Town of Bridgewater, Massachusetts

Community Preservation Committee

Community Preservation Committee

Gina Guasconi, Chair
Recreation Commission

Carlton Hunt, Vice-Chair
Citizen at Large

Kevin Mandeville
Open Space Committee

Stacy Driscoll
Housing Authority

Jean Guarino:
Planning Board

Harry Bailey, Jr.,
Conservation Commission

Stephen Rogan
Historical Commission

William Smith
Historic District Commission

Affordable Housing Trust

-

Agenda
March 23, 2022
Virtual Meeting

Disclosure: Pursuant to Section 20 of Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, this meeting of the Community Preservation Committee for the Town of Bridgewater will be fully remote and accessible to the public through remote participation to the greatest extent possible. There will be no in person attendance permitted. Citizens who wish to tune in to the meeting may do so via Zoom or Facebook Live.

Link to join meeting: https://us06web.zoom.us/j/83097479480
Call In:
1-646-876-9923
Meeting ID: 830 974 794 80

Call to order – 6:30PM

Chair's Announcements

Citizen Open Forum

Approval of Minutes

- 2/23/2022

Review of Financial Reports

Old Business

- FY23 Budget
- Funded Project Updates:
  - Central Square Congregational Church
  - Memorial Building
  - Pickle Ball Courts
  - McElwain School
- Anticipated Projects – eligibility forms approved, applications not received
  - Mobil Station
  - Hanson's Farm
- Library archival project application
- Stiles and Hart Improvement Project Eligibility Form – Accessibility and Trails
- CPC Memberships
- Annual Public Hearing
- Documents Update:
  - Application and Application Instructions are complete and being posted on Town's CPC webpage. The application is being made into a pdf-writeable format.
- Anticipated possible projects:

- Senior Center for Adult Recreation areas/gardens/trails
- Toole Park
- Purchase of Broad Street Property
- Trails near Department of Correction property on Summer Street

- Other Old Business

New Business

- Anticipated possible project applications
  - Town House (Town Hall) grant application – roof repair/restoration
  - Methodist Church for historic preservation
  - Jennings Hill Cemetery
- Central Square Congregational Church Application – Phase 2 & Phase 3
- MBTA Multi-Housing Zoning Requirements
- Other New Business

Committee Liaison Reports

Upcoming Events

Public Comment

Next Meeting Date/Time – April 27, 2022, at 6:30 p.m.

Adjourn

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Affordable Housing Trust

Meeting Minutes
February 23, 2022

Special Note: A recording of this meeting can be viewed on the Town of Bridgewater's YouTube page using the following link: https://www.youtube.com/watch?v=jLcAZ4hdAlo

The meeting was called to order by the Chair at 6:35

Members Present: Gina Guasconi, Carlton Hunt, Jean Guarino, William Smith, Harry Bailey

Members Absent: Stephen Rogan, Kevin Mandeville, Stacey Driscoll

Guests Present: Michael Dutton – Town Manager, Barbara Morey, Gordon Brailsford, Theresa Reynolds, Janet Hanson, Kevin Griffin

Chair's Announcements:

Citizen's Open Forum

Approval of Meeting Minutes – 1/25/2022

Harry Bailey motioned to approve the meeting minutes from 1/25/2022 which was duly seconded. The motion was approved unanimously.

Review of Financial Reports

Old Business

FY23

Carlton Hunt shared information on the FY23 budget. The anticipated revenue is $1,620,800. The committee discussed distributions of the revenue within the budget and the possible impacts that upcoming projects might have.

Project Updates

William Smith motioned to take discussion of CSCC Deed restriction out of order which was duly seconded. The motion was approved unanimously.

CSCC Deed Restriction and Grant Agreement

Work on the steeple should be starting next week and last until April. Barbara Morey stated that the preservationist, Virginia Adams, is forwarding an invoice to the CPC and is estimated to be $2,000.

Memorial Building

Michael Dutton will provide the maintenance plan for the building along with updated pictures when available. Construction is progressing with the front steps and underground utility ongoing.

Adjourn – 7:34 P.M. The meeting was adjourned due to a lack of quorum.

Project Eligibility Form
Community Preservation Committee
Bridgewater, MA

Please email this form **to the CPC Chair and Administrative Assistant no later than the third Wednesday of the month for the CPC's review at their regularly scheduled meeting on the fourth Wednesday.** Forms received after this date will be discussed at the following month's meeting.

This form is **OPTIONAL BUT STRONGLY ENCOURAGED** to help determine whether projects are eligible for CPA funding. Please refer to Appendix A in the *Community Preservation Plan* (*https://www.bridgewaterma.org/DocumentCenter/View/2928/Community-Preservation-Committee-Plan*) when filling out this form.

Please use the information in the CPA Eligibility Matrix below to determine if the project may be eligible for CPA funds, paying close attention to the verbs in the left column and the category(s) to which these pertain (top line).

CPA Eligibility Matrix

	Open Space	Historic Preservation	Recreation	Housing
Acquisition	Y	Y	Y	Y
Creation	Y		Y	Y
Preservation	Y	Y	Y	Y
Support				Y
Rehabilitation/ Restoration	If acquired or created using CPA funds	Y	(as of 2012)	If acquired or created using CPA funds

Chart adapted from "Recent Developments in Municipal Law," Massachusetts Department of Revenue, October 2012

Project Name: Stiles and Hart Parkland Improvement Project

Project Address: 0 Broad Street; Map 11, Parcel 117 and Map 12, Parcel 44

Project Sponsor/Organization: Town Manager's Office

Check One: [X] Town Committee/Department [ ] Public Charity/Non-Profit [ ] Private Group/Individual

Project Description: (*Note the project must demonstrate a public benefit.)*

The Stiles and Hart Parkland Improvement Project consists of five major components: 1) improved and added parking, 2) a new trail layout utilizing existing and new trails, 3) multiple footbridges as needed, 4) canoe launch improvement, 5) new trailhead locations and interpretive signage to educate park users of environmental and historic areas of interest located within Stiles and Hart. The proposed project budget submitted with the LWCF grant application is attached. The additional funds would support improvements to the Town River Landing area which are not contemplated by the current grant application but would be included in a FY2023

PARC grant application. The LWCF grant is a 50% match grant, meaning that the entirety of the project cost must be appropriated, but the grant will reimburse up to 50% of the eligible project costs.

Estimated Project Cost: approximately $1.3 million Submission Date: February 25, 2022

Project Contact Person/Title: Michael Dutton, Town Manager

Telephone: 508-697-0919 Email:

TownManager@BridgewaterMA.org

Signature: _____

_____

For CPC Use Only. Do not write below this line.

CPA Program Area *(check all that apply):*

☐ Open Space ☐ Historic Preservation ☐ Community Housing ☐ Recreation

Project Purpose *(check all that apply) (Refer to CPA eligibility matrix for guidance):*

☐ Acquisition ☐ Creation ☐ Preservation ☐ Support ☐ Rehabilitation/Restoration

CPC Determination**:**

☐ Eligible ☐ Potentially Eligible ☐ Not Eligible ☐ More Information Needed

_____ Date: _____

Signature CPC Chair

Attachment A

FEDERAL LAND AND WATER CONSERVATION FUND
FY22 APPLICATION FORM

Instructions:

- *The application must be submitted through this online form. The Applicant will be asked to enter all of the information in the table below directly into the form.*
- *The application can be saved while working on it. Click "Save and Resume Later" at the bottom of the form and then click on "Save and Get Link." A link to the application will be provided which must be copied and saved in order to return to the application. A good way to ensure that the link is not lost is to email it to yourself.*
- *Please note that all documents which have been uploaded at the end of the application will not be saved if leaving the site before submitting the application. The files must be uploaded again upon re-entering the site and submitting the application.*
- *Total size of all documents attached to the online form cannot exceed 25 MB.*
- *Please ensure that all files you upload are consistently labeled. Please make file names consistent with the following: [Name of municipality]_[Shorthand version of project title]_[Name of attachment from attachment checklist]_LWCF*
- *Please upload files to the online form as PDFs if possible, unless otherwise specified*

1. **Municipality or state agency department name:** Town of Bridgewater

2. **Project name:** Stiles and Hart Parkland Improvement Project

   Project address: 0 Broad Street

   GPS coordinates at main entrance: 42.000688, -70.969915 Congressional District: 8

   Project acreage: ~80

   Project registry information for Development and Renovation projects only:

   Street address of the Registry of Deeds where the park's deed is located

   (**not the park's street address**): 66 Central Square, Bridgewater, MA 02324

   Book: 62967 Page: 169

   Type of Project: ☐ Acquisition ☐ Acquisition and Development

   ☐ New Development ☒ Renovation

   If an acquisition, interest to be acquired: ☐ Fee ☐ Conservation Restriction

   Has this site received previous LWCF assistance? ☐ Yes ☒ No

3. **Contact Person:** Michael Dutton

   Agency: Town of Bridgewater

   Address: 66 Central Square, Bridgewater, MA 02324

   Zip 02324

   Telephone 508-697-0919 Fax

   Email: mdutton@bridgewaterma.org

Please note: Attach authorization from the Chief Executive Officer identifying the individual named above who will act as the official representative of the Applicant in

connection with this application. This is most often not the Chief Executive Officer, but the staff person that will be working on the project from day-to-day.

4. **Briefly describe the project on TWO attached pages (writing should be no smaller than single spaced, 11 point font, ¾" margins).** Use the LWCF Rating System as an outline for the description, including (but not limited to) what is listed below, to ensure the maximum score possible for your project.
   - How the project will improve community health and resilience to climate change in the project's neighborhood (e.g. reducing the heat island effect, mitigating stormwater and flooding issues, filtering pollution from local traffic and other sources, etc.; for acquisition projects include the TNC resiliency map and for park projects include the UMass I-CARES Urban Heat Island map)
   - Relevance to the Statewide Comprehensive Outdoor Recreation Plan and (for municipalities) local Open Space and Recreation Plan or (for departments) agency acquisition plan
   - How the project will increase the availability of recreational opportunities available to residents in areas of the state that currently have inadequate access to open space and encourage outdoor exercise
   - Ability for the project to provide access to people with disabilities – describe how the project goes above and beyond what is required by law
   - For projects in Environmental Justice neighborhoods, provide information on how use of new or restored greenspace will be encouraged
   - Environmental education available on site with a focus on how the project will reduce summertime heat
   - Describe stewardship activities undertaken in your community/department – provide detailed information on baselines completed, staff dedicated to stewardship activities such as maintenance, etc.
   - Ability to reach project site by alternative means of transportation, such as walking, cycling, or public transit (while LWCF cannot fund walking access to parks, partnerships that encourage walking or cycling access are encouraged)
   - Creation of new trails or expansion or connection of existing trail(s)
   - Water-based recreation (include linear footage of water resource and what types of recreation will be provided, including wildlife viewing)

5. **Proposed Funding:**

The LWCF program is a ***reimbursement*** program. Grant recipients are reimbursed after invoices have been paid. **The total project cost must be raised or appropriated by the municipality or department shortly after project approval if it has not already been appropriated.** Costs incurred prior to grant approval and contract execution are not eligible for reimbursement, **including appraisal and/or design costs**. Force account labor is also ineligible, as are donations and volunteer hours. Mention any *previous, pending, or anticipated* financial assistance on this project. Refer to the LWCF Manual Chapter 5 for eligible cost details. A sample budget can be found in Attachment E. Please note that LWCF grants have a maximum 50% reimbursement rate with a maximum $1,000,000 and minimum $50,000 grant request. The specific reimbursement rate for the project subject to this application will be based on what percentage the grant award is of the total eligible project cost. For acquisition projects without an appraisal at the time of the grant deadline, use best estimates here. Final details will be worked out when appraisal is submitted.

Total Eligible Project Cost: $896,675.00

LWCF Request: $448,337.50

(up to 50% of total project cost, maximum of $1,000,000 for projects receiving the maximum climate resilience score or $750,000 maximum for all other projects, minimum of $50,000)

Municipal Share: $448,337.50
(Community Development Block Grant, Community Preservation Act, etc., please specify in narrative)

Other: (i.e. private donation to community, fund raising, etc.) $0.00

Attach a one page description of the proposed project budget including:

- The source of all local funding including donations and Community Preservation Act funds.
- Description of the details of any donation, if applicable (be sure these funds are gifted to the community or department and earmarked for the project).
- Description of any other sources of funding including federal, state, municipal, or nonprofit organizations. List these partners and describe their contribution.

6. **Leases, Rights, and Restrictions**

Describe outstanding leases, restrictions or other rights or interests held by others in the project site and enclose copy of the same. See page 8-2 of the LWCF Manual for more information on what is allowable on the property under the LWCF program.

7. **Structures (for Acquisition Projects Only)**

Are there currently any buildings or structures on the property? ☐ Yes ☒ No

If yes, list each one, including the estimated value and current use, as well as its intended use if this project is funded. If this is an application for a conservation land acquisition, the grant is intended to preserve the undeveloped land, not to purchase buildings. The type of structure could impact the grant award. Acceptable structures include, but are not limited to, storage sheds, information kiosks, or barns that hold environmental education workshops.

8. **Permanent Protection (for Development or Renovation Projects Only)**

If the applicant already owns the land, is the property permanently dedicated for park, playground, or recreation purposes (MGL Chapter 45, Section 3 or 14) or conservation purposes (MGL Chapter 40, Section 8C)? If not, please submit draft dedication language for DCS review (all land within the Section 6(f)(3) boundary map must have the appropriate dedication language recorded in the deed before final reimbursement from EEA).

☒ Yes ☐ No

9. **Fees**

Are fees currently charged or proposed for this site? If yes, please attach a copy of the fee system. Charging fees is allowed subject to DCS approval. If applicant is awarded a grant, the site cannot be restricted to municipal residents only. If fees are charged based on residency, fees for nonresidents are subject to Chapter

8 of the LWCF Manual. If a site's fee structure is not compatible with EEA and NPS policy, a grant award may be rescinded.

☐ Yes (copy attached) ☒ No

10. Community Preservation Act

Has your community passed the Community Preservation Act?

☒ Yes ☐ No ☐ N/A

If "yes", please note that successful grant applicants that have purchased real property interests for open space or recreational purposes using money from the Community Preservation Fund must have all conservation restrictions required by Section 12 of Chapter 44B approved by the Secretary of Energy and Environmental Affairs and recorded prior to receipt of final project reimbursement from the Executive Office of Energy and Environmental Affairs (for file records only).

11. Municipal Open Space and Recreation Plan (for municipal applicants)

Describe how your project meets the recommendations in your current OSRP. To receive points in this category, you must cite specific goals, objectives, and/or actions from the Action Plan and the associated page number references.

	Goal, objective, or action plan item from current OSRP	Page #
1	To provide and enhance balanced recreational opportunities for active and passive recreation	2
2	To protect and preserve environmentally friendly and sensitive area's that are significant	3
3	Promote passive recreational use of the towns conservation areas by enhancing access	3
4	Design and install interpretative displays at conservation properties	3

12. Enhanced Outreach to Environmental Justice Populations

Describe how Environmental Justice Populations in your community (or neighboring communities) were able to participate in the project select and design process. Please include any flyers, mailings, etc. that were distributed to the community and list here where they were distributed.

Through public planning and Q+A sessions residents and others were able to take part in prioritizing activities and proposals that would be appropriate for conservation areas, see attachment for attendence list which includes, residents, non-residents, stewards and staff.

13. Check the following if applicable to project (for file records only):

☐ Yes ☒ No Prime agricultural lands (see Ex. Order #193)

☐ Yes ☒ No Environmental intrusion, i.e. overhead power lines (**must be buried**), safety hazards

☐ Yes ☒ No Brownfield – 21E evaluation

☐ Yes ☒ No Environmental Justice community/neighborhood (neighbors a minority populati

☐ Yes ☒ No Acquisition involving relocation of residents, tenants, or businesses

If an acquisition project:

Do you have a purchase and sales agreement or agreed price? ☐Yes ☐No

If yes, amount: $_____

Is clear title available? ☐Yes ☐No

If no, is an eminent domain taking anticipated? ☐Yes ☐No

Note that if clear title is not available, the community may decide to acquire the property by a friendly taking (eminent domain) process to clear the title. It is best to know if there is a potential title problem as soon as possible since this can complicate the acquisition process.

Appraisal Report (note that the appraisal deadline is February 28, 2022)

Valuation: $_____ Total wetland acres: _____

Appraiser: _____ Total upland acres: _____

Valuation Date: _____ Total potential house lots: _____

Please note: the appraisal must be submitted using federal appraisal standards ("Yellow Book") and you must contact Melissa Cryan no later than December 17, 2021 in order to coordinate the appraisal process.

14. Check if the following permits are required (for file records only):

☐ Yes	☒ No	U.S. Army Corps of Engineers (404 or Rivers and Waterways)
☒ Yes	☐ No	MA DEP Division of Wetlands & Waterways
☐ Yes	☒ No	U.S. Coast Guard
☐ Yes	☒ No	U.S. Dept. of Agriculture (Zoos)
☒ Yes	☐ No	C. 131 s. 40 Wetlands (municipal conservation commission)
☐ Yes	☒ No	MEPA Review (301 CMR 11.00: MEPA Regulations)

IMPORTANT NOTICE

If any of the above permits are required, the permit or application for the permit must be submitted. Should the project be selected for funding, the permit will be required as part of the final application.

15. Attach certification of applicant community's legal authority to apply for the grant and to finance and construct the proposed facilities (see Sample Municipal Vote), and the **Chief Executive Officer's legal authorization to execute contracts**. This is a resolution, motion, or similar action that has been duly adopted or passed as an official act of the community's governing body that authorizes the filing of the applications, including all understandings and assurances contained therein.

_____ _____

Date Signature of Chief Municipal Officer

Michael Dutton, Town Manager

Name and Title (Typed)

1/31/25

Duration of Term

Mailing Address:

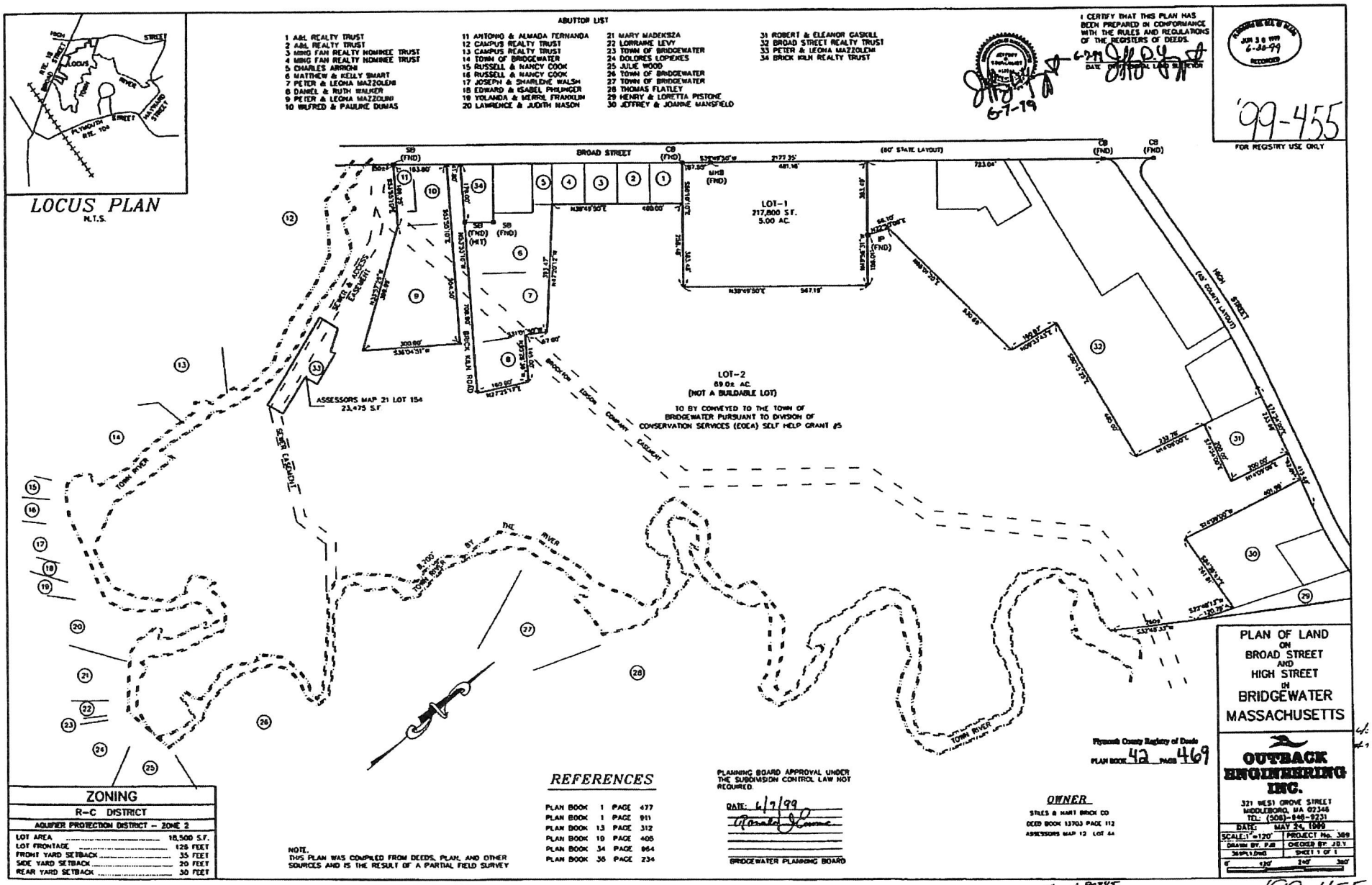
Lolo Central Square

Bridgewater, MA 02324

Telephone: 508-697-0919

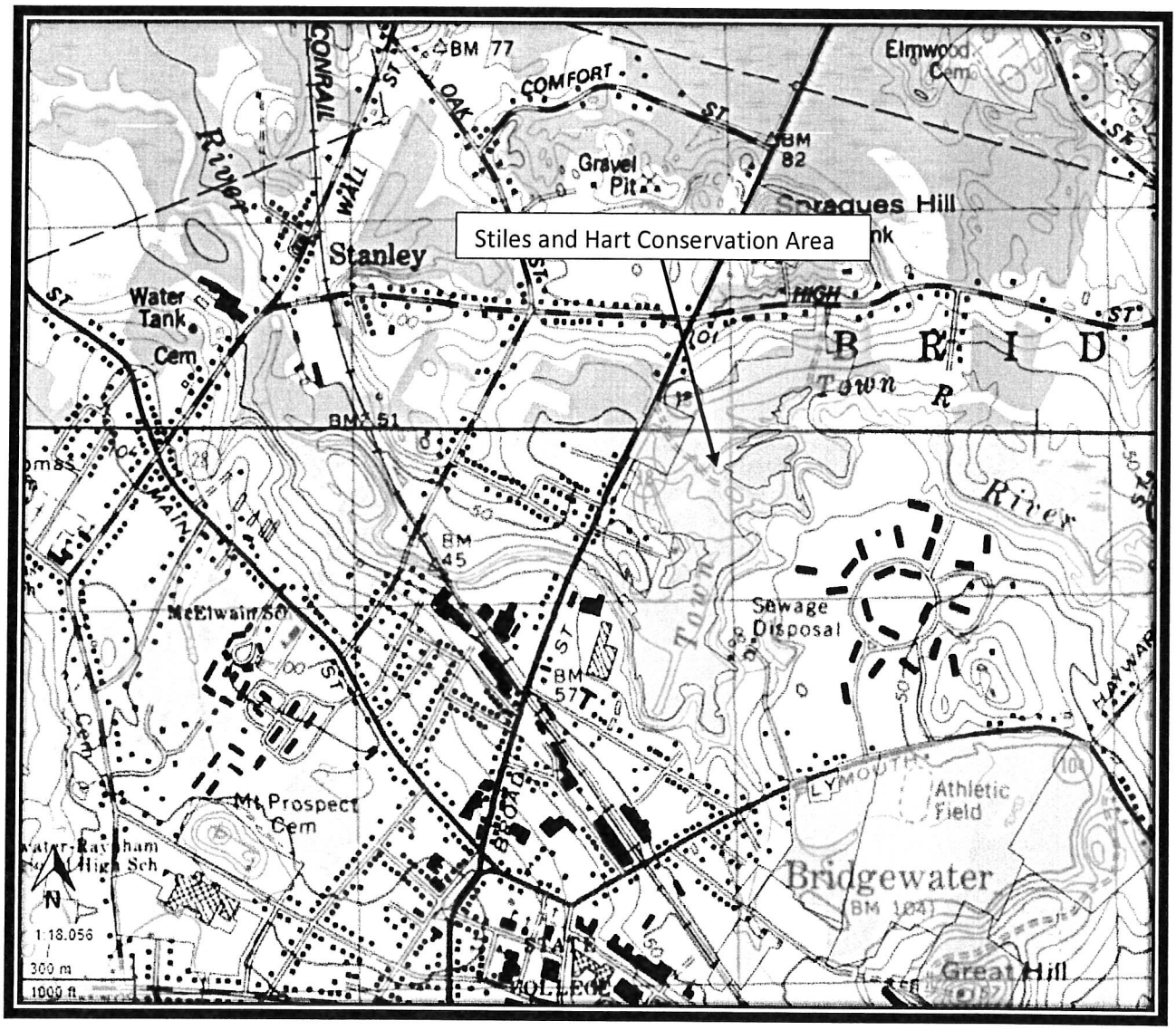
ATTACHMENTS

Project Boundary Map


LOCUS PLAN
N.T.S.
ABUTTOR LIST
1 A&L REALTY TRUST
2 A&L REALTY TRUST
3 MING FAN REALTY NOMINEE TRUST
4 MING FAN REALTY NOMINEE TRUST
5 CHARLES ARRIGHI
6 MATTHEW & KELLY SMART
7 PETER & LEONA MAZZOLENI
8 DANIEL & RUTH WALKER
9 PETER & LEONA MAZZOLINI
10 WILFRED & PAULINE DUMAS
11 ANTONIO & ALMADA FERNANDA
12 CAMPUS REALTY TRUST
13 CAMPUS REALTY TRUST
14 TOWN OF BRIDGEWATER
15 RUSSELL & NANCY COOK
16 RUSSELL & NANCY COOK
17 JOSEPH & SHARLENE WALSH
18 EDWARD & ISABEL PHILIPCER
19 YOLANDA & MERRIL FRANKLIN
20 LAWRENCE & JUDITH NASON
21 MARY WADEKSZA
22 LORRAINE LEVY
23 TOWN OF BRIDGEWATER
24 DOLORES LOPIERES
25 JULIE WOOD
26 TOWN OF BRIDGEWATER
27 TOWN OF BRIDGEWATER
28 THOMAS FLATLEY
29 HENRY & LORETTA PISTONE
30 JEFFREY & JOANNE MANSFIELD
31 ROBERT & ELEANOR GASKELL
32 BROAD STREET REALTY TRUST
33 PETER & LEONA MAZZOLENI
34 BRICK KILN REALTY TRUST
I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMANCE WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS.
DATE PROFESSIONAL LAND SURVEYOR
6-7-99
'99-455
FOR REGISTRY USE ONLY
BROAD STREET
(60' STATE LAYOUT)
HIGH STREET
(40' COUNTY LAYOUT)
LOT-1
217,800 S.F.
5.00 AC.
LOT-2
89.0± AC.
(NOT A BUILDABLE LOT)
TO BY CONVEYED TO THE TOWN OF BRIDGEWATER PURSUANT TO DIVISION OF CONSERVATION SERVICES (EOEA) SELF HELP GRANT #5
ASSESSORS MAP 21 LOT 154
23,475 S.F.
TOWN RIVER
SEWER EASEMENT
BROCKTON EDISON COMPANY EASEMENT
FENCE & ACCESS EASEMENT
BRICK KILN ROAD
REFERENCES
PLAN BOOK 1 PAGE 477
PLAN BOOK 1 PAGE 911
PLAN BOOK 13 PAGE 312
PLAN BOOK 19 PAGE 406
PLAN BOOK 34 PAGE 864
PLAN BOOK 36 PAGE 234
PLANNING BOARD APPROVAL UNDER THE SUBDIVISION CONTROL LAW NOT REQUIRED.
DATE: 6/7/99
BRIDGEWATER PLANNING BOARD
OWNER
STILES & HART BRICK CO
DEED BOOK 13703 PAGE 112
ASSESSORS MAP 12 LOT 44
Plymouth County Registry of Deeds
PLAN BOOK 42 PAGE 469
NOTE.
THIS PLAN WAS COMPILED FROM DEEDS, PLAN, AND OTHER SOURCES AND IS THE RESULT OF A PARTIAL FIELD SURVEY
ZONING
R-C DISTRICT
AQUIFER PROTECTION DISTRICT – ZONE 2
LOT AREA 15,500 S.F.
LOT FRONTAGE 125 FEET
FRONT YARD SETBACK 35 FEET
SIDE YARD SETBACK 20 FEET
REAR YARD SETBACK 30 FEET
PLAN OF LAND ON BROAD STREET AND HIGH STREET IN BRIDGEWATER MASSACHUSETTS
OUTBACK ENGINEERING INC.
321 WEST GROVE STREET
MIDDLEBORO, MA 02346
TEL: (508)-946-9231
DATE: MAY 24, 1999
SCALE: 1"=120'
PROJECT No. 389
DRAWN BY: PJB
CHECKED BY: JDY
389PLN.DWG
SHEET 1 OF 1
'99-455

USGS Locus Map

USGS Topographic Locus Map: Stiles and Hart Conservation Area



Mass Historic Mapping

Mass Historic Mapping

MassHistoric Commission Towns

- Survey Pending
- No Survey Pending

MassHistoric Commission Inventory (Areas)

- National Register of Historic Places
- Preservation Restriction
- Massachusetts Historic Landmark
- Local Historic District
- NRHP and LHD
- Inventoried Property

MassHistoric Commission Inventory (Points)

- National Register of Historic Places
- Preservation Restriction
- Massachusetts Historic Landmark
- Local Historic District
- NRHP and LHD
- Inventoried Property

NHESP Priority Habitats of Rare Species

Property Tax Parcels

Natural Heritage and Mass Historic will be sought for preliminary review in the coming weeks, due to lack of staff and the need to file for these permits during project construction and improvement, the Town of Bridgewater will file appropriately with each entity. Maps showing current points of interest or priority habitat areas have been included.

Natural Heritage Mapping

Natural Heritage Priority Habitats

NHESP Priority Habitats of Rare Species

Property Tax Parcels

Natural Heritage and Mass Historic will be sought for preliminary review in the coming weeks, due to lack of staff and the need to file for these permits during project construction and improvement, the Town of Bridgewater will file appropriately with each entity. Maps showing current points of interest or priority habitat areas have been included.

Evidence of Public Meeting on Proposed Project

BW Parks and Trails 10-17-19

Glenn Watson	508-930-0648	Lisamd1@verizon.net
Jake Haskett	508-631-2862	Troop31cc@gmail.com
Mike Diversa	508-279-1353	mdaversa@comcast.net
Betty Gilson	774-226-0942	gillyflower@verizon.net
Monica Bentley	508-331-2404	monicabentley@comcast.net
Harry Bailey	774-444-5781	
Frank Sousa	508-577-5479	
Becky Coredeiro	508-930-0346	Refco27@gmail.com
Steve Black	508-697-3966	Sjbbc50@comcast.net
Pat Neary	508-697-8791	Pneary7@aol.com
Eileen Hiney	508-279-3955	fryleen@verizon.net
Greg Goudreau	774-219-7869	gaudreaugreg@gmail.com
Stacy Bean	508-697-1917	Skean03@hotmail.com
Kevin Mandeville	805-245-2248	
Kevin Bean	508-400-3598	Kevinbean132@comcast.net
Maureen Minasian	508-245-6949	mjminasian@comcast.net
Paula & Peter Linhares	508-697-3092	Paulal3092@gmail.com
Ryan Donnelly	617-519-1322	Donnelly19508@yahoo.com
Melissa Donovan	774-993-8192	Ms.donovan93@yahoo.com
Marilee Hunt	508-562-2896	marilee@thehunts.org
Carleton Hunt	508-243-0638	carlton@thehunts.org
Fred Chase	508-904-0948	fredchase@gmail.com
Cheryl Cambria	508-942-0366	wallaceway@verizon.net
Jeff Robertson	508-697-5079	Toddy20@comcast.net
Regina McCoy	508-371-8079	reginamccoydean@yahoo.com
Gina Guasconi	508-697-6555	Gigi1024@verizon.net
Lee Neary	516-313-0730	profesoraneary@aol.com
Mary Worsham	508-284-4245	nworsham@comcast.net
Scott Lussier	617-513-7089	snulussier@gmail.com
Kit Doherty	508-297-2358	Riverland927@gmail.com

The attendance list above was compiled during an event held to plan and prioritize activities within all parks located in Bridgewater and specifically was outreached geared to increase interest in the position of Parks Steward, which is a part time position available within the Community and Economic Development.

Within the attendance list are former and current park stewards, of the 6 parks within the Bridgewater Parks inventory. The focus was on compiling more stewards and prioritizing volunteer efforts within the parklands.

Stiles and Hart has a long serving Steward, Harry Bailey, whom is also the Vice Chairman of the Bridgewater Conservation Commission and life-long Bridgewater resident.

Outreach continued in this arena including but not limited to: construction and placement of bog bridges, information sessions via zoom regarding appropriate trail maintenance and construction and consistent site visits to address issues such as vandalism, illegal dumping, illegal camping and other items that might need to be addressed.

Currently, the Community and Economic Development oversees this function, with an ongoing opening for a Park Steward to manage and organize the volunteer base present in Bridgewater.

I have shared the links for both the meeting on October 17, 2019 directly relating to initial planning amongst residents and staff it also lays out items, this meeting provides great insight from life-long and long term residents: https://www.youtube.com/watch?v=0MiXO5g_KcA

In addition, the CED Department has brought in entities like Appalachian Mountain Club to have informational zoom sessions on good stewardship and trail creation techniques. Stewardship is outlined as reporting, recording and alerting the appropriate parties so that any and all potential parkland issues are handled quickly, efficiently and effectively. The flyer for a scheduled cleanup amongst existing stewards, volunteers and any interested parties is also attached for reference.

Project Description

Stiles and Hart Parkland Improvement Project Description

The Stiles and Hart Parkland Improvement Project consists of five major components. These components are: 1) improved and added parking, 2) a new trail layout utilizing existing and new trails, 3) multiple footbridges as needed, 4) canoe launch improvement, 5) new trailhead locations and interpretive signage to educate park users of environmental and historic areas of interest located within Stiles and Hart.

This project would aim to improve community health in a variety of ways. It will help mitigate the heat island effect in an in-Town location. Almost 80 acres of Stiles and Hart is currently conservation restricted. This improvement project will allow residents, university students, and visitors the ability to learn about how a well-managed parkland can serve as a climate resilience learning opportunity and learn about the importance of floodplains that buffer the river and naturally assist in filtering both point source and non-point source discharge.

The Stiles and Hart Improvement Project will also meet some of the objectives of Bridgewater Open Space and Recreation Plan (OSRP) which was updated in 2017. This Project would address:

- Goal (1) of the OSRP highlights the need for balanced recreational activities, through creation of additional opportunities to meet emerging recreation needs, promote passive use of the town's conservation areas by enhancing public accessibility, creating and maintaining trails, establishment of wildlife viewing areas, and increasing waterfront access.

  The proposal includes the establishment of new trails and the improvement of old trails that already exist throughout the property. In addition, Stiles and Hart improvements focus on increasing the volume of passive recreation activities like hiking, horseback riding, wildlife viewing, canoeing, kayaking and fishing in the Park through the enhancement of access and trail maintenance from multiple entryways into the park. Critically, the proposal includes dedicated parking for 14 vehicles which would be the first time parking has ever been provided for residents and visitors to utilize this spectacular in-Town parkland.

  The proposed parking area will also serve as a trailhead that will provide an ADA accessible trail to wildlife viewing and fishing areas as seen on the proposed plan by Amory Engineering. ADA accessibility is a key component of the Project.

- Goal (3) of the Town's OSRP calls for consistent signage and the design and placement of interpretive displays at conservation properties in collaboration with private, non-profit, and state government stakeholders.

  Signage and interpretive kiosks are proposed to provide insight into the history and environmental importance of the Parkland to the community of Bridgewater. Stiles and Hart Parkland (named after the brick company which owned the property prior to the Town and was the successor owner to the brick manufacturer which operated on the site for almost 50 years) has a rich history, including being the site of the Plymouth County Agricultural Society fairground from 1819 to 1900. Interpretive kiosks are planned to highlight the history of the property, steps to natural forest regeneration, and the importance of preserved land and its impact on heat islands.

- Goal (5) highlights protection and preservation of environmentally sensitive areas that promote local and regional ecological and environmental standards. The OSRP highlights the objectives such as improving water quality of rivers and other surface water bodies.

  The entirety of Bridgewater is located within level 4 UMass I-Cares Urban Heat Island map, the improvement and preservation of this park will negate some of the heat island effect. This will be achieved by the documented role parks play in climate resiliency. Parks and trees are one of the most effective ways to negate heat island effect; in some cases the cooling effect of a parkland can be felt ½ mile away from the park itself. Parks that incorporate water features can reduce flooding by providing flood zone storage capacity and also act as a natural filter to pollutants from stormwater run-off. In addition to the history of the property, the signage and interpretive kiosks will educate the public, local Bridgewater-Raynham School District students and students attending Bridgewater State University, and visitors. The ecological diversity and history of the site will provide a valuable "outdoor teaching classroom."

Bridgewater's Town Manager has made the commitment to improving this in-Town parkland as a cornerstone of downtown redevelopment and revitalization. A short walk from the downtown area, the Parkland will provide a critically needed open space and passive recreational opportunity for apartment dwellers. It will also provide critically needed opportunities for recreational activity to the Town's population and visitors who have lacked such opportunities during the COVID pandemic. Volunteers are the backbone of Bridgewater's parkland network. A committed core of volunteers has maintained the existing parkland for the past twenty-two years. Recognizing that Stiles and Hart will require more effort to maintain than the group of volunteers can provide, in FY2020 the Town Manager budgeted for a Park Steward position and the Town Council appropriated those funds.

Park accessibility is a key focus point of this proposal. Stiles and Hart is located in a central in-Town area and is easily accessible via biking, walking, or taking public transit that travels the Broad Street (Route 18) corridor. Located directly south of Stiles and Hart Parkland is a shopping area that is centrally located and is easily accessed by public transit and other modes of transit. Bridgewater State University is also located south of the Parkland. It is home to roughly 12,000 students, faculty and staff and is an easy walk to the site.

In addition to improved accessibility, the Project proposes to create new trails and better connections to existing trails. This Project proposal includes contract with professional trail designers to assess the site and recommend improvement to trails, creation of new trails and potential decommissioning of existing trails if they are inappropriately placed in a wetlands or environmentally sensitive area.

In summary, the Stiles and Hart Parkland Improvement Project would make substantive improvements to a critically important in-Town open space property and meet a number of the goals set forth in Bridgewater Open Space Plan and the Bridgewater Master Plan. It will improve public access to a vibrant and varied property and provide more passive recreation options to Bridgewater's residents and visitors.

Budget Description:

The Stiles and Hart Parkland improvement project is part of a long-term vision for the Town and Residents of Bridgewater. The estimated total budget for this project is $1,076,010.00, of which 20% is engineering and contingency cost which is not eligible for reimbursement in this grant application.

$896,675.00 is eligible for up to 50% of reimbursement with the Land and Water Conservation Fund Grant. Of which, the municipal share would be $448,337.50. In order to fund this project proposal, the Town Manager has drafted a loan order seeking a $1,300,000.00 (One million three hundred thousand dollars) to be appropriated from the available amounts in the Community Preservation Fund (CPF) Reserve Balance and the Open Space Reserves.

The Town Manager is confident that this appropriation will be supported by a vote of the Town Council, the improvement and creation of new trails and recreation opportunities available to all at Stiles and Hart Parkland have been an asset the Town Council has sought to carry out for quite a number of years.

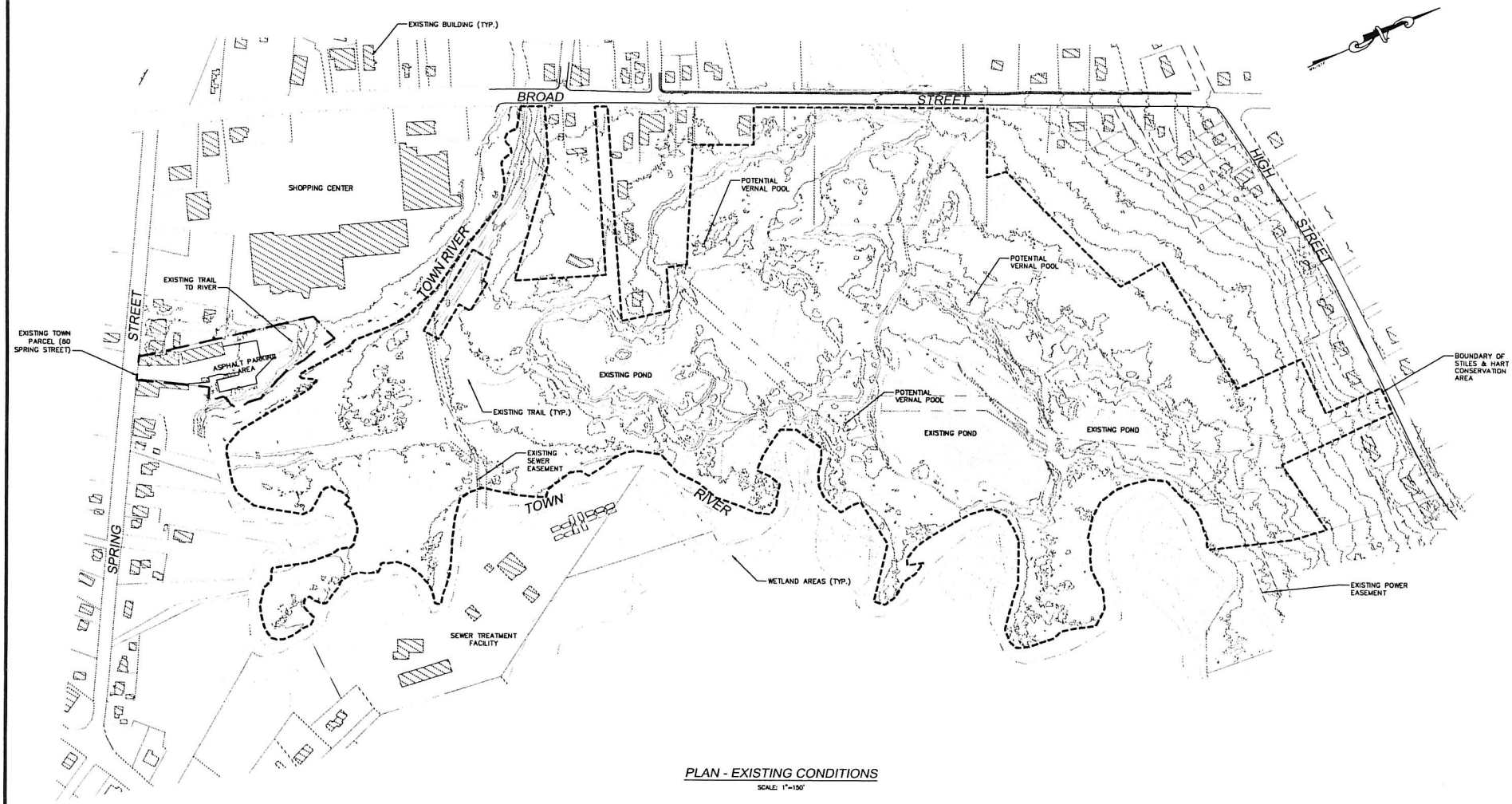
1/20/2022

Improvements to Stiles & Hart Conservation Area

Cost Estimate

Item	Quantity	Unit Price	Cost
Footbridge/boardwalk	565 l.f.	$ 470.00	$ 265,550.00
Observation Platform	1	$ 21,500.00	$ 21,500.00
Accessible trails:			
Earth excavation	1,500 c.y.	$ 48.00	$ 72,000.00
Fine grade & compact	4,500 s.y.	$ 8.00	$ 36,000.00
Gravel	750 c.y.	$ 55.00	$ 41,250.00
Stone dust	1,110 ton	$ 85.00	$ 94,350.00
Geotextile	2,250 s.y.	$ 8.00	$ 18,000.00
Existing trails:			
Clearing/trimming	7,000 l.f.	$ 17.65	$ 123,550.00
Parking Area:			
Clearing	0.55 acre	$ 44,000.00	$ 24,200.00
Earth excavation	830 c.y.	$ 48.00	$ 39,840.00
Fine grade & compact	2,500 s.y.	$ 8.00	$ 20,000.00
Gravel	600 c.y.	$ 55.00	$ 33,000.00
Reclaimed asphalt	170 c.y.	$ 65.50	$ 11,135.00
Guardrail	340 l.f.	$ 60.00	$ 20,400.00
Gate	1 each	$ 7,500.00	$ 7,500.00
Ammenities:			
Picnic tables	2 each	$ 3,200.00	$ 6,400.00
Benches	10 each	$ 3,000.00	$ 30,000.00
Kiosks / signs	16 each	$ 2,000.00	$ 32,000.00
		Construction Total:	$ 896,675.00
		20% Engineering & Contingency:	$ 179,335.00
		Project Total:	**$ 1,076,010.00**

Preliminary Park Improvement Design



PLAN - EXISTING CONDITIONS

SCALE: 1"=150'

NOTES:
1. PROPERTY LINE AND EASEMENT INFORMATION FOR STILES & HART PARCELS TAKEN FROM "PLAN OF LAND ON BROAD STREET AND HIGH STREET IN BRIDGEWATER, MASSACHUSETTS", DATED MAY 24, 1999, BY OUTBACK ENGINEERING, INC.
2. OTHER PARCEL DATA FROM MassGIS ASSESSOR'S PARCELS SHAPE FILES.
3. BUILDINGS/STRUCUTRES FROM MassGIS STRUCTURES DATALAYER.
4. TOPOGRAPHY FROM NOAA 2013-2014 POST-SANDY LIDAR INFORMATION. DATUM IS NAVD 1988.
5. WETLANDS POLYGONS FROM MassDEP WETLANDS DATALAYER ON THE MassGIS WEBSITE.
6. EXISTING TRAILS MAPPED BY AMORY ENGINEERS, P.C., JANUARY 13, 2022.

PRELIMINARY
FOR GRANT APPLICATION AND PERMITTING PURPOSES ONLY
NOT INTENDED TO BE USED FOR CONSTRUCTION

REVISIONS		
NO	ITEM	DATE
1.	ISSUED FOR GRANT APPLICATION	1/20/22

AMORY ENGINEERS P.C. COMMONWEALTH OF MASSACHUSETTS PATRICK C. BRENNAN CIVIL No. 41480 REGISTERED PROFESSIONAL ENGINEER
DATE: JANUARY 20, 2022

AMORY ENGINEERS, P.C.
DUXBURY, MASSACHUSETTS

DRAWN BY:	PGB	FILE NAME:	AS SHOWN	SCALE:	AS SHOWN
DESIGNED BY:	PGB	JOB NO.	**	DWG. NO.	---
CHECKED BY:	RSJ	DATE:	1/20/22	CONTRACT	---

CONSERVATION DEPARTMENT
BRIDGEWATER, MASSACHUSETTS

CIVIL

IMPROVEMENTS TO STILES & HART CONSERVATION AREA
EXISTING CONDITIONS
OVERALL PLAN OF PARK

SHEET 1 OF 5

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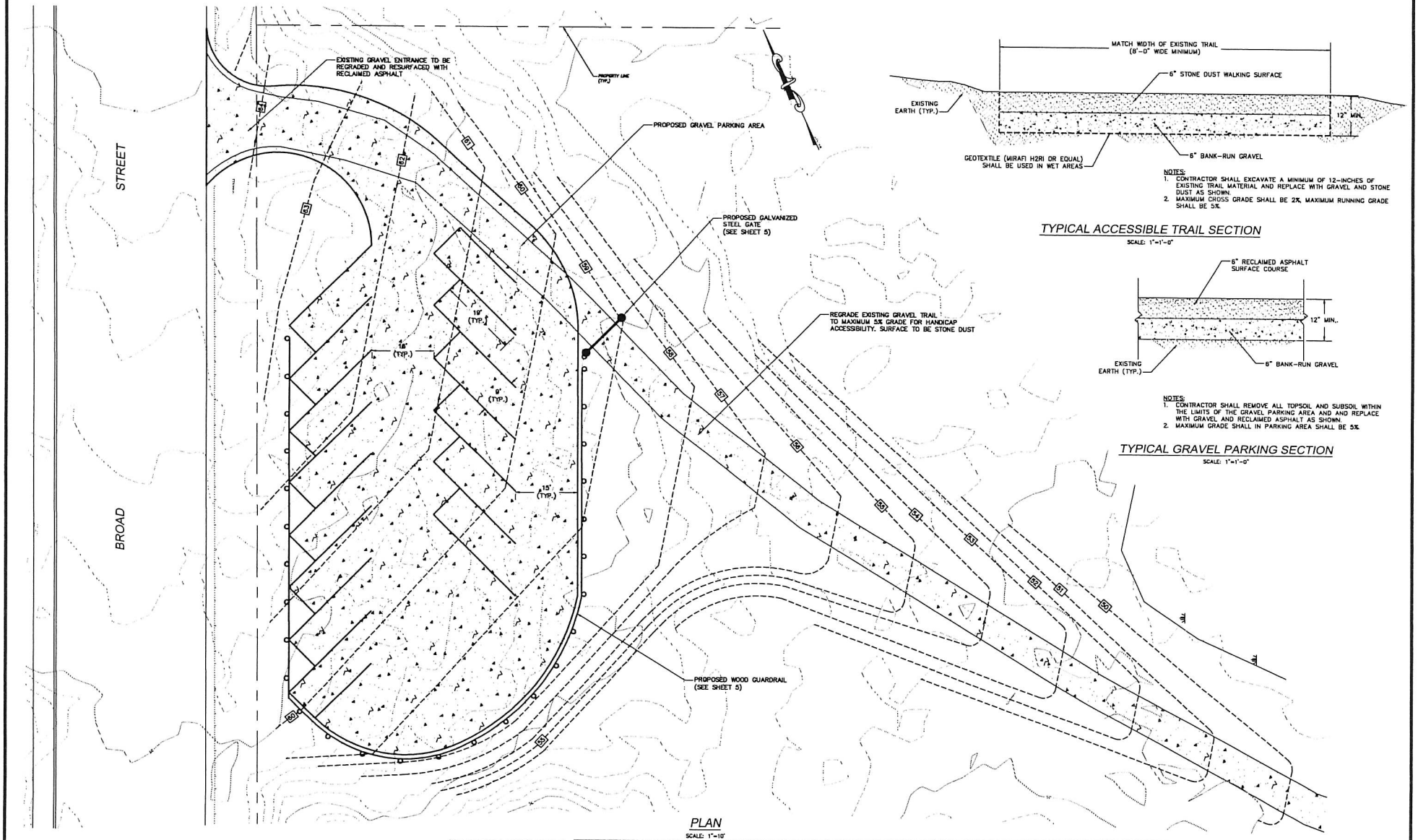

PLAN

SCALE: 1"=10'

NOTES:
1. CONTRACTOR SHALL EXCAVATE A MINIMUM OF 12-INCHES OF EXISTING TRAIL MATERIAL AND REPLACE WITH GRAVEL AND STONE DUST AS SHOWN.
2. MAXIMUM CROSS GRADE SHALL BE 2%, MAXIMUM RUNNING GRADE SHALL BE 5%.

TYPICAL ACCESSIBLE TRAIL SECTION

SCALE: 1"=1'-0"

NOTES:
1. CONTRACTOR SHALL REMOVE ALL TOPSOIL AND SUBSOIL WITHIN THE LIMITS OF THE GRAVEL PARKING AREA AND AND REPLACE WITH GRAVEL AND RECLAIMED ASPHALT AS SHOWN.
2. MAXIMUM GRADE SHALL IN PARKING AREA SHALL BE 5%.

TYPICAL GRAVEL PARKING SECTION

SCALE: 1"=1'-0"

PRELIMINARY

FOR GRANT APPLICATION AND PERMITTING PURPOSES ONLY NOT INTENDED TO BE USED FOR CONSTRUCTION

REVISIONS		
NO	ITEM	DATE
1.	ISSUED FOR GRANT APPLICATION	1/20/22

AMORY ENGINEERS, P.C. COMMONWEALTH OF MASSACHUSETTS PATRICK G. BRENNAN CIVIL No. 41189 REGISTERED PROFESSIONAL ENGINEER

DATE: JANUARY 20, 2022

AMORY ENGINEERS, P.C.
DUXBURY, MASSACHUSETTS

DRAWN BY	PGB	FILE NAME	AS SHOWN	SCALE	AS SHOWN
DESIGNED BY	PGB	JOB NO	**	DWG NO	---
CHECKED BY	RSJ	DATE	1/20/22	CONTRACT	---

CONSERVATION DEPARTMENT
BRIDGEWATER, MASSACHUSETTS

IMPROVEMENTS TO STILES & HART CONSERVATION AREA
BROAD STREET PARKING AREA & ACCESSIBLE TRAIL - PLAN & SECTIONS

CIVIL

SHEET 3 OF 5

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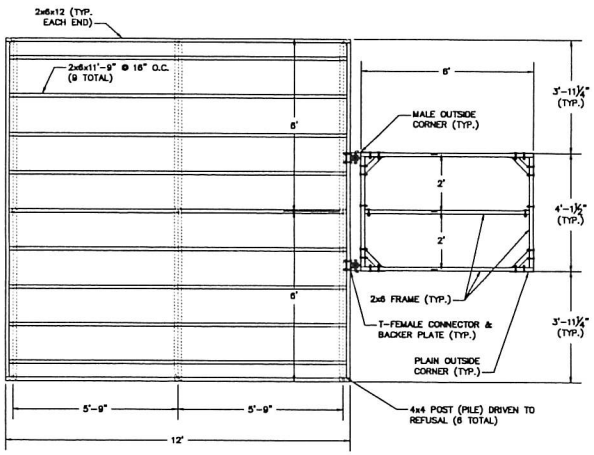
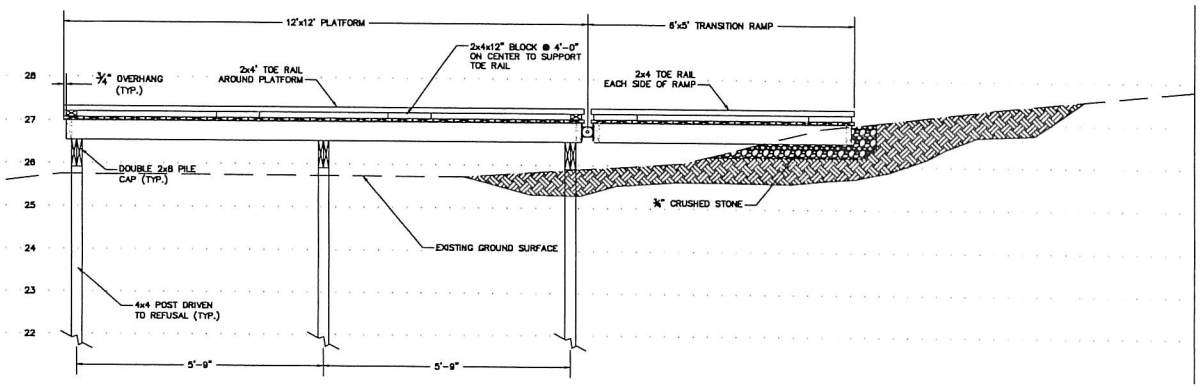


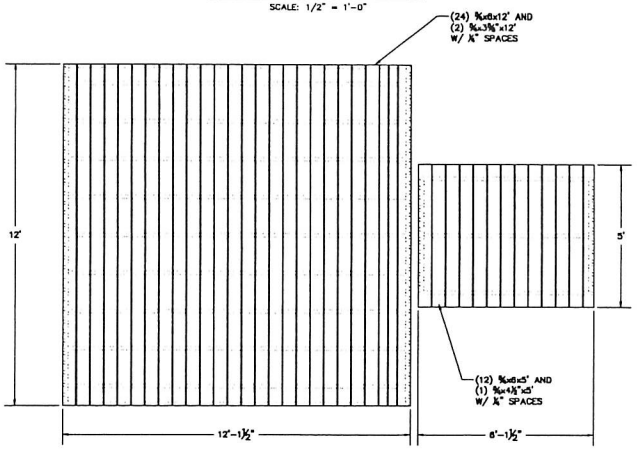
PLATFORM FRAMING PLAN

SCALE: 1/2" = 1'-0"



PLATFORM PROFILE

SCALE: 3/4" = 1'-0"

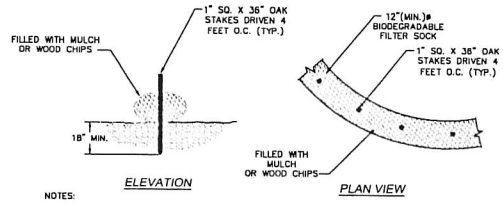


PLATFORM DECKING PLAN

SCALE: 1/2" = 1'-0"

NOTES:

1. ALL LUMBER SHALL BE PRESSURE TREATED (ACQ – ALKALINE COPPER QUATERNARY 0.60 PCF RETENTION OR CA-B COPPER AZOLE 0.31 PCF RETENTION) EASTERN WHITE PINE OR SOUTHERN YELLOW PINE, NO. 1 STRUCTURAL, SURFACED FOUR SIDES. PRESERVATIVE TREATMENT SHALL BE TO AWPA STANDARDS C-3 AND C-18 (USE CATEGORY 3A).
2. ALL HARDWARE SHALL BE HOT DIPPED GALVANIZED CONFORMING TO ASTM-A153 (FASTENERS) OR ASTM-A653 AND -A123 (CONNECTOR AND SHEET PRODUCTS).
3. ALL ANGLES, WASHER PLATES, OUTSIDE CORNER BRACKETS, INSIDE CORNER BRACKETS, MALE & FEMALE T-CONNECTORS SHALL BE STANDARD ITEMS AS MANUFACTURED BY PERMAFLOAT, PLAYSTAR, MULTINAUTIC OR EQUAL.
4. EACH PILE TO PILE CAP CONNECTION SHALL BE MADE WITH SIMPSON STRONG-TIE MODEL BC4Z POST CAPS (12 TOTAL).
5. PILE CAP TO FRAME CONNECTIONS SHALL BE MADE WITH SIMPSON STRONG-TIE MODEL H2.5A HURRICANE TIES (48 TOTAL).



ELEVATION

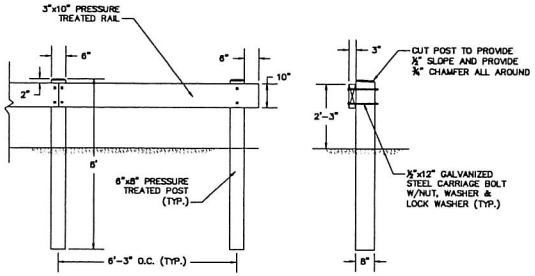
PLAN VIEW

NOTES:

1. FILTER SOCK SHALL BE PLACED PRIOR TO START OF WORK.
2. OAK STAKES SHALL BE DRIVEN AT LEAST 18" MIN. INTO NATIVE SOIL.
3. FILTER SOCK SHALL BE PLACED AT THE LOCATIONS SHOWN BEFORE ANY EXCAVATION OR EARTH MOVING OPERATIONS.

FILTER SOCK DETAIL

NOT TO SCALE

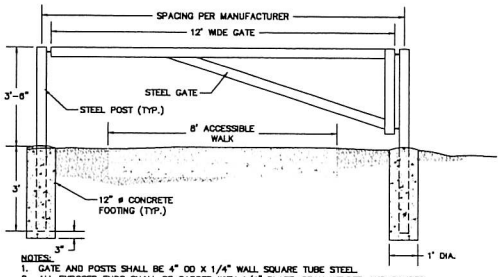


FRONT ELEVATION

SECTION

WOOD GUARDRAIL DETAILS

SCALE: 1/2"=1'-0"



NOTES:

1. GATE AND POSTS SHALL BE 4" OD X 1/4" WALL SQUARE TUBE STEEL.
2. ALL EXPOSED ENDS SHALL BE CAPPED WITH 1/4" PLATE, SEAM WELDED AND SANDED SMOOTH.
3. FURNISH WITH LOCK ASSEMBLY AND TAMPER-PROOF HINGES.
4. ENTIRE ASSEMBLY SHALL BE HOT-DIPPED GALVANIZED.

GALVANIZED GATE DETAIL

SCALE: 1/2"=1'-0"

PRELIMINARY

FOR GRANT APPLICATION AND PERMITTING PURPOSES ONLY NOT INTENDED TO BE USED FOR CONSTRUCTION

REVISIONS		
NO.	ITEM	DATE
1.	ISSUED FOR GRANT APPLICATION	1/20/22

AMORY ENGINEERS P.C. — COMMONWEALTH OF MASSACHUSETTS — PATRICK C. BRENNAN — CIVIL — No. 41488 — REGISTERED PROFESSIONAL ENGINEER — DATE: JANUARY 20, 2022

AMORY ENGINEERS, P.C.
DUXBURY, MASSACHUSETTS

DRAWN BY: PGB	FILE NAME: AS SHOWN	SCALE: AS SHOWN	
DESIGNED BY: PGB	JOB NO.: **	DWG NO.: --	
CHECKED BY: RSJ	DATE: 1/20/22	CONTRACT: --	

CONSERVATION DEPARTMENT
BRIDGEWATER, MASSACHUSETTS

CIVIL

IMPROVEMENTS TO STILES & HART CONSERVATION AREA
OBSERVATION / FISHING PLATFORM
PLANS, PROFILE & DETAILS

SHEET 5 OF 5

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Draft Municipal Vote

Town of Bridgewater, Massachusetts
Stiles and Hart Parkland Improvement Project Loan Order

ORDERED, that $1,300,000 is appropriated for the purpose of paying costs associated with improvements to Stiles and Hart Parkland, located at 0 Broad Street and for the payment of all costs incidental and related thereto (the "Project"), and that to meet this appropriation, up to $1,300,000 (One million three hundred thousand dollars) is hereby appropriated from available amounts in the Community Preservation Fund Reserve Balance and the Open Space Reserves, and the Treasurer, with the approval of the Town Manager, is authorized to borrow $1,300,000 (One million three hundred thousand dollars) under and pursuant to Chapter 44, Section 7(3) and Chapter 44B of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that the Town Manager is authorized to contract for and expend any grants, aid or gifts available to pay costs of the Project, and any borrowing authorized by this Loan Order shall be reduced to the extent of any and all grants received by the Town on account of the Project; and that the Town Manager is authorized to take any other action necessary or convenient to carry out the Project.

Copy of Property Deed

90345

PL 99-456

QUITCLAIM DEED

JEAN H. ANDREWS, BARBARA G. PAGE, JUDITH FRIEDMAN, ERIC J. ANDREWS and STILES & HART BRICK CO.

Received & Recorded
PLYMOUTH COUNTY
REGISTRY OF DEEDS
30 JUN 1999 09:49AM
RICHARD C.SEIBERT
REGISTER
Bk 17615 Pg 107-110

of 7 Virginia Drive, Lakeville, Plymouth County, Massachusetts

for consideration paid, and in full consideration of
One Hundred Forty Thousand and 00/100 Dollars ($140,000.00)

grant to **THE INHABITANTS OF THE TOWN OF BRIDGEWATER**

of c/o Office of Community Development, Town Hall, Bridgewater, MA 02324

with **quitclaim covenants**

The land situated in Bridgewater, Plymouth County, Massachusetts bounded and described in Exhibit "A" attached hereto.

The land hereby conveyed is conveyed for conservation purposes in accordance with the purposes set forth in G.L. c. 40, §8C and shall be under the care and custody of the Conservation Commisaion of the Town of Bridgewater.

The undersigned, Stiles & Hart Brick Co., hereby certifies that this conveyance does not represent a sale or transfer of all or substantially all of the assets of the corporation.

WITNESS our hands and seals as of the 24th day of June, 1999.

Jean H. Andrews

Barbara G. Page

Judith Friedman

Eric J. Andrews

BROCKTON
DEEDS REG#22

CANCELLED

06/30/99 9:44AM 01
000000 #1753

FEE $638.40

CASH $638.40

Return to
Hall Clark, Balboni & Gilda
120 Belmont St
Brockton, MA 02301

COMMONWEALTH OF MASSACHUSETTS

Worcester, ss. June 25th, 1999

Then personally appeared the above-named Eric J. Andrews and acknowledged the foregoing instrument to be his free act and deed before me,

Notary Public
My Commission Expires: 10/27/06

COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss. June 30, 1999

Then personally appeared the above-named Jean A. Andrews, the President & Treasurer and acknowledged the foregoing instrument to be the free act and deed of Stiles & Hart Brick Co. before me,

Notary Public
My Commission Expires: 3/01/02

bk3513 pg 272

WE, JOHN J. BERTELLI and ANITA B. BERTELLI, both

of Bridgewater, Plymouth County, Massachusetts,

being married, for consideration paid, grant to the TOWN OF BRIDGEWATER,

with

with quitclaim covenants

the following: A certain parcel of land with the buildings thereon, situated off the Northerly side of Spring Street, in said Bridgewater, and bounded as follows: [Description and encumbrances, if any]

Begin at the Northerly corner of premises formerly owned by Laurent Ouimet, said corner being about 243 feet Northerly from Spring Street;

thence, North 80°35' West, in a line parallel with said Spring Street and distant therefrom 243 feet, about 112 feet to a corner and land now or formerly of Wilbur;
thence, in said Wilbur's line and land now or formerly of Carver, North 31° East to a corner;
thence, Easterly by land now or formerly of Carver, 5 rods, 5 links to the Town River;
thence, by said river, following its course, to land formerly of said Ouimet,
thence, North 50°35' West by land formerly of said Ouimet, 90 feet to a corner and the point of beginning.

Said premises are conveyed together with a right of way for all purposes, twelve (12) feet in width, extending from the granted premises along the Easterly side of land now or formerly of Arakel H. Sarkisian, et ux to said Spring Street.

Being the same premises conveyed to Thomas F. Silva and Mary Silva by Arakel H. Sarkisian and Mary A. Sarkisian by Deed dated February 14, 1946, and recorded with Plymouth County Registry of Deeds, in Book 1907, Page 204.

Also a certain triangular-shaped piece of land containing 0.03 acre, more or less, situated Northeasterly from Spring Street, in said Bridgewater, and bounded and described as follows, to wit:

Begin at a cement bound in line of land now or formerly of Wilber, and at the Northwesterly corner of land now or formerly of the Town of Bridgewater;

thence, by land now or formerly of Wilber, North 21°09' East, thirty and 21/100 (30.21) feet to land now or formerly of Thomas F. Silva, et ux;

thence, by land of said Thomas F. Silva, et ux, South 50° 35' East, one hundred fifty-one and 50/100 (151.50) feet, more or less, to a cement bound and corner of land now or formerly of Ouimet, which cement bound also marks a corner of land now or formerly of the Town of Bridgewater;

(*Individual — Joint Tenants — Tenants in Common — Tenants by the Entirety.)

*** Electronic Recording ***
Doc#: 00054316
Bk: 52967 Pg: 159 Page: 1 of 11
Recorded: 06/25/2020 01:25 PM
ATTEST: John R. Buckley, Jr. Register
Plymouth County Registry of Deeds

MASSACHUSETTS EXCISE TAX
Plymouth District ROD #11 001
Date: 06/25/2020 01:25 PM
Ctrl# 135473 11579
Fee: $.00 Cons: $475,000.00

QUITCLAIM DEED

Property: 0 Broad St, Bridgewater, MA 02324

Stiles & Hart Brick Company, sometimes known as Stiles & Hart Brick Co., a Connecticut Corporation, authorized to do business in Massachusetts as to an undivided interest of 43.35260%; **Eric J Andrews**, as to an undivided interest of 15.26975%; **Sara Andrews** as to an undivided interest of 10.83815%; **Diane P. Stone, as Personal Representative of the Estate of Barbara Andrews Page**, Middlesex Probate No. M-117P5827EA, pursuant to the Power of Sale contained in the will of Barbara Andrews Page, as to an undivided interest of 15.26975%; **Galen Trull**, as to an undivided interest of 3.8174375%; **Lisa Rogers** as to an undivided interest of 6.362294035%; **Eric Sky** as to an undivided interest of 2.5450092325%; and **Vanessa Friedman** as to an undivided interest of 2.5450092325%

for Four Hundred Seventy Five Thousand Dollars ($475,000.00) consideration paid

grants to **The Inhabitants of the Town of Bridgewater**, with an address at 66 Central St., Bridgewater 02324

with quitclaim covenants

the land in Bridgewater, Plymouth County, Massachusetts and being shown as Lot 1 on a plan of land entitled "Plan of Land on Broad Street and High Street in Bridgewater, Massachusetts" prepared by Outback Engineering, Inc., 321 West Grove Street, Middleborough, MA 02346, which plan is dated May 24, 1999 and recorded at the Plymouth County Registry of Deeds in Plan Book 42, Page 469.

Said Lot 1 contains 217,800 S.F. (5.00 AC.) according to said above mentioned plan.

For a more particular description reference is hereby made to said above mentioned plan.

The Grantors hereby state under the pains and penalties of perjury that the property being conveyed is vacant, unimproved land and contains no residential dwelling. Therefore, this property is not homestead property, whether recorded or automatic, and no person claims the benefit of the Massachusetts Homestead Act, MGL, Chapter 188.

The above described property is a portion of the property described in a deed from The Bridgewater Brick Co. to David B. Andrews, Jr., David B. Andrews, III, Francis O. Mansfield, and The Stiles and Hart Brick Co., which deed is dated February 10, 1965 and recorded at the Plymouth County Registry of Deeds in Book 3187, Page 263.

IN WITNESS WHEREOF, the said Stiles & Hart Brick Co. has caused its corporate seal to be hereto affixed and these presents to be signed, sealed, acknowledged and delivered under the pains and penalties of perjury in its name by Lincoln D. Andrews as President and Treasurer hereto duly authorized, this 15th day of June, 2020.

Stiles & Hart Brick Company

by _____

Lincoln D. Andrews, President and Treasurer

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth: ss

On this 15th day of June, 2020, before me, the undersigned notary public, personally appeared Lincoln D. Andrews, President and Treasurer, proved to me through satisfactory evidence of identification, which was a Massachusetts driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose and as the free act and deed of Stiles & Hart Brick Company.

_____

Notary Public: Robert J. Mather

My commission expires: January 3, 2025

ROBERT J. MATHER
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
January 3, 2025

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Witness my hand and seal on this 23rd day of APRIL, 2020.

Sara Andrews

Sara Andrews

THE STATE OF RHODE ISLAND

KENT COUNTY: ss

On this 23rd day of APRIL, 2020, before me, the undersigned notary public, personally appeared Sara Andrews, proved to me through satisfactory evidence of identification, which was DRIVERS LICENSE to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose and as her free act and deed.

SUSAN P MOORE

Notary Public:

My commission expires: 10/10/20

SUSAN P. MOORE
Notary Public, State of Rhode Island
My Commission Expires 10/10/2023

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Witness my hand and seal on this 27th day of April, 2020.

Galen Trull

THE STATE OF FLORIDA

Lee County: ss

On this 27 day of April, 2020, before me, the undersigned notary public, personally appeared Galen Trull, proved to me through satisfactory evidence of identification, which was to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose and as his free act and deed.

JOVANA SOLORZANO
MY COMMISSION # GG 309350
EXPIRES March 10, 2023

Notary Public:

My commission expires: 3/10/2023

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CALIFORNIA ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles

On April 24, 2020 before me, Katalin Langenese, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Lisa Rogers
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

KATALIN LANGENESE
Notary Public - California
Los Angeles County
Commission # 2213456
My Comm. Expires Sep 15, 2021

Signature Katalin Langenese
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: Quitclaim Deed
Document Date: 4-24-2020 Number of Pages: 3
Signer(s) Other Than Named Above:

Capacity(ies) Claimed by Signer(s)

Signer's Name: Lisa Rogers	Signer's Name:
☐ Corporate Officer – Title(s):	☐ Corporate Officer – Title(s):
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☑ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other:	☐ Other:
Signer is Representing:	Signer is Representing:

©2018 National Notary Association

Witness my hand and seal on this day of 27 April 2020.

Eric Sky

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth County: ss

On this 27th day of April, 2020, before me, the undersigned notary public, personally appeared Eric Sky, proved to me through satisfactory evidence of identification, which was MA Drivers License to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose and as his free act and deed.

Notary Public:

CHERYL ANN SILVA
NOTARY PUBLIC
COMMONWEALTH OF MASSACHUSETTS
My Comm. Expires July 12, 2024

My commission expires:

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Conservation Restriction: Wildlands Trust

Grantor: Town of Bridgewater
Grantee: Wildlands Trust, Inc.
Address of Premises: east side of Broad Street, Bridgewater
For Grantor's Title, see: Plymouth County Registry of Deeds Book 52967, Page 159

TOWN OF BRIDGEWATER
CONSERVATION RESTRICTION
UNDER THE COMMUNITY PRESERVATION ACT

STILES AND HART CONSERVATION AREA ADDITION
CONSERVATION RESTRICTION

The TOWN OF BRIDGEWATER, a municipal corporation with an address of 66 Central Square, Bridgewater, Massachusetts 02324, acting by and through its duly authorized Town Council and Conservation Commission by authority of Section 8C of Chapter 40 of the Massachusetts General Laws, for its successors and assigns ("Grantor"), acting pursuant to Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws, for consideration of One Dollar ($1.00), paid, grants, with Quitclaim Covenants, to WILDLANDS TRUST, INC., a Massachusetts non-profit corporation eligible under Section 32 of Chapter 184 of the Massachusetts General Laws, with an address at 675 Long Pond Road, Plymouth, Massachusetts 02360, and to its successors and permitted assigns ("Grantee"), in perpetuity and exclusively for conservation purposes, the following described Conservation Restriction on one parcel of land located on the east side of Broad Street in the Town of Bridgewater, Plymouth County, Massachusetts, consisting of approximately 5 acres, said parcel being described in Exhibit "A" and shown as Lot 1 on a reduced copy of a recorded plan of land in Exhibit B, which exhibits are attached hereto and incorporated herein (the "Premises"). The Grantee is a tax-exempt nonprofit organization, qualified under Sections 501(c)(3) and 170(h) of the internal Revenue Code, whose primary purpose is the preservation, protection or enhancement of land in its natural, scenic, historical, agricultural, forested, and/or open space condition.

I. PURPOSES:

This Conservation Restriction is defined in and authorized by Sections 31-33 of Chapter 184 of the Massachusetts General Laws and otherwise by law. The purpose of this Conservation Restriction is to assure that the Premises will be maintained in perpetuity for conservation purposes, in a natural, scenic and undeveloped condition,

also designed to include the habitats and species of conservation concern identified in the State Wildlife Action Plan.

Bio Map 2 "Core Habitat, Core Components, Aquatic Core". The Premises are proximate to an "Aquatic Core"-designated area. Aquatic Core areas provide habitat for fish and other aquatic Species of Conservation Concern. Aquatic Cores are designed to protect 10 MESA-listed fish, 17 non-listed fish, as well as 145 MESA-listed species with all or a portion of their life cycle in aquatic habitats.

Preservation of NHESP-Designated Bio Map 2 Critical Natural Landscape. The Premises are proximate to Bio Map 2 "Critical Natural Landscape". Said Critical Natural Landscape areas, more particularly defined in the following clause, complement and often overlap Core Habitat, including large natural Landscape Blocks and buffering uplands around coastal, wetland and aquatic Core Habitats to help ensure their long-term integrity.

Upland Buffers of Wetland Core, Bio Map 2 Critical Natural Landscape. The Premises are proximate to an "Upland Buffer of Wetland Cores"-designated area. Said areas encompass upland areas adjacent to all Wetland Cores. The protection of these upland areas will help support the functioning of each wetland over the long-term.

3. Landscape Connectivity/Wildlife Corridors

Expansion of Protected Open Space Corridor. The Premises is directly adjacent to and expands the Grantor's 70-acre Stiles and Hart Conservation Area and its associated wildlife corridor. Such corridors are essential for the migration, propagation, foraging, and shelter of wildlife.

4. Public Access and Passive Recreational Opportunities

Preservation and enhancement of public recreational opportunities. The Premises will be publicly accessible for passive, non-motorized recreational activities, to include hiking, nature study, and cross-country skiing, and can provide enhanced access to the directly adjacent Stiles and Hart Conservation Area.

5. Scenic Views

Protection of Scenic Views. The Premises provide scenic wooded views that are visible from Broad Street/Massachusetts State Route 18, a public way in the Town of Bridgewater, and provide a marked visual contrast to the developed landscapes situated nearby to the south.

6. Congruence with Public Policy Goals

tower, solar panel, solar array, conduit, line or other temporary or permanent structure or facility on, above or under the Premises;

(2) Mining, excavating, dredging or removing from the Premises of soil, loam, peat, gravel, sand, rock or other mineral resource or natural deposit or otherwise making topographical changes to the area;

(3) Placing, filling, storing or dumping of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, waste or other substance or material whatsoever or the installation of underground storage tanks;

(4) Cutting, removing or otherwise destroying trees, grasses or other vegetation;

(5) Activities detrimental to drainage, flood control, water conservation, water quality, erosion control, soil conservation, wildlife habitat, or archaeological conservation;

(6) Use, parking or storage of vehicles including motorcycles, mopeds, all-terrain vehicles, trail bikes, or any other motorized vehicles on the Premises except for vehicles necessary for public safety (i.e., fire, police, ambulance, other government officials) in carrying out their official duties;

(7) Subdivision or conveyance of a part or portion of the Premises alone, or division or subdivision of the Premises (as compared to conveyance of the Premises in its entirety which shall be permitted), and no portion of the Premises may be used towards building or development requirements on this or any other parcel;

(8) The use of the Premises for more than *de minimis* commercial recreation, business, residential or industrial use;

(9) Any other use of the Premises or activity which is inconsistent with the purpose of this Conservation Restriction or which would materially impair its conservation values.

B. Reserved Rights and Exceptions

The Grantor reserves the right to conduct or permit the following activities and uses on the Premises, but only if such uses and activities do not materially impair the conservation values or purposes of this Conservation Restriction:

(1) Public Access Amenities. With prior approval of the Grantee, structures and improvements incidental to conservation and passive outdoor recreation purposes may be constructed, maintained, and replaced, provided they are located away from sensitive natural resources described herein in Section I, "Purposes", above. Such structures and improvements may include one (1) restroom facility, information kiosks; benches; and one (1) parking area, provided that the parking area shall be reasonably sized to accommodate public access to the Premises and

(8) Fences. The placing of sight-pervious fences that do not interfere with the passage of wildlife and that are reasonably required by Grantor for permissible uses of the Premises and that do not interfere with the conservation values;

(9) Signs. The erection, maintenance and replacement of signs with respect to trespass, trail access, identity and address of the occupants, sale of the Premises, the Grantee's interest in the Premises, the Reserved Rights, and the conservation values;

(10) Outdoor Passive Recreational Activities. Non-motorized boating, hiking, horseback riding, cross-country skiing, hunting, fishing and trapping, and other non-motorized outdoor recreational activities that do not materially alter the landscape, do not degrade environmental quality, and do not involve more than minimal use for commercial recreational activities;

(11) Site Restoration. Any work undertaken in conjunction with the Reserved Rights described in this Paragraph II(B) shall seek to minimize disturbance to the Conservation Values and other natural features within the Premises that may be impacted as a result of exercising of any of the Reserved Rights described herein. Upon completion of any site work performed in conjunction with the Reserved Rights described in this Paragraph II(B), any disturbed areas not necessary for the use or exercise of a reserved right shall be restored substantially to the conditions with respect to soil material, grade, and vegetated ground cover as documented in the Baseline Report, as applicable, or in conformance with the conditions with respect to soil material, grade, and vegetated ground cover that existed prior to said work, if said work is done in any area not documented in the Baseline Report;

(12) Permits, Regulations, Laws. The exercise of any right reserved by Grantor under this Paragraph II(B) shall be in compliance with zoning, the Wetlands Protection Act, and all other applicable federal, state and local laws, rules, regulations, and permits. The inclusion of any reserved right requiring a permit from a public agency does not imply that the Grantee or the Commonwealth takes any position whether such permit should be issued;

(13) Best Management Practices. The exercise of any right reserved by Grantor under this Paragraph II(B) shall follow, when available and if applicable, established, up to date, and regionally-applicable Best Management Practices or similar standards developed by a governmental agency or other entity with known expertise in the area of practice and designed to protect the natural features potentially affected by the action(s);

C. Notice and Approval

Whenever notice to or approval by Grantee is required, Grantor shall notify Grantee in writing not less than 60 days prior to the date Grantor intends to undertake the activity in

B. Non-Waiver.

Enforcement of the terms of this Conservation Restriction shall be at the discretion of Grantee. Any election by the Grantee as to the manner and timing of its right to enforce this Conservation Restriction or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

C. Disclaimer of Liability

By acceptance of this conservation restriction, the Grantee does not undertake any liability or obligation relating to the condition of the Premises pertaining to compliance with and including, but not limited to, hazardous materials, zoning, environmental laws and regulations, or acts not caused by the Grantee or its agents.

D. Acts Beyond the Grantor's Control

Nothing contained in this Conservation Restriction shall be construed to entitle the Grantee to bring any actions against the Grantor for any injury to or change in the Premises resulting from causes beyond the Grantor's control, including but not limited to fire, flood, storm and earth movement, or from any prudent action taken by the Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Premises resulting from such causes. In the event of any such occurrence, the Grantor and Grantee will cooperate in the restoration of the Premises, if desirable and feasible.

IV. ACCESS

It is the intention of the Grantor and Grantee that the general public may enter upon the Premises for passive, outdoor recreational and educational uses and activities which are consistent with the protection of the conservation values. Therefore, the Grantor hereby grants access to the Premises to general public and agrees to take no action to prohibit or discourage access to and use of the Premises by the general public, but only for daytime use and only as described in Paragraph II(B)(10) provided that such agreement by Grantor is subject to the Grantor's reserved right to establish reasonable rules, regulations, and restrictions on such permitted recreational use by the general public for the protection of the purposes and conservation values of this Conservation Restriction. It is also the intention of the Parties that any public use which is permitted by the terms of this Conservation Restriction constitutes permission to use the Premises for purposes described in Section 17C of Chapter 21 of the Massachusetts General Laws, and that the Parties hereto benefit from exculpation from liability to the extent provided in such section.

The Grantor hereby grants to the Grantee, or its duly authorized agents or representatives, the right to enter the Premises upon reasonable notice and at reasonable times, for the purpose of inspecting the Premises to determine compliance with or to enforce this Conservation Restriction. The Grantor also grants to the Grantee, after notice of a violation and failure of the Grantor to cure said violation, the right to enter the Premises for the purpose of taking any and all actions with respect to the Premises as may be

VI. ASSIGNABILITY

A. Running of the Burden: The burdens of this Conservation Restriction shall run with the Premises in perpetuity, and shall be enforceable against the Grantor and the successors and assigns of the Grantor holding any interest in the Premises.

B. Execution of Instruments: The Grantee and the Grantor are authorized to record or file any notices or instruments appropriate to assuring the perpetual enforceability of this Conservation Restriction; the Grantor, on behalf of itself and its successors and assigns, appoints the Grantee its attorney-in-fact to execute, acknowledge and deliver any such instruments on its behalf. Without limiting the foregoing, the Grantor and its successors and assigns agree themselves to execute any such instruments upon request.

C. Running of the Benefit: The benefits of this Conservation Restriction shall run to the Grantee, shall be in gross and shall not be assignable by the Grantee, except in the following instances:

> As a condition of any assignment, the Grantee shall require that the purpose of this Conservation Restriction continues to be carried out, that the assignee is not an owner of the fee in the Premises, and the assignee, at the time of the assignment, qualifies under Section 170(h) of the Internal Revenue Code of 1986, as amended, and applicable regulations thereunder, and is a donee eligible to receive this Conservation Restriction under Section 32 of Chapter 184 of the Massachusetts General Laws. Any assignment will comply with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

VII. SUBSEQUENT TRANSFERS

The Grantor agrees to incorporate by reference the terms of this Conservation Restriction in any deed or other legal instrument which grants any interest in all or a portion of the Premises, including a leasehold interest and to notify the Grantee not less than twenty (20) days prior to the execution of any such transfer. Failure to do any of the above shall not impair the validity or enforceability of this Conservation Restriction. Any transfer will comply with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

The Grantor shall not be liable for violations occurring after its ownership. Liability for any acts or omissions occurring prior to any transfer and liability for any transfer if in violation of this Conservation Restriction shall survive the transfer. Any new owner shall cooperate in the restoration of the Premises or removal of violations caused by prior owner(s) and may be held responsible for any continuing violations.

XII. NOTICES

Any notice, demand, request, consent, approval or communication that either party desires or is required to give to the other shall be in writing and either served personally or sent by first class mail, postage pre-paid, addressed as follows:

To Grantor: Town of Bridgewater Conservation Commission
66 Central Square
Bridgewater, MA 02324

To Grantee: Wildlands Trust, Inc.
675 Long Pond Road
Plymouth, MA 02360

or to such other address as any of the above parties shall designate from time to time by written notice to the other or, if notice is returned to sender, to an address that is reasonably ascertainable by the parties.

XIII. GENERAL PROVISIONS

A. Controlling Law: The interpretation and performance of this Conservation Restriction shall be governed by the laws of the Commonwealth of Massachusetts.

B. Liberal Construction: Any general rule of construction to the contrary notwithstanding, this Conservation Restriction shall be liberally construed in favor of the grant to effect the purpose of this Conservation Restriction and the policy and purposes of Sections 31-33 of Chapter 184 of the Massachusetts General Laws. If any provision in this instrument is found to be ambiguous, any interpretation consistent with the purpose of this Conservation Restriction that would render the provision valid shall be favored over any interpretation that would render it invalid.

C. Severability: If any provisions of this Conservation Restriction or the application thereof to any person or circumstance is found to be invalid, the remainder of the provision of this Conservation Restriction shall not be affected thereby.

D. Entire Agreement: This instrument sets forth the entire agreement of the parties with respect to the Conservation Restriction and supersedes all prior discussions, negotiations, understandings or agreements relating to the Conservation Restriction, all of which are merged herein.

XIV. MISCELLANEOUS:

A. Pre-existing Public Rights. Approval of this Conservation Restriction pursuant to

We, the undersigned, being a majority of the Conservation Commission of the Town of Bridgewater, Massachusetts, hereby certify that at a public meeting duly held on May 27th 2021, the Conservation Commission voted to approve and grant the foregoing Conservation Restriction to Wildlands Trust, Inc., pursuant to Section 32 of Chapter 184 and Section 8C of Chapter 40 of the Massachusetts General Laws and do hereby grant the foregoing Conservation Restriction.

Grantor: Bridgewater Conservation Commission

Marilyn MacDonald, Chair

Harry Bailey, Vice Chair

Eileen Prisco, Commissioner

COMMONWEALTH OF MASSACHUSETTS

On this day of May 27th, 2021, before me, the undersigned notary public, personally appeared Marilyn MacDonald, Chair, proved to me through satisfactory personal knowledge to the person whose name is signed above, and acknowledged the foregoing instrument to be signed by him/her voluntarily for its stated purpose, on behalf of said Conservation Commission of the Town of Bridgewater.

Notary Public

My Commission expires Dec. 18, 2026

JENNIFER LYNN BURKE
Notary Public
Commonwealth of Massachusetts
My Commission Expires
December 18, 2026

APPROVAL AND GRANT OF CONSERVATION RESTRICTION BY THE BRIDGEWATAER TOWN COUNCIL

We, the undersigned, being a majority of the Town Council for the Town of Bridgewater, Massachusetts, hereby certify that the grant of the foregoing Conservation Restriction is a valid exercise of authority of the Bridgewater Town Council and the Bridgewater Conservation Commission pursuant to Section 8C of Chapter 40 of the Massachusetts General Laws, and certify that the Town Council, at a public meeting duly held on June 29, 2021, voted to approve of in the public interest and grant to Wildlands Trust, Inc., the foregoing Conservation Restriction pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws, and do hereby grant the foregoing Conservation Restriction.

Town of Bridgewater, By its Town Council

_____
Matthew Rushton, President

_____
Fred Chase, Vice President

_____
Shawn George

_____
Eric Moore

_____
Kevin Perry

_____
Peter Colombotos

_____
William Wood

_____
Frank Sousa

_____
Dennis Gallagher

APPROVAL BY SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS
COMMONWEALTH OF MASSACHUSETTS

The undersigned, Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts, hereby certifies that the foregoing Conservation Restriction from the Town of Bridgewater, acting by and through its Town Council and Conservation Commission, to Wildlands Trust Inc., has been approved in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

Dated: June 24th, 2021

K. Theoharides

KATHLEEN A. THEOHARIDES
Secretary of Energy and Environmental Affairs

COMMONWEALTH OF MASSACHUSETTS

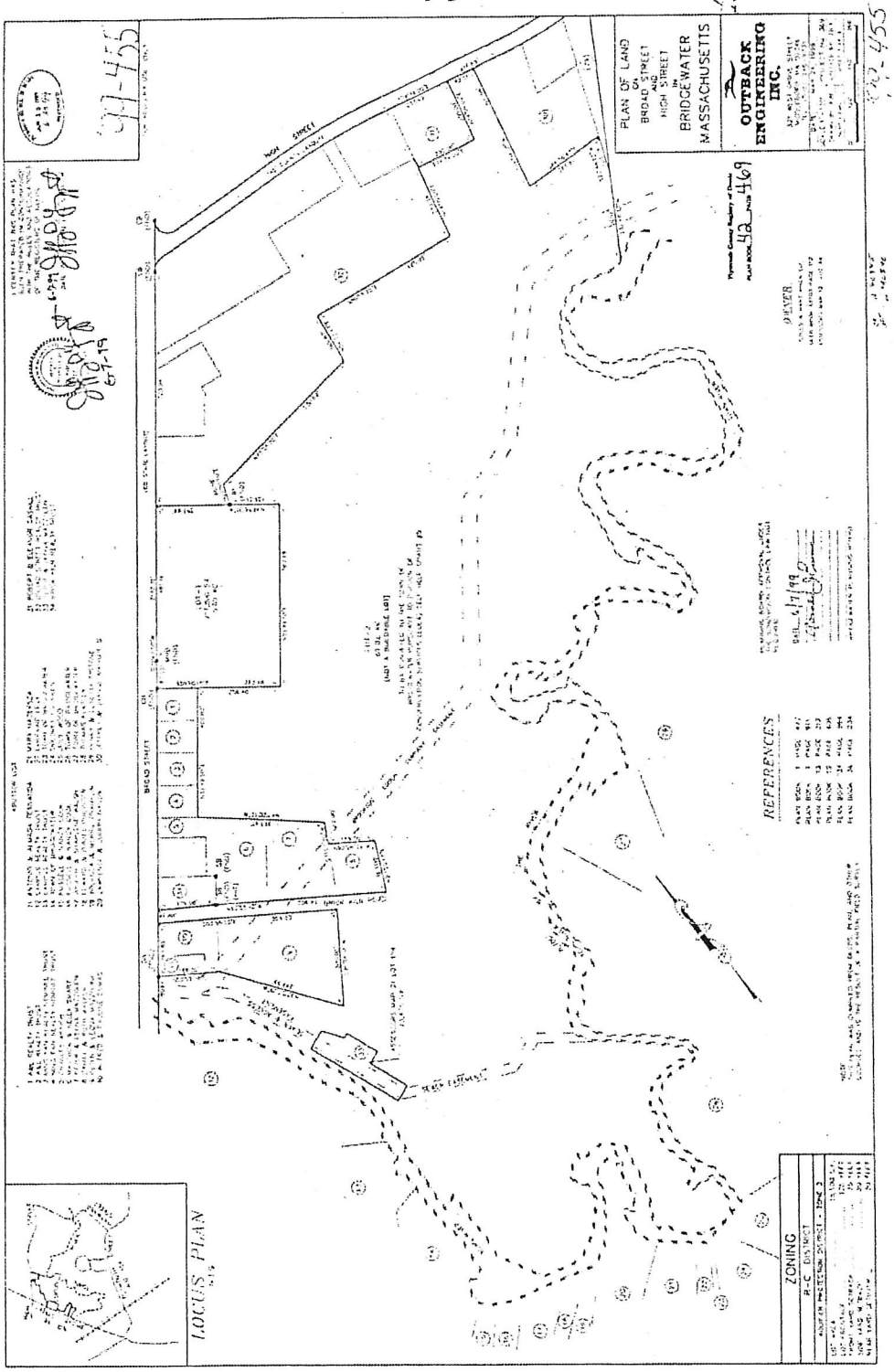
Suffolk, ss:

On this 24th day of June, 2021, before me, the undersigned notary public, personally appeared KATHLEEN A. THEOHARIDES, and proved to me through satisfactory evidence of identification which was personal knowledge to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.

Notary Public: Denise Pires
My Commission Expires: December 28th, 2023

DENISE PIRES
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
December 28, 2023

EXHIBIT B – Reduced Copy of Plan of the Premises



In accordance with the applicable provisions of the Town of Bridgewater Home Rule Charter and Town Council Rules and Procedures, the Town Council assembled voted, at their meeting on Tuesday, December 3, 2019, to approve the aforementioned Order by a Roll Call vote (7-0) (Councilors Fitzgibbons and Sousa absent).

A TRUE COPY ATTEST:

_____

Ann M. Holmberg
Town Council Clerk

ROLL CALL VOTE – REQUIRES MAJORITY OF THOSE PRESENT AND VOTING.

Evidence of Stewardship Activities

Letters of Support

BRIDGEWATER
STATE UNIVERSITY

January 24, 2022

Division of Conservation Services
Melissa Cryan
100 Cambridge Street, 9th Floor
Boston, MA 02114

Re: Bridgewater's Stiles and Hart Parkland Improvement Project LWCF Grant

Dear Ms. Cryan:

I am writing to support the Town of Bridgewater's application to the Land and Water Conservation Fund for funding to support improvements to the Town's 80 acre Stiles and Hart Parkland which is situated along the banks of the Town River. Stiles and Hart has always been an important part of Bridgewater's history and ecology and has provided in-town recreational use activities. Improvements contemplated for the Parkland would substantially improve utilization and provide a valuable resource that is easily accessible and open to residents for hiking, fishing and recreational activities.

The Town of Bridgewater "Stiles and Hart Improvement Project Plan", which incorporates the work of town staff, stakeholders and consultants forms the basis of this proposal to address climate change resiliency while also establishing passive recreation activities for the residents of Bridgewater, students of Bridgewater State University, and the region. The plans include creation of accessible trails and fishing opportunities, expansion and improvement of existing trails, creation of better parking and access over a pedestrian bridge, creation of environmental education opportunities for university and secondary school students, and fostering environmental stewardship in Bridgewater,

The Stiles and Hart Parkland Improvement Project Grant funds would go towards final engineering, design, permitting and construction of a robust in-town resource. The funds ensure that Stiles and Hart receives the improvements it needs, but also ensure that the parkland remains an important undeveloped area that will offset the adverse effects of climate change while allowing for ongoing recreational, terrestrial, and aquatic recreational activities in perpetuity.

Sincerely,

Frederick W. Clark, Jr., Esq.
President, Bridgewater State University

Office of the President • Boyden Hall, Room 200 • Bridgewater, MA 02325
508.531.1201 • FAX 508.531.1707 • www.bridgew.edu

Office of
Representative Angelo D'Emilia
Commonwealth of Massachusetts

January 18, 2022

Division of Conservation Services
Melissa Cyan
100 Cambridge Street, 9th Floor
Boston, MA 02114

RE: Town of Bridgewater's Stiles & Hart Parkland Improvement Project LWCF Grant

Dear Ms. Cyan,

I am writing to you today in support of the Town of Bridgewater's Land and Water Conservation Fund application for funding to support improvements to the Town's 80-acre Stiles and Hart Parkland. I represent this town and know how important this funding would be to our community to complete these improvements.

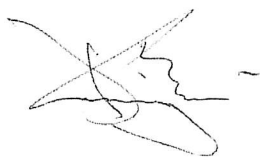
Stiles and Hart Parkland is situated along the banks of the Town River and is not only an important part of Bridgewater's history and ecology, but also provides a place for many in-town recreational use activities. Improvements contemplated for the Parkland would substantially improve utilization and provide a valuable resource that is easily accessible and open to residents for hiking, fishing, and recreational activities.

The basis of our "Stiles and Hart Improvement Project Plan" proposal addresses climate change resiliency while also establishing passive recreation activities for the Bridgewater residents, Bridgewater State University students, and the region. Incorporating the work of town staff, stakeholders and consultants, the plans include the creation of accessible trails and fishing opportunities, expansion and improvement of existing trails, creation of better parking and access over a pedestrian bridge, creation of environmental education opportunities for university and secondary school students, and fostering environmental stewardship in Bridgewater.

The Stiles and Hart Parkland Improvement Project Grant funds would go towards final engineering, design, permitting and construction of a robust in-town resource. The funds ensure that Stiles and Hart receives the improvements it needs, but also ensure that the parkland remains an important undeveloped area that will offset the adverse effects of climate change while allowing for ongoing recreational, terrestrial, and aquatic recreational activities in perpetuity.

I respectfully request that you consider the Town of Bridgewater's application for this very vital funding helping our community to continue to thrive and grow. Thank you for your time and deliberation over this matter. Please do not hesitate to contact my office with any questions or concerns.

Sincerely,



ANGELO D'EMILIA
State Representative
8th Plymouth

NATURAL RESOURCES TRUST of BRIDGEWATER

A local nonprofit focusing on Natural Resource Conservation

January 20, 2022

Division of Conservation Services
Melissa Cryan
100 Cambridge Street, 9th Floor
Boston, MA 02114

To the Grant Review Committee:

Representing the nonprofit Natural Resources Trust of Bridgewater, I am thrilled to support the Town of Bridgewater in their proposal to the Land & Water Conservation Fund for funding to upgrade and improve public access and the trail system in the Stiles & Hart Parkland in the center of Bridgewater's downtown business district.

This 80 + acre Stiles & Hart Parkland is bordered by over a mile of the Town River; its sloping woodlands are dotted with small ponds suitable for fishing, skating and swimming. Trail spurs connect this site to the Bay Circuit Trail to the north, and to Bridgewater State University to the south.

The Town River (a major tributary to the Wild & Scenic Taunton River) and the Bay Circuit Trail comprise the Nunckatessett Greenway, with land & water trails throughout West Bridgewater and Bridgewater that link the Hockomock Swamp ACEC to the Wild & Scenic Taunton River.

This 80+ acre recreational oasis in the heart of the downtown has always has an intriguing post-colonial history; once the home to the Plymouth County Agricultural Society Fairgrounds with a grandstand and trotting track, then a brick

manufacturing plant with a railroad link to regions beyond. And of course, the fishing and skinny dipping in the river and small ponds ....

The Natural Resources Trust of Bridgewater (NRTB) has championed this parkland since it was purchased 23 years ago. We provided the existing ecological studies, trail design plans, and management documents aimed to protect the ecology while encouraging recreational uses. Twice we sponsored the AmeriCorps to blaze trails, and we have fostered the connectivity of this parkland to a series of riverside parks & trails to form The Nunckatessett Greenway.

The Town of Bridgewater's 'Stiles & Hart Improvement Project Plan' incorporates two decades of work by town staff, volunteers, stakeholders, and consultants and forms the basis of this proposal aimed to address climate change resiliency while also establishing passive recreation activities for the residents of Bridgewater and elsewhere. The proposal centers around accessibility, expansion and improvement of existing trails and other resources, environmental education and fostering stewardship, which is already a well-known commodity in Bridgewater!

The Stiles & Hart Parkland Improvement Project Grant funds would go towards engineering, design, permitting and construction of a robust proposal, ensuring that this 80 + acre riverside parkland in the heart of Bridgewater's downtown business district receives the improvements to existing resources that it needs, while also ensuring that the parkland remains an important undeveloped wooded area that will certainly combat effects of climate change while allowing for ongoing land & water recreational activities in perpetuity.

The Natural Resources Trust of Bridgewater stands beside the Town of Bridgewater in their quest to make the Stiles & Hart Parkland a user-friendly parkland, a magnet of well-presented and maintained land & water trails connected to the Nunckatessett Greenway.

Sincerely,
Kitty Doherty, NRTB Project Coordinator

January 21, 2022

Melissa Cryan
Division of Conservation Services
Grant Review Committee
100 Cambridge Street, 9th Floor
Boston, MA 02114

Dear Ms. Cryan,

The Bridgewater Open Space Committee enthusiastically supports the Town of Bridgewater's proposal to the Land and Water Conservation Fund for funding for the "Stiles and Hart Parkland Improvement Project". The Stiles and Hart property is a significant parcel of undeveloped land in the center of town that has long been a part of Bridgewater's history and ecology. It currently lacks trails and other amenities that would allow the public to fully enjoy this significant natural resource. The grant funds requested would go a long way to making Stiles and Hart accessible and open to residents for limited hiking and recreation activities.

The Town of Bridgewater "Stiles and Hart Improvement Project Plan", which incorporates the work of town staff, stakeholders and consultants, forms the basis of this proposal to address climate change resiliency, while also providing passive recreation activities for the residents of Bridgewater and elsewhere. The proposal centers around accessibility, expansion and improvement of existing trails and other resources, environmental education, and fostering stewardship.

The 2017 Bridgewater Open Space and Recreation Plan includes recommendations for improvements at Stiles and Hart needed to promote public access and enjoyment of this property. https://www.bridgewaterma.org/DocumentCenter/View/2158/Bridgewater-OSRP-2017-Update_FINAL_FOR-STATE-APPROVAL_082018 (See pages 103-104.) One of the *"Objectives"* identified in the 2017 Plan is: *Promote passive recreational use of the Town's conservation areas by enhancing public accessibility, creating and maintaining trails and viewpoints, and increasing waterfront access.* The *Seven Year Action Plan* in the 2017 Plan identifies trails and other improvements at Stiles and Hart as action items needed to realize the Town's open space and passive recreation goals. The "Stiles and Hart Improvement Project Plan" is clearly consistent with the Town's Open Space Planning efforts. The preservation of this open space parcel will also mitigate climate change, which must be addressed at every level of government.

Thank you for consideration of our comments.

Respectfully,
For the Bridgewater Open Space Committee
Eileen Hiney, Chair

65 Ashtead Road
Bridgewater MA 02324
January 19, 2022

Letter of support for the Stiles & Hart Conservation Area

To Whom It May Concern:
The Stiles & Hart Conservation Area is absolutely stunning with the Town River running through it, several small ponds dotting the landscape, lots of history with clay mining to make bricks and an agricultural fair that used to be held on these grounds. The ruins of one of the buildings is actually still there. It is a jewel, just outside of the town center.

I am a resident of the Town of Bridgewater and an avid outdoors person. I have been helping build a bog bridge and keeping trails clear in the Stiles & Hart Conservation Area for the past couple years. I have recruited several friends to help along the way. We have spent many hours on maintenance and I know the park well.

The trails were sadly neglected for many years before I started volunteering. Many areas were seriously overgrown. The park lacks regular maintenance and since the October 26-27 storm the trails have become impassable due to several large downed trees. Other trails have had stream crossings fall into major disrepair so that trails are not complete.

Stiles & Hart is in desperate need of attention. It needs parking so people can actually come and enjoy it. It needs kiosks to show visitors they've arrived and where the trails and water are that await their enjoyment. It needs bridges to cross the many streams safely. It needs new trails blazed and old ones maintained so it's not an obstacle course when people walk. It needs picnic tables to enjoy the view. It needs benches to overlook the water and for people to rest. It needs signs to explain the history of this location so people appreciate it for what it was and is to become. It needs paths that aren't severely rutted so people in wheel chairs can come sit by the water and enjoy it. It needs fishing areas for families to come spend a day.

Stiles & Hart could use help from the Land and Water Conservation fund in the form of a grant to help accomplish this dream. Won't you please consider helping the Town of Bridgewater make this jewel shine?

Sincerely,

Monica Bentley

Monica Bentley

EDGEWOOD
Development Company, LLC

320 South Street | Plainville, MA 02762
T 508.643.2920 | F 508.643.0080

SMeltzer@edgewood-development.com

Via Email

January 19, 2022

Division of Conservation Services
Ms. Melissa Cryan
100 Cambridge Street, 9th Floor
Boston, MA 02114

Re: **Stiles and Hart Parkland Improvement Project – Letter of Support**

Dear Ms. Cryan and Member of the Grant Review Committee:

We are the owners of property within a short walking distance to the Stiles and Hart Parkland and are currently working with the owners of a larger parcel and with the Town boards in order to complete the redevelopment of an adjacent historic industrial property. Upon its completion, this redevelopment effort would bring new commercial activity and residential apartment dwellers within a stones throw of the Stiles and Hart Parkland. The proposed work would help provide invaluable recreational opportunities for the residents of the project as well as to the Bridgewater community generally. It will also provide a wonderful opportunity for continued ecological conservation and restoration and enjoyment of natural habitats.

Accordingly and without reservation, we are writing to support the Town of Bridgewater in their proposal to the Land and Water Conservation Fund for funding in relation to the "Stiles and Hart Parkland Improvement Project". Stiles and Hart has always been a part of Bridgewater in terms of history, ecology, and recreational uses. This would go a long way to making Stiles and Hart a well utilized and valuable resource that is already readily accessible and open to residents for limited hiking and recreation activities.

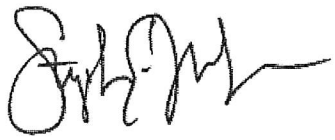
The Town of Bridgewater "Stiles and Hart Improvement Project Plan," which incorporates the work of town staff, stakeholders and consultants forms the basis of this proposal to address climate change resiliency while also establishing passive recreation activities for the residents of Bridgewater and elsewhere. The proposal centers around accessibility, expansion and improvement of existing trails and other resources, environmental education and fostering stewardship, which is already a well-known commodity in Bridgewater.

We understand that the Stiles and Hart Parkland Improvement Project Grant funds would go towards engineering, design, permitting and construction of a robust proposal that would go a long way to ensuring that Stiles and Hart receives the improvement of existing resources it needs, but also ensuring

that the parkland remains an important undeveloped area that will certainly combat effects of heat islands, climate change while allowing for ongoing recreational terrestrial and aquatic recreational activities in perpetuity.

Thank you for your consideration. Please contact me if I can provide any additional information.

Very truly yours,



Stephen E. Meltzer
Vice President of Project Development

SEM:fhs

BRIDGEWATER PUBLIC **LIBRARY**

Community Preservation Committee
Project Application
Historic Archives Preservation Project

Prepared by: Bridgewater Public Library

March 2022

Project Application
Community Preservation Committee
Bridgewater, MA

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    - 4.9 Letter of Commitment from SHRAB Veterans' Heritage Grant

4.10 Letter of Commitment from Flora T. Little Trust
4.11 Statement explaining how the proposed project complies with the U.S. Secretary of the Interior's Standards
4.12 Detailed Project Expenses
4.13 Quote from Gaylord (gallery space)
4.14 Quote from Gaylord (processing supplies)
4.15 Quote from NEDCC (veterans' records)
4.16 Quote from NEDCC (town records books)
4.17 Quote from NEDCC (town records book with mold)
4.18 Quote from Conserv
4.19 Quote from Donnegan Systems Inc.
4.20 Quote from B&H Foto & Electronics Corp. (audio recording equipment)
4.21 Quote from B&H Foto & Electronics Corp. (computer for interactive elements)
4.22 Quote from VananServices.com
4.23 Quote from Demco
4.24 Estimate from Electrician
4.25 Estimate from Audio Visual Intelligence
4.26 Estimate from Moving Company

Project Application
Community Preservation Committee
Bridgewater, MA

Section 1: Cover Sheet/General Information

An electronic copy of this application and all supporting materials should be submitted to the CPC Chair at *cpc@bridgewaterma.org* and the CPC's administrative assistant (McGraw, Joshua <JMCGRAW@bridgewaterma.org>). Applications should be submitted **no later than 4:00PM at least two weeks prior to the CPC's meeting (the CPC meets on the fourth Wednesday of each month)**.

Complete applications received by this date will be reviewed at the next CPC meeting and considered for recommendation to the Town Council. Applications received after this will be reviewed at the following month's meeting, unless you receive an exception from the CPC chair for cases related to real estate purchase opportunities.[1] Projects may have timelines extending to a maximum of five years.

Projects will be favored by the CPC where:

- The project addresses at least one goal of the current CPC 5-yr. plan *https://www.bridgewaterma.org/DocumentCenter/View/2928/Community-Preservation-Committee-Plan?bidId=*
- the applicant has site control of the proposed project parcel or involvement of the site owner.
- there is demonstrated community support for the project from elected officials, abutters, user groups, civic associations, and community organizations.
- applicants can demonstrate their capacity to implement their project and have a plan for ongoing maintenance and stewardship. projects occur on public space or private space with public access.

- Applicant Signature:_____

  Date Submitted:_____

[1] For cases related to real estate purchase opportunities, the CPC may consider emergency requests for funding outside of their regular meeting schedule. If you think you might be eligible for emergency consideration, please contact the CPC Chair. The CPC Chair has the authority to accept exceptions or extensions. They will consider such requests on a case-by-case basis and is under no obligation to grant any requested extensions or exceptions.

Project Application
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GENERAL INFORMATION

Project Name: Historic Archives Preservation
Project Location:
Bridgewater Public Library
15 South Street
Bridgewater, MA 02324
(downtown historic district)

Legal Property Owner of Record: Town of Bridgewater

CPA Program Area *(check all that apply):*

- □ Open Space
- ■ **Historic Preservation**
- □ Community Housing
- □ Recreation

PROJECT DESCRIPTION

Short Project Description:
The Bridgewater Public Library possesses documents, photographs, and physical items designated historically significant by the Town of Bridgewater Historical Commission. Unfortunately these items are in dire need of preservation and conservation and access is limited due to disorganization and physical location.

Using CPA funding to launch the preservation component of our Historic Archives Preservation initiative, the Bridgewater Public Library will process collections in the Archives and Special Collections, digitize select items from those collections, record a series of oral history interviews, create a museum-quality preservation and exhibition space, and curate an interactive exhibit for all BWPL visitors.

Estimated Start Date: 08/01/22 (start of CPA funded components)
Estimated Completion Date: 02/28/23
Amount Requested: $100,000 **Total Project Cost: $174,000**

Project Application
Community Preservation Committee
Bridgewater, MA

PROJECT CONTACT

Contact Person: Jed T. Phillips, Director, Bridgewater Public Library
Telephone: 508-697-3331 ext. 4 **Email:** jphillips@bridgewaterma.org

Project Sponsor/Organization *(check one below)*:

- ■ **Town Committee or Department**
- □ Public Charity/Non-Profit
- □ Private Group/Individual

Have you or this organization applied for or received CPA funding before?

- □ Yes
- ■ **No**

If yes, what project and when? The Bridgewater Public Library has not received funds before and to our knowledge no modern conservation work has been done on the Bridgewater records books in its care. A project to restore Town of Bridgewater vital records was requested by the Town Clerk in 2008 (Project #5924).

ASSURANCE

I _____hereby certify under the penalties of
(Print the name of the fiduciary agent)

perjury the following application information is true and correct to the best of my knowledge and I am legally able to enter into a contract on behalf of

_____
(Print the name of the contracting agency)

with the Town of Bridgewater for Community Preservation Funds.

Signature_____
Date_____

Title_____

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Project Application
Community Preservation Committee
Bridgewater, MA

Section 2: Project Narrative and Timeline

1. PROJECT DESCRIPTION, TASKS, & ANTICIPATED OUTCOME

The Bridgewater Public Library (BWPL) seeks support for a combined preservation and conservation initiative that increases accessibility, protects vulnerable collections both physically and digitally, and gives citizens of the Town of Bridgewater a lens through which to connect with their Town's history.

Using a variety of grant funding to purchase supplies, equipment, conservation work, and services for this projects, the BWPL will, at minimum, process five collections, record 300 minutes of oral history interview footage (approximately 9-10 interviews), and use these records and this footage to curate an interactive exhibit for the Bridgewater public. In order to leverage SHRAB Veterans' Heritage Grant funding, our first exhibit will center on Bridgewater veterans from the American Civil War forward.

In conjunction with a SHRAB Veterans' Heritage Grant application, the BWPL conducted an initial inventory of veterans' records in our Archives and Special Collections finding approximately 1,600 items directly related to Bridgewater's history of military service and possessing cultural importance.

Because these materials are not processed to current archival standards, however, library patrons cannot readily access them. Access is further discouraged by the location of the Archives and Special Collections, currently stored in the Historical Room on the second floor of the BWPL. When brought to the Historical Room, patrons frequently comment that they "didn't know this was here," but at present the BWPL lacks an area outside of the Historical Room to present and preserve historical resources.

Using CPA grant funding we will purchase secure, preservation-quality display cases and exhibit accessories that allow us to both preserve and present Bridgewater's history for and to its citizens. Using SHRAB grant funding and Flora T. Little Trust funding to purchase supplies and Historical Room storage, the BWPL will process collections, digitize items, publish digital files, and rehouse collections in a suitable environment.

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We will use a combination of CPA and SHRAB grant funding to have conservation work performed on our most vulnerable veterans' records (based on NEDCC consultation) and prepare them for display. We will also use CPA grant funding for conservation work on two early town records books. These books are the cornerstone of our collection but have not received adequate attention because of insufficient staffing at the BWPL, and a recent consultation with a representative from the Massachusetts Board of Library Commissioners revealed inactive mold on one of the books. We have selected this book for conservation work as well as the oldest town records book in our collection dated 1656.

Archival processing will begin at the same time as the SHRAB funded portion of the conservation work, and the CPA funded portion will follow a few months later. We will process a number of veteran's collections using current archival standards and best practices and produce a finding aid (the guide to an archival collection) for each. Using the "More Product, Less Process" archival processing method for the largest collections, we will process, at minimum, the following:

- Andrew T. Pratt papers
- Bridgewater Public Library World War II collection
- Helen M. Cassiani papers
- John P. Townsend papers
- William H. Cornwell American Civil War badges
- Simpson family papers
- Bridgewater Independent newspapers

The BWPL's World War II collection, easily the largest of these collections, includes scrapbooks, photographs, news clippings, and cards identifying Bridgewater citizens who served in WWII. Items in this collection have such significance to Bridegwater, but are currently stored in unsafe cardboard boxes and plastic bags. Another WWII era collection, the Helen M. Cassiani papers include original military papers, telegrams sent by Cassiani during her internment as a POW, and numerous other records. According to the National WWII Museum, Lt. Cassiani was one of only 77 military nurses known as the "Angels of Bataan," making this collection one of great cultural importance.

The BWPL also houses collections of American Civil War veterans Andrew T. Pratt, John P. Townsend, and Lewis L. Simpson. Simpson served in the celebrated 54th Massachusetts Volunteer Infantry Regiment, and his wife, Marie Simpson, was a member of the Women's Relief Corps. These collections, although smaller, document an astonishing range of experiences in the American Civil War.

While processing, we will rehouse collections in archival quality enclosures on steel shelves stored in the Historical Room. Improved shelving (purchased with SHRAB grant funding) will expand our special collections storage by 60%, allowing us to relocate Veterans' records that are currently stored on the floor.

During archival processing, we select items for inclusion in the upcoming exhibit and for in-house digitization, following FADGI guidelines for documents, photographs materials, and artwork and ICOM International Committee for Documentation's recommendations for three dimensional objects. Both preservation and access copies will be stored on the archives server and on multiple external hard drives for optimal digital longevity, and the Archivist will perform regular checks to confirm data integrity. We will publish digitized items on Digital Commonwealth and the SAILS library network's Omeka, and finding aids will be published on the BWPL website. We will also pursue other sources of funding to digitize Town of Bridgewater records books through NEDCC during the conservation process.

When the preservation and processing nears completion, the oral history component of the project will launch. We aim to record 300 minutes of footage (approximately 9-10 interviews depending on interview length but at least 30 minutes each), and will continue to develop the BWPL oral history collection while maintaining the same high standard of digital preservation used for digitized items.

The BWPL will collaborate with municipal organizations such as the Senior Center and Veterans' Services to identify candidates, prioritizing interviews according to the Library of Congress Veterans' History Project Collections Policy Statement. We will refer to this statement as well as the American Folklife Center and Oral History Association resources to

structure the interviews and resulting files. We will share interviews with the Library of Congress Veterans' History Project and the Bridgewater Public, and interviews will be transcribed to further enhance accessibility.

This project will culminate in an exhibit featuring nearly 200 years of Bridgewater veterans. Patrons will learn veterans' histories through photographs and artifacts from the BWPL's own collection supplemented by loans from neighboring repositories, experience oral histories on an interactive digital monitor programmed by BWPL's Archivist, and leave with a fuller understanding of local history. We will also curate an Omeka digital exhibit that mirrors the in-person exhibit, allowing patrons to learn and experience Bridgewater history from their homes as well as in person.

Following the Bridgewater Veterans' exhibit, we plan to display the BWPL's series of Records of the Purchaser's of Bridgewater and give patrons the opportunity to see some of Bridgewater's oldest written records. Before this can occur, the early Bridgewater record books require conservation work. Most pressing is the fourth record book which has inactive mold on the back interior cover. Inactive mold will not do additional damage to the book, but if left untreated, it has a high potential to reactivate and spread to other records in the collection, causing significant damage and creating a health hazard.

Exhibits of this age and historical significance merit cases optimized for preservation. Our exhibit cases will have UV filtering vitrines, built-in security features, and silica gel compartments to maintain relative humidity. Cases are made from entirely archival materials and the frames themselves are constructed with zero formaldehyde MDF.

Because the seal on exhibit cases creates a microclimate, we will purchase individual environmental monitoring sensors to record the temperature and humidity of each case. These data loggers piggyback on a Massachusetts Board of Library Commissioners (MBLC) program that provides public libraries with free environmental monitoring software and two sensors through July 2024. In 2024 we will reevaluate costs and vendors to find the most economical solution (without compromising preservation standards) moving forward.

This exhibit marks the beginning of an ongoing series of Bridgewater history exhibits at the BWPL. At present, no other permanent, publicly accessible gallery spaces dedicated to special collections exist, but by providing that space, we can collaborate with nearby institutions, enriching our exhibits while giving other archives the opportunity to share collections in a secure, publicly-accessible environment.

2. CPC GOALS AND PRIORITIES

The second historic preservation goal on page 31 of the Community Preservation Plan is to "Preserve the Town's historic artifacts and documents through digitization and the creation of permanent facilities to house these resources." This project directly addresses both facets of this goal. During archival processing, we will digitize a number of items in-house (using equipment owned by the BWPL) and make them available on the SAILS library network Omeka site. We will use this platform to curate digital exhibits that mirror (with the exception of items not in the BWPL collection) in-person exhibits and expand accessibility to these historical resources to anyone with an internet connection. As noted in the project description, we will pursue other sources of funding to have the Town of Bridgewater records books digitized when they are unbound during the conservation process.

We will use CPA funding for "permanent facilities to house these resources" by creating a permanent gallery space to house resources on display. Each case will be outfitted with humidity control cartridges, UV filtering vitrine, and an environmental monitoring sensor, which the BWPL Archivist will monitor regularly.

Page 30 of the Community Preservation Plan states that "In general, CPA funds can be used for projects that deal with tangible historic resources, but not with historic interpretation, education or heightening awareness of history." For this project we will use CPA funds for preservation and conservation related activities, but these activities will naturally result in improved access and heightened awareness.

This project also aligns with several recommendations highlighted in the December 2021 draft of the Master Plan developed by the Bridgewater Community & Economic Development department webpage. Page four of the plan lists the Bridgewater Public Library among the Town's cultural amenities, and history is an integral part of culture.

Section 6.4 of the plan (pages 181-182), Natural, Cultural, and Open Space Resource Policies & Recommendations, further suggests that the Town:

- "Establish a local heritage tourism plan that covers the breadth of what Bridgewater has to offer with its open space, historic resources, and other cultural assets."
- "Partner with Bridgewater Public Library to preserve and retain historic documents."
- "In collaboration with Bridgewater Public Library and BSU, develop a strategy to promote and raise awareness of the Town's cultural, historic, and recreational opportunities and programs."

Creating an environment where Bridgewater's historical artifacts are preserved and accessible aligns perfectly with these recommendations. It encourages preservation and retention. It encourages historical tourism to the Bridgewater Public Library, which is situated in Bridgewater's downtown, and it will ultimately generate awareness of Bridgewater history and Bridgewater's historic resources.

3. COMMUNITY NEEDS

The Town of Bridgewater constructed the Memorial Building "for the purpose of commemorating our citizens in times of national peril and providing a suitable hall for the library and for such objects of history or scientific interest as may come into possession of the Town."[2] The library has since moved next door to 15 South Street, and the Town has lost a permanent exhibition space dedicated to Bridgewater history.

Similar institutions like Old Bridgewater Historical Society and Bridgewater State University's Archives and Special Collections do not have permanent, public exhibit spaces specifically dedicated to historical artifacts. Using CPA funding, we will create a space that both preserves and displays historical artifacts, filling a decades-long gap in the cultural landscape of Bridgewater.

[2] TM Vol.8 (1881), 181, quoted in Carlton D. Hunt, "Bridgewater, MA Memorial Library Formation History," (2020).

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Community Preservation Committee
Bridgewater, MA

4. COMMUNITY SUPPORT

Name *(committee, department, organization, etc.)*	**Date Requested**	**Date Submitted**
Bridgewater Senior Center	October 2021	October 22, 2021
Bridgewater Historical Commission	November 2021	January 31, 2022
Bridgewater Public Library Board of Trustees	December 2021	December 12, 2021
Old Bridgewater Historical Society	October 2021	October 23, 2021
Bridgewater State University's Maxwell Library Archives & Special Collections	October 2021	October 26, 2021

This project has the written support of the Historical Commission and Senior Center, and we have the expressed support from the Town of Bridgewater Department of Veterans' Services. The Historical Commission has designated all artifacts in the library's local history collection as having historical significance, the Senior Center will assist us in locating volunteers for this project, and the Department of Veterans' Services will assist us in identifying interview candidates for our oral history initiative.

In addition, the two major repositories for historically significant Bridgewater collections (the Old Bridgewater Historical Society and the Bridgewater State University Maxwell Library Archives & Special Collections) have written of their support for this project and have expressed interest in loaning items for display in BWPL exhibits. By soliciting donations from local archival repositories, we will improve the quality of exhibits, boost relationships and cooperation with other organizations, and increase visibility for all archival and special collections documenting Bridgewater history.

Please see letters of support in the attachments section.

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Community Preservation Committee
Bridgewater, MA

5. IMPLEMENTATION AND TIMELINE

The initial implementation of this project will take an estimated 12 months, but the foundation this project creates will enable us to simultaneously preserve and provide access to Bridgewater's historical treasures permanently. This timeline takes into consideration that SHRAB Veterans' Heritage Grant funding disbursement begins in February and that the soonest CPA funding would be available would likely be June 2022.

Month:	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb
Processing and Conservation												
Order shelving												
Shelving installation												
Order processing supplies												
Process collections												
SHRAB-funded conservation												
CPA-funded conservation												
Digitize select items												
Sent files to network Omeka												
Publish finding aids on website												
Oral Histories												
Order audio equipment												
Conduct oral histories, transcription												

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Month:	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb
Exhibit												
Order exhibit cases and accessories												
Electrical work												
AV installation												
Exhibit case installation												
Evaluate our collections for exhibit												
Contact other repositories for loans												
Formalize exhibit checklist												
Purchase Intuiface license												
Edit exhibit video content												
Program interactive elements												
Write/print labels and text panels												
Loaned items arrive												
Exhibit installation												
Omeka and physical exhibits open												

6. ORGANIZATIONAL EXPERIENCE AND CAPACITY

This project will be managed by the BWPL's Archivist and Digital Assets Librarian (trained archivist and award-nominated video editor experienced in creating oral history interviews and archival exhibits with interactive video elements) working under the supervision of the BWPL Director (trained librarian, Bill & Melinda Gates Foundation *Best Small Town Library in America* Finalist, and experienced photographer).

The mission statement of the BWPL is "To educate, inform, enrich and inspire." This project will use Bridgewater History to do each of these, but in order to achieve this, we must build an environment suitable for the long term preservation and display of historic items.

7. MAINTENANCE

This project requires the presence of an on-staff archivist at the Bridgewater Public Library to curate ongoing exhibits, contracted bi-weekly cleaning of the exhibit cases, a recurring license to the Adobe suite and Intuiface, and a new environmental monitoring contract in three years. With the exception of environmental monitoring, all required expenses will draw from the regular library budget.

The Archivist will visually inspect gallery elements when we take an exhibit down and will regularly monitor environmental conditions within the exhibit cases. Should the temperature and humidity of the cases become unsuitable for historic artifact preservation, items will be remanded to the climate controlled Historical Room at the Bridgewater Public Library until conditions stabilize.

For the next three years, environmental monitoring is provided through an MBLC partnership with Conserv. We will add six additional sensors, one for each exhibit case, through CPC grant funding to monitor the microclimate of each individual case. At the end of three years, we will reevaluate Conserv as a vendor and explore alternatives for environmental monitoring. Once we determine a solution, we will either include this in the Library budget or look to grant funding options, likely direct grants from the Massachusetts Board of Library Commissioners.

8. MULTI-YEAR PROJECTS

We do not anticipate a multi-year project.

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Bridgewater, MA

Section 3: Budget Narrative

1. PROJECT COST

PROJECT BUDGET OVERVIEW			
Total Project Cost	**CPA Amount Requested**	**Other Funding Sources**	**CPA Funds: % of Total**
$174,000	$100,000	$74,000	57%

2. LEVERAGING FUNDING

SOURCES OF FUNDING OVERVIEW		
Source (private, federal, state, or local government)	**Amount**	**Status**
Bridgewater Public Library Budget	$39,000.00	Committed
Flora T. Little Trust	$20,000.00	Committed
SHRAB Veterans' Heritage Grant	$15,000.00	Committed
CPC Grant	$100,000.00	Applying
In-kind volunteer hours	$699.40	n/a

Based on a rate of $34.97 per hour, we anticipate $699.40 of in-kind volunteer hours. We estimate that Flota T. Little funds will be available by February 2022, and SHRAB funds will be disbursed beginning in February 2022.

Please see letters of commitment from the Flora T. Little Trust and the SHRAB Veterans' Heritage grant in the attachments section of our application.

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Community Preservation Committee
Bridgewater, MA

3. ANTICIPATED PROJECT EXPENSES

SUMMARY OF EXPENSES					
Description	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPC Grant Amount**	**Total (BWPL+FTL+ SHRAB+CPC)**
Personnel	$32,585	$0	$0	$0	**$32,585**
Equipment	$688	$18,510	$7,226	$76,912	**$103,336**
Supplies	$600	$0	$1,012	$691	**$2,302**
Conservation	$0	$0	$6,640	$15,320	**$21,960**
Building /Construction	$3,527	$0	$0	$5,494	**$9,021**
Other	$1,597	$1,490	$122	$1,580	**$4,789**
Total	**$38,997**	**$20,000**	**$15,000**	**$99,997**	**$173,994**

Please see detailed expenses chart in the attachments section.

4. PROJECT COST ASSUMPTIONS

We have based the majority of project costs on quotes, estimates from vendors, and pricing information listed on vendor websites. We assumed the archivist's salary based on the FY22 budget, but this will likely increase beginning in the next fiscal year. Please see vendor quotes and estimates in the attachments section.

5. ACQUISITION OF AN INTEREST IN REAL ESTATE

We do not anticipate any real estate acquisitions.

6. BONDING AGAINST CPA FUNDS

We do not anticipate bonding against CPA funds.

7. PROJECT BUDGET ATTACHMENTS

Please see section 4.12 for Detailed Project Expenses.

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Project Application
Community Preservation Committee
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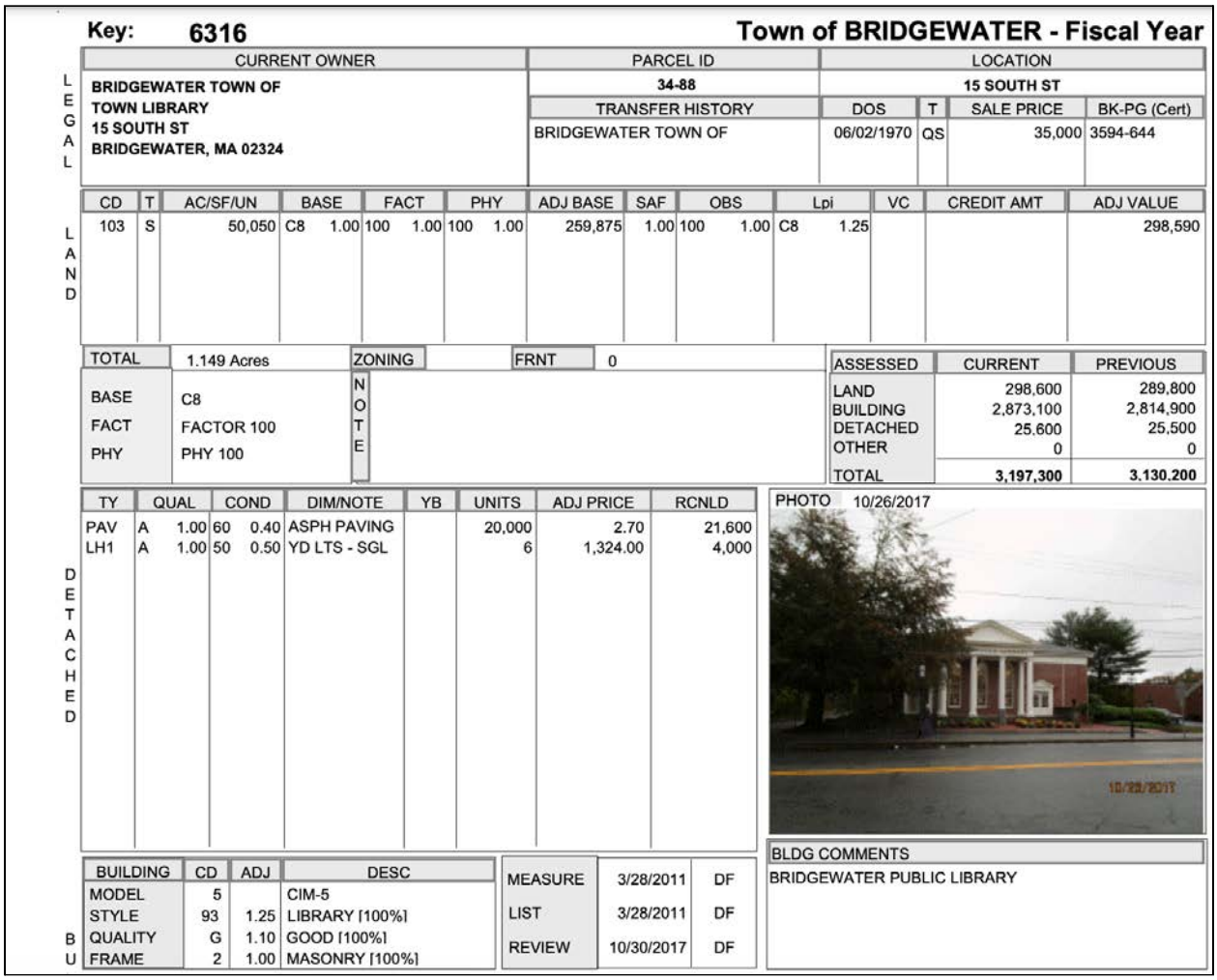
Section 4: Attachments

4.1 Documentation of site control on the property

Parcel ID 34-88

Portion of Property Record Card:



Key: 6316 — **Town of BRIDGEWATER - Fiscal Year**

LEGAL

CURRENT OWNER	PARCEL ID	LOCATION
BRIDGEWATER TOWN OF TOWN LIBRARY 15 SOUTH ST BRIDGEWATER, MA 02324	34-88	15 SOUTH ST

TRANSFER HISTORY	DOS	T	SALE PRICE	BK-PG (Cert)
BRIDGEWATER TOWN OF	06/02/1970	QS	35,000	3594-644

LAND

CD	T	AC/SF/UN	BASE	FACT	PHY	ADJ BASE	SAF	OBS	Lpi	VC	CREDIT AMT	ADJ VALUE
103	S	50,050	C8 1.00	100 1.00	100 1.00	259,875	1.00	100 1.00	C8 1.25			298,590

TOTAL	1.149 Acres	ZONING		FRNT	0
BASE	C8	NOTE			
FACT	FACTOR 100				
PHY	PHY 100				

ASSESSED	CURRENT	PREVIOUS
LAND	298,600	289,800
BUILDING	2,873,100	2,814,900
DETACHED	25,600	25,500
OTHER	0	0
TOTAL	3,197,300	3,130,200

DETACHED

TY	QUAL	COND	DIM/NOTE	YB	UNITS	ADJ PRICE	RCNLD
PAV	A 1.00	60 0.40	ASPH PAVING		20,000	2.70	21,600
LH1	A 1.00	50 0.50	YD LTS - SGL		6	1,324.00	4,000

PHOTO 10/26/2017

BUILDING

BUILDING	CD	ADJ	DESC
MODEL	5		CIM-5
STYLE	93	1.25	LIBRARY [100%]
QUALITY	G	1.10	GOOD [100%]
FRAME	2	1.00	MASONRY [100%]

MEASURE	3/28/2011	DF
LIST	3/28/2011	DF
REVIEW	10/30/2017	DF

BLDG COMMENTS
BRIDGEWATER PUBLIC LIBRARY

[Link to Parcel Map]

[Link to Property Record Card]

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Community Preservation Committee
Bridgewater, MA

4.2 Photographs of project site and renderings of project site

Photographs of project site as of January 2021

Project Application
Community Preservation Committee
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Renderings of proposed site upgrades

Project Application
Community Preservation Committee
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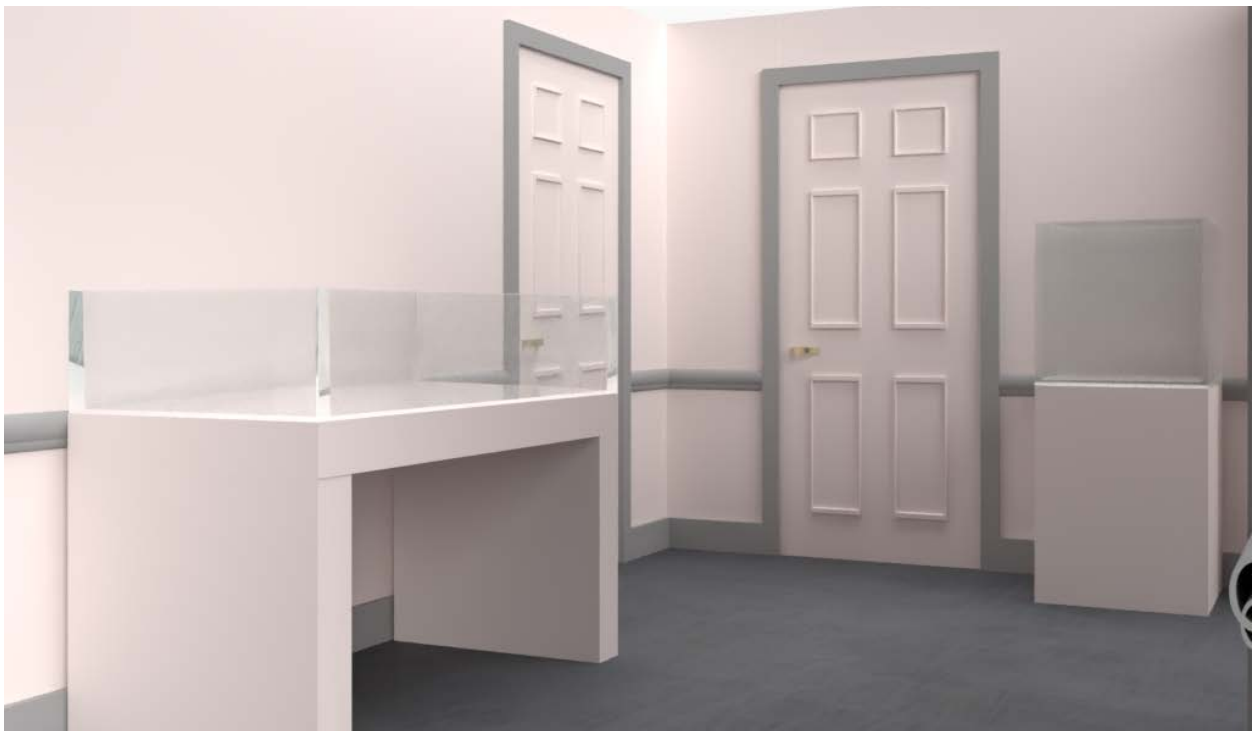
Project Application
Community Preservation Committee
Bridgewater, MA



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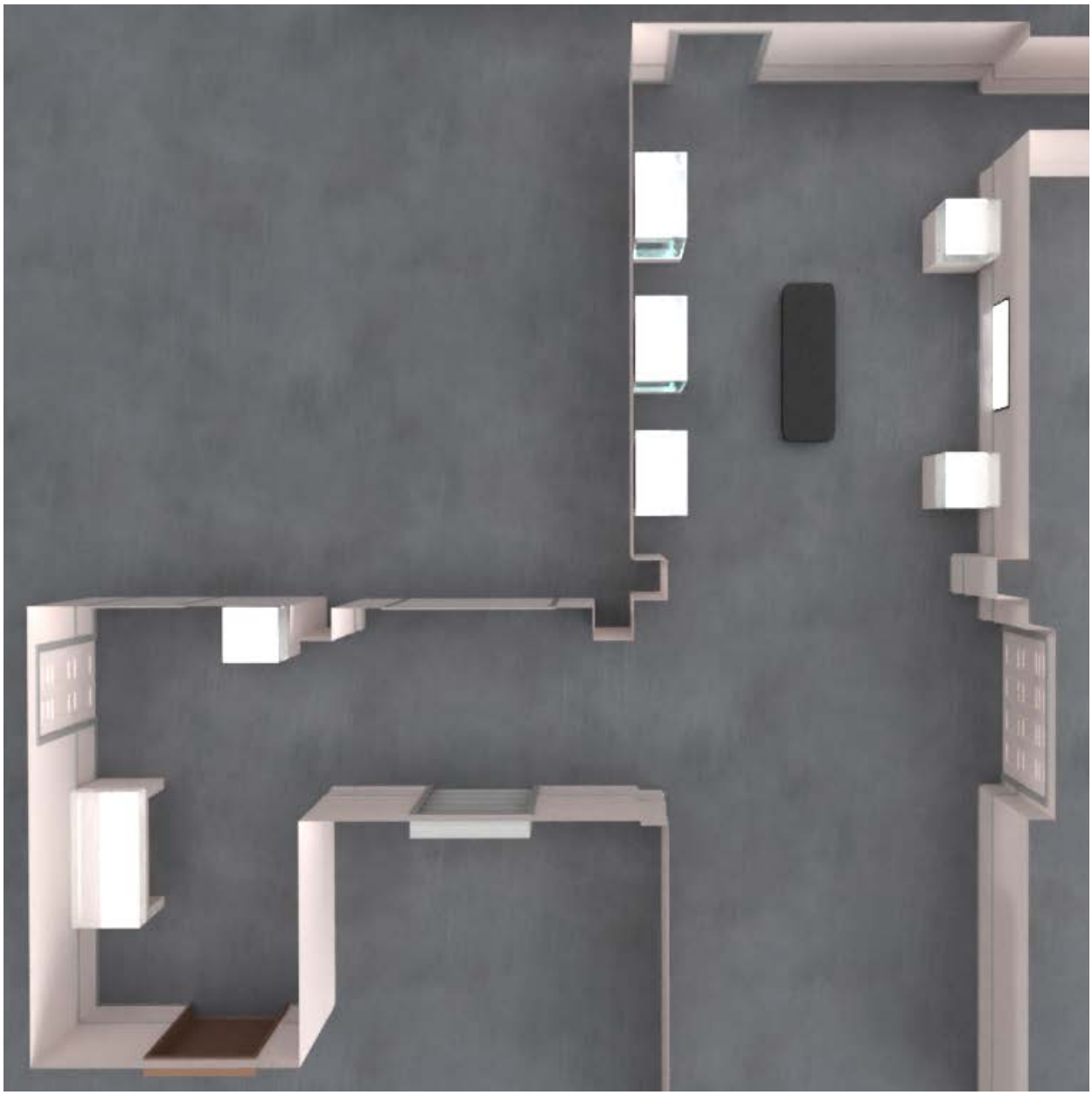

Project Application
Community Preservation Committee
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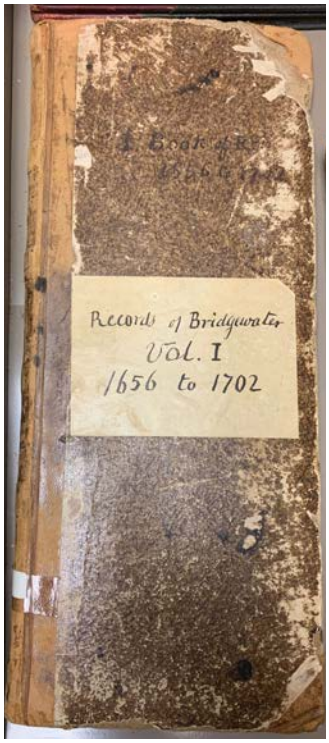
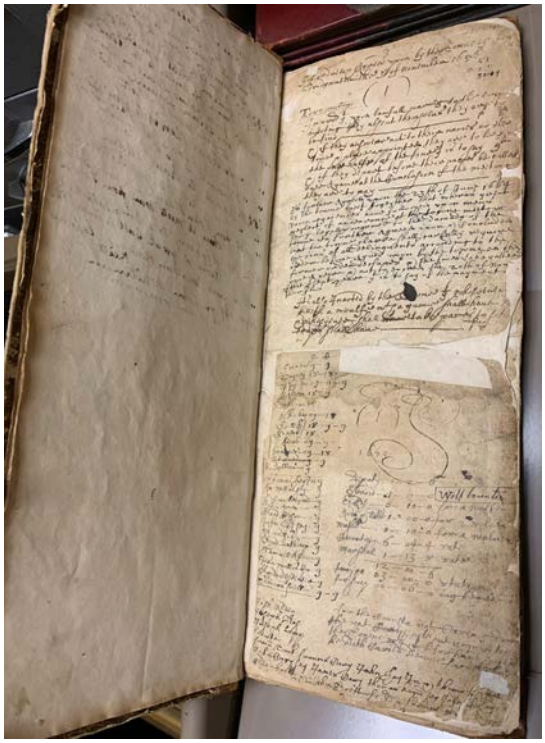
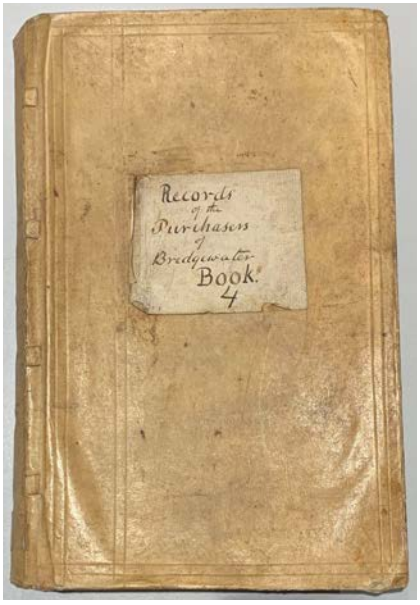
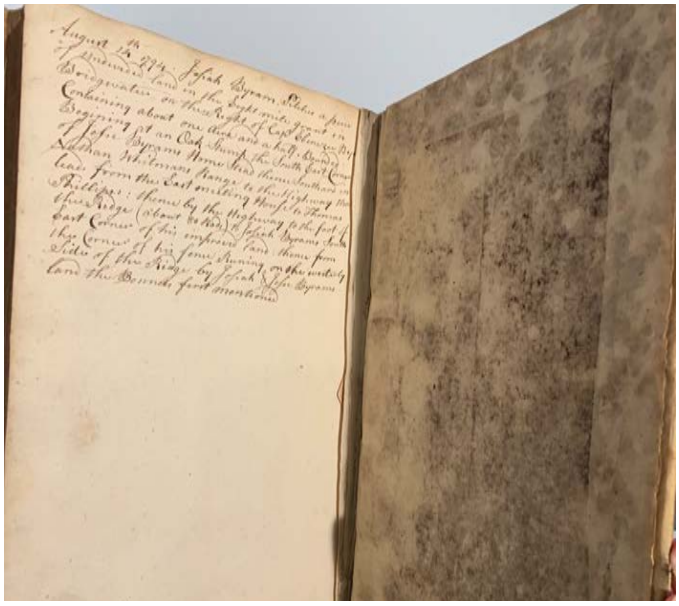
Photographs of Town of Bridgewater records books prioritized for conservation









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4.3 Map of project site

Parcel ID 34-88

Portion of Bridgewater, MA Parcel Map 34:

[Link to Parcel Map]

[Link to Property Record Card]

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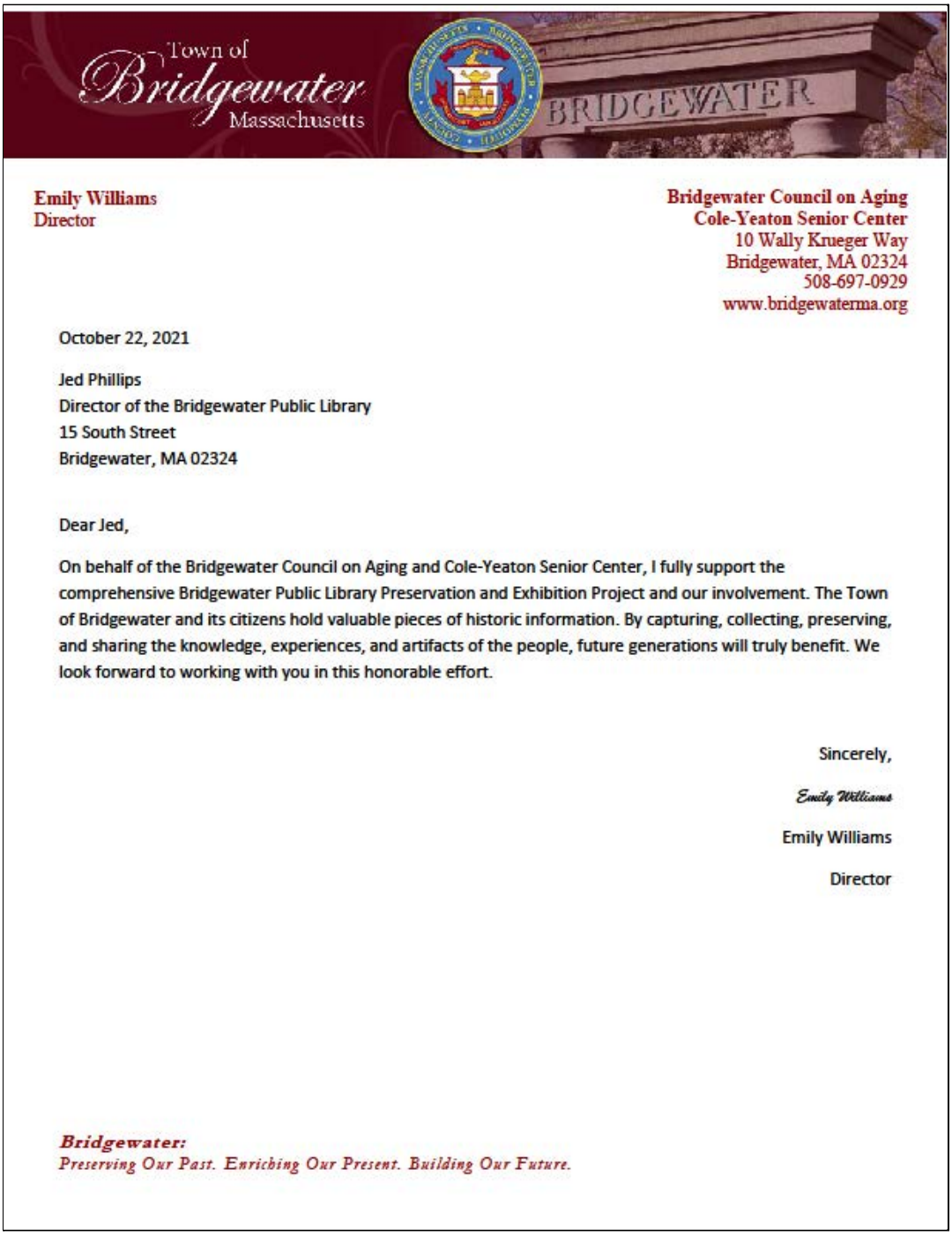
Community Preservation Committee
Bridgewater, MA

4.4 Letter of support from Senior Center



Town of Bridgewater Massachusetts

BRIDGEWATER

Emily Williams
Director

Bridgewater Council on Aging
Cole-Yeaton Senior Center
10 Wally Krueger Way
Bridgewater, MA 02324
508-697-0929
www.bridgewaterma.org

October 22, 2021

Jed Phillips
Director of the Bridgewater Public Library
15 South Street
Bridgewater, MA 02324

Dear Jed,

On behalf of the Bridgewater Council on Aging and Cole-Yeaton Senior Center, I fully support the comprehensive Bridgewater Public Library Preservation and Exhibition Project and our involvement. The Town of Bridgewater and its citizens hold valuable pieces of historic information. By capturing, collecting, preserving, and sharing the knowledge, experiences, and artifacts of the people, future generations will truly benefit. We look forward to working with you in this honorable effort.

Sincerely,

Emily Williams

Emily Williams

Director

Bridgewater:
Preserving Our Past. Enriching Our Present. Building Our Future.

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4.5 Letter of Support from Historical Commission

Letter also confirms that the contents of the Archives and Special Collections are historically significant.

Bridgewater Historical Commission
64 Central Square
Bridgewater, Mass. 02324
508-697-0904

Community Preservation Commission
Academy Building
64 Central Square
Bridgewater, MA 02324

January 31, 2022

Re: CPC application

To Whom It May Concern:

On the request of Jed Phillips Director of the Bridgewater Public Library, the Bridgewater Historical Commission has reviewed their CPC funding application.

For some time, the library has had a Historical Room in which has been deposited many very important items relating to our town's rich history. There is also some very interesting material relating to the sacrifices made by Bridgewater residents who have participated in our nation's military. It is our understanding that the funding being requested can provide the means to properly catalog and make these items more accessible to the public.

It will also be great to see many of these materials available in a digital format further increasing the accessibility over the internet to Bridgewater residents and school children. These materials will also be made available to various state and federal archives for further research.

We look forward to the implementation of this program and the future dissemination of this material. The Historical Commission has determined that the library's entire local history collection is of historical significance to our town and has voted wholeheartedly to support this application.

Sincerely,

David R. Moore, Vice Chair
Bridgewater Historical Commission

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4.6 Letter of Support from Library Board of Trustees

Bridgewater Public Library
15 South Street, Bridgewater, Ma 02324 — 508-697-3331 Fax: 508-279-1467— www.bridgewaterpubliclibrary.org

Dec. 12, 2021

To Whom It May Concern:

The Bridgewater Public Library Board of Trustees puts it's full support behind Library Director, Jed Phillips and his vision for the preservation, conservation, digitization, and display of historically important artifacts and documents, particularly those items related to the history and stories of our Massachusetts veterans.

As Director, Jed has full authority to determine the library's needs, develop a plan of action, and oversee any and all elements of a project, including but not limited to grant application, sourcing additional funding, ordering and purchasing of supplies, materials, and resources, and entering into contract with appropriate professionals for any needed expert service.

Constance Franciosi

Constance Franciosi
President
Bridgewater Public Library Board of Trustees

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4.7 Letter of Support from Old Bridgewater Historical Society

OLD BRIDGEWATER HISTORICAL SOCIETY

Memorial Building
162 Howard Street
West Bridgewater, MA 02379
Telephone: (508) 559-1510
admin@oldbridgewater.org

October 23, 2021

To Whom It May Concern:

Old Bridgewater Historical Society helps keep alive and promotes the spirit and memory of Old Bridgewater by actively collecting, preserving, and publishing material relating to the history and the families of the original settlement. We serve and partner with Bridgewater, East Bridgewater, West Bridgewater and Brockton, the towns which made up the original Bridgewater purchase.

Recently, we partnered with Bridgewater University on the procurement of a historic map of Plymouth County. The East and West Bridgewater Public libraries were integral parts of our children's programs at the Keith House. OBHS supported the city of Brockton on many occasions throughout this years Bicentennial celebration. We are always open to new and exciting opportunities to keep our local history alive, well cared for and accessible to the community.

We are very excited at the prospect of working with the Bridgewater Public Library to highlight and preserve military records and artifacts. Loaning some of our pieces to the library to exhibit would allow many more people to view and appreciate them. We are staunch supporters of the restoration of historic documents. In the past few years, OBHS has worked with NEDCC in the restoration of our copy of the original Bridgewater Deed, as well as the Mary Hayward letter; a letter from a mother to her son dated 1652. We humbly support the Bridgewater Public Library in their efforts to preserve their military records for future generations.

Sincerely,
Janice O'Brien
Vice President, pro tem
Old Bridgewater Historical Society

WEST BRIDGEWATER • EAST BRIDGEWATER • BRIDGEWATER • BROCKTON

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Community Preservation Committee
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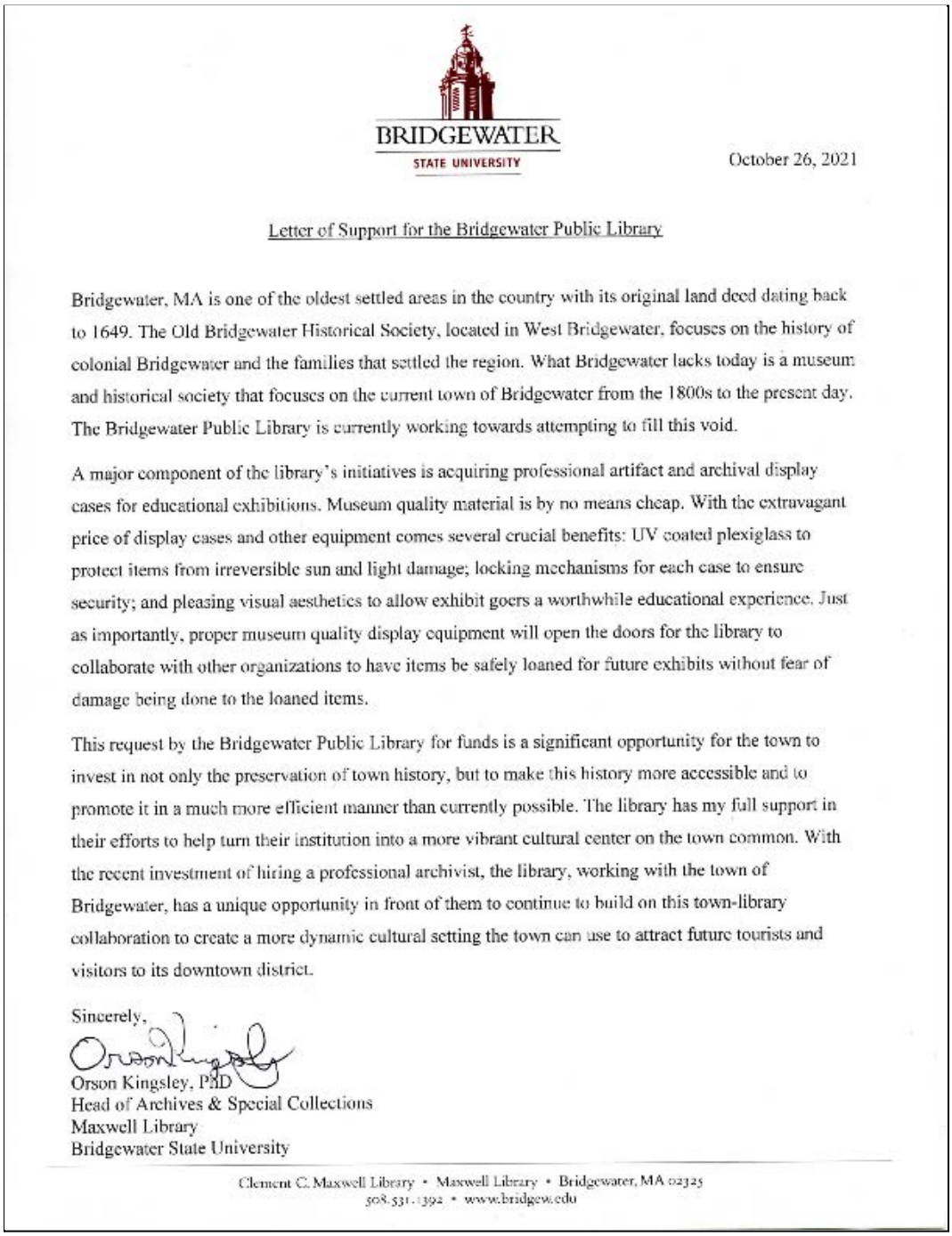
4.8 Letter of Support from BSU Maxwell Library Archives & Special Collections



BRIDGEWATER
STATE UNIVERSITY

October 26, 2021

Letter of Support for the Bridgewater Public Library

Bridgewater, MA is one of the oldest settled areas in the country with its original land deed dating back to 1649. The Old Bridgewater Historical Society, located in West Bridgewater, focuses on the history of colonial Bridgewater and the families that settled the region. What Bridgewater lacks today is a museum and historical society that focuses on the current town of Bridgewater from the 1800s to the present day. The Bridgewater Public Library is currently working towards attempting to fill this void.

A major component of the library's initiatives is acquiring professional artifact and archival display cases for educational exhibitions. Museum quality material is by no means cheap. With the extravagant price of display cases and other equipment comes several crucial benefits: UV coated plexiglass to protect items from irreversible sun and light damage; locking mechanisms for each case to ensure security; and pleasing visual aesthetics to allow exhibit goers a worthwhile educational experience. Just as importantly, proper museum quality display equipment will open the doors for the library to collaborate with other organizations to have items be safely loaned for future exhibits without fear of damage being done to the loaned items.

This request by the Bridgewater Public Library for funds is a significant opportunity for the town to invest in not only the preservation of town history, but to make this history more accessible and to promote it in a much more efficient manner than currently possible. The library has my full support in their efforts to help turn their institution into a more vibrant cultural center on the town common. With the recent investment of hiring a professional archivist, the library, working with the town of Bridgewater, has a unique opportunity in front of them to continue to build on this town-library collaboration to create a more dynamic cultural setting the town can use to attract future tourists and visitors to its downtown district.

Sincerely,

Orson Kingsley, PhD
Head of Archives & Special Collections
Maxwell Library
Bridgewater State University

Clement C. Maxwell Library • Maxwell Library • Bridgewater, MA 02325
508.531.1392 • www.bridgew.edu

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Community Preservation Committee
Bridgewater, MA

4.9 Letter of Commitment from SHRAB Veterans' Heritage Grant

The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Archives Division

Mr. Jed Phillips, Library Director
Bridgewater Public Library
15 South Street
Bridgewater, MA 02324

Dear Mr. Phillips: January 14, 2022

I want to offer you and the Bridgewater Public Library my congratulations on behalf of Secretary of State William F. Galvin, the Massachusetts State Historical Records Advisory Board and the Massachusetts General Court. The Board recently voted $15,000 to fund your application to the Veterans' Heritage Grant Program.

The Board requests a Project Status Report by the end of the calendar year. We will be in touch by electronic mail to walk you through the procurement process to access those funds.

Thank you for your interest in the Veterans' Heritage Grant Program and for your efforts in preserving the history of our Commonwealth's veterans.

Respectfully,
John D. Warner, Jr.
Archivist of the Commonwealth of Massachusetts

220 Morrissey Boulevard, Boston, Massachusetts 02125 · (617) 727-2816
www.sec.state.ma.us/arc

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Community Preservation Committee
Bridgewater, MA

4.10 Letter of Commitment from Flora T. Little Trust

Flora T Little Trust
15 South Street
Bridgewater, MA 02324

December 27, 2021

To Whom It May Concern,

This is to confirm that at the last meeting of the Flora T Little Trust, on October 20, 2021, the Flora T Little trustees voted unanimously to be one of the supporters of the Veterans Heritage Project at the Bridgewater Public Library. They will give $20,000. from the FTLT for this project.

Sincerely,

Janet B. Dye
Chair, Flora T. Little Trust

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4.11 Statement explaining how the proposed project complies with the U.S. Secretary of the Interior's Standards

The U.S. Secretary of the Interior's Standards primarily apply to historic properties not historic records and special collections, however, many of these standards run parallel to archival conservation tenants that will be upheld during the conservation process.

> *Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.*

Before conservation treatment, NEDCC will provide written and photographic documentation of the item before and after treatment. The BWPL will store records of conservation work with our archival administrative files and will retain these records for the life of the object.

> *The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color and texture.*

When Japanese paper, cotton rag board, or linen tape are applied during conservation, the color will be compatible with that of the existing document.

> *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

Before undergoing treatments, NEDCC will test the solubility of inks and adhesives Most treatments utilize humidification not harsh chemicals, and all repairs and post-conservation storage will be with chemically inert, archival materials. We expect the harshest chemical treatment to be alkalized water, which will not cause additional damage.

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4.12 Detailed Project Expenses

PERSONNEL								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Archivist & Digital Assets Librarian - Project coordinator, will devote approximately 21 hours a week @ $29.84 per hour for 52 weeks. Based on FY22 budget.	-	$29.84	1,092	$32,585.28	$0.00	$0.00	$0.00	$32,585.28
20 in-kind volunteer hours - For SHRAB grant matching purposes, volunteer time was assumed to be equivalent to $34.97 per hour	-	-	-	$0.00	$0.00	$0.00	$0.00	$0.00
PERSONNEL TOTAL				**$32,585.28**	**$0.00**	**$0.00**	**$0.00**	**$32,585.28**

EQUIPMENT								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Gallery Equipment and Accessories								
Gaylord Archival® Metro™ Uptown Museum Case with removable shelving added and UV filtering	NCTU2236UV	$10,901.25	3	$0.00	$0.00	$0.00	$32,703.75	$32,703.75
Gaylord Archival® Metro™ Tribeca Museum Case with casters added and UV filtering	NCTP2424UV	$4,026.63	3	$0.00	$0.00	$0.00	$12,079.89	$12,079.89
Gaylord Archival® Metro™ Ellis Hinged Table Museum Case with casters added and UV filtering	MEHY6030UV	$14,711.48	1	$0.00	$0.00	$0.00	$14,711.48	$14,711.48

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Gaylord Archival® Stand-Alone Raised Deck for Metro™ Museum Cases	NCTRD2424	$639.94	3	$0.00	$0.00	$0.00	$1,919.82	$1,919.82
Gaylord Archival® Metro™ Linen-Wrapped Angled Riser	NCTLAR1818	$376.33	6	$0.00	$0.00	$0.00	$2,257.98	$2,257.98
Gaylord Archival® Linen-Wrapped Retaining Bar	NCTLRB10	$39.61	6	$0.00	$0.00	$0.00	$237.66	$237.66
Gaylord Archival® Metro™ Linen Wrapped Display Riser	NCLWR3444	$94.64	3	$0.00	$0.00	$0.00	$283.92	$283.92
Gaylord Archival® Metro™ Linen Wrapped Display Riser	NCLWR244	$146.15	3	$0.00	$0.00	$0.00	$438.45	$438.45
Gaylord Archival® Metro™ Linen Wrapped Display Riser	NCLWR444	$152.91	3	$0.00	$0.00	$0.00	$458.73	$458.73
Gaylord Archival® Metro™ Linen Wrapped Display Riser	NCLWR3466	$95.44	3	$0.00	$0.00	$0.00	$286.32	$286.32
Gaylord Archival® Metro™ Linen Wrapped Display Riser	NCLWR288	$146.33	3	$0.00	$0.00	$0.00	$438.99	$438.99
Acrylic Solid Block Display Riser	61-505	$26.60	6	$0.00	$0.00	$0.00	$159.60	$159.60
Acrylic Solid Block Display Riser	61-513	$47.64	6	$0.00	$0.00	$0.00	$285.84	$285.84
Acrylic Solid Block Display Riser	61-525	$104.51	6	$0.00	$0.00	$0.00	$627.06	$627.06
Acrylic Solid Block Display Riser	61-507	$35.42	6	$0.00	$0.00	$0.00	$212.52	$212.52
Acrylic Solid Block Display Riser	61-517	$124.56	6	$0.00	$0.00	$0.00	$747.36	$747.36
Acrylic Sword/Gun Stand	61-494	$18.05	2	$0.00	$0.00	$0.00	$36.10	$36.10
Acrylic Sword/Gun Stand	61-491	$16.72	2	$0.00	$0.00	$0.00	$33.44	$33.44
Acrylic Stand for 14–18" Platters	61-456	$31.01	2	$0.00	$0.00	$0.00	$62.02	$62.02
Acrylic Stand for 18–22" Platters	61-457	$40.50	2	$0.00	$0.00	$0.00	$81.00	$81.00
Acrylic Stand for 22–30" Platters	61-458	$48.41	2	$0.00	$0.00	$0.00	$96.82	$96.82
Acrylic Miniature Triangular Display Easels (12-Pack)	61-128	$10.70	1	$0.00	$0.00	$0.00	$10.70	$10.70
Acrylic Miniature Triangular Display Easels (12-Pack)	61-129	$12.29	1	$0.00	$0.00	$0.00	$12.29	$12.29
Benchmark Plexiglass & Brass Upright Butterfly Book Mount	221C	$342.15	6	$0.00	$0.00	$0.00	$2,052.90	$2,052.90

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Gaylord Archival® Acrylic Lipped Book Cover Displayer	CE247	$27.32	6	$0.00	$0.00	$0.00	$163.92	$163.92
Gaylord Archival® Acrylic Lipped Book Cover Displayer	CE468	$31.41	6	$0.00	$0.00	$0.00	$188.46	$188.46
Conservation Dress Form Small	DMF4300S-G	$1,192.25	1	$0.00	$0.00	$0.00	$1,192.25	$1,192.25
Conservation Suit Form Medium	DMF4400M-G	$1,201.75	1	$0.00	$0.00	$0.00	$1,201.75	$1,201.75
Acrylic Label Front Pinch Clips (12-Pack)	61-138	$62.45	5	$0.00	$0.00	$0.00	$312.25	$312.25
Steel Folding Signage Easel	ST925	$83.03	3	$0.00	$0.00	$0.00	$249.09	$249.09
Acrylic Helmet/Hat Stand	61-484	$69.29	1	$0.00	$0.00	$0.00	$69.29	$69.29
Double Suction Cups	9039	$35.99	4	$0.00	$0.00	$0.00	$143.96	$143.96
Benchmark Pinning Pliers	21310	$87.40	1	$0.00	$0.00	$0.00	$87.40	$87.40
Lesro Luxe Bench	W13811080	$913.23	1	$0.00	$0.00	$0.00	$913.23	$913.23
Dell OptiPlex 3080 Micro Desktop Computer	BH #DE3080DXVT4	$687.60	1	$687.60	$0.00	$0.00	$0.00	$687.60
Conserv environmental monitoring sensors	-	-	-	$0.00	$0.00	$0.00	$2,156.00	$2,156.00
Gallery Equipment and Accessories Total				**$687.60**	**$0.00**	**$0.00**	**$76,912.24**	**$77,599.84**
Historical Room Shelving								
Steel spacesaver shelving units with decorative end panels from Donnegan Systems Inc., FTL to pay for approximately 76% and SHRAB to pay for approximately 24%	-	$24,149.40	1	$0.00	$18,510.05	$5,639.35	$0.00	$24,149.40
Historical Room Shelving Total				**$0.00**	**$18,510.05**	**$5,639.35**	**$0.00**	**$24,149.40**
Oral Histories								
Zoom H6 Portable Recorder Field Kit	BH #ZOH6K (B&H Kit)	$501.94	1	$0.00	$0.00	$501.94	$0.00	$501.94

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Rode Wireless GO II 2-Person Compact Digital Wireless Omni Lavalier Microphone System/Recorder Kit (2.4 GHz, Black)	BH #ROWGIIK (B&H Kit)	$457.00	1	$0.00	$0.00	$457.00	$0.00	$457.00
Hosa Technology Pro Stereo Breakout Cable - 3.5mm Stereo Mini to Dual 3-Pin XLR Male (3')	BH #HOHMX003Y	$13.76	1	$0.00	$0.00	$13.76	$0.00	$13.76
Rode VideoMic GO Camera-Mount Shotgun Microphone	BH #ROVMG	$66.75	1	$0.00	$0.00	$66.75	$0.00	$66.75
SanDisk 512GB Extreme PRO UHS-I SDXC Memory Card	BH #SAEPSD512GB	$109.44	1	$0.00	$0.00	$109.44	$0.00	$109.44
Seagate 10TB Expansion Desktop USB 3.0 External Hard Drive	BH #SESTEB100004	$218.89	2	$0.00	$0.00	$437.78	$0.00	$437.78
Oral Histories Equipment Total				**$0.00**	**$0.00**	**$1,586.67**	**$0.00**	**$1,586.67**
EQUIPMENT TOTAL				**$687.60**	**$18,510.05**	**$7,226.02**	**$76,912.24**	**$103,335.91**

SUPPLIES								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Gallery Supplies								
Innovera® Antistatic Screen Cleaning Wipes in Pop-Up Tub, 120/Pack	IVR51510	$6.79	2	$13.58	$0.00	$0.00	$0.00	$13.58
Acrifix® Antistatic Acrylic Cleaner	P2003	$18.24	1	$18.24	$0.00	$0.00	$0.00	$18.24
Acrifix® Antistatic Acrylic Cleaner Refill	P2004	$45.88	2	$91.76	$0.00	$0.00	$0.00	$91.76
Microfiber Multipurpose Cleaning Cloth	88-MCC	$6.08	6	$36.48	$0.00	$0.00	$0.00	$36.48

Project Application
Community Preservation Committee
Bridgewater, MA

Gaylord Pre-Conditioned Humidity Control Cartridge 50%RH	61-GBCART-50	$31.67	20	$0.00	$0.00	$0.00	$633.40	$633.40
Museum Gel	MGEL	$20.81	1	$0.00	$0.00	$0.00	$20.81	$20.81
Benchmark Stainless Steel Pins (100-Pack)	22114	$36.57	1	$0.00	$0.00	$0.00	$36.57	$36.57
Gallery Supplies Total				**$160.06**	**$0.00**	**$0.00**	**$690.78**	**$850.84**
Oral Histories								
Energizer Max AA Alkaline Batteries (1.5V, 12-Pack)	BH #ENMAAAB12	$7.49	1	$0.00	$0.00	$7.49	$0.00	$7.49
SanDisk 128GB Ultra Flair USB 3.0 Flash Drive	BH #SAUFU3FD128G	$15.21	20	$0.00	$0.00	$304.20	$0.00	$304.20
Oral Histories Supplies Total				**$0.00**	**$0.00**	**$311.69**	**$0.00**	**$311.69**
Processing and Preservation								
All-Stabilo Pencil - black for writing on archival plastic sleeves	57110B	$4.16	1	$0.00	$0.00	$4.16	$0.00	$4.16
All-Stabilo Pencil - white for writing on archival plastic sleeves	57111A	$4.16	1	$0.00	$0.00	$4.16	$0.00	$4.16
Gaylord Archival® Spacers for Card File Boxes (5-Pack) - for military card box	57167	$9.39	1	$0.00	$0.00	$9.39	$0.00	$9.39
Gaylord Archival® Folder Stock Artifact Boxes (10-Pack)	AB251	$30.56	1	$0.00	$0.00	$30.56	$0.00	$30.56
Gaylord Archival® Folder Stock Artifact Boxes (10-Pack)	AB461	$45.26	1	$0.00	$0.00	$45.26	$0.00	$45.26
Gaylord Archival® E-Flute Shallow Lid Multipurpose Box with DuraShield™	BESEFSB1210	$25.58	1	$0.00	$0.00	$25.58	$0.00	$25.58
Gaylord Archival® Barrier Board Shallow Lid Multipurpose Box with DuraShield™	BESFB20163	$23.12	1	$0.00	$0.00	$23.12	$0.00	$23.12
Gaylord Archival® Deep Lid Drop-Front Print Box with DuraShield™	BESPB20161	$22.86	1	$0.00	$0.00	$22.86	$0.00	$22.86

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Gaylord Archival® Deep Lid Drop-Front Print Box with DuraShield™	BESPB24201	$24.61	1	$0.00	$0.00	$24.61	$0.00	$24.61
Buffered Acid-Free Tissue (100-Pack)	BT1117	$24.10	2	$0.00	$0.00	$48.20	$0.00	$48.20
Gaylord Archival® Blue/Grey Barrier Board Card File Box - for military cards	CF1264	$11.30	3	$0.00	$0.00	$33.90	$0.00	$33.90
Gaylord Archival® Blue/Grey Barrier Board Separate Lid Letter-Size Document Case	D12102SL	$10.62	1	$0.00	$0.00	$10.62	$0.00	$10.62
Gaylord Archival® Blue/Grey Barrier Board Separate Lid Letter-Size Document Case	D12105SL	$11.47	6	$0.00	$0.00	$68.82	$0.00	$68.82
Gaylord Archival® E-flute Spacers (5-Pack)	EFCB821	$10.24	1	$0.00	$0.00	$10.24	$0.00	$10.24
Gaylord Archival® Blue E-flute Clamshell Microfilm Reel Boxes (100-Pack)	EFMB331	$115.94	1	$0.00	$0.00	$115.94	$0.00	$115.94
Blue/Grey Barrier Board Shallow Lid Box	FB17113	$15.77	1	$0.00	$0.00	$15.77	$0.00	$15.77
Gaylord Archival® Blue/Grey Barrier Board Drop-Front Lobby Card Box	MV1114	$18.15	3	$0.00	$0.00	$54.45	$0.00	$54.45
Gaylord Archival® Buffered Interleaving Paper (25-Pack)	P1620B	$21.97	1	$0.00	$0.00	$21.97	$0.00	$21.97
Letter folders, 25 per pack	RF9111A	$13.43	3	$0.00	$0.00	$40.29	$0.00	$40.29
Gaylord Archival® B-flute Telescoping Roll Storage Box	TEL55CR	$21.97	2	$0.00	$0.00	$43.94	$0.00	$43.94
Gaylord Archival® Unbuffered Acid-Free Tissue (100-Pack)	UT1117	$23.03	2	$0.00	$0.00	$46.06	$0.00	$46.06
Processing and Preservation Supplies Total				**$0.00**	**$0.00**	**$699.90**	**$0.00**	**$699.90**
Print Collateral and Signage								
Brochures/print collateral	-			$220.00	$0.00	$0.00	$0.00	$220.00
Wall signs and labels	-			$220.00	$0.00	$0.00	$0.00	$220.00

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Print Collateral and Signage Supplies Total	**$440.00**	**$0.00**	**$0.00**	**$0.00**	**$440.00**
SUPPLIES TOTAL	**$600.06**	**$0.00**	**$1,011.59**	**$690.78**	**$2,302.43**

CONSERVATION								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Townsend Certificate								
Conservation	-	$2,160.00	1	$0.00	$0.00	$2,160.00	$0.00	$2,160.00
Matting and/or framing	-	$175.00	1	$0.00	$0.00	$175.00	$0.00	$175.00
Townsend Certificate Total				**$0.00**	**$0.00**	**$2,335.00**	**$0.00**	**$2,335.00**
Lewis Simpson Discharge Papers								
Conservation	-	$1,895.00	1	$0.00	$0.00	$1,895.00	$0.00	$1,895.00
Matting and/or framing	-	$375.00	1	$0.00	$0.00	$375.00	$0.00	$375.00
Lewis Simpson Discharge Papers Total				**$0.00**	**$0.00**	**$2,270.00**	**$0.00**	**$2,270.00**
Lewis Simpson Certificate								
Conservation	-	$1,860.00	1	$0.00	$0.00	$1,860.00	$0.00	$1,860.00
Matting and/or framing	-	$175.00	1	$0.00	$0.00	$175.00	$0.00	$175.00
Lewis Simpson Certificate Total				**$0.00**	**$0.00**	**$2,035.00**	**$0.00**	**$2,035.00**
Simpson Women's Relief Corp Certificate								
Conservation	-	$655.00	1	$0.00	$0.00	$0.00	$655.00	$655.00
Matting and/or framing	-	$490.00	1	$0.00	$0.00	$0.00	$490.00	$490.00

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Lewis Simpson Certificate Total				**$0.00**	**$0.00**	**$0.00**	**$1,145.00**	**$1,145.00**
Lewis Simpson Bubble Glass Portrait								
Conservation	-	$1,240.00	1	$0.00	$0.00	$0.00	$1,240.00	$1,240.00
Matting and/or framing	-	$480.00	1	$0.00	$0.00	$0.00	$480.00	$480.00
Lewis Simpson Certificate Total				**$0.00**	**$0.00**	**$0.00**	**$1,720.00**	**$1,720.00**
Town Proprietor's Books								
Conservation for Bridgewater records book #1	-	$8,530.00	1	$0.00	$0.00	$0.00	$8,530.00	$8,530.00
Conservation for Bridgewater purchaser's book #4 (mold)		$3,925.00	1	$0.00	$0.00	$0.00	$3,925.00	$3,925.00
Town Proprietor's Books Total				**$0.00**	**$0.00**	**$0.00**	**$12,455.00**	**$12,455.00**
CONSERVATION TOTAL				**$0.00**	**$0.00**	**$6,640.00**	**$15,320.00**	**$21,960.00**

BUILDING AND CONSTRUCTION								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Electrician - Lighting installation	-	$1,029.00	1	$1,029.00	$0.00	$0.00	$0.00	$1,029.00
Exhibit case uncrating and installation	-	$1,485.00	1	$0.00	$0.00	$0.00	$1,485.00	$1,485.00
Audio Visual Intelligence - Technical installation, BWPL to pay for approx. 27.2% and CPA to pay for approx. 72.8%	-	$5,506.85	1	$1,497.86	$0.00	$0.00	$4,008.99	$5,506.85
Building and construction contingency	-	$1,000.00	1	$1,000.00	$0.00	$0.00	$0.00	$1,000.00
BUILDING AND CONSTRUCTION TOTAL				**$3,526.86**	**$0.00**	**$0.00**	**$5,493.99**	**$9,020.85**

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OTHER								
Item Description	**Part #**	**Cost Per Unit**	**Quantity**	**BWPL Budget Amount**	**FTL Trust Amount**	**SHRAB Grant Amount**	**CPA Grant Amount**	**Total BWPL+FTL+ SHRAB+CPA**
Captioning and Transcription								
Captioning services and ISO standard transcription services to make oral histories more accessible, based on rates provided by VananServices.com	-	-	-	$0.00	$1,489.95	$0.00	$0.00	$1,489.95
Captioning and Transcription Total				**$0.00**	**$1,489.95**	**$0.00**	**$0.00**	**$1,489.95**
Shipping and Transportation								
Shipping costs for processing supplies from Gaylord Archival	-	$83.63	1	$0.00	$0.00	$83.63	$0.00	$83.63
Shipping costs for exhibit supplies and equipment from Gaylord Archival	-	$1,580.00	1	$0.00	$0.00	$0.00	$1,580.00	$1,580.00
Mileage reimbursement for pickup from NEDCC after conservation treatment - based on IRS 2022 mileage rate - Items already delivered and can stay at NEDCC for 6 months	-	$0.59	65.6	$0.00	$0.00	$38.38	$0.00	$38.38
Shipping and Transportation Total				**$0.00**	**$0.00**	**$122.01**	**$1,580.00**	**$1,702.01**
Program Licenses								
Intuiface Composer license for interactive video elements in exhibit, annually recurring expense	-	$960.00	1	$960.00	$0.00	$0.00	$0.00	$960.00
Adobe Suite license for programs like Photoshop, Media Encoder, Premiere Pro, Lightroom, and others needed to create and manage digital assets, annually recurring expense based on FY 22 subscription cost	-	$637.37	1	$637.37	$0.00	$0.00	$0.00	$637.37
Programs and Licenses Total				**$1,597.37**	**$0.00**	**$0.00**	**$0.00**	**$1,597.37**

OTHER TOTAL	$1,597.37	$1,489.95	$122.01	$1,580.00	$4,789.33
TOTAL	$38,997.17	$20,000.00	$14,999.62	$99,997.01	$173,993.80

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4.13 Quote from Gaylord (gallery space)

Gaylord Archival

P.O. Box 4901
Syracuse, NY 13221-4901
USA

Phone: 800-448-6160
Fax: 800-595-7265
Email: bids@gaylord.com

Quote Number: 180145
Account Number: 1024943
Customer Bid #: E226

Effective Date: Oct 06, 2021
Expiration Date: Jun 05, 2022
Revised Date: Feb 11, 2022

Quoted To:
ALLYSON SEKERKE
BRIDGEWATER PUBLIC LIBRARY
15 SOUTH ST
Bridgewater MA, United States 02324
Email: ASEKERKE@SAILSINC.ORG
Phone: 508-697-3331

Quoted By:
Jon Moretti
Phone: 800-345-5330 opt 4
Email: jon.moretti@gaylord.com

Part Nbr	Long Description	UOM	Qty	Unit Price	Ext. Price
NCTP2424UV	Gaylord Metro Tribeca Museum Case UV Acrylic 56Hx24Wx24"D	EA	3	$4,026.63	$12,079.89
MEHT6030UV	Ellis Hinged Table Case w/UV 44 1/2H x 60W x 30"D	EA	1	$14,711.48	$14,711.48
NCTRD2424	Stand Alone Raised Deck 24 x 24" Inside 18 1/8 x 18 1/8"	EA	3	$639.94	$1,919.82
NCTLAR1818	Gaylord Linen Wrapped Angled Risers Fits 18W x 18"D Deck	EA	6	$376.33	$2,257.98
NCTLRB10	Gaylord Linen Wrapped Retaining Bar	EA	6	$39.61	$237.66
NCLWR3444	Gaylord Metro Linen Wrapped Display Riser 3/4H x 4W x 4"D	EA	3	$94.64	$283.92
NCLWR244	Gaylord Metro Linen Wrapped Display Riser 2H x 4W x 4"D	EA	3	$146.15	$438.45
NCLWR444	Gaylord Metro Linen Wrapped Display Riser 4H x 4W x 4"D	EA	3	$152.91	$458.73
NCLWR3466	Gaylord Metro Linen Wrapped Display Riser 3/4H x 6W x 6"D	EA	3	$95.44	$286.32
NCLWR288	Gaylord Metro Linen Wrapped Display Riser 2H x 8W x 8"D	EA	3	$146.33	$438.99
61-505	Acrylic Solid Block Display Riser 1H x 4W x 4"D	EA	6	$26.60	$159.60
61-513	Acrylic Solid Block Display Riser 2H x 4W x 4"D	EA	6	$47.64	$285.84
61-525	Acrylic Solid Block Display Riser 4H x 4W x 4"D	EA	6	$104.51	$627.06
61-507	Acrylic Solid Block Display Riser 1H x 6W x 6"D	EA	6	$35.42	$212.52
61-517	Acrylic Solid Block Display Riser 2H x 8W x 8"D	EA	6	$124.56	$747.36
61-494	Acrylic Sword Gun Stand 6H x 4W x 4"D	EA	2	$18.05	$36.10
61-456	Acrylic Stand for 14 to 18" Platters	EA	2	$31.01	$62.02
61-457	Acrylic Stand for 18 to 22" Platters	EA	2	$40.50	$81.00
61-458	Acrylic Stand for 22 to 30" Platters	EA	2	$48.41	$96.82
61-128	Acrylc Mini Trianglr Dsply Easel 1 1/2Hx1 1/4Wx1 1/2"D Pkg12	PKG	1	$10.70	$10.70
61-129	Acrylc Mini Trianglr Dsply Easel 2 1/8Hx1 3/4Wx2"D Pkg 12	PKG	1	$12.29	$12.29
CE247	Gaylord Acrylic Lipped Book Cover Displayer 2H x 4W x 7"D	EA	6	$27.32	$163.92

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CE468	Gaylord Acrylic Lipped Book Cover Displayer 4H x 6W x 8"D	EA	6	$31.41	$188.46
61-138	Acrylic Label Front Pinch Clips 1 1/4Hx2Wx1 7/8"D Pkg 12	PKG	5	$62.45	$312.25
ST925	Steel Signage Display Easel 6'H Black	EA	3	$83.03	$249.09
61-484	Acrylic Helmet Hat Stand 12H x 6W x 6"D	EA	1	$69.29	$69.29
9039	Double Suction Cups	EA	4	$35.99	$143.96
61-GBCART-50	Gaylord Pre-Conditioned Humidity Control Cartridge 50% RH	EA	20	$31.67	$633.40
DMF4300S-G	Small Conservation Dress Form Grey	EA	1	$1,192.25	$1,192.25
DMF4400M-G	Medium Conservation Suit Form Grey	EA	1	$1,201.75	$1,201.75
221C	Plxiglss Brss Upright Bttrfly Book Mnt 7x11" To 9 1/2x14"	EA	6	$325.04	$1,950.24
61-491	Acrylic Sword Gun Stand 3H x 3W x 2 1/2"D	EA	2	$16.72	$33.44
88-MCC	Microfiber Photo Cleaning Cloth	EA	6	$6.08	$36.48
P2003	16 oz ACRIFIX Anti-Static Acrylic Cleaner Spray Bottle	EA	1	$18.24	$18.24
P2004	1 Gallon ACRIFIX Anti-Static Acrylic Cleaner Refill Bottle	EA	2	$45.88	$91.76
MGEL	Museum Gel	EA	1	$20.81	$20.81
22114	Benchmark Stainless Steel Pins .036 dia. x 1"L Pkg 100	PKG	1	$36.57	$36.57
21310	Benchmark Pinning Pliers	EA	1	$87.40	$87.40
11439NC	Metro NCTU2236UV Uptown Case UV Acrylic w/ shelves	EA	3	$10,901.25	$32,703.75

Does not include Uncrating, movement beyond first door or setting in place

Sub Total	$74,577.61
Shipping w/ Liftgate	$1,580.00
Total	$ 76,157.61 USD
FOB Destination	Pre-Paid & Added

Freight rates are estimates at time of quoting and are subject to change
Shipment: 2 - 18 Weeks ARO

ADDITONAL INFO
Liftgate and Inside Delivery service are included in the shipping charge (see terms below for description and limitations of service)

Terms & Conditions
All orders resulting from this proposal are subject to Credit Approval
Except for manufacturing defects, all custom and non-stock items are non-cancelable and non-returnable.

Shipping

Items too heavy or too large to ship by a parcel carrier will be shipped LTL common carrier. Shipping charges quoted are based on a dock delivery. In those instances, if large trucks cannot back up to a raised dock at your delivery location, then you may require extra services. If you do not have a loading dock or forklift enhanced delivery services are strongly encouraged and or may be required to facilitate a safe off-loading of your merchandise. Special Delivery Instructions: Please include receiving hours, days you are closed, and any other instructions for the delivering carrier when placing your order.

Lift Gate Truck Delivery
The driver will be using a truck that has a lift, which will lower the shipment to ground level. From there you will provide the movement of shipment into the building.

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Inside Delivery:

The driver may assist you in the movement of merchandise from the truck through the first door of the building, where it will be out of inclement weather. Movement beyond the first door is customer's responsibility. If you do not have a ramp this service is not available. Some doorways are not large enough for certain deliveries; please verify the physical clearance of your thresholds before ordering.

Installation & Assembly

Installation or Product Assembly are not included in shipping charges. We will glady deliver to your installer or mover of choice.

Orders Over $5,000

If your order exceeds $5,000.00 we require a signed purchase order. If your organization doesn't use formal purchase orders, no problem! We will send you an Order Acknowledgement to review for accuracy. Simply return a copy endorsed by an authorized signer, and we'll finalize your order. In some circumstances, credit references may be required for successful placement of your order. Please have them available upon request.

Ready to Order?

To help expedite your order and to ensure it is placed correctly, below is a checklist for you to reference when placing your Gaylord order.

____ Complete Billing Address – Include Contact Name & Phone Number

____ Complete Shipping Address – Include Contact Name & Phone Number (if different from above)

____ Gaylord Product Numbers - Please include the product numbers you'd like to order and specify your color choices or sizes, when applicable. If you are unsure of how to find product numbers or are not sure if you are using the correct product number, please contact Customer Service at 800-448-6160 for assistance.

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4.14 Quote from Gaylord (processing supplies)

Gaylord Archival

P.O. Box 4901
Syracuse, NY 13221-4901
USA

Phone: 800-448-6160
Fax: 800-595-7265
Email: bids@gaylord.com

Quote Number: 180749
Account Number: 1024943

Effective Date: Jan 05, 2022
Expiration Date: Feb 04, 2022
Revised Date: Jan 05, 2022

Quoted To:
ALLYSON SEKERKE
BRIDGEWATER PUBLIC LIBRARY
15 SOUTH ST
Bridgewater MA, United States 02324
Phone: 508-697-3331
Email: asekerke@sailsinc.org

Quoted By:
Dana Knapp
Phone: 800-448-6160 x8107
Email: Dana.Knapp@gaylord.com

Part Nbr	Long Description	UOM	Qty	Unit Price	Ext. Price
57110B	All-Stabilo Pencil White	EA	1	$4.16	$4.16
57111A	All-Stabilo Pencil Black	EA	1	$4.16	$4.16
57167	Gaylord 4 x 6" Spacers For Card File Boxes Pkg 5	PKG	1	$9.39	$9.39
AB251	Folder Stock Arcvl Artifact Box 1 1/2Hx2 1/2Wx5"L Pkg 10	PKG	1	$30.56	$30.56
AB461	Folder Stock Arcvl Artifact Box 4 5/8Wx6 1/2Lx1 1/2H Pkg 10	PKG	1	$45.26	$45.26
BESEFSB1210	DuraShield E-Flute Shallow Lid Box Blue 10 1/4W x 12L x 5H	EA	1	$25.58	$25.58
BESFB20163	DuraShield Shallow Lid Box BlueGrey 16 1/2Wx20 1/2Lx3 1/2"H	EA	1	$23.12	$23.12
BESPB20161	DuraShield DeepLid DropFrontBox BluGry 16 1/2x20 1/2x1 1/2H	EA	1	$22.86	$22.86
BESPB24201	DuraShield DeepLid DropFrnt Box BluGry 20 1/2x24 1/2x1 1/2H	EA	1	$24.61	$24.61
BT1117	Gaylord Archival Buffered Acid Free Tissue 11 x 17" Pkg 100	PKG	2	$24.10	$48.20
CF1264	Gaylord BluGry Archival Card File Box 4 1/8Hx6 1/8Wx12D	EA	3	$11.30	$33.90
D12102SL	Barrier Board Deep Lid Letter Document Case Blue Grey 2"D	EA	1	$10.62	$10.62
D12105SL	Gaylord BarerBrd DeepLid LetterSize Archival Document Case	EA	6	$11.47	$68.82
EFCB821	Gaylord E Flute Spacers Pkg 5	PKG	1	$10.24	$10.24
EFMB331	Blue EFlute Clamshell Archival Microfilm Reel Box Pkg 100	PKG	1	$115.94	$115.94
FB17113	BluGry BarerBrd ShallowLid Arcvl Box 11 1/2Wx17 1/2Lx3 1/2H	EA	1	$15.77	$15.77
MV1114	BluGry BarrierBoard DropFront Archival 12x15" Lobby Card Box	EA	3	$18.15	$54.45
P1620B	Gaylord Buffered Interleaving Paper 16 x 20" Pkg 25	PKG	1	$21.97	$21.97
RF9111A	Reinforced 1" Tab Letter Size File Folders Cream Pkg 25	PKG	3	$13.43	$40.29
TEL55CR	BFlute Telescoping Archival Roll Storage Box 5x5x40-80"	EA	2	$21.97	$43.94

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UT1117	Gaylord Unbuffered Acid-Free Tissue 11 x 17" Pkg 100	PKG	2	$23.03	$46.06
				Sub Total	$699.90
				Shipping & Handling	$83.63
				Total	$783.53
				FOB Destination	Pre-Paid & Added
Freight rates are estimates at time of quoting and are subject to change					
Shipment: 1 - 4 Weeks ARO Depending on Stock at Time of Order					

Terms & Conditions

All orders resulting from this proposal are subject to Credit Approval

Except for manufacturing defects, all custom and non-stock items are non-cancelable and non-returnable.

Shipping

Items too heavy or too large to ship by a parcel carrier will be shipped LTL common carrier. Shipping charges quoted are based on a dock delivery. In those instances, if large trucks cannot back up to a raised dock at your delivery location, then you may require extra services. If you do not have a loading dock or forklift enhanced delivery services are strongly encouraged and or may be required to facilitate a safe off- loading of your merchandise. Special Delivery Instructions: Please include receiving hours, days you are closed, and any other instructions for the delivering carrier when placing your order.

Lift Gate Truck Delivery- Additional $75.00 Charge:

The driver will be using a truck that has a lift, which will lower the shipment to ground level. From there you will provide the movement of shipment into the building.

Inside Delivery -Additional $55.00 charge:

The driver may assist you in the movement of merchandise from the truck through the first door of the building, where it will be out of inclement weather. Movement beyond the first door is customer's responsibility. If you do not have a ramp this service is not available, please discuss other options with your Salesperson. Some doorways are not large enough for certain deliveries; please verify the physical clearance of your thresholds before ordering. Note: Additional inside delivery charges will be incurred for delivery requests that are made for areas beyond the inside of the first-floor door and are only offered if a freight elevator is available for use.

Installation & Assembly

Installation or Product Assembly are not included in shipping charges. You may opt to add different services such as Installation or Assembly to your order. Please contact the Gaylord Sales Department at 800-345-5330 to discuss your options and obtain costs for these services.

Orders Over $5,000

If your order exceeds $5,000.00 we require a signed purchase order. If your organization doesn't use formal purchase orders, no problem! We will send you an Order Acknowledgement to review for accuracy. Simply return a copy endorsed by an authorized signer, and we'll finalize your order. In some circumstances, credit references may be required for successful placement of your order. Please have them available upon request.

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4.15 Quote from NEDCC

NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Bridgewater Public Library
Archives and Special Collections
15 South Street
Bridgewater, MA 02324

December 27, 2021
Project # 21-340_PF

Contact: Allyson Sekerke, Archivist/Digital Assets Librarian
asekerke@sailsinc.org
(817) 905-6265

Object 1
certificate
Artist/Author: Commonwealth of Massachusetts
Place/Date: 1870
Title/Subject: Certificate for Capt. John P. Townsend, 58th Division for His Service During the Civil War

Dimensions: 17" x 22"
Media: black printed ink, three different black manuscript inks
Support: wove paper
Signatures/Special Features: signed at the lower quarter of the printed area by William Claflin [Governer] and Jas [James] A. Cunningham [Adjudant General]

Current Condition
The certificate is loosely rolled, but difficult to access due to the brittleness of the paper overall. It was lightly restrained with weights for examination after determining that it did not need humidification and flattening for access. The certificate was lightly crushed at some point after it was rolled, resulting in creases and partial breaks every 3 1/2" to 4" that run the width of the document. There are also large, complex horizontal breaks just right of the vertical center of the document. Because the piece was rolled when this damage occurred, the breaks are repeated every 3 1/2" to 4 " with decreasing severity towards the lower edge of the document. The upper two breaks are the most severe at approximately 5" in length and with accompanying 1/2" x 2 1/2" long losses of the printed image and part of the text. The edges of the certificate have been severely tattered and torn, resulting in large losses along the entire length of the left and right edges and go into the margin by about 1". The paper is severely darkened overall and the verso shows patterns of discoloration from coming into prolonged contact with an acidic wooden board. There is a moderate amount of surface soiling overall. Preliminary media testing indicates that the inks are stable in filtered water.

Recommended Conservation Treatment Plan
- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as possible.
- Fully test solubility of inks in preparation for washing.
- After confirming that the media will permit aqueous treatment, humidify and wash in a filtered water bath to clean the paper and reduce staining, discoloration, and acidity. Alkalized water may be used to reduce staining.

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MKL/KB/MCF/AH

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- Tone Japanese paper for infills.
- Pre-mend tears as necessary and fill losses with toned Japanese paper and wheat starch paste.
- Line the object for overall support with Japanese paper and wheat starch paste and methyl cellulose.
- Humidify and flatten between blotters under moderate pressure.
- Place the certificate in a polyester (Melinex) L-sleeve to reinforce the object and protect against dirt and handling if matting is not chosen.
- House in an archival folder.

Optional Work
Matting

- After treatment the object will be attached to a 100% cotton rag primary backing board with Japanese paper hinges adhered with wheat starch paste.
- A window mat with standard outside dimensions, in a color sympathetic to the object and made of 100% cotton rag board will be cut and hinged to the primary backing board with linen tape.

Price – Object 1 (*See cost summary at end to approve.*)

- Recommended Treatment: $2,160
- Matting: $175

Object 2

document
Artist/Author: United States Army
Place/Date: Worchester, MA 1865
Title/Subject: Discharge Papers for Private Lewis L. Simpson

Dimensions: 10" x 8"
Media: black printed ink, brown manuscript inks, red manuscript ink
Support: thin wove paper
Signatures/Special Features: signed at lower right by a "Capt + AA D.C./A. C. M. Dept of the East" member, Signature is illegible, but possibly "?. W. H??shea?"; Red text and postal or tax stamp cross written from the bulk of the text, illegible due to level of fading
Housing: framed to size with antique glass in a decorative frame with leaves. Space behind the object is filled with layers of acidic papers, including parts of a folded newspaper from Brockton, MA 1936 (?) and a wooden board nailed into place

Current Condition
The discharge paper is extremely brittle from its time in contact with the acidic materials and is very delicate overall. The certificate was previously folded into uneven twelfths and is strongly creased along the various folds. It was broken along the two horizontal folds and then repaired using multiple layers of glassine tape. The tape has caused the paper to curl and break locally. There are other tears in the left half that are approximately 2" in length and start under each of the tape locations. The edges of the document are slightly tattered, burned, and curled from contact with the frame. A small burn line from the fillet is also present around the perimeter of the document. The piece is severely discolored overall from contact with the acidic framing materials and exposure to light. The light has also slightly faded the brown text, but more severely affected the red ink in the right half that is from either from tax or postal information. This ink fluoresces slightly in ultraviolet (UV) light. The document has paler mottled staining present at the center as well as scattered dark foxing overall. Some moderate dark staining from

an unknown source is present in the lower right corner. There are multiple handling creases and minor tattering present throughout. There is a minor to moderate amount of surface grime present on both sides of the document. Preliminary media testing indicates that the various inks are stable in filtered water and that the glassine tape has a water-soluble adhesive layer.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Fully test solubility of inks and adhesives.
- After confirming that the media will permit aqueous treatment, humidify and wash in a filtered water bath to clean the paper and reduce staining, discoloration, and acidity. Alkalized water may be used to reduce staining if it will not affect the media.
- If deemed possible by testing, remove the glassine tapes during the washing process.
- Mend tears and breaks and reinforce creases with Japanese paper and wheat starch paste.
- Line the object for additional overall support with a thin Japanese paper and wheat starch paste and methyl cellulose if deemed necessary after initial repair.
- Humidify and flatten between blotters under moderate pressure.
- Place in a polyester (Melinex) L-sleeve to reinforce the object and protect against dirt and handling if matting is not chosen.
- House in an archival folder.

Optional Work
Matting/Framing

- The treated object will be attached to a 100% cotton rag primary backing board with Japanese paper hinges adhered with wheat starch paste.
- A spacer made of 100% cotton rag board will be cut and fitted into the original frame.
- The piece will be fitted with new UV filtering acrylic glazing.
- The piece will be fitted with a new secondary backing of archival board.
- The inside and outside of the original frame will be cleaned.
- The mounted and matted piece will be fitted into the existing client frame.
- The back of the frame will be finished with an archival dust cover and hanging hardware.

Price – Object 2 (*See cost summary at end to approve.*)

- Recommended Treatment: $1,895
- Matting/Framing: $375

Object 3
certificate
Artist/Author: Commonwealth of Massachusetts
Place/Date: 1869
Title/Subject: Certificate for Lewis L. Simpson, 54th Infantry for His Service During the Civil War

Dimensions: 14 3/4" x 10"
Media: black printed ink, three different black manuscript inks
Support: wove paper
Signatures/Special Features: signed at the lower quarter of the printed area by William Claflin [Governer] and Jas [James] A. Cunningham [Adjudant General]
Housing: framed close to size in a brown step frame with a gold fillet and regular glass; backed with acidic chipboard and a wooden board backing nailed into place.

Current Condition
The certificate was placed in a frame that was slightly too small for it and was folded over at the lower edge to fit. It is burned along the edges of the paper from being in contact with the wood of the frame. The tightness of the frame also caused minor tight undulations across the document. The certificate was affected by an uncontrolled ingress of water while it was framed. The water has caused multiple overlapping tidelines and localized tonal shift in the paper that makes it appear paler than the surrounding area. The ingress has also caused localized growth on the piece, primarily on the verso, of black, white, and brown mold spores. When tested, the mold appeared to be inactive. The lower left corner is darker than the rest of the object from the water ingress combined with acidic migration. The paper is moderately discolored overall. minor skinning and loss of the paper is present on the proper right side of the verso and margins from insect grazing. There are several pin holes near the upper edge on the left and right sides about 1 1/2" into the object. There is a minor amount of surface grime on the object. Preliminary media testing indicates that the inks are stable in filtered water. The frame and backing materials have been damaged by the mold and should be discarded rather than returning the object to its original housing.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface mold with a HEPA vacuum.
- Treat areas of embedded mold locally with ethanol or isopropanol as needed.
- Reduce surface soil using dry cleaning techniques as necessary.
- Fully test solubility of inks.
- After confirming that the media will permit aqueous treatment, humidify and wash in a filtered water bath/to clean the paper and reduce staining, discoloration, and acidity. Alkalized water may be used to reduce staining.
- Reduce staining and even paper tone by controlled exposure to artificial light. Staining will be reduced, but may not be eliminated completely.
- Reinforce areas of skinning and fill losses with toned Japanese paper and wheat starch paste as necessary.
- Humidify and flatten between blotters under moderate pressure.
- Place in a polyester (Melinex) L-sleeve to reinforce the object and protect against dirt and handling if matting is not chosen.
- House in an archival folder.

Optional Work
Matting

- The treated object will be attached to a 100% cotton rag primary backing board with Japanese paper hinges adhered with wheat starch paste.
- A window mat with standard outside dimensions, in a color sympathetic to the object and made of 100% cotton rag board will be cut and hinged to the primary backing board with linen tape.

Price – Object 3 (*See cost summary at end to approve.*)

- Recommended Treatment: $1,860
- Matting: $175

Object 4

certificate
Artist/Author: Women's Relief Corps
Place/Date: 1911
Title/Subject: Certificate of Appointment for Maria Simpson as a Department Special Aide in the Women's Relief Corp

Dimensions: 10 1/2" x 13 1/2"
Media: black printed ink, brown manuscript ink
Support: wove paper
Signatures/Special Features: signed at lower edge of image by Nellie H. Libby [Department President] and Mary E. Elliot [Department Secretary]; large paper and paste seal at the lower left for the Corp, strongly embossed.
Housing: framed to size with antique glass in a brown hand etched frame; backed with stationary from the Rod and Gun Club of Bridgewater, acidic chipboard and a wooden board nailed into place.

Current Condition
The certificate was placed in a frame that was close to the object size and has been very lightly discolored in the margins from the wooden frame contact with the acidic framing materials. The size of the frame with no mat has also caused a number of tight cockles to form throughout the document as it moved against the glass. The paper is slightly brittle and lightly discolored overall. There is a minor amount of surface grime overall. While the media and seal are testing stable in filtered water, the depth of embossing and general stability of the piece do not make it a good candidate for aqueous treatment [ie washing] at this time. As such, a minimal treatment with a focus on rehousing is proposed below instead.

Recommended Conservation Treatment Plan
- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Humidify and flatten between blotters with a void cut in the seal location to prevent crushing under moderate pressure.
- Place in a polyester (Melinex) L-sleeve to reinforce the object and protect against dirt and handling if framing is not chosen.
- House in an archival folder.

Optional Work
Matting/Framing
- The object will be attached to a 100% cotton rag primary backing board with Japanese paper hinges adhered with wheat starch paste.
- A spacer made of 100% cotton rag board will be cut and fitted into the original frame.
- The piece will be fitted with new UV filtering acrylic glazing.
- The piece will be fitted with a new secondary backing of archival board.
- The inside and outside of the original frame will be lightly cleaned.
- Large areas of loss or damage to the finish of the frame will be toned.
- The mounted and matted piece(s) will be fitted into the existing client frame.
- The back of the frame will be finished with an archival dust cover and hanging hardware.

Price – Object 4 (*See cost summary at end to approve.*)
- Recommended Treatment: $665
- Matting/Framing: $490

Object 5

Crayon enlargement
Artist/Author: unknown
Place/Date: unknown
Title/Subject: Portrait of Lewis Simpson

Dimensions: 19 1/2" x 13 1/2"
Media: silver, gelatin and applied media
Support: convex shaped board
Signatures/Special Features: pencil inscriptions on the reverse
Housing: wooden frame and convex glass

Current Condition

The crayon enlargement's support is discolored with pencil inscriptions on the reverse. There edges of the board are weak and brittle. The image has yellowed overall, especially in the highlight areas. There is silvering (?) in the dark areas of the image. The edges of the image are abraded and scratched from the frame. The surface is moderate to severe.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as possible.
- Consolidate brittle edges with an appropriate consolidant for stabilization.
- If the matting and framing option is not chosen, place the crayon enlargement in a custom-fitted archival box to the dimensions of the object. Title. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Matting/Framing

- The object will be attached to a 100% cotton rag primary backing board with Japanese paper hinges/ photo corners of MicroChamber paper and Filmoplast P90 archival tape.
- An oval shaped spacer mat made of 100% cotton rag board will be cut and hinged to the primary backing board with linen tape.
- The piece will be fitted with a new secondary backing of archival corrugated board.
- The inside and outside of the original frame and convex glass will be cleaned.
- Large areas of loss or damage to the finish of the frame will be toned.
- The mounted and matted piece will be fitted into the existing client frame.
- The back of the frame will be finished with an archival dust cover and hanging hardware.

Price – Object 5 (*See cost summary at end to approve.*)

- Recommended Treatment: $1,240
- Matting/Framing: $480

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Bridgewater, MA

Cost Summary

Recommended Conservation Treatments	(Please check.)	
Object 1: Certificate for Capt. John P. Townsend, … Civil War	Yes ____ No ____	$2,160
Object 2: Discharge Papers for Private Lewis L. Simpson	Yes ____ No ____	$1,895
Object 3: Certificate for Lewis L. Simpson, …Civil War	Yes ____ No ____	$1,860
Object 4: Certificate of Appointment …Women's Relief Corp	Yes ____ No ____	$665
Object 5: Portrait of Lewis Simpson	Yes ____ No ____	$1,240
Shipping/Handling – return via client pick up	Yes ____ No ____	$0
Total – Recommended		$7,820

Optional Work (These can only be carried out if the corresponding treatment above is also selected.)

Matting - Object 1: Certificate for Capt. John P. Townsend, … Civil War	Yes ____ No ____	$175
Matting/Framing - Object 2: Discharge Papers for Private Lewis L. Simpson	Yes ____ No ____	$375
Matting - Object 3: Certificate for Lewis L. Simpson, …Civil War	Yes ____ No ____	$175
Matting/Framing - Object 4: Object 4: Certificate of Appointment …Women's Relief Corp	Yes ____ No ____	$490
Matting/Framing - Object 5: Portrait of Lewis Simpson	Yes ____ No ____	$480
Additional Insurance (indicate value in Terms, below)	Yes ____ No ____	$1/$1,000/mo.

Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: One third of the estimated cost is payable at the time of approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that objects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of $125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to $_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of $1.00 per month per $1,000 of value. If no valuation is provided by Owner, an assignment of $500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

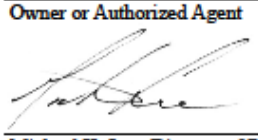
The undersigned recognizes that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s) as a result of the treatment procedure(s).

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole

responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat and/or digitize the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Owner or Authorized Agent — Date



12/27/21

Michael K. Lee, Director of Paper and Photograph Conservation, NEDCC — Date

P.O.# required? Yes _____ No _____ # _____

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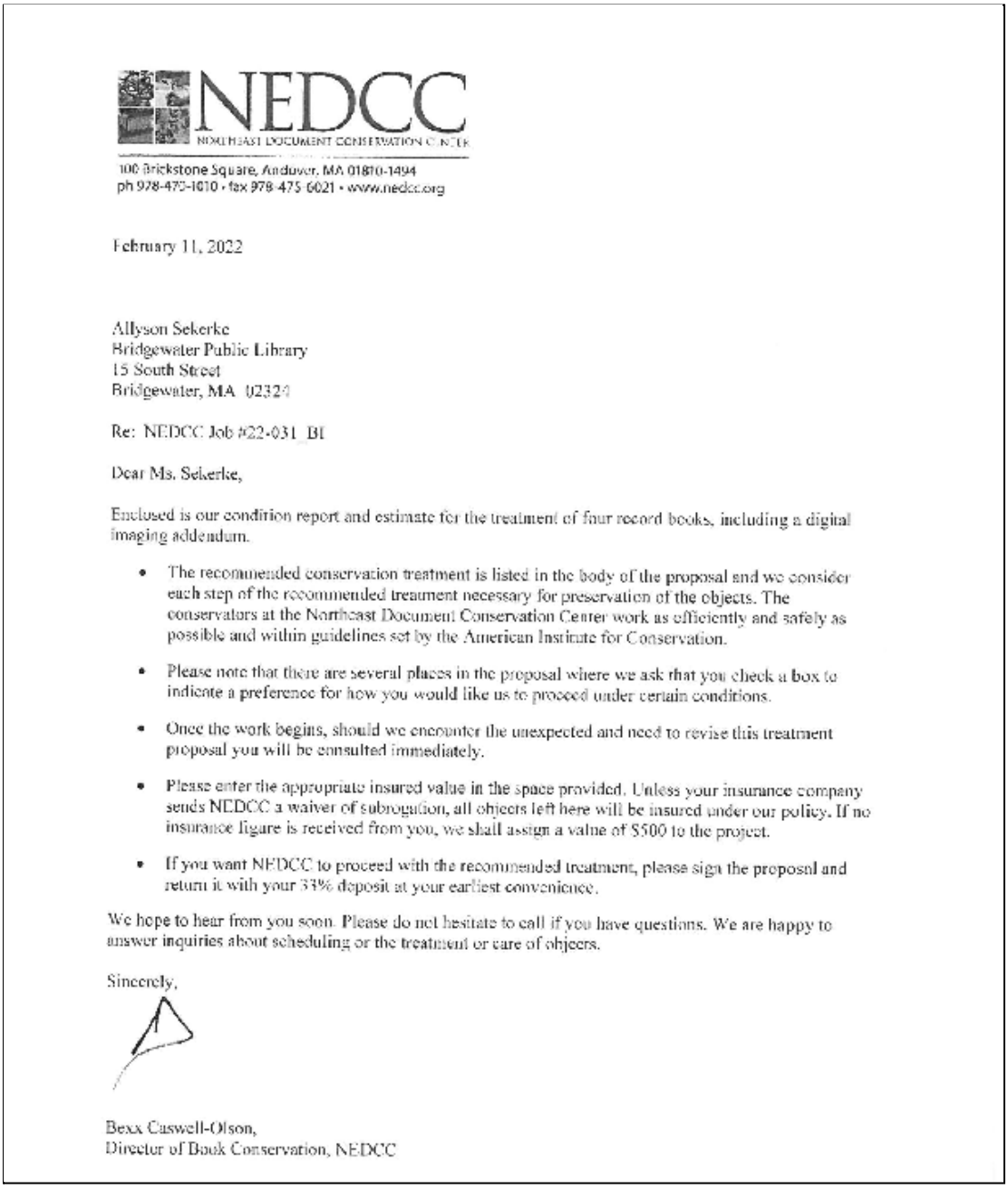
4.16 Quote from NEDCC

Quote for Town records books without inactive mold.



NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

February 11, 2022

Allyson Sekerke
Bridgewater Public Library
15 South Street
Bridgewater, MA 02324

Re: NEDCC Job #22-031_BI

Dear Ms. Sekerke,

Enclosed is our condition report and estimate for the treatment of four record books, including a digital imaging addendum.

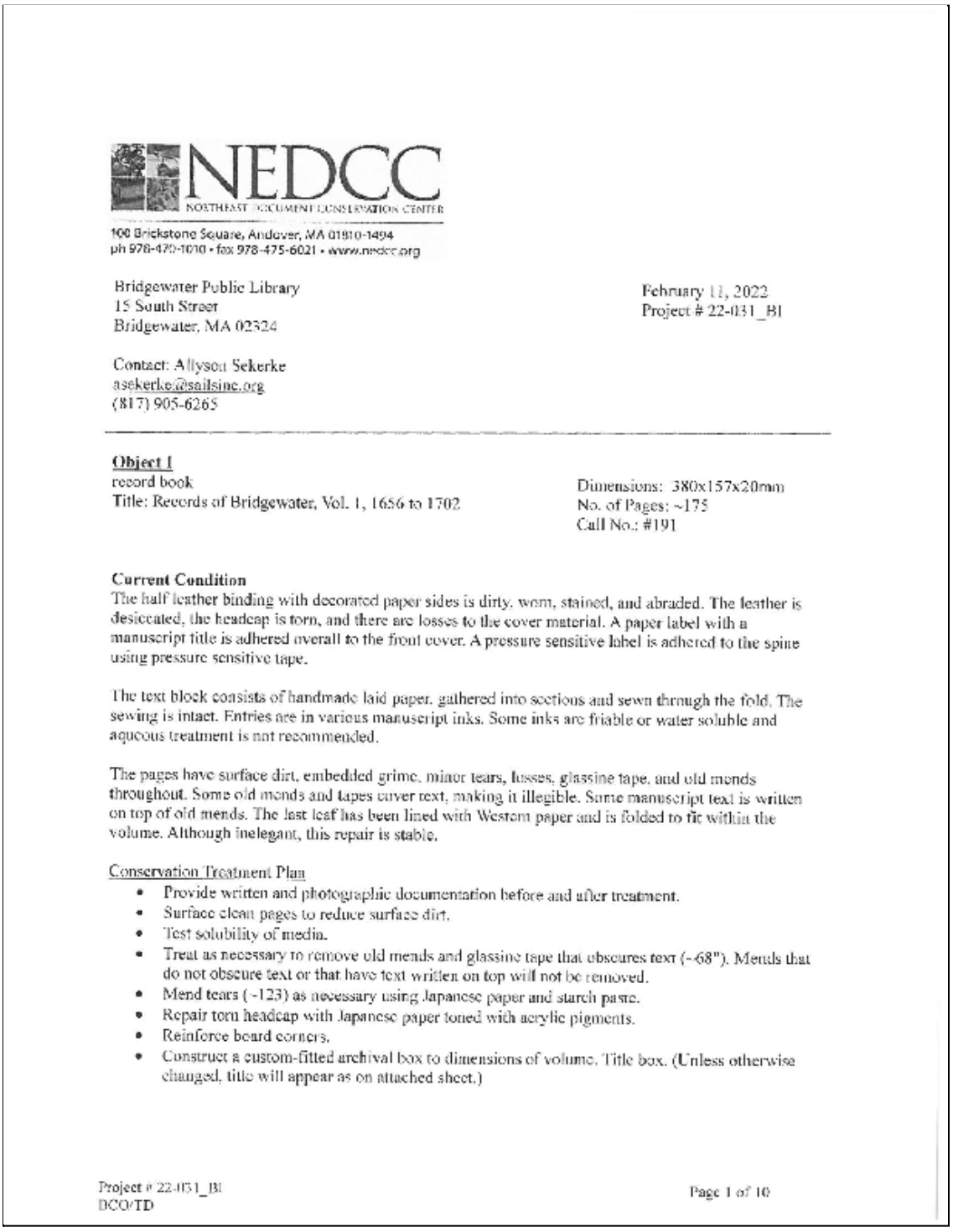
- The recommended conservation treatment is listed in the body of the proposal and we consider each step of the recommended treatment necessary for preservation of the objects. The conservators at the Northeast Document Conservation Center work as efficiently and safely as possible and within guidelines set by the American Institute for Conservation.
- Please note that there are several places in the proposal where we ask that you check a box to indicate a preference for how you would like us to proceed under certain conditions.
- Once the work begins, should we encounter the unexpected and need to revise this treatment proposal you will be consulted immediately.
- Please enter the appropriate insured value in the space provided. Unless your insurance company sends NEDCC a waiver of subrogation, all objects left here will be insured under our policy. If no insurance figure is received from you, we shall assign a value of $500 to the project.
- If you want NEDCC to proceed with the recommended treatment, please sign the proposal and return it with your 33% deposit at your earliest convenience.

We hope to hear from you soon. Please do not hesitate to call if you have questions. We are happy to answer inquiries about scheduling or the treatment or care of objects.

Sincerely,

Bexx Caswell-Olson,
Director of Book Conservation, NEDCC

Project Application
Community Preservation Committee
Bridgewater, MA



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Bridgewater Public Library
15 South Street
Bridgewater, MA 02324

February 11, 2022
Project # 22-031_BI

Contact: Allyson Sekerke
asekerke@sailsinc.org
(817) 905-6265

Object 1
record book
Title: Records of Bridgewater, Vol. 1, 1656 to 1702

Dimensions: 380x157x20mm
No. of Pages: ~175
Call No.: #191

Current Condition
The half leather binding with decorated paper sides is dirty, worn, stained, and abraded. The leather is desiccated, the headcap is torn, and there are losses to the cover material. A paper label with a manuscript title is adhered overall to the front cover. A pressure sensitive label is adhered to the spine using pressure sensitive tape.

The text block consists of handmade laid paper, gathered into sections and sewn through the fold. The sewing is intact. Entries are in various manuscript inks. Some inks are friable or water soluble and aqueous treatment is not recommended.

The pages have surface dirt, embedded grime, minor tears, losses, glassine tape, and old mends throughout. Some old mends and tapes cover text, making it illegible. Some manuscript text is written on top of old mends. The last leaf has been lined with Western paper and is folded to fit within the volume. Although inelegant, this repair is stable.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Surface clean pages to reduce surface dirt.
- Test solubility of media.
- Treat as necessary to remove old mends and glassine tape that obscures text (~68"). Mends that do not obscure text or that have text written on top will not be removed.
- Mend tears (~123) as necessary using Japanese paper and starch paste.
- Repair torn headcap with Japanese paper toned with acrylic pigments.
- Reinforce board corners.
- Construct a custom-fitted archival box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

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BCO/TD

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Project Application
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Optional Work

Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 1 (*See cost summary at end to approve.*)
- Recommended Treatment: $8,530

Object 2
record book
Title: Records of the Purchasers of Bridgewater, Book 1

Dimensions: 300x195x43mm
No. of Pages: ~374
Call No.: 133

Current Condition
The full suede binding is dirty, worn, stained and abraded. The upper joint is partially broken and the endcaps are torn. The board corners are exposed and delaminating. A paper label with manuscript title is adhered overall to the front cover. A pressure sensitive label is adhered to the spine with pressure sensitive tape; the label is loose. The inner hinges have been reinforced with cloth tape. A manuscript note on the front pastedown extends onto the cloth tape.

The text block consists of handmade laid paper, gathered into sections and sewn through the fold. The sewing is broken. Entries are in various manuscript inks. Some inks are friable or water soluble and aqueous treatment is not recommended. An index written on machine-made paper was added in 1862. The pages have surface dirt, embedded grime, staining, minor tears, losses, and old repairs throughout. Old repairs were done with Western paper, and sometimes cover text. Some text has been written on top of old mends. Some text in the inner margins is difficult to access. The page edges are chipped and fragile, and many tears extend into the text creating losses. Safe handling is extremely difficult.

Conservation Treatment Plan
- Provide written and photographic documentation before and after treatment.
- Collate (number each leaf discreetly in pencil to record order).
- Disbind (remove sewing and separate sections).
- Surface clean pages to reduce surface dirt.
- Test solubility of media.
- Treat as necessary to remove cloth tape from inner hinges and reduce adhesive staining. Cloth tape with manuscript text will be left in place.
- Treat as necessary to remove ~12" of old mends that obscure text.
- Mend tears (~381) and guard folds as necessary using Japanese paper and starch paste.
- Reassemble text and press to consolidate.
- Add handmade paper endsheets with linen hinges and sew text block with linen thread.
- Repair binding by rebacking using airplane linen and Japanese paper toned with acrylic pigments. The original spine piece will be reused.
- Reinforce board corners
- Construct a custom-fitted archival box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Project # 22-031 BI
BCCPTD

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Bridgewater, MA

Optional Work

Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 2 (*See cost summary at end to approve.*)
- Recommended Treatment: $17,960

Object 3
record book
Title: Records of the Purchasers of Bridgewater, Book 2

Dimensions: 320x205x42mm
No. of Pages: ~385
Call No.: 132

Current Condition
The full suede binding is dirty, worn, stained, and abraded. The front joint is partially broken, the endcaps are torn, and the board corners are exposed and delaminating. A paper label with manuscript title is adhered overall to the front cover. A pressure sensitive label is adhered to the spine with pressure sensitive tape.

The text block consists of handmade laid paper, gathered into sections and sewn through the fold. The sewing is intact but louse, and the text block is at risk of splitting at pages 171-172, 191-199, 333-334. A manuscript index on machine-made paper was added to the volume in 1862. The index was sewn through the fold and attached to the volume using cloth tape. The tape covers text on the first leaf of the manuscript. Entries on the last page of the index are written on top of the tape. Several pages of machine-made paper with manuscript text were added to the back of the volume in 1875. The added thickness of the added pages at the front and back of the volume is putting stress on the spine, and the text block protrudes from the bindings along the fore edge. This has caused many pages to become damaged along the edges.

Some leaves at the front and back of the volume have been tipped together and the opening is restricted. The pages have surface dirt, embedded grime, edge tears, and minor tears throughout. Some pages have been repaired with cloth or paper tape. A loose document has been adhered to page 152. The document is partially detached, creased, and torn. Entries are in various manuscript inks. Some inks are friable or water soluble, and aqueous treatment is not recommended. Some text in the inner margins is inaccessible.

Conservation Treatment Plan
- Provide written and photographic documentation before and after treatment.
- Collate (confirm order and completeness of volume, number unnumbered pages discretely in pencil to record order).
- Disbind (remove cover, remove sewing).
- Surface clean pages to reduce surface dirt.
- Test solubility of media.
- Treat as necessary to remove ~115" of cloth tape and separate the added index from the text block. Tape with entries written on top will be left in place.
- Treat as necessary to separate tipped pages.

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Community Preservation Committee
Bridgewater, MA

- Mend tears (~134) and guard folds as necessary using Japanese paper and starch paste.
- Repair and reattach document on page 152.
- Reassemble text and press to consolidate.
- Add handmade paper endsheets with linen hinges and sew text block with linen thread. Please note: pages added in 1862 and 1875 will not be included.
- Repair binding by reinforcing torn areas with Japanese paper toned with acrylic pigments. Reattach original binding to text block.
- Reinforce board corners.
- Sew index through the fold using linen thread. Place in a buffered folder.
- Place added leaves removed from the back of the volume in a buffered folder.
- Construct a custom-fitted archival box to dimensions of volume and foldered leaves. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 3 *(See cost summary at end to approve.)*
- Recommended Treatment: $13,510

Object 4
record book
Title: Records of the Purchasers of Bridgewater, Book 3

Dimensions: 370x240x44mm
No. of Pages: ~100
Call No.: 176

Current Condition
The full suede binding is dirty, worn, stained, and abraded. The endcaps are torn and the board corners are exposed and delaminating. A paper label with manuscript title is adhered overall to the front cover. A pressure sensitive label is adhered to the spine with pressure sensitive tape.

The text block consists of handmade laid paper, gathered into sections and sewn through the fold. The sewing is loose and the text block has split in several places. Entries are in various manuscript inks. Some inks are friable or water soluble and aqueous treatment is not recommended. A manuscript index on machine-made paper was added to the front of the volume in 1862. A second undated document on machine-made paper was adhered into the volume after the index. A third addition, also on machine-made paper, is adhered into the back of the volume. The added thickness of these pages has pushed the cover out of position, and the fore edge of the volume is no longer protected. Added pages were adhered in using cloth tape, which is causing stress to the pages. Many pages at the front of the volume are tipped together.

The pages have surface dirt, embedded grime, minor tears, creases, edge tears, losses, and old mends throughout. Old mends were done with Western paper and sometimes cover text. The page edges are chipped and safe handling is difficult.

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Community Preservation Committee
Bridgewater, MA

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Collate (confirm order and completeness of volume, number unnumbered pages discreetly in pencil to record order).
- Disbind (remove cover, retain sewing as possible).
- Surface clean pages to reduce surface dirt.
- Test solubility of media.
- Treat as necessary to remove cloth tape and old mends that obscure text or put stress on the pages (~ 57"). Old mends that do not obscure text will be left in place. Added pages at the front and back of the volume will be removed.
- Treat as necessary to separate tipped pages.
- Mend tears (~193) and guard folds as necessary using Japanese paper and starch paste.
- Reassemble text and press to consolidate.
- Add handmade paper endsheets with linen hinges and reinforce sewing or resew text block with linen thread.
- Repair endcaps using Japanese paper toned with acrylic pigments.
- Reattach original cover to text block.
- Reinforce board corners.
- For the index and added leaves at the back of the volume, sew through the fold using a pamphlet stitch. Place each gathering of pages in a buffered folder.
- Place loose document from the front of the volume in a buffered folder.
- Construct a custom-fitted archival box to dimensions of volume and foldered documents. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 4 *(See cost summary at end to approve.)*

- Recommended Treatment: $15,560

Cost Summary

	(Please check.)		
Recommended Conservation Treatments			
Object 1: Records of Bridgewater, Vol. 1, 1656 to 1702	Yes	No ___	$8,530
Object 2: Records of the Purchasers of Bridgewater, Book 1	Yes ___	No ___	$17,960
Object 3: Records of the Purchasers of Bridgewater, Book 2	Yes ___	No ___	$13,510
Object 4: Records of the Purchasers of Bridgewater, Book 3	Yes ___	No ___	$15,560
Shipping/Handling – return via client pick up	Yes ___	No ___	$0
TOTAL (if all checked "yes")	Yes ___	No ___	$55,560

Optional Work (These can only be carried out if the corresponding treatment above is also selected.)

Digital Imaging/Printing	Yes ___	No ___	See addendum
Additional Insurance (indicate value in Terms, below)	Yes ___	No ___	$1/$1,000/mo.

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Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: One third of the estimated cost is payable at the time of approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that objects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of $125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to $_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of $1.00 per month per $1,000 of value. If no valuation is provided by Owner, an assignment of $500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

The undersigned recognizes that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s) as a result of the treatment procedure(s).

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat and/or digitize the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Owner or Authorized Agent — Date

2/11/2022

Bexx Caswell-Olson, Director of Book Conservation, NEDCC — Date

P.O.# required? Yes ___ No ___ # _____

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BCO/TD

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IMAGING ADDENDUM

Subject to Conservation
The condition of historic and artistic objects is one of the most important factors in determining how (or whether) they can be accurately imaged without causing physical damage. Consequently, this imaging addendum is subject to prior conservation treatment under this proposal.

Image Count
The "image count" corresponds to the number of digital files that will be produced (e.g., one leaf equals two pages, resulting in two digital image files; imaging "two-up" results in one digital image file per two pages; the recto and verso of a photograph each equal one digital image file, etc.). This proposal is based on an estimated count of 1430 images. *Please check the appropriate box,* below, to indicate how you would like us to proceed if the image count differs from this estimate.

☐ Complete the imaging of all items and adjust the invoice accordingly based on the actual image count.
☐ Proceed with imaging up to a maximum of 10% over the estimated image count and adjust the invoice accordingly. Please notify me if/when you have reached this limit.
☐ Image the items in the priority order provided and stop imaging once the estimated image count is reached. Please notify me if/when you have reached this limit.

Blank Pages/Versos
We will image the front and back covers, the recto and verso of all leaves with content, and occasional blank leaves

Project Scope

Following accepted best practices, the purpose of our service is to create a faithful image surrogate of archival materials in their current condition. Minor post-processing adjustments will be performed to optimize image quality and bring all images to a common rendition.

The object(s) identified above will be imaged using a high resolution digital camera with apochromatic macro flat field optics on our specialized workstations. The light source will be Broncolor electronic flash, providing optimal light quality at minimal total light exposure. Imaging will be done following the Federal Agencies Digitization Guidelines Initiative (FADGI) *Technical Guidelines for Digitizing Cultural Heritage Materials* (2010) and the following project specifications:

Preservation Master(s)
Format: TIFF
Spatial Resolution: 400 ppi at original size
Bit Depth: 16-bit
Color Profile: Adobe RGB 1998

Access Derivative(s)
Format: JPEG
Spatial Resolution: 400 ppi at original size
Bit Depth: 8-bit

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Color Profile: Adobe RGB 1998

PDF(s)
Each volume will be combined into one multipage PDF.

Targets
An Image Science Associates (ISA) Object-Level Target will be used as a photographic reference standard during the course of imaging reflective material. ISA Object-Level Targets include: 18 color patches of varying hues, saturations, and brightnesses; 12 spectrally neutral gray patches; vertical and horizontal slant edge targets for calculating spatial frequency response (SFR); and metric- and English-based rulers for scale and calculating optical resolution.

Cropping
Reflective media will be cropped to include a small border around the edges of the object. Reference targets will be removed in the final deliverable files.

Metadata
Technical metadata comprising camera and software information will be embedded in the header of each TIFF master file.

File Naming
Files will be named with a descriptive prefix plus sequential numerical suffix.

Special Conditions
Spatulas and/or weights may be used to gently hold down pages that do not lie flat on their own. The spatulas/weights will remain in the image files, unless you choose to have them removed digitally for an extra cost.

Quality Control
All work will be performed under tight environmental control in the NEDCC imaging laboratory by highly-skilled professionals, and objects will remain in the NEDCC vault when not being imaged. NEDCC performs a 100% inspection of deliverables, done by Associate and Senior Photographers. All files will be backed up on NEDCC's servers for six (6) months after project completion.

Delivery Medium
The digital file(s) will be delivered on a USB external hard drive.

Cost Summary

Project Scope	(Please check.)	$/Unit	Quantity	Total
Project Set-up		$150.00	1 set-up	$150.00
Object 1: Preservation Masters	Yes ___ No ___	$5.00	180 files	$900.00
Object 2: Preservation Masters	Yes ___ No ___	$4.00	410 files	$1640.00
Object 3: Preservation Masters	Yes ___ No ___	$4.00	410 files	$1640.00
Object 4: Preservation Masters	Yes ___ No ___	$5.00	430 files	$2150.00
Access Derivatives	Yes ___ No ___	$0.00	1430 files	$0.00
PDFs	Yes ___ No ___	$0.00	4 files	$0.00
USB External Hard Drive.			1 drive	$100
TOTAL (if all checked "Yes")				$6580.00

NOTE: Please return to the Cost Summary on Page 5 and select "Yes" or "No" for Digital Imaging.

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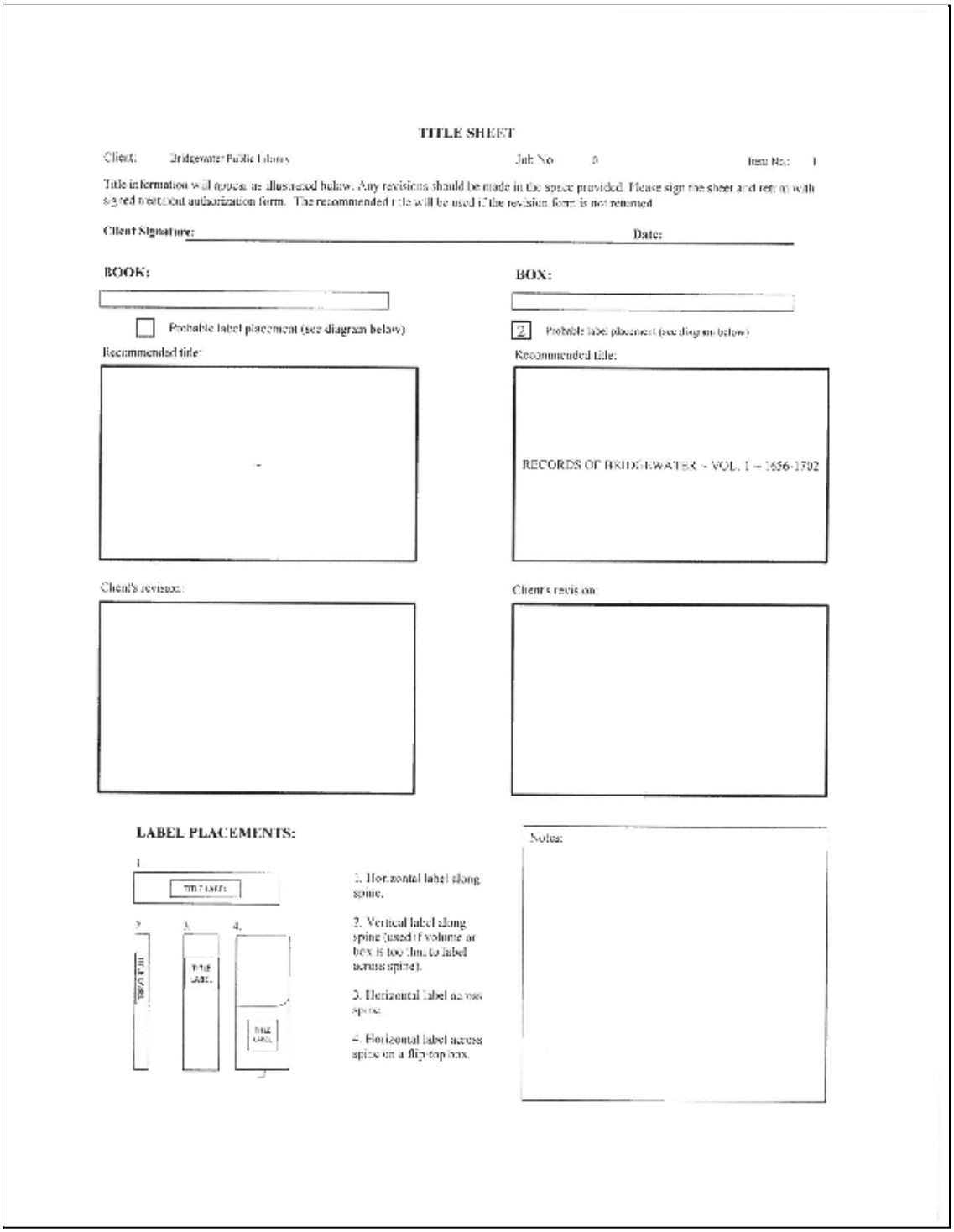


TITLE SHEET

Client: Bridgewater Public Library Job No: 0 Item No: 1

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed retention authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ Date: _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

BOX:

2 Probable label placement (see diagram below)

Recommended title:

RECORDS OF BRIDGEWATER - VOL. 1 – 1656-1702

Client's revision:

Client's revision:

LABEL PLACEMENTS:

1. Horizontal label along spine.

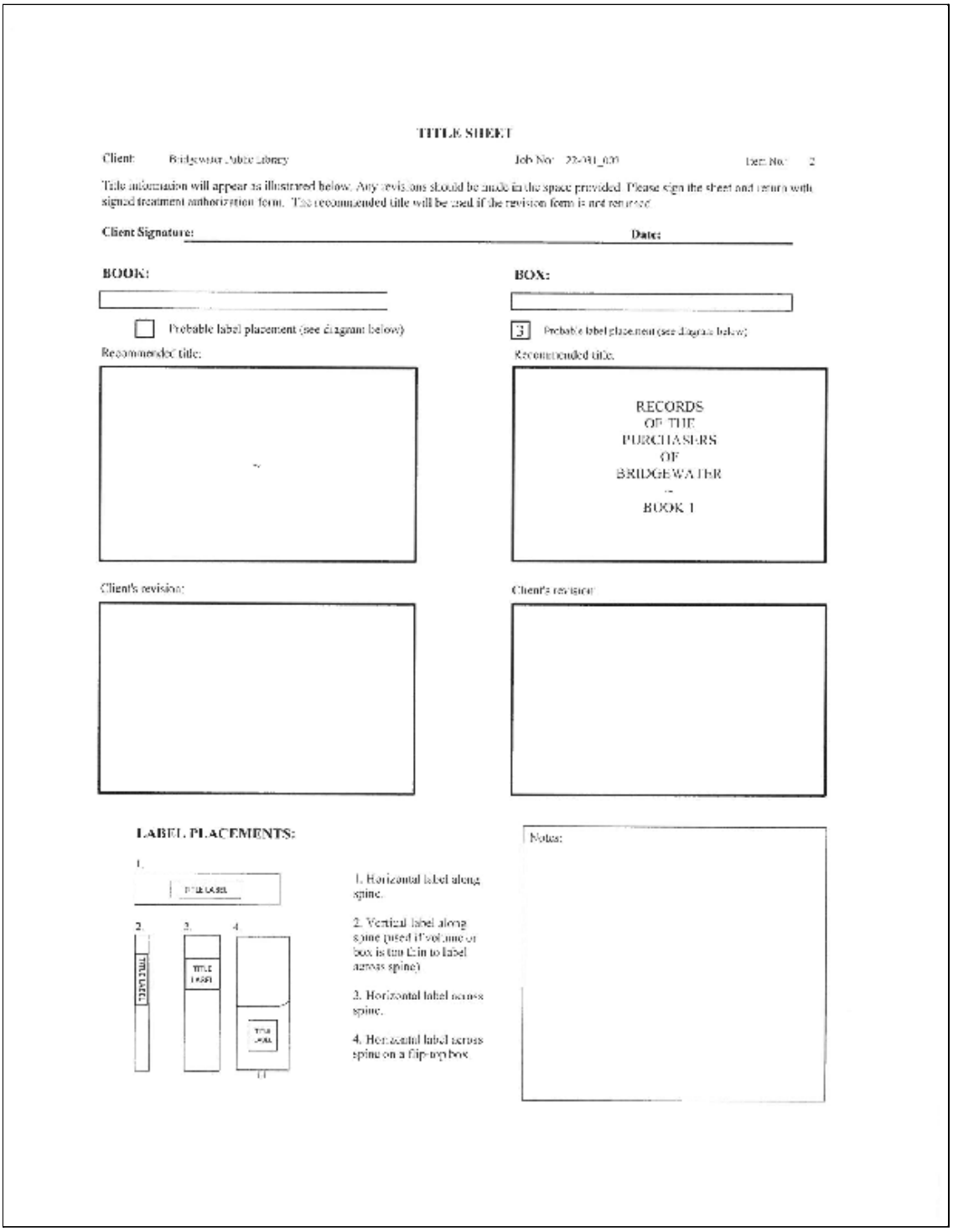
2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

Project Application
Community Preservation Committee
Bridgewater, MA



TITLE SHEET

Client: Bridgewater Public Library Job No: 22-031_039 Item No: 2

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ Date: _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

BOX:

☒ Probable label placement (see diagram below)

Recommended title:

RECORDS
OF THE
PURCHASERS
OF
BRIDGEWATER
--
BOOK 1

Client's revision:

Client's revision:

LABEL PLACEMENTS:

1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine)

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box

Notes:

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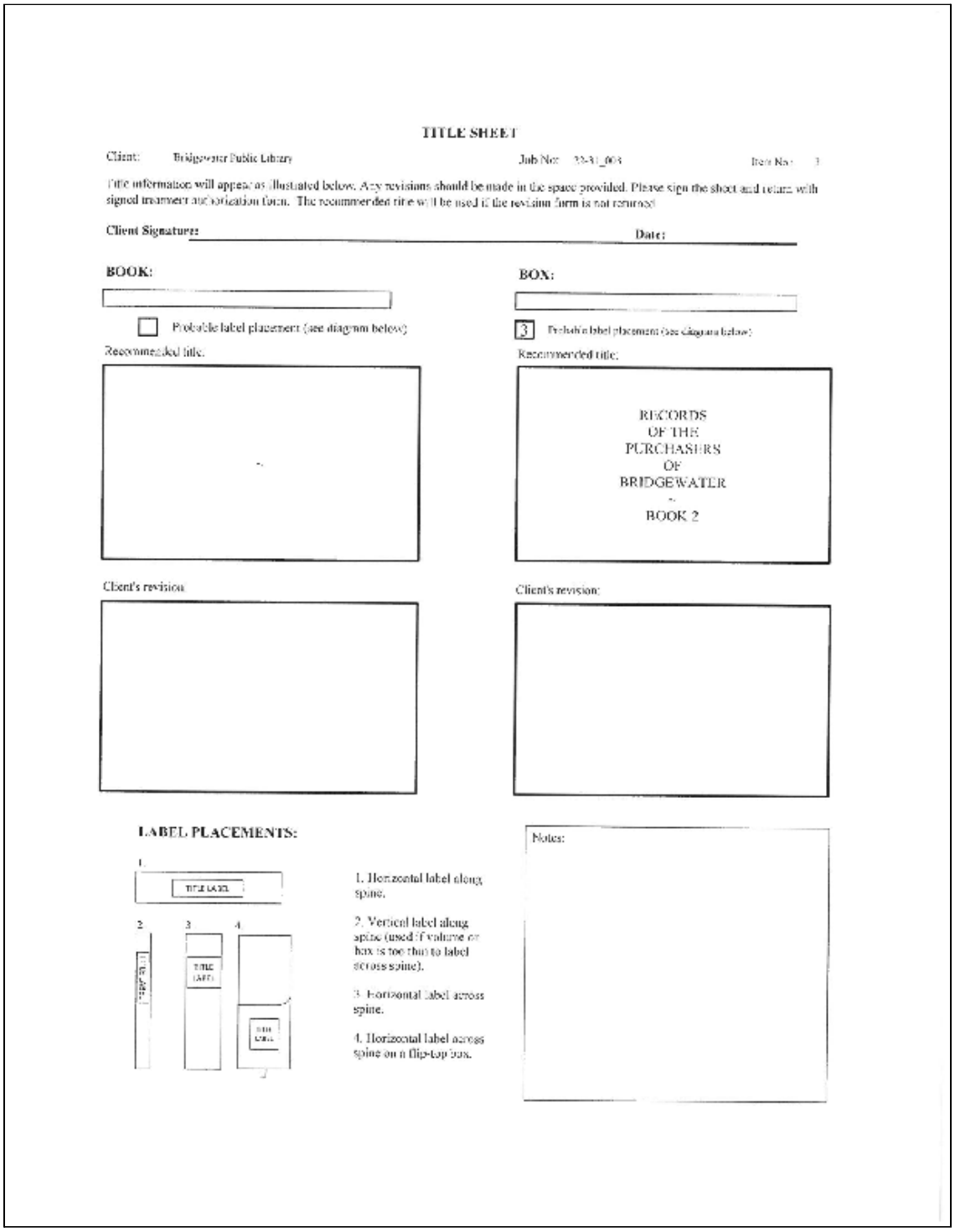
Community Preservation Committee
Bridgewater, MA



TITLE SHEET

Client: Bridgewater Public Library Job No: 23-31_003 Item No: 3

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ Date: _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

Client's revision:

BOX:

☒ Probable label placement (see diagram below)

Recommended title:

RECORDS
OF THE
PURCHASERS
OF
BRIDGEWATER
BOOK 2

Client's revision:

LABEL PLACEMENTS:

1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

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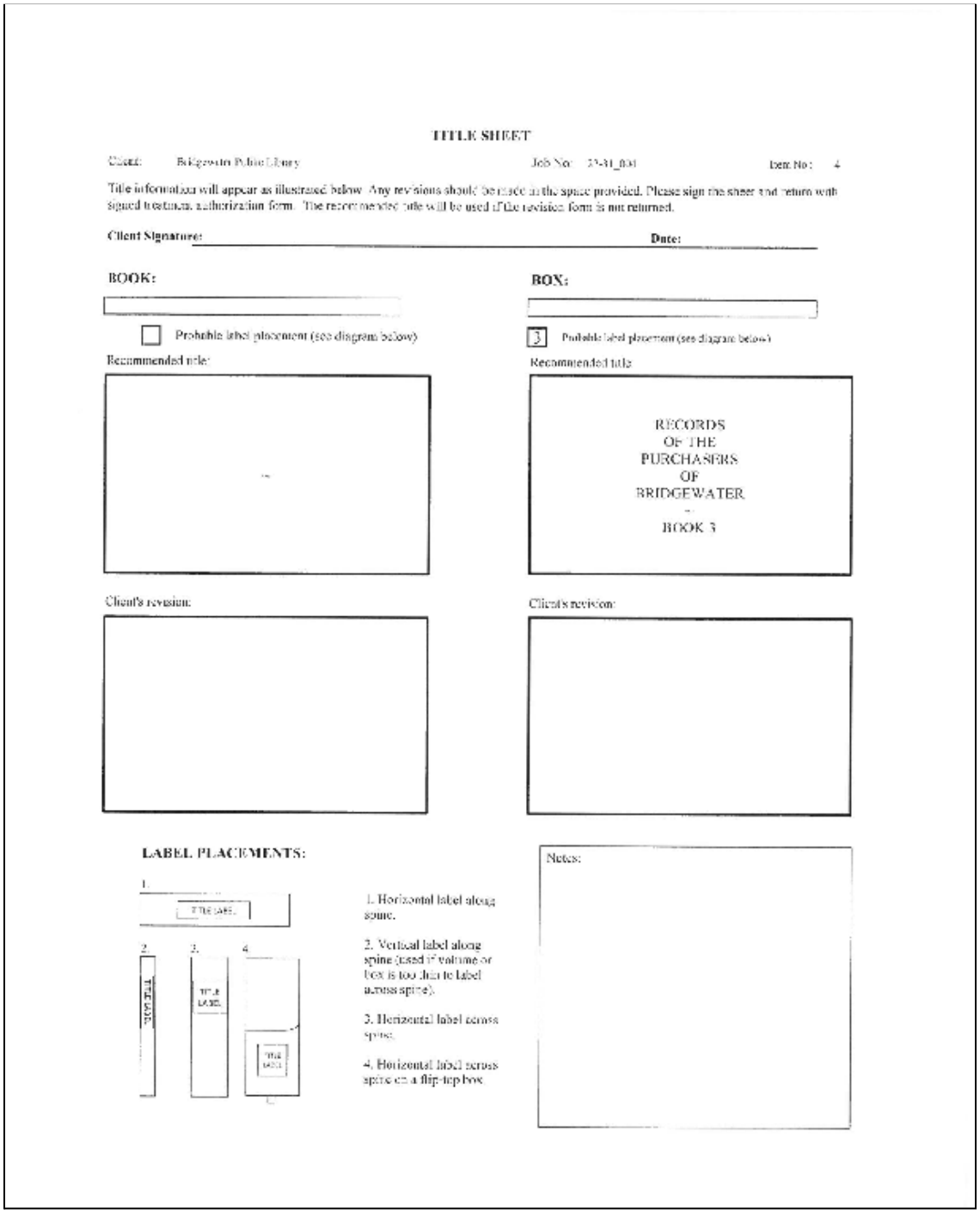
Community Preservation Committee
Bridgewater, MA



TITLE SHEET

Client: Bridgewater Public Library Job No: 19-31_B01 Item No: 4

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign this sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ Date: _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

BOX:

☒ Probable label placement (see diagram below)

Recommended title:

RECORDS
OF THE
PURCHASERS
OF
BRIDGEWATER
BOOK 3

Client's revision:

Client's revision:

LABEL PLACEMENTS:

1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

[Return to Table of Contents]

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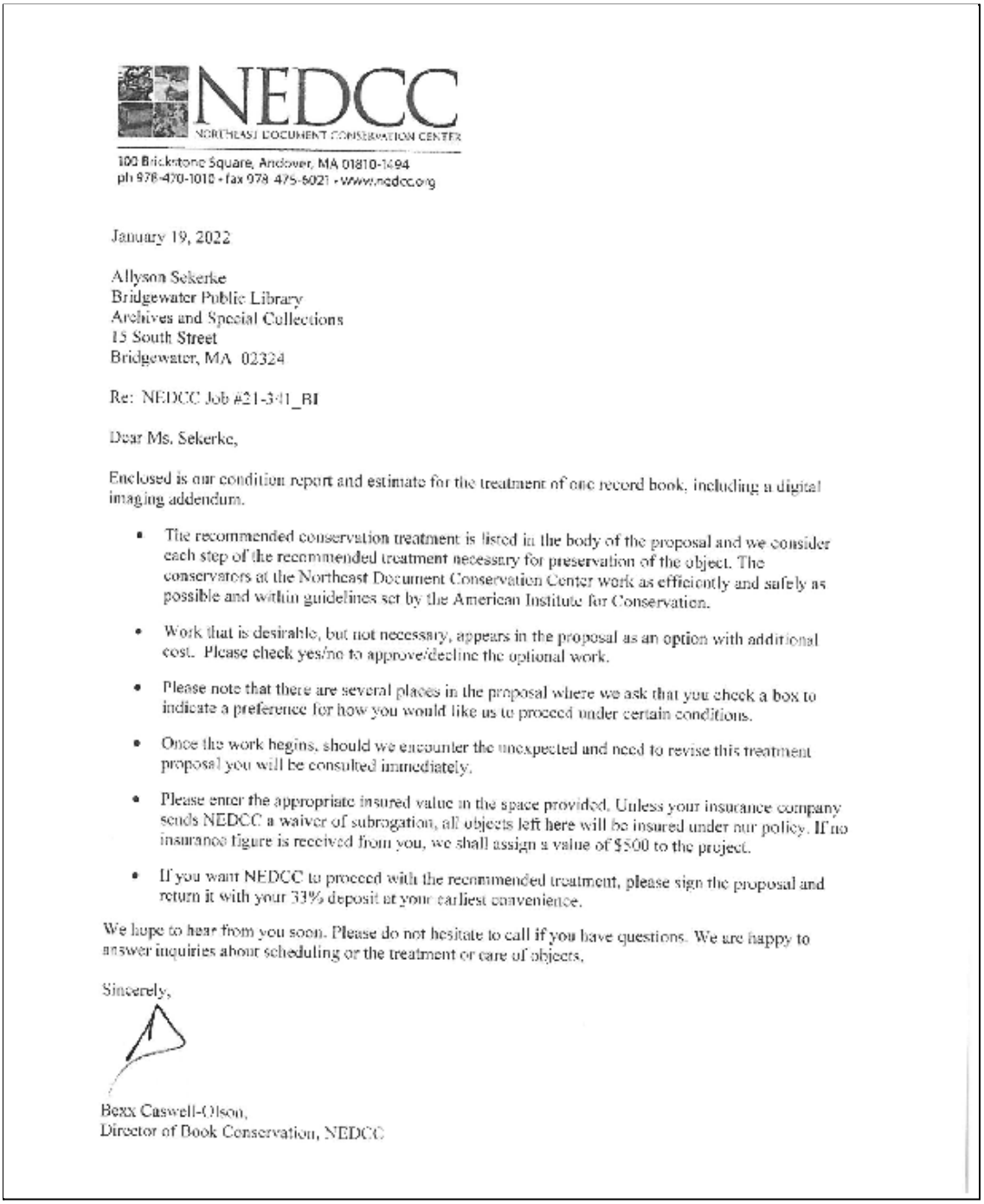
Community Preservation Committee
Bridgewater, MA

4.17 Quote from NEDCC

Quote for town records book with inactive mold.



NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

January 19, 2022

Allyson Sekerke
Bridgewater Public Library
Archives and Special Collections
15 South Street
Bridgewater, MA 02324

Re: NEDCC Job #21-341_BI

Dear Ms. Sekerke,

Enclosed is our condition report and estimate for the treatment of one record book, including a digital imaging addendum.

- The recommended conservation treatment is listed in the body of the proposal and we consider each step of the recommended treatment necessary for preservation of the object. The conservators at the Northeast Document Conservation Center work as efficiently and safely as possible and within guidelines set by the American Institute for Conservation.
- Work that is desirable, but not necessary, appears in the proposal as an option with additional cost. Please check yes/no to approve/decline the optional work.
- Please note that there are several places in the proposal where we ask that you check a box to indicate a preference for how you would like us to proceed under certain conditions.
- Once the work begins, should we encounter the unexpected and need to revise this treatment proposal you will be consulted immediately.
- Please enter the appropriate insured value in the space provided. Unless your insurance company sends NEDCC a waiver of subrogation, all objects left here will be insured under our policy. If no insurance figure is received from you, we shall assign a value of $500 to the project.
- If you want NEDCC to proceed with the recommended treatment, please sign the proposal and return it with your 33% deposit at your earliest convenience.

We hope to hear from you soon. Please do not hesitate to call if you have questions. We are happy to answer inquiries about scheduling or the treatment or care of objects.

Sincerely,

Bexx Caswell-Olson,
Director of Book Conservation, NEDCC

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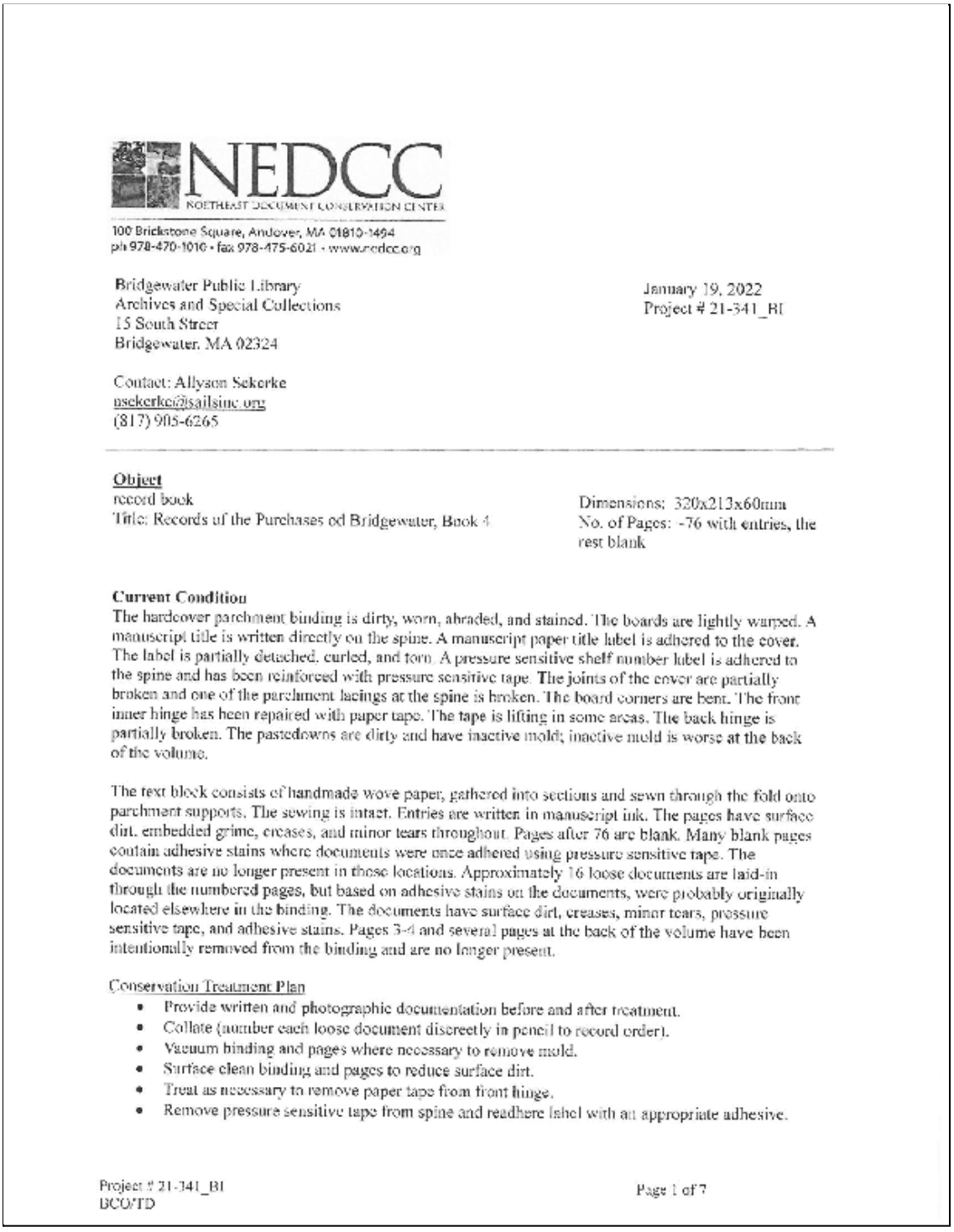
Community Preservation Committee
Bridgewater, MA



NEDCC
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100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Bridgewater Public Library
Archives and Special Collections
15 South Street
Bridgewater, MA 02324

January 19, 2022
Project # 21-341_BI

Contact: Allyson Sekerke
asekerke@sailsinc.org
(817) 905-6265

Object
record book
Title: Records of the Purchases od Bridgewater, Book 4

Dimensions: 320x213x60mm
No. of Pages: ~76 with entries, the rest blank

Current Condition
The hardcover parchment binding is dirty, worn, abraded, and stained. The boards are lightly warped. A manuscript title is written directly on the spine. A manuscript paper title label is adhered to the cover. The label is partially detached, curled, and torn. A pressure sensitive shelf number label is adhered to the spine and has been reinforced with pressure sensitive tape. The joints of the cover are partially broken and one of the parchment lacings at the spine is broken. The board corners are bent. The front inner hinge has been repaired with paper tape. The tape is lifting in some areas. The back hinge is partially broken. The pastedowns are dirty and have inactive mold; inactive mold is worse at the back of the volume.

The text block consists of handmade wove paper, gathered into sections and sewn through the fold onto parchment supports. The sewing is intact. Entries are written in manuscript ink. The pages have surface dirt, embedded grime, creases, and minor tears throughout. Pages after 76 are blank. Many blank pages contain adhesive stains where documents were once adhered using pressure sensitive tape. The documents are no longer present in those locations. Approximately 16 loose documents are laid-in through the numbered pages, but based on adhesive stains on the documents, were probably originally located elsewhere in the binding. The documents have surface dirt, creases, minor tears, pressure sensitive tape, and adhesive stains. Pages 3-4 and several pages at the back of the volume have been intentionally removed from the binding and are no longer present.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Collate (number each loose document discreetly in pencil to record order).
- Vacuum binding and pages where necessary to remove mold.
- Surface clean binding and pages to reduce surface dirt.
- Treat as necessary to remove paper tape from front hinge.
- Remove pressure sensitive tape from spine and readhere label with an appropriate adhesive.

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- Mend tears to pages and documents (~61) as necessary using Japanese paper and starch paste.
- Reinforce joints with broken lacing with Japanese paper.
- Reattach loose label and cover material.
- Place loose documents in buffered folders.
- Construct a custom-fitted archival box to dimensions of volume and foldered documents. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Option 1

- Treat as necessary to remove ~108" of pressure-sensitive tape from documents and reduce adhesive staining. Please note: adhesive staining will not be removed from blank pages unless Option 2 is selected.

Option 2

- Treat as necessary to reduce ~108" of adhesive staining on blank pages.

Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Cost Summary

Recommended	(Please check.)	
Conservation treatment	Yes ___ No ___	$3,925
Shipping/Handling – return via client pick up	Yes ___ No ___	$0

Optional Work (These can only be carried out if the corresponding treatment above is also selected.)

Option 1	Yes ___ No ___	$2,090
Option 2	Yes ___ No ___	$2,090
Digital Imaging/Printing	Yes ___ No ___	See addendum
Additional Insurance (indicate value in Terms, below)	Yes ___ No ___	$1/$1,000/mo.

Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: One third of the estimated cost is payable at the time of approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that rejects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of $125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to $_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of

Project Application
Community Preservation Committee
Bridgewater, MA

subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of $1.10 per month per $1,000 of value. If no valuation is provided by Owner, an assignment of $500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

The undersigned recognizes that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s) as a result of the treatment procedure(s).

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat and/or digitize the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Owner or Authorized Agent — Date

Bexx Caswell-Olson, Director of Book Conservation, NEDCC — 1/19/2022 Date

P.O.# required? Yes ____ No ____ # _____

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BCO/TD

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IMAGING ADDENDUM

Subject to Conservation
The condition of historic and artistic objects is one of the most important factors in determining how (or whether) they can be accurately imaged without causing physical damage. Consequently, this imaging addendum is subject to prior conservation treatment under this proposal.

Image Count
The "image count" corresponds to the number of digital files that will be produced (e.g., one leaf equals two pages, resulting in two digital image files; imaging "two-up" results in one digital image file per two pages; the recto and verso of a photograph each equal one digital image file, etc.). This proposal is based on an estimated count of 100 images. *Please check the appropriate box,* below, to indicate how you would like us to proceed if the image count differs from this estimate.

☐ Complete the imaging of all items and adjust the invoice based on the actual image count.
☐ Proceed with imaging up to a maximum of 10% over the estimated image count and adjust the invoice accordingly. Please notify me if/when you have reached this limit.
☐ Image the items in the priority order provided and stop imaging once the estimated image count is reached. Please notify me if/when you have reached this limit.

Blank Pages/Versos
We will image the front and back covers, the recto and verso of all leaves with content, and occasional blank leaves; extended sections of blank leaves will not be imaged unless otherwise requested.

Project Scope
Following accepted best practices, the purpose of our service is to create a faithful image surrogate of archival materials in their current condition. Minor post-processing adjustments will be performed to optimize image quality and bring all images to a common rendition.

The objects identified above will be imaged using a medium format digital camera with apochromatic macro flat field optics on our specialized workstations. The light source will be Broncolor electronic flash, providing optimal light quality at minimal total light exposure. Imaging will be done following the Federal Agencies Digitization Guidelines Initiative (FADGI) *Technical Guidelines for Digitizing Cultural Heritage Materials* (2016) and the following project specifications:

Preservation Masters
Format: TIFF
Spatial Resolution: 400 ppi at original size
Bit Depth: 16-bit
Color Profile: Adobe RGB 1998

Access Derivatives
Format: JPEG
Spatial Resolution: 400 ppi at original size
Bit Depth: 8-bit
Color Profile: Adobe RGB 1998

PDF
Moderately compressed JPEGs will be combined into one multipage PDF.

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Targets
An Image Science Associates (ISA) Object-Level Target will be used as a photographic reference standard during the course of imaging reflective material. ISA Object-Level Targets include: 18 color patches of varying hues, saturations, and brightnesses; 12 spectrally neutral gray patches; vertical and horizontal slant edge targets for calculating spatial frequency response (SFR); and metric- and English-based rulers for scale and calculating optical resolution.

Cropping
Images of reflective media will be cropped to include a small border around the edges of the object. Reference targets will be removed in the final deliverable files.

Metadata
Technical metadata comprising camera and software information will be embedded in the header of each TIFF master file.

File Naming
Files will be named with a descriptive prefix plus sequential numerical suffix.

Quality Control
All work will be performed under tight environmental control in the NEDCC imaging laboratory by highly-skilled professionals, and objects will remain in the NEDCC vault when not being imaged. NEDCC performs a 100% inspection of deliverables, done by Associate and Senior Photographers. All files will be backed up on NEDCC's servers for six (6) months after project completion.

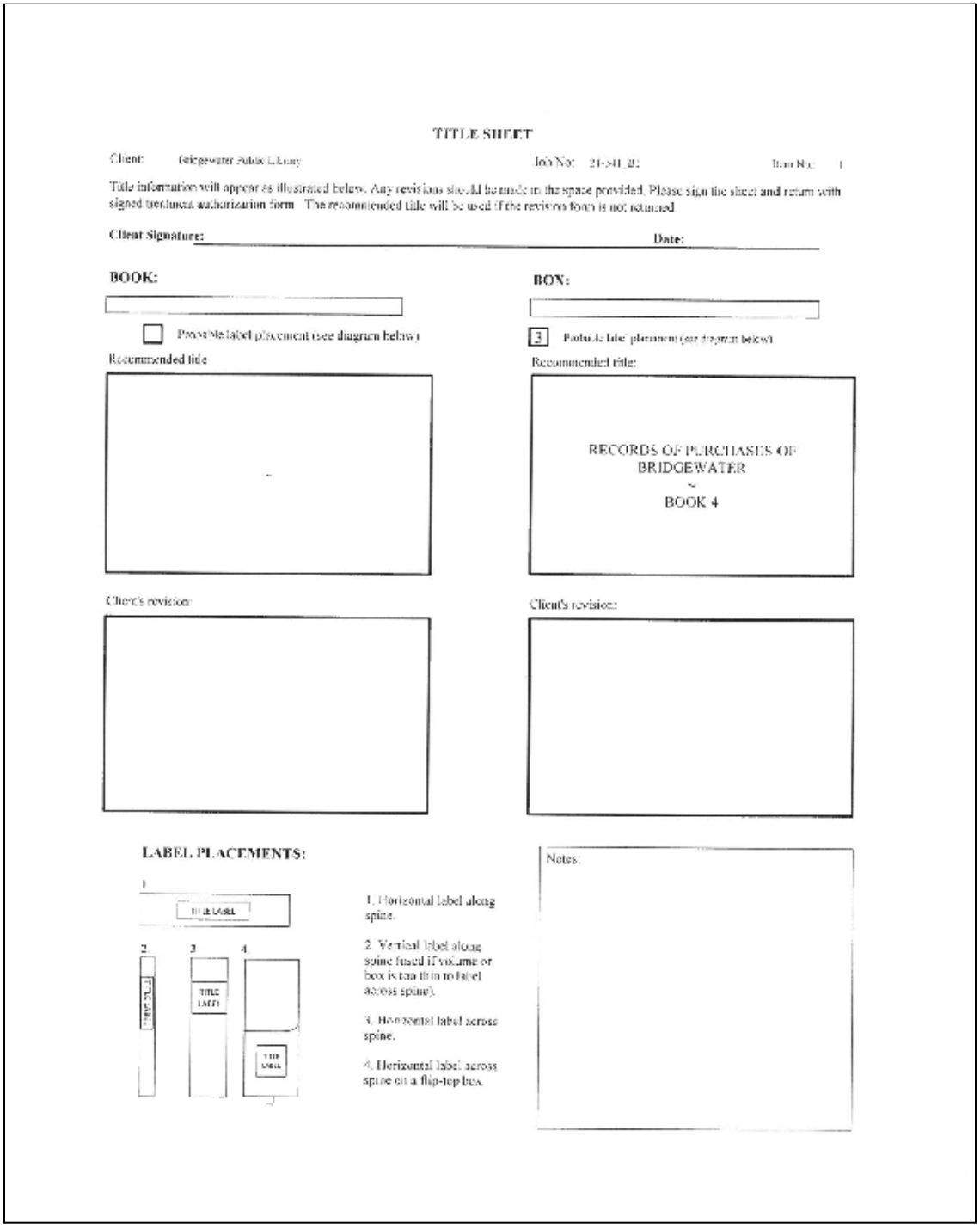
Delivery Medium
The digital files will be delivered on a USB flash drive.

Cost Summary

Project Scope	$/Unit	Quantity	Total
Project Set-up	$200	1 set-up	$200
Preservation Masters	$6	100 files	$600
Access Derivatives	$0	100 files	$0
PDF	$0	1 file	$0
USB Flash Drive	$50	1 drive	$50
TOTAL			$850

NOTE: Please return to the Cost Summary on Page 2 and select "Yes" or "No" for Digital Imaging.

Project Application
Community Preservation Committee
Bridgewater, MA



TITLE SHEET

Client: Bridgewater Public Library Job No: 21-341_01 Item No: 1

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ Date: _____

BOOK:

☐ Provide label placement (see diagram below)

Recommended title:

Client's revision:

BOX:

☒ Provide label placement (see diagram below)

Recommended title:

RECORDS OF PURCHASES OF BRIDGEWATER
~
BOOK 4

Client's revision:

LABEL PLACEMENTS:

1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

[Return to Table of Contents](#)

4.18 Quote from Conserv

Bridgewater Public Library - MBLC - 6 additional sensors

Quote created on January 31, 2022 - Reference: 20220131-115656562

For Bridgewater Public Library - Allyson Sekerke Show details

Comments

This is for a three year subscription (to align with the August 2021 start of the MBLC program). For that reason you would only pay for the remaining two years. Each subscription year is shown as a line item. Here is what your billing schedule will look like:

2022: $2,156 (8 sensors - 2 from MBLC)

If you renew your subscription, we will send you brand new sensors (the latest technology, freshly calibrated, new batteries). Once these are installed you will send back your old sensors so we can refurbish, recycle, and redistribute them. The two sensors from MBLC will now be part of your annual subscription cost.

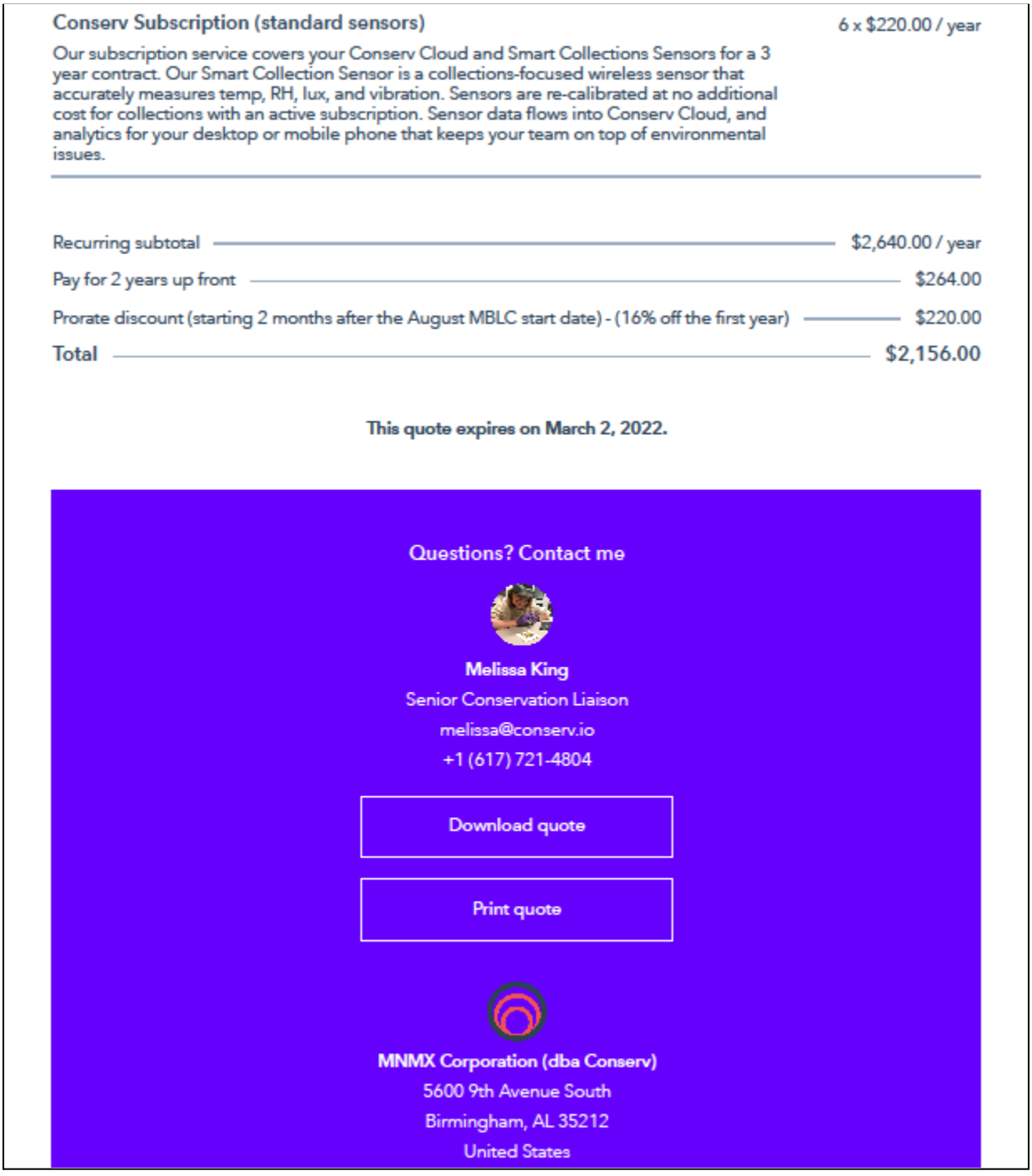
2024: $1,760 (8 sensors)
2025: $1,760 (8 sensors)
2026: $1,760 (8 sensors)

(you can pay for these next three years upfront as well with a bulk discount)

Conserv

Products & Services

Conserv Subscription (standard sensors) Our subscription service covers your Conserv Cloud and Smart Collections Sensors for a 3 year contract. Our Smart Collection Sensor is a collections-focused wireless sensor that accurately measures temp, RH, lux, and vibration. Sensors are re-calibrated at no additional cost for collections with an active subscription. Sensor data flows into Conserv Cloud, and analytics for your desktop or mobile phone that keeps your team on top of environmental issues.	6 x $220.00 / year



Conserv Subscription (standard sensors) — 6 x $220.00 / year

Our subscription service covers your Conserv Cloud and Smart Collections Sensors for a 3 year contract. Our Smart Collection Sensor is a collections-focused wireless sensor that accurately measures temp, RH, lux, and vibration. Sensors are re-calibrated at no additional cost for collections with an active subscription. Sensor data flows into Conserv Cloud, and analytics for your desktop or mobile phone that keeps your team on top of environmental issues.

Recurring subtotal	$2,640.00 / year
Pay for 2 years up front	$264.00
Prorate discount (starting 2 months after the August MBLC start date) - (16% off the first year)	$220.00
Total	$2,156.00

This quote expires on March 2, 2022.

Questions? Contact me

Melissa King
Senior Conservation Liaison
melissa@conserv.io
+1 (617) 721-4804

Download quote

Print quote

MNMX Corporation (dba Conserv)
5600 9th Avenue South
Birmingham, AL 35212
United States

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Project Application
Community Preservation Committee
Bridgewater, MA

4.19 Quote from Donnegan Systems Inc.

Donnegan Systems Inc.
170 Bartlett St.
Northborough MA 01532

800-222-6311-phone
508-393-5601-fax
www.donneganssystems.com

QUOTE DATE January 3, 2022
QUOTE # Q22136
LEAD TIME 16 Weeks ARO

DONNEGAN SYSTEMS, INC.

QUOTATION

Customer Town of Bridgewater

Misc.

Name	Bridgewater Public Library	**Rep**	Brian Ackley
Address	15 South Street	**Terms**	Balance due upon completion
	Bridgewater		
City	Public Library **State** MA **Zip** 02324	**FOB**	Factory
Phone	(508)697-3331 **Fax**	**Ship Via**	Best Way

Attn: Allyson Sekerke

Qty	Description	Unit	TOTAL
	Provide (14) sections of Spacesaver Case Type Library Shelving per floor plan. Provide (9) Mahogany Recessed End Panels and (4) tops End Panels: 3/4" thick African Mahogany veneer panel with 1.25"x3" solid on top and two long edges. The bottom to have 1.25"x6" solid mahogany base. Tops: 3/4" Thick African Mahogany veneer panel with 1/2" buildup on back face. Edgeband all exposed edges with 3/4"x1.25" mahogany. Massachusetts State Contract Pricing Includes: Non Union factory trained installation during normal working hours. Redelivery to the site and trash removal. Non off gasing powder coat paint in choice of (12) standard colors. Dock to dock delivery. Optional Please deduct $4,015. 00 to substitute 3/4" flat mahogany panels with solid wood edge in lieu of recessed panels.		$24,149.40
		Subtotal	$24,149.40
		Freight	Included
		TOTAL	$24,149.40

Customer Acceptance

Name	Bridgewater Public Library				
Address	15 South Street				
City	Bridgeater	**State**	MA	**Zip**	02324
Phone	(508)697-3331 **Fax**				
Attn:	Allyson Sekerke				

Customer responsible for all incurred shipping charges an estimate has been provided

Under any resulting contract, Donnegan will retain a security interest and retain all rights as a secured creditor under the Uniform Commercial Code until all checks have been cleared and payment in full has been received. In event of default, customer shall pay all collection expenses, including attorney fees

Acceptance

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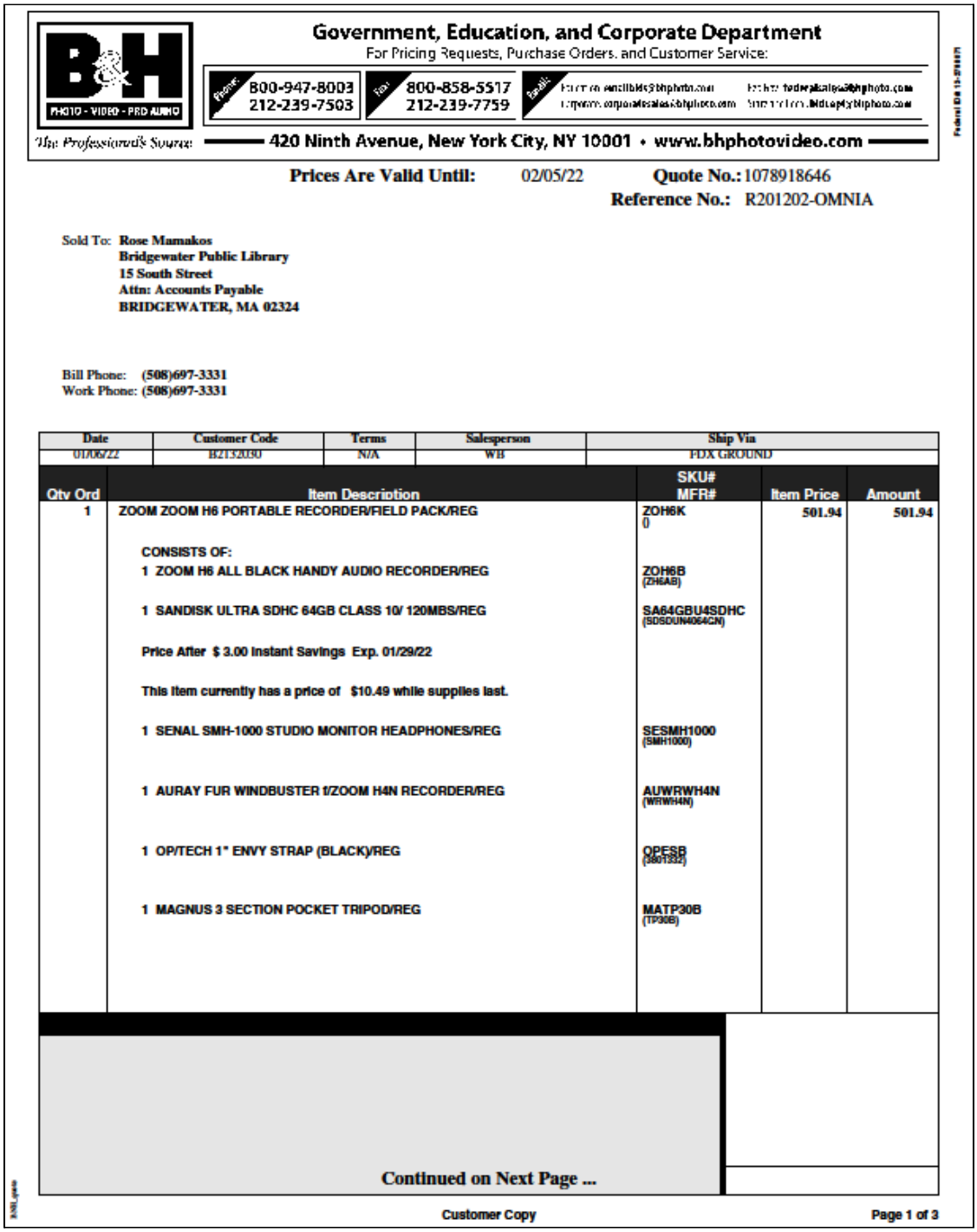
Project Application
Community Preservation Committee
Bridgewater, MA

4.20 Quote from B&H Foto & Electronics Corp.

For audio recording equipment



Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:

B&H PHOTO - VIDEO - PRO AUDIO

The Professional's Source

Phone: 800-947-8003 212-239-7503 | Fax: 800-858-5517 212-239-7759 | E-mail: [illegible]@bhphoto.com | corporatesales@bhphoto.com | federalgsasales@bhphoto.com | MidLant@bhphoto.com

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Prices Are Valid Until: 02/05/22 **Quote No.:** 1078918646
Reference No.: R201202-OMNIA

Sold To: **Rose Mamakos**
Bridgewater Public Library
15 South Street
Attn: Accounts Payable
BRIDGEWATER, MA 02324

Bill Phone: (508)697-3331
Work Phone: (508)697-3331

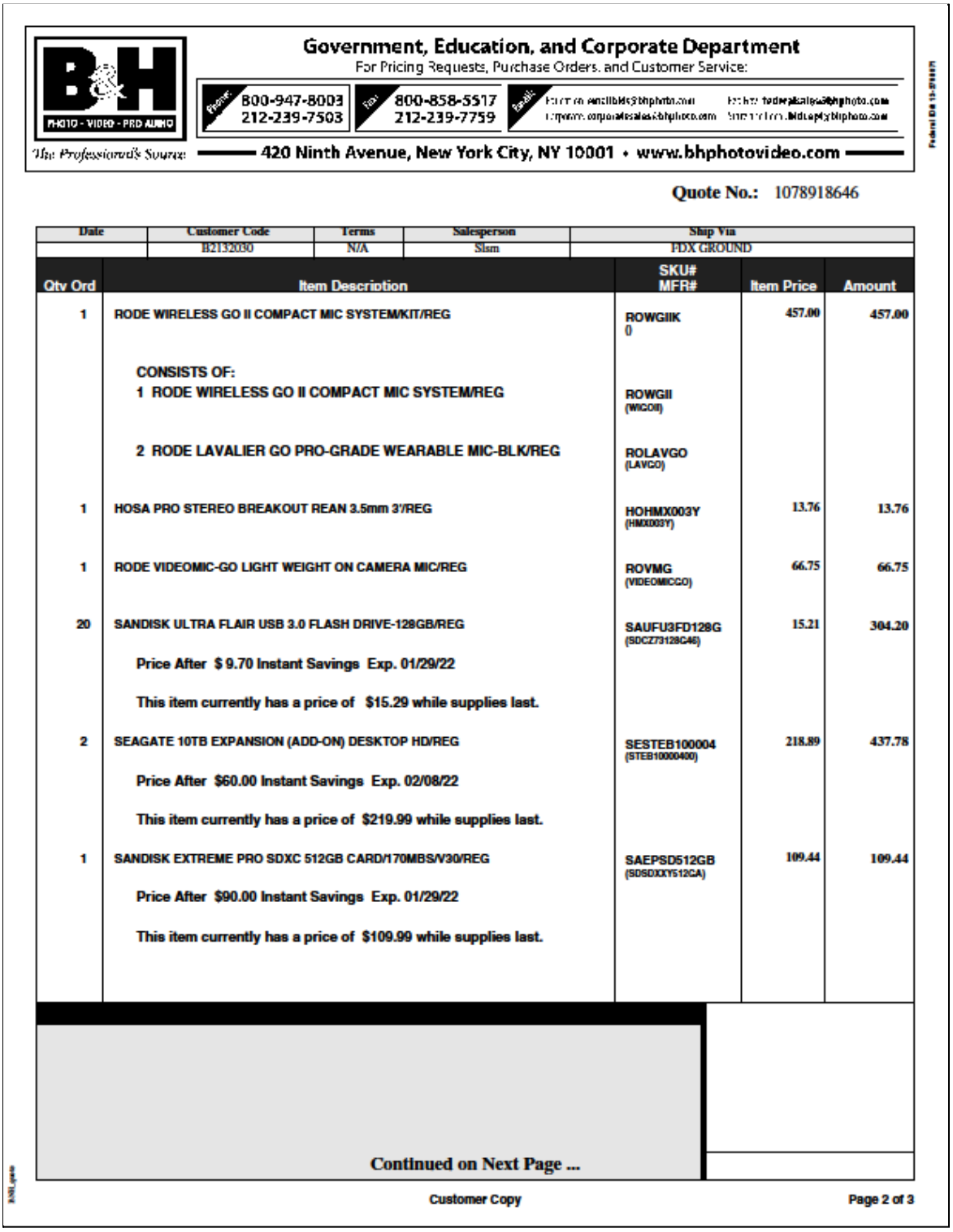
Date	Customer Code	Terms	Salesperson	Ship Via
01/06/22	B2132030	N/A	WB	FDX GROUND

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
1	ZOOM ZOOM H6 PORTABLE RECORDER/FIELD PACK/REG	ZOH6K ()	501.94	501.94
	CONSISTS OF:			
	1 ZOOM H6 ALL BLACK HANDY AUDIO RECORDER/REG	ZOH6B (ZH6AB)		
	1 SANDISK ULTRA SDHC 64GB CLASS 10/ 120MBS/REG	SA64GBU4SDHC (SDSDUN4064GN)		
	Price After $ 3.00 Instant Savings Exp. 01/29/22			
	This item currently has a price of $10.49 while supplies last.			
	1 SENAL SMH-1000 STUDIO MONITOR HEADPHONES/REG	SESMH1000 (SMH1000)		
	1 AURAY FUR WINDBUSTER f/ZOOM H4N RECORDER/REG	AUWRWH4N (WRWH4N)		
	1 OP/TECH 1" ENVY STRAP (BLACK)/REG	OPESB (3801332)		
	1 MAGNUS 3 SECTION POCKET TRIPOD/REG	MATP30B (TP30B)		

Continued on Next Page ...

Customer Copy Page 1 of 3

Project Application
Community Preservation Committee
Bridgewater, MA



Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003 212-239-7503 | Fax: 800-858-5517 212-239-7759 | Email: [illegible]

B&H — PHOTO - VIDEO - PRO AUDIO — The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Quote No.: 1078918646

Date	Customer Code	Terms	Salesperson	Ship Via
	B2132030	N/A	Slsm	FDX GROUND

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
1	RODE WIRELESS GO II COMPACT MIC SYSTEM/KIT/REG	ROWGIIK ()	457.00	457.00
	CONSISTS OF:			
	1 RODE WIRELESS GO II COMPACT MIC SYSTEM/REG	ROWGII (WIGOII)		
	2 RODE LAVALIER GO PRO-GRADE WEARABLE MIC-BLK/REG	ROLAVGO (LAVGO)		
1	HOSA PRO STEREO BREAKOUT REAN 3.5mm 3'/REG	HOHMX003Y (HMX003Y)	13.76	13.76
1	RODE VIDEOMIC-GO LIGHT WEIGHT ON CAMERA MIC/REG	ROVMG (VIDEOMICGO)	66.75	66.75
20	SANDISK ULTRA FLAIR USB 3.0 FLASH DRIVE-128GB/REG	SAUFU3FD128G (SDCZ73128G46)	15.21	304.20
	Price After $ 9.70 Instant Savings Exp. 01/29/22			
	This item currently has a price of $15.29 while supplies last.			
2	SEAGATE 10TB EXPANSION (ADD-ON) DESKTOP HD/REG	SESTEB100004 (STEB10000400)	218.89	437.78
	Price After $60.00 Instant Savings Exp. 02/08/22			
	This item currently has a price of $219.99 while supplies last.			
1	SANDISK EXTREME PRO SDXC 512GB CARD/170MBS/V30/REG	SAEPSD512GB (SDSDXXY512GA)	109.44	109.44
	Price After $90.00 Instant Savings Exp. 01/29/22			
	This item currently has a price of $109.99 while supplies last.			

Continued on Next Page ...

Customer Copy

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Project Application
Community Preservation Committee
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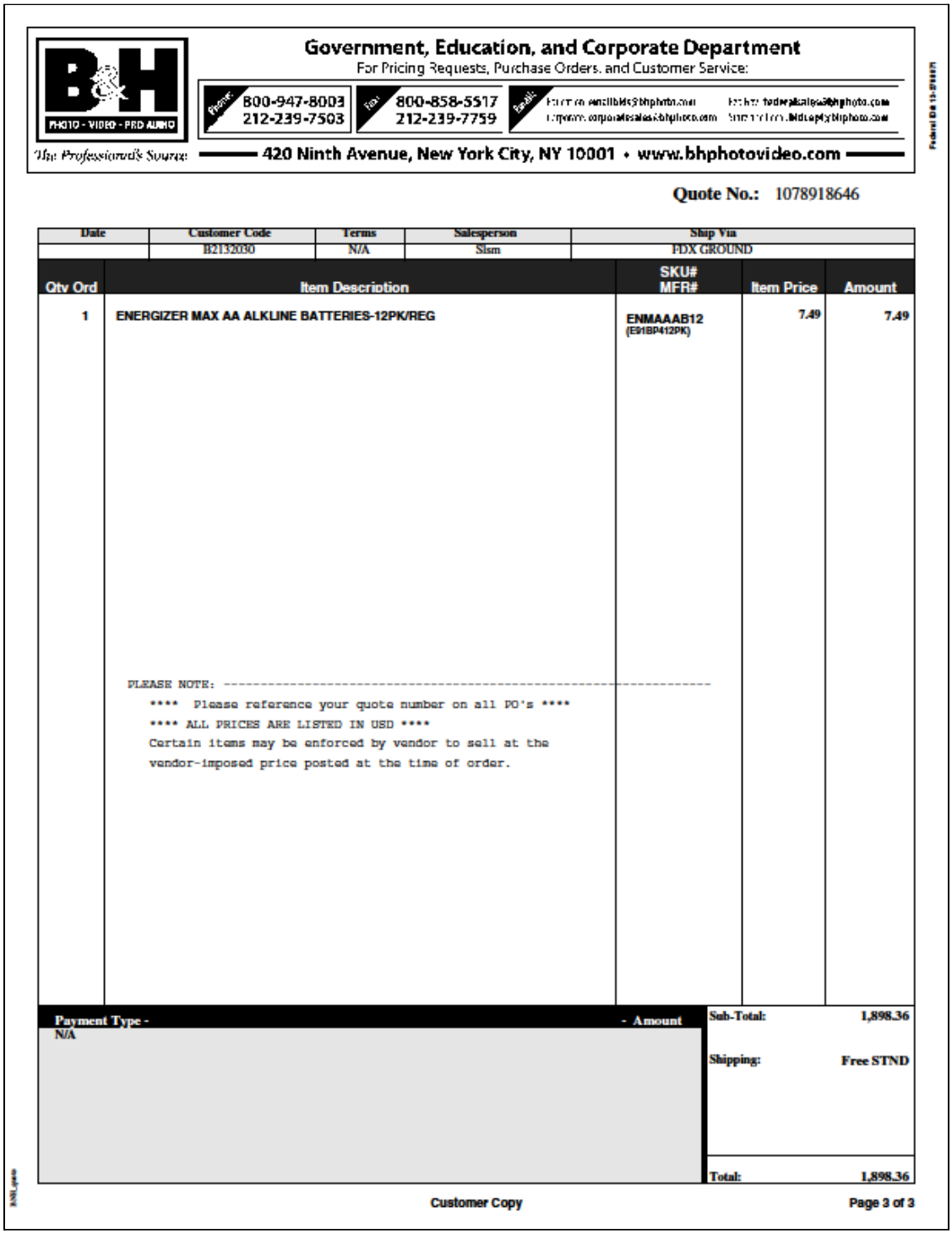

Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:

B&H PHOTO - VIDEO - PRO AUDIO
The Professional's Source

Phone: 800-947-8003 212-239-7503 | Fax: 800-858-5517 212-239-7759 | Email:

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Quote No.: 1078918646

Date	Customer Code	Terms	Salesperson	Ship Via
	B2132030	N/A	Slsm	FDX GROUND

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
1	ENERGIZER MAX AA ALKLINE BATTERIES-12PK/REG	ENMAAAB12 (E91BP412PK)	7.49	7.49

PLEASE NOTE:
**** Please reference your quote number on all PO's ****
**** ALL PRICES ARE LISTED IN USD ****
Certain items may be enforced by vendor to sell at the vendor-imposed price posted at the time of order.

Payment Type -	- Amount		
N/A		Sub-Total:	1,898.36
		Shipping:	Free STND
		Total:	1,898.36

Customer Copy

Page 3 of 3

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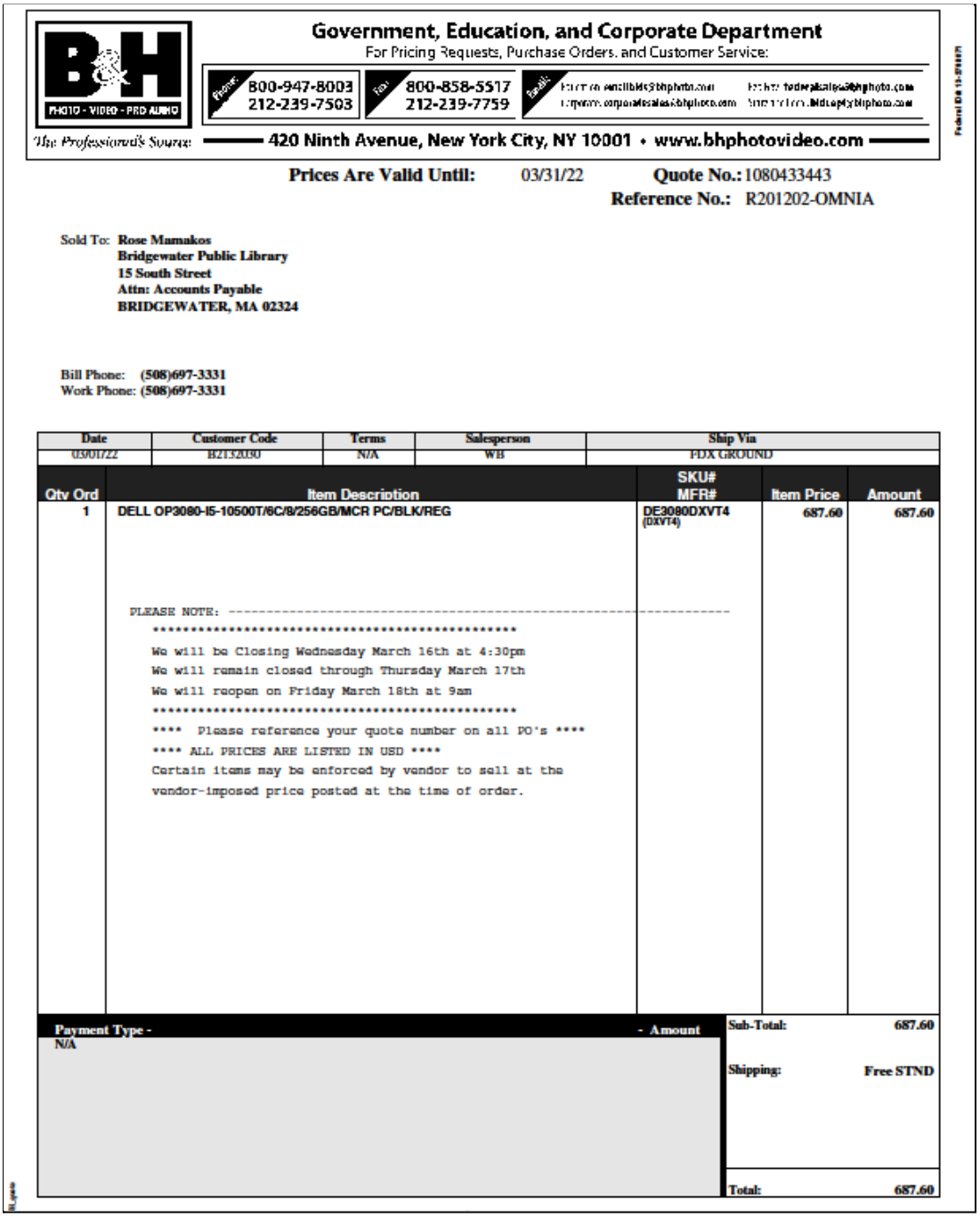
Project Application
Community Preservation Committee
Bridgewater, MA

4.21 Quote from B&H Foto & Electronics Corp.

For computer to run interactive elements in gallery space.



Government, Education, and Corporate Department
For Pricing Requests, Purchase Orders, and Customer Service:

B&H PHOTO · VIDEO · PRO AUDIO
The Professional's Source

Phone: 800-947-8003 212-239-7503 | Fax: 800-858-5517 212-239-7759 | Email: [illegible] | [illegible]

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Prices Are Valid Until: 03/31/22 **Quote No.:** 1080433443
Reference No.: R201202-OMNIA

Sold To: **Rose Mamakos**
Bridgewater Public Library
15 South Street
Attn: Accounts Payable
BRIDGEWATER, MA 02324

Bill Phone: **(508)697-3331**
Work Phone: **(508)697-3331**

Date	Customer Code	Terms	Salesperson	Ship Via
03/01/22	BZ132030	N/A	WB	FDX GROUND

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
1	DELL OP3080-I5-10500T/6C/8/256GB/MCR PC/BLK/REG	DE3080DXVT4 (DXVT4)	687.60	687.60

PLEASE NOTE: ----------
****
We will be Closing Wednesday March 16th at 4:30pm
We will remain closed through Thursday March 17th
We will reopen on Friday March 18th at 9am
****
**** Please reference your quote number on all PO's ****
**** ALL PRICES ARE LISTED IN USD ****
Certain items may be enforced by vendor to sell at the
vendor-imposed price posted at the time of order.

Payment Type -	- Amount
N/A	

Sub-Total:	687.60
Shipping:	Free STND
Total:	687.60

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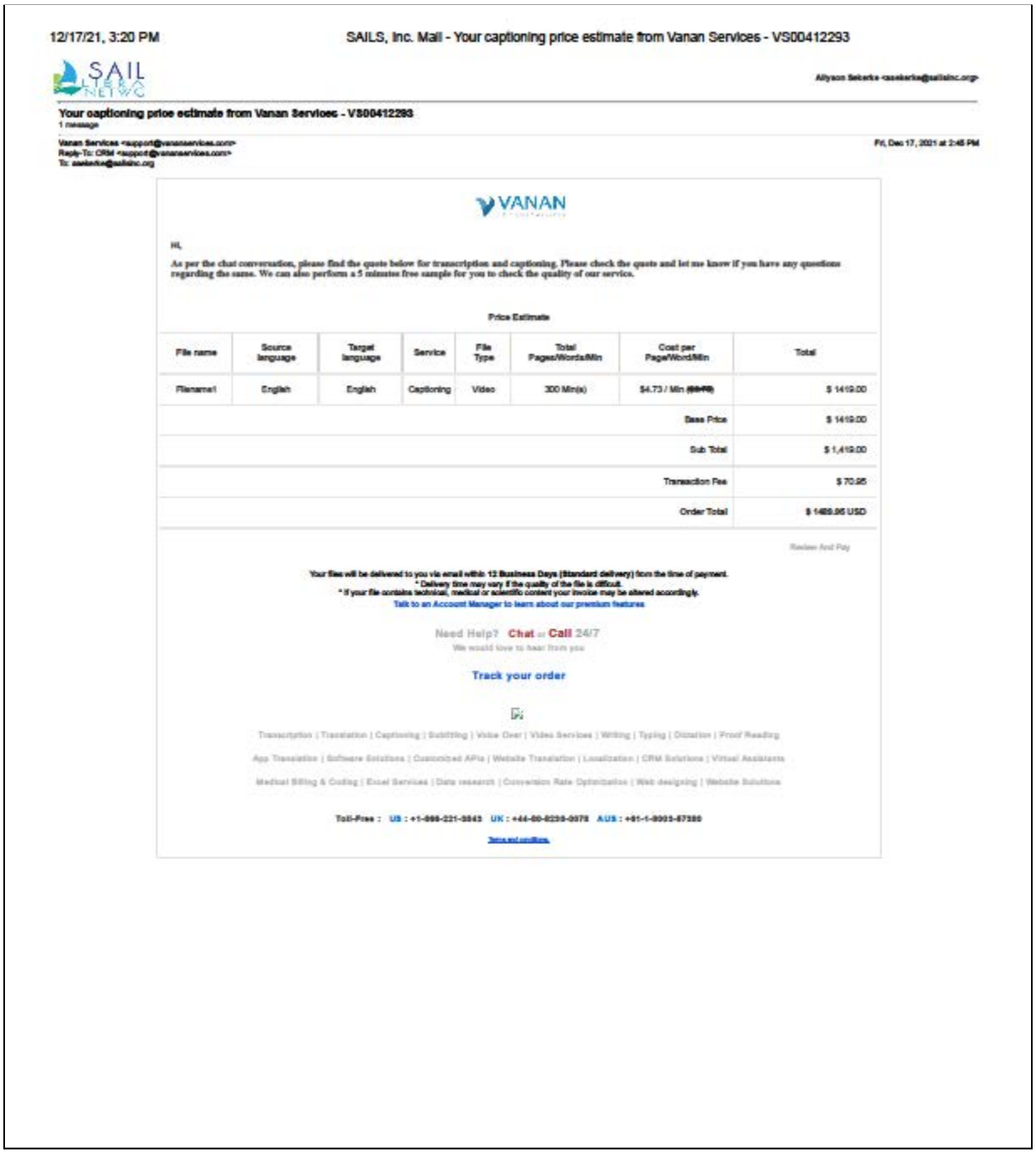
Project Application
Community Preservation Committee
Bridgewater, MA

4.22 Quote from VananServices.com



12/17/21, 3:20 PM SAILS, Inc. Mail - Your captioning price estimate from Vanan Services - VS00412293

SAIL NETWC

Allyson Sekerke <asekerke@sailsinc.org>

Your captioning price estimate from Vanan Services - VS00412293

1 message

Vanan Services <support@vananservices.com>
Reply-To: CRM <support@vananservices.com>
To: asekerke@sailsinc.org

Fri, Dec 17, 2021 at 2:48 PM

VANAN

Hi,

As per the chat conversation, please find the quote below for transcription and captioning. Please check the quote and let me know if you have any questions regarding the same. We can also perform a 5 minutes free sample for you to check the quality of our service.

Price Estimate

File name	Source language	Target language	Service	File Type	Total Pages/Words/Min	Cost per Page/Word/Min	Total
Filename1	English	English	Captioning	Video	300 Min(s)	$4.73 / Min ~~($5.73)~~	$ 1419.00
						Base Price	$ 1419.00
						Sub Total	$ 1,419.00
						Transaction Fee	$ 70.95
						Order Total	$ 1489.95 USD

Review And Pay

Your files will be delivered to you via email within 12 Business Days (Standard delivery) from the time of payment.
* Delivery time may vary if the quality of the file is difficult.
* If your file contains technical, medical or scientific content your invoice may be altered accordingly.
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Terms and Conditions

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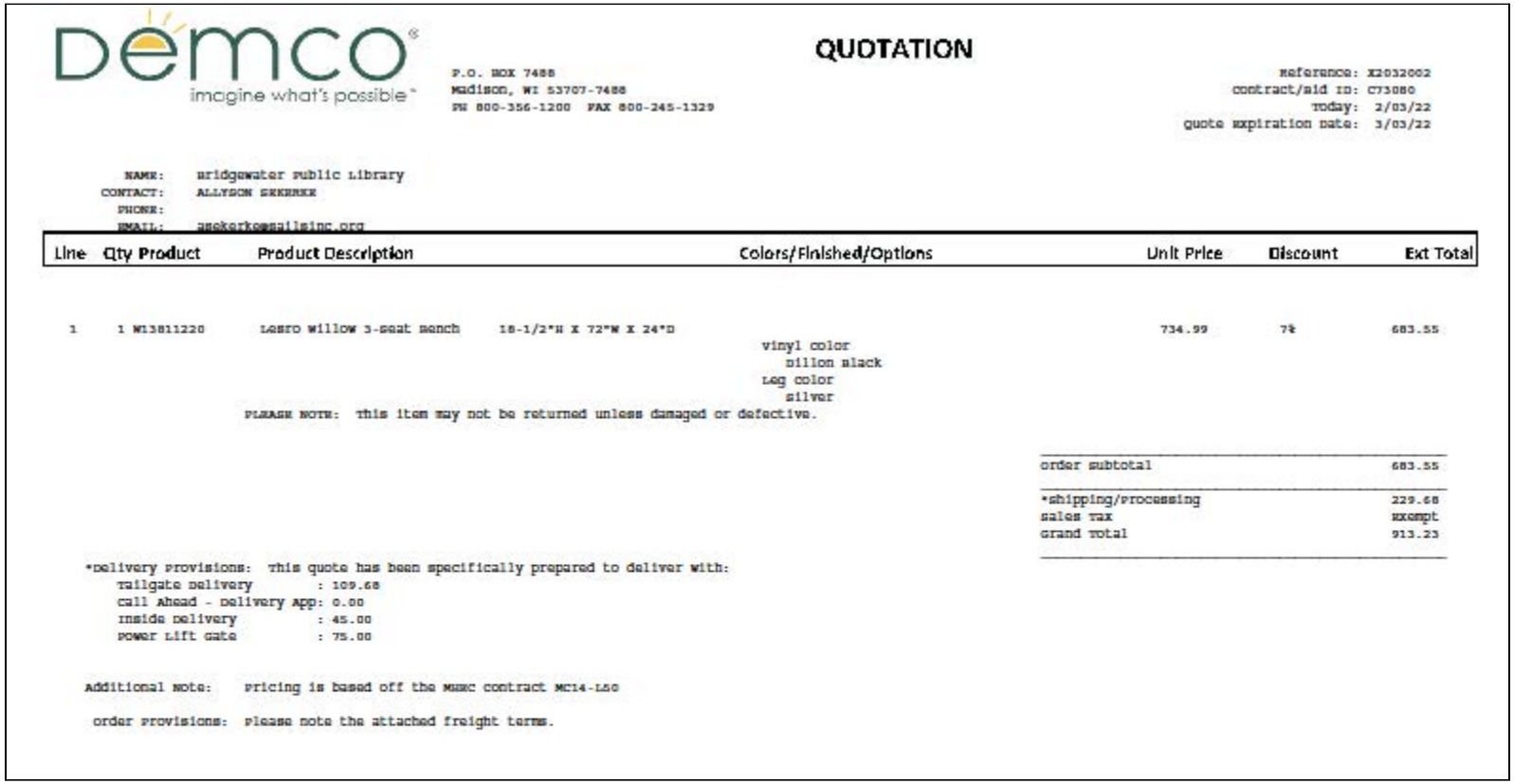
Project Application
Community Preservation Committee
Bridgewater, MA

4.23 Quote from Demco



Demco
imagine what's possible

P.O. BOX 7488
Madison, WI 53707-7488
PH 800-356-1200 FAX 800-245-1329

QUOTATION

Reference: X2032002
Contract/Bid ID: C73080
Today: 2/03/22
Quote Expiration Date: 3/03/22

NAME: Bridgewater Public Library
CONTACT: ALLYSON SKERRER
PHONE:
EMAIL: askerker@sailsinc.org

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
1	1	W13811220	Lesro Willow 3-Seat Bench	18-1/2"H X 72"W X 24"D Vinyl Color Dillon Black Leg Color Silver	734.99	7%	683.55

PLEASE NOTE: This item may not be returned unless damaged or defective.

Order Subtotal	683.55
*Shipping/Processing	229.68
Sales Tax	Exempt
Grand Total	913.23

*Delivery Provisions: This quote has been specifically prepared to deliver with:
Tailgate Delivery : 109.68
Call Ahead - Delivery App: 0.00
Inside Delivery : 45.00
Power Lift Gate : 75.00

Additional Note: Pricing is based off the MHMC contract MC14-LSO

Order Provisions: Please note the attached freight terms.

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Project Application
Community Preservation Committee
Bridgewater, MA

4.24 Estimate from Electrician

Note: current quote does not include adjustment to electrical outlets suggested by Audio Visual Intelligence, but budgeted contingency will cover this expense.

Chrisco Electric
13 Joanna Rd
Avon, MA 02322 US
cbodensieck@gmail.com

Chrisco Electrical
Ma. License#12824

Estimate

ADDRESS
Bridgewater Public Library
15 South Street
Bridgewater,Ma. 02324

ESTIMATE # 1007
DATE 02/17/2022
EXPIRATION DATE 05/01/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	lights	recessed 3 inch lights with gimble swivel	8	40.00	320.00
	14/2 armored cable	armored cable (bx)	100	0.00	0.00
	switches	switches	3	5.00	15.00
	switch boxes	2 gang switch	2	7.00	14.00
	Labor		8	85.00	680.00

Install new lighting in the library basement. Add switches for old lighting and new lighting.
Please forward this estimate to Allyson Sekerke as I do nor have her email.

TOTAL $1,029.00

Accepted By

Accepted Date

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Project Application
Community Preservation Committee
Bridgewater, MA

4.25 Estimate from Audio Visual Intelligence

Audio Video Intelligence, Inc.
519 Foundry Street
Easton, MA 02356
508-238-1930
www.av-intel.com

Quote

Date	Quote #
3/7/2022	15693

Contact Info:

Bridgewater Public Library
15 South St
Bridgewater, Ma 02324

asekerke@saltsinc.org

Salesperson
TCT

Item	Qty	Description	Unit Price	Total
		INTERACTIVE GALLERY TOUCHSCREEN		
		LOWER END IR TOUCHSCREEN:		
MISC - MTLS	1	ELO Touch 5553L 55" Class 4k UHD TouchPro IR Touchscreen Digital Signage - E628244	3,281.00	3,281.00T
AVI-SM-CB-ART...	1	Strong® Carbon Series Large Dual Arm Articulating Mount	40"-80" Televisions	449.99	449.99T
AVI-WB-250-IP...	1	WattBox® 250-Series Wi-Fi Surge Protector	2 Individually Controlled Outlets (Wi-Fi or Wired)	229.99	229.99T
AVI-WB-PWR-36...	1	WattBox™ 360 Rotating Male Power Cord - 90 Degree Angle - 3 Prong IEC Socket 1.5 Foot (Black)	19.95	19.95T
AVI-B6-4K-7.5	1	Binary™ B6 Series 4K Ultra HD Premium Certified High Speed HDMI® Cable with GripTek™ - 25 ft. (7.5M)	104.99	104.99T
AVI-B-USB2-EX...	1	Binary™ USB 2.0 A-A (Male-Female) Extender Cable 10 Meter (32.8 ft)	54.95	54.95T
AVI-LV1-1	2	AVI Single Gang Low Voltage Retrofit Mounting Bracket	3.00	6.00T
AVI-HOOD-SING...	2	AVI Reversible Single Gang Entrance Plate-White	4.99	9.98T
HT-LABOR	1	LABOR TO INSTALL AND CALIBRATE HDTV ON ARTICULATING WALL MOUNT---RUN HDMI AND USB FROM IT CLOSET TO HDTV	1,350.00	1,350.00
NOTE		CLIENT WILL USE SUPPLIED PC FOR HDTV CONTENT		
NOTE		POWER OUTLET AND EQUIPMENT SHELVING IN I.T. CLOSET BEHIND HDTV REQUIRED AND SUPPLIED BY OTHERS UNLESS REQUESTED		

It's been a pleasure working with you!

No cash refunds. Merchandise credit only within 5 business days. The work described on this invoice has been performed to my satisfaction. All claims and returned goods must be accompanied by this invoice. A finance charge of 1.5% per month and an annual % rate of 18% will be charged to accounts 30 days past due. The purchaser agrees to pay all costs of collection including reasonable attorney fees. The finance charges provided herein are not regulated by law. They are a matter for agreement between the parties. All merchandise returned is subject to a minimum 10% handling charge.

Sales Tax (0.0%)	$0.00
Total	$5,506.85

Signature _____

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Project Application
Community Preservation Committee
Bridgewater, MA

4.26 Estimate from Moving Company

MacDonald Moving Services, Inc.
The quality shows in every move we make.
Agent for United

Bridgewater Library

Bridgewater, MA 02324

Allyson Sekerke

Have 3 crates delivered into warehouse and uncrate them with 2 men.

Once uncrated they will be pad wrapped and loaded onto a truck and the driver and 3 additional men will transport the cases into the library.

Total estimate $1485.00

Based on 2 men @ $45.00 per hour to uncrate @ 4 hours

Driver and truck will be $90.00 an hour with a 4 hour minimum and 3 men @ $45.00 per hour with a 4 hour minimum.

Warehouse handling in and out $0.00 (customer courtesy)

Please sign to approve all charges and dates_____

Pauline Bolieiro

MacDonald Moving Services

pbolieiro@macdonaldmoving.com

800-225-0394 x234

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Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324
Church Office: (508) 697-6016
E-mail: office@csccucc.com

March 17, 2022

Community Preservation Committee (CPC)
Town of Bridgewater
Bridgewater, MA 02324
Attention: Gina Guasconi, CPC Chairperson

Dear Ms. Guasconi:

We wish to resubmit our Community Preservation grant application as was decided by the CPC at the time of initial application to request grant money in three (3) phases.

Please review Phase 2 & Phase 3 of our project for your consideration.

Included with our original application will be a diagrammatic sketch page demonstrating the scope of work to be performed in each phase.

An itemized list for each phase and an estimated cost is listed below;

Phase 2

chimneys-	$26,650.00
roof/gutters/downspouts/drainage-	$133,550.00
soffit/eaves/fascia/rough carpentry-	$204,133.00

Phase 3

windows/doors-	$142,100.00
siding-	$227,852.00
interior renovation associated with windows & doors	$96,500.00

(continued on page 2)

(continued from page 1)

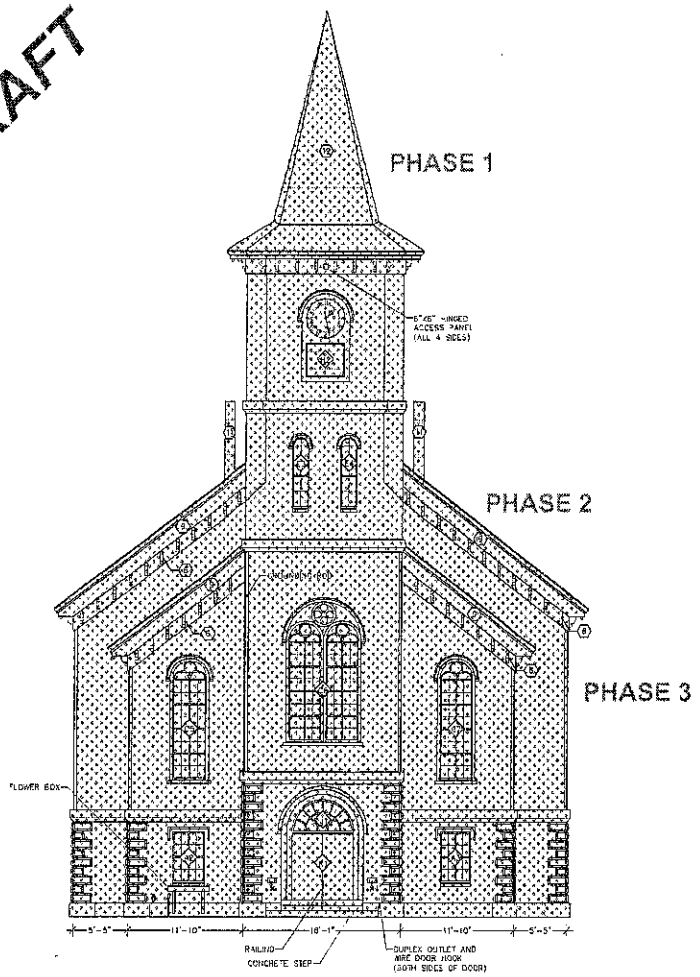
*Equipment rental/dumpsters/staging/ police detail for phases 2 and 3	**$249,600.00**
*Selective Demolition-	**$57,610.00**
*Miscellaneous costs phases 2 and 3	**$95,091.00**
Phase 2 Estimated Cost-:	**$401,182.00**
Phase 3 Estimated Cost-:	**$796,238.05**

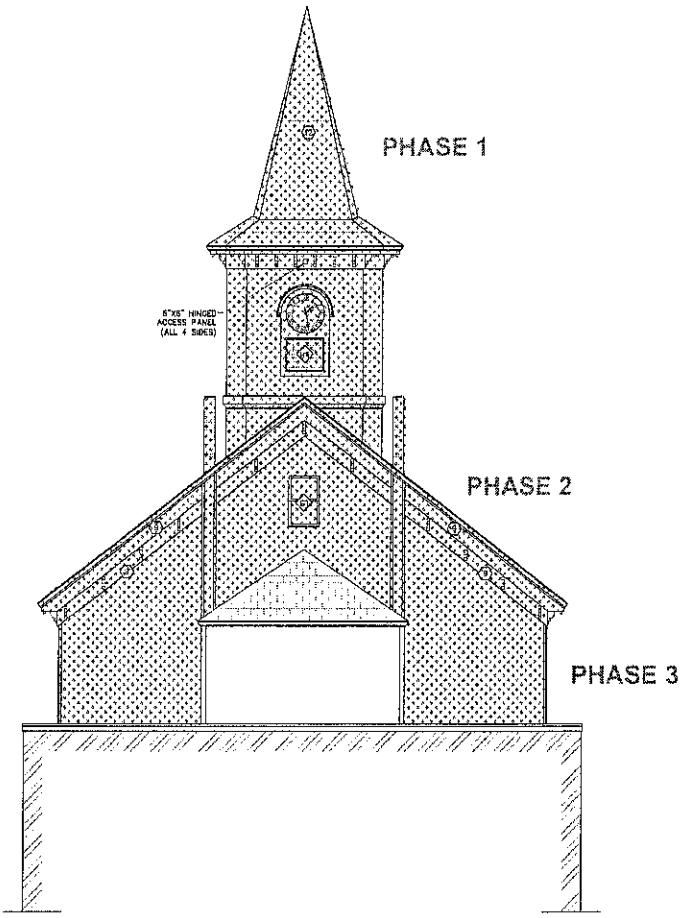
With Sincere Appreciation,

Barbara I. Morey, Chairperson
Historical Church Restoration Committee

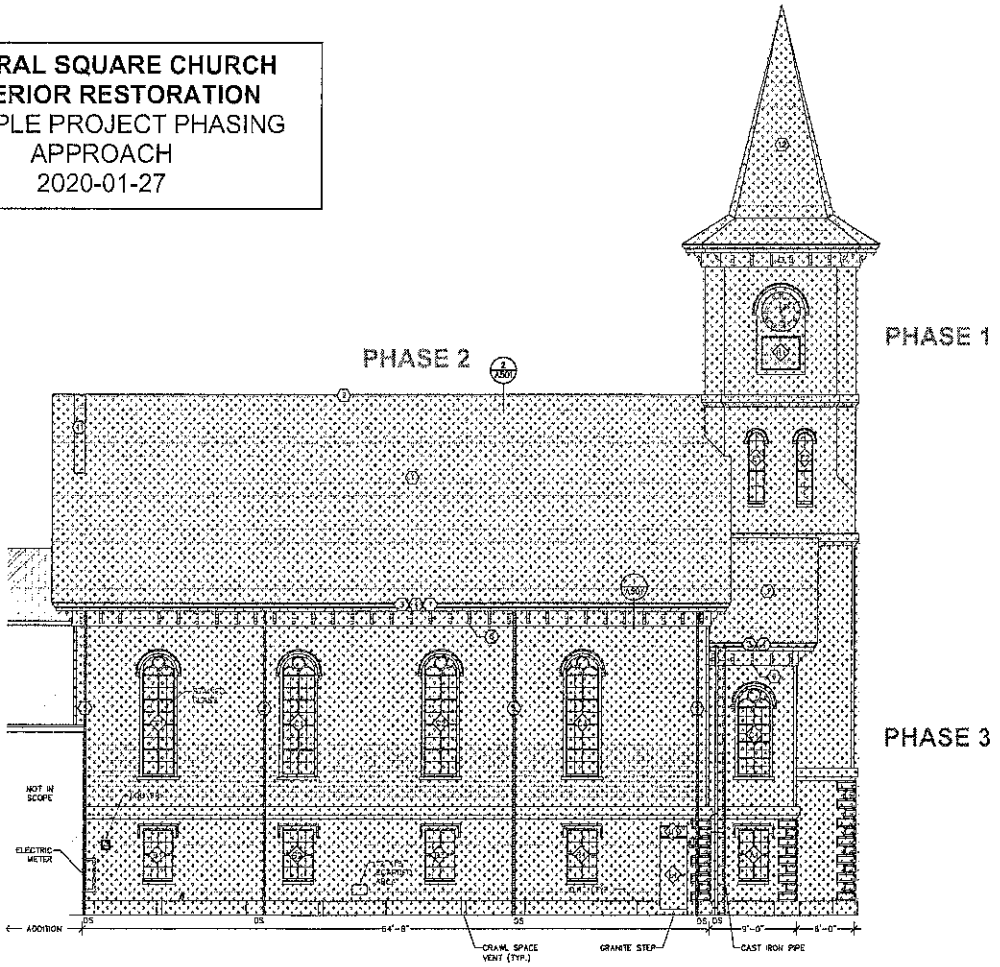
Attachments: Original Grant Application
Spreadsheets

DRAFT





CENTRAL SQUARE CHURCH
EXTERIOR RESTORATION
POSSIPLE PROJECT PHASING
APPROACH
2020-01-27



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PRELIMINARY COST ESTIMATE - Central Square Congregational Church

Date: 01-27-2020 | Gale Associates, Inc.

Activity: Exterior Building Envelope Evaluation and Renovation Report

Location: Central Square Congregational Church - Bridgewater, MA

Project Title: Exterior Building Envelope Evaluation (836010)

Item Description	Quantity		Engineering Estimate		FULL PROJECT NOT PHASED	PHASE 1 STEEPLE	PHASE 2 ROOF	PHASE 3 WALLS & WINDOWS	DIFFERENCE	%
General Conditions	Number	Unit	Unit Cost	Total						
Temporary Protection and Safety (Entrances)	5,000	S.F.	$0.30	$1,500	$1,500	$ 500	$ 1,500	$ 1,000	$1,500	100%
Dumpsters and Debris Disposal	4	Tons	$400.00	$1,600	$1,600	$ 1,000	$ 1,000	$ 1,000	$1,300	88%
Bonds, Insurance, and Warranty (5% of Cost)	1	L.S.	$34,000.00	$34,000	$34,000	$ 13,000	$ 12,000	$ 20,000	$13,000	38%
Equipment Rentals	12	Weeks	$2,500.00	$30,000	$30,000	$ 12,000	$ 12,000	$ 12,000	$6,000	20%
Staging	8,500	SQFT	$12.00	$102,000	$102,000	$ 80,000	$ 40,000	$ 60,000	$78,000	76%
Administration and Associated Work	12	Weeks	$2,000.00	$24,000	$24,000	$ 7,000	$ 8,500	$ 9,500	$1,000	4%
Police Details	1	Allowance	$5,000.00	$5,000	$5,000	$ 3,000	$ 3,000	$ 3,000	$4,000	80%
Temporary Protection Windows (Large)	13	Each	$1,500.00	$19,500	$19,500	$ -	$ -	$ 19,500	$0	0%
Temporary Protection Windows (Small)	20	Each	$700.00	$14,000	$14,000	$ -	$ -	$ 14,000	$0	0%
Restore Landscaping	1	Allowance	$8,000.00	$8,000	$8,000	$ 2,000	$ 2,500	$ 4,500	$1,000	13%
Superintendant	20	Weeks	$500.00	$10,000	$10,000	$ 3,500	$ 3,000	$ 4,500	$1,000	10%
General Conditions Subtotal				$249,600						
Selective Demolition	Number	Unit	Unit Cost	Total						
Demolition of vinyl siding	3,300	S.F.	$5.00	$26,500	$26,500	$ 8,450	$ -	$ 18,250	$2,200	8%
Demolition of asphalt roof shingles	4,860	S.F	$6.00	$29,160	$29,160	$ 29,160	$ -	$ -	$0	0%
Demolition of sheet metal trim at belt course and windows	650	S.F.	$3.00	$1,950	$1,950	$ -	$ -	$ 1,950	$0	0%
Selective Demolition Subtotal				$57,610						
Rough Carpentry	Number	Unit	Unit Cost	Total						
Repair and replace deteriorated flushboard siding (10%)	300	S.F.	$20.00	$6,000	$6,000	$ 3,600	$ -	$ 2,520	$120	3%
Repair and replace deteriorated clapboard siding (30%)	1,140	S.F.	$45.00	$51,300	$51,300	$ 8,100	$ -	$ 45,360	$2,160	3%
Repair deteriorated belt course (50%)	206	S.F.	$25.00	$5,150	$5,150	$ -	$ -	$ 5,408	$258	5%
Repair window and door trim and flashing (50%)	118	S.F.	$45.00	$5,288	$5,288	$ -	$ -	$ 5,288	$0	0%
Repair, replace and reattach corner quoins (20%)	75	EA.	$250.00	$18,750	$18,750	$ -	$ -	$ 18,750	$0	0%
Repair wood soffits at eaves (100%)	328	S.F.	$30.00	$9,840	$9,840	$ -	$ 9,840	$ -	$0	0%
Repair wood soffits at rakes (50%)	156	S.F.	$30.00	$4,680	$4,680	$ -	$ 4,680	$ -	$0	0%
Repair wood fascia (70%)	98	S.F.	$25.00	$2,450	$2,450	$ 2,450	$ -	$ -	$0	0%
Replace rake boards (10%)	18	EA.	$20.00	$525	$525	$ 525	$ -	$ -	$0	0%
Replace soffit trim brackets	10	EA.	$100.00	$1,000	$1,000	$ -	$ -	$ 1,000	$0	0%
Repair and reset interior louvered blinds (13 blinds)	13	EA.	$150.00	$1,950	$1,950	$ -	$ -	$ 1,950	$0	0%
Prepare and paint flush-, clapboard, bellcourse and trim	8,000	S.F.	$6.00	$48,000	$48,000	$ 12,600	$ 7,560	$ 29,232	$1,392	3%
Prepare and paint fascia and soffits	1,200	S.F.	$6.00	$7,200	$7,200	$ -	$ 7,000	$ 1,200	$1,000	14%
Repair weathervane base	1	EA.	$2,000.00	$2,000	$2,000	$ 2,000	$ -	$ -	$0	0%
Reconstruct steeple windows	4	EA.	$10,000.00	$40,000	$40,000	$ 40,000	$ -	$ -	$0	0%
Rough Carpentry Subtotal				$204,133						
Masonry	Number	Unit	Unit Cost	Total						
Repair and repoint masonry chimney	200	S.F.	$120.00	$24,000	$24,000	$ -	$ 24,000	$ -	$0	0%
Repair and replace step flashing at chimney base	25	L.F.	$10.00	$250	$250	$ -	$ 250	$ -	$0	0%
Install chimney flue	2	EA.	$1,200.00	$2,400	$2,400	$ -	$ 2,400	$ -	$0	0%
Masonry Subtotal (including doors)				$26,650						
Windows and Doors	Number	Unit	Unit Cost	Total						
Restore original wood windows A (4 windows)	4	EA.	$2,000.00	$8,000	$8,000	$ -	$ -	$ 8,000	$0	0%
Clean vinyl replacement windows B (8 windows)	8	EA.	$200.00	$1,600	$1,600	$ -	$ -	$ 1,600	$0	0%
Restore replacement wood windows C (12 windows)	11	EA.	$5,000.00	$55,000	$55,000	$ -	$ -	$ 55,000	$0	0%
Restore replacement wood windows E (6 windows)	6	EA.	$2,000.00	$12,000	$12,000	$ 12,000	$ -	$ -	$0	0%
Restore stained glass windows F (2 windows)	2	EA.	$8,000.00	$16,000	$16,000	$ -	$ -	$ 16,000	$0	0%
Repair replacement vinyl window G (1 window)	1	EA.	$1,000.00	$1,000	$1,000	$ -	$ -	$ 1,000	$0	0%
Replace storm windows D	670	S.F.	$50.00	$33,500	$33,500	$ -	$ -	$ 33,500	$0	0%
Replace belfry louvers H (4 louvers)	4	EA.	$1,500.00	$6,000	$6,000	$ 6,000	$ -	$ -	$0	0%
Repair entrance doors and transom	1	EA.	$5,000.00	$5,000	$5,000	$ -	$ -	$ 5,000	$0	0%
Repair single exit door and transom	1	EA.	$2,000.00	$2,000	$2,000	$ -	$ -	$ 2,000	$0	0%
Repair door hardware	1	EA.	$2,000.00	$2,000	$2,000	$ -	$ -	$ 2,000	$0	0%
Windows Subtotal (including doors)				$142,100						
Roofing and Drainage	Number	Unit	Unit Cost	Total						
Install new architectural grade asphalt shingles	5,000	S.F.	$6.50	$32,500.00	$32,500	$ -	$ 32,500	$ -	$0	0%
Install new self-adhered water barrier directly to roof deck	5,000	S.F.	$3.50	$17,500.00	$17,500	$ -	$ 17,500	$ -	$0	0%
Install new gutters	200	L.F.	$70.00	$14,000.00	$14,000	$ -	$ 14,000	$ -	$0	0%
Install new downspouts	300	L.F.	$80.00	$24,000.00	$24,000	$ -	$ 24,000	$ -	$0	0%
Install 7.75 sf attic ridge vent (24 SF required @ n/150)	70	L.F.	$100.00	$7,000.00	$7,000	$ -	$ 7,000	$ -	$0	0%
Install new attic ventilation (24 SF required @ n/150)	70	S.F.	$25.00	$1,750.00	$1,750	$ -	$ 1,750	$ -	$0	0%
Apply elastomeric roof coating to zec steeple panels	800	S.F.	$15.00	$12,000.00	$12,000	$ 12,000	$ -	$ -	$0	0%
Gutter Flashing	200	L.F.	$16.00	$3,200.00	$3,200	$ -	$ 3,200	$ -	$0	0%
Roof Flashing	100	L.F.	$16.00	$1,600.00	$1,600	$ -	$ 1,600	$ -	$0	0%
Site drainage improvements	1	Allowance	$20,000.00	$20,000.00	$20,000	$ -	$ -	$ 20,000	$0	0%
Roofing- Subtotal				$133,550						
Associated Work	Number	Unit	Unit Cost	Total						
Reinstall lightning protection	1	EA.	$5,000.00	$5,000.00	$5,000	$ 3,000	$ 2,500	$ 500	$1,000	20%
Replace clock face	4	EA.	$5,000.00	$20,000.00	$20,000	$ 20,000	$ -	$ -	$0	0%
Associated Work- Subtotal				$25,000						
Interior Renovation	Number	Unit	Unit Cost	Total						
Interior Plaster Repairs	1	Allowance	$15,000.00	$15,000.00	$15,000	$ -	$ -	$ 15,000	$0	0%
Interior Painting (Spot locations)	1	Allowance	$6,000.00	$6,000.00	$6,000	$ -	$ -	$ 6,000	$0	0%
Interior finishes at window openings	32	Each	$2,000.00	$64,000.00	$64,000	$ -	$ -	$ 64,000	$0	0%
Interior Door Hardware Adjustments	1	Allowance	$1,500.00	$1,500.00	$1,500	$ -	$ -	$ 1,500	$0	0%
Lead abatement	1	Allowance	$10,000.00	$10,000.00	$10,000	$ -	$ -	$ 10,000	$0	0%
Interior Renovation - Subtotal				$96,500						
Structural Repairs	Number	Unit	Unit Cost	Total						
Structural Repairs	1	Allowance	$25,000.00	$25,000.00	$25,000	$ 25,000	$ -	$ -	$0	0%
Reset Dislocated Granite Block	1	Allowance	$3,000.00	$3,000.00	$3,000	$ -	$ -	$ 3,000	$0	0%
Additional Evaluation	1	Allowance	$20,000.00	$20,000.00	$20,000	$ 20,000	$ -	$ -	$0	0%
Structural Repairs & Evaluation - Subtotal				$48,000						

		Phase 1	Phase 2	Phase 3	Total Phased	Difference	%
Sub-total of Cost to perform all recommended Repairs	$983,103	$329,885	$243,280	$525,007	$1,098,172	$115,069	12%
5% Modification Cost	$49,200.0	$16,500.0	$12,200.0	$26,300.0	$55,000	$5,800	12%
15% Overhead and Profit	$147,500.00	$49,500.00	$36,500.00	$78,800.00	$164,800	$17,300	12%
Permit Cost ($16/$1,000)	$18,900.00	$6,400.00	$4,700.00	$10,100.00	$21,200	$2,300	12%
Subtotal	$1,198,742.50	$402,285.00	$296,680.00	$640,207.00	$1,339,172	$140,430	12%
Recommended 15% Contingency associated with work	$179,811.38	$60,342.75	$44,502.00	$96,031.05	$200,876	$21,064	12%
Total Cost	$1,378,553.88	$462,627.75	$341,182.00	$736,238.05	$1,540,048	$161,494	12%
Project Soft Cost	$170,200.00	$60,000.00	$60,000.00	$60,000.00	$180,000	$9,800	5%
Total Project Cost	$1,548,753.88	$522,627.75	$401,182.00	$796,238.05	$1,720,048	$171,294	11%

Phase 2 and 3 does not include escalation.

All area take-offs to be confirmed on site.

Preliminary pricing to be adjusted during subsequent design phases.

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Central Square Congregational Church, UCC

CPC GRANT APPLICATION

REVISED JUNE 19, 2020

Please note the following pages have been revised or added (each affected page is also marked with “REVISED 6/19/20” at the bottom of the page):

Pages 2-7 : Letter from Kevin M. Plante, Esq., General Counsel Law LLC, added

Pages 16-17 : Revised Budget Narrative

Page 88 : Revised list of letters of support

Page 107 : Letter from Bridgewater Business Association added

GENERAL COUNSEL LAW LLC

20 Park Plaza, Suite 498
Boston, Massachusetts 02116

Kevin M. Plante, Esq. **plante@gclaw.com**
617-784-8306 **www.gclaw.com**

VIA EMAIL & HAND DELIVERY

June 21, 2020

Gina Guasconi, Chair
Community Preservation Committee
Town of Bridgewater
Municipal Office Building
66 Central Square
Bridgewater, MA 02324

RE: CENTRAL SQUARE CONGREGATIONAL CHURCH

Dear Ms. Guasconi,

I represent the Central Square Congregational Church ("CSCC") in connection with an application to the Town of Bridgewater Community Preservation Committee ("CPC") for funding to restore their historic church building located in Central Square in Bridgewater. Specifically, I have been asked to prepare this letter opining on whether approving the CSCC's application to the CPC and granting the funds sought would violate the Anti-Aid Amendment of the Massachusetts State Constitution. My opinion includes consideration of two important documents relevant to this question. First is the Supreme Judicial Court's decision in *Caplan et al. v. Town of Acton*, 479 Mass. 69, 92 N.E. 3d 691 (2018). The second is a Memorandum to the CPC written by Jason M. Rawlins, Esq. ("Rawlins Memo") which explains the law applicable to the issue at hand.

It is my strong opinion that the Anti-Aid Amendment and the holding in the *Acton* case, do not bar approval of CSCC's application for the funds sought to restore the historical building. In fact, applicable law and the facts of this case fully support CPC's approval of the grant application.

I. FACTS

I defer to the facts in the Project Narrative of the Application. However, I do want to highlight certain relevant facts here. The CSCC building has been a landmark in the Town of Bridgewater since 1821. The Bridgewater Historical Commission regarded it as "one of the jewels of the town center" and "without a doubt…the most architecturally significant church in the town of Bridgewater." *See* Project Narrative. The bell of the CSCC building has been used to mark important historic events in Bridgewater and our nation's history. The bell rang to commemorate the Tri-Town Centennial and Bicentennial, as well as to mark the death of a U.S. President.

The CSCC building is a resource for residents of the Town of Bridgewater and beyond. Public programs housed in the building and available to the public include a nursery service, a choir ensemble and a food pantry. The CSCC building also provides a space for many secular activities including music recitals and ceremonies, including one honoring a Marine from Bridgewater who was killed in the war in Afghanistan. The CSCC building is home to a number of local organizations which operate out of the building, including Alcoholics Anonymous, the Bridgewater State University Alumni Chamber Choir and the Girl Scouts of Eastern Massachusetts. The building serves as a resource for the needs of the public.

However, the building must be repaired and renovated for purposes of preservation and safety. The repair and renovation proposed is to the exterior of the CSCC building or the building's "envelope." Gale Associates, Inc., hired by the CSCC to develop and execute the project plan specializes in building enclosures. The firm has extensive experience and expertise performing building enclosure restoration projects at historic sites throughout New England.

The funds sought will be used for the exterior renovation only. Costs and expenses for the operation, maintenance and care of the CSCC will continue to be paid for with private funds and donations. The restoration project has the support of the Bridgewater community. Please see the letters and statements of support from local businesses, public agencies, organizations and abutting neighbors attached to the Application. Residents recognize that the restoration of this Bridgewater landmark serves to "preserve historic, cultural and scenic settings which distinctly characterize Bridgewater."

Applications of this nature require a case-by-case, factually-specific inquiry. *See* Rawlin's Memo. As explained below, the facts of this case provide sufficient support for the CPC to award the grant.

II. LAW

The best place to start with any legal analysis is the actual text of the law at issue. Next, decisions handed down from the highest courts interpreting the law and setting precedent should be followed. Below, the relevant text of the Massachusetts Constitution is provided and decisions from the Supreme Court of the United States and the Supreme Judicial Court of Massachusetts are analyzed. Based on these authorities, my conclusion is that approval of the grant at issue by the CPC is not only legally defensible, it fulfills the purposes of the Massachusetts Community Preservation Act and the Community Preservation Trust Fund.

A. Massachusetts Constitution

The Massachusetts Constitution contains a provision known as the "Anti-Aid" provision. In relevant part, Article 46, §2 of the Amendments to the Massachusetts Constitution (as amended by Articles 46 and 103 of the amendments) states:

> No grant, appropriation or use of public money or property or loan of credit shall be made or authorized by the Commonwealth or any political subdivision thereof for the purpose of

> founding, maintaining or aiding any . . . charitable or religious undertaking which is not publicly owned.

Thus, in certain circumstances, the Anti-Aid Amendment is a bar on using public money for private religious purposes. The constitutionality of a government grant to a church or religious denomination must be evaluated in light of legal precedent.

B. Cases

Trinity Lutheran Church of Columbia, Inc. v. Comer

The United States Supreme Court, in *Trinity Lutheran Church of Columbia, Inc. v. Comer*, 137 S. Ct. 2012 (2017) ("*Trinity Lutheran*"), held that a grant application may not be rejected on the sole basis that the applicant is a religious organization. The Supreme Court held that a government program cannot maintain a policy of excluding a church "solely because it is a church" and that such a policy "imposes a penalty on the free exercise of religion that must be subjected to the 'most rigorous' scrutiny." Thus, in certain circumstances, is it actually unconstitutional to deny providing public funding to a church.

Caplan et al. v. Town of Acton

In *Caplan et al. v. Town of Acton*, 479 Mass. 69 (2018) ("*Acton* "), the Acton Congregational Church applied for two grants under the Community Preservation Act. The local CPC recommended approval of the grants and subsequently the grants were approved by Town Meeting.[1] One grant was to preserve stained glass windows in the main church building and the second was to perform an architectural evaluation of the church and two other buildings on its property. The two grants were challenged by certain taxpayers.[2]

The Supreme Court of Massachusetts held that the grant for the stained glass window restoration was impermissible. The stained glass windows featured explicit religious imagery and language. The Court explained that, regardless of the purpose of the grant, the risk of entanglement between religion and government was too great. Regarding the second grant, for the architectural evaluation, the Court did not state that it was impermissible, however, it found that further facts were needed to make the determination.

In arriving at its decision, the Court's followed existing Anti-Aid Amendment cases which set forth a three-factor test for conducting the analysis of whether the Anti-Aid Amendment would be violated. *See Helmes v. Commonwealth*, 406 Mass. 873 (1990); *Commonwealth v. School Committee of Springfield*, 382 Mass. 665 (1981). The three-factor test is discussed below.

---

[1] The grants were made contingent on a historic preservation restriction.

.

[2] The taxpayers were backed by Americans United, an organization that engages in litigation, lobbying and advocacy to advance the separation of religion and government.

C. Three-Factor Test

The three factors that courts consider in determining whether a public grant would violate the Anti-Aid Amendment are as follows:

> Whether a motivating purpose of each grant is to aid the church, whether the grant will have the effect of substantially aiding the church, and whether the grant avoids the risks of the political and economic abuses that prompted the passage of the anti-aid amendment.

Acton, 479 Mass. at 71; *see also* Rawlins Memo at II.,C.

Please note that applying these factors gives rise to many considerations, including the historical background of the Anti-Aid Amendment. In *Acton*, the court engaged in an extensive discussion of the political and economic abuses that "prompted the passage" of the anti-aid amendment in 1853 and the revisions to it in 1917. This letter is not a brief and does not discuss the historicity of the Anti-Aid Amendment or every possible consideration. Rather, I try to cut to the heart of why the factors weigh in favor of approving the CSCC grant.

1. Purpose

The purpose of the CSCC grant is to fund the restoration of the exterior of the historic church building for reasons of preservation and safety. In *Acton*, the Court stated that it is the burden of the plaintiffs to allege and demonstrate that there is some "hidden…purpose" to aid this particular congregation or religion. *Acton* at 87 (*citing Springfield*, 382 Mass. at 677). In CSCC's case, there is no hidden purpose. The CSCC's interests are aligned with the purposes of the CPA which is to preserve and protect historic resources in the Commonwealth.

2. Substantial Aid

The aid provided in the form of funding must provide "substantial assistance" to the church to risk violation of the Anti-Aid Amendment. *See Acton* at 89 (*citing Springfield*, 382 Mass. at 680). In evaluating this factor, the court considered both the amount of aid provided and "the degree to which the aid assists [the church] in carrying out [its] essential function" as a religious house of worship. *See Acton* at 89; *see* Rawlins Memo at II.,C.,2.

The grant sought by CSCC is not for "essentially religious endeavors, such as paying for ministry training or stained glass windows with sectarian symbols or messages." *See Acton* at 105. CSCC's application is unlike the Church's application in *Acton* where the applicants "candid[ly]" stated that the grant would help in "offering the congregation what draws them to their church." The grant sought by CSCC is for historic restoration and not "essentially religious endeavors."

Any grant to a church would aid it as a house of worship. However, as discussed herein, churches are not banned from receiving CPA funds. In fact, dozens of churches in the Commonwealth have received CPA funds for projects large and small.[3]

3. Risks

In *Acton*, the Court explained that the risks to consider are as follows:

> …first the risk that 'liberty of conscience' would be infringed 'whenever a citizen was taxed to support the religious institutions of others';
>
> second, the risk that public funding would result in improper government entanglement with religion, undermining the 'independence and dignity' of churches; and
>
> third, the risk that the public support of religious institutions would threaten 'civic harmony,' making the divisive 'question of religion' a political question.

Acton at 90; *see* Rawlins Memo at II.,C.,3. Evaluation of these risks is where the historical background which prompted the passage of the Anti-Aid Amendment and the revisions to it in 1917 become important. Suffice to say that CSCC's project is distinguishable to the projects in the *Acton* case. The risks found present in the Acton case are not present with CSCC's project. The facts are different.

In *Acton*, the Court recognized the risk that town residents, who do not subscribe to the church's beliefs, would have their liberty of conscience infringed where their tax dollars would be spent to "preserve the church's indoor worship space and its stained glass windows." The court stated that the explicit religious imagery of the stained glass presented risks that the Anti-Aid Amendment seeks to avoid. In contrast, the funds for CSCC's project are not for restoration of the church's worship space or stained glass windows. Rather, it is the exterior building envelope that needs repair, restoration and preservation.

For similar reasons, the CSCC project does not present risks of government entanglement with religion, nor does it threaten civic harmony, making the divisive question of religion a political one. The long history of awarding grants to preserve historic buildings, including churches and religious institutions, shows that such grants have not been politically divisive.

III. CONCLUSION

Churches played an integral role in the history of Massachusetts and are often local landmarks. Many churches continue to serve broad community needs. CPA funds are critical to successfully restoring and preserving these important historic community resources. In this case, the CSCC grant

[3] *See* Community Preservation Coalition, CPA Databank (CPA Projects Database).

fulfills the purposes of the CPA and advances important and legitimate public interests of the Town of Bridgewater.

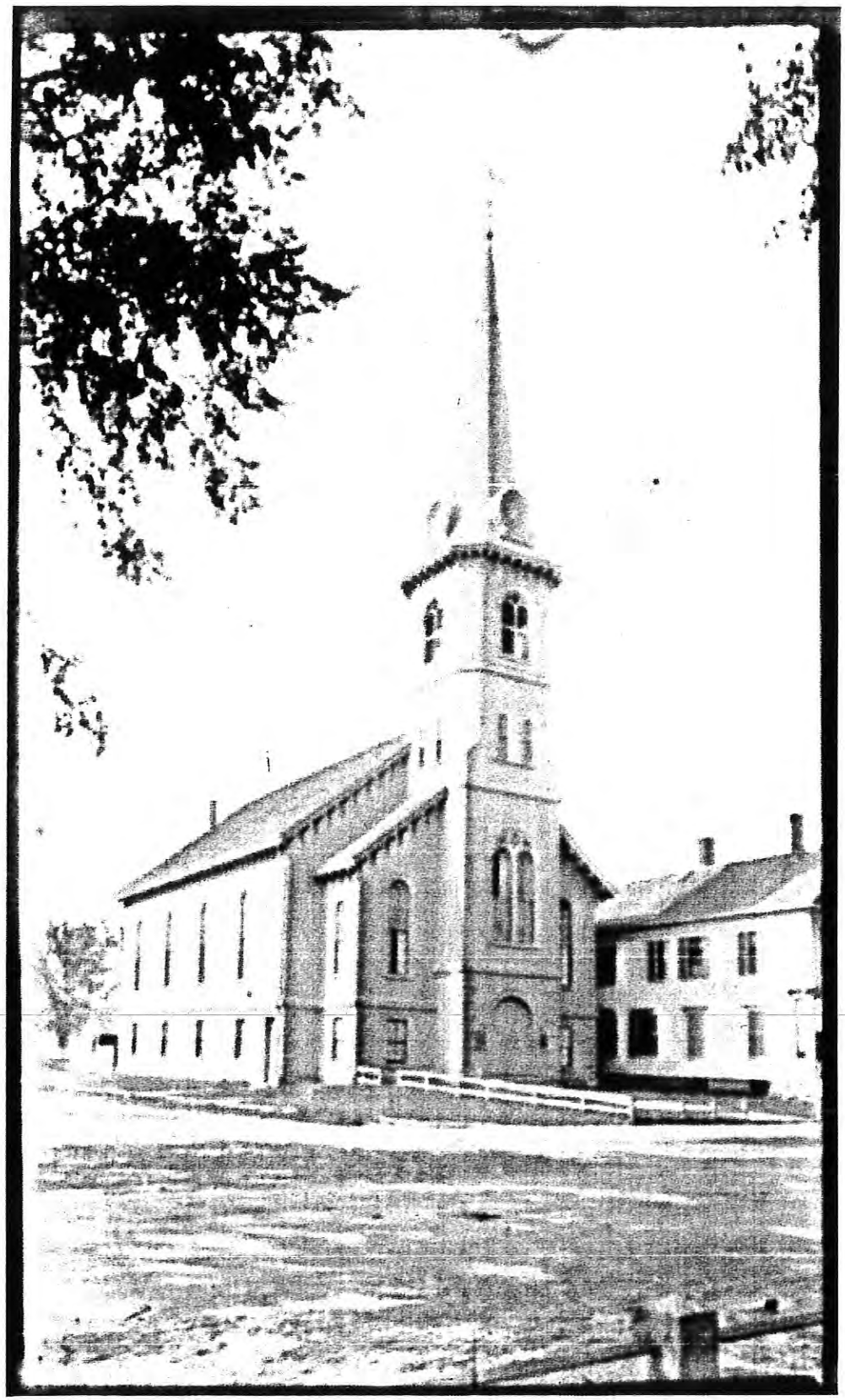
The Anti-Aid Amendment and the holding in the *Acton* case, do not bar approval of CSCC's application for the funds sought to restore the historical church building. Applicable law and the facts of this case fully support CPC's approval of the grant application. The grant does not cross the line between religion and government.

* * *

If you have any questions regarding this matter, please do not hesitate to let me know. Thank you.

Regards,

cc: Barbara I. Morey
Jason M. Rawlins, Esq.
Michael Dutton



Central Square Congregational Church, ca. 1880

Full Application – FY'17

Cover Page

One original of this application and all attachments should be returned to the Bridgewater CPC, Town Hall, Central Square, Bridgewater, MA 02324 and a copy should be e-mailed to bridgewatercpc@gmail.com.

ASSURANCE:

I BARBARA I. MOREY hereby certify under the penalties of perjury that
(Print the name of the fiduciary agent)
following application information is true and correct to the best of my knowledge and that I am legally able to enter into a contract on behalf of Central Square Congregational Church with
(Print the name of the contracting agency)
the Town of Bridgewater for Community Preservation Funds.

Signature Barbara I. Morey **Date** 12/11/19

Title Historical Church Restoration Committee Chairperson

Circle one or more project categories:

Community Housing (Historic Preservation) Open Space Recreation

Project Name Central Square Congregational Church Building

Project Location

Street Address 71 Central Square Bridgewater, MA.

Assessor's Map & Lot # Assessor's Map pg 34 Lot #73

Legal Property Owner of Record: Members of Central Square Congregational Church

Contact Person:

Name Barbara I. Morey

Telephone 508-697-4239 Email bmoreyeel@aol.com

Mailing Address: 1845 Plymouth St. Bridgewater, MA 02324

	FY2017	FY2018	FY2019	Total
CPA Funds Requested				
Amount of Other Funding				
Other Sources of Funding				
Total				

Note 1: Prior to final award, the project proponent may be required to submit supplemental/supporting documentation, such as attested copies of recorded deeds or restrictions or corporate papers.

Note 2: Once a project proposal has been submitted, the applicant and his/her agent(s) may not speak with any CPC member about that proposal. After the submission of a proposal, any questions must be addressed in writing to the Committee Chair

143) to be his free act and deeds;—: Before me Artemas Hale, Just. of Peace
Received December 20th 1830 & Recorded per Roseter Cotton Regr

Know all men by these presents, that I Seth Ames of Bridgwater in the County of Plymouth, Yeoman, in consideration of twenty two Dollars paid by Martin Wentworth of the Town and County aforesaid, Shoemaker, the Receipt whereof I do hereby acknowledge, do hereby give, grant, sell and convey unto the said Martin Wentworth his heirs and assigns forever, A small lot of wood land lying on the Easterly side of the Turnpike road adjoining said Wentworths land, Bounded as it follows viz, beginning at a stake which is a corner of said Wentworths land, thence East 18 degrees South in his line eight rods and nineteen links to a stone pitched in the ground in the line of the Petitcut lots, thence South about 3 degrees West in the line of the said Petitcut Lots fifteen rods and nine links to a stake a corner of Obd. Keith's lands, thence West 4 degrees South seven rods & seven links to the Turnpike, thence Northerly by said road about eighteen rods and a half to the bound first mentioned, To have and to hold the above described premises to him the said Martin Wentworth And I do covenant with him that I am lawfully seized in fee of the premises, that I have good right to sell and convey the same as aforesaid, and that I will Warrant and defend said premises with all the privileges and appurtenances thereunto belonging, to him the said Martin Wentworth his heirs & Assigns forever, against the lawful claims & demands of all persons, In witness whereof, I the said Seth Ames, together with my wife Elizabeth as quitting her right of dower in said premises, have hereunto set our hands and seals this tenth day of April, One thousand eight hundred & thirty,

Signed Sealed & deliv'd — in presence of us, Stephaniah A. Bates, Samuel W. Bates

Seth Ames (seal)
Elizabeth Ames (seal)

Plymouth ss. 18th December 1830. Then the above named Seth Ames acknowledged the above instrument to be his free act and deeds,

Before me Nathan Mitchell, Just. of Peace.

Received December 20th 1830 & Recorded per Roseter Cotton Regr

Know all men by these presents, that I Leonard Mitchell of Wareham in the County of Plymouth & State of Massachusetts Nail Manufacturer in consideration of Nine hundred and fifty Dollars paid to me by Eleazer Carver of Bridgwater in the County aforesaid Yeoman, the Receipt whereof I do hereby acknowledge, do hereby give, grant, bargain sell and convey unto the said Eleazer Carver, his heirs and assigns forever, A certain piece of land situated at Great river Mills, so called, in said Bridgwater containing twenty nine rods together with a Grist Mill standing thereon, with all the appurtenances

The foregoing is a true copy from the
Plymouth County Registry of Deeds.
Book 169 Page 142
Attest: John R. Bartlett Jr.
Register

142) One Thousand eight hundred and thirty ... Eleanor Rockbridge (Seal)
Signed Sealed and Delivered. Ebenezer Thompson (Seal)
in presence of us. Ruth C. Thompson (Seal)
George P. Bowers Henry Bowers (Seal)
Josiah Alden Mary D. Bowers (Seal)

Plymouth ss. August 12th 1830 Then the within named Eleanor, Ebenezer, and Henry, acknowledged the within written instrument to be their free act and deed before me

Josiah Alden Justice of Peace

Received December 20th 1830 Recorded per Rpeter Cotton Reg^{r}

Know all men by these presents, that I Nathan Bassett of Bridgwater in the County of Plymouth, Yeoman, In consideration of Fifteen Hundred & Eighty one Dollars to me paid by Cornelius Holmes Junr. as Treasurer of the Trinitarian Congregational Church of said Bridgwater, Simeon Wilbur of Raynham in the County of Bristol, Benjamin Keith, Apollos Leach, Cornelius Holmes Junr., Josiah Bassett, Morton Eddy, Caleb B. Leonard Esquire, Joseph Bassett 2d, George Bassett, Aretus Hobes, Martin Wentworth, Cyrus Copeland, all of said Bridgwater, according to their several shares here after to be particularly specified, the Receipt whereof I do hereby acknowledge, do hereby give, grant, sell and convey unto the said Cornelius Holmes Junior as Treasurer of the Trinitarian Congregational Church & his successor Sixteen & half shares, or sixteen & half twenty sixths part undivided, unto said Simeon Wilbur one share or 1/26 part, unto said Benjamin Keith one share or 1/26 part, unto said Apollos Leach one share or 1/26 part, unto said Cornelius Holmes Junr. one share or one twenty sixth part, unto Morton Eddy one share or 1/26 part, unto Caleb B. Leonard one half of a share or 1/52 part, Joseph Bassett 2d one half of a share or 1/52 part, unto Josiah Bassett one and a quarter share or 3/52 part, George Bassett one half of a share or 1/52 part, unto Aretus Hobes one half of a share or 1/52 part, unto Martin Wentworth one half of a share or 1/52 part, & unto Cyrus Copeland one half of a share or 1/52 part, And unto their several heirs Administrators or assigns forever, their several shares, proportions or Interest as above specified in a certain lot of land containing Twenty two acres more or less, A house Barn & other buildings thereon standing, called the "Parsonage" of which Revd. Ebenezer Gay has a Lease which secures to him the full possession, use and improvement of said Parsonage during his Ministry in this place, said land is situated in said Bridgwater and in that part of the Town called "Scotland" a short distance Easterly from my dwelling House on the Easterly side of the highway leading from "Scotland" Meeting House to the Post Office in said Bridgwater, and is bounded as follows, to wit, Beginning at the Southwesterly corner of said land at a stake standing by the highway, thence running East

thirty six and half degrees South fourteen rodes to a stake, thence East forty six degrees South eight rods to a stake, thence East twenty seven degrees South fifty four rodes to a stake, thence East eighteen degrees South fourteen rods to a stake, there standing in the line of Caleb Leach land, thence Northerly by the line of said Caleb Leaches land to Capt. Barney Leonards land, thence Northerly and Westerly by said Leonards land to the aforesaid highway, thence Southerly by said highway to the bounds first mentioned, together with all the privileges and appurtenances thereto belonging, To have and to hold the afore granted premises unto the said Cornelius Holmes Junr. as Treasurer of the Trin. Congl. Church, Simeon Wilbur, Benjamin Keith, Apollos Leach, Cornelius Holmes Jr., Josiah Bassett, Martin Eddy, Caleb F. Leonard, Joseph Bassett 2d., George Bassett, Thretus Tobes, Martin Wentworth, Cyrus Copeland their successors, heirs, assigns or Administrators forever Accordingly to their several rights and shares as above described, And it is fully understood and agreed, that the above granted estate be considered as divided into twenty six shares & each share now valued at Sixty Dollars and eighty one cents, and that each of the above named shares holders for him or themselves, have actually paid their proportion in said Estate, And it is further understood that the above granted Estate is herein conveyed under the limitations and restrictions of a lease above referred to, which secures to Revd. Ebenezer Gay, the full right & privilege to use, possess and enjoy the entire improvement of said Estate above conveyed During his Ministry in this place and no longer; And I do covenant with the said Cornelius as Treasurer of said Church & his successors; said Simeon Wilbur, Benjamin Keith, Apollos Leach, Cornelius Holmes Junr., Josiah Bassett, Morton Eddy, Caleb F. Leonard, Joseph Bassett 2d, George Bassett, Thretus Tobes, Martin Wentworth and Cyrus Copeland, their heirs Administrators and assigns, that I am lawfully seized in fee of the afore granted premises, that they are free of all incumbrances except as above named, that I have good right to sell & convey the same & will Warrant and Defend the same premises unto the said Cornelius Holmes Jr. as Treasurer of said Church & his successor, and unto the said Simeon Wilbur said Benj.n Keith, Apollos Leach, Josiah Bassett, Cornelius Holmes Junr., Morton Eddy, Caleb F. Leonard, Joseph Bassett 2d., George Bassett, Thretus Tobes, Martin Wentworth and Cyrus Copeland their heirs and Assigns forever, against the lawful claims and demands of all persons, — In testimony whereof I the said Nathan Bassett and Sibel Bassett wife of said Nathan for the consideration aforesaid have hereto set our hands & seals, this sixteenth day of February One thousand eight hundred and twenty nine, —;

Nathan Bassett (seal)
Sibel F. Bassett (seal)

Signed Sealed & delivd in presence of us,
Elijah Holden
Ezra Tobes

Plymouth ss, Bridgewater December 17th 1830.
Then the above named Nathan Bassett acknowledged the above instrument by him subscribed

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

Project Narrative

Within the historic district of Bridgewater, MA, the Central Square Congregational Church stands not only as a vivid reminder of our town's rich historical past, but also as a symbol of virtue and fraternity within our community. Since 1821, local residents have come to the church to practice their faith, celebrate birth and marriage, engage with their neighbors and grieve the loss of loved ones. While much has changed in our town during the last 200 years, the need for an open and inviting sacred space where people can share such experiences remains the same. As a community, we are incredibly fortunate not only to have such a space, but also to have one of such rare beauty and refined artistry. The traditional aesthetic of the building itself has come to serve as a physical representation of the timeless values that bond our community together.

With its towering steeple, elegant stained glass windows, prominent clock tower and Italianate styling, the CSCC building is both visually striking and structurally impressive. Its charming appearance is well appreciated by the community with the Bridgewater Historical Commission regarding it as "one of the jewels of the town center" and "without a doubt...the most architecturally significant church in the town of Bridgewater". Moreover, the impressive longevity of the church's steeple is a unique characteristic that separates this landmark from many other churches in the area. This feature not only adds to the grandeur of the building, but is also the structure that supports one of the most historically significant components of the church, its bell. In the 1870s, the CSCC's bell was used to alert the community of fires along the outskirts of town. This practice was carried out until the late 1880s when a newer alarm system that operated with the use of electricity was adopted. The bell has also been employed to mark several important historic events and to celebrate community-wide festivities. During its lifespan, the bell has rung to mourn the death of a U.S. President, to celebrate the Tri Town centennial and Bicentennial ceremonies, to raise awareness about global warming and to mark many other moments of great historic significance.

Within the church, the members of the CSCC strive to honor the legacy of this establishment by making a commitment to share all that the church has to offer with the public. For this reason, we welcome into full membership all people, regardless of their race, gender identity, sexual orientation or faith. Along with our regular schedule of worship and Bible study, the CSCC also offers a variety of different programs both for its 160 members and for the local residents in our area. These programs include: a Sunday nursery service, a Junior Choir ensemble, a Spiritual Enrichment program for children, a food pantry for Bridgewater residents in need, and many other religious workshops throughout the year. The church has also provided, and continues to provide, a functional space for many secular and civic groups and activities . For example, the church facilities have been used for events such as the Bicentennial and Tricentennial community gatherings, local music recitals and for the ceremony honoring Bridgewater

resident Lance Corporal Kevin T. Preach, a U.S. Marine who lost his life while fighting in the War in Afghanistan. Additionally, many local groups operate out of our building including: Alcoholics Anonymous, the Bridgewater State University Alumni Chamber Choir and Girl Scouts of Eastern Massachusetts among others.

It is undeniable that the CSCC satisfies an abundance of diverse needs in our town, whether it be the need to connect with the past, the need to commune with one's neighbors, the need to heal, the need to commemorate or the need to experience beauty in one's community. In order to protect the building which has provided so much for the town of Bridgewater, we have embarked on a project to renovate the exterior features of the CSCC such that the building is restored to its original magnificence. To make this project possible, we are seeking funding in the amount of $1,548,753.88 from the Community Preservation Committee. This request marks our first application to receive funding through the Community Preservation Act. The scope of this project will include a complete restoration of the building's envelope, including: repairing the church's steeple, replacing the siding, and making repairs to the brackets and other architectural features of the exterior.

We have recruited the expertise of Gale Associates, Inc. a consulting firm based out of Weymouth, MA that specializes in building enclosures, to assist us in constructing an exterior design plan and selecting an appropriate contractor. As a collaborative team of engineers, architects, and planners, the mission of Gale Associates is to understand each clients' unique needs and create practical, reliable, and sustainable solutions for their sites, facilities and infrastructure. The Senior Project Manager, Brian Neely, has extensive experience in building enclosure design and consulting services. As part of his work, he is responsible for conducting building enclosure evaluations and creating designs that serve to repair, renovate, restore and conserve energy. Together, Brian and his team at Gale Associates have successfully crafted designs to restore the exteriors of many historic sites within New England. These designs were employed in the restoration of buildings such as the Old South Union Church in Weymouth, MA; the Attleboro Public Library in Attleboro, MA; and the McAuley and Mercy Halls at the University of Vermont in Burlington, VT. Gale Associates' vast knowledge of building enclosure design and construction has proved to be an invaluable resource to us in the planning of this project. We are confident that their expert designs will ensure that the restorations to our building will provide safety, security and longevity.

In order to begin construction, our contractor will be applying for a building permit through the town of Bridgewater and Gale Associates will be arranging all necessary inspections with Bridgewater's building commissioner. Currently, there are no existing use or deed restrictions on the property however, upon completion of this project there will be a deed restriction on the property. The membership of the CSCC holds legal ownership of the property and will retain ownership after the project is finalized. In order to minimize the need for extensive maintenance after the completion of this project, we have entrusted Gale Associates to select quality materials that will endure well into the future.

Funds dedicated to routine maintenance of the building will be included as a line item in our budget as they have been in the past. The membership of the CSCC will be responsible for all maintenance duties and costs, and regular day to day care for the facilities will remain unchanged. Revenue for these costs will be generated through our capital campaign, public and private donations, and potentially through future grants. Throughout the duration of this project, the CSCC will maintain its regular schedule of activities and the building will remain open to the public.

Gale Associates has provided us with a detailed schedule showing all of the major project milestones and their corresponding dates. On November 12th, Gale Associates officially started this project and on November 15th, completed the field evaluation. From December 2019 to April 2020, Gale Associates and the CSCC will finalize all documents pertaining to the design of the building's envelope and select a suitable contractor for the project. Construction will begin on April 27th of 2020 and will be completed by August 21st of the same year.

The overwhelming support we have received in our effort to revitalize our church is well documented in the heartfelt letters sent to us from local businesses, public agencies, organizations, abutting neighbors and community members. These letters were carefully crafted by highly regarded local institutions such as the Al-Anon Family Group, Bridgewater Historical Commission, Bridgewater Fire Department, BSU Alumni Chamber Choir, Girl Scouts of Eastern Massachusetts and Prophett Funeral amongst others. Additionally, members of our community such as Nicholas Bagas, an abutting neighbor; Brian Tatro, a local music teacher; and Rob and Beth Basler, two long-standing members of the CSCC, have written earnest letters of support for this project. While reading these letters, it became clear to us that we are not alone in believing that this project has the potential to greatly enhance the character of downtown Bridgewater. As we know, the community character of any town is defined by its own unique layout of conservation land, open space, residential areas and historic sites. Given the aforementioned rarity of the CSCC, the preservation of this treasured landmark is essential if we are to protect the historic appearance of our downtown area.

It is of great importance that we also note the role this project plays in helping our town achieve some of the goals and objectives outlined in the Comprehensive Master Plan and Community Development Master Plan. In Chapter 3 of the Comprehensive Master Plan, Strategy 9 outlines the town's aspiration to, "preserve historic, cultural and scenic settings which distinctly characterize Bridgewater." Furthermore, the final "Action" stated in Strategy 9 dictates that we "seek state and federal funding to assist in the rehabilitation of historic commercial properties and related improvements." Our endeavor to procure funding through the Community Preservation Act directly aligns with the objective of the town, as outlined in Strategy 9, to explore state funding opportunities that may aid in the protection of historic sites. In the Community Development Master Plan, "The Facade Improvement Plan" in Section 2 discusses the recommended steps needed to improve the appearance of the facades and signs within Bridgewater's downtown area. This section includes funding opportunities for facade improvement and thus demonstrates an interest on the part of the town for such renovations. Three eligible improvements included in this section are: "exterior cleaning and painting", "application of new exterior materials consistent with building's historic character" and "repair of existing brickwork, plaster or clapboard". This project will address all three of these desired improvements to our building's facade and in doing so serve to beautify our corner of downtown.

With the upcoming 200th anniversary of our church rapidly approaching, we believe that there is no better time to invest in the preservation of one of our oldest and most distinctive historic sites than the present. Not only would the timely completion of this project serve to prevent any additional wear and tear to the building's exterior, it would also serve to remind us of what we are capable of when we work together as a community. As the membership of the CSCC, we can think of no better way for our community to celebrate this important milestone in Bridgewater's history than to see one of our most cherished landmarks restored to its original glory.

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

Budget Narrative

In order to fund this project, the Central Square Congregational Church (CSCC) is requesting funding from the Community Preservation Committee in the amount of $1,548,753.88. Additional funding for this project will come from our capital campaign, public and private donations, and potentially through future grants, all of which will serve to reduce town funds awarded. On December 1, 2019, the CSCC submitted a letter of inquiry to the Ausolus Trust requesting $150,000 in funding to support this project. The CSCC has sent additional letters of inquiry to the Joe M. and Doris R. Dealey Foundation and the 1772 Foundation requesting $25,000 and $10,000, respectively. Additionally, the CSCC has submitted a full application to the Daughters of the American Revolution requesting $10,000 in support. Currently, we are researching future sources of grant funding and preparing for our capital campaign.

Hard costs associated with this project consist of the costs of performing all recommended repairs as well as a 5% mobilization cost, 15% overhead and profit cost, and 3% permit cost. The subtotal cost to perform all recommended repairs amounts to an estimated $983,143 and includes the costs of general conditions, selective demolition, rough carpentry, masonry, windows and doors, roofing and drainage, associated work and interior renovation. The mobilization cost is estimated at $49,200, the overhead and profit cost at $147,500, and the permit cost at $18,900. The total for all hard costs is estimated at $1,378,553.88. Soft costs associated with this project include Gale Associate's engineering and exploratory cost of $161,200 and a grant writing cost of $9,000 for the year. The total for all soft costs amounts to $170,200. A 15% contingency associated with work on this project has been estimated at $179,811.38. These funds will be held in reserve in order to deal with any unforeseen problems, such as structural framing issues, wood rot or insect damage. The cost of managing this project has already been factored into Gale Associate's engineering and exploratory cost of $161,200. Upon completion of this project, the CSCC will need to pay for any legal fees incurred with the acquisition of a new deed from the Plymouth County Registry. No employees were hired for this project and no volunteer labor will be used. We do not anticipate that this project will require the Town to bond against CPA funds.

Project costs are based on a report issued by Brian Pfeiffer, an architectural preservationist recommended by members of the Community Preservation Committee, and by an assessment done by engineers brought in by our Project Manager, Brian Neely. Mr. Neely has provided us with a preliminary cost estimate spreadsheet from which we have derived the aforementioned cost estimates. Additionally, Mr. Neely has provided us with a comparative analysis of our project with a similar restoration project at the Old South Union Church in Weymouth, MA. The final cost of the Old South Church project came to $1,474,000 which is comparable to the $1,548,753.88 total cost estimate for our project.

It is important to note that the CSCC has already contributed a total of $74,479.22 of its own funds to cover several of the preliminary costs associated with this project. Between November 11, 2019 and January 9, 2020, the CSCC paid Gale Associates a total of $63,336.92 as a retainer for the building contract. The CSCC also paid $1,822.50 to Joseph O'Neill for grant research and grant writing carried out between October 27, 2019 and February 4, 2020. Additional payments were also made by the CSCC to Brian Pfeiffer for his architectural preservation services and Attorney Kevin Plainte for helping amend the CSCC's CPA application. These payments totaled $6,300 and $3,000, respectively. The CSCC currently owes $29, 363.08 to Gale Associates for additional structural studies.

PRELIMINARY COST ESTIMATE - Central Square Congregational Church					
Date: 12/12/2019	Gale Associates, Inc.				
Activity: Exterior Building Envelope Evaluation and Rennovation Report					
Location: Central Square Congergational Church - Bridgewater, MA					
Project Title: Exterior Building Envelope Evaluation (836010)					
Item Description					**Comments**
General Conditions			**Sub-Total**	**$ 249,600.00**	
Selective Demolition			**Sub-Total**	**$ 57,610.00**	
Rough Carpentry			**Sub-Total**	**$ 204,132.50**	
Masonry			**Sub-Total**	**$ 26,650.00**	
Windows and Doors			**Sub-Total**	**$ 142,100.00**	
Roofing and Drainage			**Sub-Total**	**$ 133,550.00**	
Associated Work (Electrical)			**Sub-Total**	**$ 25,000.00**	
Interior Finishes			**Sub-Total**	**$ 96,500.00**	
Structural Repairs			**Sub-Total**	**$ 48,000.00**	

Sub-total of Cost to perform all recommended Repairs		**$983,143**
5% Mobilization Cost		$49,200.0
15% Overhead and Profit		$147,500.00
Permit Cost ($16/$1,000)		$18,900.00
Subtotal		**$1,198,742.50**
Recommended 15% Contingency associated with work		$179,811.38
Total Construction Cost		**$1,378,553.88**
Project Soft Cost		**$170,200.00**
Total Project Cost		**$1,548,753.88**

GALE

THIS IS GALE

Established in 1964, Gale Associates, Inc. is a design and consulting firm of civil and structural engineers, architects, building enclosure specialists, and aviation engineers and planners focused on the repair, renovation and adaptive reuse of existing buildings, infrastructures and sites. Gale provides consulting and design services to the public and private sectors. Our corporate headquarters are in Weymouth, MA, just south of Boston, with offices throughout New England, the mid-Atlantic states and Florida. We encourage opportunities for staff, and support a work/life balance. We strive to be recognized annually as a "Best Firm to Work For." Strong work ethics and exceptional client service is a direct result of our staff's enthusiasm and excitement in our workplace.

Dog Friendly Workplace! (Luke and Rocky)

Raising $$ for the Food Pantry – 5K Run

Clothing Drive for the Department of Children and Families

OUR SERVICES

Building Enclosure Design and Consulting – Gale's Building Enclosure Group provides specialty consulting in building enclosure (roof, facade, fenestration, and waterproofing) technology and structural engineering. Building enclosure technology includes the analysis and design of roofs, exterior facades, windows, curtain walls/storefronts, and waterproofing assemblies. As experts, in all issues related to moisture intrusion, thermal barriers, and the effects of weather on exterior envelope assemblies and components, we assist architectural firms and clients with peer review consulting on new construction projects including building enclosure commissioning, forensic and expert witness services, and preventative maintenance programs.

Building Enclosure Commissioning – Gale's Building Enclosure Commissioning Group's goal is for our clients' buildings to function as intended. In an era of high-performance buildings, many existing and new buildings fall short. For the past 40 years, Gale has evaluated many of these failures and can assist owners with improving the design and construction of their enclosures to help avoid these problems. Building enclosure commissioning provides a process for peer reviews and assistance during design, with verification during construction for compliance with the specified performance requirements. These services typically include:

- Assisting in developing Owner Project Requirements (OPR)
- Providing peer reviews (red-line) of design documents
- Collaborating with the design team on weatherproofing details
- Reviewing mock-up construction and giving constructive feedback
- Attending pre-construction and construction meetings
- Providing peer review on submittals and shop/coordination drawings
- Monitoring building enclosure construction
- Assisting with detail clarification and deficiency resolution during construction
- Performing (or witnessing) building enclosure testing
- Continuing to train and verify that maintenance staff is prepared for operation

Structural Engineering Group – In conjunction with our building enclosure expertise services, Gale's Structural Engineering Group evaluates structural systems, and their components supporting the building enclosure. We offer forensic evaluation of exterior conditions to determine the presence and cause of underlying structural problems and provide designs necessary to properly complete repairs for renovations. The Structural Engineering Group provides structural analysis, forensics, and design of steel, concrete, masonry, and wood structures. We specialize in concrete foundation design, structural stabilization, structural strengthening, wind and snow load analyses for components and cladding, design of seismic bracing for roof parapets, concrete and timber repairs, and parking garage restoration/protection. Our projects range from designing components for new buildings to the rehabilitation of historic buildings experiencing deterioration and structural failures, generally due to moisture infiltration.

GALE

Collaboration
Opportunity
Respect
Equilibrium

As forensic building enclosure consultants, we utilize the necessary field-testing equipment to properly diagnose moisture and air infiltration problems. Gale owns and utilizes equipment such as infrared cameras, nuclear moisture gauges, capacitance meters, illuminated borescopes for cavity wall exploration, pressure testing apparatus, pull-out meters, and various lab testing capabilities. We also own and utilize global positioning survey equipment to accurately produce building plans to within two centimeters variation, both horizontally and vertically.

Gale has an extensive background in sustainable design and energy efficiency that specifically relates to building enclosure systems. Our staff includes LEED accredited professionals, completely familiar with the "green building" requirements of the U.S. Green Building Council (USGBC) and various building codes/sections related to sustainable and energy efficiency design. Members of our LEED AP staff sit on the Building Envelope Standards Committee of the USGBC.

As a forerunner in exterior building enclosure rehabilitations, key staff members are also involved in establishing standards for inspection and design through active participation in organizations and committees such as those listed below, as well as other trade and professional organizations. By keeping abreast of the latest technologies, staff members are experienced in properly identifying and addressing a myriad of exterior building enclosure rehabilitation problems.

P.E. and R.A. Registrations

PROFESSIONAL ENGINEER

Alabama
Connecticut
DC, Washington
Delaware
Florida
Georgia
Louisiana
Maine
Maryland
Massachusetts
Mississippi
Missouri
New Hampshire
New Jersey
New York
Ohio
Pennsylvania
Rhode Island
South Carolina
Texas
Utah
Vermont
Virginia
West Virginia

REGISTERED ARCHITECT

Connecticut
Florida
Maine
Maryland
Massachusetts
New Hampshire
Pennsylvania
Rhode Island
Vermont
Virginia

Mission:

Gale is a collaborative firm of Engineers, Architects, and Planners. We understand our clients' unique needs and create practical, reliable, and sustainable solutions for their sites, facilities and infrastructure. Our culture encourages respect, provides opportunity, supports a work-life balance, and strives for client satisfaction.

Vision:

To be a premier design and consulting firm recognized for empowering employees, developing trusted relationships, and providing practical solutions to meet our clients' individual needs.

GALE

BRIAN H. NEELY, AIA, CDT, BECxP[SM]
ASSOCIATE / SENIOR PROJECT MANAGER

Mr. Neely is an Associate and Senior Project Manager providing building enclosure design and consulting services. He performs building enclosure evaluations and designs focused on repair, renovation, restoration and energy conservation. His experience includes developing low-maintenance renovations and energy conservation upgrades to public and private facilities. Mr. Neely provides building code reviews including ADA and Massachusetts Architectural Access Board Regulations. He is actively involved with building enclosure peer review and commissioning services.

PROJECT EXPERIENCE

Old South Union Church, Weymouth, MA
Evaluation, design, and construction services for the removal and replacement of existing exterior building enclosures and steeple; project included new windows and doors

Emmanuel College, Boston, MA
Building enclosure consultation services for new residence hall including peer review, design consultation of building enclosure assembly details, and construction observations

Attleboro Public Library, Attleboro, MA
Exterior enclosure evaluation of the historic public library including low-slope roofs, slate roof, stone and masonry facade and windows

Ocean Spray Cranberries Headquarters, Lakeville, MA
Building enclosure evaluation and siding replacement project to provide higher energy conservation and low maintenance siding

McAuley and Mercy Halls, University of Vermont, Burlington, VT
Exterior facade replacement including the replacement of a 1950s steel facade with a new thermally efficient curtainwall system, while retaining historic detailing

Roger Williams University, Bristol, RI
Enclosure renovations at the Law School, Architectural Building, Bayside Apartments and Administrative Buildings

Medfield Public Safety Complex, Medfield, MA
Building enclosure commissioning services including peer review, submittal review, onsite observations, and window testing

AFFILIATIONS

- American Institute of Architects (AIA)
- Construction Specification Institute – Vice President 2012-2014, New England Region; Past President of Boston Chapter (2008-2012)
- Boston Society of Architects, Building Enclosure Council – Co-Chair 2014-2016
- American Architectural Manufacturer's Association (AAMA)
- Building Commissioning Association
- National Institute of Building Sciences (NIBS), BECx Training Program Group
- Building Enclosure Technology and Environment Council

EDUCATION

Syracuse University School of Architecture, Bachelor of Architecture

REGISTRATIONS AND CERTIFICATIONS

Registered Architect – MA #20514 (seven additional states)

National Council of Architectural Registration Board (NCARB Certified 64198)

CSI Certified Construction Documents Technologist (CDT)

Certified Building Official – State of Connecticut

Certification for School Project Designers & Owner's Project Managers (MCPPO)

Building Enclosure Commissioning Process Provider (BECxP[SM])

Commissioning Authority + Building Enclosure (CxA+BE[SM])

GALE

JASON WAGNER, AIA, LEED® BD+C
SENIOR ARCHITECT

Mr. Wagner provides consulting and design for a wide range of projects for institutional, educational, healthcare, commercial, and government clients. He specializes in building enclosure evaluation and design focusing on performance and energy conservation, and performs peer review analysis of designs as part of the building enclosure commissioning process to verify the building enclosure's function as designed, meet the needs of the owner and complies with current building and energy code requirements. Mr. Wagner also provides building code reviews including ADA and MAAB regulations.

PROJECT EXPERIENCE

Old South Union Church, Weymouth, MA
Evaluation, design, and construction services for the removal and replacement of existing exterior building enclosures and steeple; project included new windows and doors

Harvard Law School, Bence Site, Cambridge, MA
Building enclosure design assistance for new office building including curtainwall, window and cladding systems

Harvard University, 114 Western Avenue, Cambridge, MA
Existing conditions evaluation and building enclosure design assistance for renovations to an existing office building

Cambridge Housing Authority, Cambridge, MA
Building enclosure design and construction administration services including assessment, peer review, testing services and on-site observations for the revitalization of the Millers River Apartments

Plymouth Main Fire Station, Plymouth, MA
Evaluation of waterproofing, roofing and walls; project included storm water run-off management, site drainage and MEP evaluations

The Commons at Walpole Station, Walpole, MA
Building enclosure design assistance for new office building including curtainwall, window and cladding systems

Boston University, 10 Lennox Street, Brookline, MA
Building enclosure evaluation and existing conditions assessment

Dana Farber, Jimmy Fund Buildings 7 and 8, Boston, MA
Evaluation, design and construction phase services for roof replacement projects

AFFILIATIONS

- American Institute of Architects (AIA)
- Boston Architectural Center – Honors and Awards Committee Co-Chair
- ASTM Committee E06 on Performance of Buildings

EDUCATION

Boston Architectural Center, Master of Architecture

Wentworth Institute of Technology, BS Architectural Engineering Technology

REGISTRATIONS AND CERTIFICATIONS

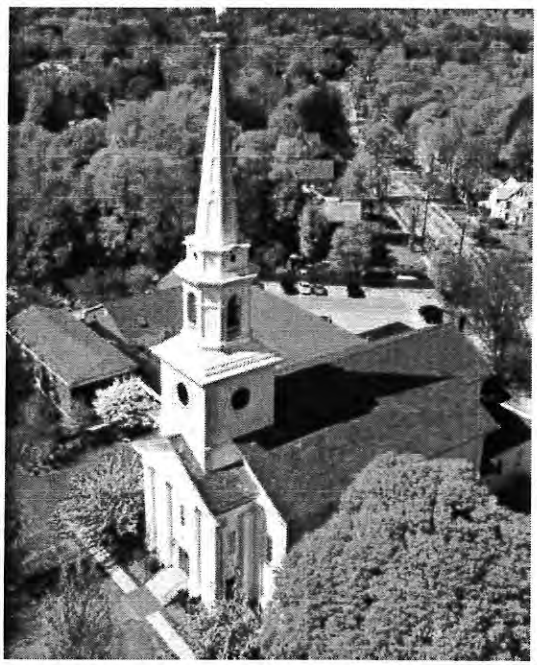
Registered Architect – MA #50948

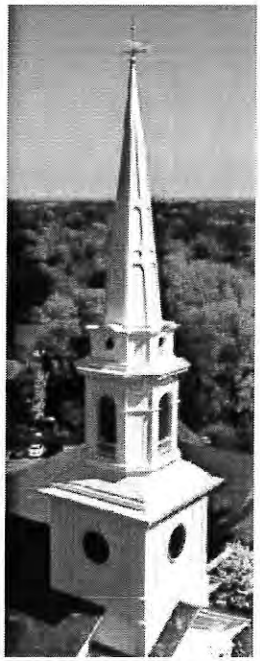
National Council of Architectural Registration Board (NCARB Certified 119107)

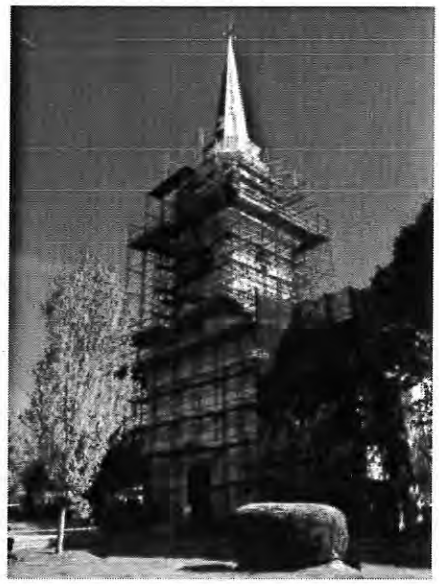
LEED®AP BD+C

OSHA 10-Hour Construction Course

GALE







Staging assembly for steeple replacement

OLD SOUTH UNION CHURCH

Building Enclosure Repairs

GFRP decorative dentils below the upper spire

THE PROJECT

The Old South Union Church (OSUC) is a one story wood and steel framed building with a bell tower and clock steeple that stands approximately 120 feet tall, located on 25 Columbian Street in Weymouth, MA. The church was re-built in 1990 after the previous church, built in 1853, was destroyed by a fire in 1989. The 1990 re-build is a replica of the original Greek revival style with white clapboards, dentillated cornice and pediment along with rusticating quoins at the building corners.

GALE'S SERVICES

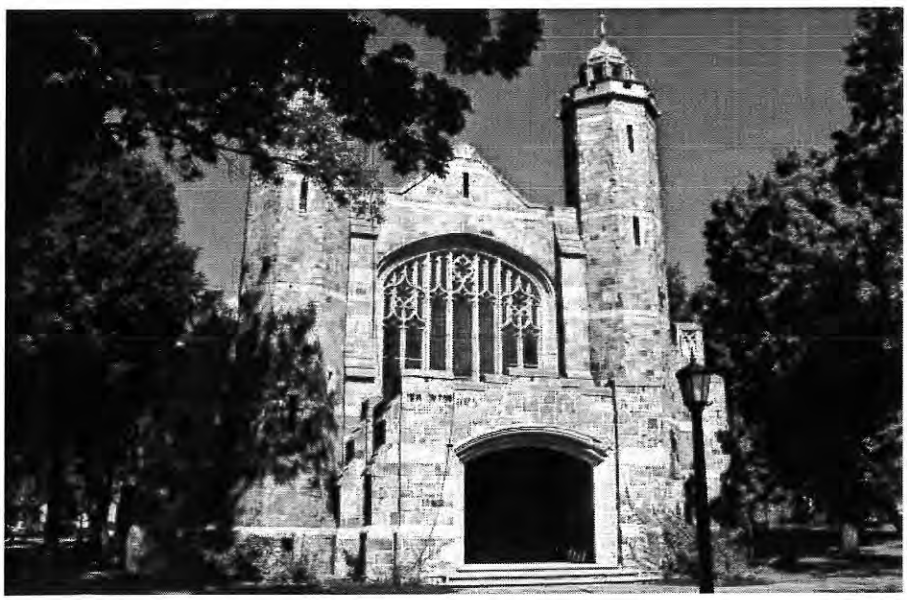
- Review of the existing drawings from previous projects
- On-site visual evaluation and destructive test cuts, with the assistance of a contractor, to verify construction methods and level of deterioration
- Design of the new GFRP (glass fiber reinforced polymer) steeple, bell tower, and clock tower which included plans, elevations, and details, along with product specifications
- Design of the new windows and doors, and associated trim surround which included composite wood trim and mahogany wood trim
- Review of product submittals, mock-ups, project schedule
- Monitored construction through periodic site visits, on-site meetings, and provided written meeting minutes
- Reviewed and confirmed contractor quality assurance process

PROJECT INFORMATION

Location: Weymouth, MA

Client:
Old South Union Church
Technical Review Committee
Mr. Fran Sheflin
(781) 223-7544

GALE



BATES COLLEGE CHAPEL (HISTORIC)

Building Enclosure Evaluation

THE PROJECT

The Bates College Chapel was constructed during the early 1900s. The main portion of the Chapel is flanked by two granite towers. The Chapel is constructed of masonry walls with decorative granite and cast stone elements; stained glass windows fill the masonry openings. The roof covering consists of slate shingles and lead coated copper panels. Water infiltration associated with masonry and potential roof defects resulted in deterioration of the building components. Areas of masonry were identified as potential fall hazards and portions of the building were given temporary netting for containment. A portion of the cast stone experienced severe deterioration which was reportedly associated with alkali silica reaction (ASR).

GALE'S SERVICES

- Provided review and comments on the building history including a peer review of previous envelope studies
- Performed detailed visual evaluation, interior leak audit, and material and ambient moisture content surveys; building materials were sampled focusing on removal of sufficient cast stone cores for petrographic analysis to determine the potential of ASR; explored openings in the granite wall assembly to verify wall construction and interior conditions
- Provided in-depth evaluation study, including detailed results of cast stone petrographic analysis, mortar analysis, and recommendations for renovations including preliminary budgetary estimates

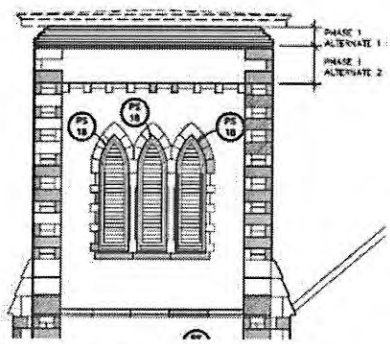
PROJECT INFORMATION

Location: Lewiston, ME

Client:
Bates College
Mr. Michael Gustin
Project Manager
(207) 786-8357

GALE

Wall Test Cut



Drawings for Repair

COLLEGE STREET CONGREGATIONAL CHURCH

Evaluation and Design for Tower Masonry Restoration

THE PROJECT

The building was experiencing deterioration and weathering of the natural stone masonry. The tower masonry was damaged in a steeple fire, and structural capacity of the masonry to support a replacement steeple was questionable.

GALE'S SERVICES

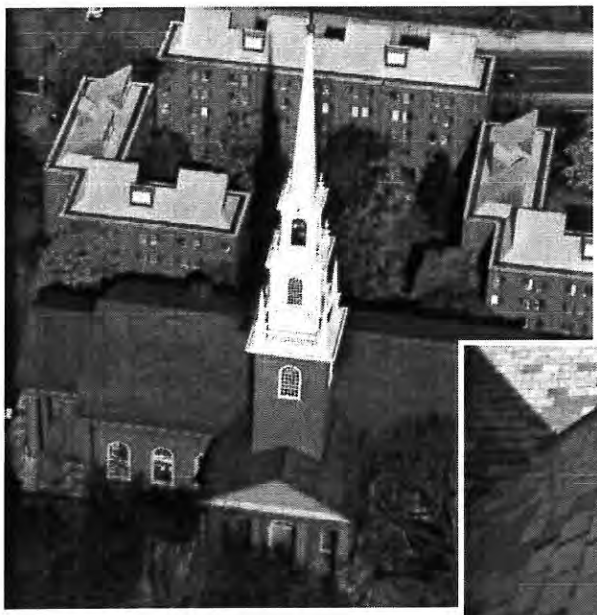
- Performed detailed stone-by-stone evaluation of masonry to determine and prioritize candidate stones for replacement based on need for immediate repair, or moderate and long-term restoration
- Using vertical lifts, sounded and documented condition of each tower stone
- Test cuts revealed rubble placed between exterior stone and interior brick; the top band of brick was analyzed to determine maximum loading capacities before and after repairs in preparation for replacement wood steeple
- Provided measured drawings for masonry restoration, calculations for estimated masonry weight to resist overturning movement, and preliminary cost estimating to aid the Church with restoration decision

PROJECT INFORMATION

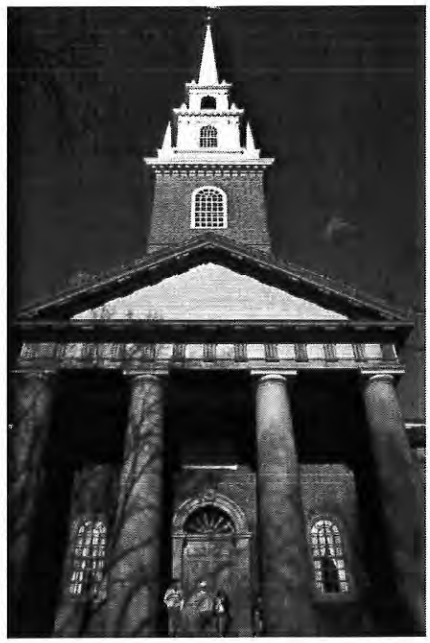
Location: Burlington, VT

Client:
College Street Congregational Church
Mr. Jonathan Farrell
Restoration Committee Chairperson
(802) 864-7704

GALE



Before construction



MEMORIAL CHURCH, HARVARD YARD (HISTORIC)

Slate Roof Evaluation and Design

THE PROJECT

The Historic North Yard Memorial Church at Harvard University was constructed in 1932. The slate roof covering has been experiencing natural weathering and deterioration requiring an ongoing maintenance effort. Typical repairs performed include slate shingle replacements, copper flashing repairs, snow guard repairs and copper gutter/downspout repairs. Harvard requested Gale's assistance with evaluation and design for the total replacement of slates, flashings, gutters, downspout leaders and associated work.

GALE'S SERVICES

- Thorough evaluation of slate roofing and flashing system to determine extent of repairs/replacement required
- Destructive testing was performed at various locations
- Design included proper research for slate replacement to comply with original design and historical significance of the Church
- Complete downspout and gutter replacements, and all metal flashing replacements

PROJECT INFORMATION

Location: Cambridge, MA

Client:
Harvard Real Estate Services
Mr. Jay Phillips
(currently with Emerson College)
(617) 824-8103

GALE

Existing Conditions

URSULA CHAPEL, PINE GROVE CEMETERY

Evaluation and Design Repairs for Granite Facade and Slate Roof

THE PROJECT

The Historic Ursula Chapel in Manchester, NH was constructed in 1904. The slate roof covering and granite facade was experiencing deterioration requiring frequent maintenance. As a result of failures in the copper flashings in the slate roof system, numerous interior leaks were produced. In addition, moisture infiltration due to lack of flashings contributed to the displacement of the granite facade and parapet. The City requested Gale's assistance with evaluation and design for the repair of the slate roof system and granite facade components, as well as complete replacement of roof related flashings.

GALE'S SERVICES

- Evaluation of the slate roofing and flashings systems to determine the extent of repairs/replacements required
- Evaluation of granite facade components through destructive testing to observe inner wall conditions
- Repair of granite facade components and displaced parapet walls
- Removal of all parapet wall capstones for installation of new embedded flashings to mitigate future water intrusion into the wall assemblies

PROJECT INFORMATION

Location: Manchester, NH

Client:
City of Manchester
Mr. Eric Krueger
(603) 624-6555

November 26, 2019

The Ausolus Trust
c/o BFO
88 Broad Street, 2nd Floor
Boston, MA 02110

Central Square Congregational Church
71 Central Square
Bridgewater, MA 02324

To whom this may concern:

I am writing to you on behalf of the Central Square Congregational Church to announce our intention to apply for funding from the Ausolus Trust. The Central Square Congregational Church is a 501(c)(3) nonprofit based in Bridgewater, Massachusetts that is committed to embracing diversity and serving all people, regardless of their race, gender identity, sexual orientation or faith. As a Christian community, our mission is to reach out to our neighbors, at home and abroad, and share our faith and our resources.

Our church, located in Bridgewater's historic district, was founded in 1821, and despite our building's impressive longevity, it is in need of both interior and exterior renovations. Currently, we need assistance to restore the beauty of our church sanctuary and repair our aging steeple. We believe that making these improvements is vitally important, not only to preserve a rich historic landmark in the town of Bridgewater, but also to maintain the sanctity of the space in which our members come to worship. To make this possible, we are seeking funding in the amount of $150,000.

We would greatly appreciate the opportunity to submit a full grant proposal. If you have any questions or would like to discuss the work we do in further detail, please feel free to visit our website at csccucc.org or give us a call at 508-697-6016. Thank you for taking the time to consider our organization.

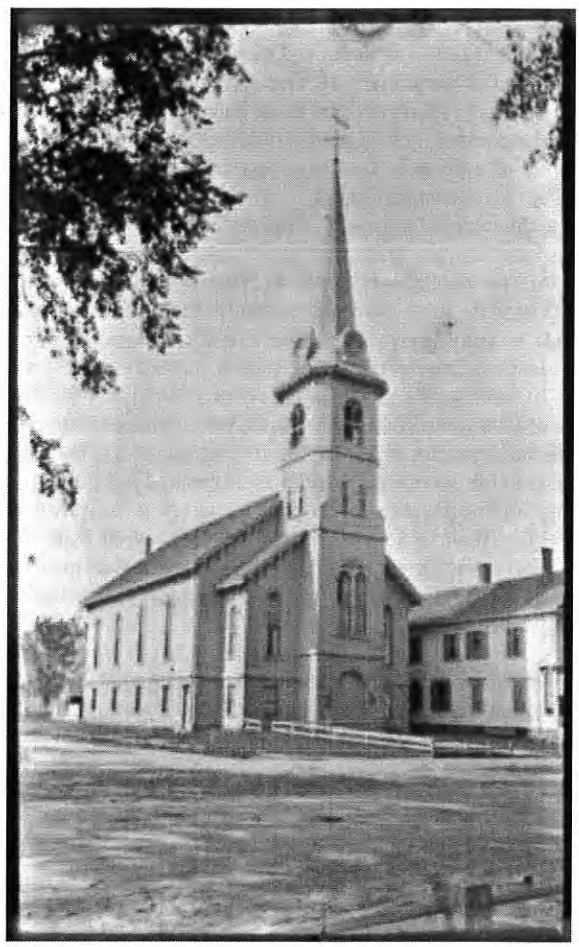
Sincerely,

Joseph O'Neill

Joe O'Neill
Grant Writer - Central Square Congregational Church
617-834-9119
joneill343@gmail.com

Conditions Assessment
Central Square Congregational Church, Bridgewater, Massachusetts
March 22, 2019

Brian Pfeiffer
Preservation Advisory Services



Central Square Congregational Church, ca. 1880

© Brian Pfeiffer, Preservation Advisory Services

I. Historical & Architectural Background:

Known originally as the Trinitarian Congregational Church of Bridgewater, the Central Square Congregational Church was constructed in 1861-1862 on site of the congregation's previous meetinghouse which was constructed in 1836 and destroyed by fire on August 6, 1860. A nineteenth-century plan of the property that now hangs in the entry vestibule shows the footprint of the previous meetinghouse (41' x 57') contained entirely within the perimeter of foundation walls of the present building which is larger (50'-6" x 65'-6"). The crawlspace beneath the church has not been examined to determine if the foundation of the previous structure survives as an archaeological fragment of the earlier church.

Plans for a new building began to be drawn soon after the fire. Initial reports described the structure as being in the Gothic style and to be built of brick. It seems likely that cost led to the abandonment of masonry construction in favor of the present wood-frame design in the Italianate style. The building's architect was Solomon Keith Eaton (1806-1872), a native of Mattapoisett, Massachusetts, who maintained an active architectural practice in New Bedford, Massachusetts. He designed buildings in the several early and mid-Victorian styles prevalent during his lifetime. In Bridgewater, he designed the Greek-Revival style Bridgewater Town House (Central Square, 1843) the Greek-Revival style First Parish Church (50 School Street, 1845), and an Italianate-style building which now serves at the rear wing of the Bridgewater Academy (Central Square, 1868).

In its current form, the Central Square Congregational Church survives largely intact from 1862. The exterior of the building rests on a foundation of rock-faced granite blocks with 3" gaps between them on the east and west elevations to promote ventilation of the crawl space beneath the building. The frame of the structure is of sawn stock built with braced-frame construction methods by which major framing members (sills, posts, plates, rafters and girts – generally 8" x 8") are joined with wooden pins in mortise-and-tenon joints rather than nails. This system of construction is marked by "bents" which frame the building into structural bays. From north to south, the main block of the church which corresponds to the Auditorium is composed of six bents framing five structural bays. In order to create a large open hall without interior columns, the central four bents have queen-post trusses which carry the weight of the roof to the outer walls of the building.

Current view of Church's façade (south elevation)

© Brian Pfeiffer, Preservation Advisory Services

The church's projecting entry pavilion and tower are also built with braced-frame construction. The tower's belfry was modified structurally by the installation of additional heavy timbers in 1960 from a design provided by Cleverdon, Varney and Pike, Consulting Engineers. This work was undertaken to strengthen the base on which the present steeple was placed after the original was taken down.

As originally constructed, the building's exterior was clad with flush-boarding at all elevations of the tower and at the first storey of the east, south, and west elevations of the main body of the building and its projecting central pavilion. Upper floors were clad with painted clapboards, a section of which remains exposed and sheltered from weather on the west wall of the Chancel in a staircase. Exterior details include corner quoins at the façade's first storey, label mouldings at the heads of arched and flat-topped windows, and deeply projecting eaves with ornate brackets, all of which remain in position. All clapboards and the upper floors of the tower were covered with vinyl siding in 1985, presumably to reduce the expense of painting which was required on cycles of 10-12 years during the nineteenth and early twentieth centuries [See Appendix A, below, for dates of maintenance work recorded in church records]. Original claddings nearly certainly remain in position beneath siding and are likely to remain in sound condition.

Alterations to the exterior are relatively few and consist of the replacement of the original steeple with a 35' steeple set on a hipped rather than flared base covered with lead-coated copper roofing (1962); ornamental dormers that existed on each face of the original were not reproduced on its replacement. The front doorway was altered between 1917-27 by the replacement of its original paneled doors with a pair of Colonial-Revival style double doors and glazed transom. At the first storey, original sash has been replaced with modern metal sash, while all sash at the second floor was replaced with single-glazed wooden sash (ca. 1920-1940) milled to provide a close, but not exact, match to the original. Original sash remains at the first-storey rooms flanking the bell tower.

The most notable elements of the building's interiors are its large Auditorium, Entry Vestibule and Main Staircase. These spaces have lime plaster walls and ceilings trimmed with high baseboards, moulded door cases, and moulded window trim. The staircases retain original curved wooden handrails mounted on Rococo-Revival style iron brackets and terminating in turned newel posts. Doors are paneled and those in the

Ca. 1880 view of original front door and wooden stoop

© Brian Pfeiffer, Preservation Advisory Services

Entry Vestibule and Stair Hall retain original hardware with glass doorknobs. Similar details remain in the Auditorium. In addition, the south end of the Auditorium has a shallow projecting balcony for the Choir Loft. Both spaces retain original interior shutters with louvers and small brass spring latches that once secured them in position when closed.

The Auditorium has undergone several periods of alteration beginning with repainting in 1883 when the space was "frescoed", and a new organ loft built. By 1900, the congregation sought estimates for repainting the interior. Again, in 1926-27, the Auditorium was renovated and, presumably repainted. In 1935-36, consideration was given to re-arranging the front of the Auditorium following the removal of the old organ. This work may have been deferred until 1940 when plans and estimates were sought. Again, in 1956, additional work was carried out on the Auditorium.

In its present form, the appearance of the Auditorium dates from the building's initial construction and, probably from designs prepared by Edwin J. Lewis (1859-1937), perhaps in 1925-26 when a committee of the church worked with him on trying to design a one-storey rear wing. Undated blueprints remain in the Church Archives for an addition and modification of the Auditorium by the installation of pilasters and pedimented doorcases at its north and south walls. Although the details of the blueprints were not built, Classically-inspired features like those shown were installed, presumably from another set of plans that have not survived. The most prominent of these features are the pilasters and entablature that frame the Chancel and the two doorways that flank the Chancel. It is probable that applied mouldings that frame the walls into panels were also added at this time.

Elsewhere on the interior of the church, the front two offices that flank the entry at the ground floor retain simple moulding trimmings, interior shutters, paneled doors, lime plaster walls and ceilings, and other simple original finishes. The ground-floor Fellowship Hall and Kitchen retain Victorian trimmings at perimeter walls and in the form of paneled doors with original hardware, moulded door and window cases, and lime plaster walls that are concealed by plywood paneling. The ceiling at the Fellowship Hall has been damaged and concealed by a suspended ceiling (ca. 2000-2010). The floor of the Fellowship Hall has been re-laid with hard pine, presumably in 1897 when the Vestry floor was replaced with hard pine.

Ca. 1916 view of façade (Historic New England)

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In 1957-1958, the present two-storey rear wing was constructed for use as church offices and Sunday school classes. This wing has not been included in this Conditions Assessment which is focused on the condition of the original 1862 structure

pre-1925 colorized postcard of façade
(Historic New England)

© Brian Pfeiffer, Preservation Advisory Services

II. Existing Conditions - Exterior:

A. Site & Foundation: The church occupies a rectangular corner lot at the northeast corner of Central Square and Church Street. The site is generally flat with a decline of grade away from the building toward Central Square (south). To the west, drainage is partially blocked by a handicapped access ramp (2006) that traps rainwater from the northwest downspout in a narrow channel next to the church; there is little evidence of moss or mold in this location, which suggests that the existing leader and air movement are sufficient to dry the area after rainstorms. To the north, the church is attached to a two-storey addition (1957-58), and to the east is a narrow passageway between the church and an adjacent structure. The passageway is flat and lacks positive drainage away from the church. It is littered with debris, weeds, and weed trees which hold moisture next to the building. More important, the gutters and downspouts on this side of the building do not function correctly and drop much of the rainwater from the east slope of the roof near the foundation where it soaks into the ground slowly. Although natural ventilation in the church building appears to keep it sufficiently dry, there is a distinct smell of mold/mildew in the two-storey addition indicating high relative humidity that structure.

East and west elevations of the foundation each have three gaps of approximately 3" width between the large granite foundation stones. These gaps appear on historic photographs and are nearly certainly original to the building. They are currently fitted with hardware cloth to prevent vermin from entering while allowng air to move through the crawl space beneath the Fellowship Hall.

Site & Foundation:

East elevation showing narrow alley with downspouts draining directly on grade

Weeds, broken leaders, and debris at east alley

East elevation - downspout draining directly against foundation next to original vent between foundation stones

RECOMMENDATIONS:

- Clear east passageway of all debris, weeds, and weed trees to increase air circulation.
- At a minimum, reconnect all goosenecks and downspouts; direct leaders away from the building and use pans to promote rainwater drainage at least 4' to 6' from the foundation.
- Consider the installation of underground rainwater drainage either to large drywells or to a public storm drain, if one exists. The east side of the building should be a high priority for improvements to drainage, as it was found to be wet during each site visit, even when no rain had fallen during the previous week.
- Maintain gaps between granite blocks for ventilation of foundation; maintain hardware cloth screening against vermin.

Site & Foundation (cont'd):

West elevation - downspout and leader extending southward in well created by handicapped access ramp

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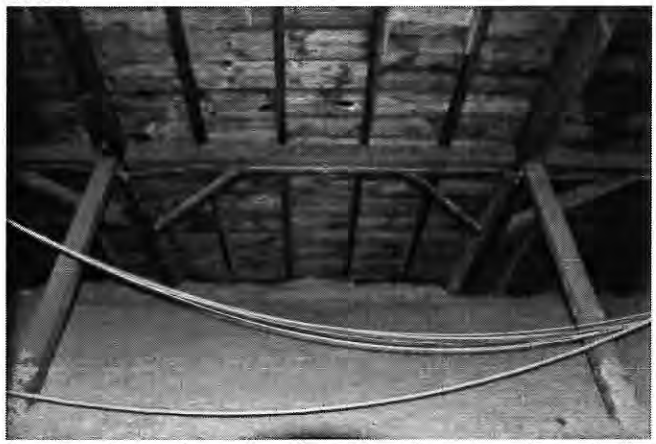
B. Frame: The church has braced-frame construction with major wooden timbers (8" x 8") secured by mortise-and-tenon joints. At the first storey, floor framing sits above a crawl space with a dirt floor. The main body of the Auditorium is framed by six bents into five bays. The central four bays have queen-post trusses in which the top and bottoms chords are 8" x 8" timbers, rafters; the queen posts are iron tie-rods. The junction between rafters and top chords have wide checks and added iron clamps to prevent the timbers from splitting. Timbers appear stable; the date of this repair s not mentioned in church records.

Bell Tower & Steeple: Similarly heavy timbers were used in constructing the bell tower. In 1960, they were supplemented with additional timbers at the head of the belfry to serve as a base for the new steeple. There is no evidence of cracking or decay in the tower's timbers. [Appendix D – Cleverdon, Varney and Pike – Steeple plans dated 8-18-1960]

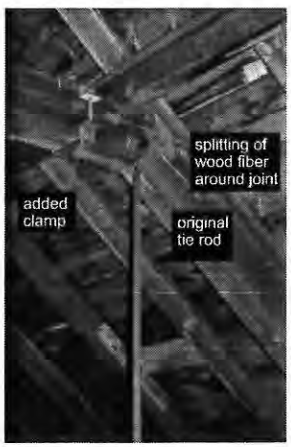
RECOMMENDATIONS:

- Confirm that floor framing at the ground floor is in sound condition by commissioning inspection of the crawl space by a timber-frame carpenter.
- Confirm stability of attic trusses and clamps by engaging either a timber-frame carpenter or engineer, or both to inspect the timber, clamps and fastenings.
- Although there is no apparent damage to the steeple, its position exposes it to heavier weather than the rest of the building. Confirm its condition by commissioning an inspection by a timber-frame carpenter or steeplejack and an engineer. Appendix D plans can serve as a baseline against which conditions are measured.

Frame:



Framing at east slope of roof at attic; mineral wool at attic floor



Damaged & repaired truss at east slope of roof (typical)

Attic framing looking south to bell tower; center boardwalk visible in mineral-wool insulation at attic floor

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C. **Exterior Wall Cladding & Trim:** Although much of the building's exterior has been covered with vinyl siding for more than thirty years, there is little evidence of decay. Sections that are exposed wood siding have a heavy build-up of old paint and joints at corner quoins have been partially covered with metal and filled with synthetic caulk which tends to trap moisture and promote decay. Nonetheless, there are few signs of decay, and all wood appears hard with little checking.

There is a continuous projecting belt course at the head of the first storey that has been covered with siding down to its lower drip edge. Faint water streaks on paint beneath this belt course indicate that some water (perhaps condensation) seeps from beneath the siding and down the wall. While the streaking is not severe, it should be regarded as a warning sign of potential damage if moisture is routinely condensing against the wooden structure beneath the siding.

Two rectangular wooden vents were added to the side elevations of the building prior to 1916. The west vent has been closed and boarded over, while the east vent remains open and is protected from animal entry by a wire-cloth covering. This vent is set between studs with an open airway to the crawlspace beneath the ground floor. It seems likely that the vent was added to reduce moisture in the crawlspace through increased air-flow and speedier evaporation.

Exterior Wall Cladding & Trim:

West elevation - typical siding & synthetic cladding at window jambs; original head moulding, consoles and cornice brackets exposed

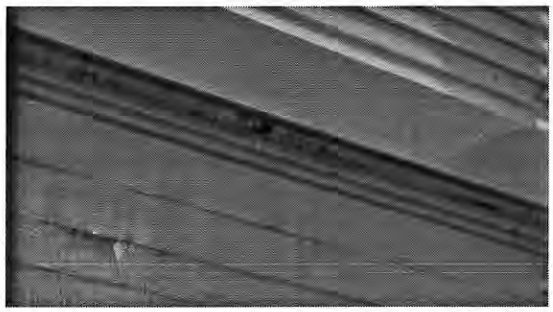
Detail at southeast corner of entry pavilion: sheet metal & caulk used to close corner of quoins (typical)

© Brian Pfeiffer, Preservation Advisory Services

RECOMMENDATIONS:

- Engage a preservation carpenter to lift selected sections of siding at the belt course to inspect for condensation and decay. If these conditions are found, inspect higher sections of the wall at window heads for similar conditions.
- As vinyl siding ages, it will embrittle. At thirty years' old, vinyl siding is approaching the end of its functional life and should not be expected to last more than ten to fifteen years. Replacement or removal will be needed in the foreseeable future.
- Consider the option of restoring the façade of the church by removing siding, repairing flush-boarding and clapboards preparatory to repainting.
- Even if siding is not removed, trimmings and exposed areas of flush boarding will require careful preparation and repainting. To preserve color evidence that remains in old paint layers, consider commissioning a color analysis of exterior wooden surfaces prior to repainting.
- Consider developing a long-term plan to expose original wood siding on the building's main street elevations (south & west) or on all elevations.
- Maintain the existing air vent on the east elevation; consider re-opening the west vent if inspection of the crawlspace yields evidence of excess humidity and decay beneath the ground-floor framing.

Exterior Wall Cladding & Trim (cont'd):



West elevation - streaking from water/condensation beneath siding seeping out at flush-boarding of first storey

Synthetic siding covering tower up to cornice

East elevation - pre-1916 foundation vent

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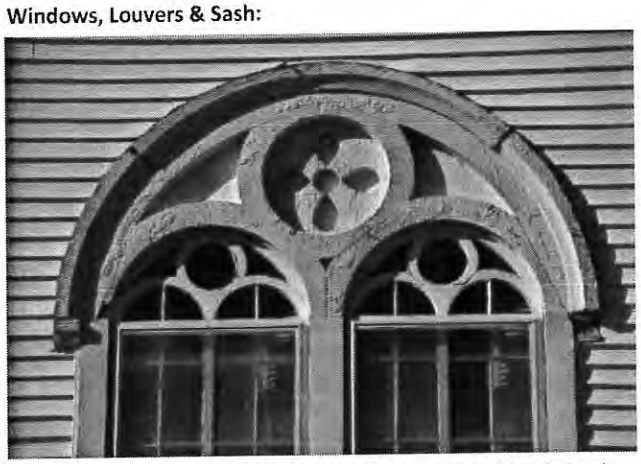
D. Windows, Louvers & Sash: All windows on the exterior are trimmed in the same manner. Sills are made up of two pieces of 2" deep stock glued together to form a beveled sill with a height of 4" and a projection of 2-1/8" from the wall plane. Jambs at first-storey windows are made up of the flush-board siding trimmed with a beaded edge. Jambs at the second storey may be the same, but they are now concealed by vinyl siding. First-storey windows have rectangular heads with label mouldings. Second-storey windows and those in the belfry have arched heads trimmed with label mouldings that terminate in small console blocks. Five different window configurations exist:

1. First-storey windows at the projecting pavilion of the south elevation retain original 8/8 wooden sash in which the center vertical muntin is wider than other muntins to give the appearance of being paired 4/4 windows. Muntins bear an ogee profile that rises to a slender point on all but the center muntin. These windows are protected from the weather by triple-track, aluminum combination storm windows in fair condition.

2. First-storey windows at the east and west elevations of the main body of the church contain metal replacement sash with double-insulating glass. Muntins are flat and applied to the interior; although they preserve an 8/8 configuration, they lack the wide center muntin of original sash and present a modern appearance. These openings do not have combination windows.

Windows, Louvers & Sash:



South elevation - window head with storm sash; original woodwork; synthetic siding at jambs

South elevation - window head with storm sash & plexiglass panel

© Brian Pfeiffer, Preservation Advisory Services

D. Windows, Louvers & Sash (cont'd):

D. Second-storey and tower windows all have arched heads and contain single-glazed wooden sash with wide central muntins flanked by narrow muntins to give the appearance of paired sash. These windows appear to be replacements that were custom made, perhaps between 1925 and 1957 to match original sash which they do in most respects excepting the moulded profile of their muntins. Church records do not record the date of their installation. These windows are fitted awkwardly with rectangular aluminum combination storm windows and fixed plexiglass panels in their arches. Storm windows are in fair condition; arched panels have grown clouded and some are missing. Windows in the belfry were original double-hung (4/4) with arched heads; they have been replaced with inoperable 8-light sash on the interior and a fixed aluminum storm panel on the exterior.

E. Two stained-glass windows existing in the Auditorium, occupying the positions of the northernmost second-storey windows at the east and west elevations of the Auditorium. These windows have metal frames within which stained glass is set in lead cames with cross-bars at 9" to 16" intervals to correspond with the internal panels of glass; each window's bottom panel contains an inward tilting hopper. Some bowing is visible, but both windows have lateral cross-braces to restrain excess bowing. Their condition appears fair to good after nearly a century more in position.

Windows, Louvers & Sash (cont'd):

West elevation - window head with heavy build-up of caulk between wood and siding

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D. Windows, Louvers & Sash (cont'd):

5. The north gable of the main body of the church has a single window centered on the gable. It contains a metal replacement sash with double-insulating glass and applied muntins to appear as 6/6 sash. Original single-glazed 6/6 sash from this opening has been stored in the attic. The replacement sash and its surround are in good condition.

In addition to window openings, there are four arched openings at the belfry that are filled with wooden louvers. These openings were originally filled completely with louvers. The arched upper portions of louvers were replaced n 1960-62 with circular clock faces. Louvers beneath the arches were left in position. They are now in deteriorated condition with checked and decaying rails, loose louvers, and a heavy build-up of peeling paint.

RECOMMENDATIONS:

- Double-hung sash appears to be in good condition throughout the building, needing only routine maintenance of deteriorated putty and periodic repainting. If major work is to be done on the building, then sash should be examined carefully by a painter/glazier and any sash needing more than routine maintenance should be removed for repair in a shop where temperature and humidity can be controlled during repair.

- Stained-glass windows should be examined by a stained-glass conservator or maker to determine the condition of lead cames and bulges in the plane of glass. If needed, conservation should be undertaken either *in situ* or in a conservator's shop.

- Metal sash at the first storey detracts from the building's historic appearance but is in good serviceable condition. Because of the relatively large dimensions of original sash, wooden sash with insulating glass could be made to order to match the appearance of original sash. This work is not needed to keep the building weathertight; it can be deferred, as it is discretionary in the service of restoring the church's Victorian design.

West elevation of pavilion – original sash at ground floor

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RECOMMENDATIONS (cont'd):

- Arched windows at the bell tower which now contain fixed sash rather than double-hung sash are in repairable condition and should either receive routine maintenance or replacement with double-hung sash made to match the original conditions. Restoring double-hung sash would offer the opportunity to ventilate the tower more thoroughly, although there is no physical evidence that additional ventilation is currently needed.

- The north gable window is not visible from the main public views of the building. Although this feature does not match the building's original appearance, it has a negligible effect on public views of the church and should be maintained until it requires replacement due to deterioration of its materials.

- Louvered panels at the belfry should be removed for a bench repair in a carpenter's shop. Much of the existing wood may be sound and may be able to be repaired by splicing new pieces into the existing frames.

- Combination Windows: The current arrangement of residential-scale triple-track storm windows and panels interferes with the Victorian appearance of the building and appears to be difficult to operate, in part because metal frames are relatively light for the heights of the openings. Installing a visually less obtrusive and more easily operable set of storm sash would provide better protection for the building and recover its historic appearance. Such an installation will need to be custom-made to fit the openings.

Windows, Louvers & Sash (cont'd):

1st storey east office – original sash and moulding profiles (1862)

West elevation of belfry – damaged louvers & dry wood at louvered vent

West elevation of belfry – damaged louvers

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E. Doors: There are two sets of doors at the exterior of the original church: the main entry and a smaller side entry on the west elevation.

1. The main entry is centered on the south elevation of the tower's base. It is approached from a concrete stoop (mid-20th century). The arched opening is 8'-7" wide and 13'-10" to the its apex. Jambs retain their original flat-stock casings with ovolo moulded edges that extend up through the arch. The arch is framed by an original label moulding that rests on console blocks. The head of the arch is flashed, presumably with copper or lead-coated copper. The original doorway was approached from a low wooden stoop and contained three four-paneled doors of which the center door was operable for daily use; it is likely the outer two leaves were also operable but were secured with cane bolts most of the time. Above the door heads, the arch was filled with wooden paneling that followed the panel lines on the doors. It is not known if these panels also swung out of position; they do not appear to operable in historic photographs. Starting in 1915, the congregation considered changes to the front door and the construction of a storm vestibule. The date on which the present Colonial-Revival style double doors and glazed fanlight were installed is not documented. It seems likely that door was installed as part of renovations designed by Edwin J. Lewis in 1926-27 when the congregation sought plans from him for a rear addition and modification of the Auditorium; however, this attribution is conjectural based upon similarity of Colonial-Revival style elements and the apparent age of the existing doors.

2. The west (side) entry is a single four-panel door surmounted by a three-light transom. The door surround matches window surrounds at the first storey with beaded jambs and head, and a label moulding set over the opening. The door appears to be sound, but the center rail is checked and dried.

Doors:

Modern concrete stoop at main entry

Main entry showing 1917-25 infill and original surround

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RECOMMENDATIONS:

- The main entry is in good condition and requires little more than routine maintenance. If the congregation should wish to restore the building's exterior to its 1862 appearance, the existing double doors and transom would need to be removed and replaced with paneled doors to match historic views of the building. There is no physical need to make such a change; if done, it should be part of a carefully considered plan of exterior restoration.

- The side entry is in sound condition but should be examined more carefully by a carpenter. The door may benefit from removal for a bench repair under controlled conditions in a shop where dried and checked pieces could be selectively replaced or spliced, after which the door could be re-hung with new weather stripping to provide a closer fit and improved operation.

Doors (cont'd):

Main entry ca. 1880 showing original paneled doors and infill

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F. Roofs & Gutters: There are three different exterior roofs and three historic roofs sheltered from the weather in the tower. [See Appendix F for information on interior roofs in tower.]

1. Architectural asphalt-shingles were installed in 2000 on the main roof of the Auditorium and on the roofs of the projecting façade pavilion that flank the tower. Shingles rest flat on an added sheathing of plywood that extends over the entire roof. Surfaces do not appear to be buckling or to be losing significant amounts of their granular coating. There are, however, three large areas from which shingles have blown off: two on the east slope of the roof near the ridge and one on the west near the ridge. Shingles appear to be of relatively light weight; asphalt strips at the bases of shingles do not appear to have sealed tightly to the lower courses. If the shingles are of a light-weight, inexpensive grade, they may only have a functional life of 25 years which would place them toward the latter part of their durability; nonetheless, the extent of failure at the ridge is surprising.

    - The main roof over the Auditorium is a steeply pitched roof that projects beyond the wall planes by an estimate 2'-0" in open eaves trimmed with brackets. The overall size of the roof is estimated to be 70' in length (65'-9" length of the building with an additional 4'-3" to include north and south overhanging eaves) with an estimated maximum height over the plate at its ridge of 20'-0". The length of the slope is estimated to be 35' including 30" for the overhanging eaves, based upon calculating the square root of the squares of the two sides of a triangle formed by the height of the ridge and half the building's width (25'-6"). The result is 4,900 square feet of roof surface.

    - The roofs over the two sections of the projecting façade pavilion that flank the tower are estimated at 400 square feet of roof surface (200 sf each).

Roofs & Gutters:

Missing shingles at east slope of roof

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F. Roofs & Gutters (cont'd):

2. The main roof and the front pavilions are currently drained with residential-grade, light-weight aluminum gutters that have been mounted on the fascia following the removal of original gutters (pre-2000). Each side of the Auditorium has four downspouts that drain directly onto grade. Each pavilion has one downspout that drains on grade. The gutters are undersized and dented, and several downspouts are disconnected causing water to be absorbed close to the foundation.

   As originally built, roof drainage consisted of large gutters set behind a crown moulding that matched the ogee crown mouldings found on gable eaves. It is not known whether the gutter itself was wood or metal. Its trough was certainly wider and deeper than the present system, as each slope of the main roof was drained by only two downspouts, one each at the north and south ends of the main block of the building. Pavilions were drained as they are today by one downspout each. The current system is in failure and appears inadequate for the scale of the structure.

3. The steeple is clad with lead-coated copper with flat seams, according to an amendment to the congregation's contract with Walter H. Barker, Inc. dated May 21, 1962. Maintenance carried out on the steeple in 1998 included removal of paint from wood and metal surfaces by power sanding and scraping, removal of weathervane for repair, repainting of all surfaces, and miscellaneous re-nailing. The steeple appears to be in good condition except for the wooden base of the weathervane which is breaking apart. Conditions observed from the ground with field glasses are insufficient to determine exact conditions of this part of the building which is exposed to more extreme weather than the rest of the structure.

Three areas of missing shingles at west slope of roof

Missing shingles near north end of east slope of roof

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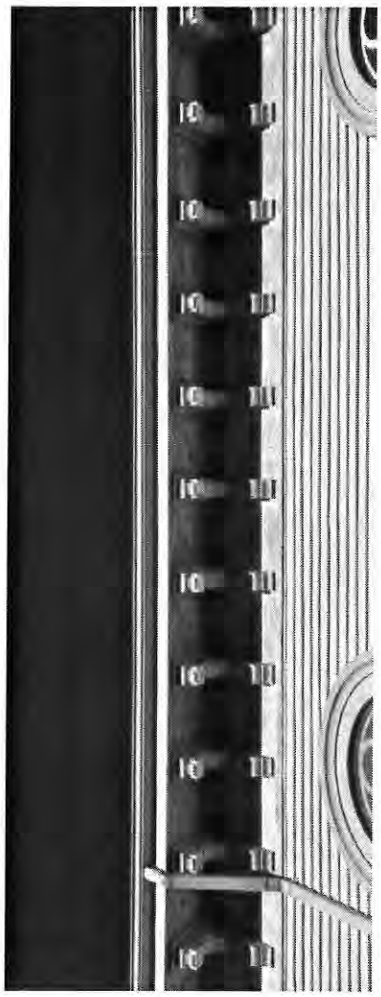
RECOMMENDATIONS:

- The exact condition of roof shingles cannot be accurately assessed from grade level. A roofer or engineer specializing in roofing materials should be engaged to inspect sections of the roof from a lift to determine if the sections that have blown off represent the result of extreme weather or failure of the shingles. An assessment of the roof's probable remaining life should be made at the same time. Depending upon the findings from the roof examination, two options exist:
    - If there is likely to be more than ten years' life in the existing shingles, then repairing and splicing in patches may be a frugal solution.
    - If existing roof shingles have a likely life of less than five years, then replacement should be planned. Since original roofing material is not known, asphalt shingle represents a durable and inexpensive choice. Because labor represents the largest part of roofing costs, a high-quality asphalt shingle with a projected life of 30-35 years should be selected. Saving money on the quality of roof shingles is a false economy.
- Replace the existing gutters and downspouts to restore the appearance and function of the gutters to their original condition. As with the main roof, this detail should not be carried out with materials chosen only for cost considerations, as the labor costs to gain access constitute the majority of repair costs. To obtain a high-quality result with durability of 70-80 years, it is worth engaging a specialist to prepare a written specification and drawings of details. Roofing companies that work with institutional clients are more likely that house roofers to have skilled craftsmen capable of making a durable installation with a heavy gauge of copper or lead-coated copper.
    - Investigate installation of a copper gutter with ogee face to match original crown moulding, minimum gauge 20 oz. copper with strap hangers to secure the trough.

Roofs & Gutters (cont'd):



Undersized aluminum gutter installed on original eaves with brackets at west elevation

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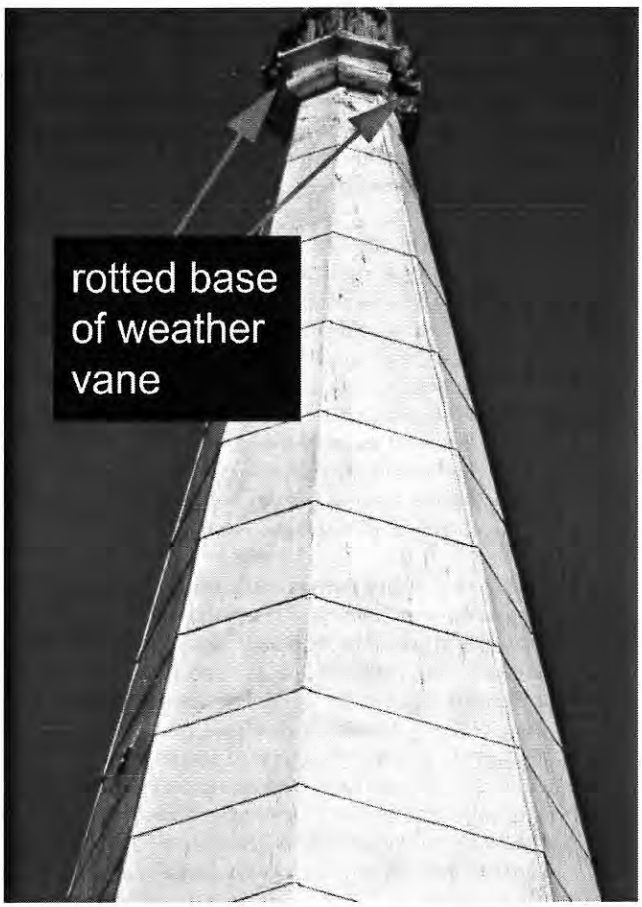
RECOMMENDATIONS (cont'd):

- Re-instate original drainage with minimum 4" diameter downspouts at each corner of the main roof, or to a
- diameter calculated to drain an area of 1,225 square feet for each half of each slope; in calculating the capacity needed, include predictions for more frequent extreme downfalls of rain due to climate change. Re-instate one downspout at each flanking pavilion, minimum 3" diameter or as specified after calculation of drainage for 200 square feet of roof to be drained by each.
- Coordinate installation of new gutters and downspouts with installation of an underground drainage system or with a re-grading plan to assure positive drainage away from the building.

- Engage an engineer or steeplejack to inspect the steeple using a lift to gain close access. The examination should produce a report about existing conditions, planning estimates for their repair, and specifications that can be used for seeking proposals from contractors.

Roofs & Gutters (cont'd):



Painted sheet metal (lead-coated copper?) and decayed base of weathervane at west elevation of spire

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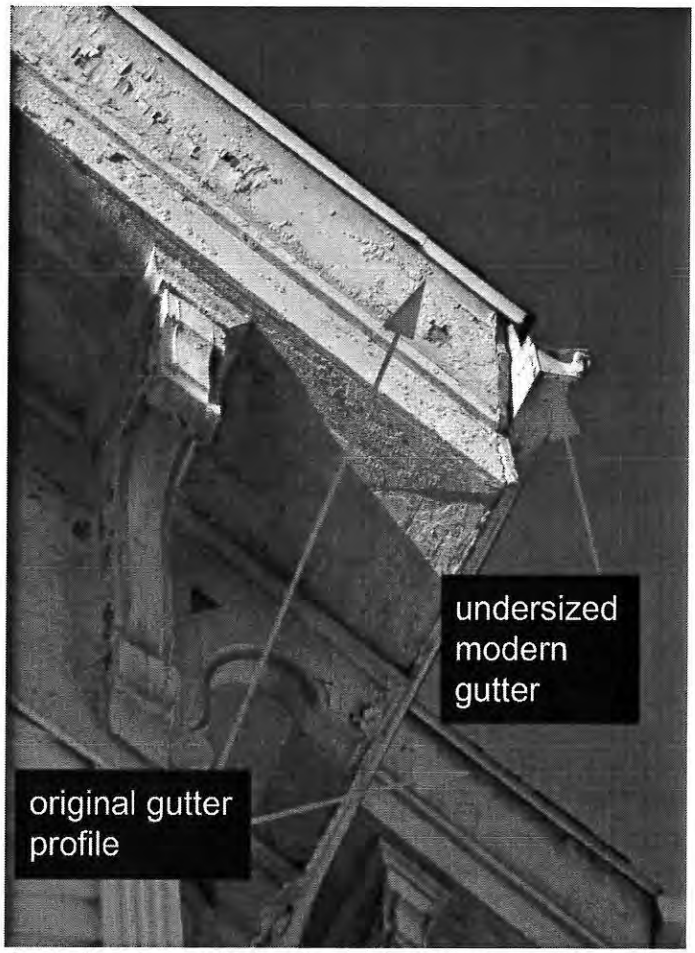
Roofs & Gutters (cont'd):



South elevation gable showing original crown moulding and undersized aluminum gutters installed to replace it at side elevations

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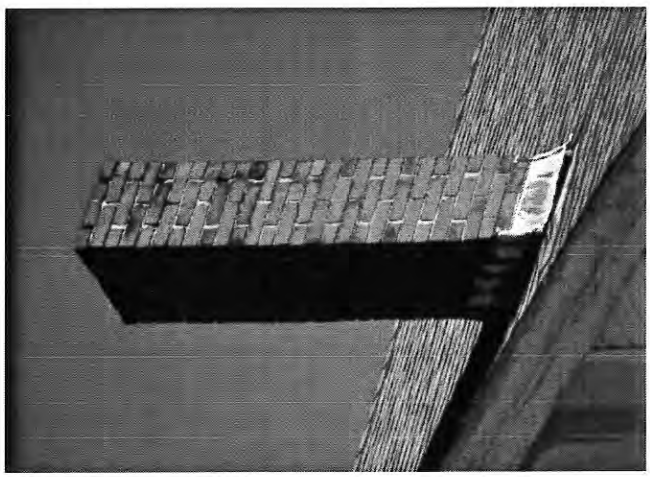
G. Chimneys: There are two single-flue chimneys that rise on the exterior of the north elevation from symmetrical positions below the ridge at the north elevation. The chimneys appear in the earliest historic photographs of the building and vented two hot-air furnaces. Brickwork above the roof line is in poor condition with eroded joints and loose bricks. Beneath the eaves, the chimneys have been covered with vinyl siding, presumably to protect aging mortar; however, this covering makes it difficult to assess the condition of the stacks.

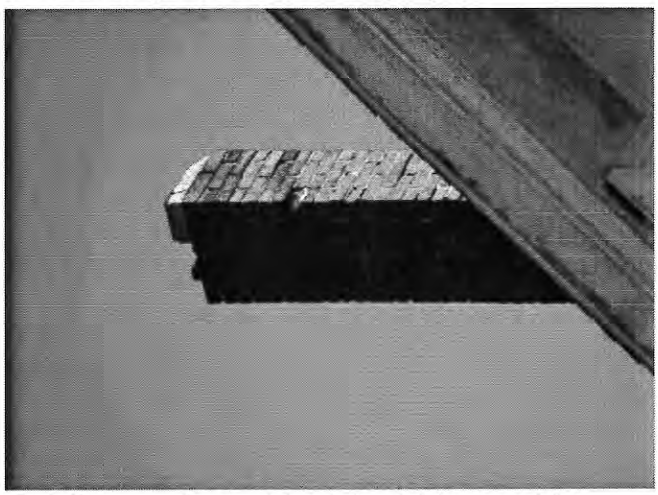
RECOMMENDATIONS:

- If chimneys remain in active use for venting furnaces or stoves, they should be inspected. Video-camera inspection can confirm the condition of the flue lining.
- If flues are in good condition, then re-point the exposed chimney caps with a mortar composed of lime putty and sand to provide a suitably soft mortar to match the original.
- If sections of vinyl siding can be lifted to inspect the condition of the chimneys' brickwork, such inspection should be conducted to confirm that there are no lose bricks or gaps.

Chimneys:



West chimney - loose bricks and open joints



East chimney - damaged & missing bricks, open joints

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III. Existing Conditions - Interior:

The Entry Vestibule, Main Staircase and Auditorium at the second storey create a connected series of spaces that share finishes and represent the most architecturally ambitious interiors in the building. Secondary spaces such as the two offices that flank the entry hall at the first floor, the ground-floor Fellowship Hall, kitchen and side hall to the west entry at the first floor contain simpler original Victorian finishes. The attic and bell tower contain unfinished spaces with exposed framing and several rare details of Victorian roofing and flashing that preserve information about historic construction techniques. For an inventory of interior finishes see Appendix B.

Interior architectural finishes are generally in good to excellent condition. A high proportion of original 1862 finishes remain in position together with well-designed elements from a major renovation in 1925-27 designed by Edwin J. Lewis, architect.

The condition of electrical wiring, plumbing, HVAC and other systems has not been evaluated as part of this Conditions Assessment.

Entry Vestibule & Main Staircase:

Left two photos: typical original door hardware; right photo: iron bracket at main staircase

East staircase at 2nd storey – original finishes

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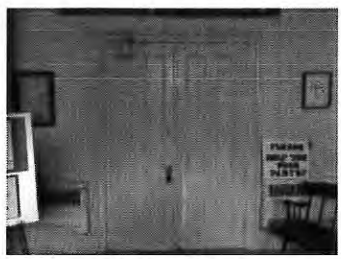
A. Entry Vestibule & Main Staircase:

RECOMMENDATIONS: These spaces are in excellent condition with most of their original fittings intact. Conservation of existing features is recommended. The following repairs would be useful preventative maintenance:

- Engage a finish carpenter to inspect, adjust and re-hang (as needed) interior louvered blinds to assure easy operation
- Inspect all original door hardware; repair mortise locks and strikers to assure that all operate correctly and that doors close properly
- Inspect window slides; if counterweights remain, re-hang with new cords or copper chains

Entry Vestibule & Main Staircase (cont'd):

West staircase at 2nd storey – original finishes



North wall of vestibule – original double doors

Hook at interior blinds in Auditorium

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B. Auditorium, Chancel & Choir Loft:

RECOMMENDATIONS: These spaces are in excellent condition with most of their original fittings intact and with architecturally notable finishes added in 1925-27. Conservation of existing features is recommended. The following repairs would be useful preventative maintenance:

- Engage a finish carpenter to inspect, adjust and re-hang (as needed) interior louvered blinds to assure easy operation.
- Inspect all original door hardware; repair mortise locks and strikers to assure that all operate correctly and that doors close properly.
- Inspect window slides; if counterweights remain, re-hang with new cords or copper chains.
- Repair minor water damage at south end of ceiling; inspect plaster to be sure it is soundly adhered, prepare, and repaint plaster finishes.
- Remove the added partition at the Choir Loft to restore light to the Auditorium and the original configuration of this space; inspect plaster walls and re-adhere/repair with lime plaster as needed, prepare surfaces and repaint the interior of the Auditorium.

Auditorium, Chancel & Choir Loft:

North wall of Auditorium showing pilasters, doors, and raised platform at chancel (ca. 1925-26); original curved bench pews and arched windows with louvered blinds (1862)

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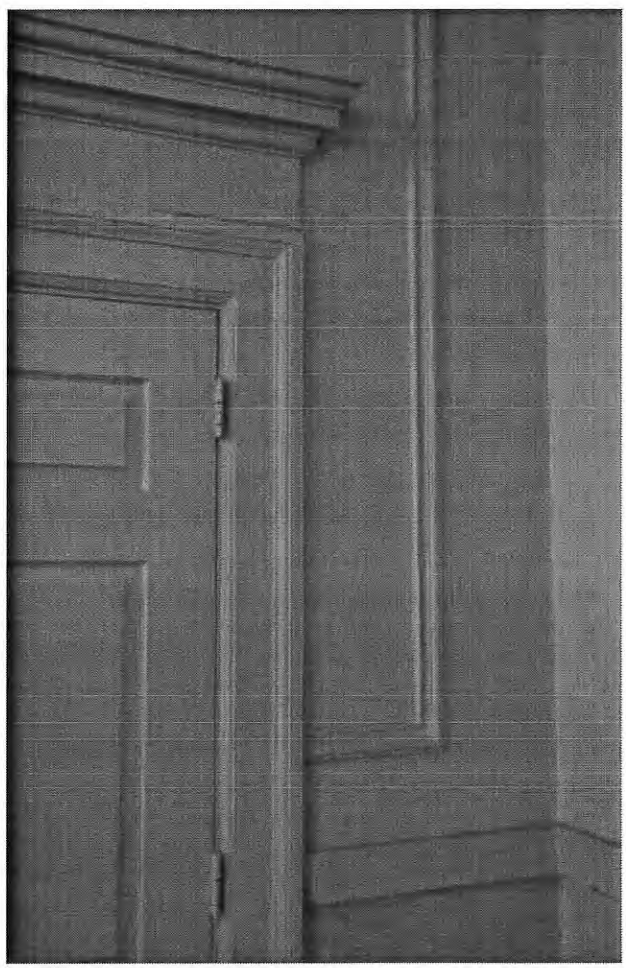
Auditorium, Chancel & Choir Loft (cont'd):



North wall of Auditorium – added door, doorcase & wall mouldings (1925-26)

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Auditorium, Chancel & Choir Loft (cont'd):

South wall of Auditorium – original arched door and baseboard (1862); added wall mouldings (1925-26)

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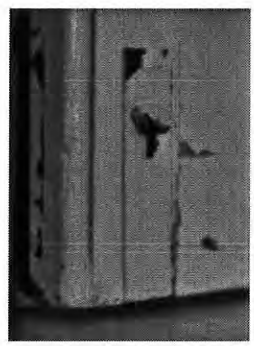
Auditorium, Chancel & Choir Loft (cont'd):



East wall - spring latch on blinds

West wall - bottom board at Sash; Parliament hinge at blind

Pew end (1862)

East wall of Auditorium - arched windows and original louvered blinds

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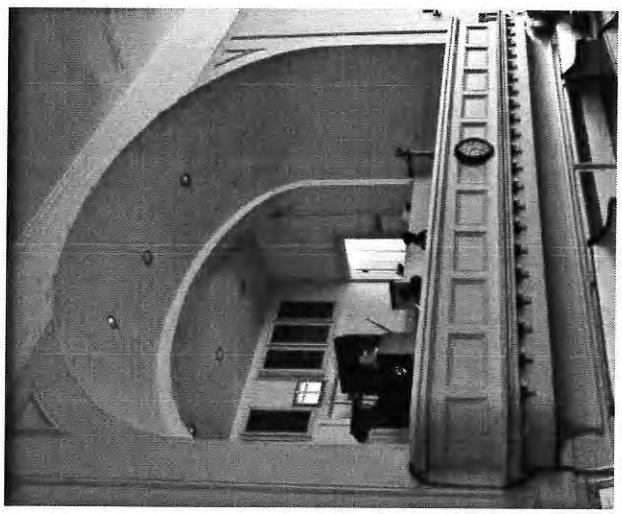
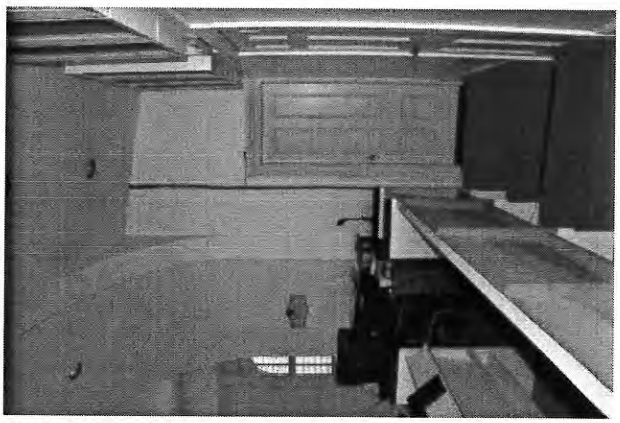
Auditorium, Chancel & Choir Loft (cont'd):



South wall of Auditorium – Choir Loft



Choir Loft – added partition (right) & pews (left – 1925-26)

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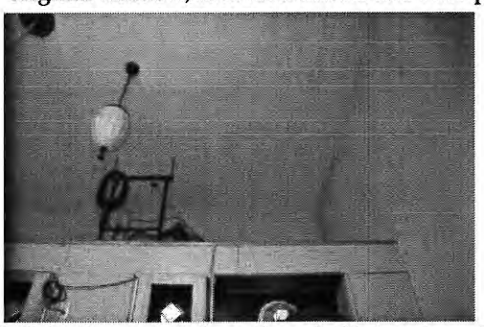
Auditorium, Chancel & Choir Loft (cont'd):

Choir Loft – enclosed southern half showing original window, louvered blinds and lime plaster



Choir Loft – enclosed southern half showing added partition, original lime plaster & ca. 1925 lighting fixture

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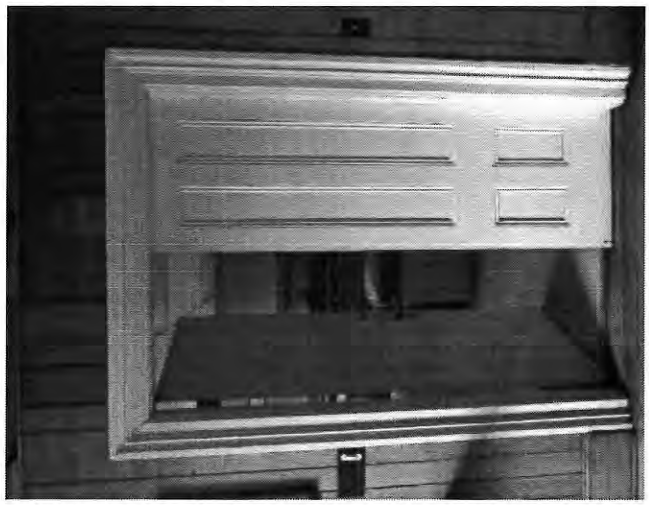
C. Fellowship Hall, Kitchen & Choir Room:

RECOMMENDATIONS: These three spaces are actively used for a variety of on-going church programs. Although they have been extensively altered by the addition of modern wall coverings and suspended ceilings, they retain several original features. While greater freedom can be exercised in renovating these spaces for changing uses, it is recommended that any future renovations protect original features (even if covered) and not remove them.

- Inspect all original door hardware; repair mortise locks and strikers to assure that all operate correctly and that doors close properly

Fellowship Hall, Kitchen & Choir Room:

Fellowship Hall – added wall & ceiling finishes; structural iron posts



Fellowship Hall – double doors with original hardware (1862)

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D. Offices & West Hall:

RECOMMENDATIONS: The two offices receive light use and serve primarily as storage areas. Both spaces retain notable original features that warrant preservation. Any future adaptation of these rooms to new uses should include retention, repair and repainting of plaster walls, wainscots, trimmings, doors, and sash.

- Inspect all original door hardware; repair mortise locks and strikers to assure that all operate correctly and that doors close properly.

East Office - original plaster walls, trimmings, and doors

West Hallway - original plaster walls, wainscot, & outside door

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E. Bell Tower & Attic:

RECOMMENDATIONS: Interiors at the attic and bell tower are utilitarian and lack room finishes; however, they preserve several useful details that should be protected for their utility or as artifacts of Victorian construction practices [See Appendix F]:

- Repair the plank walk at the center line of the attic in order to provide access to the north window and to inspect framing; the plank walk protects the plaster ceiling of the Auditorium from damage that may occur if workmen must cross the space balancing on joists and trusses.

- Retain the tin-plated iron roof at the mid-level of the bell tower. This installation is rare in the completeness of its survival and in the unweathered condition of its materials. Causing additional damage to the roof should be avoided, as should efforts to repair the old roofing, as it no longer serves its intended function. Preservation as an artifact is strongly recommended.

- At the upper level of the bell tower, preserve the existing pre-1900 composite rolled roofing.

- At the upper level of the bell tower, possibly original flashings have been cut into studs near the level of window sills. Flashings appear to be tin-plated iron roofing of the same type found in the mid-level of the bell tower; their purpose is unknown. Flashings do not require repair and should be left in position as artifacts of Victorian building practices.

- The small hip roof contained in the belfry may retain its original wood shingle roof protected from direct weather; it should be maintained with as little change as possible as an example, if ever the roof of the Auditorium should be covered with wood shingles, which may have been the original roofing material.

Attic - plank walkway at center line of attic

Tower - top level beneath belfry - typical exposed framing without finishes

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IV. Priority Recommendations: The Church is in generally good condition. Recommended repairs fall into two broad categories, namely, those that are generational in their cycles (25-40 years) and those that are routine on a shorter cycle (5-10 years).

A. **Drainage, gutters & downspouts:** Current gutters, downspouts and leaders are in poor condition. They are domestic rather than institutional in the quality and scale of their materials, and there is no system for moving rainwater away from the foundation. To correct these conditions:

    a. Engage an architect or engineer knowledgeable about roofing materials and drainage to restore original system of gutters and downspouts, and to install underground drainage.
    b. Seek proposals from roofing contractors whose work is primarily or at least substantially derived from the care of institutional buildings, and who have skilled metalsmiths on their crews.

B. **Asphalt roof inspection & repair/replacement:** Two options exist:

    a. Engage an engineer specializing in building materials to assess the condition of the existing asphalt-shingle roof to determine if it has sufficient durability to warrant repair.
    b. If the roof has an expectable life of less than five years, develop a specification for re-roofing with a more durable grade of asphalt shingle and seek proposals from roofing contractors specializing in large-scale institutional installations.

C. **Steeple inspection:** There appear to be no leaks in the steeple nor is settlement or decay apparent; nonetheless there are minor repairs that will require access with a lift. The presence of a lift should be used to conduct a careful inspection of the steeple:

    a. Have full-scale scans made of existing engineering and architectural drawings in the Church's archives both to preserve this information and to provide working copies for inspections.

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C. Steeple inspection (cont'd):

b. Engage an architect, engineer, steeplejack, or copper roofing contractor with institutional experience to inspect the cladding of the steeple and the hammered seams of the current lead-coated copper.
c. Engage an engineer to inspect interior framing using 1960 drawings as a baseline to confirm the condition of framing and to recommend repairs as may be needed.
d. Engage a carpenter to replace the rotted wood at the base of the weathervane to match the base's original appearance and repaint.

D. Window repair – stained glass, wood sash repair, new storm system:

a. Engage a stained glass conservator or maker to inspect stained glass windows in the Auditorium and to prepare specifications for any repair that may be needed together with planning estimates of the cost of repairs.
b. Investigate low-profile storm panels/storm sash to replace triple-track combination windows at the second storey and at the façade. Since only the lowest portion of the sash is in active use, upper portions of the windows may be able to be protected with less visually intrusive panels; at arched window heads, eliminate the use of plexiglass which clouds and discolors. Panels will nearly certainly need to be custom-made if they are to fit the windows without creating the pattern of breaks and lines that currently separate panels of storm sash.
c. Inspect all wooden sash; where sash weights and cords exist, replace cords with new cords or copper chains; save in a safe location extra sash weights that are stacked at the head of the stairs from the choir loft to the attic.
d. Remove all sash with deteriorated rails, muntins, or putty for shop repair, preparation and repainting. It seems unlikely that there will be more than a handful of sash requiring such repair, although *in situ* putty may be needed on many.

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E. **Siding & exterior painting:** Treatment of the exterior will require additional examination of the physical effects of vinyl siding on the building and discussion of aesthetic/preservation goals by the congregation, as removal of siding will have different cost implications from retaining it:

   a. Conduct an inspection of wood beneath siding in scattered locations including those at the head of the first storey where water streaking is visible beneath the belt course.

   b. Consider options for exterior restoration:
      i. Repair of existing conditions and repainting trim
      ii. Partial removal of siding at the façade, repair of underlying flush-boarding (estimates of cost-per-square-foot price can be based upon defined conditions visible at the ground floor); repaint.
      iii. Complete restoration of major elevations (east, south, & north) by removing vinyl siding, repairing surfaces, and repainting
         1. Include a color analysis of original paint layers, as preparation of surfaces may result in the substantial loss of historic color samples.

F. **Interior details:** There is no immediate need for interior repairs or restoration as the interiors are in good condition, and there is no plan to renovate them for new uses. Paint surfaces are aged and darkened; they could use renewal, but they are mostly intact. Several minor repairs will help to preserve original elements in active use:

   a. Engage a cabinetmaker or finish carpenter to inspect all interior blinds; trim and re-set as needed to assure easy operation and to eliminate sticking; consider cleaning and re-establishing functional spring latches to secure the blinds when closed.
   b. Engage a cabinetmaker or finish carpenter to inspect all door hardware to assure that doors close securely and that mortise locks function properly; selectively remove those that may be damaged for repair and re-install.

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APPENDIX A

Building Maintenance & Alterations from Church Records

- **Exterior:** Votes for exterior repairs (frequently painting) typically resulted in the formation of a committee to obtain estimates. The time between gathering estimates and authorizing the work depended upon the congregation's ability to raise money. Often a lapse of two or three years occurred. Exterior repairs were needed in the following years:
  - 1867 - vote taken to repaint and to assess pew holders 25% of their annual rent to cover the cost
  - 1877 - vote taken to paint the exterior as soon as the money was raised to cover painting and arrearages
  - 1890 - accepted painting proposal of $275; raised $242 by 1891
  - 1913 - voted to seek proposals for painting; 1914 committee reported it could find no painters to bid; unclear if and when painting took place
  - 1917 - voted to consider changing the design of the front door
  - 1927 - consider shingling the church (perhaps to reduce the expense of painting clapboards and flush-boarding) and investigated types of shingles possible for this purpose
  - 1952 - exterior painted; steeple & roof repaired after loan taken out by church
  - 1957-58 – two-storey rear wing built, dedicated December 17, 1958
  - 1960 - steeple removed and replaced with shorter steeple
- **Interior:**
  - 1883 - "voted to paint and fresco the interior of the church" and a new organ loft built at a cost of $1,700
  - 1900 - estimates sought for "painting, decorating, and carpeting the church"
  - 1912-13 - voted to remove the front pew carefully and store it in the attic
  - 1915 - removal of rear row of pews authorized at discretion of the Welcoming Committee
  - 1926 - committee authorized to study question of re-decorating the church auditorium
  - 1927 - interior renovation authorized with members of committee charged with raising the money to cover it over a period of three years; renovation of auditorium by L. Richmond & Co. from Boston for a cost of $3,473;
  - 1935-36 - "consider plans for the rearrangement of the front part of the Auditorium" after the removal of the old organ
  - 1940 - voted to get plans & estimates for re-decorating the interior of the auditorium
  - 1956 - report delivered on "the progress of work in the Auditorium"
- **Lighting:**
  - 1874 - voted to purchase additional lights and shades for the Vestry
  - 1891 - considered electric lighting but deferred the question until money raised to pay for painting - lighting installed in Vestry by 1892
  - 1902 - committee authorized to consider better lighting for the Vestry
  - 1913 - voted to change electrical wiring as needed
  - 1916 - clock tower illuminated

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APPENDIX A
Building Maintenance & Alterations from Church Records

- **Heating:**
  - 1871 – committee recommends extending "Ventiducts" to the belfry
  - 1887 - vote "to consider what actions to take with regard to better heating and ventilating of the church"
  - 1893 - committee authorized to "purchase and set such furnaces as in their judgment seem best" - work apparently not implemented
  - 1894 - second consideration of heating the church
  - 1913 - voted to bring gas into the building before the ground freezes
  - 1926 - consider plan to reorganize the heating system
  - 1936 - voted to install new furnace
  - 1947 - no action taken on new furnace because of prohibitive prices
  - 1952 - cost of heating installation reduced to $900 - [not clear if installed]
- **Miscellaneous Repairs:**
  - 1873 - volunteers graded the ground around the church and put up a fence
  - 1897 - new "hard-pine floor" installed in the Vestry

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APPENDIX B – Room Finishes

I. **Existing Conditions - Interior:** The front entry hall, flanking staircases and main auditorium at the second storey create a connected series of spaces that share finishes and represent the most architecturally ambitious interiors in the building. Second spaces such as the two offices that flank the entry hall at the first floor, the ground-floor Fellowship Hall, kitchen and side hall to the west entry at the first floor contain simpler original Victorian finishes. The attic and bell tower contain unfinished spaces with exposed framing and several rare details of Victorian roofing and flashing that have been protected from the weather and preserve information about historic construction techniques.

- **Entry Vestibule & Main Staircase:**

Feature	Material	Date(s)	Condition
Floor	Wall-to-wall carpeting over softwood (?) planks	1862 & ca. 2015	wood floor not visible for examination
Walls	Lime plaster with moulded wood baseboard	1862	excellent
Ceiling	Lime plaster – no cornice	1862	excellent
Doors	Four-panel doors set in heavy moulded architraves throughout; 1. Double doors at north wall of vestibule; later glass knob & keyhole cover 2. West door to hall with glass knob & keyhole cover 3. East door to office with glass knob & keyhole cover 4. 2nd sty – east door to Auditorium – arched frame & panels, glass knob & keyhole cover 5. 2nd sty – west door to Auditorium – arched frame & panels, metal doorknob 6. 2nd sty – east & west doors to choir loft – glass knobs & keyhole covers	 1. 1862 & ca. 1930 2. 1862 3. 1862 4. 1862 5. 1862 & ca, 1920? 6. 1862	 1. very good 2. very good 3. very good 4. very good 5. very good 6. very good
Main Staircase	Staircase rises in two symmetrical flights of two stages each: 1. Two hardwood/mahogany newels at each base and one at each head of stairs 2. Hardwood/mahogany hand rails mounted on cast-iron brackets on each side of both stairs 3. 2nd storey – east and west staircases to choir loft with solid railings of beaded tongue-and-groove boarding, hardwood caps	 1. 1862 2. 1862 3. 1862	 1. excellent 2. excellent 3. excellent

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APPENDIX B – Room Finishes

Windows	Windows are set in heavily moulded architraves: 1. Sash – reproduction to match original single-glazed 2. Louvered interior blinds with spring latches at bottom rail to secure in position	1. 1925-57 2. 1862	1. excellent 2. very good – some sticking and spring latches painted shut

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B. Auditorium, Chancel & Choir Loft

Feature	Material	Date(s)	Condition
Floor	Narrow-board hardwood flooring (maple) beneath pews; wall-to-wall carpeting at aisles	ca. 1925 & ca. 2015	Excellent
Walls	1. Lime plaster with high moulded wood baseboard 2. Added chair-rail & mouldings to form wall panels 3. Added pilasters at north wall and wide entablature with cornice at wall head	1. 1862 2. ca. 1925 3. ca. 1925	1. excellent 2. excellent 3. excellent
Ceiling	Lime plaster	1862 & ca. 1925	Excellent
Doors	Four-panel doors set in heavy moulded architraves throughout; 1. Arched doors at south wall – see Entry Vestibule & Main Staircase 2. Two doorways at north wall – raised panel doors (six panels each) set in single architraves with entablature caps with undecorated friezes; with brass knobs	1. 1862 2. ca. 1925	1. very good 2. very good
Windows	Windows are set in unmoulded surrounds with a quarter-round bead serving as the edge between plaster and the wooden casing; sills are set on moulded bases above which low cover boards rise up to the height of the bottom rails of sash, presumably to protect against driving rain when windows are left open a crack: 1. Sash – reproduction to match original single-glazed 2. Louvered interior blinds with spring latches at bottom rail to secure in position	1. 1925-57 2. 1862	1. excellent 2. very good – some sticking; some paint peeling; spring latches painted shut
Pews	The Auditorium is furnished with curved bench pews that curve forward from a center aisle. Pew ends are finished with raised panels and mahogany/hardwood scrolls that continue the line of caps along the backs of the pews.	1. 1862	1. Excellent

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APPENDIX B – Room Finishes

Chancel & Raised Podium at Pulpit	Prior to ca. 1925, this space contained an organ and, presumably, choir stalls. These features were removed, the floor level raised and extended into the Auditorium, and the space configured to its present form, ca. 1925, specific features include:		
	1. A heart-pine/hard-pine floor within chancel; maple floor on raised podium that projects into Auditorium	1. 1925-57	1. excellent
	2. Lime and gypsum plaster walls & coved ceiling	2. 1862/1925	2. very good
	3. A railing of vase-turned balusters and turned newel flanking the passage to the chancel	3. ca. 1925	3. excellent
	4. Built-in benches & an altar with Colonial Revival-style raised panels	4. ca. 1925	4. excellent
	5. Two Colonial Revival-style lecterns flanking the opening to the chancel on the raised podium	5. ca. 1925	5. excellent
Choir Loft	Located at the rear of the Auditorium and recessed into the base of the bell tower, the Choir Loft has banked risers at its northern half; the southern half has been enclosed with modern drywall:		
	1. painted softwood floor	1. 1862	1. very good
	2. lime plaster perimeter walls with moulded baseboard; modern dry wall partition separating choir loft and tower room	2. 1862; ca. 1990	2. very good
	3. Colonial Revival-style pews/choir stalls	3. ca. 1925	3. excellent
	4. four-panel door with original glass knob and moulded architrave at west wall stair to tower	4. 1862	4. excellent
	5. six-panel Colonial Revival door in drywall partition	5. ca. 1990	5. very good
Paneled Balcony Front	The face of the Choir Loft is a projecting balcony set on a coved base above which a paneled railing with curved ends sits atop of cornice with brackets	1862	excellent

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C. Fellowship Hall, Kitchen & Choir Room:

Feature	Material	Date(s)	Condition
Floor	Hard pine/heart pine at the lower level; vinyl tiles at stair	ca. 1900-20; ca. 1970-90	good
Walls	Plywood paneling installed over lime plaster & wooden wainscot(?)	ca. 1970-90	good
Ceiling	Suspended ceiling hung beneath plaster (?)	ca. 1970-90	good – plaster probably damaged
Doors	Four-panel doors set in heavy moulded architraves: 1. Double doors at south wall opening into vestibule; later glass knob & keyhole cover 2. Double doors at north wall opening into kitchen with glass knob & keyhole cover 3. East door at south wall leading to office; glazed upper panels, glass knob & keyhole cover 4. West door at south wall leading to west hall; four panels, glass knob & keyhole cover 5. East door at north wall leading to hallway; modern unmoulded casing & flush-panel door	 1. 1862 & ca. 1930 2. 1862 3. 1862 4. 1862 5. 1970-90	 1. very good 2. very good 3. very good 4. very good 5. good
Staircase	A short flight of stairs leads from the double doors at the south wall of the Fellowship Hall to the lower level of the Fellowship Hall. The railing is iron (date uncertain)	1862	very good
Windows	Windows contain metal replacement sash set in contemporary surrounds that date from the installation of plywood paneling; original moulded surrounds may remain behind modern paneling	ca. 1970-90; sash ca. 2000-2010	good
Kitchen	1. Floor covered with vinyl tile 2. Wainscot of tongue-and-groove boarding 3. Moulded doorcase and four-panel door at north wall	1.ca.1970/90 2.1862 3.1862	1. good 2. good 3. good
Choir Room	1. Floor covered with vinyl tile 2. Wainscot of tongue-and-groove boarding 3. Moulded doorcase and four-panel door at north wall with original glass knob and keyhole cover	1.ca.1970/90 2. 1862 3. 1862	1. good 2. good 3. good

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D. Offices – Southeast and Southwest Corners of Ground Floor; Passageway to West Entry

Feature	Material	Date(s)	Condition
Floor	Softwood	1862	very good
Walls	Lime plaster with beaded tongue & groove wainscot	1862	excellent
Ceiling	Lime plaster	1862	very good
Doors	All but one door leading to the southeast office are four-panel doors set in heavy moulded architraves; 1. Southeast Office: four-panel door at north wall with glazed upper panels, glass knob & keyhole cover – see Fellowship Hall 2. Southeast Office: four-panel door at east wall closet, lower panels filled with grilles, wooden knob 3. Southwest Office: replacement door and case on north wall 4. West Passage: four-panel door with moulded case, glass knob & keyhole cover at east wall – see Entry Vestibule 5. West Passage: four-panel exterior door at west wall, brass knob & escutcheon	 1. 1862 2. 1862; ca. 1925 3. ca. 1990 4. 1862 5. 1862; ca 1925	 1. good 2. good 3. good 4. very good 5. fair – some water damage
Windows	Each office has two windows that are extensions of windows that light the staircases above. Windows are set in heavy moulded cases and retain original Victorian sash and moulded muntin profiles. Louvered blinds are fixed closed on the sections of windows blocked by the staircases.	1862	fair – putty deteriorating and re-painting needed

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E. Bell Tower & Attic

Feature	Material	Date(s)	Condition
Floor	1. Attic: open joists and girts with loose mineral wool insulation and a plank walkway extending down the center line of the attic beneath the ridge; planks missing 2. Clock Mechanism Landing: half-height space with zinc-coated iron roofing at floor; not exposed to weather; metal roofing partially damaged by prior alterations to tower but mostly intact 3. 2nd landing: unpainted softwood floor	1. 1862 2. 1862 3. 1862	1. walkway in poor condition 2. good condition with missing sections; historically notable artifact 3. good
Walls	No wall finishes exist, only exposed structural framing and sheathing; unusual and unexplained zinc-coated iron flashings cut into studs at 2nd landing	1862	good
Ceilings	No finished ceilings exist, only exposed structural framing and subflooring	1862	good
Doors	No finished doors exist, only a hatch at the top of the 2nd landing leading to the belfry	1862	good
Windows	Paired windows exist at the 2nd level of the tower, and a single window exists at the center of the north gable of the main block of the building. (see Exterior D. Windows, Louvers & Sash)	ca. 1925-57 & ca. 2000	good – some repair needed for replacement wooden sash of ca. 1925-57

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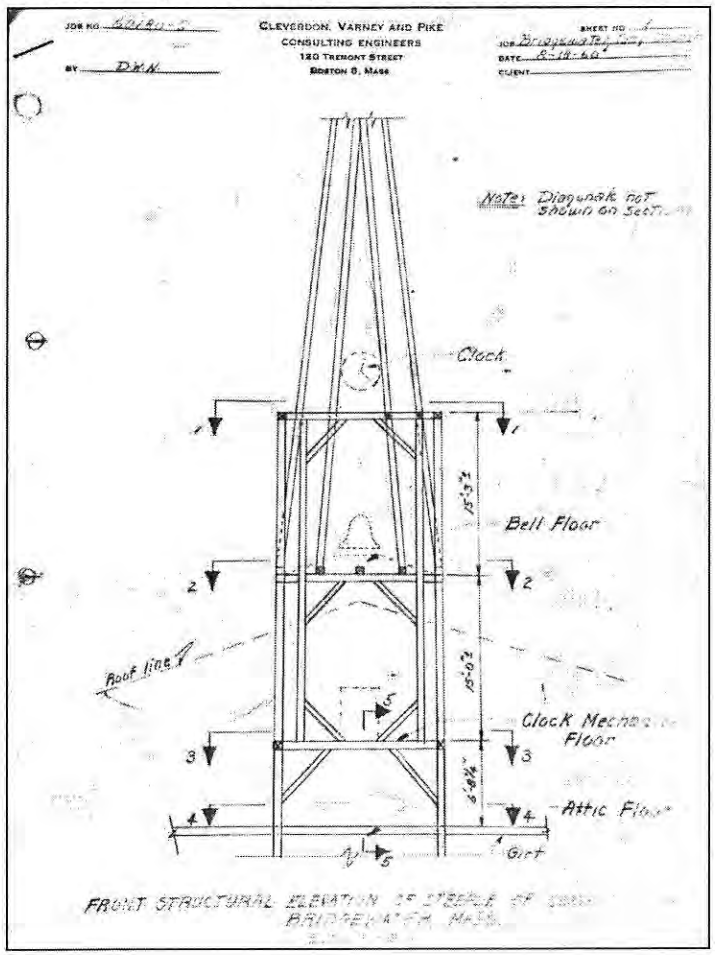
APPENDIX C
Engineering Plans of Steeple – 8-18-1960

Detailed plans and specifications for replacement of the steeple/spire exist in the archives of the Central Square Church, including alternatives that were not implemented. These should be used when inspecting the steeple both to confirm which alternative was implemented and to determine changes that may have occurred in the structure during the nearly sixty years since these repairs were conducted.



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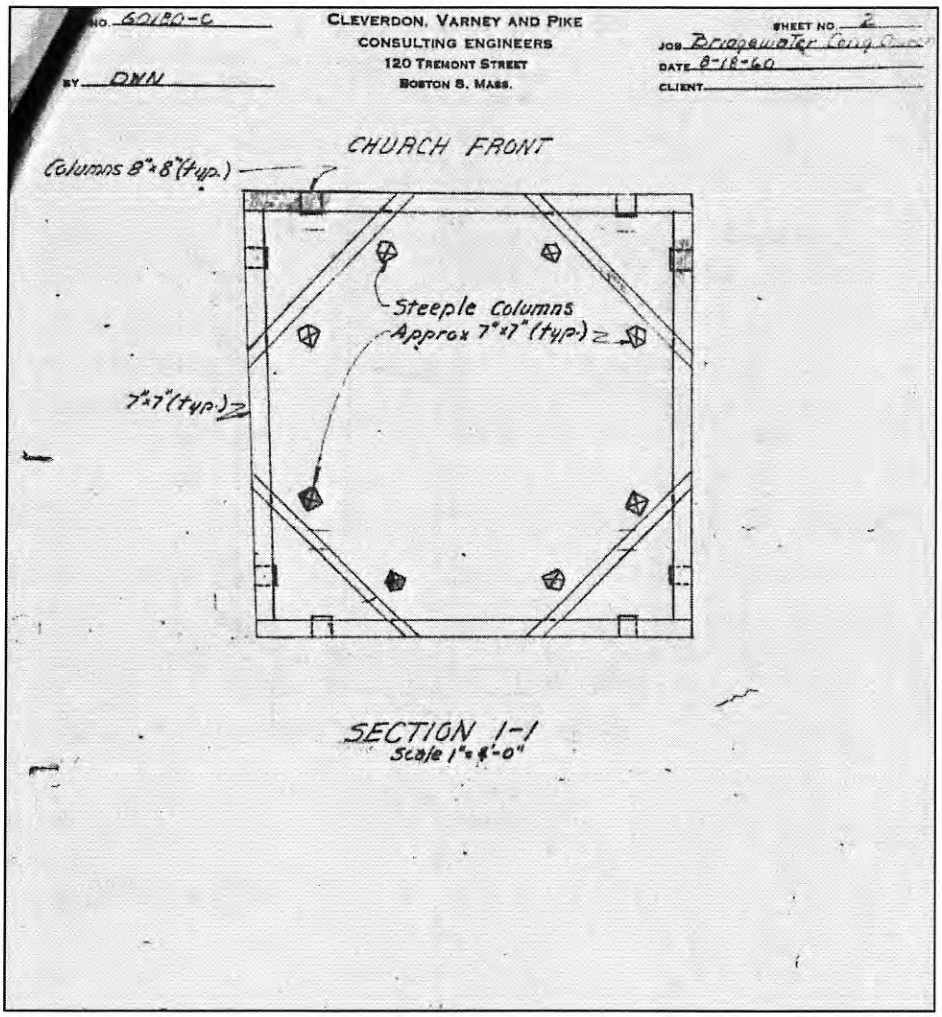
APPENDIX C
Engineering Plans of Steeple – 8-18-1960



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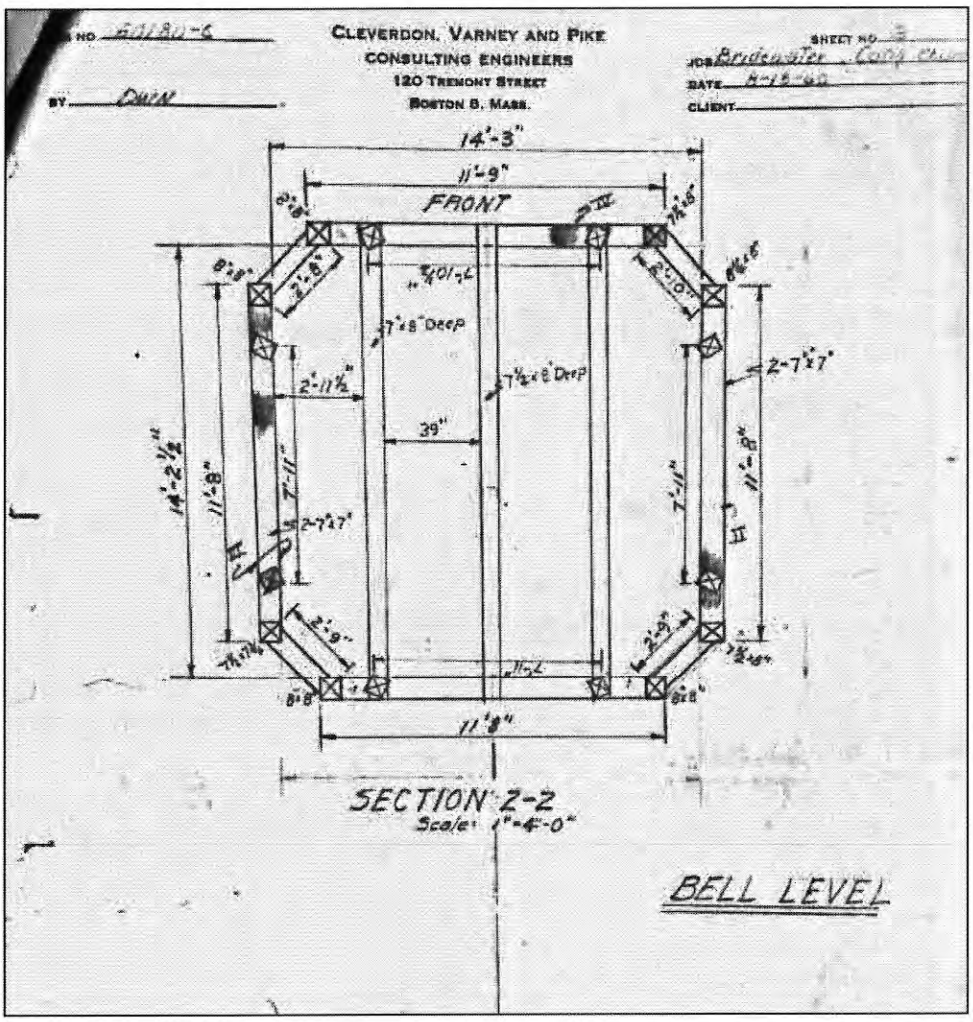
APPENDIX C
Engineering Plans of Steeple – 8-18-1960



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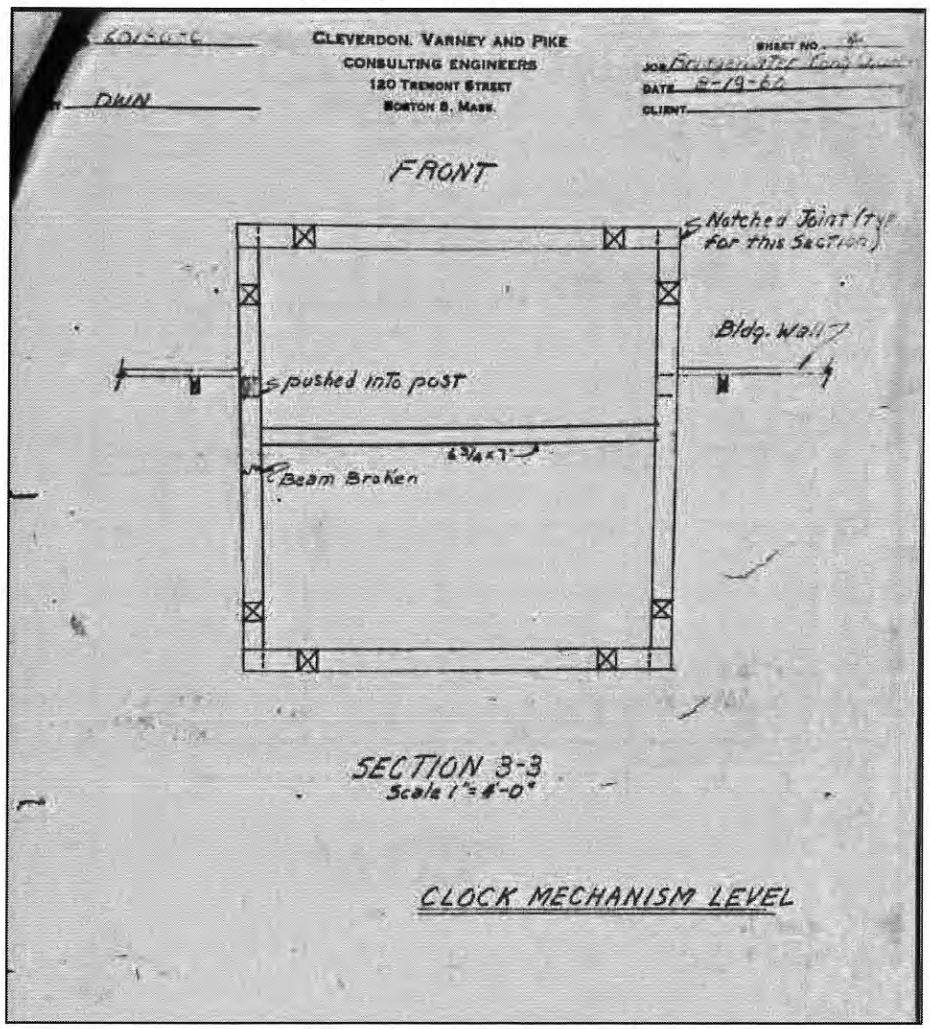
APPENDIX C
Engineering Plans of Steeple – 8-18-1960



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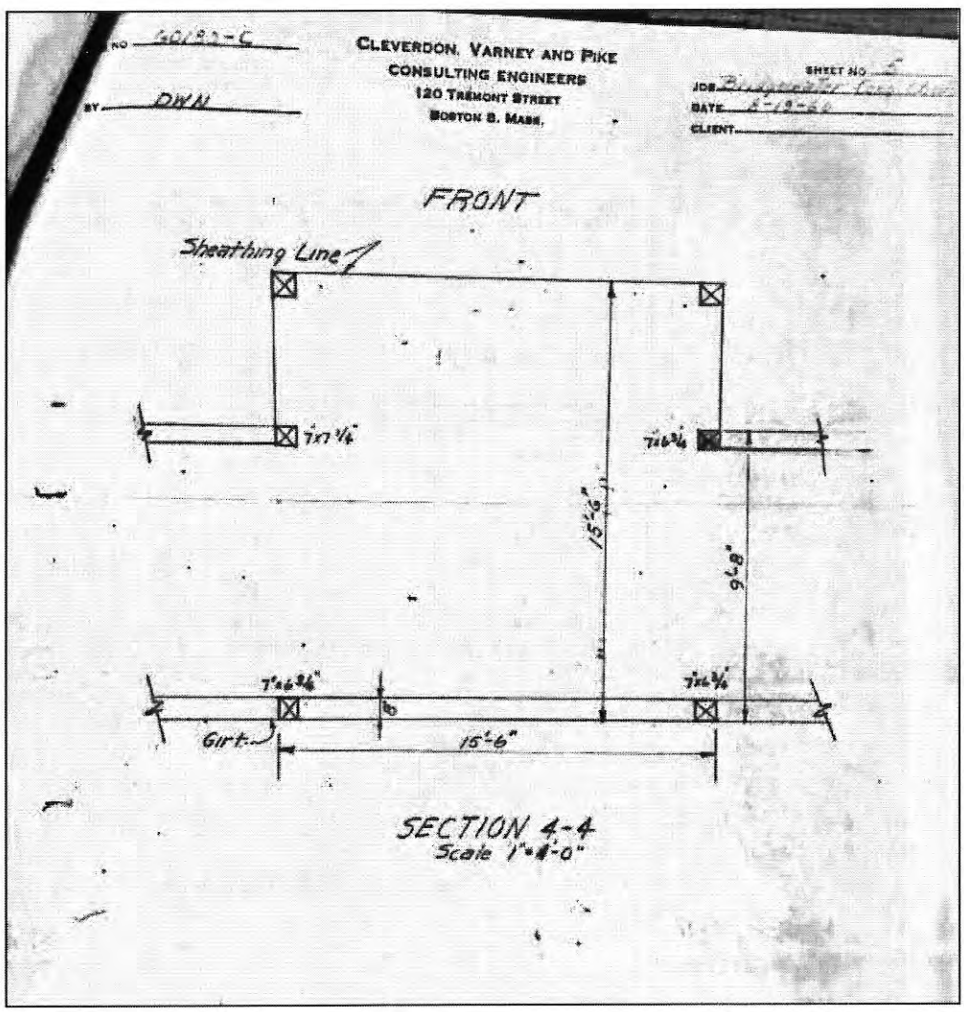
APPENDIX C
Engineering Plans of Steeple – 8-18-1960



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APPENDIX D
Architectural Artifacts at the Bell Tower

1. **Tin-plate roof:** The building preserves an exceptionally good example of mid-Victorian tin-plate roofing at the interior of its tower. Located at a mid-level between the organ loft which occupies the second storey of the tower and the first landing of the tower above the main roof is a half-height space, the floor of which is roofed with a tin-plate roof, presumably as a second level of protection of the interior against leaks in the tower. This roof is set on decking that has been raised by wedges on its west and south sides to provide a continuous pitch to its northeast corner where a leader runs diagonally down through the attic to drain into the east gutter of the façade's projecting pavilion. The edge of the roof is framed by a

Appendix D - photo 1 - Northeast corner of mid-level landing at Bell Tower showing wedges to create a pitched floor for metal roofing to drain to northeast corner of tower

raised curbing which has been covered with tin-plate roofing as have all the studs and framing members that rise to the next level of the tower. The roof is made of rectangular sheets of tin-plate 19" x 27" fastened to the roof deck with clips and seams that have been folded, hammered and soldered. Many of the plates bear an embossed trademark "MF" which was mistakenly believed by many workmen to stand for "Most Favored." The "MF" brand came from the original maker of this material, the Margram Forge in Port Talbot, Glamorganshire, England. The Margram Forge sold rights to make this material to the American Tin Plate Company which modified the galvanizing process slightly to improve the uniformity of the thickness of the tin-plating on the sheet iron's surface. During the second half of the nineteenth century, this material was widely used as a first-grade roofing for bay windows, verandahs, towers, and other low pitched roofs, the majority of which have since corroded and been replaced. Protected from weathering, this roof provides a unique example of the material and nineteenth-century installation practices.

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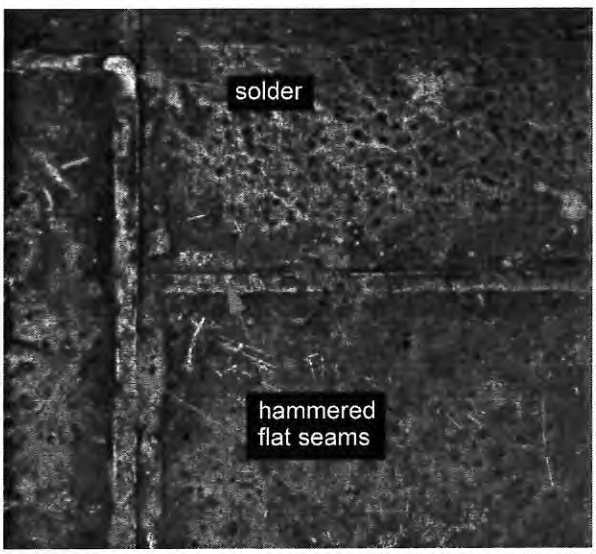
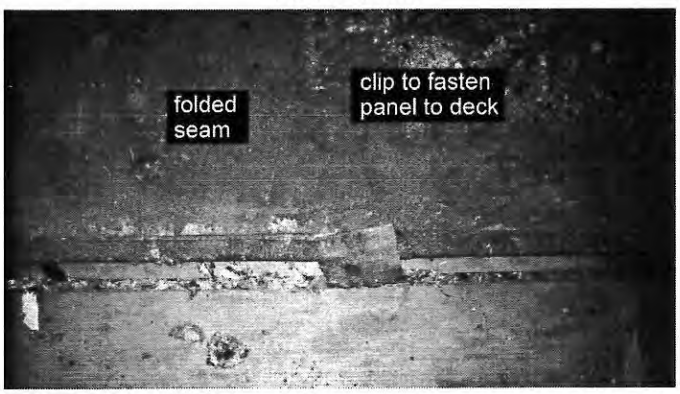
APPENDIX D
Architectural Artifacts at the Bell Tower



Appendix D - photo 2 - Typical tin-plated roof panels with hammered interlocking seams and solder



Appendix D - photo 3 - Tin-plated roof panel showing a clip to fasten it to the roof deck and the open half of an interlocking seam between panels

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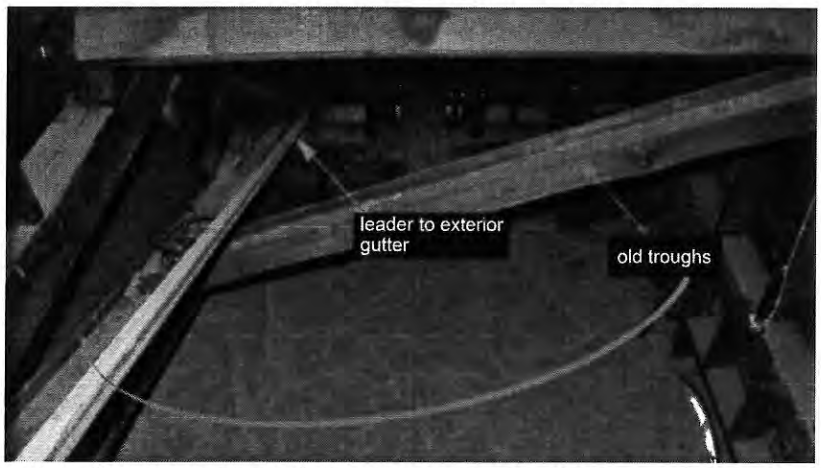
APPENDIX D
Architectural Artifacts at the Bell Tower



Appendix D - photo 4 - Metal leader from internal roof to east gutter; also, an earlier system of wooden troughs, perhaps to drain leaks from the tower

2. **1862 (?) Wood Shingle Roof:** The floor of the belfry is a low-pitched hip roof covered with wooden shingles that may be original to 1862. The shingles have moderately weathered surfaces but would never have been exposed to full weathering and sun. The installation seems to have been partially renewed with asphalt shingles laid over its ridges at the time that the spire was replaced (1960).

Appendix D - photo 5 - Low hipped roof at the bell-landing with original wooden shingles (1862) and added asphalt shingles at the ridges (1960)

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APPENDIX D
Architectural Artifacts at the Bell Tower

3. **Pre-1900 composite rolled roofing (?):** The upper landing of the tower directly beneath the belfry, contains a large box or cupboard constructed of beaded tongue-and-groove boarding. The purpose of this structure is not documented; however, its top is covered with a layer of composite roofing, perhaps an asphalt-impregnated cloth or other early form of asphalt prepared roofing. The surface has an alligatored-texture and lacks the mineral granules that were added to asphalt roofing after 1897 to increase the material's durability. The sheets are tacked in place with galvanized roofers' nails that appear to have been coated with tar or asphalt.

Appendix D - photo 6 - Possible pre-1900 asphalt prepared roofing at landing directly beneath the bell landing

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APPENDIX D
Architectural Artifacts at the Bell Tower

4. **Interior flashings at upper landing of bell tower:** Located directly beneath the belfry, the upper landing contains an unexplained series of flashings that appear to be cut from tin-plate roofing used at the mid-level landing below. These pieces appear to have been cut on site into small rectangles and to have been set in channels cut into the sides of studs at the east, south, and north walls of this landing. Flashings occur around the height of window sills but do not have contact with elements that extend to the exterior. Surviving examples appear to pitch slightly downward toward the interior of the tower as if to drain inward, but there is little evidence of water damage beneath them. They should be preserved without alteration as architectural artifacts of Victorian construction practices.

Appendix D - photo 7 - Flashing set into stud at upper level of bell tower

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APPENDIX D
Architectural Artifacts at the Bell Tower

Appendix D - photo 8 - West wall of upper landing showing flashing cut into center stud; empty channels from removed flashings at outer studs

5. **Ventiducts**: Victorian public buildings frequently included carefully considered provisions for ventilation due to the era's concerns about tuberculosis, which was then incurable. The Central Square Church seems to have been fitted with such a system from its initial construction. As early as January 1871, the congregation established a committee "to consider the ventilation of the church." The committee recommended that the "Ventiducts in the Church be continued to the belfry" and that "four portable window ventilators" be purchased. While the portable window ventilators no longer remain, much of the "Ventiduct" system survives in the attic and in the belfry where it rises to a now-blocked opening in the belfry floor, as proposed in 1871. The system consisted of grilles (now removed) set high on the walls of the Auditorium that were connected by wooden ducts to the belfry where an open vent created a draw allowing warmer air to rise and pull cooler fresh air from lower down in the church. It is not known when this system was abandoned, and its grilles removed. It is recommended that this system be preserved without repair or alteration as an artifact of Victorian construction practices.

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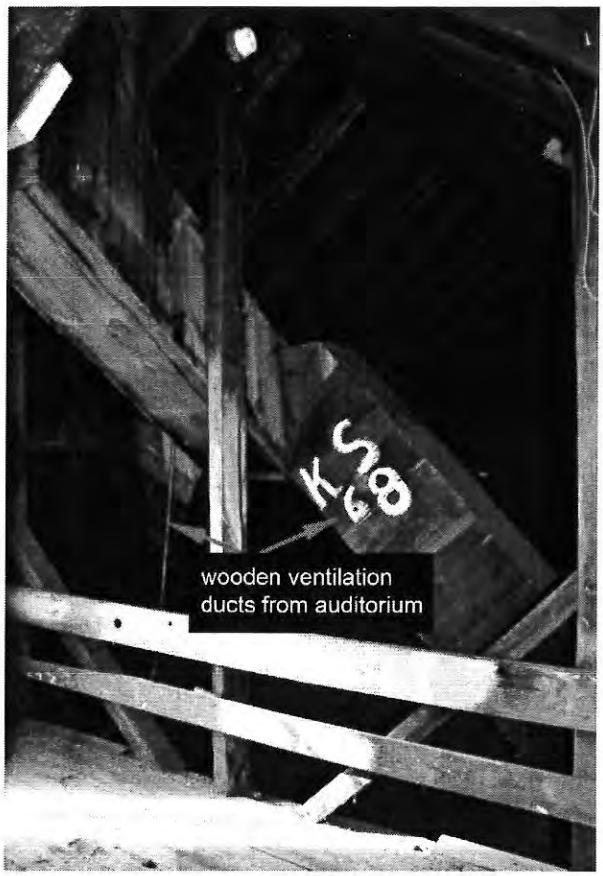
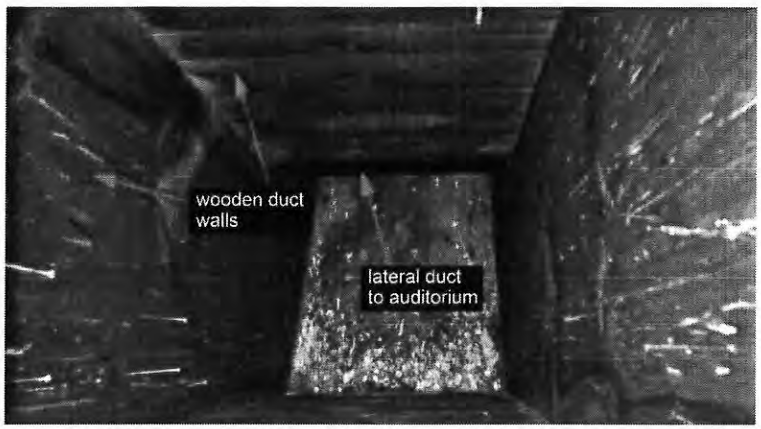
APPENDIX D
Architectural Artifacts at the Bell Tower



Appendix D - photo 9 - Wooden ventilation ducts at the south end of the attic that rise through the tower to the belfry



Appendix D - photo 10 - Interior of wooden ventilation duct beneath belfry

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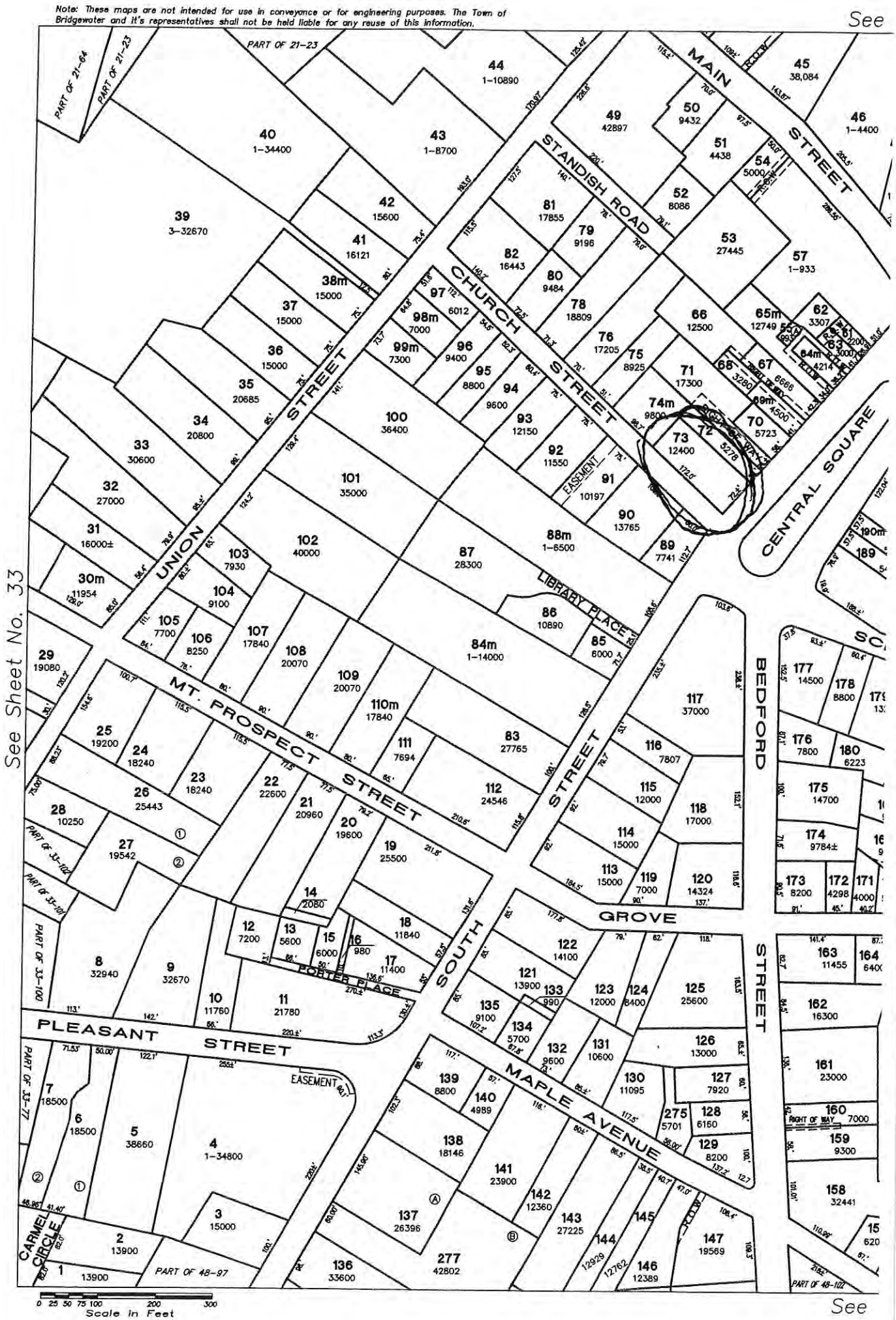
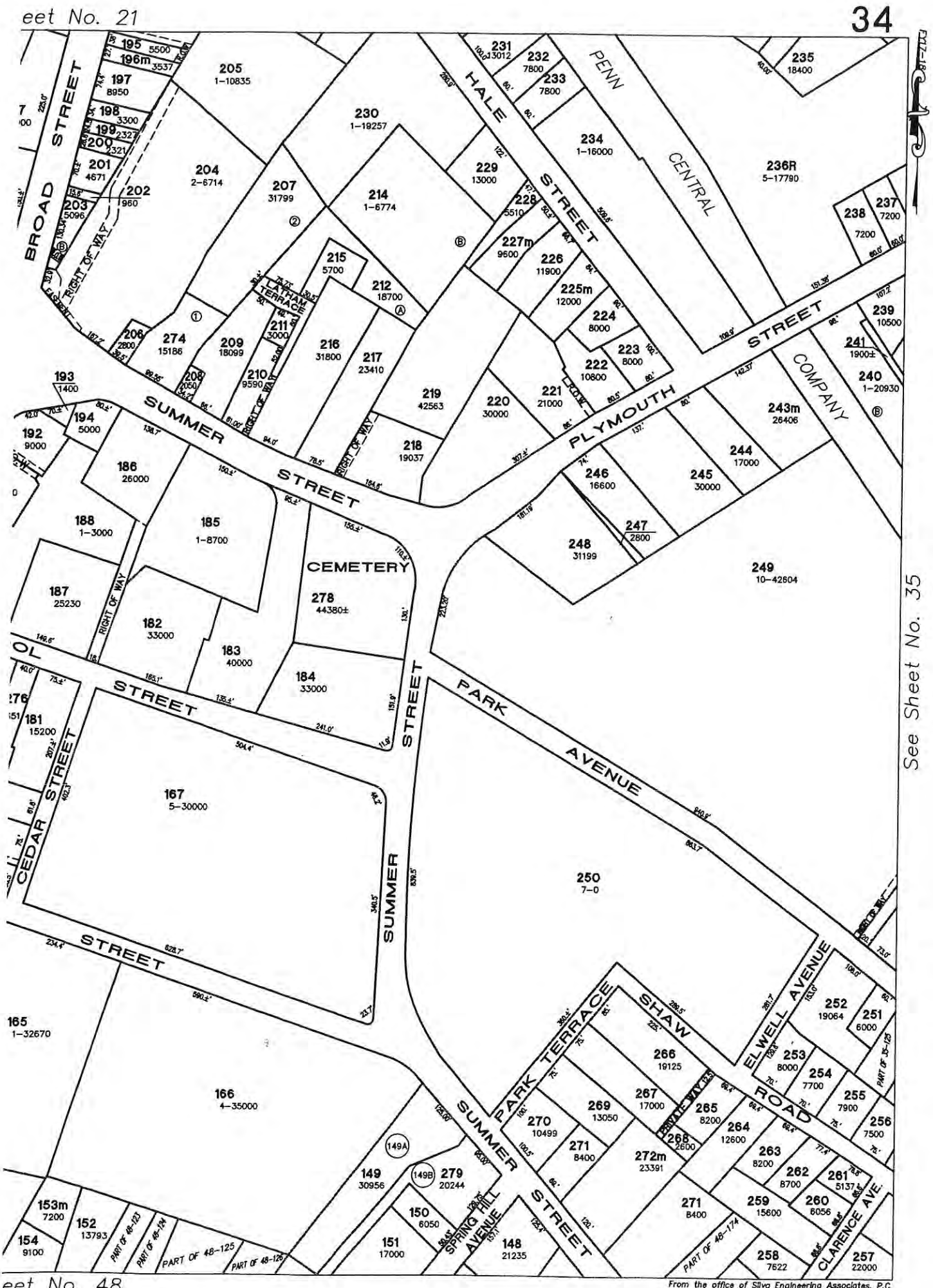
MAP OF PROJECT SITE



MAP OF PROJECT SITE



Letters of Support (revised) (copies on following pages)

- Letters to Friends and Neighbors of Central Sq Congregational Church
- Letter to Town of Bridgewater Boards and Committees
- Letter from Gale Clifford
- Letter from the Bridgewater Fire Department
- Letter from Christian Science Society-Brockton/Bridgewater
- Letter from "The Soupman"/Support the Soupman Corp.
- Letter from Al-Anon
- Letter from abutter, College Town Siding and Glass
- Letter from Girl Scout Troop 66212
- Letter from abutter, Nicholas Bagas
- Letter from Prophett-Chapman, Cole and Gleason
- Letter from Bridgewater State University Alumni Chamber Choir
- Letter from Jack Melcher, Director of the Bridgewater Food Pantry
- Letter from Rob and Beth Basler, active members of CSCC
- Letter from Brian Tatro, music teacher and resident
- Letter from the Bridgewater Business Association
- Letter from David R. Moore, Chair, Bridgewater Historical Commission
- Letter from William S. Smith, Chair Historic District Commission

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

September 16, 2019

Dear Friends and Family of Central Square Congregational Church,

We often think that people are so different from each other, but on so many levels we have common threads that run through us and bring us together as community. One of those common threads is our church home, Central Square Congregational Church; a place to meet, a place for community and support, a place to worship, a place to gather, a place to seek assistance, a place to baptize, confirm and wed, a place to enjoy food, fellowship and fun and a place to find comfort and solace. Simply, Central Square Congregational Church is home to all of us. It doesn't matter who you are or where you come from, you are welcome here.

The CSCC Historical Church Building Committee invites you to document, in letter form, the importance of CSCC, to support and accompany our grant application. This letter should be a testimony to CSCC and express your appreciation, love, support, care, concern or all of the above. We are on a journey to restore the historic aspects and beauty of this iconic building, located in the center of town, through grants and a capital campaign drive. Our goals are significant and we need the support of our neighbors, our user groups, our community and our congregation. We have set our eyes on the prize as we approach our 200th anniversary in 2021.

Please submit a letter to our church office no later than September 30, 2019. The letter should exemplify the significance of CSCC; to your group, as a neighbor, as a beacon in the community, or as an individual. We want to hear about your love for our church home.

Thank you,
The Historical Church Building Committee

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

Thursday, November 14, 2019

Dear Neighbor of Central Square Congregational Church,

Thank you so much for your valued letter of support for our church home, your neighbor, Central Square Congregational Church, United Church of Christ.

You may be wondering to what extent the church will be renovated and restored. You have already noticed that our evaluation and assessment of need has begun, with much activity going on around and inside the church building.

The Historical Church Building Committee has completed its due diligence and is now ready to embark on the restoration and repair of our beloved church home. We have contracted with Gale Associates, an architectural firm, based in Weymouth, MA.

This contractual agreement will enable Gale to conduct an all-inclusive in-depth evaluation of the church building from the tip of the steeple to the drainage system at ground level. Our architect will hire expertise in the engineering and contracting fields as well as a steeple jack and a mason. Equipment will also be brought on site for this evaluation, such as a commercial lift. The lift will be used to determine the scope of work needed for repair and restoration of the roof, chimneys, gutters and steeple, etc.

The actual work of restoration, repair and renovation will begin early spring 2020 and we anticipate that its duration will be about 6 months, barring an unforeseen circumstance. We, the Historical Church Building Committee, wanted to notify you specifically, in case you have any concerns or questions. Please feel free to contact us through the church office, 508 697-1016 or email office@csccucc.org

Thank you again for your letter of support,

Barbara Morey
David Sheibley
Gloria Weinrebe
Terry Reynolds
Rachel Lawson
Carol Chaffee

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

November 18, 2019

Dear Town of Bridgewater Boards and Committees,

We often think that people are so different from each other, but on so many levels we have common threads that run through us and bring us together as community. One of those common threads is our church home, Central Square Congregational Church; a place to meet, a place for community and support, a place to worship, a place to gather, a place to seek assistance, a place to baptize, confirm and wed, a place to enjoy food, fellowship and fun and a place to find comfort and solace. Simply, Central Square Congregational Church is home to all of us. It doesn't matter who you are or where you come from, you are welcome here.

The Historical Church Building Committee of Central Square Congregational Church has embarked on a road to restore, repair and renovate our church's exterior to what it should be; a historic landmark in the center of town and a house of worship that is not limited to an hour on Sunday morning. Our church is home to many community groups that call Central Square Congregational Church, home. From the reaches of those in need of food from our bustling food pantry, to the many 12 Step Programs that meet within our walls, providing a safe place for recovery and support. Central Square Congregational Church is BRIDGEWATER. It represents how we want to define our community; a community that supports, includes and invites ALL to partake, no matter where you come from, our doors are open.

We are seeking your support as we gather letters; from our neighbors, from the community and from various parts of town government, that will state our importance to downtown Bridgewater and the far reaches of our town borders and beyond. Please take some time to document, in letter form, the importance of CSCC, to support and accompany our CPA grant application. This letter should witness your support and that your committee deems CSCC worthy of funds so it may remain the beacon of hope and reassurance that you visually appreciate as you approach downtown Bridgewater from the north and south, on RT 18.

Our church will celebrate its 200th anniversary in 2021. We want to restore our church so that it may withstand another 200 years serving the community of Bridgewater. Please respond no later than November 30 in letter form or via email to: office@csccucc.org.

Thank you,

The Historical Church Building Committee

Wednesday 9/18

50 Linden St
Dover, MA

Dear Historical Church Bldg Comm—

Thank you for this nice letter and the invitation to respond.

My husband, Guy Clifford (who passed away suddenly on Oct 9, 2007 right on the sidewalk outside your back door on Church St, bless his heart!), was an active member of CSCC for many years, as was I— we helped with the Youth Fellowship, Guy was a Deacon, and I taught Sunday School. Wonderful experiences! Plus, I was honored to be on the Search & Select Committee which "found" and hired Rev. Dan Nortoney— a gem of a Minister.

Much later, after I'd "lapsed" from active membership & participated in the effort to save the Quoins (sp?) at the corners of the lower half (ish) of the building— for what I believed to be an important historical/architectural detail of New England!! We won, thankfully!

I wish I could do more to help now— I wish you all ALL THE BEST— thank you for your time, effort, and dedication! Dale Clifford

TOWN OF BRIDGEWATER

FIRE DEPARTMENT

FIRE HEADQUARTERS • 22 SCHOOL STREET
BRIDGEWATER, MA 02324

Thomas D. Levy
Fire Chief

tlevy@bridgewaterma.org
(508) 697-0900
FAX: (508) 697-0955

September 25, 2019

Central Square Congregational Church
United Church of Christ
71 Central Square
Bridgewater, MA 02324

Dear Historical Church Building Committee:

I am writing in support of your journey to restore the historic aspects and beauty of the Central Square Congregational Church building. We have been long-time neighbors in the center of Town dating back to the 1800's. We are thankful to have neighbors who have supported our community for nearly 200 years.

The Bridgewater Fire Department wishes you much success with your grant application!

Sincerely,

Thomas D. Levy, Chief
Bridgewater Fire Department

Christian Science Society-Brockton/Bridgewater

One South Street

Bridgewater, MA 02324

September 29, 2019

The members of the Christian Science Society of Bridgewater/ Brockton would like to add our voice to support the Central Square Congregational Church.

We have often been grateful to have such a historic landmark in our midst and consider it to be an important addition to Bridgewater Center.

As a neighbor, we are often aware of the many activities they make available to the community and hope for them to continue to do so.

Sincerely,

Marilyn A Scott, clerk

Clerk

Christian Science Society-Brockton-Bridgewater

SUPPORT the SOUPMAN

HELP US HELP THE HOMELESS | *Together With You...We Can Make A Difference*

September 30, 2019

Support the Soupman Corp.
P.O. Box 825
Bridgewater, MA 02324

To the members of the Historical Church Building Committee:

On behalf of "The Soupman" Peter Kelleher and the Support the Soupman Corp.'s Board of Directors, I would like to take the opportunity to give thanks and show our appreciation for the relationship our organization has formed with the Central Square Congregational Church.

Support the Soupman's mission is to help relieve the pain and suffering that the homeless experience daily, while bringing greater public awareness to their plight. The grass-roots campaign started with Bridgewater resident Peter Kelleher preparing homemade, hot soup in his home and distributing it to the local homeless population during the cold winter months, in memory of his son Travis. (Travis sadly lost his battle with opioid addiction while homeless, living on the streets of Maine.) Peter's soup donations turned into bagged lunches and it quickly grew into a community volunteer initiative, making soup and packing nearly 100 brown bag lunches every Saturday. Recognizing he could no longer support a rotating team of volunteers squeezing into his kitchen each week, we sought alternatives. The Central Square Congregational Church opened its doors to our charity, and truly became a central hub for our Saturday morning food prep.

We thank the church leaders for being supportive of our mission, in essence allowing the church to become our second home on Saturday mornings. We are careful to respect the schedule, as well as to ensure the safety and cleanliness of the facilities. We feel truly blessed to be able to share the space.

Should you have any questions, please contact Peter at 508-360-7643. For more information on our 501(c)(3) charity, please visit our website at www.supportthesoupman.org.

Sincerely,

Kim Chermesino

Kim Chermesino
Board Member and Volunteer
Support the Soupman Corp.

AL-ANON

October 1, 2019

Dear Sir or Madam:

This letter is being written to inform you that I am part of an organization that has met at the Central Square Congregational Church (CSCC) for over twenty-five years. It has been very reassuring to be able to rely on CSCC to provide us with space for our weekly meetings.

We are just one of the many different community groups who have been welcomed by, and made to feel that we are part of – the CSCC family.

Occasionally, the usual meeting room is not available for our use, due to the annual church fair, or other events. CSCC then permits us to meet in the lovely old sanctuary. This holy place is perhaps, one of the most historically significant worship sites in Massachusetts.

The two hundred year old church spire continues to be a beacon to neighbors, newcomers and church parishioners alike.

Our Group is most appreciative to the Central Square Congregational Church.

Very truly yours,

A member of our grateful Group

12 Steps & Traditions

The study of these Steps is essential to progress in the Al-Anon program. The principles they embody are universal, applicable to everyone, whatever his personal creed. In Al-Anon, we strive for an ever-deeper understanding of *these Steps, and pray for the wisdom to apply them to our lives.*

Twelve Steps

1. We admitted we were powerless over alcohol — that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God *as we understood Him.*
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed, and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God *as we understood Him*, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to others, and to practice these principles in all our affairs.

Al-Anon's Twelve Steps, copyright 1996 by Al-Anon Family Group Headquarters, Inc. Reprinted with permission of Al-Anon Family Group Headquarters, Inc.

These guidelines are means of promoting harmony and growth in Al-Anon groups and in the worldwide fellowship of Al-Anon as a whole. Our group experience suggests that our unity depends upon our adherence to these Traditions.

Twelve Traditions

1. Our common welfare should come first; personal progress for the greatest number depends upon unity.
2. For our group purpose there is but one authority — a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants—they do not govern.
3. The relatives of alcoholics, when gathered together for mutual aid, may call themselves an Al-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of alcoholism in a relative or friend.
4. Each group should be autonomous, except in matters affecting another group or Al-Anon or AA as a whole.
5. Each Al-Anon Family Group has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps of AA *ourselves*, by encouraging and understanding our alcoholic relatives, and by welcoming and giving comfort to families of alcoholics.
6. Our Family Groups ought never endorse, finance or lend our name to any outside enterprise, lest problems of money, property and prestige divert us from our primary spiritual aim. Although a separate entity, we should always co-operate with Alcoholics Anonymous.
7. Every group ought to be fully self-supporting, declining outside contributions.
8. Al-Anon Twelfth Step work should remain forever non-professional, but our service centers may employ special workers.
9. Our groups, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. The Al-Anon Family Groups have no opinion on outside issues; hence our name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, and TV. We need guard with special care the anonymity of all AA members.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles above personalities.

this is why we didn't name (IDENTIFY) ourselves

Hope the letter helps you out!

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COLLEGE TOWN
SIDING AND GLASS LLC

67 Central Square
Bridgewater, MA 02324

Phone: 508-697-3242
Fax: 508-697-6886
bill@collegetownglass.com

October 31, 2019

We have been neighbors with the Central Square Congregational Church since 1985.
They have been great neighbors to us and we have formed great friendships with the people working there.
The Church has been an anchor to the center of town. We use the Church as a direction point when any of our customers call and ask where we are located. It is easy, everyone know where the big white church is in the rotary.
Being neighbors we have seen may celebrations and funerals over the years. We saw the Governor standing on the front steps for the funeral of a fallen hero in Bridgewater.
The Church supports recovering addicts through is AA meetings as well as drug addiction meetings.
It is also the home of the food bank which helps countless families in the area.
The Central Square Congregational Church is a very important piece of our community and it should be preserved and cherished in this community.
We are in the process of selling our building now after 39 years and we will miss them as our neighbors.

Sincerely

Bill Gustafson

girl scouts
of eastern
massachusetts

Central Square Congregational Church
71 Central Square
Bridgewater, MA 02324

Attn: Historical Church Building Committee

Re: Girl Scout Troop 66212

November 1, 2019

Dear Committee,

My name is Jennifer O'Reilly and I am the Girl Scout leader for Troop 66212 in Bridgewater. I have been their leader since 2014 and over the years we have held our meetings at your Church. We typically have 15-16 meeting per year and we are very thankful for the use of the space.

The church space has allowed us to over the years grow as a troop, meeting regularly to build friendships with other girl scouts. Girl Scouts is a place where you learn new skills, explore your potential and take on leadership, by providing us with the space to carry this out the young girls in our community have had a great advantage.

We are thankful for your continued support and wish all the best to the parishioners of Central Square Congregational Church.

Sincerely,

Jennifer O'Reilly
Troop 66212 Leader

Nicholas Bagas
23 Church St.
Bridgewater, Ma. 02324

Nov. 3, 2019

To whom it may concern.

I am writing this letter in support of the Central Square Congregational Church. My home abuts the church. I have owned this home for the last 40 years. It is my understanding that they are hoping to restore the church . The church is a beautiful historic building. Being a neighbor I have observed many groups using the church building, it would be in the best interest of the town to help restore the building through grants. I believe it is a vital asset to the town center. The welcoming steeple is seen by everyone entering the town center, approaching from either Broad st or Bedford st.

The church is open to everyone and they have been a great neighbor. They maintain the grounds and building the best they can. It is something that Bridgewater should be proud of.

Sincerely yours;

Nicholas Bagas

Prophett-Chapman
Cole & Gleason
FUNERAL HOMES & CREMATION SERVICES
Family Owned and Operated Since 1862

November 6, 2019

Central Square Congregational Church

United Church of Christ

71 Central Square

Bridgewater, MA 02324

Dear CSCC,

Thank you for reaching out to me to write about the value of Central Square Congregational Church to me as a neighbor, a professional, and on a personal level.

CSCC is important to me as a neighbor as they have always supported and included our business (funeral home) when they have done community outreach. An example of this outreach would be our annual invitation to participate in their "Death and Dying" seminar. This well attended event always gathers "neighbors" together to listen and ask questions of funeral professionals about end of life care. Another example of CSCC being a great neighbor is when they allowed a very large flag (30 feet wide) to be draped down the side of their building so the family of a young veteran killed in action could see the unity of support throughout town. Also, and to me as a professional this is invaluable, CSCC has offered their building for funerals for which the family wants a church but does not belong anywhere. They are one of the largest churches in town and this "neighborly" act does not go unnoticed by me or the family.

As the local funeral director in Bridgewater, my staff and I, have proudly served the families of CSCC for many years. Our funeral home has had over 100 funerals in the physical church building since I began working in Bridgewater in 2008. These are not just memorial services with an urn but typically traditional ones with the casket present. Families in our community consider the church a treasure and feel at home when they are within its walls.

On a personal note CSCC is where my son Jack, age 10, has had his piano recitals for the past few years. The memories I have of these short recitals are treasures to me. The church is hands down the most beautiful building in our town and I support any and all renovations. I believe future generations should have the opportunity to enjoy the works of art that an old building like CSCC is.

I want to thank Reverend Beth and her staff for doing such a great job and for thinking of me to help their cause. They are an inspiration to our community!

Thanks,

Mark

Mark Chapman

Prophett Funeral Home

Bridgewater State University Alumni Chamber Choir

November 6, 2019

"The BSU Alumni Chamber Choir Mission is to act as an ambassador of good will between the Bridgewater State University community and the greater public community by bringing together both, as members in a choir whose goal is to perform quality music concerts to audiences of all social demographics."

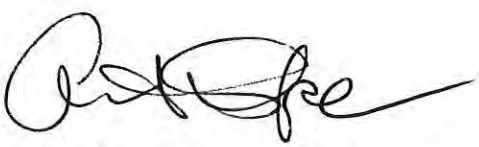
Our relationship with Central Square Congregational Church exemplifies exactly what our mission statement says. We are bringing together alumni and community with the art form of music. Our audiences come from all walks of life in a setting, the church sanctuary, that reverberates the voices of choir members into the hearts of many.

Central Square Congregational Church, for many years past and for many to come, has been our home for rehearsals and concerts, during our fall and spring semesters. The church has accommodated us selflessly.

Central Square Congregational Church is a beautiful building, inside and out, and provides space for us and many other groups outside of its walls. Communities are coming together in a safe place, giving and receiving; support, joy, care, concern and love. We are blessed to be a part of the wider church community of Central Square Congregational Church and treasure our connectedness.

Respectfully and warmly,

The BSUACC



Arthur Sharpe, President

Central Square Congregational Church

United Church of Christ
71 Central Square
Bridgewater, Massachusetts 02324

November 7, 2019

Central Square Congregational Church opened a food pantry in March of 2013 and has been providing food to needy residents of the Town of Bridgewater for over 6 and ½ years. We offer non-perishable food products as well as fresh produce, frozen meats, personal hygiene items and paper goods to all of our patrons. We have helped an average of 75 families per month. Every year we offer a Thanskgiving basket distribution including a turkey and all the fixings to make a full meal to about 80 families. The food pantry has brought the entire community together as our entire operation is funded by food and monetary donations from people in Bridgewater, including the congregation at CSCC, Bridgewater residents, local small businesses as well as Bridgewater University and the Bridgewater School system. All come together to support our efforts to help those in need. We get volunteers from our congregation as well as individuals in the community. The Pantry has become a Beacon of light in our community. As the Director of the Food Pantry, I am extremely proud to be able to participate in doing God's work to help others in our community.

Jack Melcher
Director
The Food Pantry at CSCC

To whom it may concern

My husband Rob and I have been members of Central Square Congregational Church since 1992. Our son Nathaniel was Baptized here alongside Rob on Father's Day and our daughter Liza Ann went through confirmation classes and was confirmed.

Prior to becoming member's, we explored many churches in Brockton, Easton, West Bridgewater and Bridgewater before circling back to CSCC. We were looking for the right fit, not to stuffy, providing us with a good message to take us through the week. The stand out for us was how welcomed we felt when we entered the church and the beautiful, true to New England architecture of the building and we loved Rev. Paul Nickerson's Sermons. As a young family and new homeowners in Bridgewater we were excited to join and meet new people. That we did, over the years we have made many friends, served on committees such as Outreach, Stewardship and Way and Means, we have headed up Mission Suppers, Turkey Suppers, Church Fairs and Main Spring Meals in the kitchen. Currently I am a Co-President of the Women's Guild & Fellowship, a Mission Youth Leader and I head up Breakfast twice a month.

We were members during the last major renovation of the building and Capital Campaign. Central Square Congregational Church is near and dear to us, we would love to see it restored to its natural beauty.

With Love, Kindness and Peace
Rob and Beth Basler

Good Afternoon,

My name is Brian Tatro. I am a private piano/music teacher in Bridgewater, MA. In June of every year my students perform in a piano concert. The purpose is to show their talent to an audience as well as prepare them for future activities that may require speaking or performing in front of others.

I have had the pleasure of utilizing the Central Square Congregational Church for this performance for many years. The church is a wonderful venue and has a magnificent grand piano. My students and their families feel comfortable here and are used to coming to this church for this special event. The church staff is always pleasant, cooperative and supportive to me and the concert.

I look forward to many more years of having my students piano concerts here.

Sincerely,

Brian J. Tatro
Long-time Bridgewater Resident

BBA
BRIDGEWATER
BUSINESS
ASSOCIATION
EST. 1984

Nick Palmieri
PRESIDENT, BOARD CHAIRMAN

Cheryl Bilodeau
VICE PRESIDENT &
SPONSORSHIP COORDINATOR

John Lucas
TREASURER & AUTUMN-FEST
COORDINATOR

BOARD OF DIRECTORS
Joseph A. Enriquez
Nancy Koczela
Rebecca McGrath
Steve Sears
Linda Sternfelt
Lisa Wyn

ASSOCIATE BOARD MEMBER
Dr. Rose-Marie Caetano

January 10, 2020

RE: Central Square Congregational Church
Bridgewater, MA 02324

Everyone who lives in the Town of Bridgewater know the Central Square Congregational Church. Not only does their building hold a prominent physical location on our Common, but it is also well-known for its people, its strong reputation, and mostly its commitment to the Community.

Central Square Congregational Church has been a member of our organization, the Bridgewater Business Association, since 2017. Our organization aims to promote our members, and also has a charitable arm with a very active Assistance Fund. In both these respects, Central Square has been a great partner to us. The Church has opened its doors to us as a meeting space on several occasions, and has made it known that it is available whenever we need it. They have also allowed us to have use of their basement space during our annual Christmas on the Common event. Because of this generosity, we have been able to bring on additional vendors and offer an indoor space for those businesses whose products and services are not conducive to being outdoors. This event is one of our largest fundraisers and greatly benefits our Assistance Fund, which is available to families in our Community who have fallen on hard times.

As we travel through Bridgewater and neighboring towns, it is clear that this philosophy of friendship and cooperation carries over to individuals in the community, whether they are church members or not. Several times in recent months as I am with individuals and talking about Bridgewater, the Central Square Congregational Church has come up and the reaction is always the same. The Church, and its people, are welcoming, helpful, and work every day to promote positivity and to benefit the community however they can. They are deserving of a beautiful home, and we welcome any opportunity to help them make this happen.

We are happy to have this partnership and friendship and look forward to a long relationship with the Central Square Congregational Church, where we can continue to help each other and the community.

Sincerely,

Cheryl Bilodeau

Cheryl Bilodeau

Vice President

Bridgewater Business Association

REVISED 6/19/20

Bridgewater Historical Commission
64 Central Square
Bridgewater, Mass. 02324
508-697-0904

August 28, 2019

Community Preservation Commission
Academy Building
Bridgewater, MA 02324

Re: CPC Application, Central Square Congregational Church

Dear Commissioners;

The Bridgewater Historical Commission regards the structure, the Central Square Church building as one of the jewels of the town center. It was the first and only church in the town center for over 50 years, the first one being built in 1832, about 10 years after the town common was laid out.

In 1860, the original Gothic style structure was destroyed by fire and the present structure was soon erected to replace it, on the original site. The Commission strongly supports the application for Community Preservation funding for the preservation of the structure. This is especially important to the reconstruction of the steeple. Many churches have lost their steeples to age and the ravage of time. This building without the steeple and its other ornate features would seriously impact the appearance of this end of the common. It's replacement with a new structure resembling the original would further enhance its beauty.

Over the past ten years the town has invested over 10 million dollars in the preservation of the Town Hall and the Academy building. Careful attention was given to preservation of the details of these buildings and their fine ornate exteriors. The members of the church, the current custodians of this beautiful structure, are attempting to do the same.

It is our understanding that the use of CPA funding will also place certain restrictions on future repairs to the exterior. This will ensure the continued preservation of its outward appearance. Due to the magnitude of the project the building code will require the church to include a sprinkler system, as was done at the Academy. This will further ensure the future of this jewel in our town center.

The Bridgewater Historical Commission does not see this request as a grant to continue the current religion occupying the building but rather the one to continue existence of this beautiful house of worship and major land mark in our town center. Once again, we strongly support this request.

Sincerely,

David R. Moore

David R. Moore, Chair
Bridgewater Historical Commission

TOWN OF BRIDGEWATER

Historic District Commission

September 20, 2019

Community Preservation Committee
Town of Bridgewater
Bridgewater, MA 02324

Dear Community Preservation Committee Members:

On behalf of the Historic District Commission of the Town of Bridgewater, it is my privilege to endorse the community preservation grant application for the Central Square Congregational Church, located in Central Square in the Town of Bridgewater. The Congregational Church is important architecturally and historically to the Town of Bridgewater as it has dominated the southwestern corner of the town common since 1862. Not only is the church an important religious center for the town, but it is also an important meeting place for various civic organizations in the town. In short, the Congregational Church serves both as an important religious and a civic function for our citizens.

Architecturally, the Congregational Church is a beautiful Italianate church with its tall steeple crown tower, quoins, rustication, round arch central entrance, narrow arch windows, large sawcut brackets, gabled eaves, a circular clock in the tower, among many other significant architectural features. The Congregational Church is a unique architectural gem in the town of Bridgewater. The interior of the church is just as significant as the exterior. Without a doubt, it is the most architecturally significant church in the town of Bridgewater and the only Italianate church in town.

Over the years, however, some features of the church have been altered because of routine maintenance and costs. At this time, the members of the Congregational Church have made a commitment to restoring the church to its original glory. This project began several years ago with a thorough study of the history and architecture of the church. Recently, they have engaged the services of historic preservationists and architects who have provided detailed restoration plans. The committee and the church members want to restore the steeple, replace the siding,

TOWN OF BRIDGEWATER
Historic District Commission

repair brackets and other architectural features of the exterior. These restoration efforts will require hundreds of thousands of dollars since such work is always very costly and require the skills of highly trained craftsmen. The Church is looking to various funding sources, including the Community Preservation Committee, which has funded so many important restoration projects in the town through funds made available by the town's Community Preservation Act.

The work of the Community Preservation Committee has done more to save and beautify the historic character of the Town of Bridgewater than any other initiative ever undertaken in the town. I am so proud of the citizens for voting in the CPA and for the tireless work that the CPC does. I trust the CPC will see fit to fund some of the cost of this important historic preservation work that the Congregational Church is taking on. Since the Congregational Church is part of the Historic District, every detail of the restoration will be supervised and must be approved by the HDC through our rigorous and painstaking review and application process.

Thank you for your consideration of the grant application by the Congregational Church. Please contact me as chair if you have any questions for the HDC.

Sincerely,

William S Smith

William S. Smith,

Chair, Historic District Commission

APPLICATION TO

HISTORIC DISTRICT COMMISSION

TOWN OF BRIDGEWATER

FOR A

CERTIFICATE OF APPROPRIATENESS

Application is hereby made in triplicate for the Issuance of a Certificate of Appopriateness under 40C of Chapter 373 General Laws of Massachusetts 1960 for proposed work as described below and on plans, drawings or photographs accompanying this application for:

CHECK CATEGORIES THAT APPLY:

1. Exterior Building Construction: ☐ New Building ☐ Addition ☐ Alteration ☑ Restoration
   Indicate type of Building: ☐ House ☐ Garage ☐ Commercial ☑ Other church
2. Exterior Painting: ☑
3. Signs or Billboards: ☐ New Sign ☐ Existing Sign ☐ Repainting existing sign
4. Structure: ☐ Fence ☐ Wall ☐ Flaggpole ☑ Other: entire exterior envelope

TYPE OR PRINT LEGIBLY

DATE: 12/11/19

ADDRESS OF PROPOSED WORK 71 Central Square Brid ASSESSORS MAP NO. pg 34

OWNER Congregational members of CSCC ASSESSORS LOT NO. 73

HOME ADDRESS 71 Central Square Brid TELEPHONE NUMBER 508-697-6016

FULL NAMES AND ADDRESSES OF ABUTTING OWNERS. Include name of adjacent property owners across any public street or way. (Attach additional sheet if necessary).

Nicholas + Marsha Bagas 23 Church ST Bridgewater, MA

College Town Siding + Glass 67 Central Sq Bridgewater, MA

AGENT OR CONTRACTOR Gale Associates, Inc TELEPHONE NO. 781-335-6465

ADDRESS 163 Libbey PARKWAY, Weymouth, MA.

DETAILED DESCRIPTION OF PROPOSED WORK: Give all particulars of work to be done, including materials to be used, if specification do not accompany plans. In the case of signs, give locations of existing signs and proposed locations of new signs (Attach additional sheet if necessary).

Signed Barbara A Dorey, Chairperson
Owner-Contractor-Agent

Space below line for Committee Use

Received by H.D.C.

DATE: _____ THE CERTIFICATE IS HEREBY _____ DATE: _____

TIME: _____

BY: _____

APPROVED: ___

DISAPPROVED: ___

IMPORTANT: IF CERTIFICATE IS APPROVED, APPROVAL IS SUBJECT TO THE 20 DAY APPEAL PERIOD PROVIDED IN THE ACT.

(SEE ENCLOSURE REGARDING SIGNS)

Central Square Congregational Church has been compared to a "sentry" guarding Our Common. It has also been referred to as one of the "jewels" in our historical district.

Rachel L Lawson
Historian, Central Square Congregational Church

Central Square is pictured here in 1960. Before the opening of Route 24 in 1956, the to center was one of the main roads to Cape Cod. Thousands of automobiles passed through tov creating gridlock on summer Sunday afternoons. This situation occurred before the elec streetcars ended in 1927.

I believe Central Square Congregational Church should be regarded as a landmark on The Bridgewater Common for the following reasons,

A. The Bell of Central Sq Congregation Church was significant in alerting the Town of Bridgewater of danger.
B. It's bell mourned the death of a US President
C. It celebrated the Tri Town centennial and Bicentennial Celebrations by its ringing .
D. It also rang to raise awareness in our community about Global warming.
E. Central Square Congregational Church honored a Middle East War Serviceman, in a ceremony that included community wide participation as well our state governor in attendance.
F. Central Square Congregational Church participated in Bi and Tri Centennial activities open to the community.
G. Community outreach to the local correctional institution.
H. It's location was selected by the Women's Christian Temperance Union for its Plymouth County Convention

Rachel L Lawson, Historian, Central Square Congregational Church

also committed to the work of the Fire District, it is not surprising that the fire alarm issue was on the agenda of its annual meeting held on October 20. [8]

It was generally agreed at this gathering that there was "no system" for sounding the alarm. When a fire occurred on the "outskirts" of the town's center, word had to be sent into the School Street station and "some one found to ring the bell...." Consequently, "much valuable time" was lost, and, in some cases, many members of the company had not known about a fire until the steamer had already left the station. There were, however, some differences expressed over the expense of creating an alarm system, especially as it related to building of a separate bell tower next to the School Street station. Stating the views of the Bridgewater Improvement Society, Dr. Lowe supported the purchase of a bell and the building of a tower to accommodate it. Advocating economy, Zebulon Pratt, a native of nearby Middleboro who had moved to Bridgewater in 1873 and had built a "well-crafted Italianate" house, which passersby can still appreciate, on the corner of South Street and what is now Maple Avenue, thought that the bells of the Central Congregational Church on Central Square "would be sufficient" for an alarm system. Somewhat modifying his comments at the recent meeting of the Improvement Society, Dr. Sawyer supported the placing of the alarm apparatus in the church tower with the understanding that the fire bell would have a distinct sound so as to not be confused with the church ones. With a consensus reached on the less expensive approach, a motion was passed to create a committee of three, consisting, of Dr. Sawyer, D. C. Ford, and Alexander Dove, all of whom had "taken a great interest" in perfecting an alarm system, to report back to the District with a workable alarm plan that could be installed for about one hundred dollars. [9]

Within a month, the committee, working within the allotted funds and receiving no personal compensation, was well along in its efforts to devise a "simple" but workable fire alarm for the Fire District. On November 21, The Bridgewater Independent, reporting that the "stretching of the wires" between the church and the engine house had begun, succinctly wrote: "The system is entirely of home invention and construction. It consists...of a clockwork set in the tower of the Central Square church, by which the alarm is struck on the bell. This is set off by simply turning a crank in the engine house, which, by the action of a magnet, releases a clutch which holds the clockwork, the hammer of which rapidly strikes the bell for ten to twenty minutes." Adding to the effectiveness of the system was the placing of gongs in houses of the fire engineers, the voluntary firemen, and King's stable and the house of its driver, all of which could be "rung by the one turn of the crank at the engine house." In March of 1886, as the new alarm was close to being perfected, the Independent presented its readers with a more sophisticated description of how the apparatus worked, including references to electricity, the use of which was about to make its debut in Bridgewater.

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[8] BI, Oct. 17, 1885.

[9] BI, Oct. 17, 24, 1885, March 20, 1886, May 7, 1887, March 13, 1917; Townscape Institute, Form 218, pp. 511-512; in the early 1900's the section of Spring Hill Avenue that ran to Bedford Street became Maple Avenue; then in 1917 Maple Avenue was extended from Bedford Street to what had been known as Sargent corner on South Street; at the same time Spring Hill Avenue was officially extended to Worcester Street and the underdeveloped section beyond.

In the 1870s the alarm was given from the bell of Central Sq Congregational Church until the District mechanical alarm was installed.

Images of America: Bridgewater David Moore pg. 109

operation among these Protestant denominations was evident in an evening Union Easter service held at the Methodist Church on April 5. Shortly thereafter, in an event that must have been gratifying to Porter, the tenth anniversary of the Bridgewater Union of Christian Endeavor was celebrated at the Central Square Church. A long line of special trolleys brought many young people from the surrounding communities to Central Square, and the sanctuary was soon filled "to its capacity." After preaching an "appropriate" sermon on Children's Day in early June, Porter's pastoral duties were somewhat lessened during the summer months, but only in a relative way. In one of his June sermons, he strongly favored the town doing more for its young men by "placing a gymnasium and baths in the Town Hall or High School." In this discourse, which evidently aroused much favorable comment, he reminded parents to keep young people home at night and to set "a good example in morals and religion." In the middle of July, at a religious gathering of a different nature, a colored (a descriptive word used at this time) male quartet of Atlanta University gave a concert of "old time, spiritual and sacred songs" to a large congregation "admirers of music." [99]

With the coming of September, the pace of activities at Central Square Church quickened, as it did in all Bridgewater churches. But in 1901, this usual course of events was initially overshadowed by a national tragedy - the assassination of William McKinley, the twenty-fifth president of the United States. While attending a Pan-American Exposition at Buffalo, New York, the President, who had been re-elected the previous year, was shot by an anarchist, Leon Czolgosz, on September 6. Joining the rest of the town, indeed the whole nation, in condemning this dastardly act, the parishioners of the Central Square Church attended a service on the evening of September 8 to pray for the recovery of their President. In his comments on this occasion, Reverend Porter decried the "foul and treacherous crime" that sought to snuff out life of a "man of gentle spirit, of upright life, the servant of the people" who was "anxious to do their will...." He went on to say that the "law must be invoked to suppress lawlessness..., but that we "must patiently pursue the old pathway, overcoming evil with good, and trying by our example to set forth the spirit of Him who being without sin became the victim of human lawlessness." On September 14, six days after these words were spoken, President McKinley, who had hovered between life and death, succumbed to the wounds from the shot inflicted by the assassin's gun. On that Saturday morning, many Bridgewater citizens in the center of the town were awakened "by the deep-tongued, sorrowful tolling of the bell of the Central Square Church...." Its minister was undoubtedly preparing to deliver one of the most important sermons of his career. [100]

On Sunday morning, the sanctuary was crowded, as the parishioners assembled to seek "comfort in their great loss." The service resembled "that of the funeral of a dear and close friend," with a Beethoven march, sounding from the organ

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[99], Jan. 4, 11, Feb. 1, 8, 15, April 5, June 7, 21, July 5, 12, 1901.

[100], Sept. 13, 20, 1901.

upon and decide all matters not specially assigned to any other Committee.

The several towns appropriated their proportion of one thousand dollars towards defraying the expenses of the celebration.

And the Committee on Printing was directed to enclose the various documents, relating to the Celebration, in a box, and deposit the same in the town-safe at Bridgewater, for the use of those who may celebrate the Third Centennial Anniversary.

The ringing of the bells on all the churches in the four towns, and the discharge of cannon, announced the dawn of the Centennial Day. The weather was as pleasant as could be desired, and a large number of people assembled to join in the festivities of the occasion.

Several places of historical note were appropriately designated, among which were the following: —

"CENTRE TREE."

A stone monument now occupies the place where e Centre Tree formerly stood. It was long known the centre of Bridgewater, and was established,

D & E

Subj: **Revised Annual Report**
Date: 2/23/2010 9:53:06 P.M. Eastern Standard Time
From:
To:

HISTORIAN'S 2009 REVISED ANNUAL REPORT

In the year 2009 we experienced the loss of many prominent church members. Those who left were so unhappy, full of anxiety, and disappointments. Committees and board positions remained unfilled.

The town of Bridgewater suffered its first loss in the Middle East War. Lance Corporal Kevin T. Preach, 21, U.S. Marine Corps, died on Feb 7, from injuries received in Afghanistan. His funeral service was held here at Central Square Church. Rev. Kristy Colburn presided. Governor Deval Patrick was amongst those attending. In his honor the Bridgewater Fire Department draped an enormous flag from the roof line of the church to the ground. The flag extended the length of the church on the Church St. side. A second flag was suspended from a crane in front of the Academy Building. The streets around the common were lined with townspeople during the funeral procession. Kevin Preach's funeral was one of the largest to be held at Central Square Church.

Reverend Esther-Rendon Thompson completed her first full year as Interim Minister.

The church bell within the steeple tolled 350 times, pulled by hand by church members eager to do so, thus commemorating our second year of going green.

Respectfully submitted,
Barbara I. Morey

I call to worship

D

sound call to worship

"They thought that if the church had a bell, especially such a historic one, everyone should be able to hear it," Rendon-Thompson said in her native Venezualan accent. "We are very grateful to them, but they didn't want to take the credit."

While Sunday marks the bell's formal return, Rendon-Thompson and Charlie Brandes, the church office coordinator, climbed through the dusty rafters yesterday, up winding staircases and a lengthy ladder to hear it firsthand.

"Much more resonant," Rendon-Thompson remarked in satisfaction, as the bell's commanding echoes rumbled through the early afternoon air. "That's the real sound."

After this Sunday's service, parishioners plan to ring the bell 350 times as part of the International Day of Climate Action. The campaign is designed to raise awareness about global warming. The 350 figure represents a target threshold for carbon dioxide levels in the atmosphere, 350 parts per million.

The church hopes to raise $350 so it can buy 35 energy-saving flourescent bulbs, as part of a yearlong effort to adopt eco-friendly practices.

The children, meanwhile, are raring for a chance to pull the rope with all their might, in hope it might pull them back.

"My boys are really looking forward to it," said Brandes, whose sons are 9 and 6. "I think the rope might lift them right off the ground."

PROGRAMME

OF THE

Two Hundred and Fiftieth

Anniversary

OF THE

SETTLEMENT OF THE TOWN

OF

OLD BRIDGEWATER, MASS.

HELD AT

WEST BRIDGEWATER,

June 13, 1906.

F

PROGRAM OF EVENTS

BRIDGEWATER

SUNDAY, JUNE 30:
Opening of box left by printing committee in 1856—Old Academy Building Lawn, 4 P. M.

SATURDAY, JUNE 9:
Lions Club Field Day and Parade.
Tory Episode—Tory House, 7:30 P. M.
Band Concert— Square Dancing — Fireworks.

SUNDAY, JUNE 10:
Luncheon Central Square Church. Historical Exhibits.

WEDNESDAY, JUNE 13:
Flower Show, 2 4 P. M.
Historical Episodes — Horace Mann Auditorium.
Banquet College Dining Room, 6:30 P. M.

EAST BRIDGWATER

SUNDAY, June 10:
Special Church Services in all Churches.

THURSDAY, JUNE 14:
Parade at 10 A. M. Open House at all Public Schools — A. M. Only.
Open House at All Historical Homes and Industrial Plants.
2 P. M., Pageant at Sachem Rock during the afternoon.
Dinner at Central School, 6:30 P. M. Lieut. Gov. Whittier Speaker. Grand Ball at 8:00 P. M. Roger Keith, M. C.

WEST BRIDGEWATER

SATURDAY, JUNE 9:
Bay State Historical League Meets at the West Bridgewater High School.
An exhibit of historical data and general information, with pictures, of all Bridgewaters in the English-Speaking World.

SUNDAY, JUNE 17:
7:00 A. M.—Sunrise Service at Pulpit Rock. Rev. Paul Lauffer. Combined Choirs of all Churches.
1:00 P. M.—Dinner at West Bridgewater High School. Noted Speakers. Followed by Pageant in High School Auditorium. Historical Pilgrimage of Old Homes and Spots of Interest.
Vesper Service at First Congregational - Unitarian Church.

A 17th Century Communion Service will be on display at the Church for the Tercentenary Cele-

The Women's Guild

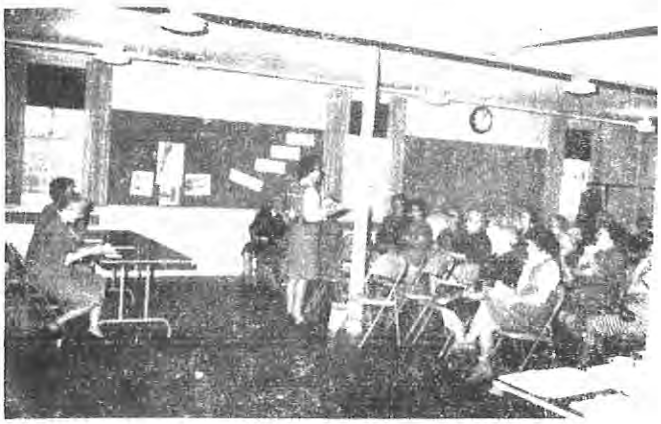
The women of Central Square Congregational Church have long been active in the ministry of our parish. In 1826, there was a missionary group for women, and a Ladies' Sewing Society began in 1862.

In March, 1922, seventy-three charter members formed a combined group to be known as the Women's Guild. It has provided educational programs, entertainment, and fellowship for its members and friends.

Over the years, the Guild has contributed generously to the support of our church's ministry. Funds were given to provide a new kitchen. Other projects include financial gifts for Missions, the Ministers' Retirement Fund, Ministers' Wives Retreat, One Great Hour of Sharing, the Family Thank Offering, Neighbors in Need, Share Our Surplus, Walker Homes, and St. Marks Community Center in Dorchester. The Church Memorial Fund was also instituted by the Guild. Clothes have been sent for Church World Service as well as needed articles to migrant workers and Indian Reservations. Members have given time as Lady Visitors, have supported The World Day of Prayer, and have participated in such other activities as Adventures in Reading, church decorating, and fellowship hours. For many years the Guild was instrumental in providing monthly birthday parties at the Massachusetts Correctional Institution in Bridgewater. The Guild sponsored a Fair each year which has now become an all-church effort.

In 1949, an Evening Guild was organized for the benefit of those women with employment during the day. This group has also been deeply involved in the work of Central Square Congregational Church. Meetings are scheduled on a monthly basis and include devotions, a business session, entertainment, and a program followed by a social hour. Projects are developed to assist in supporting and maintaining the church and especially its ministry to those in need both within as well as beyond the boundaries of our community.

In January, 1973, the two Guilds united with meetings now being held the first Wednesday of the month.



A Guild Meeting

A Group of Guild Members

The Board of Trustees

The by-laws of our Church state that the Trustees are to "administer all the temporal or business affairs of the church" and to "have the care and custody of the property." Throughout the history of the Church the Trustees have been responsible for maintaining the building and improving it when necessary. In 1956 the Trustees decided and the Church voted that we needed more room for meetings and Church School. Our Fellowship Center was completed in 1959. In 1960 when the steeple and tower were condemned the Trustees started the drive for a new steeple.

Major work was accomplished in 1971 with the painting of the sanctuary, and the construction of a parlor on the second floor, which is used for gatherings and also as classroom space. These projects were completed in time for the 150th anniversary celebration which was held in October, 1971.

In 1967 Mrs. Robert (Catherine) Daniel was the first woman to be elected as a Trustee. In line with the present Women's Liberation Movement, we now have two women on our present board. This could be a permanent trend in our church life.

Central Square Congregational Church
Booklet
1821 — 1974

A flyer was discovered in the Historical Records of Central Square Congregational Church, of a Women's Christian Temperance Union Meeting to be held in the Church on February 15, 1899. It was the Plymouth County District Convention. The fact that this church was chosen as the location of the District Convention is significant.

Thirteenth Annual Convention

OF THE

PLYMOUTH COUNTY

Woman's Christian Temperance Union,

AT THE

CENTRAL CONGREGATIONAL CHURCH, BRIDGEWATER, MASS.,

WEDNESDAY, FEBRUARY 15, 1899.

COUNTY OFFICERS: { Mrs. M. G. Weston, Brockton. Mrs. P. R. Clifford, Plymouth. Mrs. M. M. Holland, Brockton.

MORNING SESSION.

10.15	Opening Service.	Mrs. E. C. Gross
	Address of Welcome.	Mrs. A. J. Elwell
	Response.	Mrs. O. L. Bartlett
	Minutes of last Convention.	
	Annual Report of Treasurer.	Mrs. M. M. Holland
	Annual Report of Secretary.	Mrs. P. R. Clifford
	Appointment of Committees.	
	Singing.	
	Reports from Unions.	
	Music.	Mrs. H. T. Todd
12.00.	Bible Reading.	
12.30.	Lunch—provided by ladies of Bridgewater.	
1.15.	Meeting of Executive Committee.	

AFTERNOON SESSION.

		Mrs. H. D. Walker
2.00.	Opening Exercises.	
	Reports of Committees.	
	Roll Call—Collection.	
	Business—Election of Officers.	
	Singing.	Mrs. H. D Walker
	Address.	
	Singing.	
	Adjournment.	

Adopted December 4, 2011, Amended December 10, 2017

CONSTITUTION AND BYLAWS

CENTRAL SQUARE CONGREGATIONAL CHURCH UNITED CHURCH OF CHRIST BRIDGEWATER, MASSACHUSETTS

CONSTITUTION

Article I. Name

The name of this church is Central Square Congregational Church in Bridgewater, Massachusetts, as provided by Chapter 187 of the Acts of the General Court of Massachusetts of 1904. In 1961 the church became a member of the denomination known as the United Church of Christ.

Article II. Structure

This church is composed of its members, whose organization includes a Cabinet, officers, boards of administration, committees and other groupings as determined by the agreement of the members, subject to the General Laws of Massachusetts, Chapter 67, relating to the incorporation of churches.

Article III. Convenantal Relationships

Section 1. As a member of the United Church of Christ (UCC), Central Square Congregational Church will relate to the various expressions of the church in a convenantal manner. It will seek God's will and be faithful to God's mission, attending to its responsibilities in relation to all expressions of the church. Its decisions are made in consultation and collaboration with other parts of the structure, including its Association, Conference and the General Synod. As a member of the Body of Christ, Central Square Congregational Church is called to honor and respect the work and ministry of each other part. It listens, hears and carefully considers the advice, counsel and requests of others. In this covenant, Central Square Congregational Church joins the various expressions of the UCC to seek to walk together in all God's ways.

Section 2. Central Square Congregational Church has, in fellowship, a God-given responsibility for the UCC, its labors and its extensions, even as the UCC has, in fellowship, a God-given responsibility for the well-being and needs and aspirations of its local churches. In mutual Christian concern and in dedication to Jesus Christ, the sole Head of the Church, Central Square Congregational Church shares with the entire UCC in common Christian experience and responsibility.

Section 3. Actions by, or decisions or advice emanating from the General Synod, the Massachusetts Conference or Pilgrim Association will be held in the highest regard by Central Square Congregational Church. This regard will be evidenced by prayerful consideration and discernment, always seeking to understand the intent and always using respectful language in any communication which expresses disagreement.

Article IV. Officers

The Officers of the Church shall be as follows: Moderator, Vice-Moderator, Clerk, Treasurer, Assistant Treasurer, Financial Secretary and Assistant Financial Secretary. They shall be responsible to and called by the election of the membership of the church.

Article V. Membership

Section 1. Central Square Congregational Church, UCC, is composed of persons who, believing in God as the heavenly Father, and accepting Jesus Christ as Lord and Savior, and depending on the guidance of the Holy Spirit, are organized for Christian worship.

Section 2. Membership at Central Square Congregational Church, UCC, is a privilege and a process of preparation. Every member of the church takes on the mission of the church individually and in community with other members. The ministry and mission of Jesus Christ becomes the ministry and mission of every church member.

Section 3. Persons become members of Central Square Congregational Church, UCC, by: a.) baptism and either confirmation or profession of faith in Jesus Christ as Lord and Savior; b.) re-affirmation or re-profession of faith; or c.) letter of transfer or certification from other Christian churches. Persons wishing to become members shall so inform and then consult with the pastor.

Section 4. All persons who are or shall become members of Central Square Congregational Church, UCC, are thereby members of the United Church of Christ.

Article VI. The Ministry

Section 1. Central Square Congregational Church, UCC, recognizes that God calls the whole Church and every member to participate in and extend the ministry of Jesus Christ by witnessing to the Gospel in church and society. Central Square Congregational Church, UCC seeks to support the ministry of its members by nurturing faith, calling forth gifts and equipping members for Christian service.

Section 2. Central Square Congregational Church, UCC recognizes that God calls certain individuals to forms of ministry in and on behalf of the church for which ecclesiastical authorization is required. The Call of an Ordained, Licensed or Commissioned Minister to Central Square Congregational Church, UCC establishes a covenantal relationship with both the authorized minister and the UCC as represented by the Pilgrim Association.

Section 3. In the event of pastoral vacancy, a Search Committee will be authorized to seek and present candidates for approval.

Article VII. Officers of the Church

Section 1 - Terms of Office

All officers shall be members of the church and at least 18 years of age. They shall begin their service at the end of the June Cabinet Meeting and shall serve terms of 2 years. After serving 3 consecutive full terms in an office, they shall not be eligible for re-election to that office until after the lapse of one year. No person shall serve more than one elective office at the same time. No officer shall serve on a board or permanent committee, with the exception that the Treasurer and Assistant Treasurer are ex- officio members of the Board of Trustees. Neither the spouse nor adult children of ordained staff shall serve as an officer. Each outgoing officer shall provide orientation to the incoming officer.

Section 2 – Moderator

The Moderator shall preside at the Annual Meeting and at all other regular and special meetings of the church, and at all meetings of the Cabinet. He/she shall also perform other duties as specified in the By-laws section.

Section 3 – Vice Moderator

Shall perform all the duties of the Moderator whenever the Moderator is absent or unable to serve.

Section 4 – Clerk

A) Shall keep a faithful record of proceedings at church meetings, providing the Moderator with one copy and keeping another on file at the church office,

B) Shall keep a register of the names of all members of the church, and the dates and modes of their reception and removal,

C) Shall keep records of all baptisms, marriages and funerals performed in the church or parish by any Pastor representing this church,

D) Shall co-operate with the Office Coordinator in maintaining files in the church office for all important correspondence and the reports of all officers, boards, and committees

E) Shall perform such other duties as may be assigned by the minister(s) or the Moderator. In case the Clerk is absent from any meeting, a Clerk pro-tem shall be appointed by the Moderator

F) Shall maintain an up-to-date record of all policies, job descriptions, the Constitution and

Bylaws.

Section 5 – Treasurer

A) Shall receive, record, hold, and disburse all church money, under the direction of the Board of Trustees, and shall keep complete and accurate books of account

B) Shall have custody of all valuable papers relating to the property of the church and a copy of all employee contracts

C) Shall prepare regular financial statements and give reports at the direction of the Board of Trustees

D) Shall be bonded, the cost of which shall be borne by the church.

E) Shall keep the church funds in such banking institutions as shall be approved by the Board of Trustees

F) Shall be an ex-officio member of the Board of Trustees.

Section 6 – Assistant Treasurer

A) Shall have the same duties as the Treasurer

B) Shall work closely with the Treasurer and be familiar with all the books and financial operations of the church

C) Shall perform all the duties of the Treasurer whenever the latter is absent or unable to serve

Section 7 – Financial Secretary

A) Shall keep a full and correct account between the church and each person contributing

toward the current expenses and benevolences or other funds of the church

B) Shall receive all contributions to the church, whether by mail, electronic funds transfer or in the regular church offerings and in accordance with the directives of the Board of Stewardship, shall record them and deposit them in the proper bank accounts as promptly as possible, immediately notifying the Treasurer of the amounts and dates of such deposits

C) Shall periodically render statements of account to all persons who have pledged or contributed financially to the support of the church

D) Shall promptly acknowledge all unpledged identified gifts to the church other than memorial gifts

E) Shall be bonded, the cost of which shall be borne by the church

Section 8 – Assistant Financial Secretary

Shall have the same duties as the Financial Secretary and shall perform these duties whenever the Financial Secretary is unavailable or absent. The Assistant Financial Secretary shall work closely with the Financial Secretary so as to be familiar with all procedures and software applications.

Article VIII. Organization and Governance

Section 1. The ministry of Central Square Congregational Church, UCC, is organized into standing boards of administration and committees which are elected and authorized by, and are responsible to, the congregation. The standing boards of administration and committees may organize and delegate to other groups, as needed, to complete their work, under their supervision. The overseeing governing body is the Cabinet, which is accountable directly to the membership.

Section 2. The Cabinet

A. Membership

The Church Cabinet shall consist of the Pastor(s), the officers of the church (with the exception of the Financial Secretary and the Assistant Financial Secretary), the chairpersons of the boards of administration and of all permanent committees (with the exception of the Nominating Committee), and the presidents (or other executives) of all Church Organizations. All Cabinet members must be members of the church; thus if the President of an Organization is not a church member another person shall be appointed to represent that organization in the Cabinet.

B. Responsibilities

The Cabinet shall hear and act upon reports of the Pastor(s), boards, committees, church organizations and officers, and maintain general oversight of the work of the church. However, decisions and actions of the Cabinet shall be subject to review by all members of the church assembled in Annual or Special Meetings, and may be modified or rescinded by a majority vote of such meetings.

C. Meetings

The Cabinet shall meet monthly (with July and August optional) and as often as it deems necessary to accomplish its tasks. Special Meetings may be called at any time by the Moderator, the Vice Moderator, the Pastor(s) or any five members of the Cabinet. A majority of the membership of the Cabinet shall constitute a quorum. Any person may attend Cabinet as a guest but without vote. Such attendance is encouraged, especially by newer members.

D. Special Committees

The Cabinet shall have the power to appoint Special Committees for special purposes whenever it may consider them necessary, and to supervise the work of such committees and receive reports from them. Any additional permanent committees shall be established only by amendment of this Constitution and By-Law.

E. The Budget

The Cabinet shall receive and consider the proposed Annual Budget submitted by the Board of Trustees for the operation of the church for the following year. Upon approving this proposed budget, the Cabinet shall instruct the Trustees to present and recommend it to the Church at the Budget Review Meeting; however, if the Cabinet does not approve, it shall request the Trustees to consider appropriate revisions. The Cabinet shall have emergency powers to authorize the Board of Trustees to spend or borrow up to $5,000 to meet urgent demands not anticipated in the budget. Whenever income fails to meet the budgeted expenses, the Board of Trustees shall have authority to decide where necessary cuts shall be made, or additional income secured, however, the approval of the Cabinet shall be required if any item in the budget is to be cut by more than 20%.

Section 3: Boards of Administration

A. The Board of Deacons:

1. Shall consist of a minimum of 6 members.

2. Shall be responsible, in close coordination with the pastor(s), for the spiritual, pastoral and worship needs of the members of the church and community.

3. Shall be responsible, in consultation with the pastor(s), for the Order of Worship in the church services, the preparation and distribution of the elements in the observance of the Lord's Supper, policies regarding baptisms, weddings, and funerals, and for special programs of worship such as Installations, Ordinations and Pilgrim Association events.

4. Shall counsel with the pastor(s) regarding the performance of pastoral duties and shall assist and support the pastor(s), in tandem with the PPRC, in all the spiritual affairs of the church.

5. Prior to the June Cabinet Meeting, the Board shall conduct a performance evaluation with the pastor(s). The review shall be based on the goals and objectives that were established at the beginning of the annual review period. The board shall report the completion of the evaluation to the Cabinet.

6. Before March 15 of each year they shall carefully review the Pastor's salary and allowances and make an appropriate recommendation to the Board of Trustees regarding those items along with budget requests to cover all the financial needs of their work for the coming year.

7. Shall establish an independent Pastor Parish Relations Committee (PPRC) with and for each pastor. The PPRC has no decision making authority, rather it is advisory in nature. Its main purpose is to monitor the quality of the relationship between the pastor(s) and congregation. It shall not be construed as a personnel or salary review committee, an evaluation committee or a channel for complaints from the congregation. The content of the meetings shall remain in confidence; only dates of meetings will be made public. Permission to share contents/recommendations requires a unanimous vote of the pastor(s) and PPRC members. Situations that are brought to the attention of the PPRC that have the potential of impacting the spiritual will being of the congregation as a whole, should be carefully considered for further consultation with the Board of Deacons. PPRC meetings shall be held on a frequency as desired by the pastor and the PPRC members, but not less than quarterly.

Whenever a new pastor is called, a new PPRC shall be established as follows. It shall consist of 5 members, 4 of whom shall be from that pastor's search committee and one member of the congregation at large. Three of the search committee members shall have a one year term, one shall have a two year term and the at large member shall have a two year term. After that first year, the three one year term members will be replaced by three members of the congregation at large, each with a three year term. For each upcoming replacement of a member of the PPRC, the pastor shall submit a list of at least three names of members of the congregation to the Deacons for consideration. After due consideration, the pastor will chose which person of the three will be asked to serve.

8. Shall annually appoint a three person Altar Committee for the purpose of providing flowers and other appropriate items for the liturgical calendar.

B. The Board of Trustees

1. Shall consist of 6 members serving as Trustees. The Treasurer and Assistant Treasurer are also members of the Board of Trustees, but without vote.

2. Shall be responsible for the maintenance and care of the church and all the physical properties of the church and church holdings. They shall inspect periodically both the church and its holdings and report to the Cabinet any conditions requiring repair or renovation.

3. Shall hire, direct and supervise the work of the Office Coordinator and the custodian and shall arrange for an annual performance review for both, prior to the June Cabinet meeting.

4. Shall supervise the use of valuable properties, such as silver service and similar portable equipment and supplies.

5. Shall maintain a book of rules and policies governing the use of the church building and its properties and equipment by members, non-members, outside organizations. They shall also be responsible for their enforcement.

6. Shall be responsible for all the business affairs of the church, including the purchase of necessary supplies.

7. Shall execute all contracts for all personnel and for leased property, furnishings, and equipment

8. Shall annually appoint and oversee a manager of the Endowment Funds.

9. Shall have no power to buy, sell, mortgage, or transfer real estate, stocks, bonds, or other intangibles, nor to sell any furnishings or equipment owned by the church without specific approval by Cabinet for values up to $5000 and with vote of the church for higher values.

10. Shall project long-range financial plans by which the physical facilities of the church shall be kept in good repair and all financial obligations met, and shall keep the Board of Stewardship informed concerning the financial requirements of such plans.

11. Shall be responsible for preparing and administering the Annual Budget:

* Prior to the March Cabinet meeting, boards and committees shall present to the Trustees their budget requests
* The Trustees shall consider all of these budget requests, along with all the other funding needs of the church and then prepare a proposed annual budget for the following year which reflects predicted available income
* The proposed budget shall then be presented to Cabinet no later than the May meeting
* If the Cabinet accepts the proposed budget, Trustees will be directed to present and recommend it to the Annual Budget Meeting
* If the Cabinet rejects the proposed budget, it will direct the Trustees to make revisions as necessary
* If at any time during the year income fails to meet budgeted expenses, the Trustees shall determine where necessary cuts in expenses shall be made, or how additional funds shall be secured; but the approval of the Cabinet shall be required if any item in the budget is to be cut more than 20%
* If at any time during the year any Officer, Board or Committee finds that essential or desirable activities or programs are being hampered by the limitations of the Annual Budget, they may petition the Board of Trustees for a revision of the budget or a special allotment of funds to meet emergency needs. Such petitions shall be considered at the next regular or special meeting of the Board, and their decision shall be final.

12. When Cabinet deems necessary, they shall provide for a complete audit of all the financial records of the church to be performed and reported to the Cabinet promptly.

C. The Board of Stewardship

1. Shall consist of a minimum of 6 members

2. Shall be responsible, working closely with the pastor(s) and the Treasurer, using special programs and the annual fall financial drive, for raising adequate funds to meet the Annual Budget requirements for the church.

3. Shall create and maintain a year round program of Stewardship Education, keeping the members of the church informed of the financial needs of all phases of work of the church and of progress in meeting the needs.

4. Shall be responsible for contacting new members to secure their pledges, and for working with the pastor to establish methods of communicating with members who are seriously in arrears.

D. The Board of Christian Education:

1. Shall consist of a minimum of 6 members,

2. Shall be responsible for creating and maintaining a program of Christian Education for persons of all ages within the church, always working in close co-operation with the Pastor(s).

3. Shall be responsible for maintaining and enforcing the Safe Church Policy.

4. Shall recruit and arrange for the training of the necessary personnel to staff and operate a competent Church School. On or before July 1 of each year they shall select and appoint a Church School Superintendent who shall be responsible to the Board for carrying out its policies and plans.

5. Shall be responsible for selecting and providing, in consultation with the Superintendent, the necessary curriculum materials and supplies for the School.

6. Shall be responsible for maintaining a Youth Program in addition to the Church School. They shall recruit adult advisers and work closely with them and the Pastor(s) in creating well-balanced programs of religious, social, and recreational activities suited to the needs of young people. If an employed staff person (such as a Seminarian, Student Assistant, Youth Minister or Director of Christian Education) is required for carrying out any of these responsibilities, the Board shall find and recommend such a person to the Cabinet, and shall supervise his or her work in consultation with the Pastor(s).

7. Shall establish and maintain the church library as a resource for the congregation.

E. The Board of Christian Outreach:

1. Shall consist of a minimum of 6 members.

2. Shall be informed, and shall keep the members of the congregation informed of the needs of the local community and the wider settings of the church and shall be responsible for developing a general annual outline of allocation and distribution of available funds to help meet these needs. The annual outline shall be presented to the Cabinet for approval.

3. Shall be responsible for maintaining a program of social awareness and action, seeking to involve the people of the church in Christian concern and effective action regarding the problems of the local community and of society in general.

Section 4: Permanent Committees

A. The Music Committee

1. Shall consist of a minimum of 3 persons with the Minister of Music serving as ex-officio member.

2. Shall aid and support the Minister of Music in his/her duties as needed and as requested by same.

3. Shall form a search committee, in consultation with the Moderator, whenever a new Minister of Music is to be hired, for the purpose of making a hiring recommendation to the Pastor and the Moderator. The search committee shall consist of three members of the Music Committee (at least two of which must be CSCC members), a deacon, a trustee, and one member of the congregation appointed at large by the Moderator.

4. Shall ensure that the Pastor conducts a performance review of the Minister of Music annually, prior to the June Cabinet meeting.

5. Shall ensure that the Pastor annually reviews the salary of the Minister of Music and makes a recommendation for the coming fiscal year to the Trustees, prior to March 15.

6. Shall update contract for the Minister of Music position annually, based on any salary or other pertinent change approved by the congregation at the Budget Meeting.

B. The Nominating Committee

1. Shall consist of one member from each of the five Boards of Administration and two members-at-large as appointed by the Moderator.

2. The Moderator shall convene the first meeting, no later than the last week of January, and preside until a Chairperson and Secretary are elected.

3. Shall make a careful study of the requirements of each office to be filled and make an earnest effort to select candidates who are well qualified. The offices to be filled annually include officers, boards, and permanent committees; along with two Delegates to represent the church at Association meetings and at the Massachusetts Conference Annual Meeting and one delegate to the Bridgewater Council of Churches.

4. Shall present to the Cabinet on or before the April Cabinet meeting a list of nominees for the various offices of the Church for the following year. The Committee shall make clear to each candidate the duties and requirements of the office he or she is being asked to fill, and shall secure his or her agreement to serve if elected.

5. Shall submit the list of the nominees to the Moderator for the purpose of calling the Annual Election Meeting to elect the nominees. The Annual Election meeting shall be no later than the third Sunday of May.

6. The Nominating Committee shall be dismissed by the Moderator once their report is submitted for the Annual Election Meeting.

C. The History and Memorials Committee

1. Shall consist of a minimum of 3 persons.

2. Shall be responsible for receiving, aggregating and spending undesignated/unrestricted memorial monies. Typically, these monies are received in amounts less than $200.

Larger bequeaths and especially those with spending restrictions are administered by the Board of Trustees.

3. Shall promptly acknowledge all gifts. Acknowledgment should be made to the donor and to a member of the family of the person in whose memory the gift is made.

4. Shall enter all gifts in the Memorials Book in addition to the wording on any plaques that may be attached to any memorial articles.

5. Monies managed by the committee shall never be used for defraying current operating expenses of the Church unless specified by the donor.

6. A donor or group of donors who wish to contribute a specific article as a Memorial shall first consult and secure the approval of the Memorials Committee before proceeding with the purchase and/or installation of the memorial article; and the Committee shall make sure that the article under consideration will be a suitable and appropriate addition to the present furnishings and equipment of the Church.

7. Shall use a variety of communications methods to annually solicit donations and suggestions for the spending of monies under their control. Once a suggestion is received, an acknowledgment and proposed path forward should be given to the suggester.

8. In every case, the Memorials Committee shall secure approval for the spending of undesignated memorial monies at Cabinet and, if Cabinet so directs, approval of the church members at a church meeting.

9. Shall maintain and preserve all the historical records for the church, keep a diary of principal events, and be responsible for the custody of all articles of special historical interest and value.

10. Shall arrange for storage of all historical records and articles of special historical interest in a manner that is safe from fire and safe from natural disasters (e.g. windstorm, flood). If stored in a wood frame or other type of combustible structure, these materials shall be kept in a fire proof container(s). If stored below grade, the container(s) shall also be water tight.

D. The Growth Committee

1. Shall consist of a minimum of 3 persons.

2. Shall promote the church in the community using a variety of methods.

3. Shall educate the congregation in recruiting new members. The central theme of this education shall be in providing an extravagant welcome to each stranger who enters our midst.

4. Shall provide for the orientation of inquirers into the faith and life of the church, in close coordination with the pastor.

5. Shall help assimilate, in close coordination with the pastor, new members into the congregation and shall plan and provide special programs and activities that will help all members get to know one another.

6. Shall provide Super Welcomers, greeters, ushers and coffee hosts for each worship service and provide a list of those serving to the office prior to the printing of the weekly bulletin for each service.

Section 5 Church Organizations

1. All organizations that may be formed within the church for the purpose of advancing the fellowship or mission of the church, and using the facilities of the church, shall be considered integral parts of the church, and their activities shall be subject to the approval of Cabinet.

2. All organizations that operate under the auspices of the church shall abide by the same basic guidelines as other boards and committees.

Article IX. Property

Section 1: Corporate Responsibility

The church may, in its corporate name, sue or be sued, acquire by purchase, gift, devise, bequest, or otherwise and own, hold, invest, reinvest, borrow against, mortgage or dispose of property, real or personal, for such work as the church may undertake; and may purchase, own, receive, hold, manage, care for, and transfer or convey such property for the general purposes of the church; and it may receive and hold in trust both real and personal property and invest and reinvest the same, and make any contracts for promoting the objects and purposes of the church.

Section 2: Disposition in Case of Dissolution

In case of eventual dissolution of the church, its assets and all property and interests of which it shall then be possessed, including any devise, bequest, gift, or grant contained in any will or other instrument, in trust or otherwise, made before or after such dissolution, may be transferred to another religious society by a two-thirds vote of the members present and voting at a regularly called church meeting, but, lacking such a vote, shall be transferred to the Massachusetts Conference of the UCC.

Article X. Church Meetings

Section 1: The Budget Review Meeting shall be held on the second Sunday in June, for the express purpose of approving the recommended budget, as presented by the Trustees for that year.

Section 2: The Annual Meeting of the Church shall be held on the second Sunday of February for the purpose of receiving/hearing reports of all Officers, Boards, Committees and Organizations and to transact any other business that may legally come before it.

Section 3: The Annual Election Meeting shall be held no later than the third Sunday in May for the express purpose of receiving and voting on the report of the Nominating Committee.

Section 4: Each Board and Committee shall meet in joint session in June (new members and outgoing members) to allow for orientation and reorganization.

Section 4: Special Meetings of the church may be called by the Cabinet, pastor(s) or the moderator whenever pending business may require, or upon written request signed by not less than 15 members of the church, in which case the moderator shall call the meeting within three weeks after receipt of the request.

Section 5: Notice of Meetings shall be posted in prominent locations in the church at least seven days before each meeting and announced from the pulpit at the earliest opportunity. Notice of meetings shall also be given by means of other available media. If the purpose of the meeting is to consider financial matters involving sums of over $5,000 or an amendment to the Constitution or By-Laws, a special notification shall be made to all members. All notices of the meetings shall include the warrant listing the articles to be acted upon. No other matters may be presented for action except upon presentation of the subject matter in written form to the moderator before the meeting and approved by a two-thirds vote of the members present and voting.

Section 6: Quorum - Fifteen percent (15%) of the members of the church that are eligible to vote, as reported in the Annual Report, shall constitute a quorum.

Article XI. Rules of Order

Roberts Rules of Order shall be the parliamentary authority for all matters of procedure at church meetings.

Article XII. Amendments

This Constitution and By-Law may be amended at any duly called church meeting by a two-thirds vote of the members with voting status present and voting, providing a draft of the proposed amendment is included in the warrant for the meeting. Following such action the clerk shall cause copies of the amended pages to be sent to the moderator, the pastor(s), the officers, and to the chairpersons of all boards, committees, and organizations of the church.

BYLAW

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Preamble

These Bylaws, consistent with the Constitution of Central Square Congregational Church, UCC, further define and/or regulate the officers, boards, committees and membership. They also describe its free
and voluntary relationship with the Pilgrim Association and the Massachusetts Conference of the UCC, and with the General Synod of the UCC, its Executive Council and the Covenanted, Affiliated and Associated Ministries.

Article I. The Ministry

Section 1: In the event of a settled pastoral vacancy, a Search Committee shall be appointed by the Cabinet. The Search Committee shall consist of not less than seven nor more than eleven members. At least one member shall be chosen from each of the five Boards of Administration. The Cabinet's appointments shall be approved by the church. The moderator shall call the first meeting of the Search Committee. It shall then elect its own chairperson and determine its own organizational procedures and the criteria and methods it will employ in its search. It shall consult with the various boards regarding financial, stewardship or other matters as necessary for carrying out its duties.

Section 2: During the settled pastor vacancy, the church will report the vacancy to the Associate Conference Minister for our area and will utilize the process (and ordained personnel) known in the UCC as the Intentional Interim Program and also known as Transition Ministry Specialist.

Section 3: The Board of Deacons in its entirety will serve as the Search Committee for an Interim Pastor.

Section 4: The Search Committee will request that the Associate Conference Minister secure relevant information about any candidate whom it wishes to consider for the vacancy.

Section 5: The Search Committee will recommend a candidate to the congregation and shall arrange for the congregation to hear the candidate at a regular Sunday morning service followed by a Special Church Meeting for voting on the committee's recommendation. Approval of the candidate by a two-thirds majority shall constitute a Call.

Section 6: The Board of Deacons is responsible for drafting the Call. The terms of the Call will be presented to the Pilgrim Association Committee on the Ministry for review and comment. The contents of the Call will include participation in the UCC Pension Fund. A copy of the Call agreement will be given to the Cabinet, the Associate Conference Minister and the minister called.

Section 7: When an ordained minister accepts the Call, the minister and the church will join in requesting the Pilgrim Association to arrange for a service of installation.

Section 8: If the church selects a ministerial leader who does not have standing in the UCC, the minister will be required to seek Dual Standing from the Pilgrim Association.

Section 9: The pastoral relationship may be terminated by either party: the pastor, by giving notice in writing to the Cabinet; or by the church, through a two-thirds vote of the members with voting status present at a Special Meeting called for the purpose. When either party decides to terminate the relationship, the official termination shall be by action of the church, either in accordance with the vote of the church meeting, or in acceptance of the pastor's resignation. Written notice of such termination shall be sent by the Clerk to the Pilgrim Association. The Call shall contain an agreed upon notice period.

Section 10: If serious issues or divisiveness arise between the members of church and its ministerial leadership, the Board of Deacons will seek the assistance of the Pilgrim Association Committee on the Ministry.

Section 11: Should the Pilgrim Association have reason to question the fitness for ministry of any of the pastors of Central Square Congregational Church, UCC, every effort will be made to cooperate fully in the investigation, to remain in covenant with all parties and to provide appropriate leadership and nurture for the congregation during and after the fitness review.

Article II. Membership

Section 1. Members shall pledge themselves to attend the regular worship of the church and the celebration of the Lord's Supper; to live the Christian life; to share in the life and work of the church; to contribute to the financial support and benevolences; and to seek diligently the spiritual welfare of the membership of the community. Active membership is fundamentally defined as being regularly present and involved in the life of the church and supporting the church financially.

Section 2. To vote on any financial matter, a member must be at least 18 years old.

Section 3. A member whose address has been unknown for two years or who for a period of two years, in spite of spiritual care, has not attended the church's worship or been involved in the life of the church or contributed to its financial support, may be removed from the active membership roll and be placed on a non-voting member list. This shall be done by vote of the Cabinet after receiving the recommendation from the Board of Deacons. If, after the passage of another year, the relationship remains unchanged, the name may be dropped from the non-voting member list by further vote of the Cabinet.

Exception: A young adult confirmed in the church shall automatically be placed on the non-voting member list upon graduation from high school and taking up residence at a college away from home or upon entering the armed services of the United States of America.

Section 4. To be re-instated as a voting member, the person shall present their wishes to the Board of Deacons, who will consider all of the facts, consult with the pastor(s) and then inform the person of the decision.

Section 5. Any member may, on request, be granted a letter of transfer. If wishing to join a body not in fellowship with Central Square Congregational, UCC, a member may be dismissed with a certificate of church membership.

Section 6. If, because of change of faith or for other reasons not involving unchristian conduct, a member requests in writing to be released from membership obligations, the church shall patiently endeavor to secure his or her continuance in its fellowship; but failing in such effort, the church may grant the request and terminate membership. The pastor and the Board of Deacons shall approve such a request. The clerk shall issue the appropriate letter of release.

Section 7. If a member persistently breaches covenant vows, Cabinet may censure the member or suspend or terminate membership. This may be done only after due notice has been given to the member, hearings before Cabinet and faithful efforts have been made to bring the member to reconciliation in accordance with Christ's teachings.

Article III. Boards of Administration and Permanent Committees

Section 1. All persons serving on the 5 Boards of Administration shall be members of the church. Board members and permanent committee members shall be elected for terms of three years, their terms arranged in such a manner that one-third of them shall be elected each year. Board members and permanent committee members shall be eligible to serve a second consecutive term. After serving a second term, they shall not be eligible for re-election to the same Board or Committee until after the lapse of one year. The spouse or adult children of ordained staff may serve on any board or committee unless a conflict of interest exists. The term of each delegate is three years with no second consecutive term.

Section 2. On or before June 15 of each year the boards and permanent committees shall elect a chairperson and secretary to serve through the following May, and shall include the name of the newly elected chairperson and secretary in the Annual Report of the board. Chairs of permanent committees must be members of the church, so as to be eligible to vote at Cabinet meetings.

Section 3. On or before the March Cabinet meeting of each year, each of the boards and permanent committees shall present to the Board of Trustees an itemized budget request to cover the expense of the work charged to it for the coming year.

Section 4. The chairperson of each board and permanent committee (or an appointed representative) shall be present at every meeting of Cabinet and be prepared to report all activities and plans of the Board affecting the life of the church.

Section 5. The secretary of each board and permanent committee shall file a copy of the minutes of each meeting with the Moderator and another copy with the Office Coordinator prior to holding the next meeting of the Board.

Section 6. The Chairperson of each board and permanent committee shall submit an Annual Report to the Office Coordinator, not later than January 15 of each year, to be included in the Annual Report of the Church.

Section 7. Chairpersons of each board and permanent committee shall provide orientation for all others at the first meeting of the new term. Newly elected members shall be invited to attend the next scheduled meeting (usually the June meeting) after being elected for the purposes of orientation and elections of officers.

Section 8: The outgoing chair of each board and permanent committee shall provide for reorganization at the June meeting. It should be accomplished by the simple procedure laid out in Roberts Rules of Order for reorganization of small groups.

Section 8: Each board and permanent committee shall meet monthly, with July and August optional. Special meetings may be called at the direction of the chairperson.

Section 9: The boards may appoint sub-committees to carry out specific aspects of their work. The chairperson of such sub-committees shall be a member of the board.

Section 10: Each board and permanent committee shall create and maintain job descriptions, policies and procedures as appropriate. Job descriptions, policies and procedures shall be brought before Cabinet for review and upon approval shall be placed on file with the church office for future reference.

Section 11: Regular attendance by officers and board/committee members at their regularly scheduled meetings is of critical importance to the ongoing vitality and mission of the church. Thus, if an officer or a board/committee member finds that circumstances have changed to the point that regular attendance is no longer possible, the Moderator (for Officers) or the Board or Committee chair should be informed. This allows for an orderly appointment of a replacement.

Section 12: Should an officer miss three consecutive Cabinet meetings or a board/committee member miss three meetings in a row, with no contact to the Cabinet, board or committee chair, and in keeping with the covenants, said member shall be dismissed from the board or committee by majority vote of the Cabinet (in the case of an officer), board or committee at a regularly scheduled meeting.

Section 13: Vacancies on boards and committees, or of an officer, that occur between June and the following May will be filled by the Cabinet.