

# PROJECT APPLICATION FORM

**Applicant:** Acton Memorial Library Board of Trustees      **Submission Date:** 11/12/04

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

486 Main St., Acton, MA 01720  
(978) 264-9641  
tfd@mabbp.com (Trustee Pres. Tom Dunn)  
(781) 622-5930 (Trustee Pres. Tom Dunn)

- Open Space
- Community Housing
- Historic Preservation
- Recreation

**Town Committee (if applicable):** Acton Memorial Library Board of Trustees

**Project Name:** Library Restoration for the Display of Acton's Civil War Artifacts

**Project Location/Address:** 486 Main St., Acton, MA 01720

**Amount Requested:** \$30,150 (The total cost of the restoration project is \$34,150, of which \$4,000 will be contributed from library trust funds and other library sources)

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

The goal of this project is to restore the original Acton Memorial Library building so as to once again allow the display of Civil War era documents and artifacts donated by and relating to Acton citizens who fought, and who too often died, in the Civil War. The library was constructed and donated to the town in 1890 by William Wilde in memory of Acton citizens who gave so much to this country during that terrible war. The original library is an historic building located in the Acton Center Historic District, an historic resource listed on the National Register of Historic Places, and the only Civil War memorial in town.

In recent years the artifacts have been stored in a closet due to the lack of display space within the library. During the recent library expansion project the 1890 building was reconditioned. Some space was set aside in that building for artifacts so they could be displayed in the library in keeping with the building's original design. It is the goal of the Board of Trustees to restore the original library by creating that display. This is consistent with one of the original purposes of the Library.

Specifically, the project involves restoration of three alcoves in the original library, each approximately 12' x 12' square. The project entails the following: designing the exhibit; removing the existing shelving and glass; installing panels on which artifacts may be mounted; installing protective cover for the artifacts; designing and producing graphics; designing and implementing an audio station, a vignette, and interactive features; installing appropriate lighting; and constructing and installing a floor mounted panel display in the walking area outside of the alcoves.

Included with this proposal are the following attachments:

1. Narrative, which includes response to CPA questions
2. Project outline prepared by SpokeShave Design
3. Project budget prepared by SpokeShave Design
4. 11x17 floor plan of the exhibit prepared by SpokeShave Design
5. Resume and CV of Will Twombly, principal, SpokeShave Design
6. Pictures of select items to be included in exhibit
7. List of primary Civil War artifacts owned by the library, a selection of which will be placed on display
8. Title page and page 22 of *Monuments, Tablets and Other Memorials Erected in Massachusetts*
9. Pages from Acton Town Reports 1892, 1948, 1952, 1953, 1954

**Estimated Date for Commencement of Project:** Immediately once funding becomes available

**Estimated Date for Completion of Project:** 12-16 weeks after construction commences.

## NARRATIVE:

### OVERVIEW:

While the funds sought are for the restoration of the original library, as the attached proposal sets forth in detail, it is important to emphasize that the building restoration is for a larger purpose: the display of artifacts for the education and enjoyment of all citizens.

In its early years the library served as a meeting place for Acton's war veterans, many of whom donated their war memorabilia to the library, often expressing the hope that those memorabilia be displayed for public viewing. Early photographs of the interior of the original building confirm that war artifacts were displayed in the library, an example of which is shown in one of the photographs attached hereto.

In donating the Library to the Town, William Wilde said:

I desire that Acton's Memorial Library shall be dedicated to two noble objects, viz. to the memory of Acton's patriotic citizens, who at their country's call, left home and family ties and on many a hard fought battle field made a united country once more possible....The second object of this Memorial Library, as I have it in my mind, is to give to every man, woman and child in Acton a library of good, pure, interesting and instructive reading – so as to mould the minds of all, especially those of the young that the whole people shall be elevated socially, morally, and religiously by its silent but beneficent [sic] influences.

It is important that the Civil War collection be thoughtfully preserved in order to yield a Civil War display that will honor "Acton's patriotic citizens" and "mould the minds of all."

The display will tell the story of Acton's involvement in the Civil War, often linking local citizens to national events. Following are some historical touchstones to which the artifacts relate, and which this building restoration project will make possible:

- **First to Respond to Lincoln's Call For Troops.** In response to the surrender of Fort Sumter, Lincoln convened a cabinet meeting on a Sunday afternoon. At this meeting it was voted to issue a proclamation calling for militia units from each state to come to Washington to defend the Capitol from possible attack from the surrounding Secessionist states. On Monday, in advance of the official proclamation, one of the Senators from Massachusetts telegraphed to Governor Andrew in Boston to alert him to the plan. Colonel Jones, commander of the 6<sup>th</sup> Massachusetts, was at the State House and was given his orders by Governor Andrew. When the train he was taking home stopped in South Acton, Col. Jones handed a penciled note to Handley, a member of the Davis Guards who worked at the train station, telling him to round up the men and report to him in Lowell in the morning. Thus, the Davis Guards become the first fully-armed and uniformed body of militia to set foot on the road to Washington after the fall of Ft. Sumter. Artifacts for this period include a photo of Fort Sumter, a copy of the telegram from Washington, a copy of Jones' note to Handley, a photo of Arthur Davis painting of Davis Guards departing from Town Hall, and a newspaper clipping about an individual hung in effigy from the Davis Monument in Acton Center, with the sign "Afraid to go."
- **The March Through Baltimore and the First Casualties From Hostile Fire:** The Davis Guards were designated Company "E" of the 6<sup>th</sup> Massachusetts Volunteer Militia (MVI) in three successive enlistments. The most significant was the first call-up after the fall of Ft. Sumter in which the 6<sup>th</sup> marched through Baltimore and sustained the first casualties of the War from hostile fire on the 19<sup>th</sup> of April 1861. (By a remarkable historical coincidence, it was citizens from Acton that died for their country in our nation's first fight for independence at Concord bridge on April 19<sup>th</sup>, 1775.) . Artifacts for this period include the note handed to an Acton citizen to muster troops for the march that became the march through Baltimore, and pictures of the March Through Baltimore, including a reproduction of a painting in the Massachusetts State House memorializing this signal event in which Acton citizens played so prominent a role.
- **The Battle of Gettysburg; Congressional Medal of Honor:** This battle is considered by many historians to have been the turning point of the War. Of Acton's veterans, the most noteworthy participant of this battle is Nathaniel Allen of the 1<sup>st</sup> MVI who was awarded the Congressional Medal of Honor for retrieving the colors in the retreat from the Peach Orchard. Another man, Francis Rice of the 15<sup>th</sup> MVI was wounded at Gettysburg. Artifacts included in this part of the display will include an official reproduction of Allen's Congressional Medal of Honor (obtained with the assistance of the Honorable Martin T. Meehan (D-MA), and a map of the battle showing the Peach Orchard.

- **Prisoners of War:** A number of Acton men were POWs at one point or another. Some of them were exchanged within a short period of time after a battle, but at some point in the War, General Grant realized that the North could stand the attrition of manpower longer than the South and it became policy not to exchange or parole prisoners. This was bad news for some, especially those who were held in the infamous Andersonville. Two brothers, the Kinsley boys, survived prison camps only to die shortly after being exchanged. Francis, the older, died after returning to Acton. Thomas, who may be the youngest non-musician Union soldier to die in service, succumbed at Sandy Hook, MD after being held in one of the tobacco warehouses near Libby Prison. Artifacts included in this portion of the display will include an engraving of Libby Prison, and Thomas Kinsley's enlistment papers.
- **Officers in Colored Regiments:** Early in the war, freed slaves in captured territory were enlisted in "contraband" regiments. These units were mostly used for menial labor such as burial details and latrine digging. When Lincoln decided to enlist black men as soldiers led by white officers, the Confederacy declared that any such officer taken in battle would be executed as having incited slave revolt. Several Acton men faced this daunting prospect to take commissions in black infantry and cavalry regiments. Artifacts included in this portion of the display will include photographs of Black troops and a pair of slave shackles collected by an Acton soldier during the war.
- **Naval Service:** Some Acton men served in the Navy. One, an Irishman named Patrick Kennedy deserted after being drafted into the 18<sup>th</sup> MVI, but seems to have gone on to serve in the Navy until the end of the war. Another, Otto Geers, was from Finland and served 17 years in the Navy. Artifacts included in this portion of the display will include a photo of Otto Geers in naval uniform and engravings and/or photos of naval actions or ships.
- **Death from Disease:** More men died of disease than from wounds in battle. Isaiah Hutchins of Acton was a physician who served as a Lieutenant and hospital steward in the 6<sup>th</sup> MVI. Several men of the 26<sup>th</sup> MVI died of disease in New Orleans. Acton citizens at home contributed to the Sanitary Commission to provide hospitals for sick and wounded soldiers. Artifacts included in this portion of the display will include Aaron Fletcher's medical kit and an engraving or photo of a hospital.
- **The Home Front:** This portion of the display will show how the Acton community supported the war effort. For example, Town Meeting voted to purchase sidearms for the Davis Guards and provide for their families. Acton's voters supposedly favored Breckenridge over Lincoln in the 1860 election. The Acton Town Hall was destroyed, allegedly by an arsonist who sympathized with the South. Artifacts included in this portion of the display will include some records from Town Meetings of the time, and patriotic mailing envelopes from the Acton Historical Society collection.
- **Surrender at Appomattox:** Several Acton men were in regiments present when Lee surrendered. This makes a fitting bookend to the men who marched through Baltimore. Artifacts included in this portion of the display will include an engraving of Lee surrendering to Grant and information relating to the Acton men in attendance.
- **Lincoln's Assassination:** James Richardson of Acton was assigned to provost guard duty in Washington when Lincoln was assassinated. He later served on the guard detail for the trial and execution of Booth's co-conspirators. Artifacts included in this portion of the display will include a newspaper illustration of a guard with hooded prisoner, and information relating to James Richardson.
- **Grand Army of the Republic:** Shortly after the War, General John A. Logan organized the Union veterans into an organization named the Grand Army of the Republic. They formed into local units called posts. The post in Acton was named after Isaac Davis and met in West Acton. Membership was not limited to Acton, however, and included veterans from Maynard, Stow, Boxborough, Littleton and West Concord. They held national encampments every year and also arranged the local Memorial Day observances. Artifacts included in this portion of the display will include a G.A.R. uniform hat, a group photo of Isaac Davis post. (The flag restored with CPA monies approved earlier this year was from the G.A.R. post.)
- **Founding of the Acton Memorial Library:** Acton-born William Allan Wilde offered to give a Library to the Town of Acton. Artifacts included in this portion of the display will include the program from the dedication and photos of the original interior.

## RESPONSE TO SPECIFIC CPA QUESTIONS:

**The property involved** is the original Acton Memorial Library. As noted above, this building was built in 1890 and donated to the town by William Wilde. It is an historic building situated in the Acton Center Historic District, an historic resource listed on the National Register of Historic Places.

**The project will benefit the Town and citizens of Acton** in several ways.

1. A portion of the 1890 building will be restored to one of its original purposes, a memorial to Acton's Civil War dead and veterans. As the Memorial Library is an extremely busy place, with more than 220,000 people passing through its doors annually, it will be convenient for visitors to view the display once the artifacts are in a public area again.
2. The project will address a community need/fill a void in the community by drawing attention to Acton's role in the Civil War. Through the display, residents will learn more about their community. Their appreciation for the sacrifices made by those who fought in the War, as well as for the hardships of those left behind in Acton, will grow. This will increase their pride in their town and their knowledge of American history. This is in keeping with the **1998 Master Plan Update**, which notes that 'Acton's historic buildings and sites are tangible links with the town's past which provide a sense of identity and shape the Town's special character.' (p. 149) The display could be a special draw for school children as well as history enthusiasts and the general public.
3. The attendant publicity could draw forth more information about Acton Civil War veterans, uncover more locally held artifacts and/or inspire more donations to Acton Memorial Library's artifact collection.
4. The exhibit could be used as a tool to elicit funds to restore other items in Acton Memorial Library's artifact collection for special displays.
5. The project will enhance cultural/historical resources that are unique to Acton, revitalize an underutilized area of an historic building and increase the diversity of historical resources that are easily accessible to the community.
6. The project is consistent with the **1998 Master Plan Update**, specifically 'Encourage the use of conservation areas and historic resources for educational purposes' and 'Encourage greater access for all residents to cultural events, opportunities and services' (p. 43).
7. After the initial cost, which is low relative to the funds available for CPA projects and which would be supplemented by Memorial Library funds, there should be minimal ongoing costs.
8. The complexity of execution should be manageable. The impacted area of the library would probably have to be closed to the public during the changes.
9. In regard to urgency, it has been a long-term aspiration of the Memorial Library Board to resume display of this important part of Acton history in the building erected in honor of those who fought and died. Such expressions were common. Often the donations of memorabilia by veterans and their families included an express wish that the artifacts be displayed in the library. For example, the letter accompanying artifacts donated by Mr. Chaplin states, in part, that he desired that they "**be placed in the Public Library where they may be seen by every citizen, and their history be given in such form as you may desire.**" The *1891 Annual Report*, after noting the donation of multiple artifacts by citizens, records the following:

Dr. I. Hutchinson, representing Capt. Aaron C. Handley, who commanded Co. E, old Sixth Regt., Mass. Vols., during its second term of service in the war of the Rebellion, presented to the Post the sword and scabbard carried by Capt. Handley while he was in service. The Post in turn, through Commander Delette H. Hall, **committed the sword to the custody of the trustees of the Acton Memorial Library, to be permanently kept in Memorial hall**, as a memento of that ever memorable contest.

The *1891 Annual Report* concluded by stating: "**Even now an inspection of Memorial hall will show that it is fast becoming a repository of rare and valuable mementos of the past ... to which all visitors are welcome.**"

The fact that the library is "a repository of rare and valuable mementos of the past" is lost on today's patrons because those artifacts are no longer on display. This restoration project is long overdue. The need is urgent. The time to act is now.

**The project is consistent with the Community Preservation Plan's "Guidelines for Submission" and "Review and Recommendation Criteria."**

Guidelines for Submission

1. The project was submitted using the *Community Preservation Plan* "Project Application Form."
2. The project was submitted to the Planning Department as the CPC's agent by November 12, 2004.
3. The completion period is less than five years.
4. The Community Preservation Act (MGL 44B), the Acton CPA Bylaw (Chapter 5) and the Community Preservation Plan have been reviewed.
5. A professionally prepared quote for project costs is attached.

Review and Recommendation Criteria

1. The project is consistent with the goals of the Town *Community Preservation Plan*, specifically 'protect, preserve and/or restore historic properties and sites throughout Acton of historical, archeological and cultural significance' and 'provide education and community outreach regarding the extensive historical and cultural resources within Acton.'
2. The project is consistent with the Town 1998 *Master Plan Update*, specifically 'Preserve Acton's historic and cultural resources,' 'Encourage the use of conservation areas and historic resources for educational purposes' and 'Encourage greater access for all residents to cultural events, opportunities and services.' (p. 41, 43)
3. At \$34,150 or ~3.2% of the CPA funds, the project is feasible to implement by an organization of Acton Memorial Library's size.
4. At their October meeting, the Memorial Library Board of Trustees voted unanimously to allocate \$4,000 in trust, gift and other library funds to supplement CPA funds if CPA funds were approved for the project at all the necessary stages. In addition, the project has the potential to leverage additional or multiple sources of public and/or private funds by raising awareness of Memorial Library's historic resources and the need to preserve them.
5. The project would utilize, preserve and enhance the original (1890) portion of the Acton Memorial Library, a town-funded department set in Acton's Historical District and the officially designated Civil War memorial for the town.
6. The project is consistent with recent Town Meeting actions, specifically the Spring 2004 approval of the Board of Trustees' CPA application to restore and preserve a flag from the library's Civil War artifacts collection. This demonstrates the community's interest in and commitment to local history.
7. The Memorial Library trustees have experience with building changes, planning of display areas, Civil War artifacts and grant implementation.
8. Memorial Library is a town-owned site, given to the community in 1890 by William Wilde as a Civil War memorial. Artifacts to be incorporated in the display were given to the library by Civil War soldiers or their families.

The steps of the project and cost estimate

The information is contained in the attached proposal prepared by SpokeShave Design.

Feasibility

Upon receipt of funding, the remaining steps would be:

- Solicitation of two additional proposals as required by law
- Selection of designer
- Develop final display plan
- Obtain any necessary permits
- Restore the display area
- Display artifacts
- Publicize the display/Invite the public to an opening



# Spokeshave Design

October 25, 2004

To: Civil War Exhibition Team, Acton Memorial Library

From: Will Twombly

Re: Revised exhibition design

Dear Friends:

As always, it was a pleasure to have met with you last week. Below is a slightly revised project description, based on our recent conversation. The enclosed budget is preliminary, subject to final design specifications and the availability of donated goods and services. No doubt, it will be refined as the design and production process continues.

## **SOME GENERAL NOTES ABOUT THE DESIGN:**

### **Organization**

The exhibition is arranged both topically and chronologically, highlighting the pre-Civil War years, the war years (with stories of individual soldiers and activities on the home front), and finally, the post-war years, including the founding of the library and the local GAR chapter.

### **Audience**

The exhibition is geared to a diverse audience of children and adults. These may include local residents, visitors, genealogists, historians, re-enactors, and internet users. The goal is to inform, engage, and entertain simultaneously. Hopefully, the exhibition will be well publicized and well received, bringing many new visitors to the library.

### **Accessibility**

The exhibition should be as accessible as possible to all visitors. Passages must be wide enough for a wheelchair to pass. We must make sure that all text is legible, with a minimum size of 18 pts. In addition, we should try to provide transcripts of any audio recordings for the hearing impaired, and basic Braille signage for the visually impaired. These last two items may be

challenging, but I urge you to seek the funding or the volunteer help to accomplish this work. The exhibition should be welcoming for all.

### Space dividers

The design divides the space into semi-discreet sections, thereby establishing traffic flow and viewing sequence. The sections are created using a combination of existing permanent walls and sets of hollow core doors joined together. These doors are fitted with minimal oak trim (as shown by the sample panel) as a way to integrate them with the existing interior detailing.

As we agreed, portions of the shelving in the three alcoves used for the exhibition will be removed, and display panels inserted into each shelf bay. Wall-mounted display cases may also be used in these areas where appropriate.

### Use of color

I suggest that color be used to reinforce the three subthemes of the exhibition. Note that only the HC doors and display cases should be painted. I would not recommend painting any portion of the building itself. I suggest choosing 3 colors, one for each of the sections. Both Benjamin Moore and California offer excellent lines of historic colors that would be appropriate in this application.

### Text

I suggest that text for the exhibition be written on the following levels:

- Main title
- Introduction (outlines the most important messages of the exhibition, briefly and succinctly)
- Section (subtheme) titles; rather than always being didactic, these may also appear in the form of a quote or question
- Subtheme introductory text (summarizes main points of subtheme)
- Text to develop individual points in section (subtheme) introductions
- Object labels and captions

All text should be short and easy to read. Exhibition copy should be written more like spoken words than as an academic paper. If much needs to be said about a given topic, break it up into several text panels. Length may overwhelm visitors, who may then not read anything at all. The use of handouts to explain concepts in more detail is highly encouraged.

Each level of text may be presented in its own way. Introductory and main text panels could be large and framed, or digitally produced, with colored type and background, and an interesting border. Section titles may be in vinyl lettering, which is available in zillions of colors and fonts. Subtext and labels can be simpler, with type sizes varying according to level of text. Again, the minimum size for text should be 18 point.

Text can be produced in several different ways, depending on budget and desired durability. Digital production techniques using computer-generated material are high quality, attractive, durable, and somewhat expensive. Unless one of you has the skills to do this, I recommend hiring a graphic artist to help in producing this kind of sign. On the other hand, laminating paper

and mounting it on a substrate such as foam core, Gator Board, or Sintra is a less expensive option, and can be done in-house.

### *Photos and other graphics*

You have identified a wealth of 2-D visual material which will add great richness and depth to the exhibition. Many original images may be scanned, laminated, and mounted, thus preserving the originals. In some cases, you may wish to mat and frame the original, although no originals should be displayed for a prolonged period of time.

Images and graphics should be of different sizes and shapes, to add visual interest to the exhibition. Choice images can be enlarged to several feet in width or height, to provide dramatic backgrounds. Others may be mounted and cut to shape. This is a highly effective technique for highlighting individuals, especially if they are enlarged to life size. In all cases, lamination is recommended for extra durability. Like text, images should be mounted on a rigid substrate, ranging from foam core to Sintra depending on their size. I suggest the use of a product such as 3-M adhesive mounting film for this process. It seems to hold up better than conventional dry mounting. Most graphics may be attached to the wall with 3-M double-faced foam tape. The exact size, shape, and placement of photos and graphics may be determined further along in the design process.

The title panel might be a good location for a large photo cut-out. Also, images of the individual soldiers introduced in the *War Years* section, as well as the memorial tablets, could be enlarged and cut out for a dramatic, realistic effect.

### *Audio-visual components*

I understand that in the future you would like to produce a video to accompany the exhibition. This would be especially valuable in familiarizing visitors with local Civil War-related landmarks.

Initially, however, you may wish to include a visitor-activated audio track in the exhibition. This could be the voice of an actor reading from a Civil War diary, a contemporary description of a major event in town, or any of dozens of other choices. I believe that sound would add an important extra dimension to the overall effect, without adding significant cost. For this I recommend the use of an inexpensive digital repeater, such as the Soundbrick 550.

### *Artifacts*

You have already collected an impressive array of artifacts for inclusion in the exhibition, and undoubtedly more will appear as the project unfolds. These will illustrate ideas, stimulate interest, and add visual appeal. It will be important to treat these with great care, and plan well for their installation, so as to minimize the risks inherent in displaying fragile objects. These dangers include damage from handling, from ultraviolet light, from poor installation techniques, from harmful room and case environments, and from vandalism and theft.

All cases should be made from low-acid materials. With cost as a consideration, I suggest that MDO plywood and solid poplar be used for this purpose. Since MDO is an exterior plywood,

offgassing from its glue poses less of a threat than does the urea formaldehyde resin of interior plywoods and particle board. Poplar is naturally low in acid, relatively inexpensive, and easy to work with. All woods should be sealed with 3 coats of Benwood Stays Clear water-borne urethane, before being painted with latex paint. Under no circumstances should oil based paints be used, because of the dangers of long-term offgassing. Case fabrics should be undyed, unbleached muslin. Acrylic bonnets may be constructed of OP2 or UF3 plexi to filter ultraviolet rays when used to protect extremely sensitive material.

A number of cases will be needed for this project. Some will be freestanding, while others may be wall-mounted. The Gardner Museum, the MFA, the Concord Museum, and the Museum of Our National Heritage may be willing to donate or sell at bargain prices some of their spare cases. We should try to achieve consistency in the appearance of our fixtures, but a great deal of money can be saved if at least some of the required cases can be borrowed. However, I have included a line item in the budget for cases and other fixtures in the event that they must be custom made for this exhibition.

### *Vignette*

A small vignette, or stage set, could be created to illustrate a Civil War campsite, complete with (replica) tent and campfire. This would provide an environment in which to display a soldier's personal belongings – properly protected, of course.

### *Interactive opportunities and programming*

The impact of the exhibition on visitors will be dependent on its ability to engage their minds, bodies and hearts, and help them relate its content to their own lives. The more visitors interact physically with the exhibition, the more they will learn and remember, and the more meaningful the experience is likely to be for them. Therefore, I suggest the creation of a number of interactive opportunities throughout the exhibition, on multiple levels, appropriate for visitors of differing ages and backgrounds. Their purpose would be to expose visitors to a number of important content issues in an engaging and personal way.

These interactive opportunities might include some or all of the following:

- For the *War Years* section, a game of choice could be developed, as illustrated in the enclosed sketch. This would place visitors in the position of a person living at the time of the war, and would ask them to make some difficult decisions, introducing them to a few of the harder personal issues of the time. This game would have contemporary relevance as well, especially in the context of the current instability in the Middle East.
- As a part of the vignette in the *War Years* section, a wooden packing box might contain an assortment of items sent from a soldier's family in Acton to the battlefield. Although these would be protected by plexiglas, visitors could lift a solid lid to reveal the contents.
- Another interactive could provide visitors with the opportunity to see if anyone bearing their own last name was a member of the Davis Guard. This could be done inexpensively by putting Dennis' extensive list in a binder for visitors to peruse. Or

perhaps it could be worked into a computer database that visitors could access on a screen.

- At or near the end of the exhibition, visitors could test their knowledge with an electronic Q & A game. This would pose a number of factual questions, such as "Acton's last Civil War veteran died in: 1890, 1920, 1938?" Each answer choice would have a button next to it. When the correct button was pushed a backlit image or message would tell the visitor that the chosen response was correct.

I encourage you to use your imagination to create additional opportunities for fun, learning, and involvement.

#### Additional elements

- **Handouts** - Handouts with more complete information on a number of topics could be provided for visitors to take away with them. This is an excellent way to avoid overloading the exhibition with text, while at the same time offering in-depth information to the curious in an easily digested manner. We could include literature dispensers at appropriate intervals throughout the exhibition.

#### Lighting

I highly recommend replacing the existing ceiling fixtures in the three alcoves with 4' tracks, as shown in the plan. This should be very easy to do. Material installed on the center panels may be lit by using lights placed just above and behind the balcony balustrade. I will be happy to suggest specific fixtures once we have discussed this concept further. In general, track lighting will focus attention on what you want visitors to see, while de-emphasizing everything else. This is not an effect that is easily achieved with conventional lighting.

*Please refer to the accompanying sketches for further design information.*

Once again, thank you for inviting my participation in this exciting project. Please let me know how I may be of further assistance.

Sincerely,



Will Twombly

Enc.

**Acton Memorial Library  
Civil War Exhibition**

Draft Budget - 10-25-04

Project coordination and administration  
(May be shared by trustee, and/or library director, and designer/fabricator)

\$ 1000.00

Curatorial work

1000.00

Research, writing, editing  
Artifact selection and preparation  
Additional photography

Exhibition design  
(Beginning 10-19-04) Plan and elevation drawings (if required)

900.00

Graphic design  
Text, labels, handouts  
Not included: poster, brochure, gallery guide

4000.00

Graphic production  
Text, labels, vinyl lettering, handouts

2500.00

Photo production  
Scan & reproduce original images  
Enlargements  
Framing and matting

2000.00  
2000.00  
500.00

4500.00

Fixture fabrication		
Panels	600.00	
3 floor cases @ \$ 1750.00 ea.	5250.00	
3 wall cases @ \$ 500.00 ea.	1500.00	
Miscellaneous (free-standing signs, literature racks, artifact mounts, etc.)	1000.00	
Interactive components		8350.00
Vignette		1000.00
800.00		
Audio station		
Production	500.00	
Equipment and installation	<u>500.00</u>	
		1000.00
Installation of all materials and artifacts		2500.00
Lighting		
Materials and labor	<u>5000.00</u>	
Subtotal		32250.00
Contingency	<u>1600.00</u>	
Total		34150.00



**William N. Twombly**  
**75 Marion Road**  
**Watertown, MA 02472**  
**(617) 926-8130**  
**email: wtsd@rcn.com**

## **PROFESSIONAL EXPERIENCE**

*1/84 – Present*      **SPOKESHAVE DESIGN, Watertown, MA**  
**Founder and Principal**

Spokeshave Design offers services to museums, historical societies, libraries, schools, professional organizations, businesses, and individuals, including: space planning; exhibition planning, design, production, and installation; exhibition project management; fixture design and fabrication; exhibition-related workshops, seminars, and consultations; academic course instruction; design and construction of furniture. (See enclosed client list.)

*2/81 – 6/84*      **QUINCY HISTORICAL SOCIETY, Quincy, MA**  
**Curator of Exhibitions, 11/82 – 6/84**  
**Museum Technician, 2/81 – 10/82**

Duties included: exhibition planning, design, and production; public program development and implementation; collections management.

*10/70 – 1/81*      **MUSEUM OF TRANSPORTATION, Brookline, MA 1970 -1981**  
**Boston, MA 1979 – 1981**

**Keeper of Collections, 1975 – 1981**  
**Head of Museum Operations, 1972 – 1979**  
**Museum Technician, 1970 – 1972**

Duties included: administration of department work programs and budgets; hiring, training, and supervision of department staff; overall museum planning and policy making, as a member of the museum's management team; exhibition planning and production; collections management; volunteer training and supervision; building maintenance and security; managing public safety within all museum buildings; collections-related public education and staff training.

*6/68 – 9/70*      **VISTA, Honolulu, Hawaii and Somerville, MA**  
**Volunteer Community Organizer**

## **EDUCATION**

*1968*              B.A. (Anthropology), Hamilton College, Clinton, NY

## **ADDITIONAL TRAINING**

Numerous short courses and workshops on museum education, collections management, conservation, security, exhibition planning and design, diversity, business management, computer technology, staff supervision, grantsmanship, community dynamics, photography, and various aspects of woodworking.

## **PROFESSIONAL AFFILIATIONS**

Member, Bay State Historical League (Member of the Board of Directors, 1988 – 2002)  
 Member, New England Museum Association

## **COMMUNITY AFFILIATIONS**

President, Marshall Home and Marshall Home Fund Boards of Trustees, Watertown, MA  
Trustee, Chocorua Island Chapel Association, Holderness, NH  
Member, Helen Robinson Wright Charitable Fund Committee, First Parish of Watertown  
Founding member, The World in Watertown  
Trustee, Marshall Place Apartments, Inc. (non-profit affordable housing for the elderly)

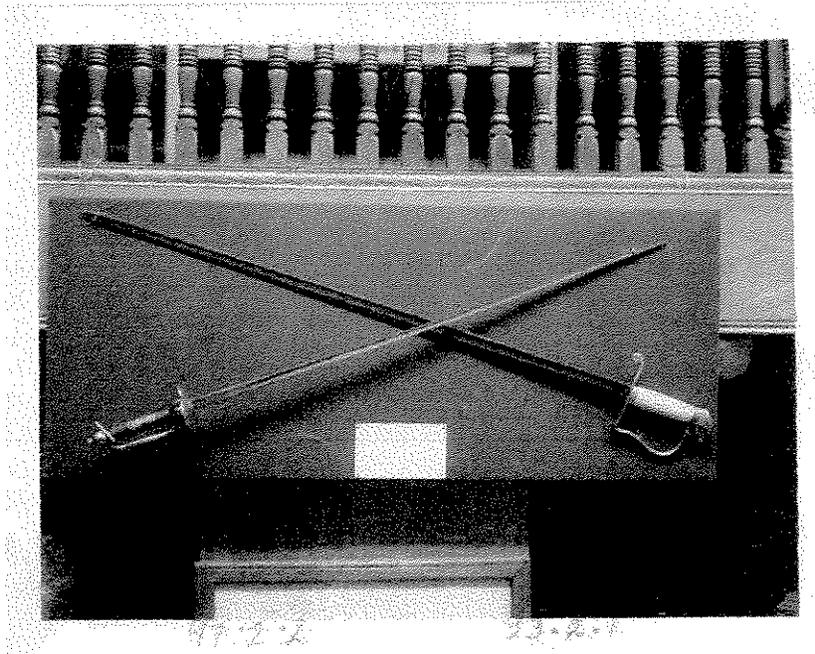
**Partial Listing of SPOKESHAVE DESIGN'S Clients**  
***September, 2004***

Acton Memorial Library, Acton, MA  
Adams National Historical Site, Quincy, MA  
Armenian Library and Museum of America, Watertown, MA  
Babson College Museum, Wellesley, MA  
Baker Library, Harvard University School of Business Administration, Boston, MA  
Bay State Historical League, Waltham, MA  
Bedford Public Library, Bedford, MA  
Berkshire Scenic Railway Museum, Lenox, MA  
Boston Tea Party Ship and Museum, Boston, MA  
Bostonian Hotel, Boston, MA  
The Bostonian Society, Boston, MA  
Brandeis University, Waltham, MA  
Cabot Science Library, Harvard University, Cambridge, MA  
Cambridge Department of Emergency Communications, Cambridge, MA  
Cape and Islands Historical Association  
Carlisle Historical Society, Carlisle, MA  
Cathedral Church of St. Paul, Boston, MA  
Charles River Museum of Industry, Waltham, MA  
Children's Discovery Museum, Acton, MA  
Chocorua Chapel Association, Holderness, NH  
Concord Museum, Concord, MA  
The Construction Site, Waltham, MA  
Currier House, Harvard University, Cambridge, MA  
Custom House Maritime Museum, Newburyport, MA  
Danvers Historical Society, Danvers, MA  
Dedham Historical Society, Dedham, MA  
Dorchester Historical Society, Dorchester, MA  
Dover Historical Society, Dover, MA  
Emerson College, Boston, MA  
ExhibitWorks, Stoughton, MA (for the Rhode Island Children's Museum)  
Falmouth Historical Society, Falmouth, MA  
First Parish of Watertown, Watertown, MA  
Fogg Art Museum, Harvard University, Cambridge, MA  
Framingham Historical Society, Framingham, MA  
Franklin Historical Commission, Franklin, MA  
Friends of the Boston Harbor Islands, Inc. Boston, MA  
Friends of Prowse Farm, Canton, MA  
Friends of the Nathan Fisher House, Westborough, MA  
Friends of the Stetson House, Hanover, MA  
Fruitlands Museums, Harvard, MA  
Gore Place, Waltham, MA  
Katherine Gulla, Artist, W. Roxbury, MA  
Hancock Shaker Village, Pittsfield, MA  
Harvard Institute for International Development, Harvard University, Cambridge, MA  
Harvard Museum of Natural History, Harvard University, Cambridge, MA  
Harvard University Library Conservation Laboratory, Cambridge, MA  
Harvard Theater Collection, Harvard University, Cambridge, MA  
Haverhill Historical Society, Haverhill, MA  
Historical Society of Old Yarmouth, Yarmouth Port, MA  
Houghton Library, Harvard University, Cambridge, MA  
Infinart, Inc., Newton, MA  
Isabella Stewart Gardner Museum, Boston, MA

Jaymont Properties, Boston, MA  
John Fitzgerald Kennedy Library, Boston, MA  
Lake Champlain Maritime Museum, Vergennes, VT  
Lexington Historical Society, Lexington, MA  
Littleton Historical Society, Littleton, MA  
Lockwood Matthews Mansion, Norwalk, CT  
Longfellow's Wayside Inn, Sudbury, MA  
Mary Baker Eddy Museum, Brookline, MA  
Massachusetts General Hospital, Boston, MA  
Matthew Mees Models, Boston, MA  
Medford Historical Society, Medford, MA  
Melrose Historical Society, Melrose, MA  
Milton Academy Library, Milton, MA  
Minute Man National Historical Park, Concord/Lexington, MA  
MIT Lab for Nuclear Science, Cambridge, MA  
Mt. Holyoke College Library, South Hadley, MA  
Museum Design Associates, Cambridge, MA (formerly Boston Museum Design Group), representing the following clients: Attleboro Chamber of Commerce, Bath Maritime Museum, Blue Hills Trailside Museum, Boston Beer Co., Dinosaur State Park, Larry Miller Associates, Massachusetts Heritage State Parks in Gardner, Lawrence, and North Adams, MIT Museum, Museum of American Textile History, Museum of Transportation, Philadelphia Maritime Museum, U.S.S. Constitution Museum  
Nahant Historical Society, Nahant, MA  
National Park Service, Morristown, NJ  
Needham Historical Society, Needham, MA  
New England Conservatory, Boston, MA  
New England Folklife Center, Lowell, MA  
New York City Public Schools, Brooklyn, NY  
Northeast Document Conservation Center, Andover, MA  
Northeast Sustainable Energy Association, Greenfield, MA  
Owl Club, Harvard University, Cambridge, MA  
Paul Revere House, Boston, MA  
Pioneer Valley Historical Council  
Prince Pasta Museum, Lowell, MA  
Providence Athenaeum, Providence, RI  
Quincy High School, Quincy, MA  
Quincy Historical Society, Quincy, MA  
RE/MAX Destiny, Cambridge, MA  
The Restoration Lab, Watertown, MA  
Rhode Island State Archives, Providence, RI  
Schlesinger Library, Radcliffe College, Cambridge, MA  
Sherborn Historical Society, Sherborn, MA  
Simmons College, Boston, MA  
Society for the Preservation of New England Antiquities, Boston, MA  
Somerville Historical Museum, Somerville, MA  
South End Historical Society, Boston, MA  
Stephen Phillips Memorial Trust House, Salem, MA  
Temple Israel, Boston, MA  
Thornton W. Burgess Museum and Green Briar Nature Center, Sandwich, MA  
Tozzer Library, Harvard University, Cambridge, MA  
Tufts University, Medford, MA  
Union Theological Seminary, New York, NY  
U.S.S. Constitution Museum, Charlestown, MA  
Vermont Folklife Center, Middlebury, VT  
Watertown Citizens for Environmental Safety, Watertown, MA  
Watertown Free Public Library, Watertown, MA  
Watertown High School, Watertown, MA

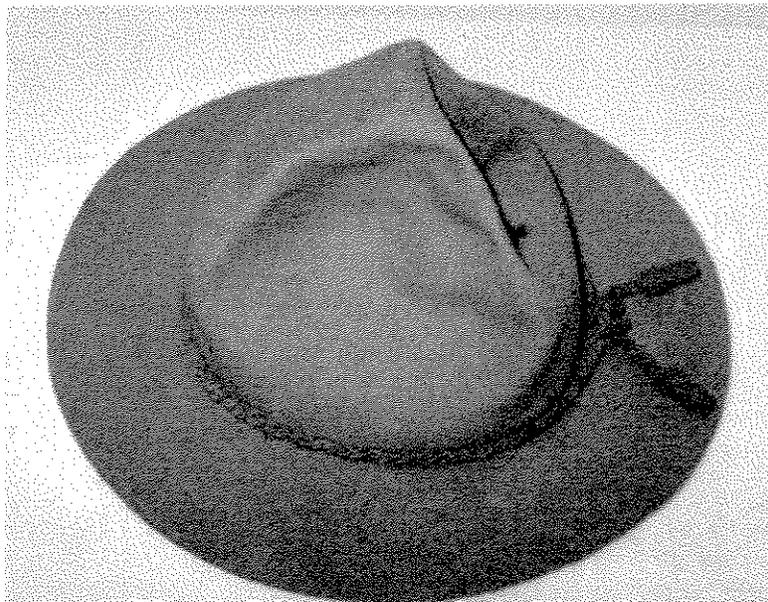
Watertown Middle School, Watertown, MA  
Watertown Savings Bank, Watertown, MA  
Widener Library, Harvard University, Cambridge, MA  
Wilkins Art Consulting, Ludlow, MA, representing St. Elizabeth's Medical Center, Boston, MA, and Baystate  
Medical Center, Springfield, MA  
Williamstown House of Local History, Williamstown, MA  
Worcester Historical Museum, Worcester, MA

*In addition to the clients listed above, we have served a large number of individuals and businesses since 1984. We will be happy to furnish specific project descriptions and references upon request.*



Artifacts As Originally Displayed In The 1890 Library

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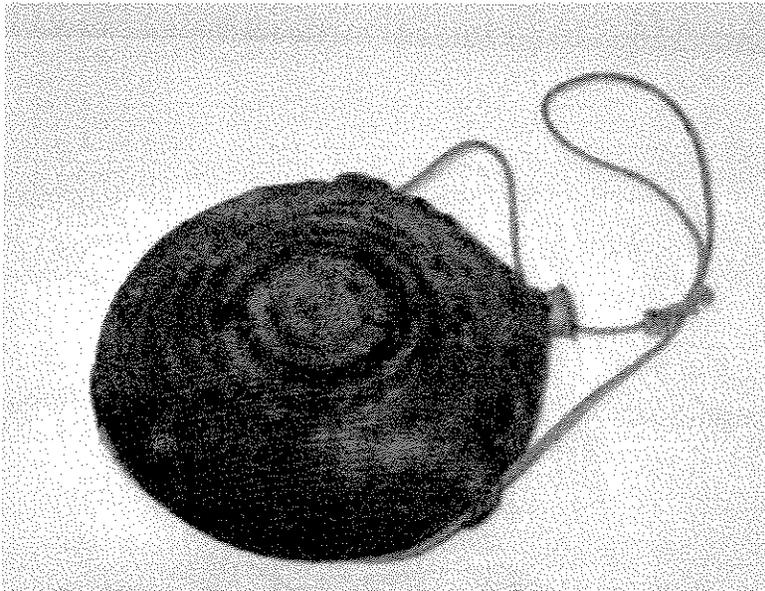


Grand Army Of The Republic (G.A.R.) Hat Worn By  
Aaron Jones Fletcher

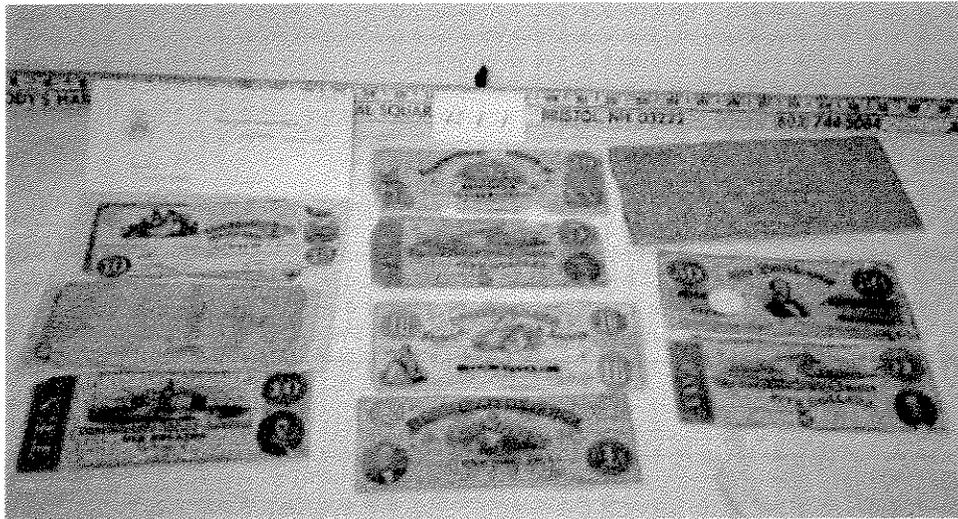


Cartridge Belt Donated By Colonel William H. Chapman

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Canteen Carried By Aaron Jones Fletcher



Confederate Currency Captured By The Union Army  
Near The Close Of The War

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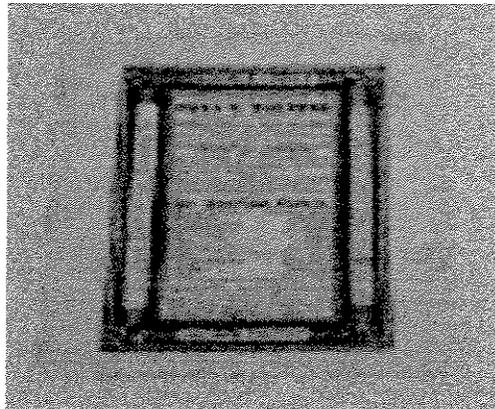


Sword And Scabbard  
Carried By Lt. Silas P. Blodgett III  
Company 'E', Davis Guards 1861

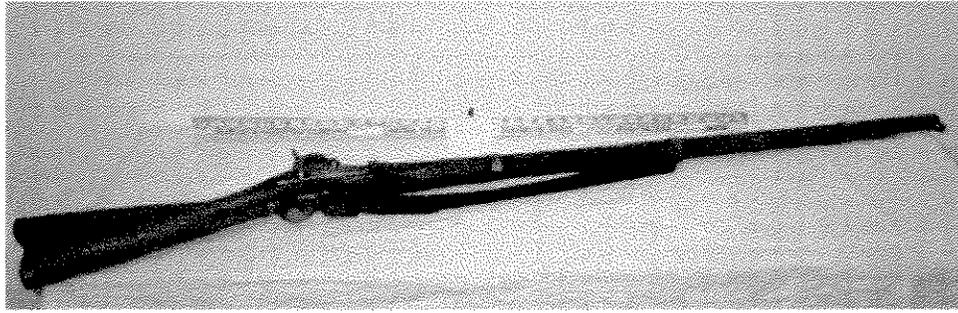


Slave Shackles  
From Hackwood Farm In Virginia  
Known To Have Been In Use On Slaves For Many Years

\*\*\*\*\*



Contemporary Facsimile Of Ford's  
Theater Program From The Night Of  
Lincoln's Assassination



U.S. Watertown Rifle  
Carried By Charles Brooks, Pvt.  
Of Capt. Daniel Tuttle's Company  
Davis Guards 1861

\*\*\*\*\*



Chest Used By Aaron Jones Fletcher  
A Soldier's "Library"

Description of Artifact	Notes
Chaplin memorabilia	Six brass buttons from the uniform of Varnum F. Robbins of Acton who enlisted in Co. "E" 6th Regiment MVM; with his regiment he passed through Baltimore on April 19, 1861.
Blodgett plaque	Silas P. Blodgett was a Lieutenant in Co. "E" 6th Reg. MVM. He served throughout the Civil War 1861-1865. Passed through Baltimore, Md., on that memorable April 19, 1861. Silas Blodgett was a blacksmith. He was born in 1836 in Concord and died in Hyde Park in 1909. Co. "E" 6th Reg. was Captain Daniel Tuttle's Company known as the Davis Guards.
Chaplin memorabilia	Pin cushion, round glass and scissors I carried with me all through my service in the Army.
Chaplin memorabilia	Glass case containing the above, belonging to Pvt. William Chaplin; collected and presented by him when he was 82 years old. He died in 1923. He appears to have lived until his death at 352 Main Street, Concord Junction, Mass.
Chaplin memorabilia	Two cartridges like those carried by every Union soldier at the beginning of the War of the Rebellion.
Chaplin memorabilia	Rebel bullets on the right were fired into the Fort we were defending (Fort Delaware) and the other four were dug from a deserted house after the battle was over, also Rebel.
Chaplin memorabilia	Shield chained to star and crescent. The shield of this souvenir was made from an old ten cent piece, the star and crescent from a nickel. They were made by a rebel prisoner in Fort Delaware where there were 11,000 of them. This was during Mr. Chaplin's second enlistment.
Chaplin memorabilia	Gutta Percha ring was made by a rebel prisoner in Fort Delaware; also made shield from a ten-cent piece, and the star and crescent from a nickel.
Chaplin memorabilia	Bone ring I made from a beef bone while stationed on the Petersburg (Va.) Railroad.
Chaplin memorabilia	Dirk knife which William Chaplin carried with him in a sheath and found it very useful in cutting small branches with which to make his bed.
Chaplin memorabilia	Stencil plate I used to mark my clothing; it was made in Lowell.
Chaplin memorabilia	Fork I took from a Negro kitchen in North Carolina. All the buildings on the place were burned to the ground except the kitchen.
Colt rifle	Source reads "Mr. Chapman"; Colt rifle with cylinder for 6 bullets and an etched hunting scene of 3 deer; attached is letter from Colt indicating that the rifle is of the sporting type, likely manufactured in 1855
Confederate money	Assortment of notes of the Confederate States of America, which came into the possession of the Union Army about the close of the war, and were turned over by the War Department to the Treasury in 1867. Incomplete, however, as to all the series of notes issued. (5 fives; 4 tens; 3 twenties; 1 fifty; 1 one.)
Contents of mini-drawers	See Chaplin artifacts
Fletcher Bayonet	N/A

Fletcher diary	N/A
Fletcher memorabilia	Leather cartridge belt (Leather cartridge pouch belt with three pouches (listed in accession records as 1990.1.5)
Fletcher memorabilia	Canteen
Fletcher memorabilia	Canteen with fabric cover
Fletcher memorabilia	Writing paper case
Fletcher memorabilia	Leather medical case
Fletcher memorabilia	Leather photograph case (small, trifold)
Fletcher War Chest (black)	N/A
Fletcher War Chest (books)	N/A
Fletcher's letters (copies)	N/A
Magazine pouch	This cartridge box held 40 paper cartridges, .68 calibre for rifled muskets; source listed as "Mr. W.C. White"; similar record at 96.4.2 and belt at 96.4.3, both of which contain notes that these are mounted in the case 92.3.1
Note in 96.1.11	N/A
Photo (Otto w/large blue flag)	MISSING: Orange notebook skips from 77.10 to 77.12
Photo Handley (small) (Archive shelf 7, not yet scanned)	Picture: Captain Aaron Handley with his sword. (See Accession # 91.3.1, 09.1.3, 24.2.1)
Rifle (photo shows as 1996.11.1)	N/A
Scabbard (from Handley's sword)	Presented, with sword, to Capt. A.C. Handley, Caompany "E" 6th Mass. Vol. by members of his command, April 20th, 1863, in token of their regard at Suffolk, VA; Record notes that the sword disappeared "before 1963"
Sword and scabbard	Silas P. Blodgett III, Lt. Company "E" Dvis Guards 1861. United States Army Calvary saber, Model 1950. This was the arm of the calvary in the Civil War along with the short breech loading carbine and six shot revolver. Notes measurements and inscription.
Sword and scabbard	Misnumbered: Corresponds to slide of "Spirit of '76"
Sword and scabbard	Presented by Chapman's widow at the same time she presented 96.1.1 a-b; presumably also used by Col. Chapman, although the record does not say so
Ticket to Ford's Theatre	A facsimile of the theatrical program for the night of President Abraham Lincoln's assination.
Uniform epaulettes	Vol. 1 list in beginning notes "epaulettes of Capt. Robbins" and includes question whether they are from the Revolutionary or Civil War. Record 67.1.1 in Vol 1 states: "Black Tin Box containing the epaulets and bars of Capt. Robbins, Acton, Mass. Box and contents came from the attic at 35 Great Road, East Acton. Given to Mr. Albert Durkee by Ernest J. Boucher, 231 Elm St, Northampton, MA."
1890 dedication article (DJA)	N/A
AML dedication pamphlets	(and 74.12.2)

Chaplin memorabilia	Two brass buttons
Chaplin memorabilia	Envelope containing a letter written by Mr. Chaplin giving his souvenirs of the Civil War and explaining their meaning. The letter states, in part, that he desires them to "be placed in the Public Library where they may be seen by every citizen, and their history be given in such form as you may determine."
Clough collection	Blacksmith's punch found on Battlefield of Cedar Creek, Virginia, near Sheridan's headquarters, Bell Grove.
Clough collection - Marble	Two pieces of marble from the Washington Monument cut from the top set (sic) State Tablets.
Clough collection - Musket Guard	Musket guard and point of sabre found on Battlefield of Winchester, Virginia, 25 years after the battle.
Clough collection - Badge	Badge of old 6th Regiment Association, Baltimore, April 15, 1861. Veterans were guests of the City of Lowell April 19, 1886.
Clough collection - Bullet #1	Sample of explosive poison bullet given to L.V. Clough by Capt. Nulton of Stonewall Jackson Staff
Clough collection - Bullet #4	One bullet found on the Battlefield of Cedar Creek, Virginia, 25 years after the battle by L.V. Clough.
Clough collection - Bullets #2	Bullet which entered the left eye of a soldier of the 75th Regiment at Cedar Creek, Virginia, Oct. 19, 1864, bursting the eye, breaking teeth in the upper jaw, then breaking the lower right jaw and lodging in the right shoulder, and was cut from his shoulder by L.V. Clough with a common jack knife and when offered, the soldier declined it saying he had had enough of the "Damn Thing."
Clough collection - Bullets #3	Two U.S. bullets found on the Battlefield of Winchester, Virginia, 25 years after the battle by L.V. Clough.
Clough collection - Bullets #5	Three Rebel bullets found on the Battlefield of Cedar Creek 25 years after the battle by L.V. Clough.
Clough collection - Envelope	Containing data relating to bullets and other items in collection given by L.V. Clough.
Clough collection - Gun Wrench	Carried by L.V. Clough during his entire service of 3 years and 9 months.
Clough collection - Proclamation	Miniature of the Proclamation of Emancipation.
Clough collection - Grape Shot	Found on Battlefield of Cedar Creek, Virginia, near Sheridan's Bell Grove.
Clough collection - Slave shackles	Pair from the Hackwood Farm, Virginia, near Winchester, known to have been in use for many years on slaves.
Clough collection - Tent Pin	Tent pin found standing when Company I, 26th Regiment, camped the night of November 18, 1864. Remained there 25 years until taken by L.V. Clough from the place occupied by himself and Lieutenant Swain.
Clough collection - Wood #1	Two small pieces of wood from the inner door casing of cell occupied by John Brown up to the time of his execution.
Clough collection - Wood #2	Piece from east door of the Engine House in which John Brown made his last stand before he surrendered. Harper's Ferry.



Descriptive book	Last record book of the Isaac Davis Post 138, organized in 1882; *** attached is list of 100+ names ***; Accession record no. 73.3.6 notes that inside this Record Book there are several blank Certificates used by the GAR to formally acknowledge deaths of members.
Discharge papers	Discharge papers of George W. Knights Co. E, 6th Reg. dated October 27, 1864 and January (?) 25, 1866; "Discharge papers of Albert S. Braman from Co. E, 26th Mass Reg April 17, 1864; "Discharge papers of Charles A. Brooks from Co. E, 26th Reg. Mass Infantry, March 17, 1864 NOTE 74.12.1 is photo of Charles Brooks
Fletcher G.A.R. hat	N/A
Fletcher memorabilia	Framed collection of 17 items of memorabilia
G.A.R. Roster	Copy of the roster of 138 GAR Post bound in an oilcloth cover.
Photo G.A.R. 138	Photo of a portion of the G.A.R. Post 138 grouped before the Telephone Officer Building in the Village of West Acton, Mass., May 30, 1924. (Source is Mrs. C. H. Persons). Attached list identifies individuals as follows: 1st Row: Lucius A Hesselton, Lincoln E Wheeler, Oscar B. Phelps, Waldo Chaplin, Aaron Jones Fletcher, Frank R. Knowlton, Daniel H. Farrar; 2nd Row: Thomas Campbell, James R. Lawrence, Daniel H. Adams, William T. Hollowell; 3rd Row: George W. Towne, Isaac Ford, Alonso Jay, George B. Parker.)
Photo Tuttle, Smith by monument	Capt. Daniel Tuttle (right) and Orderly Sgt. Luke Smith (left), Co. E 1861 in front of Acton Monument
U.S. Watertown Rifle and Bayonet	Carried by Charles Brooks, Pvt. of Captain Daniel Tuttle's Company, Davis Guards, 1863
duplicate (shows accession no.)	See next item
Flag G.A.R. Post	N/A
G.A.R. Post sign (Town Hall)	N/A
Medal of Honor	Duplicate of medal awarded many years later to Nathaniel Allen for action at the battle of Gettysburg on July 3, 1863
Painting (Loker, oil)	Portrait of Jonathan White Loker. Lived most of his life in North Acton. He was born in Natick in 1839, son of Henry and Mary White Loker. Married Hannah Almira Burnhan. He was a soldier in the Civil War. He is listed on the Tablet at the entrance of the AML. He was a shoemaker, enlisted Sept. 7, 1861 at the age of 22. He was a descendant of Resolved White, who was a brother to Peregrine White. Painted by Arthur F. Davis.
Rifle	N/A
Sword and scabbard	Sword used by Col. William H. Chapman 1861-65
U.S. Springfield rifle	Model 1864, .58 calibre; source unknown; no info re owner
Oil painting (hanging in original section of Library)	Arthur Davis painting of the departure of the Davis Guards for Lowell to join the old 6th Regiment, April 16, 1861
Portrait of Luke Smith (Tech Services)	Sgt. with Tuttle's Company, Davis Guards, going with him through Baltimore April 19, 1861.

Book (Archives closet, Reminiscences Book)	Personal war sketches presented to Isaac Davis post 138 by Charles Harrington and Enock Hall in remembrance of son Eudene H. Hall who was killed in his 19th year in the Battle of Winchester, VA September 19, 1864; Book is stored in large custom box with glass front; ***attached to record is a list of approximately 120 names***, captioned "Personal War Sketches of the Members of Isaac Davis Post No. 138 G.A.R. of West Acton, Massachusetts 1861-1865"; stored in large custom made box with glass front
Cap, pouch and belt (Archive closet)	Chapman; belt with brass fastenings; stamped "E. Gaylord" (see 96.1.7)
Cartridge belt (Archive closet)	Col. Chapman; cartridge belt with three cartridge pockets
Cartridge box with shoulder strap (Archive closet)	Original record heavily marked; clean record indicates source is Chapman's widow; inscribed "E. Gaylord Chicopee Colman's Pat 1863 to June 7, 1864"; notes describe possible confusion between these items and those numbered 96.1.10
Diary (Archive closet, box 6)	Excerpts from Civil War diary of Andrew J. Sawyer, selected by R.P. Miller, presented at meeting of AHS
Key to Gettysburg picture (Archive closet, shelf 5)	Key to painting and engraving of Battle of Gettysburg (above)
Linen cartridge (Archive closet)	Linen cartridge for Sharpe Carbines, Civil War calibre .52 used in models 1859-1863; also note that it is mounted in the BOS case, and source reads "Chapman?"
Paper cartridge (Archive closet)	Paper cartridge for Civil War rifled muskets .58 calibre used in models 1855 to 1864; note that it is mounted in the BOS case; Source reads "Chapman?"
Photo Mass 26th 1919 (Deaccessioned, given to Acton Historical Society)	Photograph of the review of the Mass. 26th Divisin at Fort Devens.
Picture of Battle of Gettysburg (Hanging above oversized books)	Battle of Gettysburg at the time of the "repulse of Longstreet's assault", July 3, 1863, presented to G.A.R. 138. (Connection to Medal of Honor; action on July 3?)
Picture of Libby Prison (Archive closet)	19 3/8" x 15 3/4"; 1882 by J.L. Barlow, Richmond, VA; Published by Wm. a Mountcastle, Richmond, VA, advertised by latter as "The Only Picture in Existence"
Picture of Mass 6th 1863 (Tech Services)	Picture of camp of Mass. 6th Reg. Volunteers, Suffolk, Virginia. Colored engraving. (Entered according to Acts of Congress 1863 by G. Eastman in the Clerk's office of the District Court of Mass). Camp used by the old 6th when they first entered the War of the Rebellion in 1861 at Suffolk, Virginia.
Postcards (In GAR Post Book)	Four postcards of Battle of Gettysburg
Cartridge Belt and Rifle (Archive closet)	E. W. Whitney model 1841 rifled musket .54 calibre donated by Alvin Robbins; black and white photo; has brass butt plate marked U.S. and paper with script "found by Co. Wesley Wolcott of Boston, Commmander, Maryland Battery of Baltimore. He was in the Battle of Antietam. After the battle this musket was picked (sic) on the battlefield, given to Mason Robbins by Co. Wolcott and presented by Alvin Robbins of Acton to the Acton Memorial Library."; black and white photo.
Treasury notes (Archive closet)	Envelope of Treasury notes from Civil War

Book and Program (Archive closet, shelf 7)	(a) Hardcover book on dedicatory services of AML and building & Soldier's Tablets with address by Hon. John H. Long & Others, May 24, 1890; (b) Program of dedication
Civil War Record (Admin area, box 14)	35 folders, 5 plates each. Preface and Index pages 1-29. Atlas to accompany the official records of the Union and Confederate armies published under the direction of the Hons. Redford Proctor, Stephen B. Elkins, and Daniel S. Lamont, Secretary of War by Maj. Geo. B. Davis, U.S. Army, Mr. Leslie J. Perry, Civilian Expert, Mr. Joseph W. Kirkley, Civilian Expert; printed by GPO, compiled by Capt. Calvin D. Cowles, 23 d. (div?) U.S. Infantry 1891-1895. Plates 1-135c: Military Operations in the Field; Plates 136-161: General Topographical Map; Plates 162-171: Military Divisions and Departments; Plates 172-175: Miscellaneous.
Copper Plate - Acton Mem Lib (Archive closet, box 4)	This is probably the plate used at the time of the dedication of the Library, 1890, electro-plated in 1935 for use in 200th celebration. Note "discarded"; includes clipping picture.
Decoration (Archive closet, in 92.3.1)	GAR veteran 36th Regt. Mass. Infantry in the Civil War. Presented to the Library in honor of his (Waldo Flint's) great-great grandson, David C. Flint, South Acton, MA. Mounted in case no. 92.1.3
Invitations (Archive closet, box 6)	Two invitations to the dedication of the new Library
Map 1890 (Hanging in Reference Area)	Historical map of Acton showing the occupants of the Old Town ways with dates of laying out, as known from the old records, and the recollections of the oldest inhabitants. Comped an drawn by Horace F. Tuttle 1890. Scale 100 rds. to the inch. This edition was printed and placed in Rev. James Fletcher's ACTON IN HISTORY IN 1890.
Medal (Archive closet, hanging in 92.3.1)	Presented by the Commonwealth to the Minute Men of 1861. Given to the Isaac Davis Post 1238 in memory of Edwin Tarbell Co. E 6th Mass. Infantry by his wife, Amelia, in memory of her husband. And by a vote of the Post placed with other Memorail Relics in teh A.M. Library.
Medal collection (No sheet; wood display case in attic)	Case received in 1892 from the BOS; used to mount medal collection for the dedication of the new Library wing May 21, 1967
Newspaper 1898	Dated June 24, 1898, entitled HEROES OF ACTON. It is in such poor condition that it has been typed.
Newspaper 1967	The Lowell Sun, May 23, 1967, article entitled New Acton Library Dedicated and Presented to Town
Photo (Archive closet, box 1)	Snapshot of home of Mr. William A. Wilde in 1965; 1 Independence Road, South Acton, MA
Photo (Archive closet, box 1)	Mr. Nathan Brooks, 1799-1881
Photo (Archive closet, box 10)	Snapshot of the reading room in the 1890 section of AML before the new addition in _____ (1967?).
Photo (Hanging in admin area)	Photographo of Acton Common showing the village of Acton Center in 1879: Fletcher's Shoe Factory, the Monument House (hotel) which was burned in 1913; the picket fence in front of James Fletcher residence which in 1890 became teh A.M. Library site; and the fine colonial mansion, lng the home of HOn. Stevens Hayward, which was burned in 1912.

Program (duplicate of 73.14.1a)	Dedication of AML & Soldier's Tablets; see 87.16.1 re reference to photo of Charles Brooks (in photo with Nathan, or mistake?)
Program 1890 (duplicate of 91.14.1b)	Dedication of AML & Soldier's Tablets May 24, 1890. This is a duplicate of 73.14.1
Soldier's Record (Archive closet)	Soldier's record; Acton Davis Guards 6th Company E Mass Co

# MONUMENTS, TABLETS

AND

## OTHER MEMORIALS

ERECTED IN MASSACHUSETTS

TO

Commemorate the Services of Her Sons

IN THE

WAR OF THE REBELLION

1861-1865

*"Monuments are the grappling irons that bind one generation to another."—Joubert.*

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COLLECTED AND ARRANGED

BY

ALFRED S. ROE

Commander, Grand Army of the Republic, Department of Massachusetts  
1908-1909

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WRIGHT & POTTER PRINTING COMPANY, STATE PRINTERS  
BOSTON, MASSACHUSETTS  
1910

mund Quincy, George Thompson, Abby Kelley Foster, Lucy Stone and others. The memorial is an immense boulder, with a suitably inscribed bronze tablet. At the dedication, wherein the Grand Army was represented, there were speeches by Judge R. O. Harris, Hon. A. E. Pillsbury and William Lloyd Garrison, 2d, this being one of the latter's last public appearances. (David Warren, Adjutant.) *Vide* Plate XXIX.

ACTON (MIDDLESEX COUNTY). — Feb. 27, 1890, the Hon. William A. Wilde of Malden, but Acton born, presented to his native town a beautiful library building, costing \$30,000, being known as the Memorial Library. At its principal entrance are tablets (estimated value, \$500) to the memory of Acton's soldiers in the War of the Rebellion; one bears the names of those, 29 in number, who lost their lives; the other, the names of all who served. Within, there is a relic room and a safe for the retention of the more important objects of interest. Among the relics are a painting of the departure of the Davis Guards for the war, the sword of Capt. Aaron C. Handley of the Guards (Sixth Infantry, M. V. M.), and a box and gavel made from pieces of historic wood by Henry Scarlet; each piece has significance in connection with the Rebellion, either on land or sea, and all were given by Mrs. Reuben L. Read from her very large collection of such material. The sister of a soldier in the war, Emery A. Symonds, Mrs. Read is a member of Woman's Relief Corps 62. Both the Corps and Isaac Davis Post 138 of West Acton occupy rented though commodious quarters, containing many pictures and minor relics of the Rebellion. (From data furnished by Reuben L. Read.) *Vide* Plate XX.

ACUSHNET (BRISTOL COUNTY). — There is nothing of a public memorial nature in town, either actual or prospective.

ADAMS (BERKSHIRE COUNTY). — This town claims its very fine library edifice as a war memorial, and the names of Lincoln and Grant appear on the exterior walls. Also, the second floor has been elaborately equipped and donated to George E. Sayles Post 126 as regular quarters, yet the Free Public Library Commission for 1899 says: "It is expected that eventually the whole building will be given up to the library." This being the case, what becomes of the memorial feature? It is an expensive plant, costing, with lot, nearly \$50,000, and its cornerstone was laid by President McKinley, Sept. 25, 1897. The McKinley statue, which stands immediately in front of the library, is really the soldiers' memorial for

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Other articles of value donated to the library: Picture of Libby Prison, where Union soldiers were confined in Richmond, as it appeared in 1863, by Moses Taylor Esq.

Portrait of Gen. McClellan, by Hon. William A. Wilde. "The Last Cartridge," a French engraving, Hon. W. A. Wilde. Also, upon the evening of the 20th of April, Mr. Wilde, in the Town hall, presented to Post 138, G. A. R., the members of which were present in large numbers, an artist's proof engraving of Bacheider's picture of the Battle of Gettysburg, at the time of the repulse of Longstreet's assault, July 3, 1863, to be placed in Memorial hall, accompanying the presentation with an interesting and eloquent address.

Afterward, during the same evening, Dr. I. Hutchins, representing Capt. Aaron C. Handley, who commanded Co. E, old Sixth Regt., Mass. Vols., during its second term of service in the war of the Rebellion, presented to the Post the sword and scabbard carried by Capt. Handley while he was in service. The Post in turn, through Commander Deletic H. Hall, committed the sword to the custody of the trustees of the Acton Memorial Library, to be permanently kept in Memorial hall, as a memento of that ever memorable contest. The sword is a very elegant specimen of workmanship, and was presented to Capt. Handley by the company under his command, every member of the company contributing to the purchase. We give Capt. Handley's letter in full:

*Commander of Isaac Davis Post, No. 138, Dept. of Mass., G. A. R.:*

MY DEAR SIR—I have treasured and held very highly for a long time the sword presented to me by Co. E. of the 6th Mass. Vols., while in the service of our country. I think every member participated in the present.

I now desire to place it in your hands, and through you into the custody of the trustees of Memorial Library, to be

kept and preserved by the town of Acton in Memorial hall forever.

I desire that it shall be for the use of Isaac Davis Post, No. 138, G. A. R., also for the Benj. Lovell Camp of the Sons of Veterans, on all public occasions and celebrations in which either of the above organizations or any military organization in Acton shall take a part.

Commander, please accept it for the purposes and uses above named.

Respectfully yours,  
AARON C. HANDLEY.  
South Acton, Mass., April 20th, 1891.

Even now an inspection of Memorial hall will show that it is fast becoming a repository of rare and valuable mementos of the past, and also an art gallery, to which all visitors are welcome.

## FINANCIAL STATEMENT.

BY WM. D. TUTTLE.

### RECEIPTS.

Town appropriation for current expenses,	\$400 00
" " for new books,	100 00
Gift of Hon. W. A. Wilde for same purpose,	100 00
Fines collected to March 1, 1891,	12 67
" " to March 1, 1892,	20 00
<b>Total,</b>	<b>\$632 67</b>

### EXPENDITURES.

Estes & Lauriat, for new books,	\$182 98
Henry D. Noyes & Co., for magazines for reading room,	22 95
Ed. A. Hale, services as librarian,	102 00
William Tuttle, services as janitor to April 1, 1891,	13 40
Rev. James Fletcher, services as janitor 11 mos. to March 1, 1892,	91 67

# ACTON TOWN REPORT 1948

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position to buy books, due to the Town Appropriation and the generous bequests of our friends. However, the Library is very much as it was in 1890. Since nothing stands still, we must have gone back or ahead. According to statistics, our State rating is very low. If we are to keep pace with modern Libraries and make our organization serve the public more effectively, we must do something. To try for everything at once is always folly. To try for anything in these times, means money, which buys very little. We **COULD** make a beginning. Those who are in sympathy with these ideas, will have an opportunity to drop coins in a sealed box, whenever inclined. Do not despise the lowly penny or the nickel! Reflect on the snowstorm and learn a lesson in mass production through the silent, persistent and patient cooperation of tiny trifles. For those who are interested, we need (perhaps not in this order) the following:

1. A new lighting system, the old one being very poor in galleries.
2. A new charging system.
3. Re-classifying and re-cataloging of all books.
4. A Children's room.
5. A proper assembling and unifying of our War Trophies, since Acton has a pre-eminent place in American History and this building is a War Memorial.

Accession—Number of volumes in Library Jan. 1, 1947	21,136
Increase by purchase	290
Increase by gift	296
Withdrawn from circulation	1,154
Number of volumes in Library January 1, 1948	20,568
Circulation—Number of days Library was open	102
Number of volumes circulated	15,027
Largest daily circulation—on June 4	381
Smallest daily circulation—on December 24	23
Daily average	147 plus
Financial receipts from Fines	\$139.31
Financial receipts—miscellaneous	113.69
Financial receipts—Sale of books	24.52
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# ACTON TOWN REPORT 1952

Largest daily circulation February 25	659
Smallest daily circulation July 23	41
Daily average	136.2

houses, old families and old events, although it is tricky to make a modern child see life with no telephones, no cars and no electricity.

We have been working to create a separate Reference Department distinct in location and selection of material. For the last half year, the Trustees, using The Murray Brown Fund, have been selecting and procuring basic reference books for such a department. Special shelves have been erected and partially filled and are already in use.

We are happy to report that the clock has been repaired and that the painting job will be done when this goes to print. The color meets with approval for saving eye-strain and giving cheerfulness.

It is pleasant to say that almost every Library day, new people come to take books, and seem delighted to find, "such a nice Library in such a small town."

The West Branch has been open now for about a year and a half, under new hours, with Mrs. Hopkinson in charge. It is gratifying to report she has had a successful and happy time and that the circulation shows a large increase.

The main Library closes now at 9 P.M. This change began the Wednesday after Labor Day. It seems to be the customary closing hour in neighboring towns.

We are badly in need of space. We have had to refuse good standard books fairly often for lack of room. Also, we ought to have much more space to display our historic trophies and works of art properly.

Accession—Number of volumes in Library January 1, 1952	20,877
Increase by purchase	293
Increase by gift	316
Withdrawn from circulation	367
Number of volumes in Library January 1, 1953,	21,119
Circulation—Number of days Library was open	153
Number of volumes circulated	20,846

## 1 ACTON TOWN REPORT 1953

Early in the year, Boxboro lost its Library and contents by fire, and we are proud that we were among the first to offer help. We gave them several hundred duplicate or surplus books and rejoice that so many other Towns later responded to their needs.

At about the same time, we lost by death, Arthur F. Davis, who had been Librarian here for forty-three years and was a Trustee at the time of his passing.

In March, South Acton Cub Den No. 2 (12 boys and 2 leaders) called by appointment, so that they might see the Library and its contents, listen and talk without interruption. As usual, the boys riveted their attention on the guns. Mrs. Nordberg and Mrs. Jarvi expressed appreciation, and the boys behaved beautifully.

In May, the State Certificate Honor Winners held the usual party at the Woman's Club to whom we send our thanks. Also, our gratitude goes out to Mr. and Mrs. Stewart Allen and their son Charles of Concord, who showed us fine pictures. Mr. Allen said he had sufficient thanks when one child laughed so hard that he fell out of his seat.

The paint job and re-arrangement of the furniture have met with much approval on all sides. Many of our treasures are still packed away, to be brought out and suitably placed when there is sufficient room and protection.

Mrs. Edward Moore gave us andirons for the fire-place and the public comments favorably on the home atmosphere. With the excellent care which Glenn Pasanen takes of the building, it looks as if it were renovated just yesterday.

We are grateful to all our friends who have helped in various ways. Mr. and Mrs. Stanley J. Olsen exhibited a fine collection of military buttons. Mr. Olsen repaired a Leather Hat that was used in the War of 1812. Also, he and Professor Phalen and Mr. Christoffersen helped us discard outmoded books, each in his own line. It was a tremendous help to those who had discarded general subjects through the winter.

# ACTON TOWN REPORT 1954

future of the Library by those who daily feel the pinch of space and realize that all too soon there will be no room for the storage of new books. The improved Children's Room is inadequate. More space is needed for this purpose and for the addition of new general books, and as has been recommended before, space for the exhibition of objects of historical and educational interest. Many such objects are in the possession of the Library; many others would be loaned but space is lacking for their exhibition. An addition to the Library for these purposes in the not too distant future is not only desirable but becoming a necessity.

## Accession—

Number of Volumes in Library January 1, 1954	19576
Increase by purchase	269
Increase by gift	299
Withdrawn from circulation	1556
Number of Volumes January 1, 1955	18588

## Circulation—

Number of days Library was open	149
Number of Volumes circulated	24233
Largest daily circulation—November 8	1156
Smallest daily circulation—September 1	35
Daily average	162 plus

The Circulation shows a gain of over 1000 over the preceding year and is the largest we have ever had. The breakdown is as follows

Fiction	11562	Juvenile	9288	Non-Fiction	3383
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It is of interest that the cost to the Town of circulating one book in the West Branch is \$ .20 as compared with a cost of \$ .13 in the Center Library.

We are open three days a week: Monday, Wednesday and Saturday. We open at 2 P.M. and close at 9 P.M., with an hour out for supper from 6 - 7. The Branch is maintained on Tuesdays from 3 - 6 P.M. and from 6 - 8 P.M. on Thursdays. We share it with a semi-private Library.

The Library has instituted a system of lending to the elementary public schools for the State Certificate Reading. I used to transport the books myself but as the Town grew, it