



TOWN OF WEST NEWBURY

APPLICATION FOR PROJECT FUNDING

COMMUNITY PRESERVATION COMMITTEE

Applicants should file eight (8) copies of the completed Application and all accompanying documents with the Community Preservation Committee, Town Office Building, West Newbury MA 01985, and an electronic copy to cpc@wnewbury.org.

PROJECT NAME: Preservation and Restoration of the Soldiers & Sailors Memorial Building
(Carr Post)

PROJECT ADDRESS: 363 Main Street, West Newbury, MA

MAP/LOT: Map 100 Lot 340

APPLICANT NAME: Board of Selectmen with recommendation of Carr Post Building Committee

CONTACT PERSON: Angus Jennings, AICP, Town Manager

TELEPHONE/FAX NO.: (978) 363-1100 x111 / FAX (978) 363-1826

ADDRESS: Town Office Building, 381 Main Street, West Newbury, MA

EMAIL: townmanager@wnewbury.org

COMMUNITY PRESERVATION CATEGORY:

(Please check all that apply)

- ☐ **Open Space**
- ☒ **Historic Preservation**
- ☒ **On National Register**
- ☐ **Designated by Historic Commission**
- ☐ **Community Housing**
- ☐ **Recreation**

The Committee may require, as a condition for funding, that the applicant grant to the Town or other authorized grantee certain restrictions, including: preservation restrictions on rehabilitated or acquired historic resources, conservation restrictions on preserved or acquired lands, and deed restrictions on affordable housing projects. If applicable, the restriction shall be recorded at the Southern Essex District Registry of Deeds.

Proposal for CPC Funding for Historic Preservation Project**REQUIRED NARRATIVE: PLEASE PROVIDE A NARRATIVE ON A SEPARATE SHEET WHICH ADDRESSES THE FOLLOWING REQUIREMENTS**

PROJECT SUMMARY: Provide a description of the Project, including the property involved and its proposed use.

PUBLIC BENEFIT: Describe in detail the benefits West Newbury will receive from the Project and how the Project fulfills the Community Preservation Committee's Project Evaluation Criteria.

CONTROL OF SITE: Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

FEASIBILITY: List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe methods used to notify abutters of the proposal, and support or objections from those affected.

SUPPORT: Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?

PROJECT TIMELINE: Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year. Will this be a multi-year project?

FUNDING:

A. **Amount of Community Preservation Funding Requested:** \$1,491,293

B. Include a full budget, including itemization of major components and breakdown of construction and maintenance costs. Describe the basis for your budget and the sources of information you used.

C. **Other Sources of Funding Available:** If funding from other sources may be available for the Project, please complete the following table:

Project narrative and exhibits attached.

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)
Private donations	N/A	Unknown. To date, a total of \$11,500 has been donated to the newly established Carr Post Gift Account, in three separate donations. Verbal commitments have been provided for another \$4,000.	Unknown. If this project moves forward, additional funds would likely be contributed by community members. Given the project costs, substantial private donations would be less likely if there is not a public investment in rehab and restoration.

Proposal for CPC Funding for Historic Preservation Project

Massachusetts Preservation Projects Grant	N/A	Another grant round will open this year, with an anticipated due date of March 2020. This past year, the Fund awarded \$800,000 in support of 21 projects, for an average grant amount of about \$38,000.	No. This grant does provide limited funding for predevelopment activities.
Other Grants	N/A	The Carr Post Building Committee has researched and will continue to research additional potential grant opportunities.	Probably.
Drake's Landing developer	N/A	As part of an agreement with the Board of Selectmen, concurrent with the permitting of the Drake's Landing project, the developer agreed to complete site work and landscaping. During meetings and conversations in recent months, the developer has expressed interest in supporting this effort, and openness to modifying aspects of the site plan to better meet the Town's objectives for the property. (The Hall Family Trust, affiliated with the developer, also contributed \$7,500 to the Carr Post Gift Account, which helped to fund the work necessary to prepare this proposal).	Yes. If the project does not move forward, it would be of questionable benefit to go forward with significant site work (incl. grading, parking and landscaping).

It is proposed that grant funds received would be used to reduce the total investment of CPC funds. The same may be true for private donations received, but that would depend on the purpose(s) for which any funds may be given. If, for example, a private contribution is received for a specific aspect of the project that falls outside the scope of this CPC proposal, such funds may be in addition to, rather than instead of, CPC funds. However, private donations given without such constraints could be used to offset committed CPC funds.

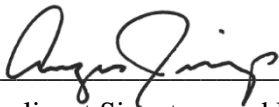
ATTACHMENTS: SEE GUIDELINES FOR PROJECT SUBMISSION AND ATTACHMENTS. YOU MAY BE REQUESTED TO PROVIDE ADDITIONAL INFORMATION.

Please include the following with ALL copies of the Application for Funding:

- ✓ Proof of ownership or control of the site, structure, or subject of Application
- ✓ Proof of authorization by the public agency, board, committee, or any entity governed by a board, trustees, corporation etc., showing a vote by the entity to submit the Applications and take responsibility for the project.
- ✓ If the project involves public property, provide verification that the applicable public agency or department supports the project as presented and will oversee the project if funded.
- ✓ Assessor's map showing location of the Project
- ✓ Photographs, including aerial photographs if available.
- ✓ Recent written estimates of construction and maintenance costs with detailed scope of work
- ✓ Proposed oversight and management plan for the Project
- ✓ If the project involves a historic resource, please provide evidence (date of listing on the state register or a letter from the West Newbury Historical Commission confirming its determination of significance) with the application that it meets these criteria

Include the following, if applicable and available:

- ✓ Architectural plans and specifications, for new construction or rehabilitation
- ✓ Maps, renderings, site plans
- ✓ Historic structures report, existing conditions report
- ✓ Names and addresses of project architects, contractors and consultants
- ✓ Budgets
- ✓ Letters of Support

SUBMISSION OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE OF A PROJECT


September 15, 2019

Applicant Signature and Date

Angus Jennings, Town Manager, duly authorized on behalf of the Board of Selectmen

For questions contact: cpc@wnewbury.org, 978-363-1100 x131.

Date Received: _____ Meeting Date(s): _____ Amount Approved: _____

Town Meeting Date/Article #: _____ Vote of Town Meeting: _____ Revised August 2015

PROJECT SUMMARY

Provide a description of the Project, including the property involved and its proposed use.

Preparation of Proposal and Continuation of Previous CPC Work¹

Thanks to funding support from the Community Preservation Committee, private donations, and appropriations from the DPW and Board of Selectmen expense budgets, the Town Manager engaged Sullivan, Spencer & Vogt over the summer, with subconsultants Structures North, Cammett Engineering, Wozny/Barbar & Associates, and Fuss & O'Neill to prepare building preservation and restoration plans through the design development stage, including preparation of detailed cost estimates.

Project Objectives

Town Meeting initially voted to accept public ownership of this building and to invest additional funds to preserve it because of its rich historical significance to West Newbury. The Board of Selectmen recognizes the importance of the Soldiers & Sailors building to the community, and its own role in bringing forward to Town Meeting a proposal to fulfill this previous commitment by the Town's voters.

The Board of Selectmen recognizes the significance of this decision to the people of West Newbury, and the Board feels that the voters should ultimately determine whether to commit the resources needed to complete this project. The Board would therefore like to bring this proposal to the Fall 2019 Special Town Meeting.

Restoring this building would require a very significant level of public investment. The project has many proponents and advocates, and has benefited from untold investment of volunteer hours, as well as significant private financial contributions, toward the effort to prepare this proposal. At the same time, consideration of this project by necessity requires evaluation of its opportunity costs – what other worthwhile projects may be need to be delayed or foregone if this project moves forward.

While the Board will be preparing a recommendation to Town Meeting regarding whether it endorses the full financial investment proposed here, and if so how it recommends structuring any such investment, the Board believes that Town Meeting voters should be given the choice.

The information resulting from work of many people in recent months is expected to be critically important to the ability of Town Meeting voters to make an informed decision regarding the nature and scale of public investment in this property. In coordination with the Carr Post Building Committee, the Board will therefore continue to conduct public outreach and educational in the lead-up to Town Meeting, to take place on Monday, November 4, 2019.

¹ This present proposal to the Community Preservation Committee is not accompanied by a separate Application for Project Eligibility. The work is a continuation of the 2014 work and the more recent July 2019 approval for use of Administrative Funds. This proposal relies on the CPC's prior determination that the project is an eligible use of CPA Historic Preservation funds.

Proposed Use

Design goals for the building include universal accessibility; upgraded systems and technologies including modern HVAC; and preservation of the multi-layered history embodied in the building.

The project design is based on the following proposed uses:

- Preservation of one of West Newbury's oldest and notable civic structures
- Preservation of Civil War monument and meeting hall to honor the sacrifices and commitment of soldiers and citizens of West Newbury who fought for their country as members of the Grand Army of the Republic
- Reclaim a civic assembly space on first floor to hold meetings, displays, events, etc.
- Adaptive reuse of second floor to serve as office space

The public process preceding this submittal did not determine with specificity the future utilization of the building but rather established parameters for use as necessary to enable the architects to determine applicable code requirements.

Future public meetings will continue to advance the town's consideration of potential building uses. If the building is to be restored, as a municipal building its specific uses can be expected to vary over time; for code compliance purposes, the building will be considered as public assembly space on the first floor, with second floor office space.

Budget

The proposed project budget is included in detail in the Exhibits to this Application, and is summarized as follows:

Construction Total = \$1,117,073

Contingency = \$167,560

Projected Soft Costs (architectural & engineering fees, OPM, insurance) = 206,658

Project Cost Total = \$1,491,293

The budget includes additional options the town could choose to pursue or not, namely:

Landscaping
Sprinkler system
New water line for sprinkler system
New slate roof

These items are not proposed at this time. Landscaping improvements will be completed by the Drake's Landing project developer, based on design plans as may be revised with agreement between the developer and the Board of Selectmen. On advice of the project consultants, the other items are not needed at this time.

There had been discussion of underground utility service, but there is a moratorium on digging on Main Street for the next five years because it was recently repaved, so we have removed the underground electrical service option.

PUBLIC BENEFIT

Describe in detail the benefits West Newbury will receive from the Project and how the Project fulfills the Community Preservation Committee's Project Evaluation Criteria.

The project designers have been guided by the following objectives, as presented at several public meetings:

- Preservation of one of West Newbury's oldest and notable civic structures
- Preservation of Civil War monument and meeting hall to honor the sacrifices and commitment of soldiers and citizens of West Newbury who fought for their country as members of the Grand Army of the Republic
- Reclaim a civic assembly space on first floor to hold meetings, displays, events, etc.
- Adaptive reuse of second floor to serve as office space

As noted, the specific uses of the property, upon its rehabilitation, is a subject of continued public discussion. It is understood that Town Meeting support for this proposal will likely rest to some significant degree on whether the proposed uses of the building represent a public benefit that is substantial enough to justify the level of proposed investment.

CONTROL OF SITE

Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

At the Spring Town Meeting in 2015, the Town voted to accept the gift of the building from the Charles L. Carr Post #240 American Legion, Inc. The Town has owned the property since that transfer was recorded.

More recently, Town Meeting voted in October, 2018 to accept an easement on a portion of the property abutting the Carr Post, which is owned by Cottage Advisors and is currently being developed as Drake's Landing pursuant to a Special Permit for an Open Space Residential Development approved by the Planning Board. At the time that the project was initially approved, the Board of Selectmen and the property owner agreed to the size and configuration of the easement to provide for future use of the land as parking to serve the Carr Post building. An additional utility easement was accepted and recorded in the event of the potential future connection to an abutting property.

The Quitclaim Deed and documentation of acceptance of the parcel and the easement are enclosed.

FEASIBILITY

List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe methods used to notify abutters of the proposal, and support or objections from those affected.

A regulatory analysis was prepared and is included as part of this proposal. Permitting from both the Planning Board and the Conservation Commission will be required, and the Town Manager's office has

corresponded with representatives of both offices in the preparation of this proposal. If the project is funded, permits would be sought over the course of the late fall, winter and early spring, concurrent with the preparation of bid documents and construction drawings.

The project consultants have met and corresponded with the Building Inspector and DPW Director on multiple occasions, and the proposed improvements would be fully compliant with applicable codes and regulations.

The Town Manager recommends that the Town engage an Outside Project Manager (OPM) to coordinate the overall permitting and construction effort, and the proposed project budget carries funds for an OPM.

SUPPORT

Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?

The Board of Selectmen voted 2-0 to support the submittal of this proposal at its meeting on Monday, September 9th. At its meeting on August 21, 2019, the Carr Post Building Committee voted unanimously to recommend that the project proceed based on the preferred design plan included in this proposal.

As documented in the July 2019 Application for CPC Administrative Funds, the Board of Selectmen, Historical Commission and the Carr Post Building Committee all convened meetings and expressed support for the filing of that application, the purpose of which was to provide the resources necessary to prepare this present proposal.

At a staff level, both the DPW Director in his capacity overseeing Town buildings, and the Building Inspector, have expressed the need for objective professional evaluation of the building in the interest of bringing forward realistic renovation cost proposals for consideration by Town Meeting voters.

The Town Manager's office, the Carr Post Building Committee, and interested citizens have undertaken substantial public outreach and informational efforts. These efforts date back several years, but have accelerated in recent months as this initiative has moved forward. Additional documentation can be provided upon request.

PROJECT TIMELINE

Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year. Will this be a multi-year project?

The July 2019 consultant proposal included with the July 2019 Application for CPC Administrative Funds cautions that "if stabilization efforts are not completed, the deficiencies that are already leading to dilapidated conditions at the building will accelerate its demise" (transmittal letter). It further notes that "Continued delay jeopardizes the ability to rehabilitate the structure with any reasonable investment" (pg. 41).

The Town's Building Inspector has continued to voice concerns about the condition of the building, and it is broadly acknowledged that time is not on our side. The Town's options can reasonably be expected to be more limited, and more costly, as time goes on. The proposed work is therefore based on an

anticipated timeline that would result in site work beginning in the spring/early summer of 2020. The goal is to complete the site work in the fall 2020.

The anticipated project timeline is summarized as follows:

Task	Timeframe	Responsible Party
Undertake designer selection pursuant to M.G.L. c. 7C, §§ 44-58 ("Designer Selection Law"), and Designer Selection Procedures adopted by the Board of Selectmen	September to November, 2019	Chief Procurement Officer, in coordination with Board of Selectmen and Town Manager
Execute contract with selected designer	November to December, 2019	Chief Procurement Officer, in coordination with Board of Selectmen and Town Manager
Local Permitting	Pre-application meetings in mid-fall 2019; permitting in late fall/winter 2019-2020	Town Personnel Selected Designer
Preparation of construction documents for public bidding	December, 2019 to February, 2020	Selected Designer
Construction bidding	February to March (or April) 2020	Chief Procurement Officer, in coordination with Selected Designer, Board of Selectmen and Town Manager
Construction	May to Mid- to Late-Fall 2020	Selected Contractor, in coordination with OPM, Selected Designer, DPW Director (representing Board of Selectmen, Town Manager) and other Town Personnel

The Town Manager would work with other Town Personnel to ensure that regular updates would be provided to the CPC during the term of the project. Regular project updates would also be provided at meetings of the Board of Selectmen and the Carr Post Building Committee.

FUNDING

- A. **Amount of Community Preservation Funding Requested:** \$1,491,293
- B. *Include a full budget, including itemization of major components and breakdown of construction and maintenance costs. Describe the basis for your budget and the sources of information you used.*

The project budget is enclosed. In preparing the budget estimates, the consultant team drew from three sources:

- 1) A professional cost estimator, drawing from actual costs for recent, comparable, constructed projects;

Proposal for CPC Funding for Historic Preservation Project

- 2) Mechanical engineers (report enclosed); and
- 3) Consultation with a qualified masonry contractor.

The project is at the schematic design level, and is also well into the design development stage. Actual costs would be determined following a public bid process. In order to optimize potential pricing, the goal is to issue bid documents in the late winter (February or March 2020).

- C. *Other Sources of Funding Available: If funding from other sources may be available for the Project, please complete the following table:*

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)
Private donations	N/A	Unknown. To date, a total of \$11,500 has been donated to the newly established Carr Post Gift Account, in three separate donations. Verbal commitments have been provided for another \$4,000.	Unknown. If this project moves forward, additional funds would likely be contributed by community members. Given the project costs, substantial private donations would be less likely if there is not a public investment in rehab and restoration.
Massachusetts Preservation Projects Grant	N/A	Another grant round will open this year, with an anticipated due date of March 2020. This past year, the Fund awarded \$800,000 in support of 21 projects, for an average grant amount of about \$38,000.	No. This grant does provide limited funding for predevelopment activities.
Drake's Landing developer	N/A	As part of an agreement with the Board of Selectmen, concurrent with the permitting of the Drake's Landing project, the developer agreed to complete site work and landscaping. During meetings and conversations in recent months, the developer has expressed interest in supporting this effort, and openness to modifying aspects of the site plan to better meet the Town's objectives for the property. (The Hall Family Trust, affiliated with the developer, also contributed \$7,500 to the	Yes. If the project does not move forward, it would be of questionable benefit to go forward with significant site work (incl. grading, parking and landscaping).

Proposal for CPC Funding for Historic Preservation Project

		Carr Post Gift Account, which helped to fund the work necessary to prepare this proposal).	
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It is proposed that grant funds received would be used to reduce the total investment of CPC funds. The same may be true for private donations received, but that would depend on the purpose(s) for which any funds may be given. If, for example, a private contribution is received for a specific aspect of the project that falls outside the scope of this CPC proposal, such funds may be in addition to, rather than instead of, CPC funds. However, private donations given without such constraints could be used to offset committed CPC funds.

POTENTIAL FINANCING TO SUPPORT PROJECT COSTS

The total proposed project cost would encumber a very substantial share of available CPA funds. In the interest of providing the community with alternative options to finance this project – if the decision is made to move forward – the Town Manager has been working with the Town’s financial advisors at Hilltop Securities regarding a potential scenario whereby the project could be funded through tax-exempt bonds, then paid off over time with CPC revenues. Hilltop is very familiar with this approach, and has facilitated such borrowing in other communities.

The amortization tables included in the Exhibits to this proposal – both based on 20 year borrowing at 2.5%, with one based on level debt and the other based on equal principal payments – illustrate how this scenario could be structured. We have also received a sample letter from early 2019 from our Bond Counsel, Locke Lord LLP, to another Massachusetts municipality detailing the specific requirements related to borrowing while using CPC revenues as the dedicated revenue source to fund future debt service.

In taking into account projected CPC revenue, the illustrative amortization schedules only include local CPC revenues, due to the fact that the amount of matching funds from the Commonwealth is variable, uncertain, and outside of the Town’s control.

If borrowing was structured in this way, the Town would be restricted from reducing the CPC tax surcharge percentage to the point that it could not cover the committed debt service. The percentage could be reduced, if the Town so chooses over the life of the bonds, but would need to maintain debt service coverage.

It is important to note that, in order to be eligible for tax-exempt bonds, the building must be in public use. If the primary use of the building was to rent it out for use by other groups, it is likely that it would not qualify for tax-exempt borrowing.

This information is offered on a preliminary basis, and is under consideration by the Board of Selectmen.

INDEX TO ATTACHMENTS

- A. Summary Slides with Project Budget. Sullivan, Spencer & Vogt. Updated Sept. 13, 2019.
- B. Architectural Plans, Soldiers & Sailors Memorial. Sullivan, Spencer & Vogt, August 2019.
 - a. Sheet A101, Floor Plans.
 - b. Sheet A201, Exterior Elevations.
- C. Engineering Plans
 - a. Structural Engineering Plans, Soldiers & Sailors Memorial. Structures North Consulting Engineers, Inc., Sept. 13, 2019.
 - i. Sheet S-1, Basement Plan.
 - ii. Sheet S-2, First Floor Framing Plan.
 - iii. Sheet S-3, Second Floor Framing Plan.
 - iv. Sheet S-4, Roof & Attic Framing Plan.
 - v. Sheet S-5, Elevations.
 - vi. Sheet S-6, Sections.
 - vii. Sheet S-7, Sections.
 - viii. Sheet S-8, Sections.
 - b. Site and Grading Plan. GM2 Cammett Engineering, September 12, 2019.
- D. Studies
 - a. Regulatory Analysis. Sullivan, Spencer & Vogt. August 21, 2019.
 - b. Memo Ref; Soldiers and Sailors Building, Sept. 5, 2019. Denis Hamel, GM2 Cammett.
 - c. Systems Narrative. Wozny/Barbar & Associates, Inc. Sept. 5, 2019.
 - d. Limited Hazardous Building Materials Inspection Report. Fuss & O'Neill. Sept. 2019.
- E. Budget and Financing
 - a. Project Budget. Sullivan, Spencer & Vogt, Sept. 9, 2019.
 - b. Illustrative Amortization and Debt Service. Hilltop Securities, Sept. 10, 2019.
- F. Operations & Maintenance
 - a. Carr Post – Estimated Operating and Maintenance Cost for New Facility. Wayne Amaral, DPW Director, Sept. 13, 2019.
 - b. Carr Post Tight Tank Estimate. Paul Sevigny, Health Agent, Sept. 12, 2019.
 - c. Memo RE: The American Legion (Carr Post). Paul Sevigny, Health Agent, June 6, 2019.
- G. Public Process Documentation
- H. Historical Designations
 - a. Certificate of designation on National Register of Historic Places. Massachusetts Historical Commission, August 22, 2016.
 - b. Final Decree, Supreme Judicial Court of Massachusetts, that the Charles L. Post No. 240 of the American Legion “shall preserve and maintain said building and property as a memorial to commemorate the soldiers and sailors who went from the said town of West Newbury to the Civil War.”
 - c. Research from Historical References Pertinent to the Carr Post Project. Marley Switzer, July 11, 2019.
- I. Site Control
 - a. Quitclaim Deed, Oct. 28, 2015
 - b. Property Record Card and Assessors Map
 - c. Recorded Easement Deed, Drakes Landing, April 2018
 - d. Certification of Town Meeting Vote to accept easement, October 2018

A. Summary Slides



SOLDIERS & SAILORS MEMORIAL BUILDING REHABILITATION

Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

Spencer, Sullivan & Vogt
ARCHITECTURE • PRESERVATION





OVERVIEW

Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

Spencer, Sullivan & Vogt
ARCHITECTURE • PRESERVATION





OVERVIEW

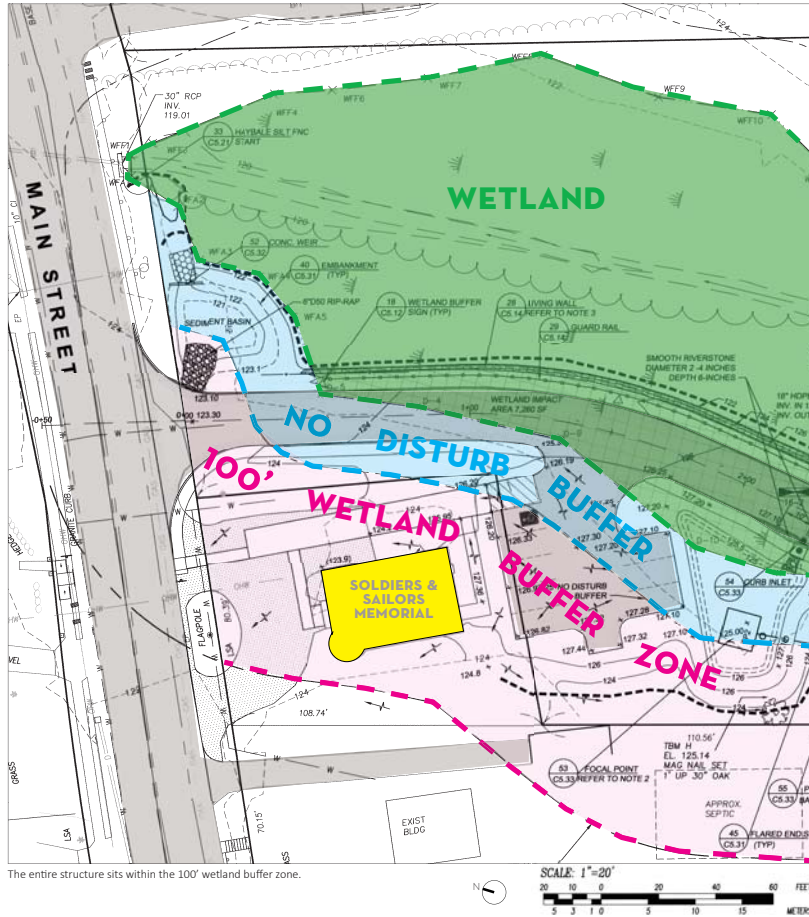
Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

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- **Preservation of one of West Newbury's oldest and notable civic structures**
- **Preservation of Civil War monument and meeting hall**
to honor the sacrifices and commitment of soldiers and citizens of West Newbury who fought for their country as members of the Grand Army of the Republic
- **Reclaim a civic assembly space on first floor**
to hold meetings, displays, events, etc.
- **Adaptive reuse of second floor**
to serve as office space





SUMMARY OF DETAILED REGULATORY ANALYSIS

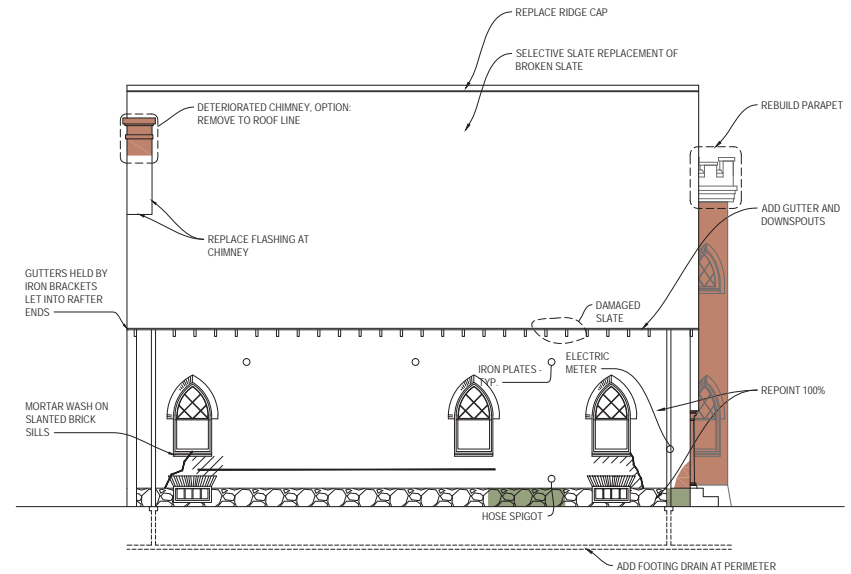
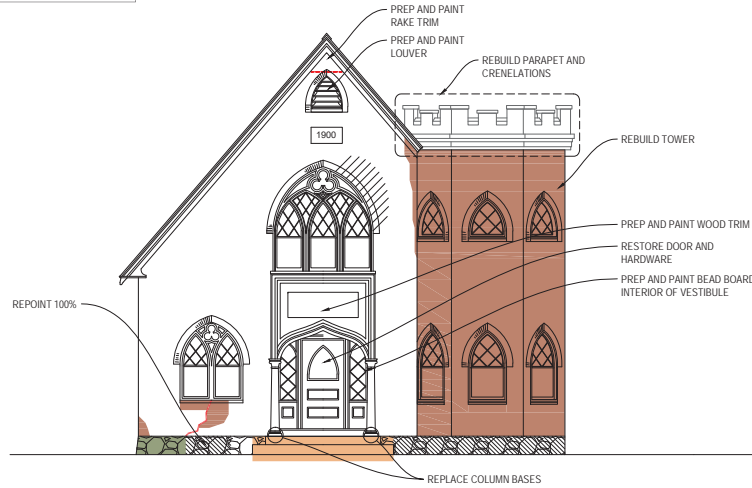
- **Wetlands**
building within 100' buffer zone covered by Wetlands Protection Act
- **Accessibility**
triggered because work exceeds 30% of assessed value, assumed variance for access to front door, access to second floor required via lift
- **Building Code**
Alterations – Level 2 (reconfiguration of space) need to conform largely to code for new construction
- **Sprinklers**
not required because building is less than 5,000 sf
- **Occupancy = 42 (first floor, loose seating tables & chairs)**
= 97 (first floor, lecture-type seating)
= 8 (second floor)
Floor 1 = Assembly, Group A-3, requires two means of egress
Floor 2 = Business, Group B, Existing Building Code exception allows one means of egress
- **Plumbing Code**
only one bathroom per gender required if occupancy less than 100

SUMMARY OF CODE REVIEW



KEY TO SYMBOLS:

- DISMANTLE AND REBUILD BRICK WALL CONSTRUCTION
- DISMANTLE AND REBUILD STONE FOUNDATION CONSTRUCTION
- CUT AND POINT STONEWORK TO REMAIN
- RE-KNIT CRACK THROUGH BRICK WALL CONSTRUCTION
- JET CLEAN, POINT AND GROUT HORIZONTAL JOINT CRACK THROUGH BRICK WALL
- POINT AND GROUT CRACK THROUGH STONE WALL CONSTRUCTION
- REBUILD FRONT STEPS AND WOOD COLUMN BASES



STABILIZATION SCOPE - N & W ELEVATIONS



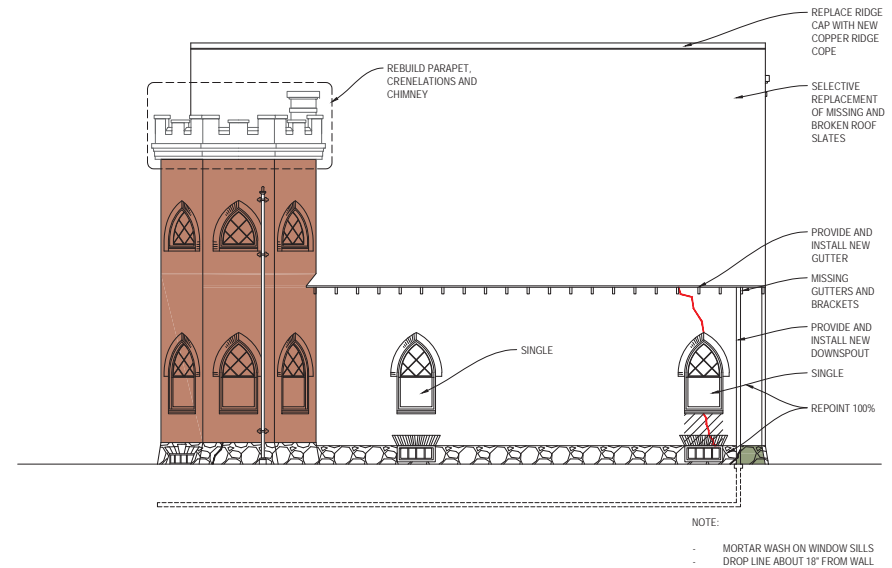
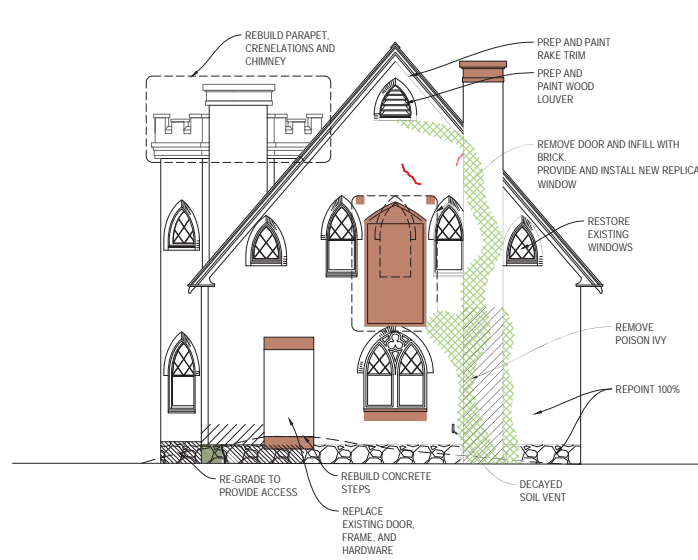
Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

Spencer, Sullivan & Vogt
ARCHITECTURE • PRESERVATION



KEY TO SYMBOLS:

- DISMANTLE AND REBUILD BRICK WALL CONSTRUCTION
- DISMANTLE AND REBUILD STONE FOUNDATION CONSTRUCTION
- RE-KNIT CRACK THROUGH BRICK WALL CONSTRUCTION
- JET CLEAN, POINT AND GROUT HORIZONTAL JOINT CRACK THROUGH BRICK WALL
- POINT AND GROUT CRACK THROUGH STONE WALL CONSTRUCTION
- REBUILD FRONT STEPS AND WOOD COLUMN BASES



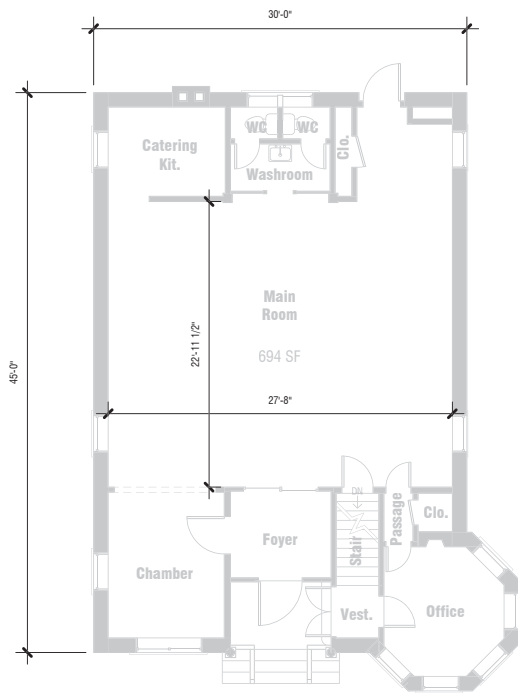
STABILIZATION SCOPE - S & E ELEVATIONS



Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

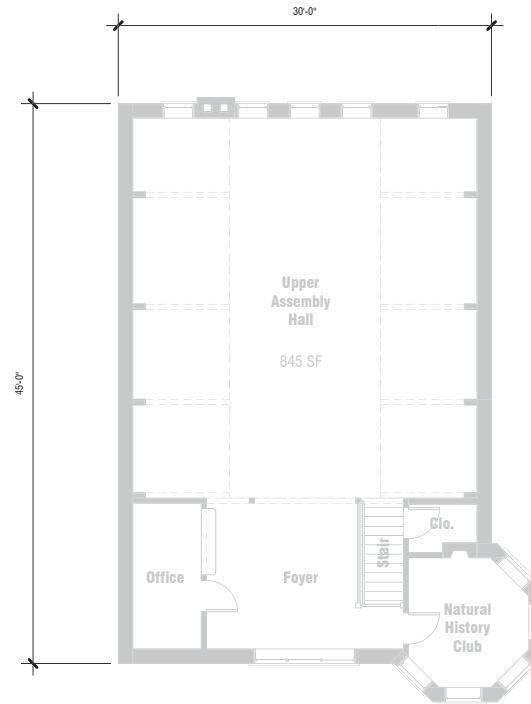
Spencer, Sullivan & Vogt
ARCHITECTURE • PRESERVATION





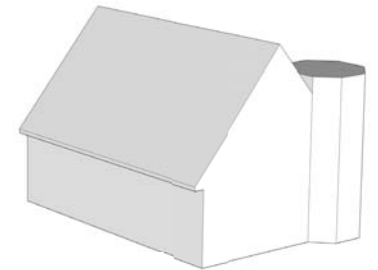
1 EXISTING - FIRST FLOOR PLAN

SCALE: 1" = 10'-0"

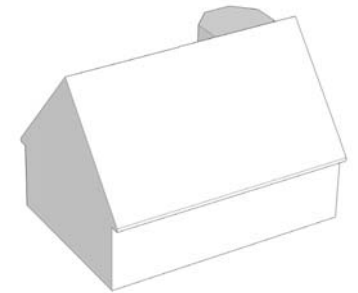


2 EXISTING - SECOND FLOOR PLAN

SCALE: 1" = 10'-0"



view from northeast



view from southeast

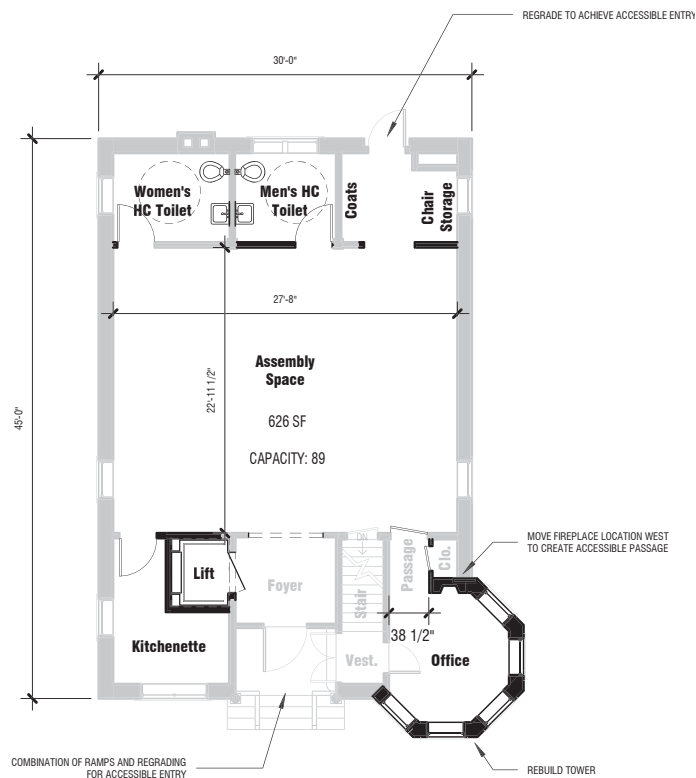
EXISTING PLANS



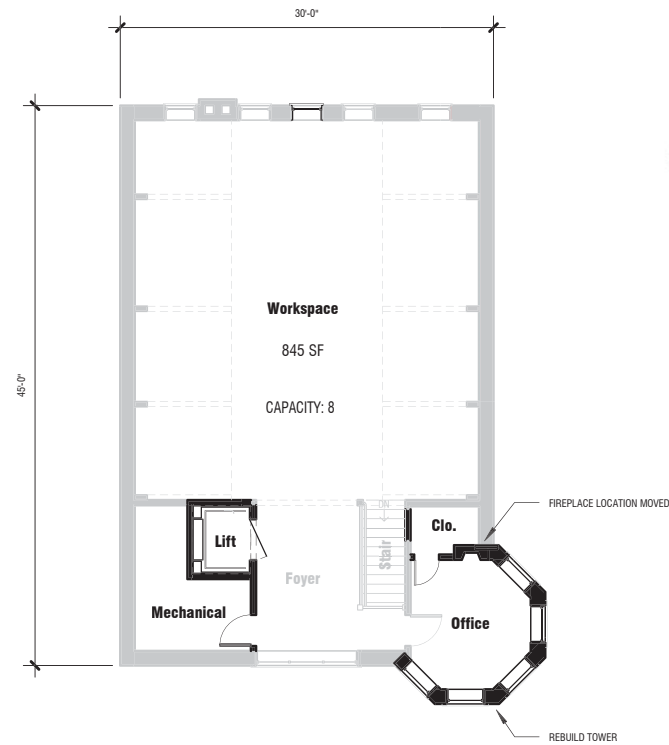
Soldiers & Sailors Memorial | West Newbury, Mass. | September 9, 2019

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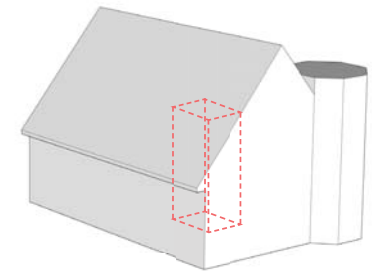




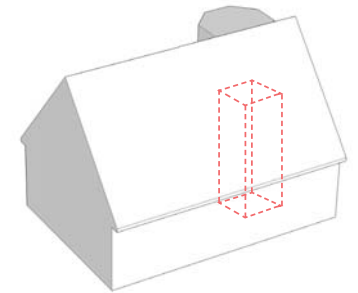
1 OPTION 1 - FIRST FLOOR PLAN
SCALE: 1" = 10'-0"



2 OPTION 1 - SECOND FLOOR PLAN
SCALE: 1" = 10'-0"



view from northeast



view from southeast

OPTION 1 - WITHIN EXISTING FOOTPRINT

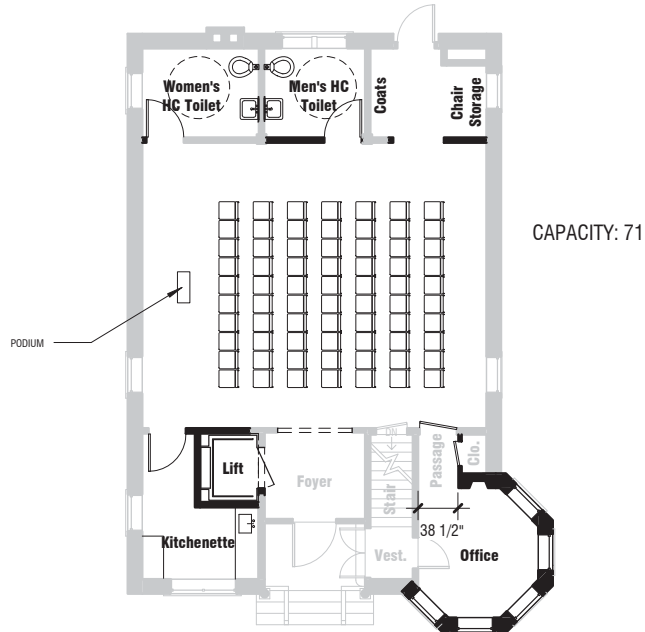


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FIRST FLOOR



ROW SEATING

1" = 10'-0"

FIRST FLOOR

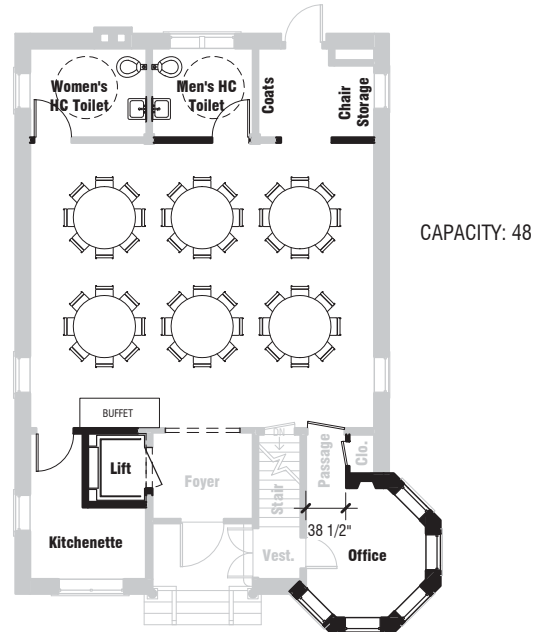
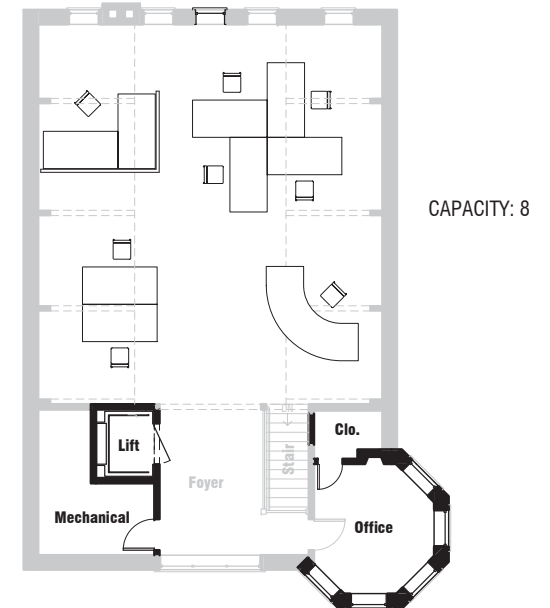


TABLE SEATING

1" = 10'-0"

SECOND FLOOR



OFFICE SEATING

1" = 10'-0"

OPTION 1 - LAYOUTS



Exterior

- Rebuild tower + chimney top
- Repoint entire exterior + repair stone foundation
- Restore granite steps
- Selective slate repair, roof flashing + new copper gutters + downspouts
- Restore all windows and add interior storm windows + replica window and door
- Exterior painting of trim and windows
- New septic system
- New utility lines
- Accessible walkway to parking lot from rear door + signage

Interior

- Fill basement with flowable fill + new concrete slab and sleepers for first floor
- Remove hazardous materials
- Replace all plaster/drywall with new GWB and beadboard wainscoting where appropriate
- New kitchenette + new handicap accessible bathrooms
- Paint entire interior
- New wood flooring first floor and refinished flooring on second floor
- Wheelchair lift between floor 1 and 2
- New plumbing, electrical, and HVAC
- Digital addressable fire alarm system



PRELIMINARY COST ESTIMATE - SOLDIERS & SAILORS MEMORIAL				
DIVISION	QTY	UNITS	UNIT RATE	COST
01 - General Requirements				
Scaffolding, disposal, general equipment	1	LS	\$30,000	\$30,000
Subtotal				\$30,000
02 - Existing Conditions, Site, and Selective Removal				
Demolish existing bathrooms and kitchenette & selected interior partitions	1	LS	\$1,500	\$1,500
Hazardous materials removal and disposal: Floor tiles & mastic	1230	SF	\$5	\$6,150
Hazardous materials removal and disposal: Lighting ballast and mercury-containing equipment	1	LS	\$1,000	\$1,000
Subtotal				\$8,650
03 - Concrete				
Infill cellar with flowable fill	300	CY	\$150	\$45,000
Reinforcing, finishing & vapor barrier	1230	SF	\$5	\$5,535
Subtotal				\$50,535
04 - Masonry				
Disassemble and rebuild brick tower, incl. crenellations & chimney; re-use existing brick as much as possible	1	LS	\$157,600	\$157,600
Fill in existing basement windows with brick	25	SF	\$100	\$2,500
Rebuild chimney top	50	SF	\$100	\$5,000
Brick infill at removed Floor 2 south door with reconstructed window opening	1	LS	\$7,500	\$7,500
Repair areas of stone foundation where stones have fallen out or are loose	48	SF	\$100	\$4,800
Cut and re-point all mortar joints at all locations on all elevations, brick & stone	2990	SF	\$35	\$104,650
Provide backer rod and sealant at joint at gable-end wood rake moldings	100	LF	\$5	\$500
Restore two granite steps at main entry	1	LS	\$4,500	\$4,500
Subtotal				\$287,050
06 - Wood, Plastics, & Composites				
Framing of first floor	1230	SF	\$15	\$18,450
Selective wood repairs at entry	1	LS	\$10,000	\$10,000
Minor repairs to soffit and rafter tails	1	LS	\$4,000	\$4,000
New tongue-and-groove flooring at first floor	1230	SF	\$13	\$15,990
Interior casing for new doors and restored windows	1000	LF	\$8	\$8,000
Wood base and wainscoting in renovated areas to match existing	750	SF	\$8	\$6,000
Framing for new partitions (see division 9 GWB)				\$0
Subtotal				\$62,440
07 - Thermal & Moisture Protection				
Replace missing and broken slates	1	LS	\$12,000	\$12,000
New copper gutters	92	LF	\$150	\$13,800
New copper downspouts	64	LF	\$50	\$3,200
New flashing at chimney	1	LS	\$2,500	\$2,500
New roofing and flashing at rebuilt tower (through-wall flashing at crenellations)	1	LS	\$18,250	\$18,250
Subtotal				\$49,750
08 - Openings				
Restore and paint existing windows	29	EACH	\$1,800	\$52,200
Provide exterior or interior storm windows	29	EACH	\$1,100	\$31,900
New replica window at south elevation (rear)	1	LS	\$4,500	\$4,500
New replica door at south elevation (rear)	1	LS	\$6,000	\$6,000
Restore north doors, add hardware (front façade)	1	LS	\$4,500	\$4,500
New doors for kitchenette, bathrooms & hall to match existing doors (including hardware)	4	EACH	\$1,500	\$6,000
Subtotal				\$105,100

PRELIMINARY COST ESTIMATE - SOLDIERS & SAILORS MEMORIAL				
DIVISION	QTY	UNITS	UNIT RATE	COST
09 - Finishes				
Exterior: prepare and paint all wood rakes, soffits, trim	1	LS	\$6,000	\$6,000
Exterior: prepare and paint wood trim at south entry, including steps	1	LS	\$6,000	\$6,000
Interior: painting, primer plus two finish coats, including ceilings	1	LS	\$24,000	\$24,000
Interior: Sand wood floor at stairs & second floor + urethane	1230	SF	\$4	\$4,920
Interior: 5/8" GWB board painted at new partitions and ceilings, includes framing (restrooms, kitchenette, tower, Floor 2)	2800	SF	\$12	\$32,200
Interior: Cementitious board restroom walls	\$12	SF	\$5	\$2,560
Interior: Tile flooring in bathrooms and kitchenette	300	SF	\$25	\$7,500
Subtotal				\$83,180
10 - Specialties				
Signage: ADA required interior and exterior signage + exterior signage for parking	1	LS	\$1,200	\$1,200
Stainless steel ADA fittings at toilets	4	EACH	\$95	\$380
Soap dispenser - wall type	2	EACH	\$38	\$76
Electric air-blade hand dryers	2	EACH	\$950	\$1,900
Waste receptacles	2	EACH	\$450	\$900
Plastic toilet paper holders	2	EACH	\$44	\$88
ADA restroom mirrors	2	EACH	\$200	\$400
Cabinet extinguishers as per fire department and code	2	EACH	\$525	\$1,050
Subtotal				\$5,994
12 - Furnishings				
Casework: Thermafol cabinets at kitchenette	1	LS	\$3,000	\$3,000
Countertops p-lam	1	LS	\$1,000	\$1,000
Cabinet hardware	1	LS	\$200	\$200
Subtotal				\$4,200
14 - Lift				
Cut existing floor framing systems and provide new structure as per structural drawings. Provide new fire-rated (1-hr) hoist way enclosure walls, and new wheelchair lift for access to Floor 2. Conform to MAAB regulations for full accessibility. Type-X drywall.	1	LS	\$58,000	\$58,000
Subtotal				\$58,000
22 - Plumbing				
New accessible men's and women's restrooms and kitchenette. Provide all new fixtures. Conform to MAAB regulations for accessibility for restrooms.	1	LS	\$42,000	\$42,000
Subtotal				\$42,000
23 - Mechanical				
Install zoned HVAC system	1	LS	\$55,000	\$55,000
Subtotal				\$55,000
26 - Electrical				
New electrical for entire building	1	LS	\$45,000	\$45,000
New 200-Amp service	1	LS	\$4,000	\$4,000
Lighting fixtures	1	LS	\$8,800	\$8,800
Subtotal				\$57,800
28 - Electronic Safety and Security				
Digital, addressable fire alarm system with detectors for heat, smoke, and CO	2460	SF	\$5	\$12,300
Subtotal				\$12,300

PRELIMINARY COST ESTIMATE - SOLDIERS & SAILORS MEMORIAL				
DIVISION	QTY	UNITS	UNIT RATE	COST
32 - Exterior Improvements				
Accessible walk to south door (rear)	1	LS	\$20,000	\$20,000
Subtotal				\$20,000
33 - Utilities				
Septic tank - tight tank	1	LS	\$10,000	\$10,000
New sanitary line (to septic)	20	LF	\$60	\$1,200
New gas line trenching & backfill	100	LF	\$50	\$5,000
Water line (use existing)				
Subtotal				\$16,200

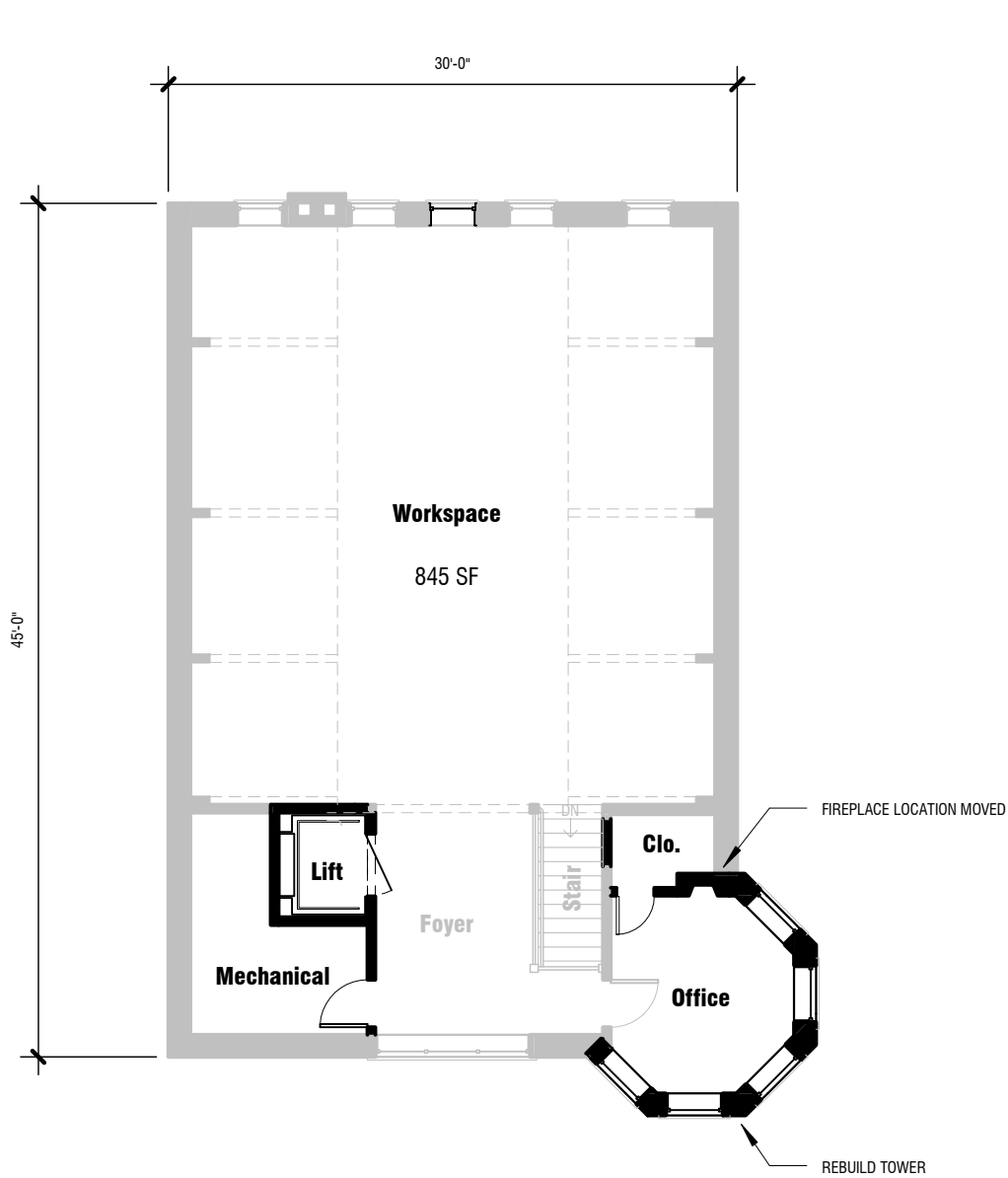
SCOPE OF WORK COST				\$948,199.00
General Conditions (10%)				\$94,819.90
Overhead and Profit (5%)				\$1,095,169.85
Insurance (1%)				\$10,951.70
Payment and Performance Bonds (1%)				\$10,951.70
CONSTRUCTION TOTAL				\$1,117,073.24
Design Contingency (5%)				\$55,853.66
Construction Contingency (10%)				\$111,707.32
Architectural Fees (15%)				\$167,560.99
OPM (3%)				\$33,512.20
Builder's Risk (0.5%)				\$5,585.37
PROJECT COST TOTAL				\$1,491,292.78

ALTERNATES				
Landscaping	1	LS	\$30,000	\$30,000
Sprinkler system	2460	SF	\$8	\$19,680
New water line for sprinkler system	100	LF	\$60	\$6,000
New slate roof	2346	SF	\$50	\$117,300
Subtotal				\$172,980
GRAND TOTAL				\$1,664,272.78

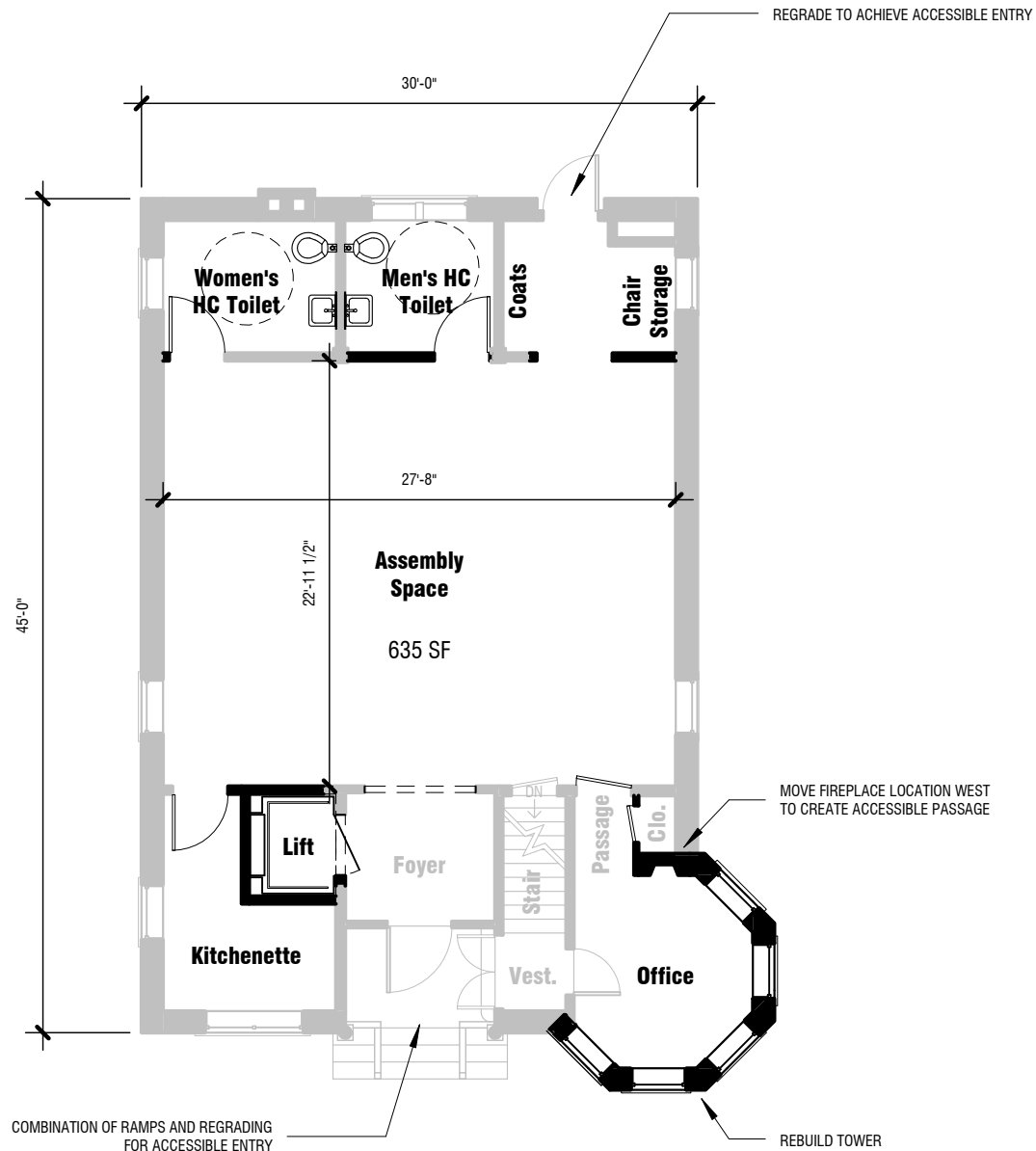
COST ESTIMATE



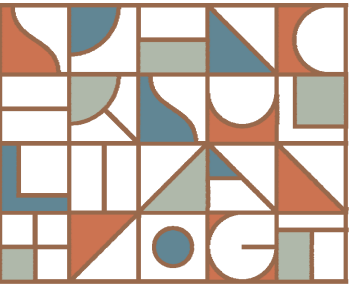
B. Architectural Plans



2 SECOND FLOOR PLAN
SCALE: 1" = 10'-0"



1 FIRST FLOOR PLAN
SCALE: 1" = 10'-0"



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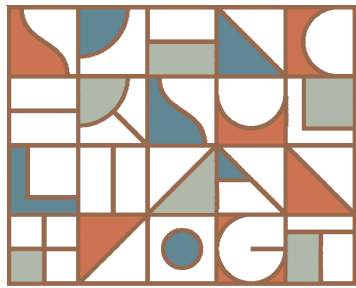
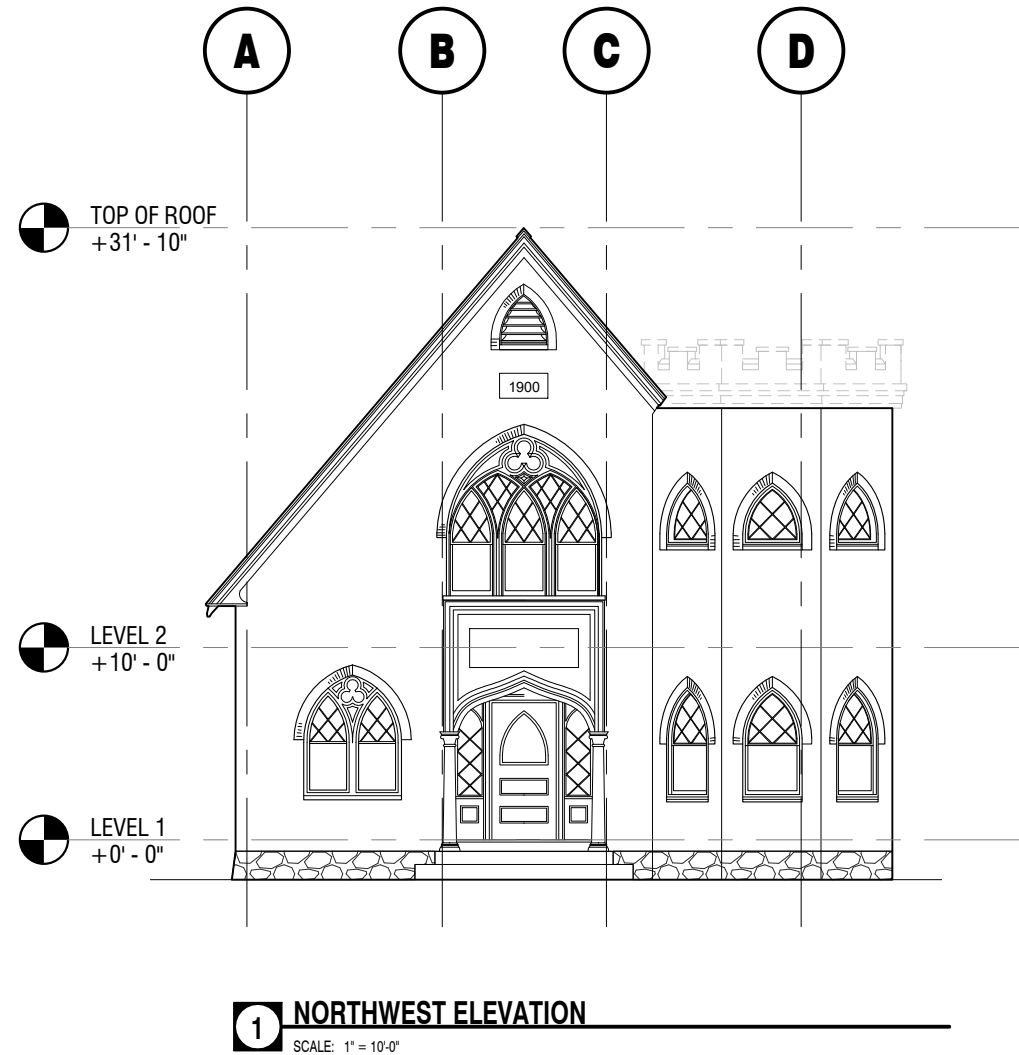
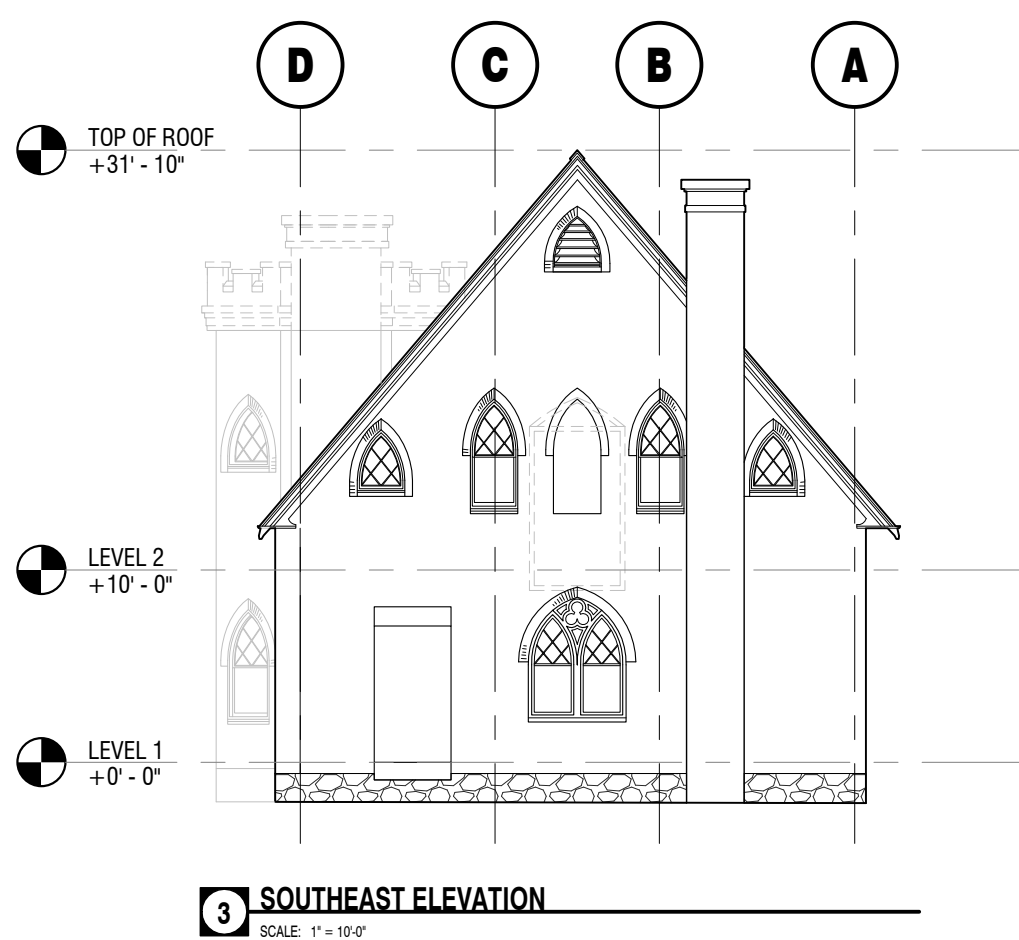
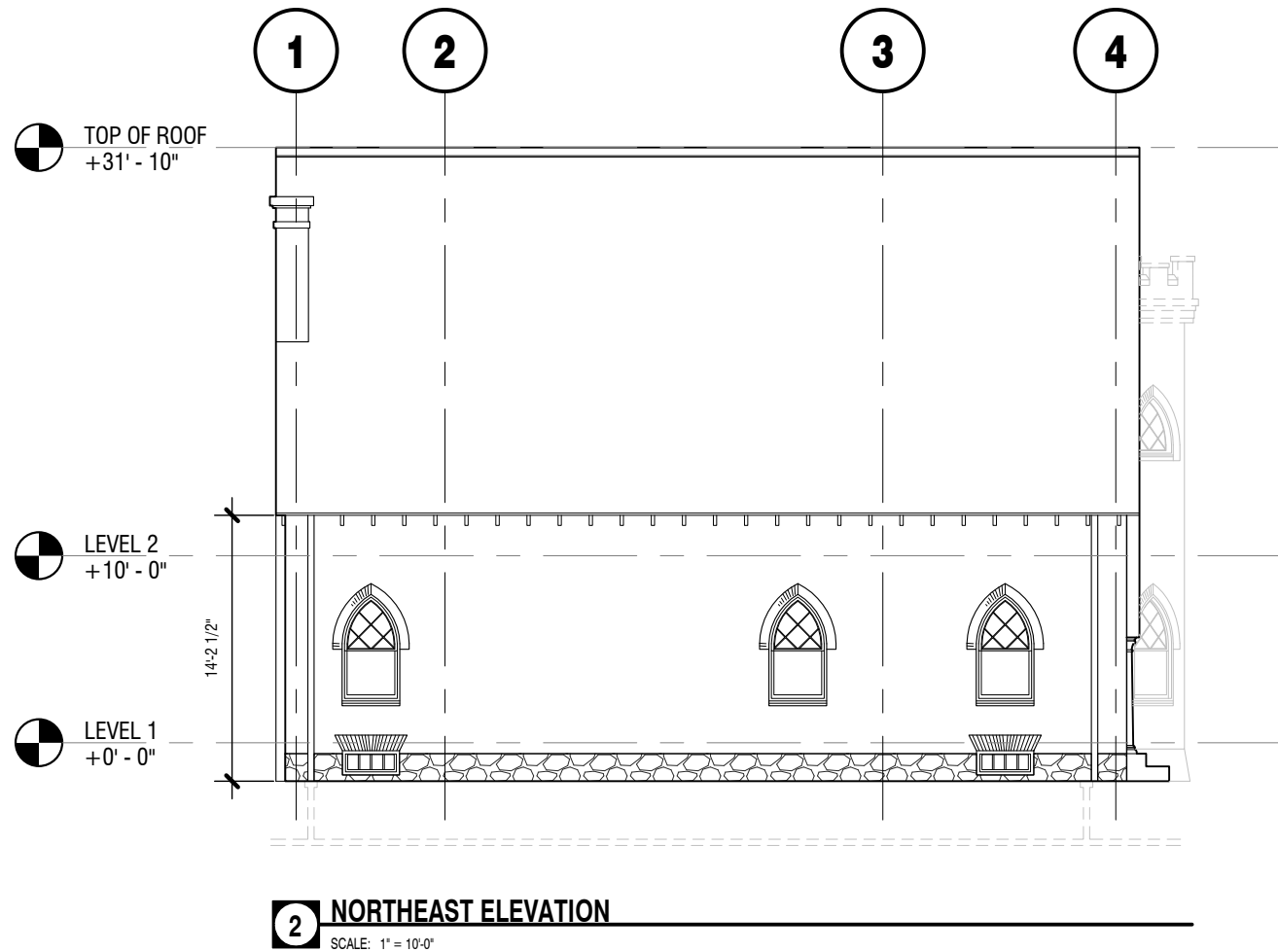
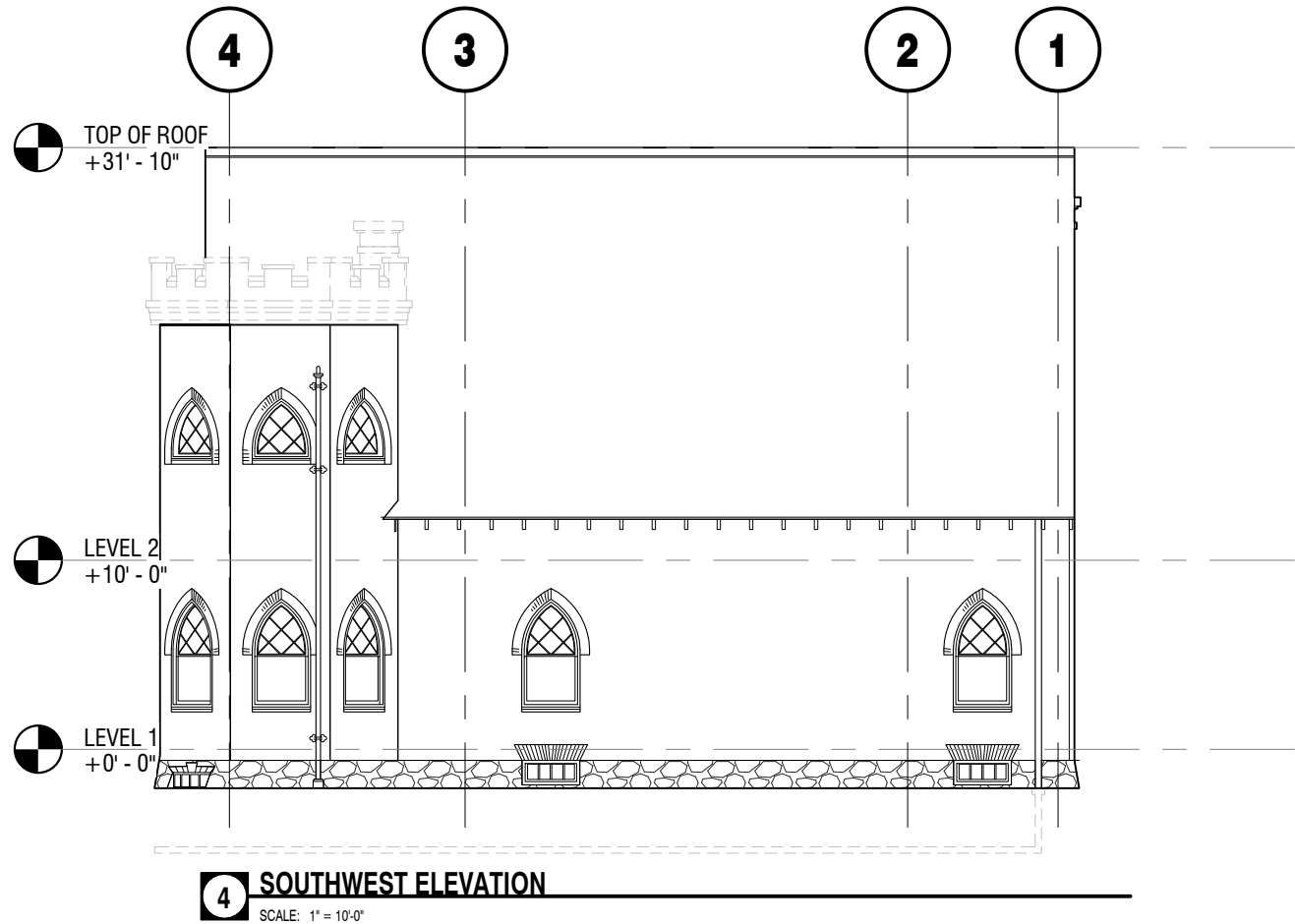
Soldiers & Sailors Memorial
363 Main St., West Newbury, MA 01985

PROJECT NUMBER: 1921.00
DATE: August 2019



FLOOR PLANS

A101



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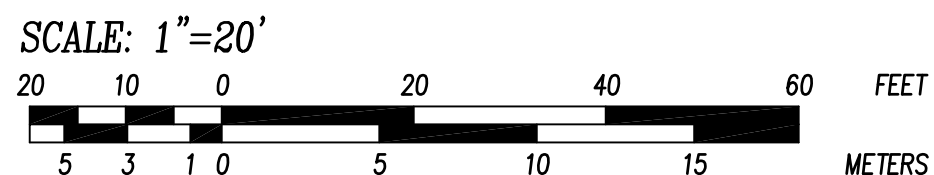
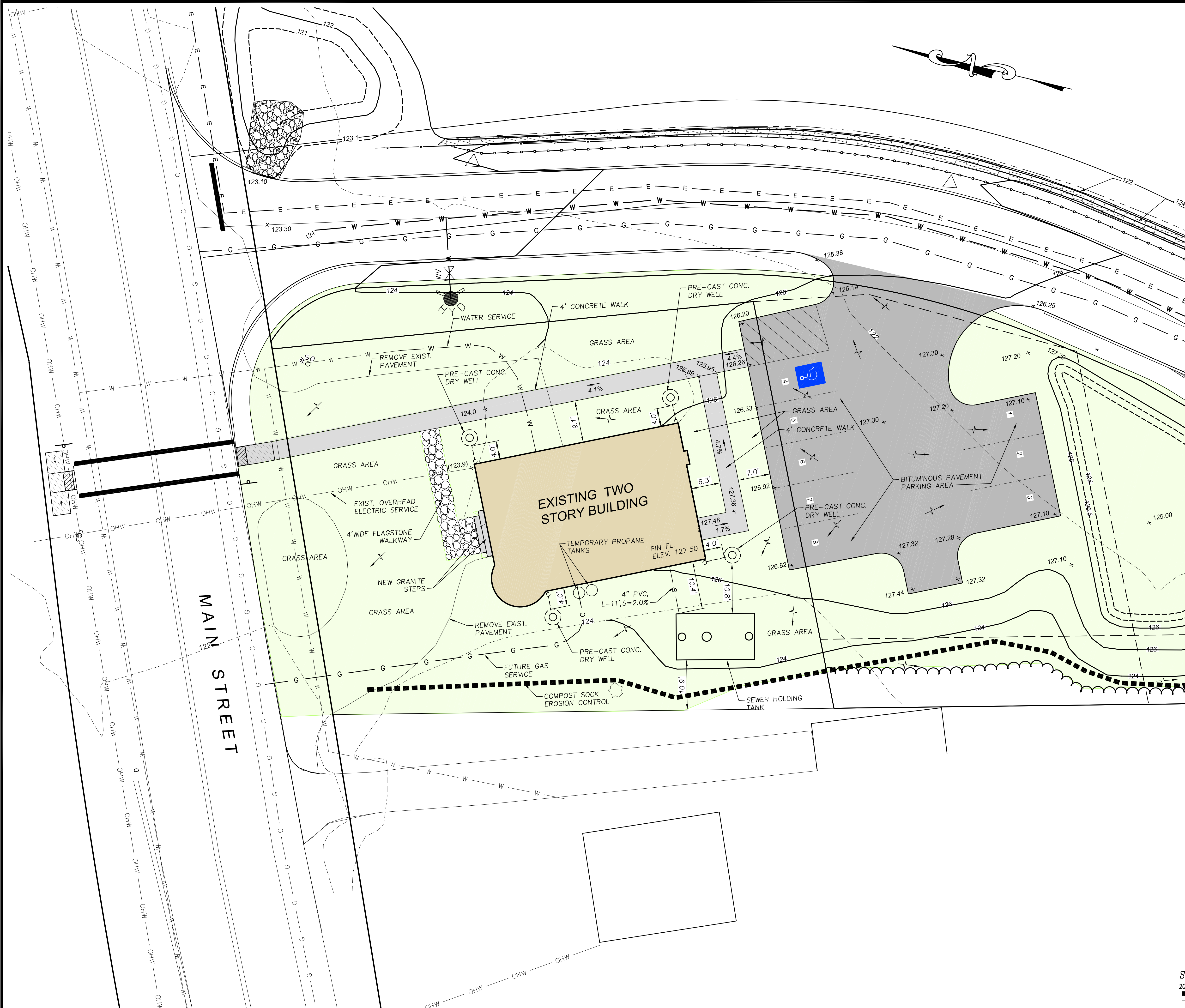
DATE: August 2019

EXTERIOR ELEVATIONS

A201

C. Engineering Plans

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Sheet Title:

Site and Grading Plan

Project Title:

Car Post

Main Street
West Newbury, MA 01985

Applicant/Owner:

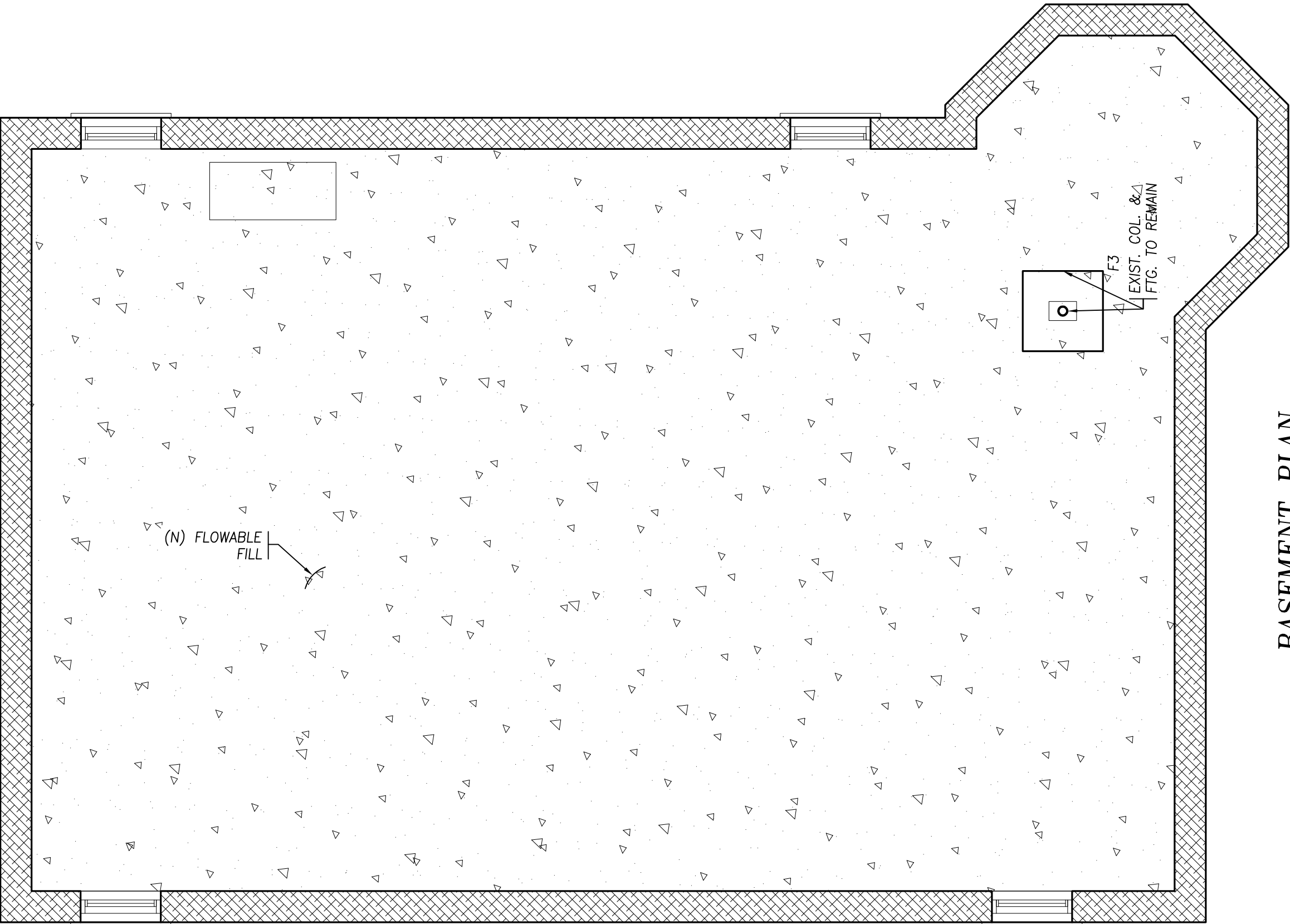
Town of West
Newbury
381 Main Street
West Newbury, MA 01985

REVISION BLOCK			
NO.	DATE	DESC	BY

Date: _____

PROJ. MGR.: D. HAMEL
FIELD: M. MICHAUD
DESIGN: D. HAMEL
DRAWN: D. HAMEL
CHECKED: R. BLANCHETTE
DATE: 9-12-19
FILE: 60085 SP.DWG
FBK:
JOB #: 60085

SHEET C.I.I.I



BASEMENT PLAN

1/4" = 1'-0"



SCALE OF FEET



PLAN
NORTH



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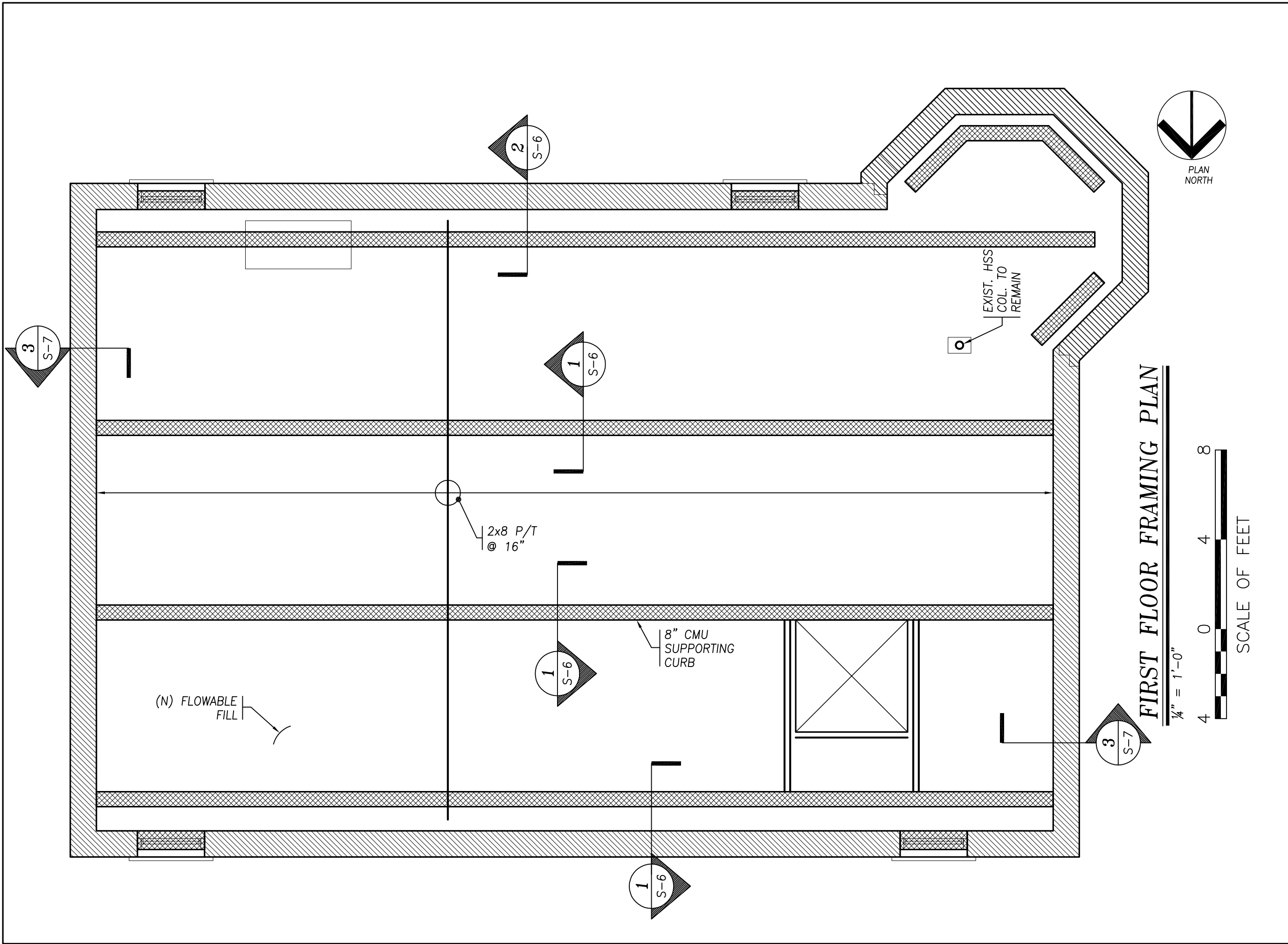
363 Main St., West Newbury, MA 01985

PROJECT NUMBER: 1921.00
DATE: Sept. 13, 2019



BASEMENT PLAN

S-1



FIRST FLOOR FRAMING PLAN



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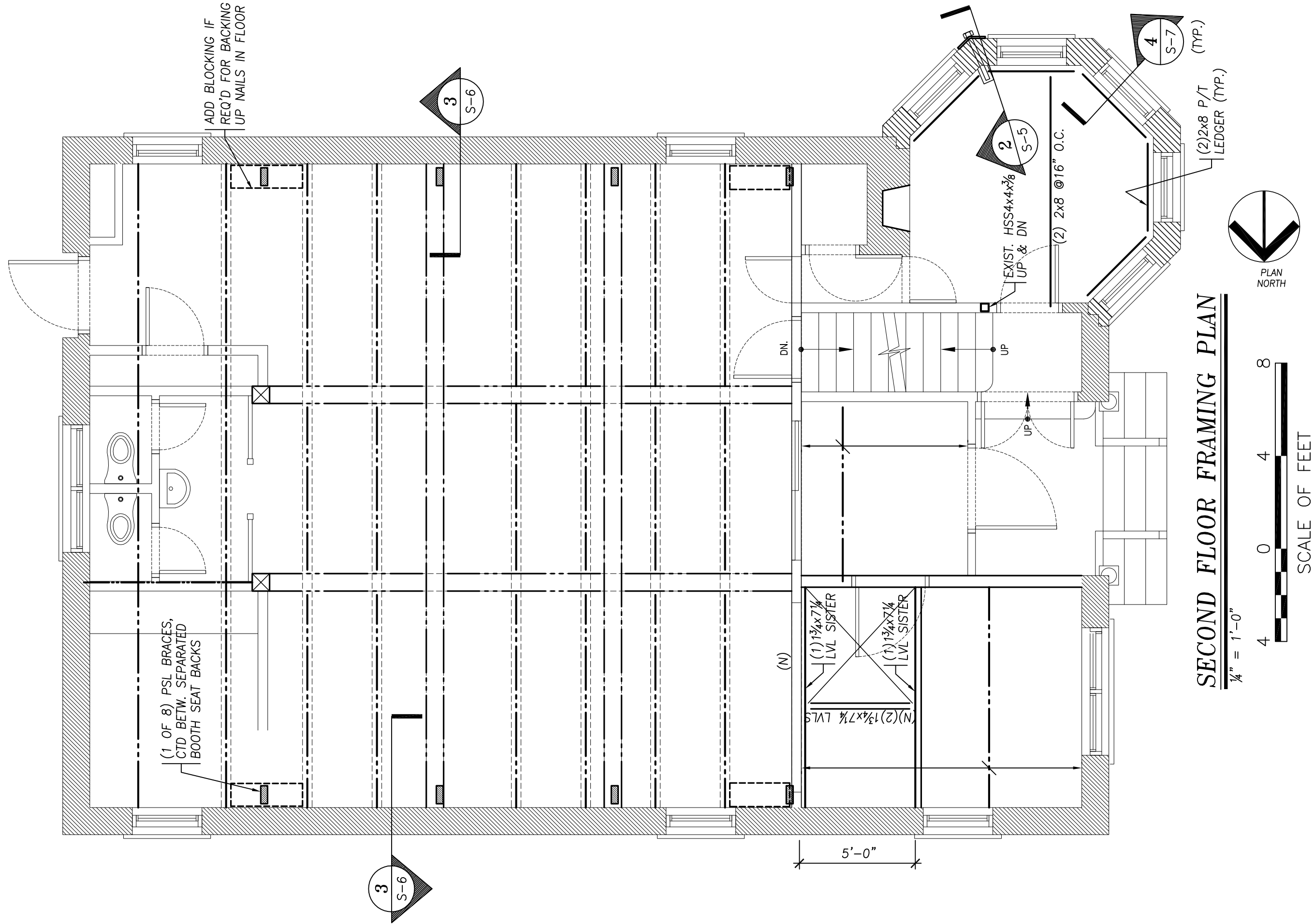
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FIRST FLOOR FRAMING PLAN

S-2



SECOND FLOOR FRAMING PLAN



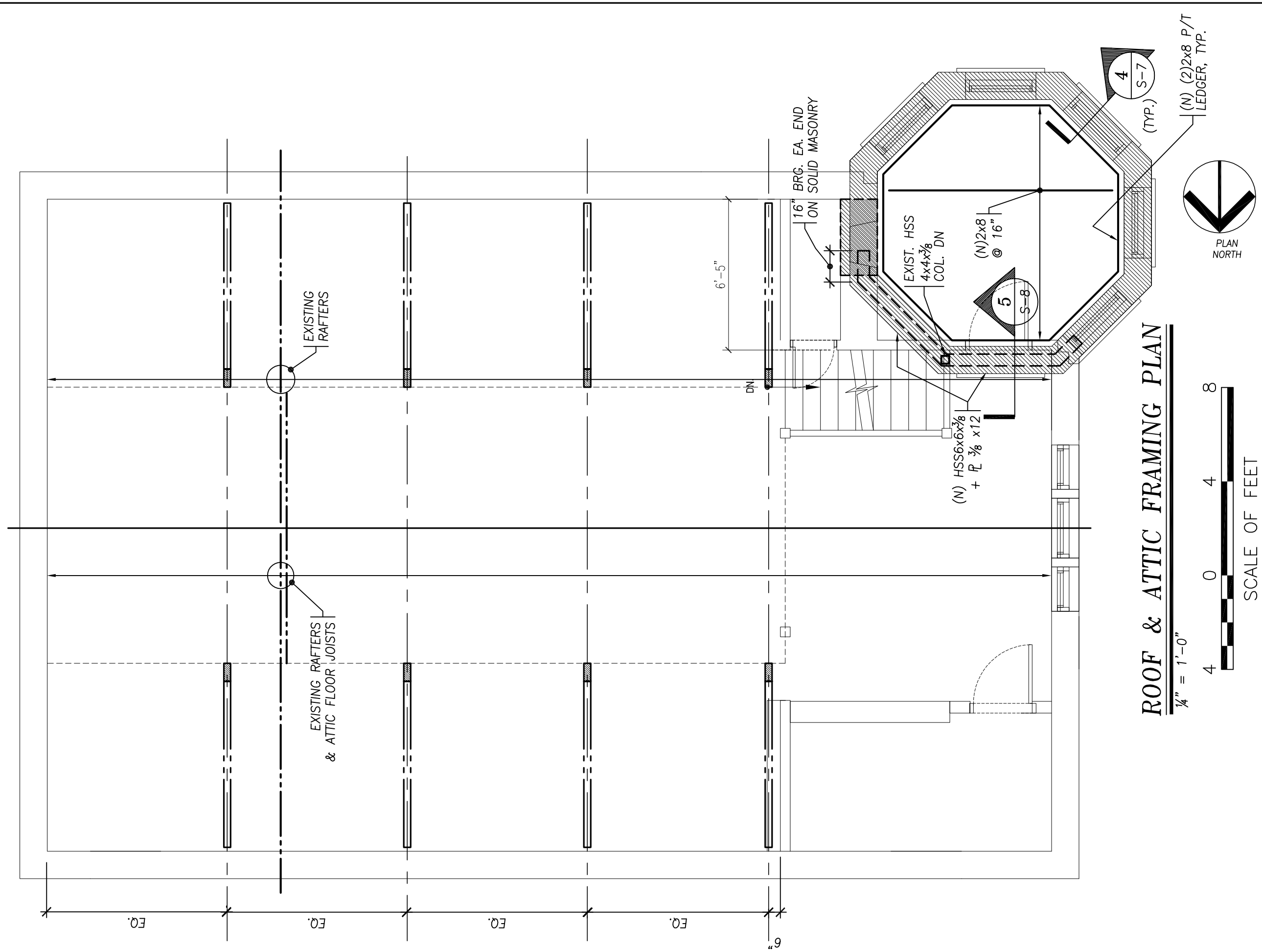
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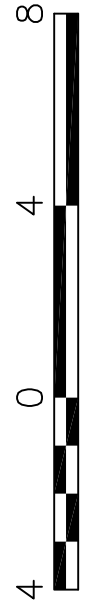
PROJECT NUMBER: 1921.00
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SECOND FLOOR
FRAMING PLAN

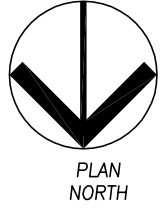



ROOF & ATTIC FRAMING PLAN

1/4" = 1'-0"

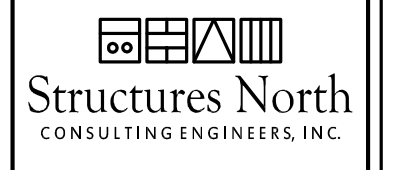


SCALE OF FEET





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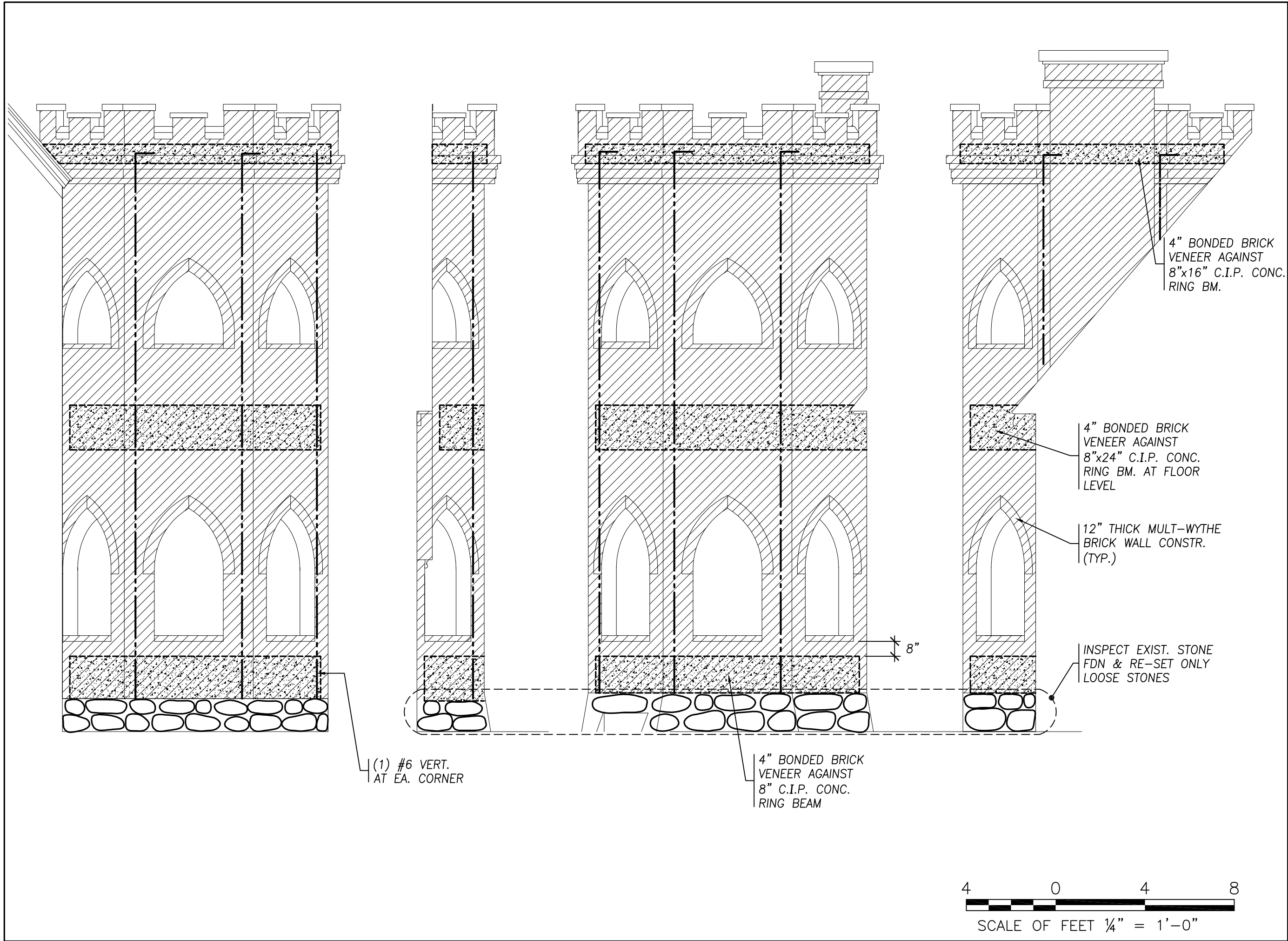
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ROOF & ATTIC FLOOR
FRAMING PLAN

S-4





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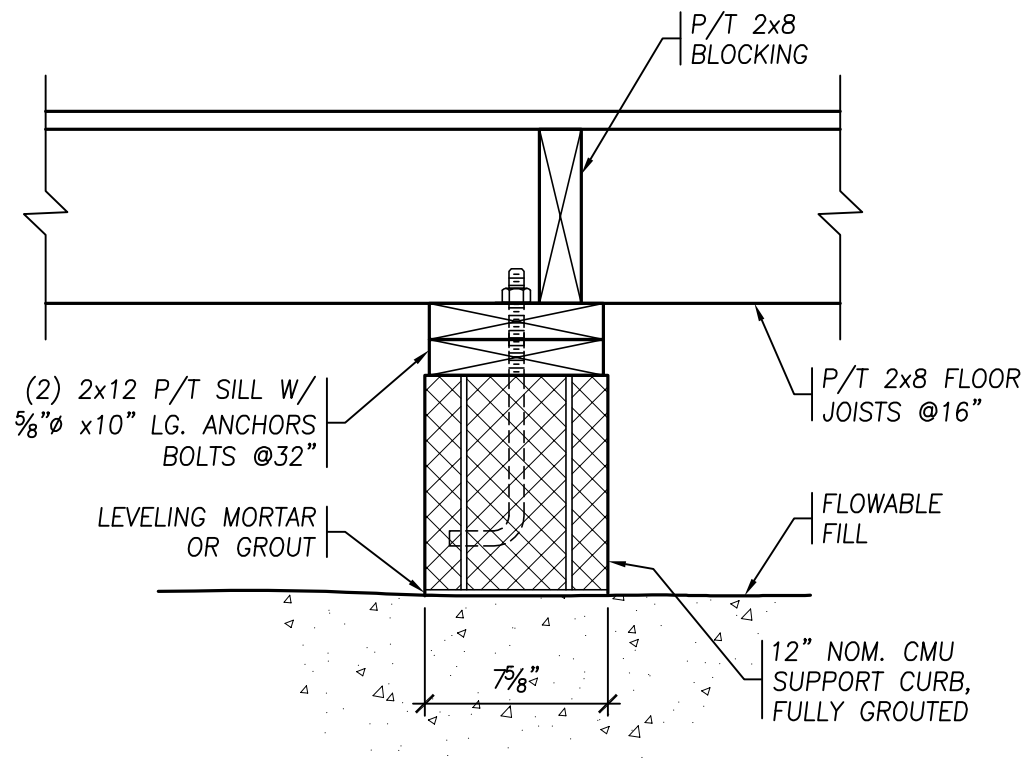
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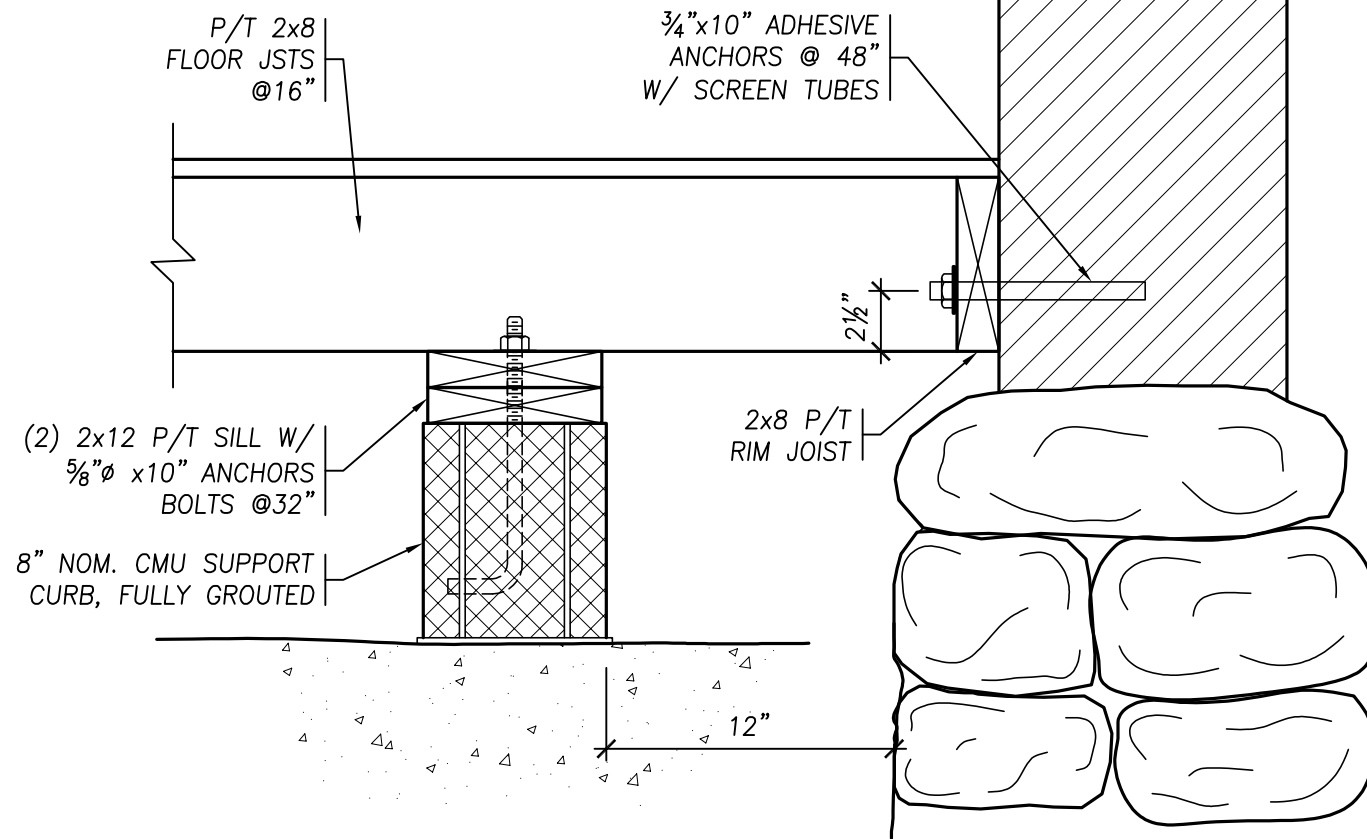
PROJECT NUMBER: 1921.00
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ELEVATIONS

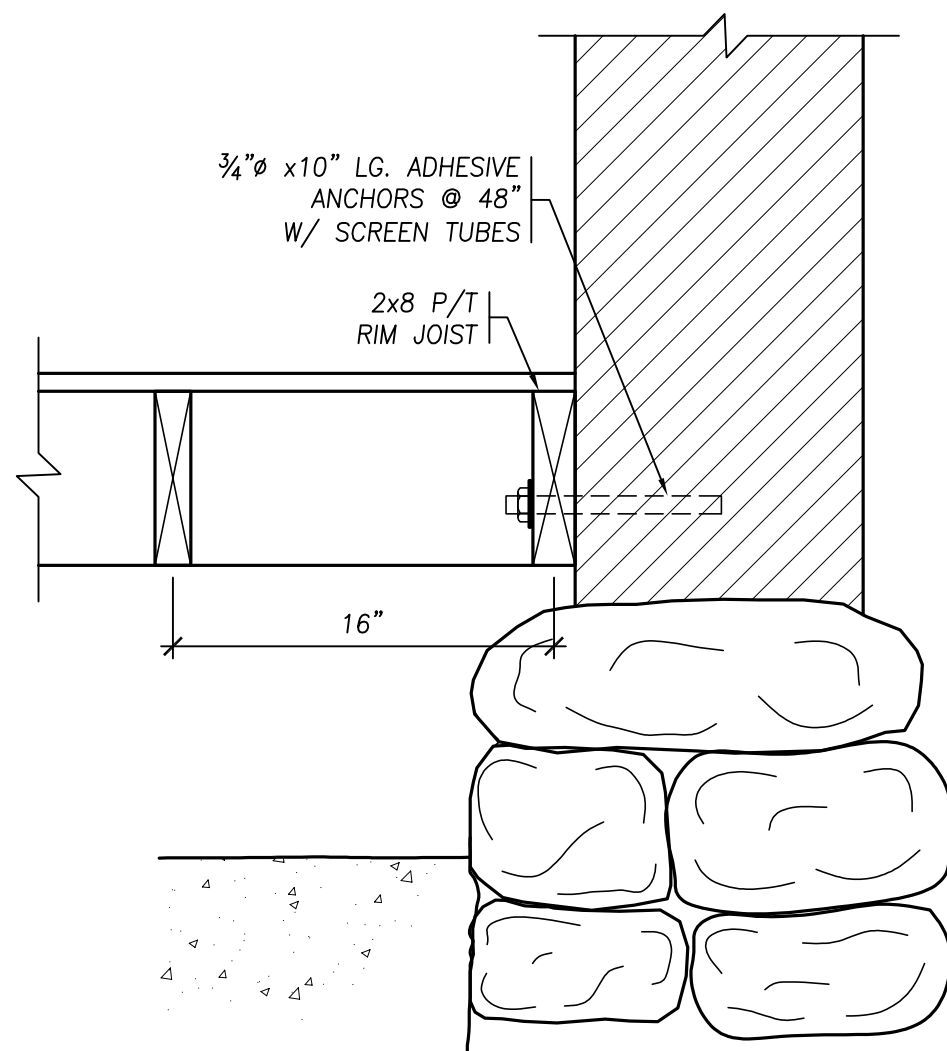
S-5



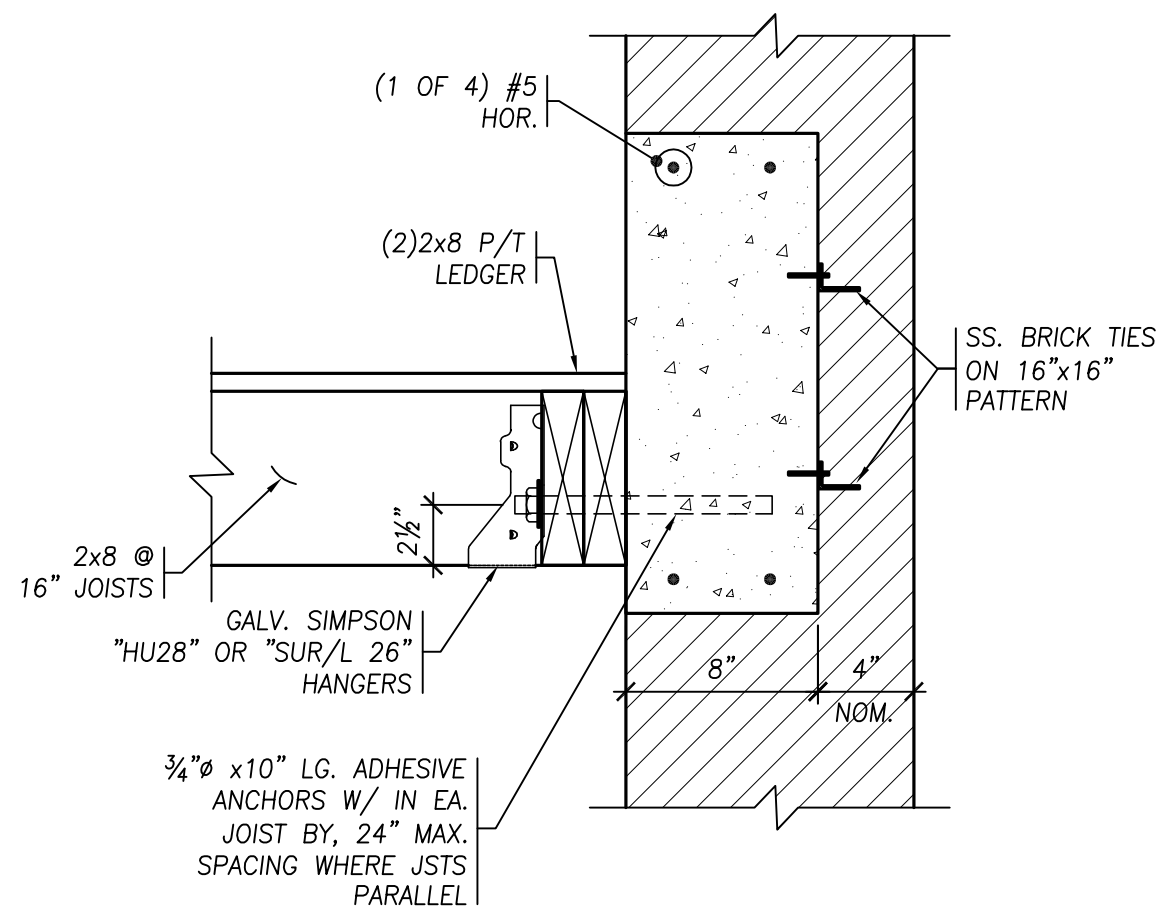
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1 1/2" = 1'-0"



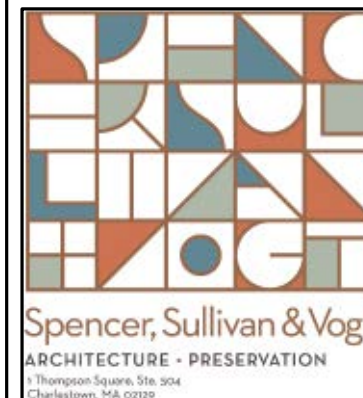
2 SECTION
1 1/2" = 1'-0"



3 SECTION
1 1/2" = 1'-0"



4 SECTION
1 1/2" = 1'-0"



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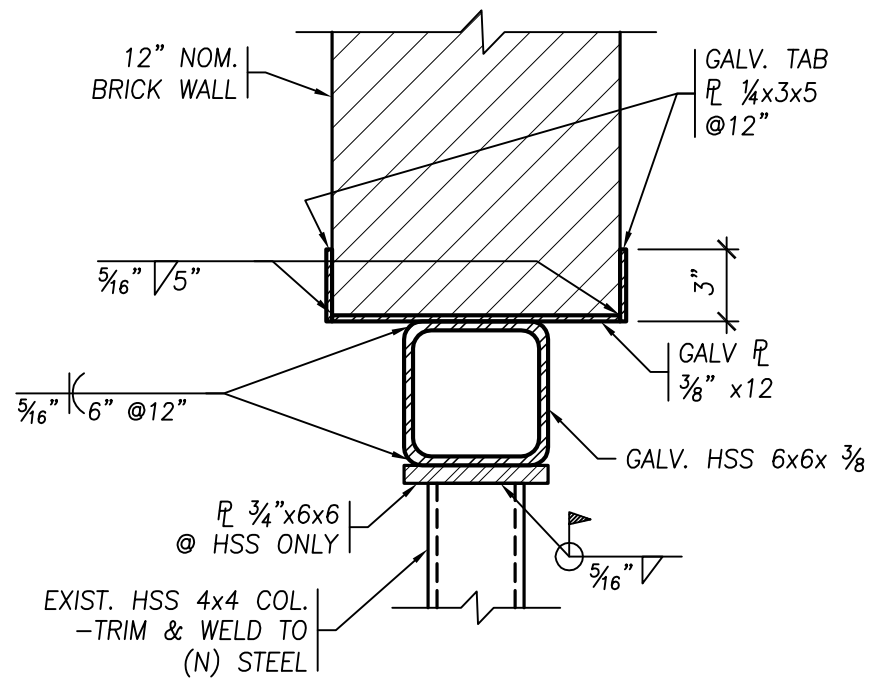
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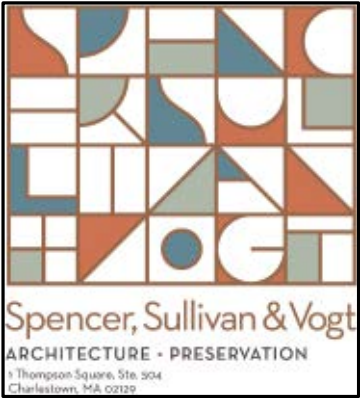
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SECTIONS



5 SECTION
1 1/2" = 1'-0"




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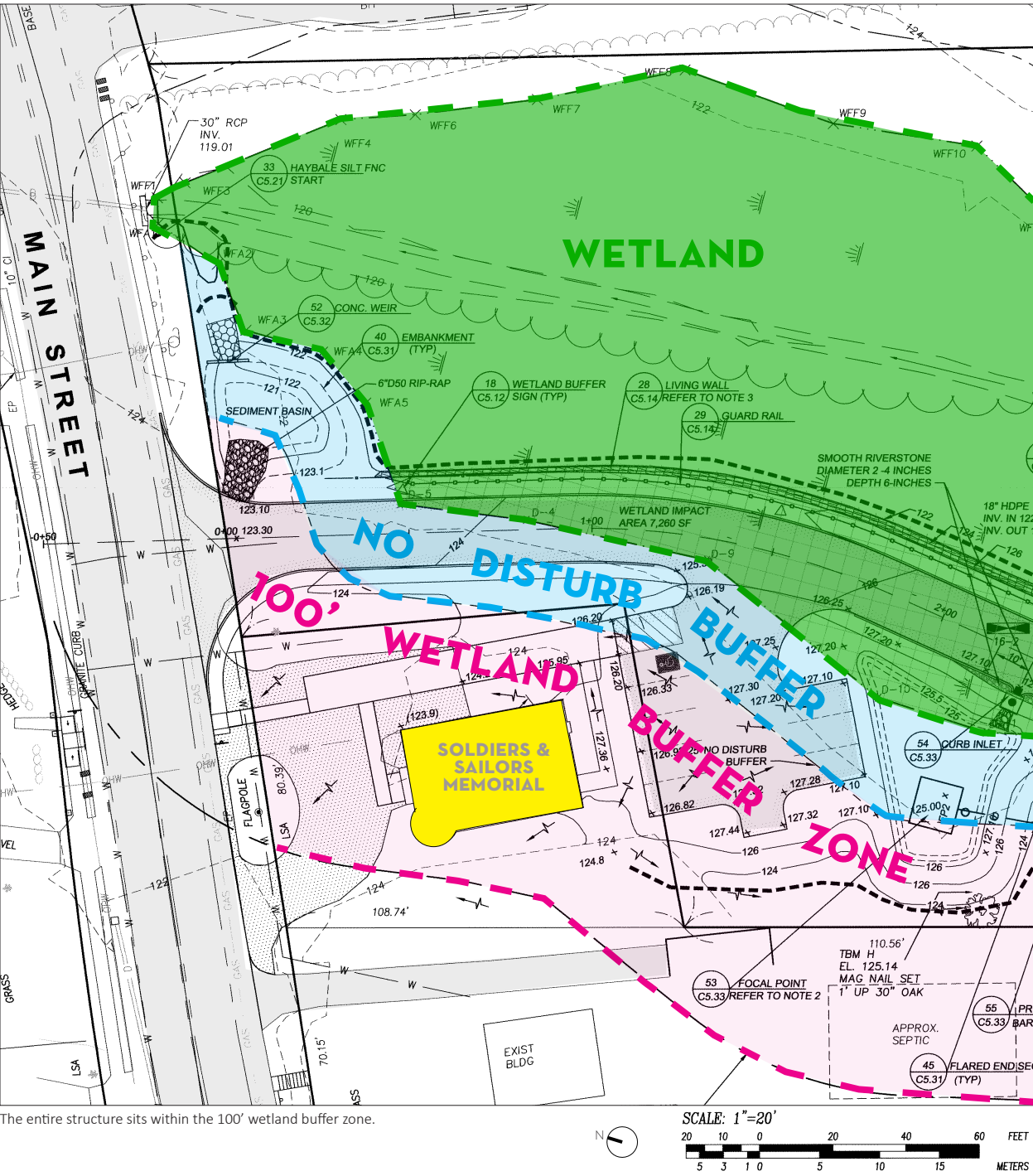
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SECTIONS

D. Studies



REGULATORY ANALYSIS

ZONING CODE SUMMARY

The Soldiers & Sailors Memorial is a municipal building and use, which is permitted in all districts in West Newbury.

The building is located in the following zoning district:

Residence C (RES C)

The RES C District is intended as a primarily residential area. The regulations for building height, lot coverage, and setbacks in the RES C district are established for residences, but required setbacks would probably apply for any additions to the structure. The minimum lot area is 20,000 SF. The maximum lot coverage by all buildings is 35%. The minimum depth of front yard is 40 feet, the minimum depth of rear and side yards is 20 feet. The maximum height of buildings is 35 feet. The building appears to be in conformity with these dimensional requirements.

The building is not in a Groundwater Protection Overlay District and is located in an area of Minimal Flood Hazard according to the NFIP flood insurance rate map 25009C0111F. However the building is within 100' of a wetland and therefore activity within the 100' buffer zone, which includes parts of the lot as well as the building, will be regulated by the Massachusetts Wetlands Protection Act. It is recommended to obtain a detailed wetlands survey in order to determine the exact locations of the 100' buffer zone demarcation line and its intersection with the property and building.

Changes to a non-conforming use or structure may be awarded by the Board of Appeals if it is determined that such changes would not be detrimental to the existing non-conforming use or the neighborhood. Any extension or structural change that increases an existing non-conformity or creates a new non-conformity requires the issuance of a variance.

Any planned additions to the building would need to conform to these zoning requirements.

BUILDING CODE SUMMARY

This section of the report briefly describes the applicability of the 9th edition of the Massachusetts State Building Code (2015 International Existing Building Code – with Massachusetts Amendments) and architectural access regulations (521 CMR Rules and Regulations of Massachusetts Architectural Access Board, or MAAB).

The purpose of the building code is to:

- Establish minimum requirements to safeguard public health, safety and welfare.
- Provide life safety from fire and other hazards to building occupants.
- Protect the building from loss or damage due to fire or other environmental events.
- Provide safety to fire fighters and emergency responders during emergency operations.

In general, existing buildings are not retroactively required to conform to the current building code, except where existing health and safety conditions are considered hazardous by the local building official.

The International Building Code for new construction (IBC) would be referred to for any substantial renovation of the existing building, or if a new addition was contemplated. Existing buildings are governed by the International Existing Building Code (IEBC). Broadly speaking, buildings that are not being changed in use or occupancy may continue to be occupied and used in the manner they have been used historically. If significant reconfiguration of spaces is contemplated, the requirements for work in affected areas would be required to conform largely to the building code for new construction, although there is some latitude for existing or historic buildings. New building systems (mechanical, electrical, plumbing, fire protection, etc.), or upgrades to existing building systems, will need to conform to the building code for new construction in effect at the time of their installation.

The IEBC divides work on existing buildings into “Repairs” and “Alterations.” “Repairs” are considered in-kind replacements of existing materials and systems, and would be considered as guidelines for building maintenance. “Alterations” are categorized into three (3) levels depending upon the amount and scale of work involved.

Most recommendations for work to be undertaken at the Soldiers & Sailors Memorial would be considered **Alterations – Level 2**, i.e., reconfiguration of space.

Broadly speaking, buildings that are not being changed in use or occupancy may continue to be occupied and used in the manner they have been used historically.

If significant reconfiguration of spaces is contemplated, the requirements for work in affected areas would be required to conform largely to the building code for new construction, although there is some latitude for existing or historic buildings.

New building systems (mechanical, electrical, plumbing, fire protection, etc.), or upgrades to existing building systems, will need to conform to the building code for new construction in effect at the time of their installation.

The building currently has no automatic fire suppression system (sprinklers). Per Massachusetts amendment to the International Building Code (Table 903.2), alterations to buildings of more than 5,000 SF will require protection by an automatic sprinkler system. The existing square footage of the Soldiers & Sailors Memorial does not exceed 5,000 SF; however, a sprinkler system in an existing (and/or historic) building will typically allow more flexibility in how the various building code sections are interpreted.

We have summarized below what we believe are the most pertinent sections from the Code. We also recommend a consultation with the Town of West Newbury Inspectional Services Department to determine their disposition regarding required code improvements to any proposed space improvements on any of the two floors.

Applicable Codes & Standards (Model Code Basis)

International Existing Building Code (IEBC), Base Volume (2015 International Building Code with Massachusetts Amendments)

- Massachusetts State Building code (780 CMR), Ninth Edition, Base Volume (2015 International Building Code with Massachusetts amendments)
- International Energy Conservation Code, 2012 Edition (IECC)

- Massachusetts Board of State Examiners of Plumbers and Gas Fitters Regulations (248 CMR)
- Massachusetts Comprehensive Fire Safety Code (527 CMR 1.00 – 2012 NFPA 1: Fire Code with amendments)
- Massachusetts Electrical Code (527 CMR 12.00 – 2014 NFPA 70: National Electrical Code with amendments)
- Massachusetts Architectural Access Board Regulations – MAAB - (521 CMR)
- Americans with Disabilities Act (ADA)

Rules and Regulations of the Massachusetts Architectural Access Board (MAAB)

Architectural access regulations in Massachusetts (521 CMR) are written to encourage making buildings and spaces barrier free to persons with physical or mental disabilities.

Note that this building is not retroactively required to outfit its facility for Universal Access. However, there are several “triggers” where work done will need to incorporate accessibility. Note that the guidelines below describe a minimum standard. Exceeding these requirements is at the discretion of the Town.

Generally speaking, all new work including construction, reconstruction, alterations, re-modeling, additions, and changes in use should conform to the access regulations. This means all additions, reconstruction, remodeling, and alterations or repairs to existing public buildings or facilities which require a building permit.

If the building permit value of the work being performed amounts to less than 30% of the assessed building value and less than \$100,000, only new work or renovated spaces would be required to comply. The Town of West Newbury tax assessment for fiscal year 2019 is \$325,500 (\$150,700 building; \$174,800 land), so the 30% threshold of the building only would be \$45,210.

If the work value is under 30% of the assessed building value, but over \$100,000, the work must be made accessible and both an accessible entrance and rest room are required.

If the value of the work to be done is determined to be greater than 30% of the “full and fair cash value” of the building, which is \$45,210, then the entire facility would have to be made fully accessible. If spaces cannot be made accessible, a variance may be sought to allow their continued use by the public, or for exemption for certain uses. This process requires application for variance to the Massachusetts Architectural Access Board.

Whether performed alone or in combination with each other, the following types of alterations are not subject to 521 CMR 3.3.1 and do not count towards the 30% trigger. When performing exempted work, a memo stating the exempted work and its costs must be filed with the permit application or a separate building permit must be obtained. Exceptions not counting towards the 30% trigger are:

- Alteration work which is limited solely to electrical, mechanical, or plumbing systems, to abatement of hazardous materials, or to retrofit of automatic sprinklers, and does not involve the alteration of any elements or spaces required to be accessible under 521 CMR.

- Roof replacement or repair, window repair or replacement, repointing and masonry repair work.
- Work relating to septic system repairs, site utilities and landscaping.

However, if the above work alone or in concert with additional work exceeds the 30% trigger, then it is as if the work is not exempted. Note that the cost of work is tracked over a three year span, so phased projects may be cumulative.

CODE SUMMARY

The summary below identifies some basic information about the Soldiers & Sailors Memorial and how it relates to current building code requirements. The review should be used as a guide when contemplating building renovations.

A. Work Area and Classification of Work

1. It is important to note that the Soldiers & Sailors Memorial is individually listed on the National Historic Register. As such, exceptions to the building code for existing construction, described in IEBC, 2009 ed., ch. 12 “Historic Buildings” may apply to the present uses and characteristics of the building.
2. This code summary is based on the Work Area Method. The renovation in the existing building will be classified as Level 1 Alterations. The work of this project must comply with Chapters 6-8 of the IEBC.
3. Structural upgrades will take place at the basement foundation walls to ensure waterproofing.
4. Structural upgrades will take place at the basement floor to install a moisture barrier and slab to ensure waterproofing
5. Structural and framing upgrades will take place at floor 1 to increase loading capacity.
6. Spatial reconfiguration of the building will be undertaken at floor 1, where new occupiable spaces will be created.
7. Spatial reconfiguration of the building will be undertaken to include a lift serving all floors.
8. Spatial reconfiguration of the building will be undertaken to optimize the use of space in the currently existing building.
9. Additions may be added to the existing structure to accommodate new program elements including vertical lift or accessible bathrooms.
10. Hazardous materials abatement will be performed throughout.
11. Summary of interior square footage at each floor:
 - a. Floor 1 = 1,237 NSF +/- existing
 - b. Additions at Floor 1 = TBD NSF +/-
 - c. Floor 2 = 1,237 NSF +/- existing
 - d. Additions at Floor 2 = TBD NSF +/-
 - e. Existing SUBTOTAL NSF = 2,474 NSF +/-
 - f. Additions SUBTOTAL NSF = TBD NSF +/-
 - g. TOTAL = TBD NSF +/-

B. Occupancy Classification

1. (Existing): Present uses and functions most closely resemble a Group A-3 –

Assembly Use.

2. (Proposed):

- a. Floor one will be classified as Group A-3 – Assembly Use.
- b. Floor 2 will be classified as Group B – Business Use under exceptions in 2015 IBC 303.1 “Small Assembly Spaces.” This section of the code allows for Group B occupancy in a room or assembly space with an occupancy of less than 50 and accessory to another occupancy.

C. Minimum Construction Type: The Soldiers & Sailors Memorial most closely resembles Construction Classification IIIB (ISO 2), a combination of building construction comprised of exterior walls of masonry or concrete and roof/floors of combustible material with no fire rating.

D. Fire Resistance Ratings:

1. The existing building has no fire suppression system.
2. Building Element (Table 601, Fire-Resistance rating Requirements):

a. Primary Structural Frame:	0-hr. rating
b. Bearing Walls, Exterior:	2-hr. rating
c. Bearing Walls, Interior:	0-hr. rating
d. Non-bearing Walls & Partitions, Exterior:	0-hr. rating
e. Non-bearing Walls & Partitions, Interior:	0-hr. rating
f. Floor Construction & Secondary Members:	0-hr. rating
g. Roof Construction & Secondary Members:	0-hr. rating

E. Interior Finishes:

1. Interior Walls & Ceilings (IBC Table 803.11), Group B (For new construction)

a. Exit Enclosures & Passageways:	Class B
b. Corridors, Use Group B	Class C
c. Rooms & Enclosed Spaces, Use Group A-3	Class C

F. Means of Egress: 2015 IBC 1006 “Number of Exits and Exit access Doorways” governs the required number of means of egress. Table 1006.2.1 provides for spaces with one exit so long as the maximum occupancy and maximum length of egress path are not exceeded. Table 1006.3.2(2) regulates occupancy for second-floor spaces with only one exit.

1. Floor 1 is served by two means of egress.
2. Floor 2 will be served by a single means of egress. Table 1006.2.2(2) allows a maximum occupancy of 29 in a second-floor Group B space where the maximum path of egress is less than 75 feet in length. Table 1004.1.2 allows a maximum occupancy of 100 GSF per person in a Group B space. Floor 2 workspace is approximately 845 SF, yielding a maximum occupancy of 8, which does not exceed the stipulations in Table 1006.2.2(2).

G. Massachusetts Plumbing Code: Plumbing fixture count is determined by the occupancy count for each use group. The occupancy count is first determined by MSBC Table 1004.1.2, and then the number of toilets per occupancy count is determined by 248 CMR 10.10 Table 1.

1. Proposed Occupancy Count: (MSBC Table 1004.1.2 Max. Floor Area Allowances and Section 1004.4):



- a. The proposed occupancy for Assembly Use on Floor 1 will be greater than the proposed occupancy count for Business Use on Floor 2, so the Assembly Use will be used for determining occupancy. The current Massachusetts State Building Code calculates occupancy for Assembly use (without fixed seats – concentrated chairs only, not fixed) at 7 NSF per occupant. Occupancy for Business is at 100 GSF per occupant.
- b. The public seating areas of the Soldiers & Sailors Memorial are approximately 626 NSF on Floor 1. Floor 1 could support a maximum of 89 occupants using unconcentrated tables and chairs. Floor 2 is a Group B space with maximum occupancy of 8. This yields a theoretical total occupancy for the building of 97 persons. The working assumption is that business and assembly uses will not occur simultaneously, but even with the total theoretical occupancy the plumbing counts remain the same.

2. Proposed Plumbing Fixture Count (248 CMR 10.10 Table 1):

Proposed Population:	97 persons
50% Female:	49 Female
50% Male:	48 Male
Fixture Calculations based on Assembly Use:	
Toilets Required, Female @ 1 per 50:	1 required
<i>Toilets Provided, Female:</i>	1
Toilets Required, Male @ 1 per 100:	1 required
<i>Toilets/Urinals Provided, Male:</i>	1
Lavatories Required, M / F @ 1 per 200:	1 per gender
<i>Lavatories Provided, Female:</i>	1
<i>Lavatories Provided, Male:</i>	1



September 5, 2019

West Newbury Town Manager
381 Main Street
West Newburyport, MA

Ref; Soldiers and Sailors Building

Dear Mr. Jennings

There seems to be a concern that filling in the basement may have some effect on the groundwater flow and stormwater flows around the building.

It is our opinion that the groundwater will be unaffected. Groundwater moves very slowly through the soil. It will seep into a void, such as a basement if it is leaky. The volume of the groundwater is substantial compared to the relatively small volume of the basement. The groundwater elevation will not change and there will be no effect upon the neighbor's properties.

It is our opinion that the surface stormwater flows will not be affected by filling in the basement. Stormwater flows are generated by rainfall. The volume and rate of runoff is determined by the underlying soils and the surface cover materials. The more impervious area (pavement, walks, buildings, etc.) the more runoff there will be. Filling the basement has no effect on the stormwater runoff.

I hope this responds to your concerns. If you have questions, we would be happy to address them.

Sincerely,
GM2 Associates

A handwritten signature in black ink, appearing to read "D. M. Hamel", written over a light blue horizontal line.

Denis M. Hamel, CPESC
Project Manager

M:\winword\new busines2019\NB083ma.19\letter to town ref filling basement 9-5-19.doc

SYSTEMS NARRATIVE

September 5, 2019

Doug Manley AIA, LEED AP
Senior Associate
Spencer, Sullivan & Vogt
Architecture - Preservation
1 Thompson Sq., Suite 504
Charlestown, MA 02129

Refer: Soldiers & Sailors Building
West Newbury, MA

Dear Mr. Manley:

This system narrative proposes the MEP systems for the rehabilitation of existing building originally constructed in 1900. The new systems for the building will support the assembly space on the 1st floor and the work space on the 2nd floor of the building. The systems are based on option #1 per the documents provided which are dated August 14, 2019.

PLUMBING

Codes, Standards, and Authorities

Perform work in accordance with rules, regulations, standards, codes, ordinances, and laws of local and federal governments, and other authorities with lawful jurisdiction, and be responsible for compliance therewith.

Material and equipment shall be Underwriters Laboratories, UL-listed and ASME-approved as applicable for service intended. All Plumbing fixtures, equipment, and materials shall be approved by the Board of State Examiners of Plumbers and Gas Fitters.

Conform to applicable code for installation of backflow prevention devices. Provide certificate of compliance from authority having jurisdiction indicating approval of installation of backflow prevention devices.

All testing shall be completed in accordance with State and local ordinances.

All required permits and inspection certificates shall be obtained and made available at the completion of the work.

248 CMR requires spaces more than two-thousand square feet to include two (2) accessible toilet rooms. Single user toilet room will require a variance from the State Plumbing Board.

Plumbing General

The plumbing contractor shall be responsible for selective demolition that includes but not limited to the removal and disposal of watercloset, lavatory, electric water heater and natural gas piping including all associated piping. All branch piping shall be capped at nearest active mains.

The plumbing contractor shall provide and install new accessible watercloset, lavatory and kitchenette sink. Plumbing contractor shall install a new electric water heater to be mounted above the ceiling of the toilet room. New piping shall extend from new fixtures and connect to existing piping. Sanitary piping is located at the ceiling of the floor below. Water and vent piping are in the ceiling above the fixtures.

Domestic Water Piping

Domestic water piping and fittings shall be type "L" copper. Solder used for fittings shall be lead-free.

Domestic water piping shall be wrapped with a minimum of .5" for cold water and 1" for hot water.

Waste and Vent Pipe

Waste and vent piping shall be provided for all plumbing fixtures. Extend new piping to nearest active mains.

Waste and vent piping shall be schedule 40 no hub cast iron and include four band couplings or DWV copper.

Natural Gas Pipe

Natural gas piping shall be extended from location of gas meter and connect to all natural gas fired equipment. All connections to include valve, union and dirt leg.

Natural gas piping shall be schedule 40 black steel with megapress gas fittings.

Plumbing Fixtures

Watercloset shall be a low flow floor outlet with battery sensor flush valve. Lavatory shall be wall hung with carrier and foot supports. Lavatory faucet shall be battery sensor type with temperature thermostatic mixing valve and temperature adjustment on the faucet. Kitchenette sink shall be a drop-in model with single lever faucet. All fixtures shall be set at accessible height.

Electric water heater shall be a minimum of six-gallons mounted above ceiling. Installation to include mounting platform, safe waste pan, leak detection and automatic water shut-off.

Testing, Adjusting, and Balancing

Provide testing of plumbing systems as specified and as required by authorities with jurisdiction including Owner and Architect.

Before date of acceptance, furnish Architect with certificates of testing and inspection for plumbing systems indicating approval of authorities with jurisdiction and conformance with requirements of contract documents.

Piping Installation

Install in accordance with manufacturer's instructions.

Route piping in orderly manner and maintain gradient. Route parallel and perpendicular to walls. Install piping to maintain headroom, conserve space, and not interfere with use of space. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings.

Provide access where valves and fittings are not exposed.

Equipment Installation

Install products in accordance with manufacturer's instructions. Fixture Heights: Install fixtures to heights above finished floor as directed by the Architect.

Install water hammer arresters on hot and cold-water supply piping to all plumbing fixtures with quick closing valves.

Rough-in fixture piping connections in accordance with minimum sizes per code.

Install each fixture with trap with cleanout plug for servicing and cleaning.

Provide chrome plated rigid or flexible supplies to fixtures with handle stops, reducers, and escutcheons.

Install components level and plumb.

Install and secure fixtures in place.

HVAC

Recommendation

The proposed HVAC system for the building is a packaged split system which will provide high efficiency gas heating and electric cooling. The indoor units will include the gas furnaces and cooling coils and the outdoor unit will include air cooled condensing units mounted at grade.

It is proposed that 2 systems be used for heating and cooling of the spaces. The 1st floor assembly space will have different heating and cooling requirements than the 2nd floor work space. A single system serving both of these spaces would not provide proper comfort for the space. Additionally, if a single system were to be used it would require an economizer be implemented to meet the energy code requirements systems greater than 54 MBH of cooling. The estimate cooling load for the building is 42 MBH for the 1st floor and 36 MBH for the 2nd floor for a total of 78 MBH. The 1st floor unit will require a 3.5 ton cooling unit with a 60 MBH heating unit. The 2nd floor unit will require a 36 MBH cooling unit with a 45 MBH heating unit.

The indoor units will be floor mounted vertical air handling unit. The units will be mounted in storage closet at the 2nd floor. Supply and return air ductwork will be run to distribute the air throughout the spaces. All ductwork will be insulated. The heating furnaces will be high efficiency units and will have 3" flue and combustion air piping run from each of the units to the exterior of the building. Outdoor ventilation air will be required to allow fresh air to be introduced into the building to meet code. The outdoor air will be connected to a weatherproof louver and will include motorized dampers to shut off the air when the system is in the unoccupied mode. Outdoor air will be controlled with a CO2 controller to vary the outdoor air based on the people in the building. A programmable thermostat will be used to control each system.

The air cooled condensing units will be mounted on grade on a concrete pad. Refrigerant piping will be run from each exterior unit to the respective indoor unit. The refrigerant piping will be insulated with closed cell insulation. Condensate piping will be connected to each unit and will allow the furnace condensate and the cooling condensate to be drains from the units.

The toilet rooms will be provided with an exhaust fan to exhaust the code required air from each toilet room. The air will be ducted to the exterior.

ELECTRICAL

Recommendation

Electric Service and Distribution

The building will be served by a new 120/208 volt, 225 amp, 3 phase, 4 wire underground service from the utility pole to main distribution panelboard (MDP) to be located in the kitchenette.

Power will be provided throughout the building. New panel will be located on the second floor
Circuit Panels will service the lighting, HVAC, security, site lighting, and receptacle loads.

Wiring

All concealed new wiring shall be type MC cable. Exposed new wiring shall be installed in conduit.

Lighting Systems

Architect/Owner will select the lighting fixtures and will be forwarded to WBA for circuiting. Lighting systems will be LED, and will be selected based on four considerations – aesthetics, performance, efficiency and maintainability.

The color rendering of the LED lamp sources shall be at least 80CRI in interior occupied spaces and corridors. The color temperature of the LED lamp sources shall be 3500degree Kelvin in interior spaces unless special color temperature is required by programming. LED light fixtures shall be energy efficient and provide a good efficacy (lumens/watt).

All common spaces will have individual motion detection sensors to provide automatic off feature for energy conservation purpose. Lamps shall be LED. Occupancy sensors shall be provided in common night lights at all bathrooms.

Emergency illumination and exit signage shall be LED type with integral battery type, and shall be provided as required by code, including but not limited to, means of egress to public right of way (corridors, stairwells, lobbies, etc.), assembly areas and mechanical/electrical spaces.

Site lighting will be energy efficient LED lighting. The control will consist of day light savings and multiple controls.

All exterior lighting shall be designed by others and provided to WBA for circuiting and controls.

General Power

Power connections will be provided to all mechanical and any other systems as required. General receptacles and direct connection will be provided for all miscellaneous equipment including vending machines, lift, computer equipment, copiers, etc.

New convenience receptacles will be provided throughout to meet general requirements. Wiring devices including receptacles and switches shall be commercial grade type.

Fire Alarm Systems

A new addressable fire alarm system shall be provided for the building. Smoke/heat detectors and audio visual devices will be provided as required. The fire alarm service shall extend underground from the existing telecommunications manhole. One new 2" conduit with a 4 conductor #12 20-1 IMSA cable shall be provided from the existing manhole to the fire alarm control panel. The final system connection will be coordinated with the local authorities.

Bi Directional antennae (BDA) system for first responders will be provided if required by the Fire Department.

Tel/Data & Security

Raceway and back boxes shall be provided for all tel/data and security systems. Raceway size, location, and demark rooms shall be determined by sub-consultants. 120V Power shall be provided as required.

Estimated Costs

HVAC - \$55,000.
ELECTRICAL – \$45,000 (excluding BDA System)
PLUMBING – \$42,000 (include additional \$1,200.00 for camera scope of existing main)

Please do not hesitate to call us with questions.

Very truly yours,

Shawn Wegener, Senior Engineer
Wozny/Barbar & Associates

E. Budget and Financing

PRELIMINARY COST ESTIMATE - SOLDIERS & SAILORS MEMORIAL				
DIVISION	QTY	UNITS	UNIT RATE	COST
01 - General Requirements				
Scaffolding, disposal, general equipment	1	LS	\$30,000	\$30,000
Subtotal				\$30,000
02 - Existing Conditions, Site, and Selective Removal				
Demolish existing bathrooms and kitchenette & selected interior partitions	1	LS	\$1,500	\$1,500
Hazardous materials removal and disposal: Floor tiles & mastic	1230	SF	\$5	\$6,150
Hazardous materials removal and disposal: Lighting ballast and mercury-containing equipment	1	LS	\$1,000	\$1,000
Subtotal				\$8,650
03 - Concrete				
Infill cellar with flowable fill	300	CY	\$150	\$45,000
Reinforcing, finishing & vapor barrier	1230	SF	\$5	\$5,535
Subtotal				\$50,535
04 - Masonry				
Disassemble and rebuild brick tower, incl. crenellations & chimney; re-use existing brick as much as possible	1	LS	\$157,600	\$157,600
Fill in existing basement windows with brick	25	SF	\$100	\$2,500
Rebuild chimney top	50	SF	\$100	\$5,000
Brick infill at removed Floor 2 south door with reconstructed window opening	1	LS	\$7,500	\$7,500
Repair areas of stone foundation where stones have fallen out or are loose	48	SF	\$100	\$4,800
Cut and re-point all mortar joints at all locations on all elevations, brick & stone	2990	SF	\$35	\$104,650
Provide backer rod and sealant at joint at gable-end wood rake moldings	100	LF	\$5	\$500
Restore two granite steps at main entry	1	LS	\$4,500	\$4,500
Subtotal				\$287,050
06 - Wood, Plastics, & Composites				
Framing of first floor	1230	SF	\$15	\$18,450
Selective wood repairs at entry	1	LS	\$10,000	\$10,000
Minor repairs to soffit and rafter tails	1	LS	\$4,000	\$4,000
New tongue-and-groove flooring at first floor	1230	SF	\$13	\$15,990
Interior casing for new doors and restored windows	1000	LF	\$8	\$8,000
Wood base and wainscoting in renovated areas to match existing	750	SF	\$8	\$6,000
Framing for new partitions (see division 9 GWB)				\$0
Subtotal				\$62,440
07 - Thermal & Moisture Protection				
Replace missing and broken slates	1	LS	\$12,000	\$12,000
New copper gutters	92	LF	\$150	\$13,800
New copper downspouts	64	LF	\$50	\$3,200
New flashing at chimney	1	LS	\$2,500	\$2,500
New roofing and flashing at rebuilt tower (through-wall flashing at crenellations)	1	LS	\$18,250	\$18,250
Subtotal				\$49,750
08 - Openings				
Restore and paint existing windows	29	EACH	\$1,800	\$52,200
Provide exterior or interior storm windows	29	EACH	\$1,100	\$31,900
New replica window at south elevation (rear)	1	LS	\$4,500	\$4,500
New replica door at south elevation (rear)	1	LS	\$6,000	\$6,000
Restore north doors, add hardware (front façade)	1	LS	\$4,500	\$4,500
New doors for kitchenette, bathrooms & hall to match existing doors (including hardware)	4	EACH	\$1,500	\$6,000
Subtotal				\$105,100

PRELIMINARY COST ESTIMATE - SOLDIERS & SAILORS MEMORIAL					
DIVISION		QTY	UNITS	UNIT RATE	COST
09 - Finishes					
	Exterior: prepare and paint all wood rakes, soffits, trim	1	LS	\$6,000	\$6,000
	Exterior: prepare and paint wood trim at south entry, including steps	1	LS	\$6,000	\$6,000
	Interior: painting, primer plus two finish coats, including ceilings	1	LS	\$24,000	\$24,000
	Interior: Sand wood floor at stairs & second floor + urethane	1230	SF	\$4	\$4,920
	Interior: 5/8" GWB board painted at new partitions and ceilings, includes framing (restrooms, kitchenette, tower, Floor 2)	2800	SF	\$12	\$32,200
	Interior: Cementitious board restroom walls	512	SF	\$5	\$2,560
	Interior: Tile flooring in bathrooms and kitchenette	300	SF	\$25	\$7,500
	Subtotal				\$83,180
10 - Specialties					
	Signage: ADA required interior and exterior signage + exterior signage for parking	1	LS	\$1,200	\$1,200
	Stainless steel ADA fittings at toilets	4	EACH	\$95	\$380
	Soap dispenser - wall type	2	EACH	\$38	\$76
	Electric air-blade hand dryers	2	EACH	\$950	\$1,900
	Waste receptacles	2	EACH	\$450	\$900
	Plastic toilet paper holders	2	EACH	\$44	\$88
	ADA restroom mirrors	2	EACH	\$200	\$400
	Cabinet extinguishers as per fire department and code	2	EACH	\$525	\$1,050
	Subtotal				\$5,994
12 - Furnishings					
	Casework: Thermafoil cabinets at kitchenette	1	LS	\$3,000	\$3,000
	Countertops p-lam	1	LS	\$1,000	\$1,000
	Cabinet hardware	1	LS	\$200	\$200
	Subtotal				\$4,200
14 - Lift					
	Cut existing floor framing systems and provide new structure as per structural drawings. Provide new fire-rated (1-hr) hoist way enclosure walls, and new wheelchair lift for access to Floor 2. Conform to MAAB regulations for full accessibility. Type-X drywall.	1	LS	\$58,000	\$58,000
	Subtotal				\$58,000
22 - Plumbing					
	New accessible men's and women's restrooms and kitchenette. Provide all new fixtures. Conform to MAAB regulations for accessibility for restrooms.	1	LS	\$42,000	\$42,000
	Subtotal				\$42,000
23 - Mechanical					
	Install zoned HVAC system	1	LS	\$55,000	\$55,000
	Subtotal				\$55,000
26 - Electrical					
	New electrical for entire building	1	LS	\$45,000	\$45,000
	New 200-Amp service	1	LS	\$4,000	\$4,000
	Lighting fixtures	1	LS	\$8,800	\$8,800
	Subtotal				\$57,800
28 - Electronic Safety and Security					
	Digital, addressable fire alarm system with detectors for heat, smoke, and CO	2460	SF	\$5	\$12,300
	Subtotal				\$12,300

Preliminary Cost Estimate - Soldiers & Sailors Memorial				
Division	Qty	Units	Unit Rate	Cost
32 - Exterior Improvements				
Accessible walk to south door (rear)	1	LS	\$20,000	\$20,000
Subtotal				\$20,000
33 - Utilities				
Septic tank - tight tank	1	LS	\$10,000	\$10,000
New sanitary line (to septic)	20	LF	\$60	\$1,200
New gas line trenching & backfill	100	LF	\$50	\$5,000
Water line (use existing)				
Subtotal				\$16,200

Scope of Work Cost				\$948,199.00
General Conditions (10%)				\$94,819.90
				\$1,043,018.90
Overhead and Profit (5%)				\$52,150.95
				\$1,095,169.85
Insurance (1%)				\$10,951.70
Payment and Performance Bonds (1%)				\$10,951.70
CONSTRUCTION TOTAL				\$1,117,073.24
Design Contingency (5%)				\$55,853.66
Construction Contingency (10%)				\$111,707.32
Architectural Fees (15%)				\$167,560.99
OPM (3%)				\$33,512.20
Builder's Risk (0.5%)				\$5,585.37
PROJECT COST TOTAL				\$1,491,292.78

Alternates				
Landscaping	1	LS	\$30,000	\$30,000
Sprinkler system	2460	SF	\$8	\$19,680
New water line for sprinkler system	100	LF	\$60	\$6,000
New slate roof	2346	SF	\$50	\$117,300
Subtotal				\$172,980
GRAND TOTAL				\$1,664,272.78

Town of West Newbury, Massachusetts

Projected Historic Building Costs:	\$ 1,500,000	(TBD)
Less: CPA Fund Balance Applied	-	
Total Borrowing:	\$ 1,500,000	
Projected Interest Rate on Bonds:	2.50%	
CPA Surcharge Receipts (FY 2019):	327,336	
10% Commitment to Open Space:	32,734	
10% Commitment to Historic Resource:	32,734	
10% Commitment to Affordable Housing:	32,734	
CPA State Matching Funds (FY 2018):	102,706	
Total CPA Revenues (FY 2018):	\$ 430,042	

Community Preservation Act Debt Model - Level Debt Service

A		B	C	D	E				F	G	H	I	
(A+B+C)					Additional Commitment of Surcharge Receipts			(\$327,336 Annual Surcharge - (D+E)	(Annual Surcharge - E - H)				
Fiscal Year	Existing Open Space Debt Service	Plus: Existing Historic Resource Debt Service	Plus: Existing Affordable Housing Debt Service	Equals: Total Existing Debt Service Supported by CPA Revenues	Additional Open Space Surcharge Commitment to Meet 10% Requirement	Additional Historic Resource Surcharge Commitment to Meet 10% Requirement	Additional Affordable Housing Surcharge Commitment to Meet 10% Requirement	Annual CPA Surcharge Coverage Available for Projected Debt Service	Projected Debt Service (see page 2)	Total Existing + Projected Debt Service Supported by CPA Revenues	Estimated Coverage of CPA Surcharge Revenues over (less) CPA Commitments + Projected Debt Service	Fiscal Year Ending	
2020	-	-	-	-	32,734	32,734	32,734	229,135	-	-	229,135	6/30/2020	
2021	-	-	-	-	32,734	32,734	32,734	229,135	97,500	97,500	131,635	6/30/2021	
2022	-	-	-	-	32,734	32,734	32,734	229,135	96,000	96,000	133,135	6/30/2022	
2023	-	-	-	-	32,734	32,734	32,734	229,135	94,500	94,500	134,635	6/30/2023	
2024	-	-	-	-	32,734	32,734	32,734	229,135	98,000	98,000	131,135	6/30/2024	
2025	-	-	-	-	32,734	32,734	32,734	229,135	96,375	96,375	132,760	6/30/2025	
2026	-	-	-	-	32,734	32,734	32,734	229,135	94,750	94,750	134,385	6/30/2026	
2027	-	-	-	-	32,734	32,734	32,734	229,135	98,125	98,125	131,010	6/30/2027	
2028	-	-	-	-	32,734	32,734	32,734	229,135	96,375	96,375	132,760	6/30/2028	
2029	-	-	-	-	32,734	32,734	32,734	229,135	94,625	94,625	134,510	6/30/2029	
2030	-	-	-	-	32,734	32,734	32,734	229,135	97,875	97,875	131,260	6/30/2030	
2031	-	-	-	-	32,734	32,734	32,734	229,135	96,000	96,000	133,135	6/30/2031	
2032	-	-	-	-	32,734	32,734	32,734	229,135	94,125	94,125	135,010	6/30/2032	
2033	-	-	-	-	32,734	32,734	32,734	229,135	97,250	97,250	131,885	6/30/2033	
2034	-	-	-	-	32,734	32,734	32,734	229,135	95,250	95,250	133,885	6/30/2034	
2035	-	-	-	-	32,734	32,734	32,734	229,135	98,250	98,250	130,885	6/30/2035	
2036	-	-	-	-	32,734	32,734	32,734	229,135	96,125	96,125	128,859	6/30/2036	
2037	-	-	-	-	32,734	32,734	32,734	229,135	94,000	94,000	126,734	6/30/2037	
2038	-	-	-	-	32,734	32,734	32,734	229,135	96,875	96,875	129,609	6/30/2038	
2039	-	-	-	-	32,734	32,734	32,734	229,135	94,625	94,625	127,359	6/30/2039	
2040	-	-	-	-	32,734	32,734	32,734	229,135	97,375	97,375	130,109	6/30/2040	
Total	\$ -	\$ -	\$ -	\$ -					\$ 1,924,000	\$ 1,924,000			

Assumptions:

✦ Projections include CPA revenues for FY 2019.

Title:

Town of West Newbury, Massachusetts
Community Preservation Act Debt Model - Level Debt Service
General Obligation Bonds Dated 2/15/20

LEVEL DEBT SERVICE SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Total P+I</u>
6/30/2021	60,000	2.50%	37,500	97,500
6/30/2022	60,000	2.50%	36,000	96,000
6/30/2023	60,000	2.50%	34,500	94,500
6/30/2024	65,000	2.50%	33,000	98,000
6/30/2025	65,000	2.50%	31,375	96,375
6/30/2026	65,000	2.50%	29,750	94,750
6/30/2027	70,000	2.50%	28,125	98,125
6/30/2028	70,000	2.50%	26,375	96,375
6/30/2029	70,000	2.50%	24,625	94,625
6/30/2030	75,000	2.50%	22,875	97,875
6/30/2031	75,000	2.50%	21,000	96,000
6/30/2032	75,000	2.50%	19,125	94,125
6/30/2033	80,000	2.50%	17,250	97,250
6/30/2034	80,000	2.50%	15,250	95,250
6/30/2035	85,000	2.50%	13,250	98,250
6/30/2036	85,000	2.50%	11,125	96,125
6/30/2037	85,000	2.50%	9,000	94,000
6/30/2038	90,000	2.50%	6,875	96,875
6/30/2039	90,000	2.50%	4,625	94,625
6/30/2040	95,000	2.50%	2,375	97,375
Total	1,500,000		424,000	1,924,000

Town of West Newbury, Massachusetts

Projected Historic Building Costs:	\$ 1,500,000	(TBD)
Less: CPA Fund Balance Applied	-	
Total Borrowing:	\$ 1,500,000	
Projected Interest Rate on Bonds:	2.50%	
CPA Surcharge Receipts (FY 2019):	327,336	
10% Commitment to Open Space:	32,734	
10% Commitment to Historic Resource:	32,734	
10% Commitment to Affordable Housing:	32,734	
CPA State Matching Funds (FY 2018):	102,706	
Total CPA Revenues (FY 2018):	\$ 430,042	

Community Preservation Act Debt Model - Equal Principal

A		B		C		D		E			F		G		H		I	
(A+B+C)								Additional Commitment of Surcharge Receipts			(\$327,336 Annual Surcharge - (D+E)		(D+G)		(Annual Surcharge - E - H)			
Fiscal Year	Existing Open Space Debt Service	Plus: Existing Historic Resource Debt Service	Plus: Existing Affordable Housing Debt Service	Equals : Total Existing Debt Service Supported by CPA Revenues	Additional Open Space Surcharge Commitment to Meet 10% Requirement	Additional Historic Resource Surcharge Commitment to Meet 10% Requirement	Additional Affordable Housing Surcharge Commitment to Meet 10% Requirement	Annual CPA Surcharge Coverage Available for Projected Debt Service	Projected Debt Service (see page 2)	Total Existing + Projected Debt Service Supported by CPA Revenues	Coverage of CPA Surcharge Revenues over (less) CPA Commitments + Projected Debt Service	Fiscal Year Ending						
2020	-	-	-	-	32,734	32,734	32,734	229,135	-	-	229,135	6/30/2020						
2021	-	-	-	-	32,734	32,734	32,734	229,135	112,500	112,500	116,635	6/30/2021						
2022	-	-	-	-	32,734	32,734	32,734	229,135	110,625	110,625	118,510	6/30/2022						
2023	-	-	-	-	32,734	32,734	32,734	229,135	108,750	108,750	120,385	6/30/2023						
2024	-	-	-	-	32,734	32,734	32,734	229,135	106,875	106,875	122,260	6/30/2024						
2025	-	-	-	-	32,734	32,734	32,734	229,135	105,000	105,000	124,135	6/30/2025						
2026	-	-	-	-	32,734	32,734	32,734	229,135	103,125	103,125	126,010	6/30/2026						
2027	-	-	-	-	32,734	32,734	32,734	229,135	101,250	101,250	127,885	6/30/2027						
2028	-	-	-	-	32,734	32,734	32,734	229,135	99,375	99,375	129,760	6/30/2028						
2029	-	-	-	-	32,734	32,734	32,734	229,135	97,500	97,500	131,635	6/30/2029						
2030	-	-	-	-	32,734	32,734	32,734	229,135	95,625	95,625	133,510	6/30/2030						
2031	-	-	-	-	32,734	32,734	32,734	229,135	93,750	93,750	135,385	6/30/2031						
2032	-	-	-	-	32,734	32,734	32,734	229,135	91,875	91,875	137,260	6/30/2032						
2033	-	-	-	-	32,734	32,734	32,734	229,135	90,000	90,000	139,135	6/30/2033						
2034	-	-	-	-	32,734	32,734	32,734	229,135	88,125	88,125	141,010	6/30/2034						
2035	-	-	-	-	32,734	32,734	32,734	229,135	86,250	86,250	142,885	6/30/2035						
2036	-	-	-	-	32,734	32,734	32,734	229,135	84,375	84,375	117,109	6/30/2036						
2037	-	-	-	-	32,734	32,734	32,734	229,135	82,500	82,500	115,234	6/30/2037						
2038	-	-	-	-	32,734	32,734	32,734	229,135	80,625	80,625	113,359	6/30/2038						
2039	-	-	-	-	32,734	32,734	32,734	229,135	78,750	78,750	111,484	6/30/2039						
2040	-	-	-	-	32,734	32,734	32,734	229,135	76,875	76,875	109,609	6/30/2040						
Total	\$ -	\$ -	\$ -	\$ -					\$ 1,893,750	\$ 1,893,750								

Assumptions:

✦ Projections include CPA revenues for FY 2019.

Title:

Town of West Newbury, Massachusetts
Community Preservation Act Debt Model - Equal Principal
General Obligation Bonds Dated 2/15/20

EQUAL/DECLINING DEBT SERVICE SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Total P+I</u>
6/30/2021	75,000	2.50%	37,500	112,500
6/30/2022	75,000	2.50%	35,625	110,625
6/30/2023	75,000	2.50%	33,750	108,750
6/30/2024	75,000	2.50%	31,875	106,875
6/30/2025	75,000	2.50%	30,000	105,000
6/30/2026	75,000	2.50%	28,125	103,125
6/30/2027	75,000	2.50%	26,250	101,250
6/30/2028	75,000	2.50%	24,375	99,375
6/30/2029	75,000	2.50%	22,500	97,500
6/30/2030	75,000	2.50%	20,625	95,625
6/30/2031	75,000	2.50%	18,750	93,750
6/30/2032	75,000	2.50%	16,875	91,875
6/30/2033	75,000	2.50%	15,000	90,000
6/30/2034	75,000	2.50%	13,125	88,125
6/30/2035	75,000	2.50%	11,250	86,250
6/30/2036	75,000	2.50%	9,375	84,375
6/30/2037	75,000	2.50%	7,500	82,500
6/30/2038	75,000	2.50%	5,625	80,625
6/30/2039	75,000	2.50%	3,750	78,750
6/30/2040	75,000	2.50%	1,875	76,875
Total	1,500,000		393,750	1,893,750

F. Operations & Maintenance



Town of West Newbury

381 Main Street

West Newbury, Massachusetts 01985

Wayne S. Amaral, Director of Public Works

978-363-1100, Ext. 120

DPWDirector@wnewbury.org

Memorandum

TO: Angus Jennings, Town Manager
FROM: Wayne S. Amaral, DPW Director
DATE: September 13, 2019
RE: Carr Post – Estimated Operating and Maintenance Cost for New Facility

In response to your request, I have attempted to estimate the yearly operating and maintenance cost for the proposed renovated Carr Post Facility. There are still some unknowns which I have estimated and noted with an underline. These numbers however will offer some guidance for future cost.

Estimated Year Cost

1. ELECTRICITY	\$ 2,100.
2. ELEVATOR MAINTENANCE - service and inspections	\$ 1,800.
3. FIRE SYSTEM	\$ 350.
4. GENERAL MAINTENANCE	\$ 1,900.
5. HVAC – Heating and cooling (gas or electric)	\$ 4,800.
6. HVAC – Maintenance to system	\$ 1,800.
7. <u>INSURANCE</u>	\$ 3,500 **
8. PEST CONTROLS	\$ 300.
9. SEPTIC MAINTENANCE (dependent on amount of use)	\$ 1,000.
10. SEPTIC CLEANOUT	\$ 750.
11. WATER	\$ 500.

Please keep in mind that these costs are for the first 3-5 years. Cost will increase due to inflation and as the systems age, especially for the elevator, HVAC system and general facility maintenance.

As a result of this analysis, if the Carr Post Facility Project is to proceed, the DPW will submit a future request to increase the Town Building Operating Expenses budget by \$15,300 to cover the above additional expenses that will be occurred with this new facility. This request does not include the insurance which is funded from another town budget line.

*** Note: Town Manager conferred with insurance provider regarding estimated insurance costs. Proposed improvements are projected to yield a \$900 annual savings in insurance costs, if the restored building is occupied on a regular basis. At present, Town funds a separate policy for the building (\$2,400/year) because MIIA doesn't cover empty buildings. An occupied building would be brought under Town's overall Property/Casualty coverage at an estimated annual cost of \$1,500.*

Angus Jennings, Town Manager, 9/13/19

Carr Post Tight Tank Estimate

Engineering = **\$3,500**

3,500 gallon tight tank with alarm float, risers, building sewer, etc.= **\$8,250**

Labor = **\$4,000**

Total = \$15,750

(Does not include any interior plumbing alteration, paving, or landscaping)

Tank would need to be pumped as needed, when alarm float is activated. **Cost = \$300 to \$500 per 2,500 gallon (commercial rate.)**

Source: Paul Sevigny, Health Agent
Town of West Newbury
381 Main Street
West Newbury, MA 01985
978-363-1100, x119

September 12, 2019

Memo

To: Angus Jennings, Town Manager

From: Paul Sevigny, Health Agent

Date: 6/6/19

RE: The American Legion (Carr Post)

Dear Angus,

Based on the assessor's information, the Legion was built around 1900. The current age, size and condition of the septic system is unknown. When the Town acquired the building it was assumed / recognized that a new system would need to be installed prior to the building being re-occupied.

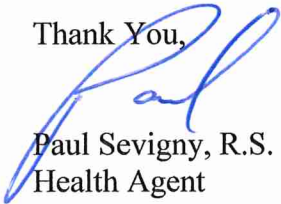
A system installed under a repair/replacement situation would only be allowed for the flow (gallons per day) that the current system was designed for. Based on the size of the parcel and soils data from neighboring properties, more than likely the only option would be that of a tight tank. If the design flow of the Carr Post was to increase due to renovations, then new construction standards would need to be met. This would include a full compliant primary septic system as well a future reserve area.

There has been some discussion of possibly utilizing a rear portion of the property located at 347 Main Street (Map R-10, Lot 370). Official soil testing was conducted on a portion of this property in May of 2007. There were several areas where ledge was encountered close to the surface, thus unsuitable for a septic system. The average water table in the area was 24" below the surface with a percolation rate of 20-35 min/in. The area is located in a wooded strip between the property owner's vegetable gardens and Daley Drive.

There is potential to use some of this area for a disposal system to handle the increase in design flow, if any, from future Carr Post renovations. Due to the natural geological condition of the soil, additional soil testing would be needed to verify the gallons per day flow this property could handle.

I hope this information is helpfully. I would be happy to meet with you or the Selectmen to discuss further.

Thank You,

A handwritten signature in blue ink, appearing to read 'Paul', is written over the printed name.

Paul Sevigny, R.S.
Health Agent

G. Public Process Documentation

H. Historical Designations

Dates at which Proposal was Considered since approval of July 2019 CPC Application

Board of Selectmen

- July 22, 2019
- August 5, 2019
- August 19, 2019
- September 9, 2019 (Special Meeting re Carr Post CPC Proposal)

Carr Post Building Committee

- August 21, 2019
- August 28, 2019
- September 4, 2019
- September 9, 2019

Community Preservation Committee

- August 15, 2019

Finance Committee

- September 10, 2019

Meeting minutes to be provided separately, as they are approved by the various Boards and Committees referenced.

H. Historical Designations



The Commonwealth of Massachusetts

September 29, 2016 William Francis Galvin, Secretary of the Commonwealth
Massachusetts Historical Commission

Glenn Kemper
Chair, Board of Selectmen
381 Main Street
West Newbury, MA 01985

Re: National Register of Historic Places

Dear Mr. Kemper:

The Massachusetts Historical Commission is pleased to inform you that the Soldiers and Sailors Memorial Building, West Newbury, Massachusetts, was accepted on August 22, 2016, by the National Park Service, Department of the Interior, for listing in the National Register of Historic Places. A certificate recognizing the designation of this property in the National Register is enclosed.

For your information, an explanation of the National Register of Historic Places is also enclosed. If you have any questions or wish further information, please do not hesitate to contact the Massachusetts Historical Commission.

We share with you a sense of pride that this historic building has been listed.

Sincerely,

A blue ink signature of William Francis Galvin, written in a cursive style.

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

A blue ink signature of Brona Simon, written in a cursive style.

Brona Simon
State Historic Preservation Officer
Massachusetts Historical Commission

cc: Robert Janes, West Newbury Historical Commission
Tim Orwig, consultant
Brian Murphey, West Newbury Planning Board

enclosure



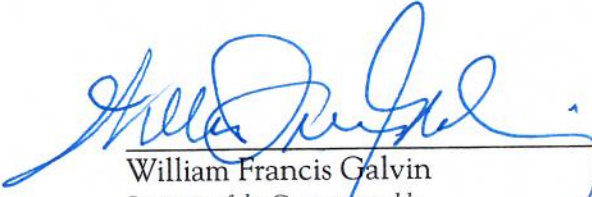
Soldiers and Sailors Memorial Building


West Newbury, Massachusetts

was accepted on *August 22, 2016* for inclusion in the

National Register of Historic Places

The National Register is the nation's official list of buildings, districts, sites, structures, and objects that retain their historical character and are important to our local, state, or national history. The National Register was established under the National Historic Preservation Act of 1966 and is administered in the Commonwealth by the Massachusetts Historical Commission.


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


Brona Simon
State Historic Preservation Officer

MASSACHUSETTS HISTORICAL COMMISSION
A Division of the Secretary of the Commonwealth

C O P Y

COMMONWEALTH OF MASSACHUSETTS

ESSEX SS.

SUPREME JUDICIAL COURT

PARKER H. NASON and SAM ROGERS

V.

THE HONORABLE JAY BENTON, Attorney General
of the Commonwealth
THE ANNA JAKES HOSPITAL of Newburyport, Mass.
WEST NEWBURY NATURAL HISTORY CLUB, a corporation

F I N A L D E C R E E

This case came on to be heard and was argued by counsel and thereupon, upon consideration thereof, it is ordered, adjudged and decreed as follows:

That the plaintiffs, Parker H. Nason and Sam Rogers, both of West Newbury, County of Essex, in said Commonwealth, the remaining trustees under the will of Moses Warren Edwards, be authorized to transfer and convey to Charles L. Carr Post No. 240 of the American Legion of said West Newbury the building described in their Bill of Complaint and standing in the name of said Parker H. Nason and Sam Rogers as trustees of the aforementioned trust, to have and to hold to the said Charles L. Carr Post No. 240 so long as said Charles L. Carr Post No. 240 shall preserve and maintain said building and property as a memorial to commemorate the soldiers and sailors who went from the said town of West Newbury to the Civil War.

By the Court.

Research from Historical References Pertinent to the Carr Post Project

From West Newbury Natural History Club (Circular No. 2)

The Library Committee on the Natural History Club issued an address to the public on May 20, 1889, expressing its intention to establish a library under the auspices of the club. The first six months of that library's operation were reviewed in the Nov. 25, 1889 publication.

From West Newbury Natural History Club (1890)

The Club Room is in a building on Main Street (on the premises of Dr. Warren) one-fourth of a mile below Post Office Square. It contains the library and the beginnings of a natural history collection. It also can be used for Club meetings. It will afford sufficient space intended for book shelves and museum cases. At present, it is not ready for the proper disposal of the library or the other purposes.

From West Newbury Library Trustees Records (1897)

At a meeting of the Selectmen and public library Trustees on May 19, 1897, Dr. Orrin Warren (executor of the estate of Moses Warren Edwards) submitted a proposition that reads, in part:

To put \$3,000 of the M. Warren Edwards estate into a building, said building to be kept by the town or other corporate body as a perpetual memorial to commemorate the services of the "soldiers and sailors during the Rebellion from 1861-1865 who went from this town, said building to be used as follows: The lower floor for the use of the Public Library; the upper floor for the use of the Natural History Club, with the provision that, in case the Natural History Club ceases to exist or to use the upper floor wholly or in part for library purposes, the whole building shall be for the use of the Public Library. It is further agreed to furnish a suitable lot to build on, and if it is decided to build of slate, the slate to construct the walls will be taken as it lies on the site... Provided that the sum of \$2,000 in addition to the \$3,000 above mentioned is raised by the town or otherwise. Provided further that the executor is able to secure a decree from the Judge of the Probate Court to make such disposal of said estate and give the town or other corporate body a deed for the above named purposes.

From West Newbury Town Report (1926)

The Library Trustees met with Selectmen on Sept. 30, 1926, to discuss the question of housing the library "because the ground on which the present building stands has been sold and the owner wishes to use the land. Our present funds, estimated at \$9,000 to \$10,000, are not sufficient to build an efficient, fireproof library."

The Charles L. Carr Post of the American Legion No. 240 generously offered the Library Trustees the rent-free use of the lower floor in the Memorial Building, provided the Trustees made and maintained the repairs necessary to make the building serviceable.

At their regular meeting on Nov. 4, 1926, the library Trustees voted to favor accepting the Legion's offer for use of the lower part of the Memorial Building temporarily, and decided to meet with Selectmen for a definite decision. At that joint meeting on Nov. 11, 1926, the Trustees and Selectmen unanimously voted to approve acceptance of the Legion's offer for temporary quarters for the Library.

After careful examination of the building by Trustees, their chairman appointed the Finance Committee to obtain estimates on identified expenses. This committee reported on Dec. 24, 1926 that the installation of a new furnace, electric wiring, repairs to the foundation and supports of the building, etc. would cost far more than the money available for the purpose, and the town had no funds that could be used.

The Trustees chairman proposed that each Trustee should solicit donations, and the funding need was published in newspapers. The response to the appeal was so generous that it assured there would be enough to pay for the work. The repairs were completed, and the Library planned its move to the American Legion building in early January 1927. Library Trustees had raised enough for repairs and equipment without taxing the townspeople for the expense.

From West Newbury Library Trustees Records (1926)

A letter to Library Trustees dated Dec. 26, 1926, stated that the American Legion voted to grant the Trustees of the West Newbury Public Library free use of the first floor of Memorial Hall for library purposes for 20 years, beginning with the present date.

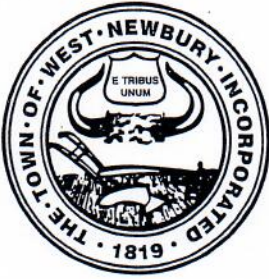
From West Newbury Town Report

Town Meeting 1927

Article 20: The Public Library Building will be offered for sale at public auction, and the net proceeds will be turned over to the Public Library.

Marley Switzer
July 11, 2019

I. Site Control



**TOWN OF WEST NEWBURY
BOARD OF SELECTMEN**

1910 TOWN OFFICE BUILDING

381 Main Street, West Newbury, Mass. 01985

Phone: 978-363-1100, Ext. 115

Fax: 978-363-1117

selectmen@wnewbury.org

COPY

January 6, 2016

Betsy Friedberg
National Register Director
Massachusetts Historical Commission
220 Morrissey Blvd.
Boston, MA 02125

Dear Ms. Friedberg:

Please be advised that on October 28, 2015, the Charles L. Carr Post No. 240 American Legion Incorporated deeded the land and building commonly referred to as the Soldiers and Sailors Memorial Building located at 359 Main Street, West Newbury, MA. The Deed was recorded with the Essex South District Registry of Deed in Book 34514 Page 162. The West Newbury Town Meeting authorized the Board of Selectmen to accept the gift of the property and a Certificate of the Town Meeting vote was recorded with said Deeds in Book 34514, Page 164.

The property is now owned by the Town of West Newbury and has been placed in the custody and control of the Board of Selectmen.

Sincerely,

Kristine A. Pyle
Executive Administrator

cc: Board of Selectmen ✓
Michael P. McCarron, Town Clerk/Town Counsel
Historical Commission

CARR POST
TRANSFER TO
TOWN
COMPLETED
2015

5-2
SO. ESSEX #287 Bk:34514 Pg:162
11/12/2015 11:09 DEED Pg 1/2

QUITCLAIM DEED

Charles L. Carr Post No. 240 American Legion Incorporated, a Massachusetts Non profit Corporation having a usual place of business at Main Street, West Newbury, MA or One Dollar and other good and valuable consideration paid;

Grants to the Town of West Newbury, a Massachusetts Municipal Corporation, having a usual place of business at 381 Main Street, West Newbury, Massachusetts, 01985

WITH QUITCLAIM COVENANTS

The land with buildings thereon known as Main Street, West Newbury, MA situated on the Southerly side of the Main Street leading from Newburyport to Groveland, containing one fourth of an acre, more or less, bounded and described as follows:

Beginning at a stone on the Northeasterly corner on said Main Street and running

SOUTHEASTERLY by land formerly of Eliza A. Warren, one hundred five (105) feet thence;

SOUTHWESTERLY by said Warren land, ninety (90) feet, thence;

NORTHWESTERLY by said Warren, land, one hundred (105) feet, thence

NORTHEASTERLY by Main Street, eighty (80) feet to point begun at.

Meaning to convey and hereby conveying the land shown on deed of Marion H.W. Nasson to Grantor dated November 22, 1923 and recorded with the Essex South District Registry of Deeds in Book 2584, Page 32.

355 Main St W. Newbury

Charles L. Carr Post 240 American Legion, Inc. Deed

The Selectmen of the Town of West Newbury have been authorized to accept the deed of this property in accordance with the vote on Article 16 of the Special Town Meeting of the Town of West Newbury held on April 27, 2015.

WITNESS our hands and seals this 28th day of October, 2015

CHARLES L. CARR POST NO. 240 AMERICAN LEGION INC.

Robert P. Janes
PRESIDENT: Robert P. Janes

Stephen N. Arnold
TREASURER: Stephen N. Arnold

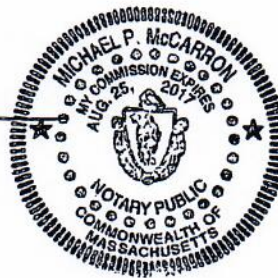
Commonwealth of Massachusetts

Essex ss

On this 28th day of October, 2015, personally appeared before me Robert P. Janes, President and Stephen N. Arnold, Treasurer of Charles L. Carr Post. 240 American Legion, Inc.

proved to me through satisfactory evidence of identification, which was a state issued driver's license, to be the person whose name is signed on the preceding or attached document and acknowledged to me that they signed it for its stated purpose.

Michael P. McCarron
Michael P. McCarron, Notary Public
My Commission Expires: 08/25/2017



0100 0000 00340
MAP BLOCK LOT

1 of 1 COMMERCIAL
CARD

TOTAL ASSESSED: 331,400
1673!

Town of West Newbury



Patriot
Properties Inc.

PROPERTY LOCATION

No	Alt No	Direction/Street/City
363		MAIN ST, WEST NEWBURY

OWNERSHIP

Owner 1:	TOWN OF WEST NEWBURY
Owner 2:	CARR POST/AMERICAN LEGION
Owner 3:	
Street 1:	381 MAIN ST
Street 2:	
Twn/City:	WEST NEWBURY
St/Prov:	MA Cntry
Postal:	01985

PREVIOUS OWNER

Owner 1:	CHARLES L CARR -
Owner 2:	POST AMERICAN LEGION -
Street 1:	363 MAIN ST
Street 2:	WEST NEWBURY
St/Prov:	MA Cntry
Postal:	01985

NARRATIVE DESCRIPTION

This Parcel contains .2 ACRES of land mainly classified as MUNICPL with a(n) LODGE Building Built about 1900, Having Primarily BRICK Exterior and SLATE Roof Cover, with 1 Units, 0 Baths, 2 HalfBaths, 0 3/4 Baths, 0 Rooms, and 0 Bdrms.

OTHER ASSESSMENTS

Code	Descr/No	Amount	Com. Int

PROPERTY FACTORS

Item	Code	Descr	%	Item	Code	Descr
Z				U	3	WATER
o				t		
n				i		
Census:				Exmpt		
Flood Haz:						
D				Topo	1	LEVEL
s				Street	1	PAVED
t				Traffic	5	HEAVY

LAND SECTION (First 7 lines only)

Use Code	Description	LUC Fact	No of Units	Depth / PriceUnits	Unit Type	Land Type	LT Factor	Base Value	Unit Price	Adj	Neigh	Neigh Infl	Neigh Mod	Infl 1	%	Infl 2	%	Infl 3	%	Appraised Value	Alt Class	%	Spec Land	J Code	Fact	Use Value	Notes
903	MUNICPL		8712		SQUARE FESITE			0	6.1	3.400	CA	1.00								180,687						180,700	

IN PROCESS APPRAISAL SUMMARY

Use Code	Building Value	Yard Items	Land Size	Land Value	Total Value
903	150,700		0.200	180,700	331,400
Total Card	150,700		0.200	180,700	331,400
Total Parcel	150,700		0.200	180,700	331,400
Source:	Market Adj Cost	Total Value per SQ unit /Card:	135.03	/Parcel:	135.03

PREVIOUS ASSESSMENT

Tax Yr	Use	Cat	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes	Date
2019	903	FV	150,700	0	.2	174,800	325,500	325,500	Year End Roll	11/29/2018
2018	903	FV	150,700	0	.2	167,400	318,100	318,100	Year End Roll	11/28/2017
2017	903	FV	150,700	0	.2	162,900	313,600	313,600	Year End Roll	12/5/2016
2016	905	FV	150,700	0	.2	155,500	306,200	306,200	year end	12/1/2015
2015	905	FV	106,700	0	.2	140,700	247,400	247,400	Year End Roll	11/19/2014
2014	905	FV	106,700	0	.2	133,300	240,000	240,000	Year End	12/5/2013
2013	905	FV	106,700	0	.2	133,300	240,000	240,000	Year End	12/12/2012
2012	905	FV	104,100	0	.2	146,400	250,500	250,500	Year End	1/3/2012

SALES INFORMATION

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tst	Verif	Assoc PCL Value	Notes
CHARLES L CARR,	34514-162		11/12/2015	INVOLVED GOV		1	No	No		
NASON MARION H	02584/0032		11/22/1923	INVOLV CHARI		1	No	No		

BUILDING PERMITS

Date	Number	Descr	Amount	C/O	Last Visit	Fed Code	F. Descr	Comment
1/9/2008	2008105	ROOF	5,000	C				roof over tower re

ACTIVITY INFORMATION

Date	Result	By	Name
8/16/2008	MEASURED	750	STEVE WHALEN
9/6/2000	MEASURED	113	BRIAN KENT
12/22/1987	MEASURED	JSA	
12/22/1987	MEASURED	JSA	

Sign:

VERIFICATION OF VISIT NOT DATA

____/____/____

Total AC/HA: 0.20000 Total SF/SM: 8712.00 Parcel LUC: 903 MUNICPL Prime NB Desc COMM AVG

Total: 180,687 Spl Credit Total: 180,700

Disclaimer: This Information is believed to be correct but is subject to change and is not warranted. Database: AssessPro

mcurtin

2020

Type:	69 - LODGE		
Sty Ht:	1T - 1T		
(Liv) Units:	1	Total:	1
Foundation:	3 - BRICK/STN		
Frame:	1 - WOOD		
Prime Wall:	7 - BRICK		
Sec Wall:			%
Roof Struct:	1 - GABLE		
Roof Cover:	2 - SLATE		
Color:			
View / Desir:			

Full Bath:	Rating:	
A Bath:	Rating:	
3/4 Bath:	Rating:	
A 3QBth:	Rating:	
1/2 Bath: 2	Rating:	AVERAGE
A HBth:	Rating:	
OthrFix:	Rating:	

Kits: 1	Rating: AVERAGE
A Kits:	Rating:
Frpl:	Rating:
WSFlue:	Rating:

Location:	
Total Units:	
Floor:	
% Own:	
Name:	

Grade: C - AVERAGE	
Year Blt: 1900	Eff Yr Blt:
Alt LUC:	Alt %:
Jurisdicst:	Fact:.
Const Mod:	
Lump Sum Adj:	

Avg Ht/FL:	STD		
Prim Int Wal:	2	- PLASTER	
Sec Int Wall:			%
Partition:	T	- TYPICAL	
Prim Floors:	3	- HARDWOOD	
Sec Floors:	5	- LINO/VINYL	50 %
Bsmnt Flr:	13	- EARTH	
Bsmnt Gar:			
Electric:	3	- TYPICAL	
Insulation:	2	- TYPICAL	
Int vs Ext:	S		
Heat Fuel:	1	- OIL	
Heat Type:	1	- FORCED H/A	
# Heat Sys:	1		
% Heated:	100	% AC:	
Solar HW:	NO	Central Vac:	NO
% Com Wal		% Sprinkled	

Phys Cond:	AV - Average	40.0 %
Functional:		0.0 %
Economic:		0.0 %
Special:		0.0 %
Override:		0.0 %
	Total:	40.0 %

Basic \$ / SQ:	65.00
Size Adj.:	1.25000000
Const Adj.:	1.04933536
Adj \$ / SQ:	85.259
Other Features:	11000
Grade Factor:	1.00
Neighborhood Inf:	1.00000000
LUC Factor:	1.00
Adj Total:	251090
Depreciation:	100436
Depreciated Total:	150654

NOVEMBER 2015 -TOWN OF WEST NEWBURY
WAS DEEDED THE AMERICAN
LEGION/CHARLES CARR BUILDING. APRIL 2015
TOWN MEETING VOTED TO STABILIZE THE
BUILDING SPECIAL TOWN MEETING ON 4/27/15
CPC CARR BUILDING VOTED IN THE AMOUNT O

1st Res Grid	Desc:											# Units
Level	FY	LR	DR	D	K	FR	RR	BR	FB	HB	L	O
Other												
Upper												
Lvl 2												
Lvl 1												
Lower												
Totals	RMs:		BRs:		Baths:		HB/2					

Exterior:	
Interior:	
Additions:	
Kitchen:	
Baths:	
Plumbing:	
Electric:	
Heating:	
General:	

[illegible][illegible]

Code	Description	Area - SQ	Rate - AV	Undepr Value	
BMT	BASEMENT	1,357	21.310	28,924	
FFL	1ST FLOOR	1,357	85.260	115,696	
TQS	3/4 STORY	923	85.260	78,715	
SFL	2ND FLOOR	174	85.260	14,835	
OPF	OPEN PORCH	48	40.000	1,920	
Net Sketched Area:		3,859	Total:	240,090	
Size Ad	2454.25	Gross Area	4167	FinArea	2454

[illegible]

AssessPro Patriot Properties, Inc

[illegible]

PARCEL ID 0100 0000 00340

0100 0000 00340

Carr Post 363 Main

9/11/2019



Data Sources: Produced by Merrimack Valley Planning Commission (MVPC) using data provided by the Town of West Newbury & MassGIS/MassGIS. MVPC AND THE TOWN OF WEST NEWBURY MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, CONCERNING THE ACCURACY, COMPLETENESS, RELIABILITY, OR SUITABILITY OF THESE DATA. THE TOWN OF WEST NEWBURY AND MVPC DOES NOT ASSUME ANY LIABILITY ASSOCIATED WITH THE USE OR MISUSE OF THIS INFORMATION.

Legend

- MVPC Boundary
- Parcels
- Roads
- Interstate
- Major Road
- Local Road
- Building Footprints
- Trails
- Easements
- Hydrographic Features
- Streams
- Wetlands

1:480



DESCHENES & FARRELL, P.C.

Attorneys at Law
515 Groton Road, Suite 204
Westford, MA 01886
Telephone: (978) 496-1177
Facsimile: (978) 577-6462

Douglas C. Deschenes
Kathryn Lorah Farrell
*Melissa E. Robbins**

**Admitted in MA and NH*

April 9, 2018

Leah Zambenardi, Town Planner
Town of West Newbury
381 Main Street
West Newbury, Massachusetts 01985

RE: Recorded Easement Deed
Drakes Landing, West Newbury, MA

Dear Leah:

Attached herewith please find a copy of the recorded Easement Deed from Cottage Advisors MA, LLC to the Town of West Newbury recorded on 11/29/18 at the Essex South Registry of Deeds in Book 37180, Page 376.

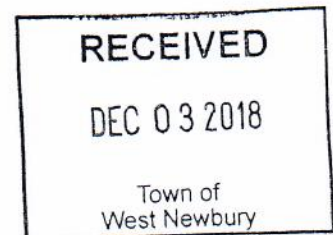
If you should have any questions, please do not hesitate to contact me.

Very truly yours,

Melissa E. Robbins /tmg
Melissa E. Robbins

MER/tmg

cc: Angus Jennings, Town Manager





(space above this line reserved for the Registry of Deeds)

EASEMENT DEED

Cottage Advisors MA LLC, (the "Grantor") a Massachusetts Limited Liability Company, having a principal place of business located at 487 Groton Road, Suite A, Westford, MA 01886

in consideration of One (\$1.00) Dollar and other good and valuable consideration paid

Grants to the Town of West Newbury, a municipal corporation with an address of 381 Main Street, West Newbury, Essex South County, MA, 01985, by, through and under the care of its Board of Selectmen,

A perpetual right and non-exclusive easement to pass and re-pass and to park vehicles to serve the Existing Building ("Exist Bldg") as described herein over an access and parking easement area shown as "Access & Parking Easement 5,555 SF +/-" (hereinafter the "Parking and Access Easement") on a plan of land entitled, "Easement Plan 365 Main Street, West Newbury, Massachusetts" which plan(s) is/are to be recorded with Essex South Registry of Deeds herewith, and to which plan reference is herein made for a more particular description of the Parking and Access Easement area and all easements described herein (hereinafter the "Plan"). *as Exhibit A*

Said Parking and Access Easement shall be used for vehicular and pedestrian access as well as parking to serve the Exist Bldg as shown on the Plan. Said Parking and Access Easement shall be maintained exclusively maintained by the Town of West Newbury or its successors and assigns. The Town of West Newbury will keep the Parking and Access Easement in good condition and shall maintain the Parking and Access Easement in a sightly and safe condition.

Within said Access and Parking Easement the Town of West Newbury shall also be allowed to install all underground utilities and infrastructure related thereto to serve the Exist Bldg or the abutting "Utility Easement" as described below.

No other activity or installation of any type shall be allowed in the Access and Parking Easement Area except for the specific use detailed above.

The Grantor also grants to the Town of West Newbury the right and non-exclusive easement to pass and re-pass by foot or by vehicle from Main Street to the Parking and Access Easement and the Utility Easement over the area shown as "Access Easement 6,050 SF+/" (hereinafter the "Access Easement") on the Plan. No other activity or installation of any type shall be allowed in the Access Easement Area.

365 Main Street, West Newbury, MA

The Grantor also grants to the Town of West Newbury a perpetual right and non-exclusive easement for the installation of sanitary septic transmission pipes and underground infrastructure related thereto within the area shown as "Utility Easement 5,165 S.F." (hereinafter the "Utility Easement") on the Plan. Within the Utility Easement area, said Grantee shall have the right to install, maintain, repair, and replace sewer lines, pipes and accessories as needed for the purposes of the transmission of sewerage. Access to allow for the maintenance, installation or repair of infrastructure within the Utility Easement shall be allowed across the Access Easement and the Access and Parking Easement.

Furthermore, should Grantee enter upon the Utility Easement Area for any work described within the stated purposes above, after Grantee completes said work Grantee shall return the Easement Area to its previously existing condition as near as practical.

These Easements are subject to any and all easements and restrictions of record, insofar as the same are in force and applicable.

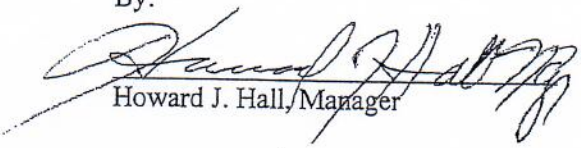
Being a portion of the premises conveyed to the within named Grantor by Deed recorded with said Essex South Registry of Deeds at Book 36676, Page 482.

THE REST OF THE PAGE LEFT INTENTIONALLY BLANK

IN WITNESS WHEREOF, the said Cottage Advisors MA LLC, has caused its corporate seal to be hereto affixed and these presents to be signed in its name and behalf by Howard J. Hall, its Manager, this 27 day of Nov, 2018.

COTTAGE ADVISORS MA LLC

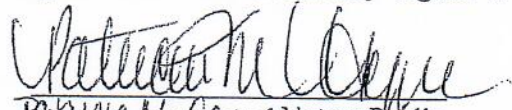
By:


Howard J. Hall, Manager

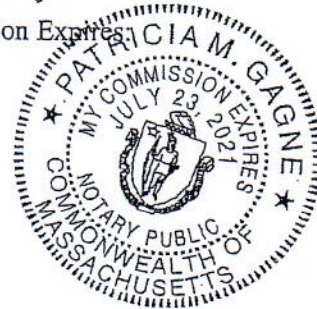
COMMONWEALTH OF MASSACHUSETTS

COUNTY OF MIDDLESEX

On this 27th day of Nov., 2018, before me, the undersigned notary public, personally appeared Howard J. Hall and proved to me through satisfactory evidence of identification, which was personally known, to be the person(s) whose name(s) is/are signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.


Patricia M. Gagne Notary Public


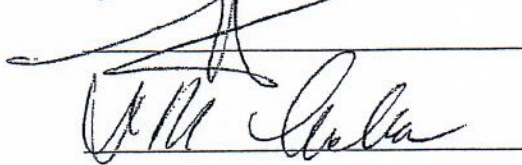
My Commission Expires:



ACCEPTANCE OF DEED

The undersigned Board of Selectmen of the Town of West Newbury hereby accepts the foregoing Easement Deed from Cottage Advisors MA LLC, pursuant to the authority granted to us by the vote under Article 13 of Special Town Meeting of October 22, 2018, Certified copies of which are recorded herewith, this 23th day of October, 2018.

TOWN OF WEST NEWBURY
By its Board of Selectmen

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF ESSEX

On this 24 day of October, 2018, before me, the undersigned notary public, personally appeared Glenn Akempere, proved to me through satisfactory evidence of identification, which was personally known to me to be the person(s) whose name(s) is/are signed on the preceding or attached document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose.



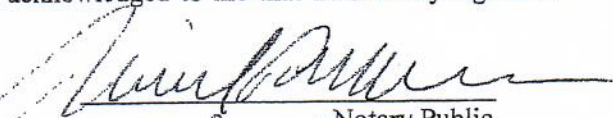
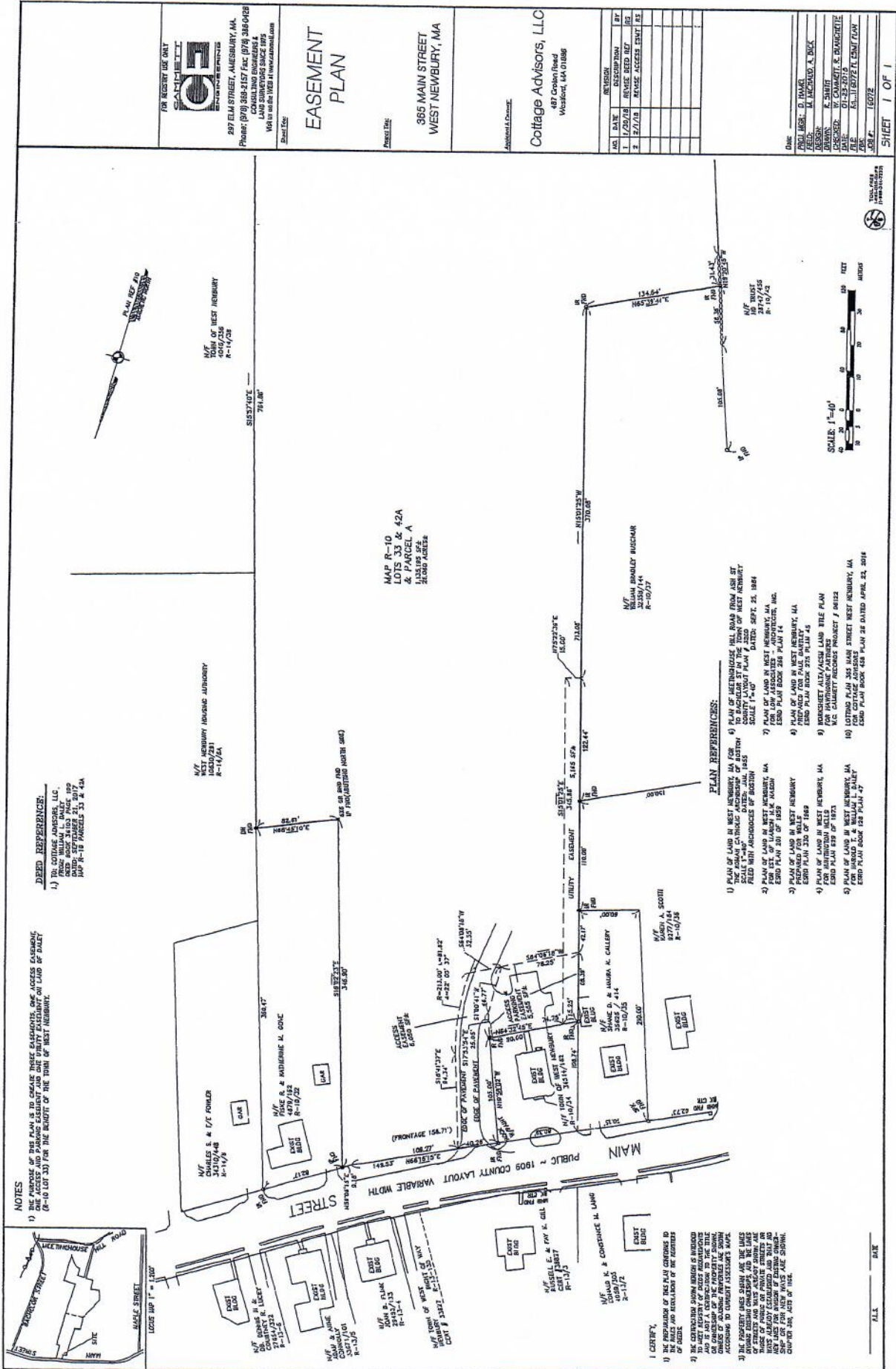

- Notary Public
Michael P. McCarron
My Commission Expires:

Exhibit A.





TOWN OF WEST NEWBURY

Michael P. McCarron
Town Clerk

381 Main Street
West Newbury, MA 01985
978-363-1100 ext. 110
978-363-1826 (Fax)
mmccarron@wnewbury.org

October 23, 2018

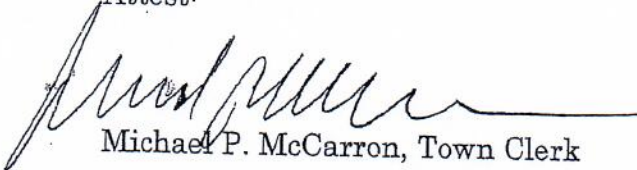
WEST NEWBURY SPECIAL TOWN MEETING CERTIFIED VOTE ON ARTICLE 13

ARTICLE 13. The Finance Committee recommended approval of this Article

Selectman Glenn A. Kemper moved to authorize the Board of Selectmen to accept by gift, donation or otherwise an easement for access and parking purposes and for the installation of utilities to be appurtenant to the land commonly referred to as "The Carr Post" as described in deed recorded with the Essex South District Registry of Deed in Book 35514 Page 162 from Cottage Advisors MA, LLC and to take any other action in furtherance thereof

The Moderator declared that the motion passed by unanimous vote.

Attest:



Michael P. McCarron, Town Clerk