



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of June 30, 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; Angelo Colao (AC), Selectman liaison; Richard Warrington, DPW Director

Ex-officio committee members not in attendance: Rick Reed, Town Manager

Chairman JP called the meeting to order at 3:10 P.M. at the railroad car, 120 South Road.

RW provided an update on the state's Freight House renovation project. Presence of a utility pole behind the building is delaying construction of the public restrooms addition. A Comcast cable has to be removed from the aerial plant before the pole may be removed. N-Star Electric has indicated that two of the three utility poles between the Freight House and Depot are privately owned. The DPW might remove the private poles. Half of the new roof and two new windows have been installed. The contractor is having difficulty procuring the specified point-of-information kiosk—so the DPW is providing guidance. Ductwork has been installed inside the building. RW believes there ought to be substantial completion of the project by Labor Day.

JP noted that the roofing on the Loomis Street side of the Freight House is rotted. RW said that these boards would be replaced before the shingles are fastened to them.

RW provided an update on the rail car project. The DPW had a two-person crew at the car last week to work on a punch list. Consultant Dan O'Brien, JS and Bedford resident Arthur Ellis have helped. A DPW welder will be working on repairs to exterior stainless steel. RW believes that about 95% of this project is done, although minor tasks might linger into the future.

AC asked about the rooftop radiator covers that are missing on the rail car. RW said that they are being fabricated by the DPW's welder.

JS noted that revenue from the rail car is a component of the Depot Park financial plan. The Committee discussed future rental of the rail car and how custodial services might be handled. Completion of the Freight House ramp is necessary before the car might be rented.

RJ provided an update on the Depot roof replacement project. The designer services contract with Menders, Torrey & Spencer (MTS) was delayed at the Town Hall—but the agreement has since been executed. RJ said he asked the company to meet with the Committee to discuss their scope of services and possible roofing materials. DC proposed that the Committee meet with MTS at our next regular meeting on July 16.

RJ distributed a revised Depot Park Revolving Fund statement dated 5/19/08 that shows a balance of \$57,615.98. He said that an error was made in the Town's KVS accounting system. The revised account balance is lower than was previously reported by approximately \$5,000. Marcia Pyles is to study the financial data to arrive at accurate figures.

JP asked about the charges that the Facilities Department has made to the Revolving Fund. RJ said that labor charges for Depot painting and interior repairs amounted to \$4,000 or \$5,000. Other charges were for installation of a third support beam inside the Freight House, temporary dumpsters at the Depot and Freight House, and removal of Varney Creative's property at the Depot. JS observed that the 5/19/08 financial statement shows \$9,204.88 in Facilities Department labor charges. JP asked RJ to provide a breakdown of all FY 2008 charges and expenses at our next meeting.

DC inquired whether the Town has received any payments of back rent from Varney Creative. RJ said that no payments have been received. He has informed the Town Manager that this money remains due.

AC asked whether the DPW could trim branches that are encroaching on the Depot semaphore signals.

JS commented that weeds are flourishing at Depot Park. He asked whether the DPW grounds crew would tend to the grounds. RW said that he would schedule them to clean up the site.

JP suggested that the Committee discuss the Freight House interior buildout at the next meeting.

JP invited a motion to accept the minutes of the 5/21/08 meeting. DC made a motion to accept the minutes. JP seconded the motion, and it passed by unanimous vote.

DC recused himself from the meeting at 4:02 P.M. because the Committee would next be discussing the Depot rental RFP process.

The Committee discussed the status of the Depot rental RFP process. RJ said that RR requested from him an updated FY 2009 budget for the Depot Park complex. JP said that he would speak with RR about the Depot Park financial plan.

At 4:22 P.M., JP made a motion to adjourn the meeting. JS 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 7/16/08.