



COMMUNITY PRESERVATION ACT

Town of Sudbury

Application for CPA Funding

Please email PDF application to:
PoteatR@sudbury.ma.us

Applications may also be dropped off or mailed to:
Community Preservation Coordinator
278 Old Sudbury Road, Sudbury, MA 01776

Project Title _____ **Date Submitted** _____

Applicant/Contact Person (please print) _____

Signature _____

Staff person/Responsible party _____

Email _____ **Telephone** _____

Estimated Completion Date _____

Total Cost of Project _____ **CPA Funds Requested** _____

CPA Eligibility (refer to the chart on page 4)

Please select the category and purpose of your project:

CPA Category:

- ☐ Community Housing
- ☐ Historic Preservation
- ☐ Open Space & Recreation

CPA Purpose:

- ☐ Acquisition
- ☐ Creation
- ☐ Preservation
- ☐ Support
- ☐ Rehabilitation & Restoration

For more information of the factors and considerations used by the Community Preservation Committee used to prioritize projects, please refer to the General Considerations summary (on pages 5-6).

<https://sudbury.ma.us/cpc/>

PROJECT PROPOSAL: Hosmer House Archival Preservation Project: Phase II

The historic Hosmer House, c. 1800, was gifted to the Town of Sudbury by its last owner, artist Florence Armes Hosmer. Following her death in 1978, the town took possession of the property, which had originally been acquired in 1897 by her parents, the Rev. Edwin Barnett Hosmer and his wife, Abbie Louisa Armes.

Hosmer House is a unique historic resource because the Hosmer family's possessions were also bequeathed to the town. These possessions include Ms. Hosmer's paintings and a wide range of household and archival materials, such as furniture, books, farming implements, art supplies, textiles and costumes, ceramics and glass, silver, photographs, manuscripts, letters and other archival materials.

Most publicly owned historic houses are empty and do not contain the possessions of former residents. Hosmer House is a rare exception. The house and its collection together reflect a family's life in Sudbury and provides an unusual opportunity for the interpretation of local history through original objects, archives, and artwork.

In 2023, Town meeting approved CPA funding for the Historical Commission to conduct two Hosmer House historic preservation projects recommended in the 2021 Sudbury Town-wide Historic Preservation Plan: (1) a combined Hosmer House Structure Report/Cultural Landscape Report and (2) a Hosmer House Collection Study of the home's historic contents. The Hosmer House Collection Study was completed in September 2024.

This application seeks funding for the next phase of work recommended in the 2024 study: rehousing, cataloging, inventorying, database development, and continued off-site climate-controlled storage for vulnerable archival materials and related collection items. The project will strengthen the long-term preservation, management, and accessibility of the Hosmer House collections by establishing enhanced collection control through additional folder-level and, where appropriate, item-level cataloging; rehousing remaining materials in archival-quality storage; developing a comprehensive inventory and centralized collections database; implementing PastPerfect as a cost-effective and locally consistent collections management platform; and providing longer-term off-site, climate-controlled storage for vulnerable primary source materials. Together, these efforts will improve stewardship of this significant historic collection while expanding access for the Sudbury Historical Commission, docents, researchers, and the public.

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Community Need

The Hosmer House Collection Study, completed in 2024, was undertaken because no systematic professional evaluation of the historic house contents had previously been completed to guide treatment, care, oversight and long-term management of the full collection.

The study laid out a roadmap for the work needed to protect, conserve, preserve and improve access to the collection. This proposed project represents the next phase of those recommendations and includes rehousing, cataloging, inventorying, creation of an online database, and longer-term off-site storage.

The 2023 mold outbreak at Hosmer House disproportionately affected archival materials and underscored the vulnerability of the collection. That event made it even more important to continue this work beyond initial triage and through the next implementation phase.

At present, this application is focused on Phase II of the collection work. Any future phases, if needed, would be informed by the results of cataloging and database development and would be presented separately if additional collection needs are identified.

Community Support

Community interest in Hosmer House has been strong. During Sudbury's 250th celebration in 2026, Hosmer House was visited by more than 900 people including many Sudbury families with children. During the July 4, 2026 Town celebration and parade, an estimated 250 people additional visitors toured the house. Many of these visitors had never been inside Hosmer House before. Their responses included comments such as "amazing," "fascinating," and "we learned so much." Many also expressed interest in learning more about the people who lived here. When completed, this project will support that public interest by making more information about the Hosmer family and the collection, including Florence Hosmer's paintings, more accessible online.

Budget

The Hosmer House Collection Study completed in September 2024 by Frank & Glory, LLC recommended an \$80,000 budget for the second phase of work, including rehousing, cataloging, inventorying and establishing and populating a museum quality database. The study estimated an hourly rate of approximately \$50-\$75 for a professionally contracted cataloger.

All local cultural collecting institutions within the Town of Sudbury (Sudbury Historical Society, Goodnow Library, Wayside Inn) use PastPerfect as their collection management software. Using PastPerfect for the Hosmer House collection ensures interorganizational continuity. Initial software costs are estimated at \$2,600.

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The current professional archivist, who is completing the initial triage archivist/off-site temporary storage phase and is familiar with the scope of material at Hosmer House, has indicated that the Phase II budget recommendation is reasonable. Because project funds are anticipated for FY2028, final procurement planning will include a \$20,000 contingency budget.

Cost Component | Estimated Cost

- Phase II rehousing/cataloging/inventory/database work | \$80,000
- PastPerfect software start-up and related access costs | \$2,600
- Three years of off-site climate-controlled storage | \$9,000
- Contingency | \$20,000

Estimated Total | \$111,600

No additional funding sources are being sought for this project.

Proposed Timeline

- June 2027 – September 2027: Consultant procurement, preparation of bid materials, proposal review, consultant selection, and contract execution.
- October 2027 – October 2029: Rehousing, cataloging, inventorying, and database development.
- November 2029 – December 2029: Final review of work products, reconciliation of inventory records, completion of reports/documentation, and final project closeout.
- December 2029: Estimated completion date

Urgency

This project is urgent for several reasons.

First, it sustains momentum from the initial triage archivist/off-site storage phase already underway and builds directly on work completed to date. Second, it advances the priority recommendations of the September 2024 Hosmer House Collection Study. Third, without continued attention, archival materials and other vulnerable collection items remain at risk of further deterioration. Fourth, existing documentation for the Hosmer House collection is incomplete, decentralized, and in some cases difficult to locate and reconcile. Finally, improved

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cataloging and database access are necessary to support public access, staff and volunteer use, and responsible long-term stewardship.

The Sudbury Historical Commission (SHC), working with the professional archivist, has already made significant progress in the initial triage and off-site storage phase. The next phase is necessary to convert that initial stabilization work into a usable, organized, and accessible collection record.

The need for this work has already been demonstrated in practice. In early 2026, the SHC was asked by the Town of Sudbury Goodnow Library to review and confirm the Florence Hosmer paintings hanging in the library on loan from the SHC. That process required locating and reconciling older records, including an inventory of nearly 500 paintings conducted in 1979 and another volunteer inventory from the 1990s. Those materials were found in loose pages, binders, and scattered files, illustrating the need for systematic cataloging and centralized documentation.

Implementation

The Sudbury Historical Commission will be responsible for implementing this project, if approved by the Community Preservation Committee (CPC) and Town Meeting. In collaboration with the Director of Planning and Community Development, the SHC will oversee procurement, consultant/vendor coordination, project monitoring, and final acceptance of deliverables.

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Photos

The eight photographs below are representative of the collection of materials found within the Hosmer House that are in need of organization, preservation, and improved accessibility. These materials—including family photographs, paintings, letters, books, brochures, magazines, family documents, and related archival items—reflect the history of the Hosmer family and provide an important record of Sudbury’s cultural heritage. The identification and stabilization of these materials is part of the initial triage work being completed during Phase I of this project. Funding is now being requested to support the next phase of work, including the careful cataloging, rehousing, and management of these materials so they can be better preserved, more fully understood, and made more accessible to the Sudbury Historical Commission, its docents and volunteers, researchers, educators, students, and the public. Improved access is important because it will enable the Historical Commission to manage and interpret the collection more effectively, help docents and volunteers provide more informed tours and educational programming, support researchers and students seeking to better understand local history, and give the public greater opportunity to learn about the Hosmer family, Florence Hosmer’s work, and Sudbury’s cultural past.

Photo 1. Florence Hosmer Letters (1890-1917) Drawer 1 (of 8)

A photograph of a large, open metal filing cabinet drawer filled with numerous manila-colored file folders. The folders are organized into several rows, with some labeled with yellow and red tabs. The labels include names like 'John F. Kennedy', 'Lyndon B. Johnson', and 'Hubert H. Humphrey'. The cabinet is situated in a room with other filing cabinets visible in the background.

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Photo 2. Family letters, books, and paintings



Photo 3. Family letters, books, and paintings

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Photo 4. Family letters, books, and paintings

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Photo 5. Family letters, books, and paintings

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Photo 6. Books

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Photo 7. Family documents and letters

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Photo 8. Paintings, brochures, and magazines

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