



**Town of North Andover**  
**Community Preservation Committee**  
 120 Main Street North Andover, MA 01845

**Community Preservation Act Project Submission Sheet**

Submission Date:

February 2, 2024

Submitter/ Contact Name:

Stephanie Harrington/ Deborah Putnam

Submitter's Address / Phone Number:

190 Academy Rd, North Andover, MA 01845

Submitter's Email

sjharrington2@verizon.net/deborahputnam@gmail.com

Project Name:

The 1836 Meeting House Exterior Preservation Project

**Project Description (attach additional pages, if needed)**

Please see attached FOMH project description, SJC Three Factor Test and the Anti-aid Amendment Response, 501 (c)(3) determination, and abutters list

FY	Total Cost	CPC Funds Requested*	Other Funding?
2025	780,000	480,000	300,000
2026			
2027			
2028			
2029			
<b>Total</b>			

Purpose:

- Open Space
- Historic Preservation
- Affordable Housing
- Recreation

[Please check all that apply]

\*The Community Preservation Committee asks that applications include requests for funding to be used specifically for signage at the project site, where applicable. The sign should include all details of the sign option selected from the attached Summary of Design Options and Estimated Costs and example images. The Committee may advise applicants on appropriate sign designs for the project following submission of an application.

**How does this project align with the Community Preservation Committee goals?**

See FOMH Project Description Attached

**Is this project affiliated with any Town Board, Department, or Committee?**

No

**Who is the property owner? If the applicant does not own or control the site, please detail what steps will need to be or have been taken to obtain permission to use the site.**

The property is owned by the Friends of the 1836 Meeting house, a 501 (c) (3) not-for profit entity with the mission of informing, sharing, and supporting its on-going preservation efforts.

**Please provide an overview of the necessary steps for completing this project.**

See FOMH Project Description - Construction Description and Timeline and Howell Construction and American Steeple Estimates

**Is public access to the project guaranteed? Please provide supporting evidence for land that is privately held.**

See FOMH Project Description Attached

The CPC may decide it is appropriate to notify abutters of a proposed project. Please attach a list of abutters within 100 feet of the proposed project property. This list can be obtained from <https://northandoverma.mapgeo.io/> by using the “Abutters” function in the top right corner of the page. For more help, inquire with the Assessor’s Department or [cpcemails@northandoverma.gov](mailto:cpcemails@northandoverma.gov).

**Please include any of the following supplemental documents that may be relevant:**

- Maps
- Pictures of the area
- Property records
- Supporting plans, needs assessments, or other documents
- Letters of support
- Detailed budgets

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**Please submit your form and supporting information to:**

**Community Preservation Committee c/o Zach Melcher, 120 Main Street, North Andover, MA 01845 or email to [cpcemails@northandoverma.gov](mailto:cpcemails@northandoverma.gov)**

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*For Community Preservation Committee Use Only:*

*Received:*

*Associated Town Committee:*

*Reviewed on:*

*Determination:*

## Guidelines for Submission

- 1) Each project must meet the eligibility criteria for Community Preservation Act funds, which can be found [here](#)
- 2) Each project should be located in the Town of North Andover.
- 3) Each project must be submitted on the Community Preservation Committee Project Submission Sheet (this form).
- 4) Requests should be within a 5-year period from Fiscal Year 2025 to Fiscal Year 2029.
- 5) Requests must include the purpose and need for the item and must be documented with appropriate support.
- 6) Applicant should obtain quotes for project costs whenever possible. If not, cost estimates may be used provided the basis of the estimate is fully explained.
- 7) If request is part of a longer-term project, include the total project cost. If there are multiple sources of funding for the project, please include all of the sources (including sweat equity).
- 8) For Departments, Boards or Committees that have multiple project requests, prioritize projects.
- 9) Requests should be received by **Friday February 2nd, 2024** to be considered for recommendation at the 2024 Annual Town Meeting.
- 10) Applicants should include plans and budget for project signage highlighting the fact that the project was funded in whole or in part using CPA funds. Sample signage specifications are included in this application. Costs shown are estimates and should be confirmed by applicants.

If you are in doubt about your project's eligibility, please reach out to [cpcemails@northandoverma.gov](mailto:cpcemails@northandoverma.gov). Applicants are encouraged to attend meetings to seek Committee input prior to the beginning of the application process. For more information, see [www.northandoverma.gov/community-preservation-committee](http://www.northandoverma.gov/community-preservation-committee)

Thank you for your interest in preserving our community!

*The North Andover Community Preservation Committee*

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