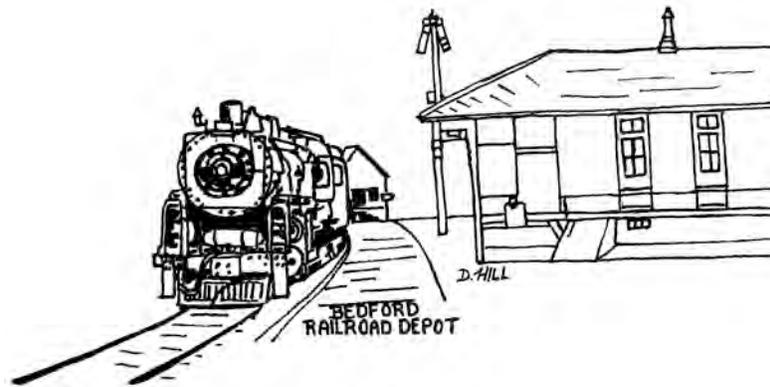


**FRIENDS OF  
BEDFORD DEPOT PARK, INC.**



**2016 ANNUAL REPORT**

**Presented at the Annual Meeting  
Saturday, October 15, 2016**

**Rail Diesel Car 6211  
Bedford, Massachusetts**

**Now**  
**Celebrating**  
**21 Years!**  
**1995—2016**

October 15, 2016

Dear Friends:

The officers welcome members and guests to this 22nd **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 and other official business is conducted, any additional business that is properly presented by members in good standing will be entertained. (See *Miscellaneous New Business*.) Then, test your geographical knowledge of the Lexington and Reformatory Branches when we view a presentation of rare photographs from the FBDP archives.

Before you leave, please take advantage of a special opportunity today to receive a 30% discount on an FBDP item of your choice at the Freight House.

The directors appreciate your attendance today!

Sincerely,

Jim Shea  
President

**2016 ANNUAL MEETING**

**AGENDA**

- 1. Call to order of the business portion of the meeting
- 2. Reports:
  - a. Clerk
  - b. Treasurer
  - c. Vice President
  - d. President
  - e. other?
- 3. Miscellaneous new business
- 4. Local rail-trails update — Terry Gleason, Bedford Bicycle Advisory Committee
- 5. Photos from FBDP’s archive: Can you guess the locations?
- 6. Adjourn the business meeting
- 7. Lunch

**Published Reports**

Report of the President..5.....

Clerk’s Membership Report ..9.....

Financial Report of Account Balances and Expenses ..10.....

Report of Freight House, Online Store and Mail Order Sales ..12.....

## Report of the President

by James Shea

### Key Accomplishments

The organization's greatest accomplishment during the past year has been filling the vacant posts of clerk and treasurer. **Michele Herron** responded to an announcement in *The Bedford Minuteman* newspaper that FBDP needed someone to fill the void created when former clerk David Shamlian left the position due to increased family demands. The directors appointed Michele to the job in March to fill the remainder of the term. She is doing a terrific job.

Over the summer, **Joseph Impellizeri** and **Walter Weinfurt** came forward with offers to fill the treasurer position that has been vacant since mid-April 2015. Both men have strong financial backgrounds and are well qualified for the job. In September, the directors appointed Mr. Weinfurt as treasurer until the next officer election occurs one year from now. Mr. Impellizeri was appointed to fill the second at-large seat on the Board of Directors. We are grateful to have these three professionals aboard!

The organization appreciates the work done by acting treasurer Bill Deen with the help of Jim Shea and David Shamlian to maintain FBDP's financial activities while we sought a full-time treasurer.

### Freight House

As a public service, FBDP operates the Freight House **welcome center** on weekends during the bikeway season, which is generally March through October. Last year, we were able to extend weekend openings into December. Two paid part-time shopkeepers supplemented the volunteer coverage provided by Cynthia Mork, Greg and Henry Carpenter, and Jim Shea. Donations received through FBDP's annual fundraising drive have provided the means to pay for shopkeeper labor.

Our nonexclusive license from Bedford to use the Freight House stipulates that proceeds from food sales be given to the Town to help pay for Depot Park's operating expenses. In January, FBDP conveyed \$3,608.49 to the Depot Park Revolving Fund. This figure represents the proceeds collected during calendar year 2015 from food sales, railroad car donations, and sales of the DPW's rail-trail map. Since 2000, the organization has raised **\$54,627.29** for the fund.

## **Fundraising Drive**

In November, vice president Bill Deen wrote a letter to the membership to request donations to support the organization's activities, particularly our Freight House labor expense. Many members responded, donating a total of \$2,945.00. The directors are grateful for this support! Another drive is planned for late November of this year to raise funds to support operation of the Freight House welcome center in 2017.

## **Freight House Public Restrooms Donation**

For the past few years, a person who wishes to remain anonymous has donated money to FBDP so that we may pay a custodian to open the Freight House public restrooms on weekdays during November and April. Normally, these are times of the year when the public restrooms are open on weekends only. FBDP paid \$758.10 in August for labor costs incurred in November 2015 and April 2016.

In April 2016, this donor gave FBDP a contribution to have the restrooms open on weekdays in November 2016 and April 2017. The organization will take the steps needed to have a custodian maintain the restrooms during these upcoming two months.

## **Depot Park Revolving Fund**

Voters approved an article at Annual Town Meeting in March to reauthorize a revolving fund for Depot Park. This account is under the control of the Facilities Department and is intended for Depot Park operating, maintenance and capital 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 21, 2016, was \$68,662.32. This is an increase of almost \$10,000 year over year.

## **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 \$3,006.07 of BHS and BMC merchandise and \$300.00 in DPW Trail Guides were sold at the Freight House during the past 12 months. Our organization retains 15% of BHS and BMC consignment sales to help pay for FBDP's operating and credit card processing expenses.

FBDP joined with the Historical Society and Minuteman Company for a successful holiday sales event at the Freight House on November 28. **See page 12 for a summary of revenues.**

### **Newsletter**

Publication of the *Bedford Depot News* newsletter is an important mission of our organization. Three 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 164 issues! Another interesting issue is currently in the works for release in early November.

A searchable index of newsletter back issues is now posted on FBDP's web site: [www.BedfordDepot.org/newsletters](http://www.BedfordDepot.org/newsletters).

### **Rail Diesel Car 6211**

The cosmetically restored ex-Boston & Maine Rail Diesel Car is a popular destination for Depot Park visitors. This museum is normally open at times when the Freight House is open. The Town rented the car several times this year for events, parties and meetings. These proceeds are deposited in the Depot Park Revolving Fund.

### **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. The site recorded 75,691 visits between November 1, 2015, and September 30, 2016. We continue to add content to the site including supplements to material that is published in the newsletter.

### **Indexing of Historical Records**

Jim Shea has added many 1870s news articles about the Billerica & Bedford Railroad to FBDP's searchable database of historical documents and photographs.

### **Board of Directors**

The Board of Directors is comprised of the four 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. Their next meeting is scheduled for December 10. A topic of focus will be FBDP's future directions.

In September, the directors reappointed Jeffrey Lucas to an at-large seat and appointed for the first time Joseph Impellizeri to a second at-large seat.

## **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 by Dave Shamlian.

## **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 2017
- ▶ Edit additional oral history videos for display on FBDP's web site; Convert existing oral videos from Flash to H.264 for greater compatibility with mobile devices
- ▶ Publish a book about the the local railroad (B&M Lexington and Reformatory Branches)
- ▶ Design an interpretive sign for display next to the old steam locomotive water column foundation that is near the Freight House
- ▶ Town projects: Replacement of the deteriorated planks on the Freight House platform and installation of LED lights on the Depot train order signals

## Membership Report of the Clerk

by Michele Herron

In March 2016, the organization was pleased to welcome Michele Herron, a Bedford resident, to fill the Clerk position. With the new appointment, the membership database has undergone a thorough inspection and clean up to ensure memberships are up to date and members are receiving timely renewal notices.

As of October 9, 2016, the Bedford Depot Park has 152 active memberships with a total of 207 members. This number is down from a total of 263 members as of September 30, 2015, due to the removal of inactive memberships. On a positive note, the organization received a total of 11 new memberships and 63 renewals over the past 12 months. While Lifetime memberships are no longer offered, they currently account for 57% of active members.

### Membership Summary

Membership Type	Membership Total		Member Total*	
	#	%	#	%
Lifetime Individual	50	33%	50	24%
Lifetime Family	34	22%	68	33%
Individual	27	18%	27	13%
Family	9	6%	18	9%
Senior Individual	20	13%	20	10%
Senior Family	12	8%	24	12%
<b>TOTAL</b>	<b>152</b>	<b>100%</b>	<b>207</b>	<b>100%</b>

\* Family memberships are multiplied by 2 to estimate number of total members

### Renewal Summary by Month

2015			2016									
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
0	2	0	2	1	15	7	12	7	3	5	2	7

**Financial Report**

by William Deen and James Shea

**CITIZENS BANK CHECKING ACCOUNT**

Opening Balance - 1/01/16 ..... \$ 11,016.48  
**Total Checking Account Balance - 9/30/16...13,220.20.....**

**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 - 9/30/16..... 4,212.69**  
  
**★ Total cash assets ..... 17,432.89**

---

**★ Amounts collected and held in escrow**

Massachusetts Sales Tax (paid quarterly) 111.88  
Massachusetts Meals Tax (paid monthly) 0.40  
Town of Bedford: Food profits, RR car donations and kiosk maps (paid annually) 2,469.23  
**Nonprofit consignments (paid quarterly)**  
Bedford Historical Society 427.32  
Bedford Minuteman Company 386.52  
Bedford DPW 100.00

**TOTAL FUNDS HELD IN ESCROW 3,495.35**

**TOTAL UNRESTRICTED FUNDS 10,011.85**

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

September 30, 2016

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
407	Billerica & Bedford Railroad plaque installation	120.00
408	Interest earned on Savings Account	1.17
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>4,212.69</b>

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

October 1, 2015 — September 30, 2016

by James Shea

### Gross Sales Income\*

FBDP Merchandise \$	6,739.20	
Shipping	.976.16	
Charitable Contributions	5,343.68	†
Membership Dues	.1,605.00	
Consignment Merchandise	.3,306.07	
FBDP Special Events	.0.00	
Food	.4,976.55	
Railroad Car Donations	.98.90	
DPW Bikeway Map	.200.00	††
<b>Total Gross Sales</b>	<b>23,245.51</b>	

### Gross Profits\*

FBDP Merchandise \$	2,985.47
FBDP Sales Commissions	.450.99
Food	.2,574.55
<b>Total Gross Profits</b>	<b>6,011.01</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. The amount shown includes money received from the 2015 fundraising drive.

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