



## **BEDFORD DEPOT PARK ADVISORY COMMITTEE**

Town Hall • Bedford, Massachusetts 01730

**Meeting of August 20, 2008**

### **MINUTES**

**Committee members in attendance:** Donald Corey (DC); Joseph Piantedosi (JP); Jim Shea (JS)

**Ex-officio committee members in attendance:** Richard Jones (RJ), Facilities Director; Richard Warrington (RW), DPW Director; Rick Reed (RR), Town Manager

**Ex-officio committee members not in attendance:** Angelo Colao, Selectman Liaison

Chairman JP called the meeting to order at 3:39 P.M. at Bedford Town Hall.

RW provided an update on the Freight House renovation project:

- Siding on the building has been installed;
- The final roof cap was completed;
- Footings for the platform have been poured;
- The slab and walls for the restrooms addition are in;
- The concrete pad for the air conditioning condenser is done;
- Decking for the platform is approximately 75% framed;
- Installation of sheetrock is about one-third completed;
- Underground electrical lines for the building and railroad car are in;
- The light fixture on the rail car side of the building has to be modified for clearance.

RW said that he discussed with JS the design of the exterior sign. Shop drawings for the point-of-information kiosk have not yet been furnished by the contractor. JS inquired whether the side door at the eastern end of the railroad car would clear the platform. RW replied in the affirmative.

JP asked about the Freight House paint colors. RW said that the building is to be painted in the 1950s Boston & Maine “cream and maroon” color scheme.

JP asked when substantial completion of the project would be completed. RW speculated that this would occur in October.

DC inquired about funding for the interior buildout/fit-out. RJ said that this has not yet been decided. DC proposed that if there are surplus funds remaining in the railroad car renovation account, perhaps Town Meeting would agree to allocate them for Freight House interior work. He is to discuss this with the Community Preservation Committee. RW said that the railroad car account currently has a balance of about \$20,000.

The Committee discussed counters and cabinets for the Freight House. RJ asked for a sketch of the interior layout. JP said that he would collaborate with JS to prepare a drawing.

RW said that he eliminated the exterior pay telephone that was part of the Freight House plans. He said that the contractor does not issue credits for such changes.

RW noted that the second floor is in rough shape and suggested that it be renovated before building occupancy.

RJ said that he did not bring an updated Depot Park Revolving Fund statement to the meeting. He does not believe there have been any significant charges during the past month.

The Committee discussed the remaining key tasks to be completed on the railroad car. JS proposed hiring a DPW crew on an overtime basis to complete the project, and to pay them from the rail car account. RW said he would check into the possibility of doing this.

RJ reported that Menders, Torrey & Spencer has a couple questions about design of the Depot roof. If new mechanical systems are to be installed in the building in the near future, then the roof vent openings ought to be changed when the new roof is installed. JS asked when the bid package would be prepared. RJ said that it ought to be ready within a couple weeks after he answers the architect's questions.

RJ and JP discussed the merits of converting the Depot heating system to gas.

RR joined the meeting at 4:19 P.M.

To assist the Committee in its discussion about the future rental of the railroad car, JP distributed copies of contracts and fee structures that he uses in the Town of Andover for room rentals. RR passed out rental information received from Town Center Inc. executive director Fay Russo. He said that after the Selectmen set the fees, Town Center Inc./Fay Russo would handle railroad car rentals. JP asked the Committee to review the proposed fee structure in advance of its next meeting.

JP invited motions on the meeting minutes of July 16 and July 22. DC made motions to accept the minutes of both meetings. JP seconded the motions, and they passed by unanimous votes.

RR proposed an “open house” at Depot Park on October 20 for state and local officials to mark the conclusion of the Freight House and railroad car projects.

The Committee discussed whether to ask the state’s contractor to install flooring in the Freight House. JS noted that the floor would likely be necessary before an occupancy permit could be issued, and that the contractor is required to get an occupancy permit as part of its scope of work.

RR said that there is no change in the status of the Depot rental RFP.

At 5:37 P.M., JS made a motion to adjourn the meeting. DC 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 10/08/08.