



## **BEDFORD DEPOT PARK ADVISORY COMMITTEE**

Town Hall • Bedford, Massachusetts 01730

**Meeting of December 6, 2011**

### **MINUTES**

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

**Ex-officio committee members in attendance:** Richard Jones (RJ), Facilities Director; Rick Reed (RR), Town Manager; William Moonan (WM), selectman liaison

**Ex-officio committee members not in attendance:** Rich Warrington, DPW Director

Chairman Joseph Piantedosi called the meeting to order at 3:07 P.M. at Bedford Town Hall.

RJ explained that he did not have a Depot Park Revolving Fund financial statement for distribution. JP requested that the latest statement be e-mailed to committee members. RJ said he is unaware of any recent major expenses at the Depot Park complex. He plans to bring an FY 2013 budget estimate to the next meeting. The Freight House furnace and doors and the men's restroom overhead light were repaired, he noted.

JP said he re-advertised the Unit 4 rental opportunity on Craig's List. JS conveyed that Brown Pulliam expressed interest in possibly renting at least a portion of the unit.

RR joined the meeting at 3:20 P.M.

JP requested that RJ contact him when he returns from vacation to set up a meeting to prepare painting specifications for the Depot exterior. He wishes to see the building painted as soon as weather allows in 2012.

RR said he e-mailed RW about graffiti on signs at Depot Park.

WM commented that the Bedford Farmers' Market organization does not plan to operate a farmer's market in 2012.

JP explained a request from Barbara Purchia, a Depot tenant, for a Depot Park sign. At a previous meeting, RW discussed his plans to place a directional sign at the corner of Great Road and Loomis Street.

RJ asked whether he ought to approach the Community Preservation Committee with a funding request to improve the Depot building's flooring. JP and WM agreed that until a longterm plan for the Depot is determined, it is probably best to defer any flooring upgrades. RR asked whether it would make sense to remove the dilapidated carpeting in Unit 4. RJ said he is unsure what type of material is beneath the carpeting, and that he would have new carpeting installed before a new tenant occupies the space.

RJ reported that Facilities Department workers have not made further progress on installing the railroad car fire alarm system and data/CATV wiring. JP asked whether a small electrical contractor could finish the job. RJ said he will check into this option.

RJ said he has not made progress on getting a card reader for the Freight House front door. He suggested that a punch-pad unit be used instead of a card reader.

JP observed that the DPW has not yet finalized a letter of agreement with the VFW about Depot Park site usage and maintenance.

RJ said that exposed nails on the Freight House deck ought to be repaired soon. He and JP agreed that painting the deck can be accomplished in conjunction with the upcoming Depot painting project.

JS reported the presence of graffiti on two “Slow” signs near the bikeway terminus.

JS provided kiosk map sales figures. Since the map became available in late September, 75 units were sold at the Freight House, which generated \$150 in revenue. The Bedford Historical Society purchased a carton of 450 maps at a price of \$450. Total sales proceeds amount to \$600. This money is to be deposited in the Revolving Fund. RR said he does not recall receiving a check from the Historical Society. JS will e-mail Donald Corey to inquire about this payment.

The committee discussed when to close the Freight House public restrooms for the winter. JP suggested that they be closed on weekdays for now, and then fully closed once snow is on the ground. The committee discussed winterization methods for the public restrooms.

JS mentioned that the thermostats in the public restrooms are sometimes adjusted by the public. RJ will explore either covering the thermostats or replacing them with devices that are internally preset.

WM said he plans to visit a New Hampshire tourist railroad in January to see how they put removable dinner tables inside their Budd Rail Diesel Car. He hopes this information will lead to Bedford being able to rent its railroad car for dinner functions.

JS conveyed that the directors of the Friends organization face challenges with staffing the Freight House with volunteer cashiers on weekends; and they are uncertain whether the organization will be in a position to operate the Freight House as a welcome center in 2012. He said the estimated labor cost for six months of weekend coverage by part-time cashiers, inclusive of employer taxes, Workers’ Compensation insurance and payroll processing expenses, is \$4,997. He added that the organization’s new vice president, who is poised to become its president in the future, is apprehensive of responsibilities related to the Freight House. The committee discussed possible options for future use of the Freight House.

JP made a motion to accept the 10/19/11 meeting minutes. JS seconded the motion; and it passed by a unanimous vote.

The next meeting is scheduled for January 18 at 3:00 P.M.

At 4:07 P.M., JS made a motion to adjourn. JP seconded the motion; and it passed by a unanimous vote.

Submitted by:

Jim Shea, Clerk

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 12/06/11
- Ongoing DPAC Projects, dated 12/06/11