



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of May 12, 2014

MINUTES

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

Ex-officio committee members in attendance: Taissir Alani, Facilities Director (TA); Roy Sorenson, DPW Director (RS); Rick Reed, Town Manager (RR)

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

Others in attendance: Donald Corey; Marcia Pyles, Facilities Department

JP called the meeting to order at 3:36 P.M. at Bedford Town Hall. He started with the subject of the Depot facade and accessibility project.

TA reported that the contractor has been at the job site for about three weeks. They are working only on the interior of the building at this time. Some windows have been removed and replaced with plywood. The contractor believes they are on schedule to meet the schedule. The Massachusetts Historical Commission (MHC) requires that its funding be used by June 30, 2014.

RR joined the meeting at 3:39 P.M.

JP inquired about air conditioning equipment that the Town plans to install at the Depot. TA said the Facilities Department has spec'ed out four air conditioning units. Facilities will provide a portable air cooling unit to Unit 3 on a temporary basis, if needed.

Don Corey inquired about the electrical meters and wiring that are exposed on the southern side of the Depot building. TA said that Facilities can dress up these utilities to mitigate their unsightliness.

JP said the Selectmen will be discussing the Depot rental terms tonight at 8:00. He plans to attend the meeting to request that any new leases be for a term of up to three years. JP asked Marcia Pyles whether any MAPPO (Massachusetts Association of Public Purchasing Officials) members have used realtors to market rentals of municipal buildings. She said that she posted an inquiry on a message board, but no responses were received. Ms. Pyles said she will draft a simple RFP to solicit the services of a realtor to find Depot tenants. TA suggested that the price threshold might allow us to solicit quotes rather than using a formal RFP process. To get an idea of possible costs, JP suggested that we ask local realtors what they would charge. He plans to contact realtor John Peterson for advice.

Item 4, signal masts: TA said he asked the Depot contractor whether they have any interest in replacing the rooftop signal masts. Marcia Pyles added that the MHC wants the masts restored in an historically accurate way. JS questioned whether the Commission has purview over the masts. JP said Bedford's building inspector could condemn the masts if they are in danger of toppling over.

RR distributed a memo he wrote to the Selectmen dated 5/09/14 regarding the Depot lease terms. JP said that Unit 3 tenant Barbara Purchia e-mailed him to request a lease extension of one year plus options for one and two additional years.

Marcia Pyles distributed a Depot Park Revolving Fund financial statement dated 5/12/14. The current account balance is \$56,855.67. Ms. Pyles noted that the Unit 3 tenant paid for two months of rent in December 2013.

Marcia Pyles reported that the Facilities Department acquired a new metal door to replace the Freight House water-damaged wood front door. It is being painted in the department's shop.

JP complimented RS for the DPW's excellent job repairing the Special Places sign. JS observed that the Depot contractor's fence fell on the sign's new framework, which gouged one of the wooden posts. RS passed out photos of the repaired Special Places sign and restored baggage cart. The committee discussed having a small ceremony to acknowledge the DPW's restoration work on the baggage cart. The DPW removed a few bicycle racks in front of the Freight House to display the cart.

The committee discussed a bikeway user's offer of a recurring \$1,000 donation to support an expanded restroom schedule during the early and latter portions of the year. The committee discussed using the proposed donation to open the restrooms on weekdays during times of the year when they are otherwise open only on weekends such as during April and November. Marcia Pyles is to obtain custodial expense information before the proposed donation is accepted. RR said that a gift account could be established to hold any such donation and to restrict the money's usage to the purpose stated by the donor.

JP observed that the 111 South Road building project has been lagging. RS said he has been in touch with property owner Kenneth Larson and code enforcement director Chris Laskey about handicap parking signs that have been removed from public parking spaces adjacent to the building. The Railroad Avenue parking lot belongs to the Town.

RS said 54 Loomis Street contractor Matthew Black plans to demolish the building within 90 days. The DPW will remove the Town's amenities from the easement area on the eastern side of the Depot. The developer plans to re-landscape the easement area and install new amenities.

Don Corey reported that replacement historic markers have been ordered for the Depot and Freight House, and the vendor will bill the Town.

The DPW has replaced the Depot Park directional sign that was missing from the corner of Loomis Street and Great Road.

JP said the committee's highest current priority is obtaining tenants for the vacant Depot units. He said that Adam Hutchinson expressed interest in renting Unit 1.

JP made a motion to accept the 4/01/14 meeting minutes. JS seconded the motion, and it passed by a unanimous vote.

JP said the next meeting is scheduled for June 18 at 3:30 P.M.

JP made a motion to accept the minutes of the 2/12/14 meeting. JS seconded the motion, and it passed by a unanimous vote.

At 5:00 P.M., JP made a motion to adjourn the meeting. 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 6/25/14.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 5/12/14
- Depot Park Revolving Fund financial statement, dated 5/12/14