



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of February 5, 2009

MINUTES

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

Ex-officio committee members in attendance: Angelo Colao (AC), Selectman Liaison; Rick Reed (RR), Town Manager; Richard Warrington (RW), DPW Director

Ex-officio committee members not in attendance: Richard Jones, Facilities Director

Chairman JP called the meeting to order at 3:44 P.M. at Bedford Town Hall.

JP said the purpose of the meeting is to discuss how to proceed with any requests for supplemental funding for the Freight House interior fit-out and the railroad car renovation, and to prepare for a presentation to the Selectmen later in the month.

JP said that RJ provided him with a cost estimate of \$30,900 to complete the Freight House interior. \$10,000 of this amount is already funded through a transfer made from the railroad car renovation account last fall. Therefore, an additional \$20,900 would be required to accomplish the interior work.

JP noted that RW e-mailed him an estimate of \$7,108.76 to complete the railroad car renovations. To this amount JP added \$6,700 for repair of a roof leak, modification/fabrication of one of the side entrance steps so that it is accessible from the platform, and compensation for the consultant for additional services and labor that he provided to the Town. Recognizing that the account has a current balance of \$7,195.39, an additional \$6,613.37 would be necessary to pay for the remaining expenses.

JP distributed a financial summary that he prepared for the Freight House project. He noted that he segregated expenses that might not be deemed eligible for payment under the Community Preservation Act. DC and JP reviewed for the Committee their prior discussion about the eligibility of certain project expenses.

RR joined the meeting at 3:51 P.M.

JP conveyed that RJ has asked Menders, Torrey & Spencer to provide cost estimates to do additional work on the Depot—such as first floor support—should surplus funds be available after the roof work is finished. AC suggested that additional work on the building ought not be performed until the roof work is finished.

JP reviewed with the Committee the current balance of the Depot Park Revolving Fund and a draft FY 2010 financial projection that was prepared by RJ for the Depot Park complex. Since the previous draft budget, RJ increased by \$1,000 anticipated expenses for FY 2010. JP noted that this draft budget is predicated upon reduced Freight House and railroad car revenues because of the uncertainty of when these venues will become available.

AC inquired how railroad car rental revenues were projected. JS replied that at a prior meeting, Fay Russo of Town Center provided the Committee with an estimate of annual income from the railroad car. It appears that RJ adjusted her projection downward for FY 2010, he said.

The Committee discussed possible ways to fund the Freight House interior fit-out and the remainder of the railroad car renovations.

1. The Depot Park Revolving Fund;
2. Request through the Community Preservation Committee and Town Meeting that surplus finances from the Depot roof project be applied to the Freight House and railroad car;
3. The Municipal Historic Stabilization Fund that is under the Selectmen's control.

JP commented that the purpose of the Revolving Fund is to pay for operating and capital expenses at the Depot Park complex and to support the 20-year financial plan.

After much discussion by the Committee, RR advised that the Historic Municipal Properties Stabilization Fund is the more appropriate source for supplemental funding. He recommended that the Committee make a presentation and request to the Selectmen for the desired finances.

JP invited motions from the Committee members. DC made the motion: "The Committee recommends that supplemental CPA-eligible funding to complete the railroad car and Freight House projects be taken out of the Historic Municipal Properties Stabilization Fund which requires Selectmen authorization." JP seconded the motion, and it passed unanimously.

The Committee discussed the items that constitute the supplemental funding for the railroad car renovation project. JP explained how he arrived at figures to repair the roof, fabricate a step, and pay the consultant for his additional services. JS observed that even with the proposed \$6,700 in supplemental funding, the project would come in below its original \$125,000 budget.

RR inquired about the peak revenue that the Freight House generated for the Revolving Fund during the years it was operated by the Friends. JS answered that the highest amount was \$7,350. Based on recent research, he anticipates that proceeds from food sales would amount to \$7,500 for a full year of operation in 2009. RW asked how the Freight House would be staffed. JS answered that a combination of volunteers and paid cashiers would be used to have the building open reliably on weekends during the bikeway season.

The Committee worked on refining the Freight House interior fit-out cost estimates and discussed which items would be considered eligible for Community Preservation funding. JP noted that the Community Preservation Act allows payments for things that support a property's intended use.

JP said that he would prepare two sheets about the supplemental funding request—one for the Freight House and railroad car costs and another concerning the Revolving Fund.

RR proposed that the Committee make a presentation to the Selectmen on February 17 versus February 9.

The next meeting is scheduled for February 18 at 3:30 P.M.

At 4:54 P.M., JS made a motion to adjourn the meeting. JP 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 3/05/09.