

9.13.18

Brooks Free Library

739 Main St. Harwich MA 02645

508-430-7562, email: vhewitt@clamsnet.org

www.brooksfreelibrary.org

From: *Virginia A. Hewitt*
Virginia A. Hewitt, Library Director

To: Community Preservation Committee

Subject: Report on the Library's open Community Preservation Act projects

Encl: June 12, 2018 Status Update on Brooks Free Library CPC projects

Date: Sept. 5, 2018

As requested the following information is provided on the Library's open CPC funded projects. This updates the information provided in our June 12, 2018 status report on prior year projects and adds the two articles from this year's Annual Town Meeting.

Exterior Preservation Project

This project is being funded by three CPC articles:

Article 41 of May 2012 ATM for \$39,000
Article 39 of the May 2016 ATM for \$540,000
Article 51 of the May 2018 ATM for \$300,000

Total approved: \$879,000
Total expended to date: \$200,033.48
Remaining Balance: 678,966.52

Total committed to date: \$762,322.00
Uncommitted funds available for contingencies: \$116,678

Project status:

The contract for the construction phase was signed by the Selectmen in June. The historic preservation architectural firm of McGinley Kalsow and Associates is providing construction oversight. The Town's project coordinator is DPW's Facilities Manager.

Work began on the project on July 9, 2018 and is currently in process. Approximately 40% of the paint removal has been completed. The columns and rotted wood identified in the contract have been removed. As the paint is being removed in additional areas, more rotted wood is being identified. The project has a balance of \$116,678 in uncommitted funds which is expected to be sufficient to cover the replacement of rotted wood above the estimated 10% in the contract specifications and to pay for any other contingencies. The project completion date is January 8, 2019.

Rogers Groups Statues

This project is being funded by Article 31 of May 2015 Annual Town Meeting

Total approved: \$23,000
Total expended to date: \$0
Total committed to date: \$3,150
Remaining balance for conservation work: \$19,850

Project status:

This project is underway. As noted in our 6.1.18 report, a contract was signed this past spring with a conservator for the first phase of the project, the assessment of the 26 statues in our collection and the development of a conservation treatment plan. The conservator conducted a two day site visit on July 25 and 26 to assess and document the condition of each piece. He is now preparing the assessment report and conservation treatment plan, which is expected by Sept. 30th. We will then contract with a conservator to do the conservation work on the statues. The project is in on target to be completed this fiscal year.

Digitization of the Harwich Oracle newspaper

This project is funded by Article 50 of May 2018 Annual Town Meeting

Total approved: \$10,340
Total expended to date: \$688.50
No additional funds have been committed to date
Remaining balance: \$9651.50

Project status:

This project is in process. The newspapers have been organized, inventoried and moved into archival storage boxes, which is required prior to transferring the collection to the vendor. We have spent \$688.50 on archival boxes to store the original newspapers. We expect to finalize the contract with the digitization vendor this month and transfer the original newspapers to them. The project is in on target to be completed this fiscal year.

CPC Article Status as requested by CPC Chair

Article	ATM	Article #	Original Amount	Amount Expended as of	Remaining Balance	6.1.18 Notes / VH
Active CPC Phase 1 Restoration	2012	41	\$39,000.00	\$343.51	\$38,656.49	Contract for award of contract to winning bidder finalized by Facilities Manager and Town Engineer and forwarded to Selectmen for their signature on 6/13/2018.
CPC Rogers Statues	2015	31	\$23,000.00	\$0.00	\$23,000.00	Contract signed with conservator for assessment and preparation of conservation treatment plan and specifications for procurement for actual work. That phase is process now. Once complete, will follow procurement procedures to contract with conservator to do the work on the statues.
CPC Brooks Library Restoration	2016	39	\$540,000.00	\$31,925.92	\$508,074.08	Same as Article 41 of May 2012 ATM.

9/5/18



Virginia Hewitt <vhewitt@clamsnet.org>

CPC Article update- Brooks Free Library

1 message

Tue, Jun 12, 2018 at 3:58 PM

Emily Milan <emilan@clamsnet.org>
To: cpc@townofharwich.us, Virginia Hewitt <vhewitt@clamsnet.org>

Chairman Nixon,


As requested, I have compiled information regarding the following CPC articles: Article 31 (ATM 2015), Article 41 (ATM 2012), and Article 39 (ATM 2016). Attached please find a spreadsheet outlining the original appropriation, the amount expended to date, and a status update for each of the three articles. Should you require additional information please do not hesitate to contact me. I will be out of the library for a meeting at the CLAMS central office tomorrow but you can reach me via email.

Best,
Emily Milan

Emily Milan
Assistant Director

Brooks Free Library
739 Main Street
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Library Hours:
Monday, Tuesday, Wednesday and Thursday 10 am - 7 pm
Friday & Saturday 10 am - 4 pm

 **CPC Article Summary as of 6.11.18 (1).xlsx**
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