

# 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 Wheelock

Address: P O Box 1328

City: Lyndonville

State: VT

Zip Code: 05851

Daytime phone: 802-626-9094

Email address: [wheelocktown@gmail.com](mailto:wheelocktown@gmail.com)

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

Name: Wheelock Selectboard Chair, Jason DiGiulio

Address: P O Box 1328

City: Lyndonville

State: VT

Zip Code: 05851

Daytime phone: 802-274-1312

Email address: [tazboyVT@yahoo.com](mailto:tazboyVT@yahoo.com)

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

Name/Title: Carol Rossi

Address: 4972 South Wheelock Rd

City: Wheelock

State: VT

Zip Code: 05851

Daytime phone: 802-626-9083

Email address: [teachpeace2002@yahoo.com](mailto:teachpeace2002@yahoo.com)

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

Name: Town of Wheelock

Address: P O Box 1328

City: Lyndonville

State: VT

Zip Code: 05851

Ownership Status: (check one)  Municipality  Non-Profit

**1E. HISTORIC NAME AND LOCATION**

Historic Name: Wheelock Town Hall, Wheelock Common Historic District

Physical Address: 1192 Route 122, Wheelock, 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:

Received a 2016 VCDP Planning Grant. Currently in process of developing designs for addressing need for handicap accessibility. Black River Design was hired as the architectural firm for the Planning Grant work.

**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 construction 1871; moved onto a basement 1972

**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: GOOD

Standing seam metal roof installed in 1998 is currently in good condition.

Repairs Needed:

Janet Kane, structural engineer, stated that the only portion of the roof that will need repair following the timber framing work is the flashing around the cupola.

Grant Funds Requested

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

Condition: POOR

There is a critical need to repair the damage to the roof support structure. The roof was once supported by 3 kingrod trusses. At sometime in the past, for an unknown reason, someone cut and removed the trusses, removed the kingrods and dismantled and rendered useless the purlin system. The building was closed by the Department of Public Safety in March, 2016 until a system of temporary shoring was installed. Use of the hall is now limited by the Department of Public Safety until permanent repairs are completed.

Repairs Needed:

Repairs that will ensure the safety of the structure and allow the removal of the temporary shoring so the main hall can be fully used again include: rebuilding the truss system in the attic to span 32'; replacement of missing kingrod trusses; addition of diagonal struts to pick up the purlins and support the midspan of the rafters; repair and replace ceiling joists and ceiling as needed; and install tie beams to restrain the walls and truss rafters. The project will use timbers to match the existing structure and traditional joinery.

Grant Funds Requested

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

Condition: FAIR

Repairs Needed:

Damaged clapboards and woodwork pieces need to be replaced. The building needs cleaning, caulking and painting. Proposed improvements to make the building handicap accessible will necessitate repairs to the clapboards and trim in the areas affected at the rear of the building. (See Criteria 8 for more details.)

Grant Funds Requested

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

Condition: FAIR

Repairs Needed:

The dropped ceiling in the hall will be removed to allow access for the timber framing repairs. Ceiling joists will be brought up to the tie beam (original height) and a narrow beaded softwood ceiling will be installed. This will bring back a historic feature of the building. The raising of the ceiling joists and restoration of the ceiling are a part of the proposed scope of work for this grant.

Once the timber framing has been repaired, significant work is needed to make the two floors of this building handicap accessible and add handicap accessible restrooms. Interior repairs will also address fire and life safety issues with the installation of an auto dispatch fire alarm, emergency lighting and illuminated exit signs and hard wired smoke detectors. The basement office area (dating 1972) will be reconfigured to address a need for more space. Rehabilitation work will also address issues of cold temperatures and poor ventilation by replacement of the heating system and improved insulation. Finally, upgrades are planned for all electrical systems and plumbing. Current plans for the basement area include a new accessible bathroom and a small kitchen. The redesign of the basement area will create an office area that meets the needs of the town officers and employees and will serve all members of the community for many years into the future. There are no historic features in the basement. These components of the project are not part of the proposed scope of work for the grant and will follow structural repairs as a separate phase of work.

Grant Funds Requested for Ceiling Restoration

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

Condition: POOR

Repairs Needed:

The existing windows at the main hall are original and the Town plans to keep and repair them as needed. The front entrance stairs and deck are hazardous and will be replaced. One original front door was found and may be restored and reinstalled. All doorways, stairs and entryways will be brought into compliance with code. These repairs are also not part of the proposed scope of work for the grant but will be completed at a later date.

Grant Funds Requested

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

Condition: GOOD

Repairs Needed: None at this time.

Grant Funds Requested

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

Condition: POOR

The need for repair of the cupola structure is critical. It currently presents a safety hazard and threat of damage to the structure as the rear of the tower is poorly supported. The rear support beam is sagging and the tower is rotating backwards and downwards.

Repairs Needed:

A truss needs to be installed that can support the rear of the cupola across a 32' span. The plan includes incorporating the rear tower posts into a double queen post truss. Materials used will be timber to match the existing structure and using traditional joinery.

Grant Funds Requested

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

Repairs Needed:

A new handicap accessible entrance and handicap parking area are included in the plans for rehabilitation. A small addition on the rear of the building will provide access for everyone to both levels of the building. The addition will be designed so that it does not impact the historic character of the building. This work will not be done until after timber framing repairs are completed.

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 Town Hall was built for and has served as the gathering place for our community for 145 years. Annual Town Meeting, Selectboard and town committee meetings all take place here. When the building was moved onto a finished basement in 1972, the town clerk's office was moved out of the clerk's home and into the basement. The Town Hall serves as the town's only polling place and as its emergency shelter. The Town Hall has been the place for weddings, baby showers, graduation parties and funerals, chicken pie suppers and community gatherings. The Hall has been used at various times by youth groups, quilters, a food distribution organization, two churches and a Scottish dance group. None of these activities are allowed to take place in the Town Hall at this time due to the presence of very large, temporary structural support posts. We will be allowed to hold elections in the hall this year, but will need to find a place (out of town) for Town Meeting and for our emergency shelter. Once the rehabilitation project is complete, the Town Hall will once again be available for use by the community, family groups and organizations as well as being used to meet all municipal government needs.

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

2010	Mold mitigation in basement offices and basement meeting room
2010	Curtain drain installed on west side
2010	Gutters installed on west side of building
2016	Temporary shoring was installed, 6 posts on each level, to provide support for the ceiling and roof until a permanent repair can be completed. The posts significantly interfere with the flow of traffic, reduce the space available for use and present a trip hazard.

**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?

When all phases of this project are complete, the building will once again be the gathering place for our community and families as well as serving as the place for municipal offices and functions. There is hope that more groups and organizations will make use of the improved, accessible space. The intent of all involved is that the historic features will be preserved. The correction of previous inappropriate alterations to the building to restore historic features is planned. An example of this would be replacing an unsightly side door entrance to the basement with an enclosed entryway accessible for everyone on the rear, north side, of the building.

**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 Hall Project consists of four major components or phases which include the structural repairs targeted by this grant application, life safety, accessibility and general rehabilitation. Development of a maintenance schedule and inclusion of line items in the general fund budget for both annual and long term maintenance are part of the committee's plans. Our goal is for this building to be preserved for future generations.

#### **CRITERION 6: PUBLIC BENEFIT**

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

Town Meeting has been held in our Town Hall for 145 years. Selectboard meetings, committee meetings, public hearings, the annual rabies clinic and elections all take place here. The town offices are open four days a week. Town records are available here for research by public. The Department of Public Safety has limited use of the hall due to safety concerns.

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 Wheelock Town Hall stands on Route 122 at the eastern end of the village area. The Town Hall anchors the Wheelock Common National Register Historic District. There is a small green area with a war memorial in front of the Hall and the village cemetery is across the street. The village school was lost to fire, the village church was torn down due to disrepair, the tavern/ hotel was taken down brick by brick and rebuilt in Peacham. The Town Hall has been the gathering place for our community for 145 years. The Town Hall is the last remaining historic building in the village center. We will not be able to have Town Meeting and our annual pot luck lunch in our town until we complete the rehabilitation of this building. Many families in our town have memories of family gatherings and events that have occurred at the town hall.

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

The Wheelock Town Plan, adopted in 2014, included the goal “The town wants to preserve historic buildings and assets that provide a reference and insights into the town’s history for the education of townspeople, schoolchildren and visitors.” At a Special Town Meeting held in May 19, 2015, the citizens voted to pursue necessary repairs to and restoration of the Town Hall. At the March 2016 Town Meeting, citizens approved the expenditure of \$30,000 for this project.

Scott Newman of the Preservation Trust of Vermont has been assisting with the development of this project. The Community Foundation of VT gave the town an Urgent Needs Grant to help with the cost of the temporary shoring.

### **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. Timber framing for roof repair  
Estimated Cost: \$46,000.
2. Cupola repair with queen post truss incorporating the rear tower post  
Estimated Cost: \$28,000
3. Repair of ceiling joists and repair/replacement of bead board ceiling  
Estimated Cost: \$19,500.
4. Structural engineer to develop design and oversee construction  
Estimated Cost: \$6,000.

TOTAL ESTIMATED GRANT PROJECT COST: **\$99,500** for structural repairs

#### **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: Town of Wheelock- Community National Bank Tax Anticipation Loan  
AMOUNT: \$20,000

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

*(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.

SOURCE: Freeman Foundation Grant – awarded, agreement signed  
AMOUNT: \$50,000

SOURCE: Town of Wheelock. A bond vote has been proposed to raise matching funds for anticipated grants and funds for expenses not covered by the grants received. The proposed date for the vote is November 8, 2016.

Other grants are being sought to fund other components of the project including a VCDP ADA Modifications Grant and a USDA Building Grant.

## 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. The timber framing repairs and cupola support repairs can not be done in phases and the entire cost for those is estimated to be \$99,500.

## 7F. ADDITIONAL BUDGET COMMENTS

Wheelock is a small, rural community of modest homes lived in by people with modest salaries. Of the 253 housesites reported in the PVR Annual Report of 2014, 74% were eligible for income sensitivity adjustment on their state education tax. Ninety-eight households reported incomes under \$47,000. Wheelock has no industry, no commercial buildings, no summer cottages or other properties that contribute to the tax base. The impact of raising \$20,000 in matching funds through taxes is much greater in Wheelock than it would be on property owners in towns with larger grand lists.

## 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 ramp installed in 1992 for access to the main floor is not up to code and is in disrepair. The basement offices have never been handicap accessible. The Town hired Black River Design Architects to develop a plan for a small, enclosed addition on the rear of the building that will not impact the historic character or features of the building. The addition will serve as the main entrance to both the basement offices and the main hall. The LULA handicap accessible bathroom will be included in the new addition.

## 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



Not at this time, but the town is in the process of amending the Town Plan and applying for designation.

#### **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 Jane Kitchel

Senator Joe Benning

Representative Vicki Strong

Representative Sam Young

**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!**