



Monday, September 15, 2025

CPA Full Grant Application FY26

Project Information

Project Name: Grace Baptist Church (SHA4CD) – Exterior Restoration

Project Location: 59 Cross Street, Somerville MA

Please indicate the primary category that applies to this project:

CPA Funding Request \$480,000

Total Budget for Project \$480,000

Please select the description that best matches your request:

Applicant Information

Is the City of Somerville the primary applicant?

Is this application for a property or asset owned by the City of Somerville?

If applicable, please describe the process of collaboration and the role that participants will have in guiding or implementing the project.

The owners of the building and the applicant for this grant is SHA4CD. They will rely on Spencer Preservation Group, their historic preservation architect of record, to project manage and for accurate record-keeping and grant reporting.

Applicant(s) Name / Organization: Somerville Hispanic Association for Community Development (SHA4CD)

Does another organization or entity own the property or hold an interest in the property? (Including a condominium association)

Primary Contact Person:	Caroline Metell-Willett
Email	caroline@spencerpreservationgroup.com
Phone Number	(617) 227-2675
Phone Number	(781) 244-7324

Narrative Questions

Please respond thoroughly to each of the questions below

Description:

SHA4CD is seeking funds to continue its work to make the envelope of its historic building, the Grace Baptist Church, weathertight and the building more sustainable. As a building nearly over 130 years old, many of the exterior elements need restoration. For this round, we are asking the CPC for consideration in funding window restoration and the provision of new storm windows to help offset heating and cooling losses; selective exterior masonry repairs; repair/renewal of exterior protective entry coverings; and most importantly the enclosure/protection of the towers which are open to pigeon nesting, thus creating health-concerns from excessive guano. In prior years, stewards of the property have directed substantial out-of-pocket costs to cover the periodic cleaning and removal of guano; however, these routine costs are unable to address the long-term repairs needed to enclose the upper tower levels in a historically appropriate manner (restoration of louvers, etc.).

Purpose:

This project is important because many of the existing historic wood and leaded-glass windows are deteriorated, unsightly, and inadequately sealed. Allowing historic windows to degrade not only compromises their inherent value, but also increases the likelihood of future stewards replacing them out of misinformation and desperation. Well-cared for, operable, and weather-sealed historic windows with complementary storms are not only beautiful and high-performing, but easy to maintain. A properly cared for historic wood window can last indefinitely, compared to modern replacements with a capped lifespan. Repairing and securing the pigeon-roosted tower improves health-concerns from guano and alleviates the burden of expensive, regular cleanings paid by the owner – costs which can instead be directed to fulfilling the organization's mission of supporting their community.

A protective canopy at the new accessible entry will improve the experience of visitors during inclement weather, and the extension of the historic fence replica into the front play yard will allow for continued, safe use by children using outdoor spaces.

This project will benefit the hundreds of people who use the Grace Baptist Church, either for the food pantry, the religious services with the Mount Sinai Hispanic Seventh Day Adventist congregation, the active daycare, and more. SHA4CD serves some of Somerville's most vulnerable populations, including low-income families and minority populations. Restoring and inspiring stewards to enthusiastically embrace and maintain their historic buildings enables organizations like these to operate in spaces that are beautiful to behold, connected to their past, and focused on their present.

Status:

The proposed project is straightforward: informed by previous assessment work, prior phases of restoration projects, and the architect's familiarity with the property through the ongoing renovation. While much of that project focuses on critical accessibility improvements, it's unable to tackle many other exterior preservation needs. Outline plans and specifications have been prepared to identify these remaining needs, and finalizing them for construction will take weeks, compared to months, using the current renovation project's documentation as a springboard.

Project Scope:

A CPA grant will be used to expediently convert outline plans and specifications into construction-ready documents for preservation work needed to improve energy efficiency through restored historic windows, repairs to deteriorated exterior masonry, construction of a protective canopy for the accessible entry, extension of a historic fence/railing for child safety, and repair/enclosure of historic tower

windows/louvers to mitigate health-concerns related to chronic pigeon roosting. CPA funds will be used to prepare the final construction documents, solicit bidding, execute the work by qualified contractors, and oversight through completion.

Cost Estimate:

Spencer Preservation Group cost estimates break work into standard CSI® Master Format® Divisions, mapped directly to contractor schedules of values. These estimates consider direct, real-world projects generated post-completion using takeoff information and the schedule of values that accompany regular contractor payment applications. Tertiary data such as contractor Overhead & Profit, and public procurement bond costs are also considered if applicable. SPG is adept at helping under-served clients phase sensitive historic projects and connecting them with preservation contractors when preparing estimates and bidding restoration work.

Funding Sources:

Given the limited scope and desire to complete the work within a year, no other grant funds are currently pooled into this targeted project. A grant from The Cummings Foundation was considered but ultimately passed on due to cash-flow and timeline concerns. If awarded, SHA4CD will likely use CPA as matching funds to pursue a modest grant from the Massachusetts Historical Commission, generally capped at \$50,000.

Anticipated Future Funding:

If the project is not funded, no work will take place. While the scope could be delayed, taking advantage of momentum generated by the prior accessibility improvement project is critical. The work will not require subsequent CPA funding over multiple years, and all work will be completed by Fall 2026, within the one-year timeframe.

Applicant Description:

The Somerville Hispanic Association for Community Development (SHA4CD) is a non-profit organization whose mission is to provide supportive services to the diverse Somerville neighborhood. They develop programs that build stronger kids, families, and communities. The organization runs out of the historic Grace Baptist Church in East Somerville, and partners with organizations such as Feeding America, The Greater Boston Food Bank, and Cradles to Crayons. For more than two decades, SHA4CD provides food assistance via a food drive, recreational and cultural programs for local children and families, a space for events to take place such as parties, etc. SHA4CD also houses the Elizabeth Peabody House daycare, and the Mount Sinai Hispanic Seventh Day Adventist congregation.

SHA4CD, with assistance from their preservation architect, Spencer Preservation Group, is currently completing a complex multi-grant, multi-scope accessibility improvement project, funded by three CPA and one ARPA grant. These projects include making the entire building accessible via a new walkway into the building, adding an elevator servicing all three floors, and creating two accessible bathrooms. The three grants were from CPA Fiscal Year 2021, 2022, and 2023, and required extensive collaboration between the architect, owners, stakeholders, contractors, and subconsultants. This work is well underway and slated to complete by end of 2025, and demonstrates the project team’s ability to plan, prepare, execute, and oversee preservation work at all stages and scales of complexity.

Project Coordination:

Project manager/preservation architect: Spencer Preservation Group
Contractor: ZVI Construction (current general contractor for renovation work) or other qualified contractor via bidding.

Has an architect, contractor, or historic preservation professional already been identified to carry out this project?

Yes

Contractor qualifications:

Spencer Preservation Group, historic preservation architects; Shawn Willett AIA would be the architect and principal-in-charge

Timeline:

Finalization of construction documents will be completed with 2 months of grant award, followed by approximately 1 month of bidding/negotiation. Construction is expected to take 6-8 months to complete. Project completion expected by end of 2026.

Project Outcome:

After completion, the most deteriorated/compromised historic windows will be restored, weathertight, operable, and equipped with historically appropriate protective storm coverings. Deteriorated masonry will be repaired, and the pigeon-roosted tower will be restored and sealed shut. The accessible entry canopy will allow for improved convenience at the new entry for users, and the extension of the historically appropriate fence will offer improved safety for children utilizing the front garden/yard. No other major restoration projects are anticipated in conjunction with this work. SHA4CD will maintain responsibility for cleaning, inspecting, and repairing the work.

What best describes the scope of this project?

Preservation or restoration of a building or structure

Will this project be subject to ADA/MAAB standards?

The building or site is accessible.

Is the property currently under a deed restriction or easement? Select all that apply: (please attach a copy of the deed restriction)

Historic Preservation Restriction

Please describe

The Somerville Historical Commission will be consulted on this project once designs are finalized. The Massachusetts Historical Commission has also held a preservation restriction on the building since 2018.

Does this project involve acquiring real property?

No

Project Feasibility:

Unlike prior and ongoing work for the complex accessibility improvement project, there are no foreseen barriers to the proposed work or special permitting needed, aside from formal historic approvals. The proposed work is targeted, straightforward, and able to be executed with no delay.

Public Access:

The Somerville Hispanic Association (SHA4CD)’s food pantry is open to the public to whomever is in need of its resources. The building is also open to the public for local programs, community events, and rentals. The preservation work being applied for in this grant will not alter the appearance of the building to the public, other than restoring historic elements back to their original state.

Attachments

Submit attachments here or email to rcameron@somervillema.gov. Please combine all required and optional attachments into a single PDF before uploading.



All Attachments - Grace Baptist Churc... .pdf

General

* Budget Form

Documentation showing how project costs were derived: e.g., 3 written quotes, professionally-prepared cost estimate, bid documents, etc.

Visual

Map of the property location showing all features pertinent to the project, including current or future rapid transit stations

* Please attach photos of the building or asset that this project would improve. Show the entire site, existing conditions of the elements that are proposed to be improved, and include any other relevant images.

Plans and Reports (if available)

Renderings, site plans, engineering plans, design and bidding plans, specifications, and any MAAB variance requests

Somerville Community Preservation Act Grant Application Budget Form

Project Name: Grace Baptist Church Window Restoration

Applicant: SHA4CD

Please list your sources of funding for this project

SOURCES OF INCOME

Source	Amount	Secured? (Yes/No)	Status of Funding Source
Massachusetts Historical Commission (MPPF)	\$50,000.00	No	Will apply
Preservation Massachusetts Matching Program	\$10,000.00	No	Will apply
TOTAL	\$60,000.00		

Please explain your project costs and explain where CPA grant funds will be used

USES / EXPENSES*

	CPA Grant Funds Budget	Non-CPA-Funded Project Costs	Total Project Costs	Section Total
Soft costs line items (design and non-construction costs)				
Study, analysis or design	\$40,000		\$40,000	
			\$0	
			\$0	
Project Management (May not exceed 15% of grant)	\$0		\$0	
Subtotal				\$40,000
Building/Construction line items				
General Requirements	\$60,000		\$60,000	
Existing Conditions	\$10,000		\$10,000	
Masonry	\$7,500		\$7,500	
Metals	\$25,000	\$10,000	\$35,000	
Woods, Plastics, Composites	\$27,000		\$27,000	
Openings	\$200,500	\$60,000	\$260,500	
General Conditions/O&P	\$69,300		\$69,300	
Subtotal				\$469,300
Other				
Contingency (15% contingency is strongly recommended for all construction projects.)				
	\$39,930		\$39,930	
Subtotal				\$39,930
TOTAL	\$479,230	\$70,000	\$549,230	

► COST ESTIMATE



SHA4CD
Historic Grace Baptist Church
 Exterior Envelope Repairs



Spencer Preservation Group
 PRESERVATION ARCHITECTS

September 08, 2025

DIV. 01 - GENERAL REQUIREMENTS		COST	REMARKS
	Access, equipment, and disposal.	\$60,000	

SUBTOTAL **\$60,000**

DIV. 02 - EXISTING CONDITIONS		COST	REMARKS
	Clean tower belfry of guano prior to restoration work.	\$10,000	

SUBTOTAL **\$10,000**

DIV. 04 - MASONRY		COST	REMARKS
	Repoint small tower chimney	\$7,500	

SUBTOTAL **\$7,500**

DIV. 05 - METALS		COST	REMARKS
	Provide historic replica fence at front yard	\$25,000	
	Provide steel caopy at accessible entrance.	\$10,000	

SUBTOTAL **\$35,000**

DIV. 06 - WOOD, PLASTICS, AND COMPOSITES				COST	REMARKS
	Restore 6 big tower louvers with birnetting			\$9,000	
	Restore 12 big tower louvers with birnetting			\$18,000	

SUBTOTAL **\$27,000**

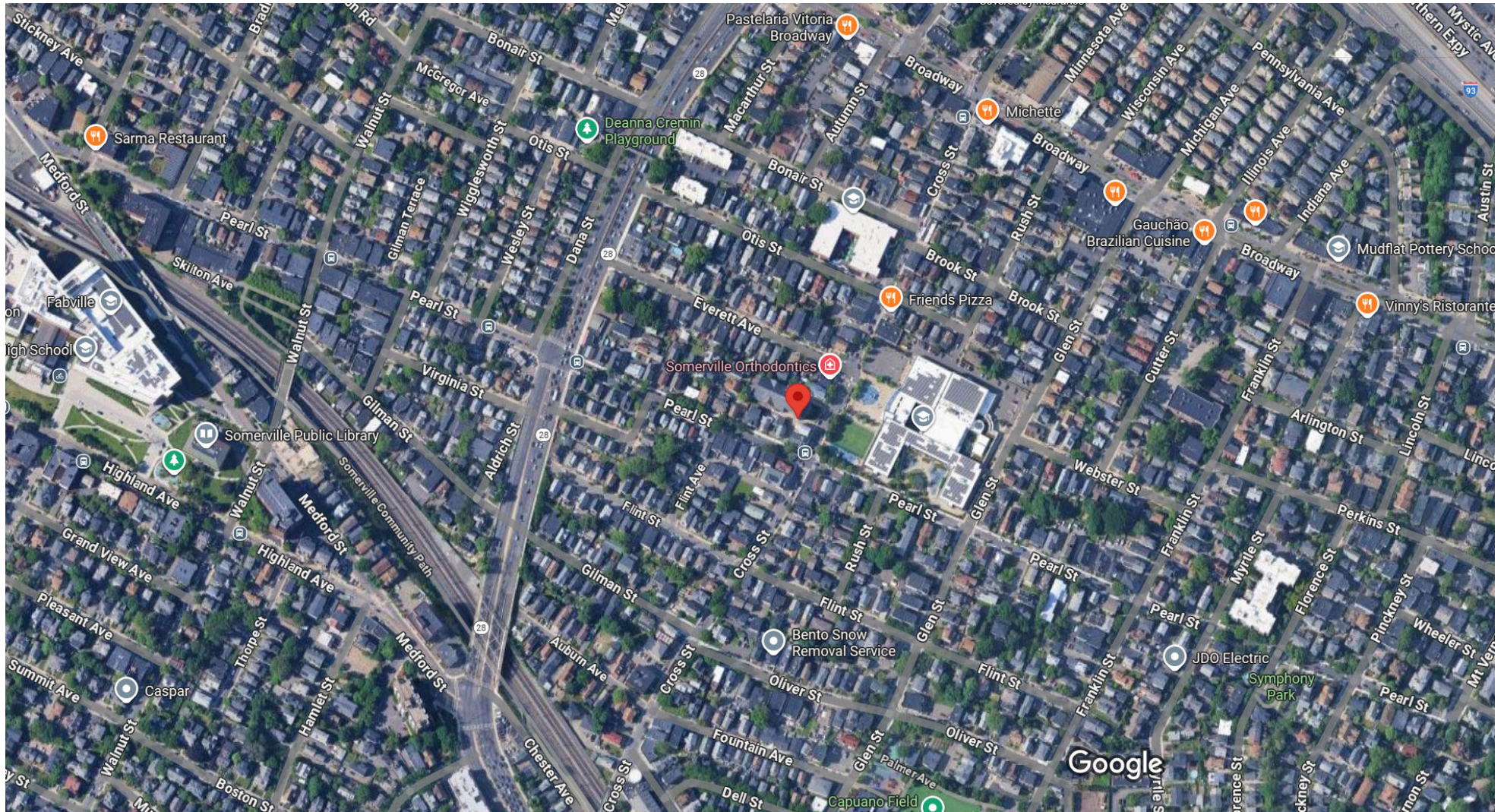
DIV. 08 - OPENINGS				COST	REMARKS
	Restore small tower windows, 2 upper with storms			\$7,000	
	Restore small tower windows, 1 main with storms			\$2,500	
	Restore nave right-hand windows, 7 main with storms			\$31,500	
	Restore nave left-hand windows, 5 main with storms			\$22,500	
	Restore front gable high window			\$2,500	
	Restore rotunda windows, 9 main			\$40,500	
	Restore rotunda windows, 7 lower			\$17,500	
	Restore big tower windows, 3 big with storms			\$18,000	
	Restore big tower windows, 6 upper with storms			\$27,000	
	Provide storm windows for restored sash.			\$31,500	

SUBTOTAL **\$200,500**

				SUBTOTAL	\$340,000
				General Conditions: @ 10% +	\$34,000
				HARD COST SUBTOTAL	\$374,000
				Overhead + Profit: @ 10% +	\$37,400
				CONSTRUCTION COST SUBTOTAL	\$411,400
				Contingency: @ 10% +	\$41,140
				Architecture/Engineering Fees: @	+ \$40,000
				PROJECT COST TOTAL	\$492,540



59 Cross St



Imagery ©2025 Airbus, Maxar Technologies, Map data ©2025 200 ft

1



2



3



4



5



Image 05: Failed non-historic storm windows cause more harm.

6



Image 06: Inappropriate storm windows obscure historic sash.

7

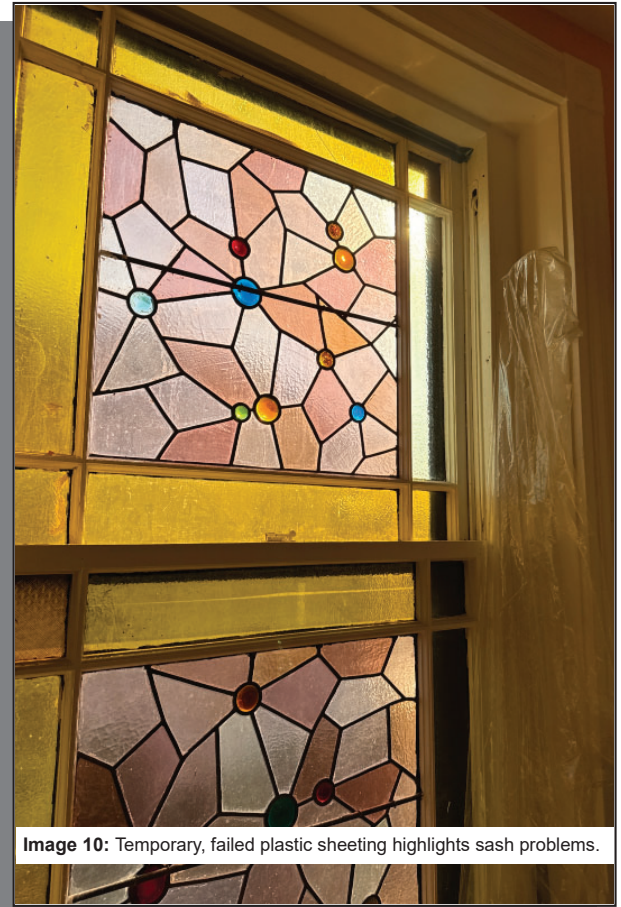
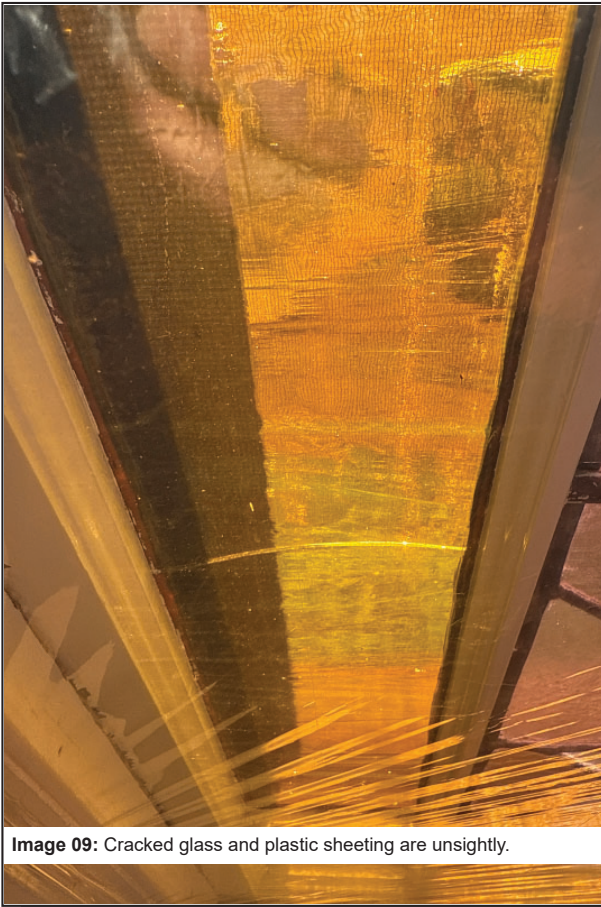


Image 07: The high gable window is in extremely poor condition.

8



Image 08: Historic windows are unsealed and inoperable.





41 Valley Road | Suite 211B
Nahant, MA 01908
(617) 227-2675

www.SpencerPreservationGroup.com

CONSULTANT:



**SOMERVILLE HISPANIC
ASSOCIATION FOR
COMMUNITY DEVELOPMENT**

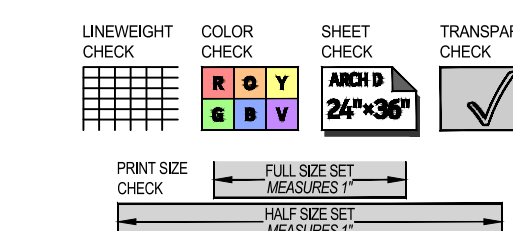
59 CROSS STREET
SOMERVILLE, MA 02145

PROJECT

GRACE BAPTIST CHURCH

59 CROSS STREET
SOMERVILLE, MA 02145

OUTPUT:



STATUS:

SEAL:

TITLE:
**EXISTING ELEVATIONS:
NORTH AND SOUTH**

SHEET:

AX-201


$$\frac{1}{8}'' = 1'-0''$$

$$\frac{1}{8}'' = 1'-0''$$


CONSULTANT:



SHA4CD

**SOMERVILLE HISPANIC
ASSOCIATION FOR
COMMUNITY DEVELOPMENT**

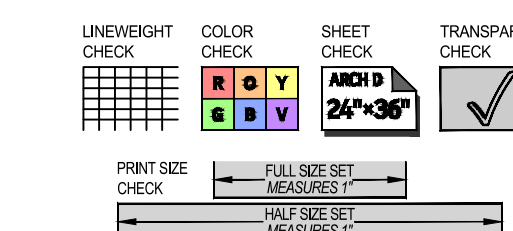
59 CROSS STREET
SOMERVILLE, MA 02145

PROJECT:

GRACE BAPTIST CHURCH

59 CROSS STREET
SOMERVILLE, MA 02145

OUTPUT:



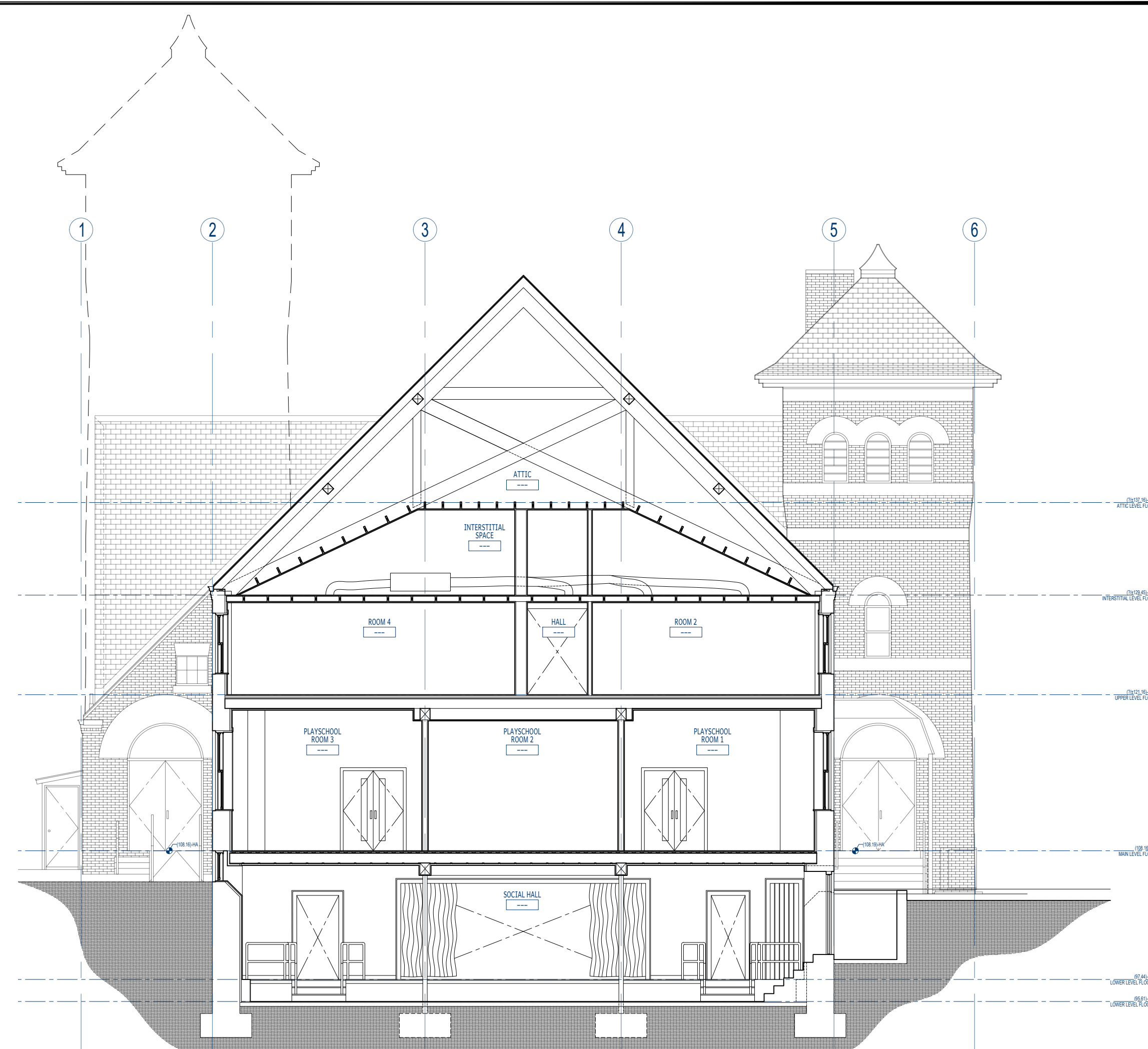
STATUS:

SEAL:

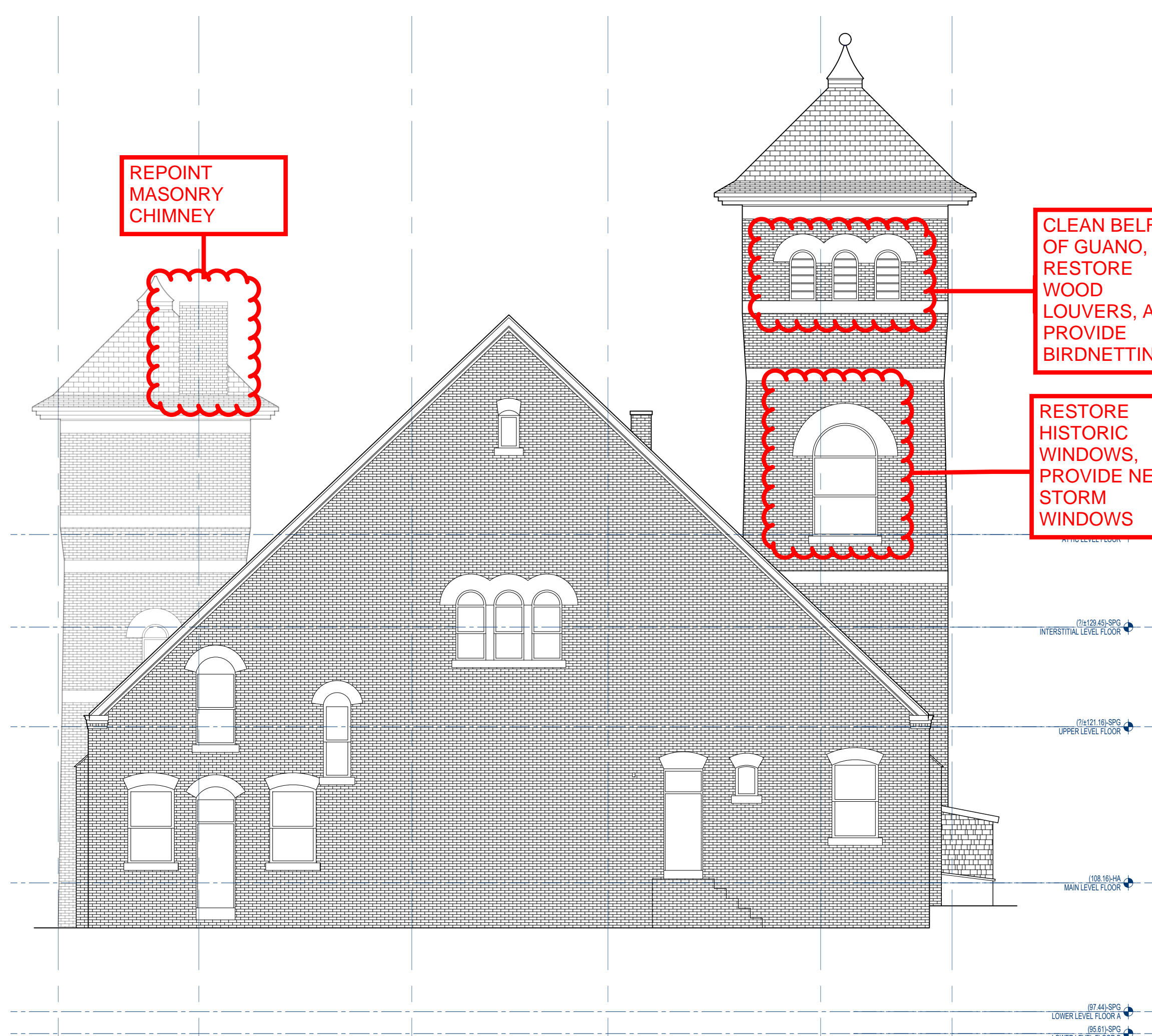
TITLE:
EXISTING ELEVATIONS:
WEST AND EAST

SHEET:

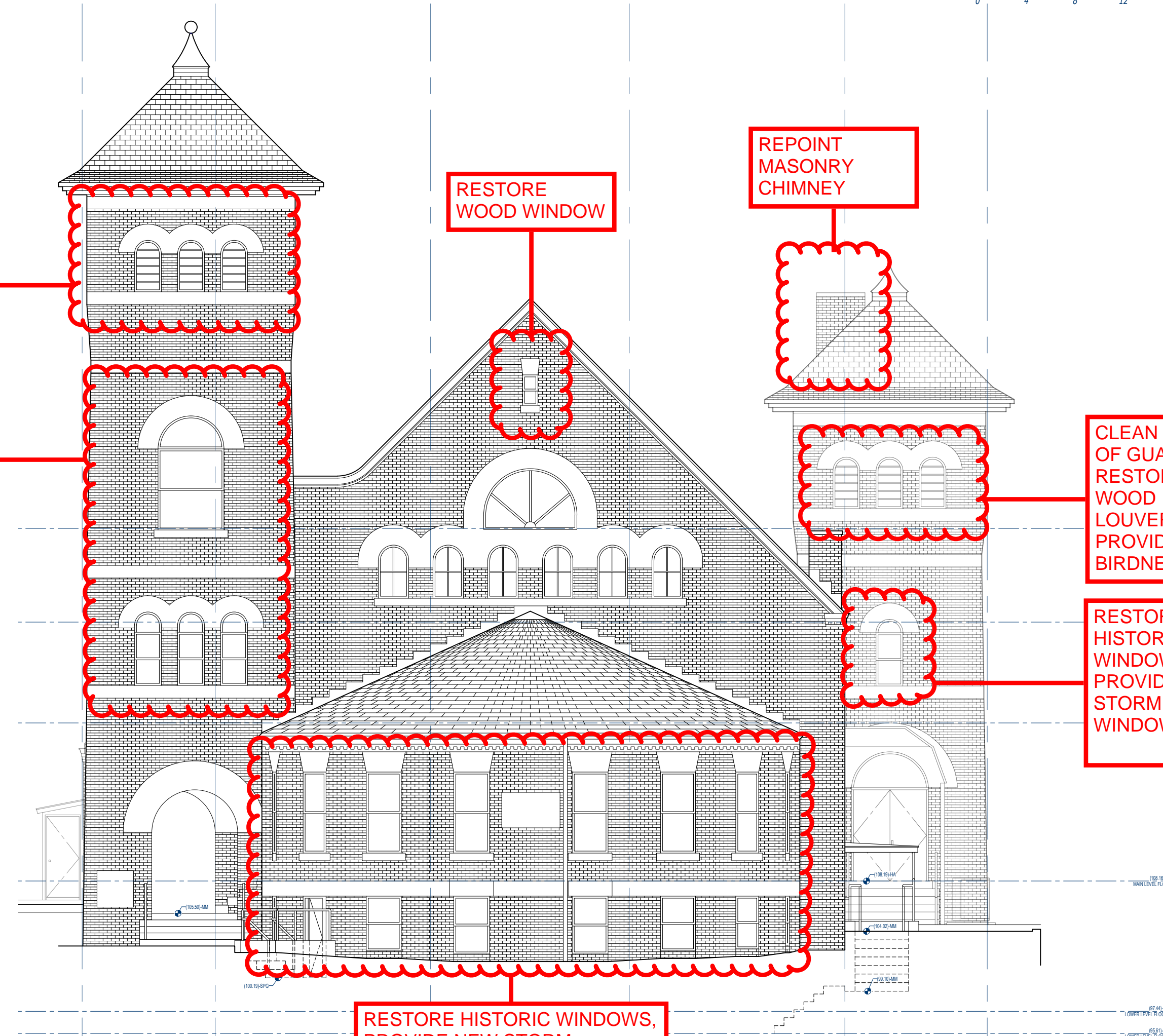
AX-202



2 EXISTING TRANSVERSE SECTION FACING WEST

$$\frac{1}{8}'' = 1'-0''$$


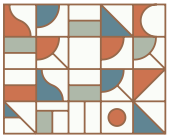
EXISTING WEST ELEVATION

$$\frac{1}{8}'' = 1'-0''$$


EXISTING EAST ELEVATION

1/11 1/10





Spencer Preservation Group

PRESERVATION ARCHITECTS

FIRM PROFILE: Spencer Preservation Group is an architectural firm dedicated to all aspects of historic preservation from National Register nominations to conditions assessments, from historic structure reports to full architectural services. Lynne Spencer, Doug Manley, and Shawn Willett lead a team of experienced preservation architects with demonstrated capabilities and expertise. We are committed to helping clients realize their needs and ambitions for projects large and small. Communication and fundraising skills are part of the many services we offer – with dedication and enthusiasm.



Our firm acts as a passionate and vocal advocate for the buildings we touch. We integrate aesthetic considerations with the cultural, historic, and functional factors that enrich and inform our projects. With our guidance, clients create vibrant settings that link past and present – and endure for generations.

Our team is distinguished by diverse individual backgrounds. We take pride in our associates' eclectic interests and breadth of skills, which strengthen our practice. Despite our specialized skills, we are truly one practice – united by a common passion for beautiful, useful spaces that have rich stories to tell.



Our Team

Principal of Preservation:	Lynne Spencer
Principal of Architecture:	Doug Manley AIA, LEED AP
Principal, Architect:	Shawn Willett AIA, CSI
Architect:	Susan Hurst RA
Architectural Designer:	Meghan Rodenhiser
Architectural Designer:	Kayla Ignatowicz
Business Manager:	Caroline Metell-Willett

Our Services

In addition to comprehensive architectural and planning services for a variety of building types, we offer investigative and feasibility studies, comprehensive restoration design, and a full array of historic preservation research and documentation services.

Architectural Design

- Programming
- New construction
- Additions and expansions
- Interior design

Historic Preservation

- Exterior & interior preservation
- Building rehabilitation
- Adaptive reuse studies
- Historic structures reports

Investigative & Planning Studies

- Conditions assessments
- Feasibility studies
- Master plans
- Universal access studies
- Regulatory analyses
- Cyclical maintenance plans

Historic Resource Documentation & Grant Writing

- National Historic Landmark nominations
- National Register nominations
- Survey forms
- Grant writing & administration

Our Awards

Massachusetts Historical Commission (MHC)

2006 Adaptive Reuse Award – Old Town Hall (*Bedford, MA*)
2013 Restoration & Rehabilitation Award – Adams Heritage Center (*Kingston, MA*)
2014 Stewardship Award – First Church in Lancaster (*Lancaster, MA*)
2017 Restoration & Rehabilitation Award – Ames Chapel (*Hingham, MA*)

Preservation Massachusetts (PM)

2011 Paul E. Tsongas Award – Wellesley College (*Wellesley, MA*)
2017 Paul E. Tsongas Award – Ames Chapel (*Hingham, MA*)
2025 Paul & Niki Tsongas Award – Scituate Light (*Scituate, MA*) and the Spire Center for Performing Arts (*Plymouth, MA*)

Boston Preservation Alliance (BPA)

2013 Preservation Award – Church of the Covenant (*Boston, MA*)
2018 Preservation Award – Ohabei Shalom Cemetery Chapel (*East Boston, MA*)

Maine Preservation

2024 Preservation Honor Award – Frances Perkins Homestead (*Newcastle, ME*)

Boston Society of Architects/Mass Architectural Access Board (BSA/MAAB)

2009 Accessible Design Award – Old Colony Historical Society (*Taunton, MA*)
2011 Accessible Design Award – North Parish Church (*North Andover, MA*)

Historic Salem

2012 Preservation Award – First Church in Salem (*Salem, MA*)

Cambridge Historical Commission

2013 Award – MIT Dept. of Facilities (*Cambridge, MA*)

Town of Hingham

2019 Preservation Award – Ames Chapel (*Hingham, MA*)

Contact

41 Valley Road, Suite 211 | Nahant, MA 01908
(617) 227-2675 | www.SpencerPreservationGroup.com



Shawn A. Willett AIA, CSI

NCARB | LEED AP BD+C | CCS | CCCA | CDT | MCPPO

Principal

Shawn Willett is a registered architect, holding certifications in contract administration and construction specifying, among others. With over 15 years of experience in construction document preparation, he leverages his professional versatility to close the gap between streamlined construction documentation and the treatment of historic properties. With a background in residential and institutional architecture, his catalog of projects has grown to include numerous buildings listed on State and Historic Registers, with experience ranging from grant-writing to contract administration.

EDUCATION

Boston Architectural College, Boston, MA
Bachelor of Architecture, cum laude

AWARDS

CSI Moll/Betts Excellence Award
John Worthington Ames Scholarship *Alt*
Bob Scagliotti Scholarship *Alt*
Preservation Massachusetts Tsongas Award
Scituate Lighthouse

EXPERIENCE

Spencer, Sullivan & Vogt Architects
Sullivan Buckingham Architects

ASSOCIATIONS

American Institute of Architects
Boston Society of Architects
Construction Specifications Institute
U.S. Green Building Council
NCARB
Institute of Classical Architecture & Art
Association for Preservation Technology

CERTIFICATIONS

NCARB Certificate
CCS, Cert. Construction Specifier
CCCA, Cert. Construction Contract Admin.
CDT, Construction Document Technologist
LEED AP BD+C
MCPPO, Mass. Cert. Public Purchasing Official

APPOINTMENTS

NCARB Architect Registration Examination
Item Development Subcommittee

LICENSES+REGISTRATIONS

Massachusetts	952733
New Hampshire	4868
Vermont	134298
Maine	5110
Connecticut	14855
Rhode Island	5357

PROJECTS

1811 Scituate Lighthouse, Scituate, MA:

Conditions assessment and restoration of iconic South Shore landmark, perhaps the oldest still-standing lighthouse and keeper's house combination in the U.S. Work included assessment of the deteriorated lantern/deck, and comprehensive restoration of the tower and replication of 1930 lantern.

First Baptist Church, Boston, MA:

Restoration and stabilization of prominent stone masonry tower at 1872 H.H. Richardson church, including structural reinforcement of deteriorate wood framing, rainwater management improvements, and interior repointing.

All Souls Church, Braintree, MA:

Master plan and conditions assessment of 1904 English Revival church, leading to grant-funded work to repoint exterior masonry, chimney reconstruction, and leaded window restoration.

First Congregational Church, Natick, MA:

Conditions assessment of brick masonry tower in 1876 Gothic Revival church, leading to slate roof replacement, copperwork repair, brick repointing with wall cavity reinforcement, and repair/reinforcement of iron grille support system in belfry.

First Church in Jamaica Plain, Jamaica Plain, MA:

Comprehensive conditions assessment and master plan report for 1854 English Gothic Revival church, leading to structural stabilization of deteriorated tower masonry walls, reconstituting the washed-out collar joints with proprietary, innovated grout-injection system with no adverse visual effects.

John F. Kennedy Family Service Center, Charlestown, MA:

Conditions assessment and comprehensive slate roof replacement at 1894 Italianate school building, now serving as a family center. Work included slate roof and flashing replacement, copper gutter recreation, and wood repair/repainting.

Old West Church, Boston, MA:

Conditions assessment and multi-phased restoration of exterior facade and cupola of 1806 Federal style church, including wood restoration, terne-metal cornice repair, brick repointing, and monumental window restoration.

Newburyport High School, Newburyport, MA:

Conditions assessment and multi-phased restoration of historic woodwork and cupola at 1937 Colonial Revival school building, including stabilization of deteriorated structural framing, woodwork restoration, copper roofing and dome replacement, and restoration of gilded weathervane.



Spencer Preservation Group

PRESERVATION ARCHITECTS

Monte Sinai Hispanic Seventh day Adventist Church



September 16, 2025

Roberta Cameron
Community Preservation Act Manager
93 Highland Avenue
Somerville, MA 02143

Dear Roberta and Community Preservation Committee Members,

We are writing to express our enthusiastic support for the Somerville Hispanic Association for Community Development's (SHA4CD) grant application to the Community Preservation Committee. The ongoing restoration work to the building is important to many in our East Somerville community and will greatly benefit our organization and members.

This project is a great blessing of our Church Community here in Somerville. Within our congregation we have the elderly who had struggled in the past to full access to the building, and with this project we can gladly say it won't be a problem. We can now all worship freely by providing full access to all physically disabled and as mentioned our elderly community in our facility. Once again, we the Church, are grateful to the contributions the city has put.

The work described in the grant application to restore windows, repoint more masonry and close up the towers to prevent the pigeons from nesting there are all important steps to keep the building operable, energy-efficient, and most importantly, safe. We have witnessed some of the work that has been taking place to add an elevator, accessible bathrooms, and an accessible entrance and are enthusiastic about what could come next to continue restoring the building.

We hope to have a home here at 59 Cross Street for many more years and appreciate your consideration for SHA4CD's application.

Sincerely,


Sarae Vargas
Church Secretary

September 16, 2025

Roberta Cameron
Community Preservation Act Manager
93 Highland Avenue
Somerville, MA 02143

Dear Roberta and Community Preservation Committee Members,

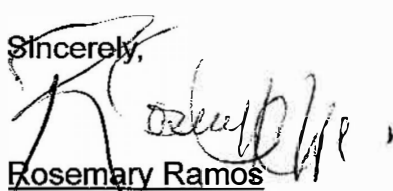
We are writing to express our enthusiastic support for the Somerville Hispanic Association for Community Development's (SHA4CD) grant application to the Community Preservation Committee. The ongoing restoration work to the building is important to many in our East Somerville community and will greatly benefit our organization and members.

This project is very significant for our food pantry, "Food4All." There were too many stairs, which posed a real danger to our clients. The work will now be faster and easier because there will be fewer obstacles and, therefore, more safety for the community. A huge thank you from me as the food pantry director.

We are excited about the future work to restore windows, repoint masonry and seal the towers to prevent pigeons from entering. These improvements will allow us to continue serving food and meals to residents who need it. The ongoing work taking place has been efficient and necessary and we hope CPA can continue funding SHA4CD to keep the repairs to the building going.

We hope to continue serving the community here for many more years to come and appreciate your consideration for SHA4CD's application.

Sincerely,



Rosemary Ramos
Food 4 All Director