

BEDFORD DEPOT PARK ADVISORY COMMITTEE

Meeting of September 22, 2004

MINUTES

Committee members in attendance: Joseph Piantedosi (JP); Jim Shea (JS)

Ex-officio committee members in attendance: Richard Jones (RJ), Facilities Director; Angelo Colao (AC), Selectman liaison to Depot Park; Rick Reed (RR), Town Administrator; Richard Warrington (RW), DPW Director

Chairman JP called the meeting to order at 3:44 P.M. at Bedford Freight House, 120 South Road.

JP asked the committee to review the draft minutes of the August 18 and August 31 meetings. JP made a motion to accept the minutes of the August 18 meeting. JS seconded the motion. The motion was passed unanimously.

JP made a motion to accept the minutes of the August 31 meeting. JS seconded the motion. The motion was passed unanimously.

RJ said he is working on items 1 through 6 at the bottom of JP's meeting agenda: Depot water drainage problems; Depot bulkhead door needs repair/replacement; wood beam holding train signal needs repair; handrail on front steps loose; repairs to old plumbing space and close in garage door; Depot hazardous chemicals and boxes stored under stairs. RJ said that in a couple weeks, he should have most of this work completed.

RW said he is not sure when the parking lot utility poles will be removed. Their removal may happen as part of Freight House restoration project.

RW explained that he is waiting for the Massachusetts Highway Department's (MHD) landscaping contractor to finish its work before having the DPW grounds crew attend to Depot Park. He said there seems to be some confusion between David Cerundolo, owner of 54 Loomis Street, and the DPW about the line of demarcation between Depot Park and Mr. Cerundolo's property. RW said he will talk with Mr. Cerundolo and Patriot Pediatrics to clarify the site improvement responsibilities.

JS suggested that Mr. Cerundolo plant day lilies in the unfinished parking lot island to match the existing Depot Park landscaping.

RJ reported that the Facilities Department should be finished improving the Depot garage within the next week or so. Then, Babe Ruth Baseball will be moved into the garage as a tenant. RJ said he'll need to coordinate with Fay Russo to transfer Babe Ruth Baseball's lease agreement from Town Center to the Depot.

RW showed schematic plans for the Freight House exterior restoration. These plans were

prepared several years ago by Vanasse Hangen Brustlin. The plans show new wooden gutters, a new cedar roof, a public restrooms addition, removal of the bay window, a new front stairway, a platform between the building and the rail car, two new windows on each side of the building, and a garage door entrance on the southern side of the building. The old fan openings will be removed and patched, and new siding is to be installed, RW said.

Discussion followed about the paint color for the Freight House. JS said the former Boston & Maine color scheme was cream and maroon. JP asked whether stain would be better than paint.

RW commented that the budget for the MHD's Freight House project is about \$250,000. He said the work will include gutting out the first floor interior, removal of most of the partitions, and installation of a new air handler. The heating plant is to be 8,000 B.T.U., and the air conditioner is to be rated at 3 tons. The forced air system is to be ducted through the building.

JS asked whether there will be air registers on the second floor. RW said it should be possible to add upstairs air registers after MHD completes its project.

JS pointed out that the floor in the second floor office is tilting downward at one end. He asked whether this problem would be addressed during Freight House renovations.

Discussion ensued about the doors for the Freight House's new main entrance. RW said there should be screen doors behind the large, solid main doors.

RW said that when the Freight House plans come back from MHD, he will get everyone copies of the plans for the new mechanical room.

JS asked how will we handle architectural plans for the interior renovations. Will they be done "in house" or by a contracted architect? JP suggested that we draft the plans and then have a professional architect, possibly the firm that was hired for the Old Town Hall project, perform a "peer review" of them.

AC asked what type of walls and floors will be installed. RW said that there are several options and that nothing has been decided.

AC asked about new interior lighting. RW said there are many choices depending upon the usage of the space. He suggested that small halogen fixtures could be used within the museum area to highlight displays.

RW asked whether some type of fire suppression system should be installed in the Freight House? RJ answered that this would be determined in consultation with the Fire Department and when the building permits are sought.

JS proposed that a fire alarm system be installed in the Freight House, and that it be tied in with the existing Depot alarm system. He noted that the existing underground conduit between the two buildings might be used for this purpose.

RJ reported that he sent a letter to Don Varney about rent payments that are past due. RJ informed Mr. Varney that the Town is looking to rent space in the Depot to other tenants. He

instructed Mr. Varney to remove his property from those units that he's not entitled to use. Mr. Varney has offered to pay \$350 a month for a second floor office unit starting on October 1, RJ said. He estimated that Mr. Varney owes the Town a minimum of \$2,700 for rent that is in arrears, and perhaps another \$2,000 for space that he's using without permission.

JP said that all Freight House contents should be removed during the building's restoration. AC asked whether the items could be placed inside a 20 foot container. RJ said there may be some storage space inside Depot. The project's timing may be such that Freight House restoration happens next summer, at which time Babe Ruth Baseball would be out of the Depot garage and Freight House contents may be stored there, RJ said.

RR reviewed the Old Town Hall's rental RFP that might be used as a model for renting the Depot. We should not lock ourselves in with long-term tenants, he said. The initial term should be two to five years. RR said the selection criteria in the Old Town Hall RFP will need to be modified to match the Depot's rental requirements. He added that the Planning Board's proposed "overlay district" for Depot Park may impact how the RFP is ultimately written.

JP suggested that JS and he have a separate meeting to draft the Depot rental RFP.

JS pointed out that the exterior Depot Park lighting is powered from the Freight House's electrical system. RW said it may be worthwhile getting an "S2 rating" for the outside lights. This might reduce the electric bill by \$1,000 a year, he speculated.

RR said that the Town's KVS financial software is not set up to provide detailed Revolving Fund financial reports. RJ said he will try to improve the Depot Park Revolving Fund reports to show individual income and expenses.

AC asked whether it's possible to restore only part of the rail car and to reserve another section as meeting space. JS said he envisions the larger passenger compartment being restored to its original configuration with seats, and that the smaller passenger section would be a "utility area," an empty space without permanent seating. RW explained that the larger passenger compartment would be suitable for meetings. The seatsbacks may be turned so that groups of persons may sit facing one another.

Discussion followed about possible future uses of RDC #6211 once it's restored. JS commented that the baggage compartment is suitable for display of Bedford history exhibits. RW said he wants to have the first RDC restoration meeting in a couple weeks with consultant Dan O'Brien.

JP said that the committee should draft a policy for use of the Depot Park Revolving Fund. The committee pondered the accrual and spending limits for the Revolving Fund. RW offered that there might be a benefit to having a separate revolving fund for capital projects.

JS asked whether the Town should use the Community Preservation Act to fund exterior restoration of the Depot. JP said he will speak with the CPA Committee chair about the possibility

of a future funding article for this work.

RW reported that Verizon has repaired crushed conduits underneath the Railroad Avenue/South Road/Loomis Street intersection. Now, the Fire Department may coordinate with Verizon to pull fire alarm wire underground. Then, N-STAR may remove the derelict utility poles.

RW explained that part of Kenneth Larson's shed is within the Town's right-of-way on Railroad Avenue and that it impacts the upcoming intersection improvement project. Town Engineer Adrienne St. John has been in contact with Mr. Larson, he said. JS asked when Mr. Larson would be tearing down his old sheds for the new building he has planned.

JP set the next meeting for Wednesday, October 27, at 3:30 P.M.

JS made a motion to adjourn the meeting at 5:34 P.M. JP seconded the motion, and it was passed unanimously.

Submitted by

Jim Shea, Clerk

These minutes were approved by unanimous vote of the committee at its meeting of December 15, 2004.