



Lexington's Future Use of the Stone Building June 2008 Invitation for Letters of Interest

The Trustees of Cary Memorial Library invite community organizations to submit **Letters of Interest** for possible future uses of the historic Stone Building located at 735 Massachusetts Avenue. The Trustees seek to identify innovative, cost effective uses of the Stone Building that will serve the Town of Lexington generally and East Lexington specifically while honoring its historic character and the specifications of the Ellen Stone deed.

This is an inquiry that is intended to solicit general statements of building reuse. Based on the responses, the Trustees may negotiate or request more detailed proposals in the future. Information packets for development of the Letters of Interest will become available immediately and are due no later than Monday, September 22, 2008 at 3 p.m.

The Trustees will hold a Public Review of Submissions on October 2nd, 2008, at Cary Hall from 7:00 PM until 9:00 PM. The community will have an opportunity to ask questions at that time.

How do I obtain copies of the required questions that frame the Letter of Interest?

- Copies of the questions that frame the Letter of Interest are part of this document and will be available at the Cary Library Reference Desk, Circulation Desk and will also be available online at <http://www.caryllibrary.com/>
- The Architects' Building Analysis Report will be posted on the website and will be available at the Cary Library Reference Desk.
- Stone Building background information is available at the Reference Desk.

Is there any special format that should be followed when responding to the questions?

- All Letters of Interest must respond to all questions itemized on page 4 of this document with the exception of question 14. Note that question 14 asks for any other information that would help the Trustees better understand the proposal.

Are any walk-throughs scheduled?

Two Stone Building walk-through times are scheduled for June and July.

- The first walkthrough will be scheduled for Thursday, July 17th, at 9:00 a.m.
- The second walkthrough will be scheduled for Tuesday, August 5th, at 2:00 p.m.

How should the submissions be delivered to the Trustees?

- Submissions are due by 3 p.m. Monday, September 22, 2008 and may be mailed, hand delivered, emailed or faxed.

Mailing Address:
Director's Office
Cary Memorial Library
1874 Massachusetts Avenue
Lexington, MA 02420

Email: crawson@ci.lexington.ma.us

FAX: 781-862-7355

Please direct all questions to Connie Rawson, Library Director at crawson@ci.lexington.ma.us
Phone: 781-862-6288 x316

Building Description: The Ellen Stone Building, located at 735 Massachusetts Avenue, is an architecturally and historically significant Greek Revival structure, listed in the National Register of Historic Places and part of the East Lexington Village Historic District. The building is a two story wood structure of approximately 3200 square feet. Concord Architect Isaac Melvin built the Stone Building for local merchant Eli Robbins. The design was developed from an Asher Benjamin plan book entitled "The Practice of Architecture" and was added to the National Register of Historic Places in 1976. It has been used since 1833 as a public space for the community, initially as a lecture hall and since 1892 as a library.

The building is now in need of major repair. Renovations to the building and grounds are the responsibility of the Town. The Community Preservation Committee recommended and Town Meeting voted to appropriate \$43,000 to conduct a study of the building that would include structural, preservation, mechanical and building code analysis. HKT Architects Inc. was the firm selected to conduct the study. Preliminary results are available at <http://www.caryllibrary.org/>

Deed Restrictions: The Board of Trustees of Cary Memorial Library has authority over the use of the Stone Building. This is mandated in the deed that Ellen Stone delivered to the Town upon the sale of the building for \$2,000 in 1891. The deed specified seven authorized uses of the building:

1. A branch library
2. A public reading room
3. A public art museum
4. A meeting place for classes
5. Public lectures authorized by the Trustees of Cary Library
6. A room for children and youth of Lexington under the supervision of the Trustees
7. Any other purposes that the Trustees find consistent with the Library's mission.

Proposal for Possible Use of the Ellen Stone Building

1. Name of your organization:
2. Please provide contact name, address, phone number and email address.
3. What is your Legal Status: e.g., not for profit, 501 (c) (3), educational.
4. Please describe your intended use of the building or part of the building and how that fits within the deed restrictions.
5. How would the Lexington community benefit from this use?
6. Who would be the intended users?
7. Would the facility be open to the public? By appointment? With regularly scheduled hours? How many hours would it be open to the public?
8. How would the facility and proposed use be staffed?
9. What kind of parking would your facility require for the proposed use?
10. What physical renovations, appropriate to a building in an historic district, do you anticipate would be needed?
11. What furnishings do you anticipate would be needed for the proposed use?
12. Briefly describe the financial/business plan for operating the building for the proposed use. Please explain.
13. Please explain your group's affiliation, if any, with the Town.
14. Please add any further information in support of your proposal that has not been addressed.

Please refer to page one through three of this document for an introduction, building description and deed requirements.