

Community Preservation Fund Application

TOWN OF BILLERICA
COMMUNITY PRESERVATION COMMITTEE
365 BOSTON ROAD, BILLERICA MA 01821
Application for CPA Funding

Applicant: Middlesex Canal Association

Project Name: Middlesex Canal Visitor Center/Museum

Project Location/Address: 2 Old Elm Street, Billerica MA 01862

Purpose: (Select all that apply)

Open Space
 Community Housing

Historic Preservation
 Recreation

Total Project Budget: \$2 million.

Amount of CPA Funds Requested: \$280,000.

Amount from Other Funding Sources: \$1,720,000.

Please check which of the following is included with this Application:

One Paragraph Project Summary *

Map (if applicable) - NA. See aerial photo.

Narrative *

Letter of Support* from Billerica Historical Commission.

Selection Criteria and Needs Assessment

Detailed Project Budget *

Architectural plans, site plans, photographs (if appropriate).

Feasibility Assessment

Statement of Sustainability (if applicable)

Copy of Audit or most recent Financial

Timeline *

Information (Non Profit Organizations Only)*

* Required Documentation

The Contact Person for this Project is: Betty M. Bigwood, lead director for 2 Old Elm St.

All Correspondence should be mailed to: Middlesex Canal Association, 71 Faulkner Street

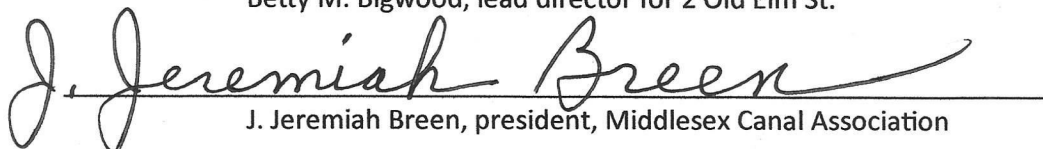
Billerica MA 01862

The Contact Person can be reached by phone at: 978-657-787 (home, Betty M. Bigwood)

or by email at: Betty M. Bigwood, gbchwilm@verizon.net, and J. Jeremiah Breen, jbreen5@verizon.net

Signature of Applicant: _____

Betty M. Bigwood, lead director for 2 Old Elm St.


J. Jeremiah Breen, president, Middlesex Canal Association

One Paragraph Project Summary

Compliance of 2 Old Elm St with the Americans with Disabilities Act, the Massachusetts Architectural Access Board, and the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties (36 CFR Part 68).

Narrative

When Pace Industries in 2014 gave us 2 Old Elm to develop into a Museum, we had no idea it would take so long or be so expensive - our costs have tripled. After raising funds and going through an extensive permitting process, work began after receiving a Building Permit in October 2019. We are pleased with the progress we have made; the rotten roof as been removed and carted away; local historical brick mason, Ed Dolliver, has restored the walls and local welder, Rick Shaw, has replaced the wood beams and columns and strengthened the walls with seismic steel. The general contractor shingled the new roof on December 23 after the December 17-18 blizzard.

In 2021, the reused 150-year-old woolen cloth storehouse will be made ADA compliant with water, sewer, bridge over canal, and elevator.

Letter of Support from Billerica Historical Commission attached.

Detailed Project Budget

Rounded to nearest thousand

\$ 59,000	Plumbing contract, Proccess Piping Co., Methuen MA.
160,000	Sewer and water line, estimate by general contractor.
47,000	Bridge contract, Shaw Welding Co., Billerica MA.
85,000	Abutments and finish work, estimate by general contractor.
86,000	Elevator contract, Halley Elevator Co., Newburyport MA.
<u>125,000</u>	Elevator shaft, estimate by general contractor.
562,000	Drawings, contracts, estimates, ~60 pages, https://tinyurl.com/CP-appendix
110,000	Electrical, Juszczak Electric, LLC, Pelham NH.
107,000	Heating, ventilation, AC, Carlson Hvac, Inc, Billerica MA.
31,000	Sprinklers, S&S Fire Service, LLC, Northbridge MA.
800,000	2014 to December 23, 2020
<u>390,000</u>	Non-allocated and contingency, approx. 15% of total.
\$2,000,000	Total

Timeline

Jan-Mar, 2021, the general contractor will do subfloors and framing for 2nd and attic floors, then doors and windows. In April and May, he will dig up Old Elm St for the sewer and water lines. The plumbing contractor will place the drain piping to be ready for pouring the concrete 1st floor by July, then the elevator. The bridge will be last.

Billerica Historical Commission
Town Hall
365 Boston Road
Billerica, Massachusetts

To: CPC, Billerica

Re: MCA Application for CPA Funding

Date: June 25, 2018

The members of the Billerica Historical Commission endorse the Middlesex Canal Association's request for CPA funds to be used in conjunction with the organization's efforts to repurpose the former Talbot Mill warehouse located at 2 Old Elm Street in North Billerica. In viewing the building from the street, it is evident that little upkeep has been performed for many years.

Prompted by annual increases in the monthly rent at the present site of the organization's museum across the river at 71 Faulkner Street, the MCA, in 2012, accepted the gift of the warehouse from Pace Industries. The process of relocation has been fraught with difficulty, partially due to the age of the warehouse, but also to its geographical position in the flood plain. Recently the organization has met with success in obtaining approvals and plans soon to begin the process of restoring the building.

Once the roof has been replaced and the necessary brickwork is accomplished, the structure will be water tight. This will then allow the organization to focus on the many other aspects involved in rehabilitating an old building. The Commission was pleased to note that the MCA plans imply the inclusion of a local masonry firm to

perform the needed work.

In the year 2000 the MCA membership chose Billerica as the site of their museum, despite the fact they have six other communities from which to choose. The museum is faithfully open every weekend, except on holidays and is available by appointment on other days by request. Lectures of historical interest are held at the museum during the MCA's winter, spring and fall meetings. In conjunction with the Appalachian Mountain Club nature walks along extant sections of the canal are held semi-annually. The organization also supports local education. Both the Wilmington and the Billerica school systems have visited the museum in various capacities as have residents of local nursing homes and Boy Scout and Girl Scout troops.

Since 1983, the warehouse had been listed on the National Register of Historic Places as a contributing building in the 75-acre Billerica Mills Historic District. By virtue of a 1990 Town Meeting vote the building is also part of a Local Historic District that was established nearly replicating the footprint of the NRD.

The location of the MCA museum is clearly a benefit to the Town and deserves consideration for community support through the receipt of CPA funding.

Sincerely,



Alec Ingraham, BHC Chair

Andy Bowen, Ann Stadtman, and Travis Brown

FINANCIAL ACCOUNTING (page 1 of 4: Monthly **Income and Expenses**)

FOR PERIOD FROM October 31, 2020 to November 30, 2020

5	CITIZ BK CHK ACCT October 31, 2020		\$32,186.13
6	INCOME		
7		Fidelity Charita/Engledrum-Keller Fndtn to Buildg. (11/8)	1,000.00
8		cash Dues - propr. John M. Boujoulian (11/8)	25.00
9		cash Dues - propr. L. Dunn (11/14)	25.00
10		Gift (anon.) for <u>2 Old Elm St</u> work (11/15)	100,000.00
11	<i>Museum Sales and donations:</i>	<i>from 10-31-20 to 11-8-2020</i>	
12		Sales: 1 Incr. Ditch @ \$10 ea. (11/8)	10.00
13		Sales: 1 Clarke (hardcover) @ \$20 ea. (11/8)	20.00
14		Sales: 2 Hoxie mps @\$10ea (11/8)	20.00
15		Cash donations	31.00
16		<i>from 11-14-20 to 11-29-2020</i>	
17		Sales: 1 VerPlanck @ \$30 ea.(11/28)	30.00
18		Cash donations	65.00
19		<i>Total Income</i>	101,226.00
20	EXPENSES		
21		Faulkner Mills Corp-museum rent- Dec. (11/29)	1,700.00
22		Tonneson + Co. (tax CPA) (11/3)	1,200.00
23		Phelan Engineering - re: "2 Old Elm" (11/04)	800.00
24		MBL Land Dev. & Permitting, Corp - 2 Old Elm (11/6)	2,160.00
25		Wm Cogley Construction - "2 Old Elm" (11/10)	6,130.00
26		Wm Cogley Construction - "2 Old Elm" (11/17)	19,500.00
27		Koopman Lumber for "2 Old Elm" (11/19)	5,342.84
28		Goliathtech for "2 Old Elm" (11/19)	2,000.00
29		Rob Jellison - paint removal at "2 Old Elm" (11/29)	5,450.00
30		W.T.Phelan insurance - general liability (11/24)	1,300.00
31		Koopman Lumber for "2 Old Elm" (11/27)	664.00
32		Koopman Lumber for "2 Old Elm" (11/27)	270.84
33		Caveney Architect.&Constr. Inc.-2 Old Elm (11/30)	3,588.75
34		<i>Total Expenses</i>	(50,106.43)
35	CITIZ BK CHK ACCT November 30, 2020		\$83,305.70
37		Outstanding checks (as of 11/30/20)	
38		W.T.Phelan insurance - general liability (11/24)	1,300.00
39		Faulkner Mills Corp-museum rent- Dec. (11/29)	1,700.00
40		Rob Jellison - paint removal "2 Old Elm" (11/29)	5,450.00
41		Caveney Architect.&Constr. Inc.-2 Old Elm (11/30)	3,588.75
42		Billerica-fee: variance app - 2 Old Elm (9/20/18)	100.00
			\$12,138.75

FINANCIAL ACCOUNTING (page 2 of 4, investment accounts)

FOR PERIOD FROM October 31, 2020 to November 30, 2020

Acct. #1 - General Fund (Mixed Purposes)

(Includes \$100,000 Billerica Community Preservation Grant

The remainder is "General Fund". All remaining proceeds of stock gift

for "2 Old Elm work" was transferred to the checking account on 9/9/2020.)

CITIZ BK Money Mkt ACCT October 30, 2020 \$ 115,851.14

November interest (11/30) \$ 14.24

CITIZ BK Money Mkt ACCT #1 November 30, 2020 \$ 115,865.38

The total "General Fund" is the same as "Net Available Funds", the total at the bottom of Page 3.

Acct. #2 - Building Fund only (new 12/12/18)

CITIZ BK Money Mkt ACCT October 30, 2020 \$ 58,712.16

November interest (11/30) \$ 7.22

CITIZ BK Money Mkt ACCT #2 November 30, 2020 \$ 58,719.38

The "Building Fund" DOES NOT include any money from the "2 Old Elm St." account. All money belonging to the "2 Old Elm St." account are held in the MCA checking account or Citizens Money Mkt Acct. #1

Vanguard M'sex Canal Assoc Brokerage Acct (new 10/18/19)

As of 11/08/19 contains **only** Endowment Fund, **no** Construction money:

Careful! The Endowment Fund must be kept separate from the 2 Old Elm money.

Acct. #3 - Endowment Fund only (new 12/20/18)

Vanguard "FEDERAL Money Mkt" ACCT October 30, 2020 \$ 134,981.10

Dividend 11/30 \$ 3.28

Vanguard "FEDERAL Money Mkt" Endowment November 30, 2020 \$ 134,984.38

During 2019, **All** Endowment Fund money held in the MCA checking account **or** held in Money Market Acct #1 at Citizens Bank has been moved into this account at Vanguard.

Acct. #4 - 2 Old Elm Construction (new 10/18/19)

Vanguard "Broker" ACCT as of October 30, 2020 \$0.12

+ Activity none this period

Vanguard "Broker" (2 Old Elm) ACCT #4 November 30, 2020 \$0.12

2 FINANCIAL ACCOUNTING (page 3 of 4, **Obligations**, Net available funds)

3 FOR PERIOD FROM October 31, 2020 to November 30, 2020

5 SUMMARY OF OPERATING ASSETS (**General Fund a/k/a Current Expenses**)

6	Citizen's Bank checking account		\$83,305.70
7	Citizen's Bank Money Market acct #1 balance	115,865.38	
8	- 2 Old Elm money (sale of stock gifts-temporarily placed in Money Mkt Acct#1)		
9	Original gift/sale of stock \$	399,444.25	
10	- transferred from Money Mkt #1 to checkbook		
11	between 12/20/2019 and 9/9/2020		
12	for "2 Old Elm" expenses	399,444.25	
13	2 Old Elm money remaining in Money Mkt.#1	0.00	
14	Billerica Community Presrv. \$ in Money Mkt.#1	100,000.00	
15	unrestricted Citizen's Bank Money Mkt acct #1 : Gen'l Fund =		15,865.38

16 **Note:** interest on the above restricted amounts has been retained in the General Fund

17 OPERATING ASSETS (**BEFORE** OBLIGATIONS): October 31 2020

\$99,171.08

19 OBLIGATIONS:

20	New Museum Bldg Fund (not incl. Money Mkt.)	100.00	
21	from Fidelity Charit./Engledrum-Keller Fndtn (11/8)	1,000.00	
22	New Museum Bldg Fund (in addition to Citizens Money Mkt. acct. #2.)		1,100.00

24 **"2 Old Elm work"** (donor requests separate line item) **34,025.59**

25 **Note:** The "2 Old Elm" account **no longer includes** any money remaining in Money Mkt #1

26	+ anon. contrib. to "2 Old Elm St." acct. (11/15)	100,000.00	
27	- to Phelan Engineering - re: roof truss qstn (11/4)	800.00	
28	- MBL Land Development & Permitting Corp (11/6)	2,160.00	
29	- to Wm. Cogley Construction (11/10)	6,130.00	
30	- to Wm. Cogley Construction (11/17)	19,500.00	
31	- to Koopman Lumber (11/19)	5,342.84	
32	- to Goliathtech (11/19)	2,000.00	
33	- to Koopman Lumber (11/27)	664.00	
34	- to Koopman Lumber (11/27)	270.84	
35	- to Rob Jellison - paint removal (11/28)	5,450.00	
36	- to Caveney Arch.&Constr. Inc. -2 Old Elm (11/30)	3,588.75	
37	"2 Old Elm work" account's remaining balance		88,119.16

39	Endowment Fund (not incl. Money Mkt.)	0.00	
40	November changes	0.00	
41	Endowment Fund (in addition to Vanguard Money Mkt.)		0.00

43	Education Program (Barker Fund)	1,238.48	
44	November changes	0.00	
45	Education Program (Barker Fund) remaining balance		1,238.48

47 Total (net) Obligations (\$90,457.64)

48 **NET OPERATING ASSETS** (a/k/a **"General Fund"**) November 30, 2020

\$8,713.44

49 * Pre-paid Reardon Room rentals: None

FINANCIAL ACCOUNTING (page 4 of 4, Annual Appeal, with designated purposes)

FOR PERIOD FROM October 31, 2020 to November 30, 2020

APPEAL BY YEAR			APPEAL BY YEAR		
Year	amount,\$	status	Year	amount,\$	status
2002	3,025	complete	2012	10,681	complete
2003	1,785	complete	2013	15,831	complete
2004	2,471	complete	2014	7,075	complete
2005	2,410	complete	2015	10,640	complete
2006	2,225	complete	2016	12,495	complete
2007	3,205	complete	2017	8,170	complete
2008	4,325	complete	2018	10,225	complete
2009	6,695	complete	2019	9,430	complete
2010	7,825	complete	2020	0	
2011	4,475	complete			
			Total	122,988	

	General	Endowment	Museum	Total
Appeal 2016	3,848	3,984	4,663	12,495
Appeal 2017	3,315	3,600	1,255	8,170
Appeal 2018	4,405	2,325	3,495	10,225
Appeal 2019	3,330	1,000	5,100	9,430
Appeal 2020	0	0	0	0

The MCA's financial records were audited on January 5, 2019, by Howard Winkler.

The MCA's 2017 & 2018 financial records were reviewed in April 2020, by Amy Phelan, CPA of Tonneson Co. Final corrected IRS 990 for 2017 and 2018 and Mass form PC for 2018 were signed and sent to IRS on June 29, 2020, and to Massachusetts on June 30.

A formal, professional audit will be required for F.Y. 2019 (May '19- April '20).

On October 5, 2020, I.R.S. granted an extension. The new due date is March 15, 2021.

Respectfully submitted,

Russell B. Silva, Treasurer

IRS Form 990 for tax year ending April 30, 2019, 26 pages, is available for download at

<https://tinyurl.com/form990April-30-2019>



Middlesex
Canal

2 Old Elm St
Billerica MA