

BEDFORD DEPOT PARK ADVISORY COMMITTEE

Meeting of July 19, 2006

MINUTES

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

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

Chairman JP called the meeting to order at 3:40 P.M. at Bedford Town Hall.

RJ said that the Freight House beam work has been completed. He proposed scheduling a meeting about the future interior renovations.

RJ provided a summary of his meeting with the Massachusetts Historical Commission about the Depot architectural study. It is a two-step process: first, an advertisement that the RFQ (request for quotes) is coming; and then, release of the RFQ. The Committee discussed what information ought to be in the RFQ. RJ said he will e-mail the Committee a project timeline. The Committee discussed the pros and cons of preserving the Depot's second floor and adding central air conditioning to the building. JS asked whether an elevator would be required to comply with ADA requirements should the second floor be maintained.

RW distributed a copy of the Massachusetts Highway Department bid solicitation for their Freight House renovation project. MHD is to conduct a sub-bid opening on September 12 and a general bid opening on September 26.

RW reported on the rail car renovation project. The DPW has procured electrical services for a bid price of \$11,400. JP requested a project phasing schedule for the electrical work. A glass company is to start installation of the windows on July 24. This work ought to be completed within a couple weeks. JP asked how the interior painting will be done. RW said no decision has yet been made. JP proposed using an electrostatic painting process. RW said that procurement of HVAC equipment and services is the next step. JP asked that we try to expedite completion of the rail car project.

RR distributed a Depot Park Revolving Fund statement dated July 11, 2006. The account balance is shown as \$73,260.48. RJ said that tenant Donald Varney has given two rent checks but asked that they not be cashed right away. RR commented that the account is trending upward by approximately \$7,000 per year. He suggested that the account could be tapped for future Depot Park projects and Community Preservation matching funds.

JP proposed that once the future use of the Depot is determined, an RFP for tenants may be drafted.

RW said that the DPW has weeded Depot Park and the sand was swept from the parking lots. A replacement for a missing light globe was installed. The DPW will complete the landscaped area

adjacent to Patriot Pediatrics by planting day lilies. JS noted that the DPW has made good progress with improvements to the picnic area. RW said that more improvements to this area will follow.

JS offered to draft the Committee's FY 2006 Annual Report. JP will review JS's draft of the report and then submit it as chairman of the Committee.

JP made a motion to accept the May and June meeting minutes. JS seconded the motion. The motion passed unanimously.

At 5:02 P.M., JS made a motion to adjourn the meeting. JP seconded the motion, and it passed unanimously.

Submitted by

Jim Shea, Clerk

These minutes were approved by unanimous vote of the committee at its meeting of August 16, 2006.