Town of Nahant

Community Preservation Committee

Grant Application FY 2021

Applicant: Nahant Historical Society

Applicant's address and phone number:
41 Valley Road, Nahant
781-581-2727
julie@nahanthistory.org

Town committee or board (if applicable):

Application Purpose:

(please select all that apply)

Open Space

Community Housing

✓ Historic Preservation

Recreation

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1) Project Name: Archival Conservation and Preservation

2) Project Description: Professional Conservation of Police, Fire, School records, Atlases used by Assessors office, as well as historical correspondence relating to the establishment of the Public Library and Nahant's original Articles of Incorporation.

3) Grant Amount Requested: $ 95,865

4) Contribution to the preservation Nahant's unique character:
Proper conservation of these records will allow for stable preservation of these items well into the future, allowing residents and visitors access to Nahant's rich history. Not only will they learn about the facts of the past, but they will experience the passion of the folks of the town as they went about their daily lives and interacted with other invested residents - year-round and summer

5) Planning Context: Is the project part of a general Town planning study (e.g. Open Space and Recreational Plan, Master Plan etc.)? If so, when was the plan prepared and who has approved the plan?

__X__ Is **NOT** part of a Program Plan

_____ **Is** part of a Program Plan prepared on _____ and approved by _____

Grant Application (cont.):

6) Evaluation Criteria: Provide a brief description of how this project meets as many of the selection criteria as may be applicable. Refer to Selection Criteria attached as Appendix A (Page 10). These certifacts provide a factual historic timeline of events pertaining to Nahant, from the legal incorporation of the Town, to the establishment of the Public Library, to the laying out of the ranges and properties, and to the significant events of Police + Fire + School which affected the inhabitants of Nahant and which provide todays residents to research both public + private histories. The Atlases are still used by the Assessor's office.

7) Estimated Cost and Schedule:

Attach cost estimates for construction projects and state how costs were derived.

		Single Year Projects - Anticipated Costs				
Project Timeline	Fiscal Year*	Stipend Request Guideline #3	Professional Services	Total of CPC Funds Requested	Other Funding Sources	Total Cost
	2021					
Sub Totals						
					Total	

If your project is expected to continue over **more than one year**, detail the project's cost on the following chart (explanation may be attached on a separate sheet).

		Multiple Year Projects - Anticipated Costs				
Project Timeline	Fiscal Year*	Stipend Request Guideline #3	Professional Services	Total of CPC Funds Requested	Other Funding Sources	Total Cost
Prior year	2020					
First year	2021		29,865	23,865	5,000	29,865
2nd year	2022		25,000	23,000	2,000	25,000
3rd year	2023		25,000	24,000	1,000	25,000
4th year	2024		25,000	25,000	0	25,000
Sub Totals			104,865	95,865	8,000	
					Project Total	104,865

* **Note:** The fiscal year begins on July 1 of a given year and ends on June 30 of the following year.

Grant Application (cont.):

Other Funding Sources: Include total amount and all funding sources including any potential grants or gifts. List all sources approached even if denied funds.

List of independent funding sources		
	Funding Source	**Amount of Grant / Gift**
1.	NHS Conservation/Acquisition Fund	5,000 -
2.	Members / Private Donors	2,000 -
3.	NHS Board	1,000 -
4.		
	Total	8,000 -

8) For Acquisition projects, attach appraisals and agreements, if available. Please indicate name of present owner and attach a copy of most recent deed. In addition to property address, please provide Nahant assessor's office identification (Map, Block and Lot number).

9) Coordination: If the project is dependent upon one or more other projects, identify them and indicate what the relationship(s) are among the projects. If the project is not dependent upon, but should be linked to one or more other projects, identify them and indicate the proposed relationship.

Grant Application (cont.):

10) Previous Town Meeting Action: If the project has previously been included in the Warrant of a Town Meeting, indicate the year, warrant article number, and Town Meeting action.

11) Project Priority: If you are submitting applications for more than one project, indicate the priority of this project recognizing that your most important project may not be needed or be ready for action until two or three years from now.

Only one long-term project.

12) Time Sensitivity: Describe any time sensitive critical issues that may impact the ability to protect the resource or otherwise impact schedule and/or grant making decisions. The correspondence and Articles of Incorporation are written in an ink that is slowly deteriorating. The Letters have already faded, so these items need conserving in the very near future. They are currently stored in the dark, but the original backing paper is NOT acid free.

13) Contingency Planning: What are the consequences if CPA funding is not available for the current fiscal year? Describe alternate plans for temporary stabilization, long term solution. If CPC Funding is not available, NHS will move the most unstable items to a location where they cannot be accessed - unless absolutely necessary - and will be stored in acid free containers until such time as Funding becomes available, either through CPC or other sources. We may choose 1 or 2 items (high priority) to immediately conserve through our conservation/acquisition fund.

NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER
100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Nahant Historical Society
41 Valley Road
Nahant, MA 01908

January 21, 2020
Project # 20-020_BI

Contact: Julie Tarmy
julie@nahanthistory.org
(781) 581-2727

Object 1
printed volume
Imprint: Oxford, 1701
Title: The Book of Common Prayer

Dimensions: 45x295x30mm
No. of Pages: ~106 leaves

Current Condition
The volume is bound in a full leather fine binding with gold tooling on the covers and spine. The leather is dirty, worn, and abraded overall. The front joint is partially torn at the head and three sewing supports are exposed due to abrasion. The leather is lifting at the corners and board edges. The board corners are exposed and delaminating. The binding once had ribbon ties attached to the front and back boards. These are now missing. The inner hinges are partially broken and the back marbled paper flyleaf is missing. A Nahant Public Library bookplate is attached to the inside of the front cover. Green and white silk endbands are sewn on.

The text block consists of laid paper, sewn through the fold onto raised cord supports which are laced into the boards. The sewing is intact. A leaf of wove paper with provenance information in black and gold manuscript ink has been adhered into the binding on a stiff paper stub. This page is shorter than the rest of the text block. A large tear on this leaf has been repaired with glassine tape which has yellowed with age. The pages are ruled in red manuscript ink. The pages have surface dirt, embedded grime, offset ink, and minor tears throughout.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Surface clean pages to reduce surface dirt.
- Treat as necessary to remove pressure-sensitive tape and reduce adhesive staining.
- Mend tears as necessary using Japanese paper and starch paste. Humidify and flatten creased pages.
- Reinforce board corners, abraded sewing supports, and torn upper joint using Japanese paper toned with acrylic pigments. Reattach loose leather on boards edges.
- Construct a custom-fitted archival box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work
Housing

- Construct a cloth-covered drop-spine box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Digital Imaging/Printing The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 1 (*See cost summary at end to approve.*)

- Recommended Treatment: $3,975
- Optional Work - Housing: $690

Object 2
Atlas
Imprint: Boston, 1896
Title: Atlas of the Town of Nahant

Dimensions: 510x410x15mm
No. of Pages: 25 leaves (12 bifolio maps)

Current Condition
The volume is bound in a half leather binding with cloth sides. The title is stamped on the front cover in gold. The covers are dirty, stained, worn, and abraded overall. The leather is missing over the spine. The board corners are exposed and delaminating. The inner hinges are partially broken. A bookplate is adhered to the inside of the front cover.

The text block consists of 12 folded maps and the title page, printed in black ink on machine-made paper. Each map and the title page are adhered to paper hinges with compensation stubs which are sewn through the fold onto recessed cords and laced into the boards. Single folio endpapers are tipped on. The majority of the front flyleaf is missing. The maps are hand colored with watercolors. A black manuscript ink notation is present on the title page. The pages have surface dirt, embedded grime, and adhesive staining in the gutter throughout. Map 8 is creased and torn in the gutter and Map 11 is torn in the gutter at the tail.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Disbind (retain sewing and boards).
- Surface clean binding and pages to reduce surface dirt.
- Mend tears as necessary using Japanese paper and starch paste.
- Repair binding by rebacking using airplane linen and Japanese paper toned with acrylic pigments.
- Reinforce board corners.
- Consolidate leather.
- Construct a custom-fitted archival box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work
Digital Imaging/Printing
The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 2 (*See cost summary at end to approve.*)

- Recommended Treatment: $3,525

Object 3

printed pamphlet
Author: Town of Nahant
Imprint: 1854
Title: First Annual Report of the Auditing Committee…

Dimensions: 240x132mm
No. of Pages: 8

Current Condition

The volume consists of 2 bifolia of machine-made paper, sewn through the fold using a pamphlet stitch. The sewing is loose but intact. The pages have surface dirt, embedded grime, staining, and minor tears throughout. There are small losses at the corners of each page. The spine fold on the outer bifolio is broken. Graphite pencil notations are written on the recto of the first leaf. The volume is housed in a 3-sided polyester film sleeve inside an archival file folder.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Disbind (remove sewing and separate leaves).
- Surface clean pages to reduce surface dirt.
- Humidify and flatten creases.
- Mend tears and guard folds as necessary using Japanese paper and starch paste.
- Sew with linen thread using a pamphlet stitch.
- House in polyester film L-sleeve. Return item in current file folder.

Optional Work

Digital Imaging/Printing

The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 3 (*See cost summary at end to approve.*)

- Recommended Treatment: $1,810

Object 4

record book
Title: School Committee Records, Town of Nahant.

Dimensions: 350x225x40mm
No. of Pages: 83 leaves

Current Condition

The volume is bound in a full leather stationer's binding with blind and gold tooling on the covers and spine. The title is stamped in gold on the spine. The covers are dirty, worn, and abraded overall. The leather is desiccated and powdery. The board corners are exposed and delaminating. The joints are partially broken but the board attachment is intact. There is a small loss to the leather at the head of the spine.

The text block consists of blue laid paper with red and blue rules, sewn through the fold. Decorative paper endsheets with a cloth hinge are sewn on. The sewing is intact. Entries are in various black, brown, and

red manuscript inks. The pages have surface dirt and foxing throughout. Several leaves are creased at the corners.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Surface clean pages to reduce surface dirt.
- Humidify and flatten creased pages.
- Repair binding by rebacking using airplane linen and Japanese paper toned with acrylic pigments.
- Reinforce board corners.
- Consolidate leather.
- Construct a custom-fitted archival box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Housing

- Construct a cloth-covered drop-spine box to dimensions of volume. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Digital Imaging/Printing

The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 4 (*See cost summary at end to approve.*)

- Recommended Treatment: $3,320
- Optional Work - Housing: $465

Object 5

record book
Title: Arrests 1884-1905

Dimensions: 345x215x25mm
No. of Pages: 216

Current Condition

The volume is bound in a half leather binding with cloth sides. The covers are dirty, worn, and abraded overall. The board corners are exposed and delaminating. The spine has been repaired using pressure sensitive cloth tape. The cover boards were not correctly aligned, and do not provide adequate protection for the text block. A paper title label has been adhered onto the spine using pressure sensitive tape. The front inner hinges are also repaired with pressure sensitive tape.

The text block consists of machine-made paper, sewn through the fold onto textile tapes. Machine-made endhseets are tipped-on, pulling the first and last leaves away from the text block. The sewing is broken and the first signature is detached. Pages are ruled in red and blue and numbered with a black ink stamp. Entries are in various black manuscript inks. The pages have surface dirt, embedded grime, discoloration, creases, and minor tears throughout. The last leaf has a large loss. Cloth tape has been used to repair the gutter of pages 20-21. The tape is covering text and restricts opening. A loose document is laid in at page 177.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.

- Collate. (Check for order and completeness.)
- Disbind (remove sewing and separate sections).
- Surface clean pages to reduce surface dirt.
- Test solubility of media.
- Treat as necessary to separate first and last leaves from the endpapers.
- Humidify and flatten creased pages.
- Mend tears and guard folds as necessary using Japanese paper and starch paste.
- Reassemble text and press to consolidate.
- Add handmade paper endsheets with linen hinges and sew text block with linen thread.
- Bind in full cloth using a case structure.
- Title using a gold stamped leather label. (Unless otherwise changed, title will appear as on attached sheet.)
- Construct a wrapper to dimensions of previous binding.
- Place loose items in buffered folders.
- Construct a custom-fitted archival box to dimensions of volume and previous binding. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Housing

- Construct a cloth-covered drop-spine box to dimensions of volume and previous binding. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Digital Imaging/Printing

The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 5 (*See cost summary at end to approve.*)

- Recommended Treatment: $5,065
- Optional Work – Housing: $465

Object 6

record book
Imprint: 1870-1873
Title: Dexter Engine #1, Nahant Fire Department

Dimensions: 255x200x27mm
No. of Pages: ~122 leaves

Current Condition

The volume is bound in a half leather binding with marbled paper sides. The covers are dirty, worn, abraded, water damaged, and stained overall. The leather is desiccated and powdery. There are losses in the leather on the spine and at the corners. The board corners are exposed and delaminating. The front cover is warped and the decorative paper is cockled due to water damage. A pressure sensitive title label applied over the spine is partially detached. The front cover is detached and the attachment of the back cover is weak.

The text block consists of machine-made paper, sewn through the fold onto textile supports. The sewing is broken. The flyleaves are detached. Title information is written on the front flyleaf in brown manuscript ink. The pages are ruled in red and blue and entries are in various brown, blue, and purple manuscript inks and graphite pencil. After leaf 40, the pages are mostly blank. The pages have surface dirt, embedded grime, staining, foxing, discoloration, creases, and minor tears throughout. Some pages have been

removed and some leaves have large losses. A loose document is laid in at leaf 41. The document has surface dirt, embedded grime, creases, and minor tears.

Conservation Treatment Plan

- Provide written and photographic documentation before and after treatment.
- Collate. (Number each leaf discreetly in pencil to record order.)
- Disbind (remove sewing and separate sections).
- Surface clean pages to reduce surface dirt.
- Remove pressure sensitive title label on the spine.
- Humidify and flatten creased pages.
- Mend tears, guard folds, and reattach loose pages as necessary using Japanese paper and starch paste.
- Add linen hinges and sew text block with linen thread.
- Humidify and flatten warped cover board.
- Repair binding by rebacking using airplane linen and Japanese paper toned with acrylic pigments.
- Reinforce board corners and reattach loose cover material.
- Consolidate leather.
- Place loose items in buffered folders.
- Construct a custom-fitted archival box to dimensions of volume and foldered document. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Optional Work

Housing

- Construct a cloth-covered drop-spine box to dimensions of volume and foldered document. Title box. (Unless otherwise changed, title will appear as on attached sheet.)

Digital Imaging/Printing

The optimal time to perform digital imaging of your volume(s) is during conservation so that the best image capture can be obtained in the safest manner. Please see the attached Imaging Addendum for imaging specifications and cost estimate(s).

Price – Object 6 (*See cost summary at end to approve.*)

- Recommended Treatment: $6,355
- Optional Work – Housing: $465

Cost Summary

Recommended Conservation Treatments	(Please check.)		
Object 1: The Book of Common Prayer	Yes ____	No ____	$3,975
Object 2: Atlas of the Town of Nahant	Yes ____	No ____	$3,525
Object 3: First Annual Report of the Auditing Committee…	Yes ____	No ____	$1,810
Object 4: School Committee Records, Town of Nahant.	Yes ____	No ____	$3,320
Object 5: Arrests 1884-1905	Yes ____	No ____	$5,065
Object 6: Dexter Engine #1, Nahant Fire Department	Yes ____	No ____	$6,355
Shipping/Handling – return via client pick up	Yes ____	No ____	$0
TOTAL (if all checked "yes")			$24,050

Optional Work (These can only be carried out if the corresponding treatment above is also selected.)

Object 1: Housing	Yes ____	No ____	$690
Object 4: Housing	Yes ____	No ____	$465
Object 5: Housing	Yes ____	No ____	$465
Object 6: Housing	Yes ____	No ____	$465
Digital Imaging/Printing	Yes ____	No ____	See addendum
Additional Insurance (indicate value in Terms, below)	Yes ____	No ____	$1/$1,000/mo.

Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: One third of the estimated cost is payable at the time of approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that objects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of $125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to $_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of $1.00 per month per $1,000 of value. If no valuation is provided by Owner, an assignment of $500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

The undersigned recognizes that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s) as a result of the treatment procedure(s).

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat and/or digitize the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Owner or Authorized Agent | Date

1/21/2020

Bexx Caswell-Olson, Director of Book Conservation, NEDCC | Date

P.O.# required? Yes _____ No _____ # _____

IMAGING ADDENDUM

Subject to Conservation
The condition of historic and artistic objects is one of the most important factors in determining how (or whether) they can be accurately imaged without causing physical damage. Consequently, this imaging addendum is subject to prior conservation treatment under this proposal.

Image Count
The "image count" corresponds to the number of digital files that will be produced (e.g., one leaf equals two pages, resulting in two digital image files; imaging "two-up" results in one digital image file per two pages; the recto and verso of a photograph each equal one digital image file, etc.). This proposal is based on the estimated image counts found in the Cost Summary, below. *Please check the appropriate box,* below, to indicate how you would like us to proceed if the image count differs from this estimate.

☐ Complete the imaging of all items and adjust the invoice accordingly based on the actual image count.
☐ Proceed with imaging up to a maximum of 10% over the estimated image count and adjust the invoice accordingly. Please notify me if/when you have reached this limit.
☐ Image the items in the priority order provided and stop imaging once the estimated image count is reached. Please notify me if/when you have reached this limit.

Blank Pages/Versos
Unless otherwise requested we will image the original bindings and the recto and verso of all leaves with content; extended sequences of blank leaves, such as those found in Object 6, will not be imaged.

Project Scope
Following accepted best practices, the purpose of our service is to create a faithful image surrogate of archival materials in their current condition. Minor post-processing adjustments will be performed to optimize image quality and bring all images to a common rendition.

The object identified above will be imaged using a medium format digital camera with apochromatic macro flat field optics on our specialized workstations. The light source will be Broncolor electronic flash, providing optimal light quality at minimal total light exposure. Imaging will be done following the Federal Agencies Digitization Guidelines Initiative (FADGI) *Technical Guidelines for Digitizing Cultural Heritage Materials* (2016) and the following project specifications:

Preservation Master
Format: TIFF
Spatial Resolution: 400 ppi at original size
Bit Depth: 16-bit
Color Profile: Adobe RGB 1998

Access Derivative
Format: JPEG
Spatial Resolution: 400 ppi at original size
Bit Depth: 8-bit
Color Profile: Adobe RGB 1998

Targets
An Image Science Associates (ISA) Object-Level Target will be used as a photographic reference standard during the course of imaging reflective material. ISA Object-Level Targets include: 18 color

patches of varying hues, saturations, and brightnesses; 12 spectrally neutral gray patches; vertical and horizontal slant edge targets for calculating spatial frequency response (SFR); and metric- and English-based rulers for scale and calculating optical resolution.

Cropping
Images of reflective media will be cropped to include a small border around the edges of the object. Reference targets will be removed in the final deliverable files.

Metadata
Technical metadata comprising camera and software information will be embedded in the header of each TIFF master file.

File Naming
Files will be named with a descriptive prefix plus sequential numerical suffix.

Special Conditions
Spatulas and/or weights may be used to gently hold down pages that do not lie flat on their own.

Quality Control
All work will be performed under tight environmental control in the NEDCC imaging laboratory by highly-skilled professionals, and objects will remain in the NEDCC vault when not being imaged. NEDCC performs a 100% inspection of deliverables, done by Associate and Senior Photographers. All files will be backed up on NEDCC's servers for six (6) months after project completion.

Delivery Medium
The digital files will be delivered on a USB external hard drive.

Cost Summary

Project Scope	(Please check.)		$/Unit	Quantity	Total
Project Set-up			$150.00	1 set-up	$150.00
Object 1: Preservation Masters	Yes ____	No ____	$5.00	190 files	$1,100.00
Object 2: Preservation Masters	Yes ____	No ____	$75.00	13 files	$975.00
Object 3: Preservation Masters	Yes ____	No ____	$10.00	8 files	$80.00
Object 4: Preservation Masters	Yes ____	No ____	$5.00	170 files	$850.00
Object 5: Preservation Masters	Yes ____	No ____	$5.00	220 files	$1,100.00
Object 6: Preservation Masters	Yes ____	No ____	$6.00	120 files	$720.00
Access Derivatives			$0.00	721 files	$0.00
USB External Hard Drive			$150.00	1 drive	$150.00
TOTAL					$5,125.00

NOTE: Please return to the Cost Summary on Page 7 and select "Yes" or "No" for Digital Imaging.

TITLE SHEET

Client: Nahant Historical Society

Job No. 20-020 BI 001 E

Item No.: 1

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ **Date:** _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

Client's revision:

BOX:

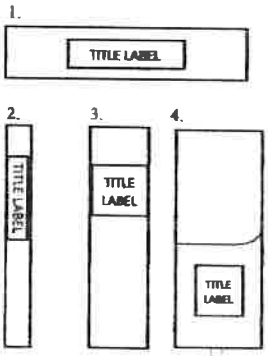
[1] Probable label placement (see diagram below)

Recommended title:

BOOK OF COMMON PRAYER ~ 1701

Client's revision:

LABEL PLACEMENTS:



1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

TITLE SHEET

Client: Nahant Historical Society

Job No: 20-020 BI_002 E

Item No.: 2

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ **Date:** _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

~

Client's revision:

BOX:

[1] Probable label placement (see diagram below)

Recommended title:

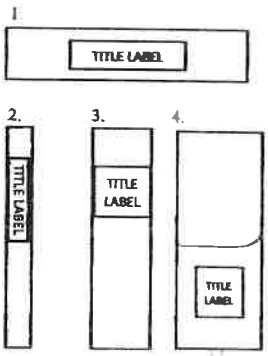
ATLAS OF THE TOWN OF NAHANT

~

1896

Client's revision:

LABEL PLACEMENTS:



1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

TITLE SHEET

Client: Nahant Historical Society Job No. 20-020 B1 004_E Item No.: 4

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ **Date:** _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

~

Client's revision:

BOX:

3 Probable label placement (see diagram below)

Recommended title:

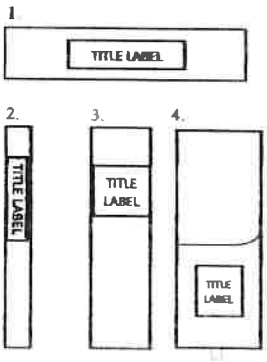
SCHOOL COMMITTEE RECORDS

~

TOWN OF NAHANT

Client's revision:

LABEL PLACEMENTS:



1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

TITLE SHEET

Client: Nahant Historical Society Job No: 20-020 B1 005 E Item No.: 5

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ **Date:** _____

BOOK:

2 Probable label placement (see diagram below)

Recommended title:

ARRESTS ~ 1884-1905

Client's revision:

BOX:

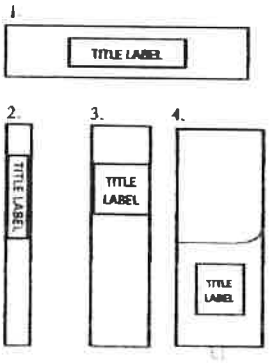
2 Probable label placement (see diagram below)

Recommended title:

ARRESTS ~ 1884-1905

Client's revision:

LABEL PLACEMENTS:



1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

TITLE SHEET

Client: Nahant Historical Society Job No. 20-020_B1_006_E Item No.: 6

Title information will appear as illustrated below. Any revisions should be made in the space provided. Please sign the sheet and return with signed treatment authorization form. The recommended title will be used if the revision form is not returned.

Client Signature: _____ **Date:** _____

BOOK:

☐ Probable label placement (see diagram below)

Recommended title:

Client's revision:

BOX:

☐ 2 Probable label placement (see diagram below)

Recommended title:

DEXTER ENGINE NO. 1

~

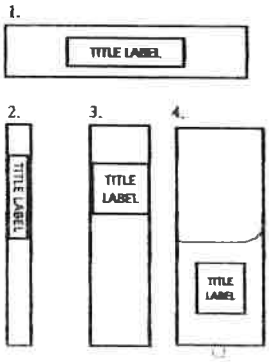
1870-1873

~

NAHANT FIRE DEPARTMENT

Client's revision:

LABEL PLACEMENTS:



1. Horizontal label along spine.

2. Vertical label along spine (used if volume or box is too thin to label across spine).

3. Horizontal label across spine.

4. Horizontal label across spine on a flip-top box.

Notes:

NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER
100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

January 21, 2020

Julie Tarmy
Nahant Historical Society
41 Valley Road
Nahant, MA 01908

Re: NEDCC Job #20-020_BI

Dear Ms. Tarny,

Enclosed is our condition report and estimate for the treatment of one book, one atlas, three log books and one pamphlet, including a digital imaging addendum.

- The recommended conservation treatment is listed in the body of the proposal and we consider each step of the recommended treatment necessary for preservation of the objects. The conservators at the Northeast Document Conservation Center work as efficiently and safely as possible and within guidelines set by the American Institute for Conservation.
- Work that is desirable, but not necessary, appears in the proposal as an option with additional cost. Please check yes/no to approve/decline the optional work.
- Please note that there are several places in the proposal where we ask that you check a box to indicate a preference for how you would like us to proceed under certain conditions.
- Once the work begins, should we encounter the unexpected and need to revise this treatment proposal you will be consulted immediately.
- enter the appropriate insured value in the space provided. Unless your insurance company sends NEDCC a waiver of subrogation, all objects left here will be insured under our policy. If no insurance figure is received from you, we shall assign a value of $500 to the project.
- If you want NEDCC to proceed with the recommended treatment, please sign the proposal and return it with your 33% deposit at your earliest convenience.

We hope to hear from you soon. Please do not hesitate to call if you have questions. We are happy to answer inquiries about scheduling or the treatment or care of objects.

Sincerely,

Bexx Caswell-Olson,
Director of Book Conservation, NEDCC

NEDCC
NORTHEAST DOCUMENT CONSERVATION CENTER
100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Nahant Historical Society
41 Valley Road
Nahant, MA 01908

January 21, 2020
Project # 20-021_PIF

Contact: Julie Tarmy
julie@nahanthistory.org
781-581-2727

Object 1
letter
Artist/Author: Commonwealth of Massachusetts
Place/Date: Boston, March 30, 1853
Title/Subject: Act to Incorporate the town of Nahant

Dimensions: 13 ½" x 8 ½"
Media: black printing ink, iron gall ink
Support: Indigo blue toned laid paper
Signatures/Special Features: Watermark: Moiniers, 1849; Signature by the Secretary of the Commonwealth
Housing: Folder

Current Condition
The letter is handwritten on a "Commonwealth of Massachusetts" letterhead on a blue toned bifolio. The letter is folded vertically in half and has four pronounced horizontal creases where the letter once was folded in quarters; two more recent horizontal folds creased the letter in thirds. All areas that were creased have discolored from blue to a cream yellow. There are also small circular shaped dots of the same yellow tone spotting the paper. Small tears run along the central fold as well as along the edges that are creased. The corners are dogeared. There are small brown ink smudges scattered throughout. The writing is legible and the ink appears stable, however indicator paper confirmed the presence of free iron (Fe2+). Surface soiling is minor.

Recommended Conservation Treatment Plan A
- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Test solubility of inks. Tested positive for iron gall ink free ions.
- Mend tears where necessary with toned Japanese paper and wheat starch paste.
- Interleave bifolio and place in polyester film (Melinex) sleeve to protect against dirt, handling, and atmospheric pollution.
- House in an archival folder.

Plan B
- If necessary, after carefully testing the iron gall ink and confirming the presence of free iron (Fe2+), perform a calcium phytate treatment to stabilize the iron gall ink followed by alkalization with calcium bicarbonate.
- Size the object with gelatin.
- Mend tears where necessary with toned Japanese paper and wheat starch paste.

- Humidify and flatten between blotters/felts under moderate pressure.
- Interleave bifolio and place in polyester film (Melinex) sleeve to protect against dirt, handling, and atmospheric pollution.
- House in an archival folder.

Optional Work

Digital Imaging/Printing

Because of the long-term negative effects on historic and artistic objects of exposure to light and air, displaying original materials is discouraged. For this reason, we encourage the use of print reproductions for display and/or use by researchers. Print reproductions also have the benefit of improving the look of faded or color-shifted objects, which cannot be done with conservation treatment. The attached Imaging Addendum outlines the specifications for imaging the object after conservation treatment has been performed, and printing digital reproductions for display and/or handling by researchers.

Price – Object 1 (*See cost summary at end to approve.*)

- Recommended Treatment Plan A: $780
- Plan B – $1,575

Object 2

4 letters
Artist/Author: Commonwealth of Massachusetts
Place/Date: Boston, 1819-20
Title/Subject: Notarial Acts for the town of Nahant

Dimensions: 11 ⅜" x 7 ½"
Media: black printing ink and iron gall ink
Support: light brown laid paper
Signatures/Special Features: The lower left corner of each verso is numbered in graphite 1 through 4; Signatures on pages 3 and 4.
Housing: Mounted with non-archival window mat and board and frame

Current Condition

All four documents were treated in the past and leaf-cast with new paper supports with perimeters 3/4 inch larger than the documents' perimeters. These edges are also stained with mat burns from the non-archival mat windows. The documents also appear discolored and the manuscript ink contours are faded and blurry. All are handwritten in iron gall ink, and the top left document (#3) is handwritten on a "Commonwealth of Massachusetts" letterhead. There is a paper wafer seal with a white silk ribbon attached to the lower left corner of this document as well. The documents are very flattened and lack their original physical characteristics: signs of wear and tear and creases, folds, tears, and binding holes are still visible. All documents have paper losses along the top and bottom margins especially pages 1, 2, and 3. These pages are also stained irregularly by small white dots scattered throughout. Though the writing is still legible, testing confirmed the presence of free iron ($Fe2+$). Surface soiling is minor. Test for lignin proved positive in the leaf cast pulp.

Considering the condition of the paper substrate and the advanced stage of degradation of these documents it would be recommended to consider the options for digitization and printing facsimiles. In this form the documents could be safely framed and exhibited, and the originals preserved in storage as they are.

Recommended Conservation Treatment Plan A

- Provide written and photographic documentation of condition before and after treatment.
- Test solubility of inks. Tested positive for iron gall ink free ions.
- Separate the objects from mat/backing/mount. Thin the secondary support to reduce the amount of acidic inner layers, as possible.
- Interleave with microchamber paper and place in polyester film (Melinex) sleeve to protect against dirt, handling, and atmospheric pollution.
- House in archival folder.

Plan B

- Separate the objects from mat/backing/mount. Thin the secondary support to reduce the amount of acidic inner layers, as possible.
- After confirming that the media will permit aqueous treatment, humidify and wash in filtered water/alcohol bath to clean the paper and reduce staining, discoloration, and acidity. Alkalized water may be used to reduce staining.
- If necessary, after carefully testing the iron gall ink and confirming the presence of free iron (Fe2+), perform a calcium phytate treatment to stabilize the iron gall ink followed by alkalization with calcium bicarbonate.
- Remove wafer seal and ribbon prior to the washing procedure.
- Size the object with gelatin.
- Tone Japanese paper with acrylics/watercolors.
- Line the objects for additional support with Japanese paper and wheat starch paste.
- Humidify and flatten between blotters/felts under moderate pressure.
- Re-adhere the paper wafer seal and silk ribbon on the document (#3)
- Mount with window matboard.

Optional Work

Digital Imaging/Printing Because of the long-term negative effects on historic and artistic objects of exposure to light and air, displaying original materials is discouraged. For this reason, we encourage the use of print reproductions for display and/or use by researchers. Print reproductions also have the benefit of improving the look of faded or color-shifted objects, which cannot be done with conservation treatment. The attached Imaging Addendum outlines the specifications for imaging the object after conservation treatment has been performed, and printing digital reproductions for display and/or handling by researchers.

Matting/Framing

- An archival reproduction prints of each letter will be attached to a 100% cotton rag primary backing board with photo corners of MicroChamber paper and Filmoplast P90 archival tape.
- A four opening window mat made of 100% cotton rag board will be cut and hinged to the primary backing board with linen tape.
- The piece will be fitted with new UV filtering acrylic glazing / glass.
- The piece will be fitted with a new secondary backing of archival corrugated board.
- The mounted and matted pieces will be fitted into the existing client frame.
- The back of the frame will be finished with an archival dust cover and hanging hardware.

Price – Object 2 (*See cost summary at end to approve.*)

- Recommended Treatment Plan A: $1,205
- Plan B: $3,690
- Optional Work – Matting/Framing: $605

Cost Summary

Recommended Conservation Treatments	(Please check.)		
Object 1: Act to Incorporate the Town of Nahant			
Plan A	Yes ____	No ____	$780
Plan B	Yes ____	No ____	1,575
Object 2: Notarial Acts for the Town of Nahant			
Plan A	Yes ____	No ____	$1,205
Plan B	Yes ____	No ____	$3,690
Shipping/Handling – return via client pick up			$0

Optional Work (These can only be carried out if the corresponding treatment above is also selected.)

Object 2: Matting/Framing	Yes ____	No ____	$605
Digital Imaging/Printing	Yes ____	No ____	See addendum
Additional Insurance (indicate value in Terms, below)	Yes ____	No ____	$1/$1,000/mo.

Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: One third of the estimated cost is payable at the time of approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that objects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of $125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to $_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of $1.00 per month per $1,000 of value. If no valuation is provided by Owner, an assignment of $500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

The undersigned recognizes that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s) as a result of the treatment procedure(s).

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat and/or digitize the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Owner or Authorized Agent — Date

1/21/2020

Michael K. Lee, Director of Paper and Photograph Conservation, NEDCC — Date

P.O.# required? Yes _____ No _____ # _____

IMAGING ADDENDUM

Subject to Conservation
The condition of historic and artistic objects is one of the most important factors in determining how (or whether) they can be accurately imaged without causing physical damage. Consequently, this imaging addendum is subject to prior conservation treatment under this proposal.

Blank Pages/Versos
Unless otherwise requested we will image all pages with content and will not image blank pages.

Project Scope
Following accepted best practices, the purpose of our service is to create a faithful image surrogate of archival materials in their current condition. Minor post-processing adjustments will be performed to optimize image quality and bring all images to a common rendition.

The objects identified above will be imaged using a medium format digital camera with apochromatic macro flat field optics on our specialized workstations. The light source will be Broncolor electronic flash, providing optimal light quality at minimal total light exposure. Imaging will be done following the Federal Agencies Digitization Guidelines Initiative (FADGI) *Technical Guidelines for Digitizing Cultural Heritage Materials* (2016) and the following project specifications:

Preservation Masters
Format: TIFF
Spatial Resolution: 600 ppi at original size
Bit Depth: 16-bit
Color Profile: Adobe RGB 1998

Access Derivatives
Format: JPEG
Spatial Resolution: 600 ppi at original size
Bit Depth: 8-bit
Color Profile: Adobe RGB 1998

Paper Seal
The paper seal found on one page of Object 2 has topographical information that does not render legibly under standard reprographic illumination. Because of this, we will take a second image under raking illumination to clarify the topographical informal and seamlessly incorporate that image into the image captured under standard illumination.

Print Reproductions
If requested in the Cost Summary, below, color-matched Print Reproductions will be made to the same size as the originals using archival paper and pigmented inks. Because of differences in substrates and inks between the originals and prints, we will not be able to exactly match the original colors, but will produce a very close reproduction. Please note that you must elect the print reproductions of Object 2 if you also elect the Matting/Framing option presented in the conservation treatment proposal above.

Targets
An Image Science Associates (ISA) Object-Level Target will be used as a photographic reference standard during the course of imaging reflective material. ISA Object-Level Targets include: 18 color patches of varying hues, saturations, and brightnesses; 12 spectrally neutral gray patches; vertical and horizontal slant edge targets for calculating spatial frequency response (SFR); and metric- and English-

based rulers for scale and calculating optical resolution.

Cropping
Images of reflective media will be cropped to include a small border around the edges of the object. Reference targets will be removed in the final deliverable files.

Metadata
Technical metadata comprising camera and software information will be embedded in the header of each TIFF master file.

File Naming
Files will be named with a descriptive prefix plus sequential numerical suffix.

Quality Control
All work will be performed under tight environmental control in the NEDCC imaging laboratory by highly-skilled professionals, and objects will remain in the NEDCC vault when not being imaged. NEDCC performs a 100% inspection of deliverables, done by Associate and Senior Photographers. All files will be backed up on NEDCC's servers for six (6) months after project completion.

Delivery Medium
The digital files will be delivered on a USB flash drive.

Cost Summary

Project Scope	(Please check.)		$/Unit	Quantity	Total
Project Set-up			$150.00	1 set-up	$150.00
Object 1: Preservation Masters	Yes _____	No _____	$10.00	4 files	$40.00
Object 2: Preservation Masters	Yes _____	No _____	$25.00	4 files	$100.00
Access Derivatives			$0.00	8 files	$0.00
Object 1: Print Reproductions	Yes _____	No _____	$150.00	4 prints	$600.00
Object 2: Print Reproductions	Yes _____	No _____	$150.00	4 prints	$600.00
USB Flash Drive			$35.00	1 drive	$35.00
TOTAL (if all checked "Yes")					$1,525.00

NOTE: Please return to the Cost Summary on Page 4 and select "Yes" or "No" for Digital Imaging.

THE NAHANT HISTORICAL SOCIETY
41 VALLEY ROAD
NAHANT, MASSACHUSETTS 01908

January 29, 2020

Nahant Community Preservation Committee
C/O Town Administrator's Office
Town Hall
Nahant, MA 01908

Dear Nahant Community Preservation Committee:

Attached please find the Nahant Historical Society's application for a FY 2021 CPA Grant: Historical Resources. Over the past 45 years, the Society has taken on the responsibility of storing more and more Nahant municipal archives. The Society and the Town have shared deep concerns about the survival of these vital archives, due to poor storage, lack of space, and environmental conditions, etc. in municipal buildings plus the ever-increasing requirements of municipal records retention by the state. We are, therefore, applying for a four-year grant to begin tackling the enormity of properly caring for these crucial resources.

The Society currently houses over 300 logbooks and registers pertaining to the Police, Fire and School departments, as well as a few logs from the Treasurer's office, plus other artifacts. Of the log books, and registers, approximately 50 are in poor condition, 50 in fair condition and the remainder in better shape but still needing archival care. Among the individual documents and artifacts held in trust for the Town are the following:

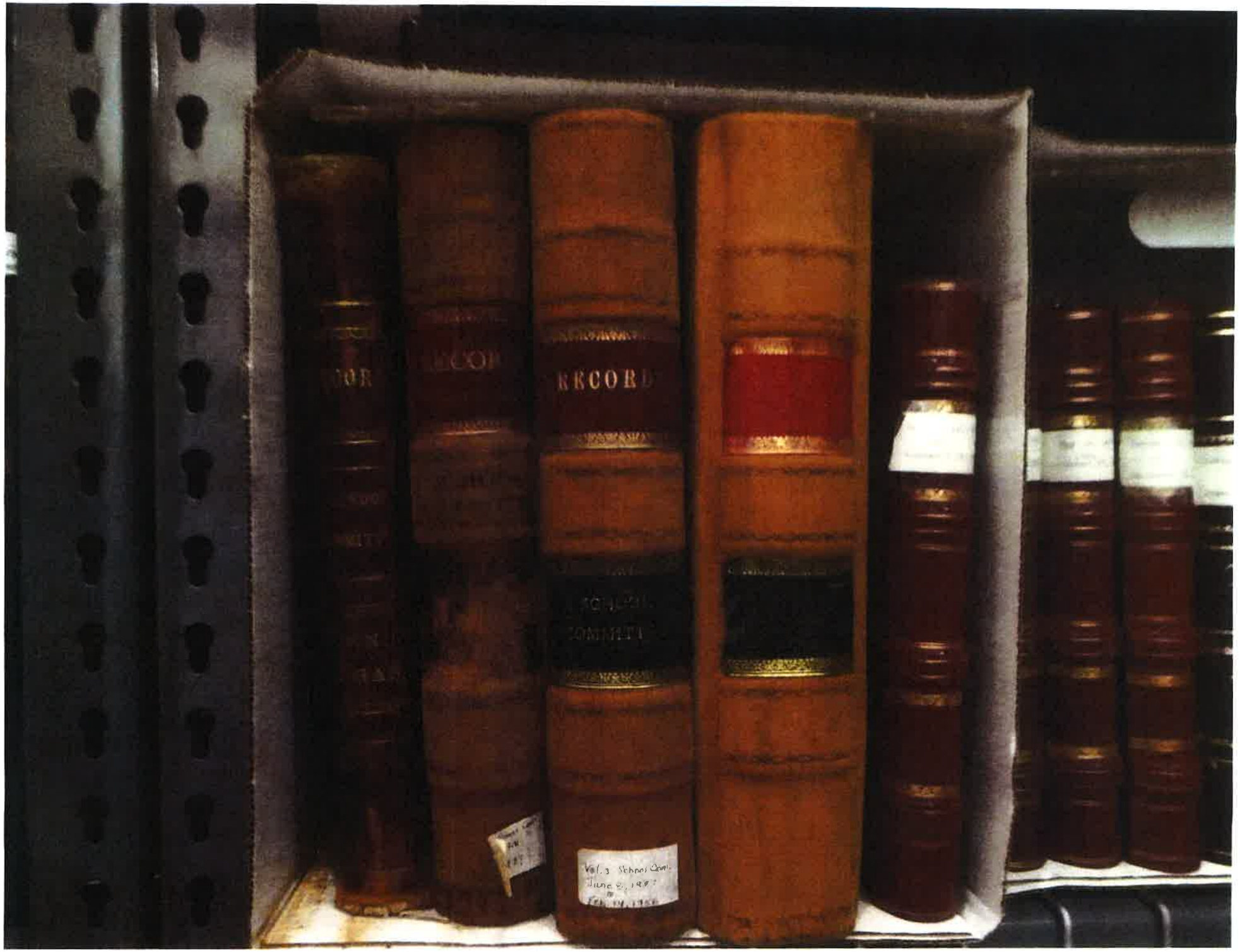
- The original of the 1853 *Articles of Incorporation of the Town of Nahant*
- The original 1819 to 1820 four letter correspondence between William Wood and Nahant residents to establish the third oldest municipal library in Massachusetts.
- The rarest volume of the few surviving books donated to start the Library in 1819 is a 1701 prayer book from the Windsor Royal Chapel Library, given in 1819 by Rebecca Gore, a former First Lady of the Commonwealth.

Additionally, the Society has several town atlases dating from 1880 to 1914. These are of immense value to the Assessor's Department to document the history of property and assist in documenting boundary lines. We have recently donated certain duplicate volumes to the Assessors.

The Society is asking the Town for partnership in conserving these vital resources, acquiring proper archival storage, and help with digitalization costs. We thank the Committee for its consideration.

Respectfully,

Julie A. Tarmy
Executive Director


RECORD
Vol. 3 School Com.

NAHANT POLICE DEPARTMENT
198 NAHANT ROAD, NAHANT, MA 01908-1298
Robert C. Dwyer, Chief

TEL. 781-581-1212
FAX 781-581-1907
www.nahantpolice.org

January 24, 2020

To Whom It May Concern:

Please accept this correspondence as support for the document preservation project that is being proposed by the Nahant Historical Society. I strongly support the project and the grant application that is being submitted to the Community Preservation Committee.

The proposed project to my understanding, will preserve many irreplaceable records for the Town of Nahant.

A portion of these records that would be saved if this project is approved and funded by the Community Preservation Committee are as follows:

1. Log Books- May 1939-July 30, 1966- 17 books total (red covers with "Record" on spine)
2. Log Books- July 30, 1966- December 31, 1983- 15 volumes (red covers with "Record" on spine)
3. Log Books- December 31, 1983- October 25, 1990- 4 books total (red covers with "Record" on spine)
4. Police Report Books 1910-1939- 8 Books total (canvas covered)
5. Arrest Books 1884-1989- 7 in number of various sizes and covers
6. Towing Books and Parking Sticker Books- Towing May 1978- April 1991, Sticker 1970-1987

Please support the grant application by the Nahant Historical Society.

Thank you, in advance, for your consideration in this matter.

Sincerely,

Robert C. Dwyer
Chief of Police
Town of Nahant

NAHANT POLICE DEPARTMENT RECORDS

Given into the keeping of the Nahant Historical Society by Chief William Waters - in March of 2000.

The volumes are on the shelves in the storage room appropriately labelled.

Log Books - May 1939 - July 30, 1966 - 17 books (red covers with "Record" on spine)

July 30, 1966 - December, 31, 1983 - 15 volumes (same as above)

December 31, 1983 - October 25, 1990 - 4 books (as above)

Police Report books 1910 - 1939 8 books (canvas covered)

Arrest books 1884-1989 - 7 in number various sizes and covers.

Towing books and Parking sticker books - Towing May 1978 - April 1991, Sticker 1970-1987...

NAHANT FIRE DEPARTMENT
67 FLASH ROAD
NAHANT, MASSACHUSETTS 01908
TEL: (781)581-1235, FAX (781)581-2427

To whom it may concern,

The Nahant Fire Department fully supports the Community Preservation application submitted by the Nahant Historical Society (NHS). The NHS is seeking funds to conserve some of the historical Town records within their collection. Among the NHS collection are logbooks that date back to 1870 and represent documentation of the original organization of a fire protection response within the Town of Nahant. These handwritten documents are as priceless and significant as the fire apparatus "Eagle" that greets visitors at Town Hall. Every effort should be made to preserve these documents from further damage and deterioration. The logbooks contain the original rules and regulations of the various organized fire companies, as well as rosters of active members, meeting minutes, descriptions of training, equipment purchases, and emergency calls. They capture and describe a time when volunteer residents were awoken by a ringing bell, ran from their home to their assigned fire apparatus, pulled the apparatus to the scene of the fire by hand, and then already exhausted from that effort commenced to fight the fire. These logbooks capture a glimpse into the lives of early Nahant residents, the early development of the Nahant Fire Department and also provide insight into the development of the American Fire Service itself.

We at the Nahant Fire Department are keenly aware of how precious these documents are. Decades worth of similar documents spanning 80 years of Nahant Fire Department history were carelessly thrown in the trash when the Town of Nahant attempted to combine the Police and Fire Departments in the 1990s.

Please support the Nahant Historical Society in their mission to preserve the history of this great community.

Sincerely,

Dean J. Palombo

Acting Chief Dean Palombo

FIRE DEPARTMENT
1773 - 1877
DEXTER ENGINE #1

Nahant Fire Department Records

Log Books

1870 – 1873	Dexter Engine #1
1873 – 1877	Dexter Engine #1
1879 – 1887	Nahant Fire Relief Association
1886 – 1892	Albert Hose Company #2
1884 – 1890	Babcock Chemical Extinguisher Company #1
1893 – 1908	H & L #1
1896 – 1905	Nathan Mower Hose 3
1897 – 1902	Hose 2
1908 – 1919	Babcock Chemical Extinguisher Company #1
1909	Hose 3
1918	Report of Committee on Fire Protection 1/24/1918
1922	Fire Department Logs
1926 – 1936	Fire Department Logs
1937 – 1941	Fire Department Logs
1937 – 1946	Fire Department Logs
1947 – 1959	Fire Department Logs
1947 – 1958	Fire Department Logs