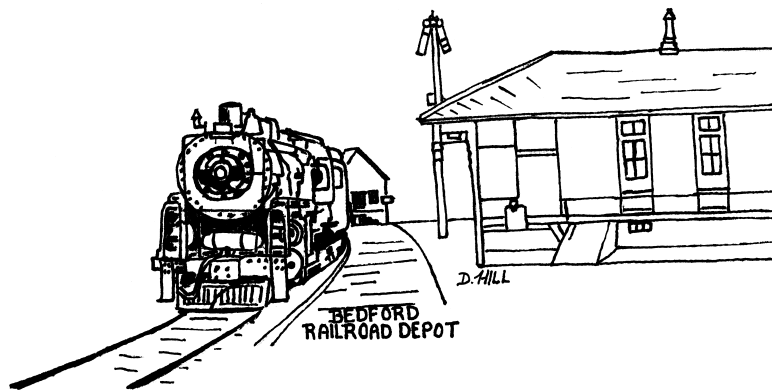


**FRIENDS OF  
BEDFORD DEPOT PARK, INC.**



**2019 ANNUAL REPORT**

Presented at the Annual Meeting  
Saturday, October 19, 2019

Rail Diesel Car 6211  
Bedford, Massachusetts

**Celebrating  
24 Years of  
Achievements!  
1995–2019**

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**And the 10th  
Anniversary of  
Depot Park  
2009–2019**

October 19, 2019

Greetings to all!

The officers welcome members and guests to this 24th **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 an **agenda** for today's meeting. After the officer and committee reports are given and officer elections are held, any additional business that is presented by members in good standing may be introduced. (See *Miscellaneous New Business*.) Then, for the "entertainment" portion of today's meeting, we will enjoy seeing several rare historic images of the Lexington and Reformatory that FBDP recently added to its collection.

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

## 2019 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
3. Officer elections:
  - a. Clerk
  - b. Treasurer
  - c. Vice President
  - d. President
4. Miscellaneous new business
5. Adjourn the business meeting
6. Historic photos of the Lexington and Reformatory Branches
7. Lunch

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## **Report of the President**

by James Shea

### **Freight House**

FBDP operates the **Freight House welcome center** as a public service on weekends during the bikeway season, which is generally between March and October. Last year, we were able to extend weekend openings into December, primarily for holiday gift shoppers. The organization much appreciates the volunteer shopkeeper coverage provided by Greg and Henry Carpenter, John Cooper and Cynthia Mork.

Our nonexclusive Freight House license from the Town stipulates that proceeds from food sales be given to the municipality's Depot Park Revolving Fund to help pay for Depot Park's operating expenses. In January, FBDP conveyed \$1,760.19 to the fund. This figure represents the proceeds collected during calendar year 2018 from food sales, railroad car donations and sales of the DPW's Minuteman Bikeway map. Since August 2000, the organization has raised **\$60,250.63** for the fund.

### **Thompson Lodge Donation**

The Frank W. Thompson Masonic Lodge made a generous donation of \$6,300 to FBDP for an interpretive sign, a bench and bicycle racks at Depot Park. The bench, which has been purchased, and the bike racks are to be installed in the Freight House plaza. The interpretive sign will explain the historical significance of the steam locomotive water column foundation that survives outside the Freight House. It also highlights a switch stand from Bedford Yard that is preserved and is to be displayed near the sign.

### **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 recently paid the Bedford Facilities Department \$772.86 for weekday custodial labor costs incurred in November 2018 and April 2019.

In late 2018, this same donor sent FBDP a contribution to have the restrooms open on weekdays in November 2019 and April 2020. The organization will arrange to have a custodian maintain the restrooms during these two months.

## **Depot Park Revolving Fund**

Annual Town Meeting in March approved an article to reauthorize a revolving fund for Depot Park. This account is under the control of the Facilities Department with input from the Depot Park Advisory Committee. It is intended for Depot Park operating, maintenance and capital expenses, thereby keeping operation of Depot Park cost-neutral to Bedford taxpayers. The fund's income comes from rent collected from Depot tenants, proceeds from Freight House food sales, and rentals of Budd Car 6211. The fund's balance as of June 30, 2019, was \$54,538.23. This is an increase of \$13,361.45 year over year.

## **Merchandise Sales**

Sales of literature, videos and apparel provide the greatest share of revenue that FBBDP needs to function. In addition to sales that occur at the Freight House, FBBDP 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 FBBDP's online store. A total of \$2,372.75 of Historical Society and Minuteman Company merchandise, \$80.00 in DPW Trail Guides, and \$30.00 in DPW Minuteman Bikeway Maps 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 FBBDP's operating and credit card processing expenses.

**See page 13 for a summary of revenues.**

## **Fundraising Drive**

Last November as in prior years, vice president Bill Deen wrote a letter to the membership to request donations to support the organization's activities, particularly our operation of the Freight House welcome. Thirty-one members and businesses responded, donating a total of \$2,965. The directors are very grateful for this response! Another drive is planned for late November of this year to raise funds to support the organization in 2020.

## **Newsletter**

Publication of the *Bedford Depot News* newsletter is an important aspect of our organization. It covers the history of the local railroad plus news about Depot Park. Four additional issues were published during the past year at a cost of approximately \$400 per issue for printing and postage. The organization has so far published 174 issues! Another issue is now in the works that ought to be ready in December. Future topics are to include the two different routes of the Lexington Branch, through trains from Nashua on the Branch, and operation of the "BB Local" freight train.

### **Filing and indexing of Historical Photos and Documents**

The organization now has over 1,000 photographs of the Lexington and Reformatory Branches and the Billerica & Bedford Railroad in its archives. These images exist in both print and digital formats. Occurring in stages since last March, FBDP has had 8x10 prints made of the images that have existed only in digital form. These reference prints are now organized by location in several filing cabinet drawers. Recently, member Richard Conard loaned the organization albums, negatives and prints of Lexington Branch photographs. These images have been scanned and added to the library. Some of these new accessions will be displayed at the Annual Meeting.

During weekend sessions, Bill Deen and Jim Shea have made substantial progress on organizing many historical papers, timetables, tickets, correspondence and other documents in FBDP's filing cabinets.

### **Book Project**

The filing and indexing of FBDP's photographs and other historical assets also benefit a project the organization has underway to publish a book about the history of the Lexington and Reformatory Branches. Vice president Bill Deen has prepared an outline for the book, conducted much research, and begun to write sections. He continues to invite people to share any photos, documents or memories that have about the local railroad that might help this project.

### **B&MRRHS Presentation**

On January 12, FBDP assisted Dan O'Brien with a presentation to the Boston & Maine Railroad Historical Society about the cosmetic restoration of ex-B&M RDC 6211 and the overall Depot Park project. The meeting in Lowell was well attended, and FBDP's representatives received many compliments about the organization's achievements.

### **Open Space Opportunity**

The Town of Bedford purchased the former Veterans of Foreign War property at 56 Loomis Street, a parcel that abuts Depot Park. A person (anonymous for now) has offered a substantial donation to create open space and an extension of Depot Park on this land. Joseph Piantedosi, chair of the Depot Park Advisory Committee, plans to create a conceptual design for presentation to the Selectmen. The proposed donation would cover the expenses. FBDP's directors are in support of creating open space at the former VFW site.

## **Board of Directors**

The Board of Directors is comprised of the four elected officers plus two directors at-large, Joseph Impellizeri and Jeffrey Lucas. Jim Shea is the chair and Bill Deen is the recording secretary. The Board of Directors met four times during the past year to conduct long-term planning and to oversee FBDP's financial affairs and general operation. A continuing goal of the board is to attract younger people to participate in the organization and eventually take leadership roles. The next regular directors meeting is scheduled for December 8.

## **Special Committees**

Arthur Ellis chairs the **MacLean Model Railroad Committee**. He is primarily responsible for maintaining the operation of the HO-scale model railroad layout of Bedford that is inside the Freight House.

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

- ▶ Begin a fundraising drive to support operation of the Freight House in 2020
- ▶ Continue to organize and index FBDP's historical assets
- ▶ Install an interpretive sign for display next to the old steam locomotive water column foundation that is outside the Freight House
- ▶ Continue progress to publish a book about the Lexington and Reformatory Branches



## Membership Report of the Clerk

by Michele Herron

As of October 16th, 2019, the Friends of Bedford Depot Park had 157 active memberships representing 212 members. Our active memberships number is up slightly from our 2018 figure of 154, an increase of 3 memberships, while our total member number mirrors that upward shift, increasing from 207 the prior year to 212 this year. Memberships continue to be categorized into seven different groups: Lifetime Individual, Lifetime Family, Individual, Family, Senior Family, Senior Family and Complimentary memberships. Lifetime memberships are no longer offered and currently represent 49% of our members. A trend that the organization has continued to experience is a slight shift of members between categories as individuals, become families or vis-versa and individuals/families become senior individuals/senior families.

We are pleased to report that the organization had 5 new memberships this past year, up from only 2 last year. Of the 5 new memberships, 3 are Senior Individual and 2 are Senior Family. However, we also saw 3 memberships become inactive this past year with 2 being Individuals and 1 a Senior Individual.

### Active Membership Summary (excluding complimentary newsletter mailings)

Membership Type	Membership Total			Member Total*		
	Oct. 2018	Oct. 2019		Oct .2018	Oct. 2019	
	#	#	%	#	#	%
Lifetime Individual	49	49	31%	49	49	23%
Lifetime Family	32	32	20%	64	64	30%
Individual	26	22	14%	26	22 (↓4)	10%
Family	6	6	4%	12	12	6%
Senior Individual	13	18	11%	13	18 (↑5)	8%
Senior Family	15	17	11%	30	34 (↑4)	16%
Complimentary**	13	13	8%	13	13	6%
<b>TOTAL</b>	<b>154</b>	<b>157</b>	<b>100%</b>	<b>207</b>	<b>212</b>	<b>100%</b>

\* Family memberships are multiplied by 2 to determine the number of total members.

\*\* Complimentary memberships are those memberships typically reserved for individuals who have provided a service to the FBDP and/or donated historical artifacts.

(Continued on next page)

From a processing standpoint, database updates and renewals are occurring in a similar manner to previous years. Typically, the clerk processes renewals within 30 days of receipt; however, at busy times of year it can extend to ~45+ days. We have also continued to provide membership cards to new and renewing members that are printed and mailed to the member indicating their membership's expiration date.

In an effort to increase the total number of members, the organization has continued to participate in various in-town activities and events such as the Summer and Winter Walkabout and a holiday shopping event at Depot Park in December. Though these events haven't appeared to significantly impact FBDP's membership numbers, they have supported our initiative to connect with the community, increase general awareness of the organization and drive Freight House sales.

**Financial Report**

by Walter Weinfurt, Treasurer

**CITIZENS BANK CHECKING ACCOUNT**

Opening Balance - 10/01/18.....	\$13,248.99
<b>Total Checking Account Balance - 9/30/19 .....</b>	<b>23,940.53</b>

**CURRENCY ON HAND**

Safe .....	0.00
Register Drawer:	
Cash .....	\$1,148.49
Checks .....	270.00
<b>Total Currency .....</b>	<b>1,418.49</b>

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**CITIZENS BANK SAVINGS ACCOUNT**

<b>Grants and Restricted Accounts - 9/30/19 .....</b>	<b>10,345.44</b>
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**★ Total Cash Assets .....** **\$35,704.46**

**★ Amounts collected and held in escrow**

Massachusetts Sales Tax (paid quarterly)	130.57
Massachusetts Meals Tax (paid monthly)	.50
Town of Bedford: Food profits, RR car donations and kiosk maps (paid annually)	1,791.61
<b>Nonprofit consignments (paid quarterly)</b>	
Bedford Historical Society	886.02
Bedford Minuteman Company	141.72
Bedford DPW	30.00

**TOTAL FUNDS HELD IN ESCROW** **2,890.42**

**TOTAL UNRESTRICTED FUNDS** **\$22,378.60**

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

September 30, 2019

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
408	Interest earned on Savings Account	3.41
410	Freight House Public Restrooms Fund	2,000.00
411	F. W. Thompson Masonic Lodge donation Interpretive sign, park bench and two bicycle racks	6,300.00
<b>TOTAL RESTRICTED FUNDS</b>		<b>\$10,345.44</b>

Report of Freight House, Online Store and Mail Order Sales  
**October 1, 2018 — September 30, 2019**  
 by James Shea

**Gross Sales Income\***

FBDP Merchandise .....	\$ 3,616.91
Shipping .....	266.93
Charitable Contributions .....	15,552.42 <sup>†</sup>
Membership Dues.....	1,485.00
Consignment Merchandise .....	2,402.75
FBDP Special Events .....	0.00
Food .....	3,539.05
Railroad Car Donations .....	79.52
DPW Bikeway Map .....	80.00 <sup>††</sup>
<b>Total Gross Sales.....</b>	<b>27,022.58</b>

**Gross Profits\***

FBDP Merchandise .....	\$ 1,598.08
FBDP Sales Commissions .....	344.66
Food .....	1,810.26
<b>Total Gross Profits .....</b>	<b>3,753.00</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

<sup>†</sup> 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 2018 fundraising drive, a donation received from the Frank W. Thompson Lodge for Depot Park amenities, and a contribution from an anonymous donor to open the Freight House public restrooms on weekdays in November 2019 and April 2020.

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