

**PROJECT FOLLOW-UP QUESTIONS UPON DETERMINATION OF ELIGIBILITY**

**TOWN OF NEEDHAM**  
**COMMUNITY PRESERVATION COMMITTEE**  
**www.needhamma.gov/CPC**

**Email Applications to:**  
**Cecilia Simchak & Kristen Wright**  
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Project Number: \_\_\_\_\_ CPC Liaison(s): Cecilia Simchak

Project Title: Emery Grover Building Renovation

Name of Application/Contact Person: Anne Gulati, Assistant Superintendent - Finance

Application/Contact Person's Address: Needham School Department,  
1330 Highland Ave, Needham, MA 02492  
Contact Phone Number, & Email: (781) 455-0400 x. 11206  
Anne Gulati@needham.K12.ma.us

***Please attach a narrative on all applicable subjects, if necessary. If a question is not relevant to the project, please list N/A.***

**Project Details:**

1. Summarize the scope and/or concept of the project:
  - a. Provide all design specifications and/or architectural plans applicable to the project.  
*Please reference the attached slideshow – Exhibit A*
  - b. List the names and addresses of project architects, contractors, and consultants.  
*Please reference Exhibit B*
  - c. Provide a projected action plan and timeline. List steps needed to complete the project. *(These steps will be critical to completing the Project Status Reports that will be due in time to report back to Town Meeting each year until the project is complete).*  
*Please reference Exhibit C*
2. List the anticipated project cost:
  - a. Provide a detailed breakdown of the revised, reduced scope of the project's estimated costs.  
*Please reference Exhibit D*
  - b. With respect to the \$6 million funding request, how was the 6 million arrived at?  
*As noted in Exhibit E*  
***\$16,881,688 or 81% of the total project costs are Eligible for CPA funding.***

***The \$6 million funding request represents only 36% of the total eligible amount.***

c. Are there any additional future costs associated with the funding of the Emery Grover project? (Feel free to use the chart in e to answer this)  
*The Design Funding of \$1,475,000 was approved in October 2021 Special Town Meeting. All the Construction Funding will be requested in the Annual Town Meeting in May 2022. This would hopefully include the requested amount of \$6 million from CPA funds and the balance from Free Cash, or debt within the Levy limit. Once the project is constructed, future additional costs would be associated with operations and maintenance of the facility.*

d. Does this project leverage additional or multiple sources of public and/or private funding or assists in planning and development activities to facilitate such leverage? Please provide details. (Feel free to use the chart in e to answer this)  
*This project, the headquarters of the Needham Public School Administration, is proposed to be constructed with Town public funds. While the land was originally donated by William Mosely, no further private funding has been offered to assist the design and construction in this renovation. Mr. Mosely served as Town Moderator, town auditor, selectman and as a school committee member in the late 1800's and early 1900's. The value of this land has increased substantially in the intervening 124-years. This renovation project will enable his legacy to endure for at least another 50+years.*

e. Complete the chart below:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (Amount & Source)
FY-22	\$1,475,000	NA	\$1,475,000 STM-Oct-21
FY-23	\$19,400,000	\$6,000,000	\$13,400,000 ATM-May-22
<b>TOTAL:</b>	<b>\$ 20,875,000</b>	<b>\$6,000,000</b>	<b>\$14,875,000</b>

3. Summarize any unique factors:

a. Provide the deed and recorded plans, and maps or renderings of the subject property.

*Please reference Exhibit F which includes:*

- i. Tax Assessor's Card*
- ii. GIS Map of the Parcel*
- iii. Activity and Land Use Limitation Plan of Land (ALU)-7/30/2018*

b. Provide inspection reports, existing conditions reports, 21E reports, and other environmental assessment reports.

*Please reference Exhibit G which includes:*

- i. Structural Review (2010)*
- ii. AHERA 2021 three-year re-inspection report*
- iii. Activity and Land Use Limitation – recorded Deed*

c. Provide details of any zoning restrictions (i.e. district, dimensional, and use regulations as applicable to the property) to which the property is subject.

*Please reference Zoning table found on page #29 of Exhibit A- Slideshow*

d. Is the proposed project on the Select Board's capital priority list?

*Yes*

**e. Is the proposed project on the capital priority list of the applicant?**

*Yes, per the School Committee vote on October 26, 2021.*

**f. Is there an urgency related to the timing of the project (including scheduling factors not controlled by the applicant)? Provide details.**

*Yes, renovations to the Emery Grover Building have been deferred for over 50+ years. Roof and window repairs / replacements have been delayed for more than a decade waiting for a major renovation. All MEP/ FP systems and utilities have exceeded their useful life expectancy. This is the only major public building in Needham that is not accessible. It does not have automatic sprinklers. Any two of these upgrades done independently will trigger all the code required upgrades. Some of these deficiencies are noted in the Exhibit A – slideshow pages 20 to 22.*

**4. CPA Criteria:**

**a. Indicate what category this project is eligible under the CPA.**

*Historic Preservation*

**b. Explain how the proposed project utilizes, preserves, protects, increases, or enhances Town-owned open space, recreation, historic, and/or housing assets.**

*The Emery Grover Building is listed on the National Register of Historic Places and is specifically noted as an important “Historic Resource” on page 18 of the Town of Needham Community Preservation Plan, prepared by the Community Preservation Committee (CPC), 2014. Without question, Emery Grover is eligible for CPC funds as a local, state and national historic resource. The Community Preservation Plan on page 19 outlines the Historic Preservation Goals set forth by the town, “To preserve buildings, structures, vessels, archaeological sites, or real property that are listed or eligible for listing on the Massachusetts State Register of Historic Places or have been determined by the Needham Historical Commission to be significant in the history, archaeology, architecture or culture of the Town.”*

*Part C of the Plans Historic Preservation section outlines factors for consideration by the Committee toward approval of funding through the Community Preservation Act.*

- Preserves and protects historic and cultural properties and sites to the extent allowed under the CPA.*
- Demonstrates a public benefit to preserve historic resources. Town-owned facilities may be preferred in The Committee’s evaluation process.*
- Incorporates the remodeling, reconstruction, renovation and making of extraordinary repairs to historic resources, such as improvements intended to make historic facilities functional for their intended use, including but not limited to, handicapped accessibility and building code requirements.*

*Bullet points one and two are clearly covered by specific notations in the Plans and slide show. The proposed remodeling, reconstruction, renovation and the making of extraordinary repairs to historic resources is consistent with the third bullet point. The proposed renovation includes historic restoration of the exterior of the building and includes significant interior work to make the Emery Grover Building functional for its continued use as the Needham School Administration Building. The exterior restoration and interior remodeling require comprehensive Americans with Disabilities Act (ADA), and 521 CMR Massachusetts Architectural access Board (MAAB) retrofitting, including access into the building, access vertically by elevator, safe egress from the building with new egress stairs, proper lighting, signage, & etc. It also includes the requirement for a fully code compliant facility in all regards, including restrooms, mechanical / electrical / plumbing (MEP), fire sprinklers and fire alarm. Rehabilitation as defined by the CPC Plan on page 20 is the guide for this eligibility analysis.*

*Other elements that are required to make this building functional for its intended use as the school administration building are places of public interface, including welcome desks, public toilets and conference rooms. Providing code compliant access to the building includes providing parking, ramp access into the building, zoning mandated landscaping and stormwater management. It also includes new and upgraded utilities to correct current deficiencies and serve the building for the future.*

## **5. Additional Project Specific Questions**

- a. Provide an updated cost to renovate/build a permanent NPS administrative facility as the Hillside site. How does it compare with the \$20.875 million for Emery Grover?**

*Please reference Exhibit I including:*

- i. Option 6-A - Demolish Hillside and construct new= \$22.63million*
- ii. Option 6-A' - Demolish Hillside and construct new with IT= \$26.9million*
- iii. Option 6-B – Partial demolition and renovation with IT =\$27.5million*
- iv. Soil Removal Amendment 09 29 21*

- b. Provide the portion of the original \$26 million project that was eliminated to result in your arriving at the \$20+ million.**

*Please reference Exhibit -H -*

*The 2020 preferred plan included a three-story addition to the east side of the existing building as well as the full renovation of the existing building. The current plan realizes these cost savings by eliminating that three-story addition, reducing the program of spaces, consolidating the shared conference spaces, utilizing open office plan furniture where appropriate and integrating the new elevator into the existing building with the addition of a dormer on the north side.*