



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of March 17, 2010

MINUTES

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

Ex-officio committee members in attendance: Richard Jones, Facilities Director

Ex-officio committee members not in attendance: Richard Warrington, DPW Director ; Rick Reed, Town Manager

Chairman Joseph Piantedosi called the meeting to order at 3:44 P.M. at Bedford Town Hall.

JP noted that the Planning Board approved the Depot Park special use permit on February 23. RJ said he is unaware of any appeals to the decision.

JP said he published a Depot rental ad on the Craig's List web site. RJ received an inquiry by telephone about the rental opportunity. He added that existing tenant JRM Antiques has asked about renting a second floor office unit.

The Committee discussed having repairs and improvements made to second floor units to make them suitable for rentals. JS feels that the stained and worn carpet in Unit 4 makes this space unattractive to potential renters. RJ said the Facilities Department will make repairs and improvements to the two second floor units.

RJ noted that water accumulated in the Depot basement during the recent flood.

The Committee discussed a Massachusetts Historic Properties grant application that was received by DC. RJ said he was in contact with Menders, Torrey & Spencer (MTS) about the feasibility of a scaled-down exterior renovation project for the Depot that would fall within range of a typical grant amount. RJ spoke about the thresholds of restoration work that could be performed without triggering code requirements that would impact the entire building.

DC suggested that the Town pursue a \$150,000 project that is funded jointly by the state and the Community Preservation Program. RJ expressed that there isn't much exterior renovation work on the building that could be accomplished for this amount.

JS asked about the implications of renovating the Depot's facade while keeping the second floor intact. RJ feels that it is possible to recreate the building's original outside appearance without removal of the second floor.

RJ said that the cost estimate to complete a full renovation of the Depot, both interior and exterior, is about \$1 million. He will check with MTS to see whether a piece of the overall project may be accomplished for approximately \$150,000.

RJ distributed a Depot Park Revolving Fund statement dated 2/16/10. The current balance is \$31,081. JS noted that \$5,000 that was erroneously withdrawn from the account last year has not yet been returned to it—so the account balance ought to be \$5,000 greater than is stated.

JP asked whether the railroad car rental proceeds are being deposited into the Revolving Fund. RJ said he will ask Marcia Pyles to break out railroad car rental income on the monthly report in the future.

RJ reviewed for the Committee the individual charges that appear on the financial statement. JS asked about combining fire alarm monitoring between the Freight House and Depot buildings to save money that is currently spent for leased phone lines. The monthly Verizon line charge for the Depot is about \$61 and about \$58 for the Freight House.

RJ provided an update on work being done on the Freight House second floor. He received a contractor price quote of about \$805 to install carpeting and about \$550 for restroom flooring. JP requested the contractor's specifications of the proposed flooring materials. The Facilities Department plumber quoted the cost of replacement bathroom fixtures to be about \$450. RJ said that since Facilities Department staff is to perform the remaining work (outside of the flooring installation), there would be no additional labor costs because the work would occur during normal straight time.

JS reminded RJ of the remaining data cable installation work that is to be done on both the first and second floors.

RJ said he intends to acquire a door access card reader for the Freight House as part of a town-wide system that is planned.

RJ and JS discussed procedures for cleaning the railroad car. JS and Fay Russo are to draft cleaning procedures for custodians to follow before and after rentals.

The Committee discussed Depot Park groundskeeping. JP plans to talk with the Town Manager about this subject.

RJ expressed that he was not entirely pleased with the custodial upkeep of the Freight House restrooms last year; and he intends to make improvements this year. Custodians are supposed to spend a full hour on cleaning the facilities each night, he explained. JS said his observations are that custodians spend about 10 to 15 minutes per visit on cleaning the restrooms.

JP invited motions regarding past meeting minutes. DC made a motion to accept the minutes of the 2/17/10 meeting. JP seconded the motion; and it passed unanimously. DC made a motion to accept the 12/29/09 minutes. JP seconded this motion; and it passed by a vote of 2-0-1.

At 5:19 P.M., JS made a motion to adjourn the meeting. JP seconded the motion; and it passed by a unanimous vote.

Submitted by

Jim Shea, Clerk

These minutes were approved by a unanimous vote of the Committee at its meeting of 5/04/10.