



## **BEDFORD DEPOT PARK ADVISORY COMMITTEE**

Town Hall • Bedford, Massachusetts 01730

**Meeting of July 24, 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; Rick Reed (RR), Town Manager

**Others in attendance:** Donald Corey

**Ex-officio committee members not in attendance:** William Moonan, selectman liaison

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

JP acknowledged the specifications that RJ sent him for Depot exterior painting and masonry repairs. RJ said he plans to bid the two projects separately—masonry repairs are to be done first, then painting. JP suggested that tenants be given a written notification of the upcoming work. Three masonry contractors have been asked to provide quotes, RJ said, and he anticipates that the masonry and painting projects will be completed by the end of August.

RR joined the meeting at 3:12 P.M.

JP recapped the discussion the committee had at the previous meeting about future use of the Depot and exterior work on the building. JS said the prior discussion centered around retaining the four rental units and improving the building's facade. RJ said a decision is necessary about the building's future use before Menders, Torrey & Spencer (MTS) can update its plans. John Peterson recommended retaining the existing four rental units and installing a stairway chair lift versus an elevator. He remarked that restaurant uses of old buildings are on the rise.

Donald Corey said while he is not officially speaking for the Bedford Historical Society, he does not envision the Society being interested in renting the Depot or contributing financially towards a restoration of the building.

RR questioned whether reducing the Depot to one floor would provide as much rental income opportunity as renting two floors with four units. RJ noted that the current total rental income from the building is about \$27,000 per year.

JP suggested that the committee make a recommendation to the Selectmen about the Depot's future use and renovations. JP invited motions.

JS offered a motion: "The committee recommends that the Depot's 2007 architectural plans and price estimates be updated in a manner that retains the building's current usage, renovates the exterior to better resemble its historical appearance, improves accessibility, and addresses any code issues and repairs that may be required." John Peterson seconded the motion; and it passed by a unanimous vote.

JP commented that should Babe Ruth Baseball leave Unit 2, the space can be upgraded to accommodate a higher-end tenant.

RJ said he will ask MTS to provide an estimate that would include the price of their design services and the projected renovation costs.

Don Corey left the meeting at 3:50 P.M.

RJ distributed a Depot Park Revolving Fund financial statement dated 6/30/12. The current balance is \$37,715.43 with \$4,219.32 in reserve for DPW groundskeeping charges. John Peterson questioned the DPW's charges. RJ explained how common area maintenance (CAM) charges are calculated for Depot tenants based on the number of parking spaces adjacent to the building, which amount to 38% of the total spaces in the Loomis Street lot. RJ reviewed a worksheet of CAM charges and the committee discussed the philosophy behind them. JP feels the tenants ought to be paying 100% of the charges related to the Depot building.

JP reviewed a task list dated 7/24/12.

- RJ said a card reader is to be installed on the Freight House front door in mid-August.
- Completion of the railroad car's wiring will be deferred because Facilities electrician Ray is occupied on other jobs for the summer, RJ explained.
- A part-time Facilities painter will do touchup painting on the Freight House this summer.
- A contractor or Facilities worker will paint the Freight House deck prior to winter.
- RW reported that the exterior lighting is being converted to fluorescent bulbs.

JP recapped a Planning Board hearing on July 17 about the proposed 54 Loomis Street mixed-use development. Impacts on Bedford's adjacent parking lot and the existing easement near the Depot are potential concerns, he feels.

JP invited motions for election of a chairman and clerk. John Peterson made a motion to elect JP to be chairman and JS to be clerk. JS seconded the motion; and it passed by a unanimous vote.

JS commented that the new weekday custodian is doing a good job and patrols the Depot Park grounds for any stray trash. He conveyed a request from the custodian for trash barrel heavy-duty plastic liners. RJ said the change in weekday custodians is cost neutral.

The next meeting is scheduled for Tuesday, 8/28/12.

JP invited motions regarding the 6/20/12 draft meeting minutes. John Peterson made a motion to accept the minutes. JS seconded the motion; and it passed by a unanimous vote.

John Peterson made a motion to adjourn at 4:51 P.M. JS 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 8/28/12.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 7/24/12
- Depot Park Revolving Fund financial statement, dated 6/30/12
- FY 2011 O&M Calculation
- Ongoing DPAC projects, dated 7/24/12