

MEMORANDUM OF AGREEMENT
AMONG THE
THE MASSACHUSETTS BOARD OF LIBRARY COMMISSIONERS,
THE MASSACHUSETTS HISTORICAL COMMISSION,
THE TOWN OF WESTWOOD AND
THE TRUSTEES OF THE WESTWOOD PUBLIC LIBRARY

WHEREAS, the Massachusetts Board of Library Commissioners (MBLC) has proposed to fund the construction of the New Westwood Public Library (the "library") Building located at 660 High Street in Westwood, Massachusetts; and is a project for which the MBLC has sought the comments of the Massachusetts Historical Commission (MHC) pursuant to 950 CMR 71.00; and

WHEREAS, the undertaking requires the removal of the current building at 660 High Street to a temporary location at 646 High Street and to a new permanent location along High Street adjacent to its current location at 660 High Street; and

WHEREAS, the property at 660 High Street, historically known as the Colburn Elementary School, is located within the Colburn School – High Street District and is listed in the State Register of Historic Places; and

WHEREAS, the MHC has determined that the removal of the property at 660 High Street constitutes an adverse effect on the Colburn Elementary School and the Colburn School – High Street District through the demolition of the historic foundations, removal from its original location, and "isolation or alteration of a State Register property from its surrounding environment" pursuant to 950 CMR 71.05(a) and (b); and

WHEREAS, the MBLC and the Westwood Public Library have provided the MHC with information regarding design options examined for the possible retention of the Colburn Elementary School at its current location at 660 High Street and the MHC has reviewed this information and concurred that there are no feasible and prudent alternatives to the removal; and

WHEREAS, the MHC has determined to accept the adverse effect of the project on the Colburn Elementary School and the Colburn School – High Street District in consideration of the mitigation described herein; and

NOW THEREFORE, the MHC, the MBLC, the Board of Selectmen in the Town of Westwood, and the Trustees of the Westwood Public Library (the "Trustees") have agreed that the project shall be undertaken and implemented in accordance with the following stipulations to mitigate the effect of the project on the Colburn Elementary School and the Colburn School – High Street District:

STIPULATIONS

The Trustees and the MBLC shall ensure that the following measures are carried out in coordination with the MHC:

1. **PHOTOGRAPHIC DOCUMENTATION** – Prior to the commencement of removal of the Colburn Elementary School from its current location at 660 High Street, the Trustees will ensure that the property is documented according to the following recordation requirements and that one copy of the documentation package is submitted directly to the MHC for transfer to the Massachusetts State Archives and another copy is submitted directly to the Westwood Historical Commission (WHC).

RECORDATION REQUIREMENTS – Photographic Documentation of existing conditions of the Colburn Elementary School prior to the removal of the Colburn Elementary School from its current location at 660 High Street in the form of 5”-x-7” archival quality black-and-white photographs which are keyed by number to a photograph description sheet and building sketch plan (exterior) or floor plan (interior). Provide views of overall exterior elevation/interior spaces and representative views of architectural details, including, but not limited to, windows, doors, entrances, fireplaces and moldings. Provide at least three context views showing the building in relationship to its current setting. All photographs should be accompanied by negatives and should be archival-processed and numbered on the back in pencil, but unmounted and with no affixed labels OR Photographic documentation should consist of digital photographs captured and printed according to the Photographic Documentation Technical Requirements for Digital Images. The MHC encloses this documentation to be appended to the MOA. All recordation documentation shall be enclosed in an archival box.

The Trustees shall ensure that all documentation is completed and accepted by the MHC prior to the removal of the Colburn Elementary School from its current location at 660 High Street.

2. **REVIEW OF LIBRARY CONSTRUCTION PLANS** – The MHC and the WHC shall be afforded the opportunity to review and comment on the construction plans for the library as they are developed to ensure that the proposed new construction meets the *Secretary of the Interior's Standards for the Treatment of Historic Properties* pertaining to new construction in a historic district.
3. **MOVING OF COLBURN ELEMENTARY SCHOOL** – The Trustees will ensure that an acceptable scope of work is developed for both moves—to the temporary location at 646 High Street and to a new permanent location along High Street adjacent to its current location at 660 High Street—of the Colburn Elementary School in accordance with approaches recommended in “Moving Historic Buildings” by John Obed Curtis (US Dept. of the Interior 1979). A contractor experienced with moving historic structures shall oversee both relocations.

4. **MOTHBALLING AND MARKETING OF COLBURN ELEMENTARY SCHOOL** – The Westwood Board of Selectmen (Selectmen) will ensure that the Colburn Elementary School is properly mothballed in accordance with *Preservation Brief 31: Mothballing Historic Buildings* by Sharon C. Park, AIA (US Dept. of the Interior, 1993) until the school has been acquired and renovated by a new owner(s) or until a new use has been found by the Town of Westwood (Town) and the school has been renovated. A contractor experienced with mothballing historic structures shall oversee the mothballing. The Selectmen shall continue investigating finding a new use for the school. If the property cannot be reused by the Town, the Selectmen shall ensure that the school is marketed until the property has been acquired by a new owner(s). The Selectmen shall provide information concerning marketing of the school to the MHC and the WHC.
5. **REVIEW OF COLBURN ELEMENTARY SCHOOL RENOVATION PLANS** – The MHC and the WHC shall be afforded the opportunity to review and comment on the renovation plans for the school when the school has been acquired by a new owner(s) or when a new use has been found by the Town to ensure that the proposed renovation meets the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.
6. **PUBLIC INTERPRETIVE PROGRAM** – The Trustees will ensure that an interpretive exhibit consisting of photographs of the Colburn Elementary School and the Colburn School – High Street District be developed, including a history of the site and district and how the site and district contributed to Westwood's history. The exhibit will be displayed in a prominent interior public location in the newly constructed library, such as a foyer.

Execution and implementation of this Memorandum of Agreement evidences compliance with M.G.L. Chapter 9, Section 26-27c, as amended by Chapter 254 of the Acts of 1988 (950 CMR 71.00).

MASSACHUSETTS BOARD OF LIBRARY COMMISSIONERS

By: Robert C. Maier
Name Robert C. Maier
Title Director

Date: Feb. 20, 2007

CHAIRMAN OF THE SELECTMEN IN THE TOWN OF WESTWOOD

By: Anthony Antonellis
Name Anthony Antonellis
Title Chair, Westwood Board of Selectmen

Date: Feb. 12, 2007

TRUSTEES OF THE WESTWOOD PUBLIC LIBRARY

By: Elizabeth Ames Macdonald
Name Elizabeth Ames Macdonald
Title Chair, Westwood Board of Library Trustees

Date: 11/29/06

MASSACHUSETTS HISTORICAL COMMISSION

By: Brona Simon Date: 3/29/07

Brona Simon
~~Executive~~ Executive Director
Massachusetts Historical Commission

CONCUR:

WESTWOOD HISTORICAL COMMISSION

By: Ralph A. Buonopane Date: 12 Feb 2007
Name RALPH A. BUONOPANE
Title CHAIRMAN