



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of October 21, 2009

MINUTES

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

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

Chairman Joseph Piantedosi called the meeting to order at 4:01 P.M. at Bedford Town Hall.

JP requested an update concerning the RFP for rental of the Depot. RJ said that a proposal was received from John Monahan who wishes to rent an office unit for his antique business. Current tenant Babe Ruth Baseball did not submit a proposal by the deadline; but they might be able to continue renting space on a tenant-at-will basis, RJ commented.

RJ reported that the replacement Depot roof is now complete. He intends to speak with the contractor about aspects of their work. The contractor's crane has been left idle at the site for a few months; and RJ understands that the contractor will remove it today. After paying the contractor, the remaining Depot roof account balance is \$18,601. DC and RJ discussed the procedure for returning unspent funds to the Community Preservation Program.

JS inquired why the contractor did not repair and paint the rooftop train order signals. RJ replied that the contractor did not get to this task before wrapping up. RW offered to provide a DPW bucket truck to do the work. RJ said that money from the roof account could be applied to any expenses that might be incurred in restoring the signals.

JP reviewed a "to-do" list that was attached to the meeting agenda. Tasks on this list relate to completion of the Freight House and railroad car projects.

1. Access to and from the side door at the Lexington end of the railroad car, Freight House side: RW said that the code enforcement director is making efforts to determine whether it is mandatory that this door be accessible while the car is occupied. AC suggested hinging the platform's railing at this location. RW that this option is being considered. The Committee discussed other possible methods for providing egress from the Lexington end of the car.
2. The Committee discussed steps that ought to be taken prior to renting the railroad car on November 8. JS recommended that the water supply to the coffee brewer be completed and door closers installed on the car's interior doors.
3. JS noted that #6211's automatic "night service" lighting was not fully completed by Baudanza Electric before the contractor concluded their work at the site. He said that a few fixtures remain to be connected to this circuit; and he suggested that this is a task that the Facilities Department or DPW electricians might consider finishing at a future time.

4. JP said that the air flow from the Freight House HVAC system is weak inside the first floor's main room but is strong inside the public restrooms. RJ said that the air flow was measured and found to be within the design specifications. He offered to send JP the study results. JS observed that even with the second floor registers closed, the air flow inside the main room seems faint and inadequate for both cooling and heating. The blower runs almost constantly in an attempt to satisfy the thermostat's setting of 74 degrees in warm weather and 65 degrees in cool weather, he said.
5. RJ said that the Facilities Department will commence rehab of the Freight House second floor in November. The interior fit-out account has a balance of \$4,497. RJ hopes this amount will be sufficient to complete the second floor rehab and install a door access card reader.
6. RW said he is awaiting arrival of a Macintosh Mini computer to activate the kiosk's LCD panel.
7. Graffiti removal on the Town Seal in the plaza still needs to be addressed, RW noted.
8. The DPW purchased a light fixture for the platform side of the Freight House. The DPW's electrician is to install it on the building soon.
9. RJ and RW discussed responsibility for touch-up painting on the Freight House exterior. It was agreed that the Facilities Department will supply the paint and the DPW will apply it.

RR joined the meeting at 4:26 P.M.

JP and RJ discussed considerations for a security system that would protect both the Freight House and railroad car. Installation of such a system would require an appropriation of funds, RJ anticipated.

RJ commented that the electronic door locks donated by JP are not compatible with the Sargent locks used in Town buildings. He will research installation of a Sargent card reader for the Freight House.

JS expressed that from his perspective, the priorities ought to be rehab of the second floor, a door access card reader, and then a security system.

RR appointed RJ, JP and JS to evaluate the non-price proposal that was received in response to the Depot rental RFP. RJ said that he will first read the proposal to determine whether it has met the minimum criteria for acceptance.

RJ distributed a Depot Park Revolving Fund statement dated 10/21/09. The account balance is \$35,269.65. JS inquired why \$5,300 was charged to the account in FY 2010 for Freight House exterior repairs. Also, he requested information about the amount that is being charged for daily custodial labor to maintain the restrooms. RR asked RJ to look into these questions.

The Committee discussed options for winterizing the public restrooms at the Freight House. RJ said that he plans to close the public restrooms in early November.

RW said that \$344 remains in the railroad car renovation account for purchase of sound system components. Since the car's sound system is complete, he intends to apply this money towards purchase of the kiosk computer.

JS mentioned that Internet service has been reestablished at the Freight House and that web cameras are again operational there.

JP invited motions regarding past meeting minutes.

DC made a motion to accept the minutes of the September 2 meeting. JP seconded the motion; and it passed by a unanimous vote.

At 5:31 P.M., JP made a motion to adjourn the meeting. DC seconded the motion. 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 12/02/09.