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**CITY OF DANBURY**  
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DANBURY, CONNECTICUT 06810

**DAVID W. ST. HILAIRE**  
DIRECTOR OF FINANCE

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**M E M O R A N D U M**

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**DATE:** OCTOBER 27, 2009  
**TO:** HON. MARK D. BOUGHTON VIA THE COMMON COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DWS*  
**RE:** CT CULTURE & TOURISM GRANT-RICHTER PARK

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Attached for your review is a resolution that will allow the City of Danbury to apply for a grant from the Connecticut Commission on Culture and Tourism. The City is applying for this grant on behalf of Richter Park, as it will assist in the continuing effort to restore Richter House.

In August of 2008, a grant was awarded to the City from the CT Commission on Culture and Tourism for the purposes of conducting an architectural study and needs assessment for Richter House. This current request, in the amount of \$75,000, will be used to implement some of the recommendations of this study, including making the structure watertight. This grant requires a one-to-one cash match. To meet this match, \$50,000 is available in the City budget in account CP0809PI.7000.389, and \$25,000 is available from Richter Park through their Richter House Restoration Fund.

Please contact me should you require any additional information at 203-797-4652.

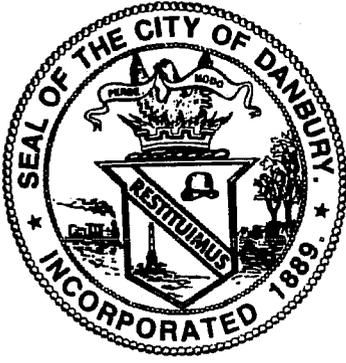
DWS/sk

# RESOLUTION

CITY OF DANBURY. STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 200\_\_

RESOLVED by the Common Council of the City of Danbury:



**WHEREAS**, the Connecticut Commission on Culture and Tourism, Historic Preservation and Museum Division has made a grant opportunity available through the City of Danbury for Richter Park; and

**WHEREAS**, the City of Danbury is eligible to receive funds up to \$75,000 for the purposes of implementing needs that were assessed through an architectural study for the Richter House through an earlier grant; and

**WHEREAS**, matching funds for this grant include \$50,000 funded by the City, and \$25,000 funded by Richter Park, for a total project amount of \$150,000.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mayor Mark D. Boughton, Mayor of the City of Danbury, is hereby authorized to sign any documents necessary to effectuate the purposes of said grant application and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to accomplish the purposes of this funding.

**Richter House Phase 1**  
**Scope of Work Summary**  
**8/14/09**

Phase 1 consists of urgent repairs to make the building watertight.

**Exterior:**

1. Exterior patio: Clean the moss from the 3 stone risers at the patio steps to the dining room, and repoint all the stones.
2. Add splash block under the downspouts.
3. Remove and replace the entire roof with:
  - a. Ice and watershield for 3 feet at entire perimeter and at valleys.
  - b. 30" felt over the entire roof.
  - c. 40 year GAF Timberline architectural grade shingles.
  - d. Reflash at the two chimneys.
  - e. Reflash at intersection of roofing and siding.
  - f. Extend the roof leaders that spill onto the lower roofs to spill into lower gutter and downspout.
4. Repair siding:
  - a. Scrape and repaint all wood siding, trim, window frames and sashes, and doors, frames and sills, at entire building.
  - b. Reflash all window and door heads.
  - c. Caulk all windows and under sills.
  - d. Caulk all joints at windows and stone siding.
  - e. Replace all post bases to match existing, approximately 10 posts.
  - f. Replace rotted trim – approximately 10% of the total running trim on the building, flat and profiled, and approximately 25% of all of the window trim, and replace all of the door sills.
5. Remove and replace basement hatch with new Bilco doors sized to match existing. Repair concrete top to stone area way foundation walls for secure bolting of new hatch door and frame.

**Interior:**

1. The first floor window surrounds in the performance room, dining room, half bath by the library have been damaged by the leaks. Replace the surrounds and sills, and paint one prime coat and two finish coats to match the existing room paint. The library window surrounds are wood paneling and have to be sanded and refinished only at the heads.
2. Replace the soffit over the pantry window and repaint with one prime coat and two finish coats.
3. Remove non-essential plumbing fixtures and cap service piping.
4. Provide heat trace on Condensate piping.
5. Leave existing wiring and receptacles as is for Phase 1.

**Add alternate for second floor interior:**

1. Remove existing plaster at the exterior wall and the wet wall interior wall in the three upstairs bathrooms at the rear of the house. Close in and insulate exterior wall heating duct. Remove and replace base trim and window trim to match existing. Replace with new lath and plaster, paint one prime coat and two finish coats.
2. Remove existing plaster at the exterior wall in the bedroom facing the rear of the house in the servant's quarters. Replace with new lath and plaster. Remove and replace base trim and window trim to match existing. Paint one prime coat and two finish coats.

7-3



"Maria Sanyshyn"  
<maria@richterpark.com>  
10/26/2009 02:28 PM

To "Wayne Shepperd/MAYOR/COD"  
<W.Shepperd@ci.danbury.ct.us>  
cc "Sue Kaminski/FINANCE/COD" <S.Kaminski@ci.danbury.ct.us>  
bcc

Subject Letter to Commom Council

History: This message has been replied to.

Here is some information that may help with the letter:

We received notification on October 17<sup>th</sup> that the Richter House placed on the State's Registry of Historic Places.

A needs assessment (funded by a \$25,000 CCCT grant) was completed in September and Phase 1 work and costs are attached. Plans are with complete concert with the Master Plan (\$75,000 of the \$100,000 cost funded by the City)

Work to be done - March 2010 – May 2010

\$25,000 appropriated in a separation Richter House Restoration Fund

Maria Sanyshyn  
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Phase1-Docs(10-7-09).pdf