



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of September 24, 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

Chairman JP called the meeting to order at 8:36 A.M. at Bedford Town Hall.

At 8:37 A.M., JS made a motion to enter executive session to discuss Bedford Depot real estate rental negotiations, and to resume a regular session of the meeting thereafter. JP seconded the motion. In a roll call vote, JP and JS each voted in favor of the motion.

The meeting returned to regular session at 9:59 A.M.

TA provided updates on the status of the Depot facade and accessibility improvement project.

- The Massachusetts Historical Commission (MHC) made a decision to use single-pane windows versus double-pane windows. JP remarked that neither he or the Facilities Department was notified of the Commission's decision. He is disappointed in the change made to single-pane windows because Bedford is a "green community" and the new windows will be less energy efficient than the double-pane windows that were originally specified. JS noted that the change in window types caused a substantial delay in the project's progress.
- A change order was issued for the window units at an expense of between \$2,000 and \$3,000.
- The overall cost of change orders so far is \$5,391.
- TA distributed a project financial statement dated 9/24/14. He said an additional \$53,000 is to be added to the revenue side once this supplemental money is received from MHC.
- The balance remaining from the 2009 roof project was re-appropriated for exterior use.
- The overall project budget is \$502,050 plus the amount remaining in the roof account.
- The Facilities Department hired a contractor to build a handicap-accessible restroom on the Depot's first floor.

JP proposed that the future Unit 1 tenant not formally occupy the space until November 1 to allow the Facilities Department more time to complete this new restroom.

The committee reviewed a to-do list for the Depot project that was prepared by JP.

JP observed that the contractor has not protected interior surfaces during the ongoing work and that the interior of the building is very messy. TA said the contract does not require Campbell Construction to protect interior surfaces, only to perform light vacuuming.

Painting of gutters and downspouts will be an additional expense.

TA reported that within the past week, Campbell Construction told him their work will be finished by September 30. JP reacted that he is skeptical the work will be completed on time. JS inquired whether the Town has any recourse if the contractor does not complete the project on time as required by the contract. TA replied the contractor could claim that it was delayed beyond its control by the change from double-pane to single-pane windows.

JP is concerned about obtaining an occupancy permit for Unit 3 due to openings in the floor between the two floors.

JS mentioned that a deadline is approaching for Bedford Cultural Council grant applications. JP plans to submit an application for funds to restore a second baggage cart that would be displayed near the Depot Building.

JP intends to draft a memo that summarizes lease terms for Units 1 and 2.

JP made a motion to accept the minutes of the 7/23/14 meeting. JS seconded the motion, and it passed by a unanimous vote.

At 10:48 A.M., JS made a motion to adjourn the meeting. JP 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 10/30/14.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 9/24/14
- Depot pending tasks list, dated 9/24/14
- Depot project financial report and change order log, dated 9/24/14