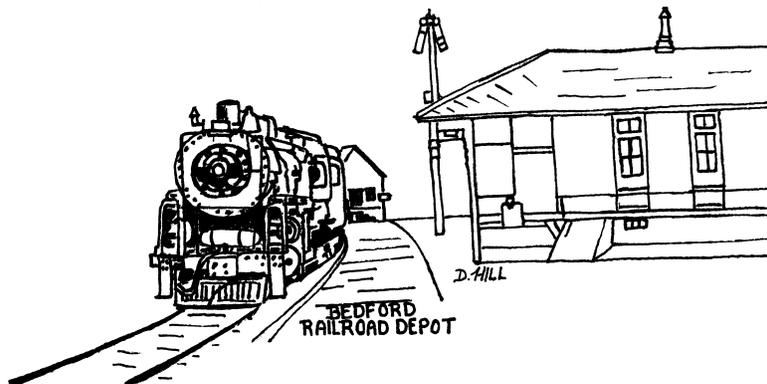


**FRIENDS OF  
BEDFORD DEPOT PARK, INC.**



**2015 ANNUAL REPORT**

**Presented at the Annual Meeting  
Saturday, October 24, 2015**

**Lexington Depot  
Lexington, Massachusetts**

Celebrating  
20 Years!  
1995—2015

October 24, 2015

Dear Friends:

The officers welcome members and guests to this 21st **Annual Meeting** of Friends of Bedford Depot Park, Incorporated. This meeting is conducted pursuant to Article Seven of the *FBDP Bylaws*, as amended on October 4, 1997, October 2, 2004, and October 2, 2010.

On the next page is a **proposed agenda** for today's meeting. After the officer and committee reports are given, officer elections are held, and other official business is conducted, any other business that is properly presented by members in good standing will be entertained. (See *Miscellaneous New Business*.)

Next, FBDP director at-large **Jeffrey Lucas** will present an illustrated history of Lexington's five depots and other railroad facilities. He has tapped into the photo archives of the Friends, the Lexington Historical Society and the Lexington Public Library for what will be a very interesting talk. Your questions and memories are invited at the end.

The directors appreciate your attendance today!

Sincerely,

Jim Shea  
President

## 2015 ANNUAL MEETING

### AGENDA

1. Call to order of the business portion of the meeting
2. Reports:
  - a. President
  - b. Vice President
  - c. Financial
  - d. Clerk
  - e. other?
3. Officer elections
  - a. President
  - b. Vice President
  - c. Treasurer
  - d. Clerk
4. Miscellaneous new business
5. Short break for refreshments and restrooms
6. Lexington's Stations and Railroad Facilities - Jeffrey Lucas
7. Adjourn

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Report of Freight House, Online Store and Mail Order Sales .....	13

## Report of the President

by James A. Shea

### Depot Park Project

The Town substantially completed a final phase of the Depot Park project in the spring by restoring the facade of Bedford Depot. The building now more closely resembles its original circa-1874 appearance. The residential-style window and door units that were on the building since the mid-1960s were replaced with historic replicas. Repairs were made to the original vertical clapboards. To make the building's first floor handicap accessible, an attractive wooden platform and ramp were built in the front. Unattractive window air conditioners were replaced with outside units at the rear of the building. The exterior was painted in the classic Boston & Maine "cream and maroon" color scheme. Installation of replacement train order signal masts is the last significant part of this project to be completed.

On the interior, the foyer was moved to align with the new historically-correct front door position, a new handicap-accessible restroom was added, electrical and plumbing systems were brought up to code, and walls were painted. The building is now fully rented with four tenants.

### Freight House

FBDP has remained committed to opening the Freight House as a **welcome center** on weekends during the bikeway season, which is generally mid-March through mid-November. Last year, we were able to extend weekend openings through December, too. One paid part-time shopkeeper supplemented the volunteer coverage provided by Jim Shea. Donations received through FBDP's annual fundraising drive provide the means to pay for shopkeeper labor.

Our nonexclusive license from Bedford to use the Freight House requires that proceeds from food sales be given to the Town to help pay for Depot Park's operating expenses. In January, FBDP conveyed \$4,252.21 to the Depot Park Revolving Fund. This figure represents the proceeds collected during calendar year 2014 from food sales, railroad car donations, and sales of the DPW's rail-trail map. Since 2000, the organization has raised **\$51,018.80** for the fund.

A wall-mounted monitor inside the Freight House displays a slide show of local railroad photos. We have updated the presentation with additional images. The Freight House model railroad has also been a popular attraction for visitors.

Three sides of the Freight House exterior were painted last spring. The Town plans to repair and paint the platform, ramp and railings in Spring 2016.

## **Fundraising Drive**

In December, vice president Bill Deen wrote a letter to the membership to request donations to support the organization's activities, particularly our shopkeeper labor expense. Many (31) members responded, donating a total of \$1,745.00. The directors are grateful for this support! Another drive is planned for late November of this year to raise funds to enable operation of the Freight House welcome center in 2016.

## **Freight House Public Restrooms Donation**

In July 2014, a person who wishes to remain anonymous donated money to the organization so that we may pay a custodian to open the Freight House public restrooms on weekdays during November 2014 and April 2015. Normally, these are times of the year when the public restrooms are open on weekends only. FBDP paid out \$747.78 in September for these labor costs.

In April 2015, the same donor gave FBDP a contribution to have the restrooms open on weekdays in November 2015 and April 2016. The organization will take the steps needed to have a custodian maintain the restrooms during these two months.

## **Depot Park Revolving Fund**

At Bedford's Annual Town Meeting in March, voters approved an article to reauthorize a revolving fund for Depot Park. This account is under the control of the Facilities Department and is intended for Depot Park expenses. The fund's income comes from rent collected from Depot tenants, proceeds from Freight House food sales, and rentals of the Budd Car. The fund's balance as of June 30, 2015, the end of the Town's prior fiscal year, was \$58,901.39.

## **Merchandise Sales**

Sales of literature, videos and apparel provide the greatest share of revenue that FBDP needs to function. In addition to sales that occur at the Freight House, FBDP receives orders through its online store: **[www.BedfordDepot.org/store](http://www.BedfordDepot.org/store)**.

Merchandise from the Bedford Historical Society and the Bedford Minuteman Company is sold on a consignment basis at the Freight House. Some of these items are also sold through FBDP's online store. A total of \$2,368.91 of BHS and BMC merchandise was sold at the Freight House during the past 12 months. Our organization retains 15% of each consignment sale to help pay for FBDP's operating and credit card processing expenses. In September, the Freight House began carrying a new Trail Guide on behalf of the Bedford DPW.

FBDP joined with the Historical Society and Minuteman Company for a very successful holiday sales event at the Freight House last November 29. Another holiday sales event is planned for November 28 of this year. **See page 13 for a summary of revenues.**

## **Newsletter**

The *Bedford Depot News* newsletter remains a hallmark of our organization. Four additional issues were published during the past year at a cost of approximately \$400 per issue for printing and postage. The organization has now published 161 issues!

A searchable index of newsletter back issues is now posted on FBDP's web site: [www.BedfordDepot.org/newsletters](http://www.BedfordDepot.org/newsletters). We thank Jeffrey Lucas and Marcia Sternberg for indexing the newsletter articles.

## **Rail Diesel Car 6211**

The cosmetically restored ex-Boston & Maine Rail Diesel Car continues to be open for the public to tour when the Freight House is open on weekends, and it remains a popular attraction to Depot Park visitors. The car was rented several times this year for events and meetings.

## **Baggage Cart Restoration**

The Bedford Cultural Council awarded FBDP a \$495.00 grant to restore the second of two antique railroad baggage carts that we received from an anonymous donor. Joe Piantedosi led this project and coordinated with the DPW to restore this cart for display outside the Depot. A ceremony was held in July to acknowledge the excellent job done by all involved.

## **Special Event Held**

On July 25, FBDP celebrated its 20th anniversary and the 60th birthday of RDC 6211 with a special event inside the car that was attended by 24 people. Jim Shea delved deep into the photo archives to show the progress the organization has achieved during the past two decades. Dan O'Brien gave talks about the project to cosmetically restore #6211 and about the history of Budd Cars on the Boston & Maine. The attendees ate a tasty BBQ meal while enjoying railroad-themed songs performed by Amtrak conductor Robert MacRea.

## **Web Site**

The organization's web site ([www.BedfordDepot.org](http://www.BedfordDepot.org)) contains much information about the Lexington and Reformatory Branches, the Billerica & Bedford, the Depot Park complex, the Freight House, Rail Diesel Car 6211, and local rail-trails. During the past year, the site has recorded 80,830 visits. We continue to add content to the site including supplements to material that is published in the newsletter.

## **Indexing of Historical Records and Photographs**

Progress was made with our ongoing project to put FBDP's collection of photos, newsletter articles and old newspaper reports about the local railroad into a searchable database. All of our historical news reports about the Lexington and Reformatory Branches are now in this database.

Jim Shea has added old news articles pertaining to the Billerica & Bedford Railroad. Bill Deen plans to continue adding photographic prints to the database this winter.

### **Board of Directors**

The Board of Directors is comprised of the four elected officers plus up to two directors at-large. Jim Shea is the chair and Bill Deen is the secretary. The Board of Directors met four times during the past year to conduct long-term planning and to oversee FBDP's financial and legal affairs. The approved minutes of these meetings are posted on FBDP's web site.

Member Jeffrey Lucas occupies an at-large seat on the Board of Directors. One at-large seat is currently vacant. Any member who is interested in serving as a director at-large is encouraged to contact Jim Shea.

### **Treasurer Vacancy**

Marcia Sternberg has done a terrific job as FBDP's treasurer since she was first elected in 2009. Last year, she informed the directors that she would "retire" and not seek reelection this year, then resigned in April. Officers Bill Deen, Jim Shea and Dave Shamlian have performed the duties of the treasurer on an interim basis until the membership elects a new treasurer.

### **Special Committees**

Arthur Ellis chairs the **MacLean Model Railroad Committee**. The committee's purpose is to restore, install and maintain an HO-scale model railroad layout of Bedford inside the Freight House. Art was occasionally helped this year by Dave Shamlian.

Is anyone interested in representing FBDP with a merchandise table at local railroad hobby shows? If so, we can reactivate this committee. Please contact Jim Shea for more information.

Bill Deen remains interested in publishing a book about the history of the Lexington and Reformatory Branches and the oral histories we have collected. Such a publication would be a major accomplishment of the organization.

### **Ongoing Tasks and Future Goals**

- ▶ Continue to index our historical documents and photographic, video and audio assets
- ▶ Initiate a fundraising drive to support operation of the Freight House in 2016
- ▶ Edit additional oral history videos for display on the Web
- ▶ Appoint a member to an at-large seat on the Board of Directors
- ▶ Publish a book about the the local railroad (B&M Lexington and Reformatory Branches)

## Membership Report of the Clerk

by David J. Shamlian

Memberships (as of September 30, 2015)

<b>Classification</b>	<b>Enrollment</b>
Individual	41
Family	15
Senior/Individual	26
Senior/Family	22
Lifetime Individual	54
Lifetime Family	34
<b>Total number of members</b>	<b>263</b>

New Activity (October 1, 2014, through September 30, 2015)

<b>Classification</b>	<b>Enrollment</b>
New Memberships	3
Renewals	62
Deceased	2

Accomplishments:

- The transition to new “Anniversary Date” system is working well.
- Added a Member Number and Expiration Date to the mailing label. This helps both the Member and the Clerk in knowing when to make the next dues payment or the Clerk to send a reminder.
- Also, since I started sending receipts, this will enable a member to budget and make a payment on his/her own. I can report today that some members have already started do this!
- I thank the Membership and the Board of Directors for their help and support during my term. The learning curve was sometimes frustrating, but the rewards were great!

## Financial Report

### CITIZENS BANK CHECKING ACCOUNT

Opening Balance - 1/01/15 ..... \$ 10,133.41  
**Total Checking Account Balance - 9/30/2015..... 9,149.39**

### CURRENCY ON HAND

Cash in safe ..... 0.00  
Cash in register drawer ..... 287.00  
**Total currency..... 287.00**

### CITIZENS BANK SAVINGS ACCOUNT

**Grants and Restricted Accounts - 9/30/15..... 4,212.27**  
  
**★ Total cash assets ..... 13,648.66**

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### ★ Amounts collected and held in escrow

Massachusetts Sales Tax (paid quarterly) ..... 95.32  
Massachusetts Meals Tax (paid monthly) ..... 1.72  
Town of Bedford: Food profits and RR car donations (paid annually) ..... 3,204.27  
  
**Nonprofit consignments (paid quarterly)**  
    Bedford Historical Society ..... 143.22  
    Bedford Minuteman Company ..... 100.62

**TOTAL FUNDS HELD IN ESCROW ..... 3,545.15**

**TOTAL UNRESTRICTED FUNDS ..... 5,604.24**

**CITIZENS BANK - SAVINGS ACCOUNT  
GRANTS AND RESTRICTED FUNDS**

September 30, 2015

400	Billerica & Bedford Railroad Interpretive Track Construction H. Albert Webb Railroad Preservation Award	705.51
401	William S. Marsh donation for a sign	1,000.00
402	DPW employees bench donation For a bench in the memory of Burton Coburn	155.00
403	Preservation Fund Money added by members to their annual dues; used for expenditures related to the purchase and display of historical items	181.52
406	Amherst Railway Society railroad photos display grant For video display of historical photos inside the Freight House	0.00
407	Billerica & Bedford Railroad plaque installation	120.00
408	Interest earned on Savings Account	.75
409	Amherst Railway Society, Inc., railroad image display system	49.49
410	Freight House Public Restrooms Fund	2,000.00
	<b>TOTAL RESTRICTED FUNDS</b>	<b>4,212.27</b>

**FBDP Expenses • 1/01/15 through 9/30/15**

	<b>YTD 2015</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
Contract Labor	1,450.02					150.02	550.00	425.00	175.00	150.00			
Food for Resale	3,530.84	7.18	8.46	9.35	1,121.16	843.07	654.02	433.63	272.23	181.74			
FBDP Goods for Resale	1,819.17		447.93		493.35	639.23			238.66				
FH Furnishings/ Displays	161.91						59.99	26.99	33.93	41.00			
FH Supplies	643.91	15.52	60.17	92.18	163.85	59.82	56.98	88.30	85.56	21.53			
FH Consignments	1,766.30	1,227.48			57.16			481.66					
Fundraising	37.95	37.95											
Depot Park Revolving Fund	4,252.21	4,252.21											
eBay Sales	0.00												
Commissions													
I.T. Equipment/ Software	827.86					103.86	225.00			499.00			
Video Equipment	0.00												
Credit Card/ PayPal Fees	244.85	15.73	32.73	13.80	25.78	36.32	32.63	42.75	25.35	19.76			
Communications	629.55	69.95	69.95	69.95	69.95	69.95	69.95	69.95	69.95	69.95			
Hobby Shows	0.00												
Membership Services	0.00												
Meetings	641.28							443.54	197.74				
Newsletter	1,156.53	375.97				375.97		404.59					
Office Supplies	339.39	16.37			72.49	39.96	121.54	61.55	27.48				
Office Postage	944.70	84.21	75.67	163.42	61.76	102.96	28.93	266.47	92.28	69.00			
Office Equipment	0.00												
Govt. Fees	0.00												
Historic Preservation	-495.00									-495.00			
Grant Projects	435.99						435.99						
Model Railroad	0.00												
Web Site	18.98				18.98								
Restrooms Labor	747.78									747.78			
<b>TOTALS -&gt;</b>	<b>19,154.22</b>	<b>6,102.57</b>	<b>694.91</b>	<b>348.70</b>	<b>2,084.48</b>	<b>2,421.16</b>	<b>2,235.03</b>	<b>2,744.43</b>	<b>1,218.18</b>	<b>1,304.76</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Notes: Sales and Meals Tax payments to the state are not shown.  
January-February data entered by MS; March-September data entered by JS.

## Report of Freight House, Online Store and Mail Order Sales

October 1, 2014 — September 30, 2015

by James A. Shea

### Gross Sales Income\*

FBDP Merchandise .....	\$ 6,470.14
Shipping .....	842.55
Charitable Contributions .....	5,047.28†
Membership Dues .....	1,685.00
Consignment Merchandise.....	2,378.91
FBDP Special Events .....	355.00
Food .....	6,309.30
Railroad Car Donations .....	111.99
DPW Bikeway Map .....	328.00††
<b>Total Gross Sales .....</b>	<b>23,528.17</b>

### Gross Profits\*

FBDP Merchandise .....	\$ 2,842.83
FBDP Sales Commissions .....	354.31
Food .....	3,178.46
<b>Total Gross Profits.....</b>	<b>6,375.60</b>

\* Gross sales and profit figures include revenues collected from external sales events (e.g., hobby shows), the online store ([www.BedfordDepot.org/store](http://www.BedfordDepot.org/store)) and merchandise mail orders

† The **charitable contributions total** is comprised of (1) donations that were received from members and the public and (2) donations made by Freight House visitors.

†† All proceeds from the sale of the DPW Minuteman Bikeway Map are transmitted to the Depot Park Revolving Fund.