

# 2017 Vermont Historic Preservation Grant Application

*Due Monday, October 3, 2016*

## **IMPORTANT INSTRUCTIONS:**

Please refer to the *2017 Vermont Historic Preservation Grant Application Manual* **before** completing your application. The manual contains directions to help you respond to each section below and clarifies what information is required. The manual is available [online](#) or you may request a paper copy by sending an email to [debra.sayers@vermont.gov](mailto:debra.sayers@vermont.gov) or by calling 802-828-3213.

## **1A. APPLICANT**

Name: Town of Brookline

Address: 734 Grassy Brook Rd, PO Box 403

City: Brookline

State: VT

Zip Code: 05345

Daytime phone: 802-365-4648

Email address: historic\_brookline.VT@comcast.net

## **1B. PERSON AUTHORIZED TO EXECUTE CONTRACTS FOR APPLICANT**

Name: Bruce Mello

Address: 734 Grassy Brook Rd, PO Box 403

City: Brookline

State: VT

Zip Code: 05345

Daytime phone: 802-365-4648

Email address: bmello.brooklinevt@gmail.com

## **1C. PERSON AUTHORIZED TO ADMINISTER THE PROJECT**

Name/Title: Peter Meyer, Committee Chair

Address: 619 Grassy Brook Rd

City: Brookline

State: VT

Zip Code: 05345

Daytime phone: 802-365-5144

Email address: peter\_hans@comcast.net

## 1D. PROPERTY OWNER (if different from applicant)

Name:

Address:

City:

State:

Zip Code:

Ownership Status: (check one)

☒ Municipality ☐ Non-Profit

## 1E. HISTORIC NAME AND LOCATION

Historic Name: Brookline Baptist Church

Physical Address: 632 Grassy Brook Rd, Brookline, VT

## 2. GRANTEE EXPERIENCE

**2A.** Has any previous rehabilitation work on this building been funded with a State Historic Preservation Grant? If yes, please list the year and purposed of the grant.

☐ Yes ☒ No If yes, please comment:

**2B.** Does your organization have experience with similar federal or state grant programs?

☒ Yes ☐ No If yes, please comment:

The Town of Brookline works with highway grants for paving, culvert work and replacement.

**2C.** Does your organization use a manual or automated Accounting system?

☐ Manual ☒ Automated

## 3. BUILDING INFORMATION

You can determine whether a building is listed or has been determined eligible for listing in the State or National Register by looking at the Vermont Division for Historic Preservation's **Online Resource Center**, available at <http://www.orc.vermont.gov/Resource/Show-Resource-Table.aspx>.

**3A.** Date(s) of Original Construction, Major Additions (can be approximate): The main brick building was built in 1836, with the addition of a wood framed rear section in 1896.

**3B.** Original Building Type:

☐ House ☐ Barn ☒ Church ☐ Town Hall ☐ School ☐ Commercial

☐ Other (explain)

**3C.** Is the building listed in the State Register of Historic Places?

☒ Yes    ☐ No, but determined eligible    ☐ No

**3D.** Is the building listed in the National Register of Historic Places?

☐ Yes    ☒ No, but determined eligible    ☐ No

#### **CRITERION 4. PRESERVATION OF HISTORIC FEATURES**

For each subsection below rate the condition of building elements (excellent, good, fair, poor). Then write a short summary of the work needed to repair/restore this element including methods of repair and materials to be used. If no work is needed in any subsection, say so. Do not leave sections blank. For each section where funding is sought through this grant application, check the "Grant Funds Requested" box for that section.

##### **4A. Roof**

Condition: **Good**

The roof of the main brick building is thick Guilford Slate installed over the original wood shingles. Loose or missing slate have been maintained or replaced over the years. We have approximately 150 good pieces of matching Guilford Slate in storage to be used for future repairs. These were acquired from Craigslist for a fraction of their retail price. The roof of the wooden addition is corrugated galvanized metal. There are no active leaks in either roof. We inspect both periodically as part of our maintenance program.

Repairs Needed: No repairs needed to slate or corrugated metal roof.

##### **4AA. Belfry Roof**

Condition: **Poor**

Repairs Needed: The roof of the belfry is a low pyramid, 12' x 12', covered by very deteriorated asphalt shingles. The actual belfry posts, starting perhaps 24' below, rise up through this roof and are cased to form the corner newels of the balustrade. Flashing, where the timbers penetrate the deck, was virtually nonexistent. New, temporary flashing was installed in April, 2015 to stop any active leaks.

Our current proposal is to remove the existing deteriorated asphalt shingles, inspect and replace decking as needed and install a permanent metal roof on the belfry and steeple skirt, half way down the steeple. Due to the very low pitch of the belfry roof, in our contractor's opinion, metal roofing is our best choice. Asphalt, slate and wood shingle roofing aren't recommended on such a low pitch. However, metal roofing is durable, recommended for low pitch roofs and will protect our steeple for many, many years.

☒ Grant Funds Requested

##### **4B. Frames & Structure**

Condition: **Good**

In Sept. 2016 a local contractor removed a 3" sag from the front half of the

sanctuary. This included raising the floor, choir loft, 16-foot high ceiling and queen post truss. This sag resulted in the steeple leaning noticeable backward. To fix this issue the contractor jacked the structure up 3," reinforced the floor with new stone pillars and added reinforcement in the attic using all like materials. He then pressed roof rafters back to where they originally were, removing a large sag in the slate roof. These repairs cost \$24,500 of which \$12,250 came from our existing repair fund (moneys raised over the years by the building's former stewards, the Ladies Benevolent Society and our fundraising) and \$12,250 of Town money approved by resident voters during our 2015 Town Meeting.

Repairs Needed: No repairs needed

☐ Grant Funds Requested

#### **4C. Exterior (siding, trim, etc.)**

Condition: **Good**

Repairs Needed: Years ago, repointing of small areas of exterior brick was performed incorrectly. These areas need to be repointed with the correct materials by a skilled mason. The wood clapboards on the rear addition needs repainting.

☐ Grant Funds Requested

#### **4D. Interior (plaster, trim, rooms etc.)**

Condition: **Fair**

Repairs Needed: The plaster throughout the building is in remarkably good shape for a 180-year old structure. Due to the 2016 raising of the center of the building the plaster and lath vestibule walls have developed cracks. These walls were probably patched years ago after the sag had occurred. But as the building was returned to its correct position, the plaster cracked once again.

There are minor cracks on the wall that joins the brick section with the wooden addition, possibly caused by settling, that need to be repaired and repainted after the foundation issues are resolved.

The walls and ceiling in the sanctuary have spots of mildew which is presumed to be caused by moisture coming from the crawl space combined with the building being closed most of the time. The doors, trim and pews are decorated with hand painted faux wood grain, and are in remarkably good condition. The hand painted grain is said not to be original to the building but is very early. The floors are constructed of wide spruce planks that, according to our heavy timber contractor, have never been finished which is extremely rare and valuable.

The kitchen is classic 1960s kitchen which will need minimal updating.

☐ Grant Funds Requested

#### **4E. Windows & Doors**

Condition: **Good**

All eleven windows in the brick portion of the building were recently restored. These repairs cost \$10,350 and was paid for as follows: \$5,805 raised during our 2015 Holiday fundraiser, \$2,500 from 2016 Windham Foundation Grant and \$2,045 from our existing repair fund. If a heat source is added to the building in the future, there may be a need to install storm windows, to maintain energy efficiency and protect the windows from the elements. As stated above, the doors have very early hand painted wood grain. See attached photos.

Repairs Needed: Windows in the 1898 addition need updating to maximize efficiency, and locks are needed for security. The exterior doors are original and swing inward. They leak air underneath and should be altered to swing outward to facilitate quick exit in case of an emergency.

☐ Grant Funds Requested

#### **4F. Foundation (masonry)**

Condition: **Poor**

Repairs Needed: The wooden addition on the rear of the building is supported by a very minimal foundation, but, similar to the main body of the church, the ground drainage must be adequate as large displacements of the building have not occurred. However, on all three sides, but particularly the north and rear, the stone and brick foundation is either pushed in from, or dropped away from the sills. If enough support is lost, the building will sag and drop away from its connection with the brick church, which would pose a much more difficult problem to solve.

Our current bid proposes to jack under the sills of the addition and lift as needed. In order to maintain the historic foundation, we will repoint brick and stone, filling in any missing pieces, making efforts to match the original work. We plan to level the floor using the existing columns in the crawlspace, rebuild the crawlspace access panel and regrade each eave side drip line with crushed stone over landscaping fabric. The bid includes regarding of the east (back) wall with loam and reseed for grass.

☒ Grant Funds Requested

#### **4G. Special Features (steeple, cupolas, porches, etc.)**

Condition: **Poor**

The steeple balustrade and pinnacles are in poor condition.

Repairs Needed: The existing balustrade is not original to the building but appears to be historically correct (see attached photo #1 c.1910). The balustrade between the newels, is currently composed of plywood and dimensional lumber, and represents a recent but deteriorating repair of this hard to maintain feature (see photo #5). The existing balustrade will be removed and

lowered to the ground, then taken to the contractor's shop where he will build new pieces to match the old. The pinnacles are hollow wooden shapes, nailed to the top of the cased newels. Flashing where the timbers penetrate the deck were all but nonexistent and were replaced in April 2015.

Our current bid is to remove the balustrade and pinnacles and rebuild them using heavier material such as 5/4 or 6/4 lumber. We are looking at reclaiming lumber taken out of the nearby Scott Bridge which has been rebuilt over the summer (see attached photo #19). The deck will be stripped and replaced by metal roofing with raised or flattened seams.

While the best practice for the balustrade is for it to sit on top of the deck, never penetrating its metal, the historic form of this feature at the Brookline Meetinghouse is the continuation of the belfry posts to become the newels. Therefore, a flashing boot must be soldered into place around the newels. If, however, the timber posts are found to be rotted inside the newels, we will consider cutting them off below the level of the deck and letting the metal roofing pass over them.

If there is the option of closing the deck fully above the belfry posts, the entire balustrade assembly can sit on small lead or rubber blocks under the newels, on top of the deck, and be kept in place by four small metal rods that run from the sides, or newels, of the balustrade to the very top of the pyramidal roof, where they can be screwed through with little danger of leakage.

☒ Grant Funds Requested

**4H. Site** (drainage, roads, sidewalks, etc.; conditions that cause damage to the building)

Condition: **Good**

Repairs Needed: Drainage surrounding the building is very good.

☐ Grant Funds Requested

## **CRITERION 5: LONG TERM USE**

**5A. Briefly** describe the building and give a short summary of the building's history. What was the original use of the building and what is the building's current use?

The Brookline Baptist Church was built as a place of worship in 1836 to service the 540 inhabitants of the town. The church is of brick construction, so-called American bond, with inset relieving arches over a pair of front doors, 5 front windows and three windows on the north and south sides. The roof is covered with very thick Guilford slates, and has an approximate 8/12 pitch. A two-stage white clapboard steeple houses the town's only church bell. The roof of the belfry is a low pyramid, concealed by a paneled balustrade with pinnacles at the four corner newels. The foundation is large, long, quarried schist up on edge,

and there is an extensive set of stone front steps. As the Brookline Baptist Church's popularity grew, a wooden structure was added onto the back of the building in 1898, to allow for community gatherings and meal preparation in the kitchen. In 1945, after the Town population and membership had declined, the church was closed, and responsibility for its care and stewardship was deeded to the Brookline Ladies Benevolent Society. From that time, until 2014, the Ladies raised funds to maintain the building through gifts, grants, fundraising events and tireless work creating one of a kind, handmade quilts which were raffled year after year. In 2014, as most members of the Ladies Benevolent Society were then in their 80's, they requested that the Town of Brookline assume ownership of the structure and custody of the \$30,000 repair fund resulting from their fundraising efforts. Since the Brookline Baptist Church is no longer an active church, the name was changed in the Spring of 2016 to the Brookline Meetinghouse. The building is currently being restored and rejuvenated so that it may once again serve as the center of our community.

**5B.** Describe any substantial work that has been performed on the building in the last five years:

In 2015 we discovered a portion of land underneath the church building was owned by the school next door and conversely, a portion of land underneath the school was owned by the Brookline Meetinghouse. We resolved this issue by "swapping" the land and legally correcting the deeds.

The American Baptist Church has relinquished any and all rights to the building and land to the Town of Brookline.

In 2016, all eleven windows in the brick portion of the building were restored (\$10,300) and all broken or cracked panes were replaced with period glass. This repair was paid for by a "Sponsor a Window" fundraiser that was mailed to all Brookline land owners around Christmas 2015, a \$2,500 grant from the Windham Foundation and the remaining portion came from our existing repair fund.

This summer, a 3" sag in the floor, choir loft and ceiling of the brick portion of the building was jacked up and corrected, new stone pillars installed in the crawlspace and new supporting beams installed onto the steeple frame. The double beamed queenpost truss that supports the back half of the steeple was found to be undersized and under tremendous stress due to a failure in one of its critical joints. Pete Newton from Pete Newton Timber Frames (Windham, VT) consulted with Jan Lewandoski (Historic Preservationist) created the plan to repair this issue. See Jan's attached assessment report from 2014. The floor is now level and the steeple is standing tall and straight. This repair is expensive (\$24,500) but it resolved the issues. The repairs will not be complete by the time of this application so the costs are not reflected in the attached financials. Half of the bill will be paid from our repair fund and half will come from existing Town funds as voted upon and approved at our 2016 Town Meeting.

The south property boundary has been cleared of extensive overgrowth to open the building to air and sunlight. The firewood produced was sold during a fundraiser for \$300.

**5C.** What is the planned use of the building following this project? If the building is rehabilitated, will it have a new use? Describe changes that will be made to the building in order to accommodate this new use. Will these changes impact historic features?

The Brookline Meetinghouse can accommodate up to 120 people in the main brick portion of the building, and the community room can seat 50 for meetings or family style dinners. The Committee envisions the Brookline Meetinghouse as a place where people can gather; attend educational lectures, plays and musical performances, holiday events, community movie nights and other community events. Families may use the center for weddings, reunions, graduations, anniversary celebrations to name a few. The Meetinghouse will truly become the center of town, a place where people can connect, collaborate and enjoy the company of other community members. Historic features of the building should not be affected with the exception of adding future handicapped access through the side entrance.

**5D.** Describe any additional work that needs to be done following the completion of this project. Do you have a plan for routine maintenance and long-term preservation of the building?

Following the completion of this structural work, the building will need cosmetic work on interior walls. The sanctuary has recurring mildew that needs to be removed permanently. We plan to add handicap access during the summer of 2017. The kitchen is classic 1960s, which will need minimal updating, including the evaluation and repair or replacement of the appliances. The plumbing in the kitchen needs to be brought up to code.

We currently perform a walk-through of the entire building bi-monthly, including the attic, looking for leaks. We maintain mouse traps to keep the rodent population under control, and drain the plumbing during winter months.

The advisory committee was formed in July of 2014, and we meet twice a month at the Meetinghouse during warm weather and at the Town Office during the cold months. As a town owned structure, there is an ongoing commitment to the long-term preservation and maintenance of the building. All the Committee members value and enjoy being a part of the preservation of this wonderful building, and we foresee our work continuing indefinitely.

## **CRITERION 6: PUBLIC BENEFIT**

**6A.** Is the building open to and/or used by the public? ☒ Yes    ☐ No  
If yes, please describe:

The building is open to the public on a limited basis. We had an open house during Columbus Weekend last summer, one in late June, 2016 and are



planning another for the 2016 Columbus Day Weekend. We have lots of new repairs to show off. The steeple is illuminated for the Holidays each year. We also plan to welcome Trick or Treaters into the building this year. Our bi-monthly committee meetings are held in the building during the warmer months, which gives the group an opportunity to monitor the condition of the building and any the ongoing projects. We're very close to resolving all the issues outlined in Jan Lewandowski's building assessment. Once the structural issues that Pete Newton is fixing are complete we can start to open the building more often. Our goal is to have a living, breathing historical building that anyone and everyone can use and enjoy.

If no, please describe any plans for public use:

**6B.** Describe the public benefit of this project. Is the building easily visible from public places? Is it important to the history of the community or an important local symbol or landmark?

Brookline is a small community of 500 inhabitants. The Brookline Meetinghouse is one of several historic buildings in town. The Alden House, Siepmann House, Dole House, Round Schoolhouse and Baptist Church are all on the State Register of Historic Places. Bridge #19 which spans the West River is on the National Registry of Historic Places and we hope to add the Meetinghouse to that list soon. The Meetinghouse may have ties to Thunderbolt was the infamous outlaw teacher who taught at the Brookline Round Schoolhouse may have attended services at the church. Also, as Jan Lewandoski suggests in his report, "overall, the Brookline Church is one of the more unaltered structures I have seen in this state". The unique hand painted faux wood grain panels and 180-year old unfinished floor planks could also come into play.

The Meetinghouse is located on Grassy Brook Road, the main artery that serves as a link between Newfane and Athens, on through to Saxtons River, Grafton, Bellows Falls and Interstate 91. The Meetinghouse is the largest and most recognized structure within the town, as it has been for 180 years. There currently is no venue in Brookline that is open to our community for large gatherings. Opening the Meetinghouse will solve this problem.

**6C.** Does the community support the project? Are other organizations involved in the project?

Since the town took ownership of the building in July 2014, the Advisory Committee has held several successful fundraising events, adding over \$13,000 to the restoration fund. Our Holiday fundraiser grew from \$2,830 in 2014 to \$5,805 in 2015 and our hope is for continued growth in the coming years. Other annual fundraisers include organizing the Brookline Town Meeting Luncheon, a booth at the Strolling of the Heifers in Brattleboro and selling memorabilia such as calendar, tote bags and mugs. We have plans to sell reproductions of Neila Fisher's watercolor of the building. We put a cord of wood out to bid and raised \$300. The Brookline Snowmobile Club donated \$500 in memory of Nelson Fontaine this year. We are constantly creating new fundraising opportunities

which rely on and receive lots of community support as well as being great PR for the effort.

Bob DuCharme, resident of Brookline and director for the Southern Vermont Players in Wilmington, is very enthusiastic about staging theatrical productions in the building. He is confident that we will be able to generate income for the Meetinghouse from the production of his plays and musicals. When the building is available for community events, it is expected to produce a small revenue stream that can be used for ongoing maintenance. Many events will be offered for free, but there will be others where a small fee will be required. The building will also be offered for rent for personal events and gatherings. The community has already responded enthusiastically by contributing to the building fund, attending events, and suggesting additional uses for the building. Local musicians have performed in the space, and they agree it will be a wonderful venue. The community has flocked to the building during open houses, just to track the progress of our work. The community is enthusiastic that we will soon have a gathering place, and a place to enrich the community. For the past years, our annual Town Meeting has been held next door in the multipurpose room of the Sunny Lane Day Care. We look forward to the day where Town Meeting will be held in the Meetinghouse. The Meetinghouse currently has 163 friends on Facebook. Some are residents; some live as far away as Arizona but they all have ties to the building and applaud our efforts to restore it. We maintain the profile "Historic Brookline VT Church" with a page called "Historic Brookline VT Church Renovations".

## **CRITERION 7: BUDGET**

**7A.** Summarize items from Section 4 that will be funded through this grant request. **Please only include items for which you are seeking grant funding through this program.** You may add more lines if necessary.

### **WORK DESCRIPTION IN PRIORITY ORDER**

1. Belfry Roof Repair  
Estimated Cost: \$11,710
2. Balustrade & Pinnacle Replacement/repair  
Estimated Cost: \$4,200
3. Foundation Repair  
Estimated Cost: \$3,300

**TOTAL ESTIMATED GRANT PROJECT COST: \$19,210**

### **7B. GRANT REQUEST**

**REMINDER:** the *maximum* grant amount you may request is **\$20,000.00**

**GRANT AMOUNT REQUESTED: \$9,605**

## 7C. MATCHING AMOUNT SUMMARY

List all sources of matching funding below. Matching funds that equal your grant request **must** be in-hand at the time of application. You may add more lines if necessary.

SOURCE: Brookline Meetinghouse Repair Fund

AMOUNT: \$9,605

Current repair fund balance:	\$40,851
Window repair	<u>-\$7,850</u> + (\$2,500 WF grant)
	\$33,001
Pete Newton repairs	<u>-\$12,250</u>
New repair fund balance	\$20,751

**TOTAL AMOUNT OF MATCHING FUNDING: \$9,605**

*(Should match grant request)*

## 7D. SOURCES OF ADDITIONAL FUNDS

Tell us about any sources of additional funds in addition to matching funds that will be used to pay for work prior to reimbursement. Indicate whether these funds are in hand or must still be raised. You may add more lines if necessary. No additional funds are needed. Repair fund balance after window repairs and structural repairs is \$20,751.

## 7E. PARTIAL AWARD

Could your organization accept a partial award to successfully complete a phase of this project? ☒ Yes ☐ No

Describe what funds are necessary to support each discrete portion of the project.

1. Belfry Roof Repair  
Estimated Cost: \$11,710
2. Balustrade & Pinnacle Replacement/repair  
Estimated Cost: \$4,200
3. Foundation Repair  
Estimated Cost: \$3,300

## 7F. ADDITIONAL BUDGET COMMENTS

## CRITERION 8: ACCESSIBILITY FOR PERSONS WITH DISABILITIES

**8A.** Is the building handicapped accessible? ☐ Yes ☒ No  
If yes, please describe:

If no, please describe any plans to make it accessible.

The southern entrance in the wooden addition is the planned location for handicapped access including a wheelchair ramp and wider doors. It will be easily accessible from the parking area. The bathroom will need to be enlarged by moving one wall into an unused area in the kitchen. Doors into the sanctuary can easily be widened if needed. All historical elements of the building will be preserved.

## **CRITERION 9: DESIGNATED DOWNTOWNS AND VILLAGE CENTERS**

**9A.** Is your building in a Designated Downtown or Village Center under the Downtown Development Act?

☐ Yes      ☒ No

## **10. REQUIRED ATTACHMENTS**

The following attachments are **required** parts of the grant application. See Grant Manual for a full description of each item. Check off the boxes to make sure you have included all the required attachments. **Incomplete applications will not be considered.**

- ☒ Project Estimate(s)
- ☒ Location Map
- ☒ Sketch Map
- ☒ Proof of non-profit status [IRS 501 (c)(3) certification] (for non-profit, tax-exempt organizations)
- ☒ CD of .jpg images
- ☒ **(OPTIONAL)** Preservation Plans, Reports, Evaluations, or Maintenance Plans of the building

## **11. LEGISLATORS**

Please list your State Senators and Representatives  
Senator Bernie Sanders and Senator Patrick Leahy  
Representative Peter Welch

## 12. CERTIFICATION:

**A. If you are submitting your application via email you MUST check the box below to certify your application.**

☒ I am submitting this Application digitally. I am applying for a 2017 Historic Preservation Grant and am authorized to submit this application on behalf of the Applicant. I certify that the information presented in this Application is complete and accurate and I am authorizing the Division for Historic Preservation to accept the submittal for review and potential award. I understand that upon submission to the State, I relinquish sole rights to ownership or control over the photographs and digital images I am submitting and that the photographs shall become the property of the State upon receipt by the State.

**B. If you are submitting a paper copy of the application you MUST sign and enter the date in the box below.**

By signing this application, I certify I am applying for a 2017 Historic Preservation Grant and am authorized to submit this application on behalf of the Applicant. I certify that the information presented in this Application is complete and accurate and I am authorizing the Division for Historic Preservation to accept the submittal for review and potential award. I understand that upon submission to the State, I relinquish sole rights to ownership or control over the photographs and digital images I am submitting and that the photographs shall become the property of the State upon receipt by the State.

APPLICANT NAME:	
SIGNATURE:	DATE: (mm/dd/yyyy)

**Applications are to be submitted via e-mail to [accd.hpgrants@vermont.gov](mailto:accd.hpgrants@vermont.gov) by midnight October 3, 2016.**

If you are unable to submit your application via e-mail you may submit a paper copy to the address below. **Applications must be postmarked or hand-delivered by 4:30 on October 3, 2016.**

Vermont Division for Historic Preservation  
Attention: Caitlin Corkins  
One National Life Drive  
Davis Building, 6<sup>th</sup> Floor  
Montpelier, VT 05620-0501

**Thank you for applying to the  
Vermont Division for Historic Preservation's  
Historic Preservation Grant Program!**