

## **Appendix K**

### **Memorandum of Agreement Related to the Demolition of the Woodville School**

MEMORANDUM OF AGREEMENT  
AMONG THE  
THE DEPARTMENT OF EDUCATION, THE TOWN OF WAKEFIELD, AND  
THE MASSACHUSETTS HISTORICAL COMMISSION

WHEREAS, the Department of Education (the "DOE") has proposed to fund the new construction of the Woodville Elementary School in Wakefield, MA; and

WHEREAS, the new construction of the Woodville Elementary School necessitates demolition of the existing Woodville Elementary School; and

WHEREAS, the Woodville Elementary School is listed in the State and National Registers of Historic Places and is included in the Inventory of Historic and Archaeological Assets of the Commonwealth maintained by the MHC; and

WHEREAS, the new construction of the Woodville Elementary School constitutes a project undertaken by a state body pursuant to 950 CMR 71.03 and is a project for which the DOE has sought the comments of the Massachusetts Historical Commission (the "MHC") pursuant to M.G.L. Chapter 9, Section 26-27c, as amended by Chapter 254 of the Acts of 1988 (950 CMR 71.00); and

WHEREAS, the MHC has determined that the proposed demolition of the existing Woodville Elementary School would have an adverse effect on the Woodville Elementary School pursuant to 950 CMR 71.05(a); and

WHEREAS, the DOE and the Town of Wakefield (the "Town") have provided the MHC with information regarding the demolition of the Woodville Elementary School and the MHC has reviewed this information and concurred that there are no feasible and prudent alternatives to the demolition and new construction; and

WHEREAS, the Wakefield Historical Commission (the "WHC") has participated in the consultation process and has been invited to concur with this Memorandum of Agreement; and

WHEREAS, the MHC has determined to accept the adverse effect of the project on the Woodville Elementary School in consideration of the mitigation described herein;

NOW, THEREFORE, the MHC, the Town and the DOE have agreed that the project shall be undertaken and implemented in accordance with the following stipulations to mitigate the effect of the project on the Woodville Elementary School.

STIPULATIONS

The Town and the DOE shall ensure that the following measures are carried out in coordination with the MHC:

1. PHOTOGRAPHIC DOCUMENTATION - Prior to the commencement of the demolition of the existing school building, the proponent will ensure that the Woodville Elementary School is documented according to the following recordation requirements and that one (1) copy of this documentation shall be submitted to the MHC for transfer to the Massachusetts State Archives and one (1) copy shall be transmitted to the WHC.

- a. Photographic documentation of the Woodville Elementary School in the form of 35mm 4x6" black and white archival quality prints which are keyed by number to a photograph description sheet and basic floor plans. To meet the requirements of the Massachusetts Archives for permanence of materials, the original, archival set of the documentation shall be prepared as follows. The 35mm 4" x 6" black-and-white photographs should be archivally processed on archival-quality photographic paper, accompanied by negatives. All photographs should be identified on the back in pencil, with no affixed labels, unmounted but sleeved in archival-quality, unbuffered envelopes, the contents of each envelope identified and numbered in pencil on the envelope. The negatives should be sleeved in a stable polypropylene negative holder; the negative holder should be suitably labeled. The accompanying paper documentation should be prepared on alkaline, buffered paper, enclosed in archivally stable materials (such as an archival-quality, buffered alkaline file folder). A properly-sized archival-quality box (e.g., 12" x 11" x 2") is suitable to enclose this documentation.
- b. Photographic documentation of the Woodville Elementary School shall include, but is not limited to, the following: (1) each exterior elevation; (2) each interior space, including stairways and hallways; (3) interior details including millwork, casework, moldings, doors, and any other features unique to the building interior; (4) exterior details including cornices, door surrounds, window surrounds, entrances, and other trim.
- c. Photographic documentation shall be supplemented with historic photographs and a brief written history of the building.
2. FRANKLIN SCHOOL PRESERVATION – It is anticipated that after construction of the new Woodville Elementary School students who would then otherwise have attended the Franklin Elementary School, a public school in Wakefield which is included in the MHC's Inventory of Historic and Archaeological Assets of the Commonwealth, will be transferred to the new Woodville Elementary School.
- a. If, following such transfer of students, the Town elects to leave the Franklin Elementary School vacant for an extended period of time (i.e., for more than one year), the Town will ensure that the building is "mothballed" as set forth in Preservation Brief 31: Mothballing Historic Structures, published by the National Park Service and dated September 1993.
- b. If and when the Town, through its Board of Selectmen, determines a new use or uses for the Franklin Elementary School and/or the land upon which it is located, the Town will notify the MHC and the WHC of such proposed new use or uses and shall give the MHC and the WHC a reasonable opportunity to review and comment upon the proposed plans.
3. TOWNWIDE PRESERVATION PLAN FOR HISTORIC SCHOOLS – The Town shall develop a preservation plan for the continued use and/or adaptive reuse of its historic school buildings and grounds and shall submit the said plan to the MHC and the WHC for review and comment.
4. NOTIFICATION OF FUTURE PROJECTS – The Town shall notify the MHC of future school projects involving any state and/or federal funding, licensing and/or permitting early in the planning stages of the project and shall consult with the MHC in a timely manner, if necessary, for each project.

Execution and implementation of this Memorandum of Agreement evidences compliance with M.G.L. Chapter 9, Section 26-27c, as amended by Chapter 254 of the Acts of 1988 (950 CMR 71.00).

DEPARTMENT OF EDUCATION

By: \_\_\_\_\_  
Name  
Title

Date: \_\_\_\_\_

TOWN OF WAKEFIELD

By: *Stephen P. Maria*  
Name *Stephen P. Maria*  
Title *Chairman, Board of Selectmen*

Date: 5/7/01

MASSACHUSETTS HISTORICAL COMMISSION

By: \_\_\_\_\_  
Brona Simon  
Deputy State Historic Preservation Officer  
Massachusetts Historical Commission

Date: \_\_\_\_\_

Concurring Party:

WAKEFIELD HISTORICAL COMMISSION

By: \_\_\_\_\_  
Name  
Title

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