

MEMORANDUM

DATE: 17 March 2003

TO: Fannie Gabriel, President
Wintonbury Historical Society

FROM: Eloise Marinos, AIA

PROJECT: The Captain Oliver Filley House Rehabilitation Project
Wintonbury Historical Society
NO: 98-200

MESSAGE:

The following is an update as to project status:

Urban Action Grant (UAG):

Requested documents, including revised and updated (to current fiscal year) budgets and schedules, appraisals, insurances, etc. were submitted to the Department of Economic and Community Development (DECD) via grant coordinator, Lynda Costen. The project start date has been filed as concurrent with the passage of the Challenge Fund, beginning 1 July 1999; the project completion date has been projected as 31 December 2006. The grant application is now in legal review, and is pending sign off by the Attorney General.

Grant monies will be issued by DECD following applications/requests for "Disbursements" for actual construction work for the project; generally, these monies will be issued on a reimbursement basis. The WHS may apply for reimbursement for any monies spent on "hard costs"/construction costs to date, via this process. This office intends to make application for your first disbursement on this basis, as soon as all required documentation is in place. Further, it is projected that \$50,000 will be applied for in matching grant monies from the UAG for the current fiscal year, 4th qtr. (April-June 2003). Another \$100,000 total (in multiple installments as per project bid work) is projected to be applied for in matching monies for the fiscal year 2003/2004, which is projected to be matched by the Challenge Fund monies through the Town of Bloomfield and fundraising by the WHS. The remaining \$50,000 in UAG grant monies are projected to be applied for and matched during fiscal year 2004/2005, at which time the project should be approximately half way toward completion.

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The DECD has requested two additional documents from the WHS prior to release of any grant funding/disbursements: 1) Fund Raising Plan; 2) Legal Agreement Between Town and Bloomfield and WHS, outlining parameters and conditions of the project and the relationships and responsibilities of each party. Submission of a written, approved FUND RAISING PLAN from the WHS is being required; this document is being generated by a joint effort of the Financial Development Committee, Mike Swan, Asst. Treasurer, and the Umbrella Committee. The Legal Agreement Between the Town and the WHS is being drafted by the Town Attorney and Attorney Al Taylor acting on behalf of the WHS. Completed documents are anticipated sometime in April. After submission, review and acceptance by the State DECD, grant funding may be dispersed via the DECD application for disbursement process.

Underground Utilities:

Monies have been set aside in the Site Fund account at the Town of Bloomfield for this work. Architectural bid package has been completed and reviewed; consulting Engineering work is pending contract negotiations. It is anticipated that this work can be engineered and bid in the upcoming quarter (April-June 2003); the Town of Bloomfield will implement the work.

General Construction Schedule:

Once sufficient monies are in place in the Town Account for the Challenge Fund, the next phase of work will be put out to bid: this will involve removals of not salvageable materials, removal and storage of remaining salvageable historic trim to be preserved for re-use, structural stabilization, and utilities installation and associated site work. Phase II, projected to cost approx. \$180,000 and already in progress, is anticipated for completion by end of year 2003.

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pc: W. Granger; M.V. Hallisey; M. Murray (via email); S. Steinberg (via email)

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