

**Tracy Hall Working Group**  
**Special Meeting at the Norwich Inn**  
**Wednesday, May 20, 2026 – 8:30 am**

**Present:** Kimo Griggs, David Macaulay, Peter Brink, Nancy Osgood, Jess Phelps, Carol Loveland and Pamela Smith

1. **Introductions** – The meeting was called to order at 8:30am and introductions were made.
2. **Approve Agenda**  
Motion by Osgood (2<sup>nd</sup> Macaulay) to approve the agenda. Unanimous.
3. **Open discussion with Jess Phelps regarding potential funding and grant resources**  
Griggs explained that the Town currently has about \$700,000 in a fund for Tracy Hall. He wants to make sure that we are spending the money in a smart way and looking forward -- looking out 50 years for what the Town needs. He explained that the group was formed to make recommendations to the SB. Osgood stated that Tracy Hall was placed on the National Register of Historic Places in 1991. She doesn't want to make changes to Tracy Hall that would jeopardize that standing. Phelps listed a number of resources for funding available to municipalities. He shared a VLCT publication with Griggs. He also suggested that the Town should look for state tax credits, which could then be sold to someone who needs them. Some possible grant resources include the Paul Bruhn Grant for \$100,000 and the Vermont Housing & Conservation Board for \$150,000. Phelps suggested contacting the Vermont Preservation Trust and hiring a grant consultant to help the Town. He also suggested that other municipalities be contacted to learn about their projects and schedule visits to see them. Smith asked who might have a list of projects. Phelps suggested TRORC and the Preservation Trust of Vermont. Phelps said modest changes to the exterior of Tracy Hall probably would not disqualify the Town from receiving grants, but keeping the exterior the same would enhance the chances of getting grant funding. Windows changes are a big deal and need to be carefully considered when applying for grants. Phelps also noted that the Norwich Farmers' Market will be applying for grant funding, which could make for a competitive grant environment. Smith asked about funding for ADA accessibility. Phelps said the Vermont Division of Historic Preservation has grants for ADA projects. Phelps said Tracy Hall may not qualify for federal funds because it is not an income-producing building. Tracy Hall is listed as a "contributing resource" on the National Register of Historic Places. Phelps suggested that the group contact the Preservation Trust of Vermont before making any recommendations to the SB to get an idea of what funding might be available. He also suggested the Vermont Arts Council might have funds for improvements to the stage and Vermont Community Development might fund accessibility projects.
4. **Open Discussion related to Tracy Hall future**  
Griggs said he is thinking about ways to better utilize the lower level of Tracy Hall to meet the needs of the Town and how to better utilize the gymnasium. He is still interested in exploring the possibility of adding a single level to Tracy Hall on the Church Street side. Osgood encouraged meeting with the Preservation Trust to explore possible updates to Tracy Hall before plans are sketched. Macaulay said it might be better to have some sketches to share with the Preservation Trust to get their reaction to those ideas. Loveland asked about having the water spigot on the Church Street side of Tracy Hall repaired so that the Norwich Women's Club would have better accessibility to water for the flower bed in the triangle. Griggs said he has worked on other projects where a "sprung floor" was installed for sound deadening. He said this might be possible to reduce the noise levels of activities in the gym during Tracy Hall working hours.
5. **Goal Setting for Future Meetings**  
Some members of the group will work on some sketches for the next meeting, which will be held on Monday, June 1, at 8:30am at the Norwich Inn.

**6. Adjournment**

Motion by Osgood (2<sup>nd</sup> Brink) to adjourn at 9:33am. Unanimous.

Minutes taken by Pam Smith

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