



BEDFORD DEPOT PARK ADVISORY COMMITTEE

Town Hall • Bedford, Massachusetts 01730

Meeting of January 19, 2023 MINUTES

This meeting was held online using Zoom. The public was able to observe by phone or the Internet.

Committee members in attendance: William Deen (WD); Steven Hagan (SH); Joseph Piantedosi (JP, Chair).

Ex-officio committee members in attendance: Taissir Alani, Facilities Director (TA); Shawn Hanegan (SH), Select Board liaison.
Absent: David Manugian (DM) DPW Director

Others in attendance: Ronald Scaltreto, Assistant Facilities Director and Marcia Pyles- Facilities Information and Procurement Analyst

1. Call to order and recording of attendance

JP called the meeting to order at 10:00 am and WD and SH acknowledged their presence.

2. Appointment of Recording Secretary

WD agreed to perform that task. SH moved to appoint WD recording secretary. Voting in favor: SH, JP, and WD

3. Approval of past meeting minutes

JP indicated that, due to the passing of James Shea, the minutes of the July 13, 2022, regular meeting and executive session are unavailable. He summarized that meeting as follows. During the regular meeting the committee discussed the same items as on the January 19th agenda. In the executive session the committee voted to recommend a 5% rent increase for all four tenants, along with a change to the OEM charges that was adopted in the final leases. The committee also recommended that all four leases be renewed for two years, from January 1, 2023, to December 31, 2024, with an option of a one-year extension, subject to approval of the Select Board and tenants.

4. Review of financial report

A detailed financial statement for the Depot Park Revolving Account for the current and six preceding fiscal years had been made available to the committee. JP commented that all four tenants are up to date on their rent, that revenue for the current year is on track, and that the overall financial picture is good. As of January 10, revenue for Fiscal Year 2023 had exceeded expenses by \$5,538.79 and the revolving account balance was \$86,872.10.

5. Review of Facilities and Public Works project items

a) Roof repairs for Freight House and Depot buildings. JP noted that there had been damage to some of the cedar shingles on the Freight House roof cap and that there were loose shingles also on the Depot. Both roofs need a thorough inspection. This has been an ongoing issue that was mentioned at the last two meetings.

b) Groundskeeping work. The fall cleanup done by the DPW grounds crew went well and JP recommended that we continue to use them from the spring cleanup and ongoing grounds maintenance.

c) Depot building oil tank replacement. There is an urgent need to replace this old, single-walled tank and fuel line. Also, to be addressed are safety issues with the fill pipe access.

d) Rusted trash can covers. These have been painted.

e) Kiosk panels. The replacement has been completed.

g) Thompson Lodge gift bike racks. Installation is planned for the spring.

h) Miscellaneous items. None mentioned.

6. Depot building capital project: painting and deck replacement

a) Bid results and contract award. The low bid of \$224,960 was awarded to Edward Paige Corp., which includes a subcontract to Dandis Contracting for \$29,700 for the painting work. The contract for the work will be on the Select Board agenda on January 30th.

b) Additional funding needed. The budget of \$217,726 approved at the 2022 Annual Town Meeting mistakenly omitted the \$23,000 design fee and all painting costs. In addition, due to the current period of high inflation, there has been at least an 8-10% increase in building materials after the cost estimates were established. To award the bid, the project had to be scaled down by omitting the painting and de-leading work on the rear and bikeway sides of the building, and approximately \$20,000 had to be taken from the Depot Park Revolving Fund to make up for the shortfall in order to award the bid. Additional funding will be requested from the Historic Preservation Fund for design costs, project contingency, and painting the other two sides of the building.

7. Depot tenant leases

Leases through December 31, 2024, were approved for all four tenants at the Depot Building.

8. Miscellaneous business

TA mentioned the Town's ongoing space study. JP expressed the hope that Depot Park would receive explicit consideration in that study. He noted that an anonymous donor has agreed to provide up to \$50,000 to raze the VFW building, thereby opening the view of the Depot from South Road. To be identified for 2023 capital requests are needs for heating, grounds, and other items.

9. New business/action items for next meeting

WD indicated that the Friends of Bedford Depot Park remains very active. Major accomplishments since September are the publication of a 212-page hardcover book about the history of the local railroad and a revamping of the organization's website. After two years of closure due to the pandemic, FBDP volunteers made the Freight House and railcar

available to the public on Saturday afternoons from July through December. After the usual winter closure, they plan to reopen the Freight House welcome center in April.

10. Adjourn

The meeting was adjourned at 10:52 am.