



## **BEDFORD DEPOT PARK ADVISORY COMMITTEE**

Town Hall • Bedford, Massachusetts 01730

**Meeting of October 17, 2007**

### **MINUTES**

**Committee members in attendance:** Donald Corey (DC); Jim Shea (JS)

**Committee members not in attendance:** Joseph Piantedosi

**Ex-officio committee members in attendance:** Richard Jones (RJ), Facilities Director;  
Rick Reed (RR), Town Manager

**Ex-officio committee members not in attendance:** Angelo Colao, Selectman liaison;  
Richard Warrington, DPW Director

In view of the absence of chairman Joseph Piantedosi, clerk Jim Shea made a motion to appoint Donald Corey chairman pro-tem. DC seconded this motion, and it passed unanimously. Mr. Corey called the meeting to order at 7:32 P.M. at Bedford Town Hall.

DC conveyed that the Finance Committee had a split vote on whether to support the Depot roof article at Special Town Meeting. He said that the members voiced questions about Depot Park's financial model and the Depot's future use.

FinCom has requested a tour of Depot Park, DC said. RR phoned FinCom chairman Thomas Busa from the meeting. JS spoke with Mr. Busa to arrange a tour for either October 20 or 27.

DC distributed a draft memo to the Finance Committee that addresses several of their questions about Depot Park and the proposed roof replacement. JS agreed to edit the draft and prepare an informational packet for the FinCom when they tour Depot Park.

The Committee discussed plans for a future presentation to the public about the Depot architectural study and rental RFP.

RJ reported that Menders, Torrey and Spencer was partially paid for their services.

RJ proposed revising the current draft of the Depot rental RFP as follows:

1. On page 1, insert "subject to Town Meeting approval" in the third sentence of the first paragraph.

2. In Sections II and V, include the number or parking spaces and note that parking is on a “first come, first served” basis.
3. On page 10, Section VII, item 8, add language that refers to Exhibit B.
4. On page 13, Section VIII, item F, add the words “occupant activities.”
5. Add the category of “Unacceptable” in Section IX, page 14.
6. Strike the word “sample” in Section XII, page 18.
7. In Exhibit A, page 20, item 7-E, remove language pertaining to a required number of references.
8. In Exhibit A, page 20, item 7-F, remove the word “audited.”
9. Correct the typographical error in the word “situated” in Exhibit F.

RJ said that he would choose which assessor maps, photographs and floor plans to include in the RFP.

DC asked whether a tour of the Depot could be arranged for parties interested in renting the Depot. RJ said that prospective tenants may contact him to arrange a site visit once the RFP is advertised.

RJ noted that Varney Creative is in arrears in their rent payments.

At 5:07 P.M., JS made a motion to adjourn the meeting. DC seconded the motion, and it passed unanimously.

Submitted by

Jim Shea, Clerk

These minutes were approved by the Committee with a vote of 2-0-1 at its meeting of November 20, 2007.