PRESERVATION COMMITTEE Regular Meeting of Thursday July 11, 2013

Present: Jane Lopes, Maureen Franco, , Josephine Ruthwicz, Ted Eayrs, Michael

Maddigan, David Thomas, Janet Miller, Mark Belanger

Absent: None

Others: Cynthia McNair

The Chairman called the meeting to order at 7:00 pm in the Community Room at 8 Benton Street.

Old Business

Review of Action Items - The grant agreements have been submitted to town counsel for review. He has asked that we use form approved by the Coalition. After discussion, Ted volunteered to discuss more fully with town counsel. Award notices and the grant agreements will be sent to the new grantees upon town counsel's approval. Jo contacted the museum requesting they submit Step 1 in order to place the project on the fall town meeting warrant. Ms. McNair stated that the architect has completed the survey and they are awaiting the report. Jane hopes to meet with members of the Oliver family by the end of the month. Jo will contact the cemeteries committee regarding the status of the signs.

<u>Financial Report</u> - Ms. Franco updated the committee as to the fund balances as of the end of the fiscal year and the anticipated revenues for FY14. In FY12 we received \$55,139 as the state's CPA match. To date total town and state funds are \$667,670 with \$78,231 committed/expended for projects as of June 30, 2013. The FY13 state match should be deposited late fall 2013. In addition, it is anticipated the state's surplus funds will be deposited mid November.

Open Space Plan Committee - Mr. Eayrs informed the committee that a survey has been sent out with the recent gas and electric bills. The results of the survey will be used to update the Plan. Grant Agreements - Ms. Ruthwicz explained that the grant award letter used for the first two projects was emailed to town counsel. Dartmouth's grant agreement which is more detailed, was also emailed to him for review. Town Counsel felt that we should contact the Coalition and use theirs as a template. The Coalition does not make legal decisions which is why they recommend that we contact our legal counsel. Mr. Eayrs said he will try to meet with him before the next meeting.

New Business - FY14 applications

<u>Lion's Head Project</u>- The total project cost is \$406,000 with a CPA funding request of \$146,000. This would be a cooperative project with the Town, the Wildlands Trust and the MA Division of Fish & Game to permanently preserve 103 acres on the Nemasket River.

MOTION: To accept the Step 1 application from the Conservation Commission for the Lion's Head property as eligible for CPA funding based on the Category of Open Space and Purposes of Acquire and Preserve.

By Ted Eayrs Seconded by Michael Maddigan VOTE: 8-0-0 Nemasket Apartments - Sproat Street Window Project - Ms. Ruthwicz speaking as the Housing Director, noted the Nemasket Apartments were built in the 1950's as the first elderly housing in our community. This project will install new windows to structurally stabilize the buildings. In conjunction with the CPA project, the Middleborough Housing Authority will install insulation and exterior siding in order to make the apartments more energy efficient thereby preserving these elderly affordable housing units. The CPA request is \$20,000 with an anticipated total preservation cost of \$60,000.

MOTION: To accept the Step 1 application from the Middleborough Housing Authority for the Nemasket Apartments window project as eligible for CPA funding based on the Category of Community Housing and Purpose of Preserve and Support.

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By Ted Eayrs Seconded by Michael Maddigan VOTE: 7-0-1

Ms. Ruthwicz abstained

Middleborough Museum Climate Control Project - Cynthia NcNair, of the Historical Association spoke of the need to provide climate control for two mill house buildings which house most of their collection. April town meeting approved CPA funding for an architectural survey, which was just completed and the report should be received prior to the next CPA meeting. The architect's study includes reviewing the exiting conditions of the buildings, determine their condition and suitability for renovations and preparing a scope of work and 2014 construction cost estimate. Based on the museum's 2012 estimate, the total cost was anticipated to be \$65,000; the museum will request 60% or approximately \$39,000 to be funded by CPA. Once the report is received, the museum will submit the additional documentation.

MOTION: To accept the Step 1 application from the Middleborough Historical Association, Inc. for installation of climate control measures at the 2 museum mill houses as eligible for CPA funding based on the Category of Historic Preservation and Purposes of Preserve and Rehabilitate/Restore with the condition that the study report be submitted as soon as possible.

By Ted Eayrs Seconded by David Thomas VOTE: 8-0-0 Historic & Vital Records Preservation – Phase 2 of this project includes preservation of records in the Town Hall, Bank Building and Police & Fire Buildings. Work will include re-boxing and indexing records, establishing a computerized retrieval system, purchase of archival shelving and implementing a records retention/purging system. The estimated cost to complete the work is \$68,509. Concerns were raised that the town is looking for CPA to fund all phases of the entire project. It was felt that the town should share some of the financial responsibility to preserve historic documents and that purging of old documents should be regularly budgeted from each town department. These issues will be brought to the Town Clerk to be addressed in Step 2. MOTION: To accept the Step 1 application from the Town of Middleborough's Town Clerk's

Office for the second phase to preserve the town's historic and vital records as eligible for CPA funding based on the Category of Historic Preservation and Purpose of Preserve.

By Ted Eayrs Seconded by Janet Miller VOTE: 8-0-0 Soule Homestead - Two applications were received one for exterior restoration of the barn and the other for exterior restoration of the farmhouse and woodshed. Mr. Belanger informed the committee that he would refrain from discussions and votes on these projects because his wife is a volunteer and Board member and he has received a small compensation for performing there. Ms Lopes said she would also would not vote on the projects because she was on the aboard. It was felt that the two applications can be combined as one for Step 2. The work on both buildings will be to stabilize the building envelope by replacing roof shingles, cedar siding shingles, re-pointing the chimney, some sill and doors repairs and re-glazing windows. The work on the barn is anticipated to be \$16,000 and the farmhouse and woodshed work about \$32,900. In Step 2, the committee would like more information on the history of the property and whether it is on the town's inventory of historic properties.

MOTION: To accept the Step 1 application from the Soule Homestead's for the Barn Restoration project as eligible for CPA funding based on the Category of Historic Preservation and Purpose of Rehabilitate /Restore.

By Ted Eayrs Seconded by Michael Maddigan VOTE: 6-0-2

Mr.Belanger and Ms. Lopes abstained

MOTION: To accept the Step 1 application from the Soule Homestead for the Farmhouse and Woodshed project as eligible for CPA funding based on the Category of Historic Preservation and Purpose of Rehabilitate /Restore.

By Ted Eayrs Seconded by Michael Maddigan VOTE: 6-0-2

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Other -

<u>Remote Participation</u> - The Board of Selectmen has not placed this on the agenda. We will attempt to have it placed on a future agenda.

ACTION ITEMS

- 1. Jo to send copy of Dartmouth's grant agreement to all members
- 2. Ted to talk with town counsel re grant agreement
- 3. Jo to prepare the 4 grant agreements upon approval by Dan
- 4. Award Notices will go out with grant agreements
- 5. Mark to check with Ethics Commission re: Soule Homestead relationship

The next CPA meeting was scheduled for Thursday August 8, 2013.

MOTION: To adjourn the regu By Michael Maddigan	lar session meeting of the Communit Seconded by Ted Eayrs	ty Preservation Committee. VOTE: 8-0-0
The meeting was adjourned at	8:55 PM	
Respectfully Submitted:		
Josephine A Ruthwicz, Clerk	_	

List of Documents and Other Exhibits Used By The Body At The Meeting

- 1. Step 1 application—Lion's Head open space- acquire
- 2. Step 1 application Sproat Street Windows housing -preserve
- 3. Step 1 application Town's Historic Records historic preserve
- 4. Step 1 application- Museum climate control- historic-preserve
- 5. Step 1 application Soule Homestead barn historic rehab/restore
- 6. Step 1 application- Soule Homestead farmhouse & woodshed historic rehab/restore