



Setti D. Warren  
Mayor

**Newton, Massachusetts Community Preservation Program  
Fiscal 2011 FUNDING PROPOSAL**



*Submit 15 printed copies & 1 electronic copy by 4 pm, 15 October 2010 to:*

Community Preservation Program  
c/o Planning and Development Department, City of Newton  
1000 Commonwealth Ave., Newton, MA 02459  
[aingerson@newtonma.gov](mailto:aingerson@newtonma.gov) 617.796.1144

*Date submitted:*

*Proposals must follow instructions in the current Proposal & Project Handbook, available upon request and online at [www.newtonma.gov/cpa](http://www.newtonma.gov/cpa). Use no more than 1 page to answer all questions shown on this page.*

Project CONTACTS	<i>Name &amp; title / affiliation, mailing address, email, daytime phone, &amp; any other way we should contact you (fax, mobile phone, ...) Star (*) name of the project manager, who will track budget &amp; submit updates.</i>	
Laura Costello*, Manager of Burying Grounds Project, Historic Newton (617) 796-1458; <a href="mailto:lcostello@newtonma.gov">lcostello@newtonma.gov</a>	Cynthia Stone, Director, Historic Newton (617) 796-1451; <a href="mailto:cstone@newtonma.gov">cstone@newtonma.gov</a> Frank Nichols, Engineer, City of Newton (617) 796-1020; <a href="mailto:fnichols@newtonma.gov">fnichols@newtonma.gov</a>	

Project TITLE	<b><i>Historic Burying Ground Preservation</i></b>
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LOCATION	<i>Full street address (with zip code) or other precise location.</i> East Parish Burying Ground - corner of Centre and Cotton St; West Parish Burying Ground - corner of CHerry and River St; South Burying Ground - Winchester Street
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BUDGET	<i>CP FUNDS REQUESTED:</i>	<i>OTHER FUNDS TO BE USED:</i>	<i>TOTAL PROJECT COST:</i>
ATTACH DETAIL SEPARATELY.	\$614,461.13 (\$481,879.00 unanimously approved by CPC in 2005)	Balance of previous CPC award, \$182,526.67.	\$796,987.80

SUMMARY	<i>Summarize goals &amp; benefits in NO MORE THAN 300 WORDS (staff will edit longer summaries to fit that limit).</i>
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**Objective: To stabilize, preserve, restore, and improve access to Newton’s historic East Parish (1660), West Parish (1781), and South (1802) Burying Grounds.**

Newton’s three City-owned historic burying grounds are important civic and cultural resources whose significance stems both from the local history and the national events they embody. Recognizing the historical, cultural, social, and environmental importance of Newton's old burying grounds, Historic Newton and Newton’s Parks and Recreation Department launched a long-range program in 2003 to secure site stabilization and gravestone and tomb restoration, improving education and stewardship through better access and signage.

Funds previously appropriated by the CPC have been used to repair and restore hundreds of historic gravestones and have also addressed major tree-related problems, making the burying grounds safe both for visitors and for the monuments in them. Historic Newton’s walking tours, clean-up days, and lectures have highlighted the many improvements made thanks to CPC funding.

There remains much to be accomplished, especially in regards to tomb preservation. In 2009 we entered into contract with Structures North Consulting Engineers, Inc. who produced a detailed condition and conservation report and will provide construction oversight during the work period. Folan Waterproofing and Construction Company has submitted an acceptable bid proposal to complete the restoration of 32 significantly damaged tombs. Execution of the sensitive tomb restoration is expected to commence in the spring of 2011 and be completed by November 15, 2011. The installation of new fences, gates, and signage is also on the horizon.

The preservation and rehabilitation of the burying grounds meets three key requirements for CPA funding: historic preservation and the protection of open space and recreation land. With continued support from the CPA, we can continue to rectify the erosion of the final resting places of Newton's ancestry and secure these cultural treasures for generations to come.

1. HOW WILL CP FUNDS BE USED?	<i>Check all that apply.</i>	COMMUNITY HOUSING	HISTORIC RESOURCES	OPEN SPACE	RECREATION LAND
	acquire				
	create		NOT ALLOWED		
<i>allowed IF resource was acquired or created with CP funds</i>	preserve		X	X	X
	support		NOT ALLOWED	NOT ALLOWED	NOT ALLOWED
	rehabilitate/restore		X		

Use no more than one page to answer questions 2 through 5. Attach supporting information on separate pages (see attachments checklists)

**2. CITYWIDE NEEDS:** *How will the project address needs identified in existing citywide plans? (Provide short quotes with plan title, year & page.)*

All three burying grounds contain unique genealogical, religious, cultural and societal information that may not be recorded elsewhere. Through their stones, one can view the full range of Newton society during the late-17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> centuries. Dozens of names now associated with Newton’s streets, schools, public buildings and landmarks can be found on the rows of gravestones. Veterans of the Revolutionary War are buried there along with veterans of other early wars. Further, the burying grounds are a place to view artwork both highly skilled and affectingly simple. Simply carved stones sit side by side with those by skilled craftsman: the burying grounds provide a collection of the work of nearly every 18<sup>th</sup> –century carver working in the greater Boston area, including Newton artisans Ebenezer Howard and Daniel Hastings. These historic artifacts are finite and deteriorating resources that need preservation and protection from damage by weathering, vegetation, vandalism, and neglect.

The burying grounds function not only as free open-air museums of Newton’s past, but also as green spaces in the midst of busy, modern-day Newton. As a habitat for birds and wildlife and a place for walking and contemplation, the burying grounds exist as a unique recreational resource. Highlighting this importance, the City of Newton’s Open Space Plan (2003) states that, “interest in historic burying grounds has grown...restoration and public access to all three burying grounds would provide and add to the diversity of passive recreational amenities in Newton Corner, the Highlands and West Newton (p.86 ).’ Indeed, the burying grounds’ locations on well-used neighborhood corners suggest they could experience high visitation, and with the headstone restoration work completed at the burying grounds there is already renewed interest in all three sites. However, the sites still remain under-utilized and the current condition of many of the crumbling tombs makes them hazardous to foot traffic. Presently, only East Parish Burying Ground remains fully open to the public; West Parish and South have locked gates and limited access.

A primary impetus for this project is the fact that unless the proposed plan of work is undertaken, a vast amount of historical information is in danger of being lost to present and future generations. Besides being of enormous scholarly value, the burying grounds also represent the antecedents of the men, women and children who populate Newton today. Places where one can find direct connections to one’s past are rare and should be valued and cared for, as they allow modern humanity to recall its roots and deepen its understanding of how our society came to be. The City of Newton’s Comprehensive Plan (2008) calls for preserving the “historic significance of these places: their ‘historic character’ lies precisely in their mixture of periods, styles, uses, and stories (p.167).” Newton’s unique character has its beginnings in its three burying grounds. Funding from the CPA for tomb restoration work and increased site access would show a continued commitment to valuing the past and to preserving and celebrating Newton’s heritage.

**3. OTHER FUNDING:** *What additional funding have you obtained or are you pursuing? Attach commitment letters or summaries/cover sheets from grant applications.*

Staff at Historic Newton will continue to seek additional sources of funding for particular aspects of the project, using CPA funds, if awarded, as both leverage and as evidence of the city's commitment to the care of the burying grounds. The Newton Historical Society, Inc. will continue to fund the creation of complimentary interpretive educational materials and programs highlighting the important preservation work at Newton's three historic burying grounds.

**4. STEWARDSHIP:** *How will the project be maintained after CP funds have been spent? (Hint: "through the regular City budget" is seldom a persuasive answer.)*

Newton's Parks and Recreation Department, Historic Newton and its Burying Grounds Committee, will work together to oversee yearly maintenance of Newton's three historic burying grounds during the active restoration period and upon the project's completion. After restoration work is finished on the tombs, little maintenance should be required beyond the Parks and Recreation Department continuing to provide the levels of service that it currently undertakes: grass mowing twice a year at each of the three sites, as well as providing support to volunteer groups that help with grounds keeping and landscaping tasks. This includes the removal of piles of raked leaves and gathered sticks and branches. Trees are inspected on a yearly basis and dead limbs and trees will be removed as needed.

The Burying Grounds Committee of the Newton History Museum will continue to schedule and promote volunteer activities and public programs in each of the three burying grounds. The Burying Grounds Committee will organize spring and fall clean-up crews for each of the three sites and actively solicit the support of area organizations to assist in clean-up activities. Currently the Newtonville Masonic Lodge provides assistance in the care of the grounds. Each year the burying grounds are features in the City wide Newton Serves volunteer day. The Burying Grounds Committee will maintain a group of trained volunteers who can assess and record site conditions and undertake safe and simple conservation work such as cleaning moss and lichen from stones and resetting those that have fallen or tipped.

Historic Newton's educational programming strives to increase community awareness and broaden the reach of community support towards Newton's three historic burying grounds. Historic Newton aims to create a community of stewards amongst Newton citizens.

**5. COMMUNITY CONTACTS:** *List email addresses and/or phone numbers for at least 3 people willing to talk with us about the project and the project managers' qualifications. At least 2 of these contacts should be from outside the project's immediate neighborhood; none should be the project manager*

Harry Lohr – [harrylohr@verizon.net](mailto:harrylohr@verizon.net), (617) 244-6646; Sheila Donahue – [rspang@law.harvard.edu](mailto:rspang@law.harvard.edu), (617) 965-2723; Marietta Marchitelli – [mmarchit@theworld.com](mailto:mmarchit@theworld.com), (617) 244-4605; Jane Galli, [jby\\_galli@yahoo.com](mailto:jby_galli@yahoo.com), (617) 467-4443

**Draft Project TIMELINE** *If the project is funded, CP staff will work with you to add missing elements.*

<b>Project TITLE: HISTORIC BURYING GROUNDS RESTORATION</b>				
<b>STEPS</b> <i>BIG steps, SHORT descriptions!</i>	<b>ASSISTANCE REQUIRED</b> <i>from other organizations or City depts. (raise funds, issue permits, etc.)</i>	<b>START</b> <i>season/ year</i>	<b>FINISH</b> <i>season/ year</i>	<b>COST</b> <i>estimate</i>
1 Tomb preservation work at South; immediate safety concerns at East Parish, ie: open tombs		Spring/ 2011	Nov 15, 2011	\$219,000
2 Tomb preservation work at West Parish Burying Ground		Spring/ 2011	Nov 15, 2011	\$86,346
3 Remaining tomb preservation work at East Parish Burying Ground		Spring/ 2011	Nov 15, 2011	\$75,000
4 Remaining tomb preservation work at East Parish Burying Ground		Spring/ 2011	Nov 15, 2011	\$42,843
5 Put RFP for Fences and Gates at West and South out to bid		Spring/ 2011	Fall/ 2011	\$306,600
6 Organize conservation workshop for interested volunteers		Summer/ 2011	Summer/ 2011	\$2,000
7				\$
8				\$
9				\$
10				\$

Your 1-page **LIST OF ALL ATTACHMENTS PROVIDED** should follow this page, including special attachments required for **HISTORIC RESOURCES** or **HOUSING**



## Historic Burying Grounds Preservation

### List of Attachments:

- A. Site Access/Control Permission
- B. Project Location Maps -- attached separately
- C. Site Photographs -- attached separately
- D. Detailed Budget
- E. Sponsor's & Manager's Qualifications/Experience,  
incl. annual budget for City partner only (Jackson Homestead)  
in Historic Newton as a public-private partnership
- F. Attachments for Historic Resource Proposals -- attached separately
  - 1. Analysis of Historical Significance
  - 2. Description of Historically Significant Features
  - 3. Summary and Justification of Proposed Treatment
  - 4. Newton Historical Commission and CPC reviews  
of master plan & prior proposals



## Attachment A

### Site Access/Control Permission

All three historic burying grounds are owned by the City of Newton. Attached is a letter from Newton's Parks and Recreation Department supporting Historic Newton's burying grounds preservation project and offering their continued maintenance support.

City of Newton



David B. Cohen  
Mayor

## NEWTON PARKS AND RECREATION DEPARTMENT

FRAN L. TOWLE - COMMISSIONER

70 Crescent Street, Auburndale, MA 02466

Office: 796-1500 Forestry and Maintenance: 796-1530 Fax: 796-1512



October 29, 2002

Community Preservation Act Committee  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Dear Community Preservation Act Committee:

In reference to the Jackson Homestead Museum and the Newton Historical Society's application to the Community Preservation Act, I, as Commissioner of the Parks & Recreation Department, whole heartily approve of their project to restore and to make publicly accessible its three historic burying grounds. The three historic burying grounds consist of the East Parish Burying Grounds, West Parish Burying Grounds and the South Burying Grounds.

Due to a limited budget and resources, the Parks & Recreation Department would do the best it can with our current maintenance program. Anything in addition to our current maintenance program should result in additional funding and resources as well as continued volunteer commitment.

I wish the Jackson Homestead Museum and the Newton Historical Society success in their pursuit for funding from the Community Preservation Act for this worthwhile project.

Sincerely,

Fran Towle  
Commissioner

Cc: David Olson, Director, Jackson Homestead

COMMISSION  
MEMBERS

WARD 1 - JENNIE DeVITO

WARD 2 - JAMES MAHONEY, CHAIRMAN

WARD 3 - PETER JOHNSON, VICE CHAIRMAN

WARD 4 - FRANCIS J. RICE

WARD 5 - WALTER S. BERNHEIMER

WARD 6 - ANDREW STERN

WARD 7 - GWEN FINEBERG

WARD 8 - ROBERT PLATT

FAYE HAYS - COMM. SECRETARY

ALTERNATES: MICHAEL CLARKE, PETER KASTNER, JACK NEVILLE, JOHN BOURGEOIS

## Attachment D. Burying Grounds Preservation Project Budget

10.8.2010

**Income**

Original Phase 2a Funds (including \$13,500 for project mgmt)	\$257,395.00
Rollover from Phase 1 - requested	\$8,735.64
<b>Total Income</b>	<b>\$266,130.64</b>

**Expenditures to Date - Phase 2a**

Gravestone Repairs	\$30,500.00
Staff Management - approved	\$5,353.97
Structures North - paid to date (technical specs & evaluation)	\$31,110.79
Structures North - (encumbered)	\$16,639.21
<b>Total Expenditures</b>	<b>\$83,603.97</b>
<b>Funds Remaining</b>	<b>\$182,526.67</b>

**Projected Expenditures - Phase 2a-b**

Tomb Restoration Based on Folan's Bid, \*includes lawn rehabilitation

*Base Bid*

South	
East Parish- safety hazards	
<b>Base Bid Total</b>	<b>\$219,000.00</b>

<i>Add-Alternates</i>	1- West Parish	\$86,346.00
	2- East Parish	\$75,000.00
	3- East Parish	\$42,843.00
	<b>Alternates Total</b>	<b>\$204,189.00</b>
	<b>Total Folan Bid</b>	<b>\$423,189.00</b>

## Improved Fences/Gates

West Parish	\$147,600.00
South Parish	\$159,000.00
<b>Fences/Gates Total</b>	<b>\$306,600.00</b>

*Staff Management*

<i>*to Dec 2011</i>	
Frank Nichols	\$15,216.00
Laura Costello	\$12,031.40
<b>Staff Total</b>	<b>\$27,247.00</b>

Volunteer Training      Assessment and Conservation Treatment      **\$2,000.00**Contingency 5%      **\$37,951.80****Total Projected Expenditures      \$796,987.80**

Total Projected Expenditures      \$796,987.80

Funds Remaining from 2a      \$182,526.67

**Amount Requested from CPC      \$614,461.13**

\*An additional \$5000 from the Newton Historical Society, Inc. will be used for education and interpretation.



Bidders		Folan Waterproofing & Construction Co., Inc.	
ITEM DESCRIPTION & BID PRICE	QTY	Unit Price	Annual
BB1 - REBUILD STONE MASONRY - Dismantle and reconstruct tomb stone walls and above ground monuments. Harvesting, cleaning and re-setting of existing stones included.	175	\$150.00	\$26,250.00
BB2 - REBUILD BRICK MASONRY - Dismantle and reconstruct tomb brick walls and above ground monuments measured by the gross square foot per wythe of exposed face. Harvesting, cleaning and replacement of existing bricks (preferred) or provision of new bricks included.	440	\$107.00	\$47,080.00
BB3 - STONE CONSERVATION - Conservation and repair of existing stones and plaques as described on drawings and in Section 04550.	1	\$9,000.00	\$9,000.00
BB4 - TOMB TIEBACK INSTALLATION - Install two tiebacks into the tomb headwalls and top of vault measured by the tomb.	13	\$3,600.00	\$46,800.00
BB5 - REPOINT BRICK VAULT - Cut and point the brick joint-eroded tomb vault construction as needed, assume 50 square feet per tomb.	650	\$27.00	\$17,550.00
BB6 - REBUILD BRICK VAULT - Dismantle and reconstruct damaged brick tomb vault construction as needed measured by the gross square foot per wythe of exposed face. Harvesting, cleaning and replacement of existing bricks (preferred) or provision of new bricks included. Assume 10 square feet per tomb.	130	\$27.00	\$3,510.00
BB7 - REPLACE SLATE STAIR COVERS - Replace broken slate stair covers.	6	\$4,860.00	\$29,160.00
BB8 - RE-SET COPING STONES - Remove and re-set coping stones at tomb headwalls.	75	\$198.00	\$14,850.00
BB9 - INSTALL NEW CAST IRON TOMB DOOR - Install new cast iron tomb door covers as detailed.	1	\$10,000.00	\$10,000.00
BB10 - ALL REMAINING AND INCIDENTAL WORK - All remaining work to be performed by the lump sum as a non-measured item, including all temporary shoring and support, permits, trash disposal and all incidentals as well as all work indicated on the contract documents that are not described as unit cost items.	1	\$14,800.00	\$14,800.00
<b>TOTAL FOR ALL BASE BID ITEMS</b>			<b>\$219,000.00</b>
<b>Alternate 1</b>			
A11 - REBUILD STONE MASONRY - Dismantle and reconstruct tomb stone walls. Harvesting, cleaning and re-setting of existing stones included.	305	\$150.00	\$45,750.00
A12 - REPOINT STONE MASONRY - Cut and point stone masonry tomb walls.	90	\$24.00	\$2,160.00
A13 - TOMB TIEBACK INSTALLATION - Install two tiebacks into the tomb headwalls and top of vault measured by the tomb.	5	\$2,700.00	\$13,500.00
A14 - REPOINT BRICK VAULT - Cut and point the joint-eroded brick tomb vault masonry as needed measured by the gross square foot, assume 50 square feet per tomb.	150	\$27.00	\$4,050.00
A15 - REBUILD BRICK VAULT - Dismantle and reconstruct damaged brick tomb vault construction as needed measured by the gross square foot per wythe of exposed face. Harvesting, cleaning and replacement of existing bricks (preferred) or provision of new bricks included. Assume 10 square feet per tomb	30	\$107.00	\$3,210.00
A16 - REPLACE SLATE STAIR COVERS - Replace broken slate stair covers.	2	\$4,860.00	\$9,720.00

A17 - REBUILD STONE PERIMETER WALL - Dismantle and reconstruct stone perimeter site wall. Harvesting, cleaning and re-setting of existing stones included.	20	\$150.00	\$3,000.00		\$0.00
A18 - ALL REMAINING AND INCIDENTAL WORK - All remaining work to be performed by the lump sum as a non-measured item, including all temporary shoring and support, permits, trash disposal and all incidentals as well as all work indicated on the contract documents that are not described as unit cost items.	1	\$4,956.00	\$4,956.00		\$0.00
<b>TOTAL, FOR ALL ALTERNATE #1 ITEMS</b>					<b>\$86,346.00</b>
<b>Alternate 2</b>					
A21 - REBUILD STONE MASONRY - Dismantle and reconstruct tomb stone walls. Harvesting cleaning and resetting of existing stones included	250	\$150.00	\$37,500.00		\$0.00
A22 - STONE CONSERVATION - Conserve and repair existing stones and plaques as described on drawings and in Section 04550.	1	\$6,300.00	\$6,300.00		\$0.00
A23 - REPOINT STONE MASONRY - Cut and point stone masonry tomb walls.	25	\$36.00	\$900.00		\$0.00
A24 - TOMB TIEBACK INSTALLATION - Install two tiebacks into the tomb headwalls and top of vault measured by the tomb.	2	\$2,700.00	\$5,400.00		\$0.00
A25 - REPOINT BRICK VAULT - Cut and point the joint-eroded brick tomb vault masonry as needed measured by the gross square foot, assume 50 square feet per tomb.	200	\$27.00	\$5,400.00		\$0.00
A26 - REBUILD BRICK VAULT - Dismantle and reconstruct damaged brick tomb vault construction as needed measured by the gross square foot per width of exposed face. Harvesting, cleaning and replacement of existing bricks (preferred) or provision of new bricks included. Assume 10 square feet per tomb.	40	\$107.00	\$4,280.00		\$0.00
A27 - REPLACE SLATE STAIR COVERS - Replace broken slate stair covers.	1	\$4,860.00	\$4,860.00		\$0.00
A28 - INSTALL NEW CAST IRON TOMB DOOR - Install new tomb door covers as detailed.	1	\$5,300.00	\$5,300.00		\$0.00
A29 - ALL REMAINING AND INCIDENTAL WORK - All remaining work to be performed by the lump sum as a non-measured item, including all temporary shoring and support, permits, trash disposal and all incidentals as well as all work indicated on the contract documents that are not described as unit cost items.	1	\$5,060.00	\$5,060.00		\$0.00
<b>TOTAL, FOR ALL ALTERNATE #2 ITEMS</b>					<b>\$75,000.00</b>
<b>Alternate 3</b>					
A31 - REBUILD STONE MASONRY - Dismantle and reconstruct tomb stone walls. Harvesting, cleaning and resetting of existing stones included	64	\$150.00	\$9,600.00		
A32 - REBUILD BRICK MASONRY - Dismantle and reconstruct tomb brick walls measured by the gross square foot per width of exposed face. Harvesting, cleaning and replacement of existing bricks (preferred) or provision of new bricks included.	240	\$107.00	\$25,680.00		
A33 - STONE CONSERVATION - Conserve and repair existing stones and plaques as described on drawings and in Section 04550	1	\$4,860.00	\$4,860.00		
A34 - ALL REMAINING AND INCIDENTAL WORK - All remaining work to be performed by the lump sum as a non-measured item, including all temporary shoring and support, permits, trash disposal and all incidentals as well as all work indicated on the contract documents that are not described as unit cost items.	1	\$2,703.00	\$2,703.00		
<b>TOTAL, FOR ALL ALTERNATE #3 ITEMS</b>					<b>\$42,843.00</b>



## Attachment E

### Sponsor's Qualifications

Historic Newton will continue to oversee the burying grounds preservation project. Historic Newton sees the whole City as a museum and aims to reach and involve a broad public. It tells the stories of Newton's people and places and seeks to interpret Newton history within the context of American history. Historic Newton has expanded its commitment to the intergenerational education of Newton's citizens and works to enrich the life of Newton residents by helping them become familiar with Newton's past, and preserving that past for future generations. Historic Newton has experience with multiple CPC funded projects and it has a track record of creating projects of great benefit to the Newton Community.

The project will be administrated by Laura Costello, Historic Newton Manager of Burying Grounds Project. On-site restoration work will be overseen and supervised by Frank Nichols, City Engineer.

LAURA COSTELLO  
17 Buckingham Street / Somerville, MA 02143 / USA  
001-617-894-1344 / lauranncostello@gmail.com

### **RELATED WORK EXPERIENCE**

Manager of Collections and Burying Grounds Preservation, Historic Newton; Newton, MA—March 2009 - Present  
Manager of 3-D Collections

- Record data entry and inventory work including catalogue maintenance and processing of new donations
- Directed routine identification, research, and digital photo-documentation of collections items
- Maintained condition assessments of objects and an integrated pest management system
- Regular logging of temperature, relative humidity, and other environmental conditions
- Sought new methods and strategies to improve collections storage
- Provide research assistance to visitors and students
- Develop and design exhibitions

Manager of Burying Grounds Preservation Project

- Secured qualified engineers to assess historic headstones and tombs
- Followed City bid procedures to hire contractors for tomb restoration
- Managed Community Preservation Act budget
- Actively increased site interpretation and research

Archaeologist, Public Archaeology Laboratory; Pawtucket, RI—2007 - 2009  
Archaeological Field Technician

- Excavated, mapped and diagrammed archaeological sites
- Monitored fieldwork activities and drafted site reports
- Organized, cleaned and identified artifacts

Archaeologist, Bard College Department of Archaeology; Annandale, NY—2001 - 2005  
Archaeological Field Technician and Teacher of Archaeological Field Schools

- Excavated, mapped and diagrammed archaeological sites
- Logged fieldwork activities and drafted site reports
- Organized, cleaned and cataloged artifacts and systematized findings
- Taught children and adults excavation techniques and fieldwork responsibilities
- Organized informational seminars about archaeological conservation to increase public awareness

### **EDUCATION**

Harvard University Extension School, Cambridge, MA—Master of Liberal Arts in Museum Studies candidate, Spring 2011

Bard College, Annandale-on-Hudson, NY—Bachelor of Arts in Archaeology, 1999-2003

American Institute for Foreign Study, Rome, Italy—Semester abroad, Spring 2002

### **PROFESSIONAL DEVELOPMENT**

- National Park Service U.S. Department of the Interior “Managing Archaeological Collections” Certificate, 2009
- National Center for Preservation Technology and Training—Cemetery Landscape Preservation Workshop, 2009
- PastPerfect Training Course—“Cataloguing Your Collections with PastPerfect 4.0”, 2008
- Khanuy Valley Archaeology Project, Khanuy Valley, Mongolia—Volunteer Archaeologist, Summer 2008

### **SKILLS**

Proficient with PastPerfect Museum Software, Microsoft Word, Excel, Access, Photoshop, InDesign, PowerPoint, Internet.  
Accomplished written and oral communication skills.

### **INTERESTS**

Travel, wheelthrowing, gardening, poetry, baking, cheese-making, playing the banjo.

LAURA COSTELLO  
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### **INTERESTS**

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Historic Newton/Newton History Museum Budget FY2011

Year	Account Title	Budget
11	FULL TIME SALARIES	128137
11	PART TIME &lt; 20 HRS/WK	3655
11	PART TIME &gt; 20 HRS/WK	62223
11	LONGEVITY	675
11	CLEANING ALLOWANCE	500
11	ELECTRICITY	6150
11	NATURAL GAS	4903
11	WATER & SEWER SERVICES	390
11	OFFICE EQUIPMENT R-M	371
11	ELECTRICAL EQUIP R-M	53
11	CLEANING/CUSTODIAL SVS	4000
11	TELEPHONE	855
11	POSTAGE	871
11	PRINTING	800
11	OFFICE SUPPLIES	1063
11	ELECTRICAL SUPPLIES	149
11	CLEANING/CUSTODIAL SUPPL	16
11	VEHICLE USE REIMBURSEMENT	100
11	DENTAL INSURANCE	811
11	HEALTH INSURANCE	33067
11	BASIC LIFE INSURANCE	114
11	MEDICARE PAYROLL TAX	2830
11	BUDGET CONTROL	748.25
11	PRIOR YEAR BUDGET FWD	16694.97
11	OFFICE SUPPLIES	60
11	CONSULTANTS	1305.98
11	R&M PUBLIC PROPERTY	13075.64
11	PUBLIC PROPERTY R-M	165645
11	R&M PUBLIC PROPERTY	16639.21
11	ADMIN EXPENSE/GRANTS ONLY	12497.75
11	LEGAL SERVICES	7403.63
11	GRANTS	1440000
11	LAND PURCHASES	1270000
11	CONSULTANTS	78413.02
11	LEGAL SERVICES	1500
11	SIGNS	12200