

# PROJECT STATUS REPORT

## for the Community Preservation Committee

Project Name: Preservation/Conservation of Historic Town Project Number: 10-FY24

Date: March 14, 2024  Interim Status Report  Final Status Report\*

**1. What percentage of the project has been completed? 100%**

**2. Describe work completed to date:**

The Historic Town Plans associated with this project were transported by the Municipal Archivist to the Northeast Document Conservation Center (NEDCC) on August 29, 2023 for treatment and imaging. The plans were retrieved, along with the digital versions, on December 22, 2023. The Municipal Archivist reviewed the plans and returned the original documents to the Town Archives Vault at the Concord Free Public Library. The images were also reviewed and posted to the Town of Concord Archives Digital Repository.

**3. What key project milestones have been reached?**

The historic plans were cleaned, repaired, imaged, and re-housed.

**4. Expenditure Report:**

a. **What is the date your project began or will begin spending CPC funds? December 2023**

b. **Attach a detailed Expenditure Report.**

c. **In a brief narrative, account for the amount of CPC funds expended to date:** The vendor invoiced for the entire project amount upon the completion of their efforts in December 2023. The Town paid the invoice shortly thereafter upon inspection of the returned items and digital images.

**5. Describe remaining work and projected timeline:**

This project is completed.

**6. Describe your outreach efforts.**

Images from this project were shared via the [February 2024 Weekly Operations Report](#). In addition, the images are publicly available on the Town of Concord Archives Digital Repository:

[About Town Plans \(1907-1910\) collection - Portal App \(preservica.com\)](#)

[About Public Works Commission collection - Portal App \(preservica.com\)](#)

**7. What is the expected project completion date? January 2024**

Name of person who completed this form: Nathanial Smith Date: 3/14/2024

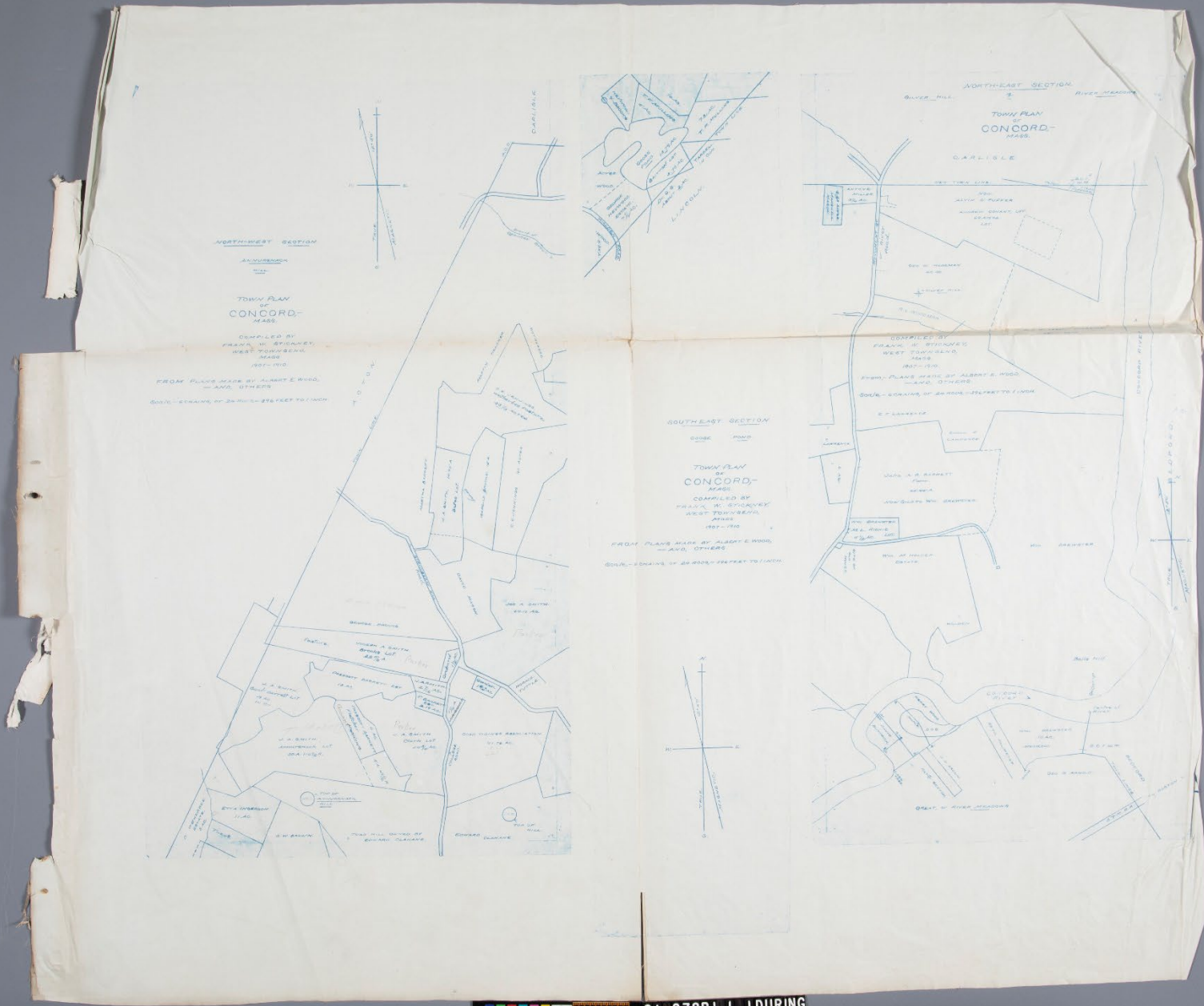
Contact Information /Email Address: nsmith@concordma.gov

\*For Final Status Reports, please include representative Before, During and After Photographs of your project, if applicable.





Stickney Plan – During Treatment



Stickney Plan – After Treatment

