



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

Town of Chelmsford  
50 Billerica Rd.  
Chelmsford, MA 01824

**Conservation Treatment Report**  
Project # 18-168\_B\_001  
July 2018

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Town, School and Ministerial Orders ~ 1808-1823

**Condition on Receipt:** The record book was bound in a full leather scaleboard binding with a manuscript title and an ink stamp on the upper cover. The sheep skin leather was worn, scuffed and peeling in some areas. The wooden scale boards were exposed at the corners and two board corners had small areas of loss. The interior hinges were broken and flyleaves may have been removed or lost from the front and back of the volume. The pastedowns were slightly rippled, and were discolored where they overlapped the leather turn-ins. The text block was sewn on three recessed cords which were adhered to the inner surface of the boards underneath the pastedowns. The sewing and sewing supports were intact. The text block consisted of leaves of laid paper with entries written on both sides in a variety of iron gall inks. The inks varied in intensity, and had penetrated the paper in some areas. There was no evidence of iron gall ink lacing or fracturing, and the paper remained flexible. Approximately ten leaves had areas of loss, mostly at the corners. Several leaves had edge tears and creased corners. The last leaf was heavily creased. An ink stamp appeared on the first leaf. Several scraps with manuscript notations were loose within the volume.

**Treatment Performed:** This was a well preserved example of a late 18th or early 19th century American scaleboard binding; for this reason, limited stabilization of the binding was performed. The head, tail, and outermost pages were surface cleaned. Loose sewing supports were adhered to the inner surfaces of the boards under the paste downs. Tears were mended with Japanese kozo paper and wheat starch paste. Loose areas of the covering leather were adhered with Jade 403 adhesive. Loose scraps were left in place. The volume was housed in a custom-fitted MicroClimate box. Written and photographic treatment documentation was kept by NEDCC and provided to the client.

The book will remain fragile following stabilization. Use and handling of this volume should be limited. The book should not be opened beyond 110 degrees and should be cradled in book supports during use.

Materials used in the conservation of this volume include: vulcanized rubber sponges, Japanese kozo paper, Aytex-P wheat starch paste, and Jade 403 adhesive.

JHH/GP



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**Conservation Treatment Report**  
Project # 18-168\_B\_002  
July 2018

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Chelmsford Property ~ 1814

**Condition on Receipt:** The record book was bound in a full reverse calf leather binding with blind tooling on the covers and manuscript title on the spine. The leather was dirty, stained, and worn through at the board corners. The leather was split in the front joint, peeling on the lower cover, and missing from the top panel of the spine. The upper cover board attachment was weak and the interior hinges were broken. The board corners were soft and delaminating. The pastedowns and flyleaves were foxed, and were discolored where they overlapped the leather turn-ins. A manuscript notation was written on the front flyleaf, and the word "Microfilmed" was stamped on the back pastedown. The text block consisted of gatherings of leaves sewn through the fold onto cord sewing supports. The sewing was broken at the front of the volume, and the supports were weak in the front hinge. The leaves were dirty, especially around the edges, but remained flexible. Entries were written on both sides of the leaves in a variety of inks. Most of the inks were iron gall, although there was no evidence of iron gall ink lacing or fracturing. Approximately 200 pages did not have entries. Eleven manuscript documents were tucked into the volume at the end of the written text. Most of these documents were folded at one time; only one document which was too large to fit within the text block remained folded. One document was bent and torn where it protruded beyond the fore edge of the text block.

**Treatment Performed:** The volume was collated and disbound retaining the original sewing. The head, tail, and outermost pages were surface cleaned. Tears were mended with Japanese kozo paper and wheat starch paste. The joints were repaired with Japanese kozo paper and the top panel and headcap were repaired with reverse leather. Loose areas of the covering leather were adhered with Jade 403 adhesive. The loose documents were placed in a pH neutral folder and housed with the volume in a custom-fitted MicroClimate box. Written and photographic treatment documentation was kept by NEDCC and provided to the client.

The book will remain fragile following conservation. Use and handling of this volume should be limited. The book should not be opened beyond 120 degrees and should be cradled in book supports during use.

Materials used in the conservation of this volume include: vulcanized rubber sponges, Japanese kozo paper, Aytex-P wheat starch paste, Jade 403 adhesive, unbleached airplane cotton, Harmatan goat skin, and Golden acrylic pigments.

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**Conservation Treatment Report**  
Project # 18-168\_B\_003  
August 2018

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### Receipts and Expenditures of Chelmsford Town Farm ~ 1891-1904

**Condition on Receipt:** The record book was bound in a half leather binding with marbled paper sides. The sheep skin leather and the marbled paper were dirty, scuffed, and worn away along the board edges and corners. The upper cover board was detached, and the leather spine was torn and peeling. The board corners were soft and delaminating. The back interior hinge was broken, and the flyleaves were detached at the front and back of the volume. A note was written in ink on the front pastedown. The text block consisted of gatherings of ruled leaves sewn through the fold on three textile tapes. The sewing was mostly intact, but several leaves were broken along the spine fold and were fully or partially detached. The leaves were dirty, and some had edge tears. The detached leaves were brittle, chipped and creased along the edges. Two of the detached leaves were held together with a straight pin, and may have come from a different volume. Several leaves had been cut from the text block leaving narrow stubs. Two pairs of leaves had been deliberately adhered together. Entries were written on both sides of the leaves in a variety of inks and graphite pencil. The inks varied in color and intensity. Some were likely iron gall ink, although there was no evidence of iron gall ink lacing or fracturing. Several leaves had thin areas where entries had been scraped away.

**Treatment Performed:** The volume was collated and disbound. The pages were surface cleaned. The inks were tested for solubility. Tears were mended and folds guarded with Japanese kozo paper and wheat starch paste or heatset tissue, depending on ink solubility. Handmade paper endsheets with linen hinges were attached. The volume was sewn on linen tapes with linen thread. The volume was case-bound in quarter cloth with handmade paper sides, and titled using a gold-stamped leather label. The loose documents were placed in a buffered folder. A protective wrapper was constructed for the previous binding using Bristol. The volume, foldered material and previous binding were housed in a custom-fitted MicroClimate box. Written and photographic treatment documentation was kept by NEDCC and provided to the client.

Use and handling of this volume should be limited. The book should be cradled in book supports during use. When not in use, the volume should be stored inside its custom fitted box flat on the shelf.

Materials used in the conservation of this volume include: vulcanized rubber sponges, methyl cellulose, Japanese kozo paper, Aytex-P wheat starch paste, Jade 403 adhesive, MacGregor handmade wove paper, unbleached linen thread, microcrystalline wax, linen tapes, unbleached airplane linen, Superior Millboard, Bristol board, goat skin, gold foil, Golden acrylic pigments, and lignin-free buffered folder stock.

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Chelmsford General Records Journal ~ 1893-1903

**Condition on Receipt:** The record book was bound in a half leather binding with cloth sides. The leather and the cloth were dirty, scuffed, and worn through along the board edges and corners. The upper cover board was detached and the lower cover board was mostly detached. The leather spine was cracked, and areas of leather were missing at the head and tail. The board corners were soft and delaminating. The back interior hinge was broken, and the back flyleaves were mostly detached. The front flyleaves were tipped to the first text leaf and were obscuring text in the gutter area. The text block consisted of gatherings of ruled leaves sewn through the fold on three textile tapes. The sewing was broken and the first two gatherings were separating from the rest of the text block. Several leaves were partially broken along the spine fold. The leaves were dirty but remained flexible. The front flyleaves leaves were brittle, torn and creased along the edges. Entries were written on both sides of the leaves in a variety of inks and graphite pencil. The inks varied in color and intensity. Some were likely iron gall ink, although there was no evidence of iron gall ink lacing or fracturing. The last forty-eight pages did not have entries.

**Treatment Performed:** The volume was collated and disbound. The pages were surface cleaned. The inks were tested for solubility. Tipped endleaves were removed with local applications of moisture. Tears were mended and folds guarded where necessary with Japanese kozo paper and wheat starch paste. Handmade paper endsheets with linen hinges were attached, and the volume was sewn on linen tapes with linen thread. The volume was bound in quarter cloth with handmade paper sides using a split-board structure, and titled using a gold-stamped leather label. A protective wrapper was constructed for the previous binding using Bristol. The volume and previous binding were housed in a custom-fitted MicroClimate box. Written and photographic treatment documentation was kept by NEDCC and provided to the client.

Use and handling of this volume should be limited. The book should be cradled in book supports during use. When not in use, the volume should be stored inside its custom fitted box flat on the shelf.

Materials used in the conservation of this volume include: vulcanized rubber sponges, methyl cellulose, Japanese kozo paper, Aytex-P wheat starch paste, Jade 403 adhesive, MacGregor handmade wove paper, unbleached linen thread, microcrystalline wax, linen tapes unbleached airplane linen, Superior Millboard, Bristol board, goat skin, gold foil, and Golden acrylic pigments.

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