# Description of the Planning Process

The Coventry Economic & Community Development Strategic Plan began in April 2019, by beginning the data analysis that eventually culminated in the "Existing Conditions" report elsewhere in this appendix. At the same time, efforts were begun to assess the potential for re-use of the Coventry Church building. This involved the following steps:

## Exploration of the Re-use of Coventry Church:

- Attendance by Peter Fairweather and Town Administrator Amanda Carlson at a "Sacred Places" workshop held by the Preservation Trust of Vermont on approaches to reviving and revitalizing church buildings and other faith-related community gathering spaces, May 20-21, 2019.
- Arrangement of a grant from the Preservation Trust for a preliminary assessment of the condition of the church, July, 2019. This report is included in the appendix on the Church
- A community outreach session through a Church Open House and Main Street BBQ and survey to solicit residents' opinions on the re-use of the Church. The open house was held on June 26, 2019. The community survey ran concurrently.

The results of this effort are found in the appendix "Results of Community Outreach Regarding the Re-Use of the Coventry Church."

## Stakeholder Outreach:

From June, 2019 to November, 2019, was a time of extensive consultation with residents and other stakeholders about Coventry and its potential for economic and community development. Interviews and small group meetings were held involving over 40 Coventry residents and stakeholders. A partial listing of some of the participants is provided below in alphabetical order.

| | |
|---|---|
| David Barlow | Treasurer, Zoning Administrator, Trustee of Cemetery Funds |
| Scott Briere | Select Board Member and Business owner – Al's Snowmobile |
| Jim Cobb | Village Property owner |
| Rene Desrochers | Village Property owner |
| Jeanne Desrochers | Prudential Committee Chair of the Coventry Fire District |
| Alan Feltmarch | Coventry Church Congregation |
| Kate Fletcher | Assessing Clerk, Delinquent Tax Collector, SWIP Committee, Recreation Committee |
| David Gallup | Select Board Member and Road Commissioner |
| Joe Gay & Jeremy Labbe | Casella Landfill |
| Skip Gosselin | Resident |
| Josh Griffes | Planning Commission and SWIP Committee |
| Kathy Holbrook | Owner/operator of Martha's Diner |
| Amanda Jensen | School Board Director |
| Moe Jacobs | Planning Commission Chair |
| Amanda McKormick | Coventry Town Foundation Board Member, involved parent, farmer |
| Michael Marcotte | Select Board Chair; House Committee on Commerce and Economic Development Chairman. |
| Phil Marquette | 911 Coordinator; Emergency Management Director; Planning Commission Member, Newport City Firefighter |
| Brad Maxwell | Former Select Board Member and Owner of Maxwell Farms |

| | |
|---|---|
| Jean Maxwell | Coventry Town Foundation |
| Matt Maxwell | Coventry Village School Board Chair |
| John Miller | Village Property owner |
| John Morley | Orleans Village Manager |
| Dale Perron | Coventry Town Foundation |
| Leo Piette | Coventry Town Foundation |
| Lisa Ryan | Preservation Trust of Vermont |
| Martha Sylvester | Former Recreation Director |
| Steve Taylor | Village Property owner |
| Deb Tanguay | Town Clerk & School Treasurer |
| Fred Webster | Collector of Rural Vermont artifacts |
| Don Whipple | Coventry Town Foundation Board Member and Newport City Business Owner |
| Representing Agencies/Organizations | |
| Richard Amore | Agency for Commerce and Community Development |
| Dan Delabruere | Rail & Aviation Bureau Director, Vermont Agency of Transportation |
| Laura Dolgin | Newport City Manager |
| Daniel Gauvin | Lakeview Aviation, NEK International Airport |
| Todd Rohlen | Coventry Village School Principal |
| Michael Schirling, | Secretary of Commerce & Community Development |
| David Snedeker | Northeastern Vermont Development Association |

In addition, there was a community meeting on November 13, 2019 to present and discuss the preliminary findings of the Economic and Community Development Strategy. Approximately 40 people were in attendance.

Following this outreach, the draft plan was assembled in its current form. It will be presented to the voters of the Town of Coventry on Town Meeting Day, March 2, 2019.

## Description of the Draft Village Improvement Program

# COVENTRY VILLAGE IMPROVEMENT PROGRAM
# DRAFT DESIGN STANDARDS

## I. PURPOSE

The purpose of these design standards is to encourage the construction and/or redevelopment of residential buildings in Coventry's Designated Village Center in a manner consistent with the historic character of the Village. This will be accomplished by providing property owners with rebates for the construction or renovations that meet the design standards in section III of this document.

In order to establish and maintain eligibility for the VIP's rebates, applicants to the program must demonstrate that work they will be submitting for rebates complies with these standards, as described below in section IV.

These standards are drawn from design guidelines and standards in place in communities throughout Vermont. The most important reference for these standards is the book *A Field Guide to American Houses* by Virginia McAlester. Applicants should refer to this work when documenting applications for rebates.

The design standards themselves have been created to strengthen and sustain the historical character of Coventry Village. While an understanding of a community's physical character can often be lost in the passage of time, Coventry is fortunate to have fairly detailed documentation of its appearance over the decades. The design standards have been created drawing upon similar work that has been done in communities throughout Vermont. But the community can be assured that these standards reflect Coventry's historical character thanks to the dedication of Coventry Village resident John Miller, who has created an archive of historic photos of the Village and Town. The historical photographs used in these design standards are from Mr. Miller's collection and are used with his permission.

# II. COVENTRY'S HISTORIC CHARACTER

As shown in Figure 1, the view from Trudeaux's farm 100 years ago revealed Coventry to be a compact farming village, anchored by the church at one end, with Federal and Victorian style houses found throughout the Village.

Figure 1. View from Trudeaux's.

Source: Collection of John Miller. Used by permission.

Figure 2 and 3 show commercial buildings at the corner of what is now Main and Coventry streets

Figure 2. Store of North Side of Newport Street.

Source: Collection of John Miller. Used by permission.

Figure 2 and 3 show commercial buildings and residences at the corner of what is now Main and Coventry streets

Figure 3. Main Street, 1930s

Source: Collection of John Miller. Used by permission.

Figure 4 contains a photo from the 1950s looking south on Main Street toward the church. Despite the passage of time and the re-routing of Route 5 and numerous fires and floods, the historic character of Coventry Village has endured. These design standards are intended to help preserve that character for future generations while fostering revitalization and redevelopment of houses and commercial buildings throughout the Village.

Figure 4. Main Street, 1950s.

Source: Collection of John Miller. Used by permission.

# III. DESIGN STANDARDS FOR THE VILLAGE IMPROVEMENT PROGRAM

These standards are intended to ensure that projects receiving rebates under the Village Improvement Program are consistent with the historical character of Coventry Village. The standards are divided into two sections: A. Overall Building Form & Placement and B. Building Details, such as siding windows, etc.

## A.

## Overall Building Form

The historic photos make it clear that there has always been a consistency in the building forms in the Village. Thus, projects receiving rebates under VIP (either for new construction or for renovation) must conform to acceptable overall building forms.

NOTE: To the maximum extent feasible, all construction is to be consistent with Efficiency Vermont's "High Performance" level of construction to ensure maximum long-term cost savings to the home owner while also making the project eligible for additional financial support from that program.

### 1. Overall Building Form: New Construction

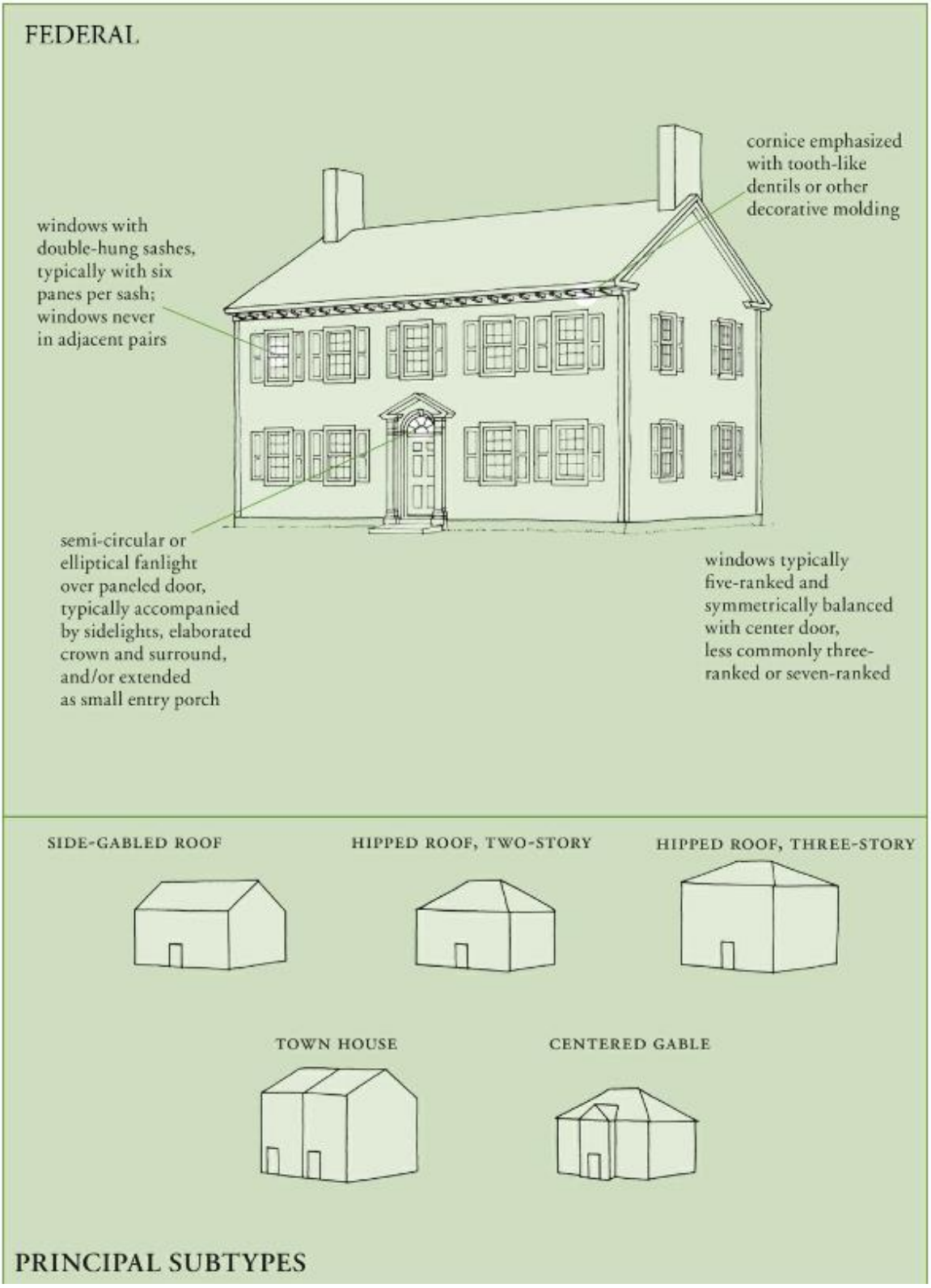
To be eligible for the "Building Form" rebate, a new structure most be two stories and conform to one of the following building styles as defined in *A Field Guide to American Houses*:

- Federal
- Gothic Revival
- Victorian-Stick
- Queen Anne
- Victorian Folk

Figures 5 through 9 provide illustrations of the historic building forms that are eligible for rebates support through the VIP.

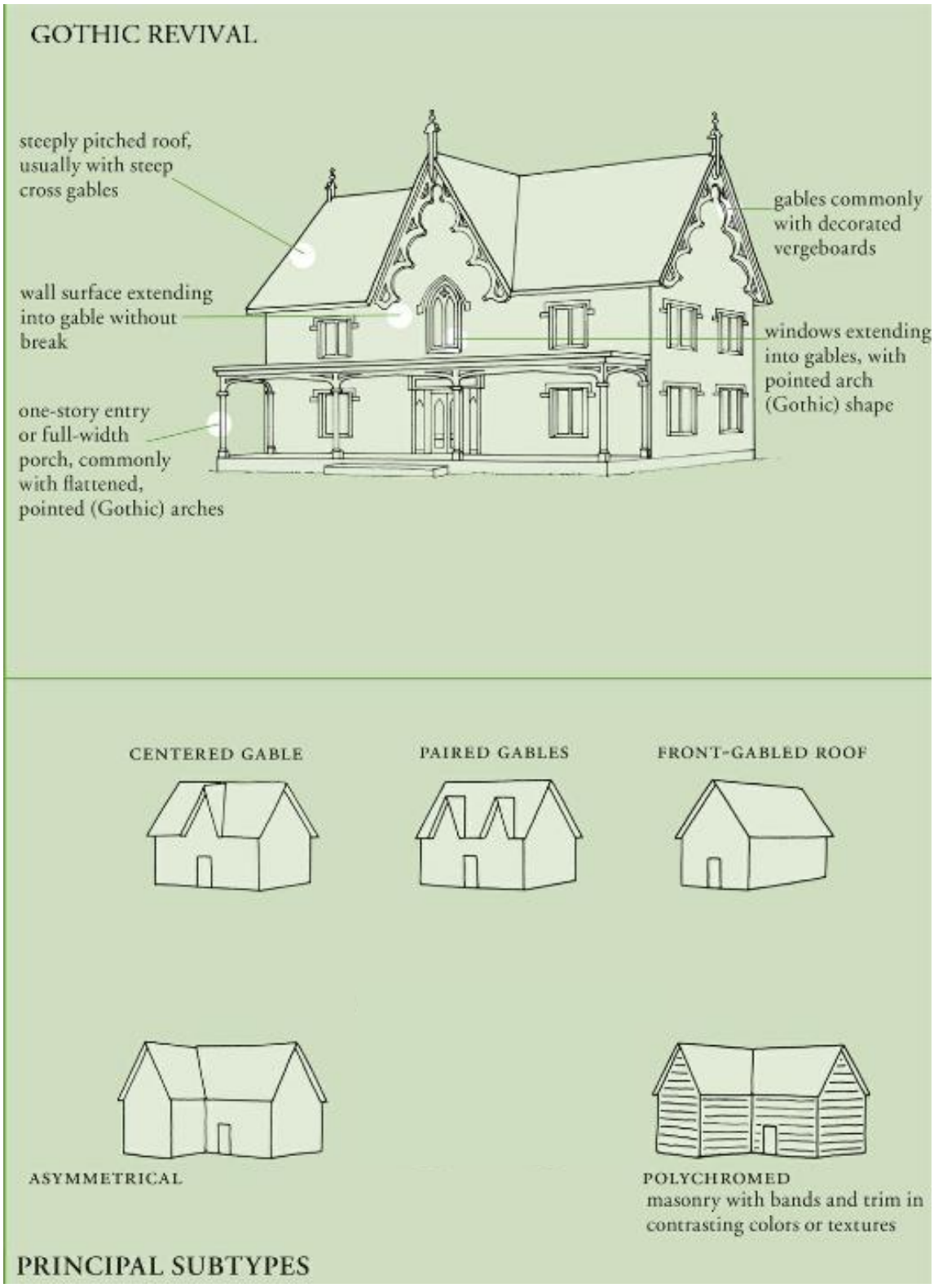
Other styles may be permitted if the applicant can provide documentation that the style is consistent with traditional building forms in the Village through old photographs, architectural renderings from the pre-World War II era or other forms of proof. Applicants should base their documentation upon information from *A Field Guide to American Houses* and similar sources, as appropriate. In order to receive a rebate for Overall Building Form, the following guidelines must be adhered to:

Figure 5. Building Forms for The Village of Coventry: Federal.



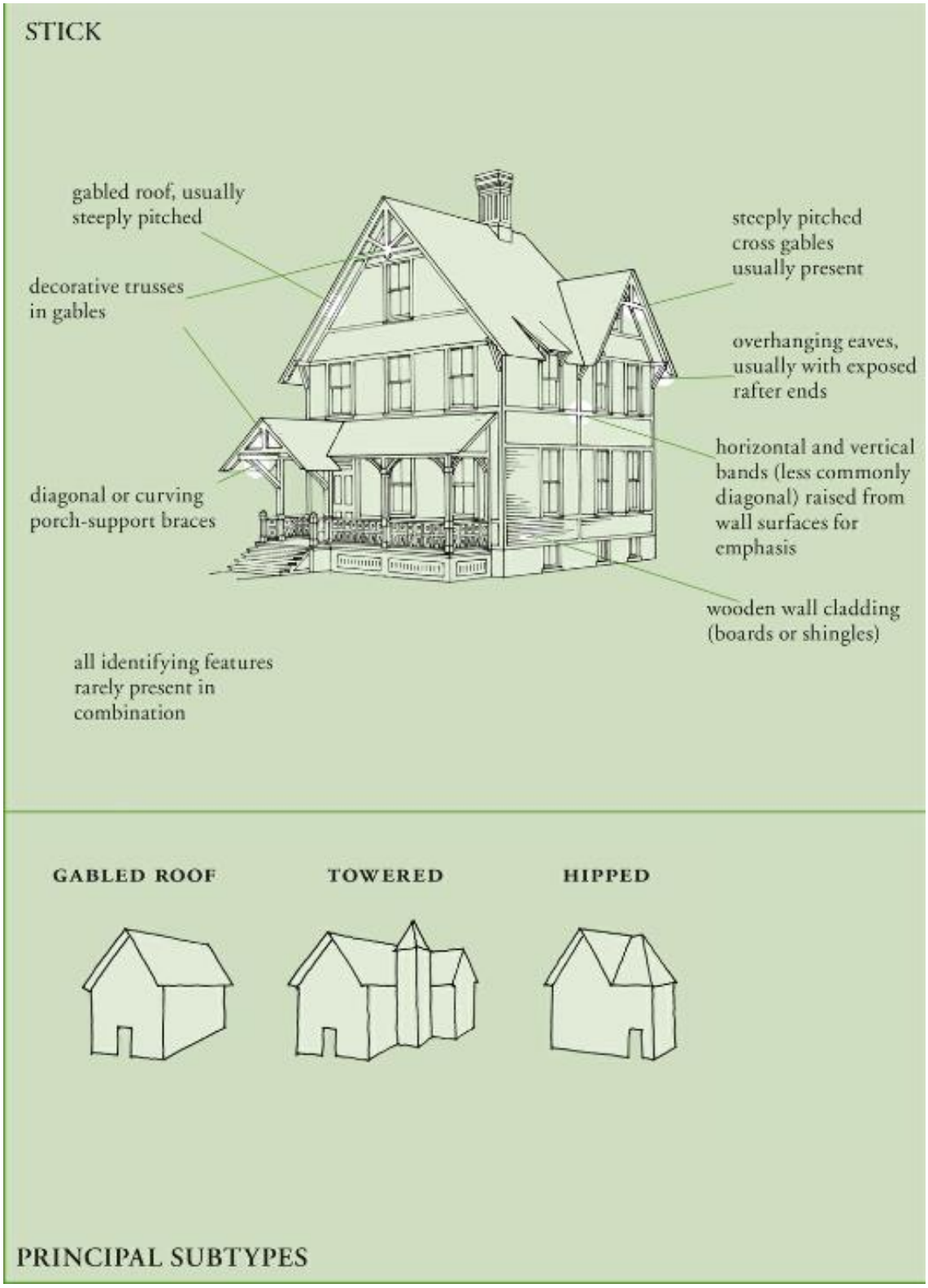

Source: (McAlester, 2014)

Figure 6. Building Forms for The Village of Coventry: Gothic Revival.



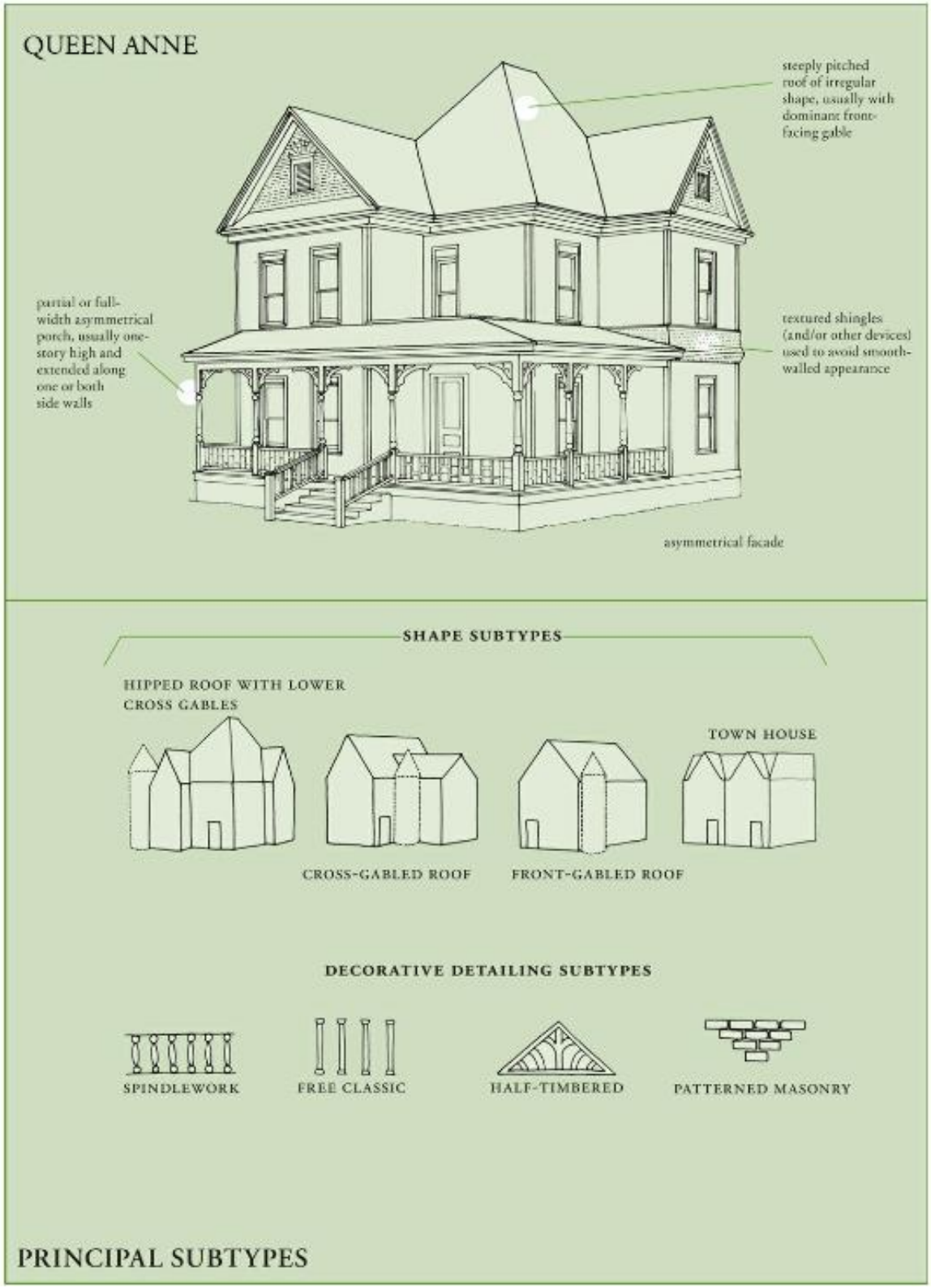

Source: (McAlester, 2014)

Figure 7. Building Forms for The Village of Coventry: Stick.



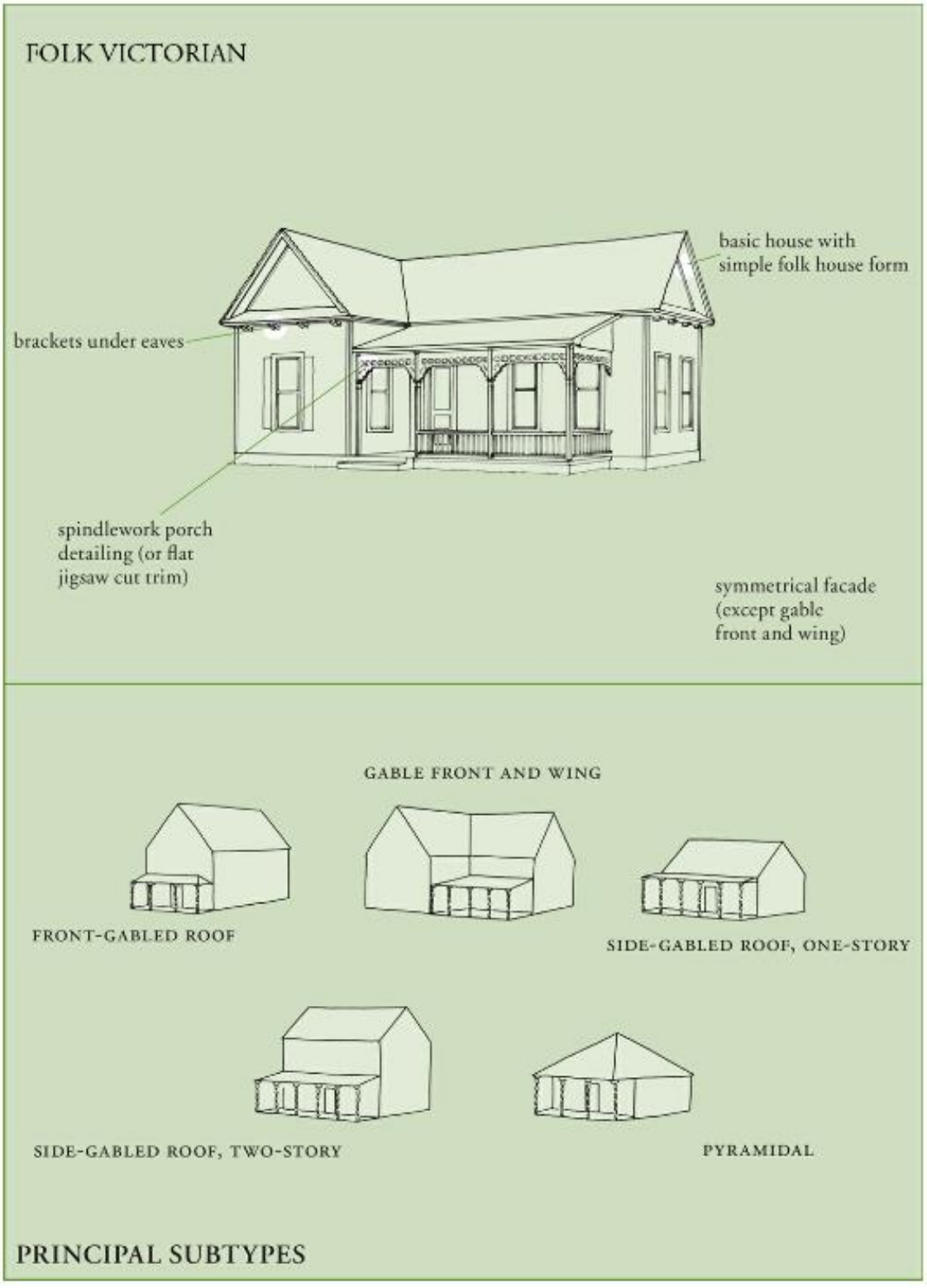

Source: (McAlester, 2014)

Figure 8. Building Forms for The Village of Coventry: Queen Anne.




Source: (McAlester, 2014)

Figure 9. Building Forms for The Village of Coventry: Folk Victorian.

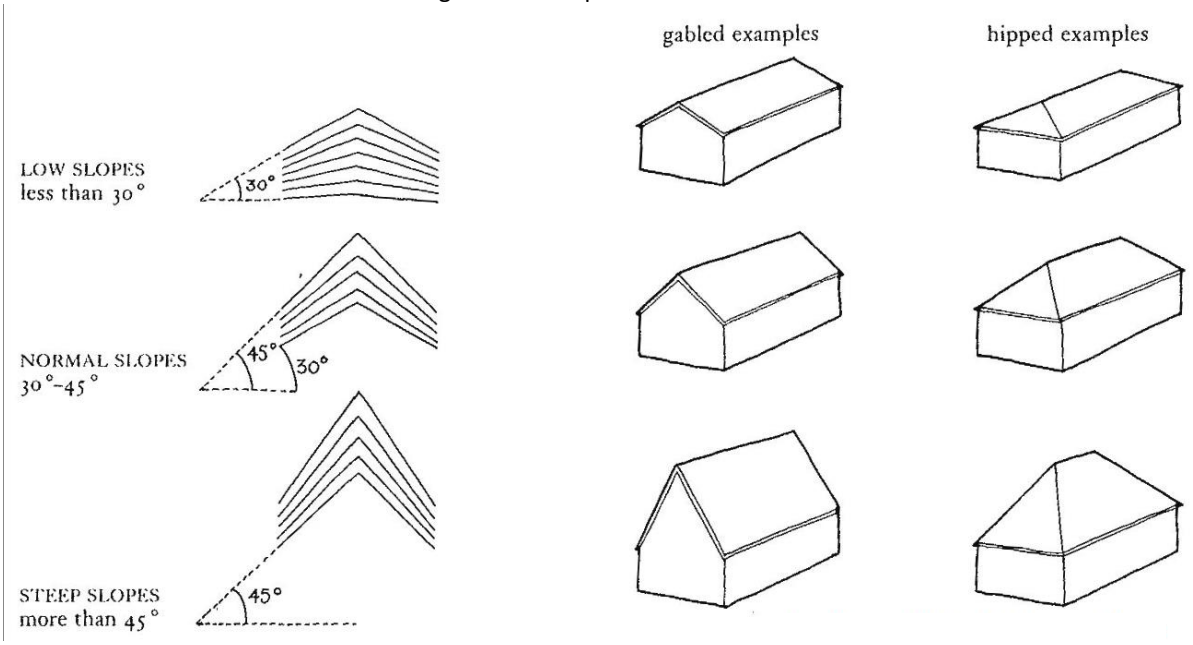



Source: (McAlester, 2014)

### a. Roof lines

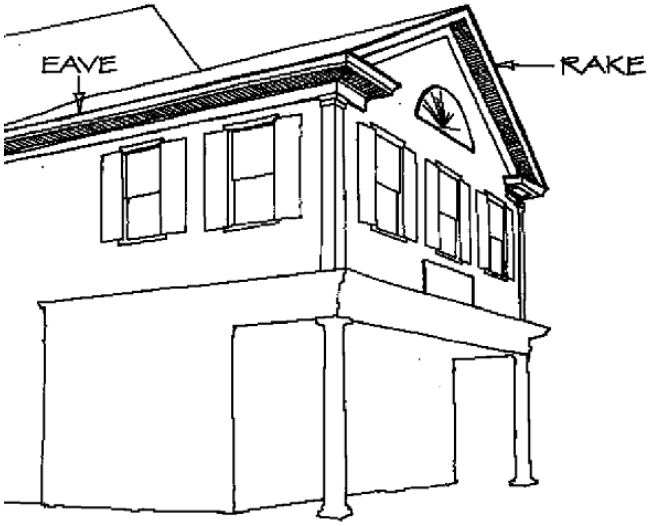
Pitched roofs are required. As shown in Figure 10, normal or steep pitched roofs are required over low slope pitched roofs. Coventry's simple building shapes are enhanced by overhanging eaves and rakes. To be eligible for a rebate, these overhangs should be proportionate with the overall size of the building., but should be a minimum of 12 inches for the eaves and 8 inches for the rakes. (See Figure 11.)

Figure 10. Acceptable Roof Pitch.




Source: (McAlester, 2014)

Figure 11. Overhanding Eave & Rake.




Source: (Landworks and Smith & Vansant, 2001), p.25.

### b. Use/Preservation of Porches

New construction: Porches are encouraged in new construction in which the Gothic Revival or Queen Ann style architecture is the Overall Building Form.

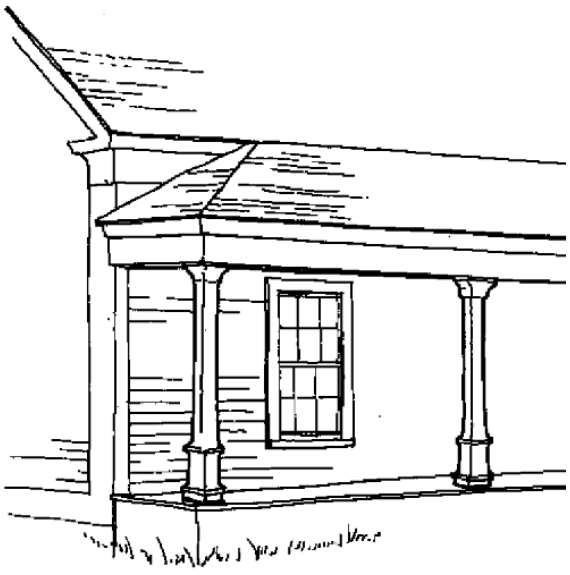
Additions and Alterations: For existing buildings, porches should be left open rather than walled in. Whenever possible, existing closed in porches should be reopened during renovation. See Figure 12.

Figure 12. Example of an Existing Front Porch.

Source: (Landworks and Smith & Vansant, 2001), p. 27.

As shown in Figure 13, columns on porches should be spaced so that they are no farther apart than 1.5 times the height of the column, and not less than ¾ of the column height. The columns should have distinct cap and base details that are wider than the column shaft to provide a more finished look.

Figure 13. Spacing and design of Columns.



Source: (Landworks and Smith & Vansant, 2001), p.

### c. Window Placement

In each building, even if window sizes vary, consistency in window shape, proportion and trim should be maintained in order to give a facade a more unified appearance. Windows of unusual geometric shape should be used sparingly, if at all. Such a window's best use would be as a small decorative element high in the gable end of a building. (See Figure 14.)

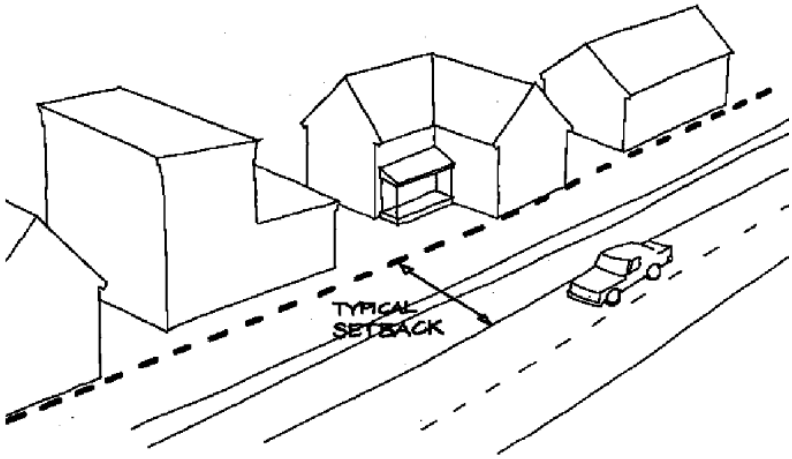
Figure 14. Window Placement.

Source: (Landworks and Smith & Vansant, 2001), p. 30.

### d. Maintaining Traditional Building Setbacks

As shown in figures 1 through 4, the buildings in Coventry Village were placed close to the street. Unless it represents a significant difficulty, new buildings in the Village should be sited consistent with the setbacks of neighboring buildings as illustrated in Figure 15.

Figure 15. Maintaining Traditional Setbacks.




Source: (Landworks and Smith & Vansant, 2001), p. 26.

### 2. Overall Building Form: Additions

To be eligible for the "Building Form" rebate for an addition, the applicant must demonstrate that the existing building is one of the Overall Building Forms eligible for the rebate and that addition is in the same style as the existing building to which the addition is being made.

Placement of Addition: New additions should be located to the rear of a building or set back from the front. This will minimize the visual impact on the historic building and allow its original proportions and character to remain prominent. Locating an addition at the front of a building is not permissible unless the applicant can demonstrate that it will maintain the historic character of the building.

Roof on Addition: The roof form of an addition to be compatible with the roof form of the original building in terms of its pitch and orientation. It should avoid altering the pitches of the original roof and its sections, and avoid adding gratuitous projections. Additions, dormers, skylights, solar panels or other rooftop devices should be lower than the original ridgeline.

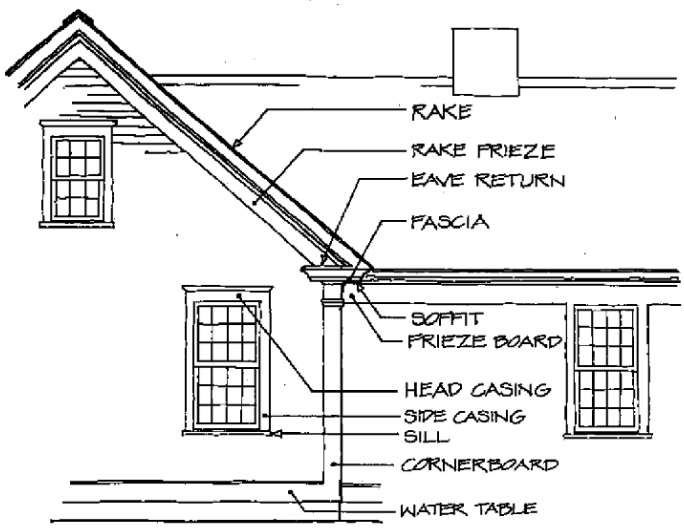
Rebates for additions will be prorated in terms of the square footage of the addition as a percentage of the existing building and addition combined. For example. a 500 square foot addition on an existing building of 1,500 square feet would receive 25 percent of the maximum rebate for building form (500 divided by 2,000—the 1,500 square feet of the original building plus the 500 square foot addition).

## B. Building Details

### 1. Siding and Trim-- new construction, additions or alternations

Clapboard siding and trim are eligible for rebates when installed on residential buildings in the Village. Cornerboards, window casings, and frieze boards are required on buildings with horizontal siding or shingles. A full 1" thickness is required for trim, a depth that will look substantial, throw subtle shadow lines for texture, and cover the ends of clapboards. Corner boards and door casings should be greater

Figure 16. Siding & Trim Components.




Source: (Landworks and Smith & Vansant, 2001), p. 28.

width than window casings. Window and door head casings can be wider than side casings. Frieze boards should be larger than all other trim. Ideal trim widths will depend upon a building's size, but the scale relationships described above hold true for any building. Siding and trim should be wood, fiber cement, or another solid material that is similar to wood. (See Figure 16.)

## 2. Windows—New Construction (including additions)

In order to be eligible for rebates for windows, the applicant must demonstrate the style of window being used is consistent with the architectural style of the house and/or addition as shown in *A Field Guide to American Houses.* Features important to the character of a window include its frame, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, shutters, and operation. To the greatest extent possible, these components of the windows musts conform to the components of windows associated with the Overall Building Form of the existing building or the approved Overall Building Form for new construction. All Windows must meet the Efficiency Vermont "High Performance" level for new construction.

## 3. Windows--Alterations

In order to receive rebates for new windows installed during an alteration, the replacement windows must preserve the position, number and arrangement of historic windows in a building wall as well as the functional and decorative features of historic windows (i.e., the frame, sash, muntins, mullions, glazing, sills, heads, jambs, moldings, shutters, and operation). To the greatest extent possible, enclosing a historic window opening or adding a new window opening on primary facades is to be avoided.

## 4. Doors—New Construction & Additions

In order to receive a rebate for doors in new construction, the applicant must demonstrate that the door has the functional, proportional and decorative features of primary and secondary entrances associated with the Overall Building Form of the proposed new construction as indicated in *A Field Guide to American Houses*.

## 5. Doors--Alterations

In order to receive a rebate for doors during an alteration, the applicant must demonstrate that the alteration will preserve the functional, proportional and decorative features of primary and secondary entrances as indicated in *A Field Guide to American Houses*. This should include the door, door frames, threshold, glass panes, paneling, hardware, detailing, transoms and flanking sidelights, as appropriate for the Overall Building Form of the house as indicated in *A Field Guide to American Houses*.

# IV. ADMINISTRATION OF THE VILLAGE IMPROVEMENT PROGRAM

## A. The VIP committee

This program will be administered by the Town Administrator with assistance from the Village Improvement Program Committee. This committee will be appointed annually by the Town to review applications submitted by Village property owners for rebates. The committee will consist of five members, preferably with backgrounds in construction, architecture, historic preservation and related fields. The committee will meet at least once per year. Once an application for the VIP has been submitted to the Administrator, the Committee will meet to review the application within 2 weeks of the receipt of the application.

Upon receipt of the application, the Committee will determine if the proposed project (whether new construction, addition or renovation) is eligible for any of the VIP rebates and will determine the amount of rebate(s) the applicant can receive for successfully completing the project. When construction is complete, the applicant will return to the committee with documentation of the completed work and its consistency with the VIP design standards. The Committee will determine the extent to which the project conformed to the standards and make a recommendation to the Town Administrator for rebates to be paid to the applicant. The Administrator will then process payments to be made to the applicant.

## B. Submittal Requirements

In order to be considered for VIP rebates, a property owner must get the project approved prior to construction, then, once the project is finished, submit documentation of the completed project's consistency with the initial application and the program design standards in order to receive any rebates. This process involves the following submittals.

1. Pre-construction: Prior to beginning construction, the property owner will meet with the VIP Committee to provide documentation of the proposed project. This documentation will describe the work to be done, the materials to be used and use historical photos of the property or documentation from *A Field Guide to American Houses* or similar reference works to demonstrate that the proposed work is consistent with the VIP standards. If the Committee approves the application, it then informs the property owner which rebate or rebates he or she would be eligible for if the project is completed consistent with the application and the design standards.

2. Post-construction: Once the project is complete, the property owner holds another meeting with the VIP Committee to verify that the project is in compliance and eligible for the rebates identified by the Committee in its pre-construction approval. Documentation can include photographs of the completed work shown in comparison with the original application and, as appropriate, a tour of the property by the Committee. The Committee then notifies the Town Administrator in writing of its decision to award the rebates (or withhold them, if the work is not in conformance with the original application).

## C. Rebate Schedule

As part of the VIP, the Town will annually approve the rebate schedule that establishes the dollar amount to be awarded an applicant for successful completion of an approved application. A sample rebate schedule is provided below.

| **Illustrative Rebate Schedule** | |
|---|---|
| | |
| **Building shell/footprint:** | Rebate Amount* |
| Similar in scale, dimensions and roof pitch to match historically appropriate house style | |
| For entire house, otherwise, for an addition, the % of square footage of the total footprint including addition | $ 20,000 |
| Façade materials are consistent in appearance and quality with match historically appropriate house style (they can be wood or fiber cement that resembles wood) | |
| For entire house, otherwise a % of the surface area of the total facade to be improved | $ 10,000 |
| Historically appropriate porch or entrance transition (wood or fiber cement that resembles wood) | $ 2,250 |
| **Details** | |
| Windows on front façade match historically appropriate house style | |
| $250/window up to | $ 2,000 |
| Windows on other façades match historically appropriate house style | |
| $125/window up to | $ 1,000 |
| Doorways on front façade match historically appropriate house style | |
| $1,000/doorway up to | $ 2,000 |
| Doorways on other façades match historically appropriate house style | |
| $375/doorway up to | $ 750 |
| Sidewalk fronting street and to main entrance | $ 1,000 |
| Landscaping in keeping with historic village character | $ 1,000 |
| | |
| | |
| **Total Maximum Possible Rebate:** | $ 40,000 |
| *The amounts shown here are for illustration purposes only. | |

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Brattleboro, V. (2016). *Land Use & Development Regulations.*

Georgia, VT. (November, 2009). *Georgia South Village Core Strategic Plan.*

Hyde Park, VT. (2015). *Zoning Bylaws: Land Use & Development Regulations.*

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Saxton AICP, B. (2016). *Design Review in Shelburne: Design Guidelines for the Town of Shelburne Design Review Overlay District.* Shelburne, VT: Town of Shelburne Historic Preservation & Design Review Commission.

Vermont Land Use Education & Training Collaborative. (2007). *Implementation Manual: Design Review.* Vermont Planning & Information Center.

## Description of the Draft Town-wide Improvement Program

# Town of Coventry Town-wide Improvement Program (TIP)

*Coventry's Town Improvement Program (TIP) Program provides financial support for predevelopment studies and analyses associated with commercial and industrial development projects intended for the geographic areas identified for such uses in the most recent Town Plan.*

*Through the TIP, property owners and business operators may receive forgivable loans provided the projects and activities meet the designated criteria. Forgivable loans may be granted for 50% of eligible project costs up to $50,000 depending on the nature of the project itself.*

*TIP funding is intended to provide support to help cover a portion of the costs of appraisals, energy assessments, marketing studies, options, engineering and environmental studies, or other pre-development costs. Eligible costs include the following:*

Project Planning Activities:
- Development of site plans;
- Phasing or staging plans for an identified parcel or multiple contiguous parcels;
- Design workshops for development alternatives;
- Community engagement beyond public meetings

Financial Analysis
- Feasibility studies of one or multiple development scenarios for an identified parcel or multiple parcels, leading to the development of a pro-forma;
- Market study to determine the demand for the proposed development project

Site Analysis
- Project-specific stormwater management plans;
- Soil testing to determine feasible land uses for site and other project-specific studies needed to advance project and to assess demand and/or impact including archeological studies, preliminary engineering and traffic studies, etc.

LOAN APPROVAL PROCESS

Loan applications will be accepted on a schedule jointly determined by the Town of Coventry and the Northeastern Vermont Development Association and reviewed as followed:

1. The Application shall be signed by the owner of the subject property. The Applicant may be the property owner or property lessee.

2. The Applicant shall complete and submit an application on a form approved by the Town of Coventry and the Northeastern Vermont Development Association.

3. The Applicant shall provide required information as directed. Required information may include estimates from contractors, material/color samples, site or building plan

drawings or illustrations, and other pertinent information. Project with a value over $10,000 are required to submit drawings by a licensed architect.

4. Staff will review each loan application and make a recommendation to the NVDA Loan Committee. The Committee will review the request and in turn make recommendation to accept or reject the application to the Town of Coventry Select Board. Taking into consideration the NVDA recommendation, the Select Board may approve the full loan amount requested, approve of a portion of the loan amount requested, or deny the request. Loan disbursements shall be approved by resolution of the Town of Coventry Select board.

5. The Applicant shall execute a promissory note prior to loan disbursement.

6. The following criteria will be used to evaluate the loan application:

A. Whether or not the required applicant match is met. Projects including a larger applicant match than required will receive priority consideration. Projects not meeting the required match will not be considered.

B. The extent to which the project is located within areas designated by the most recently adopted Town Plan for such uses (i.e., commercial development, industrial development, multi-unit housing).

C. The overall cost of the project and the resulting increase in estimated market value. Projects with higher overall costs and/or projects resulting in higher estimated market value increases will receive priority consideration.

D. The extent to which the project utilizes local contractors, suppliers, vendors, professionals, and/or financial institutions. Projects using more local resources will receive priority consideration.

7. Application Review/Decision Timeline. Applications will be accepted on a year-round basis. Applications shall be reviewed as follows:

A. Applications for projects of $10,000 or more in projected costs as evidenced by a signed estimate from a professional contractor(s) will be considered on a monthly basis.

B. Applications for projects less than $10,000 in projected costs as evidenced by a signed estimate from a professional contractor(s) will be considered on a quarterly basis (March, June, September, December). The NVDA may recommend, and the Town Select Board may require, additional estimates from professional contractors to validate project costs.

C. Applications shall be reviewed based on merit of the project as defined by the established review criteria and not dependent on the date a completed application was received.

APPLICANT ELIGIBILITY

Applicants may be individual owners, partnerships, corporations, tenant operators, or

contract for deed purchasers of property and building within the areas designated for such development within the Town of Coventry in the most recently adopted Town Plan, but must provide all documentation of entity status requested in the application form.

PAYMENT OF LOAN

The Applicant must submit the invoice or bill (or copy) for the predevelopment costs to the Town of Coventry Select Board. With approval of the Select Board, the Town will process a check for one-half of the amount of the bill up to the maximum loan amount. The check will be forwarded directly to the company or the vendor of the product. Under no circumstances will the Applicant be directly reimbursed for work done, nor will work completed prior to approval of the application be allowed to qualify for the loan funds.

REPAYMENT OF LOAN

The amount of the loan (without interest) will be due and payable to the Town of Coventry one (1) year following the distribution of loan funds. If, however, the business or individual to which the loan was granted can demonstrate that active development is taking place on the site in accord with the originally indicated use, or that the Applicant has transferred ownership to another entity that can demonstrate continued active development of the site for its originally intended use, the NVDA shall recommend to the Town Select board that the loan shall be forgiven, subject to approval by the Select Board. For loans with terms exceeding one year, the loan amount shall be forgiven by $5,000 per year.

CONFLICT OF INTEREST

The applicant shall submit the name(s) or the owner(s), shareholder(s), partner(s), sole proprietor, corporation member(s), or other person(s) or business(es) with any financial interest in the project and its financing in order to preclude any conflict of interest in the loan review and approval process.

RIGHT TO DENY

The Town of Coventry reserves the right to deny any application based on written review criteria, written policy, and/or limited program funds, subject to final review by the Town Select board.

TIMELINE

The project shall be completed within six (6) months of loan approval, however, a one-time additional six (6) month extension may be approved by the Town of Coventry Select Board upon written request of the loan Applicant. Failure to complete the project within the required timeline shall result in complete cancellation of loan approval without action of the Town of Coventry. The Applicant must submit the invoice or bill (or copy) for the improvement to the Town which will process a check for one-half of the amount of the bill up to the maximum loan amount. The check will be forwarded directly to the company or the vendor of the product. Under no circumstances will the Applicant be directly reimbursed for work done, nor will work completed prior to approval of the application be allowed to qualify for the loan funds.

## Sample Job Description, Community Development Coordinator

**TITLE** Community Development Coordinator, Town of Coventry, VT

**IMMEDIATE SUPERVISOR** Town Administrator

**GENERAL FUNCTION**

The Community Development Coordinator provides staff support for implementation of the Economic and Community Development Strategic Plan for the Town of Coventry. He or she plans an convenes meetings and workshops, secures funding for such projects and programs, provides administration of such projects and conducts other functions as required to further the Town of Coventry's Economic and Community Development Strategic Plan.

**MINIMUM ACCEPTABLE QUALIFICATIONS**

Education: A Bachelor's degree is preferred in a discipline closely related to the skills, duties, and responsibilities described herein.

Experience: Three years of experience in grant writing, grant administration, and project development, planning, and management is required. Experience in community-based project planning, grant writing, and project management is preferred.

Skills: Strong oral and written communication skills, computer application skills are required. The ability to work independently, manage multiple projects, meet deadlines, and work effectively with government officials, citizens, and community organizations is required. The ability to analyze and compile technical and statistical data is preferred.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Cultivates and maintains strategic relationships with residents, local officials, local businesses, representatives of State agencies and regional organizations such as the Northeastern Vermont Development Association.
- Develops and facilitates programming, outreach and activities to further implementation of the Town of Coventry Economic and Community Development Strategic Plan
- Organizes and convenes educational workshops for Town residents and businesses about programs and funding opportunities that may benefit them
- Conducts grants writing, planning and management for economic and community development initiatives
- Plans and coordinates community wide events, including programming for the Community Center, Coventry Church, Ladybird Park and other Town facilities
- Recruits and manages volunteers as needed for various Town programs and events
- Manages social media and public relations related to the economic and community development strategic plan, including tourism marketing
- Coordination and collaborator between the school and town programs and events
- Spearhead revitalization efforts within the Village by staffing the VIP program and economic development committee

DRAFT

# Results of Community Outreach Regarding the Re-Use of the Coventry Church

# RESPONSES FROM COMMUNITY OUTREACH REGARDING RE-USE OF THE COVENTRY CHURCH

This document contains the results of community outreach to determine community preferences for re-use of the Coventry Church.

The document is divided into two sections. Section 1 provides the results of the community meeting on June 26, 2019. The community was invited to a barbecue and, during the dinner, attendees were invited to comment on various potential uses for the Church as described in a series of 18 posters. The section contains copies of each of the posters along with comments attendees made about these uses by writing their thoughts on Post-It notes they attached to the posters.

Section 2 provides the results of an on-line survey administered in June and July of 2019 in which respondents were asked their opinions about those same uses. The first part of this section provides a summary of the responses to each type of use. The second part includes open-ended responses people entered into the survey concerning their thoughts about the re-use of the Church.

This input has led to three preliminary conclusions about the re-use of the Church:

1. *There is close to a consensus that the uses of the Church should focus on creating a community gathering space for Coventry*. While there is no one type of use that was widely endorsed by all participants, there does seem to be wide support for uses that bring community members together on a regular basis.

2. *Many of the uses identified for the Church during this process are either already being hosted at the Community Center* or could be hosted there at a lower cost than would be involved if such activities were held in the Church (e.g., the Community Center is already insulated, heated, handicapped accessible, etc.)

3. *While there is general interest in preserving and restoring the Church building, no group or individual has emerged as a dedicated champion for the cause of full restoration.* A review of successful community restoration projects described by the Preservation Trust always have involved a small group of citizens (or even an individual) willing to work tirelessly on behalf of the building, organizing community fundraisers, pursuing grant opportunities, etc. Unless or until that occurs, should the Town assume ownership of the Church, it may want to initially perform only the most necessary short-term maintenance tasks (e.g., painting) at first. The Church could then be programmed for only warm-weather activities until it becomes clearer if sufficient community and financial support exists for fully restoring the building

# PART 1. RESULTS OF THE COMMUNITY MEETING OF JUNE 26, 2019

# IDENTIFYING POTENTIAL NEW USES FOR COVENTRY CHURCH

## INSTRUCTIONS

Scattered around this room, you will find posters with pictures of potential new uses for the Church building.

As we investigate which uses are actually feasible, we'd like your thoughts about these uses.  Which do you like and why do you like them?  Which do you dislike and why do you dislike them?

By every poster, you'll find blank sticky notes and pens.  Write your thoughts about each potential use on a sticky note or two and attach it to the poster for that use.  There is also a poster for you to suggest uses we haven't thought of yet.

Thank you for taking the time to help us bring the Coventry Church building back to life!

# POTENTIAL NEW USE:  GALLERY SPACE FOR LOCAL ARTS/CRAFTS

Use the sticky notes to place your comments below.

| |
|---|
| Yes |
| Yes |
| Yes |
| Maybe--downstairs if better lighting w/o humidity |
| Yes |
| Yes great idea |
| It’s a good idea but if kids were to come in here some stuff would get broken or torn. |
| gallery within café? |
| downstairs combined with café |
| I like the showcase idea better than gallery |
| Love the idea! |
| Changing rotating artists and openings |

# POTENTIAL NEW USE: THEATER/PERFORMING ARTS SPACE

<u>Use the sticky notes to place your comments below.</u>

| |
|---|
| Big yes! |
| yes |
| Yes!  Combine with senior/youth center, computer access, community gathering. |
| Yes--great acoustics! Concerts here before |
| Great potential idea--performing arts are wonderful! |
| This is an awesome idea!  I hope the school can use this space for our theater club practice and performances if this does happen! |
| Like very much |
| Yes |
| Best use of space |
| great idea |
| Yes please the people need it |
| Awesome idea!! |
| Yes!! |
| Great idea |
| Upright Steeple Society did this in Lyndon. |
| Yes!  I like the idea that these beautiful pews could be retained & add a stage area! |
| Yes--great acoustics |
| Yes |
| Yes!! Great acoustics.  Will build community |
| Yes |

# POTENTIAL NEW USE: VISITOR INFORMATION CENTER

Use the sticky notes to place your comments below.

| |
|---|
| No |
| Never give up |
| This is a great idea for newcomers & tourist! |
| Yes.  Great idea |
| No |
| Yes.  It would be best for our town |
| Could just have a kiosk to start. |

# POTENTIAL NEW USE: COMMUNITY MEETING SPACE

Use the sticky notes to place your comments below.

| |
|---|
| Community center. |
| Parking issue |
| Not welcoming to all community members. |
| Great idea. |
| Yes.  Graduation/Town meeting/Concerts/Meetings |
| Great idea larger meetings |
| Good idea & if food could be brought in--even better. |
| Yes.  Scheduled for groups. |
| YES |
| Let's look at our community center--meeting spaces are there. |

# POTENTIAL NEW USE: COMMUNITY TECHNOLOGY CENTER

(e.g., broadband internet access, community video, etc.)

Use the sticky notes to place your comments below.

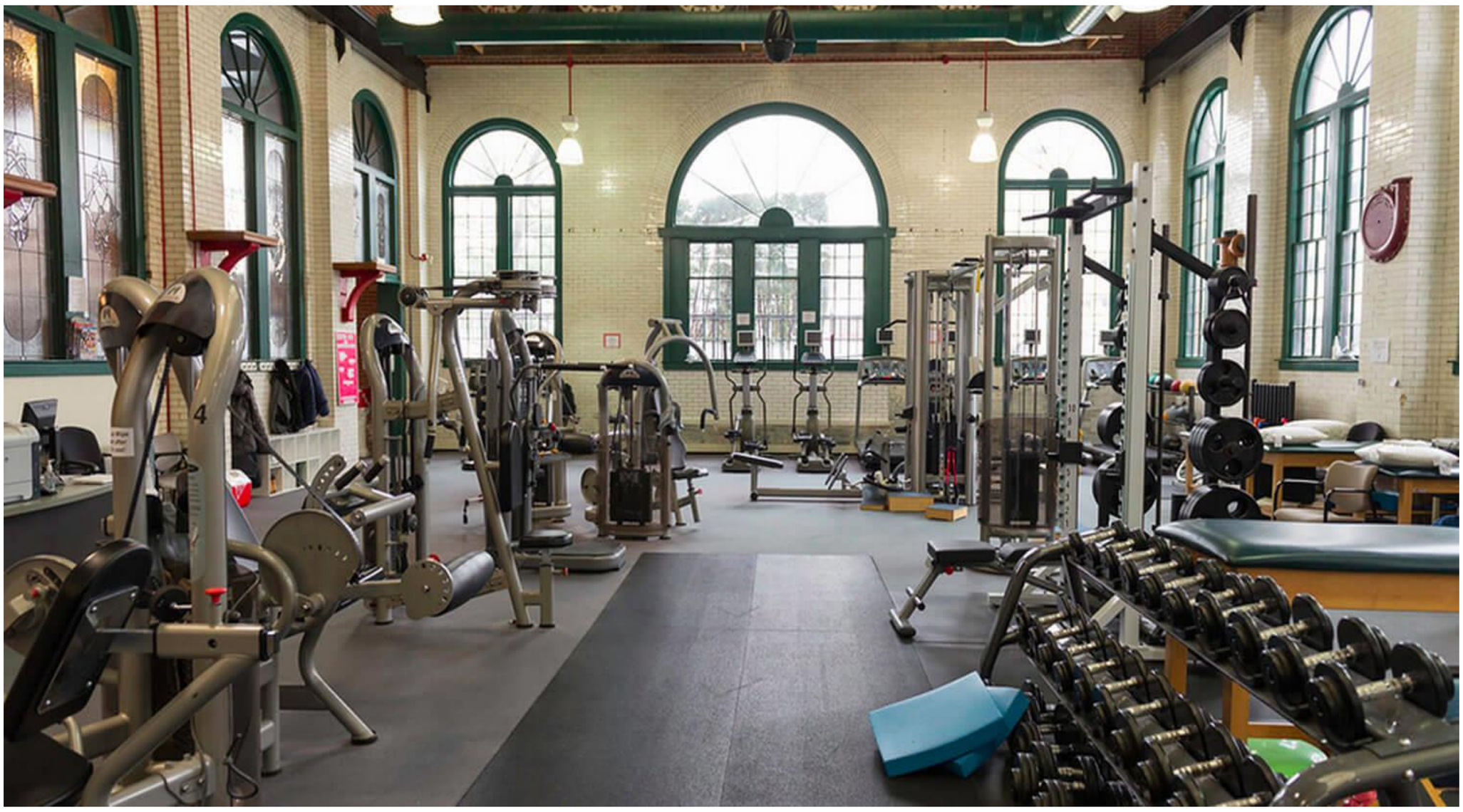
| |
|---|
| Internet café--great meeting place for information interaction (& learning?) |
| This could be a great community resource! |
| Very good! |
| Café/meeting space/Internet use/training? |
| Internet café--Cool! |
| Sure |
| Internet café & Post office |
| Combine access with senior/youth center idea |
| No |
| Ehh. . . |
| This would be good for all them tech savvy people. |
| Internet Café Post Office |
| I would support this idea AS LONG AS there are classes for us dinosaurs to learn technology. |
| Great idea! |

# POTENTIAL NEW USE: HEALTHCARE CLINIC

Use the sticky notes to place your comments below.

| |
|---|
| No |
| Like this idea |
| No--too complicated/duplication of local services/need more providers |
| Great idea. |
| Meh. . . |
| A good idea for the community center. |
| Good idea. |
| OK |
| OK |

# POTENTIAL NEW USE: COMMUNITY FITNESS FACILITIES



Use the sticky notes to place your comments below.

| |
|---|
| NO but could have Yoga, Zumba, etc. downstairs in a multi-purpose space. |
| Not too keen on this. |
| Love this! |
| I like the 7th graders' idea of a pool!  Fitness area downstairs appeals to me. |
| Great idea |
| Downstairs |
| In combination with café or teen center. |
| Yes! Pool as well! |
| I like this idea. |
| I agree! |
| Yes for downstairs |
| Maybe downstairs |
| Like it! |
| Downstairs |
| Love it |
| I don't think many people would use this.  But good idea for downstairs.  You walk in and you might smell so much BO.  Ewwwww |

# POTENTIAL NEW USE: SENIOR PROGRAMS

Use the sticky notes to place your comments below.

| |
|---|
| Great potential--need handicap access, though (of course!) |
| Yes |
| Combine ideas:  Senior & Youth center multi-use to serve several needs |
| Great idea |
| Multipurpose with youth & seniors! |
| good idea |
| This would be a good space for the community center. |
| Sounds great |
| yes |
| For sure! |
| Downstairs & use kitchen |
| Yes |
| Good idea with lots of opportunity |
| Nice idea |
| yes! |
| This could be one important function of multi-purpose space downstairs along with youth |

# POTENTIAL NEW USE: SHARED SPACE FOR ARTISANS/CRAFTS

Use the sticky notes to place your comments below.

| |
|---|
| No |
| This would be a messy process with all the sawdust |
| Maybe downstairs |
| Yes |
| Yes |
| Yes |
| Look into Window Dresser |
| Sounds good |
| Yes Great idea |
| Maybe downstairs? |

# POTENTIAL NEW USE: TOWN LIBRARY

<u>Use the sticky notes to place your comments below.</u>

| |
|---|
| Ever since I heard that the old library closed down it broke my heart. I think that this would really change everything. |
| Great idea! |
| Maybe? Downstairs? |
| Yussss Yesssssss |
| Multi-purpose use: books/wifi/workspace |
| No! |
| combine internet café, community center, library? |
| Possiblity with internet café |
| Awesome idea for an increased community resource for all. |
| Good idea but would not want to architecturally alter the church to do this. |

# POTENTIAL NEW USE: YOUTH SERVICES
# (e.g., summer & afterschool programming)

<u>Use the sticky notes to place your comments below.</u>

| |
|---|
| Yep. Yes pls |
| Good idea |
| Downstairs.  Upstairs for presentations. |
| Yes.  VT Family Theater or other theater camps. |
| No!  Bad idea |
| Wonderful idea!  Give kids something to do besides get into trouble. |
| #1 Idea! |
| Yes--needed. Would be great for VT Family Theater. |
| YES! Great idea! |
| good |
| Good |
| great idea! |
| Yes |
| Like this very much. Our kids need something to do. |
| Great idea |

# POTENTIAL NEW USE: CAFÉ

Use the sticky notes to place your comments below.

| |
|---|
| Awesome |
| OK |
| Nice idea--relate more to youth in our community. |
| YES! Please Please Please Please Please Please Please |
| |
| I begeth you.  Yus yus yus yus yus. OML Yesss Café |
| Please beg on Jesus or I will go and join him! |
| No |
| No |
| Downstairs, yes, as part of a multi-use space. |
| Could take away from Martha's Diner. |
| Combine café & meeting space? |
| Like this idea. |
| Love this look & idea! |
| This combined with a general store, great idea. |

# POTENTIAL NEW USE: CO-WORKING SPACE FOR TELECOMMUTERS & HOME-BASED BUSINESSES

Use the sticky notes to place your comments below.

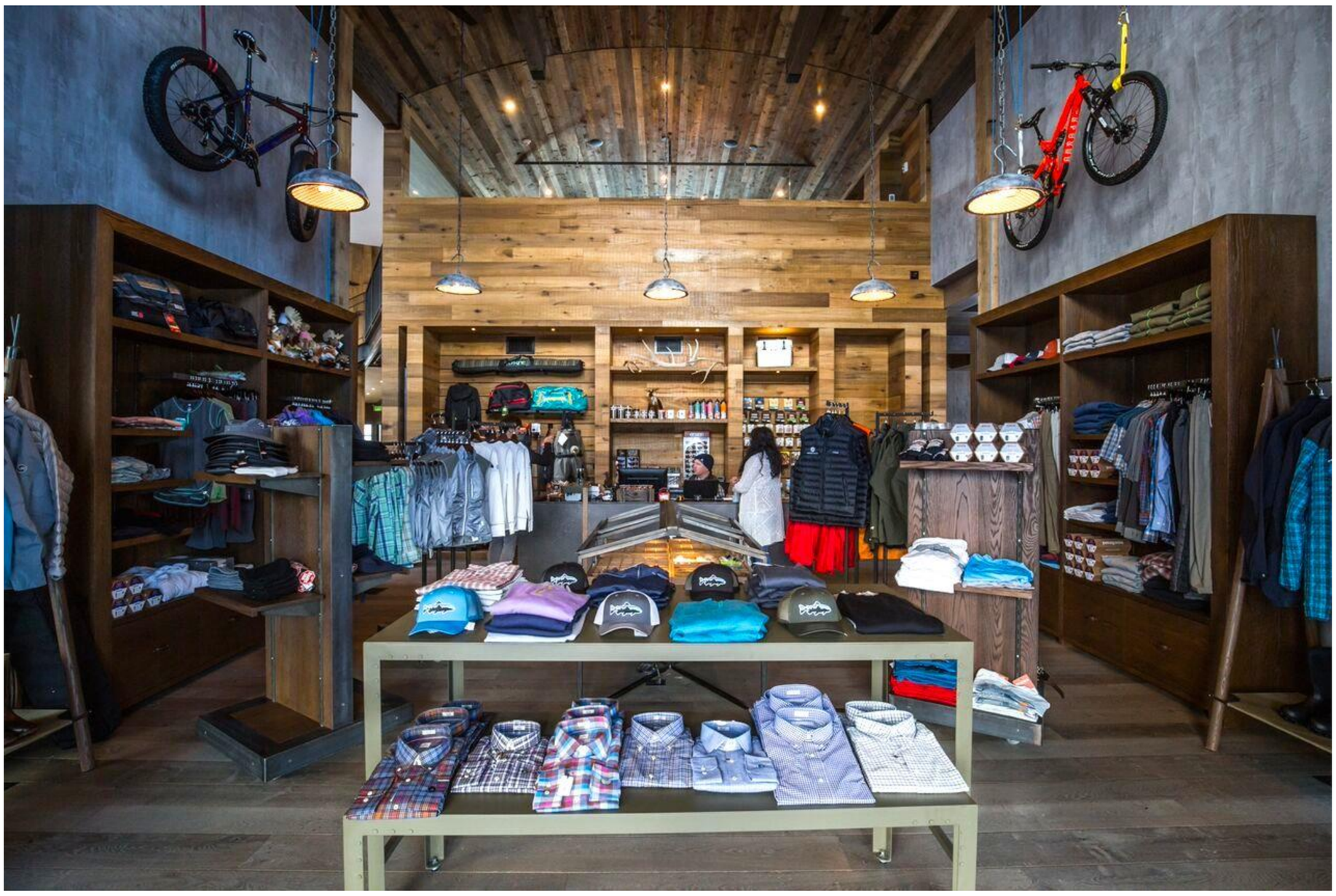
| |
|---|
| Yup |
| No |
| Co-working Spaces in Lyndonville, Newport, St. J. |
| Potential |
| That wouldn't be very good. . . |
| Great idea |
| No |
| Yes |

# POTENTIAL NEW USE: GENERAL STORE

Use the sticky notes to place your comments below.

| |
|---|
| Reminded of Craftbury General Store |
| This combined with the café idea is good. |
| Café with post office. |
| No! close enough to stores. |
| No! |
| Organic foods similar to Newport Café on Main Street. |
| Concern over population density/lack of customer base (same concern over café) |
| This is kind of like a Royer's in a way. |
| Great idea. |
| NO |

# POTENTIAL NEW USE: OUTFITTER SHOP FOR BIKING, SNOWMOBILING, KAYAKING, ETC.



Use the sticky notes to place your comments below.

| |
|---|
| No |
| Not a good idea for that |
| We don't have the right demographic--no lakes, bike trails, hiking trails |
| We already have The Great Outdoors--this has better potential |
| No! |
| No! |
| No! |
| Maybe downstairs, not upstairs |
| No |
| No! |
| Yes Great idea |
| Absolutely |
| I don't think this would be the best idea.  I think there would be so many more options for this place. |

# POTENTIAL NEW USE: SHARED COMMERCIAL KITCHEN SPACE FOR FOOD PROCESSING START-UPS

Use the sticky notes to place your comments below.

| |
|---|
| This would be better in the town hall.  Maybe a café? |
| Feasibility study? |
| Downstairs sure |
| Lots of space downstairs! Might be OK. |
| Like this with getting kids to learn cooking. |
| Yes. Great idea. |
| sure |
| Does CAE in Hardwick already fill this need? (Many businesses failing to launch after leaving incubator space. |

# POTENTIAL NEW USE: POST OFFICE SPACE

Use the sticky notes to place your comments below.

| |
|---|
| I fell like this space would be a good idea but there is  the whole other part of the post office.  You could rennovate the walls in the post office and make this space. |
| Maybe one small part of the space. |
| Please open God's House again! |
| Great idea!! And the town would benefit from the rent from the USPS. Along with a café. |
| Good idea but seems too big for that. |
| Good idea. |
| Great idea! |
| Along with other projects, too. |
| Yes. |
| Like this idea. |

# OTHER IDEAS FOR POTENTIAL NEW USES?

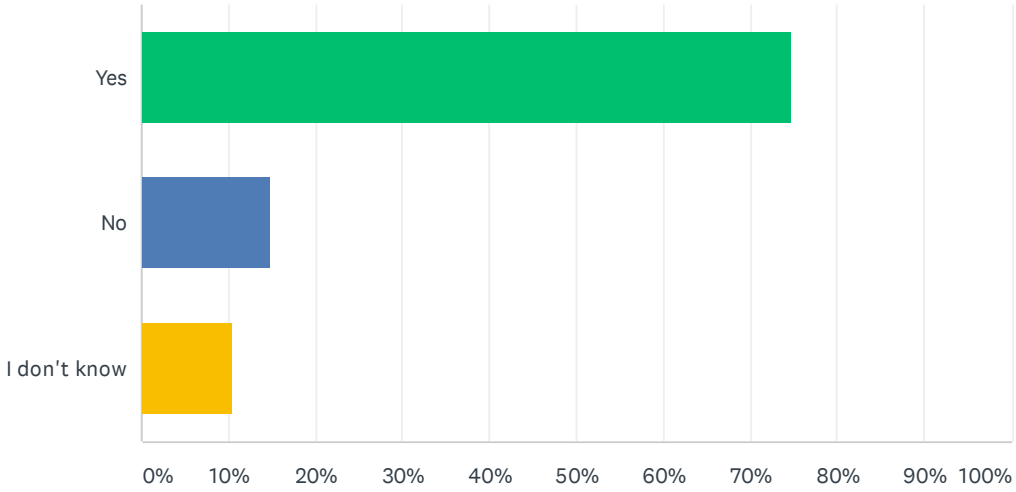
<u>Use the sticky notes to place your comments below.</u>

| |
|---|
| A teen hangout for 13-19 with:  pool/wifi/TVs & Netflix/Café-Starbuck's/lounge/library |
| Upstairs should remain as an early New England meeting house for many uses:  weddings/memorial services/concerts/readings/lectures/debates |
| Use main open space in a modular way. |
| Place of education/mini-TED talks |
| POOL PLS |
| This would be an awesome place for a music place.  Me and my band could come here and practice like EVERYDAY!! |
| Wouldn't want to change the upstairs much--it's beautiful.  Use as:  wedding venue/concert hall/ecumenical church services 4 x/year |
| Not new--CHURCH again!! |
| It would be a beautiful church |
| Second hand store--something like resource |
| Food shelf along with other potential programs (senior-youth center/performing space/library/computer access) |
| Pre school day care |
| Café downstairs wifi computers |

# PART 2. RESULTS OF THE ON-LINE COMMUNITY SURVEY ADMINISTERED IN JUNE & JULY, 2019

# Q1 Be a gathering space that brings the community together?

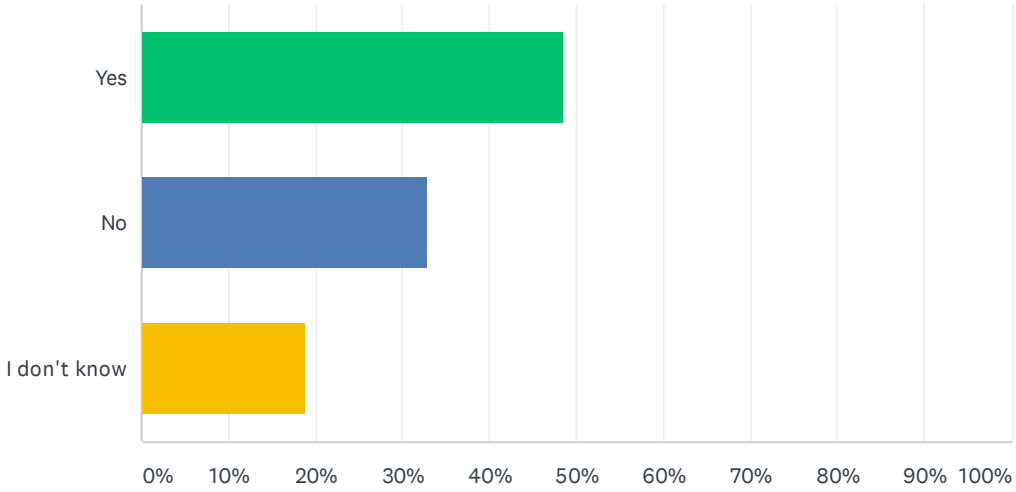
Answered: 67 Skipped: 2




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Yes | 74.63% | 50 |
| No | 14.93% | 10 |
| I don't know | 10.45% | 7 |
| TOTAL | | 67 |

# Q2 Promote or support new business activity in Coventry?

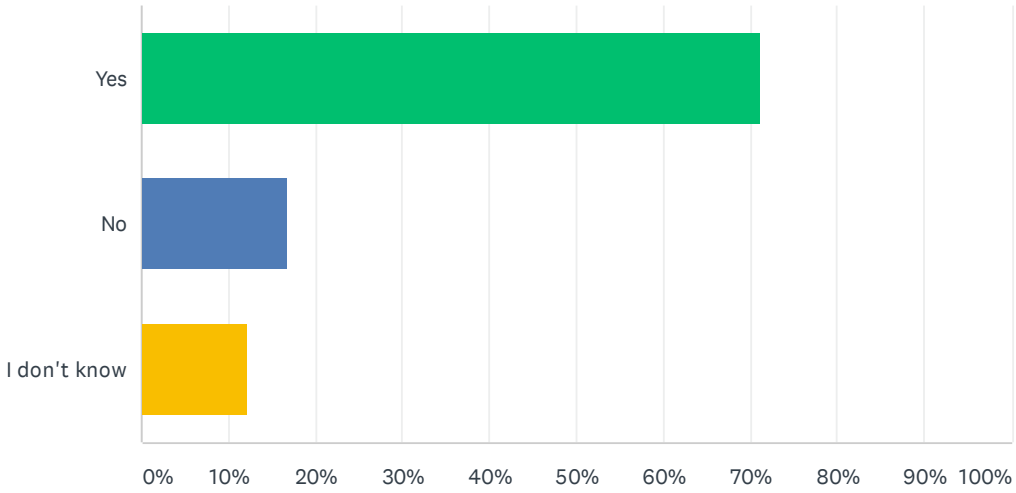
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Yes | 48.44% | 31 |
| No | 32.81% | 21 |
| I don't know | 18.75% | 12 |
| TOTAL | | 64 |

# Q3 Provide specific services to community members (e.g., seniors, veterans, etc.)?

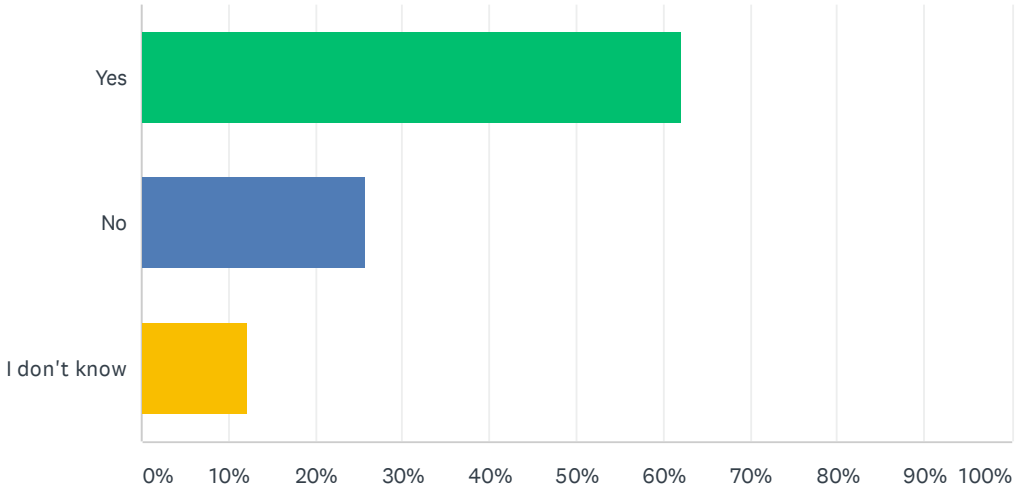
Answered: 66 Skipped: 3




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Yes | 71.21% | 47 |
| No | 16.67% | 11 |
| I don't know | 12.12% | 8 |
| TOTAL | | 66 |

# Q4 Provide children with activities after school and/or during the summer?

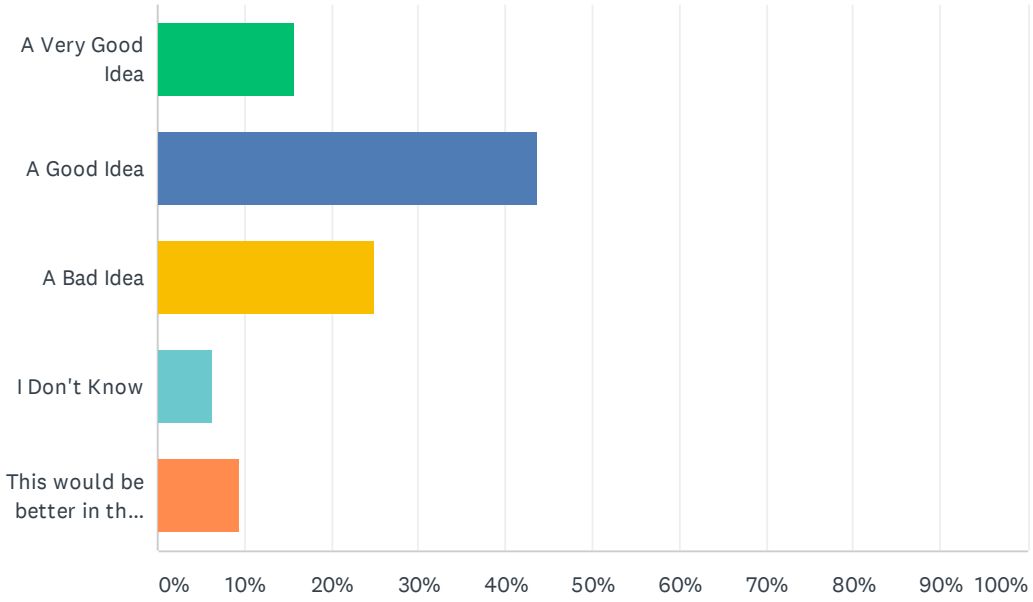
Answered: 66 Skipped: 3




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Yes | 62.12% | 41 |
| No | 25.76% | 17 |
| I don't know | 12.12% | 8 |
| TOTAL | | 66 |

# Q5 A gallery for local arts and crafts

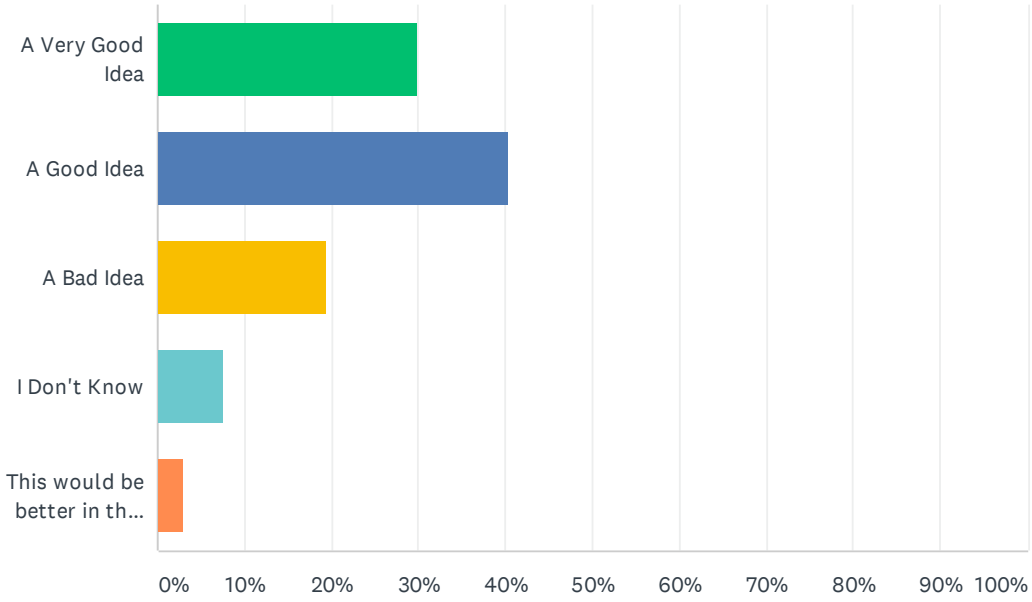
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 15.63% | 10 |
| A Good Idea | 43.75% | 28 |
| A Bad Idea | 25.00% | 16 |
| I Don't Know | 6.25% | 4 |
| This would be better in the Community Center | 9.38% | 6 |
| TOTAL | | 64 |

# Q6 A theater/performing arts space

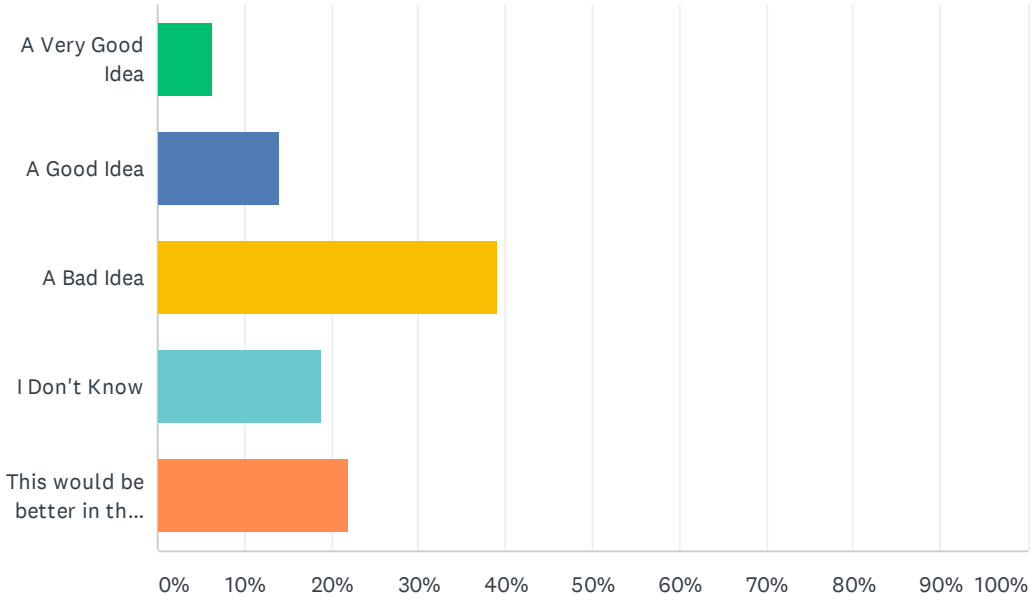
Answered: 67 Skipped: 2




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 29.85% | 20 |
| A Good Idea | 40.30% | 27 |
| A Bad Idea | 19.40% | 13 |
| I Don't Know | 7.46% | 5 |
| This would be better in the Community Center | 2.99% | 2 |
| TOTAL | | 67 |

# Q7 A visitor information center for tourists

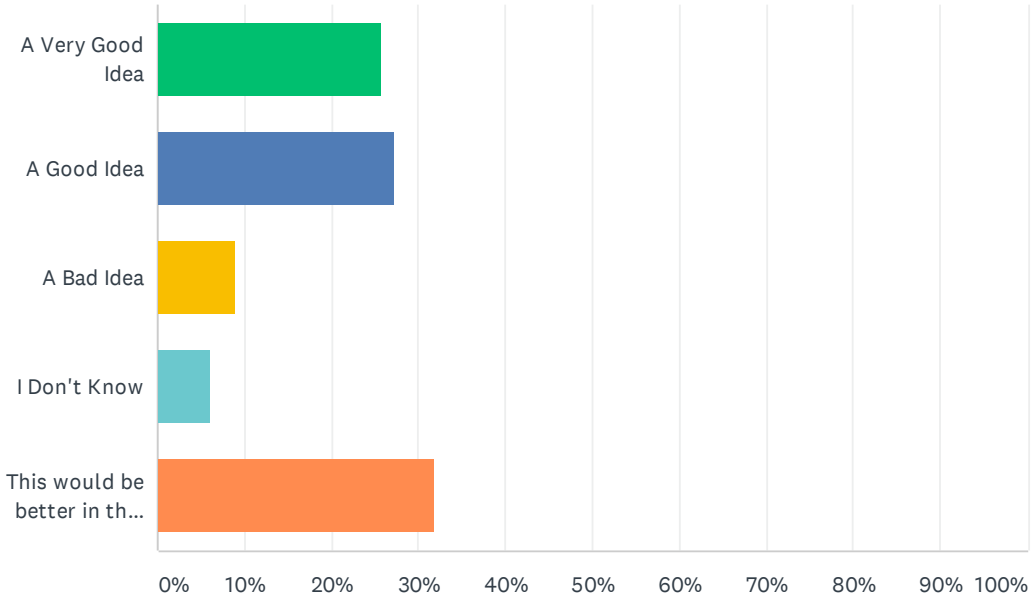
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 6.25% | 4 |
| A Good Idea | 14.06% | 9 |
| A Bad Idea | 39.06% | 25 |
| I Don't Know | 18.75% | 12 |
| This would be better in the Community Center | 21.88% | 14 |
| TOTAL | | 64 |

# Q8 Community meeting space

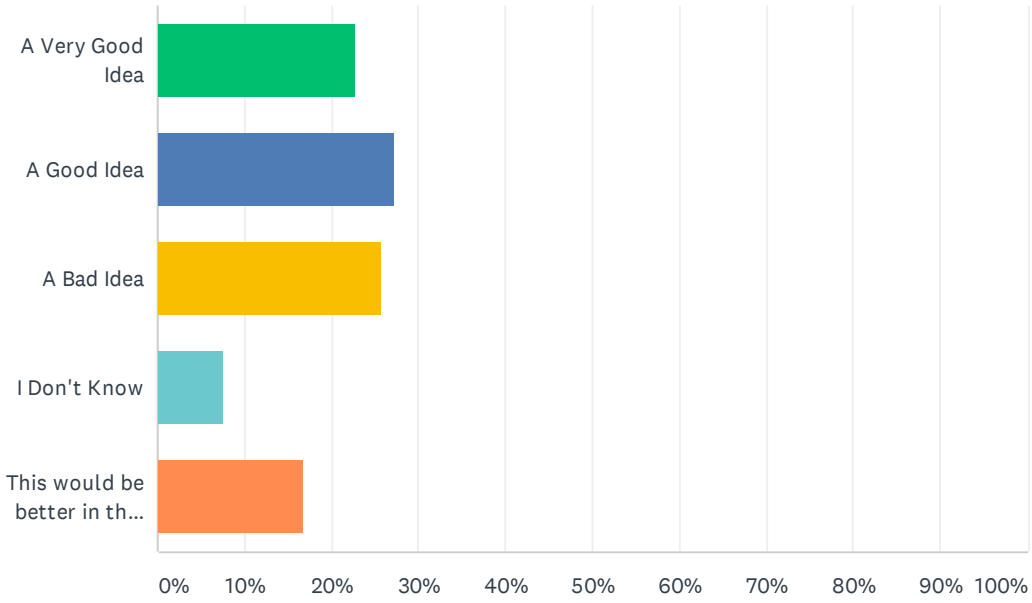
Answered: 66 Skipped: 3




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 25.76% | 17 |
| A Good Idea | 27.27% | 18 |
| A Bad Idea | 9.09% | 6 |
| I Don't Know | 6.06% | 4 |
| This would be better in the Community Center | 31.82% | 21 |
| TOTAL | | 66 |

# Q9 A community technology center with broadband Internet, computers, community video, etc.

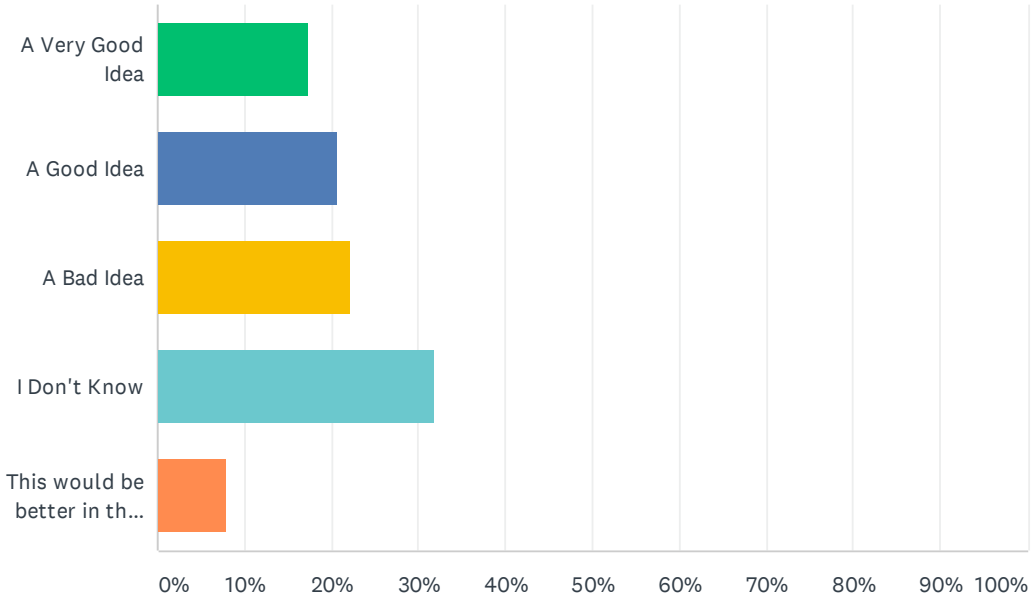
Answered: 66 Skipped: 3




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 22.73% | 15 |
| A Good Idea | 27.27% | 18 |
| A Bad Idea | 25.76% | 17 |
| I Don't Know | 7.58% | 5 |
| This would be better in the Community Center | 16.67% | 11 |
| TOTAL | | 66 |

# Q10 A health care clinic

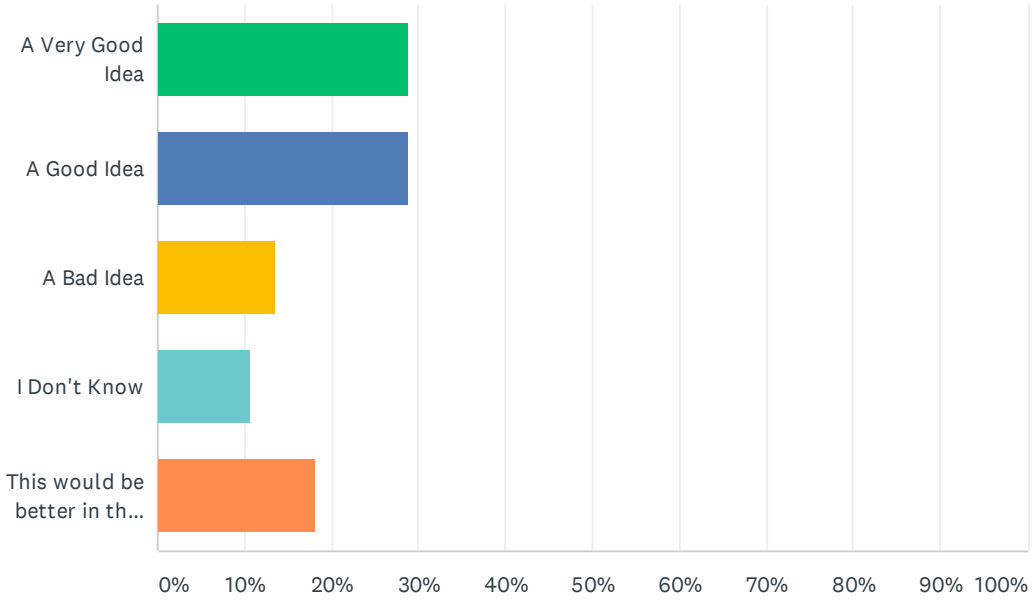
Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 17.46% | 11 |
| A Good Idea | 20.63% | 13 |
| A Bad Idea | 22.22% | 14 |
| I Don't Know | 31.75% | 20 |
| This would be better in the Community Center | 7.94% | 5 |
| TOTAL | | 63 |

# Q11 Community fitness facilities

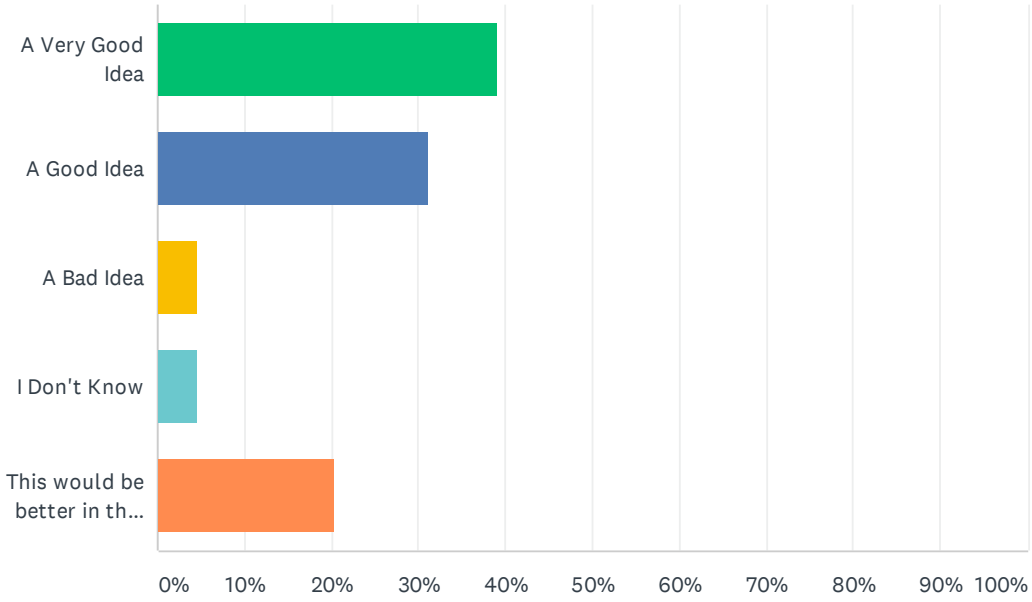
Answered: 66 Skipped: 3




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 28.79% | 19 |
| A Good Idea | 28.79% | 19 |
| A Bad Idea | 13.64% | 9 |
| I Don't Know | 10.61% | 7 |
| This would be better in the Community Center | 18.18% | 12 |
| TOTAL | | 66 |

# Q12 Senior Programs

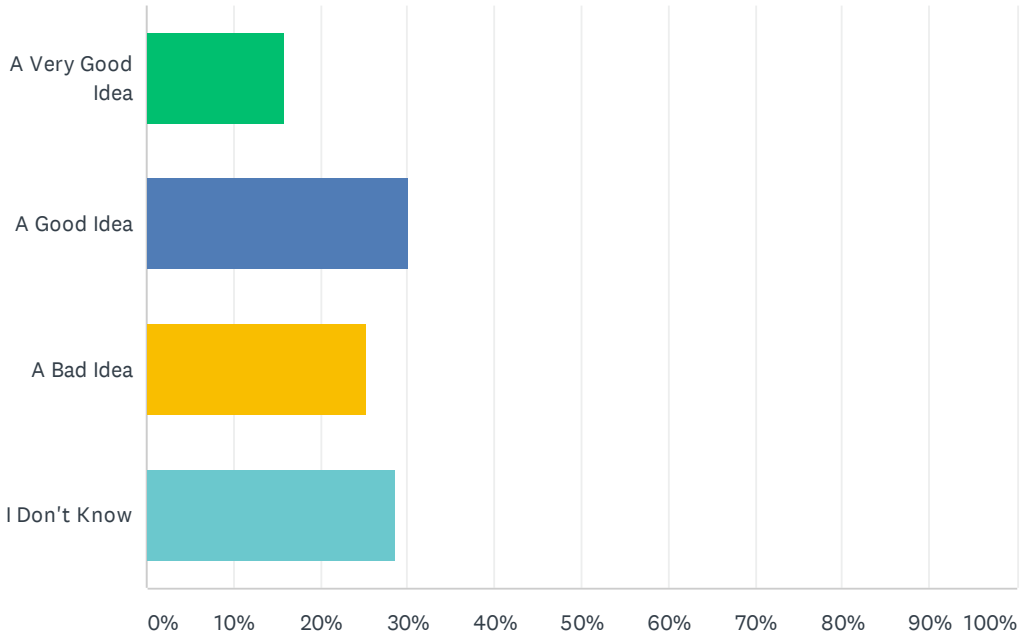
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 39.06% | 25 |
| A Good Idea | 31.25% | 20 |
| A Bad Idea | 4.69% | 3 |
| I Don't Know | 4.69% | 3 |
| This would be better in the Community Center | 20.31% | 13 |
| TOTAL | | 64 |

# Q13 Shared space for artisans & crafts (e.g., a maker space with 3-D printer, woodworking tools, kilns, etc.)

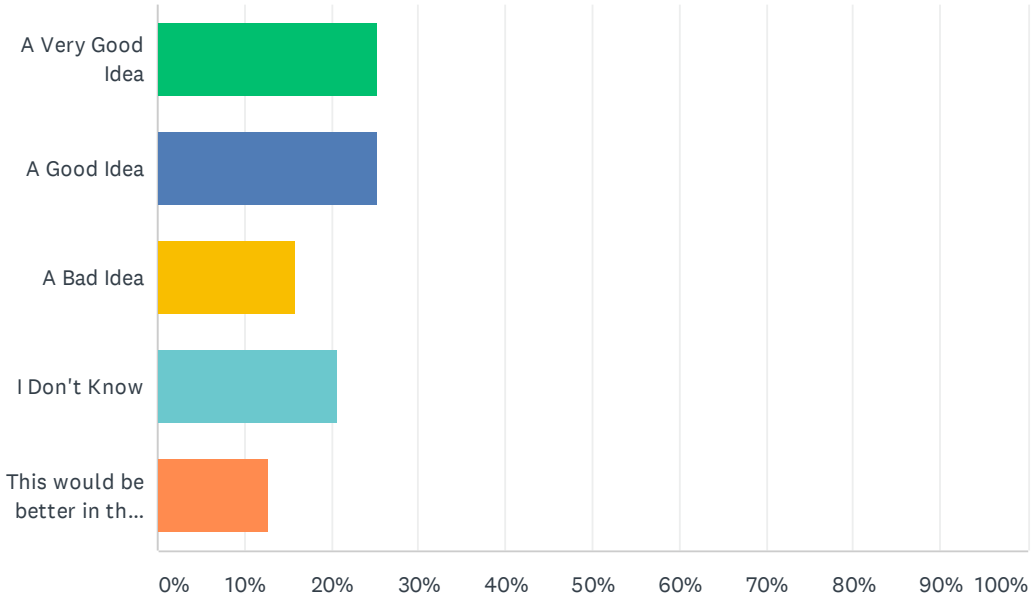
Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 15.87% | 10 |
| A Good Idea | 30.16% | 19 |
| A Bad Idea | 25.40% | 16 |
| I Don't Know | 28.57% | 18 |
| TOTAL | | 63 |

# Q14 Space for the town library

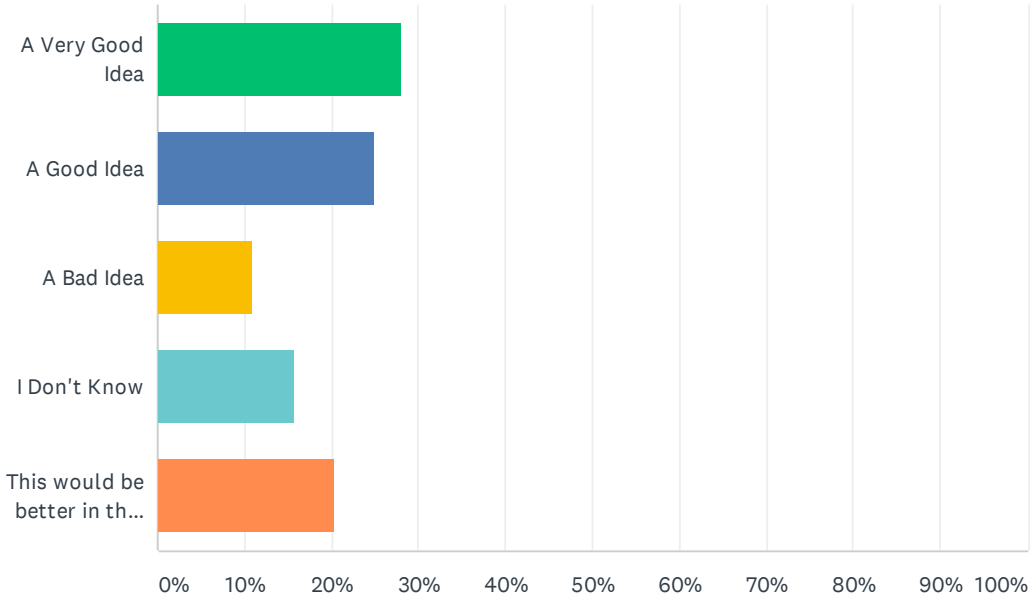
Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 25.40% | 16 |
| A Good Idea | 25.40% | 16 |
| A Bad Idea | 15.87% | 10 |
| I Don't Know | 20.63% | 13 |
| This would be better in the Community Center | 12.70% | 8 |
| TOTAL | | 63 |

# Q15 Youth services (e.g., summer & afterschool activities)

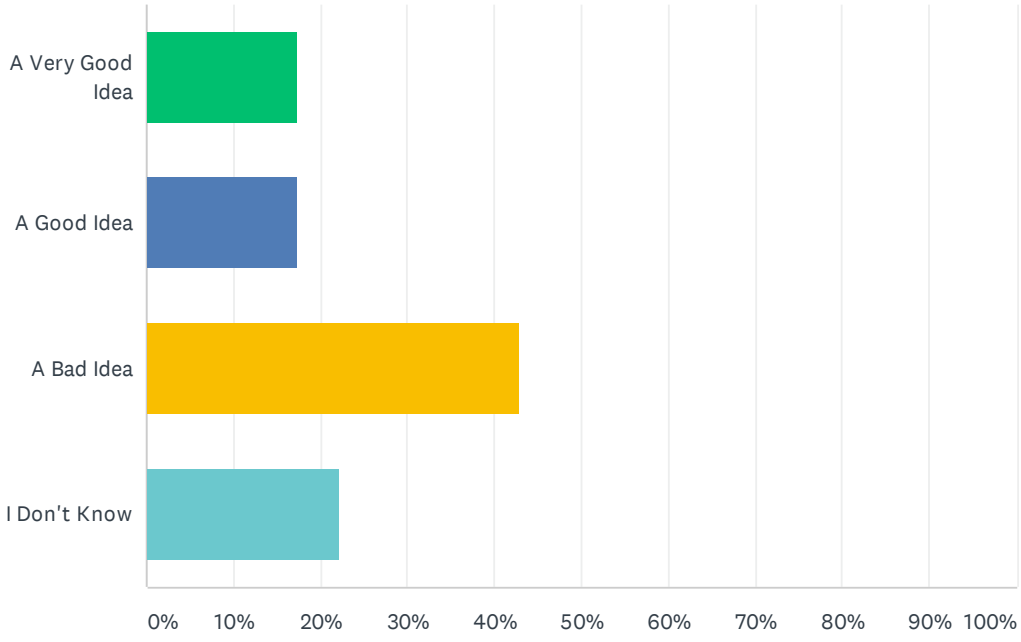
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 28.13% | 18 |
| A Good Idea | 25.00% | 16 |
| A Bad Idea | 10.94% | 7 |
| I Don't Know | 15.63% | 10 |
| This would be better in the Community Center | 20.31% | 13 |
| TOTAL | | 64 |

# Q16 A cafe

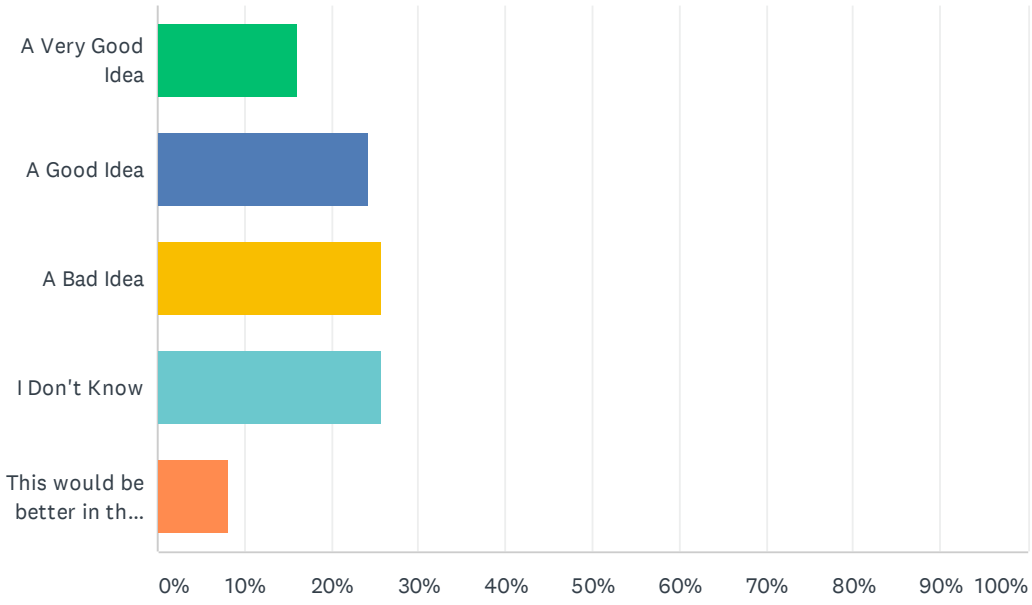
Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 17.46% | 11 |
| A Good Idea | 17.46% | 11 |
| A Bad Idea | 42.86% | 27 |
| I Don't Know | 22.22% | 14 |
| TOTAL | | 63 |

# Q17 Co-working space (i.e., shared space with Internet & other technology for telecommuters & home-based businesses)

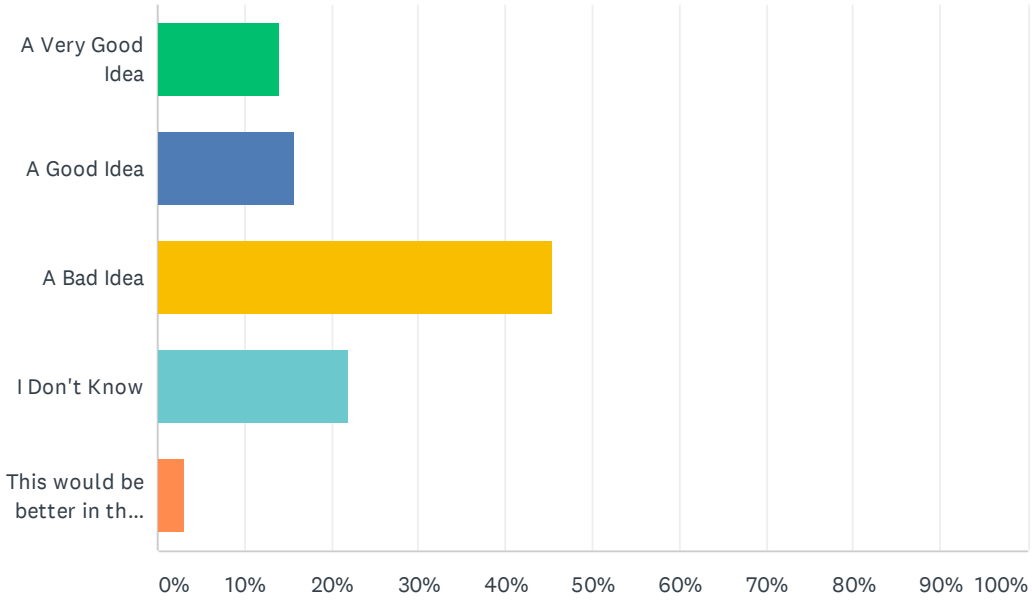
Answered: 62 Skipped: 7




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 16.13% | 10 |
| A Good Idea | 24.19% | 15 |
| A Bad Idea | 25.81% | 16 |
| I Don't Know | 25.81% | 16 |
| This would be better in the Community Center | 8.06% | 5 |
| TOTAL | | 62 |

# Q18 A general store

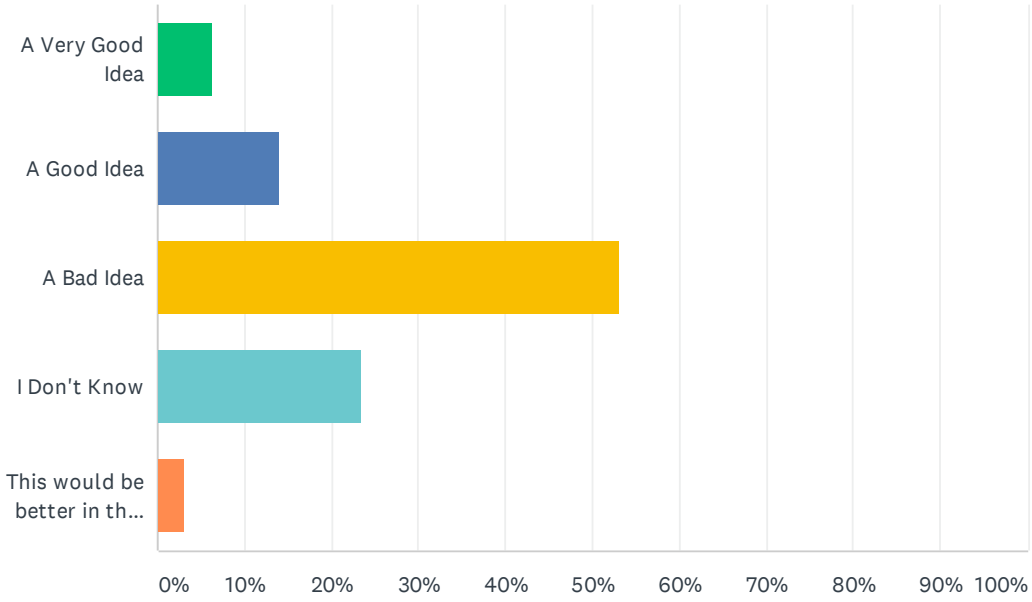
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 14.06% | 9 |
| A Good Idea | 15.63% | 10 |
| A Bad Idea | 45.31% | 29 |
| I Don't Know | 21.88% | 14 |
| This would be better in the Community Center | 3.13% | 2 |
| TOTAL | | 64 |

# Q19 An outfitter shop for biking, snowmobiling, kayaking, etc.

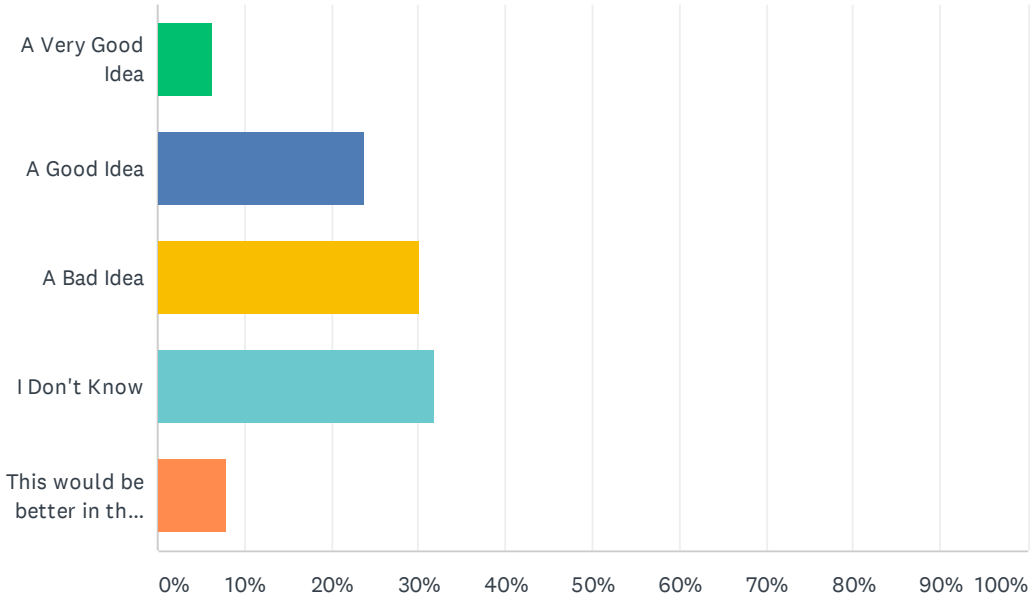
Answered: 64 Skipped: 5




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 6.25% | 4 |
| A Good Idea | 14.06% | 9 |
| A Bad Idea | 53.13% | 34 |
| I Don't Know | 23.44% | 15 |
| This would be better in the Community Center | 3.13% | 2 |
| TOTAL | | 64 |

# Q20 A shared commercial kitchen space for food processing start-ups

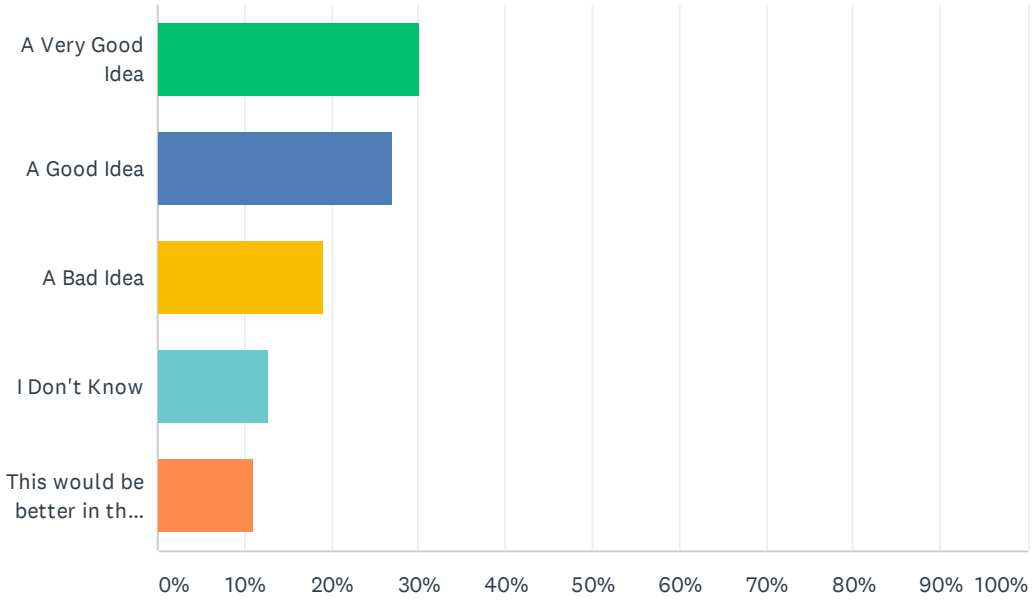
Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 6.35% | 4 |
| A Good Idea | 23.81% | 15 |
| A Bad Idea | 30.16% | 19 |
| I Don't Know | 31.75% | 20 |
| This would be better in the Community Center | 7.94% | 5 |
| TOTAL | | 63 |

# Q21 Space for the Post Office

Answered: 63 Skipped: 6




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| A Very Good Idea | 30.16% | 19 |
| A Good Idea | 26.98% | 17 |
| A Bad Idea | 19.05% | 12 |
| I Don't Know | 12.70% | 8 |
| This would be better in the Community Center | 11.11% | 7 |
| TOTAL | | 63 |

# Q 22 &23: Open Ended Responses from the Survey

There are not enough people in the area to support the ideas you suggest. All of the ideas have competition from other similar programs within the area. You are setting yourself up for failure.

The church sanctuary is beautiful, great acoustics and already has beautifully constructed seating. It could therefore serve for many kinds of gatherings of a large number of people - weddings, funerals/memorial services, musical concerts, readings of poetry and other performative events, lectures of community interest, multi-media presentations. Also serve as a location for day-long conferences on historic preservation, or river/environmental study since there is plenty of seating and a kitchen that could produce good food for
participants. The church could also function for town meetings in March although there is needed a new, ADA, handicap accessable bathroom located on the sanctuary level and some form of easier access to dining on the basement level.
Should an elevator be installed to immediately make the church more adaptable and also more able to receive grants for improvements.

The community is an ok building and functional but does not have any of the charm nor historical significance of the present church. The community center is a utilitarian space with a gym for basketball, and other indoor athletic events for all ages as well could serve as a place for such things as yoga and exercise clinics for middle and older age people from the community and the region. Ok for town offices, easier to heat than church, nowhere as well built as the church structurally; therefore capacity is limited on second floor levels
other than for offices of listers, and other Town organizations. Could also serve as a shelter, with food services during disasters, be they flood, fire, chemical spills from waster carriers, etc.

You mention many activities, but if it's purpose is for all to come together, then maybe that's what it should be used for. If say you direct it for the use by youth programs. How would that benefit a senior? A general store that sold items for every class of people, along with selling hardware, whould make better sense, in the use of that building. Even putting a store upstairs and post office down stairs wouldn't be a bad idea either.

Shelter for homeless
downstairs soup kitchen
food shelf
Yoga space
Therepy pool
Senior living
laudramat
day care center - helps pay for thing/revenue
recreation center
gathering center for seniors: bingo, movies, libraary
lunches and socializing, etc - this would be in Church but a day care in community center which could help providing funding.

Tearing the building down and putting in a park . A park would be useful to all people in Coventry (instead of some of the business start-up ideas that would benefit only those starting up a business)... and a park would cost much less to maintain than a building.

A place where kids can go for fun and activities to keep them out of trouble and enjoying the community.

Fitness classes, maybe yoga?

keep as a church and lease it out for weddings

The town doesn't need the building. BUT it is historic so hopefully someone will buy it and use it.

A place of worship for Coventry residents and surrounding towns. How about a church which I Did not see on the survey! A place where believers of the Lord could come together! Thank you

A lot of the ideas are business-based and the town should not be involved. If a private person wants to, okay.

Aren't #13 and #19 for a limited population w/fees for the better abled? Basically businesses. I think a shared space for a combined need ex. #'s 16, 18, 21 OR 15, 12, 8, 6, 5.

wellness programs, movies, entertainment

Use the space for private functions such as talent shows, weddings, music group, funerals, large parties. Or a dance hall on Friday and Saturday nights for youth or teens.

Having a health center plus an exercise facility where people can kinda have a place to work out and interact with with friends

I like idea of shared office space, and a shared kitchen for food start ups. Anything that promotes small business or wellness would be great.

wellness ctr. classes/workshops

whatever the building is used for is irrelevant. the appearance of that building and the majority of houses in the village is appalling. come up with a revitalization plan. the village is full of drug dealers.

It is embarrassing to have the homes fallen to shambles. There appears to be raw sewage flowing from the house across from the church with is a public health hazard.

No. 9 on reverse side would be of great value to the community. as a senior on a fixed income, I have no access to technology. A few lessons or a refresher course would be helpful. Some of our youth are also interested.

#10 Healthcare Clinic
with support from Blue Cross Blue Shield of VT we could offer space and equipment to visiting nurse assoc for well-child and elder care services.

#11 yoga classes
weights
treadmill

#s 9@17 @21 are a good fit. #s 10@13 fit good.

Bring back your program coordinator for different events. bring back coventry day.

I think that all of the ideas listed are excellent. It is hard to select just one item over the others. I think that the item selected would depend on cost and whether the potential use could be long lasting and not just a flash in the pan upon start up.

Probably the best idea would be a senior center community center and perhaps a bone builders center.

Space for a homeless shelter
once a year garage sale

game or sport events, bingo night or afternoon=special gathering events

Turn it back into a functioning church!! :)

food shelf
RE Store
I think we should combine many of these ideas - community space/youth & senior services, food shelf. I don't think any commercial ventures are realistic in this space.

Making the church into an art center makes sense to me. It would make use of the features in the main room such as pews for seating - decorative windows - piano and organ. Any of these ideas need enough people to support them.

I think a multi use combined area for youth and seniors

Live music venue!!!
Pot Luck before music!!!

Thrift store
A place to gather in emergencies

Day programs for seniors
afterschool programs for teens
cafe internet space

Definitely a fitness facility and possibly an incubator bldg type space. Health and wellness - do BP or other type preventative tests and n/c to cor. residents. Promote yoga, meditation and other non-allopathic approaches to wellness.

bringing back game or bingo nights and things like hunter safety. continue hosting rabies clinics or giving flu shots. pull from our masters - we have lots of talented elders (and others) that still have lots to contribute-let them teach. connect them to our youth but keep it positive. we have some bad mojo going on over nothing in town lately. positive presences only please!!

A museum of local historical items, artifacts, etc. covering orleans county.

items 2, 16, and 18 - new business activity may be beneficial, but NOT in direct competition with out local diner and/or convenience store and deli. we are too small a community for that. thanks for the opportunity to share some ideas.

Allow people to rent space for family reunions, weddings, etc.

Thank you for this survey. Coventry is a beautiful town and I am proud to be living here. The survey has very good ideas. I am in support of a community fitness facility holding classes such as yoga, spinning, circuit classes. Also to be used as space for flu clinics, CPR Training, first aid, babysitting classes.

If the pews were sold it would open up much more space, perhaps an ongoing part time yard sale staffed by volunteers. A percentage of the sales could go back to the town.

Maintain the sanctity of this sanctuary in memory of those early coventry families which entered this building as a source of comfort and security, even up to the 1970s when I was invited to represent this church as a deacon when I dressed my either children up in their Sunday best, marching them along toward the front because the rear pews were filled with worshipers. And, oh I loved those old methodist hymns. I could even sing one for you today! Oh, there will be memories to record. One lady said to me, a few days ago, as she sees this great edifice she likes to think of her in-law Barlow ancestors coming to this church. So, the decision to maintain the
church as a documentary on the present trend from supernatural spirituality to empirical spirituality must be made by Gestault. Then will come the 'ifs & ands' by Atomic Configuration. Simple as that. Signed, Fred Webster, age 98+, Spiritual Atheist. i.e. rather than desecrate it, tear it down please.

Please include me in all future discussions related to future potential uses for the church.
Mail: Alan B. Feltmarch
808 Hi-Acres Rd.
Newport, VT 05855
Phone:334-7967

Jan Lewandoski
92 Old Pasture Rd.
Greensboro Bend , Vermont
05842

802-533-2561, 802-274-4318
janlewandoski@gmail.com

July 18, 2019

**The Coventry Congregational Church**

**Coventry, Vermont**

**A Preservation Trust of Vermont**

**Technical Assistance Survey**

The Coventry Congregational Church is located in the middle of the village of Coventry over looking the Green. It may have been referred to also as the Coventry Meetinghouse when constructed in 1829-30 since the space was shared with the Town for public meetings. (According to Pliny White's History of Coventry (1859) There was also a Meetinghouse constructed, in 1830-31, uphill from the village at Coventry Center, that served all denominations, but increasingly Baptists.)
The church is large for a small village, measuring 50 ft. wide by 65 ft. long, and built into a bank allowing for a full basement, its floor level with the road on the east side. The original interior height of the main room was a very tall 26 ft. The front of the church has an entry that protrudes four feet from the middle of the north gable. Atop this gable is a 3-stage tower with a hemispherical dome on top, containing a clock from the 1840's, donated by Elijah Cleveland, a local notable, and a bell with a cast date of 1847. Word of mouth, based upon long since burned documents, reports that the church originally had a tall spire but that it was destroyed by lightning twice before the middle of the 19th century. Some surviving framing evidence in the belfry supports this idea.

The Coventry Church is covered in white painted clapboard from top to bottom, including the very tall wall that includes the basement on the east. There are colored glass windows with arched tops on the long walls, and a uniquely designed circular stained glass window behind and above the pulpit on the south gable. The south gable also contains the ghosts, in patched-in clapboard, or two even larger windows that would have flanked the pulpit area. It is also possible that the pulpit was originally located towards the entry wall). There is also a boarded over window sash in the south gable attic, not quite centered. The north gable contains the framing for a large window above the current door. At the basement level there are rectangular windows on the east and south providing light.

The main cornice is bracketed, and these architectural elements, along with the round topped windows and front entry, and the way the curvature of the trim above all these is produced by joining small segments of moulding, suggests a later 19th century remodeling in an Italianate style. The interior reinforces this since the flooring is western fir, the wainscot probably chestnut, and the dropped ceiling covered in stamped steel or tin. The circular window, trimmed in the same distinctive way as all the exterior and interior casings carries a memorial date of 1882, probably the time of the remodeling. The pews are not locally made but from some quality church furnishings company, and are of oak. Before this work, the ceiling was at 26 ft. and plastered (the remains of this can be seen in the attic) and a vaulted choir loft existed at the front end, still intact at the NE corner of the church, but hidden from easy view. While it is interesting to speculate about the original appearance of the church, the preservation of its very complete 1890-ish historic interior is preferable to trying to return to an earlier state that will remain largely hypothetical.

The Church is of timber frame construction, mostly high quality spruce. The corner posts are 11 x 11's and protrude into the room. In between the corners the framing is 4x6 studs with 6 x 11s under the trusses. This framing can be seen looking down from the attic space. The main floor system above the basement is 9 x 11 carrying beams with round spruce joists, adzed flat on their tops, in between. The roof framing is very impressive with trusses that are easily capable of the 50 ft. span (see Fig. 2). Four of the trusses can be described as double raftered kingposts trusses with prince posts. The truss at the back of the tower is a double raftered queenpost truss using the rear tower posts as the queens.

The tower begins 12 ft. x 12 ft., then steps down to 10 x 10 and then to an 8 ft. diameter octagon under the dome. The heavy framing of the second stage starts several feet within the first stage and this is referred to as telescoping. The third, octagon stage, rises off some immensely heavy horizontal timbers, as large as 12 x 16, that cross above the bell. These timbers also carry a 17 inch diameter octagonal mast that ultimately supports the dome rafters. It is this very heavy framing and mast that suggests something much larger, like a tall spire, once extended above the belfry.

The sophisticated trusses in the roof system and the classic base for the lantern and former spire above the bell, suggests that this large church was framed by experienced professionals acquainted with monumental work of this sort.

The foundation of the Coventry Church is mostly granite blocks and rubble stone, some of which can be seen through a door from the basement that enters an unfinished room under the entryway. Some of the excellent floor framing can be viewed there as well. The south gable foundation appears either replaced, or completely encased, in very thick concrete. The west, or uphill, long wall has had drainage installed in recent years, mostly stopping water infiltration into the basement.

The basement floor is concrete with some long cracks and irregularities, but only one crack, in the SE quadrant, has a displacement between slabs that needs to be ground away.

The Church is roofed in asphalt shingles in reasonably good condition. The tower roofs and dome however are old galvanized metal with folded seams and white paint on them.

There is a brick chimney at the SE gable that vents the large oil furnace in the basement. The brick is old, though not the original brick, and the pointing is newer. I can't see if there is a ceramic flue. In the past two chimneys were in use, probably for wood stoves, flanking the pulpit area inside false pilasters. Originally these may have been chimneys that started at the attic floor level, since the kingpost to chord connection of the nearest truss has an early iron u-strap assisting the joint as if it was being asked to carry more load than the other trusses.

**Coventry Church: Maintenance Needs**

**1. Drainage, Foundation and Grading:**

The sloping site will tend to run water towards the Church foundation, but it is generally taking it well.

The **south gable foundation** is thick concrete, suggesting trouble in the past that was remedied, perhaps by drainage or lots of gravel below grade. However, the grade is again too high and touching the wood sills and clapboards at points, and obstructing the free flow of runoff to the south and east. This grade should be cut back and sloped away where possible.

At the same time that grading is being improved on the **south, the grade** should be lowered along the **east** where earth is touching the woodwork. The road is still a bit below the level of the sills so it should be possible to produce a slope or swale and fill it with stone next to the building.

The **west, or uphill wall** has had drainage pipe installed within the last 10 years, and it drains north to the road. This work, and good road maintenance uphill, has apparently remedied most of the water inflow problems that effected the basement in the past, as can be seen from the cracked concrete floor. However, water and fine silt is still coming into the basement from a point near the NW corner of the Church, and can be followed and seen right now. This water entry is located right under a separated piece of gutter, that when connected again, may put a stop to this. If not, that area may have to be excavated again to see what is causing this problem, since it may affect the use of the basement.

The **north gable, or entry wall** has one grading and drainage problem where the protruding porch joins the front wall on the NE. Water from half the entry roof and from the ground runs into this corner and cannot get out because of concrete retaining walls to the east. Seen from an unfinished front room in the basement, the NE rubble stone foundation is being pushed inward and bowing some timber supports for the frame. This water is also undercutting some concrete supports for the entry that were poured upon old stone work. (see Fig. 3 ). This corner of the entryway has been jacked and shimmed at least once before.

Repairing this problem will involve excavating this NE corner, making sure the foundation stones are still catching the sill, and then filling this corner with stone and possibly a drainage pipe to the north. The grade should be

cut away from the woodwork as well. If the rubble stone work is no longer supporting the sill or the concrete depending upon it, more stone or concrete will have to be added.

Related to drainage issues is the slight displacement of one concrete floor slab from the next at SE, which can be ground away.

**2. Framing:** There are only two obvious problems with the frame of the Church. The **first and most serious** is the rotted condition of the interior support frame of the domed lantern (or it could be called a cupola) above the bell. Remedying it will also be the time to repair all the cupola's deteriorated cornice work, boarding and metal roofing.

Where these rotted timbers bear upon the SE corner post around the bell, the plate is also rotted and possibly there is some damage to the top of the belfry corner post.

The **second is an area of plate**, tie beam and rafter along the east wall, at the second interior truss from the south. Roof leakage in the past caused several framing members to rot and the tie beam (also called the bottom chord of the roof truss) to drop from its joint with the plate. A section of plate, tie beam and rafter are all actually missing at this point. The situation is only rescued by the existence of the inner rafter and the dropped ceiling allowing room in the past to add some cantilevered blocking there as well as some metal straps. It has been somewhat cleverly stabilized in the past but needs a better repair. This is reflected from the outside with just a slight decline in the eaves of the roof at that point and some raggedness in the roofing.

An **additional problem** is halfway up the east roof in the bay behind the steeple, where leakage in the past caused the failure of a purlin and some rafters, and some deterioration at the foot of the principal rafter. The purlin has been strutted from two directions and is likely OK, and this rear-of-steeple truss is supported by a fully studded vestibule wall.

**Cupola Framing:** The very large timbers crossing above the bell, and the 17 inch diameter octagon mast rising from them, are, in spite of their great size, largely rotted and broken (see Fig. 4 ). At some point, probably in the

early 20th century, a 14 ft; long 8x8 timber was sistered to the bottom side of the largest broken timber by means of bolts to try and reinforce it, and is of marginal help. There are also planks nailed to the SE corner post of the belfry to support an area of rotted plate and crossing timbers.

The two major crossing timbers and the giant mast, as well as the top of the SE belfry corner post, and possibly some elements higher up in the cupola, will need in-kind replacement.

The best way to repair and replace bad cupola and dome framing, all its numerous woodwork problems, and re-metal the roof, is to remove the cupola to the ground by means of a large crane, carry out restoration there, and put it back again.

While the cupola base and frame are removed, it will also be much easier to make any repairs to the SE timber corner post of the belfry and its braces.

**East Plate, rafter and Tie Beam:** The tie beam, rafter and plate rot along the east wall should be repaired both to remove the slight sag in the roof and to keep it from getting worse, since sags in the roof invite leakage. This can be done with minimal disturbance to the interior due to the space above the dropped ceiling. Nonetheless it will involve running one tower of scaffolding up the east side aisle of the interior, removing a couple panels of metal ceiling, and placing a jack and post to push up on the tie beam and rafter until they are at their correct height. Then, from scaffolding on the exterior, the missing tie beam, plate and rafter can be reframed and supported by a brace rising from the wall post.

**3. Steeple Woodwork:** The cupola, which can be brought to the ground, and the belfry and tower, which should stay on the church, all have finish woodwork repair needs.

The Cupola has extensive problems at the cornice right under the metal of the roof skirting the dome. Also, the woodwork at the bottom of the cupola, where it is pressed against the metal roofing is rotted. The cupola

of course can be painted while it is on the ground. Also, It is unlikely that there never was an ornament or weathervane atop the cupola. If research can come up with a description of such, this would be the time to recreate it.

The belfry has the same problems of siding crushing and rotting against the metal skirting roof. Also, of the 12 louver panels, one is destroyed and half need restoration and straightening and replacement of parts.

**4. Tower Roofs:** The steeple has 3 skirting roofs around its various stages, including one at the base of the dome. These are done in largish sheets of metal with folded seams. The dome itself is covered in smaller square sheets of metal to make following a spherical shape easier. All of these roofs are old, covered in old paint, and would profit from slightly more slope as some are pooling water on their almost level surfaces. The metal used should be leaded copper, or zinc coated copper, or just copper, and will amount to about 750 sq. ft. The dome, its skirt, and the one at the base of the cupola can be re-metaled while the cupola is on the ground being reframed, saving a lot of expense. The other roofs will have to be re-metaled from a tall lift.

**5. Windows:** The windows of the church, and their sills and trim are in good condition**.** However, the west front window is partly covered in plywood indicating need for repair. All the windows, at the time when the church is painted, will need scraping and some reglazing.

The custom made circular window in the south gable is currently covered by opaque plexiglass. A good and relatively new clear storm window sits in the basement, but had been removed due to fear of condensation between the windows. However, I don't see how the plexiglass avoids that problem, so I would return to the clear storm window, perhaps with vent and weep holes drilled in it.

**6. Painting:** The most need for paint right now is at the basement level and on the tower. The cupola part of the steeple can be brought to the ground and should be painted then. Painting the basement level is relatively easy.

The portions in between these extremities represent a large job, but are not of urgent need to be done, and can wait until after framing and drainage repairs.

**July 16, 2019**

**Coventry Church: Cost Estimates in order of priority**

**1. Drainage, Grade and Foundation:** Cut down the grade along the east and south so it is not touching the wood. Excavate the two inner north gable corners and add stone and if necessary. Grade and drain. If after repairing NW downspout, the basement still takes in water at that locale, excavate to find and solve the problem.

Cost: $8-10000

**2. Cupola Framing:** Remove the domed cupola to
the ground with a crane. Replace the large crossing timbers, the mast and any other bad framing. Also the SE belfry plate and top of the SE corner post (which will have to be done in place from the belfry). After finish repairs and painting (see steps 3 and 4 below), place the cupola back into position.

Cost: $48,000

**3. Steeple Woodwork Repairs**: Cornice repairs at both cupola, belfry levels. Also replace or repair lower trim and clapboards where they touch the metal roofing. Rebuild at least one louver and repair 6 others. This work should be done in coordination with metal roofing the 3 skirting roofs of

the steeple, since the metal should be stripped, the slope of the roofs slightly increased, the metal flashed behind the trim and clapboard which will be kept a couple of inches above the horizontal surface of the metal. (Any work on the first square tower of the steeple can be done when painting or reroofing of the main roof is contemplated).

Cost: (Wood repairs) Belfry and cupola: $26,000

**4. Metal Roofing on the dome and 3 skirting roofs:** leaded or zinc coated copper, folded seams.

Cost: $36,000

**5. Framing Repairs at East wall Plate, tie beam and rafter:**

**Cost: $18000**

The above five items are those that need to be done within a couple years to avoid greater problems developing. The only one that at present affects the use of the Church is the leak at the NW corner into the basement, and that may be solved by reconnecting the downspout. The other items such as windows and painting are the sort that maybe called normal ongoing maintenance for a large wooden building such as this.

Fig. 1: Coventry Church

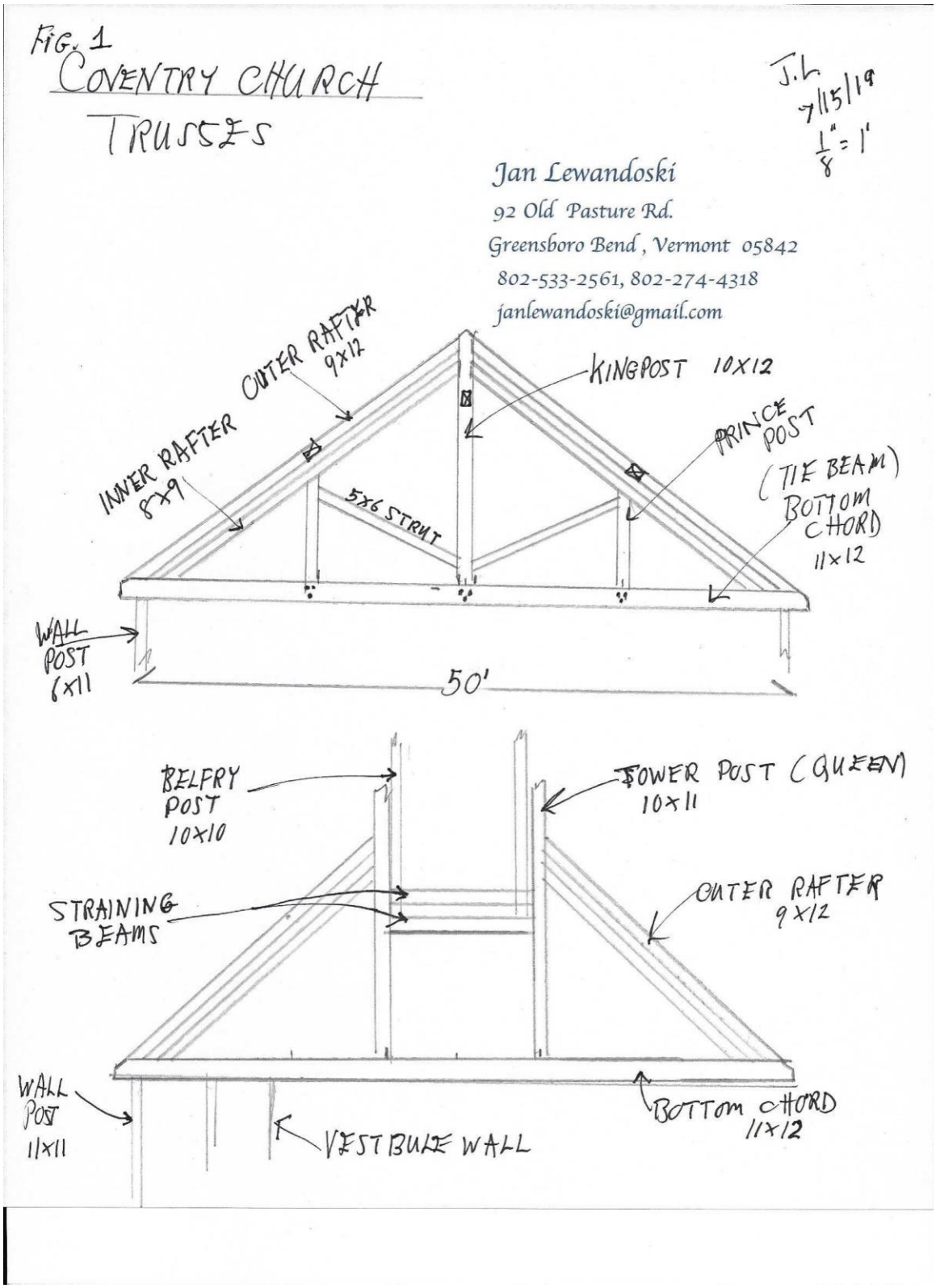



Fig. 2: Coventry trusses

Fig. 3: NE foundation

Fig. 4: Cupola framing timbers

Fig. 5: Cupola framing

Fig. 6: Coventry Steeple

# Existing Conditions Analysis