



REC'D DEC 14 2015

CPA Grant Application Cover Sheet

PROJECT NAME Old Town Hall Restoration & Renovation Public Property/City Project

PROJECT LOCATION 20 Broad Street DEED BOOK/PAGE 2919/15

PROJECT SUMMARY To Preserve and Restore the Building and make it Handicap Accessible

\$ 172,000
CPA FUNDS REQUESTED

\$ 17,200
Non-CPA funds to be expended

\$ 189,200
In-kind or donated services

\$ _____
Total Project Cost

CPA Funds will be used for:
(Check appropriate box)

	Open Space	Historic Resources	Recreational Land	Community Housing
Acquisition of	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creation of	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation of	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation/Restoration of	<input type="checkbox"/> *	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> *
Support of				<input type="checkbox"/>

* eligible only if acquired or created with Community Preservation Funds

Required Attachment. Detailed Project Description, including:

- A. How this project meets the goals and intent of the Community Preservation Act (MGL Chapter 44B)
- B. How this project meets any general criteria and category-specific criteria established for Westfield's CPA projects
- C. How this project will benefit the broader population of Westfield (beyond the specific property itself)
- D. How this project will promote awareness of the CPA (signage, publicity, etc.)
- E. Description and timelines of all steps/phases necessary to the complete project
- F. Project costs and budget, including sources/commitments of non-CPA funds; include formal quotes when possible
- G. Preliminary construction plans, as applicable
- H. Draft deed restriction language, as applicable
- I. Supporting documents, plans, maps, surveys, appraisals, agreements, other information, etc, as applicable

TO FILE: Submit 4 paper copies and digital (PDF) format of all application materials to the Community Development Office

APPLICANT First Congregational Church of Westfield

AGENT/REPRESENTATIVE/CONTACT (if any) Judith Lyon (Property Committee)

ADDRESS 18 Broad Street Westfield, MA 01085

office 568-2833
PHONE 413 296-4349 Home _____ EMAIL Office@churchonthegreen.org

APPLICANT SIGNATURE DATE 12-14-2015

PROPERTY OWNER SIGNATURE Congregation of First Church DATE 12/14/2015

OLD TOWN HALL

LAND AND FIRST TOWN HOUSE
GIVEN BY SAMUEL FOWLER,
NOVEMBER 20, 1820.

THIS BUILDING FIRST USED AT
MARCH 1839 TOWN MEETING.

HIGH SCHOOL ROOMS USED
ABOUT 1842.

HIGH SCHOOL FORMALLY
ESTABLISHED HERE 1855, MOVED
TO NEW BUILDING 1867

USED AS CITY HALL
1920 — 1958.

PROPERTY PURCHASED BY
FIRST CONGREGATIONAL CHURCH
IN 1962.



Together We Believe

*First Congregational Church
of Westfield*

*18 Broad Street
Westfield, MA 01085
Office (413) 568-2833 Fax (413) 568-2835
www.churchoonthegreen.org*

December 14, 2015

**FIRST CONGREGATIONAL CHURCH PROPOSAL
FOR A GRANT FROM THE CITY OF WESTFIELD
COMMUNITY PRESERVATION COMMITTEE**

Attached documents included in this presentation

- 1) Architect's estimated costs**
- 2) Architect's project references**
- 3) History and major renovations since 1995**
- 4) Assessment of land and building by Westfield tax appraisal**
- 5) Architectural drawings for the proposed project**
- 6) Newspaper article on the history of the building**
- 7) Photos of building exterior**

The First Congregational Church, on the Green in Westfield, is applying for financial assistance for a renovation project on the building we refer to as the Old Town Hall. This building is located at 20 Broad Street next door to the church. The building was constructed in 1838 to be used as a public school. It is the oldest public building in Westfield. Since its beginning, uses have included a high school, the Westfield Normal School (later to be Westfield State College), the Westfield Town Hall, Police Station, and Registry of Motor Vehicles.

The church purchased the building from the town in 1962. The Carson Center for Human Services was a continuous tenant from 1980 until August of 2015. This building now is empty and we are actively searching for a new tenant(s).

The First Congregational Church would like to upgrade the building to make it handicap accessible. This plan would include a new grade level entrance at the south east corner of the building (leaving the appearance of the front of the building intact) and a lift to access the first floor, repointing the exterior brick work, restoring the sandstone front steps, exterior painting and repair, a handicap bathroom, and a new stairway to the second floor. Reconfiguration of the kitchen area, electrical work and various other improvements are necessary to bring this building up to handicap access codes. **See document #1**

Over the years, the church has invested in upkeep and renovations to the Old Town Hall building. We have documented over \$225,000, which has been spent to keep this structure sound. **See document # 2.** We have accomplished projects which preserve and protect the historic look of this handsome building. The church benefits from rental income by enabling us to maintain both this Old Town Hall building and our historic church building. We fear that if we are unable to lease the building it will fall into disrepair or we will be forced to sell it. There is the possibility that the buyer may choose to demolish it and replace it with a new building (a restaurant or chain store). Because this location is one which motorists and pedestrians view while coming down Court Street, the visually attractive look which we have now would be lost forever.

The building is in a central location on the Green in Westfield. Plenty of parking is available close to the site. It is close to shopping, restaurants, the bike/walking trail and public transportation. It has a full basement with two floors above. We feel that in order to attract a new tenant, the

building must be made handicap accessible and renovated. Both the handicapped and elderly populations would benefit from this improvement, attracting a broader population for use.

We wish to attract a tenant(s) which would bring clients to our downtown area. Having handicap accessibility will be a prime feature for a potential occupant. We also desire to continue to offer a community use area. Currently, meetings of Alcoholics Anonymous are held four times a week in a large basement room. It is one of our church's mission priorities to continue to offer this space to them. Previously the Boy Scouts also used this community room. Our intention is to make this room available to similar community groups.

At this point, we are unable to project accurate costs and a budget as these require further detailed architectural drawings to enable us to request bids. To date we have spent over \$8,000 for architect expenses and have one rough estimate for future needed work. Any further expenditures will need to be approved by the congregation of the church. Without continued rental income, we are unable to ask for any monies that are not in the appropriated budget. If we are able to obtain a grant, we would move forward to get these detailed plans. It is our expectation that the congregation will agree to appropriate an amount of 10% of the grant awarded. We could then award the contract to begin construction as presented as soon as possible.

Roy S. Brown Architects

85 Chilson Road ~ Wilbraham, Massachusetts 01095
Phone 413.596.2360 ~ Fax 413.596.2360
Email: rsba85@yahoo.com

December 10, 2015

Mr. Robert Brownlee, Property Chair
18 Broad Street
Westfield, MA 01085

Re: Community Preservation Grant Estimates
Office Building
18 Broad Street
Westfield, MA 01085

<u>Project</u>	<u>Construction Cost</u>	<u>Design Cost</u>	<u>Const. Admin. Cost</u>
Side Bldg. Entrance Handicap Lift Handicap Toilet Room Exitway Stair Grade to 2 nd	\$75,000	\$4400	\$1500
Repointing Brick	50,000	2500	800
Exterior Painting Trim Repairs	22,500	1000 (with brick work)	400
Repair Front Steps Hand Rails	8,500	1000	400
Remove Fire Escapes And Doorways	7,500	800	400
New Kitchen	7,300	900	400
Handicap Door w/ Motorized Opener	3,500	250	0
Total	174,300	10,850	3900

Grand Total 189,050

<u>PROJECT NAME & LOCATION</u>	<u>COST</u>	<u>YEAR</u>	<u>PHASE</u>	<u>REFERENCE</u>
Site Accessibility Improvements Shepherd Hill Regional High School Dudley Charlton Regional School Dis. 68 Dudley-Oxford Road Dudley, MA 01571	\$ 300,000	2012	50% Construction	William Trifone Finance Director 508-943-6888
New Concrete Deck Concession Bldg – Spec Pond Wilbraham, MA 01095	\$ 35,000	2012	Bidding	Bryan Litz Parks & Rec. Director 413-596-2816
Rear Site Renovations Career TEC High School L.P.V.E.C. 174 Brush Hill Road West Springfield, MA 01089	\$ 100,740	2011- 2010	Complete	Marc Simons Director of Maintenance 413-735-2200
Classroom Renovations Pioneer Valley Chinese Immersion School 317 Russell Street Hadley, MA 01035	\$ 1.061 mil	2010	Complete	Richard Alcorn Chair / Trustees 413-896-1873
Handicap Access and Envelope Repairs North Amherst School Sunderland Road Amherst, MA 01002	\$ 405,000	2009- 2008	Complete	Roy Rosenblatt Community Services 413- 259-3074
Monument Mountain RHS Building Study Berkshire Hills Regional S.D. Great Barrington, MA		2007	Complete	Steven Soule Assistant Business Manager 413-274-6400 ext. 23
Restrooms/Janitorial Closet River Road Park 511 School Street Agawam, MA 01001	\$ 108,600	2007	Complete	Leon Berneche General Contractor 413-536-2060
Inspections Study Eleven Town Buildings Wilbraham, MA 01095		2007	95% Study	Lance Trevallion Acting Town Manager 413-596-2834
Handicap Renovations Canton Public Schools 960 Washington Street Canton, MA 02021	\$ 533,000	2005- 2006	Complete	Ken Leon Business Manager 781-821-5060

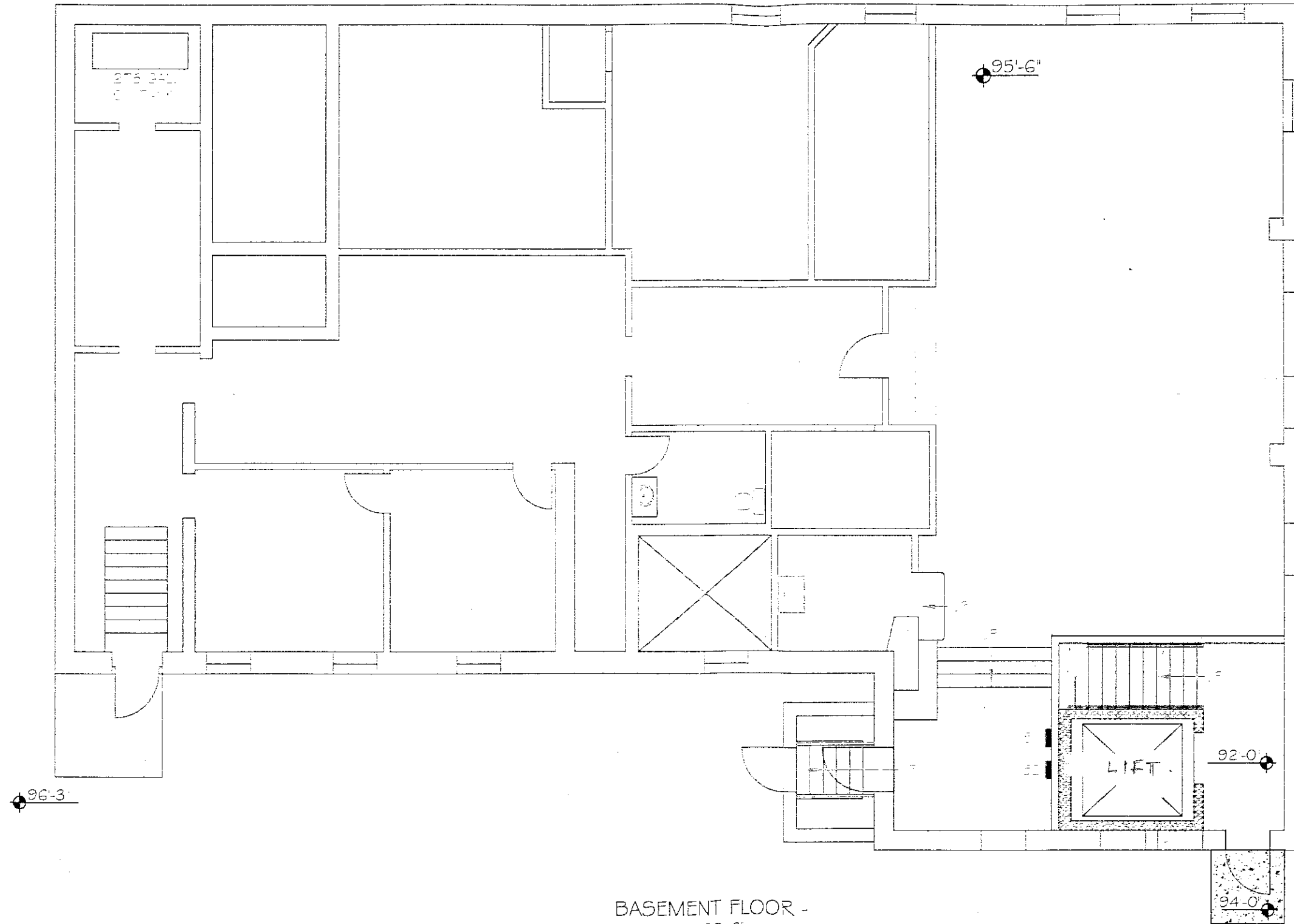
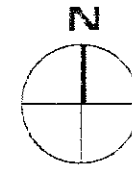
<u>PROJECT NAME & LOCATION</u>	<u>COST</u>	<u>YEAR</u>	<u>PHASE</u>	<u>REFERENCE</u>
Phase 5 Renovations Henry Woods Building Barre Town Hall Barre, MA 01005	\$ 92,000	2005	Complete	Lorraine Leno Town Administrator 978-355-2504
Barre Town Hall Phase 4 Renovations 40 West Street Barre, MA 01005	\$ 69,000	2004	Complete	Lorraine Leno Town Administrator 978-355-2504
Career Tech High School 174 Brush Hill Avenue West Springfield, MA 01089	\$ 9.8 mil	2004- 2005	Complete	Richard Labrie, C.O.O. L.P.V.E.C. 413-525-0003
Barre Town Hall Phase 3 Renovations 40 West Street Barre, MA 01005	\$ 180,000	2002- 2003	Completed	Lorraine Leno Town Administrator 978-355-2504
Addition Curtis Blake Day School 979 Dickenson Street Springfield, MA 01108	\$ 318,000	2003- 2004	Complete	Dr. Paul Quinlan Director 413-205-3420
4 Classroom Addition L.P. V. E.C. West Springfield, MA	\$ 575,000	2004	Complete	Richard Labrie Chief Operating Officer 413-525-0003
Modular Classroom Addition L.P.V.E.C. Johnson Road Chicopee, MA 01013	\$ 120,000	2003	Completed	Richard Labrie Chief Operating Officer 413-525-0003
Inclined Wheelchair Lifts West Springfield High School Cowing Elementary School West Springfield, MA 01089	\$ 66,000	2001	Complete	Kevin McQuillan Business Manager 413-263-3291
Replacement Entry Doors Minnechaug Regional High School 621 Main Street Wilbraham, MA 01095	\$ 76,000	2000	Complete	Richard Scortino Business Manager H.W.R.S.D. 413-596-3884
Replacement Doors Minnechaug Regional High School 621 Main Street Wilbraham, MA 01095	\$ 87,500	2000	Complete	Richard Scortino Business Manager H.W.R.S.D. 413-596-3884

<u>PROJECT NAME & LOCATION</u>	<u>COST</u>	<u>YEAR</u>	<u>PHASE</u>	<u>REFERENCE</u>
Minor Renovations, Phase II Early Childhood School 54 Winsor Street Ludlow, MA 01056	\$ 60,000	1999	Complete	John Kane Dir. of Bus. & Finance 413-583-5663
Handicap Access & Fire Alarms Lake St. /Maple St. Schools Spencer, MA	\$ 450,000	1997	Complete	Roger Pontbriand Business Manager
Inclined Wheelchair Lifts Horace Mann School Franklin, MA 02038	\$ 82,000	1997	Complete	Ken Leon Business Manager 508-541-5247
Inclined Wheelchair Lifts Franklin High School Franklin, MA 02038	\$ 90,000	1997- 1996	Complete	Ken Leon Business Manager 508-541-5247
Handicap Access & Fire Alarms David Prouty High School Spencer, MA	\$ 480,000	1996	Complete	Roger Pontbriand Business Manager 508-885-8500
Miscellaneous Renovations Roofs, Windows, Elevators Westfield City Schools Westfield, MA	\$ 533,000	1996	Complete	James F. Shea Superintendent 413-572-6403
Handicap Elevator Westfield Middle School Westfield, MA	\$ 185,000	1996	Complete	James F. Shea Business Manager 413-572-6407
Handicap Access Study Five Schools Westfield City Schools Westfield, MA	\$ 734,000	1996	Complete	James Shea Business Manager 413-572-6407

These projects completed by Roy S. Brown as principal of another firm:

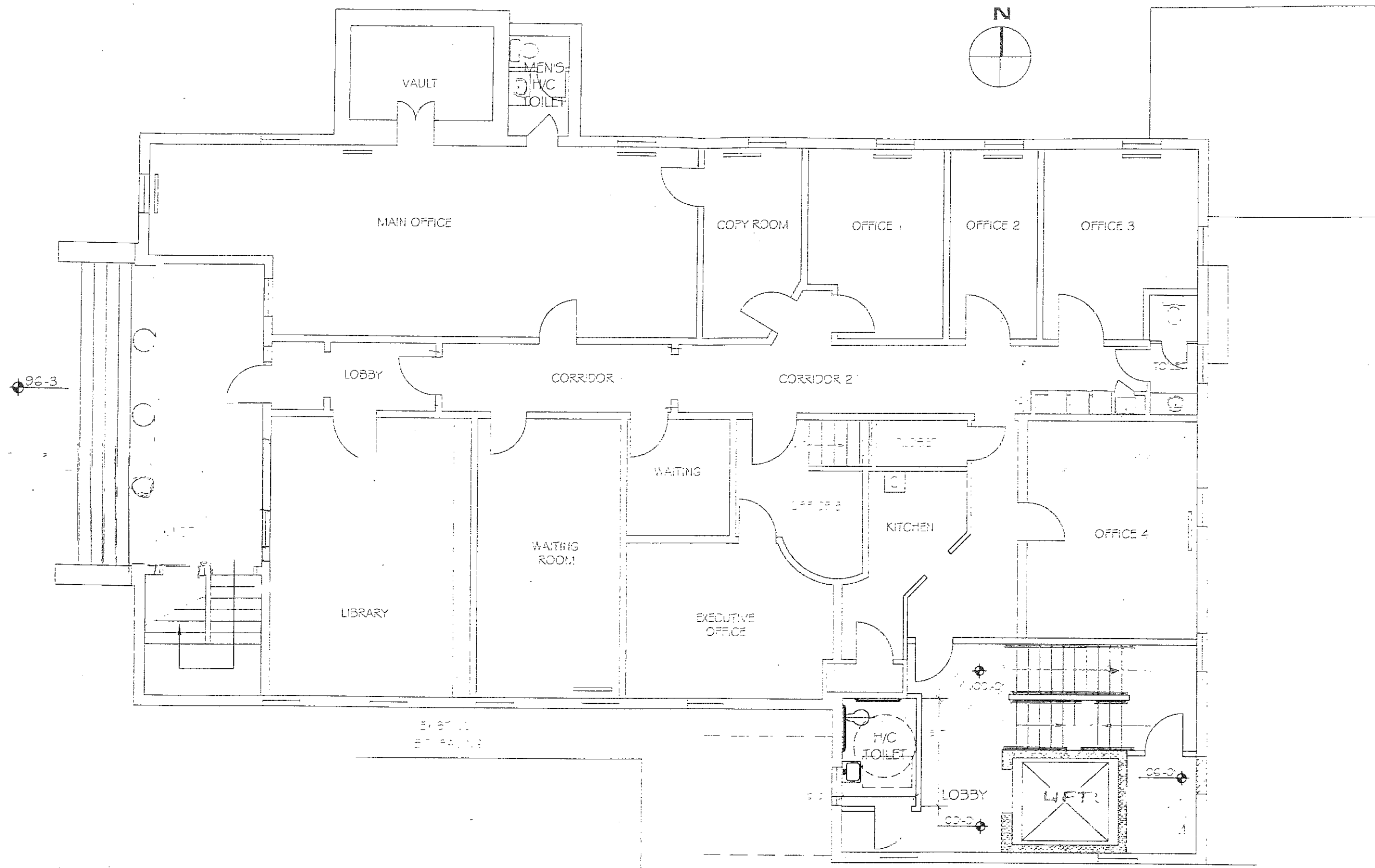
Elevator, Stair & Porches McCormick Building Northampton, MA	\$ 320,000	1996- 1995	Complete	Richard Shea 413-584-9619
School Facilities Study Berkshire Hills Reg. Schools Stockbridge, MA	\$ 7.2 mil	1995	Complete	John Komer Facilities Director 413-528-2410

<u>PROJECT NAME & LOCATION</u>	<u>COST</u>	<u>YEAR</u>	<u>PHASE</u>	<u>REFERENCE</u>
School Facilities Study 13 Buildings Westfield Public Schools Westfield, MA	\$ 4.89 mil	1995	Complete	James Shea Business Manager 413-572-6407
Handicapped Elevator Mohawk Regional High School Shelburne Falls, MA	\$ 140,000	1987	Complete	David Newell Business Manager 413-625-9811

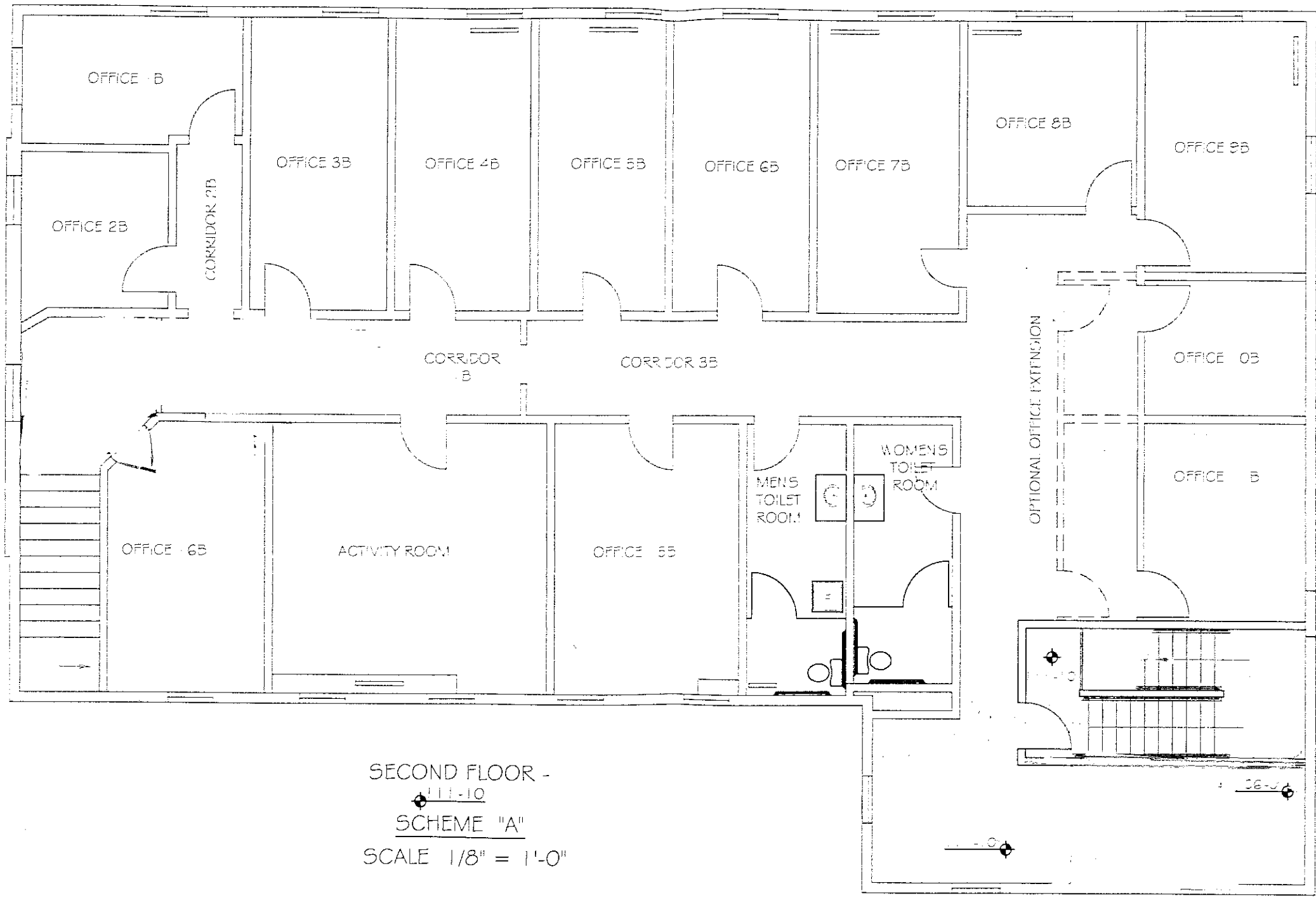


BASEMENT FLOOR -
89'-6"
SCHEME "A"

10/11/17 10:30 AM



FIRST FLOOR -
 100-0
 SCHEME "A"



SECOND FLOOR -
 111-10
 SCHEME "A"
 SCALE 1/8" = 1'-0"

OLD TOWN HALL GRANT APPLICATION

GENERAL FACTS

- Original building built in 1838
- First Church purchased it from the city of Westfield 11/7/62
- Rented continuously (one tenant) since 1980 to the Carson Center for Human Services (formerly Westfield Area Mental Health Clinic) until August 2015
- First floor 4200+ sq. ft. , Second floor 4300+ sq. ft., full basement

MAJOR RENOVATIONS SINCE 1995

1995 – New H.B. Smith B28A-5 section steam boiler (all asbestos removed at a cost of \$16,880). It is dual fuel (gas/oil) and is serviced annually by Clark HVAC.

1996 – Front and one side door replaced (\$2420); new bathroom floors (\$2400)

1999 – Major renovation: structural roof repair (new 50 year single), new outside trim and painting, inside woodwork, plaster and painting \$152,941)

2000 – 50 new thermopane windows installed (\$16,750)

2004 – New gutters (\$3,200)

2005 – Improvements to heating system – new radiators and piping to balance heating system (\$5,500)

2006 – Insulation of all heating pipes

2009 – New tile floor in second floor men’s room. Two new lights over front entry

2010 – Attic cleaned and insulated with R-30 cellulose (\$2,520)

2011 – Lighting retrofit throughout (new fixtures and circuits (\$13,851 reflecting rebates) new flashing and repointing of two chimneys (\$800), resurface front steps (\$475), ceiling replacement (\$1,755)

2013 – Upgrade fire alarm panel to addressable panel (\$2,524)

CURRENT OWNER FIRST CONGREGATIONAL CHURCH 20 BROAD ST WESTFIELD, MA 01085 Additional Owners:	UTILITIES 1 Paved	STRI./ROAD LOCATIONS	DESCRIPTION EXEMPT EXM LAND	Code 9600 9600	Appraised Value 427,100 82,500	Assessed Value 427,100 82,500
SUPPLEMENTAL DATA Other ID: 329/012.0-0009-0000.0 58-8A VET P 17D WIDOW/W 37A BLIND 22 VET 10% D 41C ELDERI 22A VET LOSS 18 HARDSHI 22C VET SPEC 42&43 WIDC 22E VET 100% GIS ID: F_317530_2871177 ASSOC PID#						

RECORD OF OWNERSHIP FIRST CONGREGATIONAL CHURCH	BK-VOL/PAGE 2919/0015	SALE DATE 11/20/1962	q/u U	w/i I	SALE PRICE 2 IN	V.C.
OTHER ASSESSMENTS Total: 509,600						

EXEMPTIONS	Amount	Code	Description	Number	Amount	Comm. Int.
ASSESSING NEIGHBORHOOD STREET INDEX NAME TRACING BATCH						

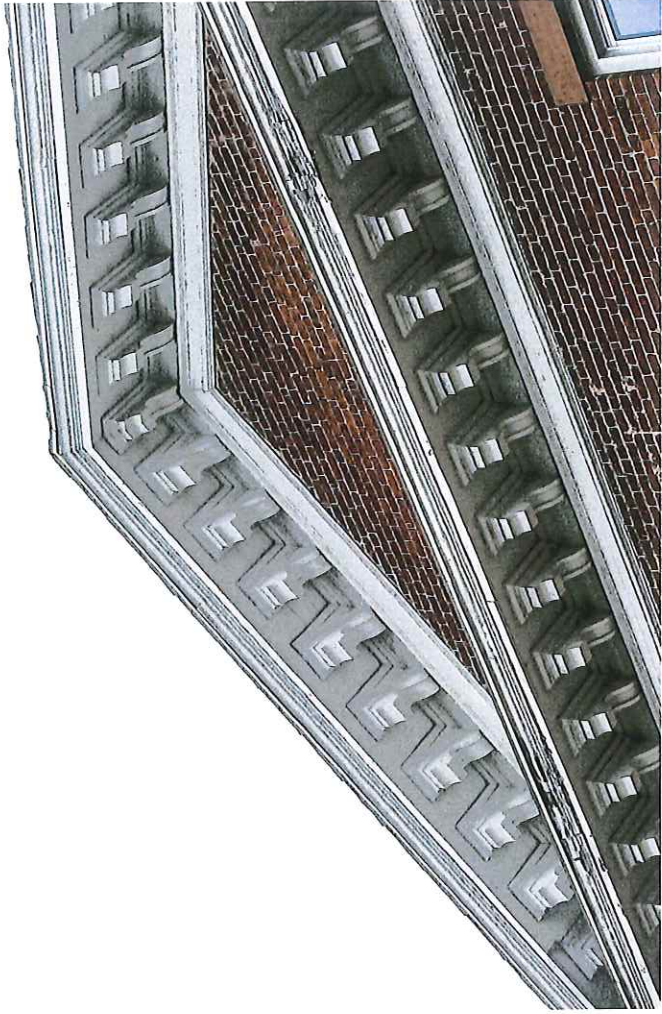
07-SIGNS OLD EYB 1960	Permit ID 45	Issue Date 01/27/2005	Type SG	Description SIGNS	Amount 5,000	Insp. Date 06/30/2006	% Comp. 100	Date Comp. 06/30/2006	Comments
NOTES Appraised Bldg. Value (Card) 427,100 Appraised XF (B) Value (Bldg) 0 Appraised OB (L) Value (Bldg) 0 Appraised Land Value (Bldg) 82,500 Special Land Value 0 Total Appraised Parcel Value 509,600 Valuation Method: C Adjustment: 0 Net Total Appraised Parcel Value 509,600									

BUILDING PERMIT RECORD									
Permit ID 45	Issue Date 01/27/2005	Type SG	Description SIGNS	Amount 5,000	Insp. Date 06/30/2006	% Comp. 100	Date Comp. 06/30/2006	Comments	Date 6/30/2006 9/13/1990
VISIT/CHANGE HISTORY									
									Type IS RW PJ
									ID 51 16
									Cd. Building Permit complete inspection
									Purpose/Result

LAND LINE VALUATION SECTION																
B Use Code 1	Use Description CHURCH, MOSQUE, SY	Zone D CA BB	Frontage	Depth	Units 9,213 SF	Unit Price	Acres 1.00	I. Factor 1.45	S.A. Disc G 1.0000	C. Factor 1.00	ST. Idx. 0.00	Adj.	Notes-Adj.	Special Pricing	Adj. Unit Price 8.95	Land Value 82,500
Total Card Land Units: 9,213 SF Parcel Total Land Area: 9,213 SF Total Land Value: 82,500																

VISION

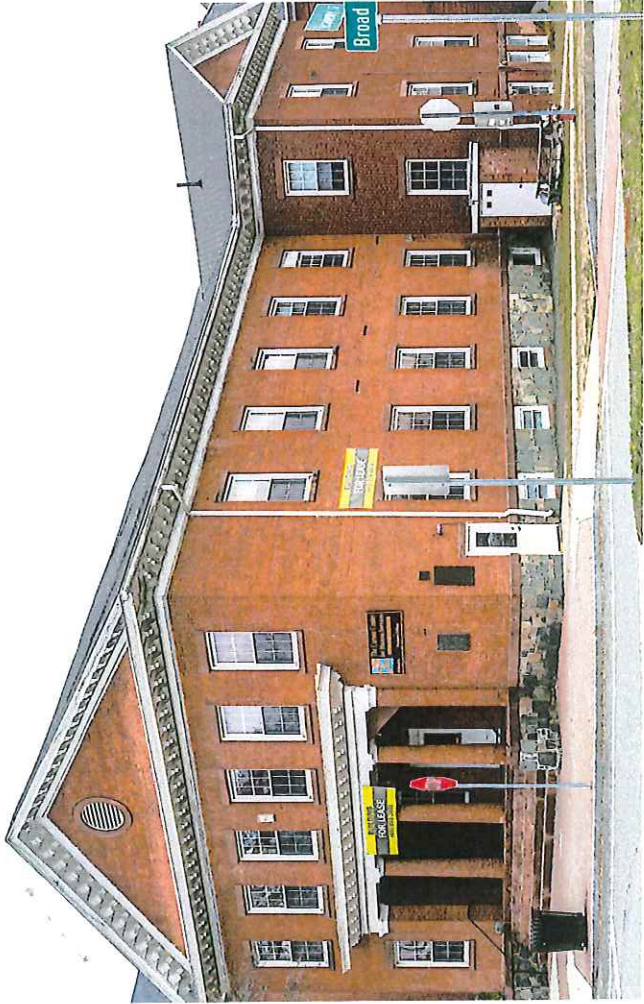
1021
WESTFIELD, MA



South (Academy St.) Cornice Water Damage



South (Academy St.) Cornice Water Damage - Detail



Old Town Hall - Street View



West (Front) Entrance Cornice Water Damage



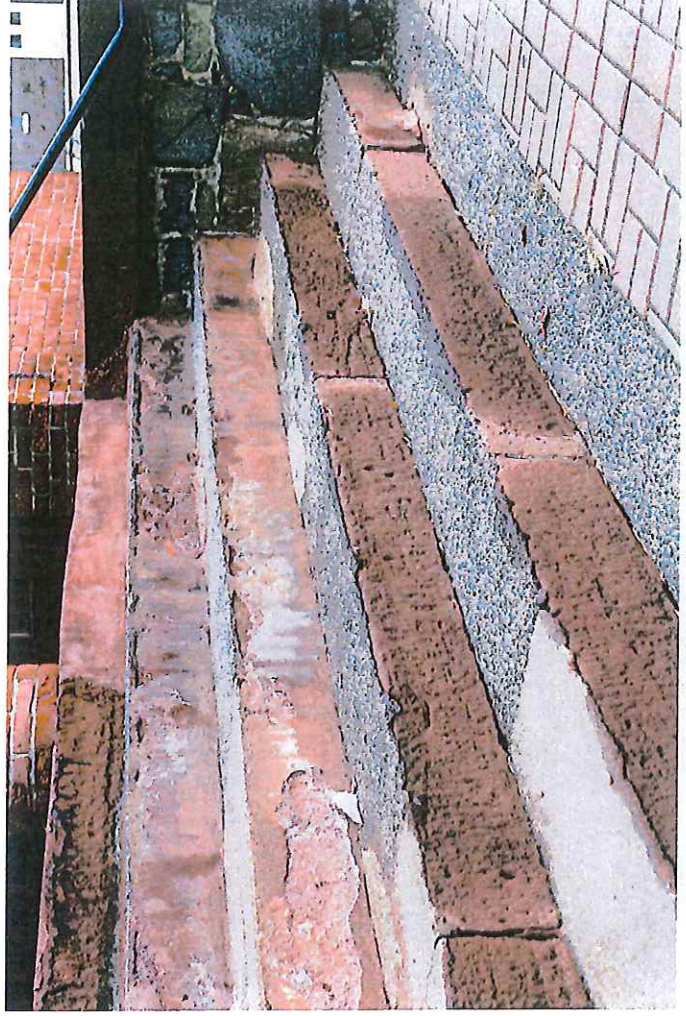
South (Academy St.) - Repointing



Front Steps/Foundation Repointing



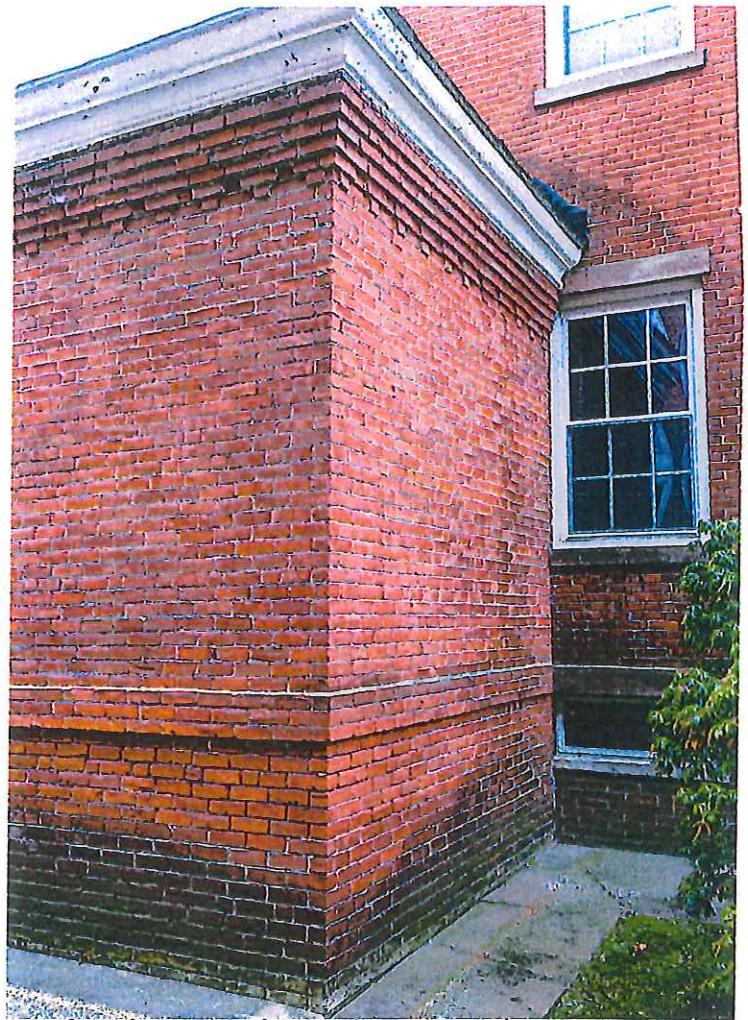
Front Entrance Steps - Left



Front Entrance Steps - Right



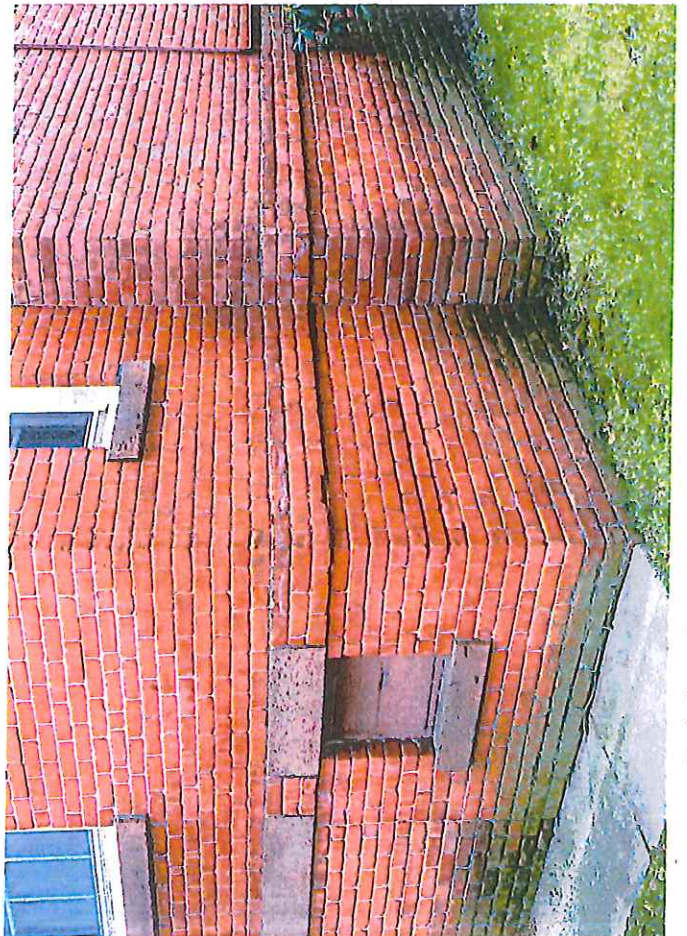
North Near Front - Re-set/Repoint Bricks



Left Side Toward Rear (Near Northeast Corner) -
Repointing and Cornice Water Damage



Northeast (Left Rear) Corner - Repointing



Left (North) Side Near Front - Repointing



The old Town Hall building as it appeared just before renovation work was begun this month. New windows, roofing and other renovations will be modern and energy efficient, but will maintain the "old" look of the building. (Photo by Carl Hartdegen)

Old Town Hall reflects city's history

by JOSEPH BEDNAR
Staff Writer

WESTFIELD — Westfield's first Town Hall found its origin in a defunct U.S. president and a sudden windfall of education money that wasn't used for education.

Now, 163 years after it was built, the brick building at 20 Broad Street is beginning its latest chapter with a series of renovations.

J&D Restoration, a company based in North Adams and Vermont,

The Massachusetts Legislature decided to return the state's share to individual cities and towns to build schools.

Under a 1642 state law, the oldest of its kind in the nation, each town of at least 50 families was to build a "common school," the equivalent of a modern elementary school, and each town of at least 500 families was to build a "grammar school," the equivalent of today's high school. Not every town was in com-

19th-century photograph the absence of a front round window and the presence of a cupola, a small structure on the roof. The rear brick addition was not yet added, and the characteristic front, round-brick pillars were painted white. Brown said most of the changes probably occurred around 1910.

In 1842, the city made another attempt at a high school in the building, but the school folded within a few months. In 1844, Westfield Normal School, later to be Westfield State College, moved into the Town Hall building, staying for a year and a half before moving to School Street in 1846.

By the 1850s, the academy began to show some weakness. Enrollment and funding had fallen, and the building beside the old Town Hall was showing some wear. The town tried to open a public high school for the third time in 1855, and this time it stuck, running classes on the second floor of the Town Hall building.

Meanwhile, Westfield Academy struck back by expanding its building on Broad Street, but once the public school had become entrenched, fewer and fewer parents wanted to pay tuition, and the academy finally gave up in 1867, selling its building to the town. That building became the public high school's new home.

The Congregational church built a new sanctuary in 1860, moving the old church behind Town Hall, where it was used as a blacksmith's shop. In 1890, the original church building and the high school building burned down in separate fires.

The high school was rebuilt and remained on Broad Street until 1930, when it moved to Smith

Avenue, in what is now the upper, older section of Westfield Vocational Technical High School on Smith Avenue. The old academy building then became a middle school.

Meanwhile, the college had moved to Court Street in 1892, and the building at School and Washington streets became an elementary school. It is now the Westfield District Court facility.

In 1956, the state and city swapped properties, with the city receiving the Court Street building for the new, and current, City Hall site, and the college moving to Western Avenue.

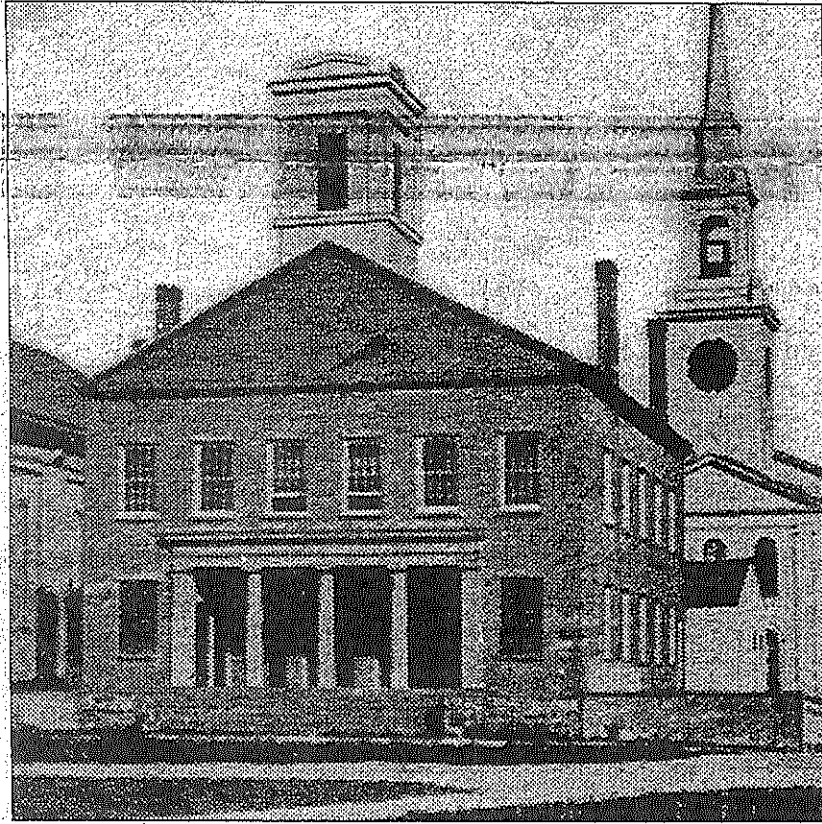
As the 1960s dawned, the Congregational church purchased the old Town Hall. Around the same time, the middle school moved to nearby West Silver Street. The high school moved from Smith Avenue to Montgomery Road a few years later.

Plumley said the Prudential Committee wants to maintain the historical value of the old Town Hall, so the work will combine modern quality with an older aesthetic.

For instance, the windows will be replaced in the original 12-pane style and weatherproofed, making them "modern windows that look like old windows, of course," Plumley said.

"The present windows are not very weatherproof. They're old, and they're leaky. The new windows would be far more fuel-efficient. There are a lot of windows in the building, and the heating bill will be a lot better in the future."

Anyone may assist the renovation work by contributing to the Old Town Hall Restoration Fund, set up at Westbank



The Town Hall as it used to be. In the background is the Bulfinch Meeting House after it was moved in 1860. It was destroyed by fire in 1890.

is already busy on phase one of the renovations. Workers are replacing the old slate roof with a new kind of shingle that looks like slate. In addition,

pliance.

Like many communities, Westfield had a common school but no public secondary school.

tion, the outside wood work will be checked for deterioration, and any bad wood will be replaced. After that, any lead paint will be removed, and all exterior paintable surfaces will get a new coat.

Future phases will include window replacement, stabilizing the roof framing and ventilation upgrades.

The work is being paid for through a fund maintained by rent paid to First Congregational Church, which has owned the building for about 40 years. The Westfield Area Mental Health Clinic is the current tenant.

"It was Westfield's oldest public building, and it also was the first (public) high school in one single room," said Barry Plumley, who chairs the Congregational church's Prudential Committee, which is overseeing the renovations.

According to Robert Brown, a retired Westfield State College professor who has researched the old Town Hall's colorful history, everything about Westfield's oldest public building can be traced back to President Andrew Jackson.

Jackson hated the National Bank, the precursor of today's federal banking system. So when the bank's charter ran out in 1836, Jackson refused to renew it, leaving the government with a huge chunk of money.

"So for the first and last time in U.S. history, the federal government returned money to the states," Brown said.

"There's some indication that maybe the first year (1837), for a month or two, they tried a school. The records aren't good, but it's possible," Brown said.

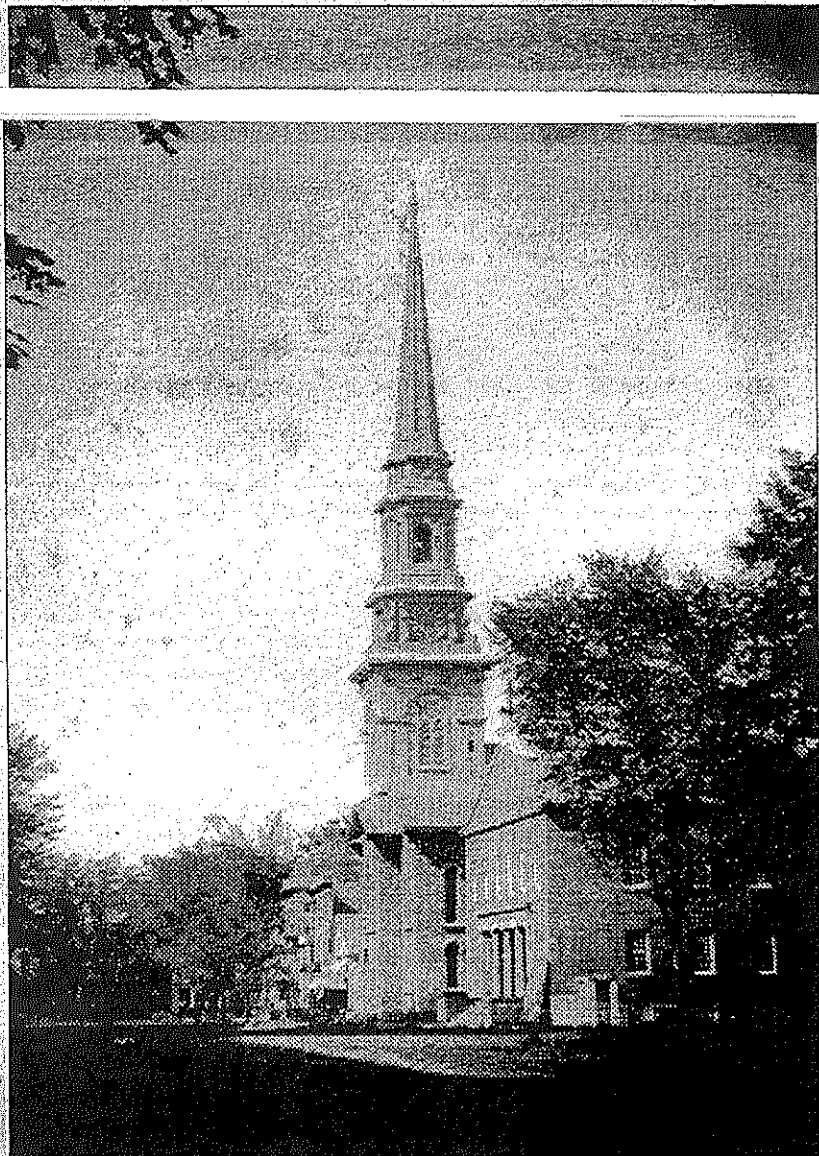
The problem was Westfield Academy, a private high school located since 1800 on the spot where the Fire Department headquarters now sits. With 400 tuition-paying students at the academy, town officials figured residents didn't want to pay taxes for another high school.

So Westfield's first Town Hall was launched, right next to First Congregational Church, which was born in 1806 and was also known as the old Bulfinch Church, after its noted architect.

The city bought land just to the south of the church from James Fowler, a prominent, wealthy landowner. A small white house on the property was relocated to the church's north side in 1839, making room for a new brick building, which soon housed town offices.

"It looked different than it does today," Brown said, noting in a

Say you saw it
in the
Westfield
Evening News!



The old Town Hall, shown with the First Congregational Church and its 200 ft. tall steeple. Note the man waving from the top. This steeple was knocked down in a wind storm, February 27, 1886. (submitted historical photo, circa 1875)