

TOWN OF HARWICH -COMMUNITY PRESERVATION COMMITTEE

2014 CPA PROJECT FUNDING REQUEST APPLICATION
for
2015 ANNUAL TOWN MEETING

Project Funding Request Application - FISCAL YEAR 2014-2015

Submitting Organization: Brooks Free Library Submission Date: 9/30/2104

Virginia Hewitt / for
Project Manager: Library Trustees Building & Grounds Committee:

JoAnne Brown, 508-432-55956, joanne3brown@comcast.net

Jeannie Wheeler, 508-432-2639, jsheelscc@gmail.com

Project Manager's Address, Phone#,
EMAIL Address:

JoAnne Brown, 508-432-55956,
joanne3brown@comcast.net
Jeannie Wheeler, 508-432-2639,
jsheelscc@gmail.com
Brooks Free Library,
739 Main St, Harwich MA 02645

CPA Category: (Please select all that apply)

Open Space
Community Housing
X Historic Preservation
Recreation

Town Committee or Board (if applicable): Brooks Free Library Board of Trustees

Second Contact Person- name, address, phone number, email:

Library Director Ginny Hewitt
Brooks Free Library
739 Main St, Harwich MA 02645
508-430-7562,ext 8 vhewitt@clamsnet.org

PROJECT TITLE: Preservation and Restoration Brooks Free Library Exterior

PROJECT AMOUNT REQUESTED: \$65,000

PROJECT DESCRIPTION:

These funds will be used to renovate, restore and preserve the exterior of the historic sections of Brooks Free Library - the "Brooks Block" and "Bank Building – and implement streetscape recommendations to maintain the historic character and attractiveness of the Historic District. A CPC-funded comprehensive assessment of the exterior of the historic portions of the building by an architect specializing in historic preservation and the streetscape will begin this fall and be completed in FY15. This project to fund the work identified as needed by the study.

HOW DOES THIS PROJECT FIT INTO HARWICH'S LOCAL COMPREHENSIVE PLAN and/or other PLANS?

This project fits in well with the Local Comprehensive Plan, which details the importance of protecting and maintaining the Town's cultural, recreational and historical assets. The Brooks Block and original Bank Building are historic buildings and the Library as a whole is anchor for Harwich Center Historic District.

HOW DOES THIS PROJECT HELP PRESERVE HARWICH'S CHARACTER?

The western portion of the Brooks Free Library is a Greek Revival building that was constructed in 1855 and was the original home of the Cape Cod Five Cents Savings Bank and the Cape Cod National Bank. It now houses the "Doane Room," named after deceased Librarian Virginia Doane, a member of the Harwich Hall of Fame, who served for 42 years as Library Director. The Doane Room serves as our Children's Room, housing our picture book collection and serving as the location for story-time and other programs for young children. The central part of the building, the Brooks Block, was constructed by Col. Henry C. Brooks in 1880. Rent from stores and offices on the first floor were intended to support the Library, which was located in a portion of the second floor. From the 1930's to 1970, the Second District Court was located on the first floor of the Brooks Block. After the court relocated to Orleans, in 1972 the Library expanded into the first floor space and a renovation project joined the adjacent Bank Building, which had been vacant for many years, to the Brooks Block and it became part of the Library. The building underwent a major renovation from 1996 – 1998 and the project won a Historic Preservation Award from the Mass. Historical Commission for maintaining the historic character of the building. Use of the Library has increased dramatically by every measure of use since the renovation and the Library serves a major cultural attraction bringing residents, visitors and vacationers to Historic Harwich Center.

In FY16 it will be 20 years since the last major work on the building exterior began (1996-1998). Many areas of the exterior are rotted. The front of the original Bank building is in particularly bad shape and the bases of the columns are noticeably rotted. Many areas of the exterior are rotted, including the decorative shingles on the Brooks Block. Other areas will have deteriorated and need restoration or preventive work by the time this work is funded. The streetscape is currently not in keeping with the character of the Historic District (three historically inappropriate and unattractive park benches) and we have also been advised by the Highway and Maintenance Dept. that the Main St. trees will need to be removed in the near future as the roots are causing the brick sidewalks to buckle. Removal of these trees will completely change the streetscape, diminishing the attractiveness and historic character of the historic village center.

We began working to obtain funding to restore the exteriors of the historic portions of the building over four years ago. Article 41 of the May 2012 ATM approved \$39,000 in CPC funds for restoration and preservation work on the front of the Brooks Block. This article was amended at the May 2014 ATM so it can now also be used on the Bank Building.

Last year the Community Preservation Committee approved \$25,000 for FY15 for an architect specialization in historic preservation to complete a full assessment of the exterior and the

streetscape of the Brooks Block and Bank Building to assess conditions and create an action plan. This assessment will begin this fall and will be completed this year.

The Highway & Maintenance Dept. has completed the work that could be done in-house, expending \$344 on materials from Article 41 of the May 2012 ATM. The \$38656 balance remaining in that article can be used this year to begin addressing the most critical work identified in the assessment once it is complete. The architect has estimated the cost of the construction phase at \$90,000. An additional \$10,000 for preparation of bid documents and oversight of construction brings the total to \$100,000 for this work. The \$38656 remaining in Article 41 May 2012 ATM reduces the amount of this estimate to \$61344. The architect's \$90,000 estimate was a quick projection to be used in determining the applicability of procurement regulations, however, and wasn't based on a detailed assessment. To accommodate unknown contingencies, we are asking for \$65,000 in Community Preservation Act funds for this project.

Note: This work was included on the FY15-FY21 Capital Plan for \$100,000 in FY16. When the project was re-submitted last week for the FY16-22 Capital Plan we reduced that request to \$65,000 for the same reasons noted above. These funds are being asked for on the Capital Plan in case some of the work identified is deemed "Maintenance" and not "Renovation, Restoration or Preservation" and is not approved for CPC-funding.

ESTIMATED START DATE: July 1, 2015

ESTIMATED COMPLETION DATE: June 30, 2016

PLEASE LIST OTHER COMMISSIONS/BOARDS/COMMITTEES/ORGANIZATIONS that may have involvement, jurisdiction, partnering, etc:

Historic District/Historical Commission – Trustees Building and Grounds Co-chair JoAnne Brown and Library Director Ginny Hewitt met with the HDHC on Feb. 19, 2014 to bring them up to date on our CPC request for funds for an assessment of the exterior of the historic portions of the building and the streetscape and to be followed by subsequent requests for funding to do the work identified in the study. They were very supportive of our plans. Several weeks later Library Director Ginny Hewitt met with HDHC member Jeanne Steiner, who's been appointed by the Commission as their liaison to the Library. We have provided the HDHC with contact information for Preservation Massachusetts and they are now working with them to request funds and plan for other work in the Historic District.

Have they reviewed and responded to this application:

As noted above, we met with the HDHC last Feb. to discuss our request for funds for the assessment to be followed by additional requests for funds to do the work in subsequent years. They were very supportive and appointed a liaison to the Library. The HDHC liaison and Library Director have been in contact as the HDHC begins working on similar plans for other buildings in Harwich Center. The HDHC liaison will be included in the presentation of findings, as will the Town Planner, Facilities Manager and Town Engineer when the assessment is complete and we will provide the entire Commission with electronic copies of the report and meet with them to discuss the recommendations and needed actions. At this point we do not have any additional information to share with them on this project.

PROJECT BUDGET: Attach project budget estimates for your funding request. If the request involves a Town-owned asset, provide the project's projected operating expenses, including maintenance.

The architect who will be doing the assessment has estimated the cost of the construction phase at \$90,000. An additional \$10,000 for preparation of bid documents and oversight of construction brings the total to \$100,000 for this work. The \$38,656 remaining in Article 41 May 2012 ATM reduces the amount of this estimate to \$61,344. The architect's \$90,000 estimate was a quick projection to be used in determining the applicability of procurement regulations, however, and wasn't based on a detailed assessment. To accommodate unknown contingencies, we are asking for \$65,000 in Community Preservation Act funds for this project.

COST ESTIMATE(S): Attach cost estimates or firm quotes (if available) for all projects.

LAND and/or BUILDING ACQUISITION PROJECTS: Attach surveys, appraisals and agreements, if available. Please set forth name of present owner and attach copy of deed conveying property unto present owner. In addition to property address, please provide Harwich Assessors Office identification (Map#, Parcel #). For proposed Open Space land purchases, be prepared to discuss public access with the Committee.

CPA Funds Received Previous Year(s) For This Project (if applicable):

<u>Fiscal Year</u>	<u>251659264 Total Cost</u>	<u>CPC Funds Approved</u>	<u>Town</u>
<u>2009-10</u>	<u>Meeting Article #</u>		
<u>2010-11</u>			
<u>2011-12</u>			
<u>2012-13</u>			
<u>2013-14</u>			

If project is expected to continue over more than one year, or if funding the project via full or partial bonding is anticipated, please detail the cost of project on the following chart (narrative explanation should be attached on a separate sheet).

<u>Fiscal Year</u>	<u>Total Cost</u>	<u>CPC Funds</u>	<u>Other Funding</u>	<u>Estimated Funds from</u>
		<u>251659264 Requested</u>		<u>Sources</u>
<u>2013-14</u>		<u>Sources</u>		<u>Other</u>
<u>2014-15</u>				
<u>2015-16</u>				
<u>2016-17</u>				

Signature - Chief Executive Officer or Chief Administrative Officer or Board Chair	Title
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For Community Preservation Committee Use:

Project Request received on:

Associated Town Committee(s): (initial)

Date(s) Reviewed On:

Final Determination:

Approved:

Denied:

Date:

CPC Contact Information:

Robert MacCready - Housing Authority

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David Purdy - Housing Committee

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Robert Bradley - Historical Commission

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Walter Diggs- Conservation Commission

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