

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 or by calling 802-828-3213.

1A. APPLICANT

Name: The United Church of Westford

Address: P.O. Box 53

City: Westford

State: Vermont

Zip Code: 05494

Daytime phone: 802-879-4028

Email address: mhamrell@comcast.net

1B. PERSON AUTHORIZED TO EXECUTE CONTRACTS FOR APPLICANT

Name: Marjorie Hamrell, Chair UCW Preservation Committee

Address: 1976 Route 128

City: Westford

State: Vermont

Zip Code: 05494

Daytime phone: 802-879-4028

Email address: mhamrell@comcast.net

1C. PERSON AUTHORIZED TO ADMINISTER THE PROJECT

Name/Title: John Q. Doane, Architect, UCW Preservation Committee

Address: 110 Center Road

City: Essex Jct.

State: Vermont

Zip Code: 05452

Daytime phone: 802-879-3091

Email address: johndoane@centerstudiovt.com

1D. PROPERTY OWNER (if different from applicant)

Name: United Church of Westford

Address: 21 Brookside Road

City: Westford

State: Vermont

Zip Code: 05494

Ownership Status: (check one)

Municipality Non-Profit

1E. HISTORIC NAME AND LOCATION

Historic Name: Congregational Church of Westford

Physical Address: 21 Brookside Road

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 purpose of the grant.
 Yes No If yes, please comment: Received grant in 2011 to replace deteriorating roof and grant in 2014, to repair and restore the 1st floor framing over the front crawlspace, repair leaks to the steeple and restore the spire upper section of steeple, including; timber restoration, lead coated copper roof replacement, and replacement of the rusted out weathervane with copper replica of the original.

2B. Does your organization have experience with similar federal or state grant programs?
 Yes No If yes, please comment: Two State Historic Preservation grants

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): Original church built in 1809 and after fire restored in 1840

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: Excellent

Repaired with standing seam roof in 2011. (See 4C)

Repairs Needed:

None on main roof

No Grant Funds Requested

4B. Frames & Structure

Condition: Wall frame, roof and steeple framing are in good condition. No deterioration is evident here. Attic framing is in good shape. Any rot uncovered related to eave deterioration was repaired during the 2011 roof repair work. 1st Floor framing and replacement of joists (dry rot, cracked and deteriorated in framing above crawlspace) were replaced and reframed with improved access to crawlspace, completed in 2014. The Steeple structure has also been completely restored in 2015. All 2014 & 2015 work was supported by Historic Preservation grant and local funding.

Repairs Needed:

No more structural repairs to framing are needed.

No Grant Funds Requested

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

Condition: Fair

As part of the previous projects of 2011 and 2014, the siding and trim have been painted above windows and porch architrave, including east gable end, eave trim, and west rake trim. All other siding and trim is in need of repair and repainting. Paint is peeling, some bare wood visible, and some siding and trim has spots of rot or deteriorated wood. See 4G for remaining steeple work.

Repairs Needed:

Painting; Surface preparation and painting of trim, and clapboard siding.

X Grant Funds Are Requested

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

Condition: Generally good. Plaster was repaired/restored and painted in 1992-3. Some long standing cracks exist in the back and several small cracks in the front.

Repairs Needed: Clean out the larger cracks, foam back of the largest, caulk all cracks, and painting entire interior.

No Grant Funds Requested

4E. Windows & Doors

Condition: Fair

Existing windows are single glazed, stained and etched glass, true divided light, double hung windows, tall and narrow and in pairs. Single glazed Plexiglas storm windows are on all windows, but are very deteriorated and do not fully protect the historic windows from weather deterioration anymore, nor do they perform their thermal function. As a result, window sash wood is deteriorated in places, and in need of restoration. Window

operation is compromised with nonfunctional window weights. Most of the stained glass is intact with few cracks.

The two pairs of front doors are in good condition, and require upgrade of weatherstripping, adjustment of hardware, and painting.

Repairs Needed:

Full Window restoration:

Removal of storm windows. Restoration of the windows, including; Repair of wooden sash, reglazing of the stained glass, maintaining the existing glass over the vast majority of the panes, painting of the sash and frames.

Restoration of the window operation, including Replacement of the sash ropes and weights, replacement/restoration of the historic hardware, window lift handle & closure cam, installation of nominal weather stripping.

Installation of new storm windows compatible with historic preservation guidelines, allowing summer ventilation.

Door upgrade, painting and adjustment.

No Grant Funds Are Requested

4F. Foundation (masonry)

Condition: Good condition except deterioration around the concrete cap and steps of the front portico.

Repairs Needed:

Painting of the exposed foundation. Repair around the concrete porch topping, wheelchair ramp, steps and replacement of handrail.

Grant Funds Are Requested

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

Condition:

Porch columns are generally protected from the weather and out of moisture and therefore are essentially free of rot. They are in need of painting.

Upper part of steeple, spire and weathervane are in excellent condition, having been restored in 2015.

The remaining steeple below the spire; The wooden volutes, the Lantern, and the Belfry need restoration of siding, flashing and surface elements.

Repairs Needed:

Restore lantern external wood trim, and siding. Prep for painting.

Restore lantern deck and flashing.

Repair Belfry ceiling and belfry interior board sheathing. Provide improved access platform and ladder to the belfry deck. Repair the belfry deck and flashing. Restore belfry exterior trim. Prep for painting.

Replace belfry louvers.

Exterior finish: paint the steeple from the base of the spire to the base of the belfry.

Grant Funds Are Requested

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

Condition:

The church is built on a ledge with this surface and pockets of poorly draining soils. Nonfunctional gutters were removed with the roof project in 2011. Surface water primarily from roof runoff, feeds the water in the crawlspace, then requiring removal with the sump pump installed in 2009. The site gets wet and does not drain water away well.

Repairs Needed:

Regrade along the sides with new drainable fill. Install subgrade drain piping to collect and discharge moisture downhill.

No 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 present church structure was built in 1840 at a cost of \$3,000. It is situated at the west end of the Westford town common on a prominent knoll, overlooking the village. Its location and its lead coated copper clad steeple provide a singular landmark for the town center. Directly to the east across the common is the former Baptist church, the Red Brick Meeting House as it is known today, has been restored as a community center and fellowship hall. Together the two historic structures frame the town common which has developed into a very active place of year-round community activity. Both buildings are tied by historic titles.

The UCW building measures 65'X46' in plan with a classic portico porch extending 6 feet. A crawlspace existing under the front 1/3 of the building with the remainder a slab on grade. The roof is a classic gable with an area of about 4,100sf. The building style is Greek Revival period. The steeple is a replica of the one that adorns the Congregational Church of Caselton, VT which was designed and built by Thomas Drake in the 1830's. The gable ridge runs east/west with the portico of 4 impressive Doric columns overlooking the town common directly to the east. The siding is white painted, wood clapboards, with white-painted trim. There are seven pairs of stained glass windows (each window approx.. 2 X 12 feet), all given as memorials from the 1800s.

The roof is framed with timber trusses, approximately 12 feet on center. These trusses span the full width of the church, with the bottom chord one piece timber spanning the full the full 46' width. Trusses bear on timber plates of the top of the wall with timber posts enclosed within the plaster sheathing.

It was originally built as a Congregational Church for newly settled resident of Westford. In the 1930s the Baptist, Methodist, and Congregational Churches joined together to form the United Church of Westford in this building. For a time, worship moved seasonally between the Congregational Church Building and the old Baptist Church (now the Red Brick Meeting House), which is now the community center for Westford..

The building currently houses the United Church of Westford which welcomes people of all spiritual traditions to join in Christian worship. It is the only open church in the town of Westford. In addition to church services, weddings, funerals, baptisms and other ceremonies of spiritual journey.

The church is also home to The Westford Food Shelf, the 8 month Westford Music Series and other community celebrations.

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

Major restoration work over the past 5 years includes:

2011: Cleaning out of pigeon guano from the steeple.

Removal and replacement of gutters.

Rebuilding the masonry chimney.

Removal of roof panels and two layers of wood shingles.

Repair of eave framing.

Replacement of eave trim.

Patching of roof sheathing and 1/2" plywood over roof and new underlayment.

New standing seam metal roof with associated flashings and trim around base of the steeple, chimney, eave, rake and ridge.

Installation of snow guards at the southeast corner near the ramp access

Installation of lightening grounding protection

2014: Repair and restoration of the first floor framing and installation of new crawlspace access hatch.

2015: Restoration of the steeple spire, including timber frame restoration of the central mast, spire rafters, spire sheathing and lead coated copper weather sheathing, flashing of the spire base, flashing of the lantern base.

New copper weathervane replicating the original weathervane.

2016: The furnace fire box cracks were welded and repaired, and blower motor for the forced air system restored.

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 plan is to maintain the building as an institution for spiritual needs and community functions. A community telephone survey at the recent 250th town anniversary celebration revealed that participants surveyed supported retaining the vitality of the institution as a church, irrespective of whether or not they personally attended services regularly. Respondents were concerned that the building be preserved in good condition and be available as a community resource for broader community events.

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?

Maintenance and restoration of the building is the goal for the Westford community to sustain the church as a living structure for its current use. Other future work of preservation is listed in this document and will continue to be pursued to preserve this historic structure. The work progresses in a logical way that prioritizes issues and addresses them as Community energy, time and money are available.

This might be summarized

2016 Complete steeple work, front porch & entry restoration, and exterior painting.

2017/18 Window restoration & interior restoration, plaster. Sitework.

Future: Assess heating system.

CRITERION 6: PUBLIC BENEFIT

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

The United Church of Westford is one of two buildings on the Westford common which offer the largest capacity public meeting space within the town's designated village center. The restoration of the UCW white church in its historic restoration continues to revitalize the historic town common. Music concerts are especially appealing in this venue because of the unique acoustics of the sanctuary with its curved back wall, tin ceiling, plaster walls and absence of balconies.

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 church is the signature landmark of the Westford town common where all structures (town offices exception) surrounding the village green are over 100 years old. The church congregation was founded in 1801 by 13 settlers from Cornwall, Connecticut in a barn by an itinerant missionary. The Reverend J.H. Woodward, The "fighting chaplain" of Vermont's First Cavalry, wrote an account of this first worship service for the Vermont Historical Magazine. Woodward and his son were significant figures in Vermont thanks to their valiant service in the Civil War. The original house of worship was destroyed by fire in 1809 and the new church was built in 1840 where it stands today overlooking the entire town common. The church can accommodate over 250 community members and served as a vital community gathering place.

Town officials and community members have long used the church with its majestic steeple as an icon in various media publications. It is the central feature of virtually every official photo of the town, including a Robert Lyons aerial that is the masthead of the town website. The building sits majestically on a small knoll at the west end of the Westford Common, overlooking the village core. It is the heart of the community, literally and figuratively. The church represents the town's strength, integrity and endurance of both person and spirit, with its gracious and historic context of place in this steadfast rural town, at the northeast corner of Chittenden County.

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

Though the church has no direct partners in the restoration, local community, town officials, the selectboard, the planning commission, the Westford Historical Society, the Red Brick Meeting House Inc., support our efforts to restore the church. Two town surveys have produced documentation that local community members strongly support preserving the church building as an important symbol for Westford and the institution as a critical asset of the community. Events with demonstrated broad community support include annual Christmas auction, 4th of July Strawberry Shortcake event, Spring Soup N' Chocolate supper & auction, and annual Westford Music Series, all sponsored by the church.

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. Complete the steeple with restoration from the base of the spire down. (4G)

<u>Belfry deck</u>		
Assessment of bell frame and misc. repair	Timberframer	1,000 allow.
Bell deck	Timberframer	500 allow
<u>Steeple exterior; from base of Spire down to tower base.</u>		
Belfry deck flashing replacement	Steeplejack & metal craftsman	6,500 (verbal estimate 2015)
Misc Trim/siding replacement	Carpenter/painter Steeplejack	1,500 allow
Painting of trim and siding.	Painter	5,000 (quote Sept. 2016)
Star removal/replacement	Carpenter/electrician/painter	500
Replacement/repair of louvers, (4)	Carpenter/painter	4,000
(estimate Sept. 2016)		
65 - 80' Lift, 1 month	rental	3,000 (quote)
		\$ 22,000

Estimated Cost: \$22,000

2. Exterior painting of siding, front columns, trim and doors.

<u>Exterior Painting</u>		Painter
East wall area	17 x 45 = 765 sf.	
Sidewalls	17 x 65 = 1105 x 2=2210 sf.	
West wall	(45 x 20) + (10 x 22.5) = 1125 sf	
Total wall area	4100 sf @ \$ 3.00/sf=	\$ 12,300
Front columns	4 @ 500 ea.	2,000
Misc.		1,000
Total exterior wall painting		\$ 15,300

Estimated Cost: \$15,300

3. Porch concrete repair, sidewalk, and step railings.

<u>Front porch, Concrete repair</u>		Concrete craftsmen
Sidewalk repair, porch repair		6,000 (VCC estimate)
Hand Rails x 3 including installation.		2,100
Total concrete		\$ 8,100

Estimated Cost: \$8,100

4. Estimated Cost: \$

5. Estimated Cost: \$

6.

Estimated Cost: \$

7.

Estimated Cost: \$

8.

Estimated Cost: \$

TOTAL ESTIMATED GRANT PROJECT COST: **\$45,400**

7B. GRANT REQUEST

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

GRANT AMOUNT REQUESTED: **\$20,000**

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: Preservation Account, cash on hand.

AMOUNT: \$20,000

SOURCE: Cash reserve, pledged from current church operating fund.

AMOUNT: \$20,000

SOURCE:

AMOUNT: \$

TOTAL AMOUNT OF MATCHING FUNDING: \$40,000

(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.

Preservation account, cash on hand, additional \$6,000.

7E. PARTIAL AWARD

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

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

Completion of steeple	10,000
Exterior painting	7,000
Porch concrete	3,000

7F. ADDITIONAL BUDGET COMMENTS

After steeple, porch and siding restoration, the additional project of window restoration would complete the exterior restoration, thereby fully preserving the church from weather related deterioration. Ongoing work is directed towards that goal.

Full support of our grant request would allow us to accomplish the immediate need stated above, help us proceed to window restoration more directly and quickly, thereby progressing deliberately toward the ultimate goal of full exterior restoration.

CRITERION 8: ACCESSIBILITY FOR PERSONS WITH DISABILITIES

8A. Is the building handicapped accessible? Yes No

If yes, please describe:

The first floor of the church is handicapped accessible via a concrete sidewalk that connects the parking lot to the front porch and then via a wood ramp and landing at the level of the threshold of the north double door of the front. This provides access into the parlor and from there into the entry and sanctuary. The bathroom is on this floor, but is not big enough to fully comply with ADA requirements.

(Part of the concrete repair described above, improves this sidewalk).

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

There are no plans to make the bathroom handicap accessible at this point.

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:

State Representative, Robert Bancroft, Westford

State Senators Tim Ashe, Philip Baruth, Ginny Lyons, Helen Riehle, Michael Sirotkin,
David Zuckerman

12. CERTIFICATION:

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

X 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: John Q. Doane	
SIGNATURE:	DATE: (mm/dd/yyyy) 10/03/2016

Applications are to be submitted via e-mail to 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, 6th Floor
Montpelier, VT 05620-0501

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