

**Print****Community Preservation Act Committee Proposal Request Form FY2022 - Submission #16009**

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**Date Submitted: 10/14/2020****Instruction**

Submit proposals by Monday, October 12, 2020 at 4:30pm. CPAC will ask relevant boards, committees and commissions for their input on proposals and encourages applicants to consult with them before submission. Presentations of projects will be scheduled for CPAC meetings in October and November. Recipients of funds shall report back in writing annually about the progress of the project. Projects must be completed within three years of award and unspent funds returned to the CPA Fund.

**Criteria**

1. Feasibility of the Project; 2. Documentation for Estimated Costs; 3. Funding available: a. multiple sources of funding, b. need for additional funding in future years, c. demonstrates lack of other funding sources if applicable; 4. Urgency of the Project; 5. Estimated timeline from receipt of funding, to start and to completion; 6. Acquisition and/or preservation of threatened resources; 7. Population(s) to be served by the Project; 8. A Plan for how the project will be maintained over time; 9. Priority ranking of your Project set by relevant Town boards, committees or commissions.

**Project Title\***

Town Hall Front Steps and South Steps

**Funding Category\***

Check all that apply.

- Community Housing  
 Historic Preservation  
 Open Space  
 Recreation

**Amount of Funds Requested\***

265,000.00

**Submitting Entity\***

Town of Amherst

**Contact Person\***

Jeremiah Laplante, Facilities and Maintenance Manager

**E-mail Address\***

laplantej@amherstma.gov

**Project Team**

Names and e-mail addresses for other members of your project team.

**If your proposal has an associated website, you may include a link.**

**Proposal Overview\***

The Town Hall has served the Amherst community for over 100 years. Welcoming the townspeople by leading them up the monolithic granite steps and into the building through the large arching doorway. There is a need to restore the historic stone steps at the front entrance and south side emergency exit of Town Hall. The restoration of the stone steps will address not only the age related wear and decay, but also undo the damage caused by years of insensitive repairs. The Town Hall stone steps are located in some of the most vulnerable areas, subject to severe exposure, atmospheric pollutions, repeated wetting, and a greater rate of degrading due to being near grade and adjacent to hardscapes. The New England climates also contribute to the slow decay of the stone masonry with the harmful effects of salt contamination, erosion, frost action, and vegetation growth. It is important the Town repair the two sets of stone steps to continue to welcome our community for decades to come. The scope of the repair and restoration of the Town Hall steps would include:

- Existing granite stones would be removed from the stair sidewalls, tagged, inventoried, stored, and protected during demolition. Granite stones would be cleaned and prepped to be reinstalled in the same locations during the reconstruction of the stairs.
- Existing granite steps would be removed from each set of stairs, tagged, inventoried, stored, and protected during demolition. Granite steps would be cleaned and prepped to be reinstalled in the same locations during the reconstruction of the stairs.
- Demolition of the stairs substructures and excavating the sites to receive new stair foundations.
- Disassemble existing concrete block site wall to provide access for stair selective demolition.
- Store and protect existing blocks during demolition to be reinstalled during construction.
- Selective demolition to the sidewalks
- Decorative handrails to be removed, repaired and repainted, stored and protected during demolition. Later reinstalled during construction.

Include specific details of your project, including deliverables, items to be repaired, specific purchases, etc. Once your proposal is approved by Town Council, no changes will be allowed.

**Description of Funding Needed\***

The estimate of funding needs for the repairs to the front and south steps of Town Hall is \$265,000.00. There was a preliminary project estimate based on the draft architectural assessment and bid documents of \$120,000.00. This estimate did not include the assessment, design, and repair work of the south side steps. It also did not include any permitting and variance fees. More funding information to come as the assessment and design is finalized.

Include cost estimates and other sources of funding.

**Budget\***

TOA Town Hall Steps 2020 Budget.docx

Attach your project budget.

**Estimated Timeline\***

The project would be scheduled to begin as soon as the design process is completed, the funds are available, and the weather is seasonally conducive. The anticipated project start date would be late FY21 to early FY22.

Describe the project timeline from receipt of CPA funds to project completion. Include in the timeline when funds will be spent.

**What is the urgency of the project, if any?**

The front and south side steps of Town Hall have been subject to weather and maintenance related wear. It is apparent that the steps substructure and masonry joints are less structurally sound. The masonry joint have become less stable and are crumbling out which has caused the granite blocks to detach and shift forward. The loss of mortar pointing allowed for sediment to accumulate and promote vegetation growth. The substructure has settled and created a crowning effect in the granite steps. The repairing of the steps will help ensure the highest level of accessibility can be provided while minimizing changes to historic materials and features. The longer the steps are left unrepaired, the less safe and more pronounced the stone shift and settlement will become.

**Does this project preserve or acquire any threatened resources?\***

With a thoughtful design and proficient execution, restoring the stone steps can preserve the architectural details of Town Hall, while reestablishing resiliency that will enable the historic stone to last through the years.

**What population(s) will be served by this project?\***

All Amherst residents and staff of the Town Hall.

**How will the CPA investment in your project be maintained over time?\***

The Town of Amherst Facilities Department will ensure that all future maintenance, restorative or repair work done on the steps is performed by trades-people who are proficient in traditional stone masonry.

**What relevant Town committees or commissions are you working with?**

**Please include any other information regarding the project you deem necessary for the CPAC.**

**You may upload any attachments you deem useful to CPAC here.**

18060 - Amherst Town Hall Exterior Stair Repairs - 2020-08-11.pdf

Suggested attachments include floor or site plans, photographs, drawings, etc.

**You may upload any attachments you deem useful to CPAC here.**

Amherst Town Hall Exterior Stair Repairs Project Manual.pdf

**You may upload any attachments you deem useful to CPAC here.**

No file chosen

**Affirmations\***

I understand that if my project is approved by the Town Council, my organization will have a maximum of three years from July 1, 2021 to expend its grant. After June 30, 2024, the Town may return any unused money to the CPA fund for new appropriation, unless an extension is granted.

I acknowledge the above.