

# 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 Clarendon

Address: P.O. Box 30 279 Middle Road

City: Clarendon

State: Vermont

Zip Code: 05759

Daytime phone: 802-747-4074

Email address: clarendonadmasst@comcast.net

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

Name: Michael Klopchin

Address: P.O. 30 279 Middle Road

City: Clarendon

State: Vermont

Zip Code: 05759

Daytime phone: 80

Email address: kulklop@myfairpoint.net

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

Name/Title: Heather Kent Administrative Assistant

Address: P.O. Box 30

City: Clarendon

State: Vermont

Zip Code: 05759

Daytime phone: 802-747-4074

Email address: clarendonadmasst@comcast.net

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

Name: same

Address:

City:

State:

Zip Code:

Ownership Status: (check one)

☒ Municipality    ☐ Non-Profit

### **1E. HISTORIC NAME AND LOCATION**

Historic Name: Town Hall

Physical Address: 279 Middle Road Clarendon Vermont 05759

## **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:

**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):

- 1868 – Original Construction
- 1975 – Vault addition on back of building

- 1986 - Handicap accessible bathroom addition on back of building
- 2014 – Covered porch added to the front of the building to prevent water runoff from damaging the siding and the foundation.

**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 do. 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:  
fair

Repairs Needed:  
No repairs needed.

☐ Grant Funds Requested

**4B. Frames & Structure**

Condition:

Repairs Needed:

☐ Grant Funds Requested

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

Condition:  
Fair.

Repairs Needed:  
No repairs needed.

☐ Grant Funds Requested

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

Condition:  
Poor.

Repairs Needed: The pressed metal roof of the second floor is in bad condition, and needs replacing in several places. Where the existing plaster and wood lath have been removed, new gypsum wallboard should be installed and skim coated to match the existing plaster walls. The areas of the damaged plaster walls need to be patched and repaired. The hardwood floor needs to be sanded and refinished.

☒ Grant Funds Requested

**4E. Windows & Doors**

Condition:  
Fair

Repairs Needed:  
None

☐ Grant Funds Requested

**4F. Foundation (masonry)**

Condition:  
Fair

Repairs Needed:  
No repairs needed.

☐ Grant Funds Requested

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

Condition:

The pressed metal ceiling is gorgeous and very rare to find intact in buildings this age. We would love to preserve this beautiful ceiling.

Repairs Needed:

☒ Grant Funds Requested

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

Condition:

Good.

Repairs Needed:

No repairs needed.

☐ 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 Clarendon Town Hall is a two story colonial, with dual front entrances and an attached porch, in the section of town historical referred to as South Flats. It stands in what was once the Town Green, facing the Old Brick Church, which is an historical site in itself, and next to the Flats Cemetery, which is the honored burial ground of several Revolutionary soldiers, including a surgeon in General Washington's army. It is flanked by several historic residential houses, including a farm house dating to the beginning of the 19<sup>th</sup> century. The Hall itself was built in 1868 as the result of a contest of sorts between different villages within the Town as to who could claim the official Town Hall. A total of sixty-one citizens financed the structure, and many still have descendants living in town today, including Selectman Robert Congdon, descended from Edwin Congdon, whose diary entry on September 1<sup>st</sup>, 1868 details a meeting held in the partially finished building. The building would then cycle through being a Town Hall, a school (the supply closet is the old bathroom for the students), a library, and finally back to the Town Hall, which is its present function. The downstairs houses the municipal offices, and the upstairs, which still contains an ancient woodstove, slate chalk board from the school days, and a stage from which children graduated, is currently in such disrepair that is unusable.

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

A porch was added in 2014, and the East section of the roof was replaced as it was leaking. Every effort was made to keep to the historical feel of the building. If you look closely at the porch, you will see that no screws and nails are visible, and pegs are used frequently.

**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 building will remain the Town Hall for the foreseeable future. The downstairs will continue to house the offices; our hope is that the upstairs may be used for meetings, such as the Select Board, or other activities. Our neighboring towns have such events as Open Mic Nights, we have no space currently for anything of that nature. The historic features of the building will remain the same, and there will be no changes that will impact them.

**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?

The Town will apply for a variance with the State for the sprinkler system needed upstairs. The Town Hall does not have water for a sprinkler system, so there will need to be a variance granted for specific fire alarms. The Town has been in communication with the Fire Marshall, Matt Jakubowski, who is willing to help with the process. That is the most major work that will need to be done.

The Town will continue to upkeep the Town hall out of its budget, as it currently does. The Town Hall Maintenance line of the budget can be increased at the Selectboard's discretion.

## **CRITERION 6: PUBLIC BENEFIT**

**6A.** Is the building open to and/or used by the public? ☒ Yes ☐ No

If yes, please describe:

The downstairs is used as the Town Hall, open to the public and used by all employees of the Town, but the upstairs is currently inaccessible to the public or employees. This building is a fixture in the Town, where everyone eventually has done business. It is still the "old time" town hall, where retired people of the community come to pass time and chat with the Town clerk.

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?

The building is on a main route through the Town (Middle Road), and is a very short distance from Route 7 itself. Aside from the schools, it is currently the only hub that the community has. As previously stated, it is located centrally in an historical center of Town, which used to be the Town Green, or Commons, and is routinely featured in publications such as calendars and photographic projects. If you were to do an internet search of Clarendon, Vermont, the Town Hall and its neighbor, the Old Brick Church, are routinely brought up, and a view

of the Old Brick Church and the Town Hall was featured on the regional phone book for 2015-2016.

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

The Community is in great support of the project, and the newly formed Town of Clarendon Historical society is very interested in preserving this building, and fundraisers are already being discussed. The Town staff loves this building, so much so that when the subject of a new Town Hall being built was discussed, the Town Clerk stated that she would not want any building but this one as the Town Hall.

There are also many residents of the Town that share memories of graduating from the stage upstairs when the building was a school, and one of our former Selectmen George Ambrose vividly remembers sitting by the woodstove as a small child when Town meeting was held upstairs. These residents are very keen on helping in the restoration, in any fashion. The memories of the community revolve around this building, making this the heart of Clarendon.

## **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. Remove lathe/plaster and insulate walls  
Estimated Cost: \$12,000

2. Patch and paint ceiling  
Estimated Cost: \$8,000

3. Refinish Floor  
Estimated Cost: \$3,000

4.  
Estimated Cost: \$

5.



Estimated Cost: \$

6.  
Estimated Cost: \$

7.  
Estimated Cost: \$

8.  
Estimated Cost: \$

TOTAL ESTIMATED GRANT PROJECT COST: \$23,000

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

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

GRANT AMOUNT REQUESTED: \$11,500

#### **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: Town Treasury Funds  
AMOUNT: \$11,500

SOURCE:  
AMOUNT: \$

SOURCE:  
AMOUNT: \$

**TOTAL AMOUNT OF MATCHING FUNDING: \$11,500**

*(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.

We intend to do fund raising to support the project.

**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.

See section 7a.

**7F. ADDITIONAL BUDGET COMMENTS**

Fund raisers that are currently being worked on:

A paint and sip event.

A stand at the Town wide yardsale.

Working with the schools to do bake sales with the kids.

## CRITERION 8: ACCESSIBILITY FOR PERSONS WITH DISABILITIES

**8A.** Is the building handicapped accessible? ☒ Yes ☐ No

If yes, please describe:

The downstairs is fully handicapped accessible with a ramp, handicapped parking, and a handicapped accessible bathroom. The upstairs is at this time not handicapped accessible.

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

## 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

David Potter

Tom Burditt

Peg Flory

Brian Collamore

Kevin Mullin

## 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!**