

**Bedford Community Preservation Committee
Minutes of Wednesday, January 22, 2014 - Regular Session
Police Station Training Room**

Members Present: Eugene Clerkin, Chair (Bedford Housing Authority); Margot Fleischman (Selectmen Park Commissioner); Don Corey (Historic Preservation Commission); Christina Wilgren (Bedford Housing Partnership); Robin Steele (Recreation Commission); Shawn Hanegan (Planning Board), and Catherine Cordes and Vito LaMura (at-large members),

Members Absent: Andreas Uthoff (Conservation Commission)

Also Present: Town Manager Richard T. Reed; Assistant Town Manager Jessica Porter; Finance Director Victor Garofalo; Facilities Operations Manager Ron Scaltreto; Public Works Director Roy Sorenson; Youth & Family Services Director Sue Baldauf; Healthy Bedford Coordinator Carla Olson; Capital Expenditure Committee members Mary Ellen Carter and James O'Neil; Finance Committee member Barbara Perry; Press Representative Elizabeth Hacala; and Administrative Assistant Patricia Hurd

Chair Clerkin called the meeting to order at 7:35 p.m.

Minutes

Mr. LaMura moved to accept the Minutes of December 10, 2013, as amended. Ms. Cordes seconded the motion. The motion passed 6-0-1, Mr. Corey abstained. [Ms. Wilgren and Ms. Fleischman had not yet arrived].

Budget Review

Chair Clerkin noted that the Town received an unusually high CPC match of 50%; usually it is around 25%. Excess funds were also returned to the budget from a previous Springs Brook Park project. This led to a very high CPC balance. Several project submission sheets have been received to review.

Finance Director Victor Garofalo reviewed the CPC fund balances as of 12/31/13. The undesignated fund balance at the beginning of Fiscal Year 2014 was \$435,000 because of the high CPC match. The \$81,900 in general reserve can be used for any projects the CPC authorizes in FY14. The CPC needs to add to the 10% housing reserve which totals \$43,559.50. The net amount to work with is \$474,000. The beginning balance was \$2.23 million, minus the bond payments and affordable housing costs leaving \$1,370,000.

Review Submitted Requests

a) Pedestrian Master Plan (\$40,000)

Youth & Family Services Director Sue Baldauf, as well as Healthy Bedford Coordinator Carla Olson presented their request for \$40,000 to help fund a Pedestrian Master Plan (PMP) for Bedford. Ms. Baldauf reported that the Trails Committee is working on surface trails; the Land Acquisition Committee is working on easements. The PMP has assessed what the community really desires. Ms. Baldauf felt that this is a valuable project and urged the CPC to support their efforts. She added that the Selectmen and Planning Board should contact the MAPC for technical assistance. All options for cost sharing are being reviewed. Ms. Fleischman reported that Mr. Sorenson and Ms. St. John met with Terry Gleason from the Bicycle Advisory Committee last week to discuss the best approach on procuring, designing and engineering the PMP. It was their preference to award the bid to one company. The report will show how many main corridors are located in Bedford. There were no objections for this request.

b) Shawsheen Pump House Restoration (\$102,953)

Mr. Corey reminded the committee that retired DPW Director Richard Warrington had put \$35,000 into restoration of the pump house. Patrick Guthrie inspected the slate roof, but unfortunately all four corners were cut too close so the trucks accidentally hit all sides of the building. The brick pump house, constructed in 1908 has never been updated. The brickwork has not been re-pointed in 100 years, a new slate roof is required and the chimney is leaning. Total price is \$137,953, less \$35,000 that Mr. Warrington originally requested for a total of \$102,953 to do the entire project. This pump house is a functioning pump station containing meters etc. and was the first pump station for Bedford's first water supply. Work would commence in July and should be completed before winter. There were no objections for this request.

c) Affordable Housing Consultant (\$15,000)

Assistant Town Manager Jessica Porter reported that the Town requires funds to pay for the regional housing consultant services. There is a \$20,000 balance available for this purpose. The housing consultants will be moving from Sudbury to Concord, but are the same team.

Review of FY14 Capital Requests

a) Police Station Cooling Tower Removal (\$15,847)

Facilities Operations Manager Ron Scaltreto reported that the cooling tower at the Police Department has reached its life expectancy and strongly urged the CPC to fund this request. Repairs have previously been made to the system, but if it breaks down again, the Police Department would be without air conditioning. This request is eligible for Historic Properties Preservation funds. The Capital Expenditure Committee (CapEx) listed this request as 17th. Total cost of the project is \$69,262. There were no objections for this request.

b) Town Hall Aluminum Window Rehabilitation (\$15,275)

The counter balances and window sashes of the windows at Town Hall, installed in 1988, do not operate. Five windows were tested and repaired and now work. This request would allow all the remaining 50 windows to function properly. The Town Hall is also eligible for Historic Properties Preservation funds. There were no objections for this request.

c) Town Hall MEP Rehabilitation Project (\$3,057,251)

Chair Clerkin asked if there had been any thought to fund additional funding sources for this project since the previous meeting. Ms. Cordes noted that this project now has firm numbers as opposed to the estimates at the last meeting.

Town Manager Reed addressed the CPC on the necessity of this project. He felt that bonding this request for 10-15 years was a good idea based upon how much the CPC grants. He cited the age and poor condition of the existing mechanical equipment, and the cost of replacement. Mr. Reed indicated that the Selectmen were not unanimous on their vote, but the Town needs to do something before the Multi-Purpose room can be renovated. The air handlers may have to be removed by either making a large hole in the foundation wall or a large hole in the Multi-Purpose room floor so the equipment can be lifted out. He indicated that leaks were recently found in the coils, but luckily they were able to get at them to make repairs. The Town would like to replace the heating system with individual variable refrigerant flow heating systems, which is more energy efficient, one for each floor of Town Hall. The utility company gives cash back incentives for replacing the old units because they reduce the strain on their power grids. Mr. Scaltreto relayed that the system is on the verge of failure. Jim O'Neil, Capital Expenditure Committee liaison to the Facilities Department, remarked of his 50-year background in heat transfer and 15 years working at Boston Edison, where he witnessed mechanical equipment being maintained for 40-50 years and suggested that the Town needs to look at all of its machinery with an enhanced insight on maintenance on its facilities.

Mr. Reed noted that replacing the mechanical equipment would mean the new system would be less intrusive, more energy efficient, and allow better temperature control. The current system has 3 outdated pneumatic thermostats in the building; one for each floor.

Ms. Cordes would not like to see this done in phases because of the disruption of service to the residents and staff over a longer period of time. She would like to see a new estimate before recommending going to Town Meeting, and hoped the CPC would set aside some funds so that the Town does not have to bond the entire project. Mr. Clerkin agreed. The cost would increase \$500,000 if done in phases due to four different bidding processes and architects to oversee four different projects. Mr. Reed would also prefer that the project be done all at once. Ms. Steele wants to see what other major projects are coming in future years. Mr. LaMura was fine with bonding the project. Mr. Clerkin recommended putting this aside for now and more comments can be heard at the public hearing.

Later in the evening, Mr. Reed advised the CPC that it was necessary to amend the study fee for Gienapp Design. The Selectmen voted to use \$59,500 from HPPF to take care of that study. This was necessary due to updates in the fire code and the safety aspect of installing a new sprinkler system in the scope of work. The total is now \$79,753.

d) Irrigation Refurbishment-Recreational Fields (\$76,470)

Mr. Sorenson noted that this was discussed at the last meeting and this request is for the recreational playing fields.

e) School Field Fence and Lighting Replacement (\$217,342)

DPW Director Roy Sorenson explained this project as replacing the 30-year old light poles and lights around Sabourin Field. The engineer for the project recommends replacing the poles due to their age. The lighting will be with energy efficient light bulbs and will be able to be turned on from a laptop rather than having to enter the high school to switch them on. Capital Expenditure Committee members ranked this job as 44 out of 47; James O'Neil was against funding the fence and the light poles.

f) Hardscape Springs Brook Park (SBP) Driveway (\$72,224)

Mr. Sorenson reported that the driveway into SPB is not wide enough for traffic and is in disrepair. It needs to be completely rebuilt while providing a safe area for pedestrian traffic. CapEx ranked this project 42 out of 47. Trees will need to be removed for this project. Speed bumps will likely be installed. The CPC does not oppose this project.

g) Springs Road Sidewalk Replacement (\$174,900)

Mr. Sorenson noted that the sidewalk along Springs Road from the VA Hospital to Middlesex Community College (MCC), constructed in the 1980's, is in need of repair and is not ADA compliant. Discussion ensued regarding the necessity of this sidewalk being repaired above those that have a higher use demand. Mr. Sorenson said that he did not approach anyone from the VA or MCC to see if they would help with the cost. The Town does not have a list of sidewalks that need repair, only new sidewalks. The only other sidewalk repair the CPC has funded was a portion of North Road. The CPC members were not comfortable granting this request.

Review any Additional Submissions

Mr. Corey presented a request for \$200,000 as a maximum cost for the remainder of the passenger depot exterior renovation project. He announced that the next round of applications to Massachusetts Historic are due in March and will announce the awards in June. If Town Meeting approves the grant request, then the Town can contract with the successful bidder for the second phase. He added that the combination of the projects -- \$140,000 for the roof and the second phase will come to about \$600,000 which is about half of the original preservation plan.

Mr. Clerkin advised that Brenda Peacock, Bedford Housing Authority Director, plans to submit a request at the public hearing for \$500,000 from Affordable Housing Reserves to replace 80 kitchens and bathrooms in their elderly housing units that were built in the 1970's and have

never been updated. This is a \$2 million project. The Department of Housing & Community Development (DHCD) will only help fund 10% of the cost.

Reserves for Future Use

Mr. Garofalo noted that the new balance, after all requests were identified, would be \$630,000.

Community Preservation Coalition

Ms. Porter reported that she anticipates receipt of the annual dues invoice shortly.

Other Comments

Ms. Wilgren wanted to put funds aside for the Pine Hill Road housing project should it ever come to fruition.

Ms. Porter noted that she will finalize the CapEx article shortly. As such, a consensus was reached with regard to funding the: (a) Pedestrian Master Plan, (b) Shawsheen Pump House Restoration, and (c) Affordable Housing Consultant.

Next Meeting

The next meeting is the public hearing scheduled for February 11, 2014.

Adjourn

Mr. LaMura moved to adjourn. Mr. Hanegan seconded the motion. The motion passed 8-0-0.

Respectfully submitted,

Patricia Hurd
Recording Secretary

Minutes approved February 11, 2014

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