



Town of Bedford Building Committee Minutes

Monday, September 18, 2023 – 6:00PM

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

Attendance	
Participating Members	Jeff Cohen, Emily Mitchell, Angelo Colasante, Nina Tate, Amy Fidalgo, Jeffrey Dearing, Mark Sullivan, Mark Daly, Paul Sheehan, Ron Scaltreto, Jamie Emerson, Suzanne Koller
PMA Consultants	Brian DeFilippis, Karina Pena
Kaestle Boos Associates, Inc	Sean Schmigle
Other Attendees	Sam Panzeri, Christopher Snowdon, Carla Sahrbeck, Scott Ricker, Gavin Heffernan, Dana Park, Matt Hansen, Charles Dias, Peter Spencer, Shaun Kennery, Mark Radwich, Brendan Shea, Erik Smallenberger, Demarko Cabral, David Bauman, Thomas Piccirillo, Nicholas Anderson, Mark Casey, David Dillen, Matt Busa, Brian W Oates

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

The meeting began with asking for any public comments; Lieutenant Daly read a letter that the firefighters wrote expressing their concerns over the design and location of the new fire station. Attached is a copy of the letter for reference.

The meeting continued with approval of the minutes for the meeting held on August 21, 2023. Edits were proposed and the committee approved the minutes as amended, 12-0 (Moved by Mrs. Mitchell and seconded by Mr. Colasante).

Design Updates/HDC:

KBA summarized what was presented to the HDC at their September 6th meeting as well as their follow up meeting on September 13th. KBA presented site plan and floor plans for all three options to the HDC. The HDC would like to start seeing some massings of what it would look like from Great Rd. The HDC had concerns about what would happen with the stone wall along Great Road and how the grading would be addressed. Need to give the HDC a memo at the October 4th meeting to give answers to questions they have. KBA will provide a timeline for when there are answers or feedback for their questions. Meeting room size drives parking count, typically being one spot for two seats



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along with providing a handicap spot. The design of stormwater management system typically does not start until design development. What is under the HDC's jurisdiction and not under their charge as a committee needs to be clarified. The HDC is concerned about the training tower and would rather see it on the right side instead of the left. The HDC is interested in how the stone wall could be repurposed. There will be no main level program below grade. Solar PV system is a possibility but will require further study to determine its feasibility for this project. It is important that the grading be more than conceptual for the next meeting with the HDC.

Bedford Day Booth:

KBA showed five presentation boards that were put together for Bedford Day. During the process of revision and finalization of the boards, KBA reduced the presentation boards to four. The language on the presentation boards should be reviewed and have comments midday Wednesday. It is important to not show any massings that the HDC has not seen. The presentation boards should have less text and the font size should be increased. Presentation boards should be more visual, and those staffing the booth can engage with the public and talk about the points on the boards. There should be another meeting before Bedford Day to make sure all those staffing the booth are on the same page. There will be a board with Q&A and stakeholders, which the committee will provide KBA with. Add a keynote stating that the site is large enough to accommodate the programmatic needs of a new fire station. The number of parking spots will be annotated on the presentation board. Staffing of the booth was determined.

Meetings forthcoming:

- Building Committee Meetings (6PM):
 - October 16, 2023
 - November 20, 2023
 - December 18, 2023
 - January 22, 2024
- HDC Meetings:
 - October 4, 2023

Mr. Sullivan moved that the committee adjourns. Mr. Colasante seconded the motion. The motion was approved 12-0-0. The meeting was adjourned at 7:47PM.