

# 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 Pawlet

Address: PO Box 128, 122 School Street

City: Pawlet

State: VT

Zip Code: 05761

Daytime phone: 802-325-3309, ext. 1

Email address: pawletclerk@vermontel.net

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

Name: Ed Cleveland, Pawlet Select Board

Address: PO Box 128

City: Pawlet

State: VT

Zip Code: 05761

Daytime phone: 802-325-3312

Email address: cleveland@vermontel.net

## 1C. PERSON AUTHORIZED TO ADMINISTER THE PROJECT

Name/Title: Elizabeth Gibson/Pawlet Town Hall Restoration Project Coordinator

Address: 128 Solar Park

City: Pawlet

State: VT

Zip Code: 05761

Daytime phone: 802-325-3619

Email address: egib@vermontel.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: Pawlet Town Hall

Physical Address: 122 School Street, Pawlet, VT 05761

## 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:

2009, Cupola Restoration, \$11,500, completed 2010

2011, Auditorium Ceiling Stabilization, \$15,000, completed 2011

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

☒ Yes ☐ No If yes, please comment:

In 2013 Pawlet was awarded a Cultural Facilities Grant from the Vermont Arts Council for \$26,930 to install a fire stair from the auditorium on the rear side of the Town Hall. This work was completed in 2013.

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

☐ Manual ☒ Automated NEMRC Fund Accounting System

## 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):

1881, Town Hall constructed

1912, Hip-roofed porch added to all four sides of the building

2010, Elevator tower added to accommodate 3-stop accessible full-service elevator

2013, Fire stair added to rear side of building

**3B. Original Building Type:**

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

☐ Other (explain)

The Town Hall is unusual in that it was built cooperatively by the Town and a local businessman to accommodate the town offices and also a store on the ground floor, which subsequently became the Town Clerk's office.

**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: Good

Repairs Needed: None, other than annual maintenance

☐ Grant Funds Requested

**4B. Frames & Structure**

Condition: Good

Repairs Needed: Annual maintenance only

☐ Grant Funds Requested

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

Condition: Good

Repairs Needed: Annual maintenance only

☐ Grant Funds Requested

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

Condition: Fair

Repairs Needed: The plaster ceiling of the upstairs auditorium has been stabilized but needs extensive work, including repair and plaster infill. The walls of the upstairs auditorium need a skim coat of plaster.

☒ Grant Funds Requested

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

Condition: Good, all have been refurbished, weatherstripping has been added.

Repairs Needed: Front door to the building needs new weatherstripping, to be done before winter as a maintenance item.

☐ Grant Funds Requested

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

Condition: Good

Repairs Needed: None

☐ Grant Funds Requested

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

Condition: Good

Repairs Needed: Porches and cupola have been restored. West porch slate roof has been leaking and the Town is looking into replacing it with a standing seam roof, pending approval from Preservation Trust of Vermont.

☐ Grant Funds Requested

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

Condition: Good

Repairs Needed: None

☐ 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 Pawlet Town Hall is located on less than one acre across from the Town Green at 122 School Street in Pawlet, Rutland County, Vermont, and has been the cornerstone of the community since it was built in 1881. This unique, High Victorian Italianate-style structure has a central cross gable and a cupola with a polygonal spire. A porch wraps almost entirely around the building. The tall, two-over-two and four-over-four double-hung arch-topped windows represent a significant character-defining feature of the building, and no other building like it exists in Pawlet.

The Town Hall is one of only two buildings in town that are listed on the National Register of Historic Places, and the only public structure so designated. It was built in cooperation with a local merchant, and its original use was twofold: to house the town office and a general store. The building has served continuously as the civic center of Pawlet since it was built and has also provided space over the years for a store, tin shop, school, post office, apartment, and library. Currently it houses all the Town offices and is used by community groups for regular meetings and occasional events.

The building has three stories, including the basement. The second floor was historically the Town Meeting location, and the first floor currently houses the Town Clerk's office, the Town Treasurer's office, the Lister's office, and the Zoning office. Select Board meetings, Town meetings, and voting are also held on the first floor. The vault housing the Town Records is located on the first floor, and a second vault is directly beneath it in the basement.

In 2003 the voters of Pawlet decided by a margin of 3:1 not to investigate construction of a new town office building. After this vote, a major renovation/restoration project was started that has included doing extensive renovations to the first floor where the town offices are located, making the entire building ADA-accessible, and restoring the upstairs auditorium so that it can once again be used for community events. As part of the accessibility portion of the project, a three-stop elevator was installed, handicapped-accessible bathrooms were installed on the first and second floors, and a ramp was installed accessing the front porch and entrances to the building.

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

In 2011 the plaster of the auditorium ceiling was stabilized by re-keying it to the lath. The strapping that had previously held a pressed metal ceiling in place over the plaster was removed to reveal fully the hand-painted and stenciled ceiling feature. This work was funded by a grant from the Vermont Division for Historic Preservation.

In 2013 a metal fire stair was installed from the auditorium on the rear side of the building, accessing the auditorium on the second floor. This work, funded by a grant from the Vermont Arts Council with matching donations, also involved structural upgrades to the rear and side porches of the building. With the fire stair installed, the Town was able to acquire a Certificate of occupancy for a maximum of 143 people in the auditorium. (Previously no more than 40 people had been allowed in the auditorium at any given time.)

Also in 2013, based on an energy audit done on the building, new insulation was applied in the basement and in the attic of the building, with partial funding from Efficiency Vermont. The basement work included installing closed cell spray foam to the exposed foundation walls and a vapor barrier to the exposed dirt floor. The attic flat was air-sealed and insulated to R-60 with loose-blown cellulose foam. A walk way was installed from the ladder access to the roof. The attic insulation was reviewed by the project architect, Ralph Nimtz, to be sure it would not place any stress on the ceiling of the auditorium.

In 2016 the heating system for the upstairs auditorium was made operational, so that the space can now be used throughout the year. The heating system was designed to incorporate central air conditioning at a later date. In the meantime, window air conditioners can be used if necessary.

In the past five years the Town has also implemented and executed a painting/maintenance plan for the exterior of the building. With the completion of the rear side of the building this summer, the east porch is the only remaining portion of the exterior to be repainted.

**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 rehabilitation of the auditorium ceiling is part of a larger effort to allow town meetings to take place in the auditorium once again, and to encourage the kind of use by a variety of community groups that have been part of the building's entire history. In addition to special events and regular classes and activities, the Town hopes that the unique historic painted ceiling, once fully conserved and properly publicized, will in and of itself attract visitors to the building. No special additional changes to the auditorium are anticipated that would impact historic features, especially since Preservation Trust of Vermont holds an easement on the building that specifically protects such features.

**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?

Future projects include additional ceiling work to conserve the historic hand-painted and stenciled ceiling feature, installation of period lighting fixtures in the auditorium, new stage lighting, and window treatments. The ability to use the auditorium for future fundraising functions will contribute considerably to the efforts already in place.

A routine maintenance plan has been prepared for the building, and the Friends of the Town Hall are working closely with the Select Board to ensure that maintenance items are addressed. Also important in this respect are the annual stewardship visits and reports from Preservation Trust of Vermont, which holds an easement on the building along with the Vermont Housing and Conservation Board.

Regarding a long-term preservation plan, a capital budget fund was established by the Town in 2010 for the purpose of maintaining town-owned buildings. Beginning in 2010 and every year since the voters of Pawlet have approved, as a separate article on Town election day, the raising, allocating, and spending of funds for this purpose. That amount for the first three years, 2010 – 2012, was \$10,000 annually and from 2013 – 2016 was increased to \$15,000 per year. The establishment of this fund and its approval over the years demonstrates the Town's commitment to the long-term preservation of all its buildings, including the Town Hall.

The importance of maintaining this capital budget is emphasized on page 35 in the current Pawlet Town Plan, adopted by the Select Board in 2016, and available here: <http://pawlet.vt.gov/town-ordinances-regulations/town-plan/>.

## **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 primarily used by the public in its role as the seat of Town government. All Town offices are located on its first floor: Town Clerk, Listers, Treasurer and Zoning Administrator. It is also the site where the various Town groups hold their regular meetings, including the Select Board, Planning Commission, Energy Group, Development Review Board, Board of Civil Adjustment, and others.

The upstairs auditorium has been made available to the public for use, subject to the rental agreement established by the Pawlet Select Board in 2015 and posted at the Town Hall page of the Pawlet web site: <http://pawlet.vt.gov/town-hall/>. Use of the auditorium is expected to increase now that this rental agreement is in place and as the Town continues to make improvements to the auditorium. A coat of primer was put on the walls this year to improve the room's appearance while the Town seeks funding for the plaster skim coat.

In the past few years, the auditorium has been used by the Pawlett Historical Society for special events and by other groups for some fundraising events. Examples include the historical society's spring program in May 2016, when Eileen Travell, Senior Photographer at the Metropolitan Museum of Art, presented a slideshow and talk about Pawlet resident Nellie Bushee's images of Pawlet during the later 19<sup>th</sup> and early 20<sup>th</sup> century. Nellie at one time was Town Clerk, with her office in that very building. Many community members turned out to journey back one hundred years in Pawlet and share memories. In June 2014, a benefit evening featuring Rusty DeWees, the Logger, was held in the auditorium as part of a community-wide effort to revitalize Pawlet's general store. The auditorium was filled to capacity for this event. The Town is committed to encouraging increased public use of the auditorium, including, at some point, resuming the earlier tradition of holding the annual meeting there. A community-wide storytelling event is in the works for this winter, and an energy fair is planned for next spring.

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 public benefits of this project cannot be overstated. The Pawlet Town Hall itself is the primary public building in town, having served the entire population of Pawlet continuously for the past 135 years as the seat for Town government and as the community center. Located in a prominent position in the Pawlet Village Center, the Town Hall faces the Town Green and the Pawlet Community Library and is easily the most distinctive building in the village center. Its unique features include the polygonal-spire capped cupola (featured on the Town logo) and the tall, two-over-two, and four-over-four double-hung arch-topped windows. No other building like it exists in Pawlet.

In addition to its physical prominence, this structure has significant historic and cultural value, as it represents a direct connection to the Town's past for well over a century. The Town Hall has housed, at various times, a variety of commercial establishments, including a general store and tin shop. It has also been the site of the Town library, school, post office and apartment. It would be impossible to list here all the community events that have taken place in the auditorium – the examples range from weekly dances and amateur and professional theater productions to yoga classes, Mettowee Grange programs, quilt shows, historical exhibits, and many more. The recently revealed decorative painted plaster ceiling in the auditorium was installed at the same time the Crescent Valley Hotel (previously located on the Town Green) was in its heyday, and the hotel used the auditorium for entertaining its guests.

Hence the auditorium ceiling itself tells an important story about the history of Pawlet, its decorations harkening back to the height of tourism Pawlet saw in the Victorian era.

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

Much volunteer time and effort has gone into the renovation project since it began in 2013. Community members continue to give their time to see it through to completion. The current core group consists of five community members, Elizabeth Gibson, Sue LaPorte, Judy Lake and Karen Folger (who is also a historic preservation consultant). This group has been working on the project consistently for the last 8 years, working with the Pawlet Select Board to procure grant funding, raise private donations and oversee work on the building. They have been buoyed in these efforts by the enthusiasm of the community at large. Previous fundraising events have been well attended. The Pawlett Historical Society has been also very supportive of the project.

Evidence of community support for the project has shaped the goals of this restoration project since it started. The community voted overwhelmingly in favor of keeping the town hall in its present location (238 to 77) in 2003. The residents passed a vote in 2006 appropriating the funds from the sale of Town properties for the building restoration. In 2008 the voters approved a loan of \$320,000 to complete the building renovations. Several grants have been secured to help offset the costs of the different phases, but the actual costs have exceeded the estimates considerably. Many people interested in saving the building have come forward to voice support, and have made generous contributions to keep the project moving forward.

It's important to note, however, that the longevity and scope of this project has taken a toll on Pawlet taxpayers. So far slightly more than half of the total cost of approximately \$840,000 has been paid by the Town, with the remainder coming from grants and donations. Discovering the historic painted ceiling previously hidden under the more recent tin ceiling in the auditorium has added significantly to the project total. While the Town recognizes the important historic value of the ceiling, it is also extremely aware that this asset is a bit of a mixed blessing for such a small municipality. That is why outside funding sources are critical at this point. Pawlet will continue to struggle to complete the restoration in phases, but needs the help of grants and private donations to realize that goal.

The Pawlet Town Plan, adopted by the Select Board in 2016, includes a statement of the Town's commitment for this project:

Renovation of the Town Hall, chosen by the voters over new construction, has been proceeding for several years. It is now about three quarters done, with the completion of the upstairs auditorium the last major remaining task. Besides Town monies, volunteers have obtained grants and solicited significant private funds. The Town at this point should establish a working committee to make recommendations and pursue the Town Hall renovation project to its necessary completion. (page 35, Pawlet Town Plan)

## **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. Ceiling restoration: assessment/repairs at water damaged areas, finish filling voids, fill nail holes, fill gap between ceiling and wall board

Estimated Cost: \$15,500

2. Clean ceiling with Absorene

Estimated Cost: \$1,500

3. Skim coat walls

Estimated Cost: \$7,000

**TOTAL ESTIMATED GRANT PROJECT COST: \$24,000**

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

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

GRANT AMOUNT REQUESTED: \$12,000

### **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: Friends of the Town Hall fundraising efforts

AMOUNT: up to \$6,000

SOURCE: Town of Pawlet Capital Budget Fund and Town Hall Repairs and Maintenance Fund

AMOUNT: up to \$12,000

**TOTAL AMOUNT OF MATCHING FUNDING: \$12,000**

*(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.

The Town of Pawlet is prepared to meet the cash flow needs of this project prior to reimbursement with money from its Capital Budget Fund and Town Hall Repairs and Maintenance Fund.

### **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.

Ceiling work: \$8,500 (not including the matching funds)

Skim coat wall: \$3,500 (not including the matching funds)

## 7F. ADDITIONAL BUDGET COMMENTS

1. The estimated cost of the work proposed in this section is based on a report prepared by Sally Fishburn, funded in part by the Robert Sincerbeaux Fund of the Preservation Trust of Vermont, and included as an attachment.
2. The portion of matching funds coming from private donations is not in hand at this time. We have a committed group of fundraisers who have been successful in meeting previous matches, and we have loyal donors to the project over the years. But at this point we have only informal pledges. However, the Town is committed to covering whatever portion of the match is not raised privately.
3. While we would gratefully work with even a partial award, the benefits of completing both work items, ceiling and walls, at this time are very compelling. It will cost more to do the walls later as a separate plastering effort rather than having them done by the same people who are already in place doing the ceiling.

## CRITERION 8: ACCESSIBILITY FOR PERSONS WITH DISABILITIES

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

If yes, please describe:

A major part of the restoration effort over the past 13 years has been to make the building handicapped accessible. Specific modifications made during this time were:

- Restoration of the historic front porch to include a ramp
- Addition of accessible bathrooms to the first and second floors
- Installation of a full-service, three-stop elevator accessing all three floors of the building

With a handicapped-accessible entrance on each floor, accessible bathrooms, and the elevator, the entire building is now ADA (Americans with Disabilities Act)-compliant.

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: Letter of Support from Pawlet Select Board, PTV Stewardship Report

## 11. LEGISLATORS

Please list your State Senators and Representatives

Senators: Brian Collamore, Peg Flory, Kevin Mullin

Representative: Robin Chesnut-Tangerman

## 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!**