

# Cumbres Toltec Scenic Railroad Commission Meeting

## C&TSRR Commission Minutes

February 3, 2018 9:00a.m.

Conejos Parish Hall

*Public Input – Public comments/questions will be allowed during each topic upon being recognized by the Chairman. Comments and questions may be no longer than 3 minutes and must adhere to any other requirements established by the Chairman. All public speakers must indicate their desires by registering in advance of the meeting on the available sign-up sheet which will become part of the record of the meeting.*

1. Meeting was called to order by Chairman Billy Elbrock at 9:05 a.m.
2. Pledge of Allegiance was led by Commissioner Elbrock
3. Introductions – John Bush
4. Approval of Agenda –Commissioner Elbrock moved to approve, Commissioner Love seconded the motion, motion carried.
5. Approve the Minutes from October 28, 2017 Commission meeting - Commissioner Love moved to approve, Commissioner Cowles seconded the motion, motion carried.
6. Train Operations Report/Presidents Report – Ed Beaudette- Train Ops- Operations are quiet right now. Lot of effort with the budget. We have a first draft. We have six Fireman and Engineer Schools. Which were published in PBS coverage, along with the Goose. They get very good PR.
7. President’s Report- John Bush- Not including special charters, the Railroad carried 38,010 passenger this year. This is ahead of last year by 7.4% Revenue increased by 11.2% compared to the previous year. The growth is primarily in tourist and parlor class service. That is why revenue is growing faster than ridership. This suggests two things. Price is not the driving factor on people’s decision to ride the train. When we reach capacity on the premium service cars ridership will be constrained by not having more premium service cars. During the four days of Santa train operation 3,469 passengers were carried. We collected a total of 5,925 pounds of food for the local food banks and 1,263 toys for “Toys for Tots program.” Additionally we collected \$ 1,200.00 in cash donations which were forwarded to the food banks. We thank the employees of the Railroad who volunteered their time as well as local volunteers for the efforts which have made this success again.
  - a. Maintenance and Repair Report – John Bush- Things are going well on both sides, rolling stock. New car is being manufactured in Antonito.
  - b. Historic Car Fleet update – Stathi Pappas-Special projects, we have funding for the 1879 coach 292 mid- May. Two additional workers, we have nine people working on the car all at the same time. Turn metal roof is going on. Platforms are in process. Work on 168 has slowed down. 168 is under budget.
  - c. Tracks Across Borders Byway update – Working on a phone based Tour of byway, we are building one for the Railroad.
  - d. Marketing Report – Mark Graybill-Marketing ties into being self-sufficient. Report for 2018 is very impressive. Budget same as last year. Website is user friendly. Continue to promote our core product, which is the scenery.
  - e. Financial Report – George Canham- Financial reports are not available.
8. Commissioner Reports

a. Chairman Report – Billy Elbrock-Working hard on both communities. Happening this winter, in Antonito is the trail system. Sandra Gray is re-opening her gift shop. Chama Western Heritage group is doing Gene Autry days. They are planning on inviting Antonito.

b. Vice Chairman Report – Dan Love- We spend a lot of money on Capital projects. Money mostly comes from State appropriations. Capital project are very important for our future. Most of the money is focused on re-building locomotives, structures, the cars and infrastructure. Everything is being maintained very well. Our objective is to eliminate the need for tax dollars. We want to make the Railroad self-sustaining, historic car is contributing. We are doing these things for the future.

c. Secretary Report - Dick Cowles/capital projects- Excellent report for New Mexico. New Mexico is starting to make increasingly a Petro State more and more revenue is coming from the oil patch, second largest in oil production, may end up first. 10% of their budget is going to reserves. We are more optimistic, little more rational then it has been. We will have funding coming from New Mexico Capital outlay money. We asked for \$ 1,085.00. To match Colorado.

d. Treasurer Report –Mark Graybill–See Marketing report.


9. Friends of C&TSRR Report – Tim Tennant- 2018 is the 30<sup>th</sup> Anniversary for the Friends. Tim has been with the Friends for 14 years. First work session is May 21<sup>st</sup>, with 7 workshops. Jim Wrinn will be their guest speaker. Car 470 working a lot on the ceiling of the car. Big project are the seats. Volunteer impact to Antonito, 500 bodies. 20% of the organization.

a. General info

#### 10. New Business\*

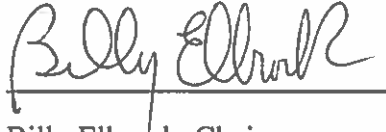
- a. Approval for building two new Premium Cars-Commissioner Elbrock moved to approve, Commissioner Love seconded the motion, motion carried unanimously.

11. Adjourned at 11:38.

  
Billy Elbrock, Chairman

## Two Premium Passenger Cars

**RESOLVED**, due to increasing customer demand for premium services the Commission authorizes its subsidiary Cumbres Toltec Operating to convert two existing passenger coaches to premium service at an estimated cost of \$ 540,000, subject to the availability of funding. And Commission approval of a final project plan.

A handwritten signature in black ink, appearing to read "Billy Elbrock", written over a horizontal line.

Billy Elbrock, Chairman

## **Car 256 Work Plan (Excerpt from Grant Application)**

The current scope of work will complete interior and exterior rehabilitation and restoration for Coach 256. The Commission is committed to protecting this resource, and has already expended considerable time, effort and money to ensure rehabilitation can be carried out. Most significantly, a secure, fully equipped facility has been constructed in Antonito where work on the cars can occur.

Upon grant award, a contract will be executed and a kickoff meeting with SHF staff will occur. "Before" photos will be submitted by the project architect as a deliverable. And subcontract certification forms will be completed and submitted for all independent contractors on the project. Copies of the construction documents and specifications will also be re-submitted. Because construction documents and specifications have been approved under another SHF grant, the architect will provide construction oversight services only. Regular progress reports and financial reports will be prepared throughout the project with the assistance of our grant administrator.

For planning and budgeting purposes, this phase of work has been broken into steps that represent the major tasks to be completed. We have included a generous contingency of more than 20% in the project budget to account for any cost overruns. Please note that because all work will be performed directly by C&TSRR contractors, there are no overhead and profit, bonding, or general conditions costs for this project.

Rehabilitation work in the shop will proceed in the following steps, which will be performed by C&TSRR staff and consultants.

### **Step One: Disassembly & Temporary Stabilization**

First existing mechanical systems will be removed and the car will be placed on blocking to allow access to the car underbody. Once on blocking and temporarily supported, the vertical tongue-and-groove wood siding will be removed from the exterior car walls to expose the wall structure. Some failure of the structure is visible without any disassembly; for example, it is clear that the side sills have rotted and failed due to the sagging of the exterior walls. All possible care will be taken when removing the siding from the car so that it can be retained for future re-installation. The crew will then disassemble the floor systems to inspect the underbody structural systems. To the greatest extent possible, the flooring will be carefully removed and retained for re-installation. Also during disassembly, all existing wood doors and windows will be removed from the car and retained for rehabilitation and reuse.

Once removed, doors and windows will be inspected for rot, warping or missing parts and finishes. Windows and doors are typically in fair to poor condition and display signs of weathering, age and deterioration such as missing or peeling paint, wood rot and warping and missing glazing, glass or hardware. The rehabilitation process may include limited replacement of wood parts in-kind or the consolidation of deteriorated wood. Loose paint will be scraped from the wood surfaces, which will be sanded in preparation for primer and paint finishes.

Where necessary, glazing and glass will be replaced and hardware will be repaired or replaced in-kind where missing. In preparation for reinstallation, doors and windows will be repainted with the specified finish material and color. The work crew will follow the guidelines set forth in National Park Service Preservation Brief #9: The Repair of Historic Wooden Windows when performing all work.

As the final step of disassembly, the metal roofing material will be removed, exposing the roof sheathing and structure for inspection and repair.

We would recommend that an interim site visit with the project team and SHF staff occur following this step so that any discoveries made during disassembly can be shared.. We would also suggest that an additional set of "in progress" photos be taken and submitted as a deliverable for documentation purposes.

### Step 2: Rebuilding the Car Body

Once disassembly has concluded, the crew will begin by rehabilitating the car underbody and any damage or rot found in the car sills will be repaired at this time through splicing of new materials or replacement in-kind. At this time, the body bolster and truss rods will also be inspected and rehabilitated utilizing in-kind materials. We currently know that there are some condition issues with the car underbody as there are missing or rotted wooden parts visible and we anticipate that more damage will be discovered during disassembly.

The car body wall structure will be also carefully inspected, wall joists will be repaired where rot or deterioration has occurred. Where necessary, wall joists will be spliced with new material matching the original to restore stability. The horizontal wood blocking between vertical wall joists will be inspected for stability and replaced in-kind where necessary due to rot or deterioration. When this rehabilitation work is complete, the carbody walls will carefully be rejoined to the side sills of the underframe.

As the final step in rebuilding the car body, the roof structure and the wood plank sheathing of the car roof will be rehabilitated. Any areas of rot or deterioration on the wood plank roof sheathing will be selectively removed and replaced in-kind to prepare the car roof to receive new metal roofing. Structural members of the roof system will inspected and repaired or replaced as necessary. We anticipate that there will be numerous areas of both structural bracing and sheathing requiring replacement due to the age and condition of the existing roofing material.

### Step 3: Interior Rehabilitation

The interior of the car will be restored for service, which will include new electrical wiring, replica fixtures and outlets as required for future passenger areas. Interior finish work for this phase will also include the re-installation of the deafening ceiling underneath the car sills, and installation of the subfloor and finished floor on top of the car sills. In the case of the two subfloor layers, materials matching the original in wood species, size, profile will be utilized. The new finished floor layer will consist of new linoleum flooring matching the original material.

Most of the interior paneling and trim on the walls and ceilings of the car is present, but in some cases quite deteriorated. Where possible, the original wood will be restored in place, returning each piece to its original finish and/or color. Where missing or too deteriorated for restoration, wood paneling and trim will be replaced in-kind, utilizing materials matching the original in species, profile and finish. Once the floors and walls have been restored, replica car seats matching the original passenger seats will be installed.

#### Step 4: Exterior Rehabilitation

The exterior rehabilitation will first include the installation of new metal roofing material. Sheets of zinc or tin coated copper will be used. This materials is the closest available replacement for the original terne metal material, which is highly toxic and no longer available. It was also widely utilized for train car roofing material during the period of significance and was therefore approved for use by the SHF staff and project team. Once installed, the roof will be painted black per D&RG standard historic procedure. Paint materials and color recipes have been provided in the construction documents.

Next, rehabilitated windows and doors will be reinstalled. This includes both clerestory windows in the roof structure and passenger windows in the side of the car body. It will also include the restoration of the pedestrian door in the ends of the car that will be utilized for circulation between cars while the train is in motion.

Finally, the crew will rehabilitate the exterior wood car siding, reusing any original material that was salvaged during disassembly. New material matching the appropriate siding from the period of significance in material, profile and reveal will be installed where necessary, and the entire exterior will be repainted.

#### Step 5: Mechanical System Rehabilitation

The mechanical system rehabilitation consists of brakes, draft gear, and couplers that will be installed according to the approved construction documents. Most of the mechanical system, with the exception of the trucks, are at least partially extant and can be rehabilitated with the addition of replacement parts where necessary. Trucks are to be completed and installed in a later phase of work.

Following completion of rehabilitation activities on Coach 256, "after" photos and an end of project report will be submitted as a deliverables.