

APPENDIX A:
DEFINITIONS

APPENDIX A: DEFINITIONS

For the purpose of this Request for Proposal, the following terms shall have the following meanings unless the context otherwise specifically indicates. In some instances, preservation terms have been defined according to the Secretary of the Interior's Standards for the treatment of Historic Properties. Those terms are identified with the notation (SI).

1. Accessibility: In 1990, Congress passed the Americans with Disabilities Act (ADA), which expanded accessibility requirements beyond federal government buildings to state and local government buildings as well as the private sector. The ADA recognizes and protects the civil rights of people with disabilities and is modeled after earlier landmark laws prohibiting discrimination on the basis of race and gender. The ADA requires that buildings and facilities be accessible to and usable by people with disabilities. DCR, through its Universal Access Program and other initiatives, is committed to providing accessible facilities for all visitors.

2. Adaptive Reuse - use of the property in such a way that it retains and reinforces historic character and architectural integrity while accommodating contemporary use.
(SI)

3. Building Conditions Appraisals – Reports produced by DCR documenting the conditions of a property's structural systems, plumbing, heating and electrical systems, exterior and interior finishes, building code, accessibility and historic preservation priorities

4. DCAMU - the Division of Capital Asset Management, Commonwealth of Massachusetts, One Ashburton Place, 15th Floor, Boston, MA 02108

5. DCR - the Department of Conservation and Recreation of the Commonwealth of Massachusetts, Division of Planning and Resource Management, Office of Cultural Resources, 251 Causeway Street, 7th Floor, Boston, MA 02114

6. General Laws - the General Laws of the Commonwealth as amended including any rules, regulations and administrative procedures implementing said laws.

7. Historic Fabric - material remains of a historic building, structure or landscape; either original materials or materials incorporated in a subsequent historically significant period as opposed to materials utilized to maintain or restore the structure during a non-historic period. (SI)

8. Historic Integrity - the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic period. (SI)

9. Historic Property - any site, building, or structure included which has been deemed by the Department of Conservation and Recreation to be significant to the history of the Massachusetts state forest and park system or which is included or has been determined by the Massachusetts Historical Commission to be eligible for inclusion on the National Register of Historic Places.

10. Mandatory Improvements - work necessary for the rehabilitation of the property as set forth in the Building Conditions Survey or an alternative rehabilitation plan proposed by the #) #k

11. Lease - a written contract by which rights of use and possession in land, structures and/or buildings is given to another person for a specified period of time for rent and/or other consideration.

12. Management Services - Work and expenditures not considered improvements or maintenance services which allow for the occupancy and management of the property, including utilities, insurance, legal fees, public benefit component; etc. DCR retains the right to determine whether services are considered essential to the management of the property.

13. National Register of Historic Places – The National Register of Historic Places is the Nation's official list of cultural resources worthy of preservation. Authorized under the National Historic Preservation Act of 1966, the National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources. Properties listed in the Register include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archeology, engineering, and culture. The National Register is administered by the National Park Service, which is part of the U.S. Department of the Interior. Listing in the National Register contributes to preserving historic properties in a number of ways:

- Recognition that a property is of significance to the Nation, the State, or the community.
- Consideration in the planning for Federal or federally assisted projects.
- Eligibility for Federal tax benefits.
- Qualification for Federal assistance for historic preservation, when funds are available.

14. Preservation - the act or process of applying measures to sustain the existing form, integrity, and material of a structure or landscape. [This includes initial stabilization work where necessary, as well as on-going maintenance.] (SI)

15. Preservation Maintenance - the act or process of applying preservation treatment to a site or structure. This includes housekeeping and routine and cyclic work scheduled to mitigate wear and deterioration without altering the appearance of the resource, repair or replacement in-kind of broken, or deteriorated elements, parts or surfaces so as to keep the existing appearance and function of the site or structure, and emergency stabilization work necessary to protect damaged historic fabric from additional damage. (SI)

16. Project Manager - the individual assigned by the Commissioner to be responsible for coordinating and managing all activities of the Department under the Historic Curatorship Program.

17. Provisional Lessee Designation - agreement in which a proposer is designated as the selected Curator. Terms and conditions are outlined which must be satisfied prior to the execution of a lease between the Commonwealth and the Curator.

18. Public Benefit – Any programs, projects or other activities that allow the public to appreciate the historic qualities of the Curatorship property equal to or beyond the two annual public access opportunities required by the Historic Curatorship Program Enabling Legislation.

19. Reconstruction - the act or process of accurately reproducing a site or structure, in whole or in part, as it appeared at a particular period of time. (SI)

20. Rehabilitation - the act or process of returning the property to a state of utility through repair or alteration that makes possible an efficient contemporary use while preserving those portions or features of a property that are significant to its historical, architectural, and cultural values. (SI)

21. Restoration - the act or process of recovering the general historic appearance of a site or the form and details of a structure, or portion thereof, by the removal of incompatible natural or human caused accretions and the replacement of missing elements as appropriate. For structures, restoration may be for exteriors and interiors, and may be partial or complete. (SI)

22. Memorandum of Understanding - revocable agreement between DCR and the designated Curator which allows the rights of use and access to the property, subject to specific conditions, between the time the Curator is provisionally designated and the execution of the lease for a period up to three years.

23. Sustainable Design - Sustainable design seeks to reduce negative impacts on the environment, and the health and comfort of building occupants, thereby improving building performance. The basic objectives of sustainability are to reduce consumption of non-renewable resources, minimize waste, and create healthy, productive environments. Sustainable design principles include the ability to: optimize site potential; minimize non-renewable energy consumption; use environmentally preferable products; protect and conserve water; enhance indoor environmental quality; and optimize operational and maintenance practices. (Definition from General Services Administration)

(SI) From the Secretary of the Interior's Standards for the Treatment of Historic Properties

APPENDIX B:
REHABILITATION COST ESTIMATES

APPENDIX B: REHABILITATION COST ESTIMATES**MT. WACHUSETT SUPERINTENDENT'S HOUSE / HISTORIC CURATORSHIP RFP**

These tasks and costs have been amended and updated from the Conditions Assessment from Appendix C.

Category	Task Description	DCR Estimate
<i>Demolition</i>	Remove plywood over windows, trim and frames	\$ 1,453
	Remove original wiring, fixtures & devices.	\$ 3,632
	Remove deteriorated siding and trim	\$ 2,905
	Demo existing porch in southeast corner of dwelling	\$ 1,453
	Clean out interior space and strip all interior to studs	\$ 5,811
	Remove remaining plumbing system and fixtures	\$ 11,621
	Debris removal, dumping fee	\$ 10,895
<i>Plumbing Systems</i>	Repairs to well controls	\$ 5,000
	New dwelling domestic piping distribution	\$ 10,168
	New bathroom (assume 2 bathrooms) fixtures	\$ 5,811
	New kitchen fixtures	\$ 2,179
	Provide new sanitary piping systems	\$ 5,811
<i>HVAC</i>	New hot air furnace	\$ 24,932
	New ducting distribution system	\$ 8,726
	New oil tank	\$ 6,233
	New hot water heater	\$ 1,870
<i>Electrical Systems</i>	New add pull station in garage	\$ 374
	Supply and install temporary lighting & power for construction	\$ 1,122
	New breaker panel, branches, outlets, smoke & c0, grounding	\$ 18,699
	Lighting fixture allowance	\$ 6,233
	Electrical permitting & coordination	\$ 623
<i>Structural Systems</i>	Repoint stone foundation	\$ 20,000
	Rebuild corners of field stone foundation and at rear enclosed porch	\$ 4,986
	Repair/replace studs in kitchen	\$ 3,740
	Install new piers for SE corner porch	\$ 3,740
	New framing for SE corner porch	\$ 24,932
	New roof sheathing and asphalt shingles for SE corner porch	\$ 6,233
	Repair/replace studs in bedroom to roof	\$ 3,740
	Repair existing bulkhead to basement	\$ 3,740
<i>Masonry</i>	Inspect chimney	\$ 623
	Repoint and reflash chimney	\$ 9,349
<i>Exterior Elements</i>	Rehabilitate window sash and frames(approx. 30)	\$ 36,264
	Reproduce missing window sash and frames (approx. 10)	\$ 24,932
	Repair/replace selected clap board siding	\$ 18,699
	Install new wood siding and trim on SE porch	\$ 12,466
	Fabricate and install 4 new turned wood columns for SE porch	\$ 7,480

	Build new wood stairs for SE porch	\$ 6,233
	Install beadboard ceiling on SE porch	\$ 2,493
	Reconstruct lattice skirt at SE porch	\$ 2,493
	Repair/replace eaves, fascia, etc.	\$ 18,699
	Repair or reproduce all wooden gutters and aluminum downspouts	\$ 18,699
	Prep exterior for priming & painting	\$ 6,233
	Paint exterior	\$ 18,699
	Rebuild open porch off kitchen	\$ 12,466
	Install new wood railing	\$ 2,493
	Fabricate and install 2 new turned wood columns at rear open porch	\$ 1,496
	New exterior door for SE porch	\$ 873
	Construct new bulk head	\$ 6,233
Interior Elements		
	Install insulation on exterior walls and roof	\$ 14,959
	Repoint fireplace	\$ 3,000
	Install new GWB on all walls + ceilings (double layer to match prior plaster level)	\$ 24,932
	Install new underlayment for floors	\$ 4,986
	Install new floor finishes where necessary	\$ 11,219
	Refinish all original floors	\$ 5,000
	New vanity, kitchen cabinets, counters, sink, bathroom fixtures	\$ 31,165
	Replace stairs to basement	\$ 8,500
	Reproduce missing bannister at main staircase	\$ 15,582
	Repair treads and risers on main staircase	\$ 6,233
	Repair all built ins	\$ 6,233
	Repair pocket doors	\$ 8,726
	Repair and reproduce all missing/damaged interior trim and moldings	\$ 18,699
	Prep & prime all walls & trim	\$ 12,466
	Paint all walls & trim	\$ 18,699
	New appliances (dish washer, stove refrigerator, washer & dryer)	\$ 6,233
	Repair brick hearth	\$ 3,740
	Repairs to all doors	\$ 12,466
	Allowance for appliances (fridge, stove, washer/dryer, dishwasher, etc.)	\$ 12,466
Landscape Elements		
	Replace front entrance concrete entry, upgrade walkway	\$ 2,493
	Regrade and repair existing driveway	\$ 12,466
	Repair/loam & seed all disturbed areas from building renovation	\$ 3,740
	Miscellaneous repairs to dry laid stone walls	\$ 6,233
	Install French drain	\$ 25,000
	Plant trees at road to replace 2 missing trees	\$ 6,233
	TOTAL	\$ 695,049

APPENDIX C:
BUILDING CONDITIONS SURVEY

Princeton, MA Building Condition Survey

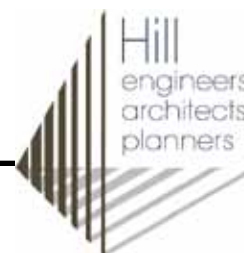


Mt. Wachusett Superintendent's House Mt. Wachusett State Park Department of Conservation and Recreation

March 20, 2013
Hill Project No. MI-1879-001

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SUMMARY – USE COMPARISON

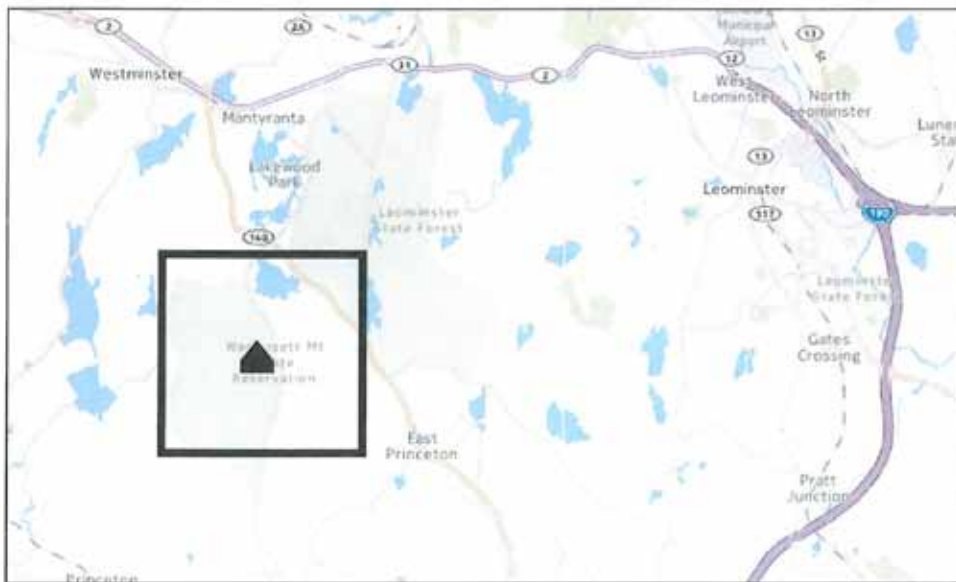
The summary report that has been submitted is based on the Wachusett Superintendent's House to be converted into an Environmental and Educational Center. Currently, the structure is configured as a single family residence.

After having visited and summarized the Bell House in Newburyport, the Gatekeeper's House in Lowell, and the Superintendent's House at Wachusett, it is very apparent that the Superintendent's House is unique to the other two (2) properties.

The Bell House and the Gatekeeper's House have been more recently occupied and are in reasonably good shape, and the effort required to rehab the dwellings appears to be financially logical. The dwellings could be made habitable in a short period of time at which point someone could live in the house and continue to address the recommended improvements. Due to the existing condition of The Superintendent's House, it would not be feasible or practical to make the former residential structure habitable while living in the dwelling. If the structure were to be used as a residence, there would need to be a commitment to bringing the structure up to code compliance. An option may be to make an investment in the building infrastructure at which point a private entity could inhabit the dwelling and complete the finishes (trim, painting, floor finishes, etc.)

If the building were to be converted into an Environmental and Educational Center, it would not be a residence and no one would be living in the dwelling while the work is being done.

MAPS + PHOTOGRAPHS Wachusett Superintendent's House
 213 Mountain Road
 Wachusett Mountain State Reservation, Princeton, MA





The Superintendent's House is a one and one-half story Dutch Colonial style building constructed in the early 1900's on a rising site. It includes a full basement with a concrete floor and mortared fieldstone walls, a nine foot high first floor with six rooms, half-bathroom and porches for living, eating and dining; and an 8'6" second floor with six bedrooms and one bathroom. The second floor is entirely under intersecting gambrel roofs and several dormers. The attic is low and unusable under the shallowly pitched upper half of the gambrel. The total occupiable space on the first and second floors, excluding porches, is 3,000 square feet. With the basement contributing another 1,500 square feet of semi-usable space, the total useable space is about 4,000 square feet.

The bottom of the gambrel roof flares out to a wide eave that carries around and across the gable walls. The second floor gable walls are shingled while the first floor walls have clapboards with mitered corners. Because of the extensive damage caused from vandalism and freezing throughout the interior, the dwelling is in very poor condition overall. The building is generally square and plumb except for extreme excessive damage in the kitchen area due to continual water infiltration from a roof leak. Severe structural damage is evident.

The detached Garage and Classroom is a one- story structure with the Classroom on the upper floor above a drive out, three-bay garage below. The building has a simple pitched asphalt shingled roof and clapboard siding. The foundation is a combination of stone and concrete. The interior of the Classroom is natural finished pine boards. The roof is an open type truss structure. This building is in excellent condition as it has reportedly been renovated in recent years.

This report will evaluate the plumbing, HVAC, electrical, structural, exterior and interior elements, as well as the landscaping. The building will be evaluated to be used as an Environmental & Educational Center. The report will follow the format as outlined above and in the RFQ document.

Plumbing System

As stated in a previous report prepared by *Ocmulgee Associates Consulting Structural Engineering and Robert Carlson*, the original water source was from a well outside of the building. This was not seen during the time of this inspection. There is what appears to be a newer expansion tank, pressure switch and minimal piping going through the foundation to the outside. However, there is no domestic hot or cold water piping of any value in the dwelling. The plumbing fixtures have been vandalized or removed. It should be noted that there is no plumbing in the Garage/Classroom.



Storage Tank & Pressure Switch



Piping to Outside



Main Panel



Pump Controller

Sanitary System

Plans that are stamped by a professional engineer dated 8/13/02 are a design of a sub-surface disposal system that would accommodate 375 visitors per day. According to the plans, the system consists of a 7,000 gallon septic tank and 3,000 gallon pump chamber with a duplex pump system. A septic field is a mounded system located upland from the dwelling and garage. It was reported that since the dwelling was never renovated to accommodate the proposed Education and Research Center, the system has never been commissioned or used and the tanks/chambers are probably empty. There is a new electrical service panel in the basement of the dwelling that services the pumps. The sewer plan shows a location for a future domestic well.

It should be noted that there is no plumbing in the Garage/Classroom.



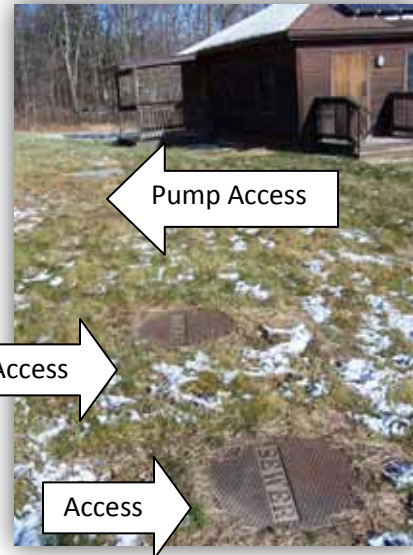
Destroyed Fixtures



Septic System Vent



Area of Tank & Chamber



Tank & Chamber

HVAC

Dwelling

The forced hot air furnace is in total disrepair. The breaching, chimney, and ductwork size, distribution and integrity are outdated and are beyond repair.

Garage/Classroom

There is no heat in the garage. The Classroom has electric baseboard. There are two (2) over head paddle fans at the truss level.



Classroom

Classroom Ceiling Fan

Electrical Systems

The original electric service was fed underground from a private riser pole located at the front edge of the property, in front of the building. The original meter socket and meter were located on the exterior of the North wall of the residence. The original service was 100 amp, 120/240 Volt, single-phase three-wire. In the basement a 60 Amp Westinghouse fused disconnect feeds a Westinghouse MR4 (which stands for Main/Range/4 branch circuit plug fuses) panel and a Federal Electric 10 plug fuse panel. Wiring methods observed were rigid threaded steel pipe (RSC), knob and tube, non-metallic sheath cable (Romex), Greenfield flex conduit and BX. This original electrical equipment is still in place, but de-energized.

A new service has been run underground from a private-property riser pole approximately 220 feet from the Main House. A 400 Amp single-phase three-wire meter, meter socket and enclosure are mounted on the riser pole. Two (2) 3" PVC conduits are installed underground from the meter socket to the South wall of the basement of the Main House. Each 3" conduit feeds an Eaton 42 space main breaker panel, with 200 Amp main breaker. Panel #1 has the following branch circuit breakers: 50 Amp 2-pole for sewage pump system; 20 Amp 2-pole for the well system; 20 Amp 1-pole for GFCI outlets mounted below the panel. Panel #2 has the following branch circuit breakers: 100 Amp 2-pole garage feeder; 20 Amp 1-pole for GFCI outlets mounted next to the panel. There are two (2) 2" PVC conduits, one from each panel,

feeding the garage. There are also two (2) 1" PVC conduits from the Main House to the Garage: one with CAT 5E Cables, and one spare. There is temporary festoon lighting in the basement of the Main House. All other wiring in the Main House has been de-energized.

The Garage panel is a Siemens 20 space main breaker panel, with 100 Amp main. Wiring methods observed in the garage are PVC conduit, EMT and A/C Lite cable. There is also a Notifier SFP-400B Fire Alarm Control Panel Located in the garage, with two (2) heat detectors in the garage, with two (2) pull station and two (2) smoke detectors upstairs. There is no pull station located in the garage.

There is a 6 panel solar PV system mounted on the roof of the garage building. In the classroom (the second floor of the garage building) are mounted a solar system DC power disconnect switch, an inverter, a solar system AC power disconnect switch, and a revenue meter. All solar PV system related components are properly labeled, per NEC requirements.



Dwelling Electrical Panel



Abandoned Panel



Classroom Solar/Utility Interface



Solar Roof Panels



Electrical Panel in Garage

Structural Elements

Dwelling

The foundation is mortared fieldstone. There is evidence of water infiltration throughout the basement. There are numerous areas throughout the basement walls where the stone foundation is failing and loose stone is visible. In some areas the top of the foundation has failed. In general the foundation is in poor condition.



Basement

Corner Foundation



Corner Foundation



Hatchway



Foundation Corner



Foundation Corner

Most of the dwelling reflects floor framing in fair condition. There is a section in the southeast corner of the dwelling (kitchen) where the framing is rotted and in very poor condition. The main sill beam is also rotted beyond repair. Some of the studding also shows evidence of rot and failure.



Damage in Kitchen



Damage in Kitchen



Failed Beam @ Sill



Water Damage @ Roof Level

Due to the poor condition of the support structure as evidenced by water infiltration and rotting members, no attempt was made to access the attic for inspection. As viewed from the outside, the point at the intersection of the gambrel roof and the dormer in the southeast corner of the dwelling were damaged and exposed. A tarp on the roof placed as an attempt to minimize the water damage was becoming detached. The porch in the southeast corner of the dwelling was failing. The support structure, walls, siding, and roof are all in disrepair. A view from the hill at the rear of the dwelling did show that the structure is basically plumb and true and there was no visual evidence of the ridges sagging or failing.



Exterior view from Hill

Garage & Classroom

The foundation is generally a mortared stone foundation with two (2) to three (3) feet of new concrete cap on top of the wall to the sill. There is a buttress wall on the inside of the stone foundation that is reinforcing the bottom of the stone foundation. This reinforcing projects into the space 12" to 18" all around the perimeter. There are new columns down the middle of the garage between the bays. One minor crack in the new concrete wall cap was evident on the

south side of the basement down to the stone foundation. There was a repair evident on the inside of the foundation wall. There is a new concrete floor in the garage area. The first floor framing may be original. The roof framing and underlayment appears to be original. New east/west trusses with collar ties at the top of the framed wall are new. In general, the structure appears to be in excellent condition.



North Wall – Inside



North & East Wall Outside



West Wall - Inside



South Wall - Inside



Classroom

Exterior Elements

Dwelling

The roofing of the dwelling was covered with a light layer of snow at the time of inspection. In the report dated 1994, it was stated that the inexpensive asphalt shingles appeared to be about 12 years old. That makes the roofing approximately thirty years old. It is assumed to be at the end of its useful life. The walls and siding are clapboards on the first floor and cedar shakes on the second floor. All of the siding is weathered significantly showing signs of cracking, splitting and checking. In some of the areas the siding has deteriorated from water damage. All of the windows are covered with plywood as most of the window glazing has been broken by vandals. The doors are boarded up and additional structural boards were in place with bolts to prevent breaking and entering into the dwelling. In general, the exterior of the dwelling is in very poor condition.

Garage & Classroom

The roofing is clad with asphalt architectural shingles that appear to be relatively new. The siding is clapboard that may be cedar and is stained/sealed and beginning to show signs of needing a new treatment. The garage doors are new and in excellent condition. The entry steps and porches are sound and in excellent condition. Overall, the building is in excellent condition.



East Wall



West View



Southwest View



Northwest View

Interior Elements

Dwelling

The first evidence of excessive damage appeared upon entering the dwelling. The door was vandalized. The interior foyer stairway, floors, walls, ceilings, doors, windows, frames, and trim work are essentially destroyed. Plaster has fallen off the walls and ceilings. Some lath has been pulled off or fallen off the framing. The floors are buckled and in some cases rotted from water damage and lack of heat for many years. The kitchen, bathroom, living space and bedrooms are at the point of being beyond repair. The major damage and deterioration is in the southeast corner of the dwelling or kitchen where water infiltration from the long term, continuous roof leak has rotted out the second floor framing, stud walls, first floor and framing and the porch and doors.

The entire interior of the dwelling is in very poor condition and it may be logistically and/or financially not feasible or practical to salvage.



Entry Door



Stairway to Second Floor



Damage in Kitchen



Bathroom



Damage in Kitchen



Sitting Area



Upstairs Bedrooms Water Damage

Garage & Classroom

The interior of the garage is field stone and concrete finish. It is in excellent condition. The ceiling of the garage is gypsum wall board and is taped and spackled. The Classroom is finished with rough sawn pine walls. The roof appears to be the original underside of the decking. The windows and doors are all in excellent condition, plumb and true and in excellent operational condition. Overall, the Garage and Classroom are in excellent condition.



Classroom Interior

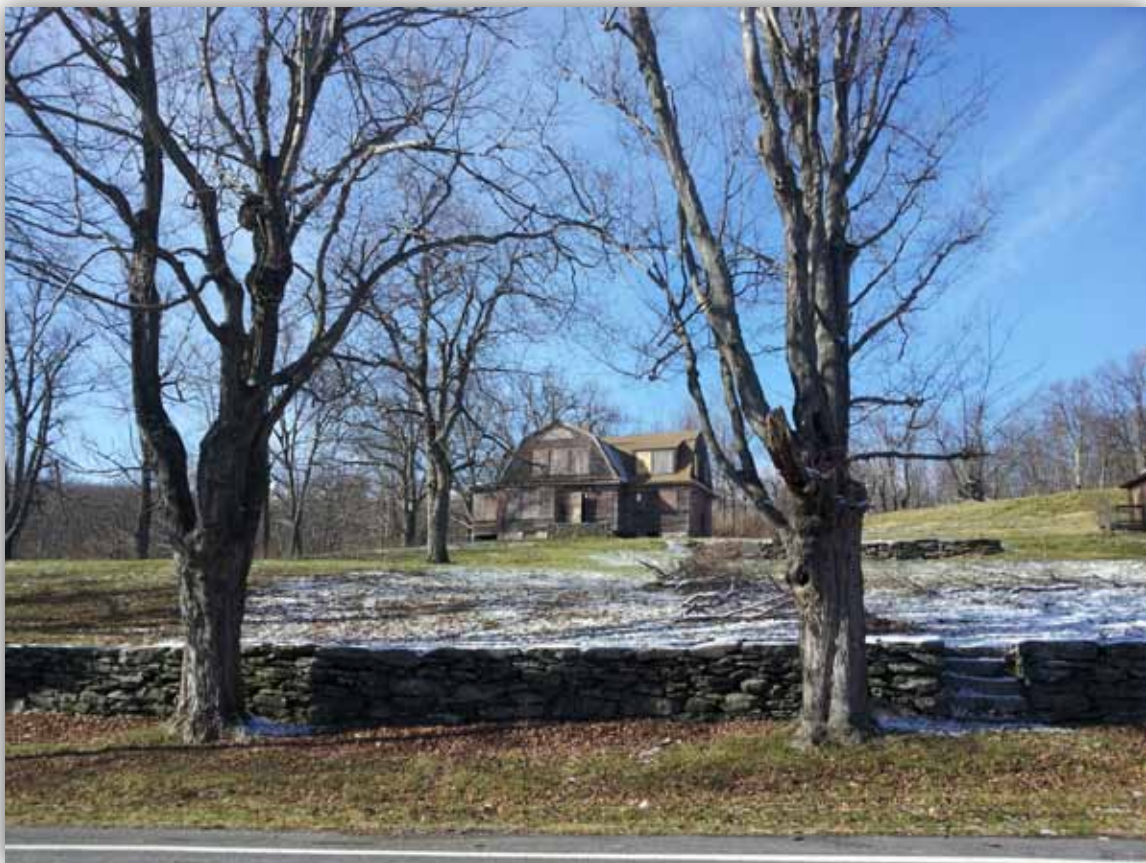


Classroom Interior

Landscape Elements

The dwelling and garage are situated slightly upland from Mountain Road. A gravel drive loops up past the garage to the front of the house and back out to the road. There is a loose set field stone wall along the road line and a second stone wall part way between the road and house that is parallel to the road. There is also a stone wall along the south side of the mowed area at the wooded edge. The first section of the drive up to the garage is in good condition with minor expected washing out. The upper portion of the gravel drive way is in poor condition with ruts in the tire path as well as some minor vegetation growth. The lawn area is very rough and irregular. It appears that it is mowed infrequently with some type of larger tractor/mower. The west or rear of the dwelling and garage is further upland. There is a built-up mounded septic system at the top of the mowed area creating a small plateau. This also appears to be mowed at the same interval as the other areas. Beyond the mowed areas there are lightly wooded areas of older growth trees.

At the edge of the mounded system and wood line, there are remnants of a tree house that is falling over. This constitutes a safety issue for clientele visiting the site.



Dwelling From Street



Garage From Street



Dwelling From Street



Looking north Towards Garage/Classroom



View Towards Classroom



Looking South @ Rear



West Side/Rear of Classroom



Grade @ Garage



Rear View of House



Tree house

SUMMARY for EDUCATIONAL FACILITY

For the purpose of this report summary, it is assumed that the new use of the structure will be an Environmental & Educational Center. Also, it is assumed that the existing structure will be used and renovated and improved as required to accommodate the new use.

Demolition

1. Remove plywood over windows, trim, and frames
2. Remove deteriorated siding and trim
3. Demo existing porch in southeast corner of dwelling
4. Remove existing basement concrete floor
5. Clean out interior space and strip all interior to studs
6. Remove walls to accommodate new building use program
7. Provide temporary support for floor, walls and roof in southeast corner of dwelling
8. Remove deteriorated support beams, studs, joists, and roof
9. Remove remaining plumbing system and fixtures
10. Remove existing roofing
11. Debris removal, dumping fee

Plumbing Systems

1. New potable well, (Public). Permitting, engineering, drilling, pumping system, testing, commissioning
2. New dwelling domestic piping distribution
3. Provide new restroom fixtures
4. Provide new sanitary piping system

HVAC

1. New hot air furnace
2. New ducting distribution system
3. New oil tank

Electrical Systems

1. A pull station should be added to the garage.
2. Main house electrical demolition scope of work: make safe and remove all original wiring, light fixtures, outlets and wiring devices throughout the building. The new electrical infrastructure panels, metering, etc., is to remain. Feeders to the well, the sewerage system, and the Garage are to remain.
3. Main house construction power scope of work: Supply and install temporary lighting and power for construction.
4. Main house electrical construction scope of work: Supply and install circuit breaker panels, panel feeders, branch circuit wiring, light fixtures, emergency light battery pack

units, outlets and wiring devices, fire alarm system, bonding and grounding. The cost estimate for the main house electrical construction is based on the five (5) electrical drawings prepared by Bruner / Cott for the department of Conservation and Recreation, dated December 1, 2004.

5. Electrical Contractor's miscellaneous scope of work: Obtain and pay for all necessary permits; provide co-ordination between the Utility Company, the Fire Alarm Company, the State Wiring Inspector, and the State Fire Marshall.

Structural Systems

1. Install new pier footings for lally columns
2. Install new concrete basement floor with perimeter drain and sump
3. Repair stone foundation
4. Replace sill beams
5. Replace/sister floor joists
6. Repair/replace studs in kitchen
7. Install new piers for porch
8. Repair/replace studs in bedroom to roof
9. Repair/sister roof rafters
10. Construct new walls for space use change
11. Construct framing for new wheel chair lift
12. Repair existing bulkhead to basement

Exterior Elements

1. Reframe and install new windows and doors
2. Repair/replace all clap board siding
3. Repair/replace eaves, fascia, etc.
4. Install new asphalt shingles on roof
5. Prep exterior for priming and painted
6. Prime and paint exterior
7. Rebuild porch off kitchen
8. Construct new wood deck to reception area
9. Construct new bulk head

Interior Elements

1. Install insulation on exterior walls and roof
2. New wheel chair lift
3. Install new GWB on all walls
4. Install new underlayment for floors
5. Install new floor finishes
6. New rest rooms and janitorial space
7. Repair/replace existing stairs to basement and second floor

8. Prime and prep all walls & trim
9. Paint all walls and trim
10. Final cleaning and punch list items

Landscape Elements

1. Replace front entrance concrete entry
2. Re-grade area at new reception area and provide walkway as required
3. Provide ADA/MAB walks to class room above garage and to educational facility
4. Re-grade and repair existing driveway and provide ADA accessible parking
5. Repair/loam and seed all disturbed areas from building renovation
6. Remove tree house

SUMMARY for RESIDENTIAL DWELLING

For the purpose of this report summary, it is assumed that the use of this structure will revert to a residence. Also, it is assumed that the existing structure will be used and renovated and improved upon as required to accommodate the current building codes.

Demolition

1. Remove plywood over windows, windows, trim and frames
2. Remove deteriorated siding and trim
3. Demo existing porch in southeast corner of dwelling
4. Remove existing basement concrete floor
5. Clean out interior space and strip all interior to studs
6. Provide temporary support for floor, walls and roof in southeast corner of dwelling
7. Remove deteriorated support beams, studs, joists, and roof
8. Remove remaining plumbing system and fixtures
9. Remove existing roofing
10. Debris removal, dumping fee

Plumbing Systems

1. New potable well. Drilling, pumping system, testing, commissioning
2. New dwelling domestic piping distribution
3. Provide bathroom fixtures
4. Provide new sanitary piping system

HVAC

1. New hot air furnace
2. New ducting distribution system
3. New oil tank

Electrical Systems

1. A pull station should be added to the garage.
2. Main house electrical demolition scope of work: make safe and remove all original wiring, light fixtures, outlets and wiring devices throughout the building. The new electrical infrastructure panels, metering, etc., is to remain. Feeders to the well, the sewerage system, and the Garage are to remain.
3. Main house construction power scope of work: Supply and install temporary lighting and power for construction.
4. Main house electrical construction scope of work: Supply and install circuit breaker panels, panel feeders, branch circuit wiring, light fixtures, outlets and wiring devices, fire & c0 alarm systems, bonding and grounding. The cost estimate for the main house

electrical construction is based on the five (5) electrical drawings prepared by Bruner / Cott for the department of Conservation and Recreation, dated December 1, 2004.

5. Electrical Contractor's miscellaneous scope of work: Obtain and pay for all necessary permits; provide co-ordination between the Utility Company, the Fire Alarm Company, the State Wiring Inspector, and the State Fire Marshall.

Structural Systems

1. Install new pier footings for lally columns
2. Install new concrete basement floor with perimeter drain and sump
3. Repair stone foundation
4. Replace sill beams
5. Replace/sister floor joists
6. Repair/replace studs in kitchen
7. Install new piers for porch
8. Repair/replace studs in bedroom to roof
9. Repair/sister roof rafters
10. Repair existing bulkhead to basement

Exterior Elements

1. Reframe and install new windows and doors
2. Repair/replace all clap board siding
3. Repair/replace eaves, fascia, etc.
4. Install new asphalt shingles on roof
5. Prep exterior for priming and painted
6. Prime and paint exterior
7. Rebuild porch off kitchen
8. Construct new bulk head

Interior Elements

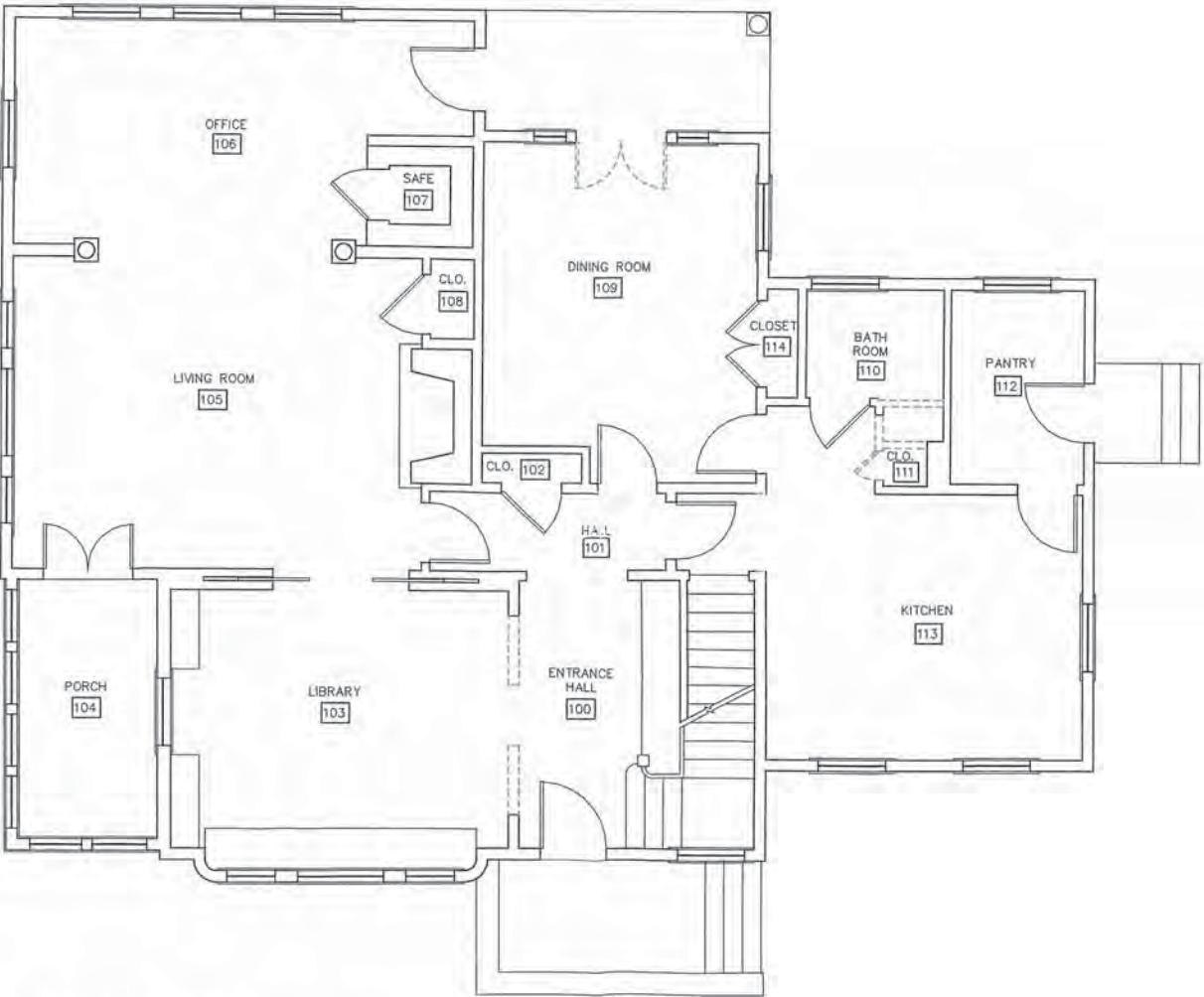
1. Install insulation on exterior walls and roof
2. Install new GWB on all walls
3. Install new underlayment for floors
4. Install new floor finishes
5. New vanity, kitchen cabinets, counters, sink, bathroom fixtures
6. Repair/replace existing stairs to basement and second floor
7. Prime and prep all walls & trim
8. Paint all walls and trim
9. Final cleaning and punch list items
10. New appliances (dish washer, stove, refrigerator, washer & dryer)

Landscape Elements

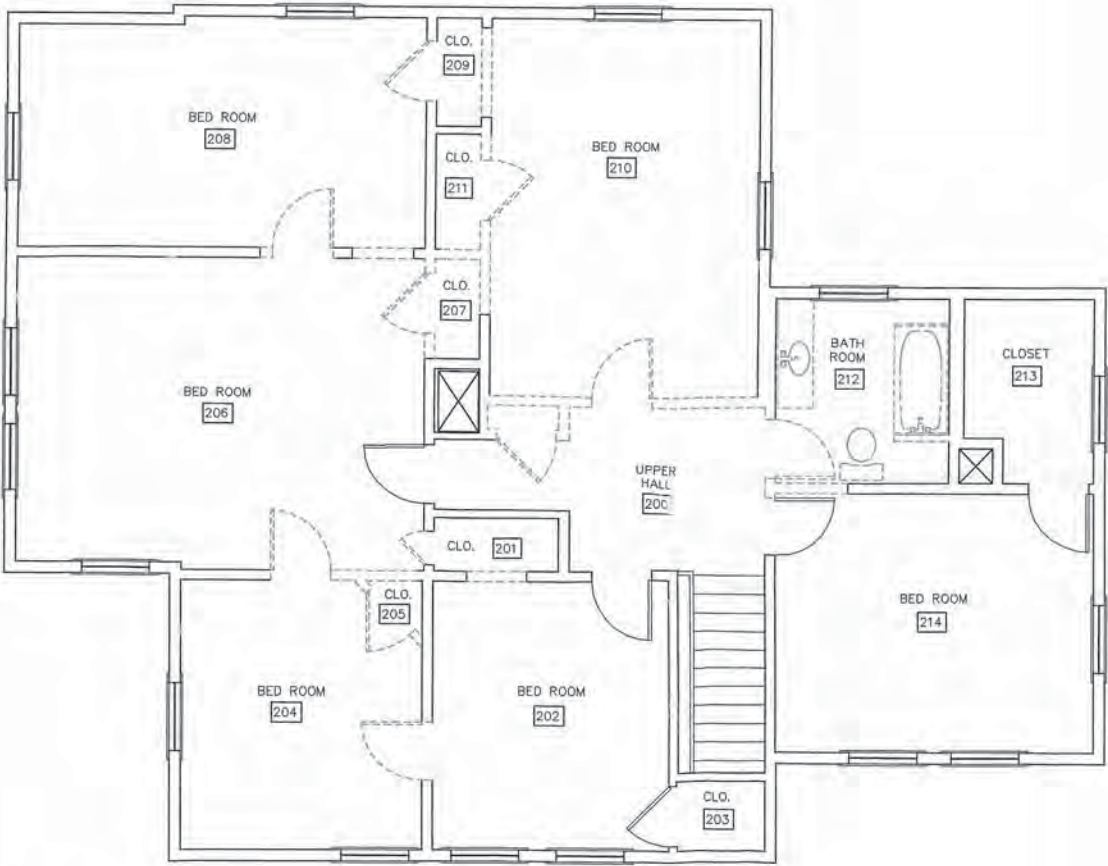
1. Replace front entrance concrete entry, upgrade walk way
2. Re-grade and repair existing driveway
3. Repair/loam and seed all disturbed areas from building renovation
4. Remove tree house

APPENDIX D:
FLOOR PLANS AND ELEVATIONS

APPENDIX D: FLOOR PLANS
Wachusett Superintendent's House - Request for Proposals, Historic Curatorship Program
Plans not to scale and are for general reference only
Please disregard markings regarding rehabilitation work and refer to those listed in APPENDIX B



1 FIRST FLOOR DEMOLITION PLAN
1/4" = 1'-0"



2 SECOND FLOOR DEMOLITION PLAN
1/4" = 1'-0"

PROJECT NORTH

APPROVED BY

Signature

Date

DRAWING LIST

A1.0

BASEMENT AND ROOF DEMO PLANS

A2.0

FIRST AND SECOND FLOOR DEMO PLANS

A3.0

FIRST AND SECOND FLOOR PLANS PROPOSED

A4.0

EXISTING EAST AND WEST ELEVATIONS

A5.0

EXISTING NORTH AND SOUTH ELEVATIONS

STAMP

ARCHITECT

FLAVIN

ARCHITECTS

4 LONGFELLOW PLACE T 617.227.6717
SUITE 1405 F 617.227.6306
BOSTON, MA 02114 E flavinarch@aol.com

CLIENT

CAFAS

380 MASSACHUSETTS AVE
ACTON, MA 01720

PROJECT

OUTWARD BOUND PROGRAM

WACHUSETT MOUNTAIN

SUPERINTENDENT'S HOUSE

MOUNTAIN ROAD,
PRINCETON, MA 01541

Project: 9733.00
F:\FILE\CAFAS\WACHUSETT\6-11-99\A2

Issue

Date

SCHEME "A"

03 AUG 99

PROPOSED

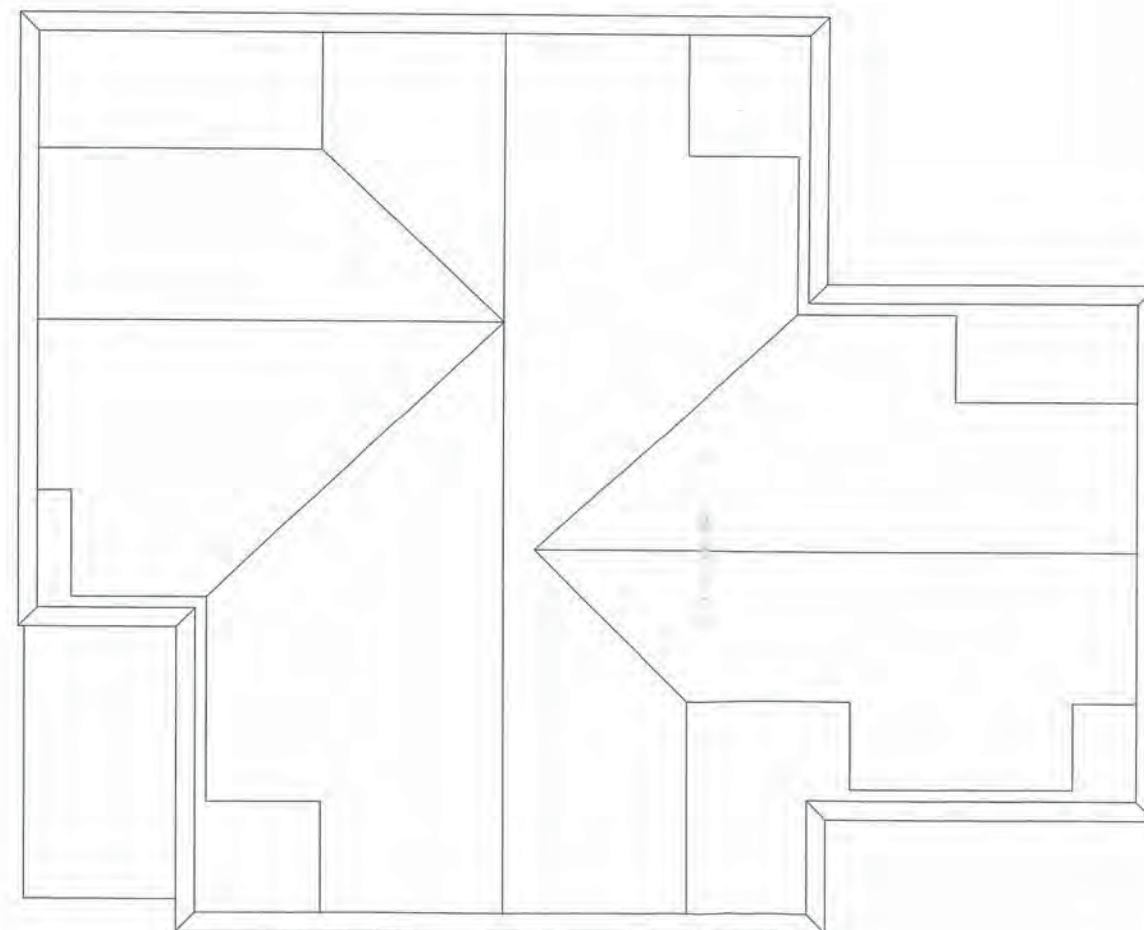
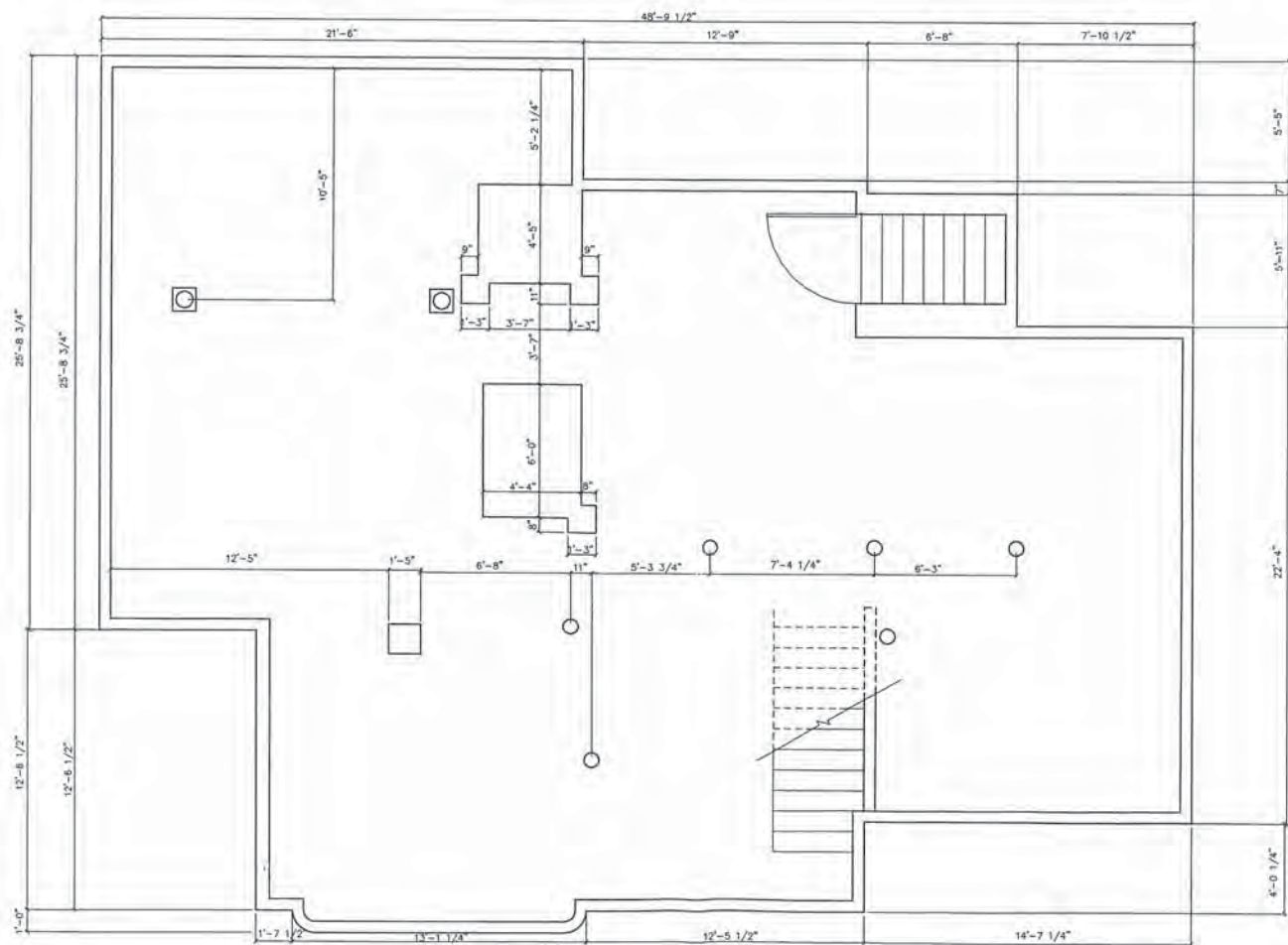
FIRST AND SECOND

FLOOR PLANS

Scale: 1/4" = 1'-0"

D2

A2.0



3 EXISTING BASEMENT PLAN
1/4" = 1'-0"

4 ROOF PLAN
1/8" = 1'-0"

PROJECT NORTH

APPROVED BY

Signature

Date

DRAWING LIST

A1.0

SUPERINTENDENT'S HOUSE BASEMENT AND ROOF DEMO PLANS

A2.0

SUPERINTENDENT'S HOUSE FIRST AND SECOND FLOOR DEMO PLANS

A3.0

SUPERINTENDENT'S HOUSE FIRST AND SECOND FLOOR PLANS PROPOSED

A4.0

SUPERINTENDENT'S HOUSE EXISTING EAST AND WEST ELEVATIONS

A5.0

SUPERINTENDENT'S HOUSE EXISTING NORTH AND SOUTH ELEVATIONS

STAMP

ARCHITECT

FLAVIN

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CAFAS

380 MASSACHUSETTS AVE
ACTON, MA 01720

PROJECT

OUTWARD BOUND PROGRAM

WACHUSETT MOUNTAIN

SUPERINTENDENT'S HOUSE

MOUNTAIN ROAD,
PRINCETON, MA 01541

Project: 9733.00

FILE: \CAFAS\WACHUSETT\6-11-99\A1

Issue

Date

EXISTING CONDITIONS

03 AUG 98

SUPERINTENDENT'S HOUSE BASEMENT AND ROOF DEMO PLANS

Scale 1/4" = 1'-0"

D3

A1.0

APPENDIX E:
PRESERVATION STANDARDS AND CRITERIA

APPENDIX - : Preservation Standards and Criteria

DCR requires that the exterior of the property be preserved in its existing architectural style. Interior space may be adaptively used, but remaining original detail is to be retained to the greatest extent possible. Preservation work and maintenance will be done by the Curator with plans, specifications and the work itself reviewed and approved by DCR, in consultation with the Massachusetts Historical Commission (MHC) and any other pertinent authority.

1. Historic Standards

The following general standards, as well as the *Secretary of the Interior's Standards for the Treatment of Historic Properties; 1992* (below) should govern the specific approach to preservation and use of the exterior and interior of the property:

- a. Every reasonable attempt shall be made to provide for compatible uses that require minimal alterations.
- b. The proposed uses of the property must maximize both immediate and long range preservation of the structure and its environment.
- c. The distinguishing qualities and character of the property shall not be destroyed. Distinctive architectural and/or significant site features are not to be altered, and any historic material identified in the course of renovations is not to be removed from the building without the express approval of DCR.
- d. All treatment that may affect surface or subsurface disturbances within the lease area must be evaluated by an archaeologist for potential effects to archaeological resources. If it is determined that an archaeological survey is necessary it should be conducted under permit from the state archaeologist at the Massachusetts Historical Commission in accordance with 950 CMR 70. Should artifacts be discovered in the course of the project, they should be investigated and recorded by an archaeologist permitted by the State Archaeologist, and turned over to the appropriate curatorial facility in accordance with Massachusetts General Laws, Chapter 9 Sec. 27c.
- e. With regard to the interior of the property, DCR's preference is for historical fabric to be preserved. However, DCR is prepared to cooperate with a successful Proposer in developing an adaptive reuse program which insures the economic viability of the project while satisfying the Department's objective of preserving the property.

2. Construction Standards

DCR requires that all improvements to the property comply with the following codes and standards:

- a. Massachusetts State Building Code (most recent edition);
- b. State Plumbing Code;
- c. DEP Title V;
- d. Chapter 91;
- e. all other applicable state and local codes, laws and regulations

All work shall be reviewed and by DCR. All work to the building and plumbing system is subject to review and approval by the State Building and Plumbing Inspectors. Electrical work is subject to the review and approval of the local electrical inspector. Septic system work is regulated by the Department of Environmental Protection, in consultation with the local Board of Health. Fire protection, safety and projects that impact watershed resources fall under the authority of local officials.

Secretary of the Interior's Standards for the Treatment of Historic Properties

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

APPENDIX F:
MAINTENANCE GUIDELINES



EXHIBIT F:

Guidelines for:

The Maintenance of Historic Properties

Including Recommendations for the Long Term Care
of Historic Buildings and Landscapes

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FOREWORD

The Department of Conservation and Recreation (DCR), through the Office of Cultural Resources, has prepared the following:

STANDARDS FOR THE MAINTENANCE OF HISTORIC PROPERTIES

as a means to aid Curator/Tenants in the development of a long term maintenance plan for Historic Curatorship Program properties.

The purpose of these Maintenance Standards is to provide a means of evaluating the performance of the Curator/Tenant as well as to insure a high level of care and protection for these valuable historic resources.

The guidelines contained herein are meant to provide a broad-based philosophy of maintenance, applicable to all historic properties. However, the Department acknowledges that Curatorship properties vary in size and condition, with some properties requiring specialized attention to landscape and architectural details. Therefore, it is DCR's goal to work with each Curator/Tenant in setting annual priorities for individual properties in order to both preserve the character of the property and minimize future expenditures.

The Department intends to work cooperatively with the Curator/Tenant in overseeing the condition of the Curatorship property. The result of a well-developed maintenance plan will be the extended life of a historically significant property, lowered costs for the Curator/Tenant and the public benefit of a well-maintained, attractive property. The Department looks forward to working with Curator/Tenants towards the common goal of the preservation of the Commonwealth's historic properties.

PART I - BACKGROUND

A. Department of Conservation and Recreation

The Department of Conservation and Recreation (DCR) is an agency of the Commonwealth of Massachusetts. It is charged with overseeing and implementing a wide variety of statutory mandates relating to conservation and outdoor recreation. These include "control and supervision of such parks, forests and areas of recreational, scenic, or historic significance as may be from time to time committed to it." [Mass.General Laws, Ch. 21, §1]

B. Mission Statement

The mission of the Department of Conservation and Recreation is to exercise care and oversight of the natural, cultural and historic resources of the Commonwealth and to provide quality public recreation opportunities which are environmentally sound, affordable and accessible to all citizens.

To carry out its mission, DCR investigates, analyzes, promotes and demonstrates the wise stewardship of the Commonwealth's natural, cultural and historic resources; develops and maintains public access to such resources in the rural, suburban and urban areas of the Commonwealth; provides public recreation and education programs; and manages, protects and conserves all public lands, waters and facilities that have been entrusted to the care of the Department, for this and future generations.

C. The Massachusetts State Parks System

Beginning in 1898 with the establishment of Mt. Greylock State Reservation, the Commonwealth of Massachusetts has created an extensive system of State Parks and Forests. This system totals over 270,000 acres in over 160 distinct management units. It is under the control and supervision of the Department of Conservation and Recreation (DCR). Day to day management and operation of DCR properties is the responsibility of the Department's Division of State Parks.

D. Historic Curatorship Program

The Historic Curatorship Program, administered by DCR's Office of Cultural Resources, is a leasing program for historic properties located within the Massachusetts State Parks System. The primary goal of the Historic Curatorship Program is to obtain the rehabilitation and maintenance of historic state park properties in exchange for a long term lease.

PART II - METHODOLOGY

A. Purpose

The purpose of this document is to describe the maintenance requirements of the Historic Curatorship Program and to provide the Curator/Tenant with guidelines for the maintenance of historic properties in the Program.

The following guidelines are general maintenance standards required under a Curatorship lease. However, many Historic Curatorship Program properties include historic landscape elements which are character defining features of the property. In such cases, significant elements will be identified by DCR, and specific maintenance treatments will be developed with the Curator/Tenant.

B. Annual vs. Cyclical Property Maintenance

There are two categories of property maintenance: annual and cyclical. Since climate, weather conditions and other variables can affect the lifespan of materials, both annual and cyclical maintenance are essential to the proper upkeep of a historic building or landscape. Annual and cyclical maintenance can be defined as follows:

Annual maintenance is a regular, repeated action, usually performed every year and serves as a preventative measure. In a building, the cleaning of the roof gutters and downspouts would be examples of annual maintenance. In a landscape, mowing the lawn or raking leaves would be categorized as annual maintenance. A well-developed annual maintenance plan can extend the longevity of building materials, preventing costly future repairs.

Cyclical maintenance is a less frequent schedule of repair and replacement with a varied timetable, depending on the material in question. Installation of a new roof would be considered cyclical, since it occurs every 15 to 20 years. In a landscape, the rejuvenation of a plant bed or the resetting of stone steps is cyclical maintenance. Since cyclical maintenance can be more expensive than annual maintenance, Curator/Tenants should anticipate cyclical needs and plan accordingly. Appendix C of these guidelines lists the average lifespans for some common building materials.

C. Goals of Proper Maintenance

1. Benefits to the Curator/Tenant:

- a. Cost savings - Annual and cyclic maintenance of a property can prevent more serious and costly deterioration.
- b. Visual Character - If a property is regularly maintained it will look well-kept and attractive and inviting.
- c. Energy Efficiency - Regular work on securing windows, doors and chimneys as well as placement of insulation insure tighter, more energy efficient buildings. Such efficiency results in annual cost savings for building heat as well as making the building more livable.
- d. Public Safety - Regular and cyclical maintenance insures that buildings are kept up to current building codes and less likely to encourage fires, plumbing leaks and structural failures. Built forms within the landscape also need to be attended to in order to avoid structural failures, earth movement or other problems.
- e. Environmental Protection - Failed septic systems, well contamination, underground fuel storage tank leaks, over use of pesticides and herbicides and other forms of environmental degradation can be avoided if tested, checked and/or inspected on a regular basis.

2. Benefits to the Commonwealth:

- a. Compatibility with Public Open Space - Over the years DCR has acquired land for public use and has maintained these properties to a high standard. A comprehensive maintenance plan for a Historic Curatorship property will enhance the appearance of the DCR facility and promote the goals of the facility management plan.
- b. Preservation of Historically Significant Property -Almost all of the Historic Curatorship properties are eligible for nomination to the National Register of

Historic Places. Each property - building and landscape - is a significant physical reminder of the past. With proper maintenance they will be preserved for many generations to come.

- c. Public benefit - Historic Curatorship properties will be open to the public at least twice each year, some more frequently. Regular maintenance of the property will add to the public enjoyment of the historic site.

PART III - MAINTENANCE STANDARDS

In order to keep the Historic Curatorship Program properties - both buildings and their settings - in good, operable condition, the following minimum standards shall apply:

A. Building Exteriors

Buildings shall be kept tight to the weather by installation of watertight roofing, protective paint coatings, proper drainage systems and other means by which water is prevented from penetrating into the building. Foundation plantings shall be pruned in order to prevent excessive moisture against the buildings.

B. Building Interior

Interiors shall be kept clean and dry. To the greatest extent possible, interior plaster and wood finishes shall be protected from insect infestation, condensation and water penetration.

C. Building Structure

Buildings shall be kept dry, structurally sound and in good repair. While under structural repair, buildings shall be stabilized and properly protected to prevent further damage to the building or to persons performing or observing the work in progress. All building repairs shall comply with all applicable state and/or local building codes. In the event repairs and/or restoration cannot occur immediately, the building shall be stabilized, in accordance with recognized preservation standards, in order to prevent further deterioration.

D. Building Systems

All building systems (plumbing, heating, air conditioning, electrical, smoke detector, fire suppression, security alarm systems and other building systems) shall be kept operable and in good repair and shall comply with applicable state and/or local building codes. The Curator/Tenant shall take every measure to prevent water leaks and resultant damage, electrical shocks or failure, and other similar damage that may result from the failure of a building system.

E. Grounds

The Curator/Tenant shall keep the grounds around the buildings in good condition. Grounds shall be free of litter or debris, clear of clutter and, generally, shall be kept neatly and attractively. The Historic Curatorship Program property shall be kept in accordance with the standards and goals established by the park or reservation management plan, including mowing schedules and historic landscape management. Where applicable, the Curator/Tenant shall maintain the landscaped areas of the property in accordance with recognized standards for maintenance of historically-significant landscapes. The Curator/Tenant shall exercise every effort to protect, stabilize and maintain significant landscape features for interpretation and/or restoration. Missing or deteriorated landscape elements will be replaced, in kind.

F. Environmental Hazards

All Historic Curatorship Program properties shall be kept free of environmental contaminants or hazards including, but not limited to, unregistered vehicles, unused/antiquated agricultural machinery or vehicles or parts thereof, automotive lubricants, hazardous and/or toxic materials, used tires, tree stumps, road salts and other potential contaminants to the ground.

The Curator/Tenant shall keep all buildings free of destructive rodents and other animals or pests that may cause damage to the property. If applicable, the Curator/Tenant shall maintain a septic system in compliance with the State of Massachusetts Sanitary Code (Title V) and shall maintain a potable water supply in accordance with State and local standards.

G. Sanitation

Properties shall be kept clean and free of litter and debris. Trash and other wastes shall be removed on a regular basis. If the permitted uses of a property include the keeping of domestic or farm animals the Curator/Tenant shall remove animal wastes on a regular basis. The composting of organic wastes shall comply with all local health and safety regulations. Compost piles shall be located in areas approved by DCR.

H. Permitting

The Curator/Tenant will be responsible for obtaining all necessary permits and approvals for work on the Curatorship property. Special resources such as wetlands and archaeological sites contained within the Curatorship property will be identified.

PART IV - REVIEW & INSPECTION

A. Review

Cyclical maintenance of the Curatorship property may involve major changes to the building or landscape. Replacement of or significant repair to historic fabric, including landscape elements, will require DCR approval. In some cases, DCR will file a Project Notification Form (PNF) with the Massachusetts Historical Commission (MHC), as required under law. MHC must approve the project within 30 days in order for the work to proceed.

B. Inspection

Each year a DCR representative will inspect the property with the Curator/Tenant. Using the checklist found in Appendix A, the inspector will evaluate the condition of the property and the performance of the Curator/Tenant. A Curator/Tenant will be eligible for the credit if all of the requirements of the "Maintenance Services," as outlined in the Lease agreement, have been met.

The Curator/Tenant should inspect the property periodically to insure that the guidelines are being met prior to the annual inspection. From the ground, binoculars will make the inspection easier. The best time to observe the performance of the roof is during a moderate rain, when the drainage systems are in full use. The Quick Checks found in Appendix B will aid the Curator/Tenant in identifying areas which need attention. The checklists provided address general maintenance issues and should be customized to include special features or circumstances associated with a specific property.

PART V: APPENDICES

APPENDIX A: Annual Maintenance Inspection Checklist

Property Name:

Date of Inspection:

Value of Annual Maintenance Credit:

Curator / Tenant(s) present:

DCR Representative(s) present:

				I. BUILDING EXTERIOR
yes	no	n/a		A. Roof Structure and Materials
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any missing, broken, or damaged roof slates or shingles?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are wooden shingles splitting and/or curling?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are slates cracked?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are there any signs of rusting?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are there any indications of standing water, water back-up or other water damage? (Example: damage from ice dams, damaged or missing gutters)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Does any part of the roof sag or look out of alignment?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Is there any damage to the cornice, soffits or fascia boards?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		8. Are there loose, rotten or missing gutters?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		9. Is the paint on the gutters peeling from the gutter?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10. Do the gutters need to be cleaned and oiled with linseed oil?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		11. Do the downspouts need to be adjusted and connected with the gutter?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		12. Does the water from the downspouts need to be directed away from the house?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		13. Does the house need splash pads?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		14. Does the water collect near the foundation?
				Comments:
				B. Chimneys (from roof line up)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are the chimney flashings unsecured from either the roof or the chimney?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is the masonry cracked or crumbling?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are bricks and/or pargeting cracked or missing?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Is the chimney leaning more than a few degrees?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Is there bracing on the chimney?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Are the chimneys in need of cleaning?
				Comments:
				C. Exterior Walls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are the walls warped or bulging?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are doors and windows misaligned with their frames or operating

				improperly?
yes	no	n/a		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are there signs of settlement around the doors and windows?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Is the exterior siding placed on the building improperly?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. If wooden ext walls, does the exterior siding undulate, buckle or curl?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. If brick or masonry walls, are mortar joints spalled, washed out or broken?
				Comments:
				D. Exterior Woodwork
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is the woodwork less than 6"-8" from the ground?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Do probes into the wood indicate more than a ¼ "penetration?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Is there any rotted or splitting wood?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are there any signs of dirt (in the form of termite mud tunnels) on foundations, steps and cellar walls?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are there any signs of insect boring, such as holes, sawdust, wood penetration, or other indicators?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Are vines and other vegetation located close to the house, thus keeping moisture close to the house and inviting insect damage and rot?
				Comments:
				E. Exterior Trim and Finishes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any clapboards or sheathing materials missing from the exterior?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are there any loose, cracked or damaged clapboards or sheathing materials?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are sheathing materials improperly attached to the wall?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. If aluminum, vinyl or asbestos siding is over the original sheathing, is artificial siding cracking, buckling or splitting, etc.? Does the siding prevent the building from breathing?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Is decorative woodwork improperly secured to the house?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Do decorative features, windows, door frames and other areas need to be caulked and painted?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Is paint peeling, flaking or blistering? (If so, check for moisture in the walls and presence of a vapor barrier)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		8. Do any joint areas require caulking or flashing to prevent moisture penetration
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		9. Does the surface contain mildew, chalking or other paint surface reaction?
				Comments:
				F. Doors and Windows
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are doors and windows improperly fitted in their openings?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is the glass cracked, loose or improperly glazed or painted?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Is there any rotted wood in the sills or lower rails?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Is weather stripping failing?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are exterior storm windows and doors uninstalled?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. If exterior storm windows are not feasible for historic or technical reasons, are interior storm windows installed?
yes	no	n/a		
				Comments:
				G. Foundation and Masonry
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is water collecting at the foundation walls?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is the foundation or masonry cracked or crumbling?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are bricks, stone and/or parging cracked or missing?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Is the mortar eroding or loosening?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are there serious signs of building settlement (ie., more than hairline cracks in the masonry)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Is there spalling, cracking or crumbling of stone trim? (Example: if there is brownstone, is it flaking?)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Are there any signs (bulges, cracks, etc.) of separation of brick courses?
				Comments:
				II. BUILDING INTERIOR
				A. Cellar/Basement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is the basement inadequately ventilated?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Does the basement smell damp and moldy?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Do sills or joists show signs of termite or insect damage? (Probe wood to determine extent of damage)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are there any signs of building sagging or deflection? (If so, check for weakened support posts, rotten beams, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are there any signs (wood dust, holes, active insects) of weakened or damaged floor joists or beams, flooring or other wooden members?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Are there indications of leaking pipes — water pipes, pumps or wells, waste pipe failure, etc.?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Is there any flooding in the basement?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		8. Is the bulkhead unsecured or improperly flashed and caulked?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		9. If there is a crawl space, is it opening and allowing moisture to enter the house?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10. Is the foundation mortar separating from the masonry foundation or cracking?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Comments:
				B. Finished Spaces
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any signs of damp plaster on ceilings, walls, around chimneys, under kitchen or bathrooms, or in other applicable locations?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is there any vibration or “bounce” to the staircase or other floor area of the house, indicating potential structural problems?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Do floors sag or vibrate when there is a lot of foot traffic or jumping?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are there prominent cracks in walls, floors or near window or

				door casings which indicate settlement?
yes	no	n/a		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are these cracks old or recently created?
				Comments:
				C. Insulation and Ventilation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are the exterior walls uninsulated? If not, what insulating material is used, and was a vapor barrier installed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is attic insulation improperly installed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Does the attic insulation restrict adequate ventilation?
				Comments:
				D. Attic
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any signs of leaks (staining) on the attic rafters or sheathing?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is the attic improperly ventilated, causing moisture and mildew to collect on the underside of the roof?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are there any sagging rafters, broken collar ties or other structural deficiencies?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are the chimney bricks in the attic loose or in bad condition?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are there any holes in the chimney or indication that there is a failure of the present chimney flue to contain the heat generated from the heating system and/or fireplaces?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Is there any evidence of insect infestation (sawdust, borings, etc.) in wooden members (rafters, purlins or sheathing)?
				Comments:
				III. BUILDING SYSTEMS
				A. Water Systems and Plumbing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is water pressure inadequate?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. If a private well, is the pump malfunctioning?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. If a private well are there any issues with the drinking water quality?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are there any leaks in the water lines?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are the kitchen and bathroom fixtures improperly installed, causing leaks, "sweating", or other water damage?
				Comments:
				B. Heating System
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is the heating system malfunctioning?
				C. Sewage/Septic Systems
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there odors emanating from the septic tank/field or sewage line area?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. If a septic system, are there any depressions or "wet spots" in the ground area adjacent to or within the septic field?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Does the septic tank need pumping?

				Comments:
yes	no	n/a		
				D. Natural Gas Systems
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any natural gas/propane odors emanating from the system?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. If a propane tank is located on the property, is it improperly secured?
				Comments:
				E. Electrical Systems
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are overhead electrical lines coming into the property disconnected or uncovered?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are poles supporting the wires too close to tree limbs and other encumbrances?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Does the present amperage violate the Mass. Building Code and/or local building code?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Have any major electrical appliances been added to the system within the last year?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Do any lights or electrical utilities fail when turned on?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Do bathroom, laundry room and kitchen electrical systems need ground fault outlets?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Beyond regional electric systems failures, have there been any electrical failures, "black outs", or other problems system within the last year?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		8. Are any electrical lines located close to water sources?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		9. Are any outside electrical plugs and lights exposed to weather damage?
				Comments:
				F. Telephone/Cable System
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are the overhead telephone lines coming into the property loose or disconnected?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are poles supporting the wires too close to tree limbs or other encumbrances?
				Comments:
				G. Fire/Security Systems
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. If there is a fire suppression system, is it due for an annual check up?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. If there is a home security system, is it due for an annual check up?
				Comments:
				IV. WALKWAY AND DRIVEWAY MAINTENANCE
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are the walks and driveway surfaces in bad condition, with any uneven or cracked surfaces?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. If gravel, stone or brick paths, are any materials missing and is infill material needed to supplement existing way?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. If an asphalt material, does surface need a seal coat?
				Comments:
yes	no	n/a		
				V. MISCELLANEOUS PROVISIONS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any systems and/or property features that warrant special maintenance considerations and/or unique treatment? If so, what are they and what special provisions need to be made?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Are trash containers securely covered to prevent animals from getting in?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Are trash containers left in the street after trash pickup?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Where waste collection is not available, is no more than two weeks worth of waste collected located on the site?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5. Are recycling materials uncovered?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		6. Is more than a month's worth of recycled materials located on the site?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		7. Are ladders, building materials and other construction-related equipment properly secured to limit theft and insurance liability?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		8. Are boats, mobile homes, trailers, recreational vehicles, etc., in plain view?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		9. Is the yard littered with children's toys, bicycles, plant pots, garden tools, barbecue grill and other items?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10. Is the outside laundry line screened in plain view?
				Comments:
				VI. COMPLIANCE AND COMPATIBILITY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Is the overall appearance of the Curatorship site incompatible with the conservation and recreation goals of DCR, as well as with those of the facility management plan?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Has the Curator/Tenant failed to comply with the reporting requirements of the lease agreement?
				Comments:
				VII. REMINDERS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		1. Are there any unpaid taxes on the property?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		2. Is the insurance coverage inadequate or out of date?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		3. Do we need a copy for the file?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		4. Are any utility services out of date?
				comments:

APPENDIX B: Annual Building and Landscape Quick Checks

3 MONTH INSPECTION

- ☐ ☐ Inspect yard to see that it is properly maintained/picked up
- ☐ ☐ Check foundation plantings for moisture retention
- ☐ ☐ Check roof for debris
- ☐ ☐ Clean downspouts and gutters. Oil gutters
- ☐ ☐ Check fuse box for proper operation and amperage of fuses
- ☐ ☐ Inspection of yard
- ☐ ☐ Mow lawn regularly (April-November)
- ☐ ☐ Weed/water lawn and planting beds (April-November)
- ☐ ☐ Mulch (seasonal)
- ☐ ☐ Check irrigation systems

6 MONTH INSPECTION

- ☐ ☐ Inspect foundation for movement, spalling or other damage
- ☐ ☐ Inspect and treat for insect damage and/or nests
- ☐ ☐ Check for any structural deficiencies in wooden members
- ☐ ☐ Inspect joint areas for caulking and flashing
- ☐ ☐ Check condition of exterior paint
- ☐ ☐ Check condition and energy efficiency of doors, windows and bulkhead
- ☐ ☐ Check gas/propane system for leaks and proper connection to structure
- ☐ ☐ Inspect electrical lines to determine if they are free of obstructions
- ☐ ☐ Inspect interior electrical systems for proper operation
- ☐ ☐ Test fire suppression system for proper operation
- ☐ ☐ Test security alarm system for proper operation
- ☐ ☐ Apply fertilizers, lime and herbicides to lawns and plants (as needed)
- ☐ ☐ Apply soil nutrients (as needed)
- ☐ ☐ Rake leaves, general yard clean up (seasonal)
- ☐ ☐ Aerate Lawn
- ☐ ☐ Replace plant materials (spring and fall for trees and shrubs)
- ☐ ☐ Prune trees and shrubs (spring and fall)
- ☐ ☐ Clear paths and trails
- ☐ ☐ Mow meadow (once per year or as needed)
- ☐ ☐ Spray fruit trees
- ☐ ☐ Divide perennials

9 MONTH INSPECTION

- ☐ ☐ Check exterior walls for bulges, settlement, and curling clapboards
- ☐ ☐ Check condition of exterior woodwork (trim, cornerboards, posts,ballustrades)
- ☐ ☐ Review plumbing system for leaks, "sweating" and general operation
- ☐ ☐ Inspect telephone lines to determine if they are free of obstructions
- ☐ ☐ Protect garden furnishings (paint as needed)
- ☐ ☐ Inspect driveway and drainage systems

12 MONTH INSPECTION

- ☐ ☐ Inspect roof for leaks, shingle/slate coverage, structural changes, proper ventilation
- ☐ ☐ Clean heating system (ducts and vents)
- ☐ ☐ Inspect and clean chimney
- ☐ ☐ Check insulation materials and vapor barriers

- [] Inspect septic system for proper operation and/or pumping
- [] Inspect driveways and walkways
- [] Test private well water per State and Local regulations
- [] Test soils for Ph and other factors (add supplements as needed)
- [] Clean drainage structures
- [] Repoint masonry on garden structures (as needed)

Cyclical Building and Landscape Milestones

2-5 YEAR TASKS

- ☐ Apply fungicide treatment to wooden roof shingles.
- ☐ Check roof air circulation
- ☐ Repair windows and doors for damage and energy efficiency
- ☐ Check and clear property storm drainage system
- ☐ Install basement vapor barrier (as needed)
- ☐ Add insulation to walls, basement ceiling and attic (as needed)
- ☐ Check house for proper ventilation - basement, attic and living area
- ☐ Pump septic system (every two years or more as necessary)
- ☐ Replace/supplement path materials
- ☐ Drain and clean ornamental pool
- ☐ Remove invasive plant material from natural pond
- ☐ Stabilize stone walls
- ☐ Stabilize garden structures
- ☐ Replace lawnmower blades

5-10 YEAR TASKS

- ☐ Repoint chimneys and foundations, add related flashings (as needed)
- ☐ Paint interior walls, trim and ceilings
- ☐ Paint exterior siding, trim and windows
- ☐ Replace gas meter (every 7 years)
- ☐ Replace hot water tank (every 5-10 years)
- ☐ Rejuvenate plant beds (as needed)
- ☐ Replace/stabilize driveway materials

11-15 YEAR TASKS

- ☐ Replace linoleum and similar flooring materials
- ☐ Refinish wood floors (as needed)
- ☐ Repair or replace private well pump
- ☐ Replace gas dryer
- ☐ Replace propane tank
- ☐ Replace/repair garden water system
- ☐ Replace/Repair wooden fencing and posts

16-20 YEAR TASKS

- ☐ Replace roofing materials and wooden sheathing as necessary
- ☐ Replace synthetic (vinyl, aluminum, etc.) as needed
- ☐ Replant lawn area (as needed)

21-30 YEAR TASKS

- ☐ Replace wooden clapboard, trim and/or decorative elements (as needed)
- ☐ Repoint masonry (as needed)
- ☐ Repair cracks from structural settlement (as needed)
- ☐ Replace gas boiler
- ☐ Replace gas or electric stove
- ☐ Replace water lines to property

APPENDIX C: Average Lifespan of Some Common Building Materials

I. BUILDING EXTERIOR

A. Roof

Asphalt Shingles.....	20-25 years
Slate/Tile.....	60-80 year
Wooden Shingle.....	20-30 years
Metal.....	20-30 years

B. Chimneys

Brick/Stone.....	10-15 years (repoint)
Clapboard or Metal cover.....	15-20 years
Clay Flue Liner.....	75 years

C. Masonry Foundation.....10 years (repoint)

D. Exterior Walls

Wooden Clapboard.....	25 years
Wooden Shingles.....	40 years
Paint.....	5-7 years
Brick, stone, concrete block.....	25 years (repoint)
Synthetic siding (aluminum, vinyl).....	20-30 years

E. Exterior Woodwork.....Indefinitely (with proper maintenance)

II. BUILDING INTERIOR

A. Finishes

Paint, varnish and wallpaper.....	7-10 years
Wood Flooring.....	5-10 years (refinish)
Linoleum.....	10-15 years

B. Building Systems

1. Plumbing

Lead pipes.....	replace immediately
water meter.....	7-10 years
well pump.....	10-20 years
fixtures.....	varies
septic.....	pump every 5 years

2. Heating system

Gas meter.....	7 years
Boiler.....	15-20 years (repair @ 10 yrs)
Hot Water Tank.....	5-10 years
Dryer.....	10-15 years
Oil Tank.....	25-30 years (inspect @ 5 yrs)

3. Electrical System.....50 years

pull cords.....	5 years
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switch plates and outlets.....15 years
lighting fixtures.....20 years
electric heat pump.....20-25 years (repair @ 10 yrs)
baseboard wiring.....2-5 years (repair)

4. Telephone Cable.....50 years (repair @ 10 yrs)

5. Insulation (Check for settlement)2 years

6. Life Safety Systems

Smoke detectors.....15 years
Home Security System(repair).....10 years

APPENDIX G:
HISTORIC CURATORSHIP PROGRAM ENABLING LEGISLATION

HISTORIC CURATORSHIP PROGRAM REQUEST FOR PROPOSALS
2017 - MT. WACHUSETT SUPERINTENDENT'S HOUSE

**APPENDIX G: HISTORIC CURATORSHIP PROGRAM ENABLING LEGISLATION
(As of September 2014)**

DCR Historic Curatorship Program Enabling Legislation and Amendments

Section 44, Chapter 85, Acts of 1994

SECTION 44. Notwithstanding the provisions of any general or special law to the contrary, the department of environmental management may, consistent with established procedures of the division of capital planning and operations, and as provided herein, lease real property under its control and supervision to any person or organization, if the commissioner of said department makes a determination that such lease will adequately ensure the preservation and maintenance of an historic property, and that such lease is otherwise consistent with the department's duties and responsibilities.

For the purposes of this section the following words shall have the following meanings:-

"Historic property", any real property possessing historic value, and so identified hereunder in this section.

Any lease entered into by the department pursuant to this section shall provide, at a minimum, for the following: (a) the improvement and maintenance and management, throughout the term of the lease, of the property by the Tenant in conformance with appropriate standards for rehabilitation of historic properties approved by the Massachusetts historical commission, and all other applicable provisions of law; (b) the payment to the department of fair market rent for the property, provided that the value of any improvements and maintenance and management services provided by the Tenant under the lease may be deducted from the amount payable over the term of the lease; (c) a finding by the commissioner that the property covered by the lease, while not needed for use by the department for the duration of the lease, is nonetheless subject to its statutory duty under section one of chapter twenty-one of the General Laws to exercise control and supervision of areas of historic significance committed to it, and that the lease is entered into by the department pursuant to said duty; (d) the opening of the property to the public, no less often than twice each year, for the purpose of providing public access to the historic qualities of the property; and (e) any and all other provisions, terms and conditions as the commissioner may deem necessary and appropriate to protect the interests of the commonwealth and ensure the adequate preservation of the historic or other qualities of the property for future generations.

Historic properties subject to the provisions of this section shall include: the Barton house, so-called, Foxborough state forest, the Bell house, so-called, in Maudslay state park, the farm house, so-called, in Maudslay state park, the superintendent's house, so-called, in Wachusett Mountain state reservation, the Benjamin Osborne house, so-called, in Mount Washington state forest, Palmer mansion, so-called, in Bradley Palmer state park, E. F. Dodge house, so-called, in Bradley Palmer state park, Summit house, so-called, in Skinner state park, Hunter House, so-called, in Windsor state forest, Lowell Litchfield house, so-called, in Carlisle state forest, Graham house, so-called, in Nickerson state park, the former Knights of Columbus camp, so-called, in Dubuque state forest, Hunt house, so-called, in Mount Washington state forest, the gatekeeper's house and shed, so-called, Lowell heritage park, the superintendent's house, so-called, Beartown state forest, Swans Lodge and barn, so-called, Beartown state forest, the Intemann house, so-called, Mount Washington state forest, Crosby mansion, so-called, Nickerson state park, Graham house, so-called, Nickerson state park, Vierick house,

so-called, Halibut Point state park, Elder house, so-called, Natural Bridge state park, Windago Camp compound, so-called, Windsor state forest, and Bascom Lodge, so-called, Mount Greylock state reservation.

The commissioner shall establish guidelines for the implementation of a program of curatorship leases, provided, however, that such guidelines shall, at a minimum, provide for an open, competitive process for selecting lessees.

Historic Curatorship Enabling Legislation Amendments

Section 50, Chapter 15, Acts of 1994

SECTION 50. Said section 44 of said chapter 85 is hereby further amended by striking out, in line 35, the words ", E.F. Dodge house" and inserting in place thereof the following words:-, the Coach House and Carriage Garage at Bradley Palmer State Park, the Farm Complex at Maudslay State Park, Gilder House complex at Jug End, the Weeks House at Myles Standish State Forest, the Baker Chocolate Factory Company Administration Building at Lower Mills in the city of Boston, Lamson House and garage.

Section 19, Chapter 236, Acts of 2002

SECTION 19. Section 44 of chapter 85 of the acts of 1994, as amended by section 50 of chapter 15 of the acts of 1996, is hereby further amended by inserting after the word "forest", in line 31, the following words:- , Smith farmhouse, garage and barn in Borderland state park, Woodis house in Acushnet cedar swamp state reservation, Harlow house and barn in Ellisville state park, the farmhouse and barn in Carroll A. Holmes recreational area, formerly known as Lake Wyola state park, and coachman's house and barn in Maudslay state park.

Section 76, Chapter 182 of the Acts of 2008

SECTION 76. Section 44 of chapter 85 of the acts of 1994, as most recently amended by [section 19 of chapter 236 of the acts of 2002](#), is hereby further amended by inserting after the words "Mount Greylock state reservation" the following words:- , Whitehead House at Willowdale state forest, Kerighan House at Bradley Palmer state park.

Section 14, Chapter 312 of the Acts of 2008

SECTION 14. Section 44 of chapter 85 of the Acts of 1994, as most recently amended by section 19 of chapter 236 of the acts of 2002, is hereby further amended by inserting after the word "reservation", in line 45, the following words:- , CCC Camp in Upton state forest.

Chapter 302, Acts of 2008

SECTION 22. Section 44 of chapter 85 of the acts of 1994, as most recently amended by section 76 of chapter 182 of the acts of 2008, is hereby further amended by inserting after the word "reservation", in line 45, the following words:- , Wilbur Farmhouse and Barn at Borderland state park, police station, dormitory, laundry and waiting room structures at Nantasket Beach reservation, Caretaker's Cottage and the Barn at Brookwood Farm in the Blue Hills reservation, 1 Woodland Road in the Middlesex Fells reservation, Print Shop at the Brook Farm Historic Site in West Roxbury, Carriage House at Havey Beach in West Roxbury, CCC Camp in Upton state forest and the Teahouse and Boathouse in Maudslay state park

Chapter 164, Acts of 2009

Westport Lifesaving Station Legislation

AN ACT RELATIVE TO THE LEASING OF THE HORSENECK POINT LIFESAVING STATION IN THE TOWN OF WESTPORT TO THE WESTPORT FISHERMEN'S ASSOCIATION.

Whereas, The deferred operation of this act would tend to defeat its purpose, which is to authorize forthwith the lease of the lifesaving station in the town of Westport to the Westport Fishermen's Association, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Section 44 of chapter 85 of the acts of 1994 is hereby amended by striking out, in line 2, the words "environmental management" and inserting in place thereof the following words:- conservation and recreation.

SECTION 2. Said section 44 of said chapter 85 is hereby further amended by inserting after the word "forest", in line 44, the following words:- , Horseneck Point Lifesaving Station in the Horseneck Beach State Reservation.

SECTION 3. Notwithstanding sections 40F to 40J, inclusive, of chapter 7 of the General Laws or section 44 of chapter 85 of the acts of 1994 or any other general or special law or rule or regulation to the contrary, the commissioner of conservation and recreation may lease certain land and the building thereon to the Westport Fishermen's Association. The parcel, the exact boundaries of which shall be established prior to such conveyance by a survey commissioned by the commissioner, is located at the corner of West Beach and East Beach roads at Gooseberry Neck in the town of Westport and known as the Horseneck Point Lifesaving Station. The term of such lease shall be 25 years, subject to extension for another 10 year term at the discretion of the commissioner.

SECTION 4. Notwithstanding any general or special law to the contrary, the parcel described in section 3 shall be leased subject to a restriction limiting the use of the parcel to operating a lifesaving museum and promoting the appreciation of the Horseneck Point Lifesaving Station and historic resources. If at any time the property ceases to be used for the purposes described in this section or should the commissioner of conservation and recreation determine that the Westport Fishermen's Association has failed to comply with the terms of the lease entered into between the department and the Westport Fishermen's Association, the commissioner shall give written notice to the lessee of the unauthorized use. The lessee shall, upon receipt of the notice, have 30 days to respond and a reasonable time to establish an authorized use of the parcel. If an authorized use of the parcel is not thereafter established, the lease of the parcel, upon the recording of a notice thereof by the commissioner in the appropriate registry of deeds, shall terminate and any further disposition of the property shall be subject to chapter 7 of the General Laws.

SECTION 5. Notwithstanding any general or special law, or any rule or regulation to the contrary, the commissioner of capital asset management and maintenance shall, 30 days before the execution of any lease authorized by this act, or any subsequent amendment thereto, submit the proposed lease or amendment and a report thereon to the inspector general for his review and comment. The inspector general shall issue his review and comment within 15 days of receipt of the proposed lease or amendment. The commissioner of

capital asset management and maintenance shall submit the proposed lease or amendment, and the reports and the comments of the inspector general, if any, to the house and senate committees on ways and means and the joint committee on state administration and regulatory oversight at least 15 days before execution of said lease.

SECTION 6. Notwithstanding any general or special law to the contrary, the lessee shall be responsible for all costs associated with the lease of the property under this act including but not limited to, costs associated with any engineering, surveys and legal or recording fees as such costs may be determined by the commissioner of capital asset management and maintenance. During the term of the lease, the lessee shall be solely responsible for all costs, liabilities and expenses of any nature and kind for the development, maintenance and operation of the leased property.

SECTION 7. Use of the Horseneck Point Lifesaving Station shall be in compliance with all applicable statutes, regulations and executive orders, including, but not limited to, laws relating to environmental protection and the Westport Fishermen's Association shall secure all necessary approvals and permits. Failure to obtain or maintain compliance with these statutes, regulations and executive orders or to obtain and maintain permits and approvals shall constitute cause for termination of the lease and the notice and right to cure provisions of section 4 shall apply.

SECTION 8. The use of the Horseneck Point Lifesaving Station shall not interfere with the commonwealth's use and operation of adjacent property as a state park.

Chapter 67, Acts of 2011, Sections 1 and 2

SECTION 1. Section 44 of chapter 85 of the acts of 1994 is hereby amended by inserting after the words "Horseneck Beach State Reservation", inserted by section 2 of chapter 164 of the acts of 2009, the following words:- Officers' Quarters at Fort Revere in the town of Hull, Gatekeeper's House at Maudslay State Park, Gates House at Wachusett Mountain State Reservation, Blue Farmhouse and garage and associated barns 3, 4 and 5 at 215 Cold Spring road and Red Farmhouse and shed at 220 Cold Spring road at Spectacle Pond in the town of Sandisfield, the McKay House at Willowdale State Forest, 57 Dedham street in the Hyde Park section of the city of Boston, Speedway Administration Building located in the Brighton section of the city of Boston, the Police Substation on Furnace Brook Parkway in the city of Quincy, the Compressor Building at Quincy Quarries in the Blue Hills Reservation, any of the cottages on Peddock's Island in the Boston Harbor Islands National Park Area, 3 Wompatuck Cottages in Wompatuck State Park, Stress House 1 at Neponset River Reservation and, notwithstanding any general or special law to the contrary, the Schooner Ernestina and a portion of the New Bedford state pier, to provide sufficient berthing space.

SECTION 2. Said section 44 of said chapter 85 is hereby further amended by inserting after the fourth paragraph the following paragraph:-

Notwithstanding section 182B of chapter 6 of the General Laws, the department shall, as a condition of a lease of the Schooner Ernestina, require that the lessee consult with the Cape Verdean Association in New Bedford in order to provide historic and cultural education programs at said Schooner.

Chapter 242, Acts of 2014

Whereas, The deferred operation of this act would tend to defeat its purpose, which is to forthwith authorize the lease of certain parkland in the city of Cambridge, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

The fourth paragraph of section 44 of chapter 85 of the acts of 1994, as most recently amended by section 1 of [chapter 67 of the acts of 2011](#), is hereby further amended by inserting after the words "Mount Greylock State Reservation" the following words:- Powder House, so-called, at Magazine beach in the city of Cambridge.

Section 186, Chapter 165, Acts of 2014

SECTION 83F. Section 44 of chapter 85 of the acts of 1994 is hereby amended by inserting after the words "Stress House 1 at Neponset River Reservation" inserted by section 1 of chapter 67 of the acts of 2011, the following words:- Cochituate Headhouse at Lake Cochituate in the town of Wayland.

Chapter 262 of the Acts of 2014 (former House Bill H.4359)
(not an amendment to the Section 44, Chapter 85, Acts of 1994)

An Act to preserve the historic Speedway Administration Building in the Brighton district of the city of Boston.

Whereas, The deferred operation of this act would tend to defeat its purpose, which is to promote the preservation and adaptive reuse of an important state-owned historic resource, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public, therefore, it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding sections 32 to 38, inclusive, of chapter 7C of the General Laws or any general or special law to the contrary, and pursuant to such additional terms and conditions as the commissioner of capital asset management and maintenance may prescribe, the division of capital asset management and maintenance, in consultation with the department of conservation and recreation, may lease a portion of a parcel of land and the so called Speedway Administration Building, and convey part of the same parcel by deed or lease the same to the Architectural Heritage Foundation, Inc., a Massachusetts non-profit corporation, or its nominee in which it maintains an interest, as the Architectural Heritage Foundation was selected through an open and public process by the department of conservation and recreation in accordance with the historic curatorship statute, being section 44 of chapter 85 of the acts of 1994, as amended by section 50 of chapter 15 of the acts of 1996, as amended by section 19 of chapter 236 of the acts of 2002, as amended by section 76 of chapter 182 of the acts of 2008, as amended by section 22 of chapter 302 of the acts of 2008, as amended by section 14 of chapter 312 of the acts of 2008, as amended by sections 1 and 2 of chapter 164 of the acts of 2009, as amended by sections 1 and 2 of chapter 67 of the acts of 2011. The parcel is presently under the care, custody and control of the department of conservation and recreation and held for conservation and recreation purposes.

SECTION 2. The parcel referenced in section 1 consists of 2 lots of lands. The first lot of land fronts Soldiers Field Road, contains approximately 8,515 square feet of land, and is shown on the city of Boston Assessors' Maps as Parcel No. 2200577001. The second lot of land contains approximately 38,155 square feet, and is a portion of the land shown on city of Boston Assessors' Maps as Parcel No. 2200577000, with said portion being bounded by Western Avenue, the above-referenced Parcel No. 2200577001, the land shown on the city of Boston Assessors' Maps as Parcel No. 2200576000, and Soldiers Field Road. Notwithstanding any general or special law to the contrary, the exact location and boundaries of the areas to be leased or conveyed, and the subdivision of the parcel and lots, shall be determined by the commissioner of capital asset management and maintenance in consultation with the department of conservation and recreation.

SECTION 3. The division of capital asset management and maintenance shall proceed in accordance with the proposal of the Architectural Heritage Foundation, Inc., as approved by the department of conservation and recreation following the open process conducted by the department under the historic curatorship statute. The proposal generally includes preservation of the historically significant portions of the Speedway Administration Building in

accordance with the Secretary of the Interior's Standards for Historic Rehabilitation, demolition of minor non-significant building additions, adaptive reuse for residential housing, non-profit organization offices, artist studio, or commercial or retail space, and the construction of a new multi-story building on the portion of the parcel authorized for conveyance by deed.

Notwithstanding any general or special law or rule or regulation to the contrary, the new improvements shall be approved by the department consistent with the proposal and shall not be subject to dimensional, height and setback requirements of local zoning ordinances or zoning regulations, provided, however, that no new building shall exceed 35 feet in height for the façade of any portion of the building bordering Western Avenue, and shall not exceed 75 feet in building height as measured from Western Avenue but the Architectural Heritage Foundation, Inc. shall apply for permits from the city for the construction and occupancy of the new building, if the area is conveyed by the commonwealth, and the new building shall be otherwise subject to local zoning and other ordinances and regulations, including 5 per cent over the inclusionary development policy of the city of Boston and the Boston Redevelopment Authority for affordable units. The division and the department shall consult with the Boston Redevelopment Authority on the design review of any new buildings to be constructed on the parcel. The division may retain a conservation or preservation restriction over any area conveyed by deed, to be held by the department of conservation and recreation for the benefit of the remaining portion of the parcel. The division is authorized to grant or retain any easements as necessary to effectuate the purposes of this section. The lease of the Speedway Administration Building, once executed, shall be administered by the department of conservation and recreation as part of its historic curatorship program. Any deed, lease or other agreements shall ensure, in the discretion of the division and the department, that rents, unit or other sale proceeds, or other revenues generated from the area to be conveyed by deed are sufficiently accounted for and dedicated to ensure the continuing proper management, maintenance and capital repair of the Speedway Administration Building and its grounds throughout the term of the lease as set forth in the Architectural Heritage Foundation, Inc. proposal. During the term of the lease, the land to be conveyed by deed shall be limited to residential use or the uses identified and accepted by the department within the proposal of the Architectural Heritage Foundation, Inc. and shall not be sold, transferred or conveyed to a private college or university or its agent. The lessee under the lease, shall install and maintain a sign, on the parcel, at or near the corner of Western Avenue and Soldiers Field Road, stating "Welcome to Allston-Brighton", and provide for and maintain appropriate landscaping, subject to the approval of and design standards of the department. The lessee shall provide a minimum of 300 square feet of office space to an Allston/Brighton non-profit for a fee of 1 dollar per calendar year within the restored Speedway Building. The lessee shall contract with a bicycle sharing partner to provide rental biking opportunities on the Speedway Administration Building parcel for a period of 10 years and thereafter for the length of the lease, provide a service with a recreational purpose.

SECTION 4. In furtherance of the commonwealth's policy to ensure a no-net-loss of lands protected for natural resource purposes, the consideration for the lease and conveyance authorized in section 1 shall be the full and fair market value of the parcel, as determined by the division of capital asset management and maintenance based upon an independent professional appraisal, provided that the division shall credit the value of any improvements to the Speedway Administration Building and maintenance and management services provided by the Architectural Heritage Foundation, Inc. under the lease towards the consideration. The appraisal required by this section shall be subject to the review and approval of the inspector general, and such review shall include an examination of the methodology utilized for the appraisal. Within 30 days after receiving an appraisal, the inspector general shall prepare a report of his review and file the report with the division of capital asset management and

maintenance for submission by the division to the house and senate committees on ways and means and the joint committee on state administration and regulatory oversight. The division shall submit copies of the appraisals, and the inspector general's review and approval and comments, if any, to the house and senate committees on ways and means and the joint committee on state administration and regulatory oversight at least 15 days prior to the execution of documents effecting the transfers described in section 1. All consideration not fulfilled by the value of the improvements and maintenance and management of the Speedway Administration Building shall be deposited in the Division of State Parks and Recreation Trust Fund, established by section 34 of chapter 92 of the General Laws.

SECTION 5. Architectural Heritage Foundation, Inc. shall be responsible for all costs and expenses including, but not limited to, costs associated with any engineering, surveys, appraisals, deed preparation related to the conveyance authorized in this act as those costs may be reasonably determined by the division of capital asset management and maintenance and accepted in advance by Architectural Heritage Foundation, Inc.

Section 224 of Chapter 127 of the Acts of 1999

Crosby Mansion / Cottages Legislation

(not an amendment to the Section 44, Chapter 85, Acts of 1994)

Section 1. Notwithstanding section forty-four of chapter eighty-five of the acts of 1994, as amended by section fifty of chapter fifteen of the acts of 1996, the commissioner of the department of environmental management is authorized to convey to the town of Brewster a leasehold interest in the Crosby Mansion, so-called, and three cottages in Nickerson State Park. The area of said leasehold is described on a plan to be filed with the department of environmental management entitled "Land and buildings in Nickerson State Park to be leased to the town of Brewster." Said lease shall contain terms and conditions established by the department. Notwithstanding any other provision of law, the term of such lease shall be twenty-five years, subject to extension for another ten year term at the discretion of the commissioner.

Section 2. The use of said Crosby Mansion and cottages shall be for Town municipal purposes, and for promoting the appreciation of the Mansion and historic resources. Should said use terminate, or should the commissioner determine that the town has failed to comply with the terms of the lease entered into between said department and the town, the property described in section 1 shall revert to said department.

Section 3. Use of said mansion and cottages shall be in compliance with all statutes, regulations and executive orders governing, but not limited to environmental protection, and the town shall secure all necessary approvals and permits. Failure to obtain or maintain compliance with said statutes, regulations, or to obtain and maintain permits and approvals shall constitute cause for termination of said lease.

Section 4. The use of said Mansion and cottages shall not interfere with the Commonwealth's use and operation of adjacent property as a state park.