone. Special thanks goes out to the detectives, sergeants, lieutenants and officers who all volunteer their time to run the academy. You all do a phenomenal job and I am particularly grateful for the hard work of Sargent Kyle Thrasher on planning the experience for residents, and to Deputy Chief Dan Doudi for continuing to replace my Bedford Police Academy mug, which my children just broke for the second time.

I would be remiss if I did not thank Chief John Bryfonski of the Bedford Police Department and Chief Scott Wiggin of the Bedford Fire Department. Bedford is a premiere community due in large part to your steadfast commitment to public safety throughout the Town.

Thank you to Town Clerk Lori Radke, Town Moderator Brian Shaughnessy, and the countless staff members and volunteers who participated in this year's election. I am deeply grateful for your service. I would especially like to thank outgoing Moderator Brian Shaughnessy. It has been a pleasure to work with you over the past years. Your sense of humor and thoughtful approach to even the most controversial of issues, such as the postponement of the Town's elections due to severe weather, was impressive to observe. I wish you the best going forward.

The 5-year reassessment was not without controversy in the Town, and residents saw an average increase in their property value of 20% in some areas. Coupled with the road bond and changes in the Town's school and municipal budgets, many residents will see a tax increase in 2018. The Town Council has done everything in its power to keep spending low and to prioritize initiatives for the benefit of the residents.

In 2017, a comprehensive pay and benefits analysis was completed with some mid-level adjustment in various departments to bring Bedford in line with competing communities. A comprehensive, Town-wide facilities study that was funded in the 2017 budget is underway and getting closer to a Council-wide presentation of the two preferred alternatives. These

studies support Council and Manager goals of looking ahead to the future of this Town, and planning accordingly.

My most sincere thanks goes to my fellow councilors for their work over the past year. Vice Chair Chris Bandazian, or Mayor B as I affectionately refer to him, is critical mass to the operation of this Council. The unofficial Mayor of Bedford, he is the backbone of the Council and Town government. I am very grateful for the work of the aforementioned Councilor, as well as Councilors Melissa Stevens and Bill Duschatko (both up for re-election this year), John Schneller (who is retiring from the Council after serving for three years and who was instrumental in bringing forth a plan this year to create additional self-funding parking spaces for Bedford High School students), Dave Gilbert and Catherine Rombeau.

I would also like to thank each of the Department Heads as well as all of the employees of the Town of Bedford. The Town Council is the elected, governing body, but the heart and soul of this Town lies with the commitment and dedication of each and every one of you. Bedford is a premiere community as a direct result of the energy and output of the Town employees, and I am honored to work with all of you.

I want to thank the members of our state delegation: Executive Councilor Chris Pappas, Senator Andy Sanborn and Representatives Terry Wolf, Keith Murphy, Dave Danielson, John Graham, Laurie Sanborn, Linda Gould and Bart Fromuth for their efforts in working collaboratively with the Council to advance legislation beneficial to the Town. Finally, I would like thank each and every one of the citizens of this Town. We are merely a reflection of you, and I am honored to be a part of such an outstanding community. Thank you for attending the meetings, for your correspondence, and for your collective desire to ensure that the future of Bedford is bright for years to come.

Respectfully Submitted,  
*Kelleigh Murphy, Chairwoman*



## TOWN MANAGER

*Rick Sawyer, Town Manager*

2017 proved to be another great year for our financial standing and tax base but was offset by our continued struggles with groundwater contamination as a result of finding perfluorochemicals (PFC's) in additional areas of southeast Bedford.

In March, Moody's Investors Service issued the Town of Bedford an Aaa Bond Rating in anticipation of our \$11 million general obligation bond sold on March 22nd for the next two years of the Roads Program. Bedford continues to be Moody's only Aaa rated community in the State of NH and Bedford has retained Aaa status since first achieving it in 2011. Moody's cited, as factors in its rating, the Town's strong financial policies, supported by conservative fiscal management, ample reserves, long-term operating stability and low debt burden. The rating also considers the Town's sizable and diverse tax base, and the high wealth levels of the population.

Throughout 2017, the NH Department of Environmental Services (NHDES) continued to investigate the extent of PFC contamination in Bedford with a particular focus on Perfluorooctanoic Acid (PFOA), which had first been found in our drinking water and wells in early 2016. The likely source of the contamination is the Saint-Gobain factory in Merrimack where the chemical was released into the air and deposited onto the ground all over the region where it then eventually leached into our groundwater. The State has now discovered these pollutants in dozens of wells all over the State adjacent to other factories and landfills including in Bedford and Merrimack. Approximately 100 residents were having to use bottled water at the end of 2016 and that number continued to grow during 2017 as all of the properties along South River Road south of Hawthorne Drive had to

be added to the bottled water program. We fully anticipated that the NHDES and Saint-Gobain would have implemented long term solutions by extending public water to those impacted areas by the end of the year but sadly no agreement has been reached.

On a positive environmental note, in May, the Town Council was able to lift the voluntary outside watering ban, which had been in place since September as a result of being in an area of extreme drought. New Hampshire is a state that prides itself on clean and plentiful drinking water so to have both the quality and quantity impacted in the manner it has been during the last two years is unsettling and unprecedented.

Our commercial landscape continues to see encouraging changes and growth highlighted by the opening of Murphy's Taproom and Carriage House, Maple Ridge Estates, and the Kensington Woods workforce housing complex. Other projects that started construction in 2017 also show that our economy continues to be strong such as Elliot Medical at Bedford Hills, the new Land Rover Dealership, Noah's Event Center, and The Harbor Group office building. While no buildings came out of the ground at the Market and Main mixed use development, the majority of the site work was completed in anticipation of Trader Joe's, REI, Friendly Toast, a movie theater, and many other well-known retail and restaurant businesses being constructed in 2018. Our Planning Department, Planning Board, Zoning Board, Council, and members of the public also remained busy with three proposed cell towers, and the overall issue of how to best address telecommunications in the community going forward.

During 2017, our Assessing Department completed a Town wide property revaluation which resulted in a growth of approximately \$475M of total valuation. The average property saw an increase of approximately 15% in value due to the overall improved economy and Bedford remaining a highly desirable community in which to live, work, and raise a family. One unforeseeable impact of the revaluation was the impact it would have on all of our residents on our elderly exemption list who saw their property values increase beyond the average of the rest of the community which the Council choose to mitigate through an increase in the elderly exemption amount. As a re-





sult of the revaluation, continued strong development, and a stable budget, the Town portion of the tax rate dropped from \$4.97 to \$4.13 or 17%.

During 2017, the State of NH Department of Transportation began construction on the much anticipated widening of Route 101 from Route 114 to Wallace Road, which will continue through 2018 and into 2019 and will likely change the aesthetics and feel of that portion of our community forever. Given the growth in Bedford and the region, we look forward to the safety and congestion improvements that the project will bring and hope that it will continue to spur the resurgence of investment we have seen along the corridor in recent years.

Public Works completed an impressive amount of work again in 2017 highlighted by the completion of the Wallace Road south, 1st–4th Streets, Gault Road, Maple Drive, and Patten Road projects along with substantial work on Campbell and North Amherst Roads. The Department also completed full survey and design of Liberty Hill Road as a potential for partnering with Saint-Gobain to bring water to the PFC impacted residents, however Saint-Gobain has since indicated that their preferred route will be down Back River Road. The final pavement on South River Road from Kilton Road to Meetinghouse Road has been delayed, again, to coordinate with improvements proposed as part of the Market and Main project. We thank you for all of your patience during all of the detours throughout the construction season.

All of our departments have again provided great service and completed impressive work this year. Our new Splash Pad came online for the summer, which definitely proved to be a big hit with our younger children and families. We completed the paving of the Little League parking lot and implemented a student parking program at three of our Town lots which appears to have worked out very well in its initial year. We were able to launch our Town of Bedford mobile application in early 2017, which provides residents with the quickest access to information via their smartphones. We initiated a facilities study and master plan to set the stage for building and space needs for the next decade and beyond in a similar manner as we have had with the Roads Program. We implemented

plumbing fixes at the Library to resolve continuous septic back up issues and celebrated the completion of the geothermal heating and cooling system. And lastly, our Recreation Department put on countless programs for people and families of all ages including our Wednesday Night Concerts in the Park Series at the Bedford Village Common. I encourage you to read all of the department annual reports to fully understand the volume and scope of work they complete in service to the community every day.

From a personnel perspective, we were saddened to see two long serving members of our management team leave for other opportunities. Public Works Director Jim Stanford left to accept a similar position in Massachusetts after overseeing our Roads Program, modernization of our equipment, and improved professionalism of our Engineering and Street Departments to be some of the best in the state. Thankfully, we had an excellent candidate in Town Engineer Jeff Foote ready to take over who has done an impressive job balancing all of the needs of the department while also ensuring that the Roads Program remained on schedule. Late in the year, Jeanne Walker joined the department as our new Town Engineer bringing with her great skills and knowledge. Deputy Fire Chief Mark Klose left to become the next Chief of the Rochester NH Fire Department. Chief Klose was incredibly dedicated to the advancement and preparation of our firefighters and paramedics to be the best in the state and always worked hard in support of the Chief and I. Again, we had a number of impressive internal candidates ready to move up and Captain Scott Hunter was promoted to Deputy Chief and has quickly and impressively shown his strong leadership abilities in his new position. Additionally, we were very happy and thankful to be able to bring a second School Resource Officer to the community and Officer Nightingale has been impressive in the role by all accounts. The Finance/Personnel Director and I along with the management teams from Police, Fire, and Public Works, spent a large portion of 2017 working to secure agreements with our three unions. Each contract represents a five year agreement and comes with concessions and benefits to each side. The contracts have been ratified by unions and Town Council and are awaiting action by the public at the March 2018 Town Meeting.





Overall, this has been a strong year for our departments led by our employees' desire to provide a positive experience for the citizens of Bedford when they come in contact with Bedford's town government, their non-stop willingness to deliver high quality services, and their support of each other as a team is impressive. While our personnel are often recognized for their achievements, a few were truly impressive this year such as Firefighter Paramedic Benjamin Selleck being named Fire Instructor of the Year, Harry Kozlowski and his team at WBNH receiving four Granite Mike Awards, Doug Irvine becoming a State Certified Assessing Supervisor, and Town Clerk Lori Radke becoming a Certified Public Manager.

The Town Council always provides great direction for the community and was led again this year by Kelleigh Murphy who continued as Chairwoman and was joined by Chris Bandazian as Vice Chairman. Their knowledge of the community and passion for making the best decisions for Bedford is honorable. Catherine Rombeau joined the Council replacing Jim Aguiar who chose to not seek reelection at the end of his term. I thank Jim for his years of service to the community and his strong support of me in my transition to Manager. I would like to thank the Town Council for their support and encouragement of me and all of our employees during the year which truly helps us accomplish everything outlined in the 2017 department reports.

Respectfully Submitted,  
*Rick Sawyer, Town Manager*



Ready, set, go! Bedford youngsters join Town Manager, Rick Sawyer, in pushing the start button to Bedford's new Splash Pad at the ribbon cutting ceremony held on June 16, 2017.



# FINANCE, PERSONNEL TAX COLLECTION

**Theresa Young**  
**Finance Director/Tax Collector**

## **Office of the Tax Collector**

During the 2017 budget process the tax rate was estimated at 4.93 but it was expected to be significantly impacted by the revaluation scheduled. After completion of the revaluation and submission of estimated revenues the Town portion of the tax rate was set at 4.13 per \$1,000 of assessed valuation. The difference in the actual tax rate is a result of the significant change in valuations, use of unassigned fund balance and excess revenues over budget realized in 2017, mainly in motor vehicle registrations, building permits and ambulance revenues.

It is important to note that property taxes are due each July and December. Payments received subsequent to the due dates are subject to statutory interest charges of 12% APR on delinquencies and 18% APR on liens. Properties which remain delinquent after two years from the lien execution date are eligible to be deeded to the Town.

The Tax Collector's office is also responsible for all motor vehicle registrations. In 2016 the Town's online renewal process added a variety of online services to its established motor vehicle renewal process. In addition, to renewing online and receiving instant quotes for motor vehicle state and town fees, residents have the ability to pay online using ACH, debit and credit card payments for Motor Vehicle registration, Dog Licensing and Property Tax payments. Activity results in 2017 show that approximately 29%, 19% and 3% of dog licensing, motor vehicle renewal and real estate tax payments respectively are paid online.

## **Finance and Personnel**

The Finance Department prepared its 13th Comprehensive Annual Financial Report (CAFR) during 2017 for the 2016 calendar year. This report continues to meet the strict reporting standards of the Government Finance Officers Association (GFOA) and as such has received a Certificate of Achievement for Excellence in Financial Reporting for each year of compilation, 2004 through 2016.

The Finance staff continues to provide great service to the public and eagerly cross trains, as time permits, to ensure the office can transition as needed. The staff continues to be an amazing group of people and a pleasure to work with.

As expected 2017 proved to be a busy year as we negotiated the three union contracts and completed an \$11 million bond borrowing.

For further information regarding this office and/or motor vehicle registrations, including frequently asked questions, please visit the Finance and Tax Collector pages, listed under Town Offices on our website, [www.bedfordnh.org](http://www.bedfordnh.org)

The following schedules are preliminary based upon the information available at the time of report printing. Final schedules may be obtained in the Town's 2017 CAFR once our financial audit is complete in the spring of 2018.

Respectfully submitted,

*Theresa Young*



| TAX COLLECTOR'S REPORT                 |                      |                     |
|--|----------------------|---------------------|
| For The Year Ending 12/31/2017         |                      |                     |
| UNCOLLECTED TAXES<br>BEG. OF YEAR 2017 | 2017                 | 2016                |
| Property Taxes                         |                      | 1,643,184           |
| Resident Taxes                         |                      |                     |
| Land Use Change                        |                      | 90,558              |
| Yield Taxes                            |                      | 504                 |
| Excavation Tax @ \$.02/yd              |                      |                     |
| Utility Charges                        |                      | 469,006             |
| Property Tax Credit Balance**          | <                    | >                   |
| Other Tax or Charges Cr Balance        | <                    | >                   |
| TAXES COMMITTED 2017                   |                      |                     |
| Property Taxes                         | 70,718,113           |                     |
| Resident Taxes                         |                      |                     |
| Land Use Change                        | 191,758              |                     |
| Yield Taxes                            | 2,738                |                     |
| Excavation Tax @ \$.02/yd              |                      |                     |
| Utility Charges                        | 1,393,844            |                     |
| OVERPAYMENT REFUNDS                    |                      |                     |
| Property Taxes                         | 5,013                |                     |
| Resident Taxes                         |                      |                     |
| Land Use Change                        |                      |                     |
| Yield Taxes                            |                      |                     |
| Excavation Tax @ \$.02/yd              |                      |                     |
| Interest - Late Tax                    | 154,285              |                     |
| Resident Tax Penalty                   |                      |                     |
| <b>TOTAL DEBITS</b>                    | <b>\$ 72,465,751</b> | <b>\$ 2,203,251</b> |

| REMITTED TO TREASURER                 | Levy for 2017     | Levy for 2016    |
|---------------------------------------|-------------------|------------------|
| Property Taxes                        | 72,150,788        | 1,169,940        |
| Resident Taxes                        |                   |                  |
| Land Use Change                       | 115,706           | 90,558           |
| Yield Taxes                           | 313               | 504              |
| Interest (include lien conversion)    | 154,285           |                  |
| Penalties                             |                   |                  |
| Excavation Tax @ \$.02/yd             |                   |                  |
| Utility Charges                       | 974,188           | 469,006          |
| Conversion to Lien (principal only)   |                   | 331,697          |
| DISCOUNTS ALLOWED                     |                   |                  |
| ABATEMENTS MADE                       |                   |                  |
| Property Taxes                        |                   | 141,547          |
| Resident Taxes                        |                   |                  |
| Land Use Change                       |                   |                  |
| Yield Taxes                           |                   |                  |
| Excavation Tax @ \$.02/yd             |                   |                  |
| Utility Charges                       |                   |                  |
| CURRENT LEVY DEEDED                   |                   |                  |
| UNCOLLECTED TAXES - END OF YEAR       |                   |                  |
| Property Taxes                        | 1,359,073         |                  |
| Resident Taxes                        |                   |                  |
| Land Use Change                       | 76,052            |                  |
| Yield Taxes                           | 2,425             |                  |
| Excavation Tax @ \$.02/yd             |                   |                  |
| Utility Charges                       | 419,656           |                  |
| Property Tax Credit Balance**         | (2,781,722)       |                  |
| Other Tax or Charges Credit Balance** | (5,013)           |                  |
| <b>TOTAL CREDITS</b>                  | <b>72,465,751</b> | <b>2,203,252</b> |

**DEBITS**

|  | Last Year's Levy  | PRIOR LEVIES<br>(PLEASE SPECIFY YEARS) |                   |                   |
|--|-------------------|--|-------------------|-------------------|
|  | 2016              | 2015                                   | 2014              | Prior             |
| Unredeemed Liens Balance - Beg. Of Year                  |                   | 203,583                                | 139,808           | 94,896.00         |
| Liens Executed During Fiscal Year                        | 349,714           |  |                   |                   |
| Interest & Costs Collected<br>(After Lien Execution)     | 98,165            | 7,877                                  | 13,276            | 23,549            |
| Liens reinstated after being deeded back to former owner |                   |  |                   |                   |
| <b>TOTAL DEBITS</b>                                      | <b>\$ 447,879</b> | <b>\$ 211,460</b>                      | <b>\$ 153,084</b> | <b>\$ 118,445</b> |

**CREDITS**

| REMITTED TO TREASURER                                | Last Year's Levy  | PRIOR LEVIES<br>(PLEASE SPECIFY YEARS) |                   |                   |
|--|-------------------|--|-------------------|-------------------|
|  | 2016              | 2015                                   | 2014              | Prior             |
| Redemptions  | 107,880           | 76,853                                 | 66,482            | 35,314            |
| Interest & Costs Collected<br>(After Lien Execution) | 98,165            | 7,877                                  | 13,276            | 23,549            |
| Abatements of Unredeemed Liens                       |                   |  |                   |                   |
| Liens Deeded to Municipality                         |                   |  |                   |                   |
| Unredeemed Liens<br>Balance - End of Year            | 241,834           | 126,730                                | 73,326            | 59,582            |
| <b>TOTAL CREDITS</b>                                 | <b>\$ 447,879</b> | <b>\$ 211,460</b>                      | <b>\$ 153,084</b> | <b>\$ 118,445</b> |



## STATEMENT OF BONDED DEBT 12/31/17

|   | Principal           | Interest          | Total             |   | Principal           | Interest             | Total                |
|---|---------------------|-------------------|-------------------|---|---------------------|----------------------|----------------------|
| <b>1999 Landfill Closure Bond (2013 refinance)</b>    |                     |                   |                   | <b>2015 Infrastructure Bond (issued June 2015)</b>  |                     |                      |                      |
| 2018  | 95,000              | 2,750             | 97,750            | 2018  | 835,000             | 174,400              | 1,011,418            |
| 2019  | 90,000              | 900               | 90,900            | 2019  | 860,000             | 149,350              | 1,011,369            |
| <b>Total</b>  | <b>\$ 185,000</b>   | <b>\$ 3,650</b>   | <b>\$ 188,650</b> | 2020  | 885,000             | 123,550              | 1,010,570            |
| <b>2011 Infrastructure Bond (issued October 2011)</b> |                     |                   |                   | 2021  | 915,000             | 97,000               | 1,014,021            |
| 2018  | 665,000             | 49,043            | 714,043           | 2022  | 940,000             | 78,700               | 1,020,722            |
| 2019  | 665,000             | 35,744            | 700,744           | 2023  | 970,000             | 59,900               | 1,031,923            |
| 2020  | 665,000             | 22,028            | 687,028           | 2024  | 1,000,000           | 40,500               | 1,042,524            |
| 2021  | 665,000             | 7,481             | 672,481           | 2025  | 1,025,000           | 20,500               | 1,047,525            |
| <b>Total</b>  | <b>2,660,000</b>    | <b>114,296</b>    | <b>2,774,296</b>  | <b>Total</b>  | <b>\$ 7,430,000</b> | <b>\$ 743,900</b>    | <b>\$ 8,173,900</b>  |
| <b>2011 Infrastructure Bond (issued May 2013)</b>     |                     |                   |                   | <b>2017 Infrastructure Bond (issued April 2017)</b> |                     |                      |                      |
| 2018  | 815,000             | 81,950            | 896,950           | 2018  | 980,000             | 465,000              | 1,447,018            |
| 2019  | 810,000             | 65,700            | 875,700           | 2019  | 980,000             | 416,000              | 1,398,019            |
| 2020  | 720,000             | 50,400            | 770,400           | 2020  | 980,000             | 367,000              | 1,349,020            |
| 2021  | 720,000             | 36,000            | 756,000           | 2021  | 980,000             | 318,000              | 1,300,021            |
| 2022  | 720,000             | 21,600            | 741,600           | 2022  | 980,000             | 269,000              | 1,251,022            |
| 2023  | 720,000             | 7,200             | 727,200           | 2023  | 980,000             | 220,000              | 1,202,023            |
| <b>Total</b>  | <b>\$ 4,505,000</b> | <b>\$ 262,850</b> | <b>4,767,850</b>  | 2024  | 980,000             | 171,000              | 1,153,024            |
| <b>2014 South River Road TIF (issued August 2014)</b> |                     |                   |                   | 2025  | 980,000             | 122,000              | 1,104,025            |
| 2018  | 395,000             | 59,500            | 454,500           | 2026  | 975,000             | 73,125               | 1,050,151            |
| 2019  | 405,000             | 51,600            | 456,600           | 2027  | 975,000             | 24,375               | 1,001,402            |
| 2020  | 415,000             | 43,500            | 458,500           | <b>Total</b>  | <b>\$ 9,790,000</b> | <b>\$ 2,445,500</b>  | <b>\$ 12,235,500</b> |
| 2021  | 425,000             | 35,200            | 460,200           | <b>Grand Total Bonded Debt:</b>                     |                     |                      |                      |
| 2022  | 435,000             | 26,700            | 461,700           | <b>\$ 27,545,000</b>                                | <b>\$ 3,813,796</b> | <b>\$ 31,358,796</b> |                      |
| 2023  | 445,000             | 18,000            | 463,000           |   |                     |                      |                      |
| 2024  | 455,000             | 9,100             | 464,100           |   |                     |                      |                      |
| <b>Total</b>  | <b>\$ 2,975,000</b> | <b>\$ 243,600</b> | <b>3,218,600</b>  |   |                     |                      |                      |



102 Perimeter Road  
Nashua, NH 03063  
(603) 882-1111  
melansonheath.com

**Additional Offices:**

Andover, MA  
Greenfield, MA  
Manchester, NH  
Ellsworth, ME

**INDEPENDENT AUDITORS' REPORT**

To the Town Council  
Town of Bedford, New Hampshire

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bedford, New Hampshire, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Town of Bedford, New Hampshire's basic financial statements as listed in the Table of Contents.

**Management's Responsibility for the Financial Statements**

The Town of Bedford, New Hampshire's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.





## Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bedford, New Hampshire, as of December 31, 2016, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Schedule of OPEB Funding Progress, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Pension Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Bedford, New Hampshire's basic financial statements. The accompanying supplementary information appearing on pages 68 through 86 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The other information, such as the introductory and statistical sections, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

### *Other Reporting Required by Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 15, 2017 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain



provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Melanson Heath

June 15, 2017



**TOWN OF BEDFORD, NEW HAMPSHIRE**  
**Statement of Net Positions**  
**December 31, 2016**

|  | Governmental<br><u>Activities</u> | Business-Type<br><u>Activities</u> | <u>Total</u>                 |
|--|-----------------------------------|------------------------------------|------------------------------|
| <b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>                             |                                   |                                    |                              |
| Assets:  |                                   |                                    |                              |
| Current:   |                                   |                                    |                              |
| Cash and short-term investments  | \$ 42,832,440                     | \$ 3,140,706                       | \$ 45,973,146                |
| Investments  | 3,241,323                         | 892,704                            | 4,134,027                    |
| Receivables, net of allowance for uncollectibles:                            |                                   |                                    |                              |
| Property taxes   | 1,649,006                         | -                                  | 1,649,006                    |
| User fees  | -                                 | 697,902                            | 697,902                      |
| Departmental and other   | 643,573                           | -                                  | 643,573                      |
| Intergovernmental  | 982                               | -                                  | 982                          |
| Prepaid items  | 917,372                           | 80,170                             | 997,542                      |
| Inventory  | <u>23,596</u>                     | <u>-</u>                           | <u>23,596</u>                |
| Total current assets   | 49,308,292                        | 4,811,482                          | 54,119,774                   |
| Noncurrent:  |                                   |                                    |                              |
| Property taxes   | 438,474                           | -                                  | 438,474                      |
| Capital assets:  |                                   |                                    |                              |
| Capital assets not being depreciated   | 15,372,491                        | 15,000                             | 15,387,491                   |
| Capital assets being depreciated,<br>net of accumulated depreciation         | <u>73,922,640</u>                 | <u>5,646,207</u>                   | <u>79,568,847</u>            |
| Total noncurrent assets  | <u>89,733,605</u>                 | <u>5,661,207</u>                   | <u>95,394,812</u>            |
| <b>TOTAL ASSETS</b>  | <b>139,041,897</b>                | <b>10,472,689</b>                  | <b>149,514,586</b>           |
| DEFERRED OUTFLOWS OF RESOURCES   |                                   |                                    |                              |
| Pension related  | <u>5,271,701</u>                  | <u>77,022</u>                      | <u>5,348,723</u>             |
| <b>TOTAL ASSETS AND DEFERRED OUTFLOWS<br/>OF RESOURCES</b>                   | <b>\$ <u>144,313,598</u></b>      | <b>\$ <u>10,549,711</u></b>        | <b>\$ <u>154,863,309</u></b> |
| <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES<br/>AND NET POSITION</b>       |                                   |                                    |                              |
| Current:   |                                   |                                    |                              |
| Accounts payable   | \$ 538,604                        | \$ 88,986                          | \$ 627,590                   |
| Accrued liabilities  | 299,865                           | -                                  | 299,865                      |
| Tax refunds payable  | 71,350                            | -                                  | 71,350                       |
| Due to other governments   | 23,677,707                        | -                                  | 23,677,707                   |
| Other current liabilities  | 300                               | -                                  | 300                          |
| Current portion of long-term liabilities:                                    |                                   |                                    |                              |
| Bonds payable  | 2,704,953                         | -                                  | 2,704,953                    |
| Landfill liability   | 20,000                            | -                                  | 20,000                       |
| Capital leases   | 31,687                            | -                                  | 31,687                       |
| Accrued employee benefits  | <u>462,039</u>                    | <u>12,637</u>                      | <u>474,676</u>               |
| Total current liabilities  | 27,806,505                        | 101,623                            | 27,908,128                   |
| Noncurrent:  |                                   |                                    |                              |
| Bonds payable  | 17,779,669                        | -                                  | 17,779,669                   |
| Landfill liability   | 220,000                           | -                                  | 220,000                      |
| Capital leases   | 16,549                            | -                                  | 16,549                       |
| Accrued employee benefits  | 858,072                           | 23,468                             | 881,540                      |
| Net OPEB obligation  | 2,775,437                         | 40,551                             | 2,815,988                    |
| Net pension liability  | <u>22,174,859</u>                 | <u>323,983</u>                     | <u>22,498,842</u>            |
| Total noncurrent liabilities   | <u>43,824,586</u>                 | <u>388,002</u>                     | <u>44,212,588</u>            |
| <b>TOTAL LIABILITIES</b>   | <b>71,631,091</b>                 | <b>489,625</b>                     | <b>72,120,716</b>            |
| DEFERRED INFLOWS OF RESOURCES  |                                   |                                    |                              |
| Pension related  | 280,013                           | 4,091                              | 284,104                      |
| Net Position:  |                                   |                                    |                              |
| Net investment in capital assets   | 70,769,655                        | 5,661,207                          | 76,430,862                   |
| Restricted for:  |                                   |                                    |                              |
| Grants and other statutory restrictions                                      | 1,194,011                         | -                                  | 1,194,011                    |
| Permanent funds:   |                                   |                                    |                              |
| Nonexpendable  | 25,153                            | -                                  | 25,153                       |
| Expendable   | 4,348                             | -                                  | 4,348                        |
| Unrestricted   | <u>409,327</u>                    | <u>4,394,788</u>                   | <u>4,804,115</u>             |
| <b>TOTAL NET POSITION</b>  | <b><u>72,402,494</u></b>          | <b><u>10,055,995</u></b>           | <b><u>82,458,489</u></b>     |
| <b>TOTAL LIABILITIES, DEFERRED INFLOWS OF<br/>RESOURCES AND NET POSITION</b> | <b>\$ <u>144,313,598</u></b>      | <b>\$ <u>10,549,711</u></b>        | <b>\$ <u>154,863,309</u></b> |

*The accompanying notes are an integral part of these financial statements.*



# IMPACT FEE REPORT

## Impact Fees

In accordance with RSA 674:21(l), the following report is being provided for both the Town's recreation and school impact fees collected under the provisions of Town ordinance Section 275-20. A full detailed report of individual impact fees assessed and collected is available at [www.bedfordnh.org](http://www.bedfordnh.org).

### School Impact Fees:

|                                    |              |
|------------------------------------|--------------|
| Balance as of January 1, 2017..... | \$434,790.87 |
| 2017 Net Fees Billed .....         | 167,608.00   |
| 2017 Interest Earned .....         | 21.92        |
| 2017 Transfers Out .....           | (192,000.00) |

|  |              |
|--|--------------|
| Balance as of December 31, 2017.....   | \$410,420.79 |
| Accounts Uncollected at 12/31/17 ..... | (135,744.00) |

*Bank Balance at December 31, 2017..... \$274,676.79*

### Recreation Impact Fees:

|                                    |              |
|------------------------------------|--------------|
| Balance as of January 1, 2017..... | \$443,642.36 |
| 2017 Net Fees Billed .....         | 35,461.00    |
| 2017 Interest Earned .....         | 23.05        |
| 2017 Transfers Out.....            | (324,770.00) |

|  |              |
|--|--------------|
| Balance as of December 31, 2017.....   | \$154,356.41 |
| Accounts Uncollected at 12/31/17 ..... | (31,724.00)  |

*Bank Balance at December 31, 2017..... \$122,632.41*

Notes: (1) Transfers of School Impact fees have been used for the purpose of paying the high/middle school bond principal according to the Bedford School District.




---



---

# TAX INCREMENT FINANCE DISTRICT REPORT

---



---

***Theresa Young,***  
***Finance Director/Tax Collector***  
***Rebecca Hebert, AICP***  
***Planning Director***  
***Jeff Foote, P.E.***  
***Public Works Director***

In 2017, the Public Works Department continued to work with the developer of the former Macy's parcel to determine the necessary offsite improvements required to accommodate for the proposed increased volume of traffic associated with the re-development. It is the Departments understanding the proposed off-site improvements to South River Road will occur in 2018. Once this work is complete the Town will complete the wearing course of pavement on South River Road from Kilton Road to the southern limits of the District (NH Route 101 overpass).

In 2017, the South River Road TIF District saw the completion of much of the site work for the proposed 'Market & Main' development at the site of the former Macy's store. The Planning Board also issued several approvals related to the development in 2017, and its developers pulled building permits for the first two buildings at the site early in 2018. When complete, the project will include nine buildings comprising a total of 355,708 square feet, with the following uses: a 55,796 square foot cinema (1200 seats); 33,391 square feet of restaurant space; 112,791 square feet of retail space; 49,750 square feet of general office; 51,300 square feet of medical office; and a 52,680 square foot hotel (125 rooms).

Other development completed in the district included renovations to the Bedford Medical Park at Washington Place and interior renovations to complete occupancy of Goffe Mill Plaza where the Whole Foods store is located.

The Planning Board approved several projects in the TIF District in 2017, including a 133-unit multi-family residential building and a 5,769 square-foot restaurant at the site of the former Wayfarer Conference Center. The Board also approved exterior renovations to the Carrabba's Restaurant at 2 Upjohn Street and additional renovations to the Bedford Medical Park at Washington Place.





**Town of Bedford, NH --South River Road TIF District**

| General Information:              |  |               |           |
|-----------------------------------|--|---------------|-----------|
| Date of Declaration:              | 12/15/2010                                     |               |           |
| Base (OTV) Year:                  | 2010   |               |           |
| Duration:                         | Until Debt Paid (maximum 30 years or 2/1/2041) |               |           |
| Date of Initial Indebtedness:     | n/a  |               |           |
| First Year of Increment Retained: | 2012   |               |           |
|                                   | TIF  | Town          | % of Town |
| Acres                             | 183  | 19,174        | 0.96%     |
| Parcels                           | 99   | 8,161         | 1.21%     |
| Base Taxable Value (OTV)          | 112,500,800                                    | 3,355,937,627 | 3.352%    |

| Value, Revenue Generation and Distribution: |                   |                   |                      |                      |                      |                      |
|---|-------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
|   | 2012              | 2013              | 2014                 | 2015                 | 2016                 | 2017                 |
| TIF District Taxable Value:                 | \$ 118,179,300    | 123,856,200       | 128,562,500          | 124,918,200          | 126,502,100          | 138,785,600          |
| Total Incremental Valuation Generated:      | 5,678,500         | 11,355,400        | 16,061,700           | 12,417,400           | 14,001,300           | 26,284,800           |
| Tax Rate for Ensuing Year:                  | \$ 20.32          | \$ 22.17          | \$ 22.50             | \$ 22.76             | \$ 22.37             | \$ 18.91             |
| Total Incremental Tax Revenue:              | \$ 115,387        | \$ 251,749        | \$ 361,388           | \$ 282,620           | \$ 313,209           | \$ 497,046           |
| <b>Debt Service:</b>                        | <b>Principal</b>  | <b>Interest</b>   | <b>Total to Date</b> | <b>Total to Date</b> | <b>Total to Date</b> | <b>Total to Date</b> |
| GF Infra Bond Reallocated \$900k            | 900,000           | 90,900            | 990,900              | 990,900              | 990,900              | 990,900              |
| GO Bond Issued 8/27/14 - 1.59%              | 4,100,000         | 465,678           | 4,565,678            | 4,565,678            | 4,565,678            | 4,565,678            |
|   |                   |                   |                      |                      |                      |                      |
| Balance of Available Funds:                 | 2012              | 2013              | 2014*                | 2015                 | 2016                 | 2017                 |
| <b>Revenues</b>                             |                   |                   |                      |                      |                      |                      |
| Existing Developer Fair Share Funds         | \$ 96,781         | \$ -              | \$ -                 | \$ -                 | \$ 14,056            | \$ -                 |
| Fair Share Collections During CY            | -                 | 63,125            | -                    | -                    | -                    | 3,467                |
| Developer TIF Payments/Grant                | -                 | 112,000           | (112,000)            | 170,710              | 370,200              | -                    |
| Incremental Tax Revenue (from above)        | 115,387           | 251,749           | 361,388              | 282,620              | 313,209              | 497,046              |
| Bond Proceeds                               | -                 | -                 | 4,100,000            | -                    | -                    | -                    |
| Bond Premium - Net                          | -                 | -                 | 88,415               | -                    | -                    | -                    |
| Transfers from Other Funds                  | -                 | -                 | 1,024,840            | -                    | -                    | -                    |
| Interest Earnings                           | -                 | 39                | 163                  | 356                  | 116                  | 1,219                |
| Subtotal District Revenues                  | \$ 212,168        | \$ 426,913        | \$ 5,462,806         | \$ 453,686           | \$ 697,581           | \$ 501,731           |
| <b>Expenses</b>                             |                   |                   |                      |                      |                      |                      |
| Surveying/Inspection/Engineering            | 20,625            | 113,656           | 529,257              | 177,830              | 64,554               | 6,717                |
| Construction                                | -                 | -                 | 718,060              | 2,376,518            | 943,087              | -                    |
| Other District Expenses                     | -                 | -                 | 80,643               | 146,623              | 28,146               | -                    |
| Debt Service Principal                      | -                 | -                 | 90,000               | 455,000              | 465,000              | 475,000              |
| Debt Service Interest                       | -                 | -                 | 18,000               | 95,478               | 88,200               | 80,500               |
| Subtotal District Expenses                  | \$ 20,625         | \$ 113,656        | \$ 1,435,960         | \$ 3,251,449         | \$ 1,588,987         | \$ 562,217           |
| <b>Balance of Funds as of 12/31:</b>        | <b>\$ 191,543</b> | <b>\$ 504,800</b> | <b>\$ 4,531,646</b>  | <b>\$ 1,733,884</b>  | <b>\$ 842,478</b>    | <b>\$ 781,993</b>    |
| Bond Proceeds Portion of Balance            | \$ -              | \$ -              | \$ 3,760,454         | \$ 1,230,194         | \$ 564,607           | \$ 557,891           |
| Other Proceeds Portion of Balance           | \$ 191,543        | \$ 504,800        | \$ 771,192           | \$ 503,690           | \$ 277,871           | \$ 224,102           |



# TRUSTEE OF THE TRUST FUNDS

***Ken Peterson, Chairman***  
***Mac McMahan, Lawrence Cheetham***

We, the Trustees of the Trust Funds, offer these comments for the Town's 2017 annual report:

The Trustees are responsible for two types of funds: (1) Capital Reserve Funds, which are funded by the taxpayers and have been established by the Town or School District in anticipation of specific capital improvement projects (CIP), and (2) Private Purpose Trust Funds, which have been created to support ongoing projects such as scholarships, the library, and cemeteries. At the end of 2017 the Capital Reserve Funds made up the majority (or 98.6%) of the fund balances at \$5.086M, leaving \$72,900 (or 1.4%) attributable to the remaining Private Purpose Trust Funds. Neither figure includes unrealized capital gains or losses.

The Capital Reserve Funds are invested in investment grade corporate bonds and Federally guaranteed investment vehicles. Citizens Bank Wealth Management (our investment adviser) uses the CIPs of the Town and the School to determine the maturity dates of the investment vehicles to ensure the required funds by the Town and School are available during the year. The investments are held until maturity (from 1 to 5 years) and are not sold at either a gain or a loss but mature at par value. This negates the need for subjective "what if" scenarios being calculated for "what if" we sold the vehicle on any given date before its maturity date. For 2017 the CIP investments Return on Investment (ROI) was approximately 1.4% or \$66,000. This is actual ROI and does not factor in unrealized capital gains or losses.

The Private Trusts Funds are required by law to be invested more aggressively to maintain their

purchasing power over the long term. The Bedford Trust Funds policy is to invest Private Trusts in the following manner: 50-70% in equities; 30-50% in fixed income instruments; and the remainder in cash or cash equivalents. These funds were the beneficiary of a very positive 2017 stock market and the ROI was approximately 13.8% or \$9,000. These figures do include unrealized capital gains and therefore the valuations are a snapshot in time.

In 2017 Mr. Cheetham volunteered over 60 hours of his time to help the State Attorney General's Office create a new software program to help the State and its cities and towns to better create the MS-9 and MS-10 reports. These reports are annual spreadsheets showing where the money under the care of the Trustees is allocated. Mr. MacMahan was instrumental in facilitating the assumption of assets of a private cemetery support group who wanted to dissolve their organization. In June 2017 Mr. Peterson attended a day-long seminar in Concord run by the Attorney General's office as a means to update trustees from all over the State. The Trustees' website continues to be updated and residents are encouraged to visit the site as part of the Town's website.

In 2018 the Trustees expect to see a growth in the CIP funds income due to the lengthening of the bond "ladder". We will continue to seek the best returns available consistent with our investment policy.

Respectfully submitted,

*Ken Peterson, Chairman*



**Trust and Capital Reserve Fund Totals for Year  
Ending December 31, 2016**

*unaudited and estimated*

Capital Reserve Funds (Principal and Accrued Interest)

|                                  |         |
|----------------------------------|---------|
| School Building Maintenance      | 493,414 |
| Conservation Commission          | 612,558 |
| Town Office Building             | 86,868  |
| Land Reserve                     | 38,806  |
| Commercial Revaluation           | 45,144  |
| IT Software Licensing            | 394     |
| Document Imaging                 | 41,071  |
| IT Infrastructure Upgrade        | 58,946  |
| Radio Reserve                    | 30,399  |
| Safety Complex                   | 152,380 |
| Safety Complex Generator         | 20,112  |
| Portable Police Radios           | 60,872  |
| Police Communications Network    | 45,778  |
| PD Communication Network         | 76,440  |
| PD Weapon Replacement            | 30,436  |
| Police Taser Replacement         | 37,894  |
| Fire - Ambulance Replacement     | 157,421 |
| Ambulance Replacement            | 127,152 |
| Fire Equipment Reserve           | 97,162  |
| Fire Engine Replacement          | 86,270  |
| Ladder Truck Replacement         | 335,508 |
| Fire - Ladder Truck Replacement  | 153,047 |
| Field Development/Repairs        | 96,267  |
| Pool Building/Equipment          | 34,360  |
| Parks Equipment                  | 15,756  |
| Jacobsen Mower Replacement       | 302     |
| Kubota Tractor Replacement       | 18,898  |
| Library Parking Lot              | 52,668  |
| Library Septic System            | 58,249  |
| Library Carpet Replacement       | 78      |
| Library Parking Lot Construction | 61,645  |
| Library Boiler                   | 25      |
| Master Plan                      | 161,732 |
| Rte. 3 Improvements              | 10,891  |
| Pin Impact Fee Study             | 21,332  |
| Solid Waste Backhoe              | 1,976   |
| Transfer Station Improvements    | 447,406 |
| Transfer Station Equipment       | 14      |
| Traffic Signal Improvements      | 15,158  |
| Pick Up Trust Resever            | 1,098   |
| One Ton Trucks                   | 71,635  |
| Six Wheel Dump Truck             | 684     |

|                               |                         |
|-------------------------------|-------------------------|
| Ten Wheel Dump Truck          | 82,598                  |
| All Purpose Tractor           | 48,439                  |
| Front End Load Replacement    | 38,858                  |
| Loader/Backhoe                | 85,675                  |
| Sweeper Replacement           | 48,647                  |
| Roadside Mower                | 35,706                  |
| Compressor Replacement        | 50,256                  |
| Chipper                       | 33,652                  |
| Grader                        | 250,006                 |
| Sidewalk Reserve              | 84                      |
| Building Addition             | 50,180                  |
| Sewer Systems Improvement     | 226,210                 |
| Sewer Enterprise Wasterwater  | 654,074                 |
| BCTV Digital to HD            | 20,477                  |
| Bulldozer                     | 120                     |
| Police Command Vehicle        | 16,675                  |
| <b>Total Capital Reserves</b> | <b><u>5,499,902</u></b> |

Trust Funds

|                          |                      |
|--------------------------|----------------------|
| Principal                | 72,926               |
| Accrued Interest         | <u>5,256</u>         |
| <b>Total Trust Funds</b> | <b><u>78,182</u></b> |

Grand Total

|                       |                         |
|-----------------------|-------------------------|
| Capital Reserve Funds | 5,499,902               |
| Trust Funds           | <u>78,182</u>           |
| <b>Grand Total</b>    | <b><u>5,578,084</u></b> |



# INFORMATION TECHNOLOGY

*Nate Gagne, IT Manager*

Information Technology (IT) remains a critical asset essential for the day-to-day operations of virtually every Town of Bedford department. Nearly every essential public service is either entirely or extremely dependent upon information technology. Moreover, our residents have come to expect a level and quality of service from all Town departments that cannot be met without exceptionally reliable, quick, efficient and up to date technology that virtually all Town employees rely upon to perform their work.

Information technology encompasses the operation, maintenance, and security of the Town's network, servers, workstations, software applications, and telephone system including the supportive administrative functions such as licensure and system maintenance contracts. Additionally, it serves as a critical link with hosted services that rely upon the connectivity of our internal network to deliver applications to our employees.

## **Network Operations**

The IT department completed Phase 2 of the network upgrade project that began in 2016. This second phase involved the logical restructuring of the network and segregation of critical systems and services, as well as enforcing device identification and authentication as a condition of network access. This essential work brings our network into compliance with the FBI's Criminal Justice Information System (FBI/CJIS) requirements in support of the Police Department.

Process Improvement: Technology investments should always improve business processes to ensure increased accuracy, efficiency and effectiveness. Process improvements that integrates automation wherever feasible helps enforce best practices, reduces hu-

man error, and improves productivity. In 2017, the IT Department improved existing and developed new automated processes that produced tangible benefits across the spectrum of our required procedures and underscored the need for this investment.

## **Security Analysis & Training**

Cybersecurity is a critical and essential element of the IT Department's mission to protect our cyber assets as well as the Town's data and information. Media reports are replete with cases of municipal networks held hostage by cyber criminals that crippled services as well as compromised sensitive information and data while proving very costly to mitigate and resolve. During 2017, the IT Department in concert with our Managed Service Provider, tested our systems as well as cyber security awareness of our employees. The results from our test and evaluation of security led to the development of a comprehensive cyber security awareness training program that will be fully implemented in early 2018. Our cyber security program will include routine security testing to assure our training is effective as well as to identify new risks and vulnerabilities. While cyber criminals seek ways to breach our security systems, most successful attacks are the result of action taken by users that permitted the cyber-criminal to succeed. The IT Department is committed to our goal of protecting our cyber-assets through a robust training, awareness and testing program. We also expect to test our ability to restore and recover from an attack or other network disruption by deploying a continuity of operations plan in 2018.

## **Infrastructure**

As technology matures and ages, periodic replacement or upgrades are necessary to keep systems performing at their optimal level. Toward that end, during 2017 we migrated several critical applications to new resources that assured reliability and improved performance.

## **Planning for the Future**

During 2017 the IT Department in conjunction with Human Resources and employees from other Departments worked to identify solutions to improve time and attendance reporting and document management



across all Town Departments. This critical work will bear fruit in 2018 with the anticipated deployment of a Town-wide time and attendance application and interim solutions to improve document management. In furtherance of our IT strategic plan we laid the foundation in 2017 for planned server and storage improvements scheduled for 2018. This effort satisfies the strategic plan that includes the requirement to replace end-of-life and overcommitted hardware to assure our network is prepared to face the needs of our various Town departments today and in the years to come.

IT will continue to ensure our employees and residents enjoy the benefits of efficiency and effectiveness derived from the assiduous utilization of superior technology that allows our employees to deliver the very best in total quality service to our residents.

Respectfully submitted,

*Nate Gagne, IT Manager*

*John Bryfonski, Police Chief*





# PLANNING AND ZONING

*Rebecca Hebert, AICP, Director*

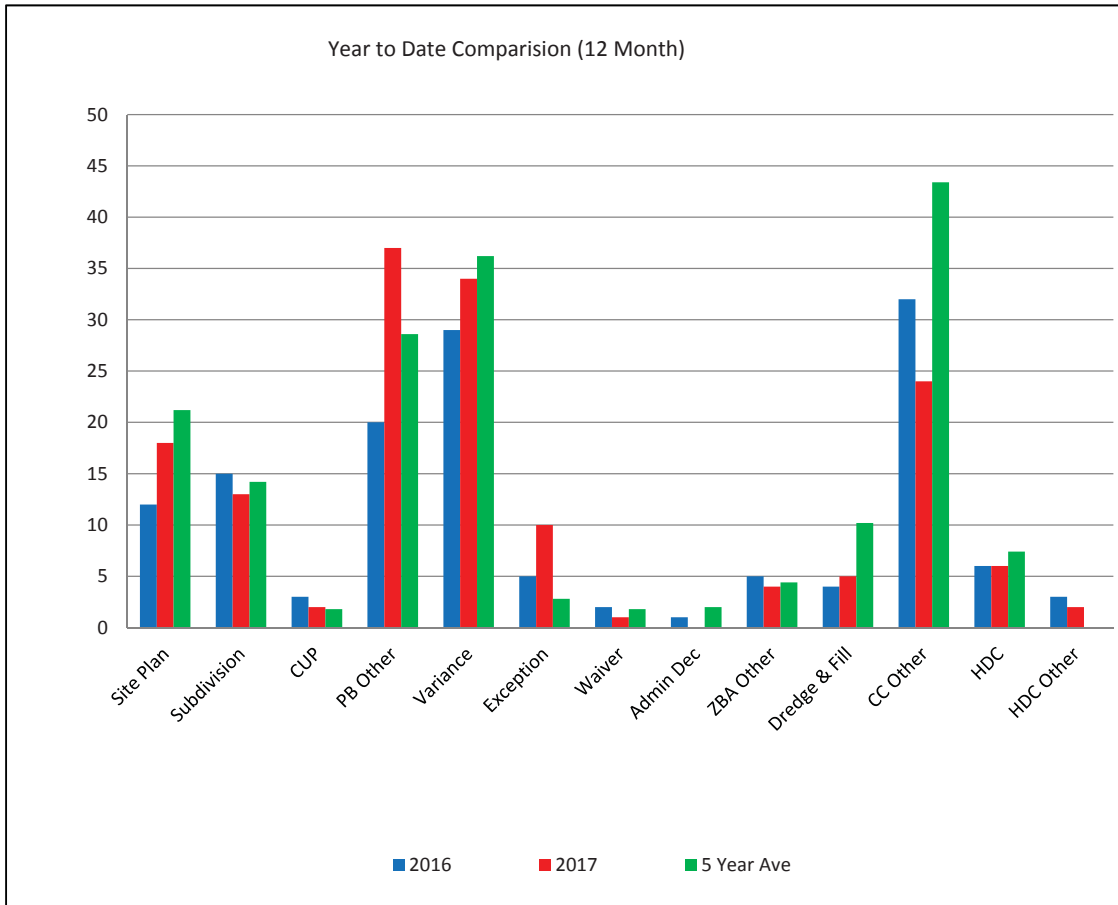
The trend of significant commercial investment in Bedford continued throughout 2017 with 66 applications reviewed by the Planning Board. There was also an increase in development activity in the southern end of the Performance Zone with five new commercial projects approved in 2017. The Board continued to review plans associated with the redevelopment of the former Macy’s site to “Market and Main” a 355,708 square foot mixed use development and approved the final architecture for six buildings. The Board also approved a 133 unit market rate apartment building at the Wayfarer redevelopment site. Please

see the Planning Board report for a description of the major projects that received final approval and or started construction in 2017.

As illustrated in the adjoining table, activity of the four major land use boards was generally greater than 2016 and similar to the five year average, which is consistent with the growth Bedford has seen over past several years. The Planning Staff worked with the developers of the Bedford Hills medical office building, Bedford Grove, Murphy’s Taproom, Maple Ridge Apartments, Kensington Woods workforce housing, Land Rover, Harbor Group, Market and Main and several others to see their projects either break ground or finish construction in 2017.

Staff worked to draft seven zoning amendments in 2017 which were all approved by the voters at Town Meeting in March. The amendments included clarifications to the criteria for accessory dwelling units and establishing descriptive purpose statements for each of the zoning districts.

## Land Use Applications





The Conservation Commission was active in 2017 with trail projects and conservation easement monitoring. The Department continued to assist the Commission with the Land and Water Conservation Fund grant for the construction of a new bridge and trail improvements at the Pulpit Rock Conservation Area. Staff also helped the Commission hold their first workshop to discuss long-term goals and priorities.

The Zoning Board of Adjustment reviewed three applications for new wireless telecommunication towers in Bedford. The topic of where new cell towers should be placed continues to be a challenging land use discussion.

Planning Staff in conjunction with a subcommittee of the Planning Board continued their review of the South River Road Performance District. The Subcommittee focused on the Town's 50-foot wetlands setback, in an effort to investigate whether easing the restriction may encourage economic development

in the Performance Zone. Several discussions were held with Conservation Commission members to review alternatives. The committee determined that any change to the Zoning Ordinance should occur in conjunction with proposed updates to the town's storm-water regulations.

The Department continued to provide assistance with transportation planning with a focus on reviewing priorities for the NHDOT 10-year plan. Construction of the Route 101 widening from Route 114 to Wallace Road also began in 2017 and the project is scheduled to be complete by 2019. The Route 101 widening will bring much needed safety improvements and relief to traffic congestion on Route 101.

Staff continued to assist with resolving code enforcement complaints related to a variety of issues including illegal apartments, work without permits, sign violations, wetlands violations, and issues of non-

Respectfully submitted,

*Rebecca Hebert, AICP, Planning and Zoning Director*



***A new office building for The Harbor Group Inc., a financial planning company, was one of several development projects under construction along South River Road in late 2017***



## PLANNING BOARD

*Jon Levenstein, Chairman*

The 2017 year was an active one for the Bedford Planning Board. The Board met 19 times and reviewed a total of 66 applications. Commercial development activity was particularly brisk in 2017, with several new developments and redevelopment projects approved in the town's Performance Zone.

The single largest project approved by the Board in 2017 was the final phase of the mixed-use project that will complete the redevelopment of the former Wayfarer Inn & Convention Center property. Once a vacant eyesore in the community, the north side of the property will be redeveloped into a 133-unit multi-family residential building and a 5,769 square-foot restaurant. The redevelopment will join Goffe Mill Plaza, featuring a Whole Foods store, bank, and several retail stores already operating at the site. The development was approved after a thorough and lengthy review process by the Board, which included six meetings spanning over a year. The residential building will feature several one-bedroom and studio apartments, offering a new residential option that is not very available in the community.

The Planning Board approved several applications related to the 'Market & Main' mixed-use project, which received conditional final site plan approval from the Board in the Fall of 2016. The Board approved the final architectural designs for several buildings in the development.

Another prominent project approved by the Board included the redevelopment of the Bedford Grove Shopping Center, located on South River Road near the Manchester city line. The shopping center, originally developed in the 1980s, is being retrofitted with new architectural facades and landscaping improvements.

A 6,917 square-foot building addition to the shopping center was also approved by the Board. The improvements will be completed in phases. The first phase, which opened in late 2017, consists of a Boston Interiors store with an updated architectural façade, occupying part of the former Hannaford store.

There was a notable increase in commercial development demand along the southern section of the South River Road corridor in 2017. Development along this part of the corridor has represented a long-term community goal. Five projects were approved by the Board in this area and were actively under construction at the close of 2017, including a new office building, a new automobile sales showroom, a new banquet facility, a self-storage and vehicle rental facility, and an office building addition. Together the projects include over 51,000 square-feet of new commercial construction, and over 100,000 square-feet of redeveloped commercial space.

Several major projects that were approved by the Planning Board in 2016 completed construction in 2017. The 116-unit Maple Ridge Estates senior housing development off of Technology Drive marked one of the largest projects to wrap up construction and open for occupancy. The development offers one of the few senior rental apartment opportunities in Bedford, helping meet a significant need in the local and regional housing markets.

Murphy's Taproom and Carriage House opened on the site of the former Weathervane Restaurant on Route 101. The 22,265 square-foot restaurant and function center marks one of the largest developments to open in recent years along the Route 101 corridor, replacing a vacant building that had become an eyesore.

Kensington Woods Apartments, a 43-unit workforce housing development, opened in the summer along Meetinghouse Road. Much of the site work for the Market & Main project was also completed in 2017, laying the groundwork for building construction at the site in 2018.

The long anticipated NHDOT widening of Route 101 through Bedford also kicked off construction in 2017. The Planning Board recognizes that the expansion





sion of the 2.1-mile section of the corridor will have significant impacts on the community and intends to incorporate transportation and land use planning in association with the project's completion as part of the town's Master Plan process, scheduled to begin in 2018.

The Planning Board Performance Zone Subcommittee continued to meet in 2017 with the goal of improving economic development along the South River Road corridor. The Subcommittee focused on the Town's 50-foot wetlands setback, in an effort to investigate whether easing the restriction may encourage economic development in the Performance Zone. The Subcommittee met several times with a subcommittee of Bedford's Conservation Commission to study whether a Conditional Use Permit criteria for wetland encroachments in the Performance Zone may be feasible. With the Town slated to update its stormwater regulations in 2018, it was determined that any change to the Zoning Ordinance should occur as part of that process.

Several Planning Board members participated in a "Becoming Age Friendly" outreach event organized by the Southern NH Planning Commission and held at the Town Library in the Spring. The program is designed to help communities meet the needs of a growing senior population and to help retain young adults and families.

The Board recommended the following seven changes to the Zoning Ordinance, which were all approved by the voters at the March town meeting:

1. To establish descriptive statements for each zoning district in Bedford;
2. To clarify that accessory apartments must be attached to primary residences through habitable interior space;
3. To amend the definition of attached accessory apartments to ensure consistency with state law;
4. To amend the definition of accessory structures to require that they are located in the same zoning district as principal buildings;
5. To clarify that a publicly noticed balloon test may be conducted to fulfill the viewshed analysis requirements for wireless telecommunications facilities;
6. To permit research and development facilities in the Office District, and to permit light manufacturing and warehousing facilities as permitted accessory uses in the district;
7. To correct three typographical errors in the Table of Dimensional Regulations.

The Planning Board also considered a Citizen's Petition, Amendment #8, to rezone three parcels - 18 Old Bedford Road, 20 Old Bedford Road, and 24 Old Bedford Road - from the Residential & Agricultural zoning classification to Commercial. The zoning change was sought in anticipation of a mixed-use development at the site. Several residents expressed concerns relating to the zoning change at the public hearing and the petitioners asked the Planning Board not to support the petition. The Planning Board voted not to support the petitioned zoning amendment and it did not pass at Town Meeting.

Membership on the Board saw a few changes this year. Regular Member Phil Cote stepped down due to a relocation after several years of service to the Board and the community. The Planning Board welcomed new Regular Member Dr. Randy Hawkins and new Alternate Member Monique Rice. In May, the Planning Board re-elected Jon Levenstein as Chairman, Hal Newbury as Vice-Chairman, and Karen McGinley as Secretary. Mac McMahan was appointed as the Planning Board liaison to the Conservation Commission while Charles Fairman was appointed as the Board's liaison to the Historic District Commission.

I would like to thank all the members of the Planning Board for their hard work and dedication to the community. They handle their responsibilities with grace and professionalism even when controversial matters are before the Board and set an excellent example of civic service and voluntarism in the community.

Statistics for 2017: (66 applications):

- 8 Site Plans
- 5 Site Plan Amendments;
- 4 Residential subdivisions (creating 6 new residential building lots);
- 10 Lot Line Adjustments (creating 1 new residential building lot);



- 10 Conceptual Reviews;
- 3 Design Reviews;
- 6 Requests for Final Architectural Approval
- 3 Time Extensions to meet conditions of previous site plan or subdivision approvals;
- 4 Request to amend conditions of previous site plan or subdivision approvals;
- 7 Performance Zone Waiver Requests;
- 2 Conditional Use Permits for Signs;
- 1 Request to disturb wetlands for a utility line;
- 3 Home Occupation Permits, and:
- The Planning Board reviewed and issued comments regarding the Town's 2018 Capital Improvements Plan (CIP) and the NHDOT 10-Year Plan for capital transportation investments.

Major developments reviewed or approved included:

- Residential Subdivisions – Four subdivisions were reviewed including: two new lots off of Pulpit Road; two new lots off of McAllister Road; one new lot on North Amherst Road; and one new lot off of Joppa Hill Road. The Joppa Hill Road subdivision did not move forward after the Planning Board denied a waiver request for reduced buildable area.
- Wayfarer site Apartment Building and Restaurant-Final site plan approval for a 133-unit multi-family residential building and a 5,769 square-foot restaurant at John Goffe Plaza, 125 South River Road (behind the existing Whole Foods store).
- Bedford Grove – Final site plan approval to construct a 6,917 square-foot building addition to the shopping center, to add new architectural facades for the entire center, and to make additional parking, circulation, and landscaping improvements.
- Market & Main – Final architectural approval of six structures in the development and approval of an amendment of the final site plan conditions of approval to amend the phasing plan for the development.
- Land Rover – Final site plan approval for a 19,224 square-foot Land Rover automobile sales showroom and garage facility at 404 South River Road.
- Noah's Event Venue – Final site plan approval for a 8,057 square-foot banquet hall and meeting facility to be operated by Noah's Event Venues, a Utah-based national chain, and associated site improvements at 379 South River Road. The Bedford location will be the first Noah's facility in New England.
- Harbor Group Office Building – Final site approval for a new 11,202 square-foot office building to be occupied by the Harbor Group, a financial services firm, at 331 South River Road.
- U-Haul Facility – Final approval of a change of use, sign waiver, and architectural façade changes to allow the conversion of the Coastal Lumber site at 451 South River Road to a U-Haul self-storage, and equipment and vehicle rental facility.
- 160 South River Road – Final approval of a change of use from a general office to a medical office or general office use, architectural façade changes, and sign waivers to permit additional building signage. The renovated facility now houses Bedford Medical Center, in addition to other medical office uses.
- Design Review – Old Bedford Road assisted living facility – Planned development of a 150-bed assisted living and memory care facility at 18, 20, and 24 Old Bedford Road.

Respectfully submitted,

*Jon Levenstein, Chairman*





# ZONING BOARD OF ADJUSTMENT

*John Morin, Chairman*

The Zoning Board of Adjustment conducts hearings on applications for relief from land use regulations. The most common applications for relief are:

1. Variances from use or dimensional requirements;
2. Special Exceptions;
3. Equitable Waivers from dimensional requirements; and
4. Appeals from decisions of Administrative Officials.

Where there are unique or extenuating circumstances, the Board of Adjustment provides an avenue for relief from restrictions and for local resolution of land use issues. The Board of Adjustment can grant an application if the legal requirements for relief are met. The Board of Adjustment cannot grant relief, however, if it would be the equivalent of re-zoning or amending a zoning ordinance. After hearing evidence for and against an application, the Board of Adjustment deliberates and votes on all requests in public session.

In 2017, the Board of Adjustment heard 39 applications for Variances, 4 applications for a Special Exception, 1 application for Equitable Waivers, and 4 requests for rehearing. The majority of the applications filed in 2017 were for variances seeking relief from building and wetland setbacks, lot size and frontage requirements. The distribution of applications is reflective of the maturing status of development in Bedford.

Of the applications decided in 2017, 21 were approved in whole, or in part, 7 were denied or denied in part, and 3 were withdrawn.

Members of the Board of Adjustment are appointed by the Town Council. The Board of Adjustment is comprised of 5 regular members, one of whom also is a member of the Town Council, and 3 alternate members. Karin Elmer, Planner I, of the Planning Department, attends all ZBA meetings and provides background and other information to the Board.

Applications to request a Zoning Board of Adjustment hearing and the meeting schedule of the Board (usually the 3rd Tuesday of each month) are available at the Town Offices and also are available online at the Town website, [www.bedfordnh.org](http://www.bedfordnh.org). Completed applications are due no later than 21 days prior to the desired hearing date. The Zoning Administrator handles all public inquiries regarding zoning questions and assists individuals with application procedures.

I would like to express my thanks to all of the members of the Town Council, my fellow Zoning Board members and members of the other boards that serve the Town of Bedford for volunteering their time and talent to improve our community.

Respectfully submitted,  
*John Morin, Chairman*



# CONSERVATION COMMISSION

*Beth Evarts, Chairwoman*

In review, 2017 was a year of continued transition and renewal as the Conservation Commission experienced the resignation of a few members and welcomed several new and returning members – Mac McMahan, Bill Duschatko, Bob McPherson and Maggie Wachs. We recognize and appreciate the continued efforts of Planning Department staff members, support of the Town Council, Planning and Zoning Boards, the Eagle Scout organization, the Bedford Land Trust, BCTV and members of our community.

As we look forward, 2018 will be an exciting year as planning, and top priorities from 2017 begin implementation and as significant grant projects such as the Pulpit Rock Grant come to fruition. Conservation Commission members are brimming with excitement as we look to implement public outreach through social media and community articles about our efforts and the lands we conserve and protect.

The Conservation Commission held its first of what it hopes to be many workshops in October. The workshop brought together Commission Members and Planning Department staff to brainstorm and identify short-term priorities for the coming year, and to develop long-term goals. Having a mission statement was recognized as the first step in achieving success going forward, as it will drive our efforts in everything we do as a Commission. Creating property management plans for conservation lands in Bedford was also identified as a critical priority. Planning will include the development of a process for monitoring and maintenance, outreach and stewardship and habitat conservation and forest management. Having a management plan for each property is part of the Commission's long-term goal,

with the hope to reference work under the Pulpit Rock Grant program as the base to formulate additional property management plans. Realizing each property is unique in its location, features, wildlife habitat and open space, having a standard method for property management will provide consistency and a platform from which the Conservation Commission can work. These efforts will strengthen support for future grant possibilities and ongoing community support for each property.

We want to recognize the monitoring efforts of the Bedford Land Trust and for raising awareness of the presence of the Hemlock Woolly Adelgid at Pulpit Rock earlier this year. The Conservation Commission is pursuing a Forest Management Plan in 2018 to identify options in addressing the infestation. Additional work with the Bedford Land Trust, the Pulpit Rock Subcommittee, and our community will be important in the outcome of this issue.

The Conservation Commission would like to thank the Bedford Land Trust and the Pulpit Rock Subcommittee for a successful annual trail clean-up day on June 3, and to Kevin Martin, author of “Big Trees of New Hampshire,” for his presentation at the Bedford Land Trust annual meeting on October 26. Thank you to all our Bedford Land Trust and Pulpit Rock committee members for your continued support and efforts!

The Conservation Commission reviewed several Dredge and Fill applications throughout the year, mostly for road repairs, maintenance and widening to improve overall drainage. Applications also included garage extensions, new sheds, conversion of the Bedford Toll Plaza to Open Road Tolling, and culvert rehabilitation.

The Commission saw an increase in applicants providing alternative plans and considerations as a part of their submission. In an effort to minimize wetlands impacts for each proposed project, the Commission greatly appreciates this initiative and seeks continued support in 2018.



Projects of significance completed this past year include the mapping of Bedford conservation lands. This work included a detailed inventory of lands and properties with conservation easements. A finished binder with hardcopy maps and conservation easements is available at the Town Planning Department. Each map is now available as a layer on the Town's GIS maps.

The Conservation Commission approved the potential purchase of 18 acres of land on Beaver Brook Road. Future conservation work and property management plans to include signage and maintenance plans may be addressed in the coming year.

Funding to support Piscataquog Land Conservancy's efforts conserving the Florence M. Tarr Wildlife Sanctuary were approved earlier in the year. The Piscataquog Land Conservancy will continue to provide updates to the Conservation Commission throughout 2018 regarding its preservation plans and public outreach.

The Commission continued to support survey work for the Greenfield Farms open space. Efforts to complete this work will continue in the spring of 2018 and include boundary identification and conservation land signage as top priorities.

The Pulpit Rock Grant is reaching its final year of implementation. There are four major components to the project. James Drake shared maps, pictures and a presentation of the project with Commission members and local organizations to secure donations for project resources such as supplies and engineering consulting services. Volunteer recruitment will be a top priority in the coming year, to help implement the various phases of the project throughout the spring and summer.

As always, the Conservation Commission welcomes volunteers, leaders and community members to help support our wide-range of projects. We hope to continue the momentum of all these terrific projects into the New Year. The success of these projects rely on you, and it is our hope their positive impacts will continue to benefit our community, protect

and preserve our natural resources while balancing recreational use in our backyard into the following year and beyond. Please check the Town of Bedford website and local newspapers for more information about all of these efforts. As always, we welcome your involvement and look forward to a great year ahead.

Respectfully submitted,

*Beth Everts, Chairwoman*



### ***Pulpit Rock Subcommittee Report***

The Pulpit Rock Subcommittee of the Conservation Commission invites you to visit your wonderful conservation area. It is a great choice when you are looking for a hike that is close to home and that has more than 4 miles of moderate to difficult trails. If you are looking for a longer hike, you can take the Pulpit Rock Conservation Area trails and continue southward on connecting Amherst trails that lead back into Bedford at Bedford's town-owned Joppa Hill Farm.

The Pulpit Rock Subcommittee is charged with overseeing and managing Bedford's Pulpit Rock Conservation Area. Subcommittee members include Richard Moore, Clark Gott, Doug Pryce, William Coder, Eric Soederberg, Anthony Clark, Bill Ewing, Peter Delano, and representative from the Conservation Commission, Lisa Kammer. Activities of the subcommittee include, for example, our annual workday. This year the Bedford Land Trust (BLT) continued monitoring the property for infractions of the conservation easement. Thank you BLT!

The Conservation Commission, with funds through the NH Land and Water Conservation Fund, has been spearheading a major effort to improve the trail access from Pulpit Road to Gage's Mill. These improvements include a new bridge just downstream of the mill, at the southern end of the conservation area.

Plans for the upcoming year also include a spring work day in late April or early May. Please check the Bedford newspapers in April for the date. Our thanks are extended to those who have helped out at the Pulpit in past years on our annual workdays. We always welcome your help.

*Richard Moore*

*Chairman, Pulpit Rock Subcommittee*



# HISTORIC DISTRICT COMMISSION

*Janet Tamulevich, Chairwoman*

The Historic District Commission's charge is to safeguard the heritage of the Town of Bedford by providing for the protection of structures and landscapes important to Bedford's history and to foster public appreciation and community pride of the beauty of the Historic District. These duties are outlined in Article VII of the Bedford Zoning Ordinance. According to a 2012 report by Plymouth State University, Bedford is one of 56 communities in New Hampshire with a locally-designated historic district. The Historic District includes Bedford Center Road, Church Road, Bell Hill Road, Chandler Road, and portions of North Amherst Road, Ministerial Road, Liberty Hill Road and Meetinghouse Road. Residentially-zoned properties along Route 101 between Bedford Center Road and Wallace Road are also part of the Historic District.

The Historic District incorporates some of the earliest European settlements in Bedford. A New York Tribune account of the Town of Bedford in 1850 included in *The History of Bedford* notes "Its main aspects have scarcely altered in thirty years, and the dwellings scattered within sight of the Presbyterian Church in its centre, are about as many as they were then – say forty in all." Many of the structures in the Town Center district remain standing today as they were then, and the Commission's role is to protect the historic and aesthetic character of the district while providing property owners the flexibility to adapt to modern day conditions and enjoy modern conveniences.

The Historic District Commission met six times in 2017, approving six applications. Applications before the Commission in 2017 included window and door replacements, ground-mounted solar installations, tree removal, new porches, new fencing, the installation of replacement siding, and the replacement of an awning on a commercial building. The Commis-

sion was able to provide several applicants input to improve the historical integrity of proposals, and all applications were ultimately approved by the Commission.

In 2017, the Commission began mailing notification letters to residents who recently purchased property in the Historic District. The intent of the letter is to provide a friendly welcome to new residents and notify them of the need to apply for Historic District Commission approval before undertaking renovation or landscaping projects that would alter the exterior of a property. The objective of the notice is to avoid violations, enforcement actions and the need for after-the-fact approvals, caused by a lack of knowledge of the Commission, and instead offer a more congenial introduction to the Historic District Commission and its requirements.

In October 2017, the Commission heard a presentation by the New Hampshire Division of Historical Resources regarding its Certified Local Government grant program. The NH Division of Historical Resources allocates funds annually for historic preservation projects and activities in communities that are certified through the program. In order to be designated a Certified Local Government, a community must have an active Historic District Commission or Heritage Commission with designated responsibilities and must meet certain other minimum criteria. Twenty-three NH communities are currently certified through the program, and the Historic District Commission plans to pursue certification for Bedford in 2018.

While Bedford is privileged to enjoy such a historic and picturesque Town Center, it is doubly fortunate to boast so many citizens committed to its preservation and longevity. Members of the Historic District Commission include Judy Perry (Vice-Chair), Rebecca Durrell, Charles Fairman (Planning Board representative), Melissa Stevens (Town Council representative), David Gilbert (Town Council alternate), Theresa Walker (alternate member), and myself Janet Tamulevich (Chairwoman).

Respectfully submitted,

*Janet Tamulevich*  
*Historic District Commission Chairwoman*





# SOUTHERN NEW HAMPSHIRE PLANNING COMMISSION

The Southern New Hampshire Planning Commission has a wide range of services and resources available to help dues-paying members deal with a variety of municipal issues. Technical assistance is provided by a professional staff whose expertise is, when necessary, supplemented by consultants selected for their specialized skills or services. Each year, with the approval of appointed representatives, the Commission's staff designs and carries out programs of area-wide significance mandated by New Hampshire and federal laws or regulations, as well as local projects which pertain more exclusively to a specific community.

Technical assistance is provided in a professional and timely manner by staff at the request of the Planning Board and/or Board of Selectmen. The Commission conducts planning studies and carries out projects of

common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulation; and in conjunction with the New Hampshire Municipal Association, offers annual training workshops for Planning Board and Zoning Board members.

Services performed for the Town of Bedford during the past year are as follows. Hours listed represent work for the Town only; in projects involving multiple municipalities the total hours spent by SNHPC staff is higher. For example, 14 hours were spent by SNHPC staff organizing a legislative event for NH Legislators and local officials in the SNHPC region for the 14 municipalities in the region; equally dividing the total hour's results in 1 hour of benefits that can be attributed to the Town.

No.    Hours    Project Description

|    |       |  |
|----|-------|--|
| 1  | 98.5  | Performed traffic counts at 33 sites in town;  |
| 2  | 66.25 | Becoming Age Friendly: Provided communities and businesses with age-friendly assessments, organized community forum, continued to work with communities in educating stakeholders on age-friendly topics and concerns;                         |
| 3  | 58    | Continued updating the regional travel demand model, which has been used to forecast traffic volumes on roads in throughout the region;  |
| 4  | 57.4  | Provided land conservation mapping for the town of Bedford;  |
| 5  | 38.8  | Continued updates to CEDS (Comprehensive Economic Development Strategy) - a regional strategy which reflects local economic development needs and priorities and recommends a regional approach to achieving sustainable economic development; |
| 6  | 24.1  | Represented the interests of the Town on the Region 8 Regional Coordinating Council for the Statewide Coordination of Community Transportation Services Project;   |
| 7  | 23.3  | Made updates to the NHDOT 10-year Plan;  |
| 8  | 16.6  | Performed Strategic Highway Research Program 2 (SHRP2) program evaluation and revision - now Partnering for Performance NH (PFPNH);  |
| 9  | 13.7  | Worked on NH Rail Transit Authority Advisory and Governance Boards projects;   |
| 10 | 12.7  | Compiled building permit data and certificate of occupancy permit records to record dwelling unit totals from all municipalities in the region;  |



No. Hours Project Description

|    |      |  |
|----|------|--|
| 11 | 10.8 | Continued with Phases 1 and II of The Brownfields Region Wide Assessment Grant, which is used for environmental studies and investigations to help move contaminated sites to clean up, redevelopment and reuse. Contaminated sites located in town centers and villages and near public water bodies and groundwater drinking sources have a high priority for funding; |
| 12 | 9.6  | Made updates to the Long Range Transportation Plan;  |
| 13 | 9.3  | Developed a Complete Street Toolkit; provided an opportunity for communities to participate in a complete streets pilot project program;   |
| 14 | 7.6  | The FY 2015-2040 Regional Transportation Plan was developed and approved, TIP: The FY 2017-2020 Transportation Improvement Program was developed and approved;   |
| 15 | 7.1  | Organized Outreach and Education Events such as our ongoing Planning Roundtable events such as Conservation Commission & Open Space Management, bringing in experts from various state agencies such as Census. Also provided a site plan review and analysis class;   |
| 16 | 6.8  | Updated and adopted the Title IV Policy and Environmental Justice Program;   |
| 17 | 6    | Conducted a site visit and discussion with Police Department concerning type of data needed on Technology Drives North and South. Completed directional counts with reports to the town;   |
| 18 | 5    | Identified fatal and incapacitating crash locations in Bedford;  |
| 19 | 4.7  | Updated Congestion Management Process;   |
| 20 | 4    | Assisted with MS4 Storm Water Coalition and Regional Planning Commission Coordination of MS4 Efforts   |
| 21 | 2.5  | Provided monthly information to the Planning Board regarding upcoming meetings, project and grant updates, webinars and other training opportunities through the planning commission's quarterly Newsletters, monthly Media Blasts and periodic E-Bulletins;   |
| 22 | 2.5  | Updated interactive maps displaying traffic count locations and traffic volumes for the Town of Bedford. Maps are now available on the SNHPC.org website;  |
| 23 | 2    | Assisted the town with 2018 Road Safety Audit (RSA) applications; coordinated and participated in RSA program;   |
| 24 | 2    | Provided staff assistance to Statewide Coordinating Council for Community Transportation (SCC);  |
| 25 | 1.5  | Regional Water Supply Assistance Including facilitation of second regional multi-community and agency forum, continued assistance to communities on coordinating information, brought in experts from various agencies and consultant teams;   |
| 26 | 1    | Participated on the NH BPTAC (Bike-Ped Transportation Advisory Committee) Counting Subcommittee, preparing a statewide counting plan and conducting the inaugural counts using shared automated counting equipment;  |
| 28 | 1    | Identified signal warrant study locations;   |
| 27 | 1    | Organized and facilitated a Legislative Event for NH Legislators and local officials in the SNHPC region.  |

**Town of Bedford Representatives to the Commission**

Karen McGinley

David J. Danielson

William Duschatko

Barbara Salvatore, Alternate

Bill Jean, Alternate

Rene Pincince Alternate

Executive Committee Member: Karen McGinley through 9/17

William Duschatko since 10/17





# ENERGY COMMISSION

*Shana Potvin, Chairwoman*

## ***Ongoing monitoring of legislation***

The BEC continues to remain current on all legislation affecting Energy in the NH legislature. The BEC will testify in Concord when necessary to advocate for policies that affect our municipality with regard to energy policy.

## ***LED StreetLight conversion***

The Town has received proposals and is finalizing the contract for this project. The Department's total estimated cost of the project with maintenance of traffic is at \$55,000.

The Department is also pursuing an Eversource rebate of \$17,400 which may bring the net cost for this project to less than \$40,000.

## ***Transfer Station numbers***

### *Municipal Solid Waste*

Dec YTD 2017: 7,925.21 Tons compared to Dec YTD 2016: 8,171.09 Tons

### *Single Stream Recycling*

Dec YTD 2017: 1,309.09 Tons compared to Dec YTD 2016: 1,281.08 Tons

### *Scrap Metal*

Dec YTD 2017: 320.39 Tons compared to Dec YTD 2016: 367.74 Tons

### *Tires*

Dec YTD 2017: 5 Loads compared to Dec YTD 2016: 4 Loads

### *TV's/ Computers/Monitors*

Dec YTD 2017: 8 Loads compared to Dec YTD 2016: 7 Loads

As of December 31, 2017, the Town has received \$105,648.45 (YTD) in revenue miscellaneous demolition, appliances, TVs/monitors and other items collected at the transfer station.

## ***Commingled recyclables***

December YTD 2017 is \$51,326.80 compared to \$62,797.55 December YTD 2016.

The cost for commingled recycling in December 2017 was \$50.11 per ton (including transportation). The cost for single stream recycling has risen significantly in the last three consecutive months. In October and November, the Town paid a net cost with trucking of \$69.54/ton and \$78.04/ton. In December the net cost was approximately \$81/ton.

## ***School District opportunities***

The BEC is currently in support of a school board warrant article that would fund an Energy Feasibility Study to access all six school buildings in town. The purpose of this study is to prepare a detailed proposal for comprehensive feasibility analysis of building performance and energy measures designed to:

- Reduce overall energy expenditures through cost effective capital improvements.
- Improve building performance and the learning environment, and
- Lower long-term maintenance costs.

The town will vote on funding this study on March 13, 2018.

The BEC has long been exploring the possibilities of switching from the styrofoam trays at lunch to biodegradable cardboard. This would add 5 cents per lunch, as a user fee. There is a petitioned warrant article on the ballot for March 13, 2018, asking the voters to make their opinions heard on this. The cost to the student per year, if the child got school lunch every day, would be \$9/year.

## ***Portfolio Manager-Eversource***

Portfolio Manager has been set up. The allows Eversource to automatically pass facility electric usage history to the town's Portfolio Manager account. The town is now able to compare their usage with other public buildings of the same shape and size in order to identify any areas for energy improvements. The town can then also use this platform to manage energy use and meet building energy reporting requirements.



### ***Green Business Award***

The BEC seeks to recognize the important efforts and achievements of Bedford businesses that make continuous improvements in their environmental performance. This award will be given to businesses that best demonstrate a commitment to minimizing their impact on the environment and significant success in increasing sustainability. The BEC looks for businesses that place high value on sustainability, implement sustainable practices and demonstrate their commitment to becoming a more sustainable business. The nomination form can be found here: <https://drive.google.com/file/d/0BxMkqH7ls38TZkdzSjRDXzVoME0/view?usp=sharing>.

The BEC is in the process of developing a Green Home Award that would use the US Better Buildings Dept of Energy NH Home Energy Score.

### ***Solar opportunities***

The BEC is developing a questionnaire to collect personal stories of residents that participated in our 2015 Solar Up campaign. The Solar Up campaign was a great success and the Energy Commission has discussed offering something similar to this campaign again due to ongoing interest in solar power generation from Bedford citizens.

Other 2018 BEC focus areas include:

1. Develop Green Home Award
2. Develop Questionnaire for Solar powered homes in Bedford with the goal of developing a new Solar initiative
3. Develop a financial model and pursue possible town based Green Energy Initiatives

Respectfully submitted,

*Shana Potvin, Chairwoman*



# ASSESSING

*William H. Ingalls, Director*

Assessed value totals as of September 1, 2017 are as follows:

|                   |                        |
|-------------------|------------------------|
| Residential.....  | \$2,988,656,365        |
| Comm/Ind .....    | \$719,972,700          |
| Utilities.....    | \$51,351,649           |
| Exempt .....      | \$149,022,701          |
| <b>Total.....</b> | <b>\$3,908,967,415</b> |

For 2017 market forces made it necessary to conduct a town-wide revaluation/statistical update. Since the last update in 2013 segments of the real estate market here in Bedford improved in value to the extent the gap between assessed value and market value simply became too large. Residential home property increased an average of 16%, some more, some less. Residential condominiums increased an average of 24%, some more, some less. Lastly commercial/industrial property increased an average of 5%-6% overall. In comparison to the 2016 tax year, Bedford gained about 14% in overall assessed value, or \$481,200,000 (rounded.) As not all segments/areas/neighborhoods of the market increased or decreased at the same rate these differences needed to be adjusted a year early as the next update was originally scheduled for 2018. Since the update was finished the market has continued to increase with assessed values running at 93% of sale price since April 1, 2017 indicating we'll be at 95%-96% overall for 2017 even though we just updated to 100% as of April 1, 2017 (the state uses sales through the end of September to determine our level of assessment.) This office anticipates this trend to continue at least through 2018; moderate overall growth but growth nonetheless. It will be interesting to see the effect recently adopted tax reform for 2018 will have on the

Bedford market as well as the rest of New Hampshire, and the country for that matter. Many economists have predicted an economic slowing in New Hampshire by the end of 2018 due primarily to a lack of qualified and trained work force and only time will tell how the various ups and downs of new federal tax policy will play out here.

In addition to the 2017 revaluation, values that contributed toward the total valuation of Bedford include the following: construction finished in 2017 that began in 2016 or before, projects begun in 2017 partially completed as of April 1, 2017, physical changes to properties noted during 2017 data collection efforts, and any other changes to value determined during the year. Projects approved during 2017 but not started until after April 1, 2017 are not included in any value totals, as they will be included in the numbers for 2018. Total updated assessed values reflect the state of completion, taxable status, and physical condition of all property as of April 1, 2017.

Property tax exemptions totaled \$13,341,570 while property tax credits of all kinds totaled \$511,500 for a grand total of \$13,853,070 in tax exemptions and credits. In Bedford the tax credits include the Standard Veteran's Tax Credit at \$500, the Surviving Spouse Tax Credit (surviving spouse of anyone who was killed or died while on active duty in the armed forces) at \$2000, and the Service Connected Total and Permanent Disability Credit at \$2000. Bedford provides the highest veteran's credit amounts allowed by law in New Hampshire. \*Beginning in 2017 and going forward, the Bedford Town Council immediately adopted the Optional All Veteran's Tax Credit providing the \$500 credit now to all honorably discharged veterans with at least 90 days active duty at any time as well as Reservists and National Guardsmen with at least 90 days active duty service including Title 10 Training for Active Duty\*.

\*Beginning in 2018 and going forward, the Bedford Town Council voted to increase the Senior Property Tax Exemption amounts to \$90,000 (65-74,) \$96,000 (75-79,) and \$141,600 (80+.) \* Bedford also provides a Blind Property Tax Exemption of \$35,000, a Deaf/Hearing Impaired Property Tax Exemption





of \$35,000, a Disabled Property Tax Exemption of \$52,000, and exemptions for Wind Powered, Solar Powered, and Wood Heated Whole House Energy Systems. Information about the qualifications for property tax credits and exemptions can be found at the Assessing Department area of the town website at [www.bedfordnh.org](http://www.bedfordnh.org), and on video at Bedford Community Television (BCTV) beginning the end of January/first week of February.

Here in Bedford several projects were completed for 2017. They include the 116 unit Calamar 62+ apartment complex at Technology Drive, the Bluebird Climate Controlled Self Storage facility on South River Road, the 41 unit Kensington Lane workforce housing apartments at Meetinghouse Road and Kensington Lane, and the new Murphy’s Tavern on Route 101 at the Weathervane site. For 2018 there is a new medical office facility at the last lot of the 101/114 Bedford Hills development, the new Harbor Group office building at 331 South River Road, a second automobile dealership at the Land Rover site, the NOAH function hall/event center at 379 South River Road, a new Boston Interiors with some expansion at the old Hannaford’s at Colby Court, and it looks like more development at the Macy’s site in the TIF District is getting underway. In addition it looks as if there will be more industrial activity in town as during the 2017 year Lyophilization Services of New England purchased #7 and #29 Commerce Drive and also 358 South River Road. With further re-fitting/development of these properties to come, we hope their investment in the industrial sector of Bedford may lead to further interest from outside town. The strong demand for apartments continues as evidenced by the two completed complexes already mentioned, the completed 144 unit Bedford Hills apartments at 101 and 114, and the ongoing approval process for another 100+ units at the Wayfarer site in the TIF District. Bedford continues to enjoy a very low if not the lowest retail vacancy rate in the state compared to communities with substantial amounts of available retail space.

As mentioned above since April 1, 2013 the real estate market in Bedford continued to show steady increases through 2017 into 2018 especially in the residential

sector. The inventory of available homes and residential condominiums continued to decrease, and prices continued to rise at a steady pace. Newspaper and internet articles during the year stated that “NH home sales reached new heights in 2017,” and “Sale prices of real estate reached an 11 year high.” Whether here in town or in many places across the country the real estate market has been strong for several years making it a good time to sell, but a tough time to buy your next home. At any point in 2017, you could not find a single family home marketed in Bedford for under \$200,000 and in most cases not for much under \$250,000 unless there was a truly substantial amount of work/fit up needed.

As always, we assert that we really are fortunate to live in New Hampshire; a state that has maintained lower unemployment rates than most of the country throughout this entire situation the last several years. As of November 30, 2017, New Hampshire was tied with Nebraska at 2.7% and trailing only North Dakota (2.6%) and Hawaii (2.0%) in unemployment %. It is also important to note that Bedford continues to out perform neighboring communities; for example for the 2017 year there were less than 10 deeded foreclosures representing a very small % of homes in Bedford. It continues to be true that Bedford is a good place to live and conduct business with many highlights including our school system, our increasing commercial development, our access to every corner of the state via the highways, and our “AAA” bond rating.

As of December 31, 2017, the classifications of specific property types in town are as follows:

|   |             |
|---|-------------|
| Single Family Residence.....            | 6351        |
| Residential Multi Family .....          | 38          |
| Residential Vacant Lots.....            | 395         |
| Residential Mobile Home .....           | 2           |
| Residential Condominiums.....           | 634         |
| Commercial/Industrial Improved.....     | 109         |
| Commercial/Industrial Condominiums..... | 450         |
| Commercial/Industrial Vacant Lots ..... | 40          |
| Utilities.....                          | 28          |
| Exempt.....                             | 266         |
| <b>Total.....</b>                       | <b>8313</b> |



To satisfy the state constitution it is necessary to value anew all property in Bedford at least once every five years; as mentioned earlier based on market activity in town since 2013 it was necessary to conduct a statistical valuation update for 2017. This involved verifying sales data over the past two years, and updating commercial/industrial rents and building operation expenses. \*This office is hoping to conduct updates every other year beginning 2019 or 2020 to lessen the impact of market changes, up or down.\*

A public access computer terminal is available in the assessing lobby downstairs at the Town Offices along with tax maps for property research. The on line Assessing Database is updated on a weekly basis. For changes on a daily basis the public access terminal will be the most up to date. Assessment information can be seen on line at [www.vgsi.com](http://www.vgsi.com), and maps/abutters lists for individual lots are available at [www.mapsonline.net](http://www.mapsonline.net). Links to both can also be found at the Assessor's Department section of the Town website at [www.bedfordnh.org](http://www.bedfordnh.org). Assessing office hours are Monday through Friday 8:00 AM through 4:30 PM.

Respectfully submitted,

*William H. Ingalls, Assessor*



## PUBLIC WORKS

*Jeffrey W. Foote, P.E., Director*

The Bedford Public Works Department consist of six divisions: Administrative, Highway, Solid Waste, Field Maintenance, Wastewater and Facilities Maintenance. There are 31 full time and 3 part time employees. The Department is responsible for constructing and maintaining all town roads and buildings including the Town Office Building, Library, Town Hall, BCTV, Safety Complex, and the pool as well as 17 recreational fields. The Department is also responsible for delivering important community services including solid waste disposal, commercial and residential sewer service, roadway snow/ice removal and treatment. The Department also assists with numerous town events such as elections, parades, and Olde Towne Day. The Department also manages all new subdivision construction inspection and oversight.

### **Administrative**

The Department's Engineering personnel continued to review, evaluate and develop cost effective alternatives for improving the Town's roadway network. The comprehensive roads program continued this year. Construction funding was from the first (\$1,254,888.00) and second (\$2,294,167.00) installments of the \$30 million dollar road bond that voters overwhelmingly passed in 2014. Administration also oversaw an additional \$595,039.00 in local road maintenance funds. In total, just over 10 miles of town roads were improved via rehabilitation or bituminous asphalt treatment (see table below). Major projects completed in 2017 include the Wallace Road South and adjacent roads project, the Gault/Maple/Patten roads project, and the Worthley Road area project. The Department also completed a substantial portion of the North Amherst/Campbell Road proj-

ect. In addition to the Roads Program, the Department also designed and managed the construction of a new parking lot at the Little League Complex on Nashua Road.

Department administration also spent considerable time and effort updating road signage and creating a map of "No Thru Trucking" roads throughout the Town. The Department continued to wait for the redevelopment of the former Macy's site so it could finish its work within the South River Road Tax Increment Finance (TIF) District.

### **Facilities Maintenance**

**PETER BARBUTO,  
FACILITIES MANAGER**

The Facilities Division completed several infrastructure projects in 2017 including the installation of a new splash pad at the Town Pool facility. Division personnel managed HVAC upgrades at the Safety Complex building including the introduction of a natural gas line and the conversion of heating, water and cooking appliances. Exterior overhead lighting at the Safety Complex, Library and Town Office Building was converted to light emitting diode (LED). The Division also developed and implemented a plan to repair and upgrade a compromised sewer line in the lower level of the Library.

### **Highway Division**

**EMILE LACERTE,  
SUPERINTENDENT**

During the 2017 winter season, there were 23 separate snow/or ice events. The early year winter months produced many severe snow events through the end of March. In the later one-half of the year, there were major weather events including a significant snow storm and a November wind storm causing numerous downed trees into electrical wires resulting in 23 town roadway closures. Town crews spent several days cutting and clearing debris. The year closed with a snow-storm on Christmas Day.

Highway crews continued to play a key role in our





long-range road improvement plan by spending the non-winter months on general road maintenance, brush clearing and drainage system construction. As part of the roads program, crews made numerous drainage system improvements to several areas throughout the Town. To aid in the maintenance responsibilities, the Department purchased two (2) 6-wheel dump trucks, one (1) tractor-loader-backhoe and a pick-up with plow for the Facilities Manager.

### **Field Maintenance**

Public Works continued field and pool maintenance responsibilities for the Recreation Department. The Division completed several projects including contracts for turf maintenance and fertilization on all of the playing fields. The Department also coordinated design and engineering efforts for the rehabilitation of both Riley and Sportsman Fields.

### **Wastewater Division**

**JEROME SPOONER,  
ENVIRONMENTAL COORDINATOR**

In 2017, the Department cleaned and inspected 6,114 linear feet of sewer line. The Department performed major upgrades at the McKelvie School pump station including rebuilding two existing pumps and intro-

ducing a new wireless emergency dialer and performance monitor the of the stations pumps. As part of wastewater collection system maintenance program, the Department removed over 1,000 gallons of grit and sludge from the bottom of the channel at the Station Road syphon station. The Department added three commercial properties and one residential property connection to the Town's municipal sewer system in 2017.

### **Solid Waste/Transfer Station**

The Town continues to allow residents to dispose household waste and single stream recycling at the Transfer Station for no cost. The recycling program enables users to combine all recyclables and dispose of them in a single container. The value of recyclables decreased as the year progressed, however recycling efforts for the year as whole still cost less than disposal of ordinary municipal solid waste.

In closing, I would like to thank all the women and men of the Department of Public Works for their dedication and service to the Town.

Respectfully submitted,

*Jeffrey W. Foote, P.E. Director*





## 2017 ROADS PROGRAM

### ROAD NAME

### FROM

### TO

#### *Rehabilitation*

|                 |               |                     |
|-----------------|---------------|---------------------|
| Campbell Road   | N Amherst     | Pembroke Way        |
| First Street    | Wortherly     | End                 |
| Gault Road      | Meetinghouse  | #82 Gault Road      |
| Maple Drive     | End           | End                 |
| Patten Road     | Meetinghouse  | #57 Patten Road     |
| Second Street   | Wortherly     | End                 |
| Wellesley Drive | Campbell      | #48 Wellesley Drive |
| Worthley Road   | Rundlett Hill | Manchester Line     |

#### *Reclaim/ Overlay*

|                           |                      |                     |
|---------------------------|----------------------|---------------------|
| John Goffe Drive          | Gault                | County              |
| Hilltop Drive             | Wilkins Ave          | End                 |
| Lynn Drive                | Patten Road          | End                 |
| Maiden Lane               | Brickmill            | End                 |
| Matthew Patten Road       | John Goffe           | Patten              |
| North Amherst Road        | Wallace Road         | Campbell Road       |
| Plymouth Street Extension | Manchester City Line | End                 |
| Stage Coach Lane          | Wallace Road         | End                 |
| Third Street              | Wortherly Road       | End                 |
| Wiggin Road               | Wallace Road         | End                 |
| Wilkins Street Extension  | Manchester City Line | Goffstown Town Line |

#### *Wearing Course*

|                           |                      |                     |
|---------------------------|----------------------|---------------------|
| Benning Way               | Wallace Road         | End                 |
| Elder Williams Way        | Wallace Road         | End                 |
| Lindahl Road              | Hawk                 | New Boston          |
| Olde Lantern Road         | Lindhal              | End                 |
| Gault Road                | Meetinghouse         | #82 Gault Road      |
| Maple Drive               | End                  | End                 |
| Patten Road               | Meetinghouse         | #57 Patten Road     |
| Second Street             | Wortherly            | End                 |
| Worthley Road             | Rundlett Hill        | Manchester Line     |
| Hilltop Drive             | Wilkins Ave          | End                 |
| Lynn Drive                | Patten Road          | End                 |
| Maiden Lane               | Brickmill            | End                 |
| North Amherst Road        | Wallace Road         | Campbell Road       |
| Plymouth Street Extension | Manchester City Line | End                 |
| Stage Coach Lane          | Wallace Road         | End                 |
| Third Street              | Wortherly Road       | End                 |
| Wiggin Road               | Wallace Road         | End                 |
| Wilkins Street Extension  | Manchester City Line | Goffstown Town Line |
| Wallace Road (South)      | Merrimack Town Line  | Route 101           |

#### *Special Projects*

Nashua Road Parking Lot for the High School  
 High School Parking at Pool Area  
 High School Parking at Riley Field Area





# POLICE DEPARTMENT

*John Bryfonski, Chief of Police*

I am proud to report that for calendar year 2017, your Bedford Police Department achieved exceptional results in the delivery of public safety services and protection for all residents and visitors to the Town of Bedford. In building on the success of the previous year, the Department continued to reduce crime and improve the quality of life in Bedford through aggressive pursuit of established goals and objectives in all core services and programs. Despite the challenges imposed by continued commercial and residential expansion, the Department achieved outstanding results in harm reduction through proactive directed patrols, intensive traffic enforcement, aggressive criminal investigations and community policing programs making Bedford one of the safest communities in the State of New Hampshire.

## ***Crimes Against Property***

Burglary, which had been the most prevalent felony crime investigated by the Department, declined by 27% last year with eight (8) residential burglaries and five (5) commercial burglaries on record. While only one burglary is one too many, since 2011 the Department achieved a stunning 400% reduction in burglary.

Our success in defending against burglary is a reflection of the Department's data-driven proactive crime deterrence strategies and our willingness to deploy all available resources to defend against this category of property crime. By calculating the incidence of burglary by date, time and location coupled with criminal intelligence, the Department fielded proactive "directed" patrols by our sector units augmented by detectives and command staff in furtherance of our signature "Special Field Operations Plan." This effort, in combination with specific goal(s)

and objective(s) established and continually monitored by the Department's performance measurement system in combination with aggressive investigative work by the Detective Division, contributed to this achievement.

In addition to aggressive preventative patrols, the Detective Division was successful in "clearing" most of the burglary investigations by arrest and was able to recover stolen property in many of those cases. Focused investigations that result in arrests for burglary denotes our concern and resolve to protect our citizens, homes and businesses from intrusion.

In addition to the overall decline in burglary, other property crimes such as robbery (50% reduction), shoplifting (40% reduction), and theft from motor vehicle (80% reduction) all reflected significant decreases. Last year the Department investigated one (1) robbery and was able to identify and arrest the subject(s) involved. A remarkable 80% reduction in thefts from motor vehicles was achieved through coordinated efforts of the Patrol Operations and Detective Divisions, which led to a number of arrests of those responsible for the majority of these cases. An increase in "all-other" theft cases (22%) was due to a spate of cases involving theft of mail and packages during the holiday season. Again, the efforts of the Patrol Operations Division led to the identification and arrest of the subjects allegedly responsible for these thefts.

## ***Crimes Against Persons***

While calls for service related to domestic violence remained static in 2017, the number of investigations categorized as "sexual assaults" increased by 13 cases. This disturbing increase was largely attributable to the number of cases that involved the illegal distribution of images of juveniles. Of those cases a significant number involved images posted on a website aggregated by high school hosted by a company located in South America.

The Detective Division aggressively pursued these cases in 2017 and was successful in having a number of images removed from the website despite our inability to exert any legal authority in a foreign



country. Investigations to identify and charge those in the US and NH who were responsible for posting those images contrary to NH law continues and we anticipate future arrests of those responsible. The Department's Community Policing Division includes programs to educate young adults relative to the danger and potential harm associated with social media and will continue to emphasize education and awareness to both parents and young adults to reduce the incidence of these violations.

None of the sexual assault cases opened in 2017 involved random act(s) of alleged sexual violence by subject(s) unknown to the victim.

### **Miscellaneous Crime**

Last year the Department achieved a 6% reduction in criminal mischief related calls and a 5% reduction in disorderly conduct calls for service which stabilized in 2017 after a 40% spike in 2016.

### **Drug Investigations**

NH remains within the grip of a significant and deadly opioid addiction crisis, which remains the state's single most important public safety and public health problem. Despite the increase in capacity for the treatment of addiction disorders in the state and region, there was no abatement in the number of anticipated drug overdose deaths in NH for 2017, which is expected to remain static at 485, the same number recorded in 2016, with evidence suggesting the number of non-fatal overdoses actually increased.

During 2017 the Department initiated 97 drug investigations representing a 7.7% increase in drug cases last year. A review of the drug cases opened in 2017 indicated several involved the alleged possession and resultant seizure of distribution level quantities of illicit drugs, including fentanyl.

There were 10 drug overdoses in Bedford in 2017; one (1) of which proved fatal, compared to 15 non-fatal overdose cases in 2016. While Bedford realized a net reduction of five (5) overdose cases in 2017 there is no indication the use of opioids is waning to any degree.

In addition to the Department's Intensive Traffic Enforcement Program (ITEP) and support of the Drug Enforcement Administration (DEA) Task Force and the Hillsborough County Sheriff's Street Crime Task Force to attack drug trafficking organizations, the Department also relies upon aggressive investigation of all drug overdose cases by the Detective Division as well as robust education, awareness and treatment referral programs. Thus, the Bedford Police Department is doing its part to address the opioid crisis in a multi-faceted approach across the spectrum of available strategies known to influence and impact drug addiction (prevention/education/awareness, treatment and enforcement).

The Department continued to offer its innovative "Police Partners Program" or "P3"; a different approach, from "Safe Station" programs where addicts voluntarily present themselves for help at a fire station. Our "P3" addresses those who suffer with an acute addiction disorder who came to the attention of the Police Department by way of an arrest or call for service. In these cases, our officers determine if the underlying cause of the crime or call is due to an addiction disorder. If so, we offer the services of our partner, Hope 4 NH Recovery, by using the window of opportunity at that moment, which caused the police to respond. The "P3" leverages these moments of opportunity to strongly encourage the individual to accept our offer to refer them to Hope 4 NH Recovery who will dispatch a "recovery coach" to the Department and transport them directly to treatment.

During 2017 the Department trained and equipped all Patrol Operations Division officers and supervisors with naloxone (NARCAN) due to the increased prevalence of fentanyl, which is 50-100 times more potent than heroin. As a matter of reference it has been determined that it would only take 2-3 milligrams of fentanyl to induce respiratory depression, arrest and possibly death (see photo of penny courtesy DEA). When visually compared, 2 to 3 milligrams of fentanyl is about the same as five to seven individual grains of table salt.





Moreover, during 2017, Carfentanil (analogue of fentanyl), which is approximately 10,000 times more potent than morphine and 100 times more potent than fentanyl has been reported in several NH cases. The presence of Carfentanil in NH is cause for concern, as the relative strength of this drug could lead to an increase in overdoses and overdose-related deaths, even among opioid-tolerant users and it poses a significant threat to first responders as both fentanyl and Carfentanil can be absorbed through the skin, mouth and eyes. NARCAN was first successfully used by our officers to revive a heroin/fentanyl overdose victim just a few short days after deployment.

Our mission is to assure the safety and security of Bedford and to make it the best place in New Hampshire to live, work, conduct business and enjoy life. While the Bedford Police Department achieved outstanding success during 2017 in lowering crime to record levels, we also strive to ensure residents and visitors feel safe and secure through our community policing programs. As our community sits astride the largest city in the state and at the crossroads of major interstate and connector routes, we are continually challenged in many ways to achieve this mission. From increased local and regional commercial and residential expansion that exacerbates traffic congestion and commuter travel to spill-over crime, we are cognizant these issues impact the quality of life and so we are aggressively addressing these concerns in a multi-layered, all-hazards approach that relies on statistics, data, performance metrics, accountability, responsibility and a community-based approach as well as our optimally trained and dedicated force to achieve our mission to protect and serve every day, every night and everywhere - all the time in keeping with our BPD tradition of Bravery –Professionalism-Dedication.

### ***Patrol Operations Division***

The Bedford Police Department's Patrol Operations Division, the largest component of the agency and the primary operational element for the delivery of police services to the public, is responsible for not only answering calls for service from you, the public, but it is also charged with our principal mission of preventing and deterring crime and harm. Additionally, we call upon our Patrol Operations Division officers

to investigate crime and collisions as well as perform community policing related missions. To accomplish these goals, the Patrol Operations Division relies upon the best-trained, dedicated and professional cadre of police officers anywhere.

Preventative and deterrent proactive patrol remains the cornerstone of the Division's mission to address both crime and highway safety in Bedford. The utilization of data-driven analytics combined with community-based policing, aggressive investigation and our performance measurement program (COMP/Stat) afforded the surgical application of resources to address both crime and highway safety related issues. By using data analytics and directed highway patrols augmented by overtime patrols funded through the Department's participation in the Department of Public Safety's Highway Safety Grant Program, the Patrol Operations Division held the number of motor vehicle crashes in Bedford static for the past three (3) years. In fact, despite a projected increases in average miles driven over that time span, the total number of collisions in 2017 (686) was remarkably one less than last year and only two (2) more than 2015 (684).

While "holding the line" on the total number of accidents in 2017, the Department recorded no fatal motor vehicle accidents last year; a reduction from the three (3) tragic fatal accidents in 2016 and an overall 20% reduction in the number of personal injury related collisions reversing the 2016 increase. We attribute the ability to hold collisions static over three (3) years and the reduction in personal injury accidents to our sustained Intensive Traffic Enforcement Program (ITEP), which is focused on specific safety related violations correlated with personal injury related collisions (excessive speed, signal violations, aggressive driving, and distracted driving). The goal of the ITEP, which was initiated in mid-2016 after three fatal crashes, is to reduce personal injury accidents and collisions overall through increased compliance with traffic safety law.

As a result of the ITEP, during 2017 the Patrol Operations Division issued 1,045 more motor vehicle summonses than 2016 for a remarkable 58% increase in total motor vehicle summons issued in 2017 and an





84% improvement in additional summonses issued. Additionally, Patrol Operations Division officers issued 140 more warnings than last year and arrested 80 operators for driving while intoxicated (DWI). The significant increase in highway enforcement activity is designed to send a clear message to those driving in Bedford that safety related violations will not be tolerated. We must assure the safety of our residents as well as commuters and especially our pedestrians, bicyclists and motorcyclists as well as the quality of life in Bedford. Toward that end, the Department released its new Traffic Management and Safety Plan to guide Patrol Operations Division programs, patrols and officers toward achieving our harm reduction and quality of life goals and objectives.

Unlike other communities, Route 101, essentially an interstate highway handling a comparative volume of interstate traffic, becomes a two-lane road that bifurcates Bedford and presents quality of life challenges for our residents and the Department. While Route 101 and South River Road carry the majority of our traffic and account for the majority of the collisions, we must not forget our Town roads and streets where our residents, joggers, pedestrians and bicyclists enjoy travel and exercise. Therefore, our ITEP also includes highway enforcement patrols in our residential areas as well. As the Patrol Operations Division looks forward to increased staffing in 2018, we will increase the tempo of highway patrols and use our police motorcycle patrol supported by two (2) newly certified motor officers to continue to address this important harm reduction and quality of life issue. Congratulations to Motor Officer James G. McMillen and Motor Officer Corey J. Ford who will join veteran Motor Officer Robert G. Lavoie on the Department's Harley Davidson on patrol in 2018.

The Department is also highly cognizant of the challenges commuters will face in 2018 in connection with the NH/DOT Route 101 improvement project between Route 114 and Wallace Road. The lane shift(s) and other associated construction traffic and delays further contribute to an already congested and delayed commute for thousands. The Department has and will continue to deploy extra patrols to address new, construction related, traffic patterns as well as

focus enforcement on anticipated "cut-through" roads to ensure safety.

The continued overall reduction in crime and harm coupled with the remarkable increase in motor vehicle enforcement and proactive officer initiated activity exemplifies the dedication and professionalism of the Patrol Operations Division's officers and supervisors. To achieve these results, especially while training new personnel, necessitates greater effort and increased efficiency when confronted with additional calls for service. During 2017, officer initiated activity increased by 38% or 7,882 actions, which accounted for the Division's success in keeping criminal activity at the lowest levels seen in history while simultaneously increasing traffic enforcement and maintaining community-policing programs. The previously noted 400% reduction in burglary; 80% reduction in thefts from motor vehicles and 40% reduction in shoplifting are achievements that in no small measure was due to the increased proactive patrols and investigative work by the Patrol Operations Division during 2017.

While highly successful in deterring crime and harm the Patrol Operations Division was exceptionally successful in arresting subjects responsible for crime including the arrest by Officer Patrick J Gilligan of a subject caught in the act of burglarizing Kohl's Department Store; the arrests of juvenile(s) responsible for more than 25 thefts/vandalism from mailboxes and the interdiction of subjects transporting illicit drugs or the continued high intensity traffic enforcement efforts of Officer Scott E. Norris. In addition to our motorcycle patrol program our Patrol Operations Division also fields a team of Mountain Bicycle Patrol Officers who proved highly effective in deterring crime and enforcing distracted driving ("hands free") in our business/retail areas. During 2017 Patrol Operations Officers saved a subject from jumping off the Merrimack River railroad bridge (Officers Brian K. Masker, Brandon C. Brown and James G. McMillen); recovered a stolen vehicle and arrested the operator using spike strips, which is a highly dangerous operation (Sergeant Devon N. Kimball) and successfully performed CPR to save lives (Officer Patrick J. Gilligan and Danielle E. Nightingale (who was off-duty on Halloween in Manchester)); are but a



few examples of the many acts of meritorious service by our officers.

The Patrol Operations Division's utilization of data to drive operations continued to assure our limited resources were directed at specific crime and harm reduction goals and objectives. This surgical approach, when coupled with the Department's performance measurement program and supervisory operations plans, yielded synergy and results. Yet, as the Town of Bedford and its Police Department continued to grow and expand to address the challenges of today we realized the need to review our current organizational structure to ensure maximum efficiency and effectiveness as well as optimal organization of programs across all divisions. The last review and reorganization of the Department occurred 12 years ago, when calls for service and the types of calls as well as staffing were significantly different than today.

The command staff analysis and management review revealed the need to re-structure the Department in order to keep pace with growth in the agency as well as the Town and the challenges we anticipate that lie ahead. The central element of the reorganization was the requirement to focus on the core mission of the Department, the delivery of public safety services that prevent harm and crime while improving the safety and security of our residents and visitors. In order to achieve the required focus on its core mission, the former Patrol Division was renamed and realigned as the Patrol Operations Division under the leadership of Captain Scott M. Plumer reporting to the Deputy Chief of Police. Additionally, all non-operational programs and functions, which had been the responsibility of the former Patrol Division were removed and reassigned to the new Operations Support Division. This new structure and consolidation of programs redefines the Patrol Operations Division with a clear focus on its core mission and with a new command structure, the lines of command, control and communication have been streamlined and optimized to correct the structural deficiencies prevalent under the old organization.

### **Community Policing**

Despite challenges due to shortfalls in staffing during

the balance of 2017, the Department continued to deliver high quality, safety related, community policing programs designed to reach every segment of our community; seniors, children/young adults, business/retail and our residential neighborhoods. All of our Community Policing Team members are "volunteers" who organize, administer and participate in various community policing programs and events in addition to their full-time work as Patrol Officers, Communications Specialists, Detectives or Administrative personnel.

The Department continued its very popular "Coffee with a Cop" program during 2017; taking the program "on the road" to various locations in Town. This program affords a monthly opportunity for residents to interact with our officer(s) and provides the Department with an opportunity to discuss important public safety information as well as hear the concerns of our residents. The monthly "Coffee with a Cop" and "Meet the Chief" community policing programs are designed to provide regular forums to share information with our residents but more importantly hear their concerns, which are then translated into direct action. From increased traffic enforcement to changes in how we address certain issues; all of which came about from information gleaned as a result of these programs.

The Department's Community Policing Team proudly supports "BeBOLD", Bedford Building our Lives Drug-free; a non-profit substance abuse awareness, education and prevention coalition formed as an outgrowth of the Department's Drug Summit held in November 2015. Since its inception in early 2016, BeBOLD and its dedicated group of volunteers established a core series of signature programs in furtherance of its mission to prevent substance abuse in Bedford by educating Bedford's adults and youth about the dangers of substance abuse, including alcohol, illegal drugs, prescription drugs and tobacco.

The Department's Community Policing Division, School Resource Officers (SROs) and Command Staff provide education, instruction and presentations for BeBOLD events. The Chief of Police, a member of BeBOLD's Board of Directors, moderates BeBOLD's





monthly speaker series held every fourth (4th) Monday of the month (7P-8P) from September through June at the Bedford Library. These informative programs included topical subjects such as youth stress and its relationship to substance abuse; social responsibility related to alcohol use; vaping; a presentation from the Governor's Office on Addiction and Treatment and a powerful presentation by a former heroin user and his father who talked about their brush with tragedy and successful treatment and recovery facilitated by the Bedford Police Department's Police Partner's Program. Thanks to our friends at BCTV, you can see this program and others via the Bedford Police Department You Tube Channel [https://www.youtube.com/channel/UCTfv\\_XbZHZHOKvFZTZVjCu2Tw](https://www.youtube.com/channel/UCTfv_XbZHZHOKvFZTZVjCu2Tw).

Through the efforts of BeBOLD, a special scholarship program was inaugurated in 2017 that provides access to no cost after school programs to enrich the lives of children most at risk. The Department's efforts to support BeBOLD coincides with our substance abuse reduction strategy and reaches one of the core solutions to long-term substance abuse through education and awareness of both youth, parents and adults.

The Department's support of BeBOLD at the community coalition level leverages the capacity of the Department's staff, augmented by the coalition, to support awareness, education, and prevention programs, strategies and efforts to address substance abuse in Bedford. We recognize that Bedford is not immune to the opioid crisis; therefore, the Department will capitalize on the strength of our Community Policing Division's programs in addressing social harm through aggressive prevention and education, which is the critical element in the long-term solution to NH's opioid crisis.

Another important element of the Department's Community Policing efforts is our Safe School Check Program that requires all Sector Patrols to visit each school campus in their patrol area on a regular basis. In view of the continued prevalence of school shootings in the U.S., our increased presence at all school campus' augments our two (2) School Resource Officers (SROs) and is vitally important to

maintain a safe and secure environment for students, staff and parents.

Department tactical instructors and staff conducted training for school administration aimed at testing and improving the District's emergency response plans in addition to numerous security assessments and training seminars for local businesses. Our tactical training staff initiated security assessments of all Town owned facilities and will be developing security plans and conduct training for all Town employees at these locations in 2018. To learn more about this important program for your business, contact the Bedford Police Department Operations Support Division.

The Department continued its very popular Citizen's Police Academy in 2017, graduating another class of residents who spent 10-weeks "behind the scenes" learning how the Bedford Police Department delivers public safety services. From budgeting and performance metrics to crime scene investigations, interviewing and interrogation; tactical operations to a mock trial; our Citizen Academy graduates became well versed in modern policing operations through a "hands-on" approach to learning.

Our Civilian Emergency Response Team (CERT) volunteers continued to serve a vital role in assisting both the Bedford Police and Fire Departments during 2017. From assisting at major traffic accidents and fire events to providing information on preparedness and community outreach services, the Bedford CERT continues to bridge a critical gap in public safety services. During 2017, the Police Department tasked the leadership of our Community Emergency Response Team to acquire the necessary supplies, equipment, material and training to establish and operate an emergency "pet-friendly" shelter for a minimum of 50 residents should ever the need arise. While various CERT members are Red Cross "qualified" to manage and operate a shelter, in order to achieve the goal of quickly establishing a shelter in case disaster struck Bedford requires not only basic supplies and material but also "hands-on" training and practice. This significant undertaking will continue with our goal to be ready to stand-up a shelter in 2018.



CERT, in cooperation with the Police and Fire Department, held “Until Help Arrives” training, which provides instruction, training and information to assist residents in response to immediate emergency needs until first responders arrive. This important program will continue in 2018 with the help of volunteers like you who see CERT as an opportunity to give something back to their community. So, if you are looking for an opportunity to serve your fellow residents, neighbors and friends in Bedford, please consider volunteering to be a member of the Bedford CERT; contact the Bedford Police Department’s Operations Support Division or CERT at <http://www.bedfordnhcert.org>.

The Department administered internships to several area college students seeking law enforcement or law careers. This important program for both the student and our Department provided invaluable “hands-on” criminal justice experience for the students while also assisting the Department in various programs.

The Bedford Police Department continued to operate its 24/7/365 prescription drug drop box available in the lobby of the Public Safety Complex. During 2017, the Department collected and destroyed several hundred pounds of unused and unwanted prescription drugs. We know that the prevalence of unused prescription drugs in our homes has fueled the increase in substance abuse and tragedies associated with prescription drug experimentation. We know from teen surveys and real life experience that many young adults seeking experimentation with prescription drugs, especially pain-killers, often find a ready supply in the home medicine cabinet or the homes of friends, family and even grandparents. The Bedford Police Department strongly encourages all residents to safely discard unused and unwanted prescription drugs by using the Department’s drop box in our lobby at the Safety Complex.

The Bedford Police Department recognizes that success in completing our mission hinges on the philosophy that “it takes a community”, which is why our Community Policing Program is the cornerstone to the effective delivery of public safety services to our residents. From our “Keep an Eye on Bedford – See Something – Say Something” campaign to

supporting “Meals on Wheels” and the Bedford Food Pantry, our dedicated employees “stepped-up” to connect and provide our community support, education, information and services to ensure their safety and well-being. It is part of the Bedford Police Department’s culture of community and customer support that lead our officers and civilian employees to extend themselves to support our residents when the opportunity arises; from shoveling a senior’s driveway or bringing in a heavy parcel for a senior to our “Are You Ok” program that checks in with our seniors each day, we strive to connect as well as protect and serve. Efforts and programs such as the Patrol Operations Division’s fund raiser for Special Olympics to the annual Bicycle Rodeo and Family Fun Day are but a few examples of the Department’s community policing efforts to connect, protect and serve residents of all ages. We look forward to seeing you at one of our several community policing events in 2018!

### ***Detective Division***

The Detective Division aggressively investigated a number of crimes during 2017 and was successful in arresting subject(s) responsible for the armed robbery of the Mobil Station on Route 101 (and other robberies by the same subject(s) in other communities) as well as the arrests of subjects involved in residential burglaries. The diligent and painstaking work of investigating our residential burglaries, which led to several arrests also resulted in the recovery of stolen property and the arrest of the subject who received the stolen property intended for resale. The detectives assigned to these cases that were “cleared” by arrest or other means resulted in a success or “clearance” rate that significantly exceeded the national average.

Other notable investigations conducted by our detectives led to the location and return of an underage female from Illinois who traveled to Bedford with a male subject who was eventually charged in connection with this case. In addition, Detective Matthew J. Fleming, who is also assigned to work on the NH Internet Crimes Against Children Task Force (ICAC) was successful in solving a number of serious cases here in Bedford and in other communities in furtherance of his work on the ICAC Task Force. In addition, Detective Fleming investigated the illegal



dissemination of images of current and former Bedford High School students that appeared on a foreign website. Detective Fleming was successful in having a number of these images removed by the web-operator even though we have no legal jurisdiction outside of NH and the US and continues to aggressively pursue criminal charges against those in the US who were responsible for posting the images.

The Detective Division is also responsible for the Department's School Resource Officer (SRO) program that not only assures safety and security but also provides an important liaison resource for students and staff. SRO "Spike" Donahue continued to be a "fixture" at the High School and was joined in August 2017 by our new SRO, Danielle Nightingale, who was posted to McKelvie Intermediate School and is responsible for all elementary schools. The addition of a second SRO was made possible by support from the community, Town Manager, School Superintendent and School Board as well as a grant from the U.S. Department of Justice (DOJ). In her first semester, SRO Nightingale has already made her presence known with students and staff at McKelvie and other elementary schools. We look forward to the intangible benefits of having two (2) SROs on duty at our schools where they provide a constant public safety presence; assist educators/administrators; and interact with our students to listen; advise, guide, mentor and perhaps help them find their way in a world of many challenges for young people. One example of our new "SRO Team" was their outstanding presentation on "vaping" where they, along with a pulmonologist, demystified "vaping" for parents, staff and students.

On the administrative side, the Detective Division was very busy during 2017 conducting full-field background investigations of our police officer and communications specialist candidates as well as being responsible for the Department's property/evidence control program and in conducting the Citizen Academy. During 2017, Detective Division staff crafted a number of investigative checklists and guides now used by Patrol Operations Division officers to improve the acquisition of evidence and the quality of cases. Detective Fleming, one of the best forensic interviewers in NH, developed and presented interview/interrogation training for all

Patrol Operations Division members. The division also developed and deployed a new property control form that significantly improved the administrative documentation and control of property and evidence for the entire Department.

In addition to administrative requirements, the Detective Division is also responsible for the Police Prosecutor's Office; staffed by a lawyer and member of the NH bar, our prosecutor presents all misdemeanor as well as traffic violations in Merrimack District Court. Our Police Prosecutor also serves as the Department's liaison to the NH judiciary; consults and assists with the development of arrest, search/seizure warrants and other legal process.

Detectives deputized as part of the Hillsborough County Sheriff's Street Crime Task Force (SCTF) participated in a number of enforcement operations that directly assisted Bedford Police Department investigations as well as those in neighboring communities. In particular, our affiliation with the SCTF leverages the capacities of both agencies and acts as a "force multiplier" when assistance is required for drug and other resource intensive investigations.

The Department also continued to support the Drug Enforcement Administration's (DEA) Task Force; a program that is vitally important in addressing the current opioid crisis. By working with DEA, the Department draws upon the vast resources of the Federal government to address the supply of illicit drugs and the diversion of pharmaceutical drugs in Bedford and the region. During 2017, our detective assigned to the DEA Task Force participated in several investigations that involved subjects responsible for the distribution of significant quantities of heroin and fentanyl in our area. The efforts of the Department through work with the SCTF and DEA that are designed to limit access to illicit drugs is combined with our prevention, education, awareness and treatment referral programs, which result in a holistic approach to the problem. While drug law enforcement alone is not enough, it is proven that unlimited access to illicit drugs is a significant component of experimentation, addiction and relapse from treatment. We cannot solve this problem by allowing unlimited access to



drugs that produce such a severe addiction from only one use that death is not a deterrent to continued use.

### **Operations Support Division**

The management review of the Department's organizational structure in 2017 that led to the reorganization of the Department in early 2018 revealed the need to consolidate all non-operational programs into one division. The result produced the new Operations Support Division under the command of Lieutenant (LT) Michael R. Bernard, which absorbed the former Communications and Records Division as well as the Community Policing Division, Recruitment, Training, Fleet Operations/Management, Police Details, Special Events, Statistical Analysis, Technology and Animal Control (ACO). Needless to say, the Operations Support Division is critical to the success of the Department's mission across all divisions, programs, duties and responsibilities.

### **Communications**

The largest component of the Operations Support Division is communications, which is responsible for all first-responder (Police, Fire, EMS) communications in Bedford. The Department's Communications Center (ComCenter); a state-of-the-art 21st century operations command and control center, is the hub of all first responder and public safety information and intelligence. All calls for service from the public start in our ComCenter as well as activity initiated in the field by patrol officers and detectives. The ComCenter provides the critical life-safety link between citizens, first responder(s) and Headquarters. The ComCenter forges the link between technology and field operations and is staffed by eight (8) communications specialists who receive extensive initial and in-service training on all facets of public safety tel-communications operations.

The ComCenter is packed with technology, including our land mobile radio (LMR) network that serves both Police and Fire Departments from main and remote transmit/receive sites in and around Bedford. During 2017, the Department initiated its first LMR maintenance agreement, which included a top/bottom review and assessment of our communications network. As a result, the Department identified equipment as

well as locations in need of attention; particularly the southeast quadrant of Bedford that is undergoing significant commercial and residential growth. The Department was successful in securing grant funding to support the co-location of LMR equipment on the NH State Police Troop B communications tower on East Pointe Drive that will significantly improve the reliability of first responder communications in this growing area of Bedford.

During 2017 the Department recognized the need to improve internal and external coordination of our local and regional LMR network resources. The Police Department's LMR network is part of a larger, regional, network that is capable of linking first responder communications amongst several agencies during critical events. Built out over the last several years funded entirely by grants, the regional radio network requires coordination and control to assure its viability for today and the future. To meet that need, the Department led the organization and establishment of a committee of first responders whose agencies are connected to the network to oversee the regional network and assure it will be properly maintained and available if needed. The Department also led the establishment of a Bedford LMR Committee comprised of members from the Police, Fire and Department of Public Works (DPW) along with technical and engineering assistance from our LMR vendor, developed our first LMR Network Strategic Plan. Our goal is to assure Police, Fire and DPW communications requirements are properly coordinated and the communications needs of each department are met to assure reliable public safety communications to serve our residents.

The ComCenter is also responsible for issuing public safety "alerts", "advisory" and "community" messages via our "Nixle" platform. We now have more than 5,000 Nixle subscribers who receive up to the minute information direct to their mobile devices and/or email regarding traffic accidents, delays, special events, weather conditions, road conditions as well as Police and Fire related incidents that may affect safety or just travel. We also use Nixle to advise residents of upcoming community policing and other Town events, meetings and programs as





well as important public safety advice, information and tips. Nixle provides notifications via text, email and reverse-dial telephone calls directly to your mobile and or home device(s) and its FREE. We strongly encourage residents to sign up to receive Nixles and to anonymously “text-to-tip” information to the Department 24/7/365. To sign up text “03110” to “888777” and follow the instructions. You can also go to the Department’s website and click “Media Resources” and look for the Nixle link to register. Remember to register your telephone number, cellular and or residential, to receive an emergency “reverse dial” message directly from the Bedford Police Department.

Sign Up Today at [www.nixle.com](http://www.nixle.com) for free public safety information and alerts.



Remember – Keep an Eye on Bedford -  
**“See Something –Say Something”.**

### **Records**

Our Records Clerks are responsible for maintaining our active and archived files, which is no small task. Although the Bedford Police Department is largely “paperless” meaning we rely on our digital records management system to record, document and store our investigative reports and forms, the State of NH and others still require “hard-copy” documents such as accident reports. Last year, the Department launched an extensive project to review all archived documents dating back to the inception of the Department to identify those that can be destroyed and others that need to be retained as required by law. The necessity for this project is space utilization; we’re simply out of space to store documents. As part of this project, our Part-Time Records Clerk spends several hours a week reviewing archived documents, which are either transported for destruction or retained and recorded with an eye toward eventual digitization in a searchable records management platform. This project is a multi-year effort but one that needs to be taken on.

During 2017, the Department continued to expand its use of social media and outreach especially on Facebook and Twitter. Over the past year we’ve doubled our Facebook “likes” to more than 5,000 and our page is now “visited” daily by hundreds of residents as evinced by the number of responses to our stories and public service announcements. Our social media program, which incorporates Facebook, Twitter as well as our website, is handled by Records Division staff who author interesting, thoughtful, probing and sometimes lighthearted and heart-warming “posts” that keep our residents informed and sometimes entertained. It’s also a vehicle for our staff to say “thank you” to all the wonderful residents who support the Department in so many different ways. While our website is the main portal for granular information regarding the Department, it’s services and programs, it’s our Facebook that presents the “human” content of the Department.

### **Recruitment**

Since 2013, the Department has been in a continual recruitment cycle to address vacancies created by retirements or new hires authorized with your support to ensure we have the capacity to assure the safety and security of our residents, visitors and commuters. From job fairs to applicant reviews, pre-employment testing and interview panels the staff assigned to recruitment have and will continue to be very busy in this challenging job market.

### **Training**

The Bedford Police Department is arguably one of the best trained Departments in the region. As we add capacity and new programs our staff requires initial as well as reoccurring training and certification to assure our personnel have the required knowledge and skill sets necessary to fulfill our mission to protect and serve. During 2017 the Department certified it’s Crisis Intervention Team (CIT); a special group consisting of a Patrol Operations Division supervisor and officers that follow up cases involving persons in crisis due to domestic violence; mental health or addiction disorders. In addition to CIT training, our tactical instructors were very busy in 2017 providing essential life-saving tactical instruction for our officers to ensure they have the skill sets necessary to address





any tactical situation immediately. Our scenario-based training (SBT) is used by our authorized instructors to place officers in high stress simulations of real events using special ammunition that challenges and trains them to successfully resolve critical incidents. Our tactical instructors were also busy during 2017 providing numerous security assessments and workplace violence training seminars to Bedford businesses. Since the Department continues to find itself in a constant recruitment/training cycle, our cadre of Field Training Officers (FTOs) who supervise, guide and mentor new officers during their 20-week field training program (FTP) and their probationary year were constantly engaged. The Department also revised and improved its FTP during 2017 to increase the effort to provide the very best initial training for our new officers before they are assigned to patrol duties. From initial FTP through annual recertification in use of all Department issued weapons systems as well as intensive investigation, interview and interrogation training and a host of specialized schools for our technical accident reconstruction team members our training program is robust to ensure both citizen and officer life safety as well as professional competency in all disciplines.

Keeping track of ever-changing or new standard operating procedures, policies, recruit and in-service training is a daunting task. The requirement of simply documenting and certifying all Department employees received and reviewed a new policy is "paper intensive" and time consuming along with tracking policy changes, edits, revisions and additions across all divisions. To solve this problem and to reduce staff administrative time and effort the Department deployed a new document management system in 2017; "PowerDMS." This very popular platform used by Departments large and small across the US and NH streamlined the process of policy development, review and deployment. As the Department continues to deploy "PowerDMS" we expect it will supplant traditional "in-person" roll call training that will allow officers and staff to access and review training material on the mobile data terminal (MDT) in each cruiser or on their desktop.

As noted above, all Patrol Operations Division staff were trained and certified to deploy and administer naloxone (NARCAN) that has already been used several times by officers to successfully revive drug overdose victims.

Our communications specialists also receive extensive recruit and in-service training to hone their skills in handling the first step in securing help for the public. During 2017, the Department introduced an on-line telecommunications specialist training application and platform that augments the Department's own in-service training. Last year ComCenter staff were trained to handle the possible evacuation of the safety complex to ensure critical first-responder communications remain uninterrupted in case an event required staff to leave the station (e.g. Hazmat accident on Route 101 near the station). This and other training including integration of communications specialists into Patrol Operations Division tactical exercises assures optimization of Department resources in routine and critical events.

### **Administration**

The overarching goal of the administration is to assure the Department's vision, mission and divisional goals and objectives are met or exceeded to assure the safety and security as well as the quality of life for all in Bedford. The exceptional success achieved in 2017, indicated the administration of the Department exceeded its primary goals and objectives in providing the highest quality public safety services for each tax dollar.

Notwithstanding the above, the Department, like any successful business, must continue to constantly evaluate the climate and environment in which it exists and evolve to assure continued success. Arguably, it is more difficult to manage success than failure. To this end, during 2017 the administration embarked upon a six (6) month management review of the Department, which led to the reorganization outlined above. While all operational programs were consolidated under Captain Scott M. Plumer of the Patrol Operations Division and all non-operational programs were consolidated under LT Michael R. Bernard in the new Operations Support Division,



the senior command structure of the Department also required an adjustment after 12 years in its current format. Thus, beginning in 2018, the Office of the Deputy Chief of Police (DCP) will be stood up; incorporating all the programs of the former captain position, which will more accurately reflect the duties, accountability and responsibilities of the position. The Department's DCP, Daniel A. Douidi, will continue to serve as the first-line supervisor for all division commanders and will assume additional duties, responsibilities and accountability for strategic planning, human resources, performance measurement and fiscal controls. Moreover, the title of DCP directly reflects the role, position, duties and responsibilities of the office creating a streamlined organizational structure consistent with appropriate span of control guidelines.

### **Human Resources**

A strong economy, tight job-market, low unemployment and stiff competition from other law enforcement agencies combined to make it a difficult year for the Department's recruitment efforts. Despite the addition of four (4) new officers, on-board staffing as of December 31, 2017 was down to 35 sworn members (including command staff and supervisors); four (4) members below our authorized strength of 39 and four (4) officer(s) below the regional standard of 39 and six (6) officers below the number of sworn personnel recommended by an independent consultant that studied the Department several years ago (41). Complicating the effort to reach our authorized staffing level was the departure of two (2) junior patrol officers to another area law enforcement agency that offered a significant increase in their salary. In addition, long-time detective, Charles B. "Chip" Morley, retired from the Department and law enforcement to pursue another career in financial services.

During 2017 the Department also struggled to fill two (2) vacant communications specialist positions in our ComCenter. These vacancies arose from the loss of two (2) candidates during initial training and one (1) of our seasoned communications specialists who resigned to pursue a career in emergency management with the Department of Safety. As with our recruitment efforts to fill patrol officer positions, the difficulties

and obstacles confronting us in filling vacancies in the ComCenter were no different. However, our dedicated staff of communications specialists "stepped up" to fill the gaps in coverage during the balance of 2017 to ensure adequate coverage to serve the public and our first responders. The duties and responsibilities of today's public safety communications specialists are daunting as is the multi-faceted work and significant technology they must manage in an ever changing environment from day to day, hour to hour and even by the minute. Our communications specialists are the "life-line" to the public in need as they are the critical link to our field deployed first-responders. Their job is difficult, stressful and highly focused on multi-tasking that dissuades many from the job; however, we are confident we will staff up to capacity in the ComCenter in 2018.

Despite the setbacks and struggle to find qualified candidates to fill our vacant patrol officer and communications specialist positions, our recruitment team is confident going forward that the Department will be successful in securing only the best personnel that must meet or exceed our high standards for integrity, dedication to duty and competency.

During 2017 the Town and the Bedford Police Union negotiated a new, five (5) year, collective bargaining agreement (CBA) that offers significant benefits for both the Town and our employees. A new compensation plan will allow both the Town and employees to predict compensation throughout their career. It also incentivizes performance and rewards excellence and achievement through the establishment of a new rank, Master Patrol Officer (MPO), that allows employees to reach senior compensation levels more rapidly contingent upon performance. Moreover, the new CBA (contingent upon public acceptance) and MPO makes the Department competitive with area agencies and will improve both recruitment and retention; areas that have inhibited the Department's growth and staffing.

In addition to the internal awards for our staff mentioned above, other external awards were bestowed upon our employees during 2017. Patrol Operations Division Sergeant (SGT) Devon N.



Kimball was awarded the 2017 Veterans of Foreign Wars (VFW) Law Enforcement Officer of the Year Award. SGT Kimball was recognized for his leadership and highly technical skills and success in leading the Department's Technical Accident Reconstruction Team as well as his outstanding work as a Patrol Supervisor.

**Policies and Procedures:** In order to keep pace with industry standards for excellence, professionalism and to improve the quality, efficiency and effectiveness of the Department we continually evaluate and improve our standard operating procedures (SOPs). In addition, this effort also serves to make the Department ready for eventual accreditation. During 2017 the Department promulgated, revised or improved SOPs in the following program areas: Department Organization, Department Chain of Command, Report Writing Procedures, Platoon/Section Sergeant System, Roll Call Procedures, Booking/Detention Facility and Prisoner Transport, Field Training Program, Body Worn Computers, Legal Process and Records Management/Retention, Driving While Intoxicated/Drug Recognition Expert procedures, ComCenter Evacuation, Time and Attendance and BCTV Alerts to name only some. Extensive administrative staff work was involved in the promulgation, review or revision of each of these SOPs all designed to ensure the Department provides the best possible guidance to assure consistent quality performance and excellence in all we do.

### **Performance Measurement**

A critical element of the Department's success is the laser like focus on performance across all division lines. Our version of the "COMP/Stat" performance tool used by law enforcement agencies relies upon clearly defined strategic goals and objectives for each division coupled with constant measurement. This focus and attention on performance results in continual operational adjustments necessary to meet or exceed our goals. The Department continuously analyzes data to assure adequate resources are always available to respond to resident's call(s) for service and to handle both our residential as well as our growing daytime "service" population (population during business hours when commercial establishments are open and accounting for commuter traffic). The data is also

used to ensure our resources are properly deployed and aligned with current trends to assure effective proactive patrol and the utilization of investigative resources. In addition, we utilize data to conduct an annual "workload analysis" to establish and predict resource requirements.

### **Financial Management**

The overarching administrative goal is to provide the highest quality public safety service and protection for each appropriated tax dollar while successfully completing our mission each day; 24/7/365. To achieve this goal requires linkage between strategic operational planning and fiscal controls/planning/budgeting. In a highly volatile environment of unpredictability, which is the arena where law enforcement exists, the Department met its fiscal requirements within its allotted appropriations.

### **Summary**

During 2017, the Department handled 8,888 calls for service (CFS); a very slight decrease of 319 CFS from 2016 (less than one (1) CFS per day). [Note: CFS are defined as requests for police service(s) from the public resulting in the deployment of police resources.]

However, total incident reports, which accounts for all activity reflected a significant 25% increase during 2017 (+7,563) amounting to about 21 additional incidents each day.

Officer initiated activity reflected a 38% increase for 2017 (+7,882); an indication that while CFS remained static the Department still increased the number of officer initiated actions. A significant portion of the increase in officer initiated activity occurred in proactive directed patrols and in connection with our Intensive Traffic Enforcement Program. During 2017, the Patrol Operations Division increased the number of motor vehicle stops by 16% (+1,185) and increased the number of traffic summonses issued by 58% (+1,045) over 2016. We know from studies elsewhere that intensive traffic enforcement, which is a visible indication of law enforcement activity, has a positive effect in reducing the incidence of crime in a targeted area. Our efforts in harm reduction and to improve the quality of life through aggressive traffic



safety enforcement patrols also projects a visible and active law enforcement presence in the community.

Calls handled by the Police Department's Communications Center (Police/Fire/EMS) reflected a sharp 22% increase (+7,360) for 2017. Additionally, in end-of-year data we find the ComCenter handled a total of 3,269 E-911 Police/Fire/EMS calls for service and our staff averaged a remarkable 92% in their ability to dispatch priority-one (P1) calls for service in two (2) minutes or less during 2017. The ComCenter handled 32,357 total business line calls during 2017 for a total call aggregate duration of more than 620 hours.

The Department's achievements cannot be fully appreciated by the review of data alone; but rather in the context of public service and our focus on community policing. From the quality of service delivered each day to those that call upon us for assistance to the compassion of our officers who give of themselves to help others, it is the Department's overall integration of all facets of public safety service that produced the significant improvement in safety and security Bedford enjoys.

We are proud to serve our residents in keeping with our BPD tradition of:

**Bravery Professionalism Dedication**

Respectfully submitted,

*John Bryfonski, Police Chief*

**Bedford Police Department  
2017 Annual Statistics**

Note:

Values in RED Indicates a Reduction in any Category

Note:

Some categories reflecting increases or reductions are immune to influence by law enforcement activity.

Note:

Calls-For-Service represent requests for police service/resources from external entities wherein Bedford Police Department resources were expended in response to said request(s).

| BEDFORD POLICE DEPARTMENT       |            |            |            |          |
|---------------------------------|------------|------------|------------|----------|
|                                 | 2016       | 2017       | Difference | Pct +/-  |
| <b>Category:</b>                | <b>YTD</b> | <b>YTD</b> |            |          |
| Calls for Service               | 9207       | 8888       | -319       | -3.46476 |
| Self-Initiated Calls            | 20965      | 28847      | 7882       | 37.59599 |
| Total Incident Reports          | 30172      | 37735      | 7563       | 25.06629 |
| Total Calls handled by CC       | 34173      | 41533      | 7360       | 21.53747 |
| <b>Crime Stats:</b>             |            |            |            |          |
| <b>Arrests:</b>                 |            |            |            |          |
| Adult                           | 628        | 634        | 6          | 0.955414 |
| Juvenile                        | 45         | 44         | -1         | -2.22222 |
| <b>Assaults:</b>                |            |            |            |          |
| Simple                          | 41         | 44         | 3          | 7.3      |
| Domestic Calls                  | 136        | 137        | 1          | 0.735294 |
| Sexual Assaults                 | 5          | 18         | 13         | 260      |
| Other Assault                   | 3          | 4          | 1          | 33.33333 |
| <b>Burglaries:</b>              |            |            |            |          |
| Residential                     | 11         | 8          | -3         | -27.2    |
| Commercial                      | 1          | 5          | 4          | 400      |
| Attempted                       | 6          | 2          | -4         | -66.6    |
| <b>Thefts:</b>                  |            |            |            |          |
| Willful concealment             | 161        | 96         | -65        | -40.3727 |
| Theft from a motor vehicle      | 98         | 20         | -78        | -79.5918 |
| Theft all other                 | 156        | 191        | 35         | 22.4     |
| <b>Misc. Crimes:</b>            |            |            |            |          |
| Criminal Mischief               | 72         | 67         | -5         | -6.94444 |
| Disorderly Conduct              | 202        | 191        | -11        | -5.44554 |
| Drug Violations                 | 90         | 97         | 7          | 7.77778  |
| Fraud/Counterfeit               | 109        | 82         | -27        | -24.7706 |
| Harassment                      | 23         | 31         | 8          | 34.78261 |
| Internet Crime                  | 11         | 16         | 5          | 45.45455 |
| Sex Offender Registration       | 16         | 32         | 16         | 100      |
| Robberies                       | 2          | 1          | -1         | -50      |
| Homicide                        | 2          | 0          | -2         | -100     |
| <b>Highway Safety:</b>          |            |            |            |          |
| Accidents                       | 687        | 686        | -1         | -0.14556 |
| Fatal                           | 3          | 0          | -3         | -100     |
| Property Damage                 | 555        | 581        | 26         | 4.684685 |
| Injury                          | 129        | 103        | -26        | -20.155  |
| Pedestrian                      | 6          | 2          | -4         | -66.6667 |
| <b>Motor Vehicle Activity:</b>  |            |            |            |          |
| MV Summons Issued               | 1805       | 2850       | 1045       | 57.89474 |
| MV Warnings Issued              | 5577       | 5717       | 140        | 2.51031  |
| Parking Tickets Issued          | 32         | 53         | 21         | 65.625   |
| MV Complaints                   | 660        | 697        | 37         | 5.606061 |
| DWI's                           | 79         | 80         | 1          | 1.265823 |
| <b>Community Policing:</b>      |            |            |            |          |
| Business                        | 88         | 44         | -44        | -50      |
| Senior Citizens                 | 30         | 27         | -3         | -10      |
| Juvenile                        | 41         | 51         | 10         | 24.39024 |
| Neighborhood                    | 14         | 12         | -2         | -14.2857 |
| Other                           | 8          | 9          | 1          | 12.5     |
| Safe School                     | 153        | 163        | 10         | 6.535948 |
| <b>Misc. Calls for Service:</b> |            |            |            |          |
| Civil/Civil Stand-by            | 107        | 114        | 7          | 6.542056 |
| Death Investigation             | 20         | 17         | -3         | -15      |
| Found Property                  | 60         | 47         | -13        | -21.6667 |
| Highway Conditions              | 420        | 344        | -76        | -18.0952 |
| Juvenile Complaints             | 16         | 18         | 2          | 12.5     |
| Littering Complaints            | 26         | 18         | -8         | -30.7692 |
| Lost Property                   | 22         | 35         | 13         | 59.09091 |
| Suspicious Person/Vehicle       | 1038       | 825        | -213       | -20.5202 |
| <b>Assists:</b>                 |            |            |            |          |
| Assist Rescue                   | 463        | 465        | 2          | 0.431965 |
| Assist Fire                     | 107        | 104        | -3         | -2.80374 |
| Assist Citizen                  | 431        | 448        | 17         | 3.944316 |
| Assist Other PD                 | 204        | 191        | -13        | -6.37255 |
| Assist Utilities                | 47         | 74         | 27         | 57.44681 |
| <b>Alarms:</b>                  |            |            |            |          |
|                                 | 1628       | 1640       | 12         | 0.737101 |
| <b>Animal Control:</b>          |            |            |            |          |
| Animal Complaints               | 406        | 210        | -196       | -48.2759 |
| Dog Complaints                  | 383        | 290        | -93        | -24.282  |
| Dog Summonses                   | 93         | 39         | -54        | -58.0645 |
| Dog Warnings                    | 96         | 55         | -41        | -42.7083 |





**BHS Intercession**



**Officer Amy Champagne and Officer James McMillen**



**2017 Police Academy**







**Community Policing**





# FIRE DEPARTMENT

*Scott A. Wiggin, Fire Chief*

This past year has been a very interesting time for the Fire Department. Our Emergency Medical Services operation experienced a 3% increase in ambulance related calls. Some of these calls have been related to mutual aid requests to neighboring communities that have been impacted by the opiate drug problems in the region. There was a 5% decrease in fire related responses for the year. This is a very positive figure indicating the potential value of our Public Safety and Fire Prevention Programs. Bedford was very fortunate for the second year in a row to not experience any major structure fires in the community during the 2017 calendar year that required any additional alarms. We have responded to numerous structure fires in our neighboring communities.

The Fire Department received a new 2017 HME Fire Engine. This apparatus primarily responds to emergencies requiring specialized rescue tools such as car accidents, as well as reported fire calls. It is an extremely versatile piece of equipment capable of fire extinguishment, hazardous materials response and other special rescue emergencies. I would like to thank the Truck Committee who dedicated their time and experience to design such a versatile piece of equipment that will serve the Town's needs.

I would like to recognize Deputy Fire Chief Mark Klose for his 23 years of service with the Bedford Fire Department. In August 2017, he was selected and accepted a position as the Fire Chief of Rochester, NH. We are grateful for his contributions to Bedford in his many years of service and wish him the best of luck in future endeavors. Also departing Bedford Fire service was FF/P-EMT Joseph Curtin who served Bedford for 7 years and moved on to Concord,

NH Fire Department. We thank Joe for his service. This past year we hired FF Dwayne Mann who came from Laconia, NH Fire Department with several years of service as a Firefighter/Paramedic.

We maintain a full-time Advance Life Support service 24/7 which provides the community with the highest level of pre-hospital care available. We also support some of our neighboring communities in their time of need with a Paramedic Intercept Service. Our current shift staffing remains at seven personnel on duty, 24/7 when we are at full staff. All four shifts have been actively performing public and life safety inspections at all businesses and public places of assembly. Their daily mission is to maintain a level of readiness for all responses including maintaining the knowledge, skills and abilities necessary to operate in a dynamic environment.

I would like to acknowledge the following members of the fire department for obtaining advancement in their education and training.

FF/A-EMT Eric Dubowik obtained Arson Investigators and Plans Examiner Certifications

FF/A-EMT Trevor Anderson obtained Paramedic level certification

FF/A-EMT Craig Fahey obtained Swiftwater Rescue II along with Confined Space

FF/AEMT Jonathan Houde obtained Child Passenger Safety Technician

FF/A-EMT Adam Parent obtained his Paramedic level certification

FF/A-EMT Joshua Cresswell obtained his Trench Rescue Technician

FF/P-EMT Mike Davenport obtained Swiftwater Rescue I

FF/P-EMT David Sherwood obtained his Associate Degree



FF/P-EMT Michael Kelley attended Tactical Emergency Critical Care Class

FF/A-EMT Nathan Ducharme attended Tactical Emergency Critical Care Class

A reminder to all citizens that the law requires a written fire permit anytime the ground is not covered with snow or an online permit can be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). Also, any portable fireplaces, such as chimneys, steel fire pits, and any devices designed to burn permissible combustible materials other than gas or charcoal are required to have a written permit. The fire department will conduct a site visit and assess the installation and use, and if deemed appropriate, a seasonal permit may be issued.

Homeowners need to maintain annual inspections on

heating appliances and maintain adequate clearances to all combustible materials; along with having all smoke and carbon monoxide detectors checked for proper operation. Homeowners need to properly discard ashes in metal covered containers outside and away from any combustible materials. If any citizen has a question or concern regarding the installation and or operation of Smoke or CO detectors, heating appliance, or portable fireplaces, please contact the Bedford Fire Department's Fire Prevention Bureau. I would like to thank the general public for all of their support through donations and letters of appreciation that we have received over the past year.

Respectfully submitted,

*Scott A. Wiggin, Fire Chief*

**December 2-17 Fire Alarm Monthly Activity Report**

|                               | Dec/16 | Dec/17 | Y-T-D 16 | Y-T-D 17 |
|-------------------------------|--------|--------|----------|----------|
| <b>FIRE CALLS</b>             | 66     | 54     | 661      | 631      |
| <b>AMBULANCE</b>              | 189    | 180    | 2035     | 2096     |
| <b>MISCELLANEOUS</b>          |        |        |          |          |
| Service Calls                 | 14     | 10     | 115      | 134      |
| Field Inspections             | 31     | 31     | 624      | 649      |
| Plan Review                   | 5      | 3      | 81       | 49       |
| Burning Permits               | 8      | 12     | 858      | 789      |
| Blasting Permits              | 0      | 1      | 14       | 9        |
| <b>SUBTOTAL MISCELLANEOUS</b> | 58     | 57     | 1692     | 1630     |
| <b>TOTAL SERVICE PROVIDED</b> | 313    | 291    | 4388     | 4357     |





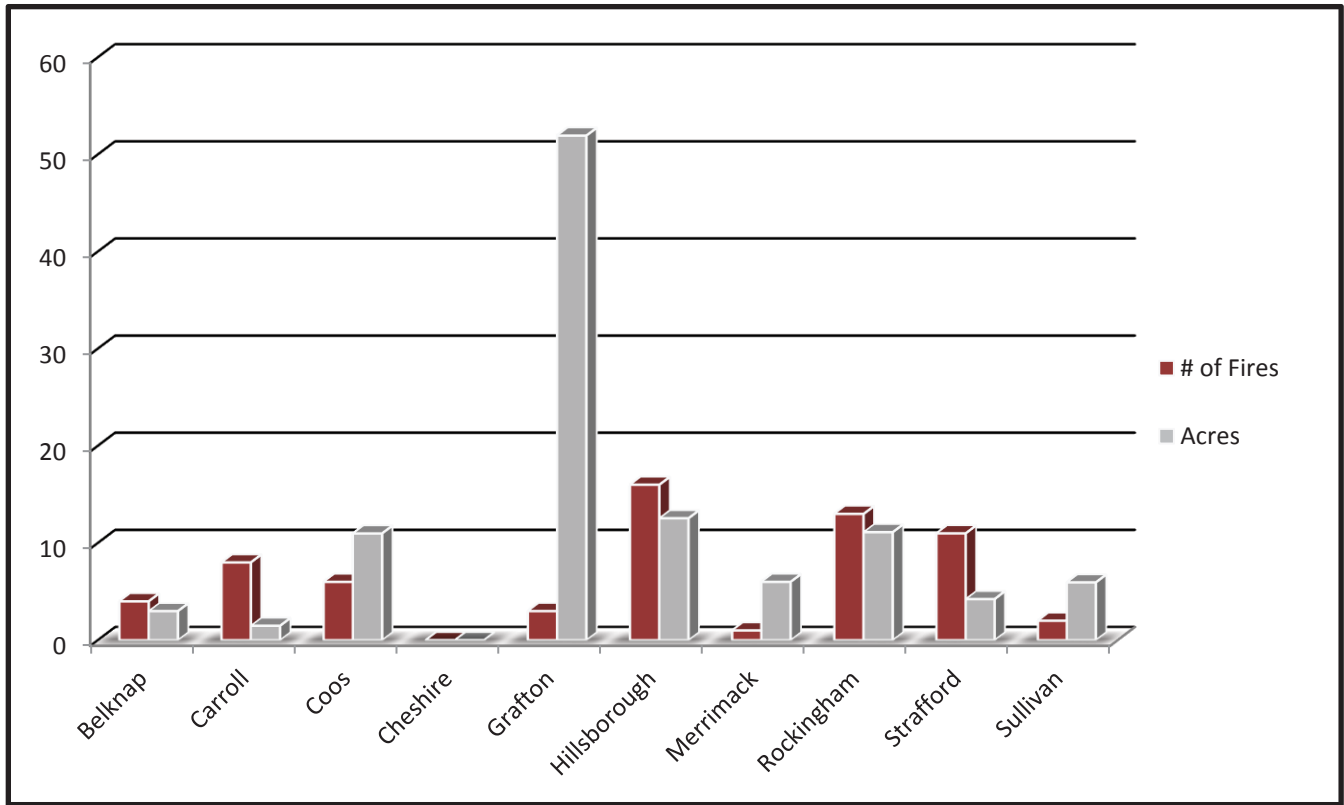
# REPORT OF FOREST FIRE WARDEN AND STATE FOREST RANGER

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildland fire activity throughout the state. September and October saw fire conditions change and the state was faced with some difficult fires. The Dilly Cliff fire in North Woodstock was one of the most challenging fires we have seen in New Hampshire. Steep terrain and extreme fire behavior made this fire difficult to fight. It lasted for over 3 weeks and the final hotspots in inaccessible terrain were extinguished by heavy rains. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. Our fire lookouts are credited with keeping many fires small due to their quick and accurate spotting capabilities. The towers fire detection efforts were supplemented by the NH Civil Air Patrol when the fire danger was especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2017 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

As we prepare for the 2018 fire season, please remember to contact your local Forest Fire Warden or Fire

Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting [www.nhfirepermit.com](http://www.nhfirepermit.com). The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdf.org](http://www.nhdf.org).



**CAUSES OF FIRES REPORTED**

|                |    |
|----------------|----|
| Arson.....     | 0  |
| Debris.....    | 7  |
| Campfire.....  | 11 |
| Children.....  | 1  |
| Smoking.....   | 4  |
| Railroad.....  | 0  |
| Equipment..... | 4  |
| Lightning..... | 0  |
| Misc.*.....    | 37 |

**HISTORICAL DATA**

| Year | # of Fires | Acres Burned |
|------|------------|--------------|
| 2017 | 64         | 107          |
| 2016 | 351        | 1090         |
| 2015 | 124        | 635          |
| 2014 | 112        | 72           |
| 2013 | 182        | 144          |
| 2012 | 318        | 206          |

**REMEMBER.  
ONLY YOU CAN PREVENT WILDLAND FIRES!**





# BUILDING AND HEALTH

*Wayne Richarson, CBO Code Health Official*

## **Health Department**

Due to a statutory change that became effective in mid-year only 63 septic plan reviews were performed in 2017. The long term effects of the elimination of local plan reviews for failed septic systems are unknown at this time. The health department performed 189 food service inspections, 41 public pool & spa inspections, and issued 108 food service licenses. The year brought only one new major food service establishment online at Murphy's Taproom. We are still anticipating multiple food service operations to be part of the Market & Main development project at the former Macy's site in the near future.

The town food licensing & public pool programs continue to operate utilizing best management practices. All of the public bathing facilities have met the "certified pool operator" requirement of the public health ordinance. The benefits of having a Certified Pool Operator maintaining the public pools and spas include: understanding water chemistry and how to keep the water chemistry balanced according to the town rules. Ensure that the filter equipment is working correctly, and when the facilities need to close due to a deficiency. Information links continue to be maintained on the Health Department's pool page specifically geared to private pool owners.

Arboreal viruses, the Zika virus and the presence of Lyme disease are of a continuing concern for residents and visitors to New Hampshire. The most troubling facet of these illnesses is the continuing emergence of new viral strains that have not been seen in NH in past years. In all cases the Health Department continues to advise all residents your best defense against con-

tracting these diseases is by self-protection. There are information links on the Health Department pages for these issues providing excellent guidelines on how to protect yourself, your family, and your pets.

The discovery of the presence of PFOA in the Merimack Water system that serves a significant number of customers in the Southern portion of Bedford has led to private well testing in the Southern area as well. Because the presumed major source is IM a neighboring community and the contamination appears to be widespread the NH Department of Environmental Services continues to be the agency dealing with the issue and potential resolutions/mitigation options for these private and public systems. The Health Department does have a link to the state resources, including results for blood testing, on the town website. A waterline is being extended from the main on County Road, down Preysnar Road to Tirrell Road to Back River Road to service those originally impacted 61 properties on Back River Road, Smith Road, and Green Meadow Road. Schedule is not yet determined but it is expected that construction will begin in the spring and be completed in the fall. Additional water connection plans have not been finalized as yet for other areas having been impacted by this issue.

## **Building Department**

2017 brought continued growth for the Town but at a less frenzied pace. The Building Department issued Certificate of Occupancies for Murphy's Taproom on Route 101 at the former Weathervane site, Bluebird Storage on South River Road, Maple Ridge Apartments on Technology Dr., and Kensington Woods Apartments on Kensington Lane. New commercial tenant spaces for Red Wing Shoes, FedEx, and Boston Interiors.

Certificate of Occupancies for 27 new single family dwellings were issued during 2017.

Permits were issued for the new automobile dealership adjacent to the current Land Rover dealer, Noah's (an event center), Harbor Financial Group office building, an expansion for Bedford Ambulatory Surgical Center, and a new bunkhouse for Camp Allen. There was an upswing in standby generators installations and not only for residential but several major



commercial renovations are including standby power for their operations. Residential installation PV system is significantly down from the 2015 numbers but the planning board has approved future PV installations for Murphy’s Taproom and Harbor Financial group sites. Overall the department issued 445 permits (this number does not include all sub-permits for projects) with a construction value of \$47,173,186.00 for the year.

The Building Department continues to encourage residents, contractors, and developers to visit our web pages for the information contained there. We continually make improvements and add new items of interest for everyone. The single most important page on our web site is the web link to view the current building codes online, located on the resources page. This link allows everyone to view the building codes

at no charge and you may do so anonymously if you wish thereby reducing the risk of being inundated by advertisements from ICC. If you haven’t been to the new website please visit it. Take a tour and let us know what you like or don’t like. If you know of other links with information that may be helpful to others please let us know. There are direct emails links to the staff so you are able contact us directly.

If you have questions about permits, when and if they are required or questions about food service establishments please visit the department web pages on the town web site or give us a call at 472-3838 with your questions or e-mail them directly to the person you wish to contact:

- mailto:wrichardson@bedfordnh.org,
- mailto:tcarter@bedfordnh.org
- mailto:gpariseau@bedfordnh.org.

Respectfully submitted,

*Wayne Richardson, CBO Code Health Official*

|                      | COMPARISON OF VALUE* OF WORK BEING DONE BY YEAR |     |              |     |              |     |              |     |
|----------------------|---|-----|--------------|-----|--------------|-----|--------------|-----|
|                      | 2014  |     | 2015         |     | 2016         |     | 2017         |     |
| COMMERCIAL ADDITION  | \$5,086,620                                     | 4   | \$1,922,830  | 2   | \$0          | 0   | \$2,130,000  | 3   |
| COMMERCIAL REMODEL   | \$6,485,715                                     | 70  | \$14,815,468 | 64  | \$7,754,361  | 58  | \$20,339,248 | 71  |
| NEW COMMERCIAL       | \$18,654,360                                    | 10  | \$28,691,347 | 7   | \$23,567,147 | 10  | \$2,196,945  | 4   |
| NEW DWELLING         | \$9,756,000                                     | 23  | \$12,837,000 | 27  | \$11,205,000 | 20  | \$13,785,000 | 27  |
| NEW RESIDENTIAL      | \$683,000                                       | 11  | \$1,209,200  | 13  | \$1,099,000  | 16  | \$870,000    | 15  |
| RESIDENTIAL ADDITION | \$2,743,659                                     | 86  | \$2,805,715  | 92  | \$5,006,800  | 112 | \$4,126,219  | 115 |
| RESIDENTIAL REMODEL  | \$1,138,297                                     | 48  | \$2,775,070  | 77  | \$2,799,353  | 86  | \$1,793,191  | 61  |
| SEPTIC               | \$430,500                                       | 48  | \$446,607    | 53  | \$764,500    | 40  | \$399,500    | 42  |
| SIGNS                | \$192,159                                       | 34  | \$157,366    | 37  | \$186,907    | 45  | \$345,260    | 42  |
| SHEDS                | \$162,650                                       | 35  | \$146,877    | 35  | \$244,784    | 44  | \$224,519    | 31  |
| SWIMMING POOLS       | \$1,227,750                                     | 31  | \$850,010    | 28  | \$968,175    | 32  | \$715,279    | 23  |
| SOLAR PV PANELS      |   |     | \$1,902,250  | 63  | \$638,921    | 36  | \$248,025    | 11  |
|                      | \$46,562,724                                    | 400 | \$68,559,740 | 498 | \$54,236,964 | 499 | \$47,173,186 | 445 |

Additions = where finished square footage was added to existing structure

Remodel = where no new space was added only reconfiguring and updating

New = entirely new structures (in residential this excludes dwellings)

Figures in italics are the number of projects permitted to generate the values in the table.

\* = VALUES ARE BASED UPON FIGURES GIVEN ON PERMIT APPLICATIONS

**TOWN OF BEDFORD**

Building permits

New Dwelling Units

**TOWN OF BEDFORD**

New Dwelling permits

|          | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|----------|------|------|------|------|------|------|------|------|
| Single   | 33   | 18   | 25   | 40   | 23   | 27   | 20   | 27   |
| Duplex   | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Condos   | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Apartmts | 0    | 167  | 0    | 0    | 144  | 182  | 41   | 0    |
| TOTAL    | 33   | 185  | 25   | 40   | 167  | 209  | 61   | 27   |



# BEDFORD PUBLIC LIBRARY

*Mary Ann Senatro, Director*

## *Trustees:*

*Edward Moran, Chairman*

*Anthony Frederick, Walter Gallo*

The mission of the Bedford Public Library is: to provide access to informational, educational, cultural and recreational library materials and services in a variety of formats and technologies; to be responsive to the public library needs of the community; and to uphold the public's freedom of access to information. The library's mission also includes developing and maintaining the library as the cultural and meeting center of Bedford.

Photo by James Delahunty taken with drone.

The library continues to be a vibrant hub for community members from infants to seniors. As the community's needs and interests continue to grow and evolve the library will continue to meet those needs. There has been a library in Bedford for over 200 years and a public library for 124 years. Libraries have evolved into so much more than a storehouse for books and a place to share the love of reading. In the 21 years since the current Bedford Library was built we are



busier and more active than ever. Many of our traditional services are the core of the library and we have embraced the impact of digital technology. Promoting a literacy culture and a culture of learning remains at the heart of our services.

## *Programs*

Each year, the Library offers opportunities for patrons of all ages to take part in events that explore reading, music, arts and culture. Some programs this year included:

- Two monthly book discussion groups for adults
- Sunday Concert Series sponsored by the Library Foundation and hosted by the Friends of the Library
- Coffee and Computers-monthly computer classes taught by reference librarians
- Money Smart Week programs: "Preventing Senior Fraud" and "Feasting on a Budget" with Chef Liz Barbour
- Thursday Theater, movies on the 2nd Thursday of the month
- Book Lovers and Readers' Tea events
- "Until Help Arrives", partnership with Bedford Fire Dept. and CERT
- New Hampshire Humanities Council speakers
- Teen and Adult Summer Reading Programs with incentive prizes and teen "Make and Take" crafts
- Bullet Journaling Workshops
- 3-D Printer
- Fiber Arts Fashion Show

The Children's Summer Reading Program was a great success this year with 955 children signed up to participate. The theme this summer was, "Build a Better World". The children record what they read and check in to report to the Junior Librarians each week. They receive a small incentive prize and many also make the craft of the week.

- Total books read: 21,541
- Total visits to reporting station: 2,787
- Total visits to craft center: 1,726
- 80 children participated in the Junior Librarian program.





In addition to the Children's Summer Reading program we offer weekly Story Times for ages 0-6, Book Club for children grades 4-6, STEAM programming, therapy dog to listen to children practice their reading skills and a wide variety of Special Family Programs at the library and at other venues. In 2017, we offered a total 280 Children's and YA Programs with a total attendance of 12,547. Some of our Story Time sessions this year have been so popular that we have outgrown the Story Castle. The picture book bins are moved out of the way each week to accommodate the larger groups.



In our effort to encourage parents and children to read together we are participating in "1,000 Books before Kindergarten" program. The goal is to help young children gain confidence to become strong readers. To date we have had 216 participants with 22 completing the program. We give out a tote bag when the child reaches the milestone of 100 books.

### Reaching Out

The Library offers outreach to three senior living communities in Bedford. In 2017, we served this community with 28 visits. Visits generally last 30 minutes to 1 hour and during the visit the reference librarians bring large print books, audiobooks, and occasionally music or coffee table style books for residents to look at and talk about. Members of these facilities often come to the library to attend Thursday Theater and the Sunday Concerts.

This year, we plan to start the Books by Mail service that will allow homebound residents and residents at long-term care facilities to borrow books from the library conveniently.



Library staff members made presentations to organizations such as the Rotary Club of Bedford and the Bedford Women's Club. Emily Weiss and Caitlin Loving presented a program at the New England Library Association Conference Ignite Session on Quick Picks for Parents in the Children's Room and Mary Ann spoke about the library geothermal project as part of a panel discussion on facilities.

In addition to publicity through our Facebook page, newspapers and BCTV, Caitlin Loving and Patricia Kline-Millard worked with Harry Kozlowski to start a short radio spot on WBNH-FM for weekly library information called, "On the Same Page".

### Staffing

We had some staffing turnover in 2017 with Martha Cronin, Elizabeth Gaffen and Kat Paiva leaving. We welcomed Sue Fahey, Katie Cloughley, Lee Ann Allen, and Diana Sklader to the staff.

Long time staff member, Rita Todd, retired after many years of shelving books and filling Interlibrary Loan requests for the library. Rita Todd worked at the library for 28 years starting as a Library Page in 1989.



Emily Weiss, Head of Reference, and Caitlin Loving, Head of Circulation, were accepted to the New England Library Leadership Symposium (NELLS) in Andover, Mass. in August. They both received scholarships to attend.



### **Community Support**

We are grateful to the volunteers who assist the staff behind the scenes at the library. Many thanks to our dedicated volunteers this year: Laurie Heinz, Gene Holley, Jean McGiffin and Barbara Potter. Volunteers help sort book donations, organize the book sale room, cover new books, stamp book pockets and clean DVDs as well as other support tasks.

We are so thankful for the enduring support throughout the year of our patrons, staff, donors, Friends of the Bedford Library and Bedford Library Foundation Board. This support ensures a relevant, vibrant library that the community can be proud of. The Rotary Club of Bedford assisted with funding for performers and supplies for the Summer Reading Programs. The Bedford PTG sponsored the Museum of Science pass and the Bedford Women's Club sponsored the NE Aquarium pass. The Bedford Garden Club supplied the pass to the Fells Historic Estate and Gardens and gardening magazine subscriptions. They ensured that the library entryways were graced with beautiful flowers or wreaths every season. The Library Foundation raises funds during National Library week each year to purchase items for the library. In 2017, some of the many items they funded were: Blu-Ray DVDs, Playaway audiobooks, e-book collection, and the printing of the "Reference Guide to the Library" brochure, display panels and a disc repair machine. The Foundation sponsors the majority of the discount museum passes available to Bedford cardholders: Canterbury Shaker Village, Castle in the Clouds, Children's Museum of New Hampshire, Currier Museum of Art, Isabella Stewart Gardner Museum, Manchester Millyard Museum, Museum of Fine Arts, Boston, Peabody Essex Museum, Seacoast Science Center, SEE Science Center, Squam Lakes Natural Science Center, Strawberry Banke, Woodman Museum and Worcester Art Museum. The Bedford Library Foundation's Fall Gala featured storyteller, Simon Brooks. Primary Bank sponsored the event. The Leen Lecturer this year was Rebecca Rule.

Derry Medical Center opened a new office in Bedford and made a generous donation to the library which was used to fund additional audiobooks including the Great Courses.

The Friends of the Bedford Library purchased shirts with the library logo on them for all of the staff.

In partnership with the Bedford High School fundraiser for music, the Trustees approved the placement of the Bedford Bulldog at the library. The donor is Greg Rehm of Liberty Hill Construction and the artist is Lyudmyla Hoffman of Purple Porcupine Art Studio.

### **Facilities**

The Bedford Public Library Geothermal HVAC System Project Ribbon Cutting Ceremony was held on Thursday, June 22, 2017. It was filmed by BCTV and includes the dignitaries who spoke as well as the Engineer, Mike Casella, who designed the project tak-



ing us into the mechanical room to discuss how the library's geothermal system works. Here is the link to the program:

<http://reflect-vod-bedfordtv.cablecast.tv/vod/8142-Bedford-Public-Library-Geothermal-HVAC-Project-Ri-Medium-v1.mp4>





The Bedford Public Library is mentioned in the February 1, 2017 Library Journal article, “Keeping Up Budgets & Funding”. Under the heading, “The Art of the Ask” our geothermal system is highlighted! Here is the link to the article: <http://lj.libraryjournal.com/2017/02/budgets-funding/keeping-up-budgets-funding/>

A metal outdoor chess/checker table with attached benches was installed in the library’s grassy area near the raised bed gardens. The playing pieces are available at the upper and lower circulation desks for patrons to borrow.

After months of dealing with issues with the septic pipes the pipes were relined in December. DPW was instrumental in setting up the project and overseeing it. The library staff set up in the upper level foyer to be available for patrons to pick requested materials and museum passes.

We are participating in the town Facilities Assessment Study. We met with Will Gatchell, architect from Hariman, and the library consultant, Richard Smith, to tour the building and assess future needs. Shelving space, Children’s Room and meetings rooms are at capacity. We continue to see a rise in requests for meeting room space by local groups. Preference is given to Bedford based non-profits and we continue to reserve over 100 meetings per month in the library including library programming.

### ***Bedford Public Library in 2017***

Circulation topped 379,678 check outs including books, audiobooks, and electronic media  
 Welcomed 137,826 visitors to the library  
 Reserved 1,382 meeting rooms  
 Registered borrowers 11,413

### ***Most Popular Fiction Books in Bedford 2017***

*A Gentleman in Moscow* by Amor Towles  
*All the Light We Cannot See* by Anthony Doerr  
*The Whistler* by John Grisham  
*The Wrong Side of Goodbye* by Michael Connelly  
*Hillbilly Elegy: a memoir of a family and culture in crisis* by J.D. Vance  
*Truly Madly Guilty* by Liane Moriarty  
*Small Great Things* by Jodi Picoult  
*A Man Called Ove* by Fredrik Backman  
*The Girl on the Train* by Paula Hawkins  
*No Man's Land* by David Baldacci  
*Commonwealth* by Ann Patchett

The inscription on the Bedford Bulldog in front of the library is a quote by Albert Einstein which reads: “*The only thing that you absolutely have to know is the location of the library.*” I encourage you to come visit us. We have something for everyone at the library.

Respectfully submitted,

*Mary Ann Senatro, Library Director*





**Library Statistics 2017**

|                                       |        |
|---------------------------------------|--------|
| Books on accession (12/31/2016) ..... | 71,621 |
| Books purchased: .....                | 4,131  |
| Books donated: .....                  | 457    |
| Sub-total: .....                      | 76,209 |
| Books withdrawn: .....                | 4,827  |
| Books on accession (12/31/2017) ..... | 71,382 |
| <br>                                  |        |
| Number of registered borrowers .....  | 11,413 |

**Library holdings (12/31/2017)**

|                     |        |
|---------------------|--------|
| Books .....         | 71,382 |
| Magazines .....     | 2,396  |
| Audio books .....   | 3,078  |
| Videos/DVDs .....   | 5,772  |
| Compact discs ..... | 2,695  |
| Total .....         | 85,323 |

**Subscriptions**

|                           |          |
|---------------------------|----------|
| Magazines (titles) .....  | 107      |
| Newspapers (titles) ..... | 12       |
| Microfilm (1 title) ..... | 39 rolls |

**2017 Circulation Statistics**

|                                  |         |
|----------------------------------|---------|
| Books .....                      | 252,150 |
| Ebooks .....                     | 14,360  |
| Magazines .....                  | 12,634  |
| Compact Discs .....              | 7,687   |
| Videos/DVDs .....                | 68,846  |
| Audio Books .....                | 24,001  |
| Museum Passes .....              | 1,248   |
| Total .....                      | 380,926 |
| Electronic Resources Usage ..... | 208,721 |

**Bedford Public Library  
Special Account**

|                           |           |
|---------------------------|-----------|
| Cash on hand 1/1/17 ..... | 57,967.23 |
| <b>Income:</b>            |           |
| Book Sale .....           | 4,671.47  |
| Copies/Fax/Printing ..... | 2,472.72  |
| Gifts .....               | 2,126.98  |
| Fines .....               | 7,522.05  |
| Non-Resident Fees .....   | 700.00    |
| Replacements .....        | 1,808.70  |
| Grant NHHC .....          | 234.00    |
| Tech Fund/Kids Race ..... | 1,395.22  |
| Interest .....            | 42.78     |

Total Income: ..... 20,973.92

**Disbursements:**

|                            |           |
|----------------------------|-----------|
| Books and Media .....      | 6,693.61  |
| Copiers/Printers .....     | 1,635.25  |
| Library Enhancements ..... | 15,788.54 |
| Miscellaneous .....        | 862.97    |
| Programs .....             | 1,518.93  |
| Dues/Training .....        | 845.82    |
| Technology Fund .....      | 827.96    |

Total disbursements: ..... 28,173.08

Cash on hand 12/31/17 .....
 50,768.07 |

Osberg Bequest Balance .....
 66,958.90 |



# BEDFORD COMMUNITY TELEVISION AND RADIO

***Bill Jennings, Station Manager***

***Coleen Richardson, Assistant Station Manager***

***Dick Rawlings, BCTV Chairman***

***Harry Kozlowski, WBNH Radio Program Director***

***Bob Thomas, WBNH Board Chairman***

***BCTV-Channels 16, 22, & 23***

***WBNH-105.1 FM Radio***

The Town of Bedford is one of the very few cities and towns in New Hampshire and New England that has both a television station and a low power FM radio station; WBNH-LP 105.1FM.

The radio station was approved by the FCC in 2013, and officially launched in February of 2015. Its primary mission focus is public safety radio. The radio station provides alternate rock music as well as other music styles produced by Bedford residents. WBNH also has had a significant town sports presence. In 2017, WBNH expanded its live radio coverage for high school sports for both home and away games. Game coverage can also be heard through the station on line streaming website [www.wbnh.bedfordnh.org](http://www.wbnh.bedfordnh.org)

In 2017, the radio station was recognized with four awards by the New Hampshire Association of Broadcasters (NHAB). To learn more about the use of WBNH-LP radio please refer to the radio station's website [www.wbnh.bedfordnh.org](http://www.wbnh.bedfordnh.org)

Bedford Community Television (BCTV) is the Town's local Public, Education and Government access community television station. BCTV has three channels. Channel 16 is for public programming; Channel 22 is for government programming and Channel 23 is for school education and information programming. Community television stations are referred to as "PEG Access" stations, which is

an acronym for Public, Education, Government programming

Channel 16, the public channel is for general programs that entertain, inform and cover topics of interest that are produced by residents and non-profit organizations in the community. Programs produced by other communities in the state as well as throughout the country are also incorporated into the schedule.

Channel 22 is dedicated to government programming. All town government meetings are broadcast live on Channel 22. All government meetings are rebroadcast on an average of twice a day. The live meetings are streamed simultaneously on the station website and are also available for later viewing through the station's video on demand feature. One special video on demand feature for government and school board meetings is the online chapter indexing capability which allows for quick video access to that specific agenda item.

Channel 23, the education channel, broadcasts all Bedford school district related programming. School Board meetings are broadcast live on the channel and then scheduled for rebroadcast on Channel 23. School sports, concerts, non-copyright plays, talent shows, classroom activities, graduations as well as educational lectures are broadcast on the channel. Live broadcasting capability exists at the high school field press box, theater, and gym.

All live and video on demand programming can be viewed through the BCTV website at [www.bedfordtv.com](http://www.bedfordtv.com)

In 2017, BCTV launched a station YouTube Channel for video on demand high definition (HD) programming. The channel is currently reserved for entertaining and educational on demand programming only. The station is now using popular on line content distribution venues such as YouTube as an additional source to promote and distribute local content. The station also shares local programming with other stations throughout the country through our state, region and national on line affiliations.



In 2017, BCTV purchased equipment that allowed for wireless video and audio transmission from any and all locations via WIFI and cellular connection. The crowning moment was when the BHS football Division I semi-final game was broadcast live from the bleachers in North Hampton. The game was broadcast on Channel 23 and on line via the BCTV website. Over 2300 people watched the on line feed.

BCTV also runs a community bulletin board for public service announcements. Any non-profit organization can have their notices posted. BCTV is a non-commercial station. Simply go to the BCTV website for guidance.

BCTV works closely with safety operations to insure timely emergency television and radio broadcasts. Equipment has been installed which will allow for live broadcasts during times of critical emergencies for both television and radio. Safety services has the capability to override all three BCTV channels and WBNH 105.1FM radio in times of serious emergencies.

How is BCTV and WBNH radio funded? Cable franchise fees collected from cable subscribers by Comcast, fund the operation of the station. Equipment purchases and all operational costs are paid for with franchise fees. Franchise fees are also used to cover all costs for the town meeting room where all government meetings are held. This includes computers, video/audio equipment, lighting and room maintenance. Fees are also used to cover all building costs to include general repair maintenance both inside and outside of the building; heating and electrical costs, and all property repairs. Any major repairs or additions to the building are covered by these fees as well. No tax dollars are used to support the station facility.

BCTV and WBNH have two separate boards that provide policy and procedural guidance. Each separate board is composed of seven residents, one town council liaison and one school board liaison. Neither board has operational responsibility. Anyone interested in becoming a board member should go to the town website at [www.bedfordnh.org](http://www.bedfordnh.org)

The cable franchise agreement between Comcast and the town of Bedford does not preclude other cable providers from offering their services to the town and competing for the business. In fact it is encouraged. However, no other cable provider has shown interest. The current agreement expires December 1st, 2018.

BCTV offers a wide variety of programming and encourages residents to volunteer to help cover events in town or simply to be a host or to learn how use the television equipment to produce your own show. Training is free and the staff is always here to help you get started quickly.

To learn more about BCTV and how you can get involved, contact either Bill Jennings or Coleen Richardson by calling 472-8288 or emailing us at [bctv@bedfordtv.com](mailto:bctv@bedfordtv.com)

For WBNH 105.1FM radio, contact Harry Kozlowski, WBNH Program Director, at 472-5242 extension 293 or email, [hkoslowski@bedfordnh.org](mailto:hkoslowski@bedfordnh.org)

Respectfully submitted,

*Bill Jennings, Station Manager*





## PARKS & RECREATION/ COMMISSION & DEPARTMENT

*Michelle Casale, Chairwoman*  
*Jane O'Brien, Parks and Recreation Manager*

The Parks and Recreation system for the Town is a combination of three groups, the Parks & Recreation Commission, the Parks & Recreation Department and the Parks Division which is part of the Public Works Department. All three entities play vital roles in fostering a sense of community for the Bedford residents.

The Parks and Recreation Commission is comprised of Bedford residents who volunteer their time to aid the Department in bringing programs and policies to the community. Through their efforts, all aspects of the Department's services, including passive and active recreation, are improved. The Commission has helped establish policies for the Town which they recommend to the Town Council for approval. The Commission has been supportive of their sub-committee (M.O.L.D.) Members of Outdoor League Discussion group which are compiled of the affiliated sports leagues here in Bedford who help with field issues and field scheduling.

The Recreation Department had new construction this year at the Bedford Memorial pool where we added a new water attraction know as a splash pad. The new colorful water elements placed on a concrete pad is open for kids 12 and under to play with, get wet by running under and just having a whole lot of wiggle and giggling fun. The splash pad includes a water dumping turtle and the swinging fish as shown by one of our patrons in the picture. This project was funded by Recreation Impact fees. Thank you to Peter Barbuto, Facility Manager who was the project manager on this new addition to the recreation facility.

The Bedford Memorial Pool brings families together for some wholesome, affordable family entertain-

ment. The facility allows visitors of all ages to enjoy swimming and safe water play with our kiddie splash pool, water slide and new splash pad.

The Recreation Department provides programs to residents to get together and meet as well as socialize with other organizations. The Department has contracted with the NH Fish & Game Department who offers presentations on outdoor recreational activities such as "Let's Go Fishing". In January we offered a course on "The Basic of Ice Fishing" which included classroom time as well as a fishing field trip was well attended.

The Department strives to bring new and exciting programs for people of all ages. We offer a wide variety of programs including fitness programs like our newest program "Power Yoga Fundamentals" instructed by Bedford resident Sarah Parris. Preschool programs such as "Snowy Artist", "Tot Fitness", "Leaf Peepers" and "Little STEM Learners" instructed by another Bedford resident Jennifer Gregory. Our Youth programs continue to include a variety of programs such as "Girls on the Run" which this fall we had three teams including one from Peter Woodbury School, Riddle Brook School and Memorial School. The department continues to offers ongoing favorites such as "Family Archery", "Ballroom Dancing" from Beginners to Advanced programming, "Line Dancing Lessons & Practice", "Tai Chi" and "Drop-in Meditation" classes.

The Recreation Department and the VFW Richard K. Harvell Post #8401 worked together to organize our Town's only parade which is held on the Sunday before Memorial Day. We had many participants including members of the Bedford Town Council, Color Guards from the VFW Post, Bedford Fire Department and the Boy Scouts. Following the parade this year we had the NH National Guard Alumni Band performed on the McKelvie stage. The 2018 parade is scheduled for Sunday, May 27th @ 1 PM. Participants are always welcome just contact the Recreation Department for more information.

As our department has no time to slow down, we offer many summer specialty programs to residents and



non-residents. We offer a variety of summer camps including half-days or full days with outside groups such as “Let Go Your Mind” with Minecraft and Lego programs, “Wicked Cool for Kids” a STEM specialty summer camp as well as our own summer day camp known as Camp Witzel which is available for boys and girls ages 6-13. We also offer a Counselor-In-Training (C.I.T.) program for teen’s ages 14-16.

Our Summer Concert Series in the park celebrated its 27th season on Wednesday nights at the Bedford Village Common Park at the Market Basket Bandstand the musical entertainment included groups like Bedford Big Band, Bel Airs, The Funky Divas and Manchester Community Music School. Thank you to Danielle Basora, Recreation Assistant who handled these weekly nighttime summer concerts. Visit the Recreation Department website at [www.BedfordRecOnline.com](http://www.BedfordRecOnline.com) for the 2018 summer concerts series lineup.

On Tuesday, August 1st, we held our annual “National Night Out” which is held on the second Tuesday in August and it is done nationally to promote America’s Night out against Crime. This event allows an opportunity to promote police-community partnerships. This is a national event dates back to 1984 which is held the first Tuesday of August. The Town of Bedford started celebrating this event with our first softball game participants matched up with the Bedford Police Department versus the Co-Ed Industrial Softball League. This year’s event matched up two teams, the Bedford Police Department playing against members of the Bedford Fire Department. We had a great evening of musical entertainment with the help of our emcee Steve Grocott, President of the Bedford Girls Softball League. Thank you to all who attended and looking to get more community support out there to cheer at our eighth annual event which will be held August 7, 2018.

Another big part of the Recreation Department is our Parks Division which falls under the supervision of the Public Works Director. The Parks Division provides routine maintenance for all the Town’s Recreational Facilities including the parks, trails, playground, athletic fields and pool. They also lend a

hand with extra support for special Town-wide events like the Rotary Road Race, Memorial Day Parade and Bedford Olde Towne Day. A special thank you goes out to our Parks Division employees which includes Parks Foreman Michael Fortier, Craig Blaise and Rene Lavalliere for an excellent job maintaining the Town’s facilities this past year.

Our hope for the Bedford community as we welcome in 2018 is that you discover a new adventure, increase your recreation knowledge and most of all, and have FUN doing it!

Respectfully submitted,

*Jane O'Brien, Parks and Recreation Manager*





***“Manchester Community Music School” playing at the Bedford Village Common Park***

***“National Night Out” Bedford Police Department vs. Bedford Fire Department***



***Splash pad construction, ribbon cutting and FUN!***





# CEMETERY TRUSTEES

**Trustees:**

**David C. Bailey, Chairman**

**Melinde Lutz Byrne, Steven Wiggin**

## LOTS SOLD

|                    |          |        |
|--------------------|----------|--------|
| Karimi and Mathoni | 4 spaces | \$3000 |
| Bullock            | 4 spaces | \$3000 |
| Bullock            | 4 spaces | \$3000 |
| Rohe               | 4 spaces | \$3000 |
| Loefstedt          | 2 spaces | \$1500 |
| Humphrey           | 1 space  | \$750  |
| Fenton             | 2 spaces | \$1500 |
| Ligor              | 1 space  | \$750  |
| Barry              | 4 spaces | \$3000 |
| Cammarota          | 1 space  | \$750  |
| Harrington         | 2 spaces | \$1500 |
| Kilduff            | 2 spaces | \$1500 |

The Board of Trustees held six scheduled meetings during 2017.

There were 12 lots sold in total for 2017, and the sales of lots totaled \$23,250.

There were twenty-nine burials for 2017, twenty were cremations and nine were full burials.

Some of the 2017 accomplishments include:

- Major tree trimming and removal where needed
- Brush and broken limb abatement
- Rehabilitation of the area around the Hillside pump house
- A May walk-through of all four cemeteries to identify stones in need of repair
- A tree identification survey at Bedford Center Cemetery by UNH and regional experts with FTBC
- Repairs to the gate at Beals Cemetery
- Installation of bronze veteran markers
- Initial cleanings of the old stone pump buildings
- Successful bid accepted for full repairs to Bedford Center Cemetery to commence in 2018

The Trustees would like to thank the Friends of the Town of Bedford Cemeteries, the Department of Public Works for their service to the Town.

Respectfully submitted,

*Melinde Lutz Byrne,*  
*Secretary*





# SUPERVISORS OF THE CHECKLIST

The Supervisors would like to thank the Town Clerk and Clerks for their assistance in the registration application process throughout the year.

Respectfully submitted,  
*Joan McMahan, Chairman*  
*Susan Fahey*  
*Ellen Bostwick*

***Joan MacMahan, Chairwoman***  
***Susan Fahey, Ellen Bostwick***

As of December, 2017, the Checklist recorded the following:

|       |              |
|-------|--------------|
| 3,597 | Democrats    |
| 2     | Libertarians |
| 7,648 | Republicans  |
| 5,778 | Undeclared   |

For a total of 17,025 Registered Voters

Current checklists are available at the Library and in the lobby of the Town Offices.

Supervisors of the Checklist hold evening and Saturday sessions for voter registration applications and corrections to the checklist prior to each election. These sessions are posted in the Town Office, the Library, on the Town website ([www.bedfordnh.org](http://www.bedfordnh.org)), on BCTV, WBNH 105.1 and advertised in a local newspaper in compliance with state law. Residents are welcome to apply for voter registration and make name, address and party changes at the Town Offices during regular business hours. Bedford residents may register and vote at the Polls on Election Day.

For further information regarding the duties of the Supervisors of the Checklist please visit the Town website, contact the Supervisors through e-mail at [checklist@bedfordnh.org](mailto:checklist@bedfordnh.org) or call 603 792-1329.



# TOWN CLERK

**Lori A. Radke, CPM**

making our state, federal, town and school elections run smoothly and without incident.

I would to thank Rick Sawyer, Town Manager, the Bedford Town Council and Dawn Boufford, Executive Assistant, for their assistance throughout the year. A special thank you Gloria MacVane, Assistant Town Clerk, for her help throughout the year.

Respectfully submitted,

*Lori Radke*

In 2017 we licensed 3,793 dogs and conducted one town/school election. The office administered 590 vital records and 94 marriage licenses.



Sadie was voted in as TOP DOG for 2017. She did a great job representing the town. On April 22nd we held our 8th Annual Bow Wow Bedford Rabies Clinic at the Animal Rescue League. It was a huge success. I would like to thank Steve Paul, Animal Control Officer, Ashley Schoff,

and Kayla Chase, window clerks, for all their help in licensing dogs and educating the public.

At the March election I conducted an Electronic Poll Book trial. Electronic poll books are considered a digital format of the paper check-in books. Electronic poll books allow officials to review and/or process voter information during an election but does not actually count votes.

The trial was a huge success and lead to the signing of SB 113-Relative to an electronic poll book trial program, which will now allow towns/cities to conduct an electronic poll book trial without the use of the check-in books.



Assistant Moderator, Ralph Deiter, checking in voters using an electronic poll book.

I would like to thank Brian Shaughnessy, Town Moderator, Bill Klein, School District Moderator, all the Assistant Moderators, Ballot Clerks, Supervisors of the Checklist, Bedford Police, Public Works Departments, and School Custodians for all their hard work in

## TOWN CLERK ACCOUNTS

|                        |             |
|------------------------|-------------|
| Debits:                |             |
| UCC Filings.....       | 6,480.00    |
| Certified Copies.....  | 3,810.00    |
| Marriage Licenses..... | 658.00      |
| Miscellaneous.....     | 617.50      |
| Total Debits.....      | \$11,565.50 |

## DOG LICENSE ACCOUNT

|                                   |             |
|-----------------------------------|-------------|
| Debits:                           |             |
| Licenses.....                     | 16,917.50   |
| License Penalties/Violations..... | 4,426.00    |
| Total Debits.....                 | \$21,343.50 |

**Grand Total Remitted to Treasurer .....\$32,909.00**

## ELECTION RESULTS

### Annual Town Meeting-March 14, 2017\*

|                                  |        |
|----------------------------------|--------|
| Registered Voters.....           | 17,236 |
| Total Ballots Cast.....          | 2,491  |
| Absentee Voters.....             | 235    |
| Same Day Registrants.....        | 43     |
| Percentage of voter turnout..... | 14%    |

\*As per HB329-establishing a committee to study balance billing and authorizing municipal ratification of certain meetings and elections.

At the May 24, 2017 Town Council Meeting the Bedford Town Council voted in favor of the following motion:

MOTION by Councilor Bandazian that the Bedford Town Council ratify the March 16, 2017 actions, votes and proceeds completed by vote of the people of Bedford. Seconded by Councilor Stevens. Vote taken-Motion passed-6-0

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2017-12/31/2017

--BEDFORD--

| Child's Name                    | Birth Date | Birth Place    | Father's/Partner's Name | Mother's Name        |
|---------------------------------|------------|----------------|-------------------------|----------------------|
| ANAGNOST, XAVIER ALEXANDER      | 01/03/2017 | MANCHESTER, NH | ANAGNOST, ALEXANDER     | CLOUTIER, AMY        |
| VACHON, RYAN JEFFREY            | 01/04/2017 | NASHUA, NH     | VACHON, JEFFREY         | VACHON, DIANA        |
| DHUNNA, RISHAAN                 | 01/11/2017 | MANCHESTER, NH | DHUNNA, SUNIL           | GUPTA, SHWETA        |
| SINGH, ANAY                     | 01/24/2017 | NASHUA, NH     | SINGH, VIVEK            | KATARIA, SHIVANI     |
| KEANE, PATRICK JOHN             | 02/05/2017 | MANCHESTER, NH | KEANE, GARRETT          | KEANE, COURTNEY      |
| HOLDEN III, WILLIAM EDWARD      | 02/09/2017 | MANCHESTER, NH | HOLDEN JR, WILLIAM      | HOLDEN, CARA         |
| DERBY, QUINN ELISA              | 02/11/2017 | MANCHESTER, NH | DERBY JR, LOUIS         | DERBY, AMANDA        |
| NICHOLS, EMMIE JUDITH           | 02/15/2017 | MANCHESTER, NH | NICHOLS, MATTHEW        | NICHOLS, STEPHANIE   |
| BURKE, NORA DIANNE              | 02/20/2017 | MANCHESTER, NH | BURKE III, JOHN         | BURKE, KATHRYN       |
| RUIZ, VICTORIA MEREDITH         | 02/28/2017 | NASHUA, NH     | RUIZ, MOISES            | SCOTT, JENNIFER      |
| GRANFIELD, LUCAS WILLIAM        | 03/05/2017 | NASHUA, NH     | GRANFIELD, WILLIAM      | GRANFIELD, AMANDA    |
| CHADBOURNE, HANNAH MARIE        | 03/08/2017 | MANCHESTER, NH | CHADBOURNE, ROBERT      | CHADBOURNE, KRISTEN  |
| BEAUDOIN, SORAYA LUCILLE        | 04/09/2017 | MANCHESTER, NH | BEAUDOIN, BRANDON       | MOIN, SOGOLE         |
| BELLEAU, OWEN JAMES             | 04/10/2017 | NASHUA, NH     | BELLEAU, JESSE          | BELLEAU, NATALIE     |
| PENA, RILEY PAIGE               | 04/17/2017 | MANCHESTER, NH | PENA, MICHAEL           | PENA, KATIE          |
| POWERS, LIAM JAMES              | 04/20/2017 | MANCHESTER, NH | POWERS, MICHAEL         | POWERS, EMILY        |
| PEREZ-CRETEAU, LEONARDO MAXWELL | 05/09/2017 | MANCHESTER, NH | PEREZ RIVERA, CHRISTIAN | CRETEAU, RENEE       |
| ALLEN, PATRICK EDWARD           | 05/10/2017 | DERRY, NH      | ALLEN, KEVIN            | ALLEN, ELIZABETH     |
| AMER, JULIA                     | 05/14/2017 | MANCHESTER, NH | AMER, MARCO             | FARRAG, EMAN         |
| JORDAN, COLE MATTHEW            | 05/19/2017 | MANCHESTER, NH | JORDAN, CHRISTOPHER     | JORDAN, CORRINA      |
| BANKS, PRESTON MATTHEW          | 05/24/2017 | MANCHESTER, NH | BANKS, MATTHEW          | BANKS, ALEXANDRA     |
| SEWADE, TAYLIE MAE              | 06/01/2017 | MANCHESTER, NH | SEWADE, SCOTT           | SEWADE, ERICA        |
| BISCORNET, MATTHEW COLLIN       | 06/13/2017 | MANCHESTER, NH | BISCORNET, MICHAEL      | BISCORNET, KERRY     |
| CONSTANCE, ABRAHAM IAN          | 06/17/2017 | MANCHESTER, NH | CONSTANCE, MICHAEL      | CONSTANCE, AMIE      |
| KARAMANOOGIAN, AVA KAY          | 06/20/2017 | MANCHESTER, NH | KARAMANOOGIAN, KYLE     | KARAMANOOGIAN, HANNA |
| PANTALONE, NATALIE ANNE         | 06/30/2017 | MANCHESTER, NH | PANTALONE, SAMANTHA     | PANTALONE, SAMANTHA  |
| BASBAS, ADAM CHARLES            | 07/01/2017 | NASHUA, NH     | BASBAS, ALEXANDER       | BASBAS, AMY          |
| MOORE-COVRT, JULIAN JAMES DAVID | 07/04/2017 | MANCHESTER, NH | COVRT, FRANK            | MOORE, STEPHANIE     |
| LEMAY, HENRY SEBASTIAN          | 07/09/2017 | MANCHESTER, NH | LEMAY, MATTHEW          | LEMAY, RACHAEL       |
| MURPHY, JACK RICHARD            | 07/13/2017 | NASHUA, NH     | MURPHY, HUGH            | MURPHY, MARYELLEN    |
| CHANG, MADELEINE KACEY          | 07/18/2017 | MANCHESTER, NH | CHANG, DAVE             | CHANG, JAMIE         |
| KARAM, TALIYA YVETTE            | 07/18/2017 | MANCHESTER, NH | KARAM SR, KEVIN         | DEAN, TIFFANY        |
| JORDAN, SAMUEL THEODORE         | 07/31/2017 | NASHUA, NH     | JORDAN, MICHAEL         | JORDAN, ALEXANDRA    |
| PESCHIERA, LUCIANA DAWN         | 07/31/2017 | BEDFORD, NH    | PESCHIERA, RAFAEL       | PESCHIERA, ALYSSA    |
| IMAM, AHMAD ZAIN                | 08/04/2017 | MANCHESTER, NH | IMAM, TOUFIC            | BALLEH, ROUBA        |



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2017-12/31/2017

--BEDFORD--

| Child's Name                      | Birth Date | Birth Place   | Father's/Partner's Name | Mother's Name        |
|-----------------------------------|------------|---------------|-------------------------|----------------------|
| WU, EVELYN MY-HANH                | 08/20/2017 | MANCHESTER,NH | WU, ANDREW              | WU, KAREN            |
| YANG, JAMES TANGYUAN              | 08/22/2017 | NASHUA,NH     | YANG, Yawei             | WU, XUEYAN           |
| HEFFERNAN, MOIRA SUNSHINE         | 08/29/2017 | MANCHESTER,NH | HEFFERNAN, MICHAEL      | HEFFERNAN, JOHANNA   |
| HOLIMAN, LILIANA RAE              | 08/31/2017 | NASHUA,NH     | HOLIMAN, NICHOLAS       | HOLIMAN, JOANN       |
| ANTAL, LOGAN ROOSEVELT            | 09/09/2017 | MANCHESTER,NH | ANTAL, LUKE             | ANTAL, ATHENA        |
| MORBAY, EMERSYN ELIZABETH         | 09/26/2017 | MANCHESTER,NH | MORBAY, ANDREW          | MORBAY, RACHEL       |
| GAGNON, HENRY DANIEL              | 10/06/2017 | MANCHESTER,NH | GAGNON, DEREK           | GAGNON, VANESSA      |
| WEBER, BROOKS MICHAEL             | 10/15/2017 | MANCHESTER,NH | WEBER, NICHOLAS         | WEBER, VANESSA       |
| KING, LILLIAN JO                  | 10/18/2017 | MANCHESTER,NH | KING, BRANDON           | KING, KATHRYN        |
| SULLIVAN, SHEA ALENE              | 10/25/2017 | MANCHESTER,NH | SULLIVAN, MATTHEW       | SULLIVAN, TIFFANY    |
| MARTINEAU, DENISE JUDITH KATHLEEN | 10/25/2017 | MANCHESTER,NH | MARTINEAU, DAVID        | MARTINEAU, NICOLE    |
| LIN, ADDISON                      | 11/06/2017 | MANCHESTER,NH | LIN, LIN                | CHENG, YUANYUAN      |
| WOITKOWSKI, SWAYZE ALEKSANDER     | 11/21/2017 | MANCHESTER,NH | WOITKOWSKI, CHRISTIAN   | WOITKOWSKI, REBECCA  |
| WEBB, SAMUEL GRANT                | 11/22/2017 | NASHUA,NH     | WEBB, BRENNER           | WEBB, MARY FRANCES   |
| BELL, LILIAN HANNAH               | 11/22/2017 | MANCHESTER,NH | BELL, CHRISTOPHER       | BELL, SONDRRA        |
| GALVIN, MASON ROBERT              | 11/29/2017 | NASHUA,NH     | GALVIN, MICHAEL         | CROWLEY, ERIN        |
| SKILLINGS, ALTHEA MACOMBER        | 12/17/2017 | MANCHESTER,NH | SKILLINGS, DEREK        | SKILLINGS, KATHERINE |
| HEHIR, GEORGE LEONARD             | 12/21/2017 | MANCHESTER,NH | HEHIR, JOHN             | HEHIR, ANGELA        |
| DISALVO, MACKENZIE KATHARINE      | 12/26/2017 | NASHUA,NH     | DISALVO, PETER          | DISALVO, JESSICA     |
| DANIELSON, EMILY JANE             | 12/29/2017 | MANCHESTER,NH | DANIELSON, KURT         | DANIELSON, CARYN     |





DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- BEDFORD --

| Person A's Name and Residence         | Person B's Name and Residence               | Town of Issuance | Place of Marriage | Date of Marriage |
|---------------------------------------|---|------------------|-------------------|------------------|
| SUTHERLAND, DREW J<br>DERRY, NH       | DALRYMPLE, JESSICA B<br>BEDFORD, NH         | DERRY            | BEDFORD           | 01/01/2017       |
| RUSSELL, CAITLIN R<br>DERRY, NH       | HANLON, JEFFREY M<br>BEDFORD, NH            | BEDFORD          | BEDFORD           | 01/16/2017       |
| SWEENEY, JULIANNE<br>BEDFORD, NH      | CONNELLY, GREGORY B<br>BEDFORD, NH          | BEDFORD          | BEDFORD           | 02/04/2017       |
| BENNETT, DEMI A<br>BEDFORD, NH        | CUTLER, PHILIP P<br>BEDFORD, NH             | BEDFORD          | NEW LONDON        | 02/04/2017       |
| ROY, JAMIE L<br>BEDFORD, NH           | CARNIELLO, LISA M<br>BEDFORD, NH            | BEDFORD          | BEDFORD           | 02/10/2017       |
| MOON, DAVID A<br>BEDFORD, NH          | GAUTHIER-SHEATLER, KRISTEN M<br>BEDFORD, NH | BEDFORD          | BEDFORD           | 04/30/2017       |
| EVERHART, ROBERT J<br>BEDFORD, NH     | KING, JANA L<br>BEDFORD, NH                 | BEDFORD          | BEDFORD           | 05/01/2017       |
| HARRINGTON, NICOLE S<br>BEDFORD, NH   | NYE, JASON C<br>BEDFORD, NH                 | BEDFORD          | BEDFORD           | 05/10/2017       |
| FAVREAU, CHRISTOPHER P<br>BEDFORD, NH | JOGERST, KIMBERLY R<br>BEDFORD, NH          | BEDFORD          | NORTH CONWAY      | 05/27/2017       |
| MEINHARDT, RICHARD L<br>BEDFORD, NH   | CAPPOLA, WENDY M<br>SOUTH YARMOUTH, MA      | BEDFORD          | BEDFORD           | 06/17/2017       |
| COURCHESNE, A W<br>BEDFORD, NH        | WOODARD, AMANDA A<br>NASHUA, NH             | BEDFORD          | BEDFORD           | 06/19/2017       |



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

Page 2 of 4

Town of Bedford, NH



2017 Annual Report

## Resident Marriage Report

01/01/2017-12/31/2017

## RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- BEDFORD --

| Person A's Name and Residence           | Person B's Name and Residence        | Town of Issuance | Place of Marriage | Date of Marriage |
|---|--------------------------------------|------------------|-------------------|------------------|
| MANSEAU, RYAN C<br>BEDFORD, NH          | CLARK, TUCKER D<br>BEDFORD, NH       | BEDFORD          | BEDFORD           | 06/21/2017       |
| KNOX, ERIC S<br>BEDFORD, NH             | GOULD, ANNE M<br>BEDFORD, NH         | BEDFORD          | BEDFORD           | 06/24/2017       |
| BOUCHARD JR, ROBERT A<br>MANCHESTER, NH | KNOETTNER, JENNIFER L<br>BEDFORD, NH | BEDFORD          | SALEM             | 07/01/2017       |
| MEAGHER, KIMBERLY A<br>BEDFORD, NH      | TETRO, SCOTT E<br>BEDFORD, NH        | BEDFORD          | HAMPTON           | 07/01/2017       |
| SMITH, BRIAN H<br>BEDFORD, NH           | GODBOIS, CAMIE M<br>BEDFORD, NH      | BEDFORD          | MEREDITH          | 07/07/2017       |
| RICHARDSON, KATHERINE P<br>BEDFORD, NH  | MITCHELL, DOUGLAS B<br>BEDFORD, NH   | BEDFORD          | ATKINSON          | 07/08/2017       |
| ROXO, NATHANIEL J<br>BEDFORD, NH        | CARVER, MEGAN K<br>BEDFORD, NH       | BEDFORD          | WILTON            | 07/22/2017       |
| STACKHOUSE, THOMAS P<br>KENSINGTON, NH  | ULIASZ, MEGHAN E<br>BEDFORD, NH      | BEDFORD          | ATKINSON          | 07/27/2017       |
| DOROW, MICHAEL J<br>BEDFORD, NH         | HAGLER, KATHRYN E<br>GOFFSTOWN, NH   | GOFFSTOWN        | MILFORD           | 08/06/2017       |
| TRINKLE, DANIEL B<br>BEDFORD, NH        | WATTS, KELLY A<br>BEDFORD, NH        | BEDFORD          | BEDFORD           | 08/12/2017       |
| BROWN, ERICA R<br>BEDFORD, NH           | LAVOIE, BRANDON M<br>BEDFORD, NH     | BEDFORD          | AMHERST           | 08/18/2017       |

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- BEDFORD --

| Person A's Name and Residence             | Person B's Name and Residence              | Town of Issuance | Place of Marriage | Date of Marriage |
|---|--|------------------|-------------------|------------------|
| DAVIS, STEPHEN T<br>BEDFORD, NH           | OUIMETTE, HALEY R<br>BEDFORD, NH           | BEDFORD          | CHICHESTER        | 08/19/2017       |
| GAMACHE, AMY E<br>BEDFORD, NH             | KLINE, SEAN T<br>BEDFORD, NH               | BEDFORD          | HAMPTON           | 08/26/2017       |
| BISSON, APRIL M<br>BEDFORD, NH            | SIBLEY, DONALD M<br>BEDFORD, NH            | BEDFORD          | BEDFORD           | 08/27/2017       |
| KILAR, PATRICK T<br>BEDFORD, NH           | BROUILLETTE, KATELIN B<br>HUDSON, NH       | BEDFORD          | JACKSON           | 09/03/2017       |
| CHOPRA-MCGOWAN, CATHLEEN K<br>BEDFORD, NH | MORGAN, DANIEL J<br>LONDON, UNITED KINGDOM | BEDFORD          | MILFORD           | 09/09/2017       |
| ZOTTO, MICHAEL E<br>BEDFORD, NH           | VIOLA, LINDSAY E<br>BEDFORD, NH            | BEDFORD          | WINDHAM           | 09/09/2017       |
| GERAGHTY, KATHERINE A<br>BEDFORD, NH      | WINSLOW, JACOB A<br>BEDFORD, NH            | BEDFORD          | LITTLETON         | 09/15/2017       |
| KUPER, JUSTINE L<br>BEDFORD, NH           | ROY, NICHOLAS J<br>BEDFORD, NH             | BEDFORD          | BEDFORD           | 09/23/2017       |
| SEBOR, MICHAEL F<br>BEDFORD, NH           | PAGE, EVANGELINE<br>BEDFORD, NH            | BEDFORD          | BEDFORD           | 10/21/2017       |
| SUGRUE, MICHAEL P<br>BEDFORD, NH          | CONANT, MARILYN<br>BEDFORD, NH             | BEDFORD          | PORTSMOUTH        | 11/11/2017       |
| COVART, FRANK R<br>BEDFORD, NH            | MOORE, STEPHANIE L<br>DEERFIELD, NH        | NASHUA           | MANCHESTER        | 12/03/2017       |



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2017 - 12/31/2017

-- BEDFORD --

| Person A's Name and Residence        | Person B's Name and Residence   | Town of Issuance | Place of Marriage | Date of Marriage |
|--------------------------------------|---------------------------------|------------------|-------------------|------------------|
| NORRIS, FRANKLIN A<br>BEDFORD, NH    | TAHSIN, SONJA H<br>BEDFORD, NH  | BEDFORD          | AMHERST           | 12/15/2017       |
| NUGENT, CHRISTOPHER R<br>BEDFORD, NH | SERRANO, TAYLOR M<br>RAMONA, CA | CONCORD          | CONCORD           | 12/15/2017       |

Total number of records 35

Resident Marriage Report







DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name      | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|----------------------|------------|-------------|------------------------|--|----------|
| FOLEY, ROBERT        | 01/02/2017 | MANCHESTER  | FOLEY, GEORGE          | MARSDEN, MARGARET  | N        |
| ROUGEAU, JOHN        | 01/08/2017 | MANCHESTER  | ROUGEAU, LOUIS         | JERNBERG, M  | N        |
| LAFLEUR, LUCILLE     | 01/08/2017 | BEDFORD     | PROVENCHER, ELPHEGE    | UNKNOWN, EXILDA  | N        |
| JANES, DONALD        | 01/11/2017 | MANCHESTER  | JANES, RICHARD         | CILLEY, JUDY   | N        |
| DAVIS JR, FRANKLIN   | 01/14/2017 | BEDFORD     | DAVIS SR, FRANKLIN     | UNKNOWN, JULIA   | N        |
| ARSENAULT, PATRICIA  | 01/16/2017 | MERRIMACK   | FONTAINE, EUGENE       | CASTRICONE, JOAN   | N        |
| PARADIE, CATHERINE   | 01/20/2017 | BEDFORD     | CLANCY, HENRY          | FARLEY, ELEANOR  | N        |
| ANDERSON, VILMA      | 01/20/2017 | BEDFORD     | ALMAN, LOUIS           | DOUGLAS, MILDRED   | N        |
| STANCOMBE, DEBORAH   | 01/21/2017 | BEDFORD     | UNKNOWN, UNKNOWN       | LEVERTUE, JEANNETTE  | N        |
| OUELLETTE, DORIS     | 01/23/2017 | BEDFORD     | MORIN, JOHN            | LARMAND, DELIA   | N        |
| GRADY, LORRAINE      | 01/25/2017 | BEDFORD     | GRADY, WILLIAM         | TEVLIN, GENEVA   | N        |
| LARO, ELLEN          | 01/26/2017 | BEDFORD     | LOWELL, WALTER         | DECATO, DORIS  | N        |
| HUOT, CHARLES        | 01/26/2017 | BEDFORD     | HUOT, JOSEPH           | LEMIRE, ALBERTINE  | N        |
| DESAI, SHALINEE      | 01/28/2017 | GOFFSTOWN   | THAKORE, AJITRAI       | THAKORE, JAYABEN   | N        |
| MACEWEN, BARBARA     | 02/04/2017 | MANCHESTER  | MOY, FRANK             | GEDDES, MARGUERITE   | N        |
| MCDERMOTT, ROSE-ANNA | 02/04/2017 | MERRIMACK   | MORIN, JOSEPH          | GARNEAU, CLAUDIA   | N        |
| DUBOIS, RACHEL       | 02/05/2017 | MANCHESTER  | DUBOIS, AGENARD        | BOULET, YVONNE   | N        |
| PERRY, HELEN         | 02/07/2017 | BEDFORD     | RAYMOND, JOSEPH        | UNKNOWN, FRANCES   | N        |



## Resident Death Report

01/01/2017-12/31/2017



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name       | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|-----------------------|------------|-------------|------------------------|--|----------|
| EXLINE, DOLORES       | 02/09/2017 | BEDFORD     | PELLETIER, EDWARD      | COLE, JESSIE   | N        |
| DIONNE, MAURICE       | 02/12/2017 | MANCHESTER  | DIONNE, ROLAND         | BOISVERT, IRENE  | N        |
| WALKER SR, MYLES      | 02/13/2017 | BEDFORD     | WALKER, JAMES          | MONTGOMERY, GRACE  | Y        |
| ELLIOTT, BARBARA      | 02/16/2017 | BEDFORD     | KIRSCH, JOSEPH         | QUINN, OLIVE   | Y        |
| LASCELLE, GERALD      | 02/16/2017 | BEDFORD     | LASCELLE, HERVE        | PARENTEAU, BLANCHE   | Y        |
| BROWN, ELDRIDGE       | 02/19/2017 | MANCHESTER  | BROWN, EBEN            | COUTREAU, ANNA   | N        |
| VITAGLIANO JR, ROBERT | 02/19/2017 | MANCHESTER  | VITAGLIANO SR, ROBERT  | HEWITT, BEATRICE   | N        |
| HARP, EUGENE          | 02/19/2017 | BEDFORD     | HARP, HARRY            | MURPHY, MARY   | Y        |
| BALZARINI, CHARLES    | 02/21/2017 | MANCHESTER  | BALZARINI, EMILIO      | TESTA, GIOVANNINA  | Y        |
| BAILEY, AGNES         | 02/25/2017 | MANCHESTER  | FULTZ, UNKNOWN         | STUART, EVA  | N        |
| LARRABEE, LOUISE      | 03/01/2017 | BEDFORD     | KNIGHT, CALVIN         | HARDY, EUNICE  | N        |
| HAGERTY, ELLEN        | 03/02/2017 | MANCHESTER  | HICKEY, FRANCIS        | CARRARA, GERTRUDE  | N        |
| TUFTS, DEBBIE         | 03/04/2017 | BEDFORD     | TUFTS, ANTHONY         | GALLAGHER, EVELYN  | N        |
| ELWOOD, RONALD        | 03/09/2017 | BEDFORD     | ELWOOD, CHARLES        | LONG, GLADYS   | Y        |
| GAGNON, WANDA         | 03/10/2017 | BEDFORD     | STOVEN, UNKNOWN        | UNKNOWN, FRED  | N        |
| BUSH, PHYLLIS         | 03/11/2017 | BEDFORD     | ELWORTHY, GEORGE       | ZURBRUGG, OLIVIA   | N        |
| STEWART, ROY          | 03/13/2017 | MANCHESTER  | STEWART, ROY           | SALLS, MARY  | N        |
| FORD, THOMAS          | 03/20/2017 | BEDFORD     | UNKNOWN, UNKNOWN       | UNKNOWN, UNKNOWN   | Y        |





DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name         | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|-------------------------|------------|-------------|------------------------|--|----------|
| SALTMARSH, MARCIA       | 03/21/2017 | BEDFORD     | SPRINGER, TITUS        | SAUCIER, LUCIEANN  | N        |
| METHOT, RITA            | 03/30/2017 | BEDFORD     | METHOT, ARTHUR         | ROUTIN, BERNADETTE   | N        |
| MCDONOUGH, SCOTT        | 04/02/2017 | MANCHESTER  | MENNS, SCOTT           | MCDONOUGH, SHEILA  | N        |
| FITZGIBBON, JEREMIAH    | 04/02/2017 | NASHUA      | FITZGIBBON, THOMAS     | STONISH, MARY  | N        |
| WOLF, ROBERT            | 04/03/2017 | BEDFORD     | WOLF, DENNIS           | HODOSHY, CHRISTINA   | Y        |
| MARINARO, GILDA         | 04/04/2017 | BEDFORD     | TONELLI, JOSEPH        | TOMARELLI, FRANCES   | N        |
| CASSIDY, EVA            | 04/05/2017 | BEDFORD     | D'ADAMO, PASQUALE      | GHISA, MARIA   | N        |
| VINCENT, MARCEL         | 04/06/2017 | CONCORD     | VINCENT, EMILE         | MOREAU, AURORE   | Y        |
| OSBORNE, ALLEGRA        | 04/08/2017 | BEDFORD     | CRIPPS, FREDERICK      | CHAMPAGNE, EVELYN  | N        |
| ANCTIL, DONNA           | 04/12/2017 | MANCHESTER  | CARVALHO, GUILHERME    | MEDEIROS, NELLY  | N        |
| HARKAWAY, BARRY         | 04/14/2017 | MANCHESTER  | HARKAWAY, AARON        | WINARSKY, ADA  | N        |
| ROGERS, FREDERICK       | 04/18/2017 | MANCHESTER  | ROGERS, HERBERT        | WORDEN, ETHEL  | Y        |
| ALLARD, FLORENCE        | 04/19/2017 | BEDFORD     | HOUDE, PHILOMON        | UNKNOWN, MARIE   | N        |
| MOY, FRANK              | 04/22/2017 | MANCHESTER  | MOY, WILLIAM           | BLANCHE, ANNIE   | Y        |
| NEDEAU, ARLAND          | 04/23/2017 | BEDFORD     | NEDEAU, JAMES          | JAMES, MARGARET  | N        |
| FARRINGTON SR, LAURENCE | 04/24/2017 | MANCHESTER  | FARRINGTON, MILTON     | DODGE, ELLEN   | Y        |
| JACQUES, PAUL           | 04/24/2017 | MANCHESTER  | JACQUES, ALFRED        | RODIER, YVONNE   | Y        |
| HEBERT JR, WILFRED      | 04/25/2017 | BEDFORD     | HEBERT SR, WILFRED     | TURNER, BLANCHE  | Y        |



## Resident Death Report

01/01/2017-12/31/2017



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name     | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|---------------------|------------|-------------|------------------------|--|----------|
| HAGEN, ROBERT       | 05/04/2017 | BEDFORD     | HAGEN, UNKNOWN         | UNKNOWN, NORMA   | Y        |
| LESTER, DONALD      | 05/06/2017 | BEDFORD     | LESTER, WARREN         | BRESNAHAN, ELIZABETH                                       | Y        |
| HARDING, MARION     | 05/06/2017 | BEDFORD     | MACKENZIE, WILBUR      | WORCHESTER, AMY  | N        |
| BULLOCK, ELEANOR    | 05/07/2017 | BEDFORD     | STROBEL, ERIC          | HASELTINE, FRANCES   | N        |
| JARVIS, LEONARD     | 05/07/2017 | MERRIMACK   | JARVIS, SEWARD         | DUGGAN, HELEN  | Y        |
| HALL, NANCY         | 05/07/2017 | MANCHESTER  | HALL, ROBERT           | KNOWLTON, DOROTHY  | N        |
| SIZOO, BARBARA      | 05/08/2017 | NASHUA      | RAPER, WILLIAM         | JOHNS, ETHYL   | N        |
| RACINE, AURELIEN    | 05/18/2017 | BEDFORD     | RACINE, EDOUARD        | BEGIN, ALBERTINE   | N        |
| DOUCET, THERESE     | 05/18/2017 | BEDFORD     | LAMY, OVILA            | GARIEPY, MARIE   | N        |
| WILLIAMS, GENEVIEVE | 05/20/2017 | BEDFORD     | BRENZO, JOHN           | GAGLIARDI, ANTOINETTE                                      | N        |
| TALTY, CATHERINE    | 05/24/2017 | MERRIMACK   | FLEMING, JAMES         | MCQUARRIE, MARY  | N        |
| SCHEHL, STEPHANIE   | 05/30/2017 | BEDFORD     | TROTT, WILLIAM         | LEFEBVRE, JOYCE  | N        |
| ORLANDO, ROSE       | 06/02/2017 | BEDFORD     | MAYO, ROCCO            | DE NEGRIS, JOSEPHINE                                       | N        |
| WATTERSON, VALERIE  | 06/02/2017 | BEDFORD     | BRUILLARD, ERVIN       | MOSES, VIOLET  | N        |
| POEHLMAN SR, ROBERT | 06/07/2017 | MANCHESTER  | POEHLMAN, EDWARD       | GEMEIMHARDT, MILDRED                                       | Y        |
| FRYAR, SHIRLEY      | 06/10/2017 | BEDFORD     | WATERS, THOMAS         | LAFLEUR, THERESA   | N        |
| WENZEL, PAULINE     | 06/18/2017 | BEDFORD     | CHAREST, ALFRED        | ST DENIS, GENEVIEVE  | N        |
| LUSSIER, ROLAND     | 06/21/2017 | MERRIMACK   | LUSSIER, DAMASSE       | DIONNE, AUGUSTA  | N        |







DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --



Resident Death Report

01/01/2017-12/31/2017

| Decedent's Name          | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|--------------------------|------------|-------------|------------------------|--|----------|
| FRENCH-LANCIAULT, SLOANE | 06/21/2017 | MANCHESTER  | LANCIEAULT, MATTHEW    | FRENCH, KARRIE   | N        |
| LETIZIA, RICHARD         | 06/25/2017 | NASHUA      | LETIZIA, JAMES         | RICHMOND, GUSSIE   | Y        |
| BROOKS, MARLENE          | 06/26/2017 | MERRIMACK   | MARTIN, FRANCIS        | MAIWALD, GLADYS  | N        |
| CAVANAUGH, DOROTHY       | 06/28/2017 | BEDFORD     | QUINN, HUGH            | SCHOENBERGER, JESSIE                                       | N        |
| BEHRENS, LORRAINE        | 07/03/2017 | BEDFORD     | CROTEAU, WILLIAM       | MACARTHUR, MILDRED   | N        |
| WEILBRENNER, AGNES       | 07/12/2017 | MANCHESTER  | LABONTE, ROBERT        | UNKNOWN, LUCILLE   | N        |
| COTE, DENNIS             | 07/17/2017 | MANCHESTER  | COTE, PAUL             | BILODEAU, GABRIELLE  | Y        |
| ATKINSON, CLAIRE         | 07/20/2017 | MANCHESTER  | GILBERT, NORMAN        | GAGNE, SIMONE  | N        |
| BRANCH, BARTRAM          | 07/25/2017 | MERRIMACK   | BRANCH, OLIVER         | HOGEL, ISABEL  | Y        |
| LARMIE, MARY             | 07/26/2017 | BEDFORD     | BLANCHARD, HUBERT      | LASKEY, GLADYS   | N        |
| LEBLANC, WILFRED         | 07/27/2017 | BEDFORD     | LEBLANC, AURELE        | CORMIER, AGNES   | Y        |
| THIBODEAU, RAYMOND       | 08/01/2017 | BEDFORD     | THIBODEAU, OVILA       | BERGERON, MARY   | Y        |
| BUCKLEY, MARK            | 08/05/2017 | BEDFORD     | BUCKLEY, JAMES         | DEWSNAP, MARILYN   | N        |
| LAFLAMME, CONSTANCE      | 08/08/2017 | MANCHESTER  | BELIVEAU, FRANK        | MAYO, BERNICE  | N        |
| BICKNELL, JACQUELINE     | 08/10/2017 | BEDFORD     | BAXTER, JOHN           | GENDRON, ESTHER  | N        |
| MOREHOUSE, STEVEN        | 08/11/2017 | CONCORD     | UNKNOWN, UNKNOWN       | UNKNOWN, UNKNOWN   | N        |
| SANTELLA, ANNA           | 08/14/2017 | BEDFORD     | ROBERTS, OWEN          | KEOUGH, KATHERINE  | N        |
| TKACZ, HELEN             | 08/15/2017 | BEDFORD     | SYSYN, MICHAEL         | OVERCHALK, ANNE  | N        |



DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name      | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|----------------------|------------|-------------|------------------------|--|----------|
| BAILEY, ELISABETH    | 08/16/2017 | MANCHESTER  | HILTON, GEORGE         | LANCASTER, ETHEL   | N        |
| PACHECO, MARY        | 08/17/2017 | BEDFORD     | DELANO, LLOYD          | MERCIER, MARY  | N        |
| ALVES, THERESA       | 08/26/2017 | BEDFORD     | COLLERAN, UNKNOWN      | UNKNOWN, MARGARET  | N        |
| BUCIAK, ERIC         | 08/27/2017 | LEBANON     | BUCIAK, WALTER         | MURPHY, EILEEN   | N        |
| ROBINSON, JANICE     | 08/28/2017 | BEDFORD     | PARECE, ARTHUR         | MARSHALL, FLORENCE   | N        |
| SPITZ, MARILYN       | 08/30/2017 | MANCHESTER  | BUSSIÈRE, ALBERT       | HYLAND, EVA  | N        |
| SORTEVIK, MARION     | 08/30/2017 | BEDFORD     | MCPHAIL, EDWARD        | MCCARTIN, KATHERINE  | N        |
| SHOULLA, THOMAS      | 08/30/2017 | BEDFORD     | SHOULLA, THOMAS        | HURLEY, ETHEL  | Y        |
| JONES, AMY           | 08/30/2017 | BEDFORD     | BENNETT, ROY           | ENMAN, JANET   | N        |
| JOYAL, RUTH          | 09/01/2017 | MANCHESTER  | GALLAGHER, WILLIAM     | GRAY, RUTH   | N        |
| RHINEHART SR, GERALD | 09/01/2017 | MANCHESTER  | RHINEHART, LEON        | SOKOWITZ, SYLVIA   | Y        |
| MOORE, JOHN          | 09/02/2017 | BEDFORD     | MOORE, MILLARD         | BUBAR, ISABELLE  | Y        |
| BETTS, JANE          | 09/02/2017 | MERRIMACK   | PHILBROOK, EDGAR       | DWYER, HARRIET   | N        |
| BOTT, AILEEN         | 09/02/2017 | BEDFORD     | JOHNSTONE, HARRY       | ARNOLD, FLORENCE   | N        |
| SWEENEY, MARY        | 09/03/2017 | MANCHESTER  | WIMMER, WALTER         | EBNER, GEORGIANA   | N        |
| LANGER, MARTHA       | 09/05/2017 | BEDFORD     | MCVEY, JOHN            | BROWN, CLARE   | N        |
| SOLLOWAY, BARBARA    | 09/06/2017 | BEDFORD     | PLAMONDON, HENRY       | BREM, LILIAN   | N        |
| RAMOS, EDWARD        | 09/16/2017 | MANCHESTER  | RAMOS, EDWARD          | BLANCO, MARY   | Y        |





DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name    | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|--------------------|------------|-------------|------------------------|--|----------|
| DESROSIERS, DENNIS | 09/20/2017 | BEDFORD     | DESROSIERS, ROGER      | BEAUDIN, ANTOINETTE  | Y        |
| LODGE, GEORGIA     | 09/21/2017 | BEDFORD     | SOULAKIOTIS, GEORGE    | FORD, EDITH  | N        |
| GOODWIN, JANET     | 09/23/2017 | BEDFORD     | COOK, RAY              | MITCHELL, HAZEL  | N        |
| WASHBURN, RUTH     | 09/23/2017 | BEDFORD     | REMPIS, CLARENCE       | PARNELL, RUBY  | N        |
| BORRESEN, JOHN     | 09/23/2017 | BEDFORD     | BORRESEN SR, JOHN      | WIMBUSH, GRACE   | N        |
| GARRAHAN, LEO      | 09/24/2017 | MANCHESTER  | GARRAHAN, OWEN         | BOISVERT, EMMA   | Y        |
| DINARDO, ANTHONY   | 09/30/2017 | BEDFORD     | DINARDO, ROCCO         | PANTALONE, MARIA   | Y        |
| MEYER, ANDREAS     | 09/30/2017 | MERRIMACK   | MEYER, VIKTOR          | HOFER, VRENI   | N        |
| HASSAN, BEVELY-RAE | 09/30/2017 | MERRIMACK   | LIVERMORE, RAY         | IRVING, BERTHA   | N        |
| PENNER SR, NORMAN  | 09/30/2017 | HUDSON      | PENNER, WALTER         | KULL, HELEN  | Y        |
| MARTINEAU, RAYMOND | 10/05/2017 | GOFFSTOWN   | MARTINEAU, AMEDEE      | UNKNOWN, BERTHA  | Y        |
| SMITH, JOSEPH      | 10/06/2017 | MANCHESTER  | SMITH SR, JOSEPH       | WAGNER, IDA  | Y        |
| CARLETON, EMMA     | 10/06/2017 | BEDFORD     | KEITH, LEROY           | KEITH, EDRIE   | N        |
| LARRIVEE, JOHN     | 10/07/2017 | MANCHESTER  | LARRIVEE, ROBERT       | ALBERT, PAULINE  | N        |
| CROTO, SANDRA      | 10/08/2017 | MANCHESTER  | UNKNOWN, UNKNOWN       | UNKNOWN, UNKNOWN   | N        |
| SCANLON, PATRICK   | 10/08/2017 | MANCHESTER  | SCANLON, RICHARD       | CARROLL, NORA  | Y        |
| GILBERT, ANDRE     | 10/08/2017 | BEDFORD     | GILBERT, EUCLIDE       | GELINAS, AURORE  | N        |
| COTE, ROBERT       | 10/12/2017 | BEDFORD     | COTE, EDOUARD          | COUTU, ALBINA  | Y        |





DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name      | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|----------------------|------------|-------------|------------------------|--|----------|
| WEILBRENNER, DANIEL  | 10/17/2017 | BEDFORD     | WEILBRENNER, KENNETH   | LABONTE, AGNES   | N        |
| JORDAN, MARIA        | 10/17/2017 | BEDFORD     | LOCKER, JOSEF          | THOMALLA, GERTRUD  | N        |
| CAMERON, RANDEL      | 10/20/2017 | BEDFORD     | CAMERON, KENNETH       | ALTMAN, SALLY  | Y        |
| RICE, ELEANOR        | 10/23/2017 | MANCHESTER  | SEMIAT, ISAAC          | GORNANSKYA, JULIET   | N        |
| GRENON, MARY         | 10/27/2017 | BEDFORD     | PION, NOEL             | ARCHIBALD, EVA   | N        |
| MAKIN, DAVID         | 10/27/2017 | BEDFORD     | MAKIN, LLOYD           | ZECHA, BEATRICE  | Y        |
| VERMETTE JR, ALBERT  | 10/30/2017 | BEDFORD     | VERMETTE SR, ALBERT    | ALLAIRE, EMMA  | Y        |
| DUBOIS, CAROL        | 10/30/2017 | BEDFORD     | MARCOUX, RAYMOND       | DESROCHERS, RITA   | N        |
| VALLERAND, DONALD    | 10/31/2017 | BEDFORD     | VALLERAND, JOSEPH      | LAPANNE, IRENE   | Y        |
| LABOMBARD JR, WILLIS | 11/03/2017 | BEDFORD     | LABOMBARD SR, WILLIS   | SANBORN, NORMA   | N        |
| MARTEL, DONALD       | 11/06/2017 | MANCHESTER  | MARTEL, EDWARD         | AUBIN, MARIE ANNA  | N        |
| SZADIS, THOMAS       | 11/06/2017 | MANCHESTER  | SZADIS, GEORGE         | POLVERE, JACQUELINE  | N        |
| WIGHT, GEORGE        | 11/09/2017 | MANCHESTER  | WIGHT, EDWARD          | WULFF, ANNA  | Y        |
| GINSBURG, RUTH       | 11/10/2017 | BEDFORD     | SCHACHTER, JACOB       | SINGER, LIFSCHA  | N        |
| LUFANO, ROSEMARY     | 11/12/2017 | BEDFORD     | SMITH, JOHN            | UNKNOWN, ROSE  | N        |
| COLEMAN, JEANNE      | 11/13/2017 | BEDFORD     | DUSSEAULT, AIME        | LESSARD, ANTOINETTE  | N        |
| CURRIER, MARY        | 11/19/2017 | BEDFORD     | STEFAN, EFTIM          | VASIL, EMMA  | N        |
| MCCARTHY, CLIFFORD   | 11/21/2017 | BEDFORD     | MCCARTHY, WILLIAM      | SALMOIRAGHI, INEZ  | N        |







DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --

| Decedent's Name      | Death Date | Death Place | Father's/Parent's Name | Mother's/Parent's Name Prior to First Marriage/Civil Union | Military |
|----------------------|------------|-------------|------------------------|--|----------|
| PHILLIPS, ALEXANDRIA | 11/21/2017 | BEDFORD     | ABRAMS, WILLIAM        | ASTUKEWICZ, ALEXANDRIA                                     | N        |
| MCBREEN, JOSEPH      | 11/22/2017 | MANCHESTER  | MCBREEN, HENRY         | CARTY, MARY  | Y        |
| AREL, BEVERLY        | 11/24/2017 | BEDFORD     | MORTLOCK, HARRY        | LANDRY, JEANNETTE  | N        |
| GAFFORD, ANN         | 11/26/2017 | BEDFORD     | BREWER, ROBERT         | MILLER, DORIS  | N        |
| VARESCHI, RICHARD    | 11/28/2017 | BEDFORD     | VARESCHI, JAMES        | MENCHINI, MAE  | Y        |
| MEYER, CAROL         | 11/28/2017 | MANCHESTER  | SWEDBERG, GLEN         | MILLER, HAZEL  | N        |
| CHURCH, PAULINE      | 12/01/2017 | MANCHESTER  | MEADER, CATO           | VICKERY, NELLIE  | N        |
| HAIGHT, DOROTHY      | 12/06/2017 | BEDFORD     | TERP, JES              | SKOV, ELSABETH   | N        |
| CHASE, VIRGINIA      | 12/10/2017 | BEDFORD     | WILDE, CHARLES         | ABERLE, MARIAM   | N        |
| DUNN, MARCUS         | 12/11/2017 | MANCHESTER  | DUNN, MARCUS           | CUSICK, ELLEN  | Y        |
| PASCOAL, PAULINE     | 12/12/2017 | BEDFORD     | TALBOT, GEORGE         | BOULE, EVA   | N        |
| NORMANDIN, JOSEPH    | 12/14/2017 | BEDFORD     | NORMANDIN, CHARLES     | PELLETIER, ALICE   | Y        |
| PARKER, HANNELORE    | 12/21/2017 | BEDFORD     | WIESE, RUDOLPH         | SCHURAN, MARGARET  | N        |
| DEVINE, MARY         | 12/21/2017 | BEDFORD     | BARTOLOTTA, SALVATORE  | MIRABELLA, NANCY   | N        |
| EURGLUNES, WALTER    | 12/22/2017 | BEDFORD     | EURGLUNES, JOHN        | TAMULNAS, MARY   | N        |
| GOODHUE, MARRIAN     | 12/24/2017 | BEDFORD     | CERQUA, DOMENICO       | PETRACCI, MICHELINA  | N        |
| HAMM, MICHAEL        | 12/25/2017 | BEDFORD     | HAMM, NORMAN           | PERLMAN, GRACE   | N        |
| BLANCHARD, ELIZABETH | 12/26/2017 | BEDFORD     | TOWLE, HERMAN          | WELCH, ELIZABETH   | N        |



Resident Death Report

01/01/2017-12/31/2017

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2017 - 12/31/2017

--BEDFORD, NH --



Mother's/Parent's Name Prior to  
First Marriage/Civil Union  
Total number of records 162

Death Date      Death Place      Father's/Parent's Name

Decedent's Name



**TOWN OF BEDFORD, NEW HAMPSHIRE  
2018 MUNICIPAL WARRANT**

---

To the inhabitants of the Town of Bedford in the County of Hillsborough in the State of New Hampshire qualified to vote on Town Affairs:

You are hereby notified to meet at the Bedford Middle/High School on Tuesday, March 13, 2018 at 7 o'clock in the forenoon to act on the following Articles 1 through 3. Polls are to close no later than 7:00 p.m. Action on Articles 4, 5 and 6 will be held at the Budgetary Town Meeting on Wednesday, March 14, 2018 at 7:00 p.m. at the Bedford Middle/High School (47 Nashua Road).

Article 1. Election of Town Officers

To elect 3 Town Councilors for three-year terms, 1 Library Trustee for a three-year term, 1 Trustee of the Trust Funds for a three-year term, 1 Town Moderator for a two-year term, 1 Supervisor of the Checklist for a six-year term.

Article 2. Zoning Amendments Proposed by the Planning Board

Amendment No. 1

Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article III, Section 275-21, Attachment 2 – Table 2, Table of Uses, Article VIII, Section 275-61 Performance Zone permitted uses, and Article I, Section 275-6 Definitions, as summarized as follows:

To amend the Table of Uses and the uses permitted in the Performance Zone to remove certain uses that may no longer be appropriate in zoning districts, to add new uses that are missing from the table and to correct typographical errors.

[This amendment is intended to update the Table of Uses to remove certain uses that may no longer be appropriate in zoning districts, to add new uses that are missing from the table and to correct typographical errors. The complete text of the 10-page amendment is on file for public viewing at the Town Clerk's Office and on the Town's Website.]

Amendment No. 2

Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article I, Section 275-6 Definitions, to define the term short-term rental housing and to amend Article III, Section 275-21, Attachment 2 – Table 2, Table of Uses, as summarized below:

To define the term "short-term rental housing" and to amend the table of uses to prohibit short-term rental housing in all districts.

[This amendment is intended to define short-term rental housing and clarify the town's existing policy that the use is prohibited in all zoning districts. The complete text of the 1-page amendment is on file for public viewing at the Town Clerk's Office and on the Town's Website.]

Amendment No. 3

Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article IX, Section 275-73 General Provisions, to add a new subsection, by adding the words in bold as follows:

**U. In all non-residential districts, freestanding signs shall be a monument or directory type sign. (See figure 11, Center Identification Signs.)**

[This is a housekeeping amendment intended to clarify that freestanding signs in non-residential districts need to be a monument style sign.]

Amendment No. 4

Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article IX, Section 275-74, Subsection F(1), by deleting the words shown in the strikethrough and adding the words in bold as follows:

The following business signs are allowed: one projecting sign, one ~~ground or pole~~ **monument** sign not to exceed



32 square feet in surface area, and one ~~flat wall sign to a business unit~~ not to exceed 32 square feet in surface area. [This is a housekeeping amendment is intended clarify the permitted sign types and sign area in the Neighborhood Commercial District.]

#### Amendment No. 5

Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Bedford Zoning Ordinance to amend Article III, Section 275-22, Subsection D, by adding the words in bold as follows:

Accessory structures shall comply with front, side and rear yard setbacks in accordance with Table 1, Table of Dimensional Regulations; except within the General Residential (GR) District **and the Residential Agricultural (R&A) District, where** one accessory structure of 120 square feet or less may have a minimum setback of five feet from the side or rear property line, provided the structure is not higher than 12 feet **and is not placed on a permanent foundation. The wetland setback provisions found in Article IV, Section 275-28 shall not apply to the 120 square foot accessory structure described above.**

[This amendment is intended to reduce the setback requirements for an accessory structure of 120 square feet or less on properties in the Residential Agricultural District and General Residential District. The amendment also exempts this one accessory structure from the wetland setback provisions.]

#### **ZONING AMENDMENTS SUBMITTED BY CITIZEN PETITION:**

#### Amendment No. 6

Are you in favor of the adoption of Amendment No. 6 as proposed by petition of Kathleen Bemiss and others to amend the Town of Bedford Code, Chapter 275, Zoning, Article VI, WIRELESS TELECOMMUNICATION FACILITIES, Section 275-43, Design requirements for new commercial ground-mounted facilities, Subsection A(1), by deleting the words shown in strikethrough and adding the words in bold as follows:

The height of any such wireless telecommunications facilities must not exceed ~~130 feet above the average existing ground level adjoining the structure~~ **75 feet above the average existing ground level adjoining the structure in the Residential & Agricultural District and the General Residential District and must not exceed 130 feet above the average existing ground level adjoining the structure in all other districts.** A favorable written recommendation from the Manchester Airport must be received by the Zoning Board of Adjustment if the proposed structure would be located within a five-mile radius of this airport.

#### ***THE PLANNING BOARD SUPPORTS PASSAGE OF THIS AMENDMENT.***

#### Amendment No. 7

Are you in favor of the adoption of Amendment No. 7 as proposed by petition of Kathleen Bemiss and others to amend the Town of Bedford Code, Chapter 275, Zoning, Article VI, WIRELESS TELECOMMUNICATION FACILITIES, Section 275-43, Design requirements for new commercial ground-mounted facilities, Subsection E, Fall Zone, by adding the words shown in bold as follows:

Fall zone. A new ground wireless telecommunication facility must comply with the setback requirements for the zoning district in which it is located, or be set back 100% of its height from all property lines, habitable dwellings, businesses, institutional or public facilities, whichever is greater. Exceptions: In all districts, **except the Residential Agricultural District and the General Residential District**, the setback may be reduced by the Zoning Board of Adjustment upon a showing by the applicant that the facility is designed to collapse in a manner that will not harm other property. **In the Residential Agricultural District and the General Residential District all wireless telecommunication facilities must be set back at least 750 feet from the nearest residentially zoned property.**

#### ***THE PLANNING BOARD SUPPORTS PASSAGE OF THIS AMENDMENT.***

#### Amendment No. 8

Are you in favor of the adoption of Amendment No. 8 as proposed by petition of William Greiner and others to amend the Town of Bedford Code, Chapter 275, ZONING, Article III, Section 275-21, Use Regulations, Attachment 2 –Table 2, Table of Uses, by adding Footnote 40 to the permitted use “Medical or Dental Clinic” within all districts where the use is permitted. Footnote 40 shall read as follows:

Licensed Surgical Centers shall not be permitted uses.





To amend Town of Bedford Code, Chapter 275, ZONING, Article VIII, Section 275-61 Performance Zone Permitted Uses, by adding the words shown in bold to Subsection G, as follows:

Medical/dental services and related facilities, including hospitals, and nursing homes and assisted living facilities.  
**Medical and dental clinics are subject to Footnote 40 in Table 2, Table of Uses.**

***THE PLANNING BOARD SUPPORTS PASSAGE OF THIS AMENDMENT.***

**Article 3. – Collective Bargaining Agreement – Department of Public Works**

In accordance with RSA 273-A:3, To see if the Town will vote to approve the cost item included in the amendment to the collective bargaining agreement reached between the Council and the Teamsters Local Union No. 633 of New Hampshire for calendar years 2018-2022, which calls for the following estimated increases in cost items at the current staffing level:

| <i>Year</i> | <i>Estimated Increase</i> |
|-------------|---------------------------|
| <b>2018</b> | <b>\$58,435</b>           |
| <b>2019</b> | <b>45,247</b>             |
| <b>2020</b> | <b>47,054</b>             |
| <b>2021</b> | <b>51,101</b>             |
| <b>2022</b> | <b>51,902</b>             |

***THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.***

*NOTE: This article would not raise additional appropriations in the 2018 budget. Funding has been included in the recommended budget.*

**PURPOSE OF TOWN MEETING VOTE:**

In accordance with NH RSA 273-A, the financial terms of the agreement, referred to as ‘cost items’ in the RSA, must be submitted to the legislative body for approval.

**CONTRACT COST ITEMS:**

| <b>ITEM</b>             | <b>Current Contract Language</b>                                    | <b>Amendment Proposed</b>   |
|-------------------------|---|---|
| <b>WAGES</b>            | 2.5% increase for 2018 subject to the maximum.                      | 2.5-7.6% increase for 2018 subject to the maximum. Entry level wages increased and position pay adjusted to reflect compensation study. A 1% bonus will be provided to those at the top of the range. Ranges may be adjusted based on the CPI-W |
| <b>HEALTH INSURANCE</b> | Allegiant Care POS  | No change   |
| <b>HEALTH BUYOUT</b>    | Not currently Offered   | 25% of Towns share of Health Premium  |
| <b>OTHER INSURANCES</b> | Dental, Life, STD/LTD   | No Change in benefit levels but an employee may supplement their time out with their accruals.  |
| <b>LONGEVITY</b>        | \$100 for each completed year (ex. \$1,000 for 10 years of service) | No change   |



|                              |   |   |
|------------------------------|---|---|
| <b>COMPENSATORY TIME OFF</b> | An annual 60 hour accrual balance limit at the discretion of the employee. Any balance may be carried over from year to year. | A 90 hour annual limit will begin in 2018 with the approval of the Director. The current accrual bank will be available for use but will not increase and will be paid out in annual increments until extinguished. |
|------------------------------|---|---|

**Article 4. – Collective Bargaining Agreement – Police**

In accordance with RSA 273-A:3, To see if the Town will vote to approve the cost item included in the amendment to the collective bargaining agreement reached between the Council and the State Employees Association of New Hampshire, Inc., Service Employees International Union, CTW, CLC, Local 1984, Chapter 64 for calendar years 2018-2022, which calls for the following estimated increases in cost items at the current staffing level:

| <i>Year</i> | <i>Estimated Increase</i> |
|-------------|---------------------------|
| <b>2018</b> | <b>\$132,949</b>          |
| <b>2019</b> | <b>162,842</b>            |
| <b>2020</b> | <b>134,189</b>            |
| <b>2021</b> | <b>127,266</b>            |
| <b>2022</b> | <b>117,792</b>            |

**THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.**

*NOTE: This article would not raise additional appropriations in the 2018 budget. Funding has been included in the recommended budget.*

**PURPOSE OF TOWN MEETING VOTE:**

In accordance with NH RSA 273-A, the financial terms of the agreement, referred to as ‘cost items’ in the RSA, must be submitted to the legislative body for approval.

**CONTRACT COST ITEMS:**

| <b>ITEM</b>             | <b>Current Contract Language</b>   | <b>Amendment Proposed</b>  |
|-------------------------|--|--|
| <b>WAGES</b>            | 1-7.4% increase for 2018 subject to the maximum. Entry level wages increased and position pay adjusted to reflect compensation study | Astepsystem(WITHNOEVERGREEN) has been introduced along with a Master Patrol rate and a differential for the Certified Training Officer. A 2% COLA is provided in 2018 and a step increase is provided on the anniversary date. Up to a 1% bonus is provided to any one at the top of a range. Beginning in 2019 Wage ranges may be adjusted by a COLA. |
| <b>HEALTH INSURANCE</b> | Employee pays 5% of HMO and 10% of Point of Service  | No change  |
| <b>HEALTH BUYOUT</b>    | \$1,560, 25% or 35% of Town plan cost depending on participation   | No change  |
| <b>OTHER INSURANCES</b> | Dental, Life, STD/LTD  | No Change in benefits but an employee may supplement their time out with their accruals.   |



|                              |  |   |
|------------------------------|--|---|
| <b>LONGEVITY</b>             | \$100 for each completed year limited to \$2k after 1/1/2014 (ex. \$1,000 for 10 years of service) | No change   |
| <b>EDUCATION INCENTIVES</b>  | \$750, \$1,250, \$1,750 per year for Associates, Bachelor's or Masters respectively                | \$500, \$1,250, \$2,000 per year for Associates, Bachelor's or Masters respectively.  |
| <b>COMPENSATORY TIME OFF</b> | A 120 hour accrual balance limit at the discretion of the employee.                                | An 84 hour annual limit, will begin in 2018 with 45 hours are at the discretion of the employee. The current accrual bank will be available for use but will not increase and will be paid out in annual increments until extinguished. |

**Article 5. – Collective Bargaining Agreement – Fire**

In accordance with RSA 273-A:3, To see if the Town will vote to approve the cost item included in the amendment to the collective bargaining agreement reached between the Council and the Bedford Professional Firefighters, IAFF Local #3639 for calendar years 2018-2022, which calls for the following estimated increases in cost items at the current staffing level:

| <i>Year</i> | <i>Estimated Increase</i> |
|-------------|---------------------------|
| <b>2018</b> | <b>\$127,790</b>          |
| <b>2019</b> | <b>\$147,178</b>          |
| <b>2020</b> | <b>\$ 99,059</b>          |
| <b>2021</b> | <b>\$ 99,800</b>          |
| <b>2022</b> | <b>\$114,592</b>          |

***THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.***

**NOTE:** *This article would not raise additional appropriations in the 2018 budget. Funding has been included in the recommended budget.*

**PURPOSE OF TOWN MEETING VOTE:**

In accordance with NH RSA 273-A, the financial terms of the agreement, referred to as ‘cost items’ in the RSA, must be submitted to the legislative body for approval.



| ITEM                              | Current Contract Language   | Amendment Proposed   |
|-----------------------------------|---|--|
| <b>WAGES</b>                      | 1-11.16% increase for 2018 subject to the maximum and split into a January and July increase. Entry level wages increased and position pay adjusted to reflect compensation study | Astepsystem(WITHNOEVERGREEN) has been introduced. A step increase is provided on the anniversary date. Up to a 1% bonus is provided to any one at the top of a range. Beginning in 2019 Wage ranges may be adjusted by a COLA. |
| <b>HEALTH INSURANCE</b>           | Employee pays 5% of HMO and 10% of Point of Service Plan 3 Tier Plan  | Employee pays 5% of HMO and 10% of Point of Service Plan 2 Tier Plan (Police Plan)   |
| <b>HEALTH BUYOUT</b>              | \$1,500   | 25% of Towns share of Health Premium   |
| <b>OTHER INSURANCES</b>           | Dental, Life, STD/LTD   | No Change in benefits but an employee may supplement their time out with their accruals.   |
| <b>LONGEVITY</b>                  | \$100 for each completed year (ex. \$1,000 for 10 years of service)   | No change  |
| <b>EDUCATION INCENTIVES</b>       | Various Levels  | Incentives are paid at one level (\$400)   |
| <b>COMPENSATORY TIME OFF</b>      | An 84 hour accrual balance limit at the discretion of the employee.   | An 84 hour annual limit will begin in 2018 with 48 hours are at the discretion of the employee.  |
| <b>VACATION AND SICK ACCRUALS</b> | Sick and vacation accruals were used on a 1 hour off .875 charge to leave Balances.   | Both sick and vacation will be used on a one for one basis.  |
| <b>UNIFORMS</b>                   | \$700 Annually  | \$700 Annually and a Class A uniform is provided to employees after completing one year of fire service.   |

#### Article 6. – Capital Reserve Fund-Projects and Equipment

To see if the Town will vote to raise and appropriate **\$741,900** to be deposited into the Capital Reserve Fund all of which is to come from new taxation and is included in the proposed budget. An additional \$60,000 is also included in appropriations and accounted for in the Sewer fund for a total of **\$801,900**.

*NOTE: The specific equipment and projects are identified in the following report titled “2018 Recommended Capital Reserve Funding” and detailed in the Town’s written Capital Improvement Plan. Funding for the Capital Improvement Plan has been appropriated annually and has been included in the recommended budget as a result of estimates made during the budget preparation process. The Town voted in 2004 to establish the Town Council as authorized agents for the purpose of expending the funds. The agents have authorized the Town Manager to expend Funds for approved projects.*

#### **THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.**

*NOTE: This article would not raise additional appropriations in the 2018 budget. Funding has been included in the recommended budget.*



**TOWN OF BEDFORD, NEW HAMPSHIRE  
2018 MUNICIPAL WARRANT**

| <b>CAPITAL RESERVE FUND</b>      | <b>Estimated Value at</b> | <b>Add'l Funding</b>  |                     | <b>Total Available</b> |
|----------------------------------|---------------------------|-----------------------|---------------------|------------------------|
| <b>Description</b>               | <b>12/31/2017</b>         | <b>from 2018</b>      | <b>Reallocation</b> | <b>Funding</b>         |
|                                  |                           | <b>Appropriations</b> |                     |                        |
| CONSERVATION COMM LAND RESERVE   | 566,627.07                |                       |                     | 566,627.07             |
| COUNCIL LAND RESERVE             | 38,536.81                 |                       |                     | 38,536.81              |
| TOWN WIDE SECURITY               | 105,000.00                |                       |                     | 105,000.00             |
| TOWN OFFICE BUILDING RESERVE     | 86,028.53                 | 5,000.00              |                     | 91,028.53              |
| MUNICIPAL FACILITY IMPROVEMENTS  | 0.00                      | 15,000.00             |                     | 15,000.00              |
| ASSESSING REVAL RESERVE          | 43,604.40                 | 20,000.00             |                     | 63,604.40              |
| DOCUMENT IMAGING RESERVE         | 40,623.42                 |                       |                     | 40,623.42              |
| SAFETY COMPLEX RESERVE           | 46,932.48                 | 5,000.00              |                     | 51,932.48              |
| AMBULANCE RESERVE                | 282,331.99                | 99,000.00             |                     | 381,331.99             |
| FIRE EQUIPMENT RESERVE           | 96,343.40                 | 30,200.00             |                     | 126,543.40             |
| FIRE ENGINE RESERVE              | 86,270.22                 | 100,000.00            |                     | 186,270.22             |
| FIRE LADDER TRUCK RESERVE        | 484,357.96                | 103,000.00            |                     | 587,357.96             |
| RECREATION EQUIPMENT RESERVE     | 15,670.13                 | 7,500.00              |                     | 23,170.13              |
| REC FIELD DEV/REPAIR RESERVE     | 95,258.77                 |                       |                     | 95,258.77              |
| REC POOL BUILDING RESERVE        | 34,056.71                 |                       |                     | 34,056.71              |
| REC HEAVY EQ RESERVE KUBOTA W/BH | -232.49                   | 5,000.00              |                     | 4,767.51               |
| LIBRARY PARKING LOT RESERVE      | 113,492.98                |                       |                     | 113,492.98             |
| LIBRARY SEPTIC RESERVE           | 57,655.34                 |                       |                     | 57,655.34              |
| LIBRARY CARPET RESERVE           | 77.70                     |                       |                     | 77.70                  |
| LIBRARY BOILER RESERVE           | 25.00                     |                       |                     | 25.00                  |
| SAFETY COMPLEX GENERATOR         | 20,000.00                 |                       |                     | 20,000.00              |
| PLN MASTER PLAN RESERVE          | 160,164.99                | 17,500.00             |                     | 177,664.99             |
| PLN ROUTE 3 IMPROV RESERVE       | 10,779.23                 |                       |                     | 10,779.23              |
| PLN IMPACT FEE STUDY             | 21,147.26                 | 4,500.00              |                     | 25,647.26              |
| PW SOLID WASTE BACKHOE RESERVE   | 10,940.15                 | 11,950.00             |                     | 22,890.15              |
| PW TRANSFER STATION RESERVE      | 442,593.95                | 102,650.00            | 30,000.00           | 575,243.95             |
| PW TS EQUIPMENT RESERVE          | 14.04                     |                       |                     | 14.04                  |
| PW TRAFFIC SIGNAL RESERVE        | 15,045.67                 | 5,000.00              |                     | 20,045.67              |
| PW PICKUP TRUCK RESERVE          | 762.86                    | 25,000.00             |                     | 25,762.86              |
| PW ONE TON TRUCK RESERVE         | 90,807.39                 |                       |                     | 90,807.39              |
| PW TEN WHEEL DUMP RESERVE        | 107,690.68                | 26,000.00             |                     | 133,690.68             |
| REC KUBOTA TRACTOR               | 28,200.00                 |                       |                     | 28,200.00              |
| PW ALL PURPOSE TRACTOR RESERVE   | 62,906.69                 |                       |                     | 62,906.69              |
| PW FRONT END LOADER RESERVE      | 63,470.06                 |                       |                     | 63,470.06              |
| PW LOADER BACKHOE RESERVE        | 24,640.57                 |                       |                     | 24,640.57              |
| PW SWEEPER RESERVE               | 93,114.65                 |                       |                     | 93,114.65              |
| PW ROADSIDE MOWER RESERVE        | 75,313.81                 |                       |                     | 75,313.81              |
| PW BULLDOZER RESERVE             | 119.63                    |                       |                     | 119.63                 |
| PW COMPRESSOR RESERVE            | 49,829.47                 |                       | -30,000.00          | 19,829.47              |
| PW CHIPPER RESERVE               | 35,316.44                 |                       |                     | 35,316.44              |
| PW GRADER RESERVE                | 137,488.52                |                       | -120,489.00         | 16,999.52              |
| PW SIX WHEEL DUMP TRUCK          | 683.99                    |                       |                     | 683.99                 |
| SKID STEER                       | 17,000.00                 |                       |                     | 17,000.00              |
| SIDEWALK RESERVE                 | 84.07                     |                       |                     | 84.07                  |
| BUILDING ADDITION RESERVE        | 49,754.78                 |                       |                     | 49,754.78              |
| IT SOFTWARE LICENSING            | 394.36                    | 10,000.00             |                     | 10,394.36              |
| IT INFRASTRUCTURE                | 58,750.00                 | 41,250.00             |                     | 100,000.00             |
| PD RADIO RESERVE                 | 45,299.41                 | 30,000.00             |                     | 75,299.41              |
| PD COMMUNICATION NETWORK         | 105,805.01                | 30,000.00             |                     | 135,805.01             |
| PD PORTABLE RADIOS               | 60,368.14                 | 15,000.00             |                     | 75,368.14              |
| PD WEAPON REPLACEMENT            | 30,184.07                 | 7,500.00              |                     | 37,684.07              |
| POLICE TASER EQUIPMENT           | 37,614.00                 | 12,500.00             |                     | 50,114.00              |
| POLICE COMMAND VEHICLE           | 16,675.00                 | 13,350.00             |                     | 30,025.00              |
| <b>TOTAL</b>                     | <b>4,065,619.31</b>       | <b>741,900.00</b>     | <b>-120,489.00</b>  | <b>4,687,030.31</b>    |
| <b>ENTERPRISE FUNDS</b>          |                           |                       |                     |                        |
| SEWER CATCH BASIN CLEANER        | 20,000.00                 | 60,000.00             | 361,200.00          | 441,200.00             |
| SEWER SYSTEM IMP RESERVE         | 221,693.86                |                       |                     | 221,693.86             |
| SEWER WW CAPACITY RESERVE        | 642,784.58                |                       |                     | 642,784.58             |
| BCTV EQUIP/PROJECT RESERVE       | 0.00                      |                       |                     | 0.00                   |
| <b>TOTAL</b>                     | <b>884,478.44</b>         | <b>60,000.00</b>      | <b>361,200.00</b>   | <b>2,190,156.88</b>    |

**Additional \$240,711 to be budgeted use of Sewer Fund unreserved fund balance for Sewer equipment.**



**PURPOSE OF TOWN MEETING VOTE:**

In accordance with NH RSA 35:3; 35:5, town meeting action is needed to appropriate a specific dollar amount into the Capital Reserve Fund to the Capital Reserve Fund by Town vote.

**Article 7. - Town Operating Budget**

To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray the Town charges for the ensuing year.

|                            |                     |
|----------------------------|---------------------|
| General Fund               | \$27,584,855        |
| Special Revenue Funds      | 38,000              |
| Recreation Day Camp        | 80,415              |
| BCTV                       | 472,321             |
| Sewer Fund                 | 2,158,389           |
| <b>Total Appropriation</b> | <b>\$30,333,980</b> |

Given under our hands and seal this \_\_\_\_ day of February 2018

***THE TOWN COUNCIL RECOMMENDS PASSAGE OF THIS ARTICLE.***

\_\_\_\_\_  
***Kelleigh Murphy, Chairwoman***

\_\_\_\_\_  
***Christopher Bandazian, Vice Chairman***



Highlighted below are the more significant projects and/or equipment included within departmental budgets:

- \$0.33 or \$1.2 is attributed to the increase in Road Bond payments due for 2018. In 2014 the voters authorized \$30 million for Road Rehabilitation. The authorization was broken down into three bonds. The second bond of \$11 million was issued in 2017 and the first bond payment is due in 2018.
- The budget includes \$579k of Unassigned Fund Balance to reduce the amount needing to be raised by Taxes. There are additional projected revenue increases in the Tax Collector's Motor Vehicle Registration, along with Fire's Ambulance Income that further help to reduce the amount to be raised by Taxes.
- This budget also provides for the increase in senior exemptions approved by Town Council in January 2018. The increase in exemptions results in a \$.003 increase to the Town portion of the tax rate and .01 to the Total tax rate including the School and County.
- The Overall budget for personnel costs includes an increase for nonunion employees. Additionally, funding is currently included for the Public Works, Police or Fire Union collective bargaining agreements, all of which expire 12/31/2017. All three agreements have been ratified. Further, the budget provides for 2 additional employees, one in the Public Works Department and one in the Fire Department.
- Also important to note, as documented in proposed warrant article 7, the 2018 proposed budget increases the Town's Capital Improvement Plan (CIP) reserves of \$4.7 million by a \$975k deposit. \$885k of reserves is expected to be spent in 2018.
- The Information Technology budget reflects a \$10k savings in the cost of managed services as well as a \$51k deposit to the capital reserve is budgeted for future infrastructure upgrades.
- The Finance Budget provides \$15k to help address the payroll/human resource backlog.
- The Assessing budget includes \$20,000 in appropriations for revaluation work proposed to be conducted every two years.
- The Legal budget provides for general legal, assessing appeals and labor negotiations with the Public Works and Police.
- Insurance provides for both the employee coverages as well as the Town's property and Liability. The Town was informed that it can be expected to incur a .2% decrease to the majority of the health plans.
- In 2018 the Planning Department budget format now combines funding for the Planning Board, Historic Commission, Zoning board and Conservation Commission. The combination better reflects the true workings of the department. Additionally, the budget includes a \$17,500 deposit to the capital reserve for a Town-wide master plan next scheduled for 2020 (work begins in 2018) and a \$4,500 deposit for an impact fee study for 2019.
- The Building Maintenance budget reflects a reduction in the total budget over 2017 largely due to the reduction in amounts capital reserve deposits pending the outcome of the facilities study. In addition the budget includes \$25k in reserve deposits for general repairs meant to extend the life of our assets.



- The Police Detectives budget includes full funding for an additional School Resource Officer that is partially offset with a COPs grant and school contributions.
- The Police Communications budget includes \$60k in capital reserve deposits for the dispatch radio console and communications network.
- The Police Patrol budget includes a capital reserve deposit that provides for Mobile Radios (\$15k), Handgun Replacement (\$7.5k), Taser Replacement (\$12.5k) as well as (\$13.3k) for the command vehicle replacement.
- The Fire Operations budget provides a \$70k reduction in overtime costs. Additionally, capital reserve deposits of \$1,200 and \$29k is budgeted for SCBA and turnout equipment replacement, a \$99k ambulance reserve \$100k for a fire engine and \$103k for ladder truck reserves. This budget also includes an additional Fire Captain position funded for 6 months of the year.
- Public Works Administration includes funding ½ year funding for a Business Manager position as well as \$15k in on call funding.
- The Public Works Local Road Maintenance budget includes \$1.2 million for local road.
- The Public Works Highway. \$71k in capital reserve deposits to provide for Highway trucks.
- The Public Works Winter Maintenance is budgeted to spend \$50k less but is entirely weather dependent.
- The Transfer Station budget, includes a capital reserve deposit of \$102,650 towards building renovations scheduled for 2021.
- The Library budget provides continuing efforts to manage the hours of the part time and full time staff to the benefit of the residents and the Town.
- The Conservation Commission budget is now included in the Planning Department. It includes funds for the purchase of conservation land if any becomes available. The amount available has no impact on the tax rate as it is funded through a portion of the Current Use Tax charge.



|                        |          | <b>TOWN OF BEDFORD</b>              |                                     |  |
|------------------------|----------|-------------------------------------|-------------------------------------|--|
|                        |          | <b>2018 PROPOSED APPROPRIATIONS</b> |                                     |  |
| DEPARTMENTS :          |          | 2017<br>ADOPTED<br>BUDGET           | 2018<br>TOWN MANAGER<br>RECOMMENDED | 2018<br>TOWN COUNCIL<br>RECOMMENDED<br>(1/10/2018) |
|                        | ORG #    |                                     |                                     |  |
| <b>GENERAL FUND</b>    |          |                                     |                                     |  |
| TOWN COUNCIL           | 10010202 | 15,855                              | 16,090                              | 15,365   |
| TOWN MANAGER           | 10010204 | 296,676                             | 347,225                             | 285,510  |
| VOTER REGISTRATION     | 10010206 | 7,865                               | 14,108                              | 14,108   |
| ELECTIONS              | 10010208 | 10,330                              | 9,313                               | 12,004   |
| TOWN CLERK             | 10010210 | 101,575                             | 101,148                             | 95,852   |
| INFORMATION SYSTEMS    | 10010216 | 552,703                             | 569,975                             | 569,975  |
| CEMETERIES             | 10010234 | 37,900                              | 40,501                              | 40,403   |
| LEGAL                  | 10010238 | 135,000                             | 130,000                             | 130,000  |
| NHMA                   | 10010240 | 23,177                              | 25,000                              | 25,000   |
| UNALLOCATED RESERVE    | 10010252 | 25,000                              | 25,000                              | 25,000   |
| TAX COLLECTOR          | 10010312 | -                                   | -                                   | -  |
| FINANCE & PERSONNEL    | 10010314 | 694,417                             | 764,091                             | 734,091  |
| ASSESSING              | 10010318 | 323,688                             | 299,510                             | 299,510  |
| INSURANCE              | 10010336 | 2,825,790                           | 2,947,952                           | 2,966,358  |
| PLANNING BOARD         | 10010420 | 15,439                              | -                                   | -  |
| ZONING BOARD           | 10010422 | 5,021                               | -                                   | -  |
| HISTORIC DISTRICT      | 10010424 | 1,429                               | -                                   | -  |
| PLANNING DEPARTMENT    | 10010426 | 320,095                             | 812,030                             | 812,030  |
| SOUTHERN NH PLANNING   | 10010442 | 14,787                              | 15,118                              | 15,118   |
| PUBLIC SAFETY COMPLEX  | 10010532 | -                                   | -                                   | -  |
| BUILDING MAINTENANCE   | 10010730 | 970,426                             | 999,011                             | 828,073  |
| TOWN HALL              | 10010828 | -                                   | -                                   | -  |
| SPECIAL DETAIL         | 10020200 | 319,232                             | 319,232                             | 319,232  |
| <b>POLICE</b>          |          |                                     |                                     |  |
| ADMINISTRATION         | 10030554 | 774,613                             | 738,932                             | 871,779  |
| COMMUNICATIONS         | 10030556 | 871,222                             | 842,253                             | 842,253  |
| PATROL                 | 10030558 | 2,820,930                           | 2,937,127                           | 2,949,127  |
| DETECTIVES             | 10030560 | 819,331                             | 907,450                             | 907,450  |
| ANIMAL CONTROL         | 10030562 | 53,064                              | 52,648                              | 52,648   |
| <b>SUBTOTAL POLICE</b> |          | <b>5,339,160</b>                    | <b>5,478,410</b>                    | <b>5,623,257</b>                                   |
| <b>FIRE</b>            |          |                                     |                                     |  |
| ADMINISTRATION         | 10030654 | 256,620                             | 263,185                             | 390,729  |
| OPERATIONS             | 10030664 | 3,566,398                           | 3,622,988                           | 3,555,489  |
| INSPECTION             | 10030666 | 175,060                             | 178,939                             | 178,939  |
| HEALTH INSPECTOR       | 10030668 | 27,852                              | 28,702                              | 28,702   |
| FIRE HYDRANT RENTALS   | 10030670 | 298,267                             | 324,232                             | 313,280  |
| <b>SUBTOTAL FIRE</b>   | 13       | <b>4,324,197</b>                    | <b>4,418,046</b>                    | <b>4,467,139</b>                                   |





|  |          |                   |                   |                   |
|--|----------|-------------------|-------------------|-------------------|
| <b>PUBLIC WORKS</b>                          |          |                   |                   |                   |
| ADMINISTRATION                               | 10050754 | 455,930           | 510,904           | 534,598           |
| LOCAL ROAD MNTC                              | 10050772 | 1,055,838         | 1,200,000         | 1,047,500         |
| HIGHWAY                                      | 10050774 | 1,899,577         | 2,050,743         | 1,520,791         |
| WINTER MNTC                                  | 10050776 | 654,875           | 604,170           | 604,170           |
| TRAFFIC CONTROL                              | 10050778 | 84,500            | 97,500            | 92,950            |
| TRANSFER STATION                             | 10070780 | 1,031,650         | 1,145,348         | 1,121,287         |
| RECREATION FIELD MNTC                        | 10110790 | 317,550           | 375,100           | 197,400           |
| <b>SUBTOTAL PUBLIC WORKS</b>                 |          | <b>5,499,920</b>  | <b>5,983,765</b>  | <b>5,118,695</b>  |
| GENERAL ASSISTANCE                           | 10090382 | 7,500             | 7,500             | 7,500             |
| <b>RECREATION</b>                            |          |                   |                   |                   |
| ADMINISTRATION                               | 10110854 | 103,905           | 105,605           | 105,605           |
| PROGRAMS                                     | 10110886 | 37,500            | 36,000            | 36,000            |
| POOL   | 10110888 | 66,571            | 80,004            | 72,949            |
| <b>SUBTOTAL RECREATION</b>                   |          | <b>207,976</b>    | <b>221,609</b>    | <b>214,554</b>    |
| TOWN EVENTS                                  | 10110894 | 4,000             | 4,500             | 4,500             |
| BEDFORD PUBLIC LIBRARY                       | 10110992 | 975,081           | 995,068           | 996,435           |
| CONSERVATION COMMISSION                      | 10152100 | 458,591           | -                 |                   |
| <b>TOTAL GF BEFORE LONG TERM DEBT</b>        |          | <b>23,512,830</b> | <b>24,544,199</b> | <b>23,619,706</b> |
| LONG TERM DEBT                               | 10152100 |                   |                   |                   |
| LANDFILL CLOSURE                             |          | 99,650            | 97,750            | 97,750            |
| 2006 ROAD BOND                               |          |                   |                   |                   |
| 2011 INFRASTRUCTURE BOND                     |          | 727,344           | 714,043           | 714,043           |
| 2013 INFRASTRUCTURE BOND                     |          | 711,900           | 698,956           | 698,956           |
| 2015 ROAD BOND                               |          | 1,016,800         | 1,009,400         | 1,009,400         |
| 2017 ROAD BOND                               |          | 110,000           | 1,445,000         | 1,445,000         |
| ALLOCATED TO SRR TIF                         |          |                   |                   |                   |
| BOND ISSUANCE COSTS                          |          | 60,000            |                   |                   |
| <b>SUBTOTAL LONG TERM DEBT</b>               |          | <b>2,725,695</b>  | <b>3,965,149</b>  | <b>3,965,149</b>  |
| <b>TOTAL GENERAL FUND</b>                    |          | <b>26,238,525</b> | <b>28,509,348</b> | <b>27,584,855</b> |
| <b>ENTERPRISE AND SPECIAL REVENUE FUNDS:</b> |          |                   |                   |                   |
| DAY CAMP 22                                  | 22530800 | 85,114            | 80,415            | 80,415            |
| SPECIAL REVENUE                              |          | 38,000            | 38,000            | 38,000            |
| BEDFORD COMMUNITY TV & RADIO 27              | 27554100 | 451,521           | 471,577           | 472,321           |
| SEWER 81                                     | 81570700 | 1,715,165         | 1,776,929         | 2,158,389         |
| <b>TOTAL ALL FUNDS</b>                       |          | <b>28,528,325</b> | <b>30,876,269</b> | <b>30,333,980</b> |





|  |          | <b>Town of Bedford</b>        |                                     |  |
|--|----------|-------------------------------|-------------------------------------|--|
|  |          | <b>2018 PROPOSED REVENUES</b> |                                     |  |
| DEPARTMENTS :                                |          | 2017<br>ADOPTED<br>BUDGET     | 2018<br>TOWN MANAGER<br>RECOMMENDED | 2018<br>TOWN COUNCIL<br>RECOMMENDED<br>(1/10/2018) |
|  | ORG #    |                               |                                     |  |
| <b>GENERAL FUND</b>                          |          |                               |                                     |  |
| TOWN MANAGER                                 | 10010204 | 1,500                         | 3,500                               | 3,500  |
| TOWN CLERK                                   | 10010210 | 28,500                        | 31,050                              | 31,050   |
| CEMETERIES                                   | 10010234 | 12,000                        | 15,000                              | 15,000   |
| FINANCE & PERSONNEL                          | 10010314 | 22,430,210                    | 24,483,988                          | 23,547,495   |
| FUND BALANCE RESERVE                         | 10010350 | 549,555                       | 579,598                             | 579,598  |
| PLANNING BOARD                               | 10010420 | 30,000                        | 30,000                              | 30,000   |
| ZONING BOARD                                 | 10010422 | 7,000                         | 7,000                               | 7,000  |
| HISTORIC DISTRICT                            | 10010424 | 1,000                         | 1,000                               | 1,000  |
| PUBLIC SAFETY COMPLEX                        | 10010532 | 91,175                        | 71,600                              | 71,600   |
| BUILDING MAINTENANCE                         | 10010730 | 25,585                        | 26,376                              | 26,376   |
| TOWN HALL                                    | 10010828 | 1,000                         | 1,000                               | 1,000  |
| SPECIAL DETAIL                               | 10020200 | 305,000                       | 319,232                             | 319,232  |
| <b>POLICE</b>                                |          |                               |                                     |  |
| ADMINISTRATION                               | 10030554 | 153,750                       | 233,750                             | 245,750  |
| PATROL                                       | 10030558 | 124,998                       | 215,000                             | 215,000  |
| <b>SUBTOTAL POLICE</b>                       |          | <b>278,748</b>                | <b>448,750</b>                      | <b>460,750</b>                                     |
| <b>FIRE</b>                                  |          |                               |                                     |  |
| ADMINISTRATION                               | 10030654 | 930,000                       | 990,000                             | 990,000  |
| INSPECTION                                   | 10030666 | 152,300                       | 177,300                             | 177,300  |
| HEALTH INSPECTOR                             | 10030668 | 38,000                        | 40,000                              | 40,000   |
| <b>SUBTOTAL FIRE</b>                         |          | <b>1,120,300</b>              | <b>1,207,300</b>                    | <b>1,207,300</b>                                   |
| <b>PUBLIC WORKS</b>                          |          |                               |                                     |  |
| ADMINISTRATION                               | 10050754 | 631,500                       | 562,068                             | 562,068  |
| HIGHWAY                                      | 10050774 | 80,000                        | 70,000                              | 70,000   |
| TRANSFER STATION                             | 10070780 | 97,500                        | 103,500                             | 103,500  |
| RECREATION FIELD MNTC                        | 10110790 | 12,250                        | 23,125                              | 23,125   |
| <b>SUBTOTAL PUBLIC WORKS</b>                 |          | <b>821,250</b>                | <b>758,693</b>                      | <b>758,693</b>                                     |
| <b>RECREATION</b>                            |          |                               |                                     |  |
| ADMINISTRATION                               | 10110854 | 15,000                        | 15,200                              | 15,200   |
| PROGRAMS                                     | 10110886 | 18,000                        | 18,000                              | 18,000   |
| POOL   | 10110888 | 36,000                        | 37,000                              | 37,000   |
| <b>SUBTOTAL RECREATION</b>                   |          | <b>69,000</b>                 | <b>70,200</b>                       | <b>70,200</b>                                      |
| BEDFORD PUBLIC LIBRARY                       | 10110992 | -                             | -                                   | -  |
| CONSERVATION COMMISSION                      | 10152100 | 455,061                       | 455,061                             | 455,061  |
| <b>TOTAL GENERAL FUND</b>                    |          | <b>26,226,884</b>             | <b>28,509,348</b>                   | <b>27,584,855</b>                                  |
| <b>ENTERPRISE AND SPECIAL REVENUE FUNDS:</b> |          |                               |                                     |  |
| DAY CAMP 22                                  | 22530800 | 85,114                        | 80,415                              | 80,415   |
| SPECIAL REVENUE                              |          | 38,000                        | 38,000                              | 38,000   |
| BEDFORD COMMUNITY TV & RADIO 27              | 27554100 | 451,521                       | 471,577                             | 472,321  |
| SEWER 81                                     | 81570700 | 1,715,165                     | 1,776,929                           | 2,158,389  |
| <b>TOTAL ALL FUNDS</b>                       |          | <b>28,516,684</b>             | <b>30,876,269</b>                   | <b>30,333,980</b>                                  |



---

---

# 2017 ANNUAL REPORT

---

---

Town of Bedford  
24 North Amherst Road  
Bedford, New Hampshire  
(603) 472-5242 Fax (603) 472-4573

