HISTORIC PROPERTIES SURVEY MANUAL

Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts

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This publication

has been financed in part with federal funds from the National Park Service, U. S. Department of the Interior, under the provisions of the National Historic Preservation Act of 1966, as amended. However, the contents and opinions do not necessarily reflect the view or policies of the Department of the Interior.

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A portion of a historic resource survey base map. Town of Marshfield and Marshfield Historical Commission, Christine S. Beard Associates, consultant. The survey was financed in part with federal funds from the National Park Service, U. S. Department of the Interior, through the Massachusetts Historical Commission, Secretary of the Commonwealth William Francis Galvin, Chairman, under the provisions of the National Historic Preservation Act of 1966, as amended. The above equal opportunity statement also applies.
ACKNOWLEDGEMENTS

Many individuals have contributed to the evolution of this revised and expanded edition of the Massachusetts Historical Commission Historic Properties Survey Manual. The new, detailed instructions for completing prehistoric and historic archaeological site forms were prepared by Leonard Loparto, James Bradley, and Brona Simon. Claire Dempsey, Anne McCarthy Forbes, Edward W. Gordon, Minxie Fannin, Candace Jenkins, Monique Lehner, and Gretchen Schuler provided insightful comments on earlier drafts, and tested new instructions and formats by completing sample forms. Sample forms and other materials included in this edition also were prepared by Christine Scott Beard, Kim Withers Brengle of Northfields Preservation Associates, and Peter Stott. Massachusetts Historical Commission staff, particularly the staff of the Preservation Planning Division, reviewed numerous manuscripts, and made many helpful suggestions for improvements. Anne Tait prepared the first draft versions of this edition, and wrote, revised, and collaborated on many subsequent sections. She also designed the revised format of the historic properties forms. Since joining the staff of the Massachusetts Historical Commission, Kathleen Kelly Broomer has taken on the burden of all final editing, revisions, additions, and preparation of the Manual for publication. Shirley Southworth, Tom Blazej, and Josephine Fatta at Graphic Communications, Office of the Secretary of the Commonwealth, provided valuable technical assistance in generating the Manual and inventory forms.

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CHAPTER I

Planning for the Identification of Historic Properties

A. INTRODUCTION

The purpose of the Historic Properties Survey Manual is to provide guidance to local historical commissions, public agencies, planners, consultants, researchers, and all others who generate or use inventory information on historic properties and sites in Massachusetts. This manual indicates the important role of the historic properties inventory in local and statewide preservation planning efforts, suggests the manner in which local historic property surveys may be organized and executed, and outlines requirements for the completion of inventory forms and other related survey products submitted to the Massachusetts Historical Commission (MHC). The primary focus of the manual is on the organization and completion of comprehensive, communitywide surveys. The identification of local historic resources should be a basic planning activity in all Massachusetts cities and towns.

The legal means of protecting historic properties and sites at the federal, state, and local levels have become more sophisticated over the years. With these changes, the standards for documentation have also become more exacting. The level of information often considered sufficient in the past may not be adequate to meet today's preservation planning needs.

Inventories that meet the guidelines set forth in this manual, when submitted to the MHC, are incorporated into the Inventory of Historic and Archaeological Assets of the Commonwealth of Massachusetts, maintained by the Commission in its offices at the Massachusetts Archives Building, 220 Morrissey Boulevard, Boston. They are also incorporated into the State Historic Preservation Plan, and are entered into the Massachusetts Cultural Resource Information System (MACRIS), MHC's automated database. While the overall orientation of the manual is toward communitywide surveys, it also provides standards for all inventory information submitted to the MHC. This includes thematic, multi-town, neighborhood, project-specific, or individual property surveys.

MHC's inventory forms, and the guidelines for their completion, have evolved over the years in response to changing documentation needs. New or updated surveys completed according to the guidelines set forth in this manual will provide the best level of information to support effective preservation planning efforts.
B. INVENTORY AS A BASIC PRESERVATION PLANNING TOOL

The first step in any effort to protect historic properties and sites is to identify the resources. A well-organized and clearly presented inventory is the fundamental tool that may be used to argue for the importance of the historic resources of a community. The inventory of historic resources is the primary product of a comprehensive survey. The terms "survey" and "inventory" are often used interchangeably. In this Manual "survey" refers to the process of gathering information, while the "inventory" is the product of this research.

The completed inventory also provides an important historical record of community resources. Beyond its value as a planning tool, the compilation of descriptive and documentary materials represents a valuable body of research that should be readily available for use by researchers, writers, historians, students, property owners, realtors, and preservationists among others. Through its use, the inventory should help to raise public appreciation and understanding of local historic properties and sites.

The inventory should form the basis for actions that the local historical commission and other local planning groups undertake. It should be a means to alert local government officials that historic properties are a legitimate area of concern. The inventory may also provide the groundwork for the development of a Preservation Plan for the community. If no Preservation Plan has been developed, the findings of the inventory should still be incorporated into the community's Master Plan. Information on the location and nature of historic resources (particularly in the form of a street address master list and map) should be provided to the local planning board, zoning board, conservation commission, and other municipal agencies so that these properties and sites may be considered early in the process in all community planning decisions.

The inventory also forms the basis for all the efforts of the Massachusetts Historical Commission as the State Historic Preservation Office to protect historic and archaeological properties and sites. The MHC regularly reviews the possible impacts on historic properties and sites that may result from projects involving state or federal licenses, funds, or permits. Properties not in the statewide inventory may not receive the full protection afforded them under state and federal law.

A completed inventory forms the basis for all local, state, and federal designations of historic properties and sites based on historical or archaeological significance. For example, the inventory is used by the MHC staff to evaluate the eligibility of individual properties and districts for listing on the National Register of Historic Places. In most cases, recommendations for National Register listing can only be made, and significance can only be fully determined, in the context of a comprehensive inventory of a community's historic resources.
The inventory also forms the basis for local protective mechanisms, such as demolition delay ordinances or local historic districts. For example, for local historic districts established under Chapter 40C of the Massachusetts General Laws, inventory forms must be completed for all properties within the proposed district as part of the Preliminary Report prepared by the local district study committee. Inventory forms then serve as the reference file for the administration of the local district by the local historic district commission.

Inventory forms, original photographs, and maps are all public documents and should be kept in a secure file in a city or town hall or other municipal office. Copies of the inventory should also be available for public use in the local library or other readily accessible place. Negatives for photographs should be indexed and archived in the town vault, record center, or other secure location.

C. WHAT ARE HISTORIC RESOURCES?

Historic resources include all the tangible, surviving properties and sites that resulted from the activities of all the people who lived and worked in the community in the past. They include buildings, structures, objects, archaeological sites, areas, burial grounds, and parks and other landscapes. Each period in the history of a community produced some characteristic buildings, structures, and other features. Those that survive today represent the historic resources of a city or town. Further discussion of these categories of historic resources is located in Chapter IV of this Manual.

Historic resources are not limited to the earliest surviving buildings in a community, to properties associated with prominent individuals or groups, or to properties that reflect unusual or outstanding design and construction. The typical buildings, structures, and sites associated with ordinary residents, businesses, or institutions all comprise the historic assets of a city or town. Following National Park Service guidelines, the MHC generally defines as historic those resources fifty years or older, although resources of more recent date may also have historical importance. Visible as part of today's landscape, historic resources form an important part of the physical fabric that makes up community character. As artifacts, historic resources also represent an important means of understanding the past. Full consideration of historic resources in planning efforts is most effectively undertaken when these resources are identified as part of a comprehensive, communitywide survey.

D. WHAT IS A COMPREHENSIVE SURVEY?

A comprehensive, communitywide local survey locates and describes the existing historic resources of a community. It also establishes a framework for
evaluating the resources in terms of their local historic context, i.e., the events and patterns of history of which these resources are a part. To be comprehensive, the survey should consider all categories of surviving historic resources. The survey should be geographically comprehensive, considering the resources that survive in all areas of the community. Finally, it should consider surviving resources from all time periods.

Constraints of time and budget often limit the number of historic resources included, even in a "comprehensive" survey project. It is therefore important that specific survey projects be undertaken in the context of an overall, long-term plan developed by the local historical commission for historic resource identification. This plan should look at all the known historic resources in the community, and establish priorities and goals for present and future survey efforts.

A comprehensive survey results in a number of standard products. These include the following:

COMPLETED INVENTORY FORMS

A BASE MAP OF THE SURVEY AREA SHOWING PROPERTY LOCATIONS

A SURVEY REPORT THAT INCLUDES

* A METHODOLOGY STATEMENT
* A NARRATIVE HISTORIC OVERVIEW
* A STREET INDEX OF SURVEYED PROPERTIES
* NATIONAL REGISTER RECOMMENDATIONS
* FURTHER STUDY RECOMMENDATIONS
* A BIBLIOGRAPHY

The Manual includes guidelines for completing these standard products. See Chapter IV, MHC Requirements for Completing Inventory Forms, and Chapter V, MHC Requirements for Other Products of a Comprehensive Survey for specific instructions.

E. DEVELOPING A SURVEY PLAN - PRIORITIES AND GOALS

Generating, maintaining, and updating an inventory of local historic properties and sites should be an ongoing activity of local historical commissions. The local historical commission should regularly assess its existing inventory and consider whether or not the inventory meets the present and anticipated future needs of the community. Based on these needs, the commission can then develop a set of priorities for future survey work. These might be incorporated into the local
Preservation Plan, if the commission has prepared such a document. If not, they may be written into the commission's meeting records or into its annual report. The local historical commission should then weigh the importance of survey relative to other activities that the commission undertakes.

When they were first established, many local historical commissions undertook survey projects as one of their initial efforts. These surveys often focused on very specific areas (such as the historic town center), or on a specific period and type of resource (such as residences built before 1830). As community needs and historic preservation issues have changed, earlier inventories have been expanded and updated to include other neighborhoods and other types of resources. For example, a city that does not have inventory for all its historic commercial properties may find that a survey of these would support downtown revitalization efforts. A town that did not initially include early twentieth-century residential neighborhoods in its inventory may find that buildings in these areas are increasingly appreciated for their historic character.

Inventory updates may include amendments to existing inventory forms, the completion of new inventory forms, or both. For example, a rural town that previously surveyed its historic houses might now wish to include its barns and agricultural landscapes. In this case, it might be appropriate to complete building forms for some barns, area forms for some farmstead complexes that include a number of different historic resources, and landscape forms for surviving historic fields.

It is important that the commission have both long-range and short-range goals for the historic properties inventory. Dividing the community into areas (neighborhoods, wards, precincts, or existing local planning areas), and setting priorities and goals for each area is a useful way to proceed. The survey plan should take into consideration both the types of historic resources present in the community and local planning needs. For example, while a long-range goal might be the survey of all historic residential neighborhoods in the community, an immediate priority might be a neighborhood where residents are pursuing the establishment of a local historic district.

At the same time, the commission may wish to set certain communitywide priorities, such as the survey of all municipally owned historic properties, or all properties potentially affected by projects involving public funds, permits, or licenses. Communitywide priorities might also recognize periods in the community's history that were of particular importance. While resources from all periods should receive attention, older historic resources are usually rarer survivals, and are often more vulnerable to loss. These might also be a priority for survey.

Local historical commissions should contact the MHC survey staff for
assistance in developing overall survey plans.

F. DEVELOPING SURVEY PROJECTS

Once a local historical commission has set priorities and goals (and possibly developed an initial list of historic properties and sites), it should consider what survey projects to undertake. In planning possible survey projects, the commission should take into account available funds, the expertise of the commission members or volunteers, and the time that volunteers can devote to the project.

Several options are possible. The commission may undertake a project with its own members or with local volunteers. Alternatively, it may contract with a professional consultant to complete the survey project. The commission may also undertake a project that combines volunteer time with the work of a paid consultant. Communities using any of these approaches have successfully completed high-quality, comprehensive surveys.

Because of the central importance of survey as a planning tool, MHC recommends that local historical commissions consider working with a professional consultant on survey projects when possible. A historic preservation consultant experienced with current survey methods can provide valuable assistance to the community. Even when funds are not available to support a full-fledged professional survey, a consultant may be helpful in setting up a survey methodology, identifying surviving resources, or evaluating the resources that are surveyed.

In recognition of the importance of inventory as a planning tool, MHC makes available (through its Survey and Planning Grants program) matching funds for local survey projects. Grants are awarded annually on a competitive basis. Contact the Grants Director or the survey staff of the MHC for further information.

MHC staff also provides technical assistance to local historical commissions and other planning organizations undertaking survey projects. The survey staff advises groups on the organization and implementation of a survey, evaluates new or existing inventory information, and provides guidance to those wishing to hire professional consultants.

G. FURTHER READING


CHAPTER II

Getting Started - Organizing the Project

A. SETTING SURVEY GOALS

An important first step in any survey is the development of a clear statement of the focus, objectives, and goals of the project. Is the goal to produce a comprehensive, communitywide inventory? Will the survey focus on a particular period, historical theme, neighborhood, or type of resource? Will the survey meet specific anticipated planning needs? The overall goals of the survey should be clearly articulated at the outset of the project.

B. ESTABLISHING THE SCOPE OF THE PROJECT

Once overall project goals have been identified, those undertaking surveys should establish a work plan for completing the project. A written work plan provides a means of evaluating the progress of the project once it has begun. The plan should identify the major project tasks, the order in which they will be accomplished, and the products to be created. The work plan will set a schedule for completion of each task and product, as well as the project as a whole.

Professional consultants proposing or undertaking contracted, comprehensive survey projects should follow a detailed scope-of-work that presents the organization and timing of specific tasks and defines project products. Local commissions and planning offices soliciting proposals for survey should also provide prospective consultants with a detailed scope, or refer to MHC's standardized Scope-of-Work, which MHC provides to groups working with a professional on a survey project (see Appendix A).

C. DEVELOPING A METHODOLOGY

The foundation for any survey project, whether undertaken by volunteers or professionals, is a well-developed, carefully articulated methodology. The methodology should be recorded formally at the outset of the survey, but may be revised or amended as necessary during the course of the project. It refers to the set goals and scope of the survey project. The methodology should identify and evaluate all previous research, both published and unpublished, that has been undertaken on local historic resources. It also identifies the documentary sources that will be employed, including available historic maps, plans, views, and atlases; local historical and genealogical publications and collections; building records; or other
materials. The methodology includes discussion of the specific criteria or procedures developed during the project for the selection, description, or documentation of properties included in the survey. The methodology describes any divisions of the community into sub-areas for the purpose of the survey. The methodology should also discuss the format for any specially designed field recording forms used in the survey.

D. IDENTIFYING PREVIOUS RESEARCH

No survey effort should be undertaken without a full assessment of all available existing secondary sources that relate to historic properties and sites in the survey area. These include the following types of existing documentation:

1. Previous Surveys -

Researchers should check all field and archival historic properties surveys that have been undertaken in the survey area. All survey information submitted to the MHC on MHC inventory forms and completed to MHC standards is filed in the Inventory of Historic and Archaeological Assets of the Commonwealth of Massachusetts, maintained at the MHC. Since MHC receives inventory information from a variety of sources, these files may contain information not included in local historical commission files. At the same time, the files of the local historical commission should be checked for information not submitted to the MHC. The MHC also maintains files on sites and properties listed in the National Register of Historic Places, including nominations and background documentation. Researchers also should consult the Bibliography of Archaeological Survey and Mitigation Reports: Massachusetts (available at MHC). This document contains abstracts of the extensive literature generated by archaeological consultants, which often includes research on historic properties and sites. The Bibliography is indexed by community.

2. MHC Reconnaissance Survey -

From 1980 to 1986, the MHC undertook reconnaissance-level surveys of most of the 351 cities and towns in Massachusetts. The aim of this effort was the development of a uniform level of historical, geographical, and architectural information so that there would be consistent context for the identification, evaluation, and management of historic and archaeological resources in the state. For the purposes of this survey, the state was divided into eight broad regional study units. Please note that the reconnaissance survey is not yet complete for all cities and towns in the state.

Researchers should check the three main products of the reconnaissance
survey, where they have been completed: the Town Reports, Town Map Overlays, and Regional Reports for each study unit. The Town Reports provide an overview of the general pattern of development of each Massachusetts community. The overview is organized according to standardized historic periods for which thematic topics are discussed to establish the context of historic properties and sites. These reports are based on a rapid field survey and review of readily available, published historical sources by members of an interdisciplinary MHC survey team. Town Map Overlays illustrate transportation, settlement, and mill site locations for each historical period developed in the Town Reports. The Regional Reports provide a regional context for information developed in the Town Reports, and identify important historical themes for each region. The historic context themes, research questions, and protection priorities outlined in the town and regional reports should be carefully consulted by all those undertaking historic property and site surveys. All materials are available for consultation at the MHC office.

3. Published and Unpublished Local Historical Research -

Published local and county histories represent an important body of compiled information on events, individuals, businesses, industries, organizations, and a variety of other historical topics. They often include biographical or genealogical essays. In addition they are often an important source of historical illustrations, photographs, or descriptions of historic properties. Researchers should, however, read these sources with a critical eye for possible biases or omissions. Unpublished local collections and files may include house histories, compiled deed histories, genealogical studies, and other manuscript research. Both published and unpublished local materials should be located and assessed for their likely value to the survey project being undertaken.

4. Scholarly Research -

University and regional research libraries with collections on Massachusetts history are good sources for books, monographs, and journals that may not be available in local library collections. Many professional and avocational historical organizations have active Massachusetts or New England chapters, which publish newsletters, hold conferences, schedule field visits, and promote new research related to historic properties and sites in Massachusetts. An awareness of the current understanding of the social, cultural, and economic histories of communities in Massachusetts may help the researcher identify the ways in which specific historic properties and sites can help to answer important questions about the past. Appendix D lists some of the numerous organizations that promote the understanding and protection of specific categories of historic resources. It also lists several libraries with collections particularly useful for those undertaking research on historic properties and sites.
E. IDENTIFYING DOCUMENTARY SOURCES

A key component of any survey effort is the use of available documentary materials relating to the inventoried properties and sites. The selection, organization, and use of often scattered published and unpublished records and other archival materials can be a formidable task for amateur and professional researcher alike. The availability of historical documentation can vary considerably depending on the location, type, and age of a particular property or site. Sources may differ significantly from community to community. The following guidelines on both the types of information available and the most useful organization of that information should provide for consistent use of documentation in surveys. Keep in mind that the primary uses of records related to properties and sites are to establish:

1. a history of the property or site as a physical entity (i.e., date(s) of construction, additions or demolitions, appearance at a particular time);

2. historical associations with persons or events (i.e., the history of ownership or tenancy of a property, activities and occupations of those associated with the property, or the identification of a designer, builder, or architect); and

3. historical context (i.e., information on general patterns of local history, the neighborhood in which the property is located, or other similar local properties of this type).

Assigning an exact date of construction to a property is often far less important than establishing its use over time and the role it played in local history.

The documentary research phase of the survey should be organized early on in the project, preferably before intensive field survey is undertaken. Participants in volunteer survey efforts and groups contracting with professional consultants should not underestimate the considerable time and effort required for careful, thorough, and accurate use of documentary sources.

The selection and use of documentary sources should be carried out with a consideration of the likely yield of information relative to research time and effort expended. Local histories, historic maps and atlases, local street directories, and local building records are often good starting points to establish at least a partial history of many properties. Rarely can all properties in a survey be documented over their entire history. Remember that written sources are often skewed in their coverage of the whole of a community's history, and that some historic properties will be more difficult to document than others. Know the available local sources, use them consistently, and reference them fully on the inventory forms.
The following types of sources exist for many communities in Massachusetts. While some of these sources are readily incorporated into a research strategy, others require considerable time and effort to use. Be aware that sources for one town—particularly maps and atlases, directories, and newspapers—may have been published with those of adjacent towns; consequently, pertinent records may be filed under the county name or the name of a neighboring town.

1. Historical Maps, Atlases, and Views -

The two earliest available comprehensive, statewide Town Map Series were produced in 1794 and 1830. These two collections of maps include information on the location of topographic features, roads, public buildings, churches, bridges, and manufacturing sites. The quality of these maps varies from town to town, and in general is better on the 1830 series. In some cases, locally produced versions of the 1830 series maps include the locations of dwelling houses and the names of occupants. Complete collections of these maps are located at the Massachusetts State Archives. They are also available on microfilm, and photostats of many are on file at the MHC.

City and county maps and atlases were produced from the mid-nineteenth through the early twentieth centuries by Beers, Walling, Richards, Walker, and others. These commercial publications contain information on building location and use, with less reliable information on plan and material. They are useful for establishing a building's owner of record, and often include lists of local businesses. Prepared for at least one year for virtually all Massachusetts cities and towns, the maps represent a key historic record. These maps are available in the collections of most local libraries; many are available at the Special Collections Department of the Massachusetts State Library.

Sanborn Company fire insurance maps have been in production since the late 1860s. Large-scale base maps produced to serve the fire underwriting industry, these provide detailed information on physical plan, function, and materials of buildings in commercial, industrial, and some residential areas. However, they often do not provide the names of owners of residential buildings. These maps provide some sort of coverage for more than 100 cities and towns in Massachusetts. The Special Collections Department of the Massachusetts State Library has 10,000 sheets of Sanborn information in paper and microfilm format; microfilm versions are available in many libraries.

Bird's-eye or panoramic lithographic views were popular from the 1870s to 1900, and during this period were produced for many Massachusetts cities and towns. These depictions of the built environment often include border vignettes of
selected individual properties. The views are often available in local collections; more than one hundred are located at the Massachusetts State Library, Special Collections Department.

2. Directories -

These widely produced commercial publications appeared in a variety of forms from the early to mid-19th century to the present. They include communitywide listings of residents with names, addresses, and in many cases occupations. They also contain information on businesses and organizations. Directories generally are arranged alphabetically by surname or business name. Remember that directories list the occupant of a building, who may not have been the actual owner. House or street directories, organized by street address, are especially useful for determining an approximate construction date for a building when the name of the owner or occupant is not known. Directories may be found in most local libraries; many are collected in the Special Collections Department of the Massachusetts State Library.

3. Local Records -

In Massachusetts, many cities and towns instituted building permit procedures in the late 19th or early 20th centuries. These records are often a valuable source of information on original construction dates, specifications, plans, costs, and materials. Permits also often record the names of architects, builders, and original owners.

Where detailed building records do not exist, water department files may provide a hook-up record. Most communities in Massachusetts established municipal water systems from the late 19th century onward. These records can indicate a building construction date as well as provide the name of the property owner at the time of the hook-up. Water records are of limited usefulness, however, in establishing construction dates for buildings that pre-date the establishment of the local water system.

Local tax assessor's records may also provide detailed information on buildings and more general information on property owned by local residents. Assessor's records are not, however, a reliable source for building construction dates. Printed assessor's lists are often bound with the annual reports of the town officers.

The city or town clerk has town reports, voting lists, and vital statistics, if this information is not available in the local public library. Town reports are often a good source of information on the construction of town buildings, and are also useful for identifying which individuals served on local boards and committees. Voting lists are an alternative to street directories when the latter are not readily available. Vital statistics also may be useful in research, but remember that genealogical information
about building owners and occupants is usually less informative than an explanation of each individual's role in the historic development of the community.

4. Photographic Collections -

Historic photographs may provide important evidence on the past appearance, context, and use of properties and complexes. The collections of local and regional libraries, historical societies, and research institutions often include catalogued historic photograph archives.

5. Newspapers -

These are a valuable source of building notices, obituaries with biographical information, and business openings and closings. Where newspapers have been indexed and/or filed in a clipping file of the local library, historical society, or newspaper research library, they can prove to be an important resource. General searches through unindexed newspaper volumes are probably too time consuming for most survey projects, but if the construction date of a major building is known, a quick search may yield important information.

6. Deed and Probate Records -

The MHC does not require documentation from deed or probate records to establish a full history of ownership for properties included in local surveys. In some cases, however, title research may be the only means to establish past ownership or the dates of property transfer. Because of the time involved in undertaking deed and probate research, MHC recommends that researchers be very selective in choosing appropriate properties for which this type of documentation is to be used.

7. Federal Census Records -

The manuscript returns of the decennial federal population censuses provide detailed information on residents, their ages, and their occupations. Where these enumeration manuscripts can be linked to particular historic properties, they can provide an important source of information on past occupants, including women, children, servants, and boarders, who may otherwise be underrepresented in the documentary records. Again, however, the use of census documents should only be undertaken with an understanding of the considerable time involved in this type of research.
8. Oral Histories -

While not a written, archival documentary source, oral histories may be an important type of resource for some properties included in the survey. Local informants, particularly individuals such as town historians, local officials, and librarians, may be excellent sources of information on dates of construction, former uses or occupants of a property, family history, and a variety of other topics. While the accuracy of "local legends" related to the more distant past should be subject to independent verification, informants may provide clues, guidance, and information not readily available in the written records. Be sure to identify the informant by name and note the date of the interview on the inventory form. Remember that interviews can be very time-consuming relative to the amount of information gained.

The survey methodology should identify all archival sources that will be consulted in developing information related to historic properties and sites. The nature and extent of surviving documentary materials varies from community to community, and the degree to which existing documentation can be fully incorporated into the survey project will depend on the scope of the project.

F. FURTHER READING


Completed Regional Reports of the MHC Statewide Reconnaissance Survey:

Historic and Archaeological Resources of the Boston Area, 1982.

Historic and Archaeological Resources of Southeast Massachusetts, 1982.


Historic and Archaeological Resources of Cape Cod and the Islands, 1987.
CHAPTER III

Organizing the Field Survey

Once a review of existing research has been conducted, and an assessment of available documentary sources has been undertaken, preparation should be made for the field survey. In a comprehensive, communitywide survey project, the following steps are recommended.

A. SELECTING THE FIELD MAP

The recording of precise locations of properties is a critical component of any survey project. Therefore, those undertaking surveys should obtain and use the most accurate, current maps available to record property locations for the survey area. While commercially produced street maps may be useful in the field, they are not recommended for recording property locations. Current planning, zoning, or assessor's maps are preferred. Where no local planning, zoning, or assessor's maps are available, current United States Geological Survey topographic quadrangle sheets (1:25,000 scale) should be used. Copies of historic maps may be very helpful in the field, but property locations should be recorded on current maps that reflect present-day conditions. Contact the MHC survey staff with any questions as to whether or not a particular map is appropriate for use in a survey project.

B. ESTABLISHING SURVEY AREAS

Prior to any field survey, the community should be divided into geographically definable areas for the purpose of the survey. While the definition of these areas may be somewhat arbitrary, boundaries should take into account recognized neighborhoods, villages, districts, precincts or local planning areas, as well as the distribution of historic resources in the community. Consult historic maps and atlases to ensure that survey area boundaries reflect as accurately as possible the community's historic development patterns. The boundaries of the survey areas may be redefined or adjusted during the survey project, but it is important that the project proceed on an area-by-area basis.

C. CONDUCTING THE PRELIMINARY SURVEY

Once the maps have been organized and the survey areas of the community established, the surveyors should undertake a systematic walk or drive of each survey area to note all apparent historic resources. The most accurate preliminary surveys are those in which surveyors have noted the street address and distinguishing characteristics of each historic resource, and marked the resource's location on a field map. In the case of streets with a uniform building type (e.g., all three-deckers, all gable-front cottages, etc.), the street as a whole might be characterized, and an
address range recorded. Surveyors should also note areas or concentrations of historic resources for which area forms might be appropriate. Ideally, the product of the preliminary survey should be a listing of the number, type, and location of historic resources within each survey area. At a minimum, the type and concentration of historic resources in each survey area should be determined, with representative examples identified.

D. THE HISTORIC PROPERTIES MASTER LIST

Taken together, the area-by-area information should provide the basis for a master list of all identified historic resources in a community. Remember that the goal of the preliminary survey is to identify the type and geographic distribution of all historic resources present, including certain types of resources (e.g., parks, bridges, burial grounds, etc.) that would not be included on a building list. Determining the type and approximate number of historic resources is an important first step in the survey process. In some towns, the assessor's or real estate valuation lists include assigned construction dates for buildings, which may be used as a starting point in developing the master list prior to a preliminary survey. However, these dates should never be accepted without additional documentation.

E. CRITERIA FOR SELECTING PROPERTIES AND SITES FOR INTENSIVE SURVEY

The selection of properties and sites to be included in a comprehensive inventory project often presents a difficult problem, one that merits careful consideration in the survey process. Ideally, comprehensive surveys should document all known historic resources in a community. In some instances, as when the survey is directed at an area under consideration for local historic district designation, the choice is clear: all resources within the area, in this case, must be surveyed.

Given the constraints of time and money, comprehensive inventories often do not include all the historic resources in a community. Those undertaking a communitywide survey often find that there are far more historic resources than can be documented within the scope of a particular project. How are choices to be made? These choices may be dictated in part by the planning needs perceived by the local historical commission. These might include an interest in establishing a local historic district, or a desire to work with local businesses to restore commercial storefronts. Any special planning needs should be clearly defined at the outset of the project.

Beyond planning considerations, however, the selection of resources for survey should follow from an understanding of patterns of historical development. How do
the resources reflect the community's historical development? A comprehensive survey is not just a roster of individual properties and sites. Buildings, structures, and landscapes were not created in isolation, but are the products of larger interrelated activities. In addition to individual historic resources, the survey should identify important clusters and concentrations of related historic properties and sites. Area forms should be used to record, for example, mill villages, town centers, and historic residential neighborhoods. Inventory forms for rural areas should document not just the farm houses, but entire surviving farmsteads, including outbuildings and field patterns. Clusters of historic resources should be described both on the appropriate inventory forms and in the Narrative History prepared as part of the comprehensive survey. (See Chapter IV for a discussion of the Narrative History.)

The survey methodology should outline the procedures to be used in selecting historic resources for inclusion in the survey. It should also note the types of resources that will be specifically included in or excluded from the survey project. Will the survey include all resources built before a particular date? Will it include buildings or areas that have sustained major modern alterations? Will it include structures, objects, and archaeological sites? If the survey targets specific neighborhoods or areas of the community, the boundaries of these areas should be defined. If the survey targets specific types of resources, this should also be indicated. The period to be considered should also be defined. In general, preliminary selection criteria may include:

1. **Historical Merit** -

   Resources associated with themes or events that represent the patterns of local historical development; resources associated with persons or groups that played an identifiable role in local history; resources that reflect patterns of social, economic, or cultural history through their use(s) over time. Many important historic themes are discussed in the completed Town Reports and Regional Reports of the MHC Reconnaissance Survey.

2. **Architectural or Design Merit** -

   Resources that are representative of a period, type, or method of construction, as reflected in their design, details, materials, workmanship, plan, or form; resources associated with an identifiable architect, builder, or designer, or with a school or tradition of construction or design; resources not outstanding individually that may still contribute to an understanding of other resources of a similar type or form of construction.
3. Relationship to Neighboring Resources -

Historic resources not outstanding individually may still have importance relative to surrounding resources. A resource may contribute visually to the overall sense of historic design or feeling in an area or complex, or it may contribute to an understanding of the history of a pattern of use or association. An ensemble of related historic resources may be more significant than the individual components considered on their own.

4. Integrity -

Changes over time may affect the integrity of a historic resource. Resources that have sustained major modern alterations or additions may have suffered a loss of architectural or structural integrity. Major alterations include substantial, irreversible additions or demolitions that alter the overall massing or structural organization of the resource, or that remove a high proportion of the character-defining details of design, material, or workmanship originally present. Alterations that occurred more than 50 years ago may have acquired a significance of their own over time.

When only a limited number of resources can be surveyed, due to budget or time constraints, a balance should be sought between the selection criteria discussed above, the known planning priorities, and the goal of covering all geographic areas and historic periods of a community. The project methodology should indicate how these decisions were made.

F. THE INTENSIVE FIELD SURVEY

Field survey should only proceed after all preliminary organizational tasks have been completed. Surveyors should have consulted all previous research, and, if necessary, applied the selection criteria to resources identified in the preliminary survey. Some documentary research usually precedes field survey, but documentary and field research often proceed at the same time. Surveyors should be thoroughly familiar with the type of information to be compiled on MHC inventory forms prior to starting field survey. The MHC form provides the format for a final report on each property that is based on both field and archival research.

The goal of field survey is to provide an accurate record of historic resources in their present physical condition and context. Surveyors should also assess the physical evidence for clues as to past uses and associations of each property. Careful inspection, observation, and recording are all part of the survey process. Buildings are generally best observed and photographed in early spring or late fall.
when foliage is at a minimum and ground-level details are not obscured by snowcover.

Descriptions of resources should be based on detailed field notes taken from direct observation, and should not depend on a subsequent analysis of photographs taken while in the field. Field descriptions supply important information about a resource that may not be readily discerned from a photograph, such as the location of chimneys, the configuration of window sash, and the size and placement of additions. Please note that MHC inventory forms are not field survey recording forms. Surveyors should keep detailed field notes or use a field recording form.

The location of each resource relative to the street, neighboring buildings, or the nearest street intersection must be noted with a sketch map or on the field map. In rural areas or other sections where the resource being inventoried is located a considerable distance from the nearest street intersection, natural features should be included in the sketch map to aid in locating the resource. For buildings or complexes of interconnected buildings, field notes may include a sketch of the building plan, or a sketch map showing the relationship of the different parts of a complex to the main building.

Close inspection, examination of interiors, or measuring of exterior dimensions should be undertaken where possible. Note, however, that prior granting of owner permission is required before surveyors may step from a public way onto private property. No owner permission is required for observations made or photographs taken from a public way.

Photographs should be taken by an experienced photographer using a 35 mm camera. The use of a wide-angle lens may prove helpful in many situations. Photographs of individual, freestanding buildings should include an unobstructed front corner view (three-quarter view) that includes the front and side elevations. When not visible in this view, side or rear extensions or additions also should be photographed, if possible. Associated secondary historic buildings, structures, objects, or landscape features on an historic property also should be photographed. For areas and streetscapes, photograph general street views that clearly show the relationship of the historic resources to one another. Keep a record of film roll, frame number, and street address for any historic resources photographed. Remember that considerable costs may be involved in the photography component of the project, and be sure to budget accordingly.

G. FURTHER READING

Boucher, Jack E. Record in Detail: The Architectural Photographs of Jack E.


CHAPTER IV

MHC Requirements for Completing Inventory Forms

A. THE PURPOSE OF THE INVENTORY FORMS

The Massachusetts Historical Commission inventory form is the primary means for documenting historic and archaeological resources in the Commonwealth. The inventory forms include information on property and site location (street address, sketch map), on appearance and physical attributes (photograph and verbal description), and on available historical documentation (historic narrative and documentary source citations). The inventory form also includes an evaluation of the significance of the resource relative to other similar properties and sites in a local or statewide context.

Inventory forms are important planning documents and research tools. The accuracy and completeness of information included on the inventory form is central to its effective use. Incomplete or improperly completed inventory forms cannot be incorporated into the MHC's statewide Inventory of Historic and Archaeological Assets of the Commonwealth. Properties and sites not included in the statewide inventory may not receive the full protection afforded them under existing state and federal laws.

The Massachusetts Historical Commission has developed standard inventory forms for eight categories of historic resources. With the publication of this Manual, the MHC introduces a revised format for its inventory forms, with the exception of Form D, which remains unchanged. All inventory information submitted to the MHC should be completed on these new forms. Blank inventory forms are available upon request through the local historical commission or from the MHC:

- Form B - Building
- Form F - Structure
- Form C - Object
- Form A - Area
- Form G - Streetscape
- Form E - Burial Ground
- Form H - Park and Landscape
- Form D - Prehistoric or Historic Archaeological Site
B. FACSIMILE AND COMPUTER-GENERATED FORMS

All surveys should be completed on Massachusetts Historical Commission inventory forms. Forms must be completed with letter-quality type using a new black ribbon. Any modifications or use of special forms requires the prior approval of the MHC survey staff. MHC forms are provided on 24 lb. bond paper of 25% cotton fiber content. While not of archival quality, this paper has the minimum necessary strength and durability to hold up to active use in the inventory file. Facsimiles of MHC forms are acceptable but must be produced on bond paper (24 lb. minimum) of no less than 25% cotton fiber content.

Computer-generated forms are also acceptable. These must follow as closely as possible the spacing, format, type size, and layout of the MHC forms, and be printed in letter-quality type on bond paper (24 lb. minimum) of no less than 25% cotton fiber content. Please do not use excessively large, small, or elaborate type faces. All forms should be printed using a new black ribbon. The format and appearance of computer-generated forms must be approved by the MHC survey staff prior to their use.

C. PHOTOGRAPHS

A current photograph must be supplied with all inventory forms. Multiple photographs submitted with a single inventory form should be stapled to continuation sheets that are attached to the original form. Photographs must be black-and-white, 3"x3" or 3-1/2"x5" prints. Color prints are not acceptable. Black-and-white photographs are required because of their relatively high archival stability, and because they allow clearer photocopies. Polaroids or other instant photographs are not acceptable, due to their low stability over time, and because they do not have negatives for reproduction. Contact sheets or contact prints of 35 mm black-and-white film are not acceptable because the image is of insufficient size to illustrate the resource adequately.

Illustrations, line drawings, photographs of photographs, historic photographs, or detail photographs of building elements, such as a doorway, may not be substituted for a current photograph of the resource. These other forms of visual documentation may be submitted in addition to a current photograph. (See Chapter III for guidelines on taking photographs during the intensive field survey.)

D. SKETCH MAPS

Inventory forms must include precise and accurate sketch maps. The sketch map should allow the inventory form user to identify the location of the historic resource or site relative to existing roads, major natural features (such as rivers,
lakes, ponds, or coasts), and current neighboring buildings and structures. Sketch maps for areas or complex properties also should indicate the locational relationship of individual properties or parts of the complex to one another. The sketch map should allow the user to locate readily the property or site on the communitywide historic properties base map, as well as on other planning or street maps of the vicinity.

Generally, the sketch map must include:

1. the inventoried resource, circled with inventory number indicated;
2. outbuildings associated with the inventoried property;
3. street names, with any route numbers;
4. the nearest street intersection and/or natural feature;
5. all buildings and structures between the inventoried resource and the nearest street intersection and/or natural feature; and
6. a north arrow.

In addition, sketch maps on Area Forms should be prepared according to the following guidelines. See also sample area sketch maps below.

1. When properties within the area have been documented on separate inventory forms, these properties should be circled on the area map with the inventory number indicated (area sketch Example 1).

2. Properties not documented on separate inventory forms, but referenced in the Area Form documentation, should be referenced in the text by street address and circled on the area sketch map with the street address indicated (area sketch Example 2).

3. In areas where street numbers are not available, or when inventory numbers have not been assigned, properties shown on the area sketch map may be referenced by a simple numerical system (1, 2, 3, etc.) keyed to an Area Form Data Sheet. The Data Sheet includes the sketch map number, name of the resource, street name or other locational name, and date of construction (area sketch Example 3).

For a property with multiple historic resources, MHC encourages the use of additional sketch maps of floor plans or site plans. These additional sketch maps should be drawn on MHC inventory form continuation sheets that are stapled to the
the inventory form. Floor plans and site plans are not a substitute for the general locational sketch map required on the inventory form.

The following are acceptable means of producing sketch maps:

1. Maps may be drawn in the space provided on the inventory form using indelible black ink (do not use felt-tipped pens, which bleed into the paper over time).

2. Maps may be photocopied onto a facsimile inventory form as long as the facsimile is on 24 lb. bond paper of no less than 25% cotton fiber content.

3. Maps may be drawn or photocopied onto an MHC inventory form continuation sheet or a separate 8 1/2" x 11" bond sheet, labeled with property address, town, and resource inventory number, and stapled to the inventory form. The use of larger sketch maps may be necessary, for example, for Area Forms. Check with MHC survey staff for the most suitable format for these maps.

The use of photocopied sections of current assessor's maps or topographic maps may be acceptable, if the use of these maps meets the guidelines above. Reproductions of historic maps are not acceptable as sketch maps. Check with the MHC survey staff before proceeding with a reproduced form of sketch map. The use of glue, stick-on labels, tape, or white-out correction fluid is not acceptable because these products disintegrate over time. Color markers or pencils should not be used in sketch maps because the color does not reproduce in photocopies.

Sample sketch maps for individually inventoried properties, showing inventory numbers

EXAMPLE 1

incorrect

| PARK AVENUE |
|---|---|
| #41 |

correct

| PLEASANT AVENUE |
|---|---|
| #41 |
| PARK STREET |
| N |

28
EXAMPLE 2

incorrect

Sample sketch maps for areas

EXAMPLE 1

Area with some properties documented on separate inventory forms
EXAMPLE 2

Area with no individually inventoried properties, but with specific properties referenced in area form text.

EXAMPLE 3

Area with no street numbers or inventory numbers. Property numbers keyed to an area data sheet.
The information on the sketch maps should be transferred to the survey base map when the numbering system has been finalized.

E. INVENTORY NUMBERS

Each resource that is surveyed must be assigned a unique inventory number, and each area and streetscape should be assigned a unique identifying letter. MHC uses a consecutive numbering system. Numbers should roughly correspond to the geographic proximity of the properties, so that properties on the same street have consecutive numbers. Area forms should clearly identify which inventory numbers are included within the area. Streetscape forms should assign numbers to each building included in the streetscape. The MHC uses 800 numbers to denote burial grounds. Structures, objects, and landscapes are assigned 900 numbers. No number or letter should ever be used more than once in a city or town.

Local historical commissions or other groups undertaking surveys should never initiate a new numbering effort without consulting with MHC survey staff. In addition to the inventory numbers, spaces have been provided on the inventory forms to include assessor's map-and-lot numbers and film roll and negative numbers. These and other complex numerical indices are not compatible with the MHC numbering system, and therefore should not be used in the Form Number space.

F. INSTRUCTIONS FOR COMPLETING MHC INVENTORY FORMS

Following are step-by-step instructions for completing each category of inventory form according to MHC standards. The instructions are arranged according to resource type: first, individual resources (buildings, structures, objects); then, collections of multiple resources (areas, streetscapes); and finally, landscapes and other sites (burial grounds, parks/landscapes, and prehistoric and historic archaeological sites).

The instructions also include sample completed inventory forms. Generally, these forms were completed by professional consultants in connection with MHC Survey and Planning grant projects, or were compiled for this manual by MHC staff. The sample forms may be used as models. Note that while most sample forms include only one photograph, MHC staff recommends that inventory forms include as many photographs as necessary to document each inventoried resource adequately. For further assistance, contact MHC survey staff.
How to Complete a B Form - Buildings

Building (B) forms are the most frequently used type of inventory form. By definition, a building is a fixed, permanent structure, usually covered by a roof and enclosed by walls, created to shelter any form of human activity, and intended by nature or design to be stationary. Buildings are distinguished from other structures not designed for shelter (like bridges) and from objects (like statues).

Buildings are constructed and used for a variety of purposes. The following is a far from exhaustive list of commonly identified historic buildings:

**Residential Buildings** - e.g., single-family dwelling, multiple-family dwelling, apartment house, rowhouse, duplex, three-decker

**Agricultural Buildings** - e.g., barn, stall, greenhouse, smokehouse, other agricultural outbuildings (Agricultural complexes consisting of multiple historic resources, such as entire farmsteads, should be documented with an area form. See How to Complete an A Form.)

**Commercial Buildings** - e.g., bank, office building, theatre, restaurant, inn, tavern, hotel, warehouse, studio, store

**Transportation-related Buildings** - e.g., gas station, railroad station

**Civic and Institutional Buildings** - e.g., church, meeting house, synagogue, club, fraternity hall, school, hospital, grange, armory, town hall, city hall, school, library, fire station, police station, custom house, post office, prison

**Industrial Buildings** - e.g., factory, mill building, plant, shop (Complexes of multiple industrial buildings should be documented with an area form. See How to Complete an A Form.)

Each inventoried building is assigned a unique number. Numbers in the 800 range are reserved for burial grounds and numbers in the 900 range are reserved for structures, objects, and parks and landscapes (consult specific instructions for those forms). See Chapter IV for additional MHC requirements for inventory numbers.
Further Reading:

Recommendations for further reading include a selection of the many sources that discuss different types of historic buildings. These sources generally contain bibliographies for additional research.


FORM B (BUILDING)

ASSESSOR'S NUMBER

OPTIONAL. If you are recording the local parcel number for this building, enter it here.

USGS QUAD

Record here the name of the United States Geological Survey topographic sheet on which the building is located.

AREA(S)

If the building is located within an area for which an Area Form has been completed, indicate the Area Form letter here.

FORM NUMBER

Use only an MHC-approved inventory number in this space.

TOWN

Name of the city or town in which the building is located.

PLACE

Name of the neighborhood, village, or section of town in which the building is located.

ADDRESS

Address of the building; include street number(s).

HISTORIC NAME

Primary name historically associated with the building (often the name of the original owner or an occupant commonly associated with the building).

USES

PRESENT

Present use(s) of the building.

ORIGINAL

The use(s) for which the building was constructed.

DATE OF CONSTRUCTION

Indicate exact date of construction only if from a verifiable documentary source. Otherwise indicate an estimated date or range of dates (e.g., ca. 1840, 1875-1885, 1920s, 3rd quarter of the 18th century).

SOURCE

Indicate the documentary source of the construction date (atlas, building permit, town records, town directories, deed, or other written source). Note the title of the source and cite fully in the bibliography. Visual analysis is not an acceptable source for a date, unless a trained or professional
architectural historian is interpreting specifics of the building fabric, plan, or construction method, and no documentary sources have been located.

<table>
<thead>
<tr>
<th>STYLE/FORM</th>
<th>Note the predominant architectural style(s) and/or form visible in the design, construction, or ornament of the building. Refer to the discussion of style in Appendix C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCHITECT/BUILDER</td>
<td>Indicate the name of the architect and/or builder (if known). Never assume that the first owner was also the builder unless this is documented.</td>
</tr>
<tr>
<td>EXTERIOR MATERIAL</td>
<td>Indicate major exterior wall fabric materials. List separately materials for the FOUNDATION, WALL/TRIM, and ROOF. Use materials terms listed in Appendix B.</td>
</tr>
<tr>
<td>OUTBUILDINGS/SECONDARY STRUCTURES</td>
<td>List any dependent buildings, structures, objects, or other features, such as garages, barns, sheds, walls, etc. Note date of construction, if known. Important dependent features should be inventoried on a separate building inventory form. Consider using an area form to document properties with several important dependent features (see How to Complete an A Form.)</td>
</tr>
<tr>
<td>MAJOR ALTERATIONS</td>
<td>Note major known alterations, both historic and contemporary (with dates). Include additions, residing, &quot;restoration,&quot; or the removal, replacement or demolition of windows, entries or any other architectural features.</td>
</tr>
<tr>
<td>CONDITION</td>
<td>Assess the present condition of the building. Include any discussion of condition under ARCHITECTURAL DESCRIPTION. For this space, use the following categories:</td>
</tr>
<tr>
<td></td>
<td>Excellent - essentially original condition (note if restored)</td>
</tr>
<tr>
<td></td>
<td>Good - well-maintained with no visible deterioration</td>
</tr>
</tbody>
</table>

36
Fair - in need of maintenance or repair, weathering or visible paint failure, visible alterations, application of artificial siding
Deteriorated - visibly in need of major repair, signs of structural failure or damage, unused or abandoned
Ruin - extensive structural damage or collapse, loss of roof or walls allowing exposure to the elements, some walls or structural elements still standing.

MOVED/DATE
If the building has been relocated from its original foundation, note the date. Indicate the original location and the distance moved under HISTORICAL NARRATIVE.

ACREAGE
Indicate the exact acreage of the property on which the building is located. Properties of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller properties is helpful, but not required. For properties of greater than one acre, indicate exact acreage.

SETTING
Describe the immediate setting of the building including landscape features (vegetation, topography), walks and driveways, and setback from street. Also describe the character of the area surrounding the property, including land use and type and proximity of nearby buildings.

RECORDED BY
Name of person(s) completing the form.

ORGANIZATION
Name of organization conducting the survey.

DATE
Date (month/year) the form was completed.

Photograph: Staple a current 3-1/2"x 5" or 3"x 3" black and white photograph to the upper left side of the form. Any additional photographs should be stapled to inventory form continuation sheets labeled with the building inventory number and address. Photographs should show the main facade and profile of the building, and any outbuildings. Each should be labeled on the back with the name of the community, the street address of the property, the date the photograph was taken, and the location of the negative. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

Sketch Map: The sketch map should show the building's location in relation to the nearest cross streets and/or major natural features such as waterways. Indicate all
buildings between inventoried building and nearest intersection or feature. See Chapter IV for additional MHC requirements for sketch maps.

ARCHITECTURAL DESCRIPTION

The Architectural Description should note briefly, in narrative form, the architectural features of the building. Building descriptions are based on detailed notes taken from direct observation in the field. Field descriptions supply important information about a building that may not be readily discerned from a photograph, such as the location of chimneys, configuration of window sash, or presence of additions.

To allow for ready comparison of the features of different historic buildings, MHC has developed a set of standardized terms to describe architectural forms and details, and encourages the use of these terms in architectural descriptions. The terms listed here do not necessarily include all possible features the surveyor will find, and additions and modifications to the terminology list are made as appropriate. Contact MHC with any questions about the use of standardized terms. Please refer also to the style terms and architectural reference books listed in Appendix C for definitions of architectural terms.

The architectural description should include:

1. **Summary of Building Form**

The MHC uses the following categories to describe typical ground plan footprints: square, square with rear ell, square with side ell, rectangular, rectangular with side ell, rectangular with rear ell, polygonal, round, T-shaped, L-shaped, H-shaped, E-shaped, U-shaped, Latin cross, and Greek cross. Buildings with complex ground plans may be best illustrated with a sketch of the floor plan.

Indicate the number of stories on the main block of the building. Mansards with dormers, attics with windows, and raised basements with windows should be counted as half stories. Count the number of bays on the main facade. Bays are a unit of vertical division, that can include windows, doors, or a blank wall. To indicate building depth, count the windows on the side of the main block of the building.

This method of approximating building dimensions works best for regularly fenestrated buildings. For some irregularly fenestrated buildings, this bay-count method may not be possible. While MHC does not require the measurement of building dimensions, this information is certainly useful, and should be included on the inventory form if collected.
MHC uses the following categories to describe typical roof form and configuration: front gable, side gable, cross gable, ridge-hip, deck-hip, gable-on-hip, pyramidal hip, cross hip, front gambrel, side gambrel, cross gambrel, saltbox, shed, monitor/clerestory, flat, mansard, and false front. Count the existing chimneys and describe their location on the roof. For interior chimneys, note whether they are at the center, side walls, or rear of the main block, and placed at the ridge or on the slopes of the roof. For exterior chimneys, note their location on the facade, side, or rear elevations.

2. **Summary of Architectural Features and Trim**

Describe all notable building components (porches, towers, cupolas, projecting bay windows), and ornamental features and trim, including: roof ornaments (finials, cresting), eave ornaments (cornice, brackets, vergeboard, pendants, rafter ends), wall trim (pilasters, belt courses, buttresses, shingle patterns), windows (lights, trim surrounds), and entries (surrounds, lights, door type, hoods).

3. **Description of Other Notable Exterior and Interior Features**

When possible, describe any notable building construction components, structural systems, mechanisms or features, such as wall or roof framing or sheathing systems. If necessary, describe in greater detail the materials used for the foundation, exterior walls and trim, and roof. Use the materials terms listed in Appendix B. For buildings with public access to the interior, or where the surveyor has access to the interior, notable interior features should also be described.

4. **Secondary Buildings and Other Features**

Describe (using the organization above) all secondary buildings on the same property. Important outbuildings should be documented on separate B Forms. Describe any other secondary historic features on the property associated with the building, including objects, sites, structures, and landscape features. Important features should be documented on separate inventory forms (see specific guidelines). A complex composed of a number of important and related buildings, objects, structures, etc. should be recorded on an Area Form.

5. **Evaluation and Context**

Compare the building to others of its type and period in the community. Where possible, refer to other local examples by street address and inventory number. Do the building or its components represent a typical local architectural form? Is the building locally unusual or unique in its design and appearance? In addition, assess the overall integrity of the building's architectural fabric (making reference to historic
and modern alterations) relative to others of its type and period in the community. Is it notably well-preserved, altered, or highly altered relative to other known examples?

HISTORICAL NARRATIVE

Give a brief overview of the history of the building that describes its use, its associations with specific individuals and groups, and its relationship to local historical trends and events. Ideally, the description of use should include all known uses and activities associated with the building from the date of construction to the present, with exact or approximate dates of any use changes. Associations include those the building has with builders and/or architects, owners, tenants, groups or firms. The description should specify as closely as possible the dates of association with each individual or group. Individuals or groups should also be identified, where possible, in terms of social, economic (occupation), or cultural characteristics.

The narrative should also refer to the historical contexts developed in the Town Report that relate to the building's construction, use, and association. How does the building compare with similar buildings in the community of the same period, in terms of location and use (residential, industrial, commercial, institutional, etc.)? Was it part of a definable residential, industrial, agricultural, or commercial district or neighborhood? What role has the building (and its uses and occupants) played in local history?

BIBLIOGRAPHY and/or REFERENCES

List all primary and secondary documentary sources used. Complete references are preferred. Include page numbers when applicable. Include the location of any unpublished sources or special publications.
**FORM B - BUILDING**

**Massachusetts Historical Commission**  
**Massachusetts Archives Building**  
**220 Morrissey Boulevard**  
**Boston, MA 02125**

<table>
<thead>
<tr>
<th>Assessor's number</th>
<th>USGS Quad</th>
<th>Area(s)</th>
<th>Form Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>119</td>
</tr>
</tbody>
</table>

**Town**  
Nahant

**Place (neighborhood or village)**  

**Address**  
80 Spring Road

**Historic Name**  
J. T. Wilson House

**Uses:**  
Present  
residential

**Original**  
residential

**Date of Construction**  
1882-1883

**Source**  
J. T. Wilson Job List

**Style/Form**  
Queen Anne

**Architect/Builder**  
J. T. Wilson (builder)

**Exterior Material:**

- Foundation  
uncut stone

- Wall/Trim  
clapboard, wood shingle

- Roof  
asphalt shingle

**Outbuildings/Secondary Structures**  
none

**Major Alterations (with dates)**  

**Condition**  
good

**Moved**

- no

- yes  
Date

**Acreage**  
less than one acre

**Setting**  
residential

---

*Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.*
ARCHITECTURAL DESCRIPTION

80 Spring Road is an exceptionally fine, well-preserved example of a large Queen Anne style house, one of Nahant's best. Set on a hillside, the house rises 2 1/2 stories from a stone foundation, and has the complex massing characteristic of the style. A hip-roofed main block has projecting hipped sections to the east & south, as well as several hip shed dormers. A wraparound porch extends across the south & east elevations, with bracketed posts rising from fieldstone bases. The facade (S) is 3 bays wide, and possesses paired sash (W) at both stories, and a large, round stained glass window (1st story, center), beneath a recessed 2nd story integral porch. The porch has a spindle balustrade and bracketed posts; a similar porch exists at the east. At the center of the facade is a large chimney with panelled & corbelled brickwork. Other details include a combination of clapboards and patterned shingles, barred sash, and an "X" balustrade at the roof-top.

HISTORICAL NARRATIVE

The J.T. Wilson House was built, owned and occupied by the man who arguably had a greater impact on the appearance of Nahant than any other individual. Joseph T. Wilson (1836-1914) erected this house in 1882-1883. Born in Kittery, Maine, he was employed as a farmer, fisherman, and school teacher, and received training as a cabinetmaker in Beverly and Boston prior to settling in Nahant in 1868. Work for the Tudor family brought him to the community, where he established a construction business that year. The business was active until after 1927, continuing operation under Fred A. Wilson, his son.

Between 1868 and 1900 the company erected approximately 150 buildings, mainly houses, in Nahant. Wilson also did a considerable amount of work in Beverly Farms and Prides Crossing, establishing an office there as well. The company's projects included many of the most substantial summer houses erected in Nahant in the late 19th and early 20th century. The company also constructed modest houses for year round residents.

BIBLIOGRAPHY and/or REFERENCES

Maps and Atlases. 1884, 1896, 1914
Morgan, Mary. Unpublished research, including deeds, directories, census and other. At the Nahant Public Library.
Nahant Public Library. Photograph Collection.

Recommended for listing in the National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
HISTORICAL NARRATIVE (cont.)

Outside of Nahant, Wilson's work included the extensive estate of Henry Clay Frick, Pride's Crossing; Corinthian Yacht Club, Marblehead; Essex County Club, Manchester; numerous projects for Boston architect Arthur Little; and numerous projects at Phillips Exeter Academy.

In addition, Wilson held several local offices. He served on the School Committee (1870-1897), as a Library Trustee (1871-1897), as a Selectman and chairman for 28 years (1876-1906). Wilson also served as a local trial justice from 1876 until his death in 1914.
This building meets the criteria for individual listing on the National Register as one of Nahant's finest examples of the Queen Anne style. It possesses integrity of location, design, setting, materials and workmanship. In addition, the house possesses historical associations with a major Nahant figure, J.T. Wilson, builder, judge, and local officeholder.
FORM B - BUILDING

MASSACHUSETTS HISTORICAL COMMISSION
MASSACHUSETTS ARCHIVES BUILDING
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

Sketch Map
Draw a map showing the building's location in relation to the nearest cross streets and/or major natural features. Show all buildings between inventoried building and nearest intersection or natural feature. Label streets including route numbers, if any. Circle and number the inventoried building. Indicate north.

Recorded by Edward W. Gordon/MHC
Organizations Norwood Historical Commission

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
ARCHITECTURAL DESCRIPTION  □ see continuation sheet
Describe architectural features. Evaluate the characteristics of this building in terms of other buildings within the community.

1140 Washington Street is an interesting, unusually formal example of an early 1920s Renaissance Revival commercial/residential block in Norwood. The building's architectural formality, which is expressed in rusticated cast stone walls on the first floor, Classical window heads on the second floor, and a continuous dentil cornice, belies its relatively humble original purpose as a dry goods store and apartments. This two-story corner block has a rectangular footprint with 4 bays each on Washington Street and St. George Street, and a canted corner bay with entry facing the intersection. A secondary entry is located on the Washington Street (west) elevation. The building is formally finished in stone on 2-1/2 sides, while part of the east wall and all of the north wall are faced with yellow brick. Centered on the parapet wall is a plaque with the building's date (1921). Alterations to windows include glass block infill in the display window on St. George Street, and replacement of original sash on the second floor. The

HISTORICAL NARRATIVE  □ see continuation sheet
Discuss the history of the building. Explain its associations with local (or state) history. Include uses of the building, and the role(s) the owners/occupants played within the community.

1140 Washington Street was built in 1921 to serve the Syrian, Lithuanian, and Irish immigrant communities by the "Flats" or South End section of Norwood. This commercial/residential block is also representative of a building constructed to serve the still-new automobile consumer culture. Hundreds of one and two-story brick, concrete, and cast stone buildings were put up across New England to serve the new auto trade during the 1920s, but 1140 Washington Street is especially distinguished with its rusticated walls and Renaissance Revival elements. On February 26, 1921, the Norwood Messenger featured the following item: "Brick building at the South End -- 2 story, brick building is to be built at corner of Washington and St. George Streets at the South End." The first floor was to be occupied by stores while the upper floors would contain apartments. During the early 1920s William and Beatrice Yarmalavitch operated a dry goods business on the ground floor. The

BIBLIOGRAPHY and/or REFERENCES □ see continuation sheet
1920s and 1930s directories of Norwood, including Lothrop's Norwood, Mass., Directory (Boston: Union Publishing Co., 1924).


□ Recommended for listing in the National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
ARCHITECTURAL DESCRIPTION (continued)

main entry contains a replacement aluminum and glass system.

HISTORICAL NARRATIVE (continued)

family occupied an apartment upstairs. The 1924 directory lists Beatrice Yarmalavitch as a widow, although both husband and wife's names appear under "Dry Goods." William Yarmalavitch may have died ca. 1924. The family still owned the dry goods store in the 1930s.
FORM B - BUILDING

Massachusetts Historical Commission
Massachusetts Archives Building
220 Morrissey Boulevard
Boston, MA 02125

Form Number 16-C-17

Shirley

C, K

147

Town Shirley

Place (neighborhood or village)

Address Church Street

Historic Name Schoolhouse #8

Uses: Present vacant

Original institutional--school

Date of Construction 1848

Source Town Report

Style/Form Greek Revival

Architect/Builder

Exterior Material:

Foundation granite

Wall/Trim brick

Roof asphalt shingle

Outbuildings/Secondary Structures none

Major Alterations (with dates) repointing, porch rebuilt (recent)

Condition good

Moved no yes Date

Acreage 1.02 acres

Setting end of short, dead-end street

next to War Memorial Building

Recorded by Gretchen G. Schuler

Organization Shirley Hist. Comm./MHC

Date (month/year) Mar. 1986/edited July 1992

Sketch Map

Draw a map showing the building's location in relation to the nearest cross streets and/or major natural features. Show all buildings between inventoried building and nearest intersection or natural feature. Label streets including route numbers, if any. Circle and number the inventoried building. Indicate north.

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
BUILDING FORM

ARCHITECTURAL DESCRIPTION □ see continuation sheet
Describe architectural features. Evaluate the characteristics of this building in terms of other buildings within the community.

One of four surviving brick schoolhouses built in Shirley in the mid-1800s, this one-story, gable-end, rectangular schoolhouse is an example of a one-room school. The recessed entry porch is spanned by a large granite lintel and contains two panelled doors located on opposite sides of the entry porch. The porch was recently reconstructed. In the gabled peak there is a louvered semi-circular fan opening and brick corbelling to create a decorative cornice with dentil molding. The three window bays on each side elevation contain 6/9 sash. There is one interior chimney on the roof ridge at the rear of the building.

HISTORICAL NARRATIVE □ see continuation sheet
Discuss the history of the building. Explain its associations with local (or state) history. Include uses of the building, and the role(s) the owners/occupants played within the community.

This representative, one-room schoolhouse was built in 1848 in response to the division of School District #3. In 1843 there were six districts in town with the Shaker community forming a seventh. The town assumed responsibility for the schoolhouses, and a small commission for each district was formed. Increased opportunities for employment at local industrial sites and the advent of the railroad which was functioning by 1847 contributed to a population increase. In 1848 it was necessary to divide District #3 with the Catacoonaug Creek as a boundary line. Those living north of the brook attended the newly constructed brick Schoolhouse #8.

In 1895 the schoolhouse was expanded with the addition of coatrooms and storage facilities. Later, toilet facilities were added. During the late 1800s and early 1900s, Lura White taught at Schoolhouse #8. In 1937 the brick schoolhouses of District #3 and District #8 were vacated and the students transferred to a new school on Lancaster Road (1937, MHC #203). Ms. White became

BIBLIOGRAPHY and/or REFERENCES □ see continuation sheet

Atlases/Maps: 1857 Walling (building shown as School #8), 1875 Beers ("Intermediate School"), 1889 Walker ("School").
Chandler, Seth. History of the Town of Shirley. Shirley, 1883.
"Inside Shirley's Schoolhouse #8". Shirley Historical Society publication.
Town Reports, 1851-1940.

□ Recommended for listing in the National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
HISTORICAL NARRATIVE (continued)

co-principal of the new school, which was subsequently named in her honor.

Schoolhouse #8 is one of eight brick schoolhouses built in the mid-19th century in Shirley. Although no longer used as a school, the vacant building is the only one of these schoolhouses that has not been converted to a different use. The Centre School on Parker Road (1855, MHC #32) and the Pound Hill School on Center Road (1855, MHC #68) are now residences. A former District #3 schoolhouse on Lancaster Road (1856, MHC #198) is now the Municipal Building and houses town offices.
How to Complete an F Form - Structures

Structures are distinct from buildings, in that they are functional constructions usually built for purposes other than creating shelter for human activity.

Structures include aqueducts, bandstands, bell towers, bridges, canals, dams, earthworks, fences, fog signals, forts, gates, helicopter pads, lighthouses, locks, pools, pounds, powder houses, pumping stations, radio beacons, railroad lines, reservoirs, seawalls, smokestacks, streets, towers, tunnels, turbines, walls, watertowers, wharves, and windmills. A Structure Form specific to bridges has been developed; contact MHC for details.

Structures also include constructions that are by nature movable, such as boats, ships, railroad locomotives and cars, and airplanes.

Structures are assigned inventory numbers in the 900 range.

Further Reading:

Recommendations for further reading include a selection of the many sources that discuss different types of historic structures. These sources generally contain bibliographies for additional research.


FORM F (STRUCTURE)

ASSESSOR'S NUMBER

OPTIONAL. If you are recording the local parcel number for this structure, enter it here.

USGS QUAD

Record here the name of the United States Geological Survey topographic sheet on which the structure is located.

AREA(S)

If the structure is located within an area for which an Area Form has been completed, indicate the Area Form letter here.

FORM NUMBER

Use only an MHC-approved inventory number in this space. Structures should be assigned inventory numbers in the 900 range.

TOWN

Name of the city or town in which the structure is located.

PLACE

Name of the neighborhood, village, or section of town in which the structure is located.

ADDRESS

Location of the structure. Indicate the street address with street number if possible; otherwise indicate the nearest intersection(s).

HISTORIC NAME

Primary name(s) historically associated with the structure.

OWNERSHIP

Indicate whether the structure is in public or private ownership. If public, identify the owner in the HISTORICAL NARRATIVE.

TYPE OF STRUCTURE

Indicate type of structure.

DATE OF CONSTRUCTION

Use exact date only if from a verifiable documentary source. Otherwise indicate an estimated date or range of dates (e.g., ca. 1840, 1875-1885, 1920s, 3rd quarter of the 18th century).
SOURCE
Indicate the documentary source of the construction date (atlas, newspaper, town records, town directories, deed, patents or other written source). Note the title of the source and cite fully in the bibliography. Visual analysis is not an acceptable source unless a trained or professional specialist is interpreting specifics of the structural fabric, design or construction method, and no documentary sources have been located.

ARCHITECT, ENGINEER, OR DESIGNER
Name of architect, engineer, or designer, if known.

MATERIAL(S)
Specify the predominant structural and sheathing material(s). Refer to materials terms listed in Appendix B.

ALTERATIONS
Note major known alterations, both historic and contemporary (with dates). Include additions, restorations, or the removal, alteration or replacement of any structural or architectural features or components.

CONDITION
Assess the present condition of the structure. Include any discussion of condition under DESIGN ASSESSMENT. For this space, use the following categories:

Excellent - essentially original condition (note if restored)
Good - well-maintained with no visible deterioration
Fair - in need of maintenance or repair, weathering or visible paint failure, visible alterations
Deteriorated - visibly in need of major repair; signs of serious surface or structural failure, damage, or spalling; unused or abandoned
Ruins - extensive structural damage or collapse, loss of roof or walls allowing exposure to the elements, some walls or structural elements still standing.

MOVED/DATE
If the structure is stationary in nature, and has been relocated from its original site, note the date. Indicate the original location and the distance moved under HISTORICAL NARRATIVE.
ACREAGE

Indicate the exact acreage of the property on which the structure is located. Properties of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller properties is helpful, but not required. For properties of greater than one acre, indicate exact acreage.

SETTING

Describe the immediate setting of the structure including landscape features (vegetation, topography, cuts, earthfills), walks and driveways, and setback from street. Describe any features traversed or spanned by the structure. Also describe the character of the area surrounding the structure, including land use and type and proximity of nearby buildings.

RECORDED BY

Name of person(s) completing the form.

ORGANIZATION

Name of organization conducting the survey.

DATE

Date (month/year) the form was completed.

Photograph:  Staple a current 3-1/2"x 5" or 3"x 3" black and white photograph to the upper left side of the form. Any additional photographs should be stapled to inventory form continuation sheets labeled with the structure's inventory number and address. Photographs should show clearly the structure and its setting. Photographs should be labeled on the back with the name of the community, the street address or location of the structure, the date the photograph was taken, and the location of the negative. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

Sketch Map:  The sketch map should show the location of the structure in relation to the nearest cross streets and/or major natural features such as waterways. Indicate all buildings or other resources located between the inventoried structure and nearest intersection or feature. See Chapter IV for additional MHC requirements for sketch maps.

DESIGN ASSESSMENT

The Design Assessment statement should contain a brief description of the structure, including its condition, and a comparison of the structure to others of its type in the community (or state or nation, if appropriate). For structures of an engineering or industrial nature, the description should include information on the character, materials, and dimensions of the principal design components. The
description should include a discussion of any special systems components, mechanisms, or equipment, including power systems, lighting, signaling equipment, drive mechanisms, or ventilation systems. A Structure Form for recording historic bridges has been developed; contact the MHC for details.

HISTORICAL NARRATIVE

Give a brief explanation of the history of the structure and how it relates to the development of the community. The statement should describe the history of use and ownership of the structure, and note any special circumstances of construction or maintenance. For engineering structures related to transportation systems, the statement should describe the history of the associated railroad, road, canal or other system, and the relationship of the construction and use of the structure to the system as a whole.

BIBLIOGRAPHY and/or REFERENCES

List all primary and secondary documentary sources used for completing this form. Complete references are preferred. Include page numbers when applicable. Include the location of any unpublished or special publications.
FORM F - STRUCTURE

Massachusetts Historical Commission
Massachusetts Archives Building
220 Morrissey Boulevard
Boston, MA 02125

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<td>902</td>
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Town ____________ Middleborough ____________

Place (neighborhood or village) ____________________________

__________________________ Wareham Street and ____________________________ Barden Hill Road

Address or Location ____________________________

Name ____________ Middleborough Waterworks Tower Tank ____________

Ownership  □ Public  □ Private

Type of Structure (check one):

□ bridge  □ powderhouse
□ canal  □ carousel
□ dam  □ boat or ship
□ fort  □ street
□ gate  □ tower
□ kiln  □ wall
□ lighthouse  □ windmill
□ pound  □ tunnel
□ other (specify)  water tower tank

Date of Construction ____________ 1915 ____________

Source see bibliography ____________

Architect, Engineer or Designer ____________ Hennebique Const. Co. (NY), Geo. Sampson, project eng. ____________

Material(s) ____________ reinforced concrete ____________

Alterations (with dates) ____________

Condition ____________ fair ____________

Moved  □ no  □ yes Date ____________

Acreage ____________ 5.26 acres ____________

Setting ____________ in wooded setting on Barden Hill ____________

__________________________ southeast of town center ____________

__________________________

Recorded by ____________ Peter Stott, Betsy Friedberg ____________

Organization ____________ MHC ____________

Date (month/year) ____________ June 1988/edited July 1992 ____________

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
STRUCTURE FORM

DESIGN ASSESSMENT  ☑️ see continuation sheet

Description of important design features and evaluate in terms of other structures within the community.

Constructed on Barden Hill off Wareham Street in 1915, this 162-foot-high reinforced concrete watertower tank was the third structure built for the Middleborough Waterworks. Although the tower tank is surrounded by forest, the structure—some eighty feet higher than the trees—has been a prominent landmark of the town since its construction. The contract for the work was awarded to the Hennebique Construction Company of New York. George A. Sampson (1881-1966), a native of Middleborough, was the project engineer. Boston engineer Thomas F. Sorsey acted as resident engineer for Sampson.

The reinforced concrete structure is composed of a forty-one-foot diameter tower supporting a tank of the same diameter. From a distance, the tower tank appears to resemble a standpipe, a different type of structure that stores water in a column rather than in an elevated tank. The juncture of tank and tower is

HISTORICAL NARRATIVE  ☑️ see continuation sheet

Explain the history of the structure, and how it relates to the development of the community.

The Barden Hill tower tank is part of the Middleborough Waterworks, a group of buildings and structures located on two parcels of land approximately three-quarters of a mile apart. The tower tank (1915) is the third element built for the waterworks, which date to 1885. Other elements of the complex include a pumping station (1885, MHC #N-229) and circular well, deferrization plant (1913), and maintenance garage (1975), all located on another parcel on East Grove Street to the southwest, and a steel standpipe (1970) on Wareham Street on the same parcel as the tower tank.

Middleborough's need for a reliable public water supply had been the subject of debate in the town since the end of the Civil War. By the early 1880s, the lack of a convenient water supply in Middleborough dictated unexpected manufacturing shutdowns and prompted increased insurance rates on businesses throughout the village center. As a result, a town Water Committee was appointed, and early in 1884 the town engaged Percy M. Blake (1850-1933) of Hyde Park, a prominent hydraulic engineer, to produce detailed plans

BIBLIOGRAPHY and/or REFERENCES  ☑️ see continuation sheet


"Design and Construction of World's Highest Reinforced Concrete Water Tower-Tank, Middleboro, Mass." Engineering and Contracting, 44 (22 December 1915), 473-475.


☑️ Recommended for listing in the National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
delineated on the exterior by a reinforced concrete balcony 108 feet above the ground, supported by concrete brackets. Access to the balcony is through a steel stairway inside the tower, which is lit by window openings at regular intervals. Twelve pilasters line the face of the tower as high as the balcony, adding to the stability of the structure and relieving the plain aspect of the cylinder. As a tribute to the former water commissioner who had early on recognized the need for the tank, the Water Board had a bronze tablet placed over the door of the new tower with the inscription: "Dedicated to Joseph Eber Beals, a Builder. 'His Works Service Him.'"

The elevated tank measures sixty-four feet from the underside of its dome to the inside of its hemispherical bottom, giving the chamber a capacity of 508,000 gallons. One of the most unusual features of the structure is the hemispherical bowl of the tank bottom. Although used for many years in steel elevated tanks, the shape had never yet been formed out of reinforced concrete. According to engineer George Sampson, use of the bowl instead of a more conventional flat bottom offered a 47% increase in capacity for the same height of vertical wall; it was practically self-cleaning; and the enormous stresses of a flat-bottomed tank were replaced by a better distribution of stresses in the bowl.

Barden Hill tower tank was the first such structure to be constructed of reinforced concrete in Massachusetts, and also was held to be the tallest in the world at the time of its construction. Massachusetts was a pioneer in the use of reinforced concrete in waterworks structures, particularly standpipes. Reinforced concrete had been used in the construction of standpipes beginning in 1899, when the first in the United States was constructed at Little Falls, New Jersey. The first Massachusetts concrete standpipe at Fort Revere, in Hull (1903) was followed in quick succession by similar tanks in Attleboro (1904), Waltham (1906), and Palmer (1908). Of the forty-two concrete standpipes constructed in North America by 1914, nineteen were located in Massachusetts.

The concrete tower tank is still owned by the Town of Middleborough. Since 1970, when the tank was taken out of service, cracks in the surface of the concrete have admitted moisture, causing the collapse of portions of the balcony.
and a cost estimate for a town water supply. By the time of his retirement about 1919, Blake had designed more than twenty separate waterworks systems throughout New England, including those of Dedham (1881), Norwood (1885), Andover (1890), and Manchester (1892).

Construction of the Middleborough Waterworks began in 1885 with the completion of the steam-powered pumping station. As the price of coal declined and the efficiency of steam equipment improved, large numbers of communities and private water companies in eastern Massachusetts began to construct water-supply systems. Middleborough's system was typical of the more than 250 separate water supply systems built across the state between 1881 and 1900.

Middleborough station was pumping nearly 88 million gallons of water annually by 1902, up from a mere 17 million gallons in the first full year of operation in 1886. Analysis showing the amount of iron in the water to be beyond the allowable limit prompted the construction of a deferrization plant (1913). Although the quality of water was now assured, the quantity was still insufficient.

Since 1885, the town mains had been supplied from a 230,000-gallon steel standpipe on Forest Street. Although it provided sufficient pressure for residential purposes, the standpipe was entirely inadequate for fire protection. Two serious fires in 1905 emphasized the inadequacy of the hose pressure and increased the conviction that a larger storage reservoir was required.

As a result of the foresight of water commissioner Joseph Beals (1834-1909), the town had already purchased in 1895 the high ground on Barden Hill for the site of a new water tower. Both steel and concrete versions of both a standpipe and an elevated storage tank were considered for the site. A standpipe of the necessary height, 160 feet, would have provided a capacity three times the required 500,000 gallons, as well as requiring substantially greater initial investment than an elevated tank. Elevated tanks in both steel and concrete had roughly comparable costs, and in the end the choice of concrete over steel was based on maintenance and aesthetic considerations.

A week after the Barden Hill tower tank was put into service October 24, 1915, the hemispherical bowl at the tank bottom began to leak and at a large increase in cost, a new bottom was installed. No major problems were encountered after that time, although in 1929, after seepage had been observed, the tower was waterproofed under the direction of designer George Sampson. Sampson (1881-1966), a Middleborough native, graduated as a civil engineer from Dartmouth College in 1903 and subsequently served on water projects in the west and midwest. He was associated with Robert Spurre Weston in
HISTORICAL NARRATIVE (continued)

the design of Middleborough's deferrization plant. In 1915, he joined Weston as a partner in the firm of Weston and Sampson, consulting engineers of Boston, with which he was associated the rest of his career.

In 1921 the water department was reorganized, and new electric pumping equipment was installed. The original steam plant was retained on standby until 1949. A 500,000-gallon water tank constructed in 1946-1947 supplemented the concrete tower tank. The tower tank was removed from service in 1970 following construction of the adjacent five million-gallon steel standpipe.

BIBLIOGRAPHY and/or REFERENCES (continued)


National Register of Historic Places Criteria Statement Form

Check all that apply:

☐ Individually eligible  ☐ Eligible only in a historic district
☒ Contributing to a potential historic district  ☐ Potential historic district

Criteria:  ☒ A  ☐ B  ☒ C  ☐ D

Criteria Considerations:  ☐ A  ☐ B  ☐ C  ☐ D  ☐ E  ☐ F  ☐ G

Statement of Significance by Peter Stott/K. K. Broomer

The criteria that are checked in the above sections must be justified here.

The reinforced concrete tower tank (1915) on Barden Hill contributes to the significance of the Middleborough Waterworks; a complex of six buildings and structures located on two parcels southeast of the town center. The tower tank, the first such tank in Massachusetts to be constructed of reinforced concrete, was the third structure built for the waterworks. The period of significance for the Middleborough Waterworks extends from 1885, when construction of the complex began, to 1921, when the Middleborough water department was reorganized and electric pumps replaced the original steam equipment. Retaining integrity of location, design, setting, materials, workmanship, feeling, and association, Middleborough Waterworks meets Criteria A and C of the National Register at the state and local levels.
How to Complete a C Form - Objects

Objects are distinguished from buildings or structures in that they are primarily artistic or commemorative in nature, or are relatively small in scale. Objects may be movable, but are most frequently associated with a particular setting or environment.

The C Form is used to record fixed objects such as monuments, statues, religious shrines, boundary markers, busts, fountains, markers, milestones, and group compositions.

Ships, boats, and carousels are considered structures, and should be recorded on F Forms (see How to Complete an F Form).

Objects are assigned inventory numbers in the 900 range.

Further Reading:


<table>
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<th><strong>FORM C (Object)</strong></th>
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other written source). Note the title of the source and cite fully in the bibliography. Visual analysis is not an acceptable source unless a trained or professional specialist is interpreting specifics of the object fabric, design or construction method, and no documentary sources have been located.

**DESIGNER/SCULPTOR**
Name of the builder, designer or sculptor, if known.

**MATERIAL(S)**
Specify the predominant material(s), including type of stone or metal. Use MHC materials terms listed in Appendix B.

**ALTERATIONS**
(with dates) Note all known alterations to the object since its initial construction (with dates). Include changes to the immediate setting.

**CONDITION**
Assess the present condition of the object. Include any discussion of condition under DESIGN ASSESSMENT. For this space, use the following categories:

- **Excellent** - essentially original condition (note if recently restored)
- **Good** - well-maintained with no visible deterioration
- **Fair** - in need of maintenance or repair, weathering or visible surface wear or corrosion, visible alterations
- **Deteriorated** - visibly in need of major repair; signs of serious surface or structural failure, damage, or spalling; weathering or corrosion that has caused a loss of surface features or details
- **Ruins** - extensive structural damage or collapse, loss of major components of object, some components still standing in place.

**MOVED/DATE**
If the object has been relocated from its original site, note the date. Indicate the original location and the distance moved under HISTORICAL NARRATIVE.

**ACREAGE**
Indicate the exact acreage of the property on which the object is located. Properties of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller properties is helpful, but
not required. For properties of greater than one acre, indicate exact acreage.

**SETTING**

Describe the immediate setting of the object including landscape features (vegetation, topography), walks and driveways, and setback from street. Also describe the character of the area surrounding the object, including land use and type and proximity of nearby buildings.

**RECORDED BY**

Name of person(s) completing the form.

**ORGANIZATION**

Name of organization conducting the survey.

**DATE**

Date (month/day/year) the form was completed.

**Photograph:** Staple a current 3-1/2"x 5" or 3"x 3" black and white photograph to the upper left side of the form. Any additional photographs should be stapled to inventory form continuation sheets labeled with the object's inventory number and address. Photographs should show clearly the object and its setting. Photographs should be labeled on the back with the name of the community, the street address or location of the structure, the date the photograph was taken, and the location of the negative. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

**Sketch Map:** The sketch map should show the location of the object in relation to the nearest cross streets and/or major natural features such as waterways. Indicate all buildings or other resources located between the inventoried object and nearest intersection or feature. See Chapter IV for additional MHC requirements for sketch maps.

**DESIGN ASSESSMENT**

The Design Assessment statement should contain a brief description of the object, including its condition, and a comparison of the object to others in the community. The statement should include a description of the dimensions (height, width, depth) of the object, its components or configuration, and its materials. If the object is the work of a known designer, or school or period of design, the design should be compared to other known objects attributed to the same designer, group, or period. The statement should also describe how the object contributes to its setting.
HISTORICAL NARRATIVE

Give a brief explanation of the history of the object that describes its intention or use, its association with specific individuals and groups, and its relationship to local historical trends and events. Associations include those the object has with designers, owners, groups, or organizations. The statement should describe the intention or use of the object. If the object is commemorative in nature, describe briefly the event(s) or person(s) commemorated.

ENTIRE INSCRIPTION (if applicable)

Record any inscription on the object that may provide information on its history or significance.

BIBLIOGRAPHY and/or REFERENCES

List all primary and secondary documentary sources used for completing this form. Complete references are preferred. Include page numbers when applicable. Include the location of any unpublished or special publications.
FORM C - OBJECT

Assessor's number: 95-112
USGS Quad: Salem
Area(s): B
Form Number: 902

Town: Peabody
Place (neighborhood or village): ________________

Address or Location: 24 Washington Street
Name: Lexington Monument

Ownership: ☑ Public ☐ Private

Type of Object (check one):
☐ statue ☑ monument
☐ bust ☐ milestone
☐ group composition ☐ marker
☐ religious shrine ☐ bust
☐ boundary marker
☐ other (specify) ________________

Date of Construction: 1835

Source: T.M. Osborne, History of Peabody, 1888.

Designer/Sculptor: Asher Benjamin

Materials: granite, bronze

Alterations (with dates): damaged 1964; restored(?); moved twice (see text)

Condition: Fair - some weathering and repair

 Moved: ☑ no ☐ yes Date: 1967, 1985

Acreage: 367 square feet

Setting: On small corner-lot park next to new Methodist Church, surrounded by mid-19th century buildings.

Recorded by: Peabody CD and Planning Dept.

Organization (edited by MHC staff): ________________

Date (month/year): June 1992

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
OBJECT FORM

DESIGN ASSESSMENT  see continuation sheet
Describe the design features of the object, and evaluate in terms of other similar types of objects within the community.

The Lexington Monument, erected in 1835 in what was then South Danvers Village, consists of an obelisk of locally quarried sienite granite, which rises to a height of twenty-two feet. The obelisk is set on a granite base which contains two recessed cast-bronze tablets with raised lettering. The base rests on a two tiered granite platform seven feet square at the ground, which was added during the third quarter of the nineteenth century. The granite shows signs of weathering, and the obelisk has been patched in several areas. A corner of the platform has a broken edge, perhaps the result of a 1964 automobile accident. The bronze tablets appear to have received a recent cleaning.

Executed in the Egyptian Revival style, the Lexington Monument was designed by master architect Asher Benjamin and erected by contractor Samuel Brown. The earliest known surviving obelisk in Massachusetts is the granite monument erected in 1799 on Lexington Common, probably the first example of the use of Egyptian Revival in a public monument in the United States. Other surviving obelisks in Massachusetts include the Bunker Hill Monument in Charlestown (1824-42), Revolutionary War monuments in Acton (1851).

HISTORICAL NARRATIVE  see continuation sheet
Explain the history of the object, and how it relates to the development of the community.

The Lexington Monument was erected in 1835 in honor of the sixtieth anniversary of the battle of Lexington and in commemoration of the seven citizens of Danvers (of which Peabody was a part in 1835) who were killed in the battle. The monument was located at the spot in South Parish Danvers near the landmark Bell Tavern (no longer extant) where tradition held that 126 local Minutemen gathered and departed on their march to Cambridge on April 19th, 1775. Commemorative materials, including newspapers, parchment records, and the discharge papers of Ensign Jacob Winchester, signed by George Washington, were placed in a box under the cornerstone at the monument’s dedication ceremony. These were removed when the monument was moved in 1967. Nineteen revolutionary war veterans participated in the dedication. Local resident John Upton was the principal force behind the creation of the monument. While more modest than the later (1880) local Soldiers and Sailors Civil War Monument (MHC #901) at Peabody Square, the Lexington Monument survives as one of the earliest Massachusetts commemorative obelisks. It was preceded by a 1799 granite obelisk on Lexington Common. This and the Bunker Hill Monument (then under construction) no doubt served as local models for the memorial in Peabody.

ENTIRE INSCRIPTION (if applicable):

On the eastern base: BATTLE OF LEXINGTON APRIL 19, 1775 SAMUEL COOK AET 33 BENJAMIN DALAND AET 25 GEORGE SOUTHWICK AET 25 JOTHAM WEBB AET 22 HENRY JACOBS AET 21 EBEN'ROD GOLDFWAITE AET 21 PERLEY PUTNAM AET 21 CITIZENS OF DANVERS FELL ON THAT DAY 'DULCE ET DECORUM EST PRO PATRIA MORI'

On the western base: ERECTED BY THE CITIZENS OF DANVERS ON THE 60TH ANNIVERSARY, 1835

BIBLIOGRAPHY and/or REFERENCES  see continuation sheet


Hanson, J.W. History of the Town of Danvers from Its Early Settlement to the Year 1848. Danvers, 1848.

☐ Recommended for listing in National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
DESIGN ASSESSMENT (continued)

and Needham (1851), and the Civil War memorial in Concord (1866). The 1835 monument in Peabody appears to be the only Asher Benjamin designed monument in Massachusetts. Benjamin is widely recognized for his residential and ecclesiastical designs, and for his influential pattern books published between 1799 and 1830, including The Country Builders' Assistant, The American Builders' Companion, and The Practical Home Carpenter.

The Lexington Monument has been moved twice. Originally located in the center of Washington Street, the monument was moved twenty-five feet north to the center of the Main and Washington Street intersection in 1967. The monument had been damaged in an automobile accident in 1964, and the obelisk had been removed from the base for safety reasons. The monument was restored at the time of the 1967 move. In 1985, the monument was again moved, this time 480 feet southwest to the south corner of the intersection of Washington and Sewell streets. Set back eight feet from the intersection, the monument sits in a small, brick-surfaced park plot, surrounded by three wooden benches, and separated from the surrounding Methodist Church lawn by a low iron fence and shrubs. The monument, located adjacent to the 1985 Methodist Church on church property, is otherwise surrounded by the mid-nineteenth century residential buildings of the Washington Street National Register District.

HISTORICAL NARRATIVE (continued)

The location of the Lexington Monument at South Danvers Village also marked the growing importance of this section of Danvers as a commercial and industrial center in the 1830s. By the second quarter of the nineteenth century, the Village was established as a focus of local leather manufacturing and related industries, as well as the site of a carriage manufacturing operation. The location of the Greek Revival Danvers Bank (MHC #250, NR) here in 1825 signalled the emerging commercial importance of the Village. Soon, Washington Street was built up with the fashionable residences of South Danvers business families. The year in which the monument was dedicated also saw the Second Congregational Society, located at South Danvers, vote to replace its existing building with a new one. The building committee for the Monument included several prominent South Danvers residents: Eben Shillabar, President of the Danvers Bank and of the Danvers Mutual Fire Insurance Company; Eben Sutton, a director of the Danvers Bank; and the Hon. Daniel P. King (Harvard 1823), who represented Danvers in both houses of the state legislature and served as Town Moderator. The erection of the Lexington Monument represented a growing historical consciousness related to the era of the Revolution as that era's generation was disappearing. It also symbolized a growing pride of place and civic consciousness among the leading citizens of South Danvers Village.

BIBLIOGRAPHY (continued)


How to Complete an A Form - Areas

The MHC uses Area Forms to record information about concentrations or clusters of individual historic resources. An area encompasses a distinct group of interrelated buildings, objects, structures, landscapes, or sites and their settings. An area should be geographically defined and the resources within the area unified by a common history of use, association, and/or form and appearance. Resources within an area may be associated with a single property (such as the main house and dependencies of a farmstead or estate) or multiple properties (such as several residential properties comprising a subdivision).

The Area Form summarizes the overall architectural and historical significance of the resources within the area. However, it does not necessarily supersede the use of additional inventory forms for individual properties. Important buildings, structures, objects, sites, burial grounds, streetscapes, or landscape features within an area should be fully documented individually on the appropriate forms.

The following are typical examples of resource concentrations that are appropriate for documentation on an Area Form:

* Town center
* Village
* Mill or factory complex
* Farmstead
* Residential subdivision or neighborhood
* Large estate
* School or institutional campus
* Central business district

A large and complex area may contain smaller areas, streetscapes, or landscape features. When possible, the Area Form should be accompanied by a Data Sheet that provides a summary index list of all the resources included in the area. For each resource in the area, the Data Sheet should record, at a minimum: inventory number, street address, historic name, and date of construction. Also recommended are categories showing architectural styles or types for individual buildings. See the Data Sheet in the following sample Area Forms.

Each area is assigned a unique letter in the inventory numbering system.
FORM A (AREA)

ASSESSOR'S SHEETS  OPTIONAL. If you are recording local parcel number information for this area, enter the map sheet numbers here.

USGS QUAD  Record here the name of the United States Geological Survey topographic sheet on which the area is located.

AREA(S)  Indicate the Area Form letter here.

FORM NUMBERS IN AREA  List the inventory numbers of any properties within the area for which individual forms have been completed.

TOWN  Name of the city or town in which the area is located.

PLACE  Name of the neighborhood, village, or section of town in which the area is located.

NAME OF AREA  The historic or common name of the area, i.e., South Village, Monument Park, Brownville Center, etc.

PRESENT USE  Residential, commercial, institutional, industrial, or mixed use.

CONSTRUCTION DATES or PERIOD  Give the beginning and end dates of the period of activity. Include the period during which all properties in the area were built.

OVERALL CONDITION  Assess the present overall condition of the properties in the area. Include an expanded discussion of condition under ARCHITECTURAL DESCRIPTION. For this space, use the following categories:

- **Excellent** - original condition
- **Good** - well-maintained with no visible deterioration
- **Fair** - in need of maintenance or repair, weathering or visible paint failure, visible alterations, application of artificial siding
Deteriorated - visibly in need of major repair, signs of structural failure or damage, unused or abandoned
Ruins - extensive structural damage or collapse, loss of roof or walls allowing exposure to the elements, some walls or structural elements still standing

MAJOR INTRUSIONS AND ALTERATIONS
Note common and/or outstanding alterations that have

ACREAGE
Give exact acreage if possible. Indicate whether the acreage supplied is approximate or exact.

RECORDED BY
Name of person(s) completing the form.

ORGANIZATION
Name of organization conducting the survey.

DATE
Date (month/year) the form was completed.

Photographs: Staple current, 3-1/2"x 5" or 3"x 3", black and white photographs to the form. One or two photographs may be stapled to the upper left side of the form. Additional photos should be stapled to inventory form continuation sheets, labeled with the area letter and area name. Each photograph should be labeled on the back with the area name and inventory letter, the name and/or address of each property depicted in the photograph, the name of the community, the date that the photograph was taken, and the location of the negatives.

Area form photographs should illustrate clearly the relationship of the individual components of the area to each other and to their setting. If the area form is not supplemented by individual building forms, it is preferable that each building be included in a photograph and identified. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

Sketch Map: Draw a sketch map or attach a copy of a map showing the area. Label all streets, including route numbers, and indicate north. Show all buildings, structures, objects, and landscape features within the area and identify those properties for which individual forms have been or will be prepared (See Chapter IV for additional MHC requirements for area sketch maps.).
ARCHITECTURAL DESCRIPTION

Describe the physical characteristics of the area, including both the natural and human elements. Include prominent topographical features, buildings, structures, objects, sites, and landscape features. Note the architectural forms, styles, and periods represented in the area. Describe the predominant physical characteristics, including scale, proportions, materials, colors, architectural ornament, workmanship, and typical design features. Discuss the relationship of the buildings to each other and to their setting. Note facade lines, street plans, squares, open spaces, the density of development, landscaping and vegetation, and other natural features.

State how the area compares to other areas of historic development in the community. Include an expanded discussion of the area's condition and degree of alteration, as appropriate. Are the buildings, structures, objects, and sites within the area generally well-maintained? Has there been widespread restoration? Are there vacant lots or abandoned buildings? Are there many intrusions (new construction or significant modern alterations to historic buildings)? Note any known changes that have occurred in the appearance of the area since the period of historic activity, including demolition, new construction, alteration, or restoration.

HISTORICAL NARRATIVE

Discuss the origins and historical development of the area, and the relationship of this development to that of the rest of the community. Note any notable individuals or groups associated with the area, giving beginning and end dates for the associations. Groups might include families, businesses, organizations, ethnic or cultural groups, occupational groups, etc. Note any architects, builders, designers, planners, or developers important to the history of the area. If a residential area, discuss the historic population, including cultural, social, and occupational characteristics. If a commercial area, note the businesses that were active there. If an industrial area, note the production methods and processes that took place within the area.

BIBLIOGRAPHY and/or REFERENCES

List all primary and secondary documentary sources used. Complete references are preferred. Include page numbers when applicable. Include the location of unpublished sources or special publications.
FORM A - AREA

MASSACHUSETTS HISTORICAL COMMISSION
MASSACHUSETTS ARCHIVES BUILDING
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

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Town ____________________________

Place (neighborhood or village) Rural West

Name of Area Old Common

Present Use Residential

Construction Dates or Periods 1745-1925

Overall Condition Fair to good; some restoration, visible modern alteration.

Major Intrusions and Alterations Some minor modern outbuildings; see Archit. Descr.

Acreage Approximately 20 acres

Recorded by Claire Dempsey

Organization Millbury Historical Commission

Date (month/year) November 1988

(Revised by MHC staff 7/92)

Numbers are keyed to data sheet.

Circled properties have individual B Forms.

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
AREA FORM

ARCHITECTURAL DESCRIPTION  see continuation sheet
Describe architectural, structural and landscape features and evaluate in terms of other areas within the community.

The Old Common area is a representative historic hilltop hamlet composed of a collection of buildings and landscape features that include the important New England architectural forms of the 18th and early 19th centuries. It includes nine residences, one of which was built as a schoolhouse, and five barns, all sited around the town's original common (Old Common, MHC #900, ca. 1745) or training field. The triangular Old Common is now smaller than it was originally, and is covered by shrubs and trees as well as grass. Only a few buildings were ever constructed in the area surrounding the common. Four surviving 18th century houses include those of the town's first two ministers and a prominent physician. These oldest houses are nearly devoid of ornament. A handful of buildings was added in the 19th century and displays period ornament. Except where noted otherwise, all these houses are sheathed in clapboard and have cut granite foundations and asphalt shingle roofs. In addition, the several large surviving barns recall the importance of the 19th century agricultural economy. Stone walls, both historic and of more recent construction, run throughout the area. A number of large, centennial era (100 year +) maples survive in the area, particularly northwest of the common and on the north side of Elmwood Street. The area is surrounded by the dense mix of conifers and hardwoods that characterize much of suburban Worcester County.

HISTORICAL NARRATIVE  see continuation sheet
Explain historical development of the area. Discuss how this area relates to the historical development of the community.

The Old Common area represents the focus of the early municipal history of the town of Millbury, as well as its agricultural development. The first English settlers in this area came when lots were laid out as part of a plantation grant after 1704, and the town of Sutton was incorporated in 1714. In 1743 the northern portion of Sutton became a separate north precinct, and this area became its civic focus as the site of the meetinghouse (no longer extant). Erected on a site now on the common in 1744, and measuring 35 by 40 feet, it took the characteristic period form of simple rectangle with pulpit opposite the entry, and a combination of box pews and benches in the interior. The 1745 deed records a 1 1/2 acre and 20 rod parcel given by Isaac Barnard (1702-1788). With the construction of the second meetinghouse between 1802 and 1804, the earlier building was moved 60-80 feet to a site across the road. The second meeting house (50 by 52 feet) was located on the east side of the present road east of the common. This building was moved to Bramanville in 1835 (Congregational Church, West Main Street, MHC #129). The Old Common (MHC #900) itself diminished in size with the construction and widening of roadways, and was eventually sold by the town.

BIBLIOGRAPHY and/or REFERENCES  see continuation sheet


Maps and Atlases:
F.W. Beers, Worcester County, 1870.
L.J. Richards, Worcester County, 1898.
H.F. Walling, Millbury, 1851; Worcester County, 1858.

Recommended as a National Register District. If checked, you must attach a completed National Register Criteria Statement form.
The oldest of the residences, the Wellman House (11 Old Common, MHC #6, ca. 1747), has evolved in form over time. The 2 1/2 story, side-gabled main block measures 26 by 32 feet. The south-facing facade has four irregularly spaced bays. A one-story ell with porch extends from the rear of the house. A two-part, angled, one-story ell extends from the west side of the house. Exterior inspection does not reveal the sequence of construction. Windows on the main block are of 12/12 sash; ell windows have 6/6 sash; a small one-story window bay projects from the south facade. Across Auburn Road is located the Wellman Barn (MHC #11, 2nd half 19th c.), the largest and most complex barn in the area. The substantial, vertical-board sheathed, New England barn is further enlarged by a lower lean-to side bay that runs the length of the barn. Additional small lean-to sheds project off the front of the main lean-to and off the rear of the main block. A gabled hay hood projects outward from the gable peak; a central cupola set on the roof ridge has louvered vent openings.

The Chaplin House (21 Old Common, #7, ca. 1764) is a large, 2 1/2 story, central-chimney building measuring 28 by 36 feet. A one-story ell extends from the east wall. Changes include the probable relocation of the entry from the five-bay south wall to the west, gable-end wall. To the east is the large Chaplin Barn (MHC #13, 2nd half 19th c.), a vertical board sheathed New England barn.

Less altered, though restored, is the Dr. James Freeland House (5 Old Common, MHC #3, ca. 1772). The 2 1/2 story, side-gabled block (28 by 36 feet) reportedly had a central chimney; presently there are two interior chimneys. Connected to the west and set back from the front plane of the house are arrayed: a 2 1/2 story, 4 bay "little house" or ell (24 by 18 feet); a one-story "back house" or carriage house (23 by 18 feet) with two arched openings (now closed over) with keystones; and a large (34 by 40 feet) New England barn, now sheathed in shingle and converted to residential use with modern entries and windows added. Most windows on the house are replacement 12/12 sash.

The early history of 7 Old Common (MHC #4, 2nd half 18th c.) is less well known. The 1 1/2 story, central chimney, side-gabled house (25 by 45 feet) represents the more common form of housing in the region in the 18th century. This restored house has an irregular six-bay facade with an entry in the fourth bay. Windows have replacement 6/9 sash. Modern rear ells and a carport have been added.

Two mid 19th century houses are located on the east side of the common. The Henry and May Marble House (15 Old Common, MHC #9, ca. 1848) is marked on the 1851 map. The 1 1/2 story, gable front block (22 by 28 feet) has a lateral ell (20 by 20 feet) that extends from the south wall. Its Greek Revival trim includes a molded door surround with corner blocks, and plain frieze and pilasters. A small entry portico has been added to the ell. The clapboard and asphalt shingle sided Marble Barn (MHC #12, ca. 1850) is located north of the house. This English barn has projecting cornices with gable returns on its side walls. To the south is the Neff House (17 Old Common, MHC #8, ca. 1850), a larger (23 by 41 feet), 2 1/2 story side-gabled block with paired interior chimneys on the ridge. Entries are located on the west gable wall and on the 5-bay south wall. Windows have 2/2 sash. No decorative trim survives; the house is clad in aluminum siding. A small enclosed entry porch projects from the gable-end entry. A two-story rear ell and English barn connect to the rear of the house.

One Old Common (MHC #2, 4th quarter 19th c.) now takes the form of an L-shaped 1 1/2 story house with wraparound 1 story porch. Recent rebuilding of the porch has involved
replacement of Queen Anne trim. Oral history and map evidence suggest that this was initially two separate buildings which served as a store and later a shoe shop before conversion to a residence before 1898. A modern 1 1/2 story ell has been added to the rear. To the south on Carlstrom Road (MHC #10, 1st quarter 20th c.) is located a handsome, 2-story, Craftsman-style, side-gabled house, clad in shingle and set on a fieldstone foundation. The house features a full length integral, first floor porch with double and triple posts set on shingled piers. Here the roof sweeps low over the A large, 2-bay, central, gabled bedroom dormer projects from the plane of the front roof, which sweeps low over the front porch.

The Old Common School (9 Old Common, MHC #5, ca. 1862), now a residence, is a 1 1/2 story, gable-front block, with a central chimney. Entries are located on the side wall and in the first of the three facade bays. The building has plain frieze and pilasters. A modern shed dormer, and rear porch have been added.

HISTORICAL NARRATIVE (continued)

Three of the houses in the area were the residences of the town's first three ministers. Rev. James Wellman (Wellman House, MHC #6) served from 1747 to 1760; Rev. Ebenezer Chaplin (Chaplin House, MHC #7) served from 1764 to 1792; and Rev. Joseph Goff (Goff House, MHC #3) served from 1792 to 1830. Other prominent citizens resided here. Dr. Freeland’s home (MHC #3) was later the residence of Andrew P. Garfield (1837-1915), farmer and Grange treasurer. The Wellman House, (MHC #6) was later occupied by Timothy Longley, manufacturer of scythes and hoes, two-term selectman, and singer. The Chaplin House (MHC #7) was occupied in the early 19th century by Dr. Asa Braman, storekeeper and cotton manufacturer, as a store. It was later a hotel known as the Marble House in the late 19th century when it was owned by Henry Marble (1828-1909).

Several families extended their ownership to several properties in the Old Common area. For example Joseph Goff’s son, Ebenezer Waters Goff (1799-1872) operated a store opposite the church, and owned 1 and 7 Old Common (MHC #s 2 and 4), while his sister Eliza owned the Chaplin House (21 Old Common, MHC #7) in the 1850s. Henry Marble and his mother, May Hall Marble, widow of Alpheus (1788-1874) were long-time owners of 15 Old Common, (MHC #9).

Although few homes were constructed here, the area served as a gathering place because of the meetinghouse. Parish and town residents came together to worship and for civic meetings as well. The date of the first schoolhouse here is unknown, but by the town’s formation in 1814 this was the location of one of six school districts. Its annual allocation of funds was the second largest in the town after Grass Hill, and it served 28 families. Before 1862 a pyramidal-roofed schoolhouse (not extant) stood here, and the present building (Old Common School, MHC #5) probably dates to that year. In 1864 when the districts were abolished, this was the town’s second most valuable schoolhouse, at $1150, suggesting that it was new at the time. Even after the removal of the meetinghouse, the presence of the school guaranteed a location for social gatherings.

In addition to farming, residents of the area took up auxiliary occupations in the professions as well. The ministers and doctor have already been noted, and attorney Thomas Pope is said to have resided in the area. From an early date a tavern (not extant) was located to the south of the common, a role later taken by the Chaplin House (MHC #7) when it
was known as the Marble House. Due to the efforts of Dr. Braman, the area also served as a commercial focus, the location of a store as well as a distill house. By 1832, Francis McCracken was using the former first meetinghouse to house the eight looms he employed in his handloom weaving operation. Other artisan activities included the boot and shoe shop at 1 Old Common (MHC #2), and the manufacture of shuttle eyes by Charles H. Marble. In becoming the focus for all these activities, the Old Common area clearly reflected the regional trend in the nineteenth century of the development of hamlets within the upland landscape of dispersed farmsteads.
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<td>ca. 1764</td>
<td>7*</td>
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<tr>
<td>16/15, 16</td>
<td>60/25</td>
<td>Chaplin Barn</td>
<td>21 Old Common</td>
<td>front-gable barn</td>
<td>2nd half 19C</td>
<td>13</td>
</tr>
<tr>
<td>16/20</td>
<td>60/43</td>
<td>house</td>
<td>Carstrom Lane</td>
<td>side-gable 2-1/2/Craftsman</td>
<td>1st quarter 20C</td>
<td>10</td>
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</table>

*Additional inventory form completed for property.
FORM A - AREA
Massachusetts Historical Commission
Massachusetts Archives Building
220 Morrissey Boulevard
Boston, MA 02125

See attached sketch maps.

Town: Sutton
Place (neighborhood or village)

Name of Area: Freegrace Marble Farm
Present Use: mixed use

Construction Dates or Period: ca. 1763-present
Overall Condition: good

Major Intrusions and Alterations: none

Acreage: approximately 63 acres
Recorded by: K. K. Broomer
Organization: for MHC
Date (month/year): June 1992

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
AREA FORM

ARCHITECTURAL DESCRIPTION  □ see continuation sheet
Describe architectural, structural and landscape features and evaluate in terms of other areas within the community.

Topography and Layout

The Freegrace Marble Farm occupies approximately 63 acres at the intersection of Burbank and Sibley Roads in northeastern Sutton. Comprising meadow, woodland, and wetland, Marble Farm ranges across two drumlins, one each at the northern and southern ends of the property. The farmhouse (Data Sheet #1), barn (#2), and ancillary buildings (#3 and #4) are clustered on the northerly slope of the southern drumlin, flanking the intersection of Burbank and Sibley Roads. [See below for building descriptions.] The house occupies the southern corner of the intersection and faces west. To the north across Sibley Road is the farmyard, defined at the intersection by a wall of uncut stone. Similar stone walls (late 18th cent./19th cent., #6) define most fields on the farm, as well as the paddock east of the farmyard and a former vegetable garden on the southwestern boundary of the property. There are two streams.

HISTORICAL NARRATIVE  □ see continuation sheet
Explain historical development of the area. Discuss how this area relates to the historical development of the community.

Freegrace Marble Farm is a fine example of an 18th-century farmstead that has evolved over two and one-half centuries. Freegrace Marble (1682-1775) was one of Sutton's first thirty settlers. Originally from Andover, Marble was a mason by trade and reportedly worked on the construction of the Old State House (1712) in Boston. Tradition holds that his marriage to Mary Sibley was the first marriage in Sutton. The first of their five children was born in 1721.

During the colonial period, Sutton was a wealthy agricultural town, and its location in a primary east-west transportation corridor as well as in the north-south Blackstone River valley was a significant factor in development. Marble Farm reflects the general pattern of Sutton's colonial development, which was one of dispersed farmsteads rather than a nucleated village. Marble purchased land at the easternmost edge of Sutton's established settlement in the 1720s. The extent of his holdings is uncertain, although he is known to have owned at least 268 acres, extending north and east of the present farm between Burbank and Sibley Roads.

BIBLIOGRAPHY and/or REFERENCES  □ see continuation sheet

Bowden, Martyn J.  Reservation of the Marble Farm: A Preliminary View. ms. 1988.

☐ Recommended as a National Register District. If checked, you must attach a completed National Register Criteria Statement form.
ARCHITECTURAL DESCRIPTION (continued)

one crossing the northeastern end of the property and another passing east-west and roughly parallel to Sibley Road. The latter (lower) stream features a stone bridge (late 18th cent./19th cent., #7) slightly northeast of a small pond. [See sketch maps following.]

With its landscape roughly divided between hayfields and wood lot (#9), Marble Farm is noteworthy for its range of soil types: Sutton loam, Charlton loam, meadow soils, Paxton loam, and Gloucester fine sandy loam. Each of the soils was suited to one or more historic agricultural uses (e.g., vegetables, orchards, meadow, grains, hay-mowing, pasture, and wood lot). Currently, haying and lumbering are the principal activities on the farm.

An abandoned colonial road (mid-18th cent., #8) passes northeast through the farm, connecting Burbank Road to a private cemetery (last quarter 18th cent., #5) at the northern end of the property. The road is marked by a gate at Burbank Road, but growth in the hayfields currently obscures any visual evidence of its path. The cemetery is roughly 100 feet square, defined by the same stone walls that mark fields elsewhere on the farm. Approximately thirty gravestones are extant. Many descriptions are illegible due to erasure by the elements or sinking of the stones. Isolated instances of broken stones are attributed to vandalism.

Buildings and Building Sites

All buildings on Marble Farm are of frame construction, 1-1/2 or 2-1/2 stories, with gable roofs. The oldest is the farmhouse (last quarter 18th cent., #1), a 1 1/2-story dwelling of plank construction with a stone foundation, clapboard sheathing, and a white cedar shingle roof. The house has rectangular massing (5 by 2 bays), a double-pile center-hall plan, and a full cellar. There is a one-bay, shed-roofed lean-to at the northern end of the rear (east) elevation. The glazed door on the facade is a mid-19th century replacement, although earlier exterior doors are intact on the south and east elevations. Two brick chimneys of unequal size (early 20th-century replacements of the originals) appear at either end of the house in front of the roof ridge. Renovations ca. 1932 included replacement of clapboards, corner boards, and rake boards. Window sash was also replaced at that time, in keeping with the fenestration pattern. The roof was shingled in white cedar in 1989.

Some evidence suggests the existence of an earlier (mid-18th century) house on the site of the present house. The south wall with its girt overhang is almost as long as the present facade and may have been the original facade for a house oriented to the south,
the most common orientation for houses of the period. The present sunken terrace approximately twenty feet from the south elevation may have been a path from Burbank Road serving an earlier south-facing house. Finally, the dimensions of the finished cellar and the size and location of the chimney base in the southern half of the present house would indicate an earlier, single-pile, center chimney house on that foundation.

Three gabled outbuildings are located on lower ground across Sibley Road and north of the house. They are the two-story barn (ca. 1830, #2), a 1 1/2-story open equipment shelter (mid- to late 19th cent., #3), and a 1 1/2-story storage barn (mid- to late 19th cent., #4). All three buildings have vertical board sheathing and incorporate 6-pane sash lighting gable ends or entries. The present outbuildings may have been built on the sites of the original 18th-century outbuildings.

Three other buildings once occupied Marble Farm, and their approximate sites are noted on the sketch map. The mid-18th century house (demolished, #10) of Freegrace Marble was situated on the opposite side of Burbank Road west of the present house. Across Burbank Road and approximately 40 or 50 feet southwest of the present house was a former stockade (mid-18th cent., #11) Marble purchased from the town of Sutton at auction. The building at one point housed a horse-powered machine shop. Finally, an early 19th-century distillery (#12) used for the manufacture of cider brandy was situated on the lower stream west of the pond, approximately 30 rods (165 yards) north of Burbank Road. The appearances of these three buildings is unknown, and all were demolished at unknown dates.

HISTORICAL NARRATIVE (continued)

The sixty-three acres of Marble Farm constitute the core of the original farmstead, which was subdivided among members of the Marble family in the late 18th and early 19th centuries. The family of Malachi Marble (d. 1810), youngest son of Freegrace Marble, is most closely associated with the farm. The construction of the larger farmhouse (last quarter 18th cent., #1), involving the change from a single-pile, center-chimney house oriented south to a double-pile, center-hall house oriented west, is attributed to Malachi Marble. In 1827 Simeon Marble sold the farm, by that time reduced to 47 3/4 acres, to Oliver Leland of Uxbridge. Construction of the large barn (ca. 1830, #2) is attributed to Oliver Leland. Oliver's son Austin Leland acquired adjacent parcels between 1868 and 1880 to enlarge the farm to its present acreage. The farm remained in the Leland family until 1895, when it was conveyed to Victor Donais (Dona) of Millbury.
HISTORICAL NARRATIVE (continued)

The private cemetery (last quarter 18th cent., #5) at the northern end of the farm is particularly significant for its association with the Marble family from the late 18th century through the mid-19th century. Extant grave stones and Sutton Vital Records through 1849 document at least thirteen Marbles buried in the cemetery, although other family members who died in Sutton are likely buried there. Among the earliest known burials are those of Freegrace Marble (whose stone is undated); Mary, first wife of Malachi (d. 1782); and Malachi Marble (d. 1810). However, while Marble Farm passed through the descendants of Malachi Marble, the majority of known burials in the cemetery are for descendants of Enoch Marble, Malachi's older brother. Oral tradition among the farm's owners that the northwest corner of the cemetery was reserved for Indian burials merits further investigation.

Historic land uses at Marble Farm reflect Sutton's agricultural development in the 18th, 19th, and 20th centuries. Haying, cattle raising, dairying, and fruit harvesting were the principal activities in the years up to the end of the Civil War. In the late 19th and early 20th centuries, farms in Sutton and elsewhere tended toward more specialized production. Under the ownership of Austin Leland, Marble Farm likely focused on the production of butter and cheese. Haying and the cutting of firewood were also important locally and on Marble Farm, as large markets for these goods were found in nearby Worcester. The farm featured a small apple orchard, as did other local farms until the mid-20th century.

BIBLIOGRAPHY and/or REFERENCES (continued)


Worcester County Registry of Deeds.
**FREEGRACE MARBLE FARM**  
**SUTTON, MASSACHUSETTS**  
**AREA DATA SHEET**

*Note: all street addresses are 80 Burbank Road*

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<th>Historic Name/Feature</th>
<th>Date of Construction</th>
<th>Style/Form</th>
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<tr>
<td>1</td>
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<td>last quarter 18th cent.</td>
<td>Federal cape</td>
</tr>
<tr>
<td>2</td>
<td>barn</td>
<td>ca. 1830</td>
<td>utilitarian</td>
</tr>
<tr>
<td>3</td>
<td>equipment shelter</td>
<td>mid- to late 19th cent.</td>
<td>utilitarian</td>
</tr>
<tr>
<td>4</td>
<td>storage barn</td>
<td>mid- to late 19th cent.</td>
<td>utilitarian</td>
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<tr>
<td>5</td>
<td>cemetery</td>
<td>last quarter 18th cent.</td>
<td>---</td>
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<tr>
<td>6</td>
<td>stone walls</td>
<td>late 18th/19th cent.</td>
<td>---</td>
</tr>
<tr>
<td>7</td>
<td>stone bridge</td>
<td>late 18th/19th cent.</td>
<td>---</td>
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<tr>
<td>8</td>
<td>colonial road</td>
<td>mid-18th cent.</td>
<td>---</td>
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<td>9</td>
<td>landscape (including hayfields and woodlot)</td>
<td>late 18th/19th cent.</td>
<td>---</td>
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<tr>
<td>10</td>
<td>House (demolished)</td>
<td>mid-18th cent.</td>
<td>---</td>
</tr>
<tr>
<td>11</td>
<td>Stockade (demolished)</td>
<td>mid-18th cent.</td>
<td>---</td>
</tr>
<tr>
<td>12</td>
<td>Distillery (demolished)</td>
<td>early 19th cent.</td>
<td>---</td>
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</table>
Freegrace Marble Farm is a complex of sixty-three acres located on land settled in the 1720s by Freegrace Marble, one of the original settlers of Sutton. Comprising the core of the early farm, the property has maintained a continuous association with Sutton's agricultural history from the mid-18th century to the present. A fine example of an 18th-century farmstead that has evolved over two and one-half centuries, Marble Farm includes a farmhouse, a barn and outbuildings, and fields defined by stone walls throughout. The farm also features a late 18th-century cemetery and documented sites of archaeological potential. The relationship of buildings and fields to circulation networks and natural features has been maintained. Retaining integrity of location, design, setting, materials, workmanship, feeling, and association, Marble Farm meets Criteria A and C of the National Register at the local level.
SKETCH MAP #1
Freegrace Marble Farm
Sutton, Massachusetts
Town of Sutton Assessors Map revised to January 1, 1989
SKETCH MAP #2

SOURCE:
COWDEN, RESERVATION OF THE
MARBLE FARM: A PRELIMINARY
VIEW. (1988)

SEE SKETCH MAP FOR BUILDINGS
NUMBERS CORRESPOND TO
AREA DATA SHEET
SEE SKETCH MAP #3 FOR
DETAIL OF BURBANK
ROAD - SIBLEY ROAD
INTERSECTION

MARBLE-
LELAND-
DONA
Farm

SCALE 1:1,580
SOURCE:
USGS 7.5 SERIES
1927 DATUM

N

TIMOTHY HAY
WITH
OATS AS NURSE
AND
PASTURE
CIDER
APPLES

STONE WALLS

BRUSH

WETLAND WOODS

SWAMP MAPLE, BIRCHES

ALDER

OAK

WITH SCATTERED
HARDWOODS

HAY

HAY

Stream

Stream

OAK

(CHESTNUT)

MAPLE

Sibley
Reservoir

Mowing meadow

CORN AND HAY

CORN

G R A I N S

G R A I N S 

W A T E R 

W A T E R 

S I P J E T  

S I P J E T  

H E A D 

H E A D 

OAK

(CHESTNUT)

HARD MAPLE

WHITE PINE

LAND USES
IN THE
18TH AND 19TH CENTURIES
FREEGRACE MARBLE FARM
SUTTON, MASSACHUSETTS

DETAIL OF BUILDINGS AND OTHER FEATURES AT INTERSECTION OF BURBANK AND SIBLEY ROADS

NOT TO SCALE
JULY 1992

NUMBERS CORRESPOND TO AREA DATA SHEET

SKETCH MAP #3
FORM A - AREA

MASSACHUSETTS HISTORICAL COMMISSION
MASSACHUSETTS ARCHIVES BUILDING
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

Assessor's Sheets  USGS Quad  Area Letter  Form Numbers in Area
34, 40  Salem, MA  ID  see data sheet

Town ______ Salem ______
Place (neighborhood or village) ______ Central Salem ______
Name of Area ______ Naumkeag Steam Cotton Mills ______
Present Use ______ mixed light industrial and office space ______
Construction Dates or Period ______ 1915-1930 ______
Overall Condition ______ good to fair; recent major renovation (see text) ______
Major Intrusions and Alterations ______ parking garage (1985) ______
Acreage ______ 29.1 acres ______
Recorded by ______ Claire Dempsey/Peter Stott ______
Organization ______ Salem Planning Department ______
Date (month/year) ______ 6/92; 9/88 (revised by MHC staff 7/92) ______

See attached sketch map.

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
AREA FORM

ARCHITECTURAL DESCRIPTION  [ ] see continuation sheet

Describe architectural, structural and landscape features and evaluate in terms of other areas within the community.

The former Naumkeag Steam Cotton Mills, now Shetland Properties, consists of six buildings located on 29 acres on Stage Point, south of the entry of the South River into Salem Harbor. The original Stage Point shoreline has been extended with fill and its topography flattened over time. The area is bounded by the South River to the north, Salem Harbor to the east, and Palmer Cove to the south. The area to the west of the Mills is characterized by early 20th century residential development on regularly gridded streets.

The Naumkeag Steam Cotton Company began construction of a textile manufacturing facility here in 1845, and the complex was expanded considerably in the late 19th century. Virtually all of the complex, and the adjoining neighborhood, was destroyed in the Great Fire of June 25, 1914. Two buildings from the complex which survived the fire were subsequently demolished: a 1906 four-story concrete warehouse, and a former gas container used as a storehouse, demolished during post-fire construction.

Five new buildings were constructed in 1915: a single-story brick Boiler House (demolished), an Office, a Storehouse, a Carding and Spinning Mill, and a Weave Shed. A Cloth Room was added to the Weave Shed in 1924. In 1930, the company added the Pequot House, a wood-frame reception and exhibition building. A four-story parking garage was built along

HISTORICAL NARRATIVE  [ ] see continuation sheet

Explain historical development of the area. Discuss how this area relates to the historical development of the community.

This large industrial complex was built between 1915 and 1930 to house the offices and manufacturing facilities of the Naumkeag Steam Cotton Company, a firm which began operating in Salem in 1845. With the construction of the 1845 Stage Point facilities, the Naumkeag Steam Cotton Company was among the first Massachusetts textile firms to use coal-fired steam engines to power its machinery. By 1870, the plant had expanded to 20 buildings. Its destruction was probably the single biggest loss in the Great Fire of 1914, which burned over 250 acres of South Salem. The present complex replaced the earlier mill complex destroyed by the fire, and was said at the time to be the largest integrated textile plant in the country.

One of only two Naumkeag Company buildings to survive the fire was a reinforced concrete storehouse (1906, demolished) designed by Lockwood, Greene and Company of Boston. Not surprisingly, the firm was engaged to rebuild the factory complex in this fire resistant material. Lockwood, Greene was among the nation's preeminent architectural and engineering firms at the turn of the century, with roots in the design of New England textile manufactorys that went back to the second quarter of the 19th century. The company was instrumental in the development of the textile boom in the piedmont South, and diversified

BIBLIOGRAPHY and/or REFERENCES  [ ] see continuation sheet

Cox, Frank L. "Experiment in Union-Management Co-operation at the Pequot Mills." Typescript (ca. 1939) on file at the Essex Institute.


Essex Institute Photography Collection.


☐ Recommended as a National Register District. If checked, you must attach a completed National Register Criteria Statement form.
Architectural Description (continued)

Pingree Street in the 1980s. (See site map for locations.) At the time of their construction, the major Naumkeag mill buildings used the most innovative construction material available, reinforced concrete. Only recently introduced into the textile industry, steel-reinforced concrete represented an important advance in strength and fire resistance and became a model of this new construction technology.

The Storehouse (1915) is located at the northeast waterside portion of the parcel. It is a five-story warehouse of trapezoid dimensions, 500 feet in length, 50 feet wide at the eastern end, and 115 feet wide at the western end. The north facade contains 30 bays divided by concrete piers joined at the top by a classically derived cornice. Originally, small windows were located at the top of each bay, small openings being the standard for buildings used to store highly flammable raw cotton. In the recent renovation of the building, the brick has been removed from between the piers and replaced by fixed sash.

The four-story Carding and Spinning Mill (1915) is located south of and parallel to the Storehouse, with rectangular dimensions 725 feet by 140 feet. Each elevation includes projecting stair and service towers, with the largest the front entry tower, four smaller towers on the long south wall, and two smaller towers on the north wall. The towers are treated with brick ornamental detailing, in particular the stepped parapet and clocks of the entry tower. During recent renovations, the metal sash were replaced with new, larger-paned, fixed sash.

The single-story Weave Shed (1915) covers nine acres, with a 625 by 420 foot main block, extended by a 580 by 212 foot north ell. A small, four-story tower on the northwest corner connects to the Spinning Mill by an enclosed, elevated bridge. The sawtooth roof contains thirty-eight parallel window dormers facing north for light. These windows have been closed off in recent renovations, and windows added on the water-facing walls of the building. A single-story, 332 by 110 foot Cloth Room (1924) was added to the west wall of the Weave Shed ell.

The brick Naumkeag Office (ca. 1915) is a two-story, hip-roofed building with a central single-story entry porch. The three-part facade consists of a central section of seven bays of triple windows, flanked by four-bay sections with stepped parapets. Side elevations are three bays wide.

The wood-frame Pequot House (1930) was built to suggest First Period architecture, and resembles the John Ward House, a local late 17th century building owned by the Essex Institute, and restored by George Francis Dow in 1910. The gable-roofed Pequot House features a pair of facade gables and a rear leanto. A symmetrical, five-bay facade has a central entry and small windows of double hung sash; a second story overhang extends along the facade and side elevations. The west window on the second story north side has been replaced by a large plate glass picture window. The Pequot House was the company's contribution to the celebration of Salem's tercentenary celebration. This "reconstruction" was designed by Philip Horton Smith (1890-1960), who designed many Salem buildings, including a number of Colonial Revival examples.

Recent alterations, besides those already mentioned, include the painting of the entire plant, including brickwork, white, and the general replacement of windows with large-paned, fixed sash, all part of a conversion of the complex to modern office and light industrial use.
Historical Narrative (continued)

its activities to include textile company ownership and management, as well as the design of a variety of industrial, commercial and public buildings.

The new Naumkeag complex included innovations in efficient, "work flow" plant layout, roof dormer lighting, and construction technology, as well as a transition to electric power. In the new plant, raw cotton bales were moved through the Storehouse to the Carding and Spinning Mill, from which spun yarns passed to the 4000 looms of the Weave Shed. Woven cloth finally entered the Cloth Room, from which it was shipped to the company's bleaching and dying facilities. When the Spinning Mill went into production in 1916, it contained 101,925 new spindles, subsequently increased to 163,312.

During the early 20th century the company was the largest employer in Salem, with 1600 employees. The company was known for its use of innovative technology and marketing practices. By the second quarter of the 20th century the plant was using 60,000 pounds of cotton per day and producing 25,000 miles of sheeting per year. Although the company also emphasized its efforts to provide a safe work environment, work force strikes did occur during the early 20th century. A 1918 strike protesting mill working and living conditions resulted in the establishment of the radical, short-lived Local 33 of the National Amalgamation of Textile Workers. Later, as a unit of the more main-stream United Textile Workers of America, American Federation of Labor, the closed shop brought improvements to the mill. In the late 1920s however, management - labor tensions increased, as deteriorating market conditions and southern competition adversely effected northern textile manufacturers. In 1927 the company and the union signed a Cooperative Agreement to assure negotiations and avoid strikes. Disputes revolved around the introduction of new technologies to the mill, in particular the more highly automated Draper loom with Northrop battery, which the company hoped would allow for more efficient production. A joint agreement called for outside experts as well as representatives of both labor and management in "research" to assess the impacts of these production changes. Although the "Naumkeag Experiment" was widely heralded, the resulting cuts in workforce, hours, and wages finally resulted in a strike in May of 1933. Ann Burlack, the "Red Flame," briefly came to work with the strike committee, state and federal arbitrators were called in, the union was reorganized, and the strike was settled when the company agreed to many of the union demands. The expiration of this agreement led to another strike in 1935. In 1938, the mill employed 2000 workers in two shifts. Of these, 60 percent were women. Ethnically, 65 percent of the workers were French Canadian, 30 percent were Polish, and the remainder Irish, Italians and Greeks.

In 1950 the company purchased a much smaller plant in Whitney, South Carolina, and in 1954 the Salem plant closed. Most recently, the complex has been converted to mixture of office space and light industrial use.

Bibliography and/or References (continued)


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<td>Pingree St.</td>
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<td>Salem</td>
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How to Complete a G Form - Streetscapes

The Streetscape Form is a special type of Area Form used to describe a group of essentially identical buildings (e.g., row houses, three-deckers, worker housing, etc.) on one side of a street. The Streetscape Form is reserved for instances when such a group of buildings presents a distinctive, visually coherent ensemble. It should not be used to document a group with different building or use types or architectural styles (e.g., a mix of multiple-family houses and single-family houses, or a mix of residential and commercial), even if those buildings were developed during the same historic period. Instead, this type of building group should be documented with individual Building Forms or with an Area Form. Streetscapes may be located within areas documented with A Forms.

The Streetscape Form can be substituted for individual building forms, provided that all of the buildings in the streetscape are pictured in the accompanying photographs, and all the buildings are accounted for on a Data Sheet attached to the Streetscape Form. The Data Sheet is a summary index that should record, at a minimum: the inventory number, historic name, date of construction, and full street address of each building included in the streetscape.

In MHC’s inventory system, each Streetscape Form is assigned a unique letter. In addition, each building within the streetscape should be assigned a unique number, which is recorded on the accompanying Data Sheet.
FORM G (STREETSCAPE)

ASSESSOR'S SHEETS

OPTIONAL. If you are recording local parcel number information for this streetscape, enter the map sheet numbers or parcel numbers here.

USGS QUAD

Record here the name of the United States Geological Survey topographic sheet on which the streetscape is located.

AREA LETTER

In the MHC's inventory system, streetscapes and areas are treated similarly. Indicate the Streetscape Form letter here.

FORM NUMBERS

Give inventory numbers for all buildings within the streetscape. In this space, a range of inventory numbers may be listed. Supply individual inventory numbers for each building on the Data Sheet.

TOWN

Name of the city or town in which the streetscape is located.

PLACE

The name of the neighborhood, village, or section of town in which the streetscape is located.

ADDRESSES (inclusive)

Give the addresses for all buildings included in the streetscape. In this space, addresses may be listed as a range (e.g., 35-51 Main Street, odd). Record the address for each individual building on the Data Sheet.

CONSTRUCTION DATES or PERIOD

Give the construction date or date range, if known. Construction dates for all historic buildings in the streetscape should fall within the date range.

PREDOMINANT ARCHITECTURAL STYLES/FORMS

List the major architectural style and building form characteristics represented on the street. Indicate the type of buildings present (row houses, single-family houses, three deckers, etc.). Refer to the form and style terms in Appendix C.
ALTERATIONS
Note major known alterations to buildings in the streetscape, both historic and contemporary (with dates). Consider additions, residing, window or entry replacement, renovations, and the removal, replacement or demolition of any other notable architectural features.

MAJOR INTRUSIONS
List specific properties that depart from the predominant character of buildings in the streetscape in terms of age, scale, set back, architectural style, form, and/or materials.

GENERAL CONDITION
Assess the present condition of the properties in the streetscape. Include a more expanded discussion of condition under ARCHITECTURAL DESCRIPTION. For this space, use the following categories:

- Excellent - original condition
- Good - well-maintained with no visible deterioration
- Fair - in need of maintenance or repair, weathering or visible paint failure, visible alterations, application of artificial siding
- Deteriorated - visibly in need of major repair, signs of structural failure or damage, unused or abandoned
- Ruins - extensive structural damage or collapse, loss of roof or walls allowing exposure to the elements, some walls or structural elements still standing

ACREAGE
Indicate the total acreage of the streetscape properties. Total areas of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller areas is helpful, but not required. For streetscapes of greater than one acre, indicate exact acreage.

RECORDED BY
Name of person(s) completing the form

ORGANIZATION
Name of organization conducting the survey.

DATE
Date (month/year) the form was completed.

Photographs: Staple current 3-1/2"x 5" or 3"x 3" black and white photographs to the form. One or two photographs may be stapled to the upper left side of the form.
Additional photographs should be stapled to inventory form continuation sheets, labeled with the streetscape letter and name. Each photograph should be labeled on the back with the streetscape name and letter, the name of the community, the date the photograph was taken, and the location of the negatives. Also, supply addresses of all buildings in the photograph, from left to right.

Photographs should show enough of the streetscape to give a sense of its general character. If the Streetscape Form is not supplemented by individual building forms, each building must be clearly depicted and identified. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

Sketch Map: Draw a sketch map or attach a copy of a map showing the location of the streetscape in relation to the nearest cross streets and/or major natural features such as waterways. Indicate all buildings or other resources located between the inventoried streetscape and the nearest intersection or feature. Show all buildings within the streetscape and identify those properties for which individual forms have been or will be prepared (See Chapter IV for additional MHC requirements for sketch maps.).

ARCHITECTURAL DESCRIPTION

Describe the architectural form, style, and period represented by buildings in the streetscape. (For specific building guidelines, see How to Complete a B Form - Buildings.) Describe the predominant characteristics and common features of buildings in the streetscape, including scale, proportions, materials, colors, architectural ornament, workmanship, and typical design features. Discuss the relationship of the buildings to each other and their setting. Note facade lines, density of development, landscaping, and vegetation.

Note how the buildings in the streetscape compare to similar buildings elsewhere in the community. Include here an expanded discussion of the streetscape's condition and degree of alteration, as appropriate. Are the buildings within the streetscape generally well-maintained? Has there been widespread restoration? Are there vacant lots or abandoned buildings? Note any changes that have occurred in the appearance of the streetscape since the period of historic activity, including demolition, new construction, alteration, or restoration.

HISTORICAL NARRATIVE

Discuss the origins and historic development of the streetscape, and the relationship of this development to that of the rest of the community. Discuss any notable individuals or groups associated with the streetscape, giving beginning and
end dates for the associations. Groups might include families, businesses, organizations, ethnic or cultural groups, occupational groups, etc. Note any architects, builders, designers, planners, or developers important to the history of the streetscape. If a residential streetscape, discuss the historic population, including cultural, social and occupational characteristics. If a commercial streetscape, note the businesses that were active there.

**BIBLIOGRAPHY and/or REFERENCES**

List all primary and secondary documentary sources used. Complete references are preferred. Include page numbers when applicable. Include the location of unpublished sources or special publications.
FORM G - STREETSCAPE

Massachusetts Historical Commission
Massachusetts Archives Building
220 Morrissey Boulevard
Boston, MA 02125

Assessor's Sheets: See data sheet
USGS Quad: Worcester South
Area Letter: BR
Form Numbers in Area: 1889-1895

Town: Worcester
Place (neighborhood or village): Vernon Hill

Addresses (inclusive): 127-139 Providence Street

Construction Dates or Period: ca. 1926-1930

Predominant Architectural Styles/Forms: Craftsman/Colonial Revival

Alterations: Synthetic siding on 139 Providence Street

Major Intrusions: Satellite dish at rear of 139 Providence Street

General Condition: Fair to Good

Acreage: 1.1 Acres

Recorded by: Michael Steinitz

Organization: for MHC

Date (month/year): December 1988

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
The seven Craftsman/Colonial Revival style three-deckers of 127-139 Providence Street are nearly identical in design. All have hip roofs and asymmetrical facades with projecting, three-tier porches capped by gables with diamond-paned lights in the pediments. The porches are supported by square columns, and feature arched openings in the first tier, peaked openings in the second, and rectangular openings with solid brackets in the third tier. The second and third tiers also have small spindle rails. Most of the houses are clad in wood clapboard on the first story, with wood shingles on the upper two stories. However, 131 and 133 Providence Street are clad in wood clapboard, with shingle bands between stories. On all, the front porches are flanked by triple windows on each story. Shallow, squared, three-story side bays also have triple windows, and are capped by gables with pediments. In general windows have 6/1 or 8/1 sash, and some have diamond-pane lights. All houses have foundations of randomly laid cut granite and asphalt shingle roofs. Of the seven three deckers only one, 139 Providence Street, has been altered by the application of synthetic siding. The only notable modern intrusion is a satellite dish located at the rear of 139 Providence Street.

The houses of the Providence Street Streetscape are set atop steeply sloping, tiered lots that enhance further the vertical dimensions of their forms. The steep slope rising from Providence

HISTORICAL NARRATIVE  see continuation sheet

Explain the history of this streetscape, and how it relates to the overall development of the community.

By the late 1920s, suburban three-decker development had extended south along the Providence Street corridor to subdivision lots that faced Gaskill Field, the athletic field of Worcester Academy. Here a row of stylish three-deckers was built between 1926 and 1930, probably all by the Dwortham Building Company. The houses attracted a group of middle-class Jewish families, many of whom relocated here from the older, established Jewish residential neighborhood on lower Providence Street on the north side of Grafton Hill. In 1930, four of the houses in the Providence Street Streetscape, 129, 131, 135 and 137 Providence Street, were owned by Hyman Zive, a realtor who owned ten other local buildings. Only two of the houses in the row were occupied by their owners in 1930: Abraham Sadowsky, a painter, resided at 127 Providence Street; and Wolf Swidler, a presser, lived at 133 Providence Street. The residents of these houses were for the most part employed in white-collar jobs or as business operators. Many were engaged in clothing-related occupations, and/or worked in the Green Street area, the focus of the city's Jewish business district.

Residents of 127 Providence Street in 1930 included Lena Shuman, a clerk; and Daniel Sigalove, a compositor. Those at 129 Providence Street included Myer Cohen, a tailor; John Shack, a realtor; and Samuel Epstein, a painter. Residents of 131 Providence Street included Nathan Lubin, a clothing merchant; Abraham Belding of the American Malt and Hop Company; and Emil Gurwitz,

BIBLIOGRAPHY and/or REFERENCES  see continuation sheet


Recommended for listing in the National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
ARCHITECTURAL DESCRIPTION (continued)

Street to the front entrances of the houses is cut by a sidewalk and low concrete retaining walls. Concrete stair runs lead to the front entry porches. The lots included in the streetscape also contain five garages from the same period of construction as the residences. All have cinder block walls and hip roofs, and are located at the rear of the house lots, where they are accessible by a service alley.

Other outstanding local three-decker streetscapes from this period include rows on Houghton Street (WOR.AX, ca. 1920-26), Ingleside Avenue (WOR.AZ, ca. 1928), and Perry Avenue (WOR.CO, ca. 1930). Even among these, the Providence Street Streetscape represents an unusually fine row of impressively sited, well-detailed, and remarkably preserved houses. Together, these houses form a particularly dramatic streetscape from the last phase of Craftsman/Colonial Revival style three-decker design in the city.

HISTORICAL NARRATIVE (continued)

...president of the Mercantile Printing Company. Residents of 133 Providence Street included Aaron Lowe, a tailor; Edward and John Foley, clerks; and George Fortin, an insurance agent. Occupants of 135 Providence Street included Barnet Adelsky, a clothing merchant; and Samuel Blatt, owner of a hat and cap business. Residents of 137 Providence Street included Maurice Goldstein, an insurance agent; Wolfe Miller, a pedlar; Israel Adrian, a dealer in burlap bags; and Philip Lowe, operator of a local chain of movie houses. At 139 Providence Street, tenants included Jacob Stein, a tailor and furrier; Albert Finn, owner of Finn's Auto Exchange; and Abraham Kaplan, a tailor.
<table>
<thead>
<tr>
<th>MHC #</th>
<th>HISTORIC NAME</th>
<th>ADDRESS</th>
<th>DATE</th>
<th>STYLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1889</td>
<td>Sadowski Three-Decker /garage</td>
<td>127 Providence St.</td>
<td>c1930</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1890</td>
<td>Zive Three-Decker /garage</td>
<td>129 Providence St.</td>
<td>c1928</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1891</td>
<td>Zive Three-Decker /garage</td>
<td>131 Providence St.</td>
<td>c1926</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1892</td>
<td>Swidler Three-Decker /garage</td>
<td>133 Providence St.</td>
<td>c1928</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1893</td>
<td>Zive Three-Decker</td>
<td>135 Providence St.</td>
<td>c1928</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1894</td>
<td>Zive Three-Decker</td>
<td>137 Providence St.</td>
<td>c1928</td>
<td>Col. Rev.</td>
</tr>
<tr>
<td>1895</td>
<td>Stein Three-Decker /garage</td>
<td>139 Providence St.</td>
<td>c1928</td>
<td>Col. Rev.</td>
</tr>
</tbody>
</table>
The Providence Street Streetscape, 127-139 Providence Street, appears to possess integrity of location, design, setting, materials, workmanship, feeling and association. It is significant as a representative subdivision of stylish three-deckers built in the late 1920s on Worcester's East Side, and as part of a neighborhood initially occupied primarily by middle-class Jewish families who relocated here from older, inner-city neighborhoods. The houses of the Providence Street Streetscape also represent an unusually well-preserved collection of buildings of Craftsman and Colonial Revival design, one of the outstanding surviving groups of houses from the last phase of local three-decker construction. The Providence Street Streetscape thus appears to meet criteria A and C of the National Register of Historic Places on the local level.
How to Complete an E Form - Burial Grounds

Information about historic burial grounds should be recorded on E Forms. While the E Form should characterize the burial markers as a group, MHC does not require stone-by-stone documentation. Organizations interested in undertaking a complete inventory of burial markers should request separate burial marker inventory forms from MHC. Refer to the burial ground literature cited in this section.

For discussion of features related to burial grounds, see How to Complete a C Form - Objects and How to Complete an H Form - Parks and Landscapes.

Burial Ground Forms are assigned inventory numbers in the 800 range.

Further Reading:


FORM E (BURIAL GROUND)

ASSESSOR'S NUMBER OPTIONAL. If you are recording the local parcel number for this burial ground, enter here.

USGS QUAD Record here the name of the United States Geological Survey topographic sheet on which the burial ground is located.

AREA(S) If the burial ground is located within an area for which an Area Form has been completed, indicate the Area Form letter here.

FORM NUMBER Use only an MHC-approved inventory number in this space. Burial grounds should be assigned inventory numbers in the 800 range.

TOWN Name of the city or town in which the burial ground is located.

PLACE Name of the neighborhood, village, or section of town in which the burial ground is located.

ADDRESS Location of the burial ground. Indicate the street address with street number if possible; otherwise indicate the burial ground's location in relation to the nearest street.

NAME Name historically associated with the burial ground.

OWNERSHIP Public Indicate if burial ground is owned by a municipality.

Private Indicate if burial ground is owned by a private institution or a family. Identify the owner under HISTORIC NARRATIVE.

APPROXIMATE NUMBER OF STONES Count or estimate the total number of headstones.
EARLIEST DEATH DATE  The earliest date on a headstone or earliest documented burial.

LATEST DEATH DATE  The most recent date on a headstone or last documented burial.

LANDSCAPE ARCHITECT  Name of landscape architect, if applicable.

CONDITION  Assess the overall condition of the burial ground, including land, headstones and other burial markers, and any other features such as stone walls. Include any discussion of condition under VISUAL/DESIGN ASSESSMENT. For this space, use the following categories:

Excellent - original condition
Good - well-maintained with no visible deterioration
Fair - in need of maintenance or repair, weathering or visible material failure, presence of plant growth (such as moss or lichen) on stones, visible alterations
Deteriorated - visibly in need of major repair, signs of structural failure or damage to headstones and/or walls, abandoned
Ruins - extensive removal or collapse of headstones and/or walls, some original elements still standing

ACREAGE  Indicate the exact acreage of the burial ground. Burial grounds of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller properties is helpful, but not required.

SETTING  Describe the immediate setting of the burial ground including landscape features (vegetation, topography), walks and driveways, and setback from street. Also describe the character of the area surrounding the property, including land use and type and proximity of nearby buildings.

RECORDED BY  Name of person(s) completing the form.
ORGANIZATION  Name of organization conducting the survey.

DATE  Date (month/year) the form was completed.

Photograph:  Staple a current 3-1/2"x 5" or 3"x 3" black and white photograph to the upper left side of the form. Any additional photographs should be stapled to inventory form continuation sheets labeled with the burial ground inventory number and address. Photographs should show an overall view of the burial ground and also samples of outstanding and common types of stones. The back of the photograph should be labeled with the name of community, the name of burial ground, the date the photograph was taken, and the location of the negative. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

Sketch Map:  The sketch map should show the location of the burial ground in relation to the nearest cross streets and/or major natural features such as waterways. Indicate all buildings or other resources located between the burial ground and nearest intersection or feature. See Chapter IV for additional MHC requirements for sketch maps.

VISUAL/DESIGN ASSESSMENT

Describe both the natural and man-made features of the burial ground. Natural features include topography, vegetation, and bodies of water. Also describe the layout of the burial ground, including any circulation systems (roads, paths), and landscape dividers (hedges, fences, walls). Describe the arrangement of the burial markers, in relationship to each other and to the setting. If the burial ground is a designed landscape, discuss the evolution of the design and the relationship of the current landscape to the original design concept. Note the materials, design motifs, and symbols represented among the burial markers. If there are artists/artisans that are known to have worked on the stones, discuss their contributions. Describe any buildings, structures, or objects present in the burial ground. Features important in themselves should be fully documented using the appropriate individual forms.

HISTORICAL NARRATIVE

Discuss the origins and historical development of the burial ground and relate its history to the development of the community as a whole. Discuss any notable individuals, families, or groups associated with the burial ground. Groups might include organizations, ethnic or cultural groups, occupational groups, etc. Note any designers, planners, landscape architects, sculptors, or stone carvers associated with the burial ground.
BIBLIOGRAPHY and/or REFERENCES

List all primary and secondary documentary sources used. Complete references are preferred. Include page numbers when applicable. Include the location of any unpublished sources or special publications.
FORM E - BURIAL GROUND

Massachusetts Historical Commission
Massachusetts Archives Building
220 Morrissey Boulevard
Boston, MA 02125

<table>
<thead>
<tr>
<th>Assessor's number</th>
<th>USGS Quad</th>
<th>Area(s)</th>
<th>Form Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>78-25</td>
<td>Weymouth</td>
<td>C</td>
<td>800</td>
</tr>
</tbody>
</table>

---

Town ____________________________
Place (neighborhood or village) West Hingham

Address or Location Fort Hill Cemetery
Name Fort Hill Cemetery
Ownership □ Public ✔ Private
Approximate Number of Stones 575
Earliest Death Date 1751
Latest Death Date 1991 (Active)
Landscape Architect _____________
Condition Good. There are a limited number of cases involving material failure, especially slate gravestones and tomb facades.
Acreage 5.88 acres
Setting Located between highly trafficked Fort Hill Street and the Old Colony Railroad tracks in a residential area.

Recorded by Fannin/Lehner/MHC
Organization Hingham Historical Commission
Date (month/year) June 1991/edited June 1992

---

See attached sketch map.

---

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
BURIAL GROUND FORM

VISUAL/DESIGN ASSESSMENT  check see continuation sheet
Describe landscape features, gravestone materials, designs, motifs, and symbols that are either common or unusual.
Note any known carvers.

Fort Hill Cemetery is set back slightly from Fort Hill Street in the western segment of Hingham. A wall of random size granite with wide mortar joints parallel to the street act as a retaining wall and separates the verge from the body of the yard. Its unusual capping consists of merlon-type triangular outcrops, alternating in size — large ones separated by small ones. (Exactly the same wall is found at 27 Elm Street, Hingham.)

HISTORICAL NARRATIVE  check see continuation sheet
Explain religious affiliations, major period of use, and evaluate historical association of this burial ground with the community.

Fort Hill Cemetery was established c. 1750. Describing its original half acre lot The History of Hingham (1893) relates: "This small piece of land was probably one of the many pieces not granted by the original proprietors, and like many of these pieces was taken possession of and occupied without the formality of a grant." In 1788 the burial ground was passed to the town and became one of two public burial places. It was used primarily by the Lincoln, Ward, Waterman and Beal families who lived in the West Hingham vicinity. In the 1820s the section of Fort Hill Street which bounded the cemetery was discontinued and moved farther west, enlarging the cemetery on its westerly side. By 1825, several tombs were installed into the rise of this new section.

The 1840s saw few interments and rampant neglect. The History of Hingham comments: "...the few memorial stones had become displaced and broken, as well as moss-grown; and the stray cattle disputed possession of such scanty herbage as struggled for growth amid thorns and briers."

BIBLIOGRAPHY and/or REFERENCES  check see continuation sheet
Hingham Journal. March 6, 1891; December 31, 1980; August 11, 1988; August 17, 1989.
John P. Richardson Archival Collection. Private collection.

☐ Recommended for listing in National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
The cemetery has three vehicular entrances along Fort Hill Street, the north and south entries being modest granite posts. The center entrance (1895) has a granite and wrought iron gate. Ashlar block piers carry the keystone-topped arch over the drive. Flanking the arch are posts and urns topped with ball finials. Circulation within the Fort Hill Cemetery follows gravel road surfaces in the newer section of the yard; much of the older paths are now grass with a bit of gravel. The road/path system in the northern end of the cemetery still resembles that found on the "Town of Hingham in Plymouth County" map of 1873 (Beers, Comstock & Cline, New York).

The terrain of the cemetery is rolling and slopes have been recontoured to provide terraces where interments are carried out, increasing the utility of the burial ground space by providing flat areas for plots. The land slopes away from the road toward the rear of the cemetery, terminating at the right of way for the abandoned Old Colony Railroad. There are a number of rock outcrops visible throughout the burial ground. Vegetation consists generally of the grass cover, maples (the majority of trees), linden, laburnum, spruce, dogwood, cypress, and catalpa. Bushes are mainly deutzia and philadelphus (mock orange).

Located on one of the highest points in the burial ground is the tall Settler's Monument obelisk (1860). The approaches to the monument are lined with the oldest slate gravestones (many with copper/tin hoods) in the yard. These markers display typical 17th and 18th-century motifs including winged heads, death's heads, and sunbursts with faces. Several of the markers (18th century) use double stones of red slate, with carvings of faces and a hex-like symbol (Ex. Mary Ward [d. 1779] and Hannah Ward [d. 1781]). The slate markers are only in fair condition. Some have fractures and losses, others suffer from advanced delamination.

Impressive 19th-century markers in granite and marble include a large granite sarcophagus of the Lincoln family, and a handsome urn-topped square column of the Chamberlain/Brant/Peare families with a number of low gravemarkers, the whole surrounded by a rounded-top granite curbing. The fluted marble Marshall Lincoln obelisk is an excellent example of cemetery art. Generally the age of the gravestones and monuments decreases as one moves from north to south, with the most recent stones concentrated in the southwest. Parallel to Port Hill Street, but on the opposite side of the hill from the stone wall are a row of nine tombs built into the side of the rise. The facades are constructed of large granite blocks and the openings are cemented shut, although the hinges and hasps from iron doors are extant. Horizontal soil pressure (exacerbated by freeze-thaw cycles) has caused outward movement in the granite wall, dislodging some blocks. At the end of the tomb row nearest the main gate stands a large, handsome, exposed-aggregate cement receiving tomb with double wooden door with ornate hinges.
HISTORICAL NARRATIVE (continued)

The decrepit condition of the burial ground prompted the ladies of the Fort Hill Street vicinity, on December 10, 1849, to hold a meeting out of which grew the Fort Hill Ladies Sewing Circle. Within two years, the Fort Hill Cemetery Corporation (the officers and directors were all men) was also formed. At this point it appears the Cemetery reverted to private ownership: "The town by vote have given the proprietors the care and management of the "Old Burying Ground", reserving therein a lot for the burial of such as many have no one to provide for them." (History of Hingham, p. 362).

In 1852 the first of almost seventy Annual Fairs organized by the Circle was held, an event that survived until World War I. In the beginning these were two day affairs, held in Loring Hall. All sorts of "Fancy and Useful Articles" were for sale, followed by large suppers capped with a quadrille band furnishing lively music for dancing in the evenings. In kind and cash donations were energetically solicited for the Fair, helping to make it a continual financial success.

Due to the Circle and the Corporation, Fort Hill Cemetery underwent a dramatic transformation. Three additional acres were acquired at the rear and west of the Cemetery and in 1866 an additional acre was purchased from David Brown, 65 Fort Hill Street, for material to be used in filling and grading lots. The wandering cattle were evicted and the land fenced. The ladies visited other burial grounds, including Mount Auburn Cemetery in Cambridge, to broaden their knowledge of cemetery planning and landscaping. Trees and hedges were planted.

A visitor to Hingham in September 1874 wrote the Hingham Journal: "Among our smaller cemeteries in the country towns, travelers will seldom find one better arranged or taken care of than at Fort Hill...We think it would be advisable for the ladies of our neighboring towns who are complaining of poor cemeteries to visit Fort Hill, and learning a lesson on enterprise, 'go and do likewise.'"

With all this attention, the Fort Hill Cemetery became a significant focus for life in West Hingham from 1849. The Cemetery had always been linked with nearby North and South Streets and these ties were strengthened. In 1891: "All young ladies interested in the Fort Hill Cemetery" were invited to an organizational meeting to form a West Street branch of the Circle (afterwards simply known as the "Branch.") It was not until 1922 that the two circles finally merged, the Branch bringing in 26 members.
HISTORICAL NARRATIVE (continued)

The focus of the Fort Hill Cemetery is the Settlers' Monument, on which is incised the following inscription: "TO THE MEMORY OF THE EARLY SETTLERS OF THE WEST PART OF HINGHAM / THIS MONUMENT IS ERECTED BY THE LADIES OF THE FORT HILL SEWING CIRCLE / 1860." These early settlers were Daniel Cain, Jonathan Cain, Ezra French, Jonathan French, Theodorie French, Japhet Hobart, Bela Stowell, Isaachar Stowell, Joshua Stowell, Seth Stowell and Stephen Stoddard. The Circle paid a total of $293.88 for the obelisk. This included $286.67 to C. R. & C. Mitchell of Quincy for the monument and the "sunk" (incised) lettering as well as $7.21 to John P. Hersey for the gilding, which is no longer extant.

Revolutionary War soldiers buried at Fort Hill Cemetery include five members of the Lincoln family. Those listed on the Settlers Monument are: Capt. James Lincoln, Lt. Isaac Lincoln, Lt. Nathaniel Lincoln, Joseph Lincoln, Joshua Lincoln, Marsh Lewis, Elisha Remington, Thomas Waterman and Benjamin Ward. The only Hingham recipient of the Congressional Medal of Honor, Spanish American War veteran Herbert Lewis Foss (1871-1937), is buried in Fort Hill Cemetery. His grave is marked by a marble headstone with a cross; the inscription reads: "Seaman, US Navy, 'Maine.'"

The gravestones in the Fort Hill Cemetery are of considerable interest and warrant further study. There are at least 40 pre-1830 stones, some of which may have been done by well-known carvers. The portrait stones mentioned in the Visual Assessment are particularly striking. The names on these early gravestones relate not only to the nearby vicinity of West Hingham but to the development of Hingham, particularly with the famous Lincoln family. Some of these names are Lincoln, Cushing, Stowell, Beal, French, Hobart, Humphrey, Ward, and Waterman. Other common names in the Cemetery are Cain, Hudson, Hersey and Bicknell.

A small, wood, Queen Anne chapel was erected in 1889 and dedicated on May 23, 1890. Built by contractor J. F. Vinal of Weymouth, it was described in The History of Hingham as: "a chapel similar in form to the one in the Hingham cemetery, but of smaller size."

Sadly, in the 1950s, the Chapel was taken down, having been repeatedly vandalized at a time when the Cemetery Corporation's funds were particularly low.

While Fort Hill Ladies Sewing Circle is no more, the Fort Hill Cemetery Corporation recovered from its low point in the 1950s. Thanks to the devoted efforts of the superintendent the Cemetery is well cared for and again would be of interest to the passing traveler.
INVENTORY FORM CONTINUATION SHEET

Community Property

Hingham Fort Hill Cemetery

Area(s) Form No.
C 800
The Parks and Landscapes Form should be used to record information about historic landscapes. Typical landscapes include town greens, town commons, parks, gardens, parkways or boulevards, training fields, and other designed landscapes. Refer to the end of this section for readings on identifying and evaluating historic landscapes.

Historic landscapes include areas that have been consciously designed, laid out, or formally set aside. Typical examples are: parks, campuses, commons, formal gardens and estates, yards, reservations, parkways and boulevards, training grounds, playing fields, playgrounds, golf courses, arboretas, built waterways (including canals, reservoirs and harbors), and campsites. The landscape design may be associated with a known landscape architect, engineer, public agency, or other individual, firm, or group. The landscape may also reflect a school of aesthetic or functional design or philosophy. To retain integrity, this type of historic landscape should demonstrate through physical remains the intent of the designer, planner, or owner. Physical remains may include designed topographical features, historic plantings, paths, or waterways.

A designed landscape may also incorporate a complex of buildings, objects and/or structures. If the individual resources that contribute to the landscape are important themselves, they should be documented individually on the appropriate MHC forms. Designed burial grounds should be recorded on E Forms.

Historic landscapes include areas that may be primarily utilitarian in nature, or which were created as part of patterns of human activity. Such landscapes typically include: farm lands (including field patterns and use), quarries or mining operations, timber forests, grazing lands, orchards, and cranberry bogs. These landscapes reflect the impact of human occupation and manipulation of the environment, and may reveal information about the traditions, beliefs, or technological practices of individuals or groups. The visual characteristics of the landscape may be the result of deliberate patterns of land use, or they may have evolved as a result of historically changing patterns of activity.

Landscapes also include historic sites that served as settings for historic events or activities which may or may not have left visible physical remains. Typical historic sites include battlefields, landing sites, and historic routes. Sites with archaeological components should be recorded on D Forms.

Natural landscapes that do not display obvious physical traces of human manipulation may nevertheless have important historic associations with a specific individual or group. Examples may include a scenic vista or feature linked to a particular artist or group of artists; natural landscapes that directly inspired the work of a significant writer or thinker; natural wonders that became tourist attractions; or
landscapes that have traditionally been imbued with a religious, cultural or functional significance by a specific culture or group.

Parks and landscapes are assigned inventory numbers in the 900 range.

Further Reading:

Recommendations for further reading include a selection of the many sources that discuss different types of historic landscapes. These sources generally contain bibliographies for additional research.


FORM H (PARKS AND LANDSCAPES)

<table>
<thead>
<tr>
<th>ASSESSOR'S NUMBER</th>
<th>OPTIONAL. If you are recording local parcel numbers for this park or landscape, enter here.</th>
</tr>
</thead>
<tbody>
<tr>
<td>USGS QUAD</td>
<td>Record here the name of the United States Geological Survey topographic sheet on which the park or landscape is located.</td>
</tr>
<tr>
<td>AREA(S)</td>
<td>If the park or landscape is located within an area for which an Area Form has been completed, indicate the Area Form letter here.</td>
</tr>
<tr>
<td>FORM NUMBER</td>
<td>Use only an MHC-approved inventory number in this space. Parks and landscapes should be assigned inventory numbers in the 900 range.</td>
</tr>
<tr>
<td>FORMS WITHIN</td>
<td>List inventory numbers for any features within the park or landscape that have been documented with individual inventory forms, including buildings, objects such as monuments and statues, and structures such as bridges.</td>
</tr>
<tr>
<td>TOWN</td>
<td>Name of city or town in which the park or landscape is located.</td>
</tr>
<tr>
<td>PLACE</td>
<td>Name of the neighborhood, village, or section of town in which the park or landscape is located.</td>
</tr>
<tr>
<td>ADDRESS</td>
<td>Location of the park or landscape. If possible give the street address (with number) or the nearest intersection. Describe boundaries under VISUAL/DESIGN ASSESSMENT.</td>
</tr>
<tr>
<td>NAME</td>
<td>Primary name(s) historically associated with the park or landscape.</td>
</tr>
<tr>
<td>OWNERSHIP</td>
<td>Indicate whether the park or landscape is in public or private ownership. If public, identify the owner under HISTORICAL NARRATIVE.</td>
</tr>
</tbody>
</table>
**TYPE OF PARK OR LANDSCAPE**
Indicate type of landscape. See discussion on previous pages.

**DATE OR PERIOD**
Use exact date only if from a verifiable documentary source. Otherwise indicate a range of dates (e.g., ca. 1840, 1875-1885, 1920s, 3rd quarter of the 19th century).

**SOURCE**
Indicate the documentary source of the date (atlas, town records, histories, plans, deeds, or other written source). Note the title of the source and cite fully in the bibliography. Visual analysis is not an acceptable source unless a trained or professional specialist is interpreting specifics of the landscape design and no documentary sources have been located.

**LANDSCAPE ARCHITECT**
Name of landscape architect, gardener, engineer, or planner, if known.

**LOCATION OF PLANS**
Indicate location of any plans or drawings, if known.

**ALTERATIONS/INTRUSIONS**
Note any changes that occurred after the initial design and construction, including changes in plant material.

**CONDITION**
Assess the general condition of the park or landscape, including structures, paths, plant material, etc. Include any discussion of condition under **VISUAL/DESIGN ASSESSMENT**. For this space, use the following categories:

- **Excellent** - original condition
- **Good** - well-maintained with no visible deterioration
- **Fair** - in need of maintenance or repair, visible material failure, visible alterations, introduction of new or incompatible materials or features
- **Deteriorated** - visibly in need of major repair, signs of structural failure or damage, abandoned
- **Ruins** - extensive structural damage, loss, or collapse; loss of materials or other design components; some design
elements still standing

**ACREAGE**
Indicate the exact acreage of the park or landscape. Properties of less than one acre may be listed as "less than one (or one-half, or one-quarter) acre." Exact square footage of smaller properties is helpful, but not required. For properties of greater than one acre, indicate exact acreage.

**SETTING**
Describe the larger setting in which the park or landscape is located. This should include immediate and surrounding landscape features (vegetation, topography). Also describe the built character of the area surrounding the park or landscape, including land use and type and proximity of nearby buildings.

**RECORDED BY**
Name of person(s) completing the form.

**ORGANIZATION**
Name of organization conducting the survey.

**DATE**
Date (month/year) the form was completed.

**Photograph:** Staple current 3-1/2"x 5" or 3"x 3" black and white photographs to the form. Photographs should show the park or landscape and its various components clearly. One or two photographs may be stapled to the upper left side of the form. Additional photos should be stapled to inventory form continuation sheets, labeled with the landscape inventory number and address. Each photograph should be labeled on the back with the inventory number, landscape name and address, name of the community, the date the photograph was taken, and the location of the negative. See Chapter III under Intensive Field Survey and Chapter IV for additional MHC requirements for photographs.

**Sketch Map:** Draw a sketch map or attach a copy of a map showing the park or landscape. The sketch map should show its location in relation to the nearest cross streets and/or major natural features such as waterways. See Chapter IV for additional MHC requirements for sketch maps.

**VISUAL/DESIGN ASSESSMENT**

Describe the physical features of the park or landscape, including natural and man-made elements. Discuss the evolution of the design, and the relationship of the current landscape to the original design or concept. The description should include a discussion of the following elements, where they are present:
* existing topography and grading
* natural features
* land use
* circulation systems (roads, paths, trails)
* spatial organization or design (symmetry, alignment)
* views and vistas
* vegetation
* landscape dividers (hedges, walls, fences)
* drainage and engineering structures
* site furnishings and objects (benches, planters, urns)
* bodies of water
* lighting and signs
* buildings, structures, or objects

**HISTORICAL NARRATIVE**

Discuss the origins and historical development of the park or landscape, and the relationship of this development to that of the rest of the community. Discuss any notable individuals or groups associated with the park/landscape, giving beginning and end dates for the associations. Groups might include families, businesses, organizations, ethnic or cultural groups, occupational groups, etc. Note any architects, builders, designers, planners, or developers important to the history of the park/landscape or its component features.

**BIBLIOGRAPHY and/or REFERENCES**

List all primary and secondary documentary sources consulted in the completion of this form. Complete references are preferred. Include page numbers when applicable. Include the location of unpublished sources or special publications.
FORM H - PARKS
AND LANDSCAPES

MASSACHUSETTS HISTORICAL COMMISSION
MASSACHUSETTS ARCHIVES BUILDING
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

Assessor's number  USGS Quad  Area(s)  Form No.  Forms within

Grafton  B  916

Town  Grafton

Place (neighborhood or village) North Grafton

Address or Location  Nelson and Shrewsbury Street

Name  Nelson Park

Ownership  Public  Private

Type of Landscape (check one):

☐ park  ☐ farm land
☐ green/common  ☐ mine/quarry
☐ garden  ☐ training field
☐ boulevard/parkway
☐ other (specify)

Date or Period  1934–1935

Source  "Resume of Nelson Park"

Landscape Architect  unknown

Location of Plans  unknown

Alterations/Intrusions (with dates)  Rte 140 rerouted through park (1937), Nelson Memorial Library (mid 1970s), ballfield and playground

Condition  good

Acreage  15.1 acres

Setting  surrounded by residential

neighborhood of Nelson & Prentice Streets

south of Creeper Hill Road

Recorded by  A. Forbes/MHC

Organization  Grafton Historical Commission

Date (month/year)  June 1991/edited June 1992

See attached sketch map

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
PARKS AND LANDSCAPES FORM

VISUAL/DESIGN ASSESSMENT  □ see continuation sheet
Describe topography and layout. Note structures such as bandstands, gazebos, sheds, stone walls, monuments, and fountains. Note landscaping features such as formal plantings, agricultural plantings, and bodies of water. If possible, compare current appearance with original.

Nelson Park, Grafton's largest landscaped park, is a fifteen-acre tract straddling Route 140 at the Shrewsbury border. Its two major sections, five acres west of Route 140 and ten to its east, are quite different in character. The western, triangular section slopes up to the curve of Prentice Street, and is covered with over 100 mature spruce trees, planted in rows across the hillside. At the edge of Route 140 is a line of about 30-year-old maples. The larger section stretches east of Route 140. A small wooded marshy area lies in its northwest corner, the remainder is largely open, and planted with grass. A ball field is laid out in the southwest corner, with a playground to its east, along Prentice Street. At the park's eastern edge is the site of the Nelson mansion; to its west, facing Prentice Street, is the modern brick Nelson Memorial Library, constructed in the mid-1970s.

The house site is marked by a granite foundation and a variety of ornamental plantings, including firs, fruit trees, and flowering deciduous trees. Just to its north is the small hip-roofed brick utility building that was converted from the ell of the Nelson barn when it was torn down in 1953. Also remaining are a granite retaining wall and gate way to the former drive at the base of Elm Street.

HISTORICAL NARRATIVE  □ see continuation sheet
Discuss history of use. Evaluate the historical associations of the landscape/park with the community.

Nelson Park was a gift to the town of Grafton by Charles H. Nelson in memory of his father, Jasper S. Nelson. Jasper Nelson (1822-1884) was the founder, with James H. Stone, and developer of what came over the second half of the nineteenth century to be North Grafton's largest industry north of the railroad—the Nelson shoe factory. The company built a factory at the foot of today's Nelson Street which grew into a 30 x 260-foot-long, four-story building (demolished).

Charles H. Nelson joined his father in the company in 1873, which became J.S. Nelson & Son and later incorporated as J.S. Nelson & Son Shoe Co., with Charles as president and treasurer. Up to 200 people were employed at the factory at the height of its production late in the century. In about 1878, Jasper Nelson had built a house for his family on the southeastern corner of the park facing Nelson Street. After his father's death, Charles began the first stages of enlarging the house and improving the grounds. (Cont.)

BIBLIOGRAPHY and/or REFERENCES  □ see continuation sheet


□ Recommended for listing in National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
HISTORICAL SIGNIFICANCE (continued)

Four buildings were removed to provide space for landscaping around the house, and its barn was moved further north. (5 Windle Avenue [see form] was one of those relocated, and the original Nelson family house was moved to Elm Street and greatly altered.)

During the same period, beginning in 1887, Charles Nelson added considerably to the grounds. He bought a large tract from Noah Merrill that stretched along the north side of the railroad from the Quinsigamond to a point east of Bummet Brook, and acquired other land from the Gilman Young farm. (See form for 37 Nelson Street.) His home grounds eventually included eighteen acres. He used other parts of the land for house lots on Elm and Prentice Streets and Nelson Place, where he built residences for his management employees. Much of the Merrill property along the tracks was later sold, but two parcels of woods, at the outlet of Flint Pond and east of Bummet Brook, later came under town ownership.

In 1897 Charles Nelson married Annie Brown. They lived in the enlarged Nelson mansion, and kept elaborate orchards and gardens on the grounds. Charles Nelson, in failing health, liquidated the business in 1905, and died later that same year. His wife remarried, and lived on in the house until her death in 1934. In Charles Nelson’s will of 1898 and 1902 he instructed that upon his wife's death the 18-acre home grounds and house, with a substantial endowment, should be left to “the inhabitants of Grafton” for a public park and library in memory of his father, Jasper Nelson. He specified that the park should not be divided, but remain an intact parcel of land.

In 1935, after the will was executed, the North Grafton Branch Library, which had been operating in cramped quarters in the old Perry Hill school house was moved into the Nelson mansion. The building was also renovated to provide for a community hall and American Legion quarters. Also in 1935, the former Nelson Shoe factory which had been leased (and later purchased) by the Forbush Shoe Co. and later the Fitch yeast factory, burned to the ground. The town of Grafton subsequently bought the land, placing it under the care of the Trustees of Nelson Park.

In 1937 Route 140 (today's Shrewsbury Street) was rerouted to eliminate the Boston & Albany grade crossing, dividing Nelson Park into two parts, an action that was taken with approval of all other Nelson heirs. At that time the five-acre section west of the new road was still an apple orchard. In 1938, however, the great hurricane severely damaged the orchard, as well as much of the ornamental planting on the grounds. The orchard was subsequently removed, and new plantings were made near the house by the North Grafton Women's Club and the William Delisle Post of the American Legion. In about 1953 the former apple orchard parcel was planted with 125 spruce trees by the Trustees of Nelson Park; since then they have grown to the mature grove recognized today as marking the entrance to Grafton from Shrewsbury.

(continued)
HISTORICAL SIGNIFICANCE, CONTINUED

The former Nelson barn was razed in 1953, but its brick ell was retained as a tool-storage shed.

In 1974 the Nelson mansion and Memorial Library burned down, and only parts of the foundations, as well as the park itself, remain. A new library building was subsequently built facing Prentice Street, over the years a playground and a ball field have been added to the park.
FORM H - PARKS
AND LANDSCAPES

MASSACHUSETTS HISTORICAL COMMISSION
MASSACHUSETTS ARCHIVES BUILDING
220 MORRISSEY BOULEVARD
BOSTON, MA 02125

Assessor's number 10G-K1A
USGS Quad Chatham
Area(s) Form No. Forms within

Town Chatham
Place (neighborhood or village) ______________________

Address or Location George Ryder/Queen Anne Roads
Name Emery Cranberry Bog
Ownership □ Public □ Private
Type of Landscape (check one):
□ park □ farm land
□ green/common □ mine/quarry
□ garden □ training field
□ boulevard/parkway
□ other (specify) cranberry bog

Date or Period ca. 1860
Source town valuation records
Landscape Architect n/a
Location of Plans n/a
Alterations/Intrusions (with dates) none

Condition good
Acreage 6 acres
Setting central Chatham opposite the town's two oldest burying grounds in early settlement area. Formerly rural area, increasingly suburbanized.
Recorded by Candace Jenkins
Organization Chatham Historical Commission
Date (month/year) June 1991

See attached sketch map.

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.
PARKS AND LANDSCAPES FORM

VISUAL/DESIGN ASSESSMENT  □ see continuation sheet
Describe topography and layout. Note structures such as bandstands, gazebos, sheds, stone walls, monuments, and fountains. Note landscaping features such as formal plantings, agricultural plantings, and bodies of water.
If possible, compare current appearance with original.

The Emery Cranberry Bog is located at the southeast corner of George Ryder and Old Queen Anne Roads. It is approached from the former by an unpaved road that rings all but the northeast corner. A few recent houses stand above the bog on the south side. The bog itself is small-scale with the irregular shape that characterized bogs before heavy machinery became available to eradicate the natural contours of lowlands. Typically, it is surrounded by a raised earthen dike and is crisscrossed by a system of irrigation ditches including a dominant central ditch. A small one-story asbestos-shingle clad shed stands at the eastern end where it appears to function as an intake house regulating the flow of water from adjacent Emery Pond. It has a double-leaf door on the south gable-end and two 6/6 windows on the east and west elevations. An intake gate is located beneath the northwest corner. The gate leads directly into the main central ditch which is lined with horizontal boards. A newer one-story clapboard-clap storage shed with paired double-leaf doors on the west gable-end stands on the north side of the bog. The traditional ditches were supplemented by a sprinkler system sometime after the 1960s when such devices came into general use for cranberry bogs.

HISTORICAL NARRATIVE  □ see continuation sheet
Discuss history of use. Evaluate the historical associations of the landscape/park with the community.

This bog stands on land that was owned by the Emery family throughout the second half of the 19th century. Town valuation records first tax H.L. Emery for a cranberry bog in 1860. The bog stayed in the Emery family until 1935 when Margaret W. Emery, widow of Elmer E. Emery, sold it to the United Cape Cod Cranberry Company, Inc. of South Hanson with rights of way and the privilege of taking sand for sanding of the bog. The UCCCC was founded by Marcus L. Urann in 1906. Urann was one of the first growers in the state to recognize the economic potential of canning and bottling cranberries of lesser grade and began doing so under the Ocean Spray label in 1912. Urann was also responsible for uniting the largest growers in a cooperative known as Cranberry Canners, Inc. in 1930, renamed National Cranberry Association in 1946, and Ocean Spray in 1959. When UCCCC sold to Raymond Murphy in 1982, the sanding privilege was retained along with a restriction that the premises be used only for agriculture and that no buildings be erected except those necessary for the operation of the cranberry bog.

(continued)

BIBLIOGRAPHY and/or REFERENCES  □ see continuation sheet

Barnstable County Atlases, 1858, 1880, 1908
Barnstable County Registry of Deeds 4316/027;516/189;516/191
Town of Chatham Valuation Records.
Massachusetts Historical Commission. Chatham Town Report. 1984

□ Recommended for listing in National Register of Historic Places. If checked, you must attach a completed National Register Criteria Statement form.
The history of this bog appears to be typical for Chatham which with a mere 27 acres under cultivation in 1865, was one of the smallest cranberry producers in Barnstable County. The first experiments with cranberry culture on Cape Cod were conducted in 1816 by Henry Hall of Dennis who soon discovered the importance of sand to the operation. By the mid 19th century industry was well established on the Cape and continued in importance well into the 20th century. Its rapid rise to popularity was based on the fact that cranberries grew best in previously worthless swampland and provided a much needed supplement to the failing maritime economy. A 1915 article in Cape Cod Magazine stated, "The Cranberry industry has proved the commercial salvation of the Cape." That article also noted the trend toward consolidation of family-owned bogs into the hands of large companies.
How to Complete a D Form -

Prehistoric and Historic Archaeological Sites

Any below-ground resources should be recorded on D Forms. Identifying and recording archaeological sites generally requires professional assistance, and should not be attempted by untrained or unsupervised volunteers. Because of the vulnerability of archaeological sites to looting, their location, as well as any records pertaining to them, should be kept confidential. For additional information on identifying archaeological resources in your community, contact the Massachusetts Historical Commission.

Surveys of archaeological sites are undertaken at the reconnaissance or the intensive level. Reconnaissance level surveys are designed to identify archaeologically sensitive areas. Although not designed to identify all archaeological sites within a particular area, some sites may be found as a result of the reconnaissance survey. Archaeological sites identified at the reconnaissance level are generally documented through background research and visual examination, rather than excavation. Site locations may frequently be determined through documentary sources such as historic maps, deeds, town histories, or newspapers. Interviews with knowledgeable individuals may also produce information on known or suspected site locations. Visual inspection of site locations identified through these means may provide field evidence for their existence through the survival of cellar holes, foundations, depressions, dams, artifacts, or other features. Field inspection also provides the basis for a description of the site location and its condition.

Intensive level surveys are designed to include both detailed above-ground and below-ground examination of an area. They are designed to locate specific sites within areas determined archaeologically sensitive through reconnaissance level survey. Intensive level surveys include all the components of a reconnaissance level survey, with the addition of test excavations to identify the presence of buried artifacts or features.

Archaeological surveys should include a report that includes a description and justification of the research design, methodology, and research techniques used. Professionally-conducted surveys should also follow a detailed project scope-of-work.

Under Massachusetts law, permits from the State Archaeologist are required for scopes-of-work for all Reconnaissance Survey, Intensive Survey, Site
Examination, and Data Recovery projects. The State Archaeologist regulations require site forms to be completed as part of all scopes.

Further Reading:


Archeological Field Investigation Regulations (950 CMR 70.00) available from the Massachusetts Historical Commission.
FORM D - PREHISTORIC ARCHAEOLOGICAL SITE

Categories with a * must be completed.

*1. SITE NAME(S) Primary or common name(s) associated with the site. Sites are often named after landowners, streets or conspicuous topographic features (land forms, water bodies, rivers) in the immediate vicinity.

MAS NO. The inventory number given a site by the Massachusetts Archaeological Society (MAS).

OTHER NO. Site number(s) assigned by other institutions or individuals during specific surveys or as part of an overall regional inventory.

*2. TOWN/CITY Name the town or city in which the site is located. In instances where a site straddles town boundaries, list all towns, listing the town that includes the majority of the site first.

* COUNTY Indicate the county in which the site is located.

*3. STREET AND NUMBER Indicate the address where the site is located. If the site is not in close proximity to a road, give a detailed description of how to reach it.

*4. OWNER(S) AND ADDRESS(ES) Indicate the owner(s) of the site and their mailing address(es). Note whether ownership is public or private.

5. SITE LOCATED BY Indicate whether the site was found by a CRM Survey, Avocational Collector, Field School or other means. Cultural Resource Management (CRM) surveys are usually conducted by professionals under permit with the State Archaeologist. Avocational Collectors are individuals in amateur societies such as the Massachusetts Archaeological Society. Field Schools are educational programs which teach
individuals the methods and techniques of archaeological fieldwork. If the site was located by a different means, check other and specify. "Other" includes random finds of cultural material, for example, during a construction project, while gardening, or while walking along the beach. "Other" may also refer to government surveys, literature searches or interviews. Sampling Strategy used to locate the site may include surface survey excavation and auguring. If possible, specify whether the strategy was judgmental or random.

*6a. PERIOD(S)

Indicate the relative age or culture period(s) found at the site. These periods are explained in numerous professional and amateur publications. Please refer to the MHC Guide to Prehistoric Site Files and Artifact Classification System. If you do not know the culture period check "unknown".

*6b. ESTIMATED OCCUPATION

Note the total time the site was occupied, for example, Middle Archaic, (ca. 8,000 to 6,500 B.P.) through Late Woodland (1,300 to 400 B.P.) or a period of 6,000 to 7,000 years.

Boxes are also provided to indicate whether the site is single or multi-component. These identifications refer to the number of culture groups and/or tool technologies represented at the site. A space is provided to specify all components. For example, Middle Archaic can include Neville and/or Stark components while the Late Woodland can include a Levanna component.

7. DATING METHODS

Specify the method(s) used to date the site. If a C14 date is available, list the date, standard deviation, and lab number. Note if the date was C13 corrected. If the site was dated through the use of comparative materials, list the materials. For example, Vinette I ceramics might indicate an Early Woodland component.
8. **DESCRIBE SITE TYPE/FUNCTION**

List all known site types and functions at the site. Site types may include burials, campsites, find spots, habitation sites, quarries or shell middens. Site functions might include activities such as fishing, lithic extractions and/or manufacture, or food processing.

*9. **DESCRIBE SIZE AND HORIZONTAL AND VERTICAL BOUNDARIES**

Describe the overall size of the site in square feet/meters or acres/hectares. Landforms such as hills, rivers or knolls may also be discussed as they relate to the site's horizontal extent. Also include vertical site boundaries, if known (for example, from 0 to 40 cm below surface).

10. **GENERALIZED SITE PROFILE**

Draw soil horizons, texture and respective depths in the block provided. Indicate levels and depths of cultural material.

11. **SOIL**

Describe characteristics of the site's ground surface and soils. **USDA Soil Series** refers to the categories identified by the county soil surveys of the United States Department of Agriculture (USDA) Soil Service. **Contour elevation** may be determined from USGS topographic maps or, if available, engineering drawings. **Ground slope** may also be obtained from USDA soil maps, but may also be approximated from visual inspection in the field. **Soil acidity** may be obtained from USDA soil surveys.

12. **TOPOGRAPHY**

Characterize the land surface (flat, gentle undulation, rolling hills, or mountains).

*13. **WATER**

Describe the water sources in closest proximity to the site. The **nearest water source** could be a lake, pond, stream, freshwater wetland, or saltmarsh. Note the **size** of the water source. Note also the **seasonal**
**availability** of the water source, for example, year round or spring only.

14. **VEGETATION**

Describe the present vegetation of the site. Discuss tree growth, understory and grass cover. Past vegetation may be determined through consulting regional/local pollen diagrams and soil types.

15. **SITE INTEGRITY**

Describe the present condition of the site (undisturbed, good, fair, or destroyed).

16. **SURROUNDING ENVIRONMENT**

Describe the cultural and natural environment around the site. Note natural factors such as open land, woodland, eroded soils, coastal or isolated. Cultural factors that describe the local environment may include commercial, industrial, residential, and rural. Also note if scattered buildings are visible from the site.

17. **ANY THREATS TO SITE (DESCRIBE POTENTIAL THREATS)**

Indicate whether or not a threat exists. Describe any existing threats. Possible threats include residential or roadway construction, erosion and pothunting.

18. **ACCESSIBILITY TO PUBLIC**

Indicate whether access is unrestricted, owner permission is needed, access is restricted, or no access is available.

19. **PREVIOUS WORK**

Summarize work performed at the site to date. Note whether the site was surface-collected, "pot-hunted," tested, or excavated. Indicate in each case the name and affiliation of the person or group performing the work. Also note the date on which the activity took place.
<table>
<thead>
<tr>
<th>20. PRESENT LOCATION OF MATERIALS (INCLUDE ADDRESSES)</th>
<th>Note the location of any artifacts recovered from the site. Materials may be located with institutions or individuals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>*21. REFERENCES/REPORTS</td>
<td>Cite fully any publications or reports that describe or analyze this site or its material.</td>
</tr>
<tr>
<td>*22. RECOVERED DATA</td>
<td>Describe any cultural materials recovered from the site. These may include projectile point types, other artifactual materials, features, and other kinds of formations such as floral and faunal remains.</td>
</tr>
<tr>
<td>*23. ARCHAEOLOGICAL OR HISTORICAL SIGNIFICANCE</td>
<td>Summarize the archaeological and historical importance of the site. Include research questions that help explain how this site contributes to an understanding of local and regional patterns of development.</td>
</tr>
<tr>
<td>*24. ATTACH PORTION OF USGS QUAD WITH SITE AREA MARKED TO THIS FORM</td>
<td>An original or reproduced copy of a USGS quadrangle map with the site area clearly marked MUST BE INCLUDED WITH THE SITE FORM. If a section of the USGS map is included, it should be labeled with the name of the quadrangle.</td>
</tr>
<tr>
<td>*25. SKETCH PLAN OF SITE</td>
<td>Draw a sketch plan of the site. The plan should include a north arrow, scale, and important or conspicuous landmarks that help locate the site and its most important features.</td>
</tr>
</tbody>
</table>
26. **PHOTOS**

If available, photos of the site may be attached to the site form. All photos should include the date of photo, the photographer's name, view shown, and the name and location of the site.

**REPORTED BY:**

Indicate the name, address, organization of the person who filled out the site form, and the date that the form was completed.
**FORM D - ARCHAEOLOGICAL SURVEY**
**PREHISTORIC ARCHAEOLOGICAL SITES**

Massachusetts Historical Commission  
Office of the Secretary  
State House, Boston

<table>
<thead>
<tr>
<th>SITE NAME(S)</th>
<th>Town</th>
<th>MHC NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bay Street I</td>
<td>Mas No. M39-NE-88</td>
<td>OTHER NO. 7KP</td>
</tr>
</tbody>
</table>

| TOWN/CITY   | COUNTY |  |
|-------------|--------|  |
| Taunton     | Bristol|  |

3. STREET & NUMBER (If Not Available, Give Detailed Description of How to Reach Site)
   Site was previously located on a knoll overlooking Snake River on the north side of the I-495 right-of-way immediately east of Exit 9 and north of Bay Street

4. OWNER(S) AND ADDRESS(ES)
   Massachusetts Department of Public Works, Boston, Massachusetts

5. SITE LOCATED BY
   - Public  - Private

6a. PERIOD(S) (Check all applicable boxes)
   - Paleo  - Early Woodland  - Contact
   - Early Archaic  - Middle Woodland  - Unknown
   - Middle Archaic  - Late Woodland  - Other
   - Late Archaic  - Specifying All Components

6b. Estimated Occupation Range 8,000-1800 B.P.

7. DATING METHODS
   - C-14
   - Intuition  - Other (Specify)

8. DESCRIBE SITE TYPE/FUNCTION
   large residential base camp type site

9. DESCRIBE SIZE AND HORIZONTAL & VERTICAL BOUNDARIES
   Site occupies a large knoll/peninsula jutting into the Snake River which forms the northern site boundary. The site is approximately 4.59 acres or 1.87 hectares in size. Vertically, the site extends from the surface to a depth of at least 95cm.

10. GENERALIZED SITE PROFILE
    - Type of Soil(s) Cultural Material
      - 0
      - 15cm, A
      - 20-25cm, Peak of cultural material
      - 85cm, B
      - 90cm, C
    Indicate Depth of Levels

11. SOIL
    - USDA Soil Series  - Contour Elevation
      - 60-90 ft.
    - Acidity
      - 1  - 7
      - (Acid)  - 14
      - (Base)

12. TOPOGRAPHY
    - Flat  - Gentle undulation  - Rolling Hills  - Mountains

13. WATER
    - NEAREST WATER SOURCE Snake River
    - SIZE AND SPEED 0
    - DISTANCE FROM SITE 0
    - SEASONAL AVAILABILITY Year round

14. VEGETATION PRESENT
    - Second growth pine look prior to destruction
    - PAST

15. SITE INTEGRITY
    - Undisturbed  - Good  - Fair  - Destroyed

16. SURROUNDING ENVIRONMENT
    - Open Land  - Woodland  - Eroded Soils  - Residential  - Scattered Buildings  - Coastal  - Industrial  - Isolated

17. ANY THREATS TO SITE DESCRIBE POTENTIAL THREATS: 
    - DESCRIBE

18. ACCESSIBILITY TO PUBLIC
    - Free Access  - Need Owner Permission  - Restricted  - No Access
    - 12/82
19. PREVIOUS WORK
BY WHOM/AFFILIATION
DATE
Surface Collected

"Pot hunted" BY WHOM/AFFILIATION DATE

Tested BY WHOM/AFFILIATION
Laboratory, Brown University, Providence, R.I. DATE 1975

Excavation BY WHOM/AFFILIATION
Public Archaeology Laboratory, Brown University, Providence, R.I. DATE 1977

1980

20. PRESENT LOCATION OF MATERIALS (INCLUDE ADDRESSES)
Department of Anthropology, Brown University, Providence, R.I.

21. REFERENCES/REPORTS

Moran (1976) Thorbahn and Moran (1978)

22. RECOVERED DATA (identify in DETAIL, including features, pits, burials, faunal material, etc).
Over 10,000 pieces of cultural material including projectile points, knives, scrapers, hammerstones, blanks/point preforms, bifacial tool blades, ground stone fragments, ceramics, calcined bone, guano, shell, floral remains, drills, ulus, atlatl weights, chipping debris, burnt rock. Numerous features (59) were also recovered including charcoal pits, hearths and soil stained pits.

23. ARCHAEOLOGICAL OR HISTORICAL SIGNIFICANCE
The environmental setting, good stratigraphy and originally undisturbed condition of this large multicomponent site makes it unique in southern New England. The site presents an unlimited opportunity for the study of subsistence and settlement activities on a broad scale within the Taunton River basin, particularly when contrasted against other systematically excavated sites found within the I-495 corridor.

24. ATTACH PORTION OF USGS QUAD WITH SITE AREA MARKED TO THIS FORM

25. SKETCH PLAN OF SITE

26. PHOTOS: Attach if available
Label each with: Date of photo, photographer, view shown, name of site.

27. WRITTEN DESCRIPTION

REPORTED BY: John Smith

ORGANIZATION

DATE 6/1/82

FIELD EVALUATION

COMMENTS

12/82
FORM D (HISTORIC ARCHAEOLOGICAL SITE)

Categories with a * must be completed.

*1. SITE NAME(S) Primary or common name(s) associated with the site. Sites are often named after landowners, streets, or conspicuous topographic features (land forms, water bodies, streams) in the immediate vicinity.

MAS NO. The inventory number given a site by the Massachusetts Archaeological Society (MAS).

OTHER NO. Site number(s) assigned by other institutions or individuals, usually during specific surveys or as part of an overall regional inventory.

*2. TOWN/CITY Name the town or city in which the site is located. In instances where a site straddles town boundaries, list all towns, listing the town that includes the majority of the site first.

* COUNTY Indicate the county in which the site is located.

*3. STREET AND NUMBER Indicate the address where the site is located. If the site is not in close proximity to a road, give a detailed description of how to reach it.

*4. OWNER(S) AND ADDRESS(ES) Indicate the owner(s) of the site and their mailing address(es). Note whether ownership is public or private.

5. SITE LOCATED BY Indicate whether the site was found by: a CRM Survey, Avocational Collector, Field School or other means. Cultural Resource Management (CRM) Surveys are usually conducted by professionals under permit with the State Archaeologist. Avocational collectors are private individuals in avocational societies such as the Massachusetts Archaeological Society. Field Schools are educational programs.
which teach the methods and techniques of archaeological fieldwork. If the site was located by a different means, check Other and specify. Other includes random finds of cultural material, for example during a construction project, while gardening or while walking along the beach. Other may also refer to government surveys, literature searches, or interviews. Sampling strategy used to locate the site might include surface survey, excavation, or auguring. If possible, specify whether the strategy was judgmental or random.

*6a. PERIOD(S) Indicate the time period(s) represented at the site. Any or all boxes of appropriate periods should be checked. Check "unknown" if the time period at the site can not be identified.

*6b. ESTIMATED OCCUPATION RANGE Estimate the time period during which the site was occupied. For example, the site may have been occupied from the mid-17th to early 19th century (approximately 150 years). Two or more occupation ranges might be noted if the site was abandoned for a period of time.

*7. DATING METHOD Describe methods used to date the site. Historic maps may be used when the presence or absence of a structure or roadway infers a date. Title searches may also indicate land ownership and the presence of structures. "Yes" or "no" box must be checked indicating whether or not a title search has been completed. Additional documents such as tax lists or probate records may also provide dates for structures and/or land ownership. List these documents if they are known. Dates can also be inferred through comparison of material found on the site with materials whose period of manufacture and use are well documented. Common comparative materials include: ceramics, glassware, nails, and smoking pipes. Space is provided in the event that other
research methods were used to date the site.

*8a. SITE TYPE*  
A box is provided to indicate whether the site is Agrarian, Residential, Industrial, Commercial, Military, Unknown or Other. If the last is checked, specify the nature of the site.

*8b. DESCRIBE*  
Briefly describe the site. Include the number of structures, foundations, or cellar holes as well as their general layout and size. Note the presence of trash pits, privies, wells, dams, mill races, or forges.

*9. DESCRIBE SIZE AND HORIZONTAL AND VERTICAL BOUNDARIES*  
Describe the overall size of the site in square feet/meters or acres/hectares. Discuss landforms, such as hills, rivers or knolls as they relate to the site's horizontal extent. Include vertical site boundaries, if known (for example from 0 to 40 cm below surface).

10. STRATIGRAPHY  
Describe surface indicators of cultural remains and whether or not stratigraphy is present. Indicate whether the site was identified through standing ruins, surface finds, markers, or cellar holes. Indicate whether the site is stratified or not stratified.

11. SOIL  
Describe the characteristics of the site's ground surface and soils. USDA Soil Series refers to the categories identified by the county soil surveys of the United States Department of Agriculture Soil Service. Contour elevation for a site may be determined from USGS topographic maps. Slope of ground may also be obtained from USDA soil maps, or may be approximated from visual inspection in the field. Soil acidity may be obtained from USDA soil surveys.

*12. TOPOGRAPHY*  
Characterize the land surface. A box may be checked for flat, gentle undulation, rolling hills, or mountains.

*13. WATER*  
Indicate the type of water source in closest proximity to the site (for example: lake, pond, stream, freshwater wetland, or saltmarsh). Note the size of
the water source. Also note the *seasonal availability* of the water source (for example year round or spring only).

### 14. VEGETATION
Describe the present and past vegetation of the site. Discuss tree growth, understory, and grass cover. Past vegetation may be determined through consulting regional/local pollen diagrams and soil types.

### *15. SITE INTEGRITY*
Describe the present condition of the site (undisturbed, good, fair, or destroyed).

### *16. SURROUNDING ENVIRONMENT*
Describe the cultural and natural environment around the site. Note natural factors such as open land, woodland, eroded soils, coastal or isolated. Note cultural factors in the local environment, including commercial, industrial, residential, or rural uses. Also indicate if buildings are visible from the site.

### *17. ANY THREATS TO SITE (DESCRIBE POTENTIAL THREATS)*
Indicate whether or not a threat exists. If yes describe the threat in detail. Possible threats include residential or roadway construction, erosion, and pothunting.

### *18. ACCESSIBILITY TO PUBLIC*
Indicate whether access is unrestricted, owner permission is needed, access is restricted, or no access is available.

### *19. PREVIOUS WORK*
Summarize work performed at the site to date. Note whether the site was surface-collected, "pot-hunted," tested, or excavated. Indicate the name and affiliation of the person or group who performed the work, and the date on which the activity took place.
20. PRESENT LOCATION OF MATERIALS
(INCLUDE ADDRESSES) Note the location of any artifacts recovered from the site. Materials may be located at institutions or with an individual.

*21. REFERENCES/REPORTS Cite any publications or reports that describe or analyze the site or its materials.

*22. RECOVERED DATA Describe information from both documentary and archaeological sources in detail. Documentary data may indicate structures or landscape features no longer visible. Documentary data may also provide details that describe these features and their locations. Archaeological data may include artifacts or structures.

*23. ARCHAEOLOGICAL OR HISTORICAL SIGNIFICANCE Summarize the archaeological and historical importance of the site. Include a discussion of research questions that explain how the site contributes to an understanding of local and regional patterns of history.

*24. ATTACH PORTION OF USGS QUAD (WITH SITE AREA MARKED) TO THIS FORM An original or reproduced copy of a USGS quadrangle map with the site area clearly marked MUST BE INCLUDED WITH THE SITE FORM. If a section of the USGS map is included, it should be labeled with the name of the quadrangle.

25. SKETCH PLAN OF SITE A sketch plan of the site is drawn in this section. The plan should include a north arrow, scale, and important or conspicuous landmarks that help locate the site and its most important features.
26. **PHOTOS**

If available, photo(s) of the site can be attached to the site form. All photos should include the date of photo, the photographer's name, view shown, and the name and location of the site.

**REPORTED BY**

The last section to be filled out indicates the name, address, organization of the person who filled out the site form, and the date the form was completed.
FORM D - HISTORIC RESOURCES SURVEY
HISTORIC ARCHEOLOGIC SITES
Massachusetts Historical Commission
Office of the Secretary
State House, Boston

1. SITE NAME(S) Sawmill & Dam Site
2. TOWN/CITY Norton
3. STREET & NUMBER (IF NOT AVAILABLE, GIVE DETAILED DESCRIPTION OF HOW TO REACH SITE) In Route 123 interchange area of I-495, south side, near the highway boundary
4. OWNER(S) AND ADDRESS(ES) Commonwealth of Massachusetts
5. SITE LOCATED By CRM Survey, Avocational Collector, Field School, Other (Specify)
6a. PERIOD(S) (Check all applicable boxes) [✓] 17th C. [✓] 18th C. [✓] 19th C. [✓] 20th C. [✓] Unknown
6b. ESTIMATED OCCUPATION RANGE 1730-1790s
7. DATING METHOD Maps (See References, #21) M.S. Search [✓] Yes [✓] No
8a. SITE TYPE Agrarian [✓] Residential [✓] Industrial [✓] Commercial [✓] Military
8b. DESCRIBE Site began as sawmill in 1730, later became grist mill, shingle mill, cider mill, woodworking shop
9. DESCRIBE SIZE, HORIZONTAL AND VERTICAL BOUNDARIES Rt. 123 now passes over the entire length of the dam (100m); it's now bounded by power canal to Norton Cotton Co. to NW, to S by Clark House property. No subsurface testing done.
10. STRATIGRAPHY Surface Indicators Stratigraphy [✓] Standing ruins [✓] Stratified
              Surface finds [✓] Not Stratified
              [✓] Markers
              [✓] Cellar Hole
11. SOIL USDA Soil Series Contour Elevation 80'-100' % Slope of Ground [✓] 0-5 [✓] 5-15 [✓] 15-25 [✓] Over 25
             Fine Grained Sand & Cobblestones Acidity 1 [✓] 7 [✓] 14 (Base)
12. TOPOGRAPHY [✓] Flat [✓] Gentle undulation [✓] Rolling Hills [✓] Mountains
13. WATER NEAREST WATER SOURCE Canoe River SIZE AND SPEED DISTANCE FROM SITE SIZE less than 100' SEASONAL AVAILABILITY year round
14. VEGETATION PRESENT Lush stand of poison ivy in vicinity of historic activity
15. SITE INTEGRITY [✓] Undisturbed [✓] Good [✓] Fair [✓] Destroyed
16. SURROUNDING ENVIRONMENT Open Land [✓] Woodland [✓] Eroded Soils [✓] Residential [✓] Scattered Buildings
              Commercial [✓] Industrial [✓] Rural
              Coastal [✓] Isolated
17. ANY THREATS TO SITE DESCRIBE POTENTIAL THREATS: [✓] Yes [✓] No Dam will be partially destroyed by I-495 construction
18. ACCESSIBILITY TO PUBLIC [✓] Free Access [✓] Need Owner Permission [✓] Restricted [✓] No Access
19. PREVIOUS WORK

<table>
<thead>
<tr>
<th>BY WHOM/AFFILIATION</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surface Collected</td>
<td></td>
</tr>
<tr>
<td>&quot;Pot hunted&quot;</td>
<td></td>
</tr>
<tr>
<td>Tested</td>
<td></td>
</tr>
<tr>
<td>PAL, Brown University Dept. of Anthropology, Providence, R.I.</td>
<td>1977/1978</td>
</tr>
</tbody>
</table>

20. PRESENT LOCATION OF MATERIALS (INCLUDE ADDRESSES)
Public Archaeology Lab., Brown University, Providence, R.I.

21. REFERENCES/REPORTS
Thorborn, et al., Phase I and II reports on I-495 archaeology, PAL, Brown University

MAPS: 1795 Norton map by Cobb, 1830, 1851, 1855 (Walling, Bristol Co.), 1858, 1891

22. RECOVERED DATA (identify IN DETAIL, including structures, related outbuildings, landscape features, etc.)
A. Documentary: mill foundation, dam, millyard, remnant of 3 acre mill pond remain. Built as water-powered sawmill in 1730 by Makepeace family; gristmill, shingle-making operation were added in 19th cent.
B. Archaeological:

23. ARCHAEOLOGICAL OR HISTORICAL SIGNIFICANCE
The establishment of the mill ca. 1730 spurred settlement of surrounding area. During the 1800s, the mill formed a stable nucleus for small rural/industrial community found in the Canoe River area.

24. ATTACH TO THIS FORM PORTION OF USGS QUAD WITH SITE AREA MARKED

25. SKETCH PLAN OF SITE

26. PHOTOS: Attach if available
Label each with: Date of photo, photographer, view shown, name of site

REPORTED BY: John Norton

ADDRESS: 1375 Main Street, Norton, MA

ORGANIZATION

DATE 25 July 1978

FOR OFFICE USE ONLY

FIELD EVALUATION

COMMENTS
CHAPTER V

MHC Requirements for Other Products

of a Comprehensive Survey

A. BASE MAP

The products of a comprehensive survey must include a large-scale base map that shows the location of all inventoried historic properties, sites, and areas in the community. An assessment of available maps and the selection of an appropriate base map should occur early on in the planning of the survey project. The base map should be an accurate planning, zoning, or assessors’ map of a type used by local planning boards or agencies. A communitywide assessors’ map showing property lines and/or building footprints is ideal, where available. Commercially produced street maps are not generally acceptable as base maps. Reproductions or facsimiles of historic maps should never be used as base maps. Where no appropriate local planning maps exist, use current United States Geological Survey topographic survey sheets. If in doubt over the suitability of a particular map, contact the MHC survey staff for advice.

Prior to the preparation of the base map, all properties, sites, and areas documented in the survey must first be assigned inventory numbers or letters according to an MHC-approved numbering system. In addition, sketch maps should have been prepared for each inventory form. All properties, sites, and areas included in the survey should then be located on the base map and labeled with their inventory number. All labeling should be done with black, indelible ink. Individual properties should be marked with a dot or circle. Areas, streetscapes, burial grounds, and parks should have their boundaries clearly defined with a black line. Color pencils or markers should not be used because the color does not reproduce in photocopies. The use of glue, white-out correction fluid, tape, or stick-on labels is also not acceptable because these products disintegrate over time. Whenever possible, unfolded map sheets should be used. Maps submitted to MHC should be rolled and not folded.

In a large or densely settled community, more than one map may be required to locate all of the surveyed historic properties. Where multiple-sheet base maps are necessary, a reference map showing the area covered on each sheet must be provided. The base maps may be of insufficient scale to adequately show the locations of individual properties within dense clusters. In such areas, it is acceptable to cross reference the area outline on the base map with an inset map or an Area Form sketch map which provides more detailed information.
An original copy of the base map should be submitted to the MHC, and one should be retained by the local historical commission together with the local copies of the inventory forms. Ideally, additional copies of the base map should be made available to other appropriate local planning boards, agencies, or officials who should be aware of the location of historic resources in the community.

Communities developing computer-based, Geographic Information System (GIS) mapping capacity should consider incorporating information on the location of historic properties, sites, and areas into the local database. In this case, local historical commissions should coordinate both with the local planning office and the MHC survey staff to develop the most appropriate approach.

B. NATIONAL REGISTER CRITERIA STATEMENTS AND SAMPLE FORM

A Criteria Statement Form should be completed and attached to the inventory form of each area or individual property recommended for the National Register. MHC recommends that each potential historic district have a corresponding area form. The Criteria Statement Form provides a checklist for eligibility status and criteria, as well as a space for a statement of significance that justifies the criteria checked. For sample completed Criteria Statement Forms, see Chapter IV, Instructions for Completing MHC Inventory Forms.

Generally, buildings, structures, objects, and burial grounds may be eligible for the National Register individually or as contributing elements in a historic district. Areas, streetscapes, and landscapes with multiple components may be eligible for the National Register as historic districts themselves or as contributing elements in a larger historic district. Be aware that in some instances, a resource may not retain sufficient historical or architectural integrity to be eligible individually, but could still contribute to the significance of a historic district.

For an explanation of the National Register criteria and criteria considerations, as well as guidelines for evaluating integrity and justifying the criteria to National Register standards, consult National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation and MHC staff for assistance.

C. SURVEY FINAL REPORT

1. Methodology Statement

A written methodology statement should accompany a comprehensive survey. The methodology statement should clearly discuss in detail the goals of the survey project, the procedures followed, and the products that were created. It also should
present the criteria that were used in the selection, description, and documentation of the properties included in the survey. (See the discussion in Chapter II, Developing a Methodology.)

2. Narrative History

Comprehensive surveys should include a Narrative History that summarizes the findings of the survey and sets the historical context for understanding historic properties in the community. A format for local narrative histories has been established in the Town Reports of the MHC Reconnaissance Survey. MHC Town Reports have been completed for most Massachusetts municipalities. Each Town Report provides an overview of the historical development in the community. The report divides local history into seven periods. Within each period, there is a discussion of historic patterns of transportation, population, settlement, economy, and architecture.

For municipalities with Town Reports, the narrative history should present a revision of this text, one that expands upon the major themes of local historical and architectural development, highlighting important landmarks as well as broader patterns of settlement. The narrative history should also incorporate more detailed information about inventoried properties and sites in the community than that provided in the MHC Town Report. Wherever possible, the narrative history should refer to inventoried properties, sites, and areas by historic name, street address, and inventory number.

3. Street Index

A comprehensive survey should include a listing of all inventoried properties, arranged alphabetically by street name and numerically by street address. Areas and streetscapes should be listed separately at the beginning of the street index, arranged alphabetically by area name. For each individually inventoried property or site, the street index must include the full street address, the historic property name (if any), and the inventory number. Although not currently required by the MHC, communities may also wish to include the assessors' map-and-lot numbers on the index, when this information has been obtained as part of the survey.

4. National Register Recommendations

Professional consultants are required to evaluate the survey documentation they complete by applying the criteria of the National Register of Historic Places to all inventoried properties. National Register Criteria Statement Forms, available through the MHC, should be prepared for all individual properties and districts recommended as eligible for National Register listing. (See National Register Criteria Statements above.)
As part of the final survey report, the consultant should supply a list of National Register recommendations, including a brief description of the selection process used to identify potentially eligible properties and districts. Individual properties should be arranged by street address with historic property name (if any) and inventory number. Any historic district recommendations should appear at the beginning of the list, with a description of the specific district boundaries. If possible, district recommendations should also include an index of all contributing properties within the potential district.

5. Further Study Recommendations

This section of the survey final report presents recommendations for research that could not be completed in the scope of the survey project. For example, certain properties may require deed or other additional research to pinpoint precise construction dates or historical details. Sometimes additional historic properties come to light during the survey project, and these properties should be noted so they can be documented in the future. The further study section is also the place to record historic properties that could not be included in the survey due to time and budgetary constraints, as well as properties that are not yet fifty years old but should be documented eventually. The further study recommendations will suggest topics for these future survey projects.

6. Bibliography

As the master bibliography for the survey project, this section should list all sources consulted in the preparation of the inventory forms and narrative history. Note the locations of any unpublished materials or private collections.

D. SUBMISSION OF PRODUCTS TO THE MHC

One set of inventory forms with original black-and-white photographs should be submitted to MHC, along with one copy of the base map and two copies of the survey final report. Inventory forms may be submitted in phases as areas of the community are completed. An additional set of inventory forms with original photographs, plus a copy of the base map and other products should be submitted to the survey project sponsor, who is responsible for placing copies of the documentation in a publicly accessible location in the community. Suitable locations are offices in the city or town hall, or at the local public library. The inventory forms are public records and should be treated as such. Negatives should be kept in a secure location and identified by date, inventory number, and property address. Instructions for filling out the inventory forms are contained on the preceding pages. For further information on how to plan and carry out a comprehensive communitywide survey, contact the Preservation Planning Division of the Massachusetts Historical Commission.
CHAPTER VI

The Massachusetts Cultural Resource Information System (MACRIS)

A. THE PURPOSE OF MACRIS

MHC staff are currently computerizing the Inventory of Historic and Archaeological Assets of the Commonwealth into a database management system called MACRIS (Massachusetts Cultural Resource Information System). MACRIS was created to form a single office-wide database system made up of all the information on cultural resources previously available only as paper files located throughout MHC's office.

The largest task in the development of MACRIS is the computerization of the historic inventory files, which includes the inventory forms for buildings, structures, objects, areas, streetscapes, burial grounds, and landscape features for each of the 351 cities and towns of Massachusetts. The inventory files, together with MHC's prehistoric archaeology site files, will form the core of MHC's office-wide database system. Ultimately, all other program logs, files, and indices will be linked in this system.

B. ENTRY OF INVENTORY INFORMATION INTO MACRIS

MHC's data-entry staff first read carefully the information contained on each inventory form, and then enter the information into MACRIS. First, common information for each resource type is entered. Resource types include: buildings, structures, objects, areas, and burial grounds. Common information consists of locational information (street address, USGS quadrangle map), historic name, area and period of significance, and architect (or "Maker") name. Information specific to each resource type is then entered. For example, building-specific information includes architectural style, chimney count and location, bay count, number of stories, roof type, outbuilding type, and materials for exterior walls, roof, and foundation. The building-specific information is interpreted from an accurate, detailed architectural description statement on the back of the inventory form, and from the photograph attached to the form. Categories of specific information have been developed for each resource type.

Use types are then entered for all resource types. For example, a building originally used as a parsonage and single-family dwelling may have been converted to a multi-family dwelling, and then subsequently converted to professional offices.
Each of these use types is entered into MACRIS along with beginning and end dates for each use.

Alteration information is also entered. Alterations include: exterior siding, removal of ornamental features, additions, window alterations, demolitions, etc. Dates of occurrence for each alteration are also entered.

Designation information is also entered for each resource type. Designations for resources include listing on the National Register of Historic Places, location within a Local Historic District, the existence of a Preservation Restriction, and the several other designations possible under federal, state, or local statutes.

C. PRODUCTS AND ANALYSIS AVAILABLE THROUGH MACRIS

Once the information for all resource types in a community have been entered into MACRIS, many types of products can be retrieved. Individual property records may be printed or called up on a computer screen. These Snapshots contain on a single page all the information entered for a particular resource.

Once the inventory has been computerized, a Local Street Index is printed for each city or town. The index is organized alphabetically by street name and number, and includes the historic name of each property and its inventory number. The MACRIS street indices are gradually replacing MHC's existing file-card street index system.

A Maker Index for each community is also produced once the inventory has been computerized, and a master index for the entire database is updated regularly. The Maker Index lists alphabetically by name all known architects, builders, and designers. This index includes the location, use, and inventory number of each property associated with a Maker. All designated historic properties and sites in Massachusetts are currently being entered into MACRIS. Newly designated properties are added to MACRIS regularly. A listing of these properties, the State Register of Historic Places, is printed annually and is available through the State House Bookstore.

Thematic and statistical reports are also possible. A Profile report for each community presents a compilation of attributes of the historic resources, and counts how many times each attribute occurs. The Profile is organized alphabetically and by count, and indicates the percentage of the database that occurs in each attribute category. For example, a Profile lists all the architectural styles entered for a town, indicates the number of buildings of each style, and notes the percentage of all buildings in each style category. Profiles may also be generated for other
geographical areas, including areas within towns, congressional districts, or regions of the state.

In the past, MHC's records on historic resources could only be found by reference to street address or inventory number. Through MACRIS, it is now possible to search for resources designed by a particular architect (all H. H. Richardson buildings in North Easton, for instance), of a specific style (all Federal houses built in the 1820s in the High Street area of Newburyport), or made of a specific material (all bronze statues in Massachusetts). Searches may be made using a combination of attributes to produce very specific reports. For example, through a simple program, MACRIS can provide a listing of all Greek Revival houses in a town that are three bays wide, 2.5 stories high, and have a front gable roof. Questions that once required hours of searching through individual inventory forms may now be answered in minutes.

D. FUTURE MACRIS DEVELOPMENTS

MHC is continuing to develop MACRIS to receive all program records. The logs of MHC's Review and Compliance program have been the first to be completed. The long-term goal is to integrate all MHC program area logs and files with MACRIS and to link these files to the historic and archaeological inventory core. This will make possible access to all files relating to a particular resource from one location. It will also allow a readily available report of the history of MHC's involvement with a specific property or site. MACRIS will eventually allow a quick determination of whether a property ever received a grant from MHC, was ever part of a public project review, or was ever processed for tax credit certification. Again, a question that currently might take hours of searching through many different program area files will be answered in minutes.

E. MACRIS AND STANDARDS FOR INVENTORY INFORMATION

As should be evident from this description of MACRIS, the power of the system to answer questions and the quality of the reports that the system can produce both rely heavily on the quality and accuracy of the information entered into the system from the inventory forms. The inventory guidelines set forth in this Manual present standards for the type and format of inventory information necessary to make the inventory a useful planning tool. Every effort should be made to complete inventory forms to these standards. For example, the listing of architect names for a town is a particularly useful MACRIS product, but one that can only be generated if architect names are included on the forms submitted to MHC. The level of completion of the inventory forms on file at MHC will directly determine the utility of the computerized database for any of its users. Local historical commissions who are revising or updating their inventories should
always remember to submit these revisions to MHC, so that both our inventory files and the computer database may include this information.

F. GEOGRAPHIC INFORMATION SYSTEM (GIS)

MHC is currently developing a geographic information system (GIS) component to MACRIS. Adding a computer mapping capacity to the system will help MHC to manage the extensive and diverse locational information on historic properties and sites contained in the office files. MHC is automating locational information for all State Register of Historic Places properties. Long-term goals include the development of location files for all historic and archaeological resources in the statewide inventory. The development of the GIS component of MACRIS will allow MHC to produce custom maps, and readily provide information on the location of historic and archaeological resources to other local, regional, and state planning agencies. As with other aspects of the MACRIS database, the quality of the GIS component will depend on accurate location information submitted to MHC on inventory forms and base maps in conjunction with local surveys.

G. FURTHER READING


APPENDIX A

MHC Comprehensive Survey Scope of Work

The format of this scope of work was developed for professional consultants working under contract with communities that have received funds through MHC's annual Survey and Planning Grants program. Local historical commissions or planning offices hiring consultants to conduct surveys should use this scope of work as a model for consultant contracts. Note that the division of the project into phases allows the review of work completed at the end of each phase period. Groups contracting with a consultant may also wish to link any payments to be made during the project to the satisfactory completion of the products called for in each phase.

Local historical commissions or other groups undertaking volunteer survey efforts may also find this scope of work useful for its organization of the survey effort into phases, tasks, and products. Since the time-frame for completion can vary from project to project, no time periods have been set for any of the four project phases. The phases are not divided equally in terms of the time and effort required to complete them. The bulk of project work in this framework occurs during Phase III. Contact the MHC Survey staff for assistance in modifying this scope of work to the budget and needs of a particular survey project.
COMPREHENSIVE COMMUNITY SURVEY PROJECT

SCOPE OF WORK

A. Project Objectives

The purpose of the proposed project will be to conduct a communitywide intensive survey to produce a comprehensive inventory of the community's cultural resources. The project will be structured to provide professional cultural resource survey expertise to the community to undertake a comprehensive survey project. Specific project goals will include the following:

1. To conduct a comprehensive survey of cultural resources of the community, using the Massachusetts Historical Commission (MHC) survey methodology and inventory forms;

2. To write a brief narrative history of the community relating the surveyed cultural resources to significant themes of historical and architectural development;

3. To apply the National Register criteria to all resources identified in the survey;

4. To submit to MHC a list of individual properties and/or districts that are recommended for nomination to the National Register of Historic Places.

B. Methodology

The Analytical Framework:


The MHC criteria for conducting a comprehensive survey are designed to identify the full range of cultural resources. Cultural resources are the physical elements in the landscape that remain from historical patterns of human activity. There are many
components of a community's historical development which are associated with the location and type of surviving cultural resources. A comprehensive survey should therefore relate cultural resources to historic patterns of land use, economic development, social and demographic history, and events that had an impact on the community. The comprehensive survey should recognize ethnic and cultural diversity within the community, and seek to identify cultural resources associated with the history of the minority social and cultural groups and individuals who have played a role in the community's history.

The MHC Reconnaissance Survey Town Report for the community and the corresponding MHC Reconnaissance Survey Regional Report, will provide a preliminary framework and base of information for this analysis. Individual forms, area forms and the narrative history will expand upon the information in the Town Report and will relate inventoried properties to the significant themes in the historical development of the community.

Phase Meetings:

The project consists of four phases. Project personnel, both the consultant and the project coordinator, will meet with MHC staff at MHC offices in Boston to review project progress and products at the end of each phase. Work to be carried out during each phase, and products due at the end of each phase are described below.

The Inventory:

The comprehensive survey will consider the full range of cultural resources in terms of period, theme, property type, architectural form and style, and geographic distribution. The survey will address all periods of historic development from the period of first colonial European presence to circa 1960. Significant themes of historical development will be identified, and resources will be related to these themes.

The comprehensive survey will identify areas, buildings, objects, sites, burial grounds, structures, and parks/landscapes that are architecturally and historically significant in the history and development of the community. The survey will include both representative and outstanding examples of the building forms, types, and styles present in the community.

MHC individual property and area inventory forms, maps, narrative history and National Register recommendations will be completed and submitted to MHC in accordance with the survey guidelines set forth in the MHC's Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts (1992) and Survey Technical Bulletin #1 (1993), as well
as the Secretary of the Interior's Standards and Guidelines for Identification (1983, copies available from the MHC). The work to be carried out during each phase and products due at the end of each phase are described on the following pages.

PHASE I (___ weeks)

TASKS:

* meet with the Project Coordinator, the local historical commission and MHC staff to discuss the scope of the project and to assess the available documentary materials (maps, local records, histories, etc.);

* select maps, including a working map and a large-scale base map to identify inventoried areas and properties;

* review the existing completed inventory forms on file with the local historical commission and at the MHC for completeness and adherence to current survey standards;

* conduct initial research and reconnaissance survey to verify the types and geographical distribution of cultural resources in the community, and to develop criteria for selecting properties to be included in the survey.

PRODUCTS:

* working map, indicating areas of the community to be surveyed, and large scale base map(s) to be used to identify inventoried properties;

* methodology statement, incorporating:

  1. summary of survey objectives, including a brief description of the boundaries of the study area, an assessment of existing documentation (existing inventory, published and unpublished sources, etc.), and a brief description of the amount and kinds of information to be gathered about properties in the study area;

  2. criteria for selecting properties for survey;

  3. procedures to be followed in the survey and form of products to be created;
4. expectations about the kind, number, location, character, and condition of historic properties to be recorded; and

5. bibliography.

Phase I will be completed by (date).

**PHASE II ( __ weeks)**

**TASKS:**

* conduct documentary research to identify important historic themes, events, and persons for the community;

* apply selection criteria and prepare list of specific properties to be surveyed (organized by street name and number), identifying any State Register of Historic Places properties to be included in the survey;

* prepare narrative history outline, with particular attention to substantially augmenting the information already available in the *Town Report*, and with reference to specific properties subject to the survey;

* complete representative draft inventory forms for different property types;

* meet with MHC staff, project coordinator, and the local historical commission to review property lists, draft forms, and narrative history outline.

**PRODUCTS:**

* list of areas and properties to be surveyed, arranged alphabetically by street address;

* outline of narrative history;

* representative draft inventory forms.

Phase II will be completed by (date).

**PHASE III ( __ weeks)**

**TASKS:**

* conduct intensive research of properties selected for inventory;
* complete draft narrative history for the community that establishes a context for the resources being surveyed;

* prepare MHC inventory forms with photographs and sketch maps (forms for any surveyed properties listed in the State Register of Historic Places must be marked at the top front with appropriate designation code and date;

* apply National Register criteria to inventoryed areas and properties;

* prepare draft list of all areas and properties recommended for National Register nomination;

* submit draft narrative history, inventory forms, and National Register recommendations to MHC, local project coordinator, and the local historical commission for review and comment (comments to be incorporated during Phase IV).

PRODUCTS:

* draft narrative history;

* unnumbered inventory forms with photos and sketch maps for areas, buildings, objects, sites, burial grounds, structures, and parks/landscapes;

* draft list of all areas and properties recommended for National Register nomination.

Phase III will be completed by (date).

PHASE IV ( __ weeks)

TASKS:

* in consultation with MHC survey and MACRIS staff, develop lettering and numbering system for inventoried properties and add inventory letters/numbers to forms;

* complete narrative history, incorporating review comments and inventory numbers of surveyed properties where appropriate;

* prepare final list of all areas and properties recommended for National Register nomination, incorporating review comments where appropriate;
* Complete National Register Criteria Statement forms to be attached to appropriate inventory forms;

* Prepare base map(s) identifying inventoried areas and properties;

* Prepare street index of inventoried areas and properties;

* Prepare list of further study recommendations.

**PRODUCTS:**

* Approximately ___ numbered MHC inventory forms for areas, buildings, objects, sites, burial grounds, structures, and parks/landscapes (two sets with original black-and-white photographs: one for MHC, one for the local historical commission). Sets for MHC and the local historical commission must be on 24 lb. bond paper of at least 25% cotton fiber content.

* Large-scale base map(s) with all inventoried areas and properties identified by inventory number (two sets: one for MHC, one for the local historical commission)

* Survey Final Report (four paginated, unbound copies: two for MHC, two for the community) which will include the following sections:

  1. Methodology statement, including survey objectives, assessment of previous research, selection criteria, procedures followed in the survey, description of products and accomplishments, and an explanation of how results of survey differed from expectations developed during Phase I;

  2. Narrative history;

  3. Street index of inventoried areas and properties. Areas will be listed separately at the beginning, arranged alphabetically by area name. Individually inventoried properties follow, arranged alphabetically by street name. Property name (if any) and inventory number also will be included on this list;

  4. Final list of recommendations for areas and properties to be nominated to the National Register of Historic Places;

  5. Further study recommendations; and

*** The Survey Final Report must identify the community repository and/or municipal office(s) where completed survey documentation (inventory forms, base maps, and final report) will be made available to the public.

Phase IV (final phase) will be completed and submitted to MHC and the community by (date).

September 1995
APPENDIX B

MHC Materials Terms

MHC currently uses the following terms to describe the physical materials that make up different types of historic resources. These terms are used to describe exterior wall, roof, and foundation materials for buildings, and to describe the structural or sheathing materials present in other types of resources. Whenever possible specify materials using the terms on this list. MHC may add new terms to this list in the future. Contact MHC survey staff with any questions regarding materials terminology.

Aluminum
Aluminum Siding
Asbestos Shingle
Ashlar, Random Laid
Asphalt Shingle
Board and Batten
Brick
Brick Veneer
Bronze
Brownstone
Cast Iron
Cast Stone
Cedar Shingle
Ceramic Tile
Cobblestone
Concrete Cinderblock
Concrete Encased Steel
Concrete
Concrete, Prestressed
Concrete, Reinforced

Copper
Galvanized Iron
Galvanized Tin
Glass
Glazed Terra Cotta
Granite
Half Timbering
Iron
Lead
Limestone
Log
Marble
Metal, Undetermined
Nickel
Plaster
Plastic
Roxbury Puddingstone
Rubble
Sandstone
Schist

Sheet Metal
Sienite
Slate
Steel
Stone, Cut
Stone, Uncut
Stone, Veneer
Stucco
Tar, Built-up
Timber
Tin
Unglazed Terra Cotta
Vinyl Siding
Wood
Wood Clapboard
Wood Flushboard
Wood Shake
Wood Shingle
Wrought Iron

Further Reading:


APPENDIX C

MHC Architectural Form and Style Terms

A. INTRODUCTION

The *Oxford English Dictionary* defines style as "a definite type of architecture, distinguished by special characteristics of structure and ornament." Architectural style designations are helpful terms that allow the comparison of buildings that were created in response to a common aesthetic vocabulary. Style refers to the visual elements of design, construction, or ornament chosen to reflect fashion and effect visual display. Architectural historians have codified historical trends of architectural fashion into categories of "style." The most popular of these (such as Greek Revival) are found in a great diversity of buildings of varied form, function, and elaborateness. Even the most modest local and regional building forms may make reference to a fashionable style. At the same time, many historical buildings make little or no overt reference to style. Surveyors should have a working familiarity with the readily available literature on American architectural styles noted here under Further Reading.

B. ARCHITECTURAL FORM AND STYLE TERMS

MHC currently uses the form and style categories noted below. For some architectural styles, common sub-types of the style appear in parentheses. Where possible, the specific sub-types should be used on MHC inventory forms. New terms may be added to this list. Contact the MHC survey staff if you have any questions on the use of a particular form or style category not included on this list. Please note that "vernacular" is not an acceptable style term.

**BUILDING FORMS**

- Octagon Ranch
- Three-Decker Split-level/Raised Ranch
- Row House Garrison Colonial (for 1915-ca. 1970 buildings only)
- Four-Square Cape (for 1915-ca. 1970 buildings only)
- Bungalow

**ARCHITECTURAL STYLES**

- First Period (Post Medieval)
- Colonial
- Georgian
Federal (Adam Style)
Greek Revival
Gothic Revival (Carpenter Gothic)
Italianate (Tuscan or Italian Villa)
Renaissance Revival
Second Empire (Mansard)
Victorian Eclectic
Stick Style (Eastlake)
High Victorian Gothic
Victorian Gothic
Panel Brick
Queen Anne
Shingle Style
Romanesque Revival (Lombard)
Richardsonian Romanesque
Chateauesque
Colonial Revival (Georgian Revival, Federal Revival, Dutch Colonial) --
for pre-1945 or 1945 buildings only
Craftsman (Prairie Style, Arts and Crafts)
English Revival (Tudor, Elizabethan, Jacobean and Revivals)
French Eclectic (Norman)
Spanish Eclectic (Mission Style, Mediterranean)
Classical Revival (Neo-Classical, Beaux-Arts, Second Renaissance Revival)
Exotic Revival (Egyptian Revival, Byzantine)
Neo-Gothic Revival (Collegiate Gothic, Modern Gothic)
Moderne (Streamlined)
Art Deco
International Style
Contemporary (for post-1945 buildings only)
Postwar Traditional (for post-1945 buildings only)

C. FURTHER READING


APPENDIX D

Resources for Historic Property Research

Those undertaking research on historic properties will usually need to consult a variety of records and documentary sources. They should also be aware of current methods of research and recent developments of fields of study directly related to historic properties in Massachusetts communities. While local libraries, historical societies, and local archive collections represent important resources, additional information is also often available in specialized research libraries and archives. Many professional and avocational organizations also support historic property research through their journals, publications and conferences.

The following is a partial listing of Massachusetts libraries and research collections with particularly useful holdings with a regional or state-wide focus. In addition, there follows a listing of national or regional organizations through which researchers may obtain information on current studies, methods and concerns of professional and avocational groups. Consult MHC survey staff for further guidance.

Research Libraries

The Massachusetts State Library (341 State House, Boston 02122, 617 727-2590) is the public affairs research library for state government. The library contains an extensive collection of local, county and state histories. It also contains important holdings of local and state official documents, publications and reports, including the Census of Massachusetts. The Special Collections Division (617 727-2595) includes extensive collections of historic city directories, city and county atlases, insurance maps, and panoramic views for many Massachusetts communities.

The Massachusetts Archives at Columbia Point (220 Morrissey Boulevard, Boston 02125, 617 727-9150) is the state public records repository. Included in the extensive holdings are the building plan records of the Department of Public Safety for approximately 60,000 buildings in Massachusetts. Those interested in using federal census records also should consult the National Archives-New England Center (Federal Records Center, 380 Trapelo Road, Waltham 02154, 617 647-8100).

Researchers should be aware of the following institutional libraries that are open to the public. These libraries contain important collections of publications and records particularly relevant to studies of historic properties and local history.
American Antiquarian Society
185 Salisbury Street, Worcester, MA 01609
508 755-5221

Berkshire Athenaeum
1 Wendell Avenue, Pittsfield, MA 01201
413 499-9480

Boston Public Library
666 Boylston Street, Boston, MA 02117
617 536-5400

Bostonian Society - Research Library
Old State House, 206 Washington Street, Boston, MA 02109
617 720-3285

Connecticut Valley Historical Museum
194 State Street, Springfield, MA 01103
413 732-3080

Essex Institute - James Duncan Phillips Library
132 Essex Street, Salem, MA 01970
508 744-3390

Historic Deerfield - Memorial Library
Main Street, Deerfield, MA 01342
413 774-5581

Massachusetts Historical Society
1154 Boylston Street, Boston, MA 02215
617 536-1608

Museum of American Textile History
800 Massachusetts Avenue, North Andover, MA 01845

New England Historic Genealogical Society - Library
101 Newbury Street, Boston, MA 02116
617 536-5740

Old Sturbridge Village - Research Library
Administration Building, Sturbridge, MA 01566
508 347-3362
Professional and Avocational Organizations

National organizations that disseminate publications of interest include:

American Association for State and Local History (AASLH)
172 Second Avenue, North, Nashville, Tennessee 37201

National Trust for Historic Preservation/Northeast Regional Office
7 Faneuil Hall Market Place, Boston, MA 02109
617 523-0885

Researchers with interests in specific types of historic resources should contact these organizations for information on their programs and publications.

Association for Gravestone Studies
30 Elm Street, Worcester, Massachusetts 01609

Bay State Historical League
The Vale, Lyman Street, Waltham, MA 02154
617 899-3920

Massachusetts Archaeological Society
Box 700, Middleborough, Massachusetts 02346

Massachusetts Association for Olmsted Parks
Old City Hall, 45 School Street, Boston, MA 02108

Society of Architectural Historians/New England Chapter
141 Cambridge Street, Boston, MA 02114

Society for Commercial Archeology

Society for Industrial Archeology/Southern New England Chapter
c/o Jack Yerkes, Treasurer
108 Mountain Road Extension, Tariffville, CT 06081

Vernacular Architecture Forum
c/o Peter Kurtze
109 Brandon Road, Baltimore, MD 21212
The survey process prompts many questions of a substantive and technical nature. MHC’s revised and expanded *Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts* (1992) provides guidance to organizations and individuals who conduct surveys and prepare MHC inventory forms. MHC survey staff has developed this bulletin in response to requests for additional guidance on technical issues related to the production of inventory forms and survey base maps. Other technical bulletins will be issued as the need arises. For more information, please contact MHC survey staff.

**BLACK AND WHITE PHOTOGRAPHS**

(See also pp. 23 and 26 of the *Survey Manual* as well as inventory form instructions.)

Label the back of each photograph with the city/town name and property address. If the photograph shows resources within an inventoried area, include the area name on the back. Labeled photographs ensure that if a photograph should become separated from its form, MHC staff will be able to return the photograph to the form.

One or two photographs may be stapled to the upper left side of the form. Photographs should be placed under the MHC address lines, covering the roll/negative space. Attach any additional photographs to continuation sheets. Do not use tape to attach photographs. In addition to permanently marking the photograph, the glue in tape disintegrates over time, causing the photographs to separate from the inventory forms.
Photographs attached to inventory form continuation sheets should be placed at least one inch (1") from the bottom of the page. In the filing system for the statewide inventory, inventory forms are bound into file folders at the bottom. The one-inch bottom margin ensures that photographs are not damaged during the binding process.

Historic photographs are welcome, but are not acceptable substitutes for a current black and white photo of the resource. Note that any photograph submitted with an inventory form should reflect the condition of the resource at the time it was surveyed.

INVENTORY FORM SKETCH MAPS

(See also pp. 26-31 of the Survey Manual as well as inventory form instructions.)

For maximum readability, and to allow for clear reproductions, sketch maps on inventory forms should be executed in black pen. Ball-point and similar pens are a better choice than felt-tip pens, since the ink from felt-tips tends to bleed into the paper. Laundry markers and "writes on anything"-type felt-tip markers in particular have proved to bleed into the paper over the long term. Information conveyed in pencil, colored pencil, and colored marker does not reproduce in photocopies. Instead, cross-hatching, dotted lines, and similar methods may be used to provide contrast in black and white sketch maps.

If your sketch map distinguishes historic from contemporary resources, or if you use any graphic notations not illustrated in the Survey Manual, provide a sketch map key. A key enables those who are not familiar with the inventoried resource to understand fully the information conveyed on the sketch map.

A sketch map for an area, streetscape, burial ground, or park/landscape should clearly indicate the boundaries of the inventoried resource in relation to existing natural or man-made features. To the extent possible, any individual resources within the boundaries which are specifically discussed in the form narrative also should be indicated in the sketch map.

Sketch maps and associated keys or other notes should appear at least one inch (1") from the bottom of the inventory form. In the filing system for the statewide inventory, inventory forms are bound into file folders at the bottom. The one-inch bottom margin ensures that information conveyed by sketch maps is not lost as a result of the binding process.
USGS QUAD NOTATIONS AT TOP OF INVENTORY FORMS

(See also inventory form instructions in Survey Manual.)

The U. S. Geological Survey has begun issuing 7.5 x 15-minute series topographic quadrangle maps that cover twice the area of the earlier (7.5-minute series) maps. The change in map coverage has resulted in a change in some quad names (e.g., a property that was once in the Gloucester quad on the smaller maps may now be in the Rockport quad on the larger, double-quad maps). In an effort to maintain consistency of inventory information, the old 7.5-minute series maps should continue to be used to determine quad names for inventory purposes.

ASSEMBLING MHC INVENTORY FORMS

In the filing system for the statewide inventory, inventory forms are bound into file folders at the bottom. Consequently, original double-sided MHC inventory forms are printed "head to toe," i.e., the backs of the forms are printed upside down. Inventory forms submitted to MHC for incorporation into the statewide inventory should conform to this format. Exceptions are inventory form continuation sheets and National Register criteria statement forms, which are single-sided. (Note: In the sample forms presented in the Survey Manual, the back pages were turned right side up to improve readability.)

Attach additional sheets at the bottom of the inventory form. One or two staples at the bottom center, beneath the "Follow MHC instructions..." line, is sufficient.

Note that during the binding process, holes are punched at the bottom of each inventory form. To ensure that valuable data is not lost during binding, be sure to place all photographs, sketch maps, and written information at least one inch (1") from the bottom of inventory forms and continuation sheets.

ORGANIZING INVENTORY FORMS AND ASSIGNING LETTERS/NUMBERS

(See also p. 31 of the Survey Manual as well as inventory form instructions.)

To date, inventory information for over 200 of the 351 cities and towns in the Commonwealth has been entered into MHC's computer database, MACRIS (Massachusetts Cultural Resource Information System). Occasionally, a community's inventory forms are renumbered during the computerization process (with both old and new numbers being entered into the database). MHC inventory letters and numbers assigned to newly completed forms always begin where previous
numbering ended. Note that MHC does not "infill" any gaps, i.e., go back and assign to new forms any letters or numbers that were skipped previously. To determine whether a city/town's inventory has been computerized, and to confirm where lettering or numbering of new inventory forms should begin, contact MHC survey and MACRIS staffs for assistance before assigning inventory letters and numbers.

**Local historical commissions** submitting a small number of inventory forms on a sporadic but ongoing basis need not assign inventory letters/numbers, unless a local system of pre-assigned numbering is in effect. **Note:** Only numbers that conform to the MHC inventory numbering system should be placed in the "Form Number" box at the top of the form.

**Preservation consultants and other cultural resource professionals** submitting a large number of inventory forms are expected to assign inventory letters/numbers and map the inventoried resources on a large-scale base map (see below). MHC staff has developed a three-step strategy for assigning inventory letters/numbers which minimizes any gaps in a community's inventory numbering system and facilitates MACRIS data entry.

**Step One:** Group any area forms and streetscape forms together. (**Note:** Streetscape forms should not be filed with building forms. See *Survey Manual*, pp. 103-104 for more information about streetscape forms.) Letter area and streetscape forms consecutively.

**Step Two:** Number all individually inventoried resources consecutively. Remember that burial grounds/cemeteries are assigned numbers in the 800 range and structures, objects, and parks/landscapes are assigned numbers in the 900 range. Be sure to include these assigned inventory numbers on any data sheets attached to related area or streetscape forms.

**Step Three:** Number any previously unnumbered resources that are listed on any data sheets attached to area and streetscape forms. Go through the data sheets of areas and streetscapes in order (Area A, Area B, Area C, etc.). Assign consecutive numbers to any resources that were not surveyed individually and therefore do not already have an inventory number. Remember to follow the guidelines for numbering burial grounds/cemeteries, structures, objects, and parks/landscapes.

To the extent possible **within the above guidelines**, assign MHC numbers to correspond roughly to the geographic proximity of inventoried resources. While this is helpful, it is often not feasible when data sheets are produced during the survey project.
REVISING OR UPDATING INVENTORY FORMS

MHC staff welcomes revisions or updates for previously submitted inventory forms. Revisions are redrafts of existing inventory forms. Updates are amendments to existing forms which are made on inventory form continuation sheets. In both cases, new submittals to MHC are attached to the existing form and filed under the existing inventory number. Note that the statewide inventory files are a public archive and part of the public record; as such, outdated inventory forms ordinarily are not discarded. Contact MHC survey staff for assistance in determining whether an existing form should be revised or updated.

LARGE-SCALE BASE MAPS

(See also pp. 165-166 of the Survey Manual as well as the "Sketch Maps" section above.)

Even on a large-scale base map of the community, it is sometimes not possible to indicate clearly each inventoried resource within a collection of multiple resources such as an area, streetscape, burial ground, or park/landscape. If this is the case, on the base map draw the boundaries of the area, streetscape, burial ground, or park/landscape and label with the appropriate inventory letter or number. Note next to the boundaries or in the base map key that a more detailed map appears on the inventory form. For a collection of multiple resources, a detailed map should always be included as part of the corresponding inventory form.

Survey Technical Bulletin #1 has been financed in part with federal funds from the National Park Service, U. S. Department of the Interior. However, the contents and opinions do not necessarily reflect the view or policies of the Department of the Interior.

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Office for Equal Opportunity
U. S. Department of the Interior
1849 C Street NW, Room 1324
Washington, D. C.  20240
MEMO

TO: Massachusetts Historic Properties Survey Consultants
FROM: Michael Steinitz, Survey Director, Massachusetts Historical Commission
RE: Interim Survey Guideline Revisions
DATE: March 1, 1999

Dear Colleague:

As a result of our ongoing series of discussions and meetings with historic properties survey consultants regarding potential areas of streamlining survey procedures and product requirements, the Massachusetts Historical Commission (MHC) has agreed to a number of interim revisions to its survey guidelines. These revised guidelines for the most part provide alternate methods to those described in MHC’s Historic Properties Survey Manual (1995 revised edition). While the Manual guidelines remain the preferred method in most instances, review of prevailing survey practice and production techniques indicate that these alternate methods can provide greater time and cost efficiencies, particularly on projects of a community-wide scale typical of those funded through MHC’s Survey and Planning Grants program. MHC will accept products prepared following these alternative methods. Once we have had an opportunity to review sets of products that incorporate these alternatives and to make any necessary refinements to the guidelines, we will formalize the streamlining changes in a Survey Technical Bulletin. Our discussions on the scopes and methods of historic property surveys are ongoing, and additional updates and changes to the survey guidelines are likely. However we felt that all survey consultants should be aware of the first set of revisions to which we have agreed at this point. We continue to welcome your comments, suggestions and questions. Please do not hesitate to contact Jessica Rowcroft or me. To date MHC has agreed to look at alternative methods for the following:

Inventory Form Production

MHC forms currently are produced with the printed backs of the first sheet head-to-toe (upside down), to facilitate use in the MHC files. MHC will now accept the backs of the first sheet printed head-to-head. Additionally, MHC will also accept forms with the back of the first sheet as a separate sheet. In other words, the double-sided first sheet may also be produced as two sheets. We do ask that you add community name and property address information to the upper right corner of the second sheet (as with Continuation Sheets) if you use this alternative. An alternative would be to use MHC forms or generated forms with the MHC template on the back, to check the “See continuation sheet” boxes on the back, and to start the sections on standard MHC continuation sheets.
In addition, MHC will accept the three sections (Description, Narrative, and Bibliography) as running text. In other words, you need not adhere to the text spaces on page two of the form, which often requires a text break and resumption on a Continuation Sheet. Text can run continuously, followed by the heading of the next section. Continuation Sheets should include an appropriate header, such as “Architectural Description (continued).” In addition, MHC will accept the National Register Criteria Statement Form as a section that can run continuously after the Bibliography, rather than requiring that this appear on a separate sheet. We understand that these alternatives will provide some time and headache relief for many of you, especially in producing large batch quantities of forms. Additional suggestions along these lines are welcome.

**Labeling Photographs**

Backs of all photographs should be minimally labeled with (1) the three-letter MHC town code (i.e. GBR for Great Barrington) available from MHC, and (2) the street address (number and name). If the property is within an inventoried area, include the assigned MHC area code (i.e. “Area A”). Please remember that you MUST still use black, indelible ink to label photographs. While this is the minimum to which we can reduce labeling, we realize that computer generated adhesive labels would make life easier on large production runs. We are revisiting the “no adhesive labels” policy and looking at archival labels with permanent acrylic glue, but at this point adhesive labels are still NOT acceptable on photographs (or for that matter on maps or anything else submitted to MHC).

**Cross-referencing and Insertion of MHC Inventory Numbers into Text**

Many of you have indicated that inserting MHC numbers, once they are assigned, into text in the Historic Narrative and in cross-references on inventory forms is very time-consuming. MHC agrees not to require MHC numbers in text references to properties. Surveyed properties cited in text in the Historic Narrative or on inventory forms should be highlighted (bold text preferred, underline or * acceptable alternatives) to indicate to the reader that additional information is available on these properties. A footnote on the first page of the Narrative should note the cross-referencing to the reader.

**Maps**

MHC prefers a location map to be included with all individual inventory forms. However, for individual forms for properties within areas for which an Area Form is also being prepared, it is acceptable to locate the individual properties on the one map that will be included with the Area Form and to reference the Area Form and map, rather than reproduce the map with each form. *MHC will accept this format on a trial basis pending review of some examples.*

**Architectural Descriptions**

A number of consultants have noted the care and time needed in preparing paragraph descriptions of historic properties. MHC encourages the use of sentence/paragraph templates in preparing the descriptions and notes that well-worded descriptions are extremely useful products of the documentation process. MHC will however also accept bulleted, non-sentence, phrase descriptions, as long as these continue to follow the content guidelines as set forth in the Survey Manual. We request at this point that you send us some sample formats prior to embarking on a large project using bulleted descriptions. We will also prepare some acceptable sample formats.
Numbering

Assigning MHC numbers to forms, maps, data sheets, etc., remains near the top of everyone’s least favorite survey activity. While MHC cannot take over the numbering process itself, MHC staff is prepared to take on a more active role in working with consultants on making the assignment of numbers a faster and more efficient process. To that end, consultants on MHC funded projects may need to meet with MHC survey staff for assistance in assigning numbers. Indexing and coding properties and area form data sheets have taken on increased importance as MHC and local commissions rely on database tools to manage the information generated by surveys. At the same time we will continue to look for redundancies that might be eliminated in the numbering process. Your continued comments on this will be helpful.

Local Commission/Project Coordinator Responsibilities for Community Survey Projects

With the upcoming (FY99) round of Survey and Planning Grant projects, MHC will require local grantees to take a more active role in identifying and gathering support materials prior to the start of the project. This will include assessors list print-outs, copies of potential base maps, names and numbers of key informants and contacts, the location of important local records, such as town reports, assessors reports, building permits, hours of operation of key local archives and offices, etc. The intent will be to have a packet of materials and information available to the consultant at the outset of the project to reduce the amount of consultant project time necessary to compile this information.

Our ongoing discussions have ranged more widely than these issues on which we have to date agreed to initiate changes. We will continue to keep you informed as our re-examination of the survey process continues.
MHC Interim Guidelines for Inventory Form Photography - July 2008

The following guidelines, based loosely on those recently proposed by the National Park Service, have been adopted by MHC as a standard for MHC survey photography:

As of January 2, 2009, in accordance with U.S. National Archives and Records Administration (NARA), the Massachusetts Historical Commission Survey and Planning program will require that all photographs submitted on MHC Survey forms be expected to last seventy-five years or longer before showing significant signs of fading, deterioration, or discoloration. This standard (hereafter referred to as the “seventy-five year permanence standard”) is intended to ensure the longevity of MHC Survey documentation. Photographs that are improperly processed or incorrectly labeled will be returned.

At present, the following types of photographs are acceptable as official documentation for National Register nominations:

- color or black-and-white prints produced from digital images that have demonstrated an expected longevity of at least seventy five years. (Preferred Method)
- color or black-and-white images printed on silver-emulsion resin-coated (RC) papers.
- color or black-and-white images printed on silver-emulsion fiber-based papers.

No photographs printed on chromogenic papers are acceptable.

For digital prints, the Appendix includes a partial list of photographic ink and paper combinations that have been demonstrated to meet this standard. This list is not intended to be comprehensive. MHC is unable to conduct in-depth research on new photographic materials as they become available. Photographs produced using other ink and paper combinations that can be documented to meet the seventy-five year permanence standard will be accepted, provided that verifiable information attesting to their anticipated longevity can be provided. Prior approval by MHC is required.

Photographs should be 3½" x 5¼" or 4" x 6" prints on photographic paper and physically attached either to the front of the inventory form or to one or more continuation sheets. Do not allow prints to overlap, but provide enough space on inventory forms so that the entire image may be photocopied or scanned without removing an image.

In cases where electronic copies of the inventory form are provided, MHC requests that the MS Word (or PDF) version include the most representative photo inserted into the inventory form on page 1; additional photos may be inserted into continuation sheets. This will allow the inventory forms to be easily converted to pdf format and made available via MHC’s web site. Electronic images so inserted should be in jpg format and no larger than 4 megapixels in size.
Background

MHC has traditionally required that a current photograph of the property in question be supplied with all inventory forms.

Two factors have compelled changes in the procedures for the submission of photographs to MHC:

- Changes in photographic technology itself have shortened the expected life of most commercially produced photographic prints, whether black and white or color thus endangering MHC’s statutory role as an archive of the Historic and Archaeological Assets of the Commonwealth;
- At the same time, the opportunity to make survey information more widely available to staff, professionals and the public are demonstrating the clear desirability and need to make the Inventory of the Historic and Archaeological Assets of the Commonwealth available in a digital online form.

Photography and Digital Files

The increasing prevalence of digital photography is making the maintenance of commercial film photography more and more difficult. Furthermore, as the quality of digital imagery improves, there are fewer and fewer reasons to retain film as a viable medium for practical, day-to-day use.

Changes in Availability of Film Photography

Since its inception, the Massachusetts Historical Commission has set true black-and-white film process prints as the standard for photographic documentation for inventory forms. Black and white printing from film was a widely available and low-cost method of producing a high quality, permanent image that when stored properly could be expected to last well over 100 years.

Changes in photographic technology have resulted in the virtual disappearance of true black and white film photography as an option for inventory form documentation. Decline in demand for black and white prints has for a long time meant that most photo shops sent film directly to Kodak for development and printing. Some photo shops offered hand printing. Kodak has now withdrawn its support of black and white film photography. It no longer provides print services and it has stopped producing Kodak Professional paper, which was the standard for high permanence prints. Some photo shops may still offer hand printed black and white images on Ilford paper. MHC does not have information on the permanence qualities of black and white prints on Ilford paper, but this now appears to be the only acceptable option for traditional black-and-white film prints. MHC is provisionally accepting true black and white prints on Ilford paper.

C-41 Color processing to produce “black and white” film prints. For a number of years photo developers have offered low-cost, machine printing from black and white film using C-41 color processing and color print paper. This color chemical process does produce “black and white” like images, although these are often sepia toned and/or washed out. They may be printed on Fuji or other paper. If you walk into a photo shop and ask for black and white film prints, this is most likely what you will get. These prints are not stable and degrade rapidly. They are not an acceptable choice for high permanence documentation for inventory forms. C-41 prints do not meet MHC standards.

Color Film Prints. The best, widely available commercial film processing currently is the so-called “Fuji Crystal Archive” color print. Because of the manufacturer’s marketing claims, photo developers will often offer this as an “archival” print solution. Independent testing services rate these prints as having only a 40-year permanence rating. These prints do not meet MHC standards.

Summary: At the present time, the only prints made from film negatives acceptable for Survey Inventory forms are true black and white prints on Ilford paper.
Digital Photography

Today, almost all aspects of inventory form preparation (text, photos and maps) are "born digital" and converted to paper form as a permanent archive of the heritage of Massachusetts. To accommodate these new formats, MHC has developed digital photographic standards for inventory. MHC will currently accept 3½ by 5¼ inch or 4 by 6 inch digital prints on papers and inks that meet a minimum 75-year permanence rating. Black and white or color prints that meet the permanence rating are acceptable.

Digital Prints, Printers, Inks and Papers: To ensure archival longevity, prints must be made using a photo-quality printer using appropriate brand name paper and inks. MHC has compiled a list of "Inks and Papers recommended for printing of digital images" that meet the 75-year permanence standard, based on research by an internationally recognized testing laboratory, Wilhelm Imaging Research, Inc. This list of papers is attached as an Appendix to these guidelines. The list excludes non-glossy papers, whose texture interferes with precise rendering of detail.

Printers, paper, and ink must all be from the same manufacturer and must be from the approved list. For example, prints made on an Epson printer must be on Epson paper with Epson brand inks. The archival stability of third-party papers and inks cannot be guaranteed and is therefore unacceptable.

Both Epson Picture Mate series (recommended) and Hewlett Packard PhotoSmart series (accepted) are low-cost, 4 by 6 color printers that have base models that start around $100 and that when used with manufacturers' papers and inks produce prints that meet MHC standards. Other larger format Epson and Hewlett Packard printers also produce acceptable prints. Manufacturers claim print costs run approximately $.50 per print.

Either color or black and white images are acceptable. If the original digital image was in color, the print should also be in color. Black and white images should only be submitted if the photographs were taken with a digital camera set to black and white mode, and not if original color images are converted to black and white by PhotoShop or some other imaging program.

While MHC has begun to accept the electronic submission of inventory forms which may include photographs and digital maps, these forms must be accompanied by prints on photo-quality print paper, separately attached to the inventory form, and labeled on the back as per MHC guidelines for photographic prints. (See MHC Historic Properties Survey Manual)

Commercial Digital Prints are NOT Acceptable. Commercially available digital print services are geared toward production of fast, low-cost prints. All these prints have a very low life-expectancy of 20 years or less. They are not acceptable for inventory form documentation. This includes prints from photo shops, drug store and supermarket kiosks, and internet print services. We have to date not found commercial services that produce 4 by 6, high permanence, digital prints at a reasonable cost. You must produce your own prints using a printer with archival quality paper and ink.

Permanence Ratings. You can check on permanence ratings for printers, inks and papers at http://www.wilhelm-research.com. See in particular the ratings on desktop printers and dedicated 4 by 6 photo printers.¹ As noted above, Epson and Hewlett Packard manufacture acceptable printers. You should confirm with MHC that the printer papers and inks you intend

¹ http://www.wilhelm-research.com/4x6/WIR_4x6_Prints_2006_09_08.pdf
to use are acceptable if they are not clearly identified as such in the annexed Inks and Papers recommended for printing of digital images.

**Camera Guidelines.** Survey photographs should be taken with a good quality camera and lens system. A minimum 2 megapixel camera is acceptable, 3 to 6 megapixels is recommended.

**Summary:** At the present time, prints made from digital images must be produced using papers and inks that meet a minimum 75-year permanence rating, as reflected in the attached *Inks and Papers recommended for printing of digital images.*

Questions/Comments: Michael Steinitz  michael.steinitz@state.ma.us  617 727-8470
Appendix

Inks and Papers recommended for printing of digital images

NOTE: Printers, paper, and ink must all be from the same manufacturer. However, any model printer of the designated manufacturer that accepts the following papers and inks may be used.

<table>
<thead>
<tr>
<th>Inks</th>
<th>Papers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Epson UltraChrome pigmented inks and Epson UltraChrome K3 pigmented inks</td>
<td>Epson Premium Glossy Paper</td>
</tr>
<tr>
<td>Epson Picture Mate inks</td>
<td>Epson PictureMate Photo Paper - Glossy</td>
</tr>
<tr>
<td>Epson Ultra Premium Glossy Photo Paper</td>
<td>Epson Ultra Premium Glossy Photo Paper</td>
</tr>
<tr>
<td>Epson Premium Glossy Photo Paper</td>
<td>Epson Premium Glossy Photo Paper</td>
</tr>
<tr>
<td>Epson Claria Hi-Definition Inks</td>
<td>Epson Ultra Premium Glossy Photo Paper</td>
</tr>
<tr>
<td>Epson Premium Glossy Photo Paper</td>
<td>Epson Ultra Premium Glossy Photo Paper</td>
</tr>
<tr>
<td>Hewlett-Packard (HP) 84/85 dye-based inkset</td>
<td>HP Premium Plus Photo and Proofing Gloss</td>
</tr>
<tr>
<td>HP Premium Plus High Gloss Photo Paper</td>
<td>HP Premium Photo Paper, Gloss</td>
</tr>
<tr>
<td>HP 59 gray photo cartridge</td>
<td>HP Premium Plus and HP Premium Photo Papers (high gloss and glossy)</td>
</tr>
<tr>
<td>HP 100 gray photo cartridge</td>
<td>HP Premium Plus and HP Premium Photo Papers (high gloss and glossy)</td>
</tr>
<tr>
<td>HP Vivera inks (95 and 97 tri-color cartridges)</td>
<td>HP Premium Plus and HP Premium Photo Papers (high gloss and glossy)</td>
</tr>
<tr>
<td>HP Vivera Pigment inks (announced 2006)</td>
<td>HP Advanced Photo Paper (glossy)</td>
</tr>
<tr>
<td>Lexmark Evercolor Photo Color #31 and Lexmark #33 and #35 Color Print Ink Cartridges</td>
<td>Lexmark Premium Photo Paper High Gloss</td>
</tr>
</tbody>
</table>

2 For more information about longevity tests, consult the web site http://www.wilhelm-research.com.