



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of September 20, 2010

MINUTES

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

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

Ex-officio committee members not in attendance: Richard Jones (RJ), Facilities Director

Chairman Joseph Piantedosi called the meeting to order at 3:40 P.M. at the railroad car at 120 South Road.

JP explained that without Richard Jones in attendance, no financial reports would be presented at this meeting. Discussion of the FY 2011 budget is to be deferred until the next meeting.

JP said he wishes to take photos of Depot Unit 4 to advertise its rental opportunity.

RR said he delegated to RJ a request he received from JRM Antiques for rental of basement space. The tenant proposes to rent basement space below Unit 1 for \$10 per month. The tenant's original financial proposal was for \$15 per month, but he reduced the amount in consideration of a moisture problem in the basement. JP described a moisture control system he installed in the basement of his summer home and suggested something similar could be done to improve conditions in the Depot basement. He feels that given the low rent, the tenant ought to pay for the electricity to operate the moisture control system.

After discussion, the Committee agreed to accept JRM's proposal of \$10 per month on a tenant-at-will basis. JS suggested that this arrangement be made retroactive to when the tenant began to use the basement space.

DC suggested that until it is possible to undertake a complete building renovation project, modest upgrades be made to the exterior of the Depot. RW expressed concern that exterior work would impact interior usage of the building by existing tenants.

JS proposed painting the Depot in the same B&M cream and maroon color scheme as the Freight House building. This would tie together the two historic buildings in the Depot Park complex. DC suggested using Community Preservation funding for this proposed project. JP feels the painting could occur in the springtime. He plans to ask RJ to solicit quotes from painting contractors.

JP inquired about the Town Meeting article that was passed that would allow 99-year leases of the Depot. RR said a bill would have to be refiled with the State Legislature to enact this

measure. He feels the economy will need to improve before a tenant would be interested in renting the entire building.

JP invited JS to read an update that he received from RJ by e-mail on 9/19/10:

1. I will have Marcia prepare a statement of our understanding of the \$5,000 charge to the Revolving Fund and why it has not been reversed.
2. Marcia will provide an update of the expenditure details with the financial statement.
3. Have contacted a contractor about installing the data and phone lines in the rail car and competing the work in the Freight House. Was not able to arrange a meeting for last week. Will also ask this contractor for a price to install a security system in the Freight House and rail car.
4. Did not complete arrangements for rekeying the Depot building.
5. Had additional keys made for suite #4 at the Depot building.
6. An inspection of the space found the partition walls had been removed.
7. Exterior walls need to be patched and the walls and ceiling need to be painted. This work was started last week.
8. I have not received any additional calls from persons interested in renting the space.
9. I met with John Monahan regarding rental of the basement room and his interest in renting Suite #4. He is interested in the space; however, the lack of accessibility restricts use of the space making it unlikely he could get approval from the building inspector to occupy the space. John has not yet paid for use of the basement storage room he has been using for several months. He has decided the space is only worth \$10 per month instead of the original \$15 he offered because the space has a humidity problem. We have installed a dehumidifier and a sump to address this issue. I don't expect this to be a concern going forward. Is \$10 per month acceptable to the committee?
10. The \$25 difference between the FY10 revenue reported by Fay Russo and Facilities was due a mis-categorization of the revenue by Facilities. We have corrected our records.
11. I have not looked into combining the alarm system monitoring or parking lot lights control clock.

JS presented an assessment for common area charges given to him by JRM Antiques. The tenant inquired about charges for snow removal and groundskeeping services that he feels are excessive in view of the services that were actually delivered.

The committee discussed the dumpster that is in front of the Depot building. RW said that in response to a request from RJ, the DPW provided the dumpster under the Town's contract with Allied. JS said it is his understanding that Barbara Purchia of the Glass Collaborative initiated a request for trash disposal. DC expressed that the dumpster adversely impacts the appearance of the site and is too large. JP asked whether a smaller dumpster could be furnished.

RW said Baudanza Electric is confused about the tasks to complete the railroad car's electrical work. JS said he was at the Freight House when the contractor visited the car several months ago to assess the remaining work.

JP reviewed the task list that is dated 8/16/10 and requested updates.

- RW said that the parking lot sand was swept. Plantings are to be put in behind the Depot in the fall.
- JP thinks it is a good idea to have the railroad car's alarm system installed soon. JS recapped a meeting at the railroad car last spring with Facilities and DPW workers to plan for this work.

- RW said he plans to bring parking lot easements into better focus. He intends to bring easement plans to the next meeting. The committee discussed the VFW's use of the parking lot. JP explained that the VFW instructs its members to use the Town-owned spaces first so that the VFW spaces are left open for customers.

The committee discussed printing the kiosk map and selling copies at the Freight House. Proceeds would be deposited in the Depot Park Revolving Fund. JS presented a quote from DSA Printing. DC said he could get a quote from another printer for comparison. RW suggested a selling price of \$2.00. RR requested that no advertising be sold on the map if the printing is to be paid with Town funds. JS and RW are to work together on the layout for printing the map.

JS read an e-mail message he received from Terry Gleason of the Bicycle Advisory Committee. Mr. Gleason informed the committee that Arlington, Lexington and Bedford intend to collaborate on a grant proposal to the Department of Conservation and Recreation for new bikeway amenities such as signage and kiosks.

JP asked that JS contact RJ about a vacuum cleaner that is needed by the custodian to clean the Depot common areas. JS said he understands that each day, the custodian is supposed to spend 60 minutes cleaning the Freight House restrooms and railroad car and 30 minutes cleaning the Depot common areas.

JP invited motions regarding acceptance of the August 16 meeting minutes. DC made a motion to accept the minutes as written. JP seconded the motion; and it passed by a unanimous vote.

The next meeting is scheduled for October 27 at 3:30 P.M.

At 5:03 P.M., JS made a motion to adjourn the meeting. DC 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 10/27/10.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 9/20/10
- DPAC Task List, dated 8/16/10
- E-mail from Richard Jones, dated 9/19/10
- Tenant bill for FY 2010 common area charges