

Master Plan Budget Worksheet for requests over \$1,000.00

Requesting B/C/C: Town Planner

Contact person/email for more information: Jenny Gingras, jgingras@town.pepperell.ma.us

Amount requested: \$3,200

Can you fully execute spending in this fiscal year? Yes

MP #: 7.6 and 8.1

Short description of the MP recommendation:

Using the principles of historic preservation, conserve and protect town owned structures and properties of historic significance. In particular, Town Hall, should be included in historic preservation planning. In addition, the Master Plan recommendation calls for Implementing capital improvements needed to address maintenance, repair, and renovation issues for the Town Hall building.

Where does this project fit within your MP priorities?

This project fits with our Master Plan priorities because it involves the historic preservation of Town Hall, in addition to addressing the repair and renovation issues, specifically to the 2nd floor.

Briefly describe how the funds will be used. If you have a written proposal, strategic or concept plan, attach it to your worksheet.

The funds will be used to hire an architecture firm to revise an existing assessment of Town Hall that was completed in 2007 for the Town Hall building. The original report is attached for your reference. While working on the Massachusetts Historical Commission (MHC) grant, this report was found. After speaking with the staff at MHC, I was advised that the existing report could be utilized, but would need to be updated due to the date of the report. Additionally, part of the requirement of the grant is to have an architect's information submitted as part of the application so that they can ensure that the pricing is accurate. I reached out to the original architecture company that completed the assessment in 2007 and received the attached proposal to revise the concept plan and pricing so that it can be submitted with the MHC grant application. Without this information, I will be unable to submit a grant application.

How was your estimated developed? (price quote, best guess, internet search, etc)

The price quote is directly from the architecture firm. The firm will only be looking at revising the report to include the assessment for the 2nd floor and front doors of the Town Hall. There are other items in the report that have been completed over the years, but the 2nd floor and front doors are currently a priority item to be completed. Currently, the front doors cannot be utilized due to the locking system being in disrepair. As you can see in the original report from 2007, the 2nd floor requires a lot of work as well and none has been done for the 2nd floor since the report was completed.

Are there any impediments to fully realizing and implementing this recommendation if your request is funded? Consider elements such as required zoning changes, capital funding projects, time for negotiations, other state/agency approvals, or in-depth research.

The funding of this would allow for an updated report to be completed by an architecture firm, which is required as part of the MHC grant application. There is a 50% grant match requirement for MHC, however, the Town does put aside funding in the budget each year for this purpose.

Have you pursued other funding sources, such as grants, other state aid, fund raising, etc.? If so, please explain efforts.

The budget has been analyzed and there is no other option during this fiscal year other than pursue funding from the MPIT budget for this report. The grant application for MHC is due March 18, 2022 so there is a time constraint on getting the report completed.

Have you considered other options to meet the goal of the recommendation, if so, provide brief description and explain why you have chosen your preferred method.

Yes, however, looking at the MPIT goals and priorities, we feel that this meets the criteria for funding with the MPIT budget. Renovation of the 2nd floor of the Town Hall would be the first phase of being able to utilize the space for meetings for the public once again and also fit in with historic preservation. Additionally, the front doors of Town Hall are in disrepair. The lock system is incredibly difficult to operate. The MHC grant would allow us to apply for not only restoration of the 2nd floor space, but repair of the front doors, and possibly a better locking system, all while keeping the historic integrity of the building. We currently have a preservation restriction in place for the building, so we are limited in what we can do. Some of the original Victorian wall and ceiling decorative paintings are still visible behind the stage area (photos attached if you haven't seen it). The report will also include information about the installation of an elevator, which is something that can be partially funded through the grant as well at a future date. Restoration and renovation of the space would not only benefit Town employees, but the public, as they would be able to utilize the beautiful space again. The first step though, is getting this report completed.

What would result if this project is not funded this fiscal year?

Without this report, we will not be able to apply for the MHC grant this year and will have to wait until the next grant period.

Applicable MP Element	Demographic this will benefit
Goals & Policy	All Residents
Land Use & Zoning	Senior Citizen / Persons with disabilities
Housing	Young families
Economic Development	Single persons
Natural/Cultural Resources	Children
Open Space & Recreation	Veterans
Facilities & Services	Business community
Transportation	Farming community
	Other (explain)