



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of December 17, 2013

MINUTES

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

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

Ex-officio committee members not in attendance: Roy Sorenson, DPW Director

Others in attendance: Donald Corey

Chairman JP called the meeting to order at 3:23 P.M. at Bedford Town Hall.

JP requested an update on the Depot facade restoration and accessibility improvement project. RJ said that the contract is to be advertised in January. A Massachusetts Historical Commission (MHC) deed restriction has been signed but not yet filed.

WM inquired how it might be possible to complete the entire facade restoration in a single phase. RJ explained that the RFP has an "add alternate" provision that would enable the Town to instruct the contractor to restore the entire facade. He added that Donald Corey is interested in obtaining Community Preservation funds to complete all of the exterior. JP said we will learn the price to restore the entire facade through the contractor bids.

Donald Corey joined the meeting at 3:28 P.M.

Donald Corey said we could file another grant application to the MHC for additional funds towards the Depot facade project. He plans to add a placeholder in the Community Preservation Committee's budget for funding of a potential Phase Two of the project.

RJ reminded the committee that we must complete the base bid (Phase One) of the Depot facade project by June 30, 2014, to be in compliance with the Town's agreement with the MHC. A total of 26 weeks is allowed for the entire project.

RJ noted that when work begins on the Depot, two tenants will be in the building: Unit 2, Babe Ruth Baseball and Unit 3, The Glass Cooperative.

RR provided a recap of a meeting that he and RJ had with the Unit 2 tenant to discuss the upcoming work. This tenant offered to cooperate with construction-related disturbances if they are allowed to extend their lease beyond its current expiration date. They like the location and wish to remain in the building. JS note that an outcome of the committee's October 8 meeting with the Selectmen is that the Depot will continue to be available for rent through at least the next three years. Bedford's contract with the construction firm will state that Unit 2 may not be disrupted sooner than April 15, RJ said.

JS inquired whether the contractor would use the Depot interior as a staging area for its work. RJ said the contractor can choose to rent Depot space from the Town for its activities.

RJ said the Revolving Fund ought to be able to absorb a loss of revenue from two Depot unit rentals for a period of one year. JP proposed that we soon begin advertising the availability of Unit 4 for rent so that it may be occupied as soon as the facade work is complete. RR suggested that we delay advertising the rental opportunity until it is know whether and when Phase Two of the facade work is to occur. JP plans to ask commercial real estate agent John Peterson for local market information as guidance on appropriate Depot rental rates. RJ said he will e-mail JP the current Depot leases.

JS asked how project management will be handled after RJ retires on January 10. RJ said he is confident that architect Patrick Guthrie will do a competent job.

JP requested a copy of the bid documents. RR said that he and Marcia Pyles will perform the bid openings. JP requested to be present during the bid openings.

RJ said that his successor will oversee the replacement of the Depot's rooftop signal masts, and that it might be possible to have the contractor that is hired to do the facade work install replacement masts. JS recommended that a power cable and LED light fixture be attached to each new mast so that the train order signal roundels (lenses) may be illuminated.

RJ reported he does not have an updated Depot Park Revolving Fund financial statement because Marcia Pyles is on vacation. JP emphasized that the Revolving Fund will be needed for expenses related to construction of a handicap accessible restroom in the Depot and possibly for materials to restore baggage carts obtained by the DPW. RJ said he understands that the Revolving Fund shall not pay the DPW for snow removal and groundskeeping work previously performed by the Town at the Depot Park complex. WM said he concurs with this understanding. JP asked that the figures be removed from future Revolving Fund financial statements.

JP said he is awaiting word from the Arts Council about a possible grant award to support restoration of two baggage carts that are to be displayed at Depot Park.

RJ reported the Facilities Department has purchased a new electronics module to make the Freight House card reader functional. Also, due to defects in the new Freight House front door, he plans to request a replacement from the vendor. JS said the current door is so swelled that often it is not possible to open. A metal door might be a better choice, RJ added.

JP scheduled the next committee meeting for January 15 at 3:00 P.M.

At 4:30 P.M., JP made motion to adjourn. JS 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 2/12/14.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 12/17/13