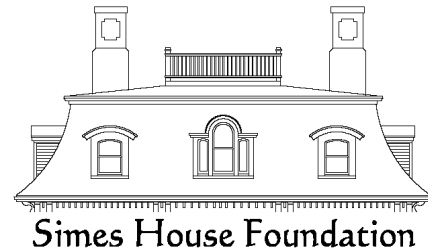


**BOARD OF DIRECTORS MEETING SUMMARY**  
**Manomet Elementary School Library**  
**6:30 PM • WEDNESDAY • 06-06-2012**



*Meeting called to order 6:40pm by R. Parker.*

Present: R. Parker (departed at 7:10pm), M. Parker, W. Shain, J. Pierson, G. Green, T. Manter, J. Hoagland.

Absent: J. Metcalfe, S. King, T. Gwilliam.

Non-Board members present: B. Shain, D. Severy

Agricola Corp.: Greg Farmer, Martha Lyon, Karle Packard

- Purpose of the meetings was for Agricola Corporation to present the Phase 3 interim report on the progress of the Historic Structure Report (HSR).
- Greg Farmer: it is the opinion of Agricola Corporation that based on more detailed estimates made since the last report in May, the current \$1.5M grant will be sufficient to do a "basic" restoration of the house and grounds. "Estimates are only estimates" and we won't really know until firm bids are received in the future. This is now possible because estimates from the structural engineer (\$150-200K) and the industrial hygiene remediation (\$100-150K) came in much lower than expected. You have a "viable project".
- Martha Lyon: Landscape Plan update
  - Based on the period of historical significance referred as the "gentleman's farm", the Simes House had large outbuildings, and defined walkways around the house and grounds. To mimic this period, two basic designs were proposed, and neither has to be chosen, we can choose to customize a third design that takes the best of both designs or adds new elements as we see fit.
  - **Design A: focus on Manomet Commons with the house as a backdrop to the property.** Focus on curving walkways and walkway along Manomet Point Road. Recommendation is to ask the Town to extend the sidewalks all the way back to Route 3A and in the other direction to the Manomet Elementary School. This is consistent with State recommendations for safe walkways to schools. Includes a 20 x 20' performance bandstand accessible as an open-air structure for concerts, weddings, backed up by cedars to complement the two already on the property in this area. The other trees clearly delineate the Commons. Would include a one-way access parking lot with 10 spaces and 1 handicap parking space. Would also have 2 additional spaces behind the house for the apartment tenants. Includes lots of arbor vitae and dense foliage to isolate and provide privacy for the neighbors and act as a backdrop to the gazebo. Depending on width of "dense" foliage, might be able to design more than the current 12 spaces + 1 HP space.

- **Design B: focus on the Simes House.** More curvilinear walkways emulating the original road surfaces and walkways. Use of fencing (not included in Design B) and shade trees around the property. Includes a "Performance Porch" measuring 20 x 30' on two floors (total 1,200 sq.ft), slightly elevated to give good head room in the lower level. Parking is smaller with 6 spaces and 1 handicapped space. Includes a pocketed garden area on the south side of the house that might serve as a memorial garden for Mary Cerasuolo.  
Design B introduces the notion that at least one of the affordable apartments might be in the "barn" rather than the main house. This offers the benefit of reducing cost within the house (less cost in installing utilities) and taking a "load" off the house with respect to all of the functions originally planned. This will require additional discussion and planning, and is consistent with the wording of the Warrant Article passed at Town Meeting.
- Both designs are available for review as drawings. Based on comments made, a customized third plan will be prepared:
  - Walks in Design B are preferred along with the gardens (Galen).
  - Smaller bandstand is preferred with more open space (Mary Ellen). Also likes the larger number of parking spaces in Design A. If use the larger structure, would prefer leased office(s) space rather than affordable housing.
  - Meandering of the walks is great. A 20 x 20' bandstand could later be expanded to 20 x 30" as additional funding comes in (Jim P.). Think that people living in such a structure along with entertainment might not be practical. Perhaps too many sacrifices in Design B with respect to open space.
  - Anything that would take some pressure off the house would be good (Will). The current design is busy, and anecdotally, it may be a real challenge to put two apartments on the 3rd floor. If moving one apartment out of the house makes a substantial costing difference and opens up the design for more effective use, we should consider it.
  - Greg Farmer: you want to design this for "normal " pattern of use, which might be 6 cars with 200 spaces across the street for overflow. Martha's designs are trying to achieve a middle ground.
  - General consensus seemed to be that we need more than 6 parking spaces, preferably 10 or more. Otherwise described as Design B with the parking of Design A.
  - Key is the size of the outbuilding, and the uses you intend for it (e.g., something that can be closed and secured).
  - ***NOTE: Current R-20SL zoning is for single family and home offices only; special permits would allow funeral homes and medical facility, anything else will require a variance. The current design will require approvals before we proceed to final design. Therefore, additional review of zoning requirements is recommended at the earliest possible convenience.***
- Karle Packard: Architecture Update
  - Review of "probable cost" for preservation of Simes House.
  - Latest estimate follows the "**Prioritization List for Preservation**" of the house presented at the last meeting:
    1. Priority 1 represents the exterior.
    2. Priority 2 represents the systems in place needed to temper the house during cold weather.

- 3. Priority 3 represents the renovation of the interior of the house.
  - The project tasks were delineated and cost estimated individually to include labor and materials; the total estimated bid price proposed by Mr. Packard was:
    - 1. Priority 1: \$676,624
    - 2. Priority 2: \$15,000
    - 3. Priority 3: \$471,327
    - 4. Grand Total: \$1,162,951 (which represents the \$1M of the CPC grant)
    - 5. This total represents putting the house in order, and does not include the back elevator/staircase, sprinkler/security system, interior staircase modification to 3rd floor, outfitting kitchens and bathrooms, permit fees, loose furniture, equipment and appliances, sales tax, utility company back charges, testing, and design consultants fees. Therefore, it cannot be concluded at this time that our current \$1.5M CPC grant **is or is not sufficient** to complete the project as scoped out in the SHFI business plan.
  - Greg Farmer: This total is for stabilization only. The \$200,000 is reasonable for the grounds as presented tonight, and the \$300,000 for affordable housing will finish off the apartments, regardless of where they end up being located.
    - 1. Stable and secure building that will allow us to complete the house at our own pace, in relation to available funding.
    - 2. It will result in an attractive exterior appearance and guarantee it's preservation-ability.
    - 3. Don't forget to carefully coordinate the exterior stabilization and the landscaping.
    - 4. Do not forget the concept of an "Attractive Hazard".
  - Karle Packard: Included in the cost estimates are the general contractors fees including a net profit of 15%, contingencies for design and general conditions and an inflation factor of 4% during the course of the project.
    - 1. Design contingency of 20% is added to general contractors cost to include unexpected expenses, bid documents that are revised.
    - 2. General conditions includes staffing, staging/scaffolding, dumpsters and other incidental expenses.
    - 3. Somewhat aggressive schedule is proposed that puts the mid-point of work completed for Priority 1 in Q4 2012 and for Priority 3 in Q2 2014.
    - 4. Note: costs presented in estimate include labor and materials and are not called out in the estimate separately.
  - Major points of this cost estimate include:
    - 1. Bidding Phase 1 work in Q3 of 2012; Phase 3 work bid out in Q1 of 2014 (needs to be confirmed).
    - 2. Construction period for Phase 1 estimated to take 3 months.
    - 3. All estimates assume prevailing wage rates, competitive bids, general contractor type project and receipt of at least 4 bonafide bids.
- Greg Farmer, next key milestones are:
    - To expedite the development of the drawings and bid specifications for exterior stabilization
    - To apply for MPPF emergency funding to augment funding for exterior stabilization.
  - Historically, you have to speculate on why Joseph Simes wanted a Second Empire, Italianate mansion which was very unusual in 1863, not to be really popular until 1870-1880. Is it possible that

he was influenced by the Italianate design of the Boston City Hall that was constructed on School St. in Boston in 1861-1862? Could the architect and Mr. Simes have come in contact with each other?

- There is a similar Second Empire, Italianate house on Winslow Street in Plymouth that was built in the early 1860s. Could they have the same architect, could it be Luther Briggs, Jr.?
  - Key is whether the unknown architect was aware of the construction challenges of a Second Empire design. Was there similar work in the portfolio of the architect?
  - Additional investigation should look for coinciding dates, addresses and probable opportunities for the major players: Joseph Simes and the probable architect (Luther Briggs, Jr.?).
- A discussion ensued with regard to the sale of the abutting property at 32 Old Colony Drive currently listed at \$225,000 with 2BRs, 1 Bath and 768 sq.ft. Given that part of the Simes House vision is to eventually own this lot and the other two contiguous lots. Even if CPC/Affordable Housing Trust took ownership, it might be possible to negotiate an option for the Simes House Foundation to acquire in the future. This discussion should include Bill Keohan, CPC, with regard to possibility, means and timing.
  - Also discussed was strategy of extending the current Agricola contract by expanding the work scope of the contract to include the drawings and bid specifications for the exterior stabilization project. This could save as much as 10 weeks of the schedule, and could be less costly by leveraging the experience of Agricola with regard to this project. Once awarded, Karle Packard believes he could complete the project in 30 days. This could assure that the RFP would be published by August 1st, and a general contractor selected by September 1st.
  - Quotations for the MPPF Emergency Funding application and the cost for applying to the National Register will be provided by Greg Farmer in the next 1-2 weeks.
  - Greg: Has the preservation restriction been filed? Unknown, so Will and Greg will discuss off-line.

The meeting was adjourned at 8:20pm.

Submitted 06/10/2012 by W. Shain.