



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of December 11, 2008

MINUTES

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

Committee members not in attendance: Donald Corey (DC)

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

Chairman JP called the meeting to order at 3:42 P.M. at Bedford Town Hall.

JP requested an update on the Freight House renovation project. RW said the project is in pretty good shape and provided these highlights:

- Work is progressing on the exterior sign, including adjustments to its size;
- Exterior painting has come to a halt due to cold weather;
- Painting of one coat of yellow plus the maroon trim remain to be done;
- The drop ceiling and interior lighting have been installed;
- N-STAR Electric has switched service to the underground feed;
- The building's heat has been activated;
- The contractor removed outside doors for fear they might be vandalized;
- RW has shown the building to a Facilities Department crew so they may prepare for completion of the interior;
- Interior painting has been finished;
- The existing fluorescent fixtures are probably sufficient without the need for additional lighting;
- Only one electrical outlet was installed because this is all that is necessary to meet commercial building code;
- An electrical outlet for the refrigerator needs to be defined;
- Landscaping is to be done in the spring;
- Phone lines are being installed for the alarm system;
- RW is looking for a "fitter" for the light fixture that is to be mounted on the side of the building that faces the railroad car.

JP asked whether the state's contractor has reached substantial completion. RW said that they are close. JP expressed concern that the Town's work on the building is being unnecessarily delayed because the contractor has not yet achieved substantial completion.

RJ inquired about training on building upkeep for the Facilities Department staff.

RW said that he and JS are working to design the side panels for the point-of-information kiosk. The Massachusetts Highway Department has assumed responsibility for the kiosk.

RJ distributed a Depot Park Revolving Fund financial statement dated 12/11/08. The current account balance is \$57,281.39. He feels that the account balance is holding steady month to month. Regular monthly payments are being received from the tenant.

JS asked whether any labor charges have been assessed to the Revolving Account. RJ said the Facilities Department has not recently charged the account for any services.

JP requested an update on the railroad car renovation project. RW said that the gas meter was relocated on November 30 and that heat is now active inside the car. The last major work to be completed before winter is installation of a pilot (plow) and a buffer assembly. There is a roof leak that needs to be located and patched.

JP asked whether we have agreement on a "punch list" of remaining tasks. RW answered yes.

The DPW has provided some labor on the railroad car project, RW said. After Special Town Meeting transferred \$10,000 from the railroad car account to a new Freight House account, there is approximately \$6,000 remaining. RW plans to continue work on the railroad car until the available funding is depleted.

RJ said that the Town received 12 bids for the Depot roof project. He expects to use the second low bidder because there is some question whether the low bidder is qualified. He expects the contingency on this project will amount to about \$40,000. JP suggested that if there is a surplus, perhaps some of the CPA funding could be applied to the Freight House interior fit-out.

RJ anticipates that the roof contract will be executed on January 5, and that the work would be completed by June 2009.

RJ distributed preliminary designs and price estimates for Freight House cabinets and countertops. The current estimate inclusive of electrical and plumbing work is \$8,050. RW suggested a high gooseneck water faucet for the sink and a 12-inch flat top on the half-wall that would exist between two rows of cabinets. RJ said he would refine the plans and cost estimates, and then discuss them with JS prior to the next meeting. The Committee also discussed options for flooring.

RR reported that the status of the Depot rental RFP remains unchanged. It is possible that it would be re-advertised in the future.

AC asked about the Town's costs to operate and maintain the Depot building. RJ noted that these figures are shown in the Depot Park financial plan. JS distinguished between operating costs and capital costs for the property.

JP proposed reviewing the November 5 meeting minutes at the next Committee meeting that is scheduled for January 21.

At 4:53 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 vote of the Committee of 2-0-1 at its meeting of 1/22/09.