



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of April 2, 2008

MINUTES

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

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

Ex-officio committee members not in attendance: Richard Warrington, DPW Director

Chairman JP called the meeting to order at 3:08 P.M. at Bedford Town Hall.

JP asked JS to summarize the Massachusetts Highway Department (MHD) meeting about the Freight House renovation project that was held on March 25. RW, JS and code enforcement director Chris Laskey attended the meeting as representatives of the Town. JS said that the general contractor was introduced to the subcontractors at the meeting. MHD questioned whether the contractors would be required to pay permit fees to the Town and whether the Town's architect would provide construction oversight. MHD is to deploy an inspector on the job site. The general contractor stated that he would begin work at the Freight House in two weeks. MHD estimates project completion to occur by May 27, 2009.

RR joined the meeting at 3:17 P.M.

The Committee discussed the questions of construction oversight and permits fees for the Freight House project.

RJ provided an update on the Depot roof project. He said that the Town advertised a request for quotes (RFQ) for designer services. Multiple responses have been received. The Selectmen are to appoint a committee to review the proposals.

RJ reported that Varney Creative is no longer a Depot tenant. A court adjudged that the former tenant pay the Town \$4,500 in back rent in three installments, RJ said.

RJ distributed a Depot Park Revolving Fund statement dated 3/10/08. The current account balance is \$73,297.75.

Since RW was absent, JS provided a status update on the rail car project. He said the next step is fabrication and installation of window trim pieces. This spring, the DPW is expected to remove the rooftop radiator, patch a roof leak, reattach the two pilots (plows), and fabricate and install replacement rooftop radiator covers. RW, consultant Dan O'Brien and JS recently met to review a list of remaining tasks and to discuss their assignment.

JP invited a motion to accept the minutes of the 2/20/08 meeting. DC made a motion to accept the minutes. JP seconded the motion, and it passed by unanimous vote.

As the Committee would be discussing rental of the Depot building, DC recused himself from the meeting and left the room at 3:52 P.M.

RJ provided an update on the Depot rental RFP. JP led a discussion about plans for moving forward and whether the RFP ought to be re-advertised with longer lease terms. The Committee discussed whether a longer lease opportunity might attract higher-caliber tenants. RR proposed that the proposals be opened and evaluated to determine whether it makes sense to award a lease at this time.

RR appointed RJ, JP and JS to the Depot rental evaluation committee.

AC left the meeting at 4:12 P.M.

RR distributed the technical (non-price) proposals to the evaluation committee. The members discussed the evaluation process that would follow. RJ suggested that the members review the proposals during the course of the next week, then meet on April 15 to make a ratings sheet.

At 4:34 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 a unanimous vote of the Committee at its meeting of 5/21/08.