



**DIVISION FOR HISTORIC PRESERVATION**

## **Certified Local Government Program**

### **2025 CLG Grant Application**

FFY 2025 grant funding provided by the  
National Park Service/Historic Preservation Fund

**Grant Period: October 1, 2024 – September 30, 2027**

**Vermont Certified Local Government Program  
2025 Grant Application Form**

**Application Deadline:** On or before 4:30 PM, Monday, December 16, 2024.

**What to Submit:** All application materials must be submitted prior to the application deadline. A complete application consists of the following items, in the following electronic formats:

- Application Form, signed by the applicant, the Chair of the CLG Commission, and the Chief Elected Local Official (or designee). Submit a scanned PDF of the complete application with all signatures.
- Proposed Budget Form, signed by the Chief Elected Local Official (or designee). Submit the following:
  - a scanned PDF of the signed Proposed Budget Form, and
  - an MS Word version of the Proposed Budget Form.
- Any supporting materials, such as photographs, reports, assessments, etc. that support and inform the proposed project. Submit these materials as PDFs.

**How to Submit the Application:** Please submit all the above items as attachments to an email message, identified as follows:

Email Subject Line: *[Name of CLG Community] – 2025 CLG Grant Application*

Attachments:

*[Name of CLG Community] – Application Form (PDF)*  
*[Name of CLG Community] – Proposed Budget Form (PDF & Word)*  
*[Name of CLG Community] – Supporting Materials (PDF)*

**Where to Submit:** All application materials should be submitted electronically via email to [Lindsay.Pacheco@vermont.gov](mailto:Lindsay.Pacheco@vermont.gov)

**If you have any questions about the application process, please contact  
Laura V. Trieschmann at 802-505-3579 or [laura.trieschmann@vermont.gov](mailto:laura.trieschmann@vermont.gov)**

**Vermont Certified Local Government Program  
2025 Grant Application Form**

To complete this Grant Application, simply click in the gray text boxes and type your responses. Please keep your responses as concise as possible and specific to the proposed project.

**Name of CLG Community:** Windsor Vermont

**Name of CLG Coordinator:** Judy L. Hayward

**Mailing Address:**

**Telephone:** 802.674.6752  
**Email:** peihwi@gmail.com

**Name of Municipal Treasurer:** Natalie Culma

**Telephone:** 802.674.6788  
**Email:** natalie.culma@windsorvt.org

**Project Name:** Restoration of the State Marker

**Will this project be administered by a designated third party?**  Yes or  No  
If yes, name of organization: Historic Windsor, Inc.

**Project Category:** Please check the appropriate category below and provide the requested information as indicated or on a separate page.

**Priority I Projects**

*Top priority in the selection of projects and award of grant funds is given to Priority I projects.*

- Survey Project.** *Please describe in Project Summary:*
- purpose of the project;
  - area to be surveyed (indicate on map);
  - estimated number of properties to be surveyed;
  - estimated number of acres to be surveyed;
  - status of completion of town-wide or city-wide survey; and
  - plans for completion of survey.
- National Register Project.** *Please describe in Project Summary:*
- purpose of the project;
  - building or historic district to be nominated (indicate on map);
  - property type or theme for Multiple Property nomination;
  - for a historic district, the number of contributing properties within the district;
  - status of completion of town-wide or city-wide survey;
  - plans for completion of survey; and
  - status of survey through the National Register process.

- Preservation Planning Project.** *Please describe in Project Summary:*
- purpose of the project;
  - area to be covered by the plan (describe and indicate on map);
  - status of completion of town-wide or city-wide survey, and plans for completion of survey; and
  - status of survey through the National Register process.

**Information and Education Project.** *Please describe in Project Summary:*

- purpose of the project;
- audience, methods and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and
- status of historic preservation planning.

**Pre-Development Project.** *Please describe in Project Summary:*

- purpose of the project;
- property or area to be covered by the plan (describe and indicate on map);
- scope of work and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and
- status of historic preservation planning.

**Priority II Projects**

*Awarded only if grant funds remain after all Priority I projects have been selected.*

**Development Project.** *Please describe in Project Summary:*

- purpose of the project;
- property or area to be covered by the plan (describe and indicate on map);
- scope of work and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and
- status of historic preservation planning.
- Please include a location map showing the footprint of the building, the parcel boundaries, and any areas of possible ground disturbance resulting from the project.

**Project Summary** (please address the items noted in the Project Category selected above):

An historic marker exists on Congregation Society Cemetery property, south of Old South Church on the west side of Main Street. Background information about this marker (who created it and placed it there and when) is unclear at this time. The content of the marker is on a bronze plate that is 25" wide and 21" high, and that plate is attached to a carved granite stone that is approximately 33" wide by 36" high by 16" deep. Despite the important content of the plaque (see below), it is in an obscure location and not readable from the sidewalk. Approaching it requires climbing up a steep incline.

Description: The Historic Preservation Commission proposes a project to move the monument and landscape the area in front of it to be more accessible and appealing to pedestrian traffic. Key to this plan is moving the monument closer to the sidewalk while maintaining its current elevation, thus making it at eye level. A rectangular area approximately 20' wide by 10' deep and level with the sidewalk will be cut into the slope. Both sides of this area and the back will be sloped to meet the current elevation of the area and planted with ground cover. The monument will be placed centrally behind this open area. Benches will be placed at both sides of this lower area and perpendicular to the sidewalk. In addition, granite posts will be placed behind the monument and thirty feet apart to demonstrate the length of the Meeting House described on the marker. A two-sided historic marker panel (like several others in town) will be placed within the pedestrian area. The content will expand upon information about the original meeting house, Vermont's first governor's inauguration, and Windsor's role as Vermont's capital for several years.

The HPC hopes to partner with other organizations and individuals in carrying out this project, including Historic Windsor, Inc, Windsor Vermont Historical Association, Old South Church, Windsor Improvement Corporation, Town of Windsor, and Vermont Division of Historic Preservation. Funds will be sought from various sources including the public.

Text of the marker is the following:

NEAR THIS SPOT STOOD  
WINDSOR'S FIRST MEETING  
HOUSE BUILT IN 1773-1774

HERE JULY 2-1777 ASSEMBLED FOR ITS  
INITIAL SESSION THE CONVENTION  
WHICH SIX DAYS LATER IN THE TAVERN  
FARTHER NORTH ON MAIN STREET  
ADOPTED THE FIRST CONSTITUTION OF  
VERMONT.

HERE MARCH 12, 1778 ASSEMBLED VERMONT'S  
FIRST LEGISLATURE AND ON THIS SAME  
DAY INAUGERATED VERMONT'S FIRST  
GOVERNOR THOMAS CHITTENDEN

*The marker was placed in 1941 at the time of the Vermont Sesquicentennial Celebration. Frank B. Tracy directed the installation of two markers, the one at Old South and one at the Constitution House.*

*Despite the important information provided on this historic marker, due to mid-century changes to the elevation of the street and sidewalk, this historic marker has remained unreadable to pedestrians for many decades. It is approximately 40 feet from the sidewalk and requires ascending a steep bank to approach it. As the photograph shows, the plaque suffers from bronze disease.*

*The plaque highlights information about the remarkable role of Windsor in the early years of the Republic of Vermont and Vermont's statehood. The proposed project is focused on moving the marker a short distance to a much more accessible pedestrian-friendly location. By adding an additional history marker, additional information will be made available.*

**Please Answer the Following Questions:**

1. How will the public be informed about the purpose of this project and the value of historic preservation? (note: public information and education is a required component of all CLG grant projects)  
*A sign noting the donors to the project will be placed during the rehabilitation project. There will be a public ceremony rededicating the project once completed. Windsor on Air usually videos events like this and it will be broadcast to the greater Windsor Area and available for viewing online. Social media posts and two press releases will be disseminated.*
2. Describe the impact that this project will have on historic resources. Will it be significant and long lasting?  
*Yes, in celebration of the upcoming 250<sup>th</sup> anniversary of the creation of the Republic of Vermont in Windsor, the impact of this monument will factor into celebrations and provide a lasting memorial for visitors and residences alike to understand the role Windsor played in the signing of the constitution and the creation of the Republic of Vermont prior to statehood. We expect to complete it during the sesquicentennial of the founding of the United States. Its*



restoration and installation of a seating area will be a tangible project during 2026 and 2027.

3. Does this project focus on disaster preparation, mitigation, and resilience? If yes, please explain how.

Yes -or-  No

If yes, please describe:

No but it preserves and protects a monument from further decay.

4. Describe the project schedule assuming starting date of **May 2025** and completion date of **August 1, 2027**. List dates for subcontracting with consultants, on-site meetings, delivery of draft products, such as survey and National Register forms, and public meetings, as applicable. All products, including a final project report and auditable financial documentation, are due by the completion date.

DATE	Task/Product Completed
1/23/2025	SHPO notifies applicants of grant awards
5/2025	Executed Grant Agreement
	<b>Estimates or bids are gathered or work to commence in the fall 2025 or spring 2026</b>
12/1/2025	First Progress Report Due
4/1/2026	Second Progress Report Due
9/30/2026	<b>Conservation and site work is completed</b>
12/1/2026	Third Progress Report Due <b>Final Report submitted</b>
4/1/2027	Fourth Progress Report Due
8/1/2027	<b>Completion Date:</b> Deadline to submit final project report, final product, and request reimbursement
9/30/2027	<b>Deadline for SHPO to process payment requests and disburse grant funds</b>

5. Who will participate in the project and what will they do? Relate the personnel listed in the budget (CLG staff and commissioners, consultants, volunteers) to their role in completing the project.

*Local sculptor William Ballantyne is the chair of the Windsor CLG. He will supervise the project.*

*Henry Duffy is a volunteer on the CLG and president of Historic Windsor. He is a retired Conservator and will assist with the overview of the conservation of the monument.*

*Judy Hayward will administer the project. She is the CLG coordinator and executive director of Historic Windsor.*

*Robert Haight, local architect, has prepared the design.*

6. What are the dates of the local government's fiscal year? July 1 to June 30

7. If applicable, what are the dates of the designated third-party administrator's fiscal year? to or  not applicable

**Signatures:** After completing the application, print it out and have each of the three signatories sign and date this page. Then scan the complete application as a PDF and email it as an attachment along with the other required application materials.

**THIS APPLICATION IS NOT COMPLETE UNTIL ALL REQUIRED SIGNATURES ARE ENTERED BELOW:**

<u>Judy L. Hayward</u> Name of person preparing this application	CLG Coordinator _____ Title
<u>Judy L. Hayward</u> Signature	<u>12/16/2024</u> Date

<u>William Ballantyne</u> Name of CLG Commission Chair	
<u>W. Ballantyne</u> Signature	<u>12/16/2024</u> Date

<u>TOM MARSH</u> Name of Chief Elected Local Official (or Designee)	<u>TOWN MANAGER</u> Title
<u>[Signature]</u> Signature	<u>12.16.24</u> Date

Name of CLG Community: WINDSOR

Name of CLG Project: STATE MARKER RESTORATION

Federal Share: \$4,660 + Local Share: \$12,340 (cash & in-kind match) = Total Project Amount: \$17,000

**Note:** the Federal Share cannot exceed 60% of the total project amount, and the Local Share must be at least 40% of the total project amount.

CASH EXPENDITURES 1 (expenses to be reimbursed by the grant)				
Salaried Employees Name, Title	# Hours & Rate	Proposed	Actual	Variance
Total Cash Expenditures for Salaried Employees				

CASH EXPENDITURES 2 (expenses to be reimbursed by the grant)				
Contracted Services	Description of Services	Proposed	Actual	Variance
Bronze Conservation		5,000		
Excavation		6,000		
Landscaping and Benches		6,000		
Total Cash Expenditures for Contracted Services				

CASH EXPENDITURES 3 (expenses to be reimbursed by the grant)				
Other Expenses	Description of Costs	Proposed	Actual	Variance
Vendor				
Total Cash Expenditures for Operating Services				









New flowering tree aligned with side of paved area opposite

Relocate stone marker

sloped area at 4:1 with groundcover

create flat surface at level of sidewalk.

New flowering tree aligned with side of paved area opposite

Thoughts on Stone Historic marker near Old South Church





