

Question:	Answer
A. 107 Main PH Repair and Renovate	List any attachments provided that help answer questions.
1. What is the scope of the whole project, what are the phases, the order, and what are costs at each stage? In 2022 \$. Last estimates- believe were 2020/21	As part of the 2020 Special Parish Meeting regarding the Atlantic Development Offer the Building & Grounds Committee provided a Parish House Stabilization Estimate, Total \$1.47 million, details available on our web site / members only login: Stage 1 - Critical Projects = \$432,800 Stage 2 - Energy Efficiency Improvements = \$360,200 Stage 3 –Renovations = \$676,800 Total: \$1,469,800 (\$1.46 million) To adjust for inflation and current supply issues add 20%, for a 2022 Estimate Total =\$1.76 Million. <i>These estimates were gathered by various individuals and not from one contracting source in 2020. The prices may have changed and some of the items may no longer be an issue.</i>
2. What are the expected on-going operating costs and maintenance costs of 107 Main St after repairs and updates?	The current year operating budget FY 22/23 for building maintenance has \$5,000 for the Meeting House and \$0 for the Parish House. What we need to spend annually for operations & maintenance upkeep and what is provided is an issue, currently and over the last several years. Parish House operations/ maintenance should be \$40k - \$50k annually, based on size, age, value, etc. It isn't clear yet what estimate would be for future annual operating & maintenance costs after any repairs and renovations.
3. If part of the renovation included re-creating residential areas inside PH- could this be used for future minister/ family and/or for rental property?	This isn't an option that has been reviewed. The lead paint and asbestos issues identified in the recent inspection report must be resolved before anything like this can be considered There is interest in renting the Fellowship Hall, the kitchen, and upstairs rooms for meetings.
4. If delay or pause on sale occurs for any reason- what part of the work at 107 MUST be done within next year-ish- to safely use the building effectively for 2- 5 years ?	107 Main Street PH needs about \$400,000 of critical repairs * (roof replacement, heating system replacement, electrical service replacement, fire alarm replacement, inspection report safety issues). Funding source has not been identified. <ul style="list-style-type: none"> This list/ estimate was developed prior to lead, asbestos discovery. Will need to add that mitigation into work. The Meeting House needs over \$200,000 in critical repairs within 2 to 3 years (exterior painting, exterior trim repairs, heating system replacement). Funding source has not been identified.
5. Is the \$350,000 gift for 107 Main St PH greening still offered?	Based on most recent discussions with the donor, we believe yes, but potentially with restrictions on the sale of the Parish House., including length of time to remain in the Parish House. (Greening scope of work is related to above stretch energy code requirements.
6. Who from OSC would lead a repair project?	Undetermined presently. If Congregation selects this option the Board of Trustees would appoint a team for the project.
B. 90 Main PH New Build	
1. What size can / will new PH potentially be with a \$ 2.2 m sale?	Including The Greening Donation(if applicable) , a \$2,2 million sale would provide an approximately 3,800 square foot building. Current plans would include a modest, and quick, fund-raising campaign for \$100 - \$150 thousand to build a 4,000 foot building. The size is based on advised \$500 cost, plus 20% soft costs, plus 10% contingency.
2. How will PH be positioned on property- and is there certainty in that? How if at all impacted by hills, etc.	Building position has not been determined. The reduced size (from initial ideas, several years ago) should comfortably fit on the lot.
3. Will we cut into the hill?	To be determined. It is not expected that we would materially cut into the hill.

4. What are estimated operating and maintenance costs of this new, planned size building?	The proposed building is about 1/3 the size of the current PH. It is conservatively estimated that annual maintenance fees would be 1/2 of the \$40k cost of 107 Main. Heating, utilities and other costs should be similarly reduced.
5. Has a report been developed for building at 90 Main St.? If so, please provide.	Except for the 90 Main Street Archaeological Review, no other 90 Parish House design documents or reports have been developed. There are some initial architectural drawings, work ups to show possible building designs, included in previous presentations, they are not drawings that can be used for formal presentation to town, etc.. The scope of the project has changed since then and new drawings based on smaller square footage will be needed.
6. What is the current (Oct 2022) estimated building cost per square foot for this type of building?	Based on recent (Oct 2022) discussions with a reputable builder \$500 is advised for construction with non-high-end finishes. Additionally, 20% soft costs (architectural, legal, fees, etc.) and a 10% contingency are advised.
7. Once a decision is made to build new- what will the timeline be/ time frame until occupancy?	New construction is estimated to take 2 to 3 years
8. Does PH have all needed spaces/ functions covered (vs. initial, larger plan?)	The Parish House facility will be smaller than initial plans, in order to work with in proceeds from 107 Main street sale, and will be constructed with basic finishes. Estimated size- 4,000 square feet. 2000 per floor. Example: Could include: 2 floors, plus unfinished basement and attic (for later build out) . Each floor is 40x50 ft. . Floor 1: admin office, minister office, parlor, multipurpose room. Storage, stairwell, elevator, lobby, hall, bathrooms, Floor 2: kitchen, storage, bathrooms, fellowship hall, stairwell, elevator, lobby/ halls.
B-2 Ability / Approval to Build	
1. Town Zoning- will this building conform to town zoning requirements/regulation?	Yes, including the review and approval of the Massachusetts Historical Commission.
2. Trees and other Environment- what are the restrictions/ regulations for tree removal and/or other environmental standards we would need to meet. Is there a risk of not meeting them? How do we ensure?	Removal of any native trees greater than 6 inches within 10 feet of the property line would necessitate planning of another tree. The requirement is not considered a hindrance to the plans.
3. Historic Districts Commission, etc.: Will we meet any/all historical commission standards?	Yes. The key issue is the appearance of the building. Previous PHMT met with HDC.
4. What percentage of trees will be cut down?	TBD
5. Will the building on a hill for greater than 10% rise? If so, does the property allow for drainage for the building and surrounding properties?	Building on the hill is not anticipated. There will need to be a drainage engineering assessment conducted and mitigation may be required. Should a retaining wall be needed, that may be a significant cost.
6. Parking: what is the Parking requirement for this building? If we don't meet it will we qualify for a waiver?	Parking requirements are not defined for a Parish House. They are based on the church itself. Discussions with the Hingham Town Planner have indicated that providing for the same number of parking spaces as noted at 107 Main (17 spaces), between 90 Main and the Meeting House should be appropriate, and some of that count <i>may</i> be possible using Hingham Institution for Savings spaces that have been offered by them, for Sundays .It is our understanding that there is no waiver available.
7. Will on-site parking be added to eliminate on-street parking?	A few on-site spaces will be added, but not enough to eliminate on-street parking.

8. What is the number of parking spaces required for the size of the building?	See above.
9. How does the Dover amendment precisely assist us in the project?	The Dover Amendment is the common name for Massachusetts General Law (MGL) Chapter 40A, Section 3. This law exempts agricultural, religious, and educational uses from certain zoning restrictions. By limiting what zoning requirements apply to land and structures that hold these uses, the Dover Amendment makes it easier for these uses to build structures to serve their needs. The Dover Amendment allows building facilities that are substantially larger than zoning laws would ordinarily allow, or which would be considered inappropriate, by some, for the neighborhood, specifically if other structures in Town do not comply to that zoning requirement. However, we do not expect to build outside of zoning laws and therefore this amendment may not be needed or relevant.
10. Archeological Concerns: are there any remaining? Or did the study included in DJ work determine clarity? The DJ report appears to be a proposal for archaeologist review, not an archaeologist findings report.	The proposed building lot, the "Willard Hall Lot", was acquired in 1870 and had two previous buildings there, perhaps contributing to the current conclusion that no archaeological concern has been identified. An archaeological study was conducted, resulting in no findings and the findings report itself follows the proposal in the DJM project binder.. As with all projects on historical properties, should anything else be found we would need to comply with requirements and laws.
11. If anyone mounts opposition to the project-what would be their likely stated reasons, who would it be, and is there any risk there?	Unknown. Due to the location, which is residential but also it is primarily across from and near the non-residential / commercial area leading into the square, we do not expect material opposition to the build.
12. Exactly which boards/ commission need to sign off on the new PH for it to be built? What is the information that has to be brought to them for official answers (i.e. architectural, engineering drawings?)	Mass Historical Commission, Hingham Historic District Commission, Planning Board, Select Board. There have been meetings with the Hingham Community Planning Director, but not for formal approvals. She does not anticipate any board opposition to what has been described as the project (i.e. size, scope, purpose, etc.). Her team would meet with OSC on set of initial plans and anticipate all reviews and make recommendations for approvals. The archeological study which resulted in no findings has been provided to, and approved by, the Mass Historic Commission.
13. What discussions and approvals have occurred with the Planning Board, Historic Commission, and other approval authorities?	Massachusetts Historical Commission review and approval of the Archaeological Review and parish house concept plan defining the construction area of disturbance. Preliminary discussions with Emily Wentworth (Community Planning Director). Preliminary discussion with HHC, Planning and also the Building Department for a Yard Storage Shed.
14. What level of handicap access is required and planned?	Any new construction or renovation spaces open to the public must be ADA compliant. Will include an elevator.
15. Who from OSC will lead the build project?	Undetermined presently. If Congregation selects this option the Board of Trustees would appoint a team for the project.
C- Interim/ Transitional Space:	
1. What are current options, plans for transitional space:	The Interim Operation Task Force reviewed options and made recommendations for the Board and Congregation to consider. First Baptist Church (across from Meeting House on Main St) has indicated that they continue to be interested in a rental arrangement (that was outlined in spring 2022) with Old Ship. Previous options noted about temporary offices, tiny houses to be sited on Meeting House property seem to have a high bar for approvals by town. The Board met with First Baptist and based on that conversation voted not to enter into a contractual arrangement with them. The Board has begun conversations with the Hingham Historical Society to arrange RE classes and coffee hour. Costs to be determined. Office space for our staff is still an outstanding issue but the Board feels confident that space in downtown Hingham can be arranged. Costs to be determined.
2. Do they meet the needs of the parish for an interim period?	Yes, to a reasonable but not 100% degree. Being in the actual transitional phase may further inform our needs and we may need to make adjustments during this period. The HHS space should be adequate for Sunday morning coffee hour and RE. Office space for our staff is TBD.

3. Are there any concerns with above plan-current or anticipating- to be aware of and be proactively planning for, making accommodations for?	Yes. Primary concerns are lack of staff space and the impact that may have on hiring a seated minister.
4. What is the cost of moving and storage?	Moving is approximately \$3,000 and storage should be about \$350 per month. Piano would be extra cost
5. What is the cost of renting space?	TBD
6. What other costs are connected to an interim period, and proposed solution?	Insurance, potential cost of a separate Minister office. There would be savings related to vacating 107 Main. There is a cost to being displaced as a congregation.
7. Estimated time between move and occupancy of new PH? What are typical phases of a new build? What time frame does each phase have?	2 to 3 years. Build steps include selection of service providers, design, engineering studies, approvals, construction.
D . Financing:	
1.Will a capital campaign be needed to complete either project? How much for each project? What if we don't raise enough to cover the entire 90 Main PH and we have sold 107? How long does a capital campaign take?	A "fast track" (i.e. 1- 3 month) capital campaign targeting \$100k to \$150k is recommended to add additional funds, square footage to a new PH build project.. If the campaign does not cover, the project would be trimmed to meet available funds. For 107 Main St A Repair and Renovate project would require a Capital Campaign. After \$200,000 (land sale to town) and \$350,000(greening gift) , the balance of the project would need to be funded through other sources including a. capital campaign,and applying for CPC funds, grants greening grants and incentives are available.
2. Will we need all funding up front? If yes- where will we get that - ? Loan? Endowment?	Yes, Funds would come from sale proceeds, greening gift (if confirmed) and the modest capital campaign. These funds are expected to be available before start and/or early in the building project. For repairs and renovations funding can be done as needed.
3.How will we select a builder ?	Through the AIA Construction bidding process.
4. How much will the town offer for the land in return if they buy? Is it possible to sell encroached land to neighbors? Estimated \$ amount?	The Town's offer is \$200,000. It is possible that some encroaching neighbors would purchase the relevant parcels,nothing firm to date, the purchase prices/ funds are undetermined.
5. With New Build estimates- what exactly is included? Building itself? Hardscape? Landscape? New heating we need for both ? Legal fees? Professional fees?	The \$500 per Square foot, plus 20% soft costs and 10% contingency is expected to cover all costs for the new PH, including Meeting House boiler room demo and hot water system to Meeting House And landscape to the west of the cemetery path. Meeting House landscape changes to the east of the cemetery path is not included. The 20% soft costs include legal and professional fees.
6-Understanding that Meeting House and current 107Parish House are very different historically in terms of grants etc. Sill, are there any possible grants, local, regional, etc that could assist in any 107 repair/renovation projects- interior or exterior?	107 Main Street while having a beautiful 1867 building and 2.98 acres, it is not of historic significance, and this drives most of available grants. Also, the two additions added prior to 1956 and the 1965 Fellowship Hall were poorly constructed adding to difficulty to justify grant funding. No grants were available when this was last reviewed. Since it is a historic home it may be eligible for CPC funds and other grants/incentives.
E -- Additional Questions from Congregation	
Can we please see -the plans for the most current drawing for the house to be built? - the study report for a building across the street? - Has any plan been taken to or approved by the planning board and the historical commission?	No current plans, reports or drawings exist that have been presented to the boards in town. The Archeological report, as noted above is available.

<p>- - Do we know what percentage of trees cannot be cut down and is there space to build?</p> <p>- Does the hill have a slope of greater than 10%? If yes, how will that affect the size of the future Parish House?</p> <p>- Will this change the drainage pattern? If yes, how have you determined to correct that?</p> <p>- Do we have approval to put in a driveway that is going to take away street public parking?</p>	<p>- We do not. See tree information from town hall, above. We are confident that Town tree requirements will be met.</p> <p>- Not sure about the slope. The future PH is not expected to be on the hill.</p> <p>- Possibly. An engineering study will be conducted and mitigation is possible.</p> <p>- No, not yet. But based on discussions with the Community Planning Director we believe it will be approved to remove one parking space, this will be discussed with the select board when becomes relevant.</p>
<p>2. How will staying or moving impact the settled minister search?</p>	<p>The transition period will be an inconvenience and a disruption for the Parish. We will need to be very intentional if we plan to honor and complete the shared congregational work that is meant to happen during the interim period. This will be 2 very significant events happening concurrently, and both will need time and attention to go well. We cannot rule out that being in a physical space transition may be a consideration for a new minister, and impact applications and/or attractiveness.</p>
<p>Does Erin have recommendations? Ideas on that? Does UUA have any experience with that or similar situations to share with / educate us?</p>	<p>We have not explored recommendations with UUA.</p>

Notes/ questions- parish meeting. August 2022

Articles. What kind of corporation? 501c? Religious?

107 Main condition report:

How have my people here seen the report from Atlantic Development?

Could we send out the 53 page report?

Can we refresh all of the repair/ renovate figures and phases for 2022?

107 Repair/ Renovate related questions:

Has there been any consideration to establish a "Friends of the Parish House" to continue to use this building? The goal would be to keep in use for us now and in the future.

Can we have a meeting with town organizations to see what we can accomplish together in using and preserving the PH?

90 Main New Build:

Given the legal errors, can we actually build a new PH? What, if any, perils have we addressed?

Can we actually build across the street? Are we 100% sure?

May we know the actual pros and cons of building across the street?

Let's get the facts for the costs to build across the street.

General: Will there be an opportunity to consider all options as we go forward?

Are these decisions all going to be made by the congregation as a whole?

The Restated Articles of Organization. We continue to be a religious 501c3

-We aren't sure how many people have looked through it. It has been available for review at the church office since we received it.

-The 53 page inspection report is also in the binder. We can place it on website ASAP if its not there

- We can provide the numbers from the 2020 review of needed work and increase it by an estimate (20%). Some line items will be higher and some may be lower and new greening incentives could change some costs.

-This has not been considered to date.

- No town organizations have reached out to or been approached by OSC for partnership to date. Any viable proposals could be reviewed at a Board of Trustees meeting

-Not sure what errors are being referenced. According to our legal counsel we have not made any legal errors.

-We are highly confident that we can build at 90 Main St. We won't be 100% sure until plans are approved by all relevant boards.

-Reference presentation on November 9- for some pros and cons

- Yes and yes

Other Questions:

What town, state, or national ordinances (National Historic Register) over-rule the Dover Amendment?

-The Dove Amendment applies to zoning regulations and has exemptions for educational and religious use. To the best of our knowledge, the construction of a Parish House complies with the Dove Amendment. Legal counsel would need to be requested to provide 100% certainty. A search into Hingham and Massachusetts records.

Will we be able to put solar panels on the new PH (southern exposure, visible from street, etc.)?

-Until we have actual drawings of the space, we can not answer this definitively. There is precedent in Massachusetts that solar panels can be added to a historic Unitarian Universalist Meeting House as part of our theology.

Can you do the first critical phase of stabilizing the building and most of the "greening" with money from the sale of land to the town and the \$350K greening donation?

-It is likely. The Board would need to consult with the Building & Grounds Committee for the updated scope of stabilizing the Parish House.

What Green Building principles will be used to build new; is it enough to negate what will happen at 107 Main St?

-Until we consult with an architect we can not speculate on this. However, in keeping with our Unitarian Universalist principles and values, we will do all we can do to build a green building.

As a Green Sanctuary and with Climate Justice one of our parish approved Social Justice focuses, which is the greener option - stay and repair or 2 large houses on 107 Main and new PH (tree removal, more energy use for 2 large homes)?

-That depends on the plans for the new building.

How long were the timeframes from DJ for building new (shortest to longest) (I think 2 1/2 - 4 1/4 years and that was before construction materials shortage)?

- Phase 1: 4-8 months

90 Main Intensive Archeological Survey,prepare preliminary plans and cost estimates,prepare construction level drawings.
107 Main Coordinate options with Town officials and neighbors, excavate area of possible former 1000-gallon oil tank.

-Phase 2: 6-12 months (with 2 potential 9 month extensions)

90 Main File permit applications with Hingham Boards and Commissions.

107 Main Coordinate development options with Town officials and neighbors,prepare preliminary plans, go to Town Meeting for Zoning Variance, prepare permit level plans.

-Phase 3: 6-12 months

90 Main prepare construction level drawings, update cost estimate, obtain building permit

107 Main file permit applications with Hingham Boards and Commissions

-Phase 4: 4-16 months

Closing: property transferred to Atlantic.

90 Main commence construction; initial site work, foundation

107 Main prepare construction level drawings, obtain building permit

-Phase 5: 6-12 months

No Parish House for 6 – 8 months

90 Main Complete all construction. Occupy new parish house

107 Main Old Ship vacates the current parish house. Commence construction