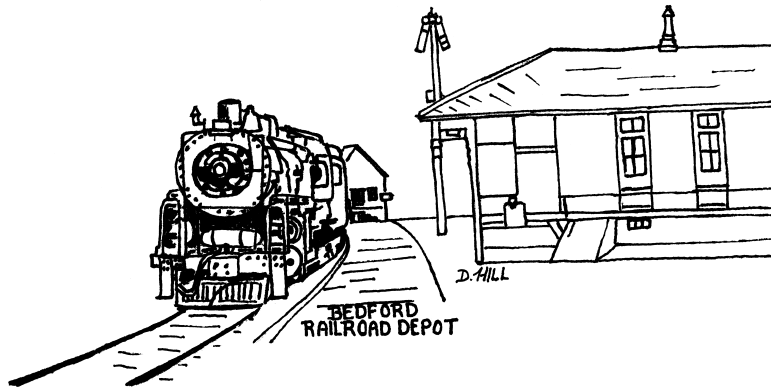


**FRIENDS OF
BEDFORD DEPOT PARK, INC.**



2007 ANNUAL REPORT

**Presented at the Annual Meeting
Saturday, October 13, 2007**

**Bedford Public Library
7 Mudge Way
Bedford, Massachusetts**

October 13, 2007

Dear Friends:

Welcome members and guests to the 13th **Annual Meeting** of Friends of Bedford Depot Park, Incorporated. This meeting is conducted pursuant to Article Seven of the *FBDP Bylaws*, as amended October 4, 1997, and October 2, 2004.

On the next page is a proposed **agenda** for today's meeting. After the officer and committee reports are given and the officer elections are conducted, any other business that is properly presented by members in good standing will be entertained. (See *Miscellaneous New Business*.) After the business portion of the meeting, we will play a few video clips from our Oral History Project and preview scenes from the upcoming Volume Six of *The Films of John M. Boardman*. After the conclusion of today's meeting, I invite those interested to meet at RDC 6211 to see the progress that has been made to renovate the car.

Sincerely,

Jim Shea
President

**2007 Annual Meeting
AGENDA**

1. Call to order of the business portion of the meeting
 - a. Oral Reports and Updates:
 - b. President
 - c. Treasurer
 - d. Clerk
 - e. Hobby Show Committee
 - f. others?
2. Officer elections:
 - a. President
 - b. Treasurer
 - c. Clerk
 - d. Vice President
3. Miscellaneous new business
4. Entertainment:
 - a. Oral History clips
 - b. Boardman Volume Six preview
5. Adjourn

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Report of the President

by James A. Shea

Depot Park Progress

Depot Park's site work has been complete for over three years. It continues to be a highly patronized regional asset. Our attention has remained focussed on completing two remaining project phases: the restoration of Rail Diesel Car 6211 and renovation of the Freight House..

Freight House Renovation

The Massachusetts Highway Department (MHD) is responsible for exterior renovation of the Freight House and a public restrooms addition at the rear of the building. According to DPW Director Richard Warrington, the state plans to open bids in the November-December time frame. The estimated cost of this MHD project is \$453,500. Funding is provided by the federal and state Transportation Enhancement Program. The Bedford Facilities Department has some additional structural work to do inside the building before the state begins its project.

Interior renovations to the Freight House are to be carried out separately by the Town using money from the Depot Park Revolving Fund. Once all the work is finished, the Freight House will better resemble its original railroad appearance on the outside while accommodating improved public usage on the inside.

Rail Diesel Car 6211

The DPW is directing the rehabilitation of ex-Boston & Maine RDC 6211 with valuable help from consultant Dan O'Brien and FBDP volunteers. During the past year, the car received a new heating and air conditioning system, electrical service and replacement lighting fixtures were installed, heralds were applied to the ends of the car, the number and marker lights were made operational, the letterboard was relettered, and painting of the interior was begun. The next scheduled tasks include installation of new flooring, windowsills and reupholstered seats. The car ought to be in a usable condition once these jobs are done—but a variety of smaller undertakings will continue to be pursued.

Volunteer help is needed for installation of the seats and future improvement projects. No special skills are required. Visit the "Project 6211" page of FBDP's web site to learn more. Join the Project 6211 mailing list to be notified of volunteer sessions: FBDP@BedfordDepot.org

Once the car is publicly accessible, we will start work on displays inside #6211's baggage compartment to highlight the history of the local railroad and its environs.

Railroad Station Architectural Study

Last January, the Town hired Menders, Torrey and Spencer, Inc., to perform an architectural study/preservation plan of the old Boston & Maine Railroad passenger station on Loomis Street. The study examined the heritage of the building and detailed its present interior and exterior conditions. Schematic drawings and cost estimates for possible future renovations were prepared. A draft final report of this study is currently under review by the Depot Park Advisory Committee.

The study found the building to be in generally good condition, but recommends as priorities replacement of the roof and stabilizing the first floor support.

The cost estimate for a new roof is \$145,325. The 2007 Annual Town Meeting appropriated \$72,500 to augment a matching grant that the Town requested from the Massachusetts Historical Commission. Since the Town did not receive this grant, Bedford's Community Preservation Committee will recommend a supplemental appropriation of \$72,500 at Special Town Meeting this fall.

Depot Park Financial Model

The Depot Park Advisory Committee has formulated a 20-year financial model for Depot Park that anticipates future income and expenses. The plan's objective is continue the facility's monetary self-sufficiency into the future. Sources of revenue include rental of the Depot building, Freight House proceeds, and rental of the rail car for meetings and special events. Expenses include maintenance of the buildings, capital projects, utilities, groundskeeping, parking lot repaving, and servicing of the future public restrooms at Depot Park.

At 20 years, the financial model estimates a loss of \$68,995 without external support, and a surplus of \$28,882 should eligible Community Preservation funds be utilized.

Depot Rental RFP

To help increase Depot revenues, the Advisory Committee has drafted a Request for Proposals (RFP) to seek one or more tenants for the building. The mixed-use bylaw that Town Meeting enacted last year Once the document is completed and advertised, interested parties may respond with proposals and bids for rental of space in the building.

Depot Park Revolving Fund

At Annual Town Meeting in March, voters approved an article to continue a revolving fund for Depot Park. This account is under the control of the Selectmen and is intended for Depot Park expenses and future enhancements. The fund's income comes from rent collected from Depot tenants and proceeds from the sale of food items at the Freight House. The fund's current balance is approximately \$74,000.

Merchandise Sales

We have bolstered FBDP's online store (www.BedfordDepot.org/store) to include a wider range of offerings. Profits from these sales are a key source of revenue to support FBDP's operations. A summary of sales figures for the past 12 months appears on page 14.

Newsletter

The purpose of the *Bedford Depot News* newsletter is to keep members informed about the Depot Park project and FBDP, to share interesting articles and research about our local railroad history, and to publish news about local rail-trails. The newsletter has been expanded by 50% to provide more space for articles and oral history interviews.

Four more issues were published during the past 12 months. This brings the total count to 134 issues since the first one in March 1995.

We are grateful to George Dalrymple for collating, folding and mailing each issue. As always, your content submissions are encouraged and welcomed.

Web Site

FBDP's web site (www.BedfordDepot.org) continues to be an important tool for staying in touch with members and sharing our work with people around the world. An important component of the site is a shopping cart system to sell FBDP's merchandise. This feature has proven to be especially valuable since the closing of the Freight House.

The web site has logged over 21,390 visitors since January 8, 2005. This averages a little over 21 visitors per day.

A redesign of the web site is underway to provide a more uniform appearance and improved navigation among its various sections. The site will continue in its existing format until the new layout is ready to be launched.

Board of Directors

The Board of Directors is comprised of the three elected officers plus a representative of the Bicycle Advisory Committee (Ray Ruetenik), the Historic Preservation Commission (Neil Leary) and the Chamber of Commerce (open seat). Jim Shea is the chairman and George Dalrymple is the secretary. The Board of Directors met six 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.

John Filios stepped down this year as the Chamber of Commerce's representative on the Board. FBDP is eternally grateful to Mr. Filios for his 11 years of service as a director. We have invited the Chamber to appoint a new director for the vacant seat.

Merchandise Produced by FBDP

Member John M. Boardman generously loaned FBDP many reels of 16 mm. film that he shot of New England railroading during the 1950s, '60s, '70s and early '80s. So far, we have produced five videos from these films to sell as fund-raisers. Proceeds from these sales support FBDP's activities.

Volume Six is now in production for a planned November release. It will be sold through our web site and at select retailers.

Special Committees

Under Article 6 of FBDP's Bylaws, the president may appoint members to "special committees" and "task forces" for a term of up to one year for the purpose of carrying out specific tasks. A short description and the membership of each special committee or task force follows.

David Buczkowski, Jean Paul Capistran, Neal Caswell, Earl Dickey, Thomas Dickey (foreman), John Filios, Stephen Healy, Neil Leary, David McKenzie, William Marsh, John Metzger, Barry Sampson, James Shea, and Edward Stickney are reappointed to the **Narrow-Gauge Track Task Force**. This group's purpose is to install the Billerica & Bedford Railroad two-foot-gauge interpretive track. They have installed approximately 580 linear feet of track.

Barry Sampson is appointed to the **Hobby Show Committee**. The committee's purpose is to coordinate FBDP's attendance at shows and exhibits where our merchandise may be sold. Barry Sampson was assisted by George Dalrymple, Dawn Kelley and Richard Miller during the past 12 months. This committee welcomes your participation at future shows. Please let Barry Sampson know if you're interested.

Arthur Ellis is appointed to the **MacLean Model Railroad Committee**. The committee's purpose is to install an HO-scale model railroad layout inside the Freight House after it is renovated. This layout was donated to FBDP several years ago by the family of the late Donald MacLean. It is a marvelous representation of the Bedford end of the old B&M Lexington Branch.

In 2004, Neil Leary resigned his post on the **Excursions Committee**. This position remains open to any member. Please contact us if you are interested in planning an outing for the Friends. Neil has offered to help his successor get "up to speed."

As an excursion coordinator, you would identify possible trip destinations, book the arrangements, determine fares, handle publicity, and oversee the general operation of the outing. The convention is for FBDP to sponsor one excursion per year.

Membership Report of the Clerk

by Edward C. Stickney

Memberships (As of September 30, 2007)

Classification	Enrollment
Individual	41
Family	52
Senior/Individual	36
Senior/Family	36
Lifetime Individual	26
Lifetime Family	40
Lifetime Senior/Individual	28
Lifetime Senior/Family	18
Total number of members	277

New Activity (January 1, through September 30, 2007)

Classification	Enrollment
New Memberships	6
Renewals	81
Membership Upgrades	3

Financial Report of the Treasurer

by George F. Dalrymple

FBDP's fiscal year follows a calendar year basis (January 1 to December 31). However, the Financial Report that appears on pages 11 through 12 is for the past 12 months.

Annual Financial Report, Fiscal Year 2007

September 24, 2007

Citizen's Bank Checking Account

Bank Register CASH Balances (as of September 1, 2006) \$8,317.67

	Receipts	Payments	Category cash flow
Merchandise			
Purchases / Sales	9,655.79	4,579.04	
Product Development		4,508.42	
Advertising		613.24	
Hobby Shows		705.02	
Shipping	445.75	287.87	-592.05
Credit Card			
Credit Card EXPENSE		412.06	
Credit Card INCOME		4,570.20	
Deposit	4,628.09		
Discount		158.87	-513.04
Organization			
Dues	2,400.00		
Donations	649.38		
Preservation Fund	240.00	180.77	
Museum Equipment		3.25	
Interpretive Track		459.48	
Life Membership CD	36.94		
Bank Fees		18.85	
Meetings		67.41	
Office		543.72	2,052.84
Renovations			
Moving		365.00	
Storage		389.97	
other		4.99	-759.96
Communications			
IT Equipment		65.88	
Video Equipment		123.92	
Web Site		359.50	
Newsletter		1,018.17	-1,567.47

	Receipts	Payments	Category cash flow
Other			
Duplication John Boardman V	820.24	516.94	303.30
Taxes			
Meals Tax	0	0.00	
Sales Tax	308.45	319.99 ¹	-11.54
Reporting Fees		15.00	
Variance		108.72	
Operational Totals	19,184.64	20,396.28	-1,211.64

Citizen's Bank Checking Account, August 31, 2007 7,106.03

Citizen's Bank Checking Account, B&B Project 1,799.51

- Restricted: B&B Track Project 1,799.51

Citizen's Bank Investment Account 1,248.00

Loose Cash (Cash drawer starting change) 383.16

TOTAL FUNDS: **\$10,536.70**

Restricted Funds, December 31, 2005

- Restricted: Preservation Fund 528.87
 - Restricted: Display Grant 800.00
 - Restricted: Marsh donation for sign 1,000.00
 - Restricted: Interpretive Track Monument 6.78
 - Restricted: Cobum donation for bench 155.00
 - Unrestricted 4,615.38
- 7,106.03

All cash transactions occurred September 2006 through August 2007. However operational periods varied.

¹ 7/1/06 to 6/30/07

Pri	176.77
Inc	167.50
One	22.18
Two	16.71
Three	0.00
	<u>383.16</u>

Merchandise Sales Report
October 1, 2006 — September 30, 2007
by James A. Shea

Gross Sales Income*

FBDP Merchandise.....	\$ 9,671.41 †
Shipping.....	295.21
Charitable Contributions.....	868.38
Membership Dues.....	2,235.00
Total Gross Sales.....	13,070.00

Gross Profits*

FBDP Merchandise.....	5,953.78 †
Total Gross Profits.....	5,953.78

* Includes revenues collected from external sales events (e.g., hobby shows and Bedford Day) and web and mail orders.

† Does not include \$662.34 in wholesale orders that have been invoiced but not paid as of 9/30/07.

Hobby Show Committee Report
October 1, 2006 — September 30, 2007
by Barry E. Sampson

Amherst Big Railroad Hobby Show • West Springfield, Massachusetts
Gross sales: \$2,306.31

Mystic Valley Railway Society Show • Foxboro, Massachusetts
Gross sales: \$905.09

Nashua Valley Railroad Association Show • Bolton, Massachusetts
Gross sales: \$381.83

North Shore Model Railroad Club Show • Wakefield, Massachusetts
Gross sales: \$355.19

South Shore Model Railroad Club Show • Hingham, Massachusetts
Gross sales: \$579.40

Middlesex Canal Museum Show • North Billerica, Massachusetts
Gross sales: \$1,287.57

Total gross sales from hobby shows: \$5,815.38

Upcoming hobby shows that FBDP plans to attend:

North Shore Model Railroad Club Show • Wakefield, Massachusetts • October 2007

South Shore Railway Club Show • Hingham, Massachusetts • October 2007

Amherst Big Railroad Hobby Show • West Springfield, Massachusetts • January 2008

Mystic Valley Railway Society Show • Foxboro, Massachusetts • February, 2008

South Shore Model Railway Club • Hingham, Massachusetts • March 2008

Nashua Valley Railroad Association Show • Bolton, Massachusetts • April 2008