

COMMUNITY PRESERVATION ACT FUNDING APPLICATION FY 2023

Please use additional sheets and supporting documents where necessary.

Applications are due by January 7, 2022 at noon.

Project Name: Preservation of the Historic Williamstown Meetinghouse

Sponsor Organization: Williamstown Meetinghouse Preservation Fund Inc

CPA Category: *Community Housing* **Historic Preservation** *Open Space* *Recreation*

(circle all that apply)

Total Project Cost: \$ \$2,500,000 CPA Funds Requested:
\$ 50,000 % 2%

1. **PROJECT DESCRIPTION** – Describe the proposed project in as much detail as possible. In particular, address the following questions:

a. What are the goals of the proposed project?

What is the Williamstown Meetinghouse Preservation Fund? The Williamstown Meetinghouse Preservation Fund, Inc. (WMPF) was created to renovate and preserve in the future the structure that is the Meetinghouse, currently owned by First Congregational Church of Williamstown. The Historic Meetinghouse is defined as the entirety of the building at 906 Main Street, Williamstown. WMPF is organized as an independent, nonprofit corporation established for the purpose of raising funds by public subscription, grants, and pledges of outright gifts and funds to accomplish renovation, restoration, and preservation of the historic Meetinghouse. WMPF is also responsible to contract with purveyors, contractors etc. to accomplish this goal. One of WMPF's most important goals is to improve the Meetinghouse building to better meet the needs of the Williamstown community. No funds raised will be used for religious, denominational or congregational enterprises. WMPF's board includes individuals in the community who are not congregational members. The WMPF board is completely separate from congregational governance. WMPF will coordinate with the congregation regarding capital needs and building projects. A copy of the agreement between the congregation and WMPF is attached.

WMPF recognizes and respects the Caplan vs Acton decision regarding use of public funds. In order to emphasize separation between religious and community use of the Meetinghouse the request for CPA funding includes only areas of need that address community access and provide community benefit.

The Meetinghouse has a distinguished architectural history and is visually and functionally central to Williamstown. Funds are needed to renovate, restore, and update the building, funds that are beyond the resources available from the congregation.

Historical Background: The Massachusetts Bay Colony required a Settled Minister when the town incorporated in 1765. This act required a Meetinghouse that was built with tax dollars and served as a church, the seat of town governance, and center of community activities. The current meetinghouse was built in 1869 after the first two meetinghouses on Field Park were lost to fire. It was built on land donated by Williams College with provisions that the College's Convocations, Commencements, and weekly mandatory church services could be held in the building. The original Romanesque structure was renovated in 1913 (at the desire of both town and the church) to better conform to the colonial architecture around it. The design was modeled after a building in Old Lyme, CT. It is listed with the Massachusetts Cultural Resource System, MACRIS, and was listed as eligible for the National Historic Register in the past, before siding was installed on the Meetinghouse.

b. Why is this project needed?

Building Needs:

The Meetinghouse Preservation Fund has identified needs that are critical to preserve the historic building after an assessment, started in the fall of 2018, described significant deficiencies. Many of these needs are immediate: if not remedied they will cause further deterioration of the building's key structural elements. The critical problems include the roof, steeple, and interior structures. These needs were outlined in the building assessment completed in 2019 by Centerline Architects.

We plan a Capital Campaign to raise \$2,500,000 including,

1. Roof Replacement: \$350,000-\$400,000
2. Steeple Restoration: \$550,000-\$600,000
3. Building Compliance/Accessibility: \$530,000-\$575,000 (including adding an elevator and new ramp)
4. Community Engagement: Renovate office space to allow improved access for community services. \$300,000
5. Site Drainage: \$65,000-\$70,000
6. Renovation of interior historic areas: \$55,000-\$70,000
7. Exterior renovation/painting: \$115,000-225,000
8. Ventilation: \$200,000-\$250,000 (there is no current ventilation other than windows and doors)
9. Boiler Replacement: \$40,000-\$45,000

Detail of Building needs: See attached.

Summary of the Building assessment: See attached

Link to the entire Centerline Building assessment report: See attached.

c. What population groups will this project serve? Please estimate how many residents will benefit.

Community Engagement and building use:

The Meetinghouse warmly welcomes the surrounding community. The space is actively shared with senior activities, Al-Anon, LGBTQ+ support groups, youth theater, college and community functions in Community Hall, Red Cross Blood drives, Meals on Wheels, Buxton School graduation, and more. Free public programs respond to ethical and spiritual issues of the day. The congregation covenants with Habitat for Humanity and a Scouting group. The outreach ministry is robust and includes immigrant support, programs to combat local food insecurity, and youth job training. The space is used by ABC Clothing Drives, using the proceeds to support local nonprofits. In brief, the Meetinghouse embodies the spirit of community.

Attached to this application is a copy of the Economic Impact statement (Halo Study) that was done by Sacred Places in conjunction with the feasibility study. It speaks to the significant economic impact the building's use provides to benefit the community.

d. How will this project improve the quality of life for residents?

The renovations will provide a building that meets all of the American for Disabilities Act requirements for accessibility. Renovation will also provide available space to meet more of the community's needs. The elevator will allow access to a current attic space that can be designed for additional community use.

2. PROJECT READINESS/FEASIBILITY – Describe the project's feasibility and readiness to proceed. Address the following questions in your response:

Project Readiness:

WMPF had a feasibility study conducted by Sacred Places, a nonprofit that focuses on preserving and renovating buildings like the Meetinghouse. A major emphasis of their work is to use these historic buildings to meet needs of the surrounding community. One of their projects was the transformation of St. James Place in Great Barrington. The feasibility study is attached.

An architectural firm has been hired to create schematic design, engineering studies, and updated cost estimates for the entire project. This step will be followed by bids for each portion of the project. Work will start this month on the schematic design. The goal is to begin construction in 2022 with completion in 2023-2024

WMPF will be hiring a construction expert to work with Centerline on the schematic design to maximize the efficiency of the process and assist with accurate cost estimates and cost-effective design.

- a. Has a feasibility study been conducted? If so, please attach it to this application. If not, please offer other evidence that the project is feasible.

Yes, the feasibility study completed by Sacred Places is attached.

- b. Is the project ready to proceed? If not, what additional steps are necessary before the project can proceed?

See above.

3. PROJECT TASKS/IMPLEMENTATION SCHEDULE – Provide a detailed list of required tasks, such as studies, engineering work, architectural design, permitting, financing, and construction. In addition, provide a detailed implementation schedule, including dates for project initiation, key milestones, and project completion.

A building assessment has been completed together with engineering assessments. The design process will begin soon with Centerline Architects as the lead. Construction expertise, Engineering assessments, design, and input from the WMPF board will guide the design. Permitting is included in Centerline Architects role. Construction management expertise (TBA) will guide the construction phase with architect oversight. Initiation dates are yet to be clearly defined, it is hoped by late 2022 or early 2023.

4. PROJECT TEAM - List the proposed members of the project team and the role of each person or organization. Describe how those team members' experiences will contribute to the success of the project. Attach resumes for key team members.

Board Members:

Susan Yates: President: Retired physician. In her youth worked in her family hardware and developed a love for repairing things. She recently served on First Church team responsible for care of the building for 6 years and Chair for 2 years, ending her term in 1/2021. She also has held leadership roles as president of the medical staff at NARH and has served on boards of NBH, Haiti Plunge board, and Louison house. She serves as MountainOne corporator and volunteers at North County Covid vaccination clinics

Bruce Grinnell: Treasurer: A graduate of Williams college and Boston University school of law, practiced law in Williamstown for more than 50 years, specializing in corporate, real estate, estate planning, family law, land use management, and mediation. His many civic activities include service and fund raising for Northern Berkshire Health Systems, Massachusetts College of Liberal Arts, and MASS Humanities. His many honors include recognition with the Town of Williamstown Faith Scarborough Service Award and the Bicentennial Medal, Williams College Society of Alumni.

Susan S. Clarke: Clerk: A Williamstown resident since 2003, has served on the Town Finance Committee, and on the boards of the Fund for Williamstown and the Williamstown Historical Museum. She is a docent at the Clark Art Institute. Formerly Vice President for Administration at the Rensselaer Polytechnic Institute, Troy NY, she held previous leadership roles at several scientific and academic institutions. She holds a BA from Wheaton College, Norton MA, and MBA from Boston University

Allen Rork: is a graduate of Williams College ('66) and the Harvard Business School ('68). In his career in investment, financial and general management, he worked at Time Incorporated, the Hartford Insurance Group, General Reinsurance Corporation and, from 1995 to 2005, ran his own firm which advised and managed private equity funds. After retiring, he was an Executive Partner at William & Mary's Mason School of Business working with graduate and undergraduate students in entrepreneurship, consulting, leadership and investment management. He lives in Williamstown with his wife, Lyn, and has two daughters, Jen who also lives in Williamstown with her family and Tami who lives in Concord, MA with hers.

Andrus Burr: is a founding partner in Burr and McCallum Architects of Williamstown. Andy is a Fellow [for design] of the AIA and he received his B.A. from Williams College and his M. Arch from Yale. He has taught architectural design at Williams College, Smith College, and Yale University. In thirty years of practice, he and his partner Ann McCallum have designed numerous buildings in Berkshire County and beyond. In addition, Andy has served on the Williamstown Historical Commission, and has been involved in issues of historic preservation for the past twenty years.

Michael Briggs: recently retired after 22+ years as a Senior Project Manager for Williams College. Most recently at Williams, Michael worked in the College's Planning, Design & Construction group managing both design and construction project, mentoring project managers, and working on long-range planning for the institution. Prior to Williams, he was a contractor and worked in the design and construction fields for approximately 20 years. Additionally, Michael provides conceptual and schematic estimating services to the architectural and design professions. Establishing preliminary costs for the project early on in the design phase allows the Architect to tailor the scope of the project to the budget, thereby eliminating costly and time-consuming post-bid redesign and adjustments. In the course of his forty-plus years in design and construction-related fields, he has provided management and estimating services for hundreds of projects with budgets as high as \$1,000,000,000+. He is a member of American Society of Professional Estimators, and is a Certified Professional Estimator (CPE). Additionally, he is a Project Management Professional (PMP) with the Project Management Institute.

Patricia Leach: earned BA from Franklin and Marshall College, and a Ph.D. and M.F.A. in the Department of Art and Archeology, Princeton University. She taught for 23 years in the Department of Art at Williams, created the Education Program at WCMA, and recruited the first undergraduate docent group, the Museum Associates. Dr. Leach retired to her longtime Williamstown home in 2011 after serving five years as Director of Development for the Delaware Center for the Contemporary Arts. She has served as President of the Williamstown Historical Museum and as a member of the Community Preservation Committee.

Susan Puddester holds a Bachelor of Social Work from the University of Vermont and worked as a geriatric social worker in Annapolis Maryland. She moved to Williamstown in 2011, and helped to start Higher Ground, for which she served as President and case management supervisor. A former member of the Williamstown Planning Board, she serves on the Williamstown Council on Aging, Town Manager Search Committee, Comprehensive Plan Steering Committee, and the Williamstown Cares Social Work group. She is also on the boards of Williamstown Community Chest, Fund for Williamstown-Berkshire Taconic Foundation, and Louison House.

William Bowden: is a retired lawyer with substantial financial services, corporate and governmental legal experience. He studied at Williams, Oxford and Columbia. During his career, Bill lived in New York City, Houston, Washington and London before moving to Williamstown with his wife Margo in 2008.

Architect: Centerline Architects, lead architect: Kevin Racek, Resume attached.

Construction Manager: TBA

5. SOURCES AND USES OF FUNDS -- Provide a detailed list of the sources and uses of funds for the project:

a. Describe your strategy for funding your project. Describe all anticipated funding sources, including state, federal or private grants; capital campaigns; loans, CPA, or other. The Williamstown CPC strongly encourages applicants to seek and secure funding for their projects from other sources. We will prioritize projects for which the CPC would participate with other funding sources.

Extensive Work has been completed to prepare WMPF for a community campaign. A part of this has been a "silent phase" within congregation members which has already resulted in current pledges that total \$580,000. An effort targeting other members of the congregation is about to begin. WMPF's total goal of pledges from the congregation is 650,000. The governance of First Congregational Church

Williamstown has committed to donate \$250,000 to WMPF in 2022. WMPF will solicit contributions from the Williamstown community (outside of the congregation) beginning in 2022.

WMPF has received an Earmark Grant from the Commonwealth’s Department of Travel and Tourism in the amount of \$75,000 for 2022 and we plan to apply for further funds in the future. We also plan to solicit funds from local public entities and through other grant applications. We are currently preparing a grant request from Sacred Places.

- c. Uses of funds. Describe all anticipated expenditures: costs of studies, consultants, permits, engineering, architectural design work, construction, landscaping, and all other identified uses. Whenever possible, include exact cost estimates provided by experts.

Request for CPC Grant: All of this gives background to our request from the CPA for a grant of \$50,000 to assist with:

1. Building Compliance/Accessibility: \$350,000-\$575,000
2. Community Engagement: \$300,000
3. Ventilation: \$200,000-\$250,000
4. Steeple Restoration \$550,000-600,000
5. Roof Replacement \$350,000-400,000
6. Boiler Replacement \$40,000-45,000

TOTAL: \$1,790,000-\$2,170,000.

These estimated costs include Engineering and Architect fees, construction costs, permits, Construction Manager costs, and other identified uses. Costs will be clearer after completion of Schematic Design which will begin in January 2022

c. Total Sources and Total Uses MUST BE EQUAL TO ONE ANOTHER.

SOURCES

USES

State Earmark	\$	75,000		See above, items 1 through 6	\$	1,790,000-2,170,000
Current fundraising committed	\$	850,000			\$	
CPC grant	\$	50,000			\$	

Additional fundraising and grants	\$	815,000-1,195,000	=	\$	
Total Sources		Total Sources: 1,790,000-2,170,000		Total Uses	1,790,000-2,170,000

7. **ADDITIONAL INFORMATION** – Provide any additional information that you believe is relevant to this application.
- a. WMPF/First Church role agreement.

Role of Williamstown Meetinghouse Preservation Fund, Inc.

in Relation to First Church Williamstown

1. According to the Articles of Organization, the function of Williamstown Meetinghouse Preservation Fund (WMPF) is to raise funds for the preservation, restoration, and maintenance of the current property of First Congregational Church of Williamstown, MA, and to expend those funds by entering into contracts to preserve, restore, and maintain the property, as well as conduct other activities and programs to further achieve those goals.
2. WMPF, in coordination with First Church, will determine the major capital needs of the building to be addressed. Major capital needs are defined as major structural components of the property, but not routine maintenance and repair.
3. WMPF has been charged by First Church with raising the funds necessary to meet the building’s capital cost needs and complete the construction identified in the Building Assessment done by Centerline Architects in 2019. WMPF will continue to fill this function into the future as appropriate.
4. WMPF will be responsible for all contracts for design and construction and will provide all oversight for the project(s).
5. A WMPF representative will attend Stewardship Team meetings and report to the Team on a monthly or as-needed basis. A representative will attend Church Council as needed.
6. As the owner of the property, First Church will be responsible for standard routine maintenance of the building and grounds. All building use decisions and contracts will be approved by First Church governance. Rent payment for building use by outside organizations or individuals will be managed by and directed to First Church.
7. Any cash support of the restoration and/or preservation of the building, shall be directed to WMPF. Any other agreement with Williams College or other entity shall clearly define whether it is directed to WMPF in its role to preserve the property or to First Church as the property owner.
8. WMPF shall maintain a bank account(s) separate from First Church and shall not co-mingle funds with the church. All accounting will be open to inspection by officers of First Church.

9. Any proposed construction inside or outside the building that is not mentioned or suggested in the Centerline report shall be subject to discussion/negotiation between WMPF and First Church Stewardship and Church Council.
10. This document shall be reviewed annually by the board/church council of the two organizations, or by their representatives.

b. Building Needs

The First Congregational Church of Williamstown has identified needs that are critical to preserve our historic church building. Many of these needs are immediate: if not remedied they will cause further deterioration of the buildings key structural elements. The critical problems include the roof, steeple, and interior structures. Meetings with the fire chief and building inspector of Williamstown have clarified that any ongoing attempts to temporarily repair the structure will be inadequate and would not be approved. Without prompt replacement/major renovation this building is in jeopardy.

The congregation of the First Congregational Church of Williamstown undertook a building assessment in the fall of 2018 to identify deficiencies of our historic building. First Church has spent over \$300,000 to complete a fire suppression system for the entire building in 2021. This required 5 years from its limited budget to fund. The church was aware of some critical building problems but needed to identify all important needs. This assessment not only identified critical needs over the next 5-10 years but also outlined the order and timing of repairs as well as approximate costs. Centerline Architects of Bennington Vermont did this assessment. The findings, including updates since the original assessment, are noted below. A summary of the document will be attached to this filing with the CPA

Please note that the cost estimates were created to include both the hard costs of construction and the soft costs of design, contingency, permitting, etc. However, these estimates may change based on the design choices, unforeseen problems, and timing of construction. Also note that these cost estimates should be increased by 3-4% each year to account for inflation. The plan is to complete all of these projects with this campaign. This will reduce inflation costs and allow the ability to sequence work to maximize efficiency.

1. **ROOF REPLACEMENT:** The entire roof needs replacement. Over the last 11 years the church has spent over \$42,000 to repair, replace, or maintain the slate roof due to leaks. Despite that work we still have ongoing leaks.
 - a. There is significant deterioration of the oldest slate which dates back to the original construction in 1864. There is also leakage at transitions between different aged roof segments. The flat rubber membrane roof (done 1980) also needs replacement.
 - b. Flashing needs to be assessed and possibly replaced where there are roof penetrations or joints. Recurrent leaks have occurred near chimney penetrations.

Total Cost: \$350,000-\$400,00

2. **STEEPLE RESTORATION:** The steeple needs significant restoration and is a site of significant water infiltration and damage to the finished areas below. The good news is that the steeple metalwork and wood structure is sound.

- a. The open louvers of the two bell tower levels need to be removed and replaced. Significant water leakage is coming through these louvers. The new louvers need to be designed to prevent significant water or snow infiltration.
- b. Floors at the two bell tower levels need assessment and repair due to water damage. The asphalt covering on the upper-level floors needs to be removed and replaced with an exterior grade EPDM (rubber) covering that is waterproof.
- c. Weathervane needs restoration
- d. Top Balustrade needs to be rebuilt
- e. Metal Roofing seams need EPDM cover tape, drops and kicks are needed on all drip edges and the roof flashing needs to be replaced
- f. Both plaster and wood details are degrading and need restoration before painting
- g. Spire is covered with siding which is not watertight. There is flashing below that is draining accumulated water. Further assessment is needed to ensure that water is not collecting beneath the siding.
- h. Lead Paint Precautions are necessary when working on the painted areas of the steeple



Total Cost: \$550,000-\$600,000

3. BUILDING COMPLIANCE/ACCESSIBILITY:

- a. Egress from building is not to code (both interior egress doors and lighting).

- b. Bathrooms are not compliant
- c. Handicapped seating in sanctuary is insufficient
- d. Drinking fountains need replacement
- e. A compliant Handicapped accessible ramp is needed
- f. Elevator is needed to allow access to basement, first floor and second floor (as yet unfinished space).
- g. Concrete stairs by rear west entrance need repair.

Total Cost: \$530,000-\$575,000

4. **SUSTAINABILITY:** Creation of an office wing will allow improved access for community services and income generating rentals. This will provide the opportunity for an income stream to fund future building maintenance. Any historic building that is over 250 years old will have problems arise over time. The addition of assessable space will also provide more opportunities to house organizations that positively impact our community.
- a. Update the back offices and basement offices to create a 2-story office/rental space that can help defray future building expenses.
 - b. Build the elevator shaft with the ability to add a third stop if finishing the 4,000+ square foot of attic above the first floor is desired in the future.

Total Cost: \$300,000

5. **SITE DRAINAGE:**

- a. Some window wells need replacement
- b. Current drainage slopes toward building and needs to be regraded

Total Cost: \$65,000-\$70,000

6. **INTERIOR RENOVATION OF HISTORIC AREAS:** Interior walls need plaster repair and painting due to years of roof and steeple leaks. Lighting upgrades are needed to improve energy efficiency.

Total Cost: \$55,000-\$60,000

7. **EXTERIOR RENOVATION:** Exterior walls need repainting (sections that are without siding)

Total Cost: \$115,000-\$225,000

8. **VENTILATION:**

- a. The building has no ventilation system and relies on outside air (through windows) for ventilation. The sanctuary is heated with forced hot air with return air coming from the sanctuary. There is a need for adequate ventilation systems that circulate outside air and allow for filtration and disinfection of circulating air. This is especially important given the risks of our current and/or future pandemics.
- b. The kitchen fan does not circulate outside air and is underpowered. It needs replacement and creation of makeup air from outside.

Total Cost: \$200,000-\$250,000

9. **BOILER REPLACEMENT**

- a. The boiler is aging and will need replacement. Replacement will improve energy efficiency.

Total Cost: \$40,000-\$45,000

GRAND TOTAL: \$2,205,000-\$2,525,000

c. BUILDING ASSESSMENT SUMMARY from 2019

Note that this document is the summary of the building assessment done in 2019. Therefore there are some discrepancies due to completion of the Sprinkler system, subsequent assessments (steepjack), and historical summary (there was no fire in the current building).

https://docs.google.com/document/d/1G1FdPNLP-2NDhL4-HfQrpYhQHkQg_vQN/edit?usp=sharing&oid=115035671768864417679&rtpof=true&sd=true

d. ECONOMIC IMPACT STUDY (HALO REPORT)

https://drive.google.com/file/d/1p7ssGwB_mrsVn2kS5-rH8ZwKoyuWrla_/view?usp=sharing

e. FEASIBILITY STUDY

<https://drive.google.com/file/d/1qUnGBen2Y8aCePoawV64f2XDNUqx50TK/view?usp=sharing>

f. KEVIN RACEK, CENTERLINE ARCHITECTS. RESUME

<https://drive.google.com/file/d/17wjPr1Go2V3ix6PPxU1H6vsuB2tfG8xT/view?usp=sharing>

7. CONTACT INFORMATION

Contact Person: Susan Yates, Williamstown Meetinghouse Preservation Fund, Inc.

Address: PO Box 53 City: Williamstown State: MA Zip: 01267

Phone 413-844-0043,

E-mail: williamstownmeetinghouse@gmail.com,

URL (under construction): www.preservethemeetinghouse.org

Please submit completed application in electronic format to:

Community Preservation Committee
c/o Town Manager's Office, Town Hall
cblanchard@williamstownma.gov

CPC Application Review Process:

1. A voluntary pre-application meeting with a sub-committee will be available to any prospective applicant. This is intended to answer questions and to assist applicants in developing effective applications. These meetings will be scheduled on December 13 from 9 to 11 am and December 15 and 16 from 1 to 3 pm. Please contact the Town Manager's office for an appointment. These meetings will be held in person or remotely on Zoom.

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2. The CPC members carefully review each application.
3. Applicants meet with the CPC in public session to answer any questions and provide clarification about the application they have submitted. Based on this meeting, applicants often determine that their applications would benefit from revision and/or supplementary information. In such cases, the CPC members will review revised applications. We ask that applicants highlight revisions directly in the proposal, and with a covering letter summarizing changes.
4. Applicants may meet with the CPC a second time if necessary.
5. Further questioning by CPC members will focus on:
 - Qualification. All funded applications must comply with statewide CPA regulations.
 - Merit. Since the Williamstown CPC recommends funding projects with town tax dollars, it looks carefully at the merits of each proposed project, including community impact and return on investment.
 - Affordability. Each fiscal year, Williamstown's participation in the Community Preservation Act provides a limited pool of funds for historic preservation, affordable housing, and open space and recreation projects. In some cases, the CPC may determine that although a project both qualifies and has merit, it can not be funded because of fiscal limitations.
6. Projects receiving support from a majority CPC members will be recommended for funding to the Town. The CPC's funding recommendations are reviewed but may not be changed by the Select Board and the Finance Committee, and then presented for vote at the Annual Town Meeting in May. To receive funding, CPC-recommended projects must be supported by a majority of voters at Annual Town Meeting.

Of Note:

1. The CPC requires that all funded projects have a "sunset clause," limiting the time period that the funds will be available for a given project, unless that sunset clause is extended for a reasonable period of time by the Town Manager due to unanticipated delays or conditions. If the project is not completed prior to the date specified in the Town Meeting

Warrant Article, or as extended by the Town Manager, funds will revert back to the Town for alternative allocation as recommended by the CPC.

2. The CPC is not obligated to allocate 100% of available funds. It may decide against funding qualified, meritorious projects, reserving funds for future allocation.
3. The CPC will only recommend funding successful applications in the entirety of the request. Amendments to funding amounts may not be accepted or recommended after the submission of the application.
4. Awarded CPC funds will be disbursed by the Town Manager's office, subject to presentation of appropriate documents (invoices, receipts, etc.).
5. Awarded CPC funds may not be available until after tax revenues are collected to support the project, as determined by the Town Manager's office.