

TOWN OF SUDBURY COMMUNITY PRESERVATION COMMITTEE

**PROJECT SUBMISSION FORM**

Submitter: Maureen Valente, Town Manager

Submission Date: Nov. 18, 2009

Group or Committee Affiliation (if any):

Submitter's address and phone number:

278 Old Sudbury Road

Sudbury, MA 01776

978-639-3381

Purpose (please select all that apply):

Open Space

Community Housing

Historic XX

Recreation

Submitter's email address: valentem@sudbury.ma.us

Project Name: Historic Asset Inventory and Assessment Plan

Project Description: Request for to fund consulting services to inventory and assess the Town's historic assets.

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2011	\$25,000	\$25,000	
2012			
2013			
2014			
2015			
Total	\$25,000	\$25,000	

How does this project meet the General Criteria and Category Specific Criteria for CPC projects (see attached)? *See below*

Does this project fall within the jurisdiction or interest of other Town Boards, Committees or Departments? If so, please list the boards, committees or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

*Support for this project will be sought by the Sudbury Historical Commission, Goodnow Library Trustees, Town Clerk and Board of Selectmen.*

For Community Preservation Committee Use:

Form Received on: \_\_\_\_\_

Project Presented to CPC on: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Determination: \_\_\_\_\_

### Project Description: Historic Asset Inventory and Assessment Plan

Request to fund up to \$25,000 for consulting services to develop a Historic Asset Inventory and Assessment Plan for all town historical and cultural assets and artifacts (excluding real property and structures). This plan would:

- inventory all documents (objects, paintings, photographs, manuscripts, books, etc.) which are possessions of the Town of Sudbury (held by various organizations in various locations);
- assess the condition of such assets and estimate value;
- assess possible risks to assets;
- provide recommendations for care, storage, maintenance and display of assets (fire protection, structural needs, pest control, security procedures;
- recommend appropriate insurance;
- create databases for documenting assets; and
- provide any other information relative to these topics.

Having such a plan will enable the Town to plan for the permanent preservation of its historic assets; better assess its storage needs; develop policies for display and loan of assets; focus growth of its collections with identification of gaps in assets of certain time periods; and monitor the condition of its assets over time.

This project will be undertaken in conjunction with the Town Clerk, the Goodnow Library Archives project, the Sudbury Historical Commission, the Sudbury Historic Society, First Parish and the Wayside Inn. The project will not duplicate efforts already underway or completed by these organizations, but will attempt to inventory and assess “undocumented” assets. Recommendations from this plan will enable the Town to better and more efficiently utilize the scarce resources available for preservation of these historic assets.

## CPC Criteria

The following general criteria set forth by the CPC are applicable to this proposal:

- Is eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation. *See narrative above.*
- Received endorsement by other municipal boards or departments. *Support for this project will be sought by the Historical Commission, Goodnow Library Trustees, and the Board of Selectmen.*
- Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible. *This project is focused purely on historic preservation efforts. While more than 1 CPA purpose is not feasible with the project, the breadth of the project in inventorying and assessing documents and artifacts across a wide spectrum of groups serves multiple purposes and is a comprehensive approach to the issue.*
- Demonstrate practicality, feasibility, urgency. *The project is practical as it will build on previous efforts of other groups such as the Goodnow Library Archives, the Sudbury Historical Society and the Wayside Inn to attempt to capture “undocumented” assets. Inventorying assets now will also benefit future proposals for preservation of assets (need for storage, display possibilities, etc)*
- Demonstrate that project alternatives, and alternative funding mechanisms, have been fully explored. *No funding alternatives have been sought.*
- Preserve or utilize currently owned town assets. *All documents and artifacts catalogued in this inventory will be owned by the Town. Preservation of these important historical items is the goal of the project.*

This proposal meets the following Historical criteria:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened.
- Protect, preserve, enhance, restore and/or rehabilitate town-owned properties, features or resources of historical significance.
- Project demonstrates a public benefit.
- Project demonstrates the ability to provide permanent protection for maintaining the historic resource.