



JOSEPH A. CURTATONE  
MAYOR



# CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE FY18 FUNDING CYCLE ELIGIBILITY DETERMINATION FORM

Submit an electronic copy (fillable PDF available at [www.somervillema.gov/CPA](http://www.somervillema.gov/CPA)) no later than **5:00pm Wednesday, September 20, 2017** to: Kristen Stelljes, [kstelljes@somervillema.gov](mailto:kstelljes@somervillema.gov). [Download and save file before you begin typing to ensure work is saved.]

PROJECT NAME: City of Somerville - Compact Shelving

PROJECT LOCATION: City of Somerville Archives - 8 Bonair Avenue, Somerville, MA 02145

APPLICANT(S) NAME / ORGANIZATION: City of Somerville Archives

CONTACT PERSON: Nadia Dixson

MAILING ADDRESS: 8 Bonair Avenue, Somerville MA 02145

PHONE: 617-625-6600 ext. 5715

EMAIL: ndixson@somervillema.gov

*Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.*

**PROPERTY OWNERSHIP:**

Legal Property Owner of Record (if applicable):  
\_\_\_\_\_

Is the owner the applicant?      Yes      No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration				

**FOR HISTORIC RESOURCES PROJECTS:**

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

(you can check designation at [mhc-macris.net](http://mhc-macris.net))

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

**PROJECT SUMMARY:**

As the archives has moved files from temporary records cartons to archival quality enclosures, the need for better storage solutions has become apparent. At this time the majority of records are kept on pallets. Moving to compact shelving would better maintain records and their housing, as well as increase the archives capacity for storing permanent records. In addition, improved storage will increase the archives efficiency in answering reference requests.



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**PROJECT STATUS** (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

This project will help to maintain the historic record of the City of Somerville, and increase accessibility to historic records.

Donnegan systems, the primary vendor of compact shelving systems for libraries and archives, has provided a quote for shelving and installation.

**FOR CPC USE:** Date Received 9/20/17 Date Reviewed 9/27/17 Date Applicant Notified 9/29/17

Eligible

Potentially Eligible

Not Eligible

More Information Needed

**COMMENTS:**