

Lisa Tomyl

From: Roland Bartl
Sent: Tuesday, December 02, 2014 10:27 AM
To: Steve Ledoux
Cc: Mike Gowing; Lisa Tomyl; Peter Ashton; Kristen Domurad-Guichard
Subject: CPA projects - BoS review and ranking
Attachments: BOS CPC Application 2015 Priorities.pdf

Hi, Steve:

The CPC has received two applications from Town Committees that were not evaluated and ranked by the Board of Selectmen. I am writing to ask that the Selectmen take another look at the Town's project list at the next meeting and then advise the CPC, again.

The two items are:

Open Space Set-Aside: <http://doc.acton-ma.gov/dsweb/Get/Document-48760/2015%20CPA%20Project%20-%20Open%20Space%20Set%20Aside%20Funds.pdf>

Forest Cemetery Natl. Register Listing: <http://doc.acton-ma.gov/dsweb/Get/Document-48777/Town%20of%20Acton%20-%20Acton%20Historical%20Commission%20-%20Forest%20Cemetery%20National%20Register%20of%20Historic%20Places.pdf>

Attached is copy of project rankings after the BoS' November 3 review.

The complete collection of 2015 project applications can be viewed at <http://doc.acton-ma.gov/dsweb/View/Collection-6515>

Thank you

Roland Bartl, AICP
Planning Director
Town of Acton
472 Main Street
Acton, MA 01720
978-929-6631



TOWN OF ACTON
472 Main Street
Acton, Massachusetts 01720
Telephone (978) 929-6611
Fax (978) 929-6350

Steven L. Ledoux
Town Manager

November 4, 2014

To: Roland Bartl, Planning Director
RE: Community Preservation Committee Application Reviews

Roland:

At the regular meeting of the Board of Selectmen on November 3, 2014, the Selectmen voted in descending priority order from the seven CPC applications presented to them. The results of the voting is as follows:

Priority	Application Title
1	Assabet River Rail Trail Easement Acquisition
2	NARA Safety Improvements
3	NARA Picnic Pavilion Restroom
4	Irrigation Wells Arboretum and Morrison Farms
5	Skate Park Expansion
6	Acton Arboretum Fern Boardwalk Replacement
7	Invasive Water Chestnut Plant Removal

If you have any further questions regarding the decisions or actions of the Board of Selection, please feel free to contact me.

Regards,

Steven L. Ledoux
Town Manager

Community Preservation Fund Applications for 2015
November 2014

	Applicant	Project	Amount Requested	BOS Priority (Town projects)	Project Hearing Date & Time	CPC Liaison
1	Town of Acton Open Space Committee	Open Space Set Aside Funds	\$ 400,000.00		12/4 7:35PM	Susan
2	Acton Housing Authority	Affordable Housing Consultant - Project Feasibility Study	\$ 35,000.00		12/4 7:50PM	Ken
3	Acton Community Housing Corporation	Community Housing Program Fund	\$ 150,000.00		12/4 8:10PM	Ken
4	Town of Acton Manager's Department	Assabet River Rail Trail Easement Acquisitions	\$ 160,000.00	1	12/4 8:30PM	Peter B.
5	Town of Acton Natural Resources	Irrigation Wells at Acton Arboretum and Morrison Farm	\$ 52,249.00	4	12/18 7:35PM*	Joe
6	Town of Acton Natural Resources	Acton Arboretum Fern Boardwalk Replacement and Tree Removal	\$ 24,952.19	6	12/18 7:35PM*	Amy
7	Town of Acton Natural Resources	Remove Invasive Water Chestnuts from Two Ponds/Nashoba Brook (\$12,000 per year for 3 years)	\$ 36,000.00	7	12/18 7:35PM*	Amy
8	Acton Woman's Club	Phase 2: Preservation and Handicap Accessibility	\$ 70,000.00		12/18 8:15PM	Tory
9	Acton Boxborough Regional Schools	AB Schools Nature Play Spaces	\$ 131,900.00		1/8 7:35PM	Peter A.
10	Town of Acton Historical Commission	Forest Cemetery National Register of Historic Places	\$ 7,000.00		1/8 7:55PM	Tory

11	Discovery Museums	Discovery Woods and Creativity Playscape	\$ 177,072.00		1/8 8:15PM	Walter
12	Town of Acton Recreation Commission	NARA Safety Improvement	\$ 20,515.00	2**	1/15 7:35PM*	Jeff
13	Town of Acton Recreation Commission	NARA Picnic Pavilion Restroom	\$ 105,000.00	3	1/15 7:35PM*	Jeff
14	Town of Acton Recreation Commission	Skatepark Expansion – Phase 2, Skate Plaza	\$ 160,000.00	5	1/15 7:35PM*	Joe
15	Town of Acton Manager's Department	CPA Administrative Support	\$55,138.90		1/22	
		Total Requested Funds	\$1,584,827.09			

PROJECT WITHDRAWN OR CHANGED = PROJECT HEARING HELD

* Order tbd by applicant.
 ** Project diminished from what was presented to BOS.



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NOV 12 2014

Town of Acton
Planning Department

TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 264-9631
Fax (978) 264-9630

Open Space Committee

November 12, 2014

Mr. Peter K. Ashton, Chair
Town of Acton Community Preservation Committee
c/o Planning Department
Acton Town Hall
472 Main Street
Acton, MA 01720

**RE: Community Preservation Plan Project Application Form
Open Space Set Aside Funds**

Dear Chairman Ashton and Community Preservation Committee Members:

On behalf of the Town of Acton, the Town of Acton Open Space Committee is pleased to submit the attached Project Application Form for the set-aside of Community Preservation Act funds for the purchase/protection of open space lands. The Open Space Committee suggests that this proposal is consistent with previous recommendations made by the Community Preservation Committee and approved by Town Meeting.

The Open Space Committee thanks you for your consideration of this proposal and looks forward to working with the Community Preservation Committee in advancing this proposal to the April 2015 Town Meeting.

Respectfully yours,

Andy Magee

Andy Magee
Chair, Town of Acton Open Space Committee

cc. S.Ledoux, Town Manager
T.Tidman, Director of Natural Resources

PROJECT APPLICATION FORM – 2015

Applicant: TOWN OF ACTON **Submission Date:** November 17, 2014

Applicant's Address, Phone Number and Email **Purpose: (Please select all that apply)**

Steven L. Ledoux, Town Manager
472 Main Street, Acton, MA 01720
978-264-9612 manager@acton-ma.gov

- Open Space
- Community Housing
- Historic Preservation
- Recreation

Town Committee (if applicable): Open Space Committee

Project Name: Open Space Acquisition/Protection Set Aside

Project Location/Address: N/A

Amount Requested: \$400,000

Project Summary: In the space below, provide a brief summary of the project.

The Town of Acton Open Space Committee requests that the Community Preservation Committee (CPC) recommend to Town Meeting that \$400,000 of the 2015 Town of Acton Community Preservation Funds be set aside for future open space acquisition and/or land protection projects and for the annual debt service on the Wright Terrace acquisition. This action would be consistent with previous recommendations made by the CPC and approved by Town Meeting for the acquisition and preservation of open space.

Estimated Date for Commencement of Project: N/A

Estimated Date for Completion of Project: N/A

Project Narrative

On behalf of the Town of Acton, the Open Space Committee is asking that the Community Preservation Committee (CPC) recommend to Town Meeting that \$400,000 of the 2015 Town of Acton Community Preservation Funds be set aside for future open space acquisition and/or land protection projects. This action would be consistent with previous recommendations made by the CPC and approved by Town Meeting for the acquisition and preservation of open space, and also recognizes that the total funds available through the CPA are diminishing.

Background. In May of 2001, as part of the development of the *Town of Acton Open Space and Recreation Plan 2002 -2007*, a survey form requesting information on open space and recreation needs was sent to all of Acton's 6,700 households. Over 1,400 surveys were completed and returned, a better than 20 percent response rate. Of the respondents, 81 percent stated they would vote for town-supported land purchases. The survey was updated in 2008, and purchase of open space for conservation and water needs was listed the number one priority among respondents, and the number one action to support this priority was town purchase of open space.

In 2005, in response to a recommendation of the *Town of Acton Open Space and Recreation Plan 2002 -2007*, the Board of Selectman created the Town of Acton Open Space Committee as an advisory committee to the Board of Selectmen. The mission of the Open Space Committee is to advise the Board of Selectmen and other Town boards on land acquisition and/or protection opportunities, identify state and federal funding opportunities for open space protection, and to act as sponsor and/or advocate for open space protection funding proposals to be presented to the CPC through the Board of Selectman.

One of the keystones of the Community Preservation Act (CPA) is the preservation of open space. In its initial years the Town of Acton CPC did not receive any applications specifically designated for open space/land acquisition, although several proposals, such as the Assabet River Rail trail, did include modest associated land purchase. In lieu of specific land purchases, and in recognition that land acquisition will likely require significant funds, the CPC has annually recommended to the Town the incremental set-aside of CPA funds for the future acquisition and preservation of open space. In addition, with the purchase last year of the Wright Terrace property which was bonded, there will be a continuing debt service payment each year which we assume will come from the set aside fund.

To date Town Meeting has approved the recommended set-aside of \$4,375,000 toward this purpose. The amounts that were appropriated each year are shown in the table below together with the amounts used to acquire open space. This includes \$730,000 to purchase the Gaebel (Piper Lane) property, \$830,000 for the purchase of the Caouette property, \$1,060,000 for the Anderson property, and most recently \$330,000 plus anticipated debt costs associated with the purchase of the Wright Terrace property in

West Acton. An additional \$50,000 from the CPA general fund was used to fund stewardship costs related to the Anderson acquisition. In addition, \$100,000 in general CPA funds was used to purchase the Groener property. Also \$162,943 from the sale of the house at Piper Lane was returned to the Open Space Set-Aside Fund. As the table below indicates, the current Open Space Set-Aside Fund balance is \$1,658,572.

Sources and Uses of Open Space Set Aside Fund

Fiscal Year	Appropriations to the Set Aside Fund	Appropriations from the Set Aside Fund	Set Aside Fund Balance
2003	\$ 200,000		\$ 200,000
2004	\$ 300,000		\$ 500,000
2005	\$ 400,000		\$ 900,000
2006	\$ 350,000		\$ 1,250,000
2007	\$ 500,000	\$ 730,000 (3)	\$ 1,020,000
2008	\$ 425,000		\$ 1,445,000
2009	\$ 500,000	\$ 830,000 (4)	\$ 1,115,000
2010	\$ 450,000		\$ 1,565,000
2011	\$ 500,000		\$ 2,065,000
2012	\$ 300,000	\$ 1,060,000 (5)	\$ 1,305,000
2013	\$ 450,000	\$ 330,000 (6)	\$ 1,425,000
OTHER	\$ 162,943 (1)		\$ 1,587,943
	\$ 70,629 (2)		\$ 1,658,572

Notes:

(1) The \$162,943 from the sale of the house at Piper Lane was returned to the set aside fund as directed in the 2008 purchase appropriation

(2) Actual acquisition costs have been slightly less than the appropriation amounts and the figure of \$70,629 adjusts for this.

(3) Gaebel property in South Acton

(4) Caouette property in South Acton

(5) Anderson property in West Acton

(6) Wright Terrace property in West Acton

The Open Space Committee respectfully requests that the CPC continue this practice, particularly in recognition of both the high cost of land acquisition/protection and the large degree of interest expressed by the Town of Acton citizenry in acquiring and preserving open space. The Open Space Committee also requests that the CPC consider this request together with the monies already set aside to be dedicated to open space acquisition and preservation and not be permitted to be used for recreation purposes. We understand that one of the changes in the state law governing the CPA is to allow the open space set aside fund be used for recreation purposes. Clearly the monies that had been set aside prior to this change in the law should be grandfathered and be permitted

for use only for open space preservation. This application requests that the \$400,000 being requested be similarly treated.

In recent years the CPC has successfully recommended to Town Meeting the purchase of five important parcels of land: the 12 acre Groener parcel abutting the Nagog Hill Conservation Lands, the 5.9 acre Gaebel parcel abutting the Great Hill Conservation Lands, the 11 acre Caouette parcel in South Acton, the 20.7 acre Anderson parcel located on Newtown Road near Arlington Street in West Acton, and the 13 acre parcel on Wright Terrace. Last April, Town Meeting voted by an overwhelming margin to purchase the Wright Terrace property and to do so by using both set aside funds in the amount of \$330,000 and bonding the remainder (approximately \$990,000) over a period of between 15 and 20 years. Previously in June 2013, Town Meeting voted unanimously to purchase the Anderson parcel which had been in negotiation for a considerable period of time. These recent overwhelming votes by the town together with prior votes to support land purchases is indicative of the extremely high priority that the town places on preserving open space.

Project Scope. Since its inception the Open Space Committee, working with local land trusts such as the Acton Conservation Trust and the Sudbury Valley Trustees, has identified several potential land acquisition/protection opportunities. Five of these have advanced through the CPC to actual land purchase approvals. Several other opportunities have been identified and currently are at various stages of discussion.

In past years the Open Space Committee has noted that (1) the likelihood of a significant land acquisition in Acton, Massachusetts would depend upon identifying owners interested in land protection over full development potential, and (2) that CPA funds set-aside for land acquisition would likely be inadequate to initiate a discussion of a land acquisition of any significant size or area. Experience has shown that the first of these observations is true. The landowners with whom we have successfully come to agreement, and those with whom we are in discussion, have generally expressed an interest and willingness to work with the Committee (and the Acton Conservation Trust) to come to agreement whereby the land has been protected at reasonable cost. Similarly, as the CPA Open Space set-aside has grown, we have observed more owners coming forward in hopes of protecting the land while recognizing a reasonable financial benefit from their asset. Having recently used a sizeable share of the set-aside fund toward the Anderson purchase in June 2013 and a smaller amount toward the Wright Terrace property in April 2014 together with associated bonding obligations, and given the fact that the Open Space Committee is engaged with several landowners in town, our request for funds this year is timely and important.

Review and Recommendation Criteria

As noted above, the acquisition and preservation of open space is one of the cornerstones of the CPA. The following section reviews the applicability of designating an Open Space set-aside and creating an Open Space Acquisition and Preservation Fund in

relation to the Review and Recommendation Criteria of the *Town of Acton Community Preservation Plan 2011* as presented on page 21 of the Plan.

Consistency with the Town of Acton Community Preservation Plan. The acquisition and preservation of open space is a basic tenant of the CPA. The Town of Acton Community Preservation Plan fully adopts the CPA's focus to the point of quoting from the Act the definition of community preservation as including "the acquisition, creation and preservation of open space..."

Consistency with Town of Acton Planning Documents. The set-aside of funding dedicated to the acquisition and preservation of open space is highly consistent with the *Acton 2020 Community Plan* and the newly released and approved *The Town of Acton Open Space and Recreation Plan 2014 - 2021*.

The *Acton 2020 Community Plan* was approved at the 2012 April Town Meeting and one of its major goals is the preservation of open space. Specifically the Plan states: that a goal is to "protect, acquire, and improve open space for conservation, farming, and recreation." The Plan goes on to state "that these efforts will be supplemented by continuing to purchase open space with CPA Funds." Our request for money to be set aside and used for open space purchases is consistent with this plan.

The *Town of Acton Open Space and Recreation Plan 2014 - 2021* identified three specific goals: the preservation of the remaining elements of Acton's rural character, environmental protection, and improved recreational opportunities. The objectives of these goals specifically reference the protection of existing open fields and meadows, to preserve and protect forests and to support local farms and farming. The Plan also notes the importance of working with key landowners in town to discuss options for the protection of land in the future. In addition, the Plan includes a priority list of critical parcels to protect in town. Clearly, the CPA Open Space set-aside is consistent with this Plan.

The set-aside and proposed fund are also clearly consistent with the *1998 Master Plan Update*. The Master Plan goals and objectives specifically includes reference to the protection of Acton's remaining farmland, the conservation of open space parcels, the creation of green belts, and the management and enhancement of Acton's existing conservation lands.

Economic Feasibility. The acquisition and preservation of open space in a town like Acton, where real estate values have increased dramatically, is an expensive proposition. Buying large parcels of land at market rates will require funds in excess of those available through CPA funding alone. Hence, significant open space purchases will likely require a number of convergent circumstances, such as a seller interested in land protection over maximized dollar value, and the participation of other entities in the funding process. The intent of the open space acquisition set-aside is to continue to develop a pool of money for land protection that begins to give credibility to the concept

of land purchase in the eyes of both a potential seller and a potential acquisition partner. The addition of \$400,000 of set-aside moneys, together with the \$1,658,572 currently available in the fund represents an amount that may be of interest to a seller intent on a reasonable income from a land sale as well as to service the ongoing annual debt obligation on the Wright Terrace property. In this vein, the Open Space Committee requests that the Community Preservation Committee consider this request together with the monies already set aside to be dedicated to open space acquisition and preservation and not be permitted to be used for recreation purposes.¹

Population Served. To the degree open space preservation serves the entire population it also serves an under-served population. Acton has a number a superb conservation lands and public open spaces. They are used for a range of passive and active recreational purposes, offer environmental protection for our water supplies, and scenic vistas for us as we go about our business. Similarly, there are a number of such spaces, some of which serve similar purposes that are not currently protected as conservation lands or otherwise protected by conservation restrictions. As these parcels disappear, so does a portion of what makes Acton the livable community it is today. The Open Space set-aside and Open Space Acquisition and Preservation Fund² offer the hope of protecting some of these parcels that touch the lives of all of our citizens.

Multiple Needs and CPA Focus Areas. As noted above, in October of 2008 the CPC successfully recommended to Special Town Meeting the purchase of the Gaebel property. Doing so both expanded upon and protected the Great Hill Conservation Lands. It will also contribute to the permanent protection of the 1840 Gaebel House, and the adjacent South Acton Historical District. In October 2010, Special Town Meeting approved the use of general funds to supplement CPA money to purchase the Caouette property which had initially been approved in April 2010. This purchase and the associated conservation and use restrictions protect this agricultural land, preserving one of the last major farmlands in town, and provides access to the Assabet Rail Trail, an important recreation option. The Anderson purchase in June 2013 was another important purchase that allows the town to protect and preserve a high priority open space parcel in town. It connects a major wildlife corridor as well as links major conservation lands in West Acton. Finally the purchase of the Wright Terrace property in West Acton also links key resource and conservation areas.

It can be presumed that future land acquisition or preservation efforts will similarly contribute to the protection of open space, the preservation of the town's character, the enhancement of passive and/or active recreational opportunities, the protection of lands

¹ We understand that one of the changes in the state law governing the CPA is to allow the open space set aside fund be used for recreation purposes. Clearly the monies that had been set aside prior to this change in the law should be grandfathered and be permitted for use only for open space preservation. This application requests that the \$400,000 being requested be similarly treated.

² We understand that there remains approximately \$13,800 in the Open Space Acquisition and Preservation Fund which is used to fund appraisals, environmental reviews, legal costs and related pre-acquisition costs.

of potential historic or archeological value, and/or the protection of properties that offer specific environmental benefits, such as groundwater protection.

Leverage of Funding. Experience shows that any significant land acquisition or preservation effort will require certain leveraging actions, including the likely surrender of some value of the land by the seller, and/or the contribution of additional funds by local or regional land trusts, governmental grants, and/or private funding initiatives. The initiation of the discussions concerning all four parcels, for example, was the result of persistence and on-going contribution of significant time and effort on the part of the Acton Conservation Trust, the Sudbury Valley Trustees, and the Town of Acton Open Space Committee. Indeed the Anderson purchase reflected the culmination of over five years of discussion and negotiation. These purchases involved owners who were willing to forego some financial benefit in return for the permanent protection of these lands.

Relation to Town Assets. The potential for expanding existing Town lands, or creating links between existing and neighboring town lands, is always possible. Together, the five parcels purchased by the town using CPA funds have added approximately 63 acres to existing Town-owned conservation lands. The protection of the Gaebel parcel has also contributed to the protection and preservation of the 1840 Gaebel House in the South Acton Historic District. The acquisition and protection of the Caouette farmland adds approximately 11 acres to Town-owned conservation land, protects another 4 acres against future development through a conservation restriction, and also provides a possible link to the future protection of nearby Stonefield Farm. The Anderson purchase protects 21 acres as conservation land and, similar to the Caouette purchase, provides a possible link to the future protection of additional adjoining land. The Wright Terrace property protects another 13 acres as conservation land and protects against development by means of a conservation restriction and provides the potential for new trails running through West Acton.

Consistency with Past Town Meeting Actions. The Project is consistent with recent Town of Acton Town Meeting actions, which included the setting aside a total of \$4,375,000 of CPA funds for open space acquisition and preservation, and the authorization to purchase the Groener, Gaebel, Caouette, Anderson, and Wright Terrace parcels.

Competency to Implement. It is presumed that the Town of Acton will be applicant or co-applicant of any proposal to utilize CPA Open Space set-aside funds. The Town has successfully demonstrated competency in the implementation of CPA projects.

Site Control. It is presumed that ownership and/or a conservation restriction to which the Town is party will be required for any CPA open space land acquisition or preservation proposal funded with set-aside funds.

RECEIVED

PROJECT APPLICATION FORM – 2015

NOV 17 2014

Applicant: Acton Historical Commission **Submission Date:** November 12, 2014 Town of Acton
Planning Department

Applicant's Address: 472 Main St., Acton, MA
select all that apply)

Purpose: (Please

- Open Space
- Community Housing
- Historic Preservation
- Recreation

Phone Number: _____

E-mail: hc@acton-ma.gov

Town Committee (if applicable): _____

Project Name: Forest Cemetery National Register of Historic Places Application

Project Location /Address: Corner of Carlisle Road and North Street

Amount Requested: \$ 7,000

Project Summary: In the space below, provide a brief summary of the project.
The request is to provide funding to nominate this cemetery to the National Register of Historic Places. The money would allow the Historical Commission to send out a RFP and hire a Historic Preservation Consultant to prepare the lengthy nomination papers to be submitted to the National Park Service.

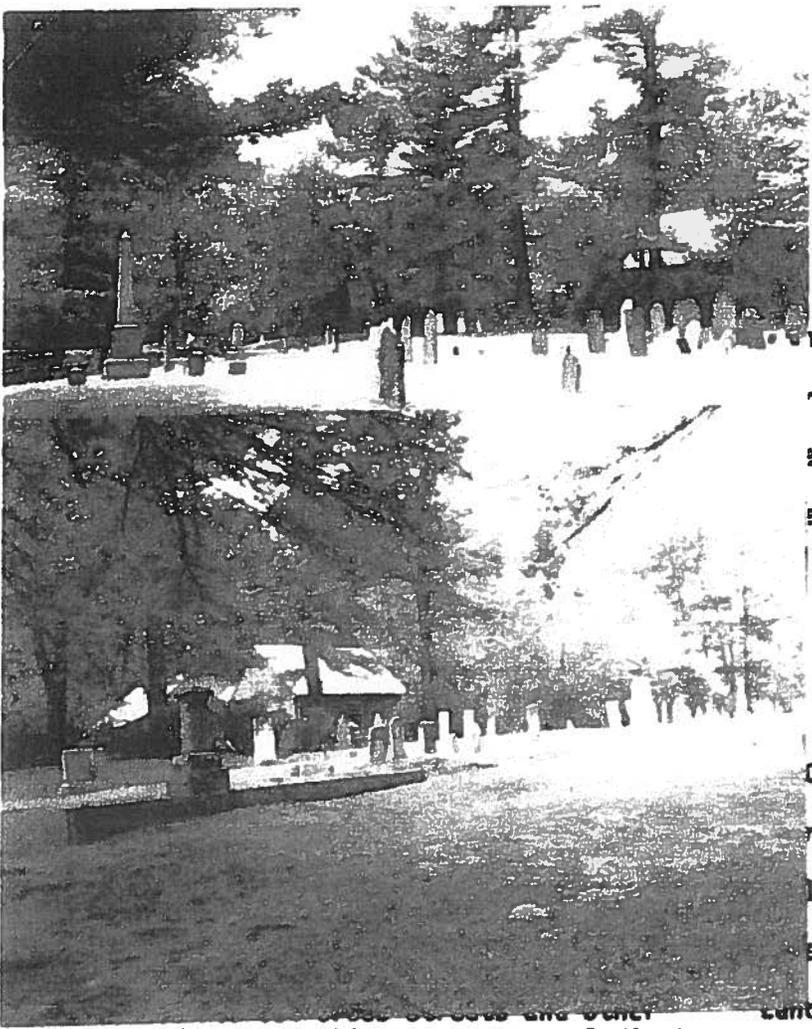
This work is entirely consistent with the Town's Master Plan Update to preserve or protect currently owned historic resources. National Register Listing will communicate the value of the historic resource to the population and give that resource an elevated status. Adding it to the National Register will give it the recognition it deserves, increase the protection on the property via Mass Historical Review of future adjacent projects, and allow Federal grants and tax credits for restoration of the property.

While essentially an honorific designation, for municipally owned properties, the National Registry designation allows the Town to apply for state grants for the preservation of the historic resource as they are available. Once listed, there are no restrictions as to how an owner might change or modify the property.

Massachusetts Historical Commission has previously deemed the cemetery eligible for inclusion in the National Registry Listing and the Cemetery Commissioners have affirmed that they would like this designation on the cemetery.

Estimated Date for Commencement of Project: Summer or Fall 2015

Estimated Date for Completion of Project: Spring or Summer 2016



AREA FORM NO. 801

ACTON
 Address Carlisle Street
 Location North Acton Cemetery / Forest Cemetery
 Ownership: Public
 Private

DESCRIPTION
 Approximate number of stones 100
 Oldest death date 1750
 Newest death date 1948
 Landscape Architect (if known) none

Condition good

Acreage _____

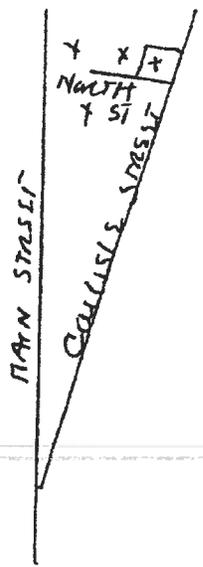
Setting North part of town in rural setting with residential area behind. Northwest corner of Carlisle and North Streets.

Recorded by Gretchen G. Schuler

Organization Acton Historical Commission

Date June 1990

Indicate buildings and/or geographical features. Indicate all buildings between inventoried property and nearest intersection. Indicate north.



TM REFERENCE _____
 SGS QUADRANGLE _____
 SCALE _____

NATIONAL REGISTER CRITERIA STATEMENT (if applicable)

GENERAL ASSESSMENT OF ART WORK Describe materials used, designs, motifs, symbols that are either common or unusual, known carvers.

The North Acton Cemetery, now called the Forest Cemetery, is a small rectangular lot on the corner of North Street and Carlisle Street. It is defined by a stone wall and has pine trees and some deciduous trees scattered across the parcel. Much of the ground surface is moss covered. Stones are made of slate and granite and most are simple rectangles or roundheaded in shape. There are a few monument type stones, an obelisk, and a couple of terraced areas with stones of Hapgoods, Temples, and Andersons.

HISTORICAL SIGNIFICANCE Explain religious affiliations, major period of use and evaluate historical importance of burial ground within the community.

The North Acton Cemetery is one of three cemeteries in Acton and the only one in the northern section of town. It was established in 1750 and was used as a burial ground until 1948 with the last recorded burial being that of a Richardson. Some of the names found in this rural peaceful cemetery include Davies, Flint, Conant, Wheeler, Heald, Hapgood and Temple.

BIBLIOGRAPHY and/or REFERENCES

Fletcher, Acton In History, 1890.
Phalen, History of the Town of Acton, 1954.

SCOPE OF WORK

NATIONAL REGISTER NOMINATION STATUS FOR FOREST CEMETERY, CARLISLE ROAD

PROJECT OBJECTIVE

The purpose of the project is to complete a National Register Nomination Form with requisite technical, support documentation that identifies the appropriate criteria and develops the the areas of significance under which the cemetery is important and records the status and physical conditions that currently exist.

The purposes of the assessment and listing in the National Register of Historic Places (NR) is to provide planning tools to reinforce local awareness of it as a historical and architectural asset and to encourage appropriate treatment and maintenance of historical and architectural resources within the cemetery. Information developed in the National Register form is useful for the development of educational programs on local history for public schools and public awareness programs on the value of local historic assets and the mechanisms available for their preservation.

Benefits of listing in the National Register of Historic Places include: recognition as national resources worthy of attention and preservation; protection from adverse effect resulting from projects receiving public assistance, potential eligibility for funding from various state and federal programs (e.g. the Massachusetts Historical Commission, Massachusetts Preservation Projects Fund (MPPF); the National Trust for Historic Preservation, Preservations Services Fund (PSF); The Massachusetts Department of Conservation and Recreation, Historic Landscape Preservation Program and /or private foundation grants; and integration of National Register information with community planning activities (including site plan review, community master plans and public or private grant programs) to further preservation and community development objectives.

METHODOLOGY

The project will complete a registration form for the cemetery utilizing current, standard, MHC methodology and National Register criteria. Project guidelines, tasks and products will be as set forth in National Park Service (NPS) Bulletin 15, How to Apply the NR Criteria for Evaluation, NPS Bulletin, 16A, How to Complete the National Register Registration Form and NPS Bulletin 41, Guidelines for Evaluating and registering Cemeteries

and Burial Places. An on-going relationship will be maintained with the Acton Historical Commission.

The MHC Reconnaissance Survey Report for Acton, existing inventory for the Town of Acton, local histories and other sources, will provide a framework for the analysis of the cultural resources of the cemetery. Research conducted during the National Register process will expand upon this documentation to provide a historical and architectural overview that relates the resource within the cemetery to significant themes (including land use patterns, economic, social and demographic history as well as significant events and persons) in the development of the Town of Acton. The National Register program recognizes ethnic and cultural diversity within communities and seeks to identify cultural resources associated with the history of minority, social and cultural groups and individuals who have played a role in the history of those communities.

The variety of styles, building types and grave markers, both outstanding and representative examples will be discussed in Part 7, Narrative Description, of the National Registration Form which will identify objects, sites, structures and landscape features that retain integrity of design and materials and that are historically or architecturally significant. Part 8, Statement of Significance of the National Registration Form will demonstrate how this cemetery meets National Register criteria.

SCOPE OF SERVICES

Phase 1

- Prepare streetscape photographs
- Prepares draft sketch map
- Prepare verbal boundary descriptions and justification
- Prepare draft bibliography
- Review MHC files with National Register staff for any previously submitted information or staff field notes on properties to be nominated.
- Confirm proposed boundaries
- Review sample nominations previously reviewed by MHC staff to assess documentation requirements.
- Begin intensive research on the historical and architectural significance of the cemetery in preparation for completion of the National Register Form.

- Prepare draft District Data Sheets (DDS) in accordance with MHC methodology as follows:
 - List structures and objects of substantial size and scale, including grave markers. (Only comprehensively inventoried individual grave markers are counted as individual contributing features.)
 - Record notable designed or landscape features
 - Record all intrusions
 - Include a key to all abbreviations and a summary of contributing/non-contributing resources at the bottom of the page
 - Work with town officials and the Acton Historical Commission to inform the public about the National Register program and present the project nomination.

PRODUCTS

Streetscape photographs
 Sketch map
 Draft Bibliography
 Draft District Data Sheets

PHASE II

TASKS:

Continue intensive research on the historical and architectural significance in preparation for the completion of the National Register registration forms.

Prepare Part 7 (Narrative description) and Part 8, (Statement of Significance) of the form in accordance with National Park Service Bulletin 16A, How to Complete the National Register Registration Form and National Park Service Bulletin 41, Guidelines for Evaluating and Registering Cemeteries and Burial Places.

In Part 7, specify and discuss the topography and setting of the cemetery. Notable landscape features and their relationship to the built environment, including natural and designated vegetation and

