



TOWN OF EDGARTOWN  
Community Preservation Committee  
70 Main Street, P.O. Box 5158  
Edgartown, MA 02539  
508-627-6180

Date: 9/26/24

## APPLICATION AND APPLICANT INFORMATION FORM

AMOUNT REQUESTED \$ 18,500.00

### Purpose (please check each that apply):

Open Space/ Recreation ☐ Affordable Housing ☐ Historic Preservation ☒

Sponsor Name: EDGARTOWN COUNCIL ON AGING

Mailing Address: P.O. BOX 1295, EDGARTOWN, MA 02539

Physical Address: 10 DAGGETT ST., EDGARTOWN, MA 02539

Telephone: 508. 627. 4368 E-Mail: LFAMARISS@EDGARTOWN-MA.US

### Summary of Proposal:

Brief Description of Project: (You will be attaching a more detailed description as required in #1 on page 3)

THE COA WOULD LIKE  
TO REPLACE THE MAIN ENTRANCE DOOR ON THE DAGGETT ST. SIDE  
OF THE BUILDING.

List Sponsors (including, if applicable, governing Boards, Trustees, Directors, Management, etc...)

EDGARTOWN COUNCIL ON AGING BOARD

Supporting Town Committee(s) ("NA" if none) NA

Submitter or Project Director:

Name LYNDSAY FAMARISS Telephone# 508. 627. 4368

E-Mail LFAMARISS@EDGARTOWN-MA.US

**\*\*This form is required with your application packet\*\***

## **Community Preservation Committee**

### **Application**

**September 26, 2024**

#### **Detailed Project Description:**

The main exterior door (wooden door with two side panels with four lights each; please see photos) of the Council on Aging building, also known as 'the Anchors', must be replaced. The building was built by Captain Samuel Norton in 1929, and it holds historical significance in the town for its traditional architecture and its place in Edgartown's history and waterfront district. This door has not been fully operational for years, and it creates a security issue because the door cannot be locked. While it would be preferable to replace only the door, the door and the side lights are all one unit. As Director of the Council On Aging, I have overseen several building projects with the assistance of other Town personnel, and I plan to work with the Facilities Manager to oversee this project.

#### **Fulfilling the goals of the CPA:**

The Anchors building is one that many townspeople hold dear because of the role it has played in the community for generations. In addition to housing the Council on Aging for 41 years, the building has hosted many community events and it has served as a decades-long meeting space for 12-step meetings.

#### **Impact on Citizens:**

As stewards of a Town building, we at the COA feel responsible for caring for and protecting the Town's assets. This building belongs to the taxpayers, and we believe it should be maintained to protect the public's ability to use the space and the asset. We serve over 900 people per year, and a new door will allow us to welcome guests in a safe manner. The success of this project will be measured in having a working door that we can lock when the building is unoccupied. It will also allow us to lock the door in preparation of impending storms. Currently, we move a heavy armchair behind this door to try to secure the door from heavy Nor'easterly winds that blow through the property.

#### **Projected Action Plan**

Should the COA receive the funds for this project, the Director will work with the Town Procurement officer in late summer 2025 to create a Request for Proposals (RFPs) to search for interested contractors. The Director will then review the RFPs and will follow state guidelines to select a contractor. Ideally, the work will commence in early fall of 2025.

**Detailed Financial Information:**

**Proposed disbursement of CPC funds:**

One-half (\$9,250.00) to be disbursed prior to the project's start to provide a deposit to the contractor, and one-half (\$9,250.00) to be disbursed at the completion of the project.

**Other revenue sources:**

The COA operating budget has a line item for building maintenance that could be a source of possible financial support should the project exceed its projected budget.

**Annual revenue and operating costs, once the project is completed:**

The COA's FY25 operating budget is \$429,121.78.

**Annual cost to the Town, once project is completed:**

None, other than general upkeep (e.g. painting).

**What are key assumptions in the budget? What are the risks?**

The COA is assuming that the amount we are asking (\$18,500.00) will cover the cost of this project. Due to the age of the building and the location of this door, weather plays a significant role in the wear and tear on this door. Risks: none, other than those expected risks of any construction project.

**Financial sustainability – how will the continuation of the project be secured after the grant?**

N/A

**Legal Ramifications and/or impediments to this project:**

The COA believes that the current state of the door is more of a liability than the finished project will be. The COA will maintain the door after its installation.

**Authorization of the Property Owner? What permits/orders/licenses will be required?**

The Director/applicant has authorization to apply for this project's support. The Director/applicant is working in tandem with relevant Town departments and the COA board. The contractor selected for this project will pull any necessary building permits for this project. The Director/applicant will apply to the Historic District Commission for necessary approval and guidance.



Charles Stutler Construction  
Licensed Contractor and Job Site Supervisor  
Interior Exterior Carpentry, Tile, Finish Work  
Tel (508) 560 4408

**From:** Charles Stutler  
PO Box 782,  
Vineyard Haven, MA 02568  
Tel 508-560-4408  
Email: [CharlesStutler@yahoo.com](mailto:CharlesStutler@yahoo.com)

## Proposal

| Date       | Invoice# |
|------------|----------|
| 09/26/2024 | ECA0926  |

**Bill To:** Edgartown council on aging  
10 Dagget Street  
Edgartown, MA, 02575  
Tel: 508-627-6185  
Email: [lfamarris@edgartown-ma.us](mailto:lfamarris@edgartown-ma.us)

### This is a Proposal for entrance door

| Description                                     |
|---|
| Remove entrance door                            |
| Install new 3'0-6'8" door with side lights      |
| Installed weather tape                          |
| Installed new trim at the exterior and interior |
|   |
|   |
| Disposed of all debris                          |
|   |
|   |
|   |
|   |
| Total \$18,500.00                               |





