



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of April 20, 2011

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

Ex-officio committee member not in attendance: William Moonan, Selectman liaison; Rick Reed, Town Manager

Chairman Joseph Piantedosi called the meeting to order at 3:36 P.M. at Bedford Town Hall.

RJ distributed a Depot Park Revolving Fund financial statement dated 4/15/11. The account balance is \$34,299.18. Positive cash flow is \$5,366.03 for the current fiscal year. RJ reported that the tenants have been paying their rent on time.

JP inquired about the monthly charges for Freight House and Depot telephone lines that are used for alarm monitoring. He inquired whether a wireless system can be considered to reduce operating expenses.

RJ distributed an FY 2012 budget forecast dated 4/13/11. The FY 2012 budget projection is negative \$6,786.00 if the DPW is paid for groundskeeping and snow removal services at the Depot Park complex. So far, the DPW has not charged the Facilities Department for groundskeeping and snow removal at Depot Park.

RJ said he had signs made for the Freight House restrooms to indicate when they are open. This expense was charged to the Freight House interior fit-out account.

RJ reported on current account balances:

- ▶ \$132.15 in the Freight House interior fit-out account
- ▶ \$1,613.00 in the railroad car renovation account
- ▶ \$18,721.69 in the Depot roof account

RJ said the Freight House women's restroom faucet requires repair. A rebuild kit is on order.

RJ said he met with JS at the railroad car to review wiring for the fire alarm and data/CATV jacks. He plans to ask consultant Dan O'Brien for guidance on running cables into and through the car. Materials and labor are to be charged to the balance that exists in the railroad car renovation account, which he feels will be sufficient to cover expenses. Facilities Department electricians are to do the job on a weekend overtime basis.

RJ said he recently received two inquiries about renting Depot Unit 4 from an advertisement in *The Action Unlimited*. JP plans to re-advertise the rental opportunity on Craig's List.

RJ said he plans to have the Depot exterior painted during the summer.

RJ proposed setting aside a meeting to discuss the Depot architectural study and preservation plan. JP proposed having this discussion after a future meeting with the Selectmen. For the immediate future, JP suggested keeping the building status quo and financially self-sufficient. He inquired whether the Massachusetts Legislature took action on the Town Meeting vote to allow a 99-year lease on the building. DC suggested that we focus on an exterior restoration of the building for the near term. RJ recommended the installation of a platform for improved accessibility to the first floor units.

RJ said he forgot to check into options for a Freight House card reader.

RW said he is continuing to work on a memo of understanding with the VFW about maintenance and parking lot usage at the Depot Park complex.

RW distributed a draft version of a paper version of the kiosk map. He said minor adjustments are to be made to the front of the map. JS is to furnish kiosk art elements to the DPW for use on the map. RW suggested that the map show the current Historic District, not the expanded district that is proposed.

JS read an e-mail message dated 4/19/11 that he received from Timothy Fillion concerning the Billerica & Bedford Railroad locomotive boiler that is in Phillips, Maine. One director of the Sandy River & Rangeley Lakes Railroad is open to having the boiler displayed in Bedford; another director is opposed. JP suggested that members of the committee meet with directors of the organization and possibly make a cash offer to acquire the boiler outright or on a loan basis.

JS conveyed that the owner of JRM Antiques told him that the incorrect oil tank was filled at the Depot.

JP invited motions regarding the draft meeting minutes of 3/16/11. DC made a motion to accept the minutes. JP seconded the motion; and it passed by a unanimous vote.

RJ said the Facilities Department will maintain the railroad car's HVAC system.

RJ invited input for tasks a custodian may perform at Depot Park to round out his daily hour of employment there.

RW reported that an Eagle Scout plans to mount a switch stand on a concrete pad at the Lexington end of the railroad car. The scout has provided his plans to the DPW.

JS conveyed information from Fay Russo about a rental of the railroad car that is scheduled for April 21 and a request to acquire an AV cart for use as a projector stand. DC made a motion to purchase an AV cart for the car. JP seconded the motion; and it passed by a unanimous vote. JS provided RJ with literature about a recommended cart.

At 5:02 P.M., DC made a motion to adjourn. 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 5/18/11.

Documents and other exhibits used at this meeting:

- Meeting agenda, dated 4/20/11
- Depot Park Revolving Account Financial Statement, dated 4/15/11
- Depot Park proposed FY 2012 budget, dated 4/13/11
- Draft of kiosk paper map