



## BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

**Meeting of May 21, 2008**

### **MINUTES**

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

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

**Ex-officio committee members not in attendance:** Angelo Colao, Selectman liaison

Chairman JP called the meeting to order at 3:32 P.M. at the railroad car, 120 South Road.

RW provided an update on the state's Freight House renovation project. Planning for new electrical and fire alarm systems is progressing. The contractor is getting ready to install new siding and windows, has identified a vendor to furnish a point-of-information kiosk, and is planning the slab elevation for the public restrooms addition. The building's hot water heater is to be upgraded in size from 10 to 30 gallons. RW said that he is answering any design questions that come from the state's general contractor. The contractor is to get an occupancy permit for the building before leaving the project.

The Committee discussed how the building's interior renovations would be carried out. RW explained that the state's project includes installation of a new drop ceiling with fluorescent light fixtures and HVAC vents. The new floor is to be only plywood—so the Town would be responsible for selecting final flooring material and having it installed. JP suggested that the Town hire the state's contractor to install the final flooring to simplify the process and possibly save money. Also, he proposed we consider a change order from pressure-treated wood to a plastic composite material for the new platform.

RR asked whether the existing utility poles between the Freight House and Depot buildings would be removed. RW said that the general contractor is to relocate the overhead utilities to underground conduit and remove the poles.

RJ informed the Committee that he has negotiated a price of \$13,000 with Menders, Torrey & Spencer (MTS) for their Depot roof design services. He has asked MTS to research alternative roofing materials other than those proposed in the Depot Architectural Study. RJ is to meet with MTS in June. He expects the roofing work to occur this fall.

RW said that West Concord Depot has received a new roof that uses an imitation slate material. He suggested that the Committee members look at it.

JP reported that the Evaluation Committee has reviewed the technical (non-price) proposals that were received for short-term rental of the Depot. RJ said that he has drafted a letter of recommendations to chief procurement officer RR.

RR said that the Farmers' Market organization has been granted permits to begin their operations at Depot Park on June 16. So far, 16 vendors have signed up to sell goods.

RJ distributed a Depot Park Revolving Fund statement dated 5/19/08. The current account balance is \$62,600.47. RR asked whether former tenant Varney Creative has paid any back rent. RJ said that \$4,500 was to be paid by the end of April, but no payments have yet been received. The Committee discussed options for collecting the money that is due to the Town. RR inquired whether the Depot has been cleared out. RJ said that a few items might still be inside such as a chemical drum and a piece of furniture.

RW provided an update on the rail car project. He said that consultant Dan O'Brien provided him with a list of tasks to be completed. RW is going to have a DPW welder do some work on the car. The pilots (plows) are ready to be reinstalled. JP requested that the work be finished by fall so that the car may be made available for rent and provide the Town with revenue.

RW reported that the Depot Park water fountain has failed and that parts are on order.

JP invited a motion to accept the minutes of the 4/02/08 meeting. DC made a motion to accept the minutes. JP seconded the motion, and it passed by unanimous vote.

At 4:28 P.M., DC 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 6/30/08.