

**General Stannard House Committee  
Inaugural Meeting  
July 29, 2014**

In attendance: Kate Cadreact, August Cyr, Charlie Farrell, Gary Furlong, John Gordon, Bill Kaigle, Courtney Lamdin, Janet Richards, & Terry Richards

Meeting came to order.

Committee Formation

The following officers were determined for the General Stannard House Committee:

Co-chairperson...Bill Kaigle  
Co-chairperson...Kate Cadreact  
Volunteer Coordinator...August Cyr  
Secretary/Note taker...Charlie Farrell  
Treasurer...pending  
Project Manager...pending

There was some discussion on the vacant offices. Scott Newman could be approached as a project manager. As the author of the General Stannard House Conditions Assessment Report he is already familiar with the building and he is experienced in this role.

For the sake of common language we decided that the building will be referred to as the **General Stannard House** in our official correspondence. Our committee will be officially titled the **General Stannard House Committee** and the current FaceBook page will be entitled the **General Stannard House Restoration**.

Preservation Trust of Vermont Retreat

Terry Richards attended a two day retreat at the Lake House in Grand Isle. The event was sponsored by the Preservation Trust of Vermont and it covered topics relating to renovating historic buildings.

Terry highlighted some of the retreat's offerings.

Terry shared information on some of the other projects in the state. South Hero's Meeting House (Granny's Attic) and the Bingham Academy Building of Bakersfield are two examples.

Terry was given a listing of potential grant opportunities. We will need to match our vision/mission with appropriate grant money sources and then write our grant applications. Community Development Grants could be a potential source of funding.

The process of establishing a renovation project and funding it was outlined. Based on the process described at the retreat, we are on target with our initial organizing.

Draft of Fiscal Sponsorship Agreement

The document was shared with the committee and reviewed. After much discussion it was decided that the following steps will be taken:

1. Bill will amend the document based on some of the committee feedback
2. The document will be shared with Allison Belisle.
3. The Fiscal Sponsorship Agreement will then be shared with Milton's legal advisors.

### Act 250/ Vermont Division of Historic Preservation Approval

Phase 1 will be the top priority of the General Stannard House Committee. This involves installing a temporary roof to stabilize the building. Phase 1 also includes removal of a dormer, repointing the chimney and removing the garage. Once the building is stabilized we will have the time to formalize our plans for the future of the building and to raise the funds to put those plans into reality.

Any work that is done on the General Stannard House has to be approved by the Vermont Division of Historic Preservation. They have received a copy of Scott Newman's assessment of the conditions of the building and the multi-phase renovation plan.

We should receive word on the status of our request in the next few days.

### Facebook Page/ Draft of a Website

A Facebook page has already been established by Bill Kaigle. The title of the page is the "General Stannard House Restoration".

A website was discussed. We weighed the options between a free site and a paid site. It was decided that any website should be designed to enable site visitors the option of donating funds to the renovation of the General Stannard House.

Pay Pal was discussed as a possible web resource for raising funds.

The creation of a paid site will require funds that we do not currently possess.

### The Sign

Communication will be very important in the early stages of the project. There are many people who are unfamiliar with General Stannard and his history. The importance of renovating his former home must be communicated with the general public.

The Colchester Historical Society and the Preservation Trust of Vermont emphasized the importance of having a sign at the site of the renovation. It offers tangible proof that the project exists and progress is being made. It could promote further interest in the project which could result in more volunteers or more financial backing.

Terry shared suggestions from the Retreat. The sign should be..."large, flashy and pleading". During our discussion it was suggested a depiction of Gen. Stannard with the caption "Help Save My House!" would be an attention getter. References to our Facebook page and website should be included so that the viewer can get more details on the project and potentially donate to the cause.

Bill Kaigle estimated the cost of the sign to be about \$300.00. Bill could design, construct and install the sign. Once again the concern of cost was addressed. In order to raise money we require startup funding. Gary Furlong suggested that the Milton Historical Society could vote to front the committee \$500.00 with the understanding that the money would be repaid in full. This would enable us to pay for the website and the road sign.

### Zoning Concerns

Bill received correspondence from Jake Hemmerick in regards to potential zoning hurdles. An “accessory use” may have to be established with regards to the lot in order for the project to adhere to the local zoning ordinances.

Bill will contact Mr. Miller about the leasing and zoning issues. He will share our plans for a road sign. He will also share our preliminary ideas on our vision and mission for the site.

Meeting closed.

**Our next meeting is scheduled for Tuesday, August 5<sup>th</sup> at 6:00 pm.**

Respectfully Submitted by,

Charlie Farrell

**General Stannard House Committee**  
**Second Meeting**  
**August 5, 2014**

In attendance: Kate Cadreact, Howard Coffin, Susan Coffin, August Cyr, Charlie Farrell, Bill Kaigle, & Terry Richards

6:00 meeting called to order

Minutes were read. "Bingham Academy" was corrected to read "Brigham Academy". Amended notes were accepted.

Howard Coffin

Howard started his presentation by stating that in regards to General Stannard, "He is Vermont's most important Civil War figure."

Howard outlined a possible use for the General Stannard House. He suggested that it could be the focal point of a Civil War driving tour. This tour could focus on just personalities from the Battle of Gettysburg or it could include all aspects of Vermont's involvement in the war.

Howard Coffin gave a detailed list of possible stops on the tour. Burlington's Lakeview Cemetery has the grave of Gen. Stannard as well as other notable Gettysburg participants. Munson's (a Gettysburg veteran) home in Colchester, Densmore (another Gettysburg veteran) home in Colchester, Stannard house in Milton, Civil War Statue & our museum in Milton, Stannard Monument in Georgia and sites in St. Albans, Swanton and Sheldon were highlighted.

The Lake Champlain Regional Chamber of Commerce is interested in potential driving tours. Ruth Wallman could be a contact person.

We discussed how we should be a presence at the 150<sup>th</sup> anniversary of the St. Albans Raid which will be held this fall.

Update on the Historical Society Agreement

The Milton Historical Society Board has a draft of the agreement and a draft of the loan agreement. They will meet on August 12<sup>th</sup> to act on the documents.

Brian Palaia (Town Manager) expressed concerns on the committee's structure. Does our committee require bylaws to govern our actions and to clarify our standing with the Milton Historical Society? Bill will explore this issue further.

### Update on REM

An e-mail was sent to Mr. Miller. There was no response. Bill will follow-up with a phone call to discuss various issues. Leasing and zoning issues have come up. The draft of the sign will be shared and the exact location of the sign will be discussed.

### Act 250 Update

No news yet. Terry Richards will contact Ann Cousins for a status report.

### Publicity

A \$15.00 permit is required for the sign. Bill has requested that the fee be waived by the town. The selectboard will decide on the issue.

Bill shared a draft of the sign with the committee. It was met with enthusiasm.

We have an operational site on FaceBook.

The website is still in progress. Bill shared a draft of the home page. It portrays a central image of the General Stannard House. Tabs for the history, project information, vision/mission, and donations will be included.

August and Terry will locate additional historical resources to utilize on the website. August will transcribe an article for the site.

7:20 Meeting adjourned

**Our next meeting is scheduled for Tuesday, August 12<sup>th</sup> at 5:30 to be followed by a meeting of the board for the Milton Historical Society at 7:00**

Respectfully Submitted,

Charlie Farrell

**General Stannard House Committee**  
**Third Meeting**  
**August 12, 2014**

In Attendance: Karen Brigham, Kate Cadreact, August Cyr, Charlie Farrell, Gary Furlong, Pamela Heald, Bill Kaigle, Janet Richards and Terry Richards

5:50 Meeting came to order

Minutes from the August 5<sup>th</sup> were read and accepted.

Grant Resources

Terry Richards will pick up an updated listing of potential grant resources.

Kate Cadreact will review the grant resources and will select grant resources that best match with our needs.

Act 250 Update

An e-mail was sent to Ann Cousins requesting an update. It hasn't been officially approved but the signs are positive. We will wait.

Sign Update

Any town fees related to the General Stannard House will be waived by the Town of Milton. The Milton Board of Selectmen made the decision last Monday (August 4<sup>th</sup>)

Bob Miller has approved the placement of a sign at the General Stannard House. The committee approved a 4x6 ft double-sided sign using Bill's design. Bill will fill out the permit application.

Treasurer and Finances

Amy Joseph has agreed to be our treasurer.

Our website's address will be [GSH@gmail.com](mailto:GSH@gmail.com) and committee members will have the password to share the responsibility with checking it. August will set up the actual account.

All public communications related to the project will come from this new e-mail account and the faceBook site.

There was a discussion regarding having the fiscal agreement with the Milton Historical Society. This discussion included tax deductions, legal implications etc..

### Lease

Bill will contact Brian Palaia regarding a template for the lease of the building.

### Future Meetings

In the future the meeting will be held on Tuesdays at 6:00 pm. The meetings will be held on a weekly basis for the near future. A standard day and time will make it easier for the members' scheduling needs.

6:45 Meeting adjourned

The next meeting will be held on Tuesday, August 19<sup>th</sup> at 6:00 pm.

Respectfully Submitted,

Kate Cadreact & Charlie Farrell

**General Stannard House Committee**  
**Fourth Meeting**  
**August 19, 2014**

In Attendance: Karen Brigham, Kate Cadreact, Charlie Farrell, Pamela Heald, Amy Joseph, Bill Kaigle, Janet Richards, & Terry Richards

**6:10 Meeting came to order**

**Minutes were read.** E-mail address was corrected. The actual address is [generalstannardhouse@gmail.com](mailto:generalstannardhouse@gmail.com) . Minutes were accepted with this correction.

**Historical Society Sponsorship Agreement & Loan**

The fiscal sponsorship agreement was accepted and signed by the Milton Historical Society. The loan agreement was also accepted and signed.

**Account Setup/ PayPal/ Website/ Donation Structure**

An account will be opened by Amy Joseph and Peggy Stowell. There are different account types. Amy will review the accounts and will consult with the bank to decide on the best account.

Every donation will be acknowledged with a postcard or letter of thanks. It was suggested that an image of General Stannard or his home should adorn the card.

Payments will be mailed to Amy Joseph. Any payments that arrive to the museum will be forwarded to Amy.

Bill has made initial steps to set up a PayPal account. Bill will use the museum's address rather than an individual's address.

The website construction is still in progress.

**REM Lease Agreement**

We will seek out an existing lease agreement to use as a template. The Everett family leases land so they may have a suitable lease that we could utilize.

**Act 250/ VTDHP Update**

Our Act 250 request was approved. An attached letter generated discussion. The letter was written by Laura Trieschmann a State Historic Preservation Officer. She questions whether General Stannard was an important Civil War general at



the national level and she questions the importance of the building since he lived there for a short time.

We contend that General Stannard was important at the local, state and national levels for his Civil War accomplishments. His home may be the only residence that still exists.

Terry will address the issues by sending additional research to the state to illustrate General's importance.

### **Sign Update**

The permit has been submitted. Once the permit has been processed, the sign will be constructed and installed.

### **Upcoming Events**

On September 9<sup>th</sup> from 6-8pm we will have an informational table at the Milton Community Activities Fair at the elementary school.

On the weekend of Sept. 20-21<sup>st</sup> we will share a table space with the St. Albans Historical Society. This is the St. Albans Raid Weekend. Civil War enthusiasts will be in attendance. Our table will be for informational purposes. Charlie will create a sign-up sheet for coverage of the booth. Folks will volunteer for two-hour stints. Terry will confirm our interest.

### **Potential Grant Resources**

Kate reviewed a listing of grants. She will contact Ann Cousins for other grant opportunities. The Windham Foundation, the Freeman Foundation and the Slums & Blights Remediation grants will be investigated.

### **7:20 meeting adjourned**

**Next meeting will be held on August 26<sup>th</sup> at 6:00pm.**

Respectfully submitted,

Charlie Farrell

**St. Albans Raid Weekend  
Informational Booth Hours Volunteer Sign-up**

**Saturday, September 20<sup>th</sup>**

9:00-11:00

1. \_\_\_\_\_
2. \_\_\_\_\_

11:00-1:00

1. \_\_\_\_\_
2. \_\_\_\_\_

1:00-3:00

1. \_\_\_\_\_
2. \_\_\_\_\_

3:00-5:00

1. \_\_\_\_\_
2. \_\_\_\_\_

**Sunday, September 21<sup>st</sup>**

9:00-11:00

1. \_\_\_\_\_
2. \_\_\_\_\_

11:00-2:00 (three hours)

1. \_\_\_\_\_
2. \_\_\_\_\_

**General Stannard House Committee  
Fifth Meeting  
August 26, 2014**

In Attendance: Kate Cadreact, August Cyr, Pam Heald, Amy Joseph, Bill Kaigle, and Terry Richards

6:05 Meeting came to order

Minutes from the August 19<sup>th</sup> meeting were read by Bill Kaigle. Minutes accepted.

**Sign Discussion**

Zoning regulations limit the sign to being displayed up to 65 days out of a year. A discussion is taking place with a VTrans representative and the Milton's zoning/planning folks to discuss the regulations.

**Checking Account**

Checks are for a fee.

Amy Joseph is the contact person and Peggy Stowell is also a signer.

Gifts and bank statements will be coming to the historical society mailbox instead of Amy's home.

PayPal will be set up by Bill and Amy.

The 5013C was discussed. It was determined that the IRS and the account details have been covered.

**Leases**

Kate obtained three examples of leases. These will be reviewed to create one that meets our needs.

**Grants**

Terry will contact Ann Cousins. Potential grant resources will be sent to Kate and applications will be made.

**St. Albans Raid Weekend**

Karen Brigham is working on a three-panel brochure to have available at our table. Discussed other forms of publicity (ie the Milton Independent)

**Milton Activities Fair**

It is to be held on September 9<sup>th</sup>. Kate, Bill, August and Pam will represent our committee at the fair. Bill will create a poster that will be used at both the fair and the St. Albans Raid weekend.

**General Stannard Research**

Terry shared more details regarding General Stannard's involvement in the Civil War. He outlined the resources that he is using in his research. Terry is working on a comprehensive history of General Stannard. This will include details on his house and on Pickett's charge. This information could be used at the different events.

**Website**

Bill reviewed the website with the committee. The committee critiqued and discussed the results.

Meeting adjourned at 7:30

Next meeting is scheduled for September 2, 2014 at 6:00pm

Submitted by Kate Cadreact

**General Stannard House Committee  
Sixth Meeting  
September 2, 2014**

In attendance: Karen Brigham, Kate Cadreact, August Cyr, Charlie Farrell, Pamela Heald, Bill Kaigle, Janet Richards, Terry Richards, & Bev Tubbs

6:02 Meeting was called to order.

Minutes of the August 26<sup>th</sup> meeting were read and accepted.

**Website**

Bill described some of the changes he made to the website. He will be adding more photos and Terry's research will be included via a link. PayPal should be functional.

**Sign Update**

The sign was installed on September 1<sup>st</sup>. It is operating under a 65 day permit.

**Accounting**

Milton Historical Society Board Meetings and business meetings will require a treasurer's report from the General Stannard House Committee.

**Draft Lease Agreement**

Kate reviewed sample leases and created a draft. There was discussion based on the longevity of the lease. In other words what if the existing land is sold, what would happen to the Stannard House. A 100-year lease will be sought. Kate will work on the wording.

Discussion on whether we should include a stipulation based on our intent (ie. Stabilization, Rehabilitation, & Utilization). It was agreed that this should be included.

**Grants & Funding Sources**

Kate received information on grant resources. On Sept. 15<sup>th</sup> and 16<sup>th</sup> she will attend a workshop on grant writing. There is a \$65.00 fee for the workshop. Kate reported that on Oct. 7<sup>th</sup> and 8<sup>th</sup> there is another workshop focusing on fundraising.

Kate informed the committee that Lisa Ryan will be replacing Ann Cousins in January of 2015.

With the grant writing Kate would like a specific target for the fundraising. Scott Newman's report will be reviewed for specific fundraising targets.

### **Potential Publicity & Fundraising**

For insert flyers for the Milton Independent, it would cost \$50.00 per 1000 inserts. We decided that we needed to know the total circulation amount of the Milton Independent and if the cost includes the actual insertion.

August will contact WCAX (Channel 3) for potential TV exposure.

Tom M. from the Colchester Historical Society will donate funds.

The Chittenden County Regional Commission works on tourism projects. There are some potential grant resources with this group. The Lake Champlain Byway is also associated with this group.

Bev informed the committee that the Cambridge Civil War Days will not be held next year. It was suggested that we approach their sponsors for possible funding.

### **Upcoming Events**

The Milton Activities Fair will be held on Tuesday, September 9<sup>th</sup>. We will have the cut-out of General Stannard in attendance at the fair.

General Stannard's cut-out will also make a guest appearance at the St. Albans Raid Weekend of Sept. 20-12.

Materials for both activities were shared.

Bill had samples of a gift reply form and an informational card. We divvied up the stack of cards. Each committee member will distribute the cards into the community.

Karen designed a trifold brochure for the General Stannard House based on information from the website. We reviewed Karen's draft and offered suggestions. Terry will offer some historical facts for the trifold. Bill will finalize the brochure for printing. It should be ready for both of the upcoming events.

We brainstormed some details for the upcoming events. The cut-out of General Stannard could be offered for selfies for history fans. August will dress in period garb for the Milton Activities Fair.

We signed up for the hours, to tend the table at the St. Albans Raid Weekend.

## **Historical Update**

Terry shared some additional information on the life of General Stannard. Terry highlighted Stannard's military career and offered insights on his tragic life after the war. Stannard at one point owned several businesses and properties. He had a fair amount of land holdings. He lost it all.

Terry will work on applying for a Vermont Historical Roadside Marker.

Next meeting is scheduled for Tuesday, September 16<sup>th</sup>.

Respectfully Submitted,

Charlie Farrell

**General Stannard House Committee  
Seventh Meeting  
September 16, 2014**

In Attendance: Karen Brigham, Kate Cadreact, August Cyr, Charlie Farrell, Pamela Heald, Bill Kaigle, Janet Richards, Terry Richards, & Bev Tubbs

6:08 meeting called to order

Minutes from the September 2<sup>nd</sup> meeting were read and accepted.

Treasurer's Report will be shared at the next meeting. Donations are being made.

**Follow-up Reports**

Milton Independent figures will be updated. The Milton Independent has a circulation of 6,700 (including Georgia). Prices have changed, Kate will get the most recent insert rates.

**Treasurer's Report for the Milton Historical Society**

The General Stannard House Committee Treasurer's Report will only have to be shared at the board meetings. They will not be required for the regular business meetings.

Karen shared examples of Thank You cards used by other nonprofits. There are phrases that are standard or required for this type of correspondence. Karen will create a draft of a thank you note for the next meeting.

**Stannard History Update**

Terry related more research. Some personal information based on doctor's reports. Several websites were cited.

It was suggested that links be utilized in our website for the longer, complete versions of the resources.

We discussed the possibility of living descendants of Gen. Stannard. Does he have any living descendants?

Terry will decide on the ultimate content for the history portion of our website. We all agreed that we need to educate the general public on the importance of General George Stannard.



Factoids will be periodically added to the FaceBook page to keep it fresh. Terry has been collecting these factoids.

Bill and Karen will discuss updating the FaceBook page. Bill will add more photographs of the current conditions of the house to illustrate the urgent need of saving the building.

### **Sign Update**

The sign will have an extension of one year with the possibility of another year extension if required.

### **Draft Lease Agreement**

Lease is currently resting on Bob Miller's desk. He is out of the country.

It has been suggested that Bob Miller should be approached about donating the house and leasing the land. A long-term lease on the house could work but the outright owning of the building may help with donations.

Kate will draft an alternate lease document based on the possibility of Bob Miller donating the building. Kate will also draft a letter to Bob Miller to introduce the idea of donating the house.

### **Workshop Review**

Kate gave a workshop recap. The next workshop is based on fundraising on October 7<sup>th</sup> and 8<sup>th</sup>. Bev Tubbs may be interested in attending.

Kate outlined some tips. Communicating the urgency of the cause to the public is a key. We must always thank people for their donations. We should document our progress by filming key events.

Kate will begin to fill out a grant application to the Vermont Historic Preservation Grant Application. This will be done on-line and it is due on October 6<sup>th</sup>.

Student interns from nearby colleges have been employed by other historical preservation projects.

### **Publicity Materials**

A brochure was shared with the committee. It used material from the website. We offered suggestions for future printings of the brochure. At the St. Albans Raid weekend we will hand out the brochures with the donation envelopes inserted inside.

### **Milton Activity Fair**

Booth was well received. We received some publicity and some connections were made.

### **St. Albans Raid Weekend**

We went over the schedule of table times. The brochures will be on the table and the leaflets will be available to hand out in the crowd. We will have candy on the table to draw people to our station.

### **Approaching Major Donors**

Karen will write a draft of a sponsorship letter and Bill will write a draft of a major donor letter.

### **Database**

Karen and Bill will meet to work on a message to send to the Milton Historical Society membership. They will work via e-mail.

### **Contractors**

Roof will be temporary so it does not need to be historically accurate. Any roofing contractor could do the job. August will talk to her dad about potential contractors.

Kate will call Peter Pratt and Rick Hamilton about the project.

Bill will contact Dave LaPlante of Aatek and Adams Construction.

### **Terry's Report**

Terry will speak on November 13<sup>th</sup> at the Milton Women's Club. He was told that between 10-12 people attend. He will speak about General George Stannard.

Terry shared a draft of a Vermont Roadside Historical Marker with the committee.

Respectfully Submitted,

Charlie Farrell

**General Stannard House Committee  
Eighth Meeting  
September 22, 2014**

In Attendance: Karen Brigham, Kate Cadreact, Charlie Farrell, John Gordon, Pamela Heald, Bill Kaigle, Janet Richards, & Terry Richards

6:05 meeting was called to order.

Minutes from the September 16<sup>th</sup> meeting were read and accepted.

**St. Albans Raid Weekend**

Good contacts were made and we had excellent exposure. Howard Coffin made mention of General Stannard several times in recent talks. He was given a standing ovation at the end of his speech on Vermonters in the Civil War. He would attend a Lake Champlain Regional Chamber of Commerce meeting if we presented.

**General Stannard Monument**

John mentioned that the monument in Georgia was not very accessible from the highway. John will speak to the Georgia Historical Society to make an initial connection.

**Grant Writing**

Kate is working on the Vermont Historical Preservation Grant. Kate had several clarifying questions. The Grant will have to focus on the Phase II renovations for the house rather than the Phase I work since they do not fund temporary structures (i.e. our roof).

Kate continues to work on the grant. It is due on October 6<sup>th</sup>. She will consult with Bill for the final details.

Bill mentioned that the Chittenden County Regional Commission (which includes the Champlain Byway) has limited funds. The Lake Champlain Basin Program might be another source of funding. Bill will explore this possibility.

**Contractors**

David LaPlante of Aatek will view the building on Sept. 23<sup>rd</sup> at 7:30 am.

Kate called Peter Pratt and Rick Hamilton. They are not interested.

Bilodeau Roofing may be interested.

Kate will talk to Janet Adams about the whole project and will gauge her interest. Adams Construction will then be contacted.

Thank You Notes & FaceBook

Karen and Pam will be sending out Thank-you notes. Nine people have donated as of Sept. 22<sup>nd</sup>. Pam and Karen have been trained on FaceBook and will periodically update the site.

Jim Ballard may research the history of the house for later publication.

### **Lease/Ownership**

Kate wrote a letter to Bob Miller in regards to donating the house and leasing the property. The letter has been sent. Bob Miller is expected to return to Vermont on Sept. 22<sup>nd</sup>.

The ultimate ownership of the building was discussed. If Bob Miller donates it, then who will receive the title. The Milton Historical Society or the Town of Milton would be likely candidates.

### **Sponsorship Letter**

Pamela drafted a letter. Folks approved it.

### **WCAX Exposure**

August e-mailed them and is waiting for a response.

### **Major Donor Letter**

Bill is working on a draft.

### **Vermont Historical Roadside Marker**

The state requires a map to show the proposed location of the marker. A map will be supplied.

### **Terry's History Report**

October 20, 1820 was General George Stannard's birthday. Terry suggested using it as a publicity opportunity. Bill will talk to Courtney at the Milton Independent about birthday ideas. Our insert could be timed to coincide with the birthday.

The inserts would cost \$378.00 for 6,300 papers. The Independent has a circulation of 5,400 in Milton and 900 in Georgia. Bill will compose a draft of the flyer with the intent to publish in time for the General's birthday.

On November 13<sup>th</sup> Terry and Kate will speak at the Milton's Women Club.

Terry was also invited to talk to the St. Albans Historical Society about Gen. Stannard.

Respectfully Submitted,

Charlie Farrell

**General Stannard House Committee  
Tenth Meeting  
September 30, 2014**

In Attendance: Jim Ballard, Karen Brigham, Kate Cadreact, August Cyr, Charlie Farrell, Pamela Heald, Bill Kaigle, Janet Richards and Terry Richards

6:03 Meeting came to order

Minutes from the September 22<sup>nd</sup> meeting were read. Notes were corrected to read, "Karen will talk to Janette Adams..." and "Terry was approached to talk to the St. Albans Historical Society...". Notes were accepted after the corrections.

**Treasurer's Notes**

No official report. Unofficially we have had 13 donors to date. Karen has sent out 9 thank-you notes.

**Speaking engagements**

The Milton Women's Club meeting has been moved up. It will be held on October 9<sup>th</sup>.

The Colchester/Milton Rotary Club will be approached for a potential presentation.

Plans to speak to the St. Albans Historical Society will be made.

**Stannard's Birthday**

The insert will be planned for the October 15<sup>th</sup> edition of the Milton Independent. Bill e-mailed Courtney about the birthday ideas. Bill will have a draft of the insert for our approval within a few days. Kate will contact the paper. Lorinda Henry may be approached to write an article on Gen. Stannard in her weekly column (possibly to coincide with his birthday).

**Roof Status**

David LaPlante of Aatek met with Bill and Terry on Sept. 23<sup>rd</sup>. David is dedicated to the project and may donate some time and materials. He examined the building and he believes a temporary roof is unnecessary. He believes a permanent roof should be constructed. He has already installed a tarp on the roof as a temporary measure.

David LaPlante has submitted an estimate of \$6,500.00 for a roof constructed with architectural shingles. This is a considerable savings from the prior estimated price for the roof. It is believed that David could do the job this fall.

The committee decided to go with David's offer. Karen had called Mrs. Adams. She didn't make direct contact. She reached Craig Adams secretary but there has been no response. We decided to hold off on further contact.

### **Lease/Ownership Agreement**

On Sept. 29<sup>th</sup> Judy Zullo (Bob Miller's lawyer) sent an e-mail. Bill contacted her and she will draw up a license for permission to work on the building for a year.

The conversation with the lawyer disclosed Bob Miller's suggestion that the building should be moved (he would defer some of the relocation costs). Bob Miller's first choice would be to relocate the building but he may be willing to look into subdividing the land with the option of selling or donating the land to the Town of Milton.

Talking to representatives of the Town of Milton might be the next step. What would the town's position be on either relocating the structure (most likely to land owned by the town) or on potential ownership?

### **Grant Application**

Kate will meet with Terry to finalize the Vermont Historical Preservation grant application. The new information from Judy Zullo may affect the chances of the grant. The committee agreed to continue with the grant process despite the new information.

### **Donor Letter**

Terry shared a draft of a letter to Duane Merrill. Alison Belisle was given a draft (she is mentioned within the letter) and she gave it her approval. The final letter will be written on General Stannard House Committee letterhead. Bill will finalize the letter and send it Oct. 1<sup>st</sup>.

Terry suggested writing three basic letter formats for the donor letters:

1. A corporate letter
2. A letter to local businesses
3. A letter to individuals (people of means with personal ties to Milton)

Terry will draft a letter for each of these formats for our perusal.

**Database Work**

MHS membership has been loaded into the g-mail. Karen and Pamela will help with the database work.

A message will be sent to the MHS members to update them on our progress and will include a donation request. Terry volunteered to write the message.

August will still post committee meeting announcements.

**Next meeting is scheduled for Monday, October 6<sup>th</sup> to be followed by a meeting on Tuesday, October 14<sup>th</sup>.**

Respectfully submitted,

Charlie Farrell



**General Stannard House Committee  
Eleventh Meeting  
October 15, 2014**

In Attendance: Charlie Farrell, John Gordon, Pamela Heald, Bill Kaigle, Janet Richards and Terry Richards

6:05 Meeting came to order

Minutes from the Sept. 30<sup>th</sup> meeting were read and accepted.

**Treasurer's Report**

As of October 8<sup>th</sup> our balance was \$1,196.61.

We received a donation from Duane Merrill of \$500.00, which will be included in the next treasurer's report.

**Milton Independent**

The General Stannard's birthday insert is included in this week's edition.

The committee applauded Lorinda's article. It was a wonderful mix of history and emotion.

**Select Board Meeting**

The October 6<sup>th</sup> Milton Select Board's meeting was reviewed. It mostly covered traffic issues with the Rte. 7 corridor. Bill mentioned the Stannard's House potential.

**Milton Women's Club**

Kate, Janet & Terry spoke to the Milton Women's Club for 45 minutes. A descendant of George Stannard was in attendance.

**Stannard Monument in Georgia**

Don Vickers is a potential contact for information on Georgia's Stannard Monument. John will contact for info.

**Stannard Roadside Historical Marker**

We need to suggest a potential location for the marker. This could become more of an issue if the Building is moved.

## **License Agreement**

Bill received an e-mail from Judith Zullo (Bob Miller's attorney). Bill also had a phone conversation with her. It is increasingly apparent that Bob Miller would like the building moved because of his considerations of his tenants.

The legal document that was shared with the committee is entitled "Revocable License Agreement".

A general discussion ensued on the ramifications of the document. The document is considered a work in progress so there may still be points to discuss with Bob and his attorney. We are hoping to reach an agreement with Bob (and his tenants) to illustrate that the house in its current location could be mutually beneficial.

It seems like the next logical step is to talk to the Milton town government. The license agreement may need to be reviewed by a lawyer. If the building does have to be moved then we need additional support from the town in regards to a future site for the building. Bill will contact the Town Manager to explain the situation and get some guidance on the issues.

## **Photographing the Building**

Terry suggested that the current conditions of the house should be documented on film. John volunteered to photograph the structure. Charlie recalled that the University might have supplied a photographer to the Colchester Schoolhouse project to document the building for future restoration. Charlie will contact the Colchester Historical Society for information.

**Next meeting is scheduled for Wed. October 22<sup>nd</sup> at 6:00pm.**

Respectfully submitted,

Charlie Farrell

**General Stannard House Committee  
Twelfth Meeting  
October 22, 2014**

In attendance: Jim Ballard, Karen Brigham, Kate Cadreact, Charlie Farrell, Devin Grandchamp, Robert Grandchamp, Pamela Heald, Bill Kaigle, Janet Richards, and Terry Richards

6:30 meeting was called to order

Minutes from the October 15<sup>th</sup> meeting were read and accepted.

**Town Select Board Meeting**

The meeting on October 20<sup>th</sup> was reported. The Improvements Committee discussed proposed improvements for the Route 7 corridor. Most of the select board's discussion was based on improvements such as sidewalks, lighting, signs...etc. Bill, Terry and Kate stated the case for the Stannard House. Kate's remarks to the board resonated with the folks present.

**Treasurer's Report**

No official report was submitted. Bill reported that \$1,947.55 in total gifts have been received. \$275.00 of that total came from the Milton Independent Stannard birthday insert.

It may be time to repay the Milton Historical Society for the seed money.

**Contractors**

Dave LaPlante of Aatek has been updated on the status of the building.

Loren Hogaboom is a mason and could possibly be of assistance.

Bill read a letter from UVM's Engineering Department. UVM civil and environmental engineering students could be another potential resource. The letter outlined their spring program and a list of their previous projects. Bill will contact them and send them an assessments report.

**Stannard House History Update**

Bill suggested including a video of a reenactment of Pickett's charge on the website.

Brenda Wright from Grand Isle County contacted Bill. She had heard of the project from an episode of Across the Fence. She related information about Raymond “Pop” Sanderson who was the last resident to live in the house. He resided there until 1989. Brenda’s husband helped at the farm. She related stories about Mr. Sanderson, the house and the barn. She could be a future speaker.

The application for a roadside marker has been put on hold until the building’s future has been established.

### **Grants and Fundraising**

December 15<sup>th</sup> is the date for notification of the Vermont Historic Preservation Grant.

The town of Milton has given support to future ownership of the General Stannard House. This could help with future grant opportunities.

Terry recommends that we don’t apply for any grants from the Lake Champlain Basin Program until we have a firmer idea of the building status.

Colchester/Milton Rotary Club donation request is located online. Grants run from \$250.00 to \$1,000.00. Kate has volunteered to write a grant request.

Letters for donations were discussed. We will collectively compile a list of local businesses to approach.

### **Sons of Union Veterans**

Robert and Devin Grandchamp representing the Sons of Union Veterans (Stannard Camp) presented information on their organization. The local chapter currently has 10 members and the national membership is 6,300. They support the preservation of Civil War monuments and they would define the Stannard House as a monument.

They support our efforts. They will outline our project to their membership at a meeting on November 4<sup>th</sup> at the Brownell Library in Essex, VT. They are willing to help raise funds locally and through their national organization for our project.

### **Publicity/Events**

Karen was given a list of people who signed up for informational updates on our project at the St. Albans Raid. These names will be added to the data base.

We do need to communicate our accomplishments to the general public. Terry will write the first installment of our communiques. It was suggested that our

notes should be included on website. Charlie will send notes to Bill as a PDF and the notes will be added.

We have a prime location at the Milton Craft Show. It is in the lobby near the concession stand. The committee signed up for time slots for the November 8<sup>th</sup> event. Karen suggested having a raffle to raise additional funds. Jim will try to contact Howard Coffin for a signed book for a prize.

Video LCATV is willing to work with us. They could film any activities relating to the Stannard House.

John Gordon will photograph the interior of the building.

#### License/Ownership Agreement/House Location

There hasn't been any other communications with Judy Zullo since receiving the License Agreement.

Bill shared an e-mail from Devin Colman (State Architectural Historian). It outlined the implications of the moving of the building. Moving the house would, "negate any chance of listing the house in the National Register of Historic Places." He goes on the state, "Based on these factors, we would not recommend moving the General Stannard House."

However the letter suggests that the building could be moved.

Bill suggested that the next step should be a meeting of the important players. Two committee members, Bob Miller, the town manager, a select board member, and a representative from Gardener's Supply would be invited to sit down and lay out their respective positions. We are basically at a standstill until these major issues are addressed. Bill will send out a draft of a letter and he will speak to Brian Palaia.

Respectfully submitted,

Charlie Farrell

**General Stannard House Committee  
Thirteenth Meeting  
October 28, 2014**

In Attendance: Jim Ballard, Karen Brigham, Kate Cadreact, Charlie Farrell, Pamela Heald, Bill Kaigle, Janet Richards, and Terry Richards

Minutes of the October 22<sup>nd</sup> meeting were read. LCATV will be typed in its entirety as Lake Champlain Access Television in the revised minutes. Minutes were accepted with this change.

**Milton Business Contacts**

Terry has compiled several pages of a listing of local businesses to approach. Everyone will email their lists to Bill for compilation by November 9<sup>th</sup>.

**Meeting Minutes**

The meeting minutes will be placed on the website. The notes will be read at the meeting and then will be included on the website after verbal acceptance by the committee.

**Jim Ballard**

Ralph Perkins could be a resource for filming activities relating to the General Stannard House.

Jim got a signed copy of Howard Coffin's book from Phoenix Books. The bookstore was very helpful in getting the copy signed. Jim will generously donate the book to our book drawing.

Jim has a roll of raffle tickets that we can use at the Milton Craft Show. It will be a free drawing for the book. Folks will put their name and phone number on the ticket.

**Sons of Union Veterans**

Janet and Terry will attend the annual meeting at the Brownell Library in Essex on November 4<sup>th</sup>.

**License/Ownership Agreement/House Location**

Bill sent an email to Bob Miller extending an invitation to meet. If bill doesn't receive a response by Thursday (Oct. 30<sup>th</sup>) he will phone Mr. Miller.

## **Jim Ballard**

Jim related some of his Civil War research to the committee. He suggests a connecting with the descendants of Civil War soldiers from Milton for support.

## **Stannards Live!**

Karen reported that three descendants of Gen. Stannard have posted to FaceBook. Karen shared the postings of Michael Stannard from southern Vermont. Michael's uncle is named George Stannard. Michael supplied Karen with George's phone number. He may have more family history.

Karen also supplied some historical data on the birth and death records of Gen. Stannard's immediate family members (i.e. his parents and his children).

Hattie Stannard's history is still being researched. She represents the best chance at a direct lineage from Gen. Stannard. Karen has Hattie's birth date but hasn't found a listing of a death date.

## **Other Internet Offerings and Communications**

Terry attempted to communicate with the Lake Champlain Regional Chamber of Commerce. Their response was tepid.

The Lake Champlain Basin Committee does have some potential grant opportunities. Their website includes cultural and historical site maps. Perhaps they could include Gen. Stannard's house.

Terry searched for a General Stannard reenactor. No one was found who offers that service.

The Sons of Union Veterans of the Civil War offer potential grants.

Karen posted a factoid to our site.

## **WCAX**

August will continue to try to contact the station. We discussed the possibility of having Howard Coffin speak for our cause if we were considered for a segment on Across the Fence.

## **Milton Craft Show**

We will have a table at the Milton Craft Show. It will be held on November 8<sup>th</sup> from 9:00am to 4:00pm. We will be able to accept donations on the spot.

Scott Newman concurs with Devin Colman that the house should remain where it stands.

**Contractors**

Bill will chat with Dave LaPointe about a roofing schedule.

Next Meeting will be held on November 11<sup>th</sup> at 6:00

Respectfully Submitted,

Charlie Farrell



**General Stannard House Committee  
Fourteenth Meeting  
November 11, 2014**

In Attendance: Karen Brigham, Kate Cadreact, Pamela Heald, Bill Kaigle, Janet Richards, Terry Richards

Minutes from the October 28<sup>th</sup> meeting were read and accepted.

Donations continue to be received. We have over \$2000.00 in donations

**Winning Ticket**

Karen drew the winning ticket for Howard Coffin's book. Lisa Bongiorno of Milton was our winner.

**Funding Sources**

Rita is from the Burlington Cemetery Commission. She called Bill in regards to possible funding for the General Stannard House.

Terry and Janet attended the November 4<sup>th</sup> meeting. The Sons of Union Veterans are submitting a grant request on our behalf. The General Stannard House may be considered a National Monument and this could mean additional funding from this organization.

Northeast Regional meeting is scheduled for March 28, 2015 in Stowe. They are requesting a presentation from our committee. This could lead to additional funding.

**Miller Meeting Main Points**

1. There will be a fence around the perimeter of the site and all access to the building will be from Route 7 via a curb cut. No access from the existing Gardener's Supply driveway.
2. The garage was a topic of discussion. Should the garage be razed or should it be preserved? Terry will contact the state in regards to the historical issues of preserving the structure.
3. Parking at the General Stannard House was discussed. How many parking spaces are necessary? The number of parking spaces will determine the amount of land Bob Miller would donate. Ultimately the land will be

donated to the Town of Milton. A majority of the selectboard is in favor of the project.

4. Next step will be a meeting with the town manager and the town planner to determine the parking needs of the building and determine the amount needed to match the parking needs. Terry, Kate and Karen will meet with the town officials. Terry will arrange the meeting.

### **Business Contacts**

A combination of lists were discussed and considered. Bill will compile a master list and will email it to us. We will be able to add names to it.

Bill suggested contacting Matt Cyr in regards to donating lumber to the project. The lumber would coincide with the dimensions of the original wood. Bill will contact Mr. Cyr.

### **Email Update**

Terry is completing an email which may become a tool for fundraising. This will soon be shared with the committee.

### **Letter to the Editor**

Janet suggested that a letter be written to the Milton Independent to thank those who visited our table at the Milton Craft Show. She volunteered to write the letter and share it via email.

**Next Meeting will be held at 6:00 pm on November 25, 2014.**

Notes written by Kate Cadreact

**General Stannard House Committee  
Fifteenth Meeting  
November 25, 2014**

In attendance: Jim Ballard, Karen Brigham, Kate Cadreact, Charlie Farrell, Pamela Heald, Bill Kaigle, Janet Richards & Terry Richards

Minutes were read and accepted with a correction. Jim Ballard was also in attendance.

**Treasurer's Report**

As of November 25, 2014 we have \$2,478.61.

**Reimbursement**

As a committee we agreed to reimburse the Milton Historical Society the \$500.00 that they graciously loaned us as seed money for our committee.

**Donor Letters**

Terry shared his drafts of the donor letters: 1. For larger corporations, 2. For local people of means, and 3. Local businesses. The committee read through each of the drafts and offered suggestions.

Terry is collecting lists of donors to other charities. Bill suggested adding these names and addresses into our expanding database.

Kate volunteered to fill-in information on the database. Some donor names need addresses and/or contact people. Eventually this database will be used to ask for donations.

The donation request letters will hopefully be mailed by December 10<sup>th</sup> in order to take advantage of the tax season and not to encroach on Christmas.

Karen will look into the Amazon Smile program. She will research how to apply for the program.

***The General's News***

Terry shared our accomplishments, current focus and our road ahead in a newsletter entitled *The General's News*. The committee reviewed the document and offered edits. Bill will create a new draft with some photos included. This will be sent to our e-mail friends as an update of our activities.

### **Milton Independent**

Courtney contacted Bill for an update of the committee's work. *The General's News* could be utilized for the article.

### **Clerk of the Works**

Potential names were discussed for the position of clerk of the works. We won't require anyone until April 2015.

### **Jacob Hemmerick Meeting**

Karen outlined her notes on her meeting with Jacob Hemmerick.

The area is zoned for industrial, so our site will not meet the standards. Our request may likely be denied but then accepted during the pending review process.

The status of the garage was discussed by the committee. Removing the garage could help us achieve the rear setback requirements and it would give us additional green space. It was decided to take another field trip to the building before deciding on the fate of the garage.

Karen then outlined the next steps in the process:

1. Jacob will send an overlay map depicting a 1/3 acre lot and a ½ acre lot.
2. We will have the overlay maps approved.
3. A licensed surveyor should measure the lot's boundaries.
4. The application will be presented to the Development Review Board. This will have to be warned and we will also require a variance approved by the select board.
5. There will be a transfer of ownership.
6. A site plan will be developed.

The next meeting is scheduled for December 9, 2014 at 6:00pm.

Respectfully Submitted,

Charlie Farrell

### ***The General's News***

Bill is working on the final touches. He wants to get it out by Dec. 19<sup>th</sup>. He will e-mail a draft for our perusal.

### **Rifle Donation**

John Schmoll has an 1800's rifle that he would like to donate to our cause. Kate will look into the value of the rifle and how we could use it to raise funds.

Meeting was adjourned and donation mailing was completed.

Next meeting will be held on December 30<sup>th</sup> at 6:00 pm.

Respectfully Submitted,

Charlie Farrell

**General Stannard House Committee  
Sixteenth Meeting  
December 16, 2014**

In attendance: Jim Ballard, Kate Cadreact, Charlie Farrell, Jacob Hemmerick, Bill Kaigle, Carol Reichard, Dr. Reichard, Janet Richards, & Terry Richards

Minutes were read and accepted

**Jacob Hemmerick**

Jacob outlined his report. His report and map included a ½ acre and an one acre proposed lots. The one acre lot would give us more flexibility.

The lot size will require a variance for the size of the lot. We may also require a variance for the rear (depending on lot size).

**UVM Engineering Department**

During the week of January 5<sup>th</sup> representatives from the UVM Engineering Dept. will review the site for a needs assessment. They will be looking at the building's interior design and the septic options.

**Donations**

The Milton/Colchester Rotary Club generously donated \$1,000.00 to the General Stannard House.

The Dr. Reichard and Carol Reichard representing the Colchester Historical Society donated \$100.00 to our cause.

**Donor Letters**

Bill edited the letters and databases. We will stuff envelopes, address the envelopes and stamp them at the end of tonight's meeting. The following letters will be sent:

63 Milton business letters

13 letters to individuals

113 businesses outside of Milton

**Amazon Smile**

It is coming together. We will use the Milton Historical Society's number and the paperwork will be set.

## MINUTES GSHC MEETING

DECEMBER 30, 2014

139 SANDERSON ROAD (home of Jim Ballard)

IN ATTENDANCE: Kate, David Cadreact, Karen Brigham, Pam Heald, Jim Ballard, Bill Kaigle

1. Ron Morgan was in attendance as a guest speaker regarding the donation of the Trapdoor rifle donated by John Schmoll. His purpose was to discuss with the committee ways to maximize potential fundraising from this gift.

Ron informed us regarding legal implications, the history of the gun, and ways to fundraise. His suggestion is to do this through gun shows. He has several scheduled and volunteered to place the gun on his table and raffle it for us. Ron stated the approximate value of the gun is 600-1200 dollars.

He will assess the gun for value, authenticity, make it safe (unable to shoot), clean the gun, and create a tax donor document for the donor, John Schmoll.

Ron will do all of this pro bono. Thank you Ron Morgan. Kate will call John Schmoll and follow up with Ron.

2. Minutes were then read and accepted.
3. Treasurer Report  
There is no report available at this meeting. Karen noted she has sent Thank you notes for a total of \$2697.55.
4. We need to meet with Bobby Miller to discuss lot size etc. Bill and Kate will meet with Mr. Miller. Bill will arrange the date.
5. UVM Engineering-Civil Engineering department has accepted our project. Bill and Terry will meet with them on January 6<sup>th</sup> at 9:30, at the house, and anyone from the committee who wants to attend is welcome to do so. Hopefully they will assist us with septic design, parking design, curb cuts, and work with VTRANS as required.
6. Our committee has been approached by Dennis Redmond from the BFP to do an article on this restoration project. At the same time Jim Ballard, as the town historian, is writing an article on Milton's Civil War effort and the Stannard House Project. Jim has kindly agreed to collaborate with Dennis Redmond from the BFP regarding these two articles.  
Thank you Jim!

MEETING ADJOURNED AT 1930 HOURS.

Respectfully submitted,

Kate Cadreact