



February 10, 2016

Virginia Hewitt,
Library Director
Brooks Free Library
739 Main Street
Harwich, MA 02645

The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Massachusetts Historical Commission

RE: Brooks Free Library, 739 Main Street, Harwich, MA

Dear Ms. Hewitt:

The Massachusetts Historical Commission (MHC) was provided with a copy of the Brooks Free Library Exterior Assessment Report, prepared by McGinley Kalsow & Associates, Inc and dated July 17, 2015. The report addresses the assessment of the Brooks Block building relative to the building's condition, prioritized repair recommendations and budget pricing reflecting the recommended repairs. McGinley Kalsow & Associates has requested that the MHC review and comment on this report.

The Brooks Free Library is included in the National Register of Historic Places as a contributing building in the Harwich Center Historic District. The MHC recommends that all proposed work on historic buildings follow the *Secretary of the Interior's, Standards for the Treatment of Historic Properties*. It is the intent of these standards to assist with the long-term preservation of an historic property's significance through the preservation of historic materials and features.

After reviewing the Brooks Free Library Report, relative to the architectural assessment, the MHC understands the proposed recommendations include the following: repairs to the existing windows; miscellaneous repairs and selective replacement to all wood clapboard and trim including wood columns and flashings; chemical stripping of paint to an approximate 90% removal level; and priming and painting. The MHC would agree that the recommended approach will follow the *Secretary of the Interior's, Standards for the Treatment of Historic Properties* by maximizing the retention of historic building fabric. The use of chemical stripping is a recognized and acceptable method for paint removal, particularly useful when existing paint layer buildup has reached an extreme condition as would appear to be the case with the Brooks Block building. The MHC is familiar with this method and has provided funding for projects involving this type of paint removal approach including the Edmund Fowle House located in Watertown, MA.

The MHC would strongly recommend that historic paint color analysis be undertaken prior to the paint stripping as this paint removal method permanently eliminates any possibility for analysis of paint color evidence in the future. In conjunction with the analysis of the historic paint color layers, the MHC would also recommend the implementation of the original or other historically appropriate paint color scheme as determined through this process.

In conclusion, the MHC has reviewed the referenced report and agrees with the design approach taken which minimizes changes to the important character-defining features of the library and emphasizes the stabilization and restoration of key original features and qualities.

Sincerely,

A handwritten signature in cursive script that reads "Paul Holtz".

Paul Holtz
Historical Architect
Co-Director, Grants Division
Massachusetts Historical Commission

Cc: Wendall Kalsow, McGinley Kalsow & Associates

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The Secretary of the Interior's Standards
for the Treatment of Historic Properties

with Guidelines for
Preserving, Rehabilitating,
Restoring & Reconstructing
Historic Buildings

The Secretary of the Interior's Standards for Treatment of Historic Properties

Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. 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.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. 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.
7. 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.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Building Exterior

Wood: Clapboard, weatherboard, shingles, and other wooden siding and decorative elements

Recommended

Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors.

Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking appropriate preservation work.

Protecting and maintaining wood features by providing proper drainage so that water is not allowed to stand on flat, horizontal surfaces or accumulate in decorative features.

Applying chemical preservatives to wood features such as beam ends or outriggers that are exposed to decay hazards and are traditionally unpainted.

Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings.

Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.

Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and hand-sanding), then repainting.

Not Recommended

Altering wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing historic wood features instead of repairing or replacing only the deteriorated wood.

Changing the type of paint or finish and its color.

Failing to stabilize deteriorated or damaged wood until additional work is undertaken, thus allowing further damage to occur to the historic building.

Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation.

Using chemical preservatives such as creosote which, unless they were used historically, can change the appearance of wood features.

Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering

Not recommending paint stripping and leaving bare wood exposed.

Removing paint that is firmly adhering to, and thus, protecting wood surfaces.

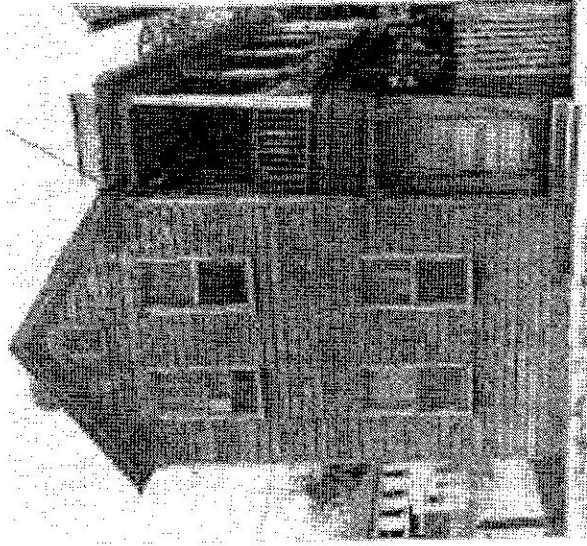
Using destructive paint removal methods such as propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork.

Recommended

Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting.

Using chemical strippers primarily to supplement other methods such as handscraping, hand sanding and the above-recommended thermal devices. Detachable-wooden elements such as shutters, doors, and columns may—with the proper safeguards—be chemically dip-stripped.

Applying compatible paint coating systems following proper surface preparation.



Maximizing retention of historic materials and features is the primary goal of Preservation as demonstrated here in these "before" and "after" photographs. Aside from some minor repairs and limited replacement of deteriorated material, work on this house consisted primarily of repainting the wood exterior. Photos: Historic Charleston Foundation.

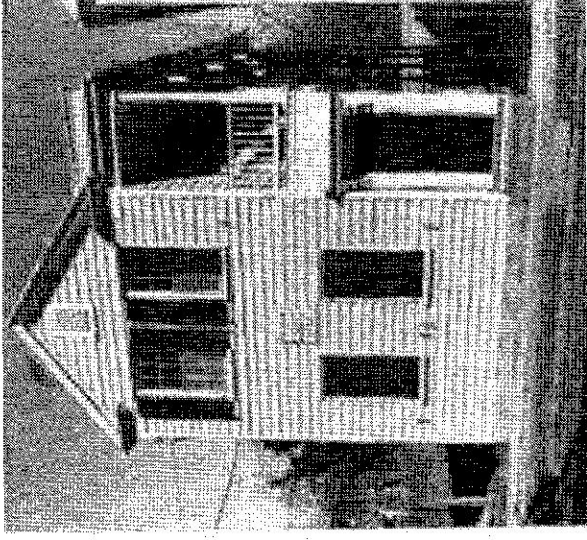
Not Recommended

Using thermal devices improperly so that the historic woodwork is scorched.

Failing to neutralize the wood thoroughly after using chemicals so that new paint does not adhere.

Allowing detachable wood features to soak too long in a caustic solution so that the wood grain is raised and the surface roughened.

Failing to follow manufacturers' product and application instructions when repainting exterior woodwork.





DESIGN & PRESERVATION AWARDS

- **St. Mary's Hall, Boston College**
2015 Paul E. Tsongas Preservation Award, Preservation Mass
2015 PCI National Design Award
- **Northbridge Memorial Town Hall, Whitinsville, MA**
2014 Preservation Award, Massachusetts Historical Commission
- **First Parish in Dorchester, Dorchester, MA**
2014 Preservation Award, Massachusetts Historical Commission
2014 Boston Preservation Alliance, Preservation Award
- **Bromfield-Pearson Hall – Tufts University, Somerville-Medford, MA**
2013 Good Stewardship Preservation Award, Somerville Historical Preservation Commission
- **Men's Comfort Station/Earl of Sandwich, Boston Common, MA**
2013 Preservation Award, Boston Preservation Alliance
2013 IES New England Section Award for Excellence in Lighting Design
2013 IES Regional Award for Excellence In Lighting Design
- **Provincetown Public Library, Provincetown, MA**
2012 Preservation Award, Massachusetts Historical Commission
- **Needham Town Hall, Needham, MA**
2013 Preservation Award, Massachusetts Historical Commission
2012 Bosworth Award for Preservation Excellence, Needham Historical Commission
2012 Regional Design Award, Illuminating Engineer Society of North America
2012 Edwin F. Guth Memorial Award for Interior Lighting, IESNA Boston/RI Section
- **Gasson Hall, Boston College, Chestnut Hill, MA**
2013 Honor Design Award Citation for Technical Merit, Boston Society of Architects
2012 Preservation Award, Historic Newton
2012 SCUP/AIA-CAE Excellence in Architecture for Restoration/Preservation Award
2012 Regional Design Award, Illuminating Engineer Society of North America
2012 Paul Waterbury Award for Outdoor Lighting, IESNA Boston/RI Section
2009 PCI National Design Award: Best School Project
2009 BAC Craft Award Best Restoration/Rehabilitation Project
- **Provincetown Town Hall, Provincetown, MA**
2012 Preservation Award, The Victorian Society in America
2012 Regional Design Award, Illuminating Engineer Society of North America
2012 Edwin F. Guth Memorial Award for Interior Lighting, IESNA Boston/RI Section
2011 Preservation Award, Massachusetts Historical Commission
2010 Excellence in Preservation Award, Provincetown Historical Commission
- **St. Ann Parish, Somerville, MA**
2012 Preservation Award, Somerville Historic Commission
2010 Somerville Historical Commission, Honorable Mention

McGinley Kalsow & Associates, Inc.

- **Georges Island Visitor Center, Boston Harbor Islands**
2011 Preservation Award, Boston Preservation Alliance,
Rehabilitation/Restoration Preserving Boston's Heritage
- **Sandwich Town Hall, Sandwich, MA**
2011 Preservation Award, Massachusetts Historical Commission
2011 MAAB William D. Smith Accessibility Award
- **Rockport Community House, MA**
2011 Preservation Award, Massachusetts Historical Commission
- **West Hall, Tufts University, Medford MA**
2011 Paul E. Tsongas Preservation Award, Preservation Massachusetts
2007 International Excellence in Masonry Restoration Award, MCAA
- **Old South Meeting House Tower Clock Restoration, Boston, MA**
2012 Preserving Boston's Architectural/Cultural Heritage, Boston Preservation Alliance
2010 BPA Award for Restoration of an Iconic Boston Landmark
- **Congress Street Bridge Preservation, Boston, MA**
2010 BPA Award Significant Rehabilitation by a Public Agency
- **Gloucester City Hall Tower Restoration, Gloucester, MA**
2009 Preservation Award Victorian Society of America, NE Chapter
- **Edmund Fowle House, Watertown, MA**
2008 Massachusetts Historical Commission Preservation Award
2008 Watertown Historical Commission Preservation Award
- **Newburyport City Hall, Newburyport, MA**
2008 Massachusetts Historical Commission Preservation Award
2006 Newburyport Historical Commission Preservation Award
- **Bigelow Chapel, Mount Auburn Cemetery, Cambridge/Watertown, MA**
2007 Watertown Historical Commission Preservation Award
- **Gate of Heaven Church, South Boston, MA**
2007 Massachusetts Historical Commission Preservation Award
2007 Boston Preservation Alliance Preservation Award
- **Unitarian Universalist Church of Medford, MA**
2007 Massachusetts Historical Commission Preservation Award
- **Merrimac Town Hall, Merrimac, MA**
2006 Massachusetts Historical Commission Preservation Award
- **Governor Bellingham-Cary House, Chelsea, MA**
2006 Massachusetts Historical Commission Preservation Award
- **Shore Belt Parkway Redesign of Robert Moses Bridges, Brooklyn, NY**
2006 New York City Art Commission Award for Excellence in Design
- **Emmanuel Church, Boston, MA**
2005 Significant Renovation/Restoration Award, Boston Preservation Alliance

McGinley Kalsow & Associates, Inc.

- **St. Mary's Church, Newport, RI**
2005 Rhode Island Historic Preservation & Heritage Commission Award
- **Dunstable Town Hall, Dunstable, MA**
2004 Massachusetts Historical Commission Preservation Award
- **Powderhouse Park, Somerville, MA**
2006 Preservation Massachusetts Frederick Law Olmsted Award
2004 Massachusetts Historical Commission Preservation Award
- **St. Vincent de Paul Church, South Boston, MA**
2003 Boston Preservation Alliance Preservation Award
- **Illuminating Boston: The Diamond Necklace Project**
2002 Boston Preservation Alliance Award
- **East Cambridge Green Line Viaduct Rehabilitation**
2002 Cambridge Historical Commission Preservation Award
- **Jamaica Plain Spanish 7th Day Adventist Church**
2001 Massachusetts Historical Commission Preservation Award
2001 Boston Preservation Alliance Award
- **Fort Trumbull Restoration & Conversion, New London, CT**
2001 New England, Illuminating Engineering Society Design Award
- **Coolidge Corner MBTA Station, Brookline, MA**
2000 Massachusetts Historical Commission Preservation Award
2000 Town of Brookline Preservation Commission Award
- **People's Baptist Church, Roxbury, MA**
2000 Preservation Award, Massachusetts Historical Commission
- **Commanding Officer's Quarters, Watertown, MA**
2000 Massachusetts Historical Commission Honorable Mention
2000 Massachusetts Architectural Access Board Honor Design Award
2000 Watertown Historical Commission Preservation Award
- **Orchard House (Louisa May Alcott Memorial), Concord, MA**
2000 Preservation Award, Victorian Society of America, N.E. Chapter
2000 Save America's Treasures National Award for Preservation
2000 Massachusetts Historical Commission Preservation Award
- **Union United Methodist Church, Boston, MA**
1999 Massachusetts Historical Commission Preservation Award
1998 Boston Preservation Alliance Award
1998 Massachusetts Architectural Access Board Design Award
- **The Parkman Bandstand, Boston Common, Boston, MA**
1998 Massachusetts Architectural Access Board Design Award
1998 Boston Preservation Alliance Award
- **Olmsted Emerald Necklace, 4 Riverway Bridges**
1998 Boston Preservation Alliance Award

McGinley Kalsow & Associates, Inc.

- **Torrent Fire Station, Lowell, MA**
1997 Massachusetts Historical Commission Preservation Award
- **Pollard Memorial Library, Lowell, MA**
1995 Lowell Historic Preservation Commission Award
- **The South Church, Andover, MA**
1995 Massachusetts Historical Commission Preservation Award
1995 Preservation Award Victorian Society of America, NE Chapter
- **MWRA Steam Pump Station, Boston, MA**
1994 Massachusetts Historical Commission Preservation Award
- **West Parish Church, Andover, MA**
1992 Massachusetts Historical Commission Preservation Award
- **Revere Beach Reservation, Revere, MA**
1992 Massachusetts Historical Commission Preservation Award
1992 Illuminating Engineering Society Design Award
- **Central Artery / Third Harbor Tunnel, Boston, MA**
1990 APA Outstanding Project