



Town of Bedford Building Committee Minutes

Monday, July 17, 2023 – 6:00PM

Meeting location – Bedford Town Hall Reed Room, 10 Mudge Way, Bedford, MA 01730.

Attendance	
Participating Members	Colleen Doyle, David Grunes, Jamie Emerson, Jeff Cohen, Jeffrey Dearing, Mark Sullivan, Mark Daly, Suzanne Koller, Emily Mitchell, Ron Scaltreto, Nina Tate, Charlie Ticotsky
PMA Consultants	Brian DeFilippis, Karina Pena
Keastle Boos Associates, Inc	Sean Schmigle
Other Attendees	

Mr. Cohen opened the meeting at 6:00PM.

The meeting began with asking for any public comments; no comments were offered.

The meeting continued with approval of the minutes for the meeting held on June 20, 2023. Ms. Mitchell and Mr. Cohen proposed edits, and the committee approved the minutes as amended, 12-0 (Moved by Mr. Dearing and seconded by Mr. Daly).

Bedford Day booth: The committee discussed staffing and materials to be brought to Bedford Day. Committee members noted the preference for as many visuals as possible, including videos and proposed plans for the new fire station. KBA will be providing the materials to share. The committee also discussed the idea of making the public part of the process by getting written comments at the booth; possibly bringing a firefighter helmet that the public can sign; and a document of fact vs fiction with a QR link to the website. Also, use the programing information developed to educate the public on what the needs are to properly operate the new fire station according to new standards.

Amy Fidalgo and Chief Grunes will be attending the August 2nd HDC meeting, and KBA expects to be ready to present in September to the HDC.

Design updates: KBA has met with the Chief and his staff to discuss programming for the past few weeks. The project team met prior to our building committee meeting to assess the square footage and confirm that everything that has been identified and recorded meets the operational needs. The information received is now used to develop the footprint of the new fire station. That will help develop that initial conceptual/schematic design to present to the HDC.



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Topographic and wetland delineation surveys are complete, and KBA knows what the setbacks are for the wetlands. The surveys help design the footprint of the new building and sitework. A meeting with the DPW and the project team was held on July 13 to discuss utilities (poles and new connections) and coordination with the Great Road Master Plan. The poles are jointly owned by Verizon and Eversource, and staff have identified contact people at the utility companies. During the meeting with Eversource, it was also discussed having a redundant feed to the site in case of a power outage to use the alternate feed. There will still be a generator installed but this is advantageous for the project.

Meetings forthcoming:

- Building Committee Meetings (6PM):
 - August 21, 2023
 - September 18, 2023
 - October 16, 2023
 - November 20, 2023
- HDC Meetings:
 - August 2, 2023
 - September 6, 2023

Ms. Mitchell moved that the committee adjourns. Mr. Emerson second the motion. The motion was approved 12-0-0. The meeting was adjourned at 6:37PM.