Full Application – FY'20

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 <u>JMcGraw@BridgewaterMA.org</u>.

ASSURANCE:

I Michael Dutton	here	by certify under the pena	alties of perjury that
(Print the name of the fiduciary a	igent)		
following application information is tru	ie and correct to the be	st of my knowledge and	that I am legally able to
enter into a contract on behalf of. The			with
	(Print the name of the		
the Town of Bridgewater for Commun	nity Preservation Funds		
Signature W 1/4	Da	te September 30, 2019	(revised 3/4/2020)
Title Town Manager			
Circle one or more project cate	gories:		
Community Housing Hist	orio Procorvation	Open Space	Recreation
Community Housing Hist	oric Preservation	Open Space	Recreation
Project Name Memorial Buil	ding Renovation		
momorial Ban	anig itonovation		
Project Location			
Project Location			
Otan at Andreas - 05 Onestle Ot	1		
Street Address <u>25 South St</u>	reet		
A	Mars 04 Lat 05		
Assessor's Map & Lot #	Map 34, Lot 85		
Legal Property Owner of Recor	d: Town of Brid	lgewater	
Contact Person:			
Name Michael Dutton			<u></u>
Telephone <u>508-697-0919</u>	Email_ mdut	ton@bridgewaterma.org	_
Mailing Address: 66 Central	Square		

	FY2020	FY2021	FY2022	Total
CPA Funds Requested	\$550,000			
Amount of Other Funding	\$1,176,000			
Other Sources of Funding	2015 Appropriation \$676,000 2019 Appropriation Anticipated- Enterprise Funds \$500,000			
Total	\$1,726,000			

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

Project Narrative

Please answer each of the following questions using up to three (3) additional pages as necessary.

- 1) What is the purpose and scope of the project? This project involves the historic renovation of the Memorial Building to preserve the exterior and interior, and to adapt it for use as office and meeting space, as well as document sorting, digitation and storage areas in the lower level.
- 2) How does the project preserve or enhance Bridgewater's community character? The Memorial Building is an iconic building in Bridgewater. It is a destination for elementary school students, high school student and university students who are studying history and historic architecture. It has been one of the centers of Bridgewater town government for generations. Through the historic renovation, the Town can ensure that the exterior and interior of the building are carefully preserved, while providing required accessibility and bathroom facilities.
- 3) What is the community need for this project? Without providing required accessibility, the interior of the building is rendered useless for Town purposes. As a community asset, it is incumbent on the Town Manager to ensure that the building is renovated for its intended uses while creating an accessible and professional workspace. In addition, the Town has little space for historic displays of its historic assets. The rich historic nature of the building and its collections will benefit from the building's historic renovation.
- 4) How does the project achieve Town goals and objectives as laid out in the Community Preservation Plan, Comprehensive Master Plan, Housing Production Plan, Open Space and Recreation Plan, and any other relevant Town planning documents? Please be specific, citing document and page of each goal/objective. The Memorial Building is referenced in several important documents. The 2002 Master Plan: "OLD LIBRARY - This Civil War Memorial is most likely the only such memorial in the State that is used as an actual building. Once the home of the Bridgewater Public Library, the Town has restored this beautiful old structure and is using it for municipal offices." In addition: "Preserve and protect significant historic and cultural resources." The Memorial Building is also referenced in the Community Preservation Plan 2014-2018 in chapter 4, Historic Preservation (page 20), "As described in Chapter 2: Guiding Principles, Bridgewater has critical needs to preserve, restore, and rehabilitate historic municipal properties, particularly the Academy Building and Memorial Building. These two primary municipal buildings are needed to house municipal services and that are significant historic buildings." Furthermore, the Community Preservation Plan contemplates exactly what the Memorial Building project is attempting to achieve in terms of accessibility: "Furthermore, within the definition of "rehabilitation" CPA is allowed to fund improvements to make historic resources functional for their intended use, including improvements to comply with the Americans with Disabilities Act and other building or access codes. All rehabilitation work with respect to historic resources is required to comply with the Standards for Rehabilitation stated in the US Secretary of the Interior's Standards for the Treatment of Historic Properties (codified in 36 C.F.R. Part 68).
- 5) What is the nature and level of community support for this project? Please describe support in narrative and attach letters of support from public and private sources effected by or relevant to the project. The proposed renovation of this building comes as the most recent commitment to preserve and maintain this building, despite decades of poor building maintenance throughout Town. In 2012 the building was affected by an earthquake, and the horsehair plaster ceiling was dislodged from the strapping, causing the plaster to begin to drop to the floor. The Community Preservation Committee recommended appropriation to replace the ceiling and the Town Council unanimously approved the request. In 1999 the Town received State Historic Commission grant funding to make a number of repairs to the building and committed to preservation restrictions on both the exterior and interior of the structure.
- 6) If the project relates to a parcel of land, describe the current zoning, present property use, and potential use

if project is not funded. The subject property is currently within the Central Business District. There is no alternative use if the project is not funded.

- 7) Will your project need any permits? Please describe nature of permits and inspections required and schedule of reviews, if possible. Permits/Authorizations will be required from the MA Historic Commission, the Bridgewater Historic District Commission, and the Town of Bridgewater's Building Official.
- 8) Are there any existing use or deed restrictions on the subject property? Will there be any deed restrictions after project completion (e.g., conservation, preservation, and/or affordability restrictions). There is a preservation restriction recorded in 2000 which can be found at the Plymouth County Registry of Deeds in Book 18463, Page 219 (a copy is attached to this application). This preservation restriction would not be affected by the contemplated work and will continue after the completion of the project.
- 9) Will current property owner maintain ownership? If not, what is proposed ownership after project completion? The property is and will continue to be owned by the Town of Bridgewater.
- 10) Does the project include public access? Please describe. The project will result in a building which will be accessible and open to the public.
- 11) What maintenance responsibilities will be required to sufficiently maintain the resource? How much will annual and long-term maintenance cost? What entity will be responsible for these responsibilities and costs? How will this revenue be generated? As a Town building, the Memorial Building will be maintained by the Town. While the funding for Town building maintenance is pooled into one maintenance line item, future budgets will reflect the need to fully fund our building maintenance plan. As a Town building housing the Department of Public Works administrative staff, the cost to maintain the building will be shared among the Water Enterprise Fund, the Sewer Enterprise Fund, and the General Fund.
- 12) Provide a project schedule showing all major project milestones and supporting information/explanation for the project's estimated timeline. Include estimated date for project start and completion. (Note: CPA projects are expected to begin within 6 months of funding allocation and funds may be revoked if there is no evidence of project activity within that time). Once funded, it is anticipated that the project will begin immediately with pre-construction planning. Easements will be secured for the addition of an improved walkway on the north side of the building, construction drawings will be completed, and value engineering and peer review will identify areas of savings. It is anticipated that the project will go out to bid in mid-2020 and take up to one year to complete.
- 13) Are there any special issues related to the timing of this project? For instance, is the property at risk for development or otherwise threatened? There is currently no identified issue related to the timing, other than the escalation of building costs at approximately 4% per annum.
- 14) Has this project or a closely related project previously received CPA funding? If yes, explain. Yes. The Community Preservation Fund was used for the replacement of the central ceiling substructure and plaster after its failure in 2012. This amounted to \$58,735.
- 15) What are the qualifications/experience of the project's sponsoring organization? Provide mission statement, experience of the project manager, track record with summary of similar projects completed by the project manager and by the sponsoring organization.

The Town is the applicant.

Budget Narrative

Include a narrative description of the budget on no more than two additional pages in addition to your budget spreadsheet. The budget narrative must answer the following:

- Identify all sources and uses of funds; clearly distinguish among costs to be paid from CPA funds versus other sources of funding. The project will be funded from three sources. The balance in the Memorial Building Capital Fund (bonded funds voted specifically for the Memorial Building in August of 2013), Community Preservation Funds, and the Water Supply and Water Pollution Control Capital Funds.
- 2) Identify hard and soft costs, contingencies, legal fees, and project management (from contracted managers or existing staff)
 - a) Note: If employees are to be hired, attach job descriptions and describe the hiring mechanism to be used (newspaper listings, internal postings, etc. and their costs) and the timing of the hire(s). Anticipated expenses are listed in the project budget which is attached to this application. While no additional employees will be hired, it is anticipated that the Town will hire an Owner's Project Manager to manage the day-to-day construction process. This expense is listed in the project budget under "Clerk of the Works."
- 3) What are your project costs based on? Obtain written estimates for project costs whenever possible, include financial estimates, comparative analysis with similar project, etc.
 - a) Note: For acquisition of an interest in real estate, property value will need to be established by the Town through procedures "customarily accepted by the appraising profession as valid" per Section 5(f) of MGL Chapter 44B. CPA funds may be requested to pay for an appraisal the appraisal must be commissioned by the Town to comply with the statute. The Town's architect has commissioned a detailed schematic design project cost estimate which is attached to this application. The estimate was completed by an independent professional estimating firm.
- 4) Do you anticipate that your project will require the Town to bond against CPA funds? The Town bonded three projects in one bond in 2014. This included the Academy Building (for which the CPA funds offsets a portion of the bond), the Fire Station roof, and the Memorial Building renovation. Other than the existing bond funds set aside for the Memorial Building, the Town does not anticipate financing the balance of the project, nor bond against CPA funds
- 5) How will this project leverage funds from other sources? Will there be in-kind contributions, donations, or volunteer labor? Are there fundraising plans?
 - a) If seeking grants/loans from other funding sources, please include commitment letters from funders or letters of inquiry to funders and include date(s) you anticipate those funds will be available.

The Town attempted to apply for grant funding through two applications to state agencies: The Massachusetts Disabilities Commission and the Massachusetts Historic Commission. Unfortunately, neither of these grants was successful, but the Town Manager intends to reapply if appropriate. As mentioned, the Town appropriated and the voters elected to debt-exclude the bond which pays for more than one-third of the cost of this project.

Budget Spreadsheet

Broad Street Property Purchase; Town of Bridgewater; September 1, 2019; December 31, 2019
Project Name Start Date End Date

Project Costs	CPA funds	Other public funds	Enterprise funds	Total
See Attached Cost Estimate	\$550,000	\$676,000	\$500,000	\$1,726,000
Administrative Staff	N/A	In House	In House	
Project Manager (if not a consultant)	Included			
Other				
Benefits				
Subtotal				
Subtotal				\$1,726,000
				, , , , , , , ,
Subtotal				
Legal Services/Fees	Included			
Subtotal				
Grand Total				\$1,726,000

Include **ALL** expenses relevant to this project (bid advertisements, deed restriction, legal fees, appraisal costs, support staff to create bid specifications, etc.) and **ALL** contributions including municipal funds, government grants, private grants, private donations.

If this is a municipal project, explain how it will add no administrative burden to the Town.

This project will provide offices for the Department of Public Works, so the project relieves the current burdens of the Water Supply and Water Pollution Control Departments which are located in temporary quarters. In addition, the project will create universal access of the building and allow public access. Building maintenance and upkeep will be partially offset by the enterprise funds, thereby guaranteeing the upkeep of this important historic structure.

Attachments

Please attach the following as relevant to your proposal:

Required for All Proposals

- 1. Photographs of project site (at least three (3))
- 2. Map of project site showing nearest major roads or intersections (copy of assessor's map with location highlighted is usually adequate)
- 3. Letters of support from all relevant Town boards, committees, commissions, departments, or officials

Required for Historic Preservation Proposals

- 1. If your project site is not on the State Register of Historic Places in Bridgewater, then the application must include a letter from the Historical Commission designating the property as locally significant "in the history, archeology, architecture, or culture" of Bridgewater. (You can check state register designation at mhc-macris.net)
- 2. Statement of project support from the Historical Commission
- 3. Statement of project support from the Historic District Commission (if located within the local historic district).
- 4. Statement explaining how the proposed project complies with the U.S. Secretary of the Interior's Standards, as required by Section 2 of MGL 44B under the definition of "rehabilitation."
 - * Note: Official versions of these Standards may be found at the following links:

Standards and Guidelines for the Treatment of Historic Properties, especially "Choosing an Appropriate Treatment", www.nps.gov/history/hps/tps/standguide/overview/choose_treat.htm
Guidelines for Cultural Landscapes (considered part of the Standards above)

www.nps.gov/history/HPS/hli/landscape_quidelines/index.htm

List of Letters of Support

Name of Sending Entity (e.g., committee, department, official, organization, etc.)	Date Submitted	
Town Manager	10/31/2019	
Disabilities Commission	Forthcoming	
Water and Sewer Superintendent	11/1/2019	
Historic District Commission	N/A	
Planning Board	11/22/2019	
Historic Commission	Forthcoming	

Audit Certification - Federal Funds

Please circle the appropriate choice as applicable to your applicant agency:



The applicant certifies that the applicant agency currently expends combined federal funding of \$500,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A- 133.

Option 2:

The applicant certifies that the applicant agency currently expends combined federal funding of less than \$500,000 and, therefore, is exempt from the Single Audit Act and cannot charge audit costs to a Community Preservation Act grant. I understand, however, that the Bridgewater Community Preservation Committee may require a limited scope audit as defined in OMB Circular A-133.

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Appendix 4: Application Final Check List

Please submit application in this order:

- Cover Page w/ signed attestation
- Project Narrative (3-page limit)
- ₱ Budget Narrative (2-page limit) and Spreadsheet
- ₱ Photographs of project site (at least three (3))
- Map of project site showing nearest major roads or intersections
- Listed letter of support & audit certification
- Letters of support from relevant Town departments, Town officials, Town boards/commissions
- ♣ Other attachments as applicable to your project (more fully described under Attachments section)

Project Narrative Memorial Building Renovation September 30, 2019

Project. The Memorial Building rehabilitation project was initially planned in 2014 as two phases: Phase One was the repair of the slate roof, and Phase Two was planned as drainage, HVAC and renovations to the both levels of the building to accommodate office and meeting space, as well as space for the storage of non-historic documents. The concept design was done in conjunction with the planning for the Academy Building renovations so that the Memorial Building's use would complement the design of the Academy Building. The Academy Building was planned and built without any significant document storage abilities because the plan was two -fold: First, reduce substantially the amount of documentation that has historically been stored in paper form, and second, create adequate space in the lower level of the Memorial Building to maintain a storage and research areas for the paper documents we are required to retain. This project, as the current schematic design shows, will allow for plenty of document storage in a well-lit, comfortable area on the lower level of the building, and will house the DPW administrative offices on the upper level. Furthermore, the project will allow for proper access to both levels, making it accessible to all Bridgewater residents.

Importance. The Memorial Building was constructed in 1880-1881 as the Town's memorial to those who served and died in the Civil War. It was constructed as a library and funded through contributions from residents. Over the years it has housed Bridgewater's library, its school department, the selectmen's office, and the town council's offices, among other uses. It has been a destination for Bridgewater's elementary school classes learning about history.

<u>Background.</u> The existing building was constructed in 1880 and dedicated on Memorial Day, 1882. While it served as the Town's library for many years, it was eventually decommissioned as a library and its use transitioned to municipal offices. In 2011/2012 an earthquake caused severe damage to the ceilings and chimney structures causing the building to be abandoned. In 2013, Community Preservation Funds were used to offset some of the expense to replace and repair the ceilings. At that time, several Town departments returned to the Memorial Building while the Academy Building was undergoing renovation and reconstruction. In 2016 the building was again vacated, and the Town used the space as temporary file storage for Planning and Conservation Department files.

Future Plans. Phase One of the project was completed in 2014. The roof slates were repaired by a historically trained slate roofer using slate sourced from what was believed to be the same location as the original roof. While there are some issues with the roof today, those will be easily repaired as part of Phase Two. Phase Two of the project would make improvements to the accessibility by creating a landscaped earthen rise which would allow access to the front of the building in an attractive, and non-obtrusive manner. Similarly, a walkway to the north of the building which gradually slopes down to the lower level access on the west side of the building would provide access to the lower level. This plan would eliminate the need for an elevator and the associated expense of annual testing, maintenance and permitting of mechanical access methods. The lower level will be gutted to the foundation walls and the entire lower level will be finished with required bathrooms to accommodate the sorting, digitization, and storage of Bridgewater town documents. Documents will be marked with disposal dates in accordance with the state's records disposal rules and regulations. The upper level will be renovated according to a plan which accommodates the historic nature of the building. Required accessible bathrooms will be placed in order to disrupt as little of the original structure as possible. (The Department of Interior standards for historic renovations are built on the premise that historic buildings should be renovated in such a manner as to make as many of the improvements as possible "reversable," meaning that any addition of bathrooms should be easily removed if future renovations call for it). The front door to the building will be operated on automatic openers. This will allow the existing doors to be used despite their being undersized for accessibility purposes. While this will require a waiver from the AAB, we understand that they would be amendable to such a request. The space on the west side of the upper level will be made into two office spaces with the use of glass partitions in order to maintain as much light and views of the interior as possible. The two rooms to the north and south of the upper level will be painted and refinished to accommodate administrative staff for the Department of

Public Works. The vestibule/hallway area created by the placement of bathrooms will accommodate a wall area for the placement of display cabinets which will house a rotating display of Bridgewater's historic collection. This display area can be controlled and accessed by the Historic Commission.

Conformance with Planning. The project conforms with the Master Plan recommendations from 2004 and conforms with the Town Manager's plan to consolidate administrative offices for the Department of Public Works. It also generally conforms with the 2014 Downtown Revitalization Study which recommended, "Reusing ...the Memorial Building has the potential to further revitalize Central Square through the generation of increased activity, although, according to the Feasibility Study for The Academy Building Renovation And Town Hall And Memorial Building Reuse (2012), leasing ... the Memorial Building will not generate significant revenue." Rather, the Town has need for office space for its DPW administrative staff which will bring our own employees into the downtown area, and thereby encourage the growth of service businesses, increase the number of people visiting the downtown area, and create additional vibrancy.



Phase			

Construction

M <mark>em</mark> orial Library	Total SF	4,023 Sq. Ft.
Date 6/20/2018 Rev1 7/12/18 Rev 2 03/28/19		

PROBABLE CONSTRUCTION COSTS	Projected Costs

Construction			
Renovation	\$242/Sq. Ft.	4,023 Sq. Ft.	\$973,566*
NO new construction	\$0/Sq. Ft.	0 Sq. Ft.	\$0
Site Work (included above)			\$0
Design Contingency		7%	\$68,150
Sub-total			\$1,041,716
Overhead & Profit, Escalation and Co	ontingencies		
Contractor's General Conditions		12.0%	\$125,006

Contractor's General Conditions		12.0%	\$125,006
Construction Cost Escalation to mid-point	(4% annually)	2.0%	\$23,334
Phasing Allowance? (Not Applicable)		0.0%	\$0
Construction Contingency		5.0%	\$119,000
Permitting (assumed waived fee)			\$0

PROBABLE CONSTRUCTION COST SUB-TOTAL: \$1,309,100

(rounded)

PROJECT EXPENSES

Architect/MEP/FP & Civil/Lands Fees \$122,400*

Other fees

• Data/Network/IT (by Owner) \$6,000

Project Expenses

Reimbursable Expenses allowance		\$20,000
Misc. Expenses allowance		\$4,500
Move Allowance		\$0 removing boxes by Town
Testing @ construction allowance		\$10,000
Clerk of the Works allowance		\$50,000
Furnishings Design and purchase Allowance	\$25/Sq. Ft.	\$100,575
LAN Installation	\$5.0/Sq. Ft.	\$20,000
Project Expenses Contingency @ 5%		\$17,000

\$25,000 as per UEC report Hazardous Materials Abatement Allowance site survey \$0 Survey provided by Town

PROJECT EXPENSES SUB-TOTAL \$375,475

TOTAL PROJECT BUDGET (DOLLARS):

\$1,684,575 \$419/Sq. Ft.

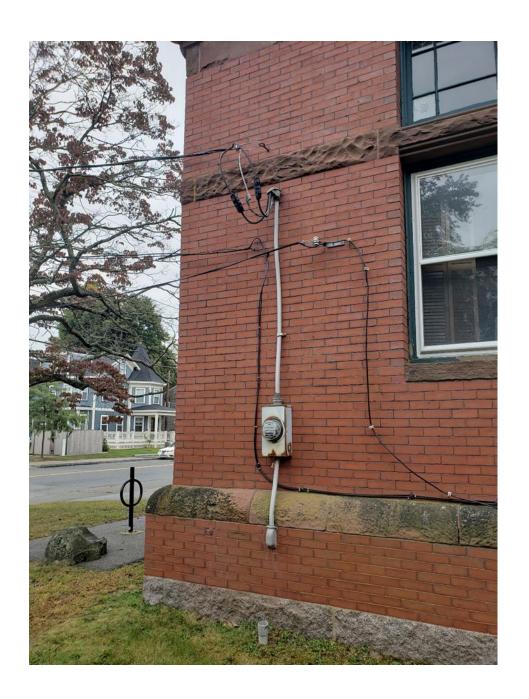
Note: Does not include computer equipment costs

 $Conceptual\ budget\ only,\ based\ on\ gross\ assumptions\ -\ detailed\ design\ drawings\ are\ required\ to\ develop\ an\ accurate\ estimate$

^{*}Items appropriate for Community Preservation Funding under IGR No. 19-14 (Supersedes IGR No. 00-209, IGR 01-207, IGR No. 02-208) and Sec. of Interior Standards for Rehabilitation.







Secretary's Standards for Rehabilitation and *Town Responses* Memorial Building Renovation Project September 30, 2019

The following Standards for Rehabilitation are the criteria used to determine if a rehabilitation project qualifies as a certified rehabilitation. The intent of the Standards is to assist the long-term preservation of a property's significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment, as well as attached, adjacent, or related new construction. To be certified, a rehabilitation project must be determined by the Secretary to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located. The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

- 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. *The Memorial Building will be renovated in such a manner as to preserve as much of the site and environment as possible while conforming to the ADA and state access requirements.*
- 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. *No historic materials will be removed and the alterations will be done pursuant to the historic architect's recommendations.*
- 3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. *No architectural elements are to be added to the exterior of the building.*
- 4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. *No significant changes have been made to the property.*
- 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved. *All such features are being preserved.*
- 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. *No replacement of historic features is anticipated*.
- 7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. No such damaging treatments are anticipated. The historic windows may be chemically treated to remove lead paint but will be done by a company specializing in treatment of historic windows.
- 8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. *No such archeological work is anticipated*.
- 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. This project includes no new exterior construction but does anticipate redesign of the entry to satisfy ADA and state access requirements. The preliminary design accounts for the massing and scale of the building.
- 10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. All interior construction shall be in conformance with standards which anticipate future removal in a manner

which preserves the form and integrity of the historic structure. New walls shall be permanent but will be constructed to anticipate removal. Glass partitions will allow as much interior light and view to be preserved and will also be permanent but will not damage the form and integrity of the building if removed in the future.

Dealing with Accessibility Issues

Accessibility to certain historic structures is required by three specific federal laws: The Architectural Barriers Act of 1968, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Federal rules, regulations, and standards have been developed which provide guidance on how to accomplish access in historic areas for people with disabilities. Work must be carefully planned and undertaken so it does not result in the loss of character-defining spaces, features, and finishes. The goal is to provide the highest level of access with the lowest level of impact.

Recommended approach:

- 1. Identifying the historic building's character defining spaces, features, and finishes so that accessibility code-required work will not result in their damage or loss. *The building's character defining features are largely exterior, and the entry way designed to accommodate proper access respects these features. Interior spaces are left intact with addition of interior walls to house accessible bathrooms.*
- 2. Complying with barrier-free access requirements, in such a manner that character-defining spaces, features, and finishes are preserved. Installation of the exterior rise to accommodate access and respect the character-defining characteristics of the building will allow the poorly implemented stair lift and deck platform to be disassembled and removed.
- 3. Working with local disability groups, access specialists, and historic preservation specialists to determine the most appropriate solution to access problems. *The Town is working with the local Disabilities Commission, historic architect, access architect, and Historic District Commission to design changes to the building.*
- 4. Providing barrier-free access that promotes independence for the disabled person to the highest degree practicable, while preserving significant historic features. *The project's goal is to provide proper and legal access to the building, and to provide easily accessible space for staff and visitors. The Town anticipates historic collections to rotate in the small display space, and the public will have access to these exhibits.*
- 5. Designing new or additional means of access that are compatible with the historic building and its setting. The project redesigns the front entrance to conform with ADA and state accessibility guidelines and creates conforming access to the lower level. The design is sensitive to the historic nature of the building and its setting. It also decommissions the expensive, improper, and antiquated access at the rear entrance and rebuild the original steps which were damaged when the old chair lift was installed.

