



## **BEDFORD DEPOT PARK ADVISORY COMMITTEE**

Town Hall • Bedford, Massachusetts 01730

**Meeting of June 20, 2012**

### **MINUTES**

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

**Ex-officio committee members in attendance:** Richard Jones (RJ), Facilities Director; Rich Warrington (RW), DPW Director

**Ex-officio committee members not in attendance:** Rick Reed, Town Manager; William Moonan, selectman liaison

Chairman JP called the meeting to order at 3:08 P.M. at Bedford Town Hall.

JP welcomed new committee member John Peterson.

RJ provided an update on the Depot painting and masonry projects. He informed Menders, Torrey & Spencer (MTS) that he plans to pay the company less than \$1,000 for its design services related to the projects. He expects to have project specifications from MTS next week. RJ said the total charges for the design services, painting and masonry should not exceed \$18,000. He is unsure whether the two projects will be bid separately or combined.

John Peterson inquired whether Shawsheen Regional Technical High School students could perform the work at cost. JP and RJ believe it would take years to get the work done in this manner. JP suggested moving forward promptly with the painting project now and address the masonry work afterward.

RW inquired about the Depot's chimney. RJ said it will eventually be removed.

RJ distributed a Depot Park Revolving Fund financial statement dated 6/20/12. The current account balance is \$37,343.04. RJ also distributed an FY 2013 proposed budget dated 5/02/12.

JP inquired whether Depot tenants are being charged appropriately for common area maintenance (CAM) expenses. RJ believes the current CAM charges are adequate. JP stated the Town ought to be recovering 100% of the costs related to the building and that no or very minimal CAM charges should apply to basement space.

The committee discussed paying the DPW a portion of CAM charges collected from Depot tenants for groundskeeping services. RJ explained that \$4,219.32 is currently held in reserve in the Depot Park Revolving Account for DPW groundskeeping charges.

RW said that one of the parking lot lights was replaced with a fluorescent fixture as a test. It consumes about half the wattage of bulbs currently in use. JP believes a replacement program ought to be eligible for a rebate from NSTAR. JS calculated the potential electrical cost savings of switching to fluorescent bulbs to be about \$3,200 in FY2013.

JP reviewed a task list dated 6/20/12.

- RJ plans to move an existing card reader from the Middle School to the Freight House, and purchase a new card reader for the Middle School at a cost of \$819.
- RJ will have Facilities electrician meet with JS at the railroad car to review completion of the car's electrical wiring.
- RJ will have a Facilities painter do touchup painting on the Freight House exterior.
- RW reported that the DPW installed Depot Park directional signage at the intersection of Great Road and Loomis Street.
- RJ said Facilities has begun prep work to paint the Freight House deck.
- RW has checked for rainwater leaks inside the railroad car. JS suggested the ingress might be through an air vent on the side of the car.

The committee discussed the possible future use of the Depot building and whether to retain its second floor. JP believes it is advantageous to keep the existing four rental units to financially support the Depot Park complex. He proposed that a future project renovate the building's exterior so that it appears similar to its original appearance. John Peterson believes the Depot Park corner attracts much positive attention to Bedford. He said it is a destination point and landmark.

RJ proposed that we request from MTS revised architectural plans and prices for a project that would retain the Depot's second floor and not change the building's use, but would add handicap accessibility and restore the exterior. At the next meeting, JP suggested that the committee provide a formal recommendation.

RW feels the most important short-term project is to paint the building exterior so that it matches the Freight House color scheme.

John Peterson suggested having "flea markets" at Depot Park to raise revenues.

JS shared a new hardcover book that was recently published about the Billerica & Bedford Railroad. It is available for sale at the Freight House, which was the B&B's Engine House.

JS conveyed that the new custodian who covers Depot Park on weekdays is doing a good job. The custodian requests from the DPW heavy duty plastic liners for the outside trash receptacles.

The next meeting is scheduled for July 18.

JP made a motion to accept the minutes of the 5/23/12 meeting. JS seconded the motion; and it was passed by a vote of 2-0-1. JP and JS voted in favor of the motion. John Peterson abstained from voting.

John Peterson left the meeting at 4:53 P.M.

JP invited motions to adjourn the meeting. JS made a motion to adjourn at 5:00 P.M. JP 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 7/24/12.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 6/20/12
- Depot Park Revolving Fund financial statement, dated 6/20/12
- Estimated FY 2013 budget, dated 5/02/12
- Ongoing DPAC projects, dated 6/20/12