

# TOWN OF SOUTHBOROUGH

## APPLICATION FOR COMMUNITY PRESERVATION FUNDING

Please submit the following application by **September 15, 2017**; for consideration at Annual Town Meeting in April 2018. Please email the chairman your application and submit **Four hard copies** of your full application should be sent to:

**COMMUNITY PRESERVATION COMMITTEE**  
**Southborough Town House**  
**17 Common Street; Southborough, MA 01772**  
**southborocpc@gmail.com**

**A representative from the project will be required to present the project to the CPC during a scheduled meeting (a schedule will be forwarded to the applicant)**

Download CPA Plan with guidelines at [www.southboroughcommunitypreservation.org](http://www.southboroughcommunitypreservation.org)

Name of applicant/contact person – Ryan Donovan, Southborough Library Director

Name of proposal – Southborough Library Façade Restoration Project

CPA funding requested – \$395,760

Total cost of project – \$395,760

CPA category (Check ALL that apply)      Open space \_\_\_\_\_      Historic preservation X  
Recreation \_\_\_\_\_      Community housing \_\_\_\_\_

Sponsoring organization and/or affiliations – Southborough Library

Mailing address – 25 Main Street, Southborough, MA 01772

Daytime phone number – 508-485-5031

Email address – rdonovan@southboroughma.com

**PLEASE COMPLETE THE PROJECT DESCRIPTION ON THE FOLLOWING PAGES AND INCLUDE WITH YOUR APPLICATION**

**PROJECT DESCRIPTION**

In describing the project, please include answers to the following questions. Applications may be returned as incomplete if all relevant requested information is not provided. Include supporting materials and exhibits as necessary.

**1 GOALS: What are the goals of the proposed project? Who will benefit and why? How will success be measured?**

The goal of the Southborough Library Façade Restoration Project is to conduct restorative work on the library building's exterior. Specific aims of the project include: restoring the crumbling stone sign featuring the library's name, work on the large windows that brings interior light to the historic Judy Williams Reading Room, and corrective work on the brick stairs that lead to the library's original entrance. While some of this work will enhance the aesthetic appeal of the library, the main purpose of this project is to correct and restore crumbling wear and tear that the building has suffered throughout its over a century of existence.

The entire Southborough community will benefit from the library's façade restoration. This project will allow for restorative work on the library's exterior; such work is not currently planned nor slated for funding within the Town's facility capital plan. It will also create desirable functional and visual improvements for residents. Of the 10,000+ people residing within the town's limits, over 6,700 of them are active Southborough Library card users. Individuals who are not active library card users, may still use the library's reading areas or meeting space. A peripheral aim of this project is to make residents proud of their library while simultaneously restoring/preserving a piece of Southborough's architectural history.

The Southborough Library is one of the most prominent public buildings in town; it is sited at the town's center and is visible to everyone passing through town on Route 85 or Route 30. It is also the town's contribution to the educational corridor framed by the Fay School and St. Mark's School; it exemplifies the value our citizens place on life-long learning.

**2 ELIGIBILITY: Define how the project meets CPA requirements and fits the criteria as outlined in the Southborough CPA Plan located at [www.southboroughcommunitypreservation.org](http://www.southboroughcommunitypreservation.org)**

The Southborough Library Façade Restoration Project fits within the historical preservation guidelines of the Community Preservation Act. The project is designed to preserve a historic structure that is one of the oldest and most used municipal buildings in Southborough, Massachusetts.

**3 COMMUNITY NEED: Why is this project needed? Does it address needs identified in existing Town plans?**

The original structure that houses the Southborough Library was built in the year 1911. With the exception of the 1989 addition, no significant attention or construction has occurred on the outer structure of the building. The library sits at the intersection of a focal point of Southborough's town center. The town's Historical Commission has actively been pursuing registering the town center as a historic district, an effort approved by voters at our most recent Town Meeting. A project to restore the original façade of the library would only strengthen this effort. The Southborough Library Board of Trustees represented by Chair Richard Wallace and Library Director Ryan Donovan are committed to preserving the historical significance and grandeur of the library building when looking towards the future.

The Southborough Library is currently slated for a roof repair/potential roof replacement and an interior re-carpeting and painting project within the Town of Southborough's current capital budget plan. These inclusions of the library in the capital plan address functional concerns, such as water leakage and deterioration. They do not currently address long-term historical preservation concerns. The library does plan to pursue state grants for renovation and possible expansion in the future. This CPA-funded project will publicly show the town's commitment to preserving its physical history through corrective restoration.

**4 COMMUNITY SUPPORT: What is the nature and level of support and/or opposition for this project?**

Before pursuing this project, I presented the idea to the library's Historic Preservation Subcommittee consisting of trustees Richard Wallace and Nancy Mayo. After receiving their approval to move forward, I met with the town's Facilities Director, John Parent. As one of the

chief architects of the town's facilities capital budget plan, Mr. Parent agreed that pursuing a façade restoration project would be beneficial and ultimately worthwhile.

In a meeting on April 14, 2017, library representatives met with a majority of the Southborough Historic Commission. A quorum of members present voted to unanimously support the Southborough Library Façade Restoration Project. The commission has provided a letter of support that is attached to this application. If this grant application is approved by the CPC, I will attempt to garner the support of the Town Administrator, Mark Purple as well as the Board of Selectmen prior to Town Meeting, although this is not a CPA requirement. At the very least, they will be informed that such a project is planned and will be voted on in an upcoming Town Meeting warrant article. A public forum will be held at the library prior to the April 2018 Annual Town Meeting to better inform the local community of the merits of the project and to address any potential concerns that residents may have..

**5 BUDGET: What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified and back-up documentation provided. Distinguish between hard and soft costs. (NOTE: CPA funds may NOT be used for maintenance.) Include a two to five year budget, if appropriate.**

See attached budget document for reference.

**6 FUNDING: What funding sources are available, committed or under consideration? Include commitment letters, in kind donations and volunteer hours, and describe any other attempts to secure funding for this project.**

The Massachusetts Historic Commission offers yearly grant opportunities for municipalities. The grant is a state-funded 50% reimbursable matching grant program to support the preservation of properties, landscapes, and sites (cultural resources) listed in the State Register of Historic Places. The library will be applying for the next grant round in March of 2018. Awards for the grant would be announced in June 2018.

Limited support may be provided by The Friends of the Southborough Library at the discretion of their executive board members. An appeal will be made to the Southborough Community Fund, a group of philanthropic individuals who have organized an annual grant-giving process through the Foundation for MetroWest.

**7 TIMELINE: What is the schedule for project implementation, including a timeline for all critical elements? This should include the timeline for expenditures, receipt of other funds and/or other revenues, if any.**

The Southborough Library Façade Restoration Project is expected to be completed within one year's time from commencement of work.

**8 IMPLEMENTATION: Who will be responsible for implementing the project? Who will the project manager be? What relevant experience does the proposed project manager have? Who else will be involved in project implementation and what arrangements have been made with them?**

The façade restoration project will require a project manager with relevant work and historic preservation experience. This individual will report to and work closely with me as the library's Director and the Town's Director of Facilities; they may also be required to make periodic project updates to both the Community Preservation Committee and the Southborough Library Board of Trustees. He or she will also be expected to help present the prospective warrant article at the 2018 Annual Town Meeting and answer any subsequent questions or concerns.

**9 MAINTENANCE: If ongoing maintenance is required, who will be responsible and how will it be funded? Please include a detailed five-year budget.**

As with all town buildings, ongoing routine maintenance will fall under the regular responsibilities of the town's Facilities Department. The scope of proposed work is expected to create a situation where ongoing routine maintenance on the facade should not be an issue for well over a decade.

**ADDITIONAL INFORMATION: please provide the following additional information if applicable**

**10 FURTHER DOCUMENTATION: documentation that you have control over the site, such as a Purchase and Sale Agreement, option or deed. (Letters of support from relevant town entities)**

**11 FEASIBILITY REPORTS: any feasibility reports, renderings or other relevant studies and material.**

**12 ZONING COMPLIANCE: evidence that the project does not violate any zoning by-laws or any other laws or regulations, including environmental, and/or plans to obtain necessary approvals.**

This project will comply with any and all local zoning by-laws in Southborough and with Massachusetts General Law and any/all federal law.

**13 OTHER INFORMATION: any additional information that might benefit the CPC in consideration of this project.**

From the “Narrative History of Southborough” courtesy of the Southborough Historical Commission\_ “The 1912 Southborough Public Library at 25 Main Street, typical of many small-town municipal projects of its era, is a handsome Flemish bond red brick, flat-roofed building in a hybrid Georgian- and Classical Revival style, with limestone trim, designed by architect Alfred Cookman Cass. The wide center recessed entry of its symmetrical facade is set off by a pair of tall Ionic unfluted half columns in antis. The stylish architectural trim includes paired brick pilasters beside the entry, triple pilasters at the front building corners, and a limestone entablature with a wide, three-part frieze embellished with laurel wreaths.”

The Southborough Library building— has some concerns that could develop into potential safety issues with the continued passage of time; these concerns— can be addressed within the framework of a CPC project. While addressing the aesthetics, construction surrounding the following areas will ultimately make the building more secure overall.



The metal grate underneath the front staircase has rusted to the point of warping the metal. It can no longer close. A chain holds the grate in place, but this clearly needs to be replaced. The rusted metal has also discolored the stone underneath where the grate sits.





Under the front stairs, wear on the stone that connects to the ground is evident. The stairs are secure for use, but weather has caused the stonework to erode over time. This needs attention.



Weather has caused the “S” and “O” on the front stone work of the library’s sign to erode over time. There is also assorted discoloration and “white lines” that appear through the stone.

**Applicant requirements after CPC recommends project for Town meeting:**

- A representative of the project will be required to be present when all CPC recommendations are reviewed at a Board of Selectman and an Advisory Committee meetings (to assist with fielding any additional questions concerning the project)
- All Town Meeting approved projects must submit a project schedule and proposed payment timeline
- All Town Meeting approved projects are required to present progress reports at 6 month intervals along with a written progress report to the CPC.



- **All projects approved at Town Meeting are required to include appropriate permanent signage and publicity indicating funding was provided by Southborough CPA. (wording should be reviewed with the CPC prior to completion of the project)**