

APPROVED 2.5.15  
TOWN OF WENHAM

Community Preservation Committee  
Meeting of Thursday, January 29, 2015  
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Committee members, a meeting of the Community Preservation Committee (CPC) was held on JANUARY 29, 2015 at 7 PM in the Selectmen's Meeting Room.

With a quorum present, Chair of the Committee Ms. Davis called the meeting to order at 7:00 PM  
Committee Present: At-Large Members Harriet Davis, Chair; Patrick Waddell, Clerk; Tom Starr; Kennon Anderson  
Town Representatives Arthur Burt, Wenham Housing Authority; Dennis Curran, Joint Recreation Department;  
Leo Maestranzi, Conservation Commission; Virginia Rogers, Planning Board  
Not present: Barbara Locke, Historic District Commission

Public Information:  
Agenda  
Minutes – November 3, 2014; January 15, 2015  
Applications

Approval of Minutes – November 2, 2014; January 15, 2015

*Mr. Maestranzi moved to approve the meeting minutes of November 3, 2014 as edited and it was unanimous to do so.*  
*Mr. Maestranzi moved to approve the meeting minutes of January 15, 2015 and it was unanimous to do so.*

First Group Presentations – Town Clerk; Historic District Commission; Wenham Museum  
Community Preservation Act (CPA)

- Town Clerk - \$10,000 to \$20,000

Dianne Bucco, Town Clerk, presented her request for CPA funds to continue the historical preservation of the Town's original records and certificates that are at least fifty years old. This includes such documents as the annual town report, birth, marriage and death certificates, and tax records. She noted the oldest records, and those in the worse condition, are the priority, adding she continues to find historic town documents in various locations i.e. basement vault, and the library. Ms. Bucco reviewed the process saying that an outside firm is hired to restore and preserve the documents, which are then put individually into a sleeve and kept in a binder. She noted the preserved pages could then be copied without removing or handling the original document. Documents that are more recent are being bound by the Town Clerk's office for preservation; this cost is included in the operating budget.

The Committee asked that Ms. Bucco:

- Verify how long the state mandates the town to maintain records
- Confirm the procurement laws for this project

- Historic Commission - \$10,000

Jim Howard, Chair of the Historic Commission (HC) presented the Commission's request for CPA funding as part of a matching state grant to hire a consultant to identify historic cultural resources in Wenham such as burial grounds, archeology sites, cemeteries, and buildings, that could potentially be impacted by alteration of the area. The cost for this analysis is \$20,000. The HC would also seek a grant through the Massachusetts Historic Commission for \$10,000 but must have the matching funds secured when the application is submitted; the state grant application is due in late 2015.

Mr. Howard confirmed that the HC has not met with any consultants, and would withdraw their application if it is determined that the analysis would not provide useful information, or if the grant is turned down by the state.

It was the general opinion of the Committee to support consideration of the application due to the potential additional grant funding from the state, but questioned if this type of request is allowed under the act.

Additional information will be provided during the discussions of the applications.

- Wenham Museum

The Wenham Museum submitted two applications. Kristen Noon, the Executive Director of the Wenham Museum presented the applications on behalf of the Museum.

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### 1. Historic Preservation of the Conant Photograph Collection - \$39,000

Ms. Noon talked about the application for CPA funds to preserve the historic collection of the Benjamin Conant (3,636) glass plate negatives and photographs taken in Wenham from 1890 to 1918. She went on to say that the Wenham Museum is the steward of this collect and has begun the process of scanning photographs to a database. CPA funds would be used to purchase preservation supplies such as a computer, scanner, and archival grade steel reinforced preservation boxes for the glass negatives, as well as the cost to hire a person to complete the process. The photographs would then be made available on the Museum's web site. Ms. Noon went in to detail about Mr. Conant, saying he was a Wenham resident that photographed the daily life in Wenham during the turn of the twentieth century. She stressed the importance to the history of Wenham to preserve the glass negatives and photographs.

The Committee required the endorsement of the Historic District Commission before the February 26, 2015 CPC meeting. Ms. Noon stated that she would request to be on the Historic District Commission's next meeting agenda and would provide a letter to the CPC on that decision, before February 26, 2015.

The Committee questioned if the purchase of new equipment that would be the property of the Museum would be covered under the CPA.

Mr. Maestranzi suggested this project be apportioned over a couple of years, but Ms. Noon noted concern that the cost to complete the project would increase each year. She confirmed other grants would be pursued, but reiterated this project is important to the history of Wenham.

### 2. Claflin Gerrish Richards House - \$46,260

Ms. Noon talked about the application for CPA funding to have work done to preserve the Claflin Gerrish Richards House to preserve the integrity of the building. The house is registered on the Historic Register.

She detailed the building analysis done by McGinley Kalsow & Associates that specializes in the restoration and renovation of historic buildings. Ms. Noon provided this report to the Commission and gave an overall summary of the findings. Ms. Noon thought renovations could be done over a few years.

It was noted that the Wenham Museum is a privately owned. The CPC referenced the CPA guidelines for private entities to show "Demonstrative public benefit". A discussion ensued if the Museum benefits the public. Ms Noon cited the value of the house as part of the historic landscape in the center of Wenham, the Museum provides meeting space to the town at no cost, and provides tours of the historic home to schools as part of a historic curriculum, at a minimum cost.

The CPC also observed the need to determine what is deferred maintenance and historic preservation as outlined in the CPA guidelines.

### CPC Meeting Schedule:

1. Presentations for February 5, 2015 - The Finance Director regarding Town Hall Debt; War Memorial Committee; Affordable Housing Trust. Ms. Davis reported Enon Village withdrew their application.

2. Presentations for February 11, 2015

Hamilton Wenham Community House; (proposed) Hamilton Wenham Joint Pool

3. Application Review and Vote February 26, 2015

Mr. Maestranzi opined that open space could not be done piecemeal and encouraged the Committee to consider spreading out those projects that could be done over a couple years, to have the funds to purchase open space that may become available.

### New Business

There was no new business to come before the Committee.

Respectfully submitted by

Catherine Tinsley

1.30.15