

# Vermont Historic Preservation Grants 2022 Application

*Due Monday, October 4, 2021*

**IMPORTANT INSTRUCTIONS:** Please refer to the *2022 Vermont Historic Preservation Grant Program Application Manual* **before** completing this application. It contains directions to help you respond to each section below and clarifies what information is required. It is available [online](#) or you may request a paper copy by sending an email to [caitlin.corkins@vermont.gov](mailto:caitlin.corkins@vermont.gov) or by calling 802-828-3047.

## 1A. APPLICANT

Organization/Municipality Name: **Town of Richmond, Vermont**  
Address: **P. O Box 285**  
City: **Richmond** State: **Vermont.** Zip Code: **05477**  
Daytime phone: **802-434-5170**  
Email address: [jarneson@richmondvt.gov](mailto:jarneson@richmondvt.gov)

## 1B. PROJECT CONTACT/ADMINISTRATOR (if different from above)

Same as above.

## 1C. PERSON AUTHORIZED TO EXECUTE CONTRACTS FOR PROJECT

Name: Josh Arneson, Town Manager  
Address: **P. O Box 285**  
City: **Richmond** State: **Vermont.** Zip Code: **05477**  
Daytime phone: **802-434-5170**  
Email address: [jarneson@richmondvt.gov](mailto:jarneson@richmondvt.gov)

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

Same as above.

## 1E. HISTORIC NAME AND LOCATION

Historic Name: **Richmond Free Library**  
(referred to as **Griffith Memorial Building** in 1980 State of Vermont, Bridge Street Historic District application)

Physical Address: **201 Bridge Street**

County: **Chittenden**

## 2. GRANTEE EXPERIENCE

**2A.** In the last five years, has rehabilitation work on this building been funded with a State Historic Preservation Grant? If yes, please list the year and grant project.

**No**

**2B.** Does your organization have experience with the last five years with similar federal or state grant programs? If yes, please list the year and grant project.

**No**

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

**Automated**

### **3. BUILDING INFORMATION**

**3A.** Date(s) of original construction and major additions:

**1879, constructed by Universalist Society as a church (historic photo)**

**1956, renovated as cafeteria and gymnasium for School District (historic photo)**

**1991, renovated first floor for Richmond Free Library**

**2003, renovated second floor and mezzanine for Richmond Free Library, included an addition to house elevator and stairwell**

**3B.** Original Building Type:

**Church**

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

**Yes**

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

**No, but determined eligible (see attached email from Devon Coleman)**

### **4. HISTORY**

Briefly describe the building/structure and give a short summary of its history. What were the original/historic use(s) of the building/structure and what is its current use?

**The Neo-Gothic church which currently houses the Richmond Free Library was designed by noted Vermont builder George H. Guernsey and built in 1879 by the Universalist Society. The building was unused from 1940-1956 at which time the building was donated to the local School District and was adapted for use as a cafeteria and gymnasium. In 1989, Richmond voters rejected a plan to demolish the building and voted to renovate it for the Richmond Free Library—the first floor was renovated in 1991 and the second and mezzanine levels in 2003. The State of Vermont recognized this property (listed as the Griffith Memorial Building) as a contributing resource in the Bridge Street Historic District in 1980, and was determined eligible for the National Register of Historic Places in 2016. See Devin Coleman email on submitted flash drive.**

### **5. PRESERVATION OF HISTORIC FEATURES AND CONDITIONS ASSESSMENT**

For each subsection below rate the condition of building elements using the following scale: excellent, good, fair, poor. Then write a short summary of the work needed to repair/restore this element. If no work is needed in any subsection, say so. ***Do not leave any section blank.*** Indicate how any planned or necessary repairs listed in this section meet the Secretary of the Interior's *Standards for Rehabilitation*, including the methods and materials to be used.

#### **5A. Roof**

Condition: **Fair**

Repairs Needed (including methods and materials): **The slate roof is original to the building and is in need of repair and/or replacement. Repair is also needed to roof flashing on the tall East Steeple and the square bell tower. (See 5G below). The roof was evaluated and**

differing recommendations made by Headwaters and Jan Lewandowski in 2015 (copies attached). We recently received high-res drone images which will be used to assess changes since 2015 analysis.

### **5B. Frames & Structure**

Condition: **Good**

Repairs Needed (including methods and materials): **Interior frame is solid and no repairs are planned unless unanticipated issues are uncovered in the roof, East and West Steeple work described above. Jan Lewandowski's concern about frame beneath the East Steeple ornament (see report) will be addressed during roof work when a lift is on site.**

### **5C. Exterior (siding, trim, etc.)**

Condition: **Poor**

Repairs Needed (including methods and materials): **Some exterior trim and siding is in need of repair and/or replacement, (some siding repair was done in 2019). Exterior siding and trim will be replaced in kind (i.e., with wood, but not necessarily the same species) extensively deteriorated or missing components of wood features will be restored based on documentary or physical evidence. Siding will be milled to match existing—we have had siding milled for recent repairs.**

**The siding, decorative elements and windows need to be painted. This is on hold until repairs to East and West Steeples and siding are completed.**

### **5D. Interior (plaster, stenciling, decorative trim, tilework etc.)**

Condition: **Excellent**

Repairs Needed (including methods and materials): **No interior work is planned at this time.**

### **5E. Windows & Doors**

Condition: **Good**

Repairs Needed (including methods and materials): **Windows were replaced during the 1991 and 2003 renovations. Exterior painting is needed for all windows and there is some interior weatherproofing planned.**

### **5F. Foundation and Site (drainage, roads, etc.; conditions impact the building)**

Condition: **Good**

Repairs Needed (including methods and materials): **We recently completed a project to mitigate interior basement moisture concerns, removing old insulation from foundation walls and add a vapor barrier. Existing sump pump was replaced with a commercial-grade unit and piping corrected.**

### **5G. Special Features (steeple, cupolas, porches, etc. if applicable)**

Condition: **Poor**

Repairs Needed (including methods and materials): **Steeple and West Steeple flashing, slate and woodwork are in need of restoration in order to prevent moisture damage to frame per 2015 assessment by Jan Lewandowski in 2015 (copy attached). We recently received high-res drone images which will be used to assess changes since 2015 analysis.**

Per Jan's 2015 report:

**Slate and flashing work on the lower portion of the East steeple, starting at the louvers and dormers, and all over the West steeple, including lifts or scaffolding, estimated cost \$20,000-24,000.**

**Woodwork repairs on both steeples including custom woodwork, coordinated with flashing and slate work above, lift or scaffolding included—estimated cost: \$25-30000**

**East and West Steeple wood trim & siding will be replaced in kind (i.e., with wood, but not necessarily the same species) extensively deteriorated or missing components of wood features will be restored based on documentary or physical evidence.**

## **6. PUBLIC BENEFIT AND LONG-TERM USE**

**6A.** Is the property protected through a preservation or conservation easement through VHCB, the Preservation Trust of Vermont, or another non-profit entity?

**No**

**6C.** What is the planned use of the building following this project? If the building is rehabilitated, will it have a new or expanded use? Describe any changes that will be made to the building to accommodate a new use and whether these changes will impact any historic features.

**The building will continue to house the Richmond Free Library so no new uses are planned for the building.**

**6D.** Describe the public benefit of this project. Is the project building easily visible from public places? Is it important to the history of the community or an important local landmark? Does the community support the project? Are other organizations involved?

**The Richmond Free Library building is a part of a vibrant Town Center Campus which also includes the Town Center Building housing town government, U.S. Post Office and the Richmond Police Department as well as nonprofits with whom the town and library collaborate, including Radiate Art Space, MMCTV, The Community Senior Center and Richmond Historical Society. The library's location strengthens the community's business and nonprofit sectors by drawing people to Richmond's Bridge Street walkable downtown core to patronize stores, restaurants and cafes.**

**Richmond Free Library's core mission is to provide resources and experiences that inspire, inform, entertain, and connect members of the community throughout their lives. In addition to traditional library services and programs, the building houses a large Community Room and small meeting spaces which are the hub of community gatherings. Nonprofits and town groups using the building include formal and informal town committees, business organizations, local arts & crafts fairs, health & recreation providers, concerts and music & dance recitals. Small meeting rooms provide a private and neutral setting for tutoring sessions, AARP Tax Preparation sessions, music practice and one-to-one meetings.**

**The Library serves Richmond (pop. 4,090) and surrounding community -- a (pre-Covid) average of 3,000 individuals entered the library each month to take advantage of library services and community programs.**

## **7. BUILDING SIGNIFICANCE**

Briefly describe the architectural and historical significance of the building and its site. Is it vulnerable or a rare survivor? Does it have an unusual history or unique features that will be preserved as part of this project? You should reference or attach professional documentation to support your evaluation.

The building is a good example of builder George Guernsey's church designs. The Bristol Historical Society has published a pamphlet on his work which also includes downtown business blocks in Montpelier and Burlington. Guernsey also served as the Mayor of Montpelier for many years.

Many Richmond residents have a connection with this building from when it served as part of the school building and the fact that voters rejected a plan to demolish the building and voted to renovate it for the Richmond Free Library is also significant.

In addition to the tall pointed East Steeple and decorative elements such as the trefoil and paneled frieze described in the 1980 State of Vermont's Bridge Street Historic District designation, the most significant feature is the Community Room on the 2<sup>nd</sup> floor which retains the expansive feeling of its original use as a chapel with the tall gothic windows. (photo attached). Its' acoustics make it in demand for presentations and for musical performances and recitals and the library also maintains a grand piano in the space.

## **8. LONG-TERM PRESERVATION PLANNING AND BUDGET**

**8A.** Describe any substantial rehabilitation, restoration or improvement projects completed on this building in the last five years. Then describe additional work that needs to be done following completion of this project. How will these projects be funded? Is there a plan for routine maintenance and long-term preservation of the building? Building assessments and maintenance plans (if applicable may be attached to this application).

**In 2018, a Town Center & Library Buildings Committee composed of Selectboard & Town officials and appointed community members began their work to prioritize repair, preservation, & restoration needs for the Library & Town Center buildings and create an action plan**

**The Committee identified a failing first-floor HVAC system and basement moisture mitigation in the Library building as critical needs and completed this work in 2021.**

**The Committee has developed a comprehensive list of needed projects through analysis of assessments by Headwaters (2015), Jan Lewandowski (2015) and Bread Loaf Construction (2018). These are attached. We recently received high-res drone images which will be used to assess changes since 2015 analysis.**

**We have prioritized urgent library building restoration work:**

- **Flashing and wood trim repair/replacement on East Steeple**
- **Remaining flashing and wood trim repair/replacement on West Steeple (completing work started in 2015)**
- **Slate roof repair and/or replacement**
- **Siding and wood trim repair on building**
- **Painting building and windows**

**The Town will use matching money from the Town Center fund established to address the stabilization, maintenance and renovation needs of all Richmond town-owned buildings.**

**Development of a comprehensive town-wide building maintenance plan is part of this committee's charge.**

**8B.** Briefly describe the proposed grant project. If estimate(s) included with the application suggest multiple options for completing a project or propose work that is not appropriate, indicate which method is preferred and why and/or how the project will be modified to meet the Secretary *Standards for Rehabilitation*.

**This grant request is for \$20,000 and would be used for the East and West Steeple slate, flashing and wood trim restoration in order to prevent moisture infiltration into the frame of the building. The total cost of this work was estimated at \$55,000 in 2015 and see note below regarding updated estimate. Non-grant funding for completion of the project, including the \$20,000 match, will come from the existing Town Center Fund.**

**8C.** Briefly summarize work items from Section 5 in priority order. **Only include those items for which you are seeking grant funding.** If estimates obtained for the project provide a lump sum cost or a “time and materials” cost, include each work item and then enter the total project cost at the bottom of this section. Separate costs for each work item are not required.

#### **WORK ITEMS IN PRIORITY ORDER**

- |   |                                  |
|---|----------------------------------|
| <b>1. Slate &amp; flashing repair – East and West Steeples</b>  | <b>Estimated Cost: \$ 25,000</b> |
| <b>2. Wood trim repair/restoration – East and West Steeples</b> | <b>Estimated Cost: \$ 30,000</b> |
|   | <b>TOTAL COST: \$55,000*</b>     |

\* This is an estimate from Jan Lewandowski (report attached) from 2015. According to information published by ENR (Engineering News Record) the construction cost index has increased from 2015 to 10/2021 by 20%, with an anticipated increase of 1.25% from now until the first quarter of 2022. This adjustment would change the total cost of \$55k to \$66.7k. The increase may even be slightly more for special construction projects such as this due to the significant skilled labor shortage.

#### **8D. GRANT REQUEST**

The *maximum* grant amount you may request is **\$20,000.00**. The Grant Request cannot exceed 50% of the total estimated project cost.

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

#### **8E. MATCHING AMOUNT SUMMARY**

List all sources of matching funding below. Matching funds that equal the grant request *must* be in-hand at the time of application.

**Richmond Town Center Building Fund** AMOUNT: **\$ 20,000**

**TOTAL AMOUNT OF MATCHING FUNDING: \$ 20,000\***

**\*additional funds to complete the project will come from this fund**

#### **8F. SOURCES OF ADDITIONAL FUNDS**

List additional sources of funds over and above your grant request that will be used to pay for the project work prior to reimbursement. Indicate whether these funds are in hand or must still be raised.

**Funds over and above the grant request will come from the Town Center Fund which is an existing fund available to be allocated by the Town Selectboard.**

## 8G. PARTIAL AWARD

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

If yes, describe what funds are necessary to support each discrete portion of the project. Be specific about how much funding is required to complete each phase.

## 9. ACCESSIBILITY FOR PERSONS WITH DISABILITIES

**9A.** Is the building **fully** compliant with the Americans with Disabilities Act (ADA)?  
**We believe so.**

**9B.** If the building is not ADA compliant, describe plans to make it accessible.  
**We plan to upgrade compliance with push button doors as part of the next phase of projects.**

## 10. DESIGNATED DOWNTOWNS AND VILLAGE CENTERS

Is the building in a municipality with a designated downtown or village center?  
**Yes**

## 11. REQUIRED ATTACHMENTS

The following attachments are **required** with the grant application. See the *2022 State Historic Preservation Grant Application Manual* for a full description of each item.

1. Project Estimate(s)  
**On Flash Drive**  
**2015 Jan Lewandowski BldgReport**
2. **Flash drive of .jpg images** (see the *2022 Vermont Historic Preservation Grant Application Manual* for additional instructions).  
**5 images of East Steeple (4 - 2021 drone photos and 1 - 2015 Headwaters photo)**  
**6 images of West Steeple (2021 drone photos)**  
**3 site photos (2021, 2020 and 1960)**  
**2 Community Room photos (1950 and 2019)—reference question 7 special features**
3. Non-profit Applicants: **NA: Municipal building**
4. **\*OPTIONAL** Applicable preservation plans, reports, evaluations, or maintenance plans.  
**On Flash Drive**  
**2015 Headwaters - Full Proposal.pdf**  
**2018 Breadloaf Assessment - Roof & Siding**  
**2018 Breadloaf Assessment - Site**  
**Devin Coleman State Register Email (showing Status of Building as eligible for National Historic Register)**
5. **\*OPTIONAL: NA Current use will continue**

**Note: Incomplete applications or those missing required attachments will not be considered for funding.**

**CERTIFICATION:**

Complete section A or section B below as applicable.

**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 2022 Vermont 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 Vermont 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.

**Applications must be submitted via e-mail to [accd.hpgrants@vermont.gov](mailto:accd.hpgrants@vermont.gov) by midnight October 4, 2021.**

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

If you are unable to submit your application via e-mail you may submit a paper copy to the address below. Do **NOT** bind your application, mount photographs on cardstock or insert pages and/or photographs into plastic sleeves.

**Applications must be postmarked or hand-delivered by 4:30 on October 4, 2021.**

By signing this application, I certify I am applying for a 2022 Vermont 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 Vermont 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:

*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 for a  
State Historic Preservation Grant!**