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Mills + Schnoering Architects, LLC
Architecture + Historic Preservation



Limited Preservation Plan, Woodstock Town Hall Theatre - DRAFT

November 15, 2022

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Prepared for:
Pentangle Arts
Woodstock Town Hall Theatre
31 The Green
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**WOODSTOCK TOWN HALL THEATRE
LIMITED PRESERVATION PLAN**

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TAB I

I. EXECUTIVE SUMMARY / INTRODUCTION

Introduction

The Woodstock Town Hall was designed by architect Arthur H. Smith and opened in October 1900 as the Woodstock Opera House, featuring a first-floor banquet hall and second-floor opera house. The building suffered a significant fire in 1927 and was restored and redesigned, with a full-height, four-columned portico added at the main elevation, by architect Jens Fredrick Larson. Today it is known as the Woodstock Town Hall Theatre and functions both as the Woodstock Town Hall and as the primary performance venue for Pentangle Arts, and it is one of the most significant public buildings within the core of the downtown. It is a contributing element within the National Register-listed Woodstock Village Historic District.

Mills + Schnoering Architects, LLC, was engaged by Pentangle Arts and the Town of Woodstock to prepare a Limited Preservation Plan to document the building's current architectural condition and establish recommendations and priorities for work based on code requirements, building needs, and existing program. The recommendations are supported by an understanding of the building's history and development over time. Mechanical, electrical, plumbing, and fire protection systems have been studied previously and as such these building systems are only included by reference in the Plan. One of the central questions addressed within the Preservation Plan is the overall structural integrity of the building, specifically: the rear (1929) stage house addition, the foundations under the original 1899 building, the existing masonry envelope and the roof trusses above the second story.

The Preservation Plan provides a planned, phased, and prioritized approach to the preservation, conservation, and maintenance of the building, and is intended to serve as a valuable tool for the Town to pursue their goals for continued and future use of the building and to plan for that work accordingly. The final document is a snapshot in time and is organic, changing as building improvements are undertaken and as deferred maintenance items are addressed. The Preservation Plan can also be utilized by the Town and Pentangle Arts to apply for federal, state and private grant money.

Plan Development

On October 11, the Project Team and representatives of Pentangle Arts and the Town of Woodstock met at the building for a project kick-off meeting and conditions assessment. This provided the basis for M+Sa's and Le Messurier's analysis of current conditions and recommendations for work necessary to restore the building and bring it up to code.

The Preservation Plan begins with an Historic Overview that incorporates a statement regarding the significance of the building, the research methodology, a summary of the building history, and sources consulted. The Historic Overview is followed by the Architectural Conditions Assessment and Structural Assessment. A Treatment Philosophy is provided that details the appropriate treatment for future work within the building, which is guided by the building's historic significance and related period of significance as well as its existing condition. The Code Analysis offers a review and analysis of the applicable codes, including accessibility, to establish basic requirements for the building and any restoration / renovation work. The Summary of Recommendations provides an outline of the

recommended interior, exterior, and structural work to be undertaken, and serves as the basis for the Cost Estimate to follow.

Recommendations Summary

In general, the Town Hall Theatre is in good condition, but has not had any comprehensive restoration or renovation since the 1980s. The Town has long had concerns regarding the building's structural stability, specifically the structural integrity of the 1927/28 stage house addition, and the Town Hall Theatre's ability to successfully survive any potential flood events is also of concern. Accessibility and functionality related to the auditorium, stage, and related spaces need to be upgraded to improve the patron, performer, and staff/tech experience. The building envelope requires restoration; there is some evidence of water infiltration on the interior of the building, and plaster has failed in these locations. Finishes are dated; flooring, lighting, and ceiling treatments are all in need of upgrade.

Recommended work has been considered within the context of the building's Period of Significance, as well as the building's recommended treatment options. Recommendations are broken down into three categories, each of which could represent a separate phase of work and could be executed and financed separately. Recommendations for future efforts beyond the three categories of recommendations are also provided.

Project Team

The preparation of this report required the cooperative effort of a number of individuals. We would like to thank Pentangle Arts and the Town of Woodstock for the opportunity to assist with the stewardship of their historic resources. We would also like to acknowledge the important efforts of the following individuals:

Alita Wilson, Director, Pentangle Arts
Phil Neuberg, Pentangle Arts Board of Directors
Tom McCaughey, Pentangle Arts Board of Directors
Charlie Degener, Town Clerk, Town of Woodstock

The following individuals carried out the work of this study:

Mills + Schnoering Architects, LLC

- Architecture, Project Management

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Dharam Consulting

- Cost Estimating

TAB II

II. HISTORIC OVERVIEW

Statement Of Significance

The Woodstock Town Hall Theatre is listed on the National Register of Historic Places as a Contributing building within the Woodstock Village Historic District. The building is significant as one of the Town of Woodstock's most important and prominently located civic and institutional buildings. The building has been in near-continuous use as a town hall and opera house/theatre since its original construction in 1899.

Research Methodology

Historic research has been conducted in support of the Limited Preservation Plan. The following narrative addresses the original construction and evolution of the Town Hall Theatre over time.

Historic research for this began with a review of prior studies of the building and the information posted to the Woodstock Town Hall Rejuvenation Project website (<https://woodstockthrp.squarespace.com/>). The information in these documents was supplemented by research provided to Mills + Schnoering by Pentangle Arts and the Woodstock History Center, and by online research.

History

In August 1899, contracts for the construction of a new Town Hall were awarded. Prior to construction of the new building, public meetings were held in an addition to the courthouse located on the Green (this addition is no longer extant). The Town of Woodstock sold the courthouse to Windsor County for \$20,000, which helped to fund the construction of the new building.

Construction began on August 10, 1899 and by September 2, 1899 it was reported that the foundation walls were nearly complete. Foundations for the new building were completed by the second week of September, using stone that was quarried locally. Steel girders were being put into place in November 1899. The location of the new building, while it fronted on The Green, was not without controversy; it was considered to be challenging for those visiting from out of town to find a "safe and convenient place to hitch and feed at little or no expense."¹

The architect for the new building was Arthur H. Smith (1869-?) of Rutland VT, considered to be one of the most skilled designers working in the state in the early 20th century. Smith was a London native, born in 1869, who was educated at the University of Edinburgh, Scotland. He relocated to the United States in 1889 and arrived in Rutland circa 1892. He initially worked as a sole practitioner in Rutland, and in 1895 became a partner in the firm Chappell and Smith, which existed only for a two-year period.² Smith's work was focused on public commercial and institutional buildings; one of his early independent works

¹ *Spirit of the Age*, 2 September 1899, 3.

² Kempton T. Randolph and Jackson Evans, "Linden Terrace," National Register of Historic Places Nomination, 2007. (<https://npgallery.nps.gov/GetAsset/4cd44f3b-41d1-4c61-b5b6-3f342a7bdee2>).

was the design of the City Hall in St. Albans VT, completed in 1897, which must have prepared him well for the work in Woodstock that would follow.

Smith was selected by a five-man committee after responding to an advertisement for an architect and submitting sketches that responded to the desired scope. He designed a Colonial Revival style building that he described as being constructed of “brick with granite grade course and red terra cotta trimmings, the roof being covered with Pennsylvania black slate having ridge and finials of galvanized iron.”³ Notable exterior features included the arched entrance framed by engaged columns and a molded entablature, surmounted by a large arched window; corner quoining; and a hipped roof with denticulated cornice and centered, gabled dormer window. The building contractor was John F. Germain, also of Rutland.

Upon entering the building one arrived at a central vestibule flanked by a Selectmen’s Room and a Cloak Room; stairs to the left and right led to the Opera House on the second floor. Beyond the vestibule, a large Town Hall (50’ x 62’) with a platform at the far end flanked by stairs to either side occupied the remainder of the first floor. The Town Hall featured a southern pine floor; the vestibule hall was finished with cypress, and the stairs were birch. Three dressing rooms with water closets were located below the stage at the basement level, along with mechanical equipment and a dining hall with kitchen.

At the second story, the staircase at the front of the building was illuminated by the large, arched window at the main elevation. The staircase opened into a hall, with cloak rooms to either side, and stairs to the upper gallery. Beyond the hall was the Opera House (50’ x 57’), with a generous stage (25’ x 50’) and orchestra pit. The floor of the Opera House was sloped, and plaster walls featured stenciled ornament; it seated 550 (400 on the floor and 150 in the gallery/balcony).

Questions regarding the structural stability of the new Town Hall arose as early as December 1902. An article in the Woodstock papers (*Spirit of the Age*) recounted inspection of the building to ensure its safety after concerns arose due to a slight bulge at the top of the side walls. It was ultimately concluded that “the gallery was....perfectly safe and no trouble need be feared from the foundations of the buildings.”⁴

Minor alterations were made to the Town Hall in the first ten years of its existence: based on evidence provided by Sanborn Fire Insurance Maps, fire escapes were added at the east and west elevations of Town Hall sometime between 1904 and 1910.

In 1925, rumors that the Town Hall was unsafe prompted further investigation. The Selectmen were advised by the Deputy State Fire Marshall to have the building examined by an engineer and builder. A.B. Lane and A.V. Kieslick were selected for the work. Their investigation led them to conclude that the building had two main defects: 1) the exterior walls at the rear of the building had settled, causing the separation of the masonry from the foundation, and 2) the roof construction was defective; the scissor trusses did not properly support the load of the slate roof and the foot of the rafters had spread. Steel

³ A. H. Smith, Architect, Rutland Vt., “The New Town Hall and Opera House at Woodstock, VT.” *Inter-State Journal and Advertiser*, Mid-Summer 1900.

⁴ “News of Woodstock,” *Spirit of the Age*, 6 December 1902,

rods had been installed across the auditorium to counteract this deficiency. Lane and Kieslick made recommendations to correct the deficiencies, and in October and November, 1925, work was carried out.⁵

On February 15, 1927, Town Hall was severely damaged in an early morning fire. The fire started in the basement, coming up the stairs to the main entrance and destroying the stairs to the music hall on the second floor.⁶

In March 1927, Civil Engineer Edward H. Williams, III reported on his investigation of the Town Hall in *The Vermont Standard* noting that the east, west, and north walls had been thrust outward, and that the steel I-beams supporting the upper story (Music Hall) had lost at least three inches of longitudinal bearing surface at each end accordingly.⁷

A study of the Town Hall's roof framing was made in May 1927 by R. R. Marsden, and published in *The Vermont Standard*:

The framing consists of a series of braced rafters (2 - 5x12), 12 feet CC with a span of 50 feet and a rise of about 18 feet. The bracing consists of a collar beam (2 - 4x6s) 8 feet below the peak, together with a pair of single 4x6s extending from the peak to the points 5 ft. apart straddling the center line of the collar beam. In addition there are single 4x12 members extending from the lower end of the rafters to points 4 ft. 6 in. each side of the center line of the collar beam. The connections are bolted. Tie rods with turnbuckles were installed over 25 years ago to prevent the spreading of the lower ends of the rafters with the consequent tendency to push outward the side walls of the building. It is evident that such an outward thrust was inevitable but the tie rods were the proper remedy and here evidently did their work well.⁸

Marsden concluded that it was not necessary to renew the roof framing at that time.

A flood in November 1927 rendered the foundation of the Town Hall "unstable" and a "construction engineer" was called in to investigate. The engineer specified reinforcing and widening the foundation to approximately three times its original size.⁹

The Town contemplated both reconstruction and demolition of the twenty-eight year old building. The Selectmen and Town Hall Committee ultimately opted to reconstruct the building but completely reconfigure the interior. The music hall was relocated to the first floor (without a balcony) and the town hall was moved to the second. All floors, plumbing, mechanical systems, etc. were removed from the building interior. The new auditorium featured a sloped floor that took advantage of the building's geography. A stage house was added at the rear (north) with dressing rooms and new boiler room under

⁵ "Report on Condition of the Music Hall," *Vermont Standard*, 10 March 1927, 6.

⁶ "\$5,000 Fire Loss on Woodstock Town Hall," *Vermont Standard*, 17 February 1927, 8.

⁷ "Town Hall Building," *Vermont Standard*, 3 March 1927, 1.

⁸ "Condition of Woodstock Town Hall Building," *Vermont Standard*, 23 June 1927, 2.

⁹ "Woodstock March Meeting," *Vermont Standard*, 8 March 1928, 1.

the stage. At the front of the building, a full height portico was added. Work to reinforce and widen the foundation occurred simultaneously, and the building reopened on July 17, 1928.

The reopening events began at 2 pm with a concert by the Woodstock Military Band. This was followed by a formal presentation of the building to the Woodstock Board of Selectmen. Afterward, citizens and friends were free to inspect the building. The first movie in the new auditorium followed, as well as supper in the dining room, an evening theater program at 7 and 9 pm, and finally, a Grand Reopening Ball at 9 pm.¹⁰

The architect who designed the 1927 reconstruction was Jens Fredrick Larson (1891-1981); the general contractor was A.B. Lane. In 1927, Larson was working nearby at Dartmouth College as Architect in Residence. He is principally known today as a campus architect and planner and is also known for working almost exclusively in the Georgian Revival Style, particularly at a time when European Modernism was starting to have a strong influence on new design.

Larson was born in Boston in 1891 and studied at Harvard in 1910-1912. His instructors included such well-known practitioners as Ralph Adams Cram, Cass Gilbert, and Frederick Law Olmsted. His first position following Harvard was with the Montreal firm of Brown & Vallance, followed by work with Sir John James Burnet of Glasgow (Scotland), and Thomas Edward Colcutt in London. During World War I, Larson served in France with the Canadian military and became a pilot. He returned to Boston following the war and by 1919 had been hired by Dartmouth College as their resident architect; he remained at Dartmouth until 1932 while simultaneously operating his own architectural business.¹¹ It was during this phase of his career that he worked at the Woodstock Town Hall Theatre to renovate and restore their fire-damaged building.

Larson went on to work with the City University of Paris, Colby College, the University of Louisville, St. Francis Xavier University, and Wake Forest University, among others. His experience with institutions of higher education led him to co-author the book *Architectural Planning of the American College* (1933). Jens Larson retired in 1971 in Winston-Salem, NC, and died in May, 1981.

In 1930, the Town of Woodstock contracted with William Lamere for rental of the Town Hall (referred to as “Opera House”) three nights a week for use as a moving picture theater. At some point the theater operator became Peter Latchis of Keene NH, operator of a chain of theaters in New England. Latchis was replaced in December 1942 by local resident Owen Moon, representing the Woodstock Associates, Inc. The organization was charged with providing “better pictures” in Woodstock. Latchis relocated his operations to the former Methodist church in Woodstock, which he purchased. Owen Moon operated a theater in Town Hall for nine years. In 1947, Mrs. Owen Moon donated money for new chairs and rugs for the Town Hall Theatre in memory of her late husband.

In the 1960s and 70s, there were a number of smaller renovation efforts at the Town Hall. In 1962, the Vermont Roofing Company of Rutland made “extensive repairs” to the slate roof of Town Hall. In 1964,

¹⁰ “Reopening Aug. 17 of Town Hall Building,” *Vermont Standard*, 9 August 1928, 1.

¹¹ R. A. Miller, “Jens Fredrick Larson and American Collegiate Georgian Architecture,” (Unpublished Doctoral Dissertation), University of Louisville, 1998.

the Town approved money for the remodeling of the second floor for offices for the Agricultural Agencies; the basketball court that had been created as part of the 1927 renovations was removed and offices created that could assist in covering the building's maintenance costs. In the late 1970s, a crack between the auditorium wall and the stage house was reported and repaired. The use of the Town Hall was again a topic of discussion locally in 1978,¹² and in the same year, the Town voted to appropriate monies for the construction of a parking lot in the rear of Town Hall. In 1980, the Town appropriated monies for the construction of a Town Clerk's vault.

Both the use and condition of Town Hall began to be discussed more seriously in the 1980s. In 1979, the Board of Selectmen established a Town Hall Building Study Committee to determine the course of action regarding administrative facilities and the use of the Town Hall building. In 1981, the Town contracted with architect Martin Harris and engineer Hugh McIntyre to conduct a Feasibility Study for the rehabilitation of the building, which was completed in March 1981. The architect and engineer's scope of work included: determination of the structural feasibility of providing office space on the third floor; creation of concept level sketches for the use of space throughout the building, with the theater/auditorium to remain as intact as possible; evaluation of mechanical / electrical / plumbing systems; and consideration of areas where existing facilities may be used, replaced or improved for efficiency. All work was to be in conformance with the Secretary of the Interior's Standards for Historic Preservation.

In 1984, the Town voted to appropriate money for the renovation of Town Hall. The first phase of work involved exterior masonry, a new cornice, new storm windows, two vaults, remodeling of the first floor offices, installation of new restrooms, roof repair, and exterior painting. The second phase of work incorporated the remodeling of the second floor offices, with a new hot water heating system, plumbing, wiring, and an installation of storm windows.¹³ No work was undertaken in the theater / auditorium. Renovation work was completed and the Town Hall reopened on November 29, 1985. The same year, the Town voted to raise funds privately to construct an elevator to meet ADA requirements at Town Hall.

The Town voted to raise or appropriate monies for structural improvements to Town Hall Theater in 1986, in conjunction with fundraising by Pentangle Council of Arts. A 25-year lease entered into between the Town of Woodstock and Pentangle Council of Arts specified that Pentangle would pay operating expenses and maintain Town Hall Theatre. The same year, the Town voted to appropriate money for installation of a stairlift to provide access to the Municipal Offices, Theatre, lavatories and to repair the fire escape.

In 1987, the Town Hall Theatre was renovated. A new projection booth was created and new lighting installed. The 1928 seating was refurbished, and the auditorium and stage "modernized." A new stage floor was approved by the Board of Selectmen in 1994, after an ice-clogged drainpipe resulted in water leakage that damaged the existing floor. The former yellow pine floor was replaced by Marmoleum over a plywood underlayment.

¹² "Woodstock Town Hall Use Proposals Suggested," *Rutland Daily Herald*, 26 January 1978, 12.

¹³ "Town Hall Open House is Friday," *Vermont Standard*, 28 November 1985.

Another series of smaller renovation projects was undertaken at the building over the next 15 years, including:

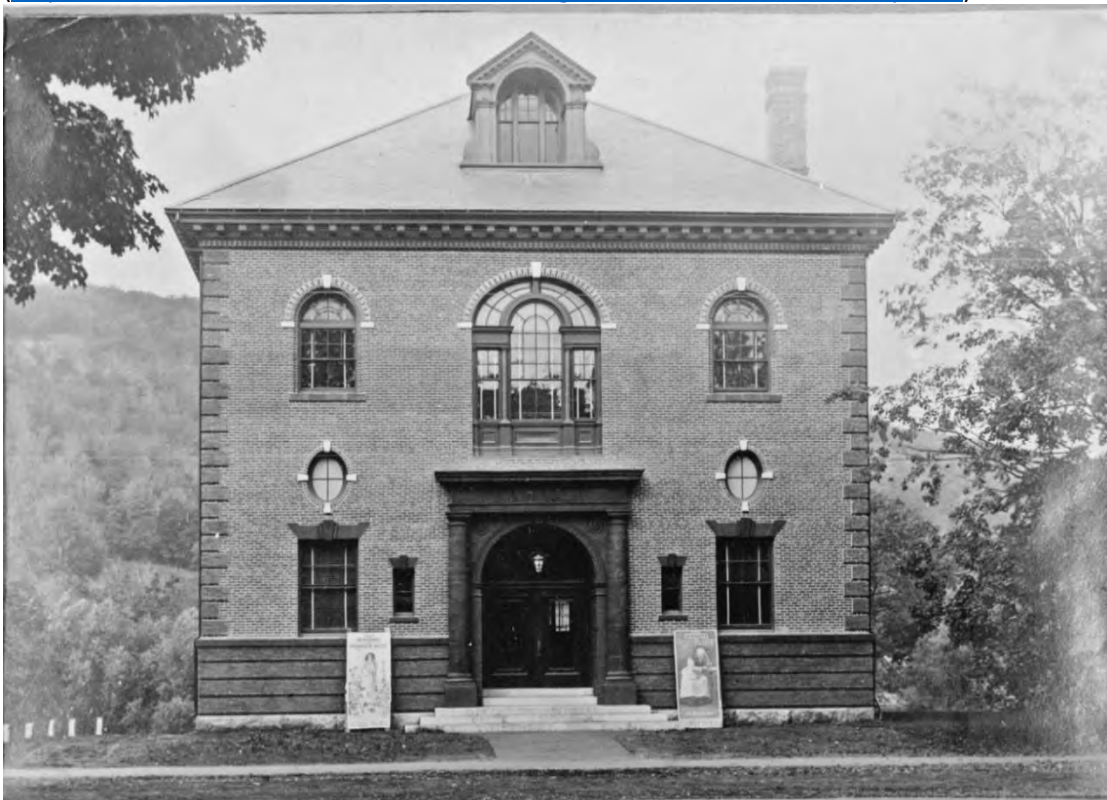
- remodeling of the second floor of Town Hall to construct a large conference room and enlarge town offices, as rental offices were empty, in 1997.
- installation of a sprinkler system in 1998-99.
- In 2007, the basement rest rooms were renovated with new flooring, partitions, and ADA compliant hardware. At the same time, the elevator lobby on the first floor received new flooring and new sheetrock as the space had suffered water damage.
- In 2010, architect Harry Hunt documented the existing condition of the Town Hall Theatre and prepared a report outlining renovations and upgrades.
- In 2011, upgrades to the sound system of the Town Hall Theatre, as well as upgrades to the lighting system were carried out.
- In 2014, a digital movie projector was installed at the Town Hall Theatre.

Beginning in August 2018, public meetings were held to explore the use of Town Hall Theatre and resulted in a continued commitment to both municipal and theater functions. A survey of the building exterior was completed in November 2018. The Town then commissioned a Feasibility Study in October 2019 (completed by Jay White, Architect, of Burlington VT) to explore renovation and upgrade of the building. That same year, the theater received a grant from the Byrne foundation for new sound and light boards, LED lighting, new carpet, and Green Room upgrades.

The THRP Leadership Committee was formed In July 2020 to build on the recent work and continue discussions. The Committee selected the architectural firm Black River Design (BRD) to provide concept level designs for renovation.



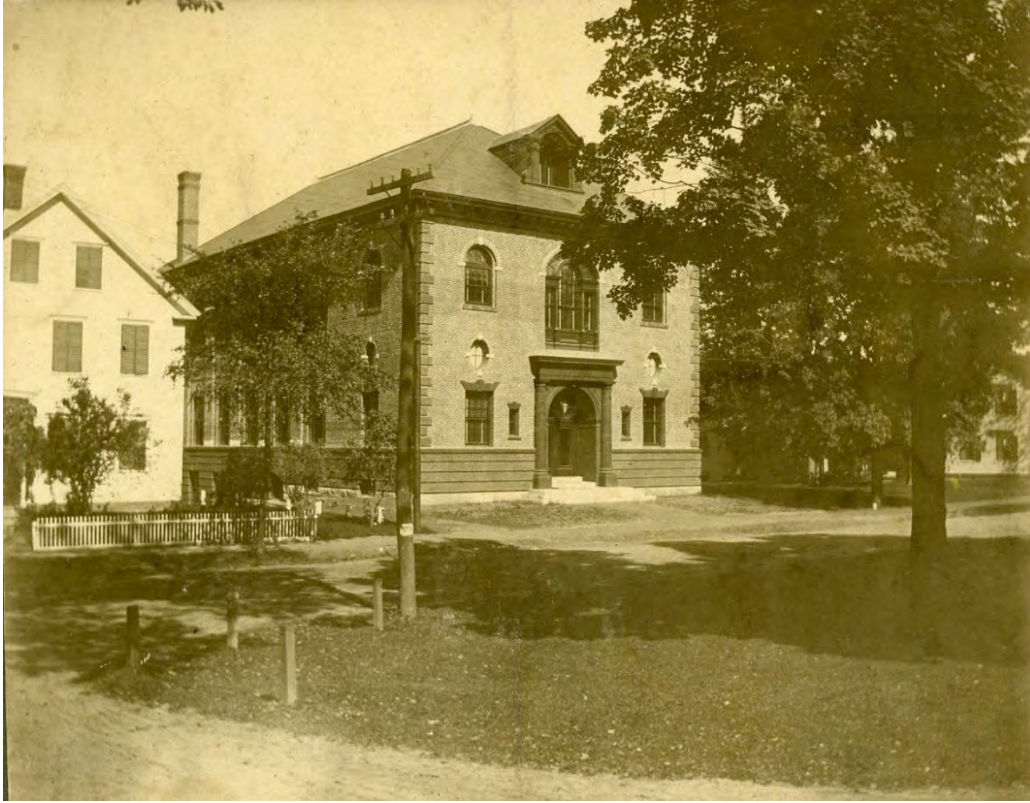
Woodstock Town Hall under construction, circa 1899. Source: Woodstock, A Visual History Tour (<https://www.woodstockvt.com/the-town/blog/woodstock-a-visual-history-tour>).



Early photograph of the Woodstock Town Hall's south (main) elevation soon after completion and prior to construction of the fire escapes at the east and west elevations. Source: Woodstock History Center.



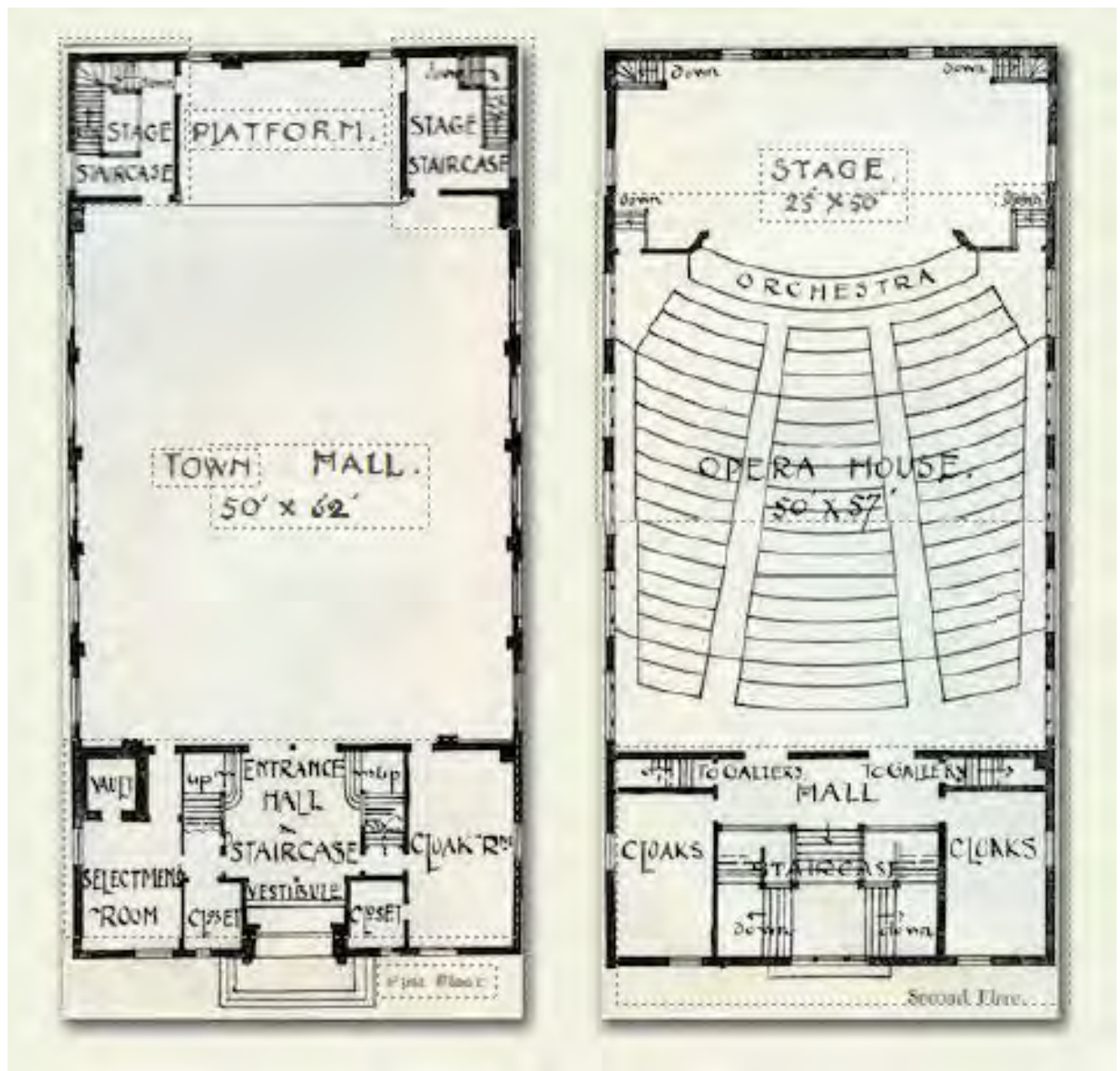
Sanborn Fire Insurance Map, December 1904. Town Hall circled in red. Note fire escapes at the east and west elevations have not yet been constructed. Source: Library of Congress (<https://www.loc.gov/resource/g3754wm.g089651904/?sp=5>).



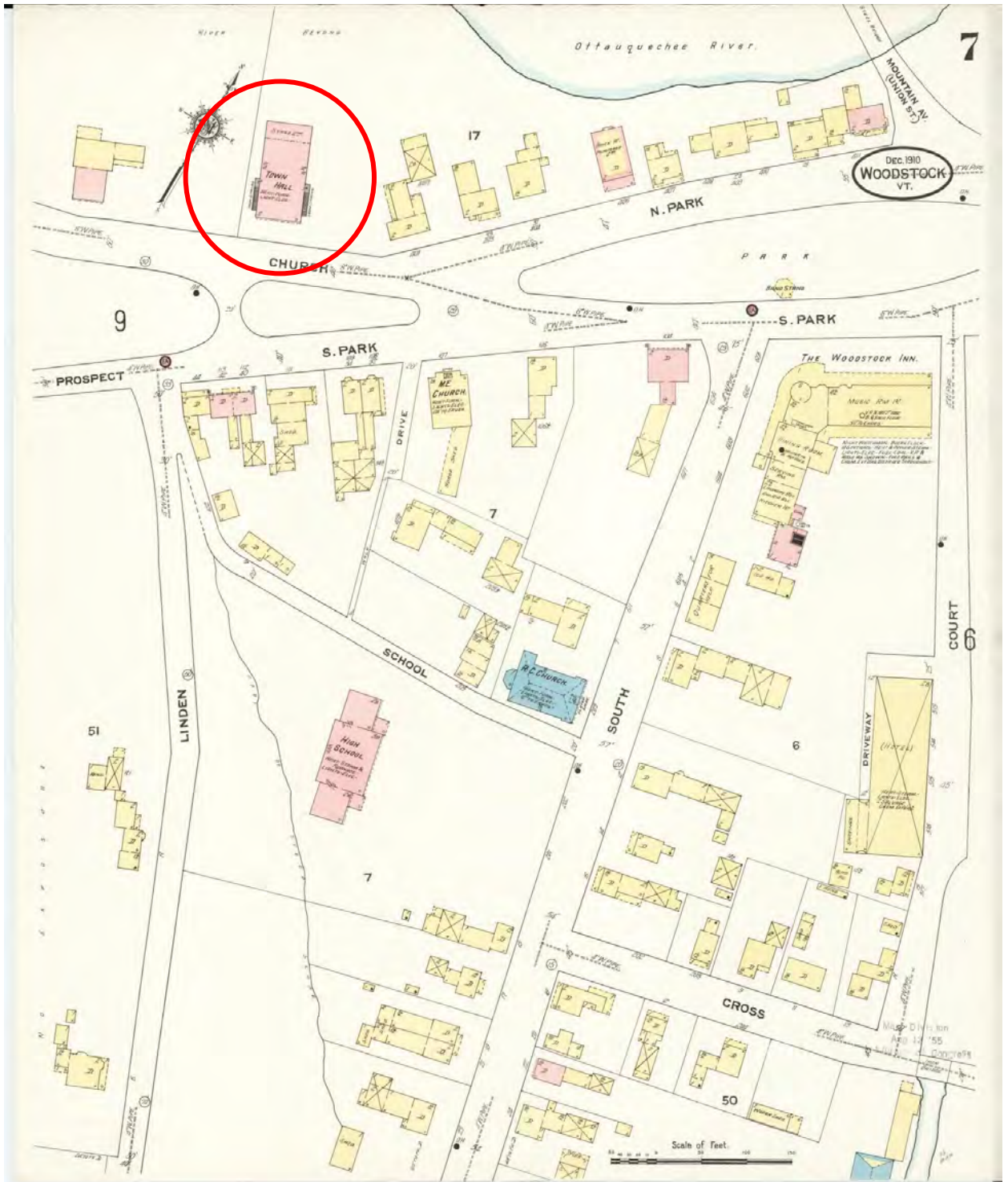
Early image of the Woodstock Town Hall showing larger streetscape prior to construction of fire escapes at east and west elevations.



Image of the Woodstock Town Hall after construction of fire escapes at east and west elevations (circa 1905-1927); note removal of frame dwelling to the west.



First and second floor plans of the Town Hall Theatre as constructed in 1899. Source: Woodstock History Center.



Sanborn Fire Insurance Map, Sanborn Map Company, December 1910. Town Hall circled in red. Note fire escapes have been added to the east and west elevations. Source: Library of Congress: (<https://www.loc.gov/resource/g3754wm.g089651910/?sp=7&st=image>).



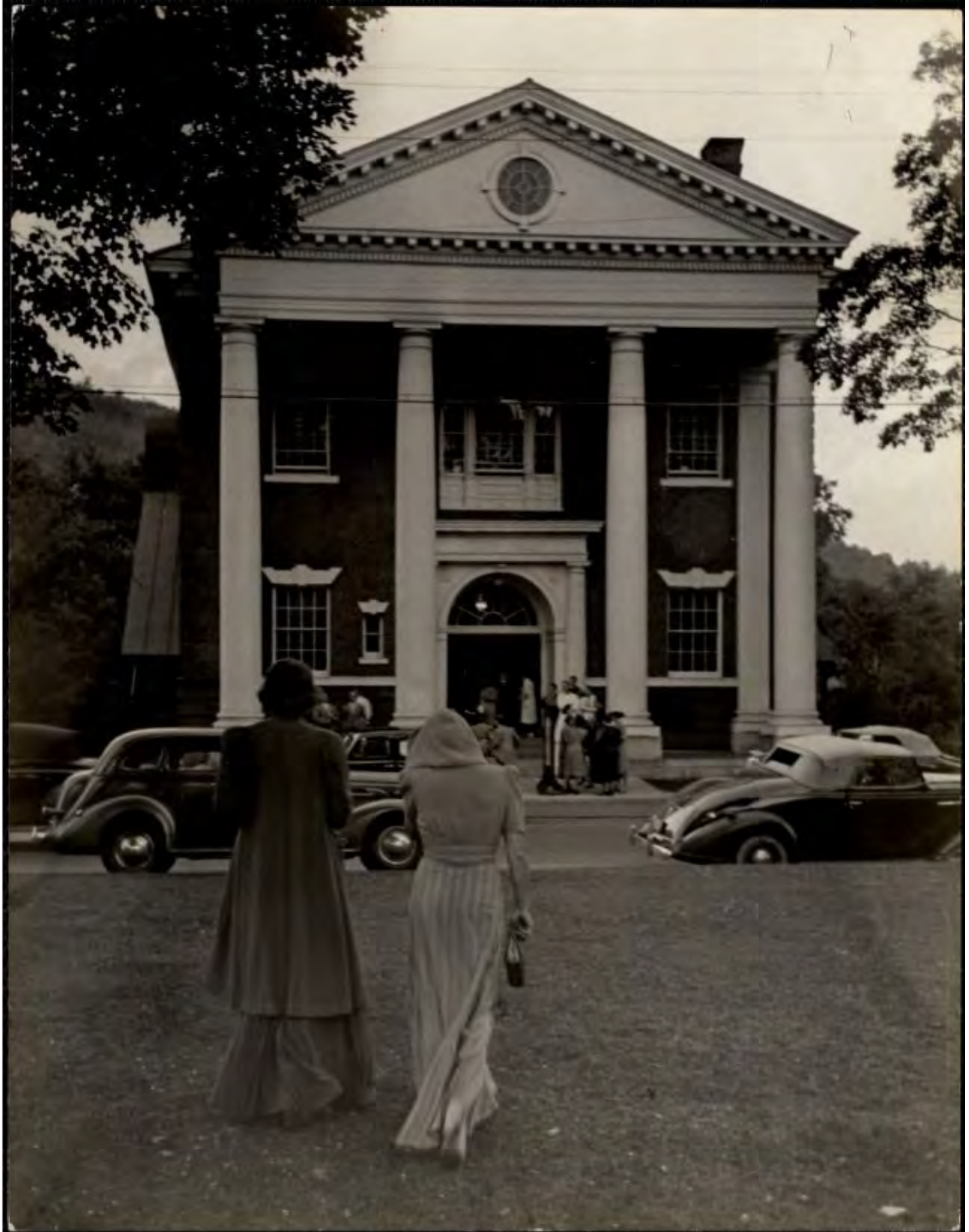
Arthur H. Smith, St. Albans City Hall, St. Albans VT, 1897.
<https://www.cardcow.com/495876/city-hall-st-albans-vermont/>



Arthur H. Smith, Linden Terrace, Rutland VT, 1912. (Magicpiano, CC BY-SA 3.0
<https://creativecommons.org/licenses/by-sa/3.0/>, via Wikimedia Commons)



Arthur H. Smith, Ludlow Town Hall, Ludlow VT, 1922. (Tyler Goodrich, CC BY-SA 3.0 <<https://creativecommons.org/licenses/by-sa/3.0>>, via Wikimedia Commons)



Woodstock Town Hall, July 10, 1939. Source: Arthur Griffin, photographer; Digital Commonwealth (<https://www.digitalcommonwealth.org/search/commonwealth:k930f792x>).



"Citizens discussion town meeting in lobby of town hall," March 1940. Source: Marion Post Wolcott, Photographer; Library of Congress Prints and Photographs Division Washington, D.C. (<https://www.loc.gov/resource/fsa.8c11710/>).



"Townpeople at town meeting to ballot on whether or not intoxicating liquors should be sold in Woodstock, Vermont," March 1940. Source: Marion Post Wolcott, Photographer; Library of Congress Prints and Photographs Division Washington, D.C. (<https://www.loc.gov/resource/fsa.8c11641/>).

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THEATRE PHOTOGRAPH and REPORT

State: VERMONT City: WOODSTOCK

Branch: BOSTON Zone: _____

Date Photo Taken: 5/41 Theatre Town Hall

Name: WOODSTOCK



Theatre Historical Society of America | <http://theatrehistoricalsociety.org>

Street Address: MAIN STREET

City Population (1940): 2512

Competing Theatres: NONE

Is Theatre an M-G-M Customer Now? NO

How Long Has It Been Playing M-G-M Product? 10 YRS. PREVIOUS

Date Built: 1920 Condition: FAIR

Seats: Main Floor 442 Balcony _____

Type of Patronage: RURAL and SUMMER

Balcony for Colored? _____

Signed: [Signature] Use reverse side for additional information

Branch Manager

2M 5-41-U

Theatre Photograph and Report, May 1941. Source: Cinema Treasures
<http://cinematreasures.org/theaters/28526/photos/228550>



Jens Frederick Larson, Fisher Ames Baker Memorial Library, Dartmouth College, Hanover, New Hampshire, 1928 (Gunnar Klack, CC BY-SA 4.0 <<https://creativecommons.org/licenses/by-sa/4.0/>>, via Wikimedia Commons)

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TAB III

IIIa. EXTERIOR CONDITIONS ASSESSMENT

Building Description:

The Woodstock Town Hall Theatre, constructed in 1899 and rebuilt following a fire in 1927, is a rectangular plan, two-story, three-bay Colonial Revival style building. The building faces southeast toward Church Street and The Green. It rests on a granite foundation, and the body of the building is brick with brick quoining and a terra cotta block water table. It is capped by a hipped, standing-seam metal roof with a denticulated and modillioned wood cornice. The front elevation is dominated by a full-height, front-gabled portico that was added to the building in 1927. The portico has a wood pediment with a denticulated cornice above a wide denticulated entablature that rests on Doric wood columns on square granite pedestals. A round, multi-light window with wood frame is located within the gable end of the portico.

The portico porch is paved with brick with two granite steps around its perimeter and granite risers up to the principal building entrance. Centered on the south elevation, the barrel-vaulted brick entry features a painted brownstone surround at the façade with engaged columns; the pair of front doors is topped by a fanlight. The entrance is surmounted by a Palladian window at the second story with paneled wood base. Windows at the first floor have double-hung wood sash in rectangular openings with painted jack arches and projecting keystones. The second floor windows, with a few different lite configurations and infills, are set in decorative brick arches. A two-story, flat-roofed brick addition (fly tower) was constructed at the building's north elevation in 1927. A one-story, flat-roofed breezeway with small cross gable, and shed-roofed stair tower were added at the east elevation in the 1980s.

In photos taken prior to the 1927 colonial revival renovation of the building, 2nd floor outer windows were shorter at the front elevation, and oval window openings inserted between the first and second floors. At the first floor, the bottom sash had two lites similar to the west elevation, unlike those of today. This same fenestration occurred at the southernmost bay on the west elevation, and likely the east as well. It is assumed that many of the windows therefore date to the 1927 period, and were either new configurations or exact replacements if damaged during the fire. The same renovation was the origin of painting the stone trim, including keystones, jack arches, sills, the water table at the front, and the entry surround. The ornately trimmed attic dormer at the front was removed for construction of the monumental pediment, as was the decorative cresting which adorned the main north-south ridge of the roof.



Figure 1. Southwest view of Woodstock Town Hall.



Figure 2. West elevation.



Figure 3. North elevation.



Figure 4. Partial east elevation showing the breezeway addition with gabled accessible entrance.

Description by Element:

Foundation

Description:

The original building foundation walls are rubble stone with rock-faced granite at the exterior. The granite foundation follows the grade downhill to the north in stepped segments and is covered by gravel at the rear one-third of the west elevation; granite is minimally exposed at the rear west wall of original building, confirming its presence under the full extents of the original structure. Interior brick walls are located at the north and south sides of the central stair in the basement, creating fire-proof walls the full width of the building that appear to be continuous up to the floor of the attic. Brick piers, some encased in concrete, are spread throughout the crawlspace below the theater, supporting structure above.

Due to settlement, the stone wall foundations were reported to be encased in concrete at two separate times in the building's history: 1926 and 1927/8. The second stabilization included reinforcement and bolting of concrete at interior and exterior. The concrete is seen at the interior crawl space below the theater and the boiler room; it is unclear if the front of Town Hall received the extra concrete foundation support because it is not visible at areas of exposed stone in the front basement (though it could be below grade at the exterior).

The large portico porch has brick pavers which have settled differentially. At the outside of the large columns, two granite steps wrap the porch, though benches are blocking visitors' entrance from the sides. Three granite treads, which appear to be original though possibly reset, lead to the front doors.

The 1927 stage addition and two small additions at the east have poured concrete foundations and walls that rise above grade. According to the structural review of historic records of Sellers Treybal Structural (STS) Engineers, April 8, 2021, the green room in the 1927 addition has a slab on grade approximately seven feet above the boiler room slab. A concrete retaining wall separates the soil below the green room slab from the boiler room and also buttresses the back wall of the original building. It is assumed that the footings for the back wall of the green room are at the same level as the footings for the adjacent boiler room.

Condition:

The foundations of the original building and stage addition have settled and crack gauges are monitoring continued settlement at various points. Refer to reports by STS and Sanborn Head for a detailed geotechnical settlement analysis.

The granite stones at the base of walls are in good condition, though some spalling units were observed. Deteriorated mortar and open joints are present, and sealant has been used in joints instead of mortar in some locations. The granite stones at the main entrance are severely spalling, which is exacerbated by the use of deicing salts in the winter.

The front porch brick paving is uneven and granite steps at the borders have heaved likely due to open joints and freeze/thaw cycles. Additionally, moisture is being held against the building evidenced by efflorescence at the front wall on the east side. A solid substrate, such as concrete, should be installed below the pavers if one does not exist. At other locations, such as the breezeway on the west side and the driveway to the east, the brick shows efflorescence where pipes are directly overhead or it is directly in contact with grade.

The interior northern wall of the 1927 addition has significant cracking and spalls in the concrete at both sides of a low opening used for mechanical penetrations. Snow buildup and moisture penetrate the grille and are causing long term deterioration of the foundation wall, though this does not pose an immediate risk.

Organic growth on the stone, brick, and concrete also causes long term deterioration. The east side of the building exhibits the most biological growth and requires regular maintenance of ground plants and leaves from the trees.



Figure 5. (Left) Southwest corner: rubble stone above grade has not been encased in concrete. Figure 6. (Right) The foundation of the rear wall of original building has been stabilized with concrete, as seen in the boiler room.



Figure 7. Open joints and displacement of granite steps around portico porch. Note front wall efflorescence in background.



Figure 8. Efflorescence at porch can also be seen at east wall near breezeway; west wall at path.



Figure 9. Deteriorated granite steps and open joints.



Figure 10. Large cracks at northern foundation wall in the stage addition (boiler room).



Figure 11. Exterior side of opening with foundation cracks. Note top and corner of concrete wall.



Figure 12. Concrete spill at infilled opening to dressing room.



Figure 13. Looking south at the accessible entrance addition. Note organic growth at the east wall and grade slopes towards the building (a small gully helps drain to the north).

Exterior Wall Fabric

Description:

Wall construction of the original Town Hall and stage addition is load-bearing unreinforced brick. Bricks are primarily laid in a running bond pattern, however header bricks are laid alternating with stretchers at intermittent courses, which appear to vary. At several locations, such as the horizontal banding at the base and the courses below the 2nd floor sills, header bricks are laid in rows to create projecting designs. Beige-color bricks accent the arched window heads, and narrow flat arch bricks of special shapes compose the 1st floor headers (keystone material is assumed to be stone). The 1899 composition carries a Richardsonian Romanesque feel. According to historic records of the 1920s, the building was colonized to be in keeping with Woodstock's typical architectural style.

The brick at the 1927 stage addition is similar to the 1899 brick and the natural variety in brick gives texture to the surface even though unadorned and with very few openings. Other brick material has been used on the building as infill and replacements throughout the years, as early as the 1927 renovation which removed the oval windows at front and sides.

Several mortars and repair mortars have also been used on the building. The horizontal bands at the base and quoins are pointed with a reddish mortar, which may be original or from 1927 at some locations, and contains aggregates and/or unmixed lime. Mortar analysis is recommended to confirm the earliest mortar type(s) on the building; mortar analysis is also useful to identify inappropriate mortars that contain high content of Portland cement which can cause brick spalls. The upper portion of the original Town Hall contains a buff color mortar that has tight joints (less than ¼"). While many variations of mortar color and texture exist, most have been sympathetic to the historic mortar.

Stone units include window keystones, jack arches, tall arched panel keystones and horizontal trim, sills, water table, and the entry surround, though the most conditions are concealed beneath thick paint. Terra cotta water table units are tooled at the face and have a profiled curve at the building side which slopes away from the wall.

Both additions on the east side are wood framed. The rear stair is clad at the east side with horizontal cedar clapboards with 2 ½" exposure, while the north and south sides are tongue & groove horizontal 3" boards, all painted red with large white painted trim at the west side. The accessible entrance gable structure is brick clad with wood cornice, crown molding, windows, and doors. The breezeway has steel columns and wood roof framing. The 1927 addition utilizes similar materials as the original building; door lintels in the concrete walls are metal.

Condition:

Though cracks can be indicators of distress in walls, repointing of cracks has occurred at the building and few cracks have opened back up or widened. Monitoring of certain cracks is ongoing to determine additional movement. Bulging of walls in the past has also been addressed in large areas with repair and repointing. The Assessment team observed the following open cracks:

- Above 1st floor windows at front elevation. Above 1st floor window at west elevation, 1st window to the south
- Above stage door on metal grate landing at west elevation
- Above door to green room on east side
- In low west wall at original building adjacent to concrete buttress
- In east wall at original building adjacent to concrete buttress

Open joints occur sporadically around the building and can be addressed with re-pointing. The east wall below the roof of the breezeway near the A/C condenser contains many open joints, as does the chimney base in the boiler room. Separation between the original building and the 1927 addition has been previously documented; sheet metal angles cover the joints on both east and west sides. Overall, brick is in good condition, with some cracked and spalled bricks found on all elevations.

The elevator shaft, which is against the exterior wall on the east side, appears in good condition at the exterior infill brick. Leaks resulting in ponding of water at the 1st floor have been reported and previously repaired in some fashion. Should elevator maintenance or replacement occur in the future, repointing of the CMU infill wall should occur from the inside; a portion of the CMU wall is visible in the attic.



Figure 14. Infill of oval window, completed in 1927. The date of more recent repointing is unknown.



Figure 15. Reddish mortar color at east side believed to be historic. Mortar at left is an inappropriate repointing mix.



Figure 16. Example of spalled brick face (at center). The second row of brick has received a repair mortar mix at surface.



Figure 17. Deteriorated terra cotta water table: tooled face shows water staining and soiling, with outer layer delamination. Once the outer layer delaminates, stone is subject to moisture infiltration.



Figure 18. Step crack above 1st floor front window (west of entry) in typical crack arching shape.



Figure 19. Stair tower addition at the east as viewed from the north; concrete buttress at right.



Figure 20. Stair tower and original building intersection. Cracked brick and step crack at south of buttress, though previously repointed, is currently open. This was reported as open between 1/8" and 5/16" by STS in the 2019 report. Also note rotted wood trim elements at addition.



Figure 21. Breezeway approach to accessible entrance from the south. Outside A/C unit and pipes are unsightly; paint loss and soiling detract from appearance.



Figure 22. Step crack on west side above stage door.



Figure 23. CMU infill with elevator shaft ceiling below.



Figure 24. View of the west side looking south. The cornice bows outward slightly in the area corresponding to the interior stair.

Wood Elements

Description:

The entire portico structure is constructed of wood elements, including pilasters, four hollow columns, entablature, and pediment. The surround itself at the entrance archway is thought to be of stone material, such as brownstone, which has been painted numerous times. The interior of the pediment structure is accessible from the attic of the original building and sprinklers provide fire protection at the interior unfinished space as well as below the pediment at the exterior. The soffit contains two grilles, presumably for fresh air intake; there is equipment and ductwork in the interior pediment cavity. The wood columns sit on metal boxes that have feet above the granite pedestals for a weep.

The projecting wood cornice below the roof is reported to have been replaced in 1984, and the prior cornice may have dated to 1927. The profile appears the same as the original photographs, as best as can be ascertained. The roof truss bearing, cornice attachment, and roof drainage configuration is not well understood and should be further investigated. Metal rings are hung from the cornice at regular intervals suggesting a rain chain purpose; it is unclear if the rings successfully direct water where intended. The rings are painted white on the west side cornice.

Refer to the Exterior Wall Fabric section for description and condition of the wood clad additions and wood trim.

Condition:

Maintenance records provided to M+Sa indicate that the columns of the portico were replaced in approximately 1999 and are constructed with laminated wood in 2"-3" strips or facets; the vertical lines are visible today though heavily painted. In 2009, the base of the western-most column had rotted and was replaced. The flashings at the tops of all the capitals were also replaced and pitched for positive drainage. A longer drip edge was added to the roof.

The wood at the barrels of the columns is solid; a few cracks have been patched and painted. The bases have some paint loss and crazing, especially the south-facing side; a few of the joints between the quadrants of the base have opened.

The entablature and pediment were only observed from the ground so a full assessment was not possible. The modillions, dentils, and underside of the soffit appear sound, however an assessment by high reach lift would enable one to test the wood for rot or softness with an awl. The underside of the soffit has a large patch to the west side of the center grille from a recent repair. It is unclear how moisture penetrated the wood; the interior of the pediment space did not smell musty. At the fascia, wood boards have open joints, some are cupped or warped, and paint is peeling.

The large wood cornice was also only observed from the ground, though it appears to be in fair condition, largely due to the center open joint at the underside in many locations. Paint loss and rotted wood are seen primarily on the east side and the northeast corner. An internal gutter would not be uncommon in a large cornice such as this one, however we were unable to determine if one exists.



Figure 25. Portico pediment and entablature seen from afar.



Figure 26. Portico entablature at west side: open joints and peeling paint are typical.



Figure 27. Underside of soffit with patched area denoted by arrow.



Figure 28. Peeling paint and crazing at portico pilaster.



Figure 29. Looking south inside the pediment structure. Note debris, equipment, and ductwork.



Figure 30. Detail of column base with wood crack and rust staining at metal box base.



Figure 31. Rotted wood and open joints at underside of cornice, northeast side.



Figure 32. Rotted wood, paint loss, and open joint in center of underside of cornice. The ring is attached at the center underside in the far right of photo.

Fenestration

Description:

The Town Hall has large wood, single glazed sash and frames which appear to be original or from the 1927 renovation. The typical double hung configuration on the east and west sides is 8-over-2 lites as seen in Figure 33. The 2nd floor windows in the brick arches have a similar double-hung configuration, albeit shorter, in the center with heavy mullions, sidelites, and an arched fixed 8-lite sash above. The west side has the former fire stair egress door in the opening with additional sidelites; the door and windows were removed on the east side and infilled with brick and CMU during the installation of the elevator. No exterior fire stairs remain. The front elevation was colonialized by changing the windows to 12-over-12 lite sash on the 2nd floor and 8-over-8 sash on the 1st floor. The central 2nd floor window is also 12-over-12, with sidelites of 4-over-6 and a double fanlight above. In addition to these primary windows, a few smaller historic windows are found at different elevations, including the north. The east additions have single glazed multi-lite fixed windows.

Interior storm windows have been installed at approximately 75% of the historic windows and are acceptable by the Secretary of Interior Standards (detailed window survey was not conducted). The sash and frames are character-defining elements of the building and have been preserved thus far, with the exception of the full arched brick infill panel at the elevator, and a few other locations for wood paneled infills and HVAC grilles. Maintaining the historic windows is the recommended approach, though a number of the rooms have been altered with dropped ceilings obscuring the tops of the windows, drywall covering the windows entirely (or the top portions of the windows), and wall wainscoting partially blocking the windows. Should a future renovation occur with reconfiguration of rooms, windows should be made as fully visible in the rooms as possible.

Condition:

Though a detailed window survey was not conducted, some windows were checked for sound wood and were in good condition. Several cracked panes of glass were observed. East side windows have paint loss, especially at the lower rails of the sash. The 1st floor, front elevation west window has a 2x4 beneath the bottom rail because it is assumed that the bottom sash does not shut entirely. Often, operability of historic double hung windows becomes problematic: top sash may drop down, bottom sash are painted shut, sash are stuck in a slightly out-of-plumb position. Restoration can repair and/or replace rotted or damage wood components, however it is doubtful that full operability of all windows is achievable given the age and condition of the sash. Full restoration (removal of sash from site for repair work) should be prioritized for offices.

Roof, Chimneys, and Drainage

Description:

The Assessment team did not have safe access to the roof. The description and conditions are based on observations from the ground and maintenance records.

The main roof on the original building is standing seam metal. The east addition has membrane roofing at the flat breezeway and standing seam copper roof at gabled section. The stair addition has a flat seam copper roof. The ages of these roofs are unknown. The stage addition has a Sika Sarnafil PVC membrane roof, installed in 2013.

In 2009, limited roofing work was completed to better manage water draining away from the building and portico. In addition to the new flashing at the column capitals, a longer drip edge was installed at the upper roof so water would not back up under the metal roof and drip down the fascia (unclear if this was portico roof only or main roof). Metal seams on portico roof were flattened for a distance of approximately five feet to allow snow to slide off the higher main roof of the building. In addition, the snow guards were removed.

The two chimneys were repointed in 2010, at least above the roof level. The northwest chimney was not repointed in the boiler room.

The upper roof drainage is not well understood. It appears that the roof overhangs the cornice and allows water to drip off the edge. There may be a concealed internal gutter in the cornice that is collecting rainwater and draining to internal rainwater conductors. Further exploration is required.

Condition:

Conditions are assessed from interior observations only. Ceiling damage on the 2nd floor in the stair hall and 1st floor below by the wall chase (north side of stair hall) indicate leaking inside the building. It is believed that the source might be a clogged gutter drain or internal rainwater conductor. Investigation at the roof and truss bearing at this location is prudent.

There are several water stains on the ceiling of the main roof in the attic. None appeared to be active leaks. There is also a hole in the ceiling board near the west side wall; again, no active leak was visible.

The east wall near the elevator also prompts investigation at the truss/roof/gutter connection. It is recommended that a thorough roofing inspection for all roofs be completed.



Figure 33. Typical 8-over-2 lite window with original brick mould trim.



Figure 34. 1st floor window at front elevation with 8-over-8 lites. Glazing putty is cracked and deteriorated; top right pane is broken; bottom sash does not close; storm window at interior.



Figure 35. 2nd floor office window with dropped ceiling, cracked glazing. Note: no interior storm.



Figure 36. 2nd floor front window, with interior storm at double-hung portion (not at fanlight).



Figure 37. Main roof and portico roof as seen from the southwest.



Figure 38. Roof above gable portion of accessible entrance (breezeway) addition.

IIIb. INTERIOR CONDITIONS ASSESSMENT

Interior Description

As originally constructed in 1899, the Town Hall Theatre's first floor featured an expansive lobby with double staircase. A Selectmen's meeting room and vault for storing Town documents were located to either side of the lobby. The majority of the first floor was occupied by a 50 by 60 foot meeting room (the Town Hall). The double staircase led to the second floor opera house which featured a sloping floor.

A fire in February 1927 caused significant damage to the building. As the first floor required rebuilding, it was decided to move the auditorium to the first floor and install a sloped floor. The second floor was lowered and became a dance hall/basketball court. A rectangular plan, brick addition was appended to the rear (north) of the building at the same time, which provided a stage house for the auditorium and, in the basement, space for a mechanical equipment and dressing rooms. A circular stair provided communication between the dressing rooms in the basement and the stage house above.

While elements of the original 1899 construction remain on the building exterior, the interior today largely reflects the 1927 reconfiguration, albeit with some alterations, most of them undertaken in the late 1980s.

The basement level continues to support mechanical space and dressing rooms at the north end of the building, with toilet rooms and storage at the southern end. The dressing room area was reconfigured during the late 1980s renovation work; the toilet rooms also reflect 1980s construction. There are no historic finishes or features at the basement level, with the possible exception of the communicating circular stair at the northeast corner.

At the first floor, one enters the building through the central, main entrance at the south elevation. The entrance opens into a lobby, which is flanked to either side by offices (one for Pentangle Arts to the left, one for the Town Clerk to the right). Beyond the main lobby is the theater lobby with circulation (stairs) to the west with square newel post and balusters. From there one enters the auditorium, with a centrally located concession stand (the appearance of which reflects 1980s alterations); an elevator is located to the right of the concessions. The auditorium and stage comprise the remainder of the first floor.

At the second level, the entire front quarter of the building is occupied by the Municipal Manager's office. While the south wall of this space, featuring historic windows, does communicate a sense of the original historic building, the modern acoustical ceiling, lighting, and finishes are non-historic.

A narrow circulation spine (stairs, toilet rooms, a second spiral stair, and elevator) is located to the north of this space, and the remaining two thirds of the second floor is occupied by a series of offices and conference/ meeting room spaces; there is no corridor through this area and offices are accessed from the larger conference areas. The main conference/meeting room retains a tall ceiling height that conveys something of the original historic nature of the space, but as in the Municipal Manager's office, there are non-historic features and finishes (notably the acoustical ceiling tile) that are in fair condition and could be reconsidered. The remainder of

the office spaces on the second floor are also defined by dropped acoustical ceilings and modern finishes (with some exception where 1927 wood flooring remains) which limits the visitor's historic experience.

The attic space is located above the second level and accessed by the main stairhall near the center of the building. The attic is utilized for storage and mechanical equipment; the original roof trusses and music hall balcony seating are visible at this level, as well as the original arched windows. These historic features are important elements to retain, even if they are not restored or available to the public.

Overall the interior conditions of the building are good. There are some isolated areas of water staining and plaster damage at the interior (particularly at the west elevation) and other select areas where finishes are worn or outdated, but for the most part interior spaces have been periodically updated and well maintained.



Figure 1. View of lobby entrance looking north to original (1899) wood entry doors. The current configuration of the lobby dates to the building's 1927 rebuilding. Finishes are somewhat dated but otherwise in good condition.



Figure 2. View of concessions looking east. The space is narrow and is not accessible and appears to have reached its current configuration during the late 1980s renovations.



Figure 3. View of theatre looking north toward stage. The auditorium retains its essential 1927 appearance.



Figure 4. View of theatre looking south to entrance. Original (1927) hardwood floors remain. The south wall was modified during the 1980s renovation and is clad with acoustical panels.



Figure 5. View of backstage / stage house (1927) looking west. Original stage flooring was yellow pine; it was replaced with Marmoleum in the mid-1990s.



Figure 6. View of main staircase between first and second floors looking down to first floor lobby; the current configuration dates to the 1927 renovation although some of the finishes have been modernized over time (flooring, paint).



Figure 7. View of second floor open offices (Municipal Manager); these offices still largely reflect renovation work completed in 1985.



Figure 8. View of second floor open offices; note the 1927 wood flooring remains although is in fair condition.



Figure 9. View of second floor open offices (Listers Office). Wood paneling, carpeting, acoustical ceiling tiles and lighting are outdated.



Figure 10. View of second floor meeting room. Smaller offices open off this meeting room. Condition of this space is generally good but finishes are outdated, particularly carpeting, ceiling tile and lighting.



Figure 11. View of vaulted ceiling and original roof trusses in attic space. This space is unoccupied but supports mechanical equipment and storage.

Description by Element:

Walls

Description:

The majority of the walls throughout Town Hall are either painted plaster and later gypsum board, with some exceptions at the second floor offices where walls have been covered with paneling.

Walls at the north end of the basement are modern partition walls erected to divide the dressing room areas. The present configuration of these walls dates the 1980s and is somewhat arbitrary and awkward. At the south end of the basement, walls are combination of historic brick and modern concrete block.

Walls on the first floor are, in the majority, historic and date to the 1927 reconstruction of the building. The alteration of the second floor for Town offices in the mid-1960s resulted in the removal of the basketball court and lowering of the ceiling heights, as well as the partitioning of spaces to create separate offices. The partition walls that divide the spaces are non-historic.

Condition:

In the basement, walls exhibit some parging loss and stone delamination at the foundations.

The worst wall condition is located in the stairhall between the basement and first floor, where water infiltration has severely damaged the walls and plaster is crumbling. This condition is also visible on the second floor within the planning and zoning office at the west elevation.

Walls on the first floor are in good condition but require some patching and painting. At the second floor, plaster walls throughout exhibit some cracks and require patching, particularly around windows. Wood paneling on the interior of several office spaces is dated.

At the Stage House Fly Loft, the brick wall has large separation at the corners that have been injected with foam insulation.



Figure 12. Basement, storage/utility room: parging loss and stone delamination in foundation wall.



Figure 13. Basement, masonry foundation: efflorescence in brick, mortar loss/open joints in bottom portion of brick, cracks in parging, minor parging loss, water staining.



Figure 14. Basement stairway landing at side door: cracks in wall, large cracks at projecting corner, paint loss at corners and around wood trim. rust staining and wood deterioration at top of baseboard.



Figure 15. Basement stairway landing at side door: cracks in wall, rust staining at base and top of baseboard. Large area of material loss in wall finish revealing masonry beyond.



Figure 16. Basement stairway landing: at side door wall deterioration behind exit sign.



Figure 17. Stairhall at basement level: paint loss/peeling at wall behind pipe. Storage in egress stair area.



Figure 18. Basement, hallway: paint loss at wall right of opening below the chair rail.



Figure 19. Basement, Men's restroom: paint loss at base of brick wall.



Figure 20. Basement, dressing room: large floor to ceiling crack at bathroom threshold.



Figure 21. Basement, dressing room: areas of paint loss at base of north wall.



Figure 22. Basement, bathroom: paint loss at base of right wall.



Figure 23. First floor concession area: small nicks in wall.



Figure 24. First floor auditorium, rear: nicks in wall.



Figure 25. First floor auditorium: nicks in wall and chair rail.



Figure 26. First floor auditorium, southwest corner: nicks in walls, acoustic tiles missing from mezzanine level.



Figure 27. First floor auditorium, southwest corner: nicks and paint loss in wall.

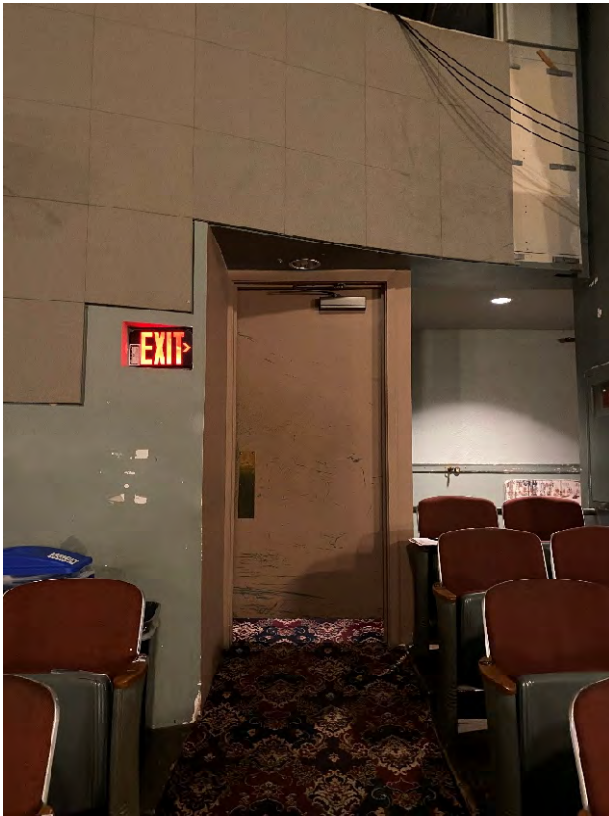


Figure 28. First floor auditorium southwest entry: nicks and paint loss in wall, material loss at bottom corner of wall.



Figure 29. First floor backstage: interior brick chimney.



Figure 30. Mezzanine, middle storage room: paint loss and deterioration of wall at base along door frame.



Figure 31. Second floor, elevator lobby: horizontal crack in wall above door, paint loss/crazing.



Figure 32. Second floor, south office (Municipal Manager): cracks in plaster wall around window.



Figure 33. Second floor, south office: large vertical crack in plaster wall.



Figure 34. Second floor, south office: cracks in plaster wall at northwest corner.



Figure 35. Second floor, northwest office (Listers Office): scrapes on wood paneling.



Figure 36. Attic: hole in wall next to door provides access to walkable ceiling.



Figure 37. Attic: brick wall and chimney.



Figure 38. Backstage / Stage House at Fly Loft: brick wall with large separation at corners injected with foam insulation. Wall delamination / leaning is visible. Wood joist deterioration at corner.

Floors / Ceilings

Description:

Floors in the basement spaces are concrete; the back basement is covered with carpet and the front basement hallways and bathrooms are covered in tile. Ceilings in the basement are mostly painted plaster and gypsum board in the finished rooms. The heavy timber framing is exposed in the mechanical / center portion of the crawl space.

At the first floor, there are non-historic slate floors in the lobby spaces. Stairs have been covered with a rubberized flooring. Historic 1927 wood flooring remains in the auditorium. The ceiling within the auditorium is plaster, with an exposed sprinkler system.

Office spaces on the second floor feature non-historic acoustical ceiling tiles and fluorescent lighting, as well as non-historic carpeting. In some areas (largely in the offices along the west side of the second floor) the 1927 historic wood flooring remains. In the Municipal Manager's office on the second floor, pipes are exposed around the perimeter of the ceiling.

The attic retains original wood clad trusses and vaulted ceiling, as well as upper story arched windows.

Condition:

Flooring in most spaces is in fair condition. Non-historic carpeting is worn and dated, and where historic wood flooring is visible, it needs refinishing.

Acoustical ceiling tiles are also dated and in need of replacement. Generally light fixtures are dated, and more compatible and energy-efficient replacements should be considered.

The exposed heavy timber framing at the basement mechanical area exhibits a few large cracks.

There are many areas of moisture staining on the second floor and attic ceilings. There are a few areas of ceiling collapse that were observed, most likely due to moisture: at the second floor stair landing plaster ceiling and at attic plaster ceiling, revealing lath and wood deterioration underneath.

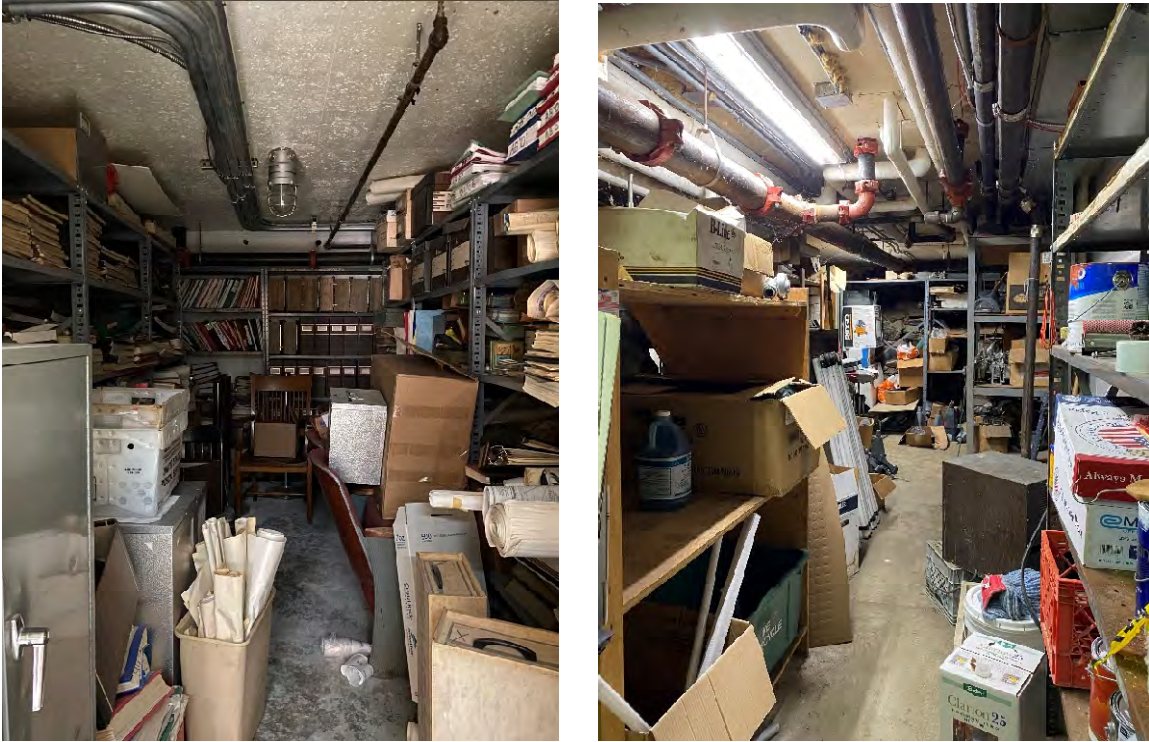


Figure 39. Basement, storage closet: staining in floor from moisture.



Figure 40. Basement, dressing room: open seam in carpet; stair treads are worn.



Figure 41. Basement, spiral stair at northeast corner: moisture staining at concrete floor. Storage in egress stair area is a hazard.



Figure 42. First floor auditorium: original 1927 wood floor is worn.



Figure 43. First floor auditorium: floor is worn, seating is outdated.



Figure 44. First floor stage house: staining at floor. Original pine floor was replaced with Marmoleum in the mid-1990s.



Figure 45. Mezzanine, projection room: patchwork of plywood flooring is worn and showing water staining.



Figure 46. Mezzanine, west room: crack in concrete threshold.



Figure 47. Second floor, offices: wood flooring is worn and stained.



Figure 48. Second floor hallway: minor cracks in ceiling around light.



Figure 49. Second floor stair landing: plaster collapse in ceiling, revealing lath with wood deterioration.



Figure 50. Second floor, west office: water stains in tiled ceiling, stains on wall finish and chair rail.



Figure 51. Second floor, south office: water stains in tiled ceiling, cracks in plaster.



Figure 52. Attic, view of attic hatch: water stains in plaster ceiling hatch.



Figure 53. Attic: cracks and water stains in vaulted ceiling.



Figure 54. Attic: cracks and large water stains in vaulted ceiling.



Figure 55. Attic: cracks and large water stains in vaulted ceiling, hole in wall.



Figure 56. Attic: timber framing members over portico.



Figure 57. Attic: water stain on plaster ceiling, cracks, deterioration at base.



Figure 58. Attic looking south: large area of paint loss in ceiling.



Figure 59. Attic: exposed framing connection, wood deterioration, plaster loss.



Figure 60. Attic: plaster loss in ceiling, revealing wood rafters.

Interior Millwork / Trim

Description:

Interior millwork includes historic window trim, door and frame, baseboard, wainscotting, chair rail, and crown molding trim in several locations. Historic paneled doors also remain in some locations.

Condition:

Generally, the trims in this building are worn; they have nicks, scrapes, paint loss, etc.

A high percentage of the original 1927 wood trim in the auditorium remains and is in good condition but has been damaged over time with nicks, scrapes, etc. and requires repair and repainting.

At the second floor, wood trim in the Municipal Manager's office at the south end of the building also retains a high percentage of 1927 millwork, including base molding, chair rail, crown molding, and wood window and door trim.

Later (1960s) office spaces are generally more plain but also feature basic wood base molding in fair condition. Much of the base molding has been damaged over time and is nicked / scraped and in need of paint.



Figure 61. First floor auditorium stage: edge trim has nicks and paint loss.



Figure 62. First floor auditorium stage: wainscoting has nicks and minor paint loss.



Figure 63. First floor auditorium, northwest corner: nicks and minor paint loss in wainscoting, baseboard, and door.



Figure 64. First floor auditorium northeast corner: cornice has water staining.



Figure 65. First floor auditorium seating: metal chair assembly shows rust, cushions show staining.



Figure 66. First floor main lobby, north doorways: nick in cornice above east door.



Figure 67. First floor stairhall looking up to second floor and down to landing.



Figure 68. First floor auditorium looking to backstage: nicks and paint loss in risers, areas of deterioration at bottom step, treads worn; no accessibility.



Figure 69. Second floor stairhall looking east to toilet rooms: paint loss and wood deterioration at baseboards.



Figure 70. Second floor, hallway and conference room: paint loss on door frame and baseboards; dated finishes.



Figure 71. Attic stair: stain on wainscoting, minor wood deterioration and paint loss. Use of this space as a storage area should be reconsidered.



Figure 72. Attic stair: minor wood deterioration and paint loss on wood beadboard and wood seating.

31 October 2022

Meredith Arms Bzdak, PhD
Partner
Mills + Schnoering Architects, LLC
200 Forrestal Road, Suite 3A
Princeton, NJ 08540

Reference: Woodstock, VT Town Hall – Structural and Enclosure Peer Review of
Previous Studies, Building Assessment and Preservation Plan Support
LeM File No. 20.0203

Dear Meredith,

As requested, LeMessurier made a site visit to the Woodstock, Vermont Town Hall on October 11, 2022, to visually observe the existing structure and enclosure to support peer review of prior assessment reports with respect to building structure and enclosure.

1.0 - REFERENCE DOCUMENTS

The following documents were provided to LeMessurier to support the assessment peer review and observations:

1. "Geotechnical Engineering Report" by Sanborn/Head dated April 16, 2021.
2. "Woodstock Town Hall, 31 The Green – Site Assessment and Feasibility Study" by Engineering Ventures dated April 9, 2021. (Site/Civil report.)
3. "Woodstock Town Hall – Structural Review of Historic Records by Sellers Treybal Structural Engineers dated April 8, 2021.
4. "Woodstock Town Hall and Theater", by Suzanne Jamele – Historic Preservation Consulting dated February 3, 2021. (Historic Preservation report.)
5. "Structural Report for Woodstock Town Hall, Woodstock, Vermont" by Lawes Consulting Engineers, Inc, date unknown (early 1980's).
6. "Renovation to Theater" Architectural and Structural drawings dated October 17, 1986. Michael Weinberger Associates – Architect, Lawes Consulting Engineers, Inc. – Structural Engineer.
7. "Woodstock Town Hall Theater Structural Evaluation of Building Settlements" by Sellers Treybal Structural Engineers dated September 9, 2019 (Reference Document provided to LeMessurier after site visit was made on October 11, 2022).

LeMessurier.

2.0 - DESCRIPTION OF SYSTEMS

2.1 - DESCRIPTION OF BUILDING STRUCTURE

The original structure is an approximately 52'x105' two story structure and partial basement with brick masonry perimeter walls that sit upon a field stone foundation faced with concrete. Wood roof trusses spaced approximately 12 ft on center span the width of the structure and bear on the perimeter brick masonry walls. The first floor consists of an entry lobby and large auditorium/theater seating area that slopes down to a stage at the back of the building. The stage area is approximately 25' long two-story open area with fly loft that matches the width of the original building. The second story contains town offices and meeting rooms with one story ceilings that are contained within the double height space between the second story floor and roof trusses above.

2.2 - DESCRIPTION OF ENCLOSURE

The hip roof above the original structure as well as the gable roof over the portico addition, built during the 1920's, are finished in standing seam metal roofing. The flat roof above the double-height addition at the rear of the building is finished with a white membrane product. The wood cornice and entablature that surround the original structure as well as the portico are paint-finished. Wood-framed windows and doors are paint-finished. The first-floor rectangular windows have decorative masonry lintels, while the arched second floor windows have granite sills with masonry keystone and spring points. Wood columns with metal base at the portico are paint finished. Granite steps and brick pavers surround the main entrance. The exterior red brick mass-masonry walls are 4-wythes (approx. 12") thick with a standard 3/8" mortar joint. The exterior walls of the original structure rest on a granite block foundation with mortar joints. The brick walls are adorned with a continuous terra-cotta water table below the first-floor windows, horizontal brick banding below the water table, full-height brick quoins at the four corners of the building, and limestone banding at the pilasters between the side windows. The exterior walls at the rear addition rest on a concrete foundation wall. The north rear wall has several penetrations for mechanical equipment.

3.0 - REVIEW OF BUILDING PRIOR ASSESSMENTS

Geotechnical Engineering Report

Results of subsurface exploration and geotechnical evaluations of the existing site. This report was not relevant to structural, or enclosure observations made by LeMessurier during our site visit.

Woodstock Town Hall, 31 The Green – Site Assessment and Feasibility Study

Site/Civil report detailing a floodplain review, existing utilities and an existing drainage review. This report was not relevant to structural, or enclosure observations made by LeMessurier during our site visit.

Woodstock Town Hall – Structural Review of Historic Records

Structural review of historic records and existing conditions that includes a chronological timeline of significant construction milestones, remedial work, additions, and natural events that may have led to the need for the above referenced remedial work. Structural recommendations are provided for outstanding issues related to the documented settlement of the structure. Structural recommendations are also provided should the town desire to expand the footprint of the existing structure.

Woodstock Town Hall and Theater

Historic preservation report detailing the historical and architectural significance of the existing structure. This report was not relevant to structural, or enclosure observations made by LeMessurier during our site visit.

Structural Report for Woodstock Town Hall, Woodstock, Vermont

Structural evaluation report of existing conditions and enclosure. Existing structure at the first floor was reviewed to calculate live load capacities of the existing wood floor framing. Existing visible roof framing was reviewed to calculate live load capacities of the existing roof structure. Recommendations to expose existing wood framing at the second floor and wood roof trusses are made to better understand the existing conditions. Recommendations are provided for minor repairs to the façade. This report was not relevant to structural observations related to foundation settlements of the structure.

Woodstock Town Hall Theater Structural Evaluation of Building Settlements

Structural evaluation report of the existing structure that includes a summary of the review of historic documentation of the existing structure provided to STS by the town of Woodstock; notes, observations and structural/enclosure recommendations as determined from multiple site visits; description of original foundations, settlement issues related to original foundations and soil conditions, additional settlement due to

added backfill during construction of the stage addition, and recommendations to expose the existing foundations for further review; review and recommendations of remedial work for steel framing connections at the rigging loft within the fly tower; professional survey of the building exterior documenting current state of building settlements; and geotechnical report including soil boring along the driveway along the west side of the building and soil gradation tests. Most structural observations are limited to exposed areas of the building that are contained within the stage addition. Recommendations are also provided for the planning of future building improvements such as minor building additions. This report was provided to LeMessurier after our site visit on October 11, 2022.

4.0 – OBSERVATIONS

4.1 – STRUCTURAL OBSERVATIONS

During our site visit, LeMessurier walked each floor of the structure and around the exterior perimeter of the building. Observations were conducted on readily accessible portions of the existing building and exposed structure. No exploratory demolition was performed, and lift access was not provided. Previous repairs to the structure were observed, such as the addition of tie rods to the roof trusses (Photo 2), exterior concrete buttresses at the rear of the original structure (Photo 3), and the installation of crack gauges between the stage addition and original building (Photo 4). LeMessurier did not observe any additional structural issues related to the deficiencies as catalogued in the Sellers Treybal report. In general, the foundations and overall structure appear to be sound and in good working order.

ADDITIONAL OBSERVATIONS - STRUCTURAL

- The interior face of the northern fly tower foundation wall within the mechanical room was observed to be spalling (Photo 5). The wall is located directly below an existing opening in which duct work and pipe work penetrate. The buildup of snow and the ability of the elements to penetrate through the existing opening is likely the cause of the observed spalling. While this does not pose an immediate structural risk, prolonged exposure to the elements may increase spalling and deterioration of the foundation wall. LeMessurier recommends using a sounding hammer to locate areas of spalling and loose concrete. Chip away all locations of spalled/loose concrete down to sound base material. Apply bonding agent and cementitious repair material to all required locations. Build up back to original dimensions of the foundation wall.

- A vertical crack in the wall plaster within the green room was observed. On the other side of this wall, a vertical crack in the east foundation wall within the mechanical room below the stage was observed to be propagating from the re-entrant corner of an existing opening (Photo 6). This crack is most likely the result of the settlement of the northern most foundation walls of the stage addition. LeMessurier recommends a flexible pressure injected grout full depth of the foundation wall as a repair.

4.2 – ENCLOSURE OBSERVATIONS

Previous repairs to the roof and enclosure were observed, such as the installation of standing seam metal roofing over the original and portico portions of the building - which appear to be in very good condition (Photo 7), mismatched mortar repairs at the brick exterior (Photo 8), patched terra-cotta water table (Photo 9). General exterior masonry observations include migrating cracks in brick mortar joints (Photo 10), cracking within the brick assembly (Photo 11), deteriorated mortar joints at brick walls and granite foundation (Photos 12, 13), organic growth on brick surface (Photo 14), environmental staining on brick surface (Photos 15, 16), heaved or settled granite steps and brick pavers at the portico entrance (Photo 17,18).

ADDITIONAL OBSERVATIONS - ENCLOSURE

- Mortar joints of the brick chimney in the boiler room are badly deteriorated (Photo 19).
- Steel lintels above the windows and door along the rear of the building are rusty and beginning to show signs of delamination and rust jacking (Photo 20).
- Wooden trim is rotted at the east stairway structure (Photo 21).
- Wooden cornice has areas of peeled paint and exposed wood (Photo 22).
- Low sloped roof over the east side covered walkway has accumulated organic debris (Photo 23).

5.0 - CONCLUSIONS

5.1 – STRUCTURAL CONCLUSIONS AND RECOMMENDATIONS

Based on our observations, the overall structure is sound and is adequate for continued use in the present manner. There is no visual indication that the structure has settled since the previous structural assessment made by Sellers Treybal in 2019.

- As noted in the Sellers Treybal report, while most foundation settlements associated with existing loads are likely done at this point, there is still a potential for additional foundation settlements due to a future flood or other subsurface water changes. The continued monitoring of in-situ crack monitors at the stage addition is recommended with additional assessment to be taken in the aftermath of any high-water event or ground water disturbance. Regular annual survey of the building to track settlements is recommended. A structural engineer should be notified if further settlement or cracking is observed for evaluation of the structural stability of the building structures.
- East and west perimeter brick walls at the stage addition/original building interface are unbraced due to the separation caused by foundation settlement. LeMessurier recommends these walls to be braced by the following remedial work:
 - Install structural member at interior of wall spanning from stage base to roof. Member is to be positively connected to brick masonry wall with epoxy grouted anchors. Member is to be positively connected to the structure at base and top of member. Location of member is to be coordinated with architectural and historical preservation requirements.
 - Install intermittent steel bent plate assemblies at interior of stage addition brick masonry wall as well as rear face of original building at spacing to be determined. Plates are to be intertwined so as to resist lateral movement of the stage addition walls, while allowing vertical and translational movement of the stage addition should additional settlements occur. Plates are to be positively attached to both interior of stage addition brick masonry walls and original building walls with epoxy grouted anchors. Expansive foam that currently fills the crack is to remain.

5.1.A – STRUCTURAL CONCLUSIONS AND RECOMMENDATIONS PROVIDED IN STS REPORT DATED SEPTEMBER 9, 2019 – NOT OBSERVED BY LEMESSURIER DURING SITE VISIT

- Keep existing grading as is. Do not add fill around the perimeter of the building within a distance of 20 feet of the building perimeter so as not to add any additional surcharge on the existing bearing surfaces.
- Provide remedial work at rigging level for beams with limited bearing on perimeter brick walls. Or confirm that remedial work has been completed. This condition was not observed during LeMessurier's site visit.
- Reinforce the connections between the wood roof framing and the tops of the brick walls on all three sides of the addition. Or confirm that remedial work has been completed. This condition was not observed during LeMessurier's site visit.

- Reinforce the roof diaphragm at the stage addition with additional sheathing and/or steel bracing. Or confirm that remedial work has been completed. This condition was not observed during LeMessurier's site visit.

- Due to the well documented history of foundation settlements at the rear of the building, adding additional loads to the existing foundations is not recommended. If a large addition to the rear of the building is desired in the future, LeMessurier recommends demolition of the existing stage addition and underpinning of the original building rear foundation wall prior to construction of the addition. If a small addition at the rear of the building is desired, LeMessurier recommends the local underpinning of existing foundations extending beyond the addition per recommendations of a geotechnical engineer and new foundations to be installed on piles. Complete separation between a new addition and existing structure is ideal. If that is not feasible, any connections between a new addition and the existing structure should be designed to accommodate differential settlements between structures. A geotechnical engineer should be engaged early in the design process to provide a complete subsurface investigation and report, specific foundation recommendations for the addition, recommendations on pile systems for underpinning and review of any changes to grading.

5.2 – ENCLOSURE CONCLUSIONS AND RECOMMENDATIONS

Based on our observations, the enclosure is sound and adequate for continued use in the present manner. We were informed during our site walk that there has recently been ponding water seen at the stage area- we were unable to determine the source during this assessment. No action items or recommendations on the roof. The brick masonry and granite foundation are in relatively good condition with limited areas where repair and/or replacement of spalled or cracked brick units are needed. The mortar joints at both brick and granite locations have areas that should be raked out and repointed as a historic preservation measure. Other areas with more severe damage should be repaired or replaced to prevent further damage from moisture intrusion and freeze/thaw events. Some of the damaged terra-cotta units along the west elevation are badly spalled and should be repaired or replaced. The granite steps and pavers at the entrance are heaved/settled and should be rebuilt to prevent further damage from freeze thaw events.

LeMessurier recommends a full exterior masonry assessment as a guide to future masonry repairs and as a historic preservation measure.

Please contact us if you have any questions or comments regarding this report.

Very truly yours,
LeMessurier Consultants, Inc.

William Miller, P.E.
Associate

Phillip Gotts, Assoc. AIA
Associate

Gregory Shreve, P.E., S.E. (VT)
Principal



Photo 1: Exterior view from south.



Photo 2: Repair tie-rods at roof trusses



Photo 3: Repair concrete buttress at northeast side of existing structure.



Photo 4: Crack gauge within fly loft.



Photo 5: Interior face of north mechanical room foundation wall spalling.



Photo 6: East mechanical room foundation wall with vertical crack.



Photo 7: Aerial view of existing roof (courtesy Google Earth)



Photo 8: Southwest corner- example of mismatched mortar repair



Photo 9: Patched terra-cotta water table



Photo 10: Migrating cracking at mortar joint above window at front elevation



Photo 11: Crack at the northeast corner



Photo 12: Deteriorated mortar joints at brick



Photo 13: Deteriorated mortar joint at granite foundation



Photo 14: Organic growth on brick surface



Photo 15: Environmental staining on brick at previous staircase



Photo 16: Environmental staining on pilaster caps and brick



Photo 17: Settled or heaved granite steps and brick pavers at portico entrance



Photo 18: Settled or heaved granite steps and brick pavers at portico entrance



Photo 19: Deteriorated mortar joint at boiler room chimney



Photo 20: Rusty steel lintels along the rear elevation



Photo 21: Rotted wood trim at the east stairway structure



Photo 22: Peeling paint and exposed wood at cornice



Photo 23: Accumulated organic debris over covered walkway

TAB IV

IV. TREATMENT PHILOSOPHY

The Woodstock Town Hall Theatre is significant as one of the Town of Woodstock's most important civic and institutional buildings, prominently located facing the Green, the original town common area. The building has been in near-continuous use as a town hall and opera house/theatre since its original construction in 1899. It is listed on the National Register of Historic Places as a Contributing building within the Woodstock Village Historic District.

While the building was constructed in 1899, it suffered a significant fire in 1927 and was rebuilt, with important alterations made on both the interior and exterior of the building, including an expansion to the rear (north) that added a fly tower and enhanced the performance capabilities of the building. Since 1927 the building has been well maintained and has undergone only one program of renovation/restoration, in the 1980s.

A period of significance for the building has been defined as 1927, when the building reached its current configuration. The majority of the historic fabric that exists today, particularly on the building's interior, dates to 1927.

An important step in planning for the future of the Woodstock Town Hall Theatre is determining the appropriate treatment. The federal *Secretary of the Interior's Standards for the Treatment of Historic Properties* define four basic treatment options (preservation, rehabilitation, restoration, and reconstruction), and provide valuable guidance in distinguishing among the various alternative treatments. The decision as to which is the appropriate treatment for future work should be guided by the building's historic significance and related period of significance, its existing condition, and its current and future use.

Preservation Treatments

The following four treatment measures were evaluated to determine the appropriate overall best treatment for the proposed work at the Woodstock Town Hall Theatre:

Reconstruction:

Reconstruction is "the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location." Reconstruction is "undertaken when there are often no visible historic materials extant or only a foundation remains." The Town Hall Theatre has stood on the current site since 1899, with modification following a fire in 1927, and does not require any reconstruction. (<https://www.nps.gov/articles/000/treatment-standards-reconstruction.htm>).

Restoration:

Restoration is "the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period...Restoration is the

treatment that should be followed when the expressed goal of the project is to make the building appear as it did at a particular—and at its most significant—time in its history.” The Town Hall Theatre is a living building that has evolved to meet the needs of its occupants over time; much of the existing fabric has acquired significance and there is no programmatic or ideological rationale for returning the building to an earlier period of its history. (<https://www.nps.gov/articles/000/treatment-standards-restoration.htm>)

Preservation:

The *Standards* define Preservation as “the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property.” Preservation is appropriate if the goal of the project is to maintain existing materials, both original historic materials and later changes and additions. In some areas of the Town Hall Theatre with a high degree of architectural integrity, a Preservation approach may be the most appropriate. (<https://www.nps.gov/articles/000/treatment-standards-preservation.htm>)

Rehabilitation:

Rehabilitation is “the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.” The building requires repair and alterations (and potentially the construction of a new addition) to provide greater accessibility and to allow it to continue in its present uses. Rehabilitation is the overall recommended treatment option for the Woodstock Town Hall Theatre, although some areas may warrant a Preservation approach as noted above. (<https://www.nps.gov/articles/000/treatment-standards-rehabilitation.htm>)

We are proposing rehabilitation work to address issues that include structural restoration and upgrade, accessibility, and the ongoing maintenance and resiliency of the site. We believe that improvements can be made through careful rehabilitation that will not compromise the historic integrity of the Town Hall Theatre. There also exist opportunities for programmatic and patron service enhancements that can be further served through future study and thoughtful design that is responsive to budgetary and schedule limitations.

TAB V

V. CODE AND ZONING REVIEW

Mills + Schnoering Architects, LLC has performed a preliminary conceptual code analysis for the Woodstock Town Hall Theatre. This review includes regulatory code and zoning issues that affect the Town Hall and Theatre. The study identifies critical elements that could impact the use of the building and the requirements to renovate and upgrade the facility. However, only when the final scope of the work is determined can a full code study be completed to address all the relevant issues.

Location: 31 The Green #2, Woodstock, VT 05091

Historic Buildings and Districts

The Woodstock Town Hall Theatre is listed on the National Register of Historic Places as a Contributing building within the Woodstock Village Historic District. The building is significant as one of the Town of Woodstock's most important and prominently located civic and institutional buildings.

Zoning

The Woodstock Town Zoning Regulations, effective 2017, is the formal codification of land use policies for the city. The Village of Woodstock Zoning Regulations is the formal codification of land use policies for the village. The goal of the zoning ordinance is to establish permitted uses for land covered by the ordinance, and to distinguish between different types of uses which may be incompatible. In addition to defining specific types of land use, zoning ordinances also divide an area into zones where certain types of permitted uses can occur and sets out dimensional requirements for building heights (which may be more restrictive than State Building codes), number of stories, lot size, coverage, and setbacks as well as parking, signage, landscape, and lighting requirements.

- The property is currently zoned COM, Community District within an overlay zoning district designated Design Review District.
- The Town Hall Theatre does not meet the current requirements for lot and yard minimum size requirements, maximum lot coverage, and allowable height.
- Should additions be built, a variance will likely be needed regarding the required setbacks. The required setbacks are as follows:
 - Rear setback: 20 ft. min.
 - Side setbacks: 25 ft. min.
 - Front setback: 50 ft. min from street centerline
 - Minimum lot area: 5,445 sq.ft
 - Building height: 35 ft. max.
- Parking requirements based on use are as follows (for every building erected, altered, extended or changed in use, off street parking shall be provided): Place of public assembly are required to have 1 parking space for every 3 seats or 3-person capacity and one space per employee. Commercial and business uses require 1 parking space for every employee, plus 1 parking space for every 200 sq.ft. of floor area.

Building Codes

Building codes are standardized in Vermont and are enforced at the local and state level. The following codes are adopted through Vermont's statewide building code, the Uniform Construction Code (UCC), and are current as of the time of this submission.

- Uniform Construction Code (UCC)
- International Building Code 2015 (IBC)
- International Existing Building Code 2015 (IEBC)
- International Mechanical Code 2018
- International Plumbing Code 2018
- National Electric Code 2020, 2017 (NFPA 70)
- International Energy Conservation Code 2018 (IECC 2018)
- UCC Energy Subcode: ASHRAE 90.1-2016
- UCC Barrier Free Subcode:
 - Chapter 11 of IBC 2018
 - ICC/ANSI A117.1-2009
- Elevator Subcode:
 - ASME A17.1 (Safety Code for Elevators and Escalators)
 - ASME A18.1 (Safety Standard for Platform Lifts and Stairway Chairlifts)

In addition to the above codes, the following regulations are also applicable:

- The Americans with Disability Act of 1992 including the ADA Accessibility Regulations and any subsequent adopted updates.
- The Vermont Fire Code 2015 (NFPA 1) and the Life Safety Code 2015 (NFPA 101). Although it is not a construction code, it is enforced by the local Fire Marshal.

International Existing Building Code (IEBC)

EXISTING BUILDING CODE SUMMARY	Applicable Chapters
Classification of Work (Chapter 5)	✓
Repairs (Chapter 6)	✓
Alterations Level 1 (Chapter 7)	✓
Alterations Level 2 (Chapter 8) Work must also comply with Chapter 7	✓
Alterations Level 3 (Chapter 9) Work must also comply with Chapters 7 and 8	Not applicable
Change of Occupancy (Chapter 10)	Not applicable
Additions (Chapter 11) Work must also comply with IBC 2018	Applicable only if building new addition
Historic Buildings (Chapter 12)	✓

REPAIR. The restoration to good or sound condition of any part of an existing building for the purpose of its maintenance.

ALTERATIONS – LEVEL 1. Include the removal and replacement or the covering of existing materials,

factors in safe egress.

The existing exits and means of egress on each floor are sufficient for the existing uses/occupancy loads.

OCCUPANCY CALCULATIONS - EXISTING				Table 7.3.1.2, NFPA 101
	Occupancy Factor (sf per occupant)	Floor Area (sf)	Occupants	Totals
Basement		6,270 sf		41
Storage	300 gross	879 sf	3	
Mechanical	-	-	-	
Dressing Room (2)	50 gross	342 sf	7	
Green Room	15 net	455 sf	31	
First Floor		6,322 sf		493
Lobby	5 net	426 sf	86	
Concessions / Tickets	100 gross	170 sf	2	
Theater	# of seats	-	312 (proposed # of seats: 199)	
Stage	15 net	1,316 sf	88	
Office (2)	100 gross	484 sf	5	
Mezzanine		1,050 sf		5
Projection Booth	100 gross	420 sf	4	
Storage	300 gross	120 sf	1	
Second Floor		6,322 sf		186
Offices	100 gross	2,555 sf	26	
Conference Room	15 net	378 sf	25	
Meeting Room	7 net	945 sf	135	
Attic		836 sf		3
Storage	300 gross	836 sf	3	
Total Building Occupant Load				728

Allowable Height and Area

Because the Town Hall Theatre is an existing building, the IEBC does not require the existing facility to be upgraded to meet current codes.

However, safety improvements are recommended (refer to Fire Protection and Life Safety Systems summary). If additions are made, they will need to meet the requirements in this section.

BUILDING HEIGHT, NUMBER OF STORIES AND AREAS				
Unseparated Mixed Occupancy – A-1 most restrictive, Type 3B				
	Existing	Allowable	Proposed	
Automatic Sprinkler System (Group A-1)	✓		No change. Complies.	Chapter 9, IBC [F] 903.2.1.1, NFPA 13

Allowable Building Ht. *	60 feet	75 feet sprinklered	No change. Complies.	Chapter 5, IBC Table 504.3
Allowable No. of Stories (above grade plane)	Basement + 3 stories	3 stories sprinklered	No Change. Complies.	Chapter 5, IBC Table 504.4
Allowable Area (maximum per floor)	20,800 sf	25,500 sf sprinklered	No Change. Complies.	Chapter 5, IBC Table 506.2
<p>* HEIGHT, BUILDING. The vertical distance from grade plane to the average height of the highest roof surface. (IBC Chapter 2 def.)</p> <ol style="list-style-type: none"> 1. Basement. A story that is not a story above grade plane. 2. Story Above Grade Plane. Any story having its finished floor surface entirely above grade plane, or in which the finished surface of the floor next above is: <ul style="list-style-type: none"> • More than 6 feet above grade plane; or • More than 12 feet above the finished ground level at any point. 				

Fire Protection and Life Safety Systems

The Town Hall Theatre is fully equipped with an automatic sprinkler system.

CONSTRUCTION CLASSIFICATION AND FIRE RESISTANT RATING FOR BUILDING ELEMENTS			Table 601 IBC
Fire-Resistance Rating Requirements for Building Elements – TYPE IIIB (3B)			
Unseparated Mixed Use – A-1 most restrictive			
	Existing	Required	
a. Primary Structural frame - Columns, Girders ¹			
	0 hrs	0 hrs	
b. Bearing walls			
Exterior rating ¹	2 hrs	2 hrs	
Interior bearing walls	0 hrs	0 hrs	
c. Nonbearing walls and partitions Exterior			
Fire separation distance – Table 602			
<5'	1 hrs	1 hrs	
>5', <10' ²	1 hrs	1 hrs	
>10', <30' ²	1 hrs	1 hrs	
>30'	0 hrs	0 hrs	
d. Nonbearing walls and partitions Interior			
	0 hrs	0 hrs	
e. Floor Construction and Secondary Members			
	0 hrs	0 hrs	
f. Roof Construction and Secondary Members ³			
	0 hrs	0 hrs	
Footnotes:			
1. Per 704.10- Load bearing structural members in exterior walls - greater of rating required by Table 601 and Table 602 (fire separation distance).			

2. Per 705.5 - $\leq 10'-0"$ separation = rated for exposure to fire from both sides, $>10'-0"$ separation = rate for exposure to fire from the inside.
3. Except in Group F-1, H, M and S-1 occupancies, fire protection of structural members shall not be required, including protection of roof framing and decking where every part of the roof construction is more than 20 feet or more above any floor immediately below. Fire-retardant-treated wood members shall be allowed to be used for such unprotected members.

Code-related issues, triggered by Alterations, Level 1 or 2, could include:

- Enclosure of 1st floor Lobby egress stair when the Work Area includes the 1st floor. Exceptions pertinent to the sprinkler system and limiting access to the Group B (Business) occupancy may apply.
- A guardrail at the 42" height at the Lobby egress stair.
- The stage spiral stair may not be code-compliant; detailed measurements were not taken for the Preservation Plan study.

Barrier-Free & Accessibility Requirements

The Town Hall Theatre is currently accessible by a ramp (accessed at the south/front of the building) that leads to an elevator at the east. The elevator accesses the basement, 1st, and 2nd floors.

Accessibility is often thought of as providing means for wheelchair users to move around a building. However, many people will need improved accessibility on a temporary basis, for example someone using crutches. This scenario makes it very difficult for the user and will be helped with improved accessibility.

The stage and performer spaces, including the dressing rooms and toilet facilities, are not accessible from the front of house in the theater, nor from the exterior rear of the building. They also do not comply with ADA standards. Per code for Alterations Level 1 or 2, one accessible dressing room per sex shall be provided on the same level as similar types of rooms. It is also required to upgrade toilet facilities for accessibility, and if technically infeasible, then a minimum of one accessible family toilet room shall be provided on the same level.

The building code also provides requirements for accessible theater seating. Dispersed wheelchair seating locations must be provided to offer a choice in seating and viewing distance when seating capacity exceeds 300. The minimum number of wheelchair spaces is based on the seating capacity of the assembly area. The current capacity, which slightly exceeds 300 seats, requires 6 wheelchair locations and 4 accessible aisle seats. The locations must have a level floor surface (2% maximum slope in any directions) and afford the spectator in a wheelchair a line of sight to the performance. Each wheelchair space must have an adjacent fixed companion seat. The locations should adjoin an accessible route.

Because the theater contains a primary function of the building, alterations to the space would require compliance unless technically infeasible. Section 705.1 (IEBC) states, "Where compliance with this section is technically infeasible, the alteration shall provide access to the maximum extent that is technically feasible." Other requirements, such as permanently installed Assistive Listening Systems (ALS), are required when audible communication is integral to the use of the space; every effort should be made to meet this standard with any theater improvements.

International Plumbing Code (IPC)

Recommendations of this Preservation Plan envision repairs and restoration of the building in its current configuration.

If a future Scope of Work to accommodate alterations and additions is decided, a comprehensive review of applicable codes would be conducted during design. Following is a basic description of the National Standard Plumbing Code's requirements.

The International Plumbing Code mandates the minimum number of required plumbing fixtures based on the type of occupancy and the number of persons to be served by those fixtures. The Plumbing Code requires that separate toilet facilities must be provided for each sex. Up to 50% of the required men's water closets may be urinals. If actual numbers are unknown, the total is assumed to be equally divided between male and female.

The current number of fixtures in the building is not adequate for the current uses and occupancy loads. The required minimum plumbing fixtures are as follows:

- Theatre: 3 toilet fixtures for female; 2 toilet fixtures for male; 1 sink for each sex.
- Dressing rooms / Green room: 1 toilet fixture and sink for each sex.
- Offices 1st floor: 1 toilet fixture and sink for each sex.
- Business (2nd floor): 1 toilet fixture and sink for each sex.
- Meeting Room: 1 toilet fixture and sink for each sex.

MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES							
Classification	Water Closets and Urinals		Lavatories		Showers / Bathtubs	Drinking Water Facilities	Other
	Male	Female	Male	Female			
A-1 Assembly. (Fixed and not fixed seating)	1 per 125	1 per 65	1 per 200		-	1 per 500 people	1 service sink
B Business. (Offices, Dressing Rooms)	1 per 25 for the first 50 and 1 per 50 for the remainder exceeding 50		1 per 40 for the first 80 and 1 per 80 for the remainder exceeding 80		-	1 per 100 people	1 service sink ^e

From International Plumbing Code 2018, Table 403.1

^e for business and mercantile classifications with an occupant load of 15 or fewer, service sinks shall not be required.

TAB VI

VI. PRIORITIZED SUMMARY OF RECOMMENDATIONS

The recommendations that follow were made based on conditions observed in the field, discussions with representatives of Pentangle Arts and the Town of Woodstock, an understanding of the building's construction history gained through historic documentation, and examination of applicable building codes for compliance. Recommended work has been considered within the context of the building's Period of Significance, as well as the building's recommended treatment options. The building will continue to serve as both Town Hall and the home of Pentangle Arts, and these entities are expected to remain in the building for the foreseeable future.

In general, the Town Hall Theatre is in good condition, but has not had any comprehensive restoration or renovation since the 1980s. The Town has long held concerns regarding the building's structural stability, specifically the structural integrity of the 1927 stage house addition, which has been studied extensively. The building's ability to successfully survive any potential flood events is also of concern. Accessibility and functionality related to the auditorium, stage, and related spaces needs to be upgraded to improve the patron, performer, and staff/tech experience. The building envelope requires restoration, and the existing mechanical systems require replacement, which will also improve overall energy efficiency.

Specific recommendations follow, prioritized into categories to define the immediacy of the repair or modification. A general scope of work is provided for each, followed by more detailed recommendations broken down into relevant categories.

A. Urgent Work – Priority 1

Urgent Work is defined as modifications required to ensure the safety of building occupants, restore the integrity of the structure, and provide watertight building envelope to prevent further damage of building and materials.

The scope of work identified as Urgent – Priority 1 includes structural / foundation repairs. Alleviating future concerns about the foundation is a high priority for both the Town and Pentangle Arts, and carrying out this work will also provide greater opportunity for future improvements / additions. This scope also includes envelope restoration at the south (main) elevation / portico, and structural improvements at the 1927 stage house. Our recommendation is to engage geotechnical and structural engineering consultants to design the subsurface underpinning. The general scope of work is described below.

Structural:

- Underpin the stage addition with helical piles. Temporarily open floor slab to allow new work. New 12 in diameter screw piles down to firm soil or rock:
 - Assume 15' depth at 6' OC max, 6 locations (Green Room)
 - Assume 8' depth at 6' OC max, 4 locations (Boiler Room).Install 12 in x 12 in concrete grade beam on top of piles to re-support existing foundations; reinstall concrete slab above.
- Respect the existing grade; do not add or remove any fill to the site within 20' of the building footprint.
- Add beam seats at the (2) steel loft beams that are pulling out of the back wall (starting with the beam closest to the chimney).
- Reinforce the connections between the wood roof framing and the tops of brick walls on all three sides.
- Brace the east and west perimeter brick walls at the stage addition/original building interface:
 - Install structural member at interior of wall spanning from stage base to roof. Member is to be positively connected to brick masonry wall with epoxy grouted anchors. Member is to be positively connected to the structure at base and top of member. Location of member is to be coordinated with architectural and historical preservation requirements.
 - Install intermittent steel bent plate assemblies at interior of stage addition brick masonry wall as well as rear face of original building at spacing to be determined. Plates are to be intertwined so as to resist lateral movement of the stage addition walls, while allowing vertical and translational movement of the stage addition should additional settlements occur. Plates are to be positively attached to both interior of stage addition brick masonry walls and original building walls with epoxy grouted anchors. Expansive foam that currently fills the crack is to remain.
- Reinforce the roof diaphragm at the addition with additional sheathing and/or steel bracing.
- Remove and reinstall mechanical equipment at rear of building as needed to facilitate structural repairs.

Architectural: Exterior

- At front porch, remove existing brick pavers. Install new concrete substrate slab. Reinstall pavers with waterproofing layer. Reinstall granite treads at perimeter to match existing. Replace damage granite (assume 10%). Do not use deicing salts to remove snow in the winter.
- Replace in kind granite slab and steps at entry. Allow rebuild of entry landing below granite.
- Patch and paint columns.
- Replace wood boards at 50% of pediment, entablature, fascia, and underside of soffit.
- New historically-appropriate hanging light fixture at portico. Provide blocking and structural support inside pediment.
- Paint windows that have loss of paint, especially at east side.
-

Investigations

- Conduct structural probes at the roof trusses. Confirm size of members, condition, and anchoring.
- Conduct investigation at roof and wall transition (for roof / gutter) at corresponding exterior location.
 - Probes should be conducted in accessible areas of the balcony first. Second probe is recommended at rear wall of original building to confirm truss bearing (beam seat). Third probe location is at west wall above stair hall to confirm truss bearing and roof condition. Additional probes at areas with limited accessibility if further confirmation of conditions is determined necessary.
- Conduct mortar analysis and detailed study to identify composition of various mortars used throughout building. Give long term consideration to removing inappropriate mortar and repointing.

B. Necessary Work – Priority 2

Necessary work includes items required to meet life-safety requirements, making spaces usable for building occupants, and providing barrier-free accessibility.

The scope of work identified as Priority 2 includes improvement of the accessible route into the building and to all public spaces on the level of accessible entrance. It also includes a second phase of envelope restoration.

- Elevator: Modernize elevator. Extend elevator shaft and add new stop at control booth level. Replace existing control system with new microprocessor-based controls, new power unit, new electronic soft starter, new closed loop door operator, and new LED car and hall fixtures, and new car doors. Reuse, recondition, or replace mechanical, structural components as appropriate.
 - Inspect elevator shaft for masonry damage. Repoint CMU in shaft.
- Modernize existing Basement level restrooms, providing accessible features required by code. One additional toilet fixture for each sex is required by code.
- Provide new auditorium seating layout, including accessible seating platforms. Incorporate expanded/accessible concessions booth/bar into new seating plan as required. Review options for accessible connection between auditorium and stage

- Provide new 5000 lb. capacity elevator in new stage addition at stage (north side of building). Include new fire stair in replacement of existing circular stair. Design of elevator and stair configuration to facilitate performer, staff, and loading access.
 - Remove Sewer pumping station
- Provide accessible backstage restroom.

Exterior Envelope

Masonry

- At base granite, rake joints, remove sealant from granite and repoint with compatible mortar (400 SF)
- Remove biological staining (all masonry) with chemical cleaning (5000 SF)

Concrete

- At interior of northern stage addition, remove loose concrete down to sound base material. Apply bonding agent and cementitious repair material to 75 SF of concrete wall.
- Patch concrete (cracks, spalls, etc) at base walls in other locations (800 SF)

Brick

- Replace spalled brick (200 SF)
- Repoint brick as required with compatible mortar. (5000 SF)
- Repoint boiler room chimney.
- Remove defunct wires, conduit, and junction boxes around building (assume 200 LF)
- Consider removing paint from all stone keystones, sills, water table, columns and entablature at front surround; repaint with mineral silicate paint (can still be white color).
- Scrape and paint with rust inhibitive paint all metal door lintels at stage addition.
- Replace terra cotta water table units (30 SF). Rake out and fill all skyward joints at water table with sealant or lead joint covers.

Wood

- Replace rotted wood boards and trim at two east additions (200 SF)
- Repaint all wood siding, trim, cornices at additions.
- Repair rotted wood elements at the upper cornice. Assume 50 LF with profiled and carved wood elements. Assume 1000 SF of roofing repairs.

Windows

- Remove, restore, and reinstall double hung sash, typical for 15 windows, similar to 1st floor window. Include weatherstripping. Assume 100% new glazing. This scope will likely include hazardous material scope for ACM in glazing putty, caulk, and lead paint. Also assume 20% replacement of components, such as bottom rails and meeting rails.
- Restore in place large arched-top double-hung sash, sidelights, fanlights, typical for 11 windows. Assume 100% new glazing.
- Restore 5 smaller historic windows. Assume 100% new glazing.
- Add new storm windows at 25% of openings.

Roof

- Remove debris from low slope roof at breezeway and gabled structure.
- Remove debris from flat roof at stage addition.

C. Desirable Work – Priority 3

Desirable work includes modifications that would generally improve the function or appearance but are not required by code and do not require immediate repair or remediation.

- Remove boxes and other stored materials from stair halls (including circular stairs) and attic; relocate to off-site storage.
- Reconfigure basement dressing room areas to create more light and better use of space.

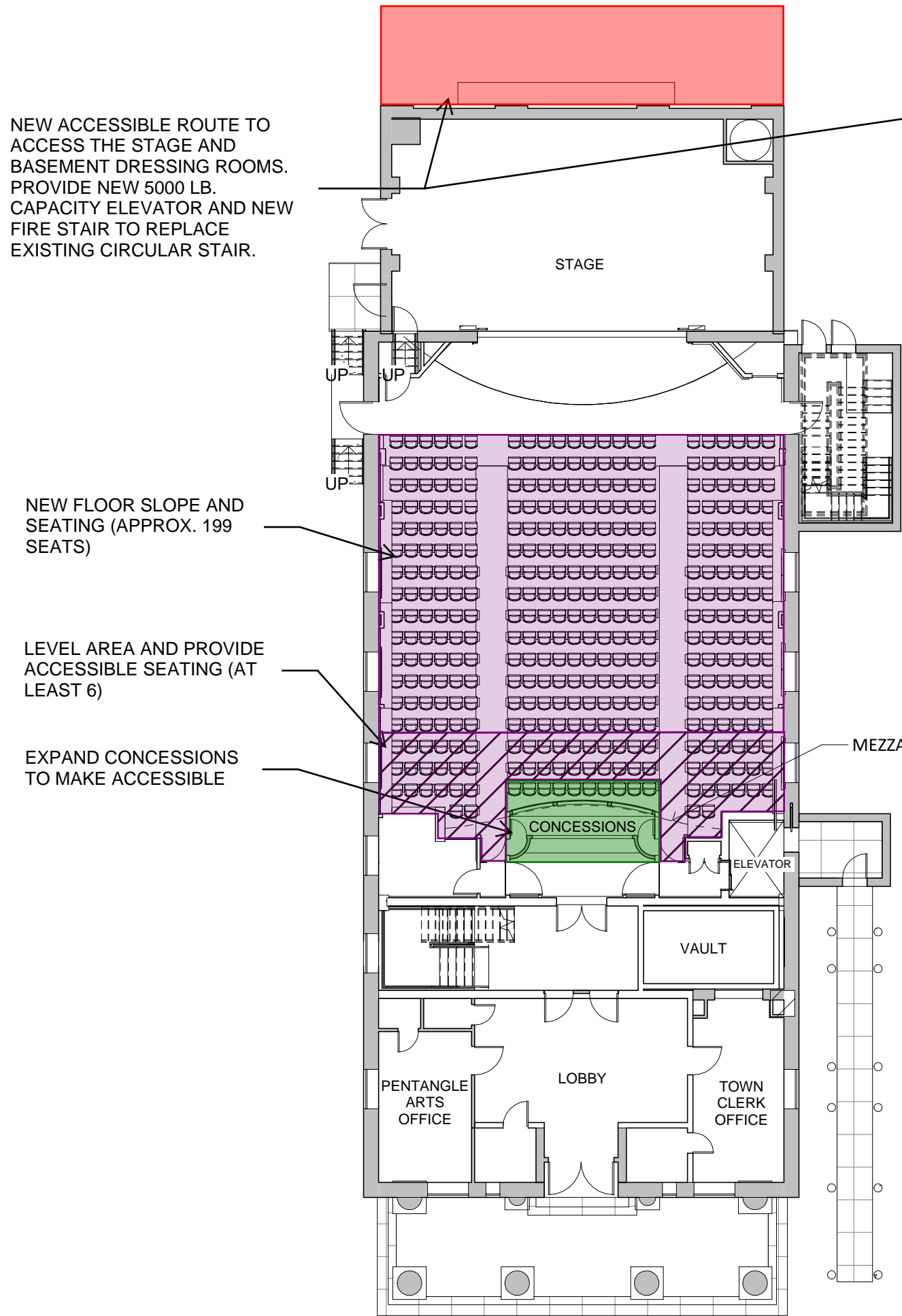
Architectural: Interior

- Floors:
 - Replace worn flooring in basement.
 - Replace carpeting in offices / second floor conference areas.
 - Refinish existing exposed wood flooring.
- Walls
 - A vertical crack in the wall plaster within the green room was observed. On the other side of this wall, a vertical crack in the east foundation wall within the mechanical room below the stage was observed to be propagating from the re-entrant corner of an existing opening (Photo 6). This crack is most likely the result of the settlement of the northern most foundation walls of the stage addition. LeMessurier recommends a flexible pressure injected grout full depth of the foundation wall as a repair.
 - Clean and repoint south foundation walls in basement.
 - Scrape and repaint brick walls in front basement restrooms and hall.
 - Remove failing plaster at stairhall walls, repair plaster and repaint. Refer to Exterior Conditions Assessment: Roof, Chimneys, and Drainage for additional information.
 - Repair cracks in plaster walls and skim coat throughout building, assume 3000 SF.
 - Repaint 100% all painted surfaces.
- Trim:
 - Repair/replace damaged wood trim at stair hall.
 - Patch, prep, and repaint 100% painted surfaces throughout building.
- Doors:
 - Patch, prep, and repaint 100% painted doors throughout building.
- Ceilings:
 - Remove existing, worn acoustical ceiling tile and replace (assume 50%).
 - Repair areas of plaster ceiling collapse, assume 100 sf.
- Restrooms:
 - Provide an additional accessible toilet room for each sex on the 2nd floor required by code.

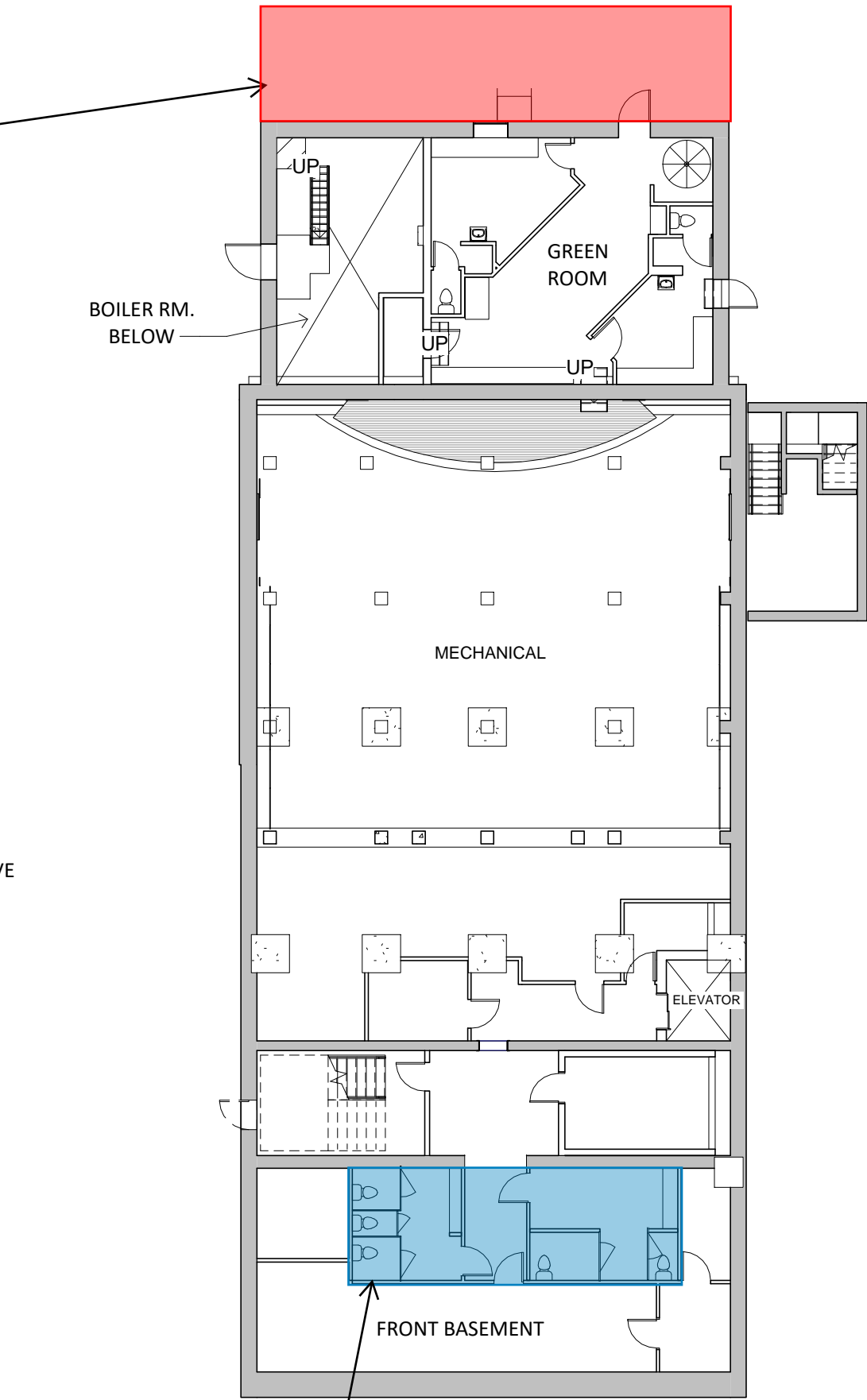
D. Areas of Future Study

Future studies that can be pursued which may be of benefit to the property, and were beyond the scope of the current work effort include the following:

- Full Accessibility Concept/Schematic Design to determine technical feasibility and estimated costs of recommended improvements.
- Improvement of patron services, concessions, and possible expansion of lobby, including improvement or replacement of existing east accessible entry.
- Reconfiguration of second story office space to improve circulation.



2 EXISTING FIRST FLOOR PLAN
SCALE: 1/16" = 1'-0"



1 EXISTING BASEMENT FLOOR PLAN
SCALE: 1/16" = 1'-0"

RENOVATE BATHROOMS.
ADD AT LEAST 1 TOILET
FIXTURE FOR EACH SEX.

Revisions		
No.	Date	Description

Project Name & Address

WOODSTOCK
TOWN HALL
THEATRE -
PRESERVATION
PLAN

Pentangle Arts

31 The Green
WOODSTOCK, VT 05091

Project No 2212

Drawn By AW

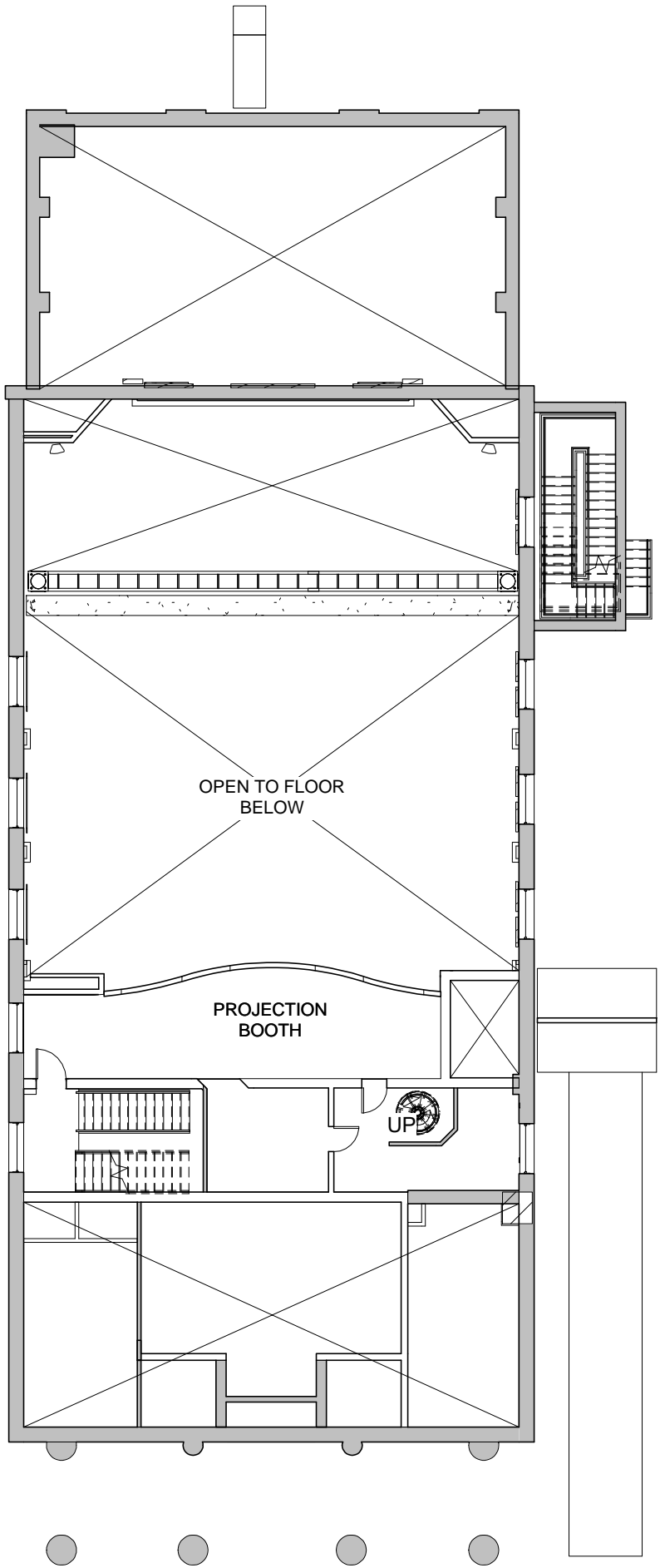
Date DECEMBER
2022

Drawing Title

FLOOR PLANS

Sketch Number

P-1.0



1 EXISTING MEZZANINE FLOOR PLAN
SCALE: 1/16" = 1'-0"

M+S^a

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Revisions

No.	Date	Description
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Project Name & Address

WOODSTOCK
TOWN HALL
THEATRE –
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WOODSTOCK, VT 05091

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Drawn By	AW
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Date	DECEMBER 2022
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Drawing Title

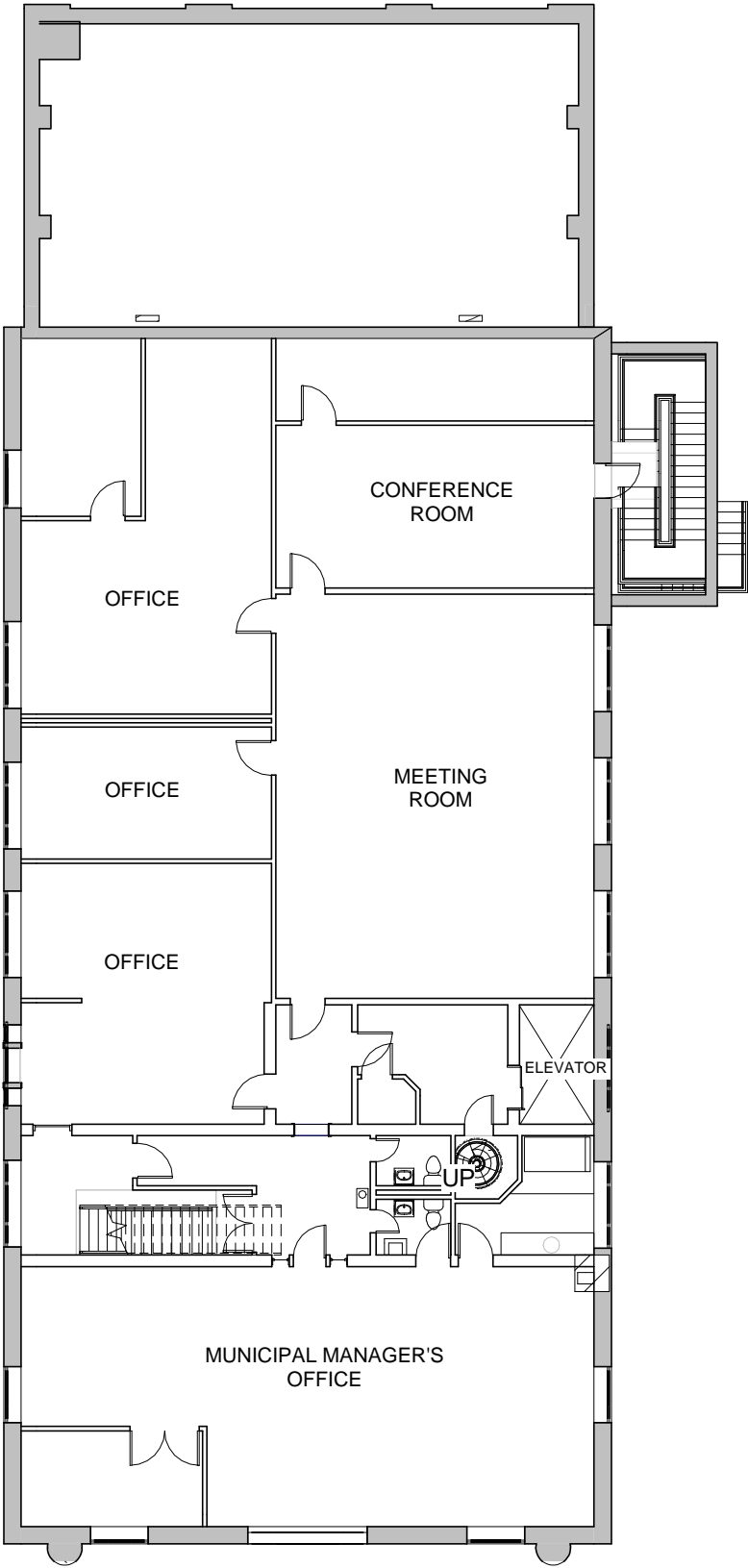
FLOOR PLANS

Sketch Number

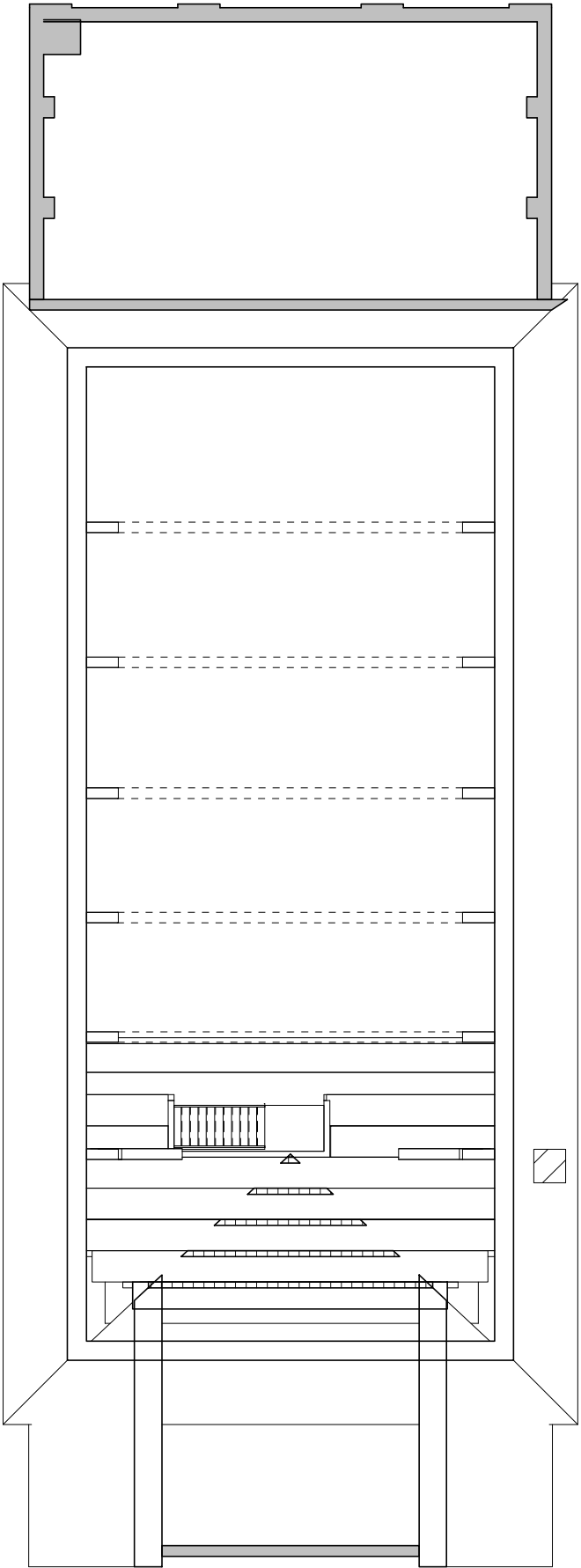
P-1.2

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PROVIDE AT LEAST 1
ACCESSIBLE TOILET
ROOM FOR EACH SEX
AT THE 2ND FLOOR.



2 EXISTING SECOND FLOOR PLAN
SCALE: 1/16" = 1'-0"



1 EXISTING ATTIC FLOOR PLAN
SCALE: 1/16" = 1'-0"

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Revisions
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Project Name & Address

WOODSTOCK
TOWN HALL
THEATRE –
PRESERVATION
PLAN

Pentangle Arts

31 The Green
WOODSTOCK, VT 05091

Project No 2212

Drawn By AW

Date DECEMBER
2022

Drawing Title

FLOOR PLANS

Sketch Number

P-1.3

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