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# **Historic Building Assessment for the Clay Memorial Library**

**38 Main Street, Jaffrey, New Hampshire**

By

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Completed June 9, 2023



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## Executive Summary/Introduction

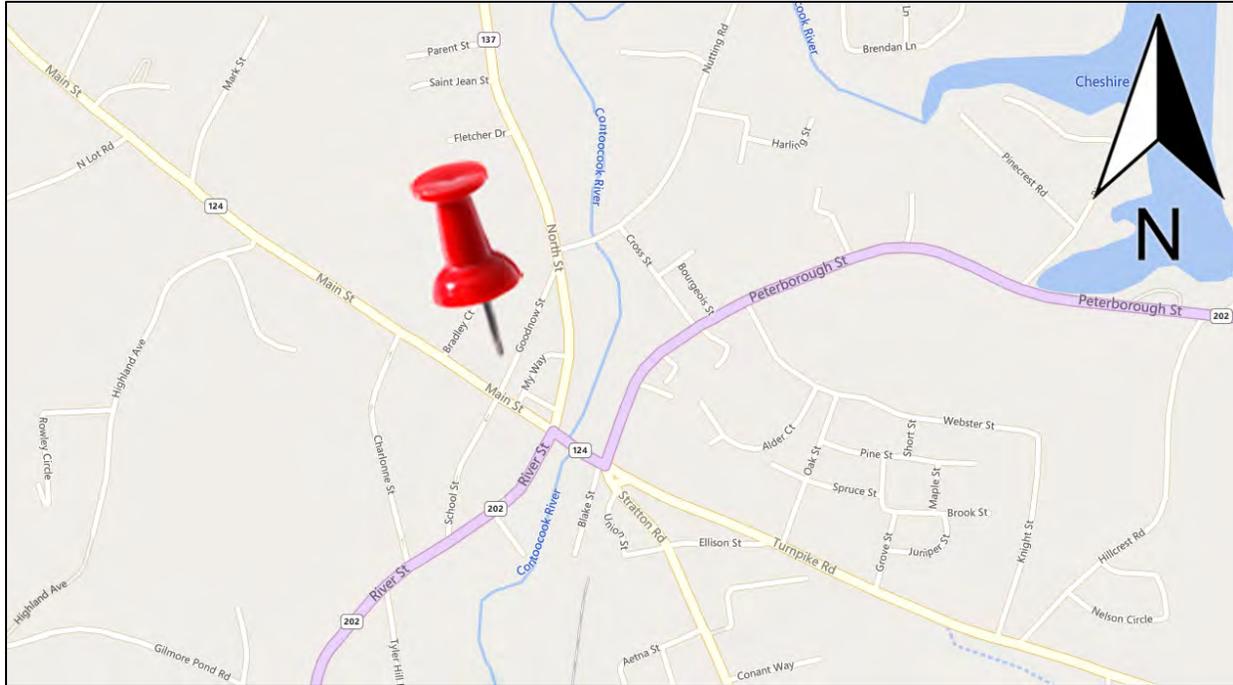


Figure 1: Location of the Clay Memorial Library at 38 Main Street

### Purpose

The historic building assessment of the Clay Memorial Library Building (which houses the Jaffrey Public Library) has been funded in part by a 2022 grant from the New Hampshire Preservation Alliance, which receives support for its grants program from New Hampshire's Land and Community Heritage Investment Program (LCHIP). The purpose of this study is to document the history, evolution, character-defining features, and existing condition of the building. This information is then used to define the future treatment options for the building as the Jaffrey Public Library works to ensure the continued use of the building into the twenty-first century.

### Methodology

Preservation consultant Mae H. Williams was contacted by Library Director, Julie Perrin, in February of 2022, as she was preparing a Certified Local Government Grant to individually list the Clay Memorial Library to the National Register of Historic Places. In follow-up discussions, the NH Division of Historical Resources suggested that the Library may also consider an historic building assessment to help prioritize building needs going forward. The Jaffrey Public Library then applied for an assessment grant from the New Hampshire Preservation Alliance to be done in tandem with the National Register Nomination. Because of delays with the Certified Local Government Grant cycle, the startup of both projects was delayed until October.

A field inspection of the Clay Memorial Library was conducted on November 14, 2022 with the preservation consultant meeting on site with Brian Gallien and Julie Perrin. The entire exterior and interior of the building were explored, documented and analyzed, with notes taken regarding the current condition of the structure, its current and historic systems, and its historic integrity. The group also discussed any concerns held by the Library in regards to the building, past treatments, and future aspirations. Ms. Perrin

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explained that when she started approximately six years ago, the Library had suffered from years of deferred maintenance. Though projects were undertaken to address immediate concerns, there has been no long-term plan for the building and there are still several areas of concern that need to be addressed such as drafty windows, rising damp in the basement, and damaged masonry.

### Summary

The Clay Memorial Library was listed to the National Register of Historic Places 2002 as a contributing resource of the Downtown Jaffrey National Register Historic District. This large district (including 134 contributing and 38 non-contributing resources) is significant for architecture and community planning and development with a period of significance from c. 1800-1952.

Constructed in 1895 to house the Jaffrey Public Library on the first floor and offices of the Jaffrey Selectmen on the second, the Clay Memorial Library was designed by well-known Fitchburg, Massachusetts architect, Henry Martyn Francis (1836-1908). After the Town Offices removed from the building in the mid-1950s, the Library quickly expanded from the main level to fill the second floor. Though a small reading room addition was constructed at the rear of the building in 1960, by the 1980s the Library was bursting at the seams and the historic structure was in significant violation of modern accessibility codes. Though an addition in 1989 doubled the size of the building and addressed most of the code concerns of the era, many of the building's MEP systems were not upgraded until recent years.

Though Library is in generally good condition, there are some areas throughout the building that need repair. There are perennial issues with water infiltration in both the basement of the historic building and inside of the accessible entrance in the modern addition. The historic windows are not weather-tight and produce a noticeable draft. Though recent restoration efforts have consolidated exterior masonry issues, there are areas of concern at the interior masonry of the chimneys and basement walls. Other building conditions of lesser immediacy (such as minor maintenance issues and building code issues) were also noted as part of this report, and were given lower prioritization in the Part IV: Recommendations.

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## Part I: History and Development of the Clay Memorial Library

The Clay Memorial Library Building was constructed in 1895-96 to house the Jaffrey Public Library on the first floor and Jaffrey Board of Selectmen on the second. Fitchburg, Massachusetts Architect, Henry Martyn Francis (1836-1908) designed the Romanesque Revival style building. A small addition was constructed at the rear of the building in 1960. By the 1980s, the space needs of the library had changed and the population of Jaffrey had expanded to such an extent that the historic building was bursting at the seams. After a series of fundraising efforts, the Jaffrey Public Library constructed a new modern addition in 1989. Designed by architect, John Jordan, the building was dedicated in 1990.

### EARLY HISTORY OF THE JAFFREY PUBLIC LIBRARY (BEFORE CA 1895)

In order to more fully understand the history of the Clay Memorial Library building, it is helpful to understand the history of the town as a whole, and the evolution of the organization that is housed within its walls: the Jaffrey Public Library.

Jaffrey is bounded to the north by Dublin (initially known as Monadnock No. 2 in 1752 and incorporated as Dublin in 1771), east by Peterborough (1760) and Sharon (1791), south by Rindge (Rowley-Canada, 1736; Monadnock No. 1 1749; Rindge, 1768) and Fitzwilliam (Monadnock No. 4, 1752; Fitzwilliam, 1773), and west by Troy (1815), and Marlborough (aka Monadnock No. 5, 1776). The town has two principal villages: Jaffrey Center and East Jaffrey. Jaffrey Center grew up at the geographical center of the Town around the 1775 Meetinghouse and East Jaffrey (now the principal village) grew up around a manufacturing center along the reliable water-power of the Contoocook River.

The Massachusetts General Court first granted Jaffrey and Rindge as “Rowley-Canada” to soldiers from Rowley, Massachusetts in 1736. In 1749, the Masonian Proprietors re-chartered the area as “Monadnock No. 2”. After European settlement of the area began in the late 1750s, Gov. **John Wentworth** (1737-1820; Gov. 1767-75) re-granted the town in 1767 and incorporated it in 1773, naming it after the prominent Portsmouth Jaffrey family.<sup>1</sup>

The story of the Jaffrey Public Library begins with the development of the first Jaffrey Social Library. The earliest libraries not directly associated with universities or churches in Colonial British America were social libraries that were accessed by subscription. Books were extremely expensive objects, and often educated men would group their private collections together in a single place and charge a subscription with annual membership dues. The first recorded institution of this type was the Library Company of Philadelphia, which Benjamin Franklin and forty-nine others established in 1731.<sup>2</sup> The membership quickly increased, and the idea caught on across the colonies: “by the 1750s a dozen new subscription libraries had appeared, established in Pennsylvania, Rhode Island, South Carolina, Massachusetts, New York, Connecticut, and Maine.”<sup>3</sup>

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<sup>1</sup> Elmer Munson Hunt, *New Hampshire Town Names and Whence They Came* (Peterborough, NH: Noone House, 1970), 136.

<sup>2</sup> Stuart A. P. Murray, *The Library: An Illustrated History* (New York: Skyhorse Pub. And Chicago: American Library Association, 2009), 148.

<sup>3</sup> Murray, 148.

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The first record of a library in Jaffrey is on December 15, 1789, when twelve Jaffrey citizens subscribed to a new Social Library with a subscription fee of \$4.<sup>4</sup> The “collection of useful books”<sup>5</sup> to be called the **Social Library in Jaffrey**, however, was not actually established until the first meeting on January 28, 1796 at the home of Rev. **Laban Ainsworth** (1757-1858).<sup>6</sup> The New Hampshire legislature granted the charter for the organization in 1797.<sup>7</sup> The initial library subscription rate was \$1.50 with an added charge of \$0.50 per year for the purpose of purchasing additional books.<sup>8</sup> The library collection was housed in the home of the librarian and was initially open every other Saturday. Quickly, the hours were expanded to every day except Sunday.<sup>9</sup> For the first three years, the subscribers met at the house of Rev. Ainsworth. Starting in 1800,

the meetings of the society were held at the taverns, and doubtless some preliminary conviviality was indulged in, after the custom of those days, but the business of the association was conducted with a rare formality become in men who had learned parliamentary procedures in meetings called to deliberate the nation’s safety.<sup>10</sup>

By 1802, the collection of the Social Library in Jaffrey consisted of 72 works.

The Social Library in Jaffrey was never financially strong as a corporation. “No regular dues were collected, and after the original shares of three dollars were paid in, they depended upon assessment voted at the pleasure of the secretary and ranging in amount from forty cents to one dollar per share.”<sup>11</sup> In 1809, the use of the Library expanded to non-society members who paid an annual tax and subscription fee and adhered to the rules of the association.<sup>12</sup> Meetings of this group were held regularly until 1833. A gap of nine year preceded the May 1842 meeting, which was called by justice of the peace, **David Gillmore** (1768-1850)<sup>13</sup> and at which no quorum was present.<sup>14</sup> The official record of the Social Library was forever closed on that day.<sup>15</sup>

Some form of the **Jaffrey Social Library** seems to have remained in unofficial circulation to supply the needs of the people.<sup>16</sup> The Library resurfaced in the mid-1870s, as an 1874 Gazetteer lists two private

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<sup>4</sup> Albert Annett and Alice E. E. Lehtinen, *History of Jaffrey (Middle Monadnock) Vol. 1: An Average Country Town in the Heart of New England* (Jaffrey, NH: Town of Jaffrey, 1937), 462.

<sup>5</sup> Jaffrey Public Library Trustees, *Dedication of the Clay Library Building in East Jaffrey...* (Concord, NH: Republican Press Association, 1896), 34.

<sup>6</sup> Anonymous, “Find A Grave – Millions of Cemetery Records Online” ([www.findagrave.com](http://www.findagrave.com)), Rev. Laban Ainsworth (1757-1858) buried at the Old Burying Ground, Jaffrey Center. Ainsworth’s house is located at the southeast corner of the Jaffrey Center Common at what is now 786 Gilmore Pond Rd.

<sup>7</sup> Annett & Lehtinen, 462. Previously gathered social libraries in New Hampshire included Dover (chartered in 1792, but formed as early as 1776), Rochester (chartered 1794), Portsmouth (1796) and Tamworth (1796). Dublin was also granted in 1797 (Jaffrey Public Library Trustees, *Dedication...*, 34).

<sup>8</sup> Annett & Lehtinen, 462.

<sup>9</sup> Jaffrey Library Trustees, *Dedication...*, 62.

<sup>10</sup> Annett & Lehtinen, 463.

<sup>11</sup> Jaffrey Library Trustees, *Dedication...*, 54).

<sup>12</sup> Annett & Lehtinen, 463 and Jaffrey Library Trustees, *Dedication...*, 59. Of note a competing “Reading Society of Jaffrey” was formed in 1911 due to disagreements among the members of the Social Library, however no records survive from this group and it may be assumed that it was of short duration.

<sup>13</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), David Gillmore (1768-1850) buried at the Old Burying Ground, Jaffrey Center.

<sup>14</sup> Annett & Lehtinen, 464.

<sup>15</sup> Jaffrey Library Trustees, *Dedication...*, 65.

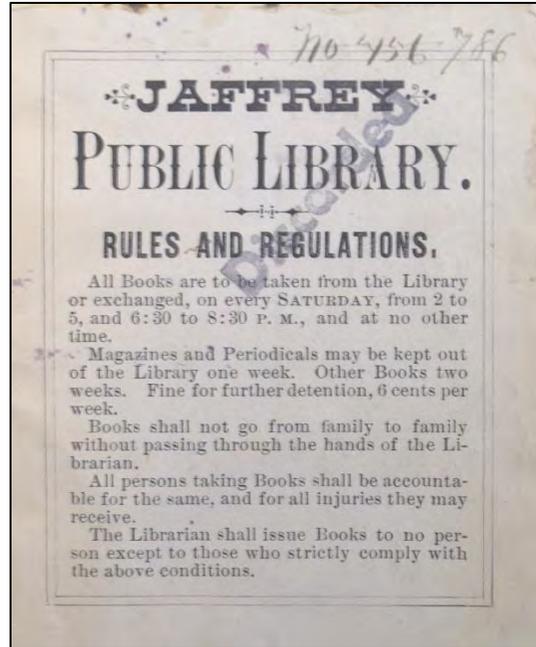
<sup>16</sup> Jaffrey Library Trustees, *Dedication...*, 66.

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libraries in Jaffrey: The Jaffrey Social Library in East Jaffrey with 500 volumes and the J. M. H. Smith private library with 669 volumes.<sup>17</sup>

A new type of “public” library movement developed in the early 1800s, alongside private, subscription-based libraries like the Social Library in Jaffrey. As the middle class developed, so did a movement to educate the populous, “with the focus being on achieving universal literacy and mandatory public education.”<sup>18</sup> Public, government-supported libraries became an essential institution in the education of the masses starting with the founding of the first wholly tax-supported local public library in April 1833 in Peterborough, NH.<sup>19</sup> By 1875, 188 public libraries had been established in the United States.<sup>20</sup>

In 1882, forty years after the last meeting of the Jaffrey Social Library, a Jaffrey Town Library was established “on the broad principal of the public good”.<sup>21</sup> At the November 1882 meeting, the town voted to appropriate \$1,000 for the purchase of books to be known collectively as the “**Jaffrey Public Library**”.<sup>22</sup> The Catalogue of this library was published in February 1883, along with a set of rules and regulations for the use of the Library collections by the public (figure 2). The first Jaffrey Public Library Trustees report was published in 1884 and reported \$1,032.34 expended in the year ending March 1, 1884 including a February 8 payment to **J. B. Twiss** “for rent and care of Library.”<sup>23</sup> At this time, the Library was housed in a room in the second floor of a Main Street building, above a general store later owned by **Fred L. Cournoyer** (1879-1954)<sup>24</sup> while the town worked to set aside nearly annual appropriations for a stand-alone Library building.<sup>25</sup> By March 1, 1886, the Public Library was gaining popularity, with between 125 and 160 volumes circulated each week.<sup>26</sup> By 1893, librarian, **Sophia Slason**



<sup>17</sup> Alonzo J. Fogg, *The Statistics and Gazetteer of New Hampshire...* (Concord, NH: D. L. Guernsey Booksellers and Publisher, 1874), 206.

<sup>18</sup> Murray, 170.

<sup>19</sup> Murray, 171.

<sup>20</sup> Murray, 182.

<sup>21</sup> Jaffrey Public Library Trustees, *Dedication...*, 66.

<sup>22</sup> Jaffrey Public Library Trustees, *Dedication...* 7. The only reference to this in the 1883 Town Report is a reference to a Town of Jaffrey Bond (at 6 per cent) for \$1,000 under the title “Literary Fund” (Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey, N.H., for the year ending March 1, 1883* (Peterboro’: Press of Farnum and Scott, 1883), 22.

<sup>23</sup> Additional money was expended for books, shelving, printing, “merchandise”, insurance and etc. (Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey, N. H., for the year ending March 1, 1884* (Jaffrey, NH: Fred I. Stevens, 1884), 22). The library remained in this location until at least 1889.

<sup>24</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Fred Louis Cournoyer (1879-1954) is buried at St. Patrick Cemetery, Jaffrey.

<sup>25</sup> Annett & Lehtinen, 464 and Alice E. E. Lehtinen, *History of Jaffrey, New Hampshire Vol. III: Narrative and Genealogical* (Peterborough, NH: Transcript Printing Company, 1971), 124.

<sup>26</sup> Town of Jaffrey, *Annual Report...for year Ending March 1, 1886* (Peterboro’: Transcript Office, Farnum & Scott, Proprietors, 1886), “Trustee’s Report of Public Library, for the Year Ending March 1, 1886,” 20.

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(1831-1906),<sup>27</sup> oversaw the library's collection of approximately 2,200 volumes in the space it was quickly outgrowing.<sup>28</sup>



On February 23, 1893 Jaffrey resident, **Susan Bethiah Clay** (1826-1893)<sup>29</sup> died.<sup>30</sup> Born in neighboring Rindge to James Clay and Rachel Prescott of Putney, Vermont, Susan's father died when she was only twelve. In 1850 and 1860, Susan lived with her mother and siblings Rachel (1819-67) and James P. (ca. 1817-80) on the family farm in Rindge.<sup>31</sup> By the time her older sister died in 1867, and the family had relocated to Jaffrey.<sup>32</sup> By the time of the 1880 US Federal Census, Susan was living in Jaffrey with her brother, James.<sup>33</sup>

At the time of her decease, Susan B. Clay bequeathed the residue of her estate to the Town of Jaffrey for the construction of a library, along with a special bequest of \$2,000 to care for her cemetery lot and the library building and grounds.<sup>34</sup> The promotion of such philanthropic acts was spurred by the work of Andrew Carnegie, who began his legacy of library building in 1881, when he donated funds for a public library in his hometown of Dunfermline,

Scotland. "Carnegie believed cultural organizations, such as libraries, helped raise up the working class. He enumerated seven areas to which the wealthy could devote 'surplus' funds (in order of importance): universities, libraries, medical centers, public parks, meeting and concert halls, public baths, and churches."<sup>35</sup> Susan Clay had never married, nor had any of her siblings, and wanted her savings to be used

<sup>27</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Sophia Ursula *Lacy* Slason (1831-1906) is buried at Evergreen Cemetery in Rutland, VT. Widowed since the 1875 death of her husband, Sophia was also pre-deceased by 6 of her 7 children and resided with her daughter Celia Frances Slason in Jaffrey in 1900 (1900 United State Federal Census of Jaffrey, NH, household of Sophia Slason (dwelling 34, family 41).

<sup>28</sup> Lehtinen, 124.

<sup>29</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Susan Bethiah Clay (1826-1893) is buried at Conant Cemetery in Jaffrey.

<sup>30</sup> New Hampshire Bureau of Vital Records, "New Hampshire Death Records, 1654-1947", death of Susan Clay.

<sup>31</sup> 1850 US Federal Census of Rindge, household of James P. Clay (33) (dwelling 393, family 431) and 1860 US Federal Census of Rindge, household of James Clay (dwelling 37, family 35).

<sup>32</sup> New Hampshire Bureau of Vital Records, "New Hampshire Death Records, 1654-1947", Jaffrey death of Rachel Clay.

<sup>33</sup> 1880 United States Federal Census of Jaffrey, Household of James P. Clay (dwelling 81, family 91). The siblings shared the house Belinda Durant.

<sup>34</sup> Annett & Lehtinen, 464. In 1904, another \$1,000 reverted to the town on the death of the primary beneficiary of her will.

<sup>35</sup> Murray, 183.

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for public good upon her death under the watchful eyes of executors **Peter Upton**, Esq. (1816-1910)<sup>36</sup> and **Alfred Sawyer** (1831-1930)<sup>37,38</sup>

Before a dedicated library building could be constructed, however, it needed to be sited. Article 9 of the March 13, 1894 annual Town Meeting, asked “to see if the town will vote to choose one or more agents to purchase land for a location for the Clay Library and convey the same to the Executors of the Will of the late Susan B. Clay in accordance with the terms and conditions of the seventh clause of said will and raise and appropriate money thereafter.”<sup>39</sup> The article passed,<sup>40</sup> and a centralized, convenient, and generously-sized lot was found at the corner of Main and Goodnow (historically School) Streets with 158 feet of frontage on Main Street, and 222 feet on Goodnow Street.<sup>41</sup>

In exchange for \$1,500, Dr. **Oscar H. Bradley** (1826-1906)<sup>42</sup> sold the Town of Jaffrey a portion of his property as a site for the “Clay Library Building” on November 8, 1894.<sup>43</sup> Bradley was born in Vermont and studied medicine with Dr. Amos Twitchell in Keene before receiving his Doctor of Medicine from Dartmouth. He settled in East Jaffrey in about 1851, and became a leading physician in the area and prominent man in town.<sup>44</sup> He was a director of the Monadnock National Bank, president of the Monadnock Savings Bank,<sup>45</sup> and a Justice of the Peace.<sup>46</sup>

While the Town procured the lot and endeavored to construct the permanent library building, the Trustees of the Jaffrey Public Library continued to rent space from **M. M. Bascom**.<sup>47</sup>

The conditions of Susan Clay’s estate specified that her executors (Peter Upton and Alfred Sawyer) oversee the construction of the building. The will stated that “the building should contain suitable rooms for books, cases for minerals, and also rooms for use of town officers, and a fireproof vault for safe keeping of town

<sup>36</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Peter Miller Upton (1816-1910) is buried at Conant Cemetery in Jaffrey. Peter Upton was born in Tyngsboro, Massachusetts in 1816, and came to Jaffrey in October 1837. He initially worked as a clerk at Hiram Duncan’s store and quickly moved up the ranks. He served many town offices throughout his life and became a very prominent citizen (he was one of the ten highest tax payers in 1860-80). For a detailed biography of Peter Upton, please refer to Daniel B. Cutter, *History of the Town of Jaffrey New Hampshire...* (Concord, NH: The Republican Press Association, 1881), 503 ff.

<sup>37</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Alfred Sawyer (1831-1930) is buried at Conant Cemetery in Jaffrey. He was also heavily involved in the Town of Jaffrey having served as selectman, treasurer, and as a justice of the peace (Cutter, 45 and 46).

<sup>38</sup> Annett & Lehtinen, 464.

<sup>39</sup> Town of Jaffrey, *Annual Reports...for the year Ending March 1, 1894* (East Jaffrey: F.L. Stevens, Commercial Printer, 1894), 25.

<sup>40</sup> Town of Jaffrey, *Annual Reports...for the year Ending March 1, 1895* (Jaffrey,: F. L. Stevens, Commercial Printer, 1895), 23.

<sup>41</sup> Annett & Lehtinen, 465.

<sup>42</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Oscar H. Bradley (1826-1906) is buried at the Conant Cemetery in Jaffrey.

<sup>43</sup> Cheshire County Registry of Deeds, Book 307, pages 528 & 529. J. M. Pierce appears to have footed the money for the town, as he was reimbursed \$1,500 for the Library lot Town of Jaffrey, *Annual Reports...for the year Ending March 1, 1895* (Jaffrey,: F. L. Stevens, Commercial Printer, 1895), 9). Of interest, the deed made an exception for the right to maintain and repair a water pipe across the lot that had been granted by Nathaniel R. Corning to Peter Upton.

<sup>44</sup> Cutter, 104.

<sup>45</sup> Cutter, 104.

<sup>46</sup> Cutter 46.

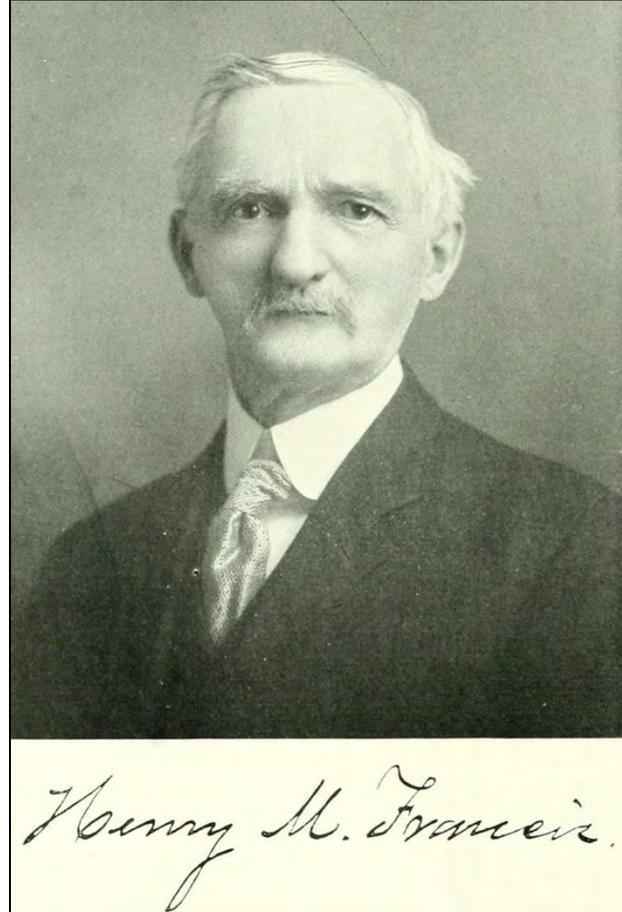
<sup>47</sup> \$50 rent was paid Feb. 11, 1895 (Town of Jaffrey, *Annual Reports...for the year Ending March 1, 1895* (Jaffrey,: F. L. Stevens, Commercial Printer, 1895), 14), and \$50 rent was paid Feb. 8, 1896 Town of Jaffrey, *Annual Reports...for the year Ending March 1, 1896* (East Jaffrey,: F. L. Stevens, Commercial Printer, 1896), 16).

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records”.<sup>48</sup> Though “various plans were considered” those prepared by **Henry Martyn Francis**, a well-known architect from Fitchburg, Mass were “accepted as best adapted for the needs of the town”.<sup>49</sup>

### HENRY MARTYN FRANCIS, ARCHITECT (1836-1908)

The new Clay Memorial Library was designed by Henry Martyn (H. M.) Francis of Fitchburg, Massachusetts, an architect known for his designs of churches, public buildings, and houses throughout Fitchburg and New England. H. M. Francis was born in Lunenburg, MA in 1836 and graduated from Lawrence Academy in Groton.<sup>50</sup> He assisted in the surveying for the Croton River aqueduct and studied architectural drawing and apprenticed in the Framingham firm of Alexander R. Estey.<sup>51</sup> Francis was briefly employed as a carpenter in Lunenburg, Westfield, and Florence before working in the architectural offices of George M. Harding of Portland, Maine and George F. Meacham of Boston in 1864.<sup>52</sup> He assisted in the design of many buildings after the great fire of 1866 in Portland, ME. H. M. Francis opened his own architectural office on Main Street in Fitchburg, MA in 1868. He operated under the name H. M. Francis until 1902, when he renamed the firm H. M. Francis & Sons after his sons Frederick L. and Albert F. joined the firm.<sup>53</sup>



H. M. Francis was extremely prolific: “By the time of his death, H. M. Francis left an architectural legacy that included at least 30 school buildings, 25 churches, 15 libraries, numerous public and commercial buildings, and hundreds of residences, all in a variety of architectural styles.”<sup>54</sup> Through his long career, Francis’s commissions varied widely, with projects constructed in the Romanesque Revival style, Renaissance Revival style, second empire, Italianate, and Victorian eclectic styles.

<sup>48</sup> Trustees of the Jaffrey Library, *Dedication*...., 5.

<sup>49</sup> Trustees of the Jaffrey Library, *Dedication*...., 6.

<sup>50</sup> Tanya Dixon and Kate Myer for Epsilon Associates, Inc. “National Register of Historic Places Multiple Property Documentation Form for Downtown Architecture of H. M. Francis, Fitchburg, MA.” (2009), 2.

<sup>51</sup> Dixon and Myer, 2.

<sup>52</sup> Dixon and Myer, 3.

<sup>53</sup> Dixon and Myer, 2. H. M. Francis & Sons continued to practice architecture on Main Street in Fitchburg from the time of H. M.’s death in 1908 until 1943.

<sup>54</sup> Dixon and Myer, 2.

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*Figure 5: Monadnock National Bank designed by H. M. Francis in 1869 and historically located at what is now 28 Main Street (Photographed by J. A. French from Cutter, 152)*

The work of H. M. Francis was already known in Jaffrey, as he designed the Monadnock National Bank in 1869, a building which stood on the opposite side of the corner of Main and Goodnow Streets to the southeast of the new library lot at the site now occupied by TD Bank (28 Main Street)(figure 5).<sup>55</sup> The Monadnock National Bank was incorporated in 1865. Oscar H. Bradley, who sold part of his property between his home and the Monadnock National Bank to the Town for the new library building was also a director of the Monadnock National Bank.<sup>56</sup> One of Susan B. Clay's executors, Peter Upton, was also a cashier at the Monadnock National Bank,<sup>57</sup> giving another hint at why Francis may have been successful with his bid for the library's design.

By the time he designed the Clay Memorial Library, Francis had already made a name for himself in library architecture, having already completed four library designs. Francis's first library was the 1884 renaissance revival style Wallace Library & Art Building in his hometown of Fitchburg, MA. By 1895, he had also designed the Queen Anne style Stevens Memorial Library in Ashburnham, MA (1890); the Romanesque Revival Hazen Memorial Library in Shirley MA (1893); and the Romanesque Revival Ingalls Memorial Library in the neighboring town of Rindge in 1894 (figure 6).

<sup>55</sup> Of note, the original architectural drawings for this building are housed with the Library of Congress Prints and Photographs Division in Washington, DC (Call Number: Unprocessed in PR 06 CN 1153 (C size part) LM-NV-25.

<sup>56</sup> Cutter, 104. He was also the president of the Monadnock Savings Bank (Cutter, 104 & 206).

<sup>57</sup> Upton was also the treasurer of the Monadnock Savings Bank (Cutter, 153).

## Part I: History and Development of the Clay Memorial Library



Figure 6: Clockwise from bottom left: 1890 Stevens Memorial Library in Ashburnham MA; 1893 Hazen Memorial Library in Shirley, MA; 1894 Ingalls Memorial Library in Rindge; and 1895 Clay Memorial Library in Jaffrey.

## Part I: History and Development of the Clay Memorial Library

The Stevens, Hazen, and Ingalls Libraries are all quite similar to the Clay Memorial Library in terms of general form and layout (figure 6). The entry to each building is through a recessed porch beneath an arched opening at a slightly projected entrance pavilion. All four of these libraries are constructed of fire-resistant masonry, with slate-covered hip rooves with decorative hip rolls. As his designs matured and he adapted the Romanesque Revival style, the library buildings became more complex, culminating in Francis's design for the Clay Library.

After the completion of the Clay Memorial Library, Francis (& his sons) went on to design at least nine other libraries. These included the John Varnum Fletcher Library in Westford, MA in 1895; the Dickinson Memorial Library in Northfield, MA in 1897; the Ashby Public Library in Ashby, MA in 1901; the Kimball Public Library in Randolph, VT in 1902; the Claremont Library in Claremont, NH in 1903; the Tucker Free Library in Henniker, NH in 1903; and the Goffstown Public Library in Goffstown, NH in 1908. After his death in 1908, H. M. Francis's sons completed the designs of the Phineas S. Newton Library in Royalston, MA in 1911 and the Wheeler Memorial Library in Orange, MA in 1912.

<b>Libraries Known to have been designed by H. M. Francis (&amp; Sons)</b>			
<b>Name/Address</b>	<b>Year</b>	<b>Style</b>	<b>Register Listing Status</b>
<b><i>Wallace Library &amp; Art Building</i></b> 610 Main Street Fitchburg, MA	1884	<i>Renaissance Revival</i>	<i>Razed 1964</i>
<b>Stevens Memorial Library</b> 30 main Street, Ashburnham, MA	1890	Queen Anne	Contributing resource to the 1999 Ashburnham Center National Register (NR) Historic District (HD) <sup>58</sup>
<b>Hazen Memorial Library</b> 6 Lancaster Road Shirley, MA	1893	Romanesque Revival	Contributing resource to the 1992 Shirley Village NR HD <sup>59</sup>
<b>Ingalls Memorial Library</b> 203 Main Street Rindge, NH	1894	Romanesque Revival	Individually listed to New Hampshire (NH) State Register (SR) in 2016 <sup>60</sup> (Not NR-eligible due to modern additions)
<b>Clay Library (Jaffrey Public)</b> 38 Main Street Jaffrey, NH	1895	Romanesque Revival	Contributing resource to 2002 East Jaffrey NR HD (Individual NR Nomination forthcoming)

<sup>58</sup> H. M. Francis & Sons designed a 1925 addition to the Stevens Memorial Library as well (Lisa Mausolf with Betsy Friedberg, "National Register of Historic Places Registration Form -Ashburnham Center Historic District" (1999)).

<sup>59</sup> Gretchen G. Schuler & Peter Stott "Massachusetts Historical Commission Form B-Hazen Memorial Library" (1992) and Christine S. Beard with Betsy Friedberg, "National Register of Historic Places Registration Form – Shirley Village Historic District" (1992).

<sup>60</sup> Mae H. Williams, *Historic Building Assessment of the Ingalls Memorial Library* (2016) and Mae H. Williams, "New Hampshire Division of Historical Resources Individual Inventory Form- Ingalls Memorial Library" (2016).

## Part I: History and Development of the Clay Memorial Library

Name/Address	Year	Style	Register Listing Status
<b>John V. Fletcher Library</b> 50 Main Street Westford, MA	ca. 1895	Classical Revival	Contributing resource to 1998 Westford Center NR HD <sup>61</sup>
<b>Dickinson Memorial Library</b> 115 Main Street Northfield, MA	1897	Romanesque Revival	Contributing resource to 1982 Northfield Main Street NR HD <sup>62</sup>
<b>Ashby Public Library</b> 812 Main Street Ashby, MA	1901	Classical Revival	Contributing resource to 1997 local Ashby Historic District <sup>63</sup>
<b>Kimball Public Library</b> 67 Main Street Randolph, VT	1902	Classical Revival	Individually listed to the NR in 1985 <sup>64</sup>
<b>Claremont Library</b> 108 Broad Street Claremont, NH	1903	Classical Revival	<i>No known survey exists of this building and it is not listed to the NH SR or NR.</i>
<b>Tucker Free Library</b> 31 Western Ave Henniker, NH	1903	Classical Revival	Individually listed to the NH SR in 2015 <sup>65</sup>
<b>Goffstown Public Library</b> 2 High Street Goffstown, NH	1908	Classical Revival	Individually listed to the NR in 1995 <sup>66</sup>
<b>Phineas S. Newton Library</b> 19 On the Common Royalston, MA	1911	Classical Revival	Contributing resource to the 1976 Royalston Common NR HD. <sup>67</sup>
<b>Wheeler Memorial Library</b> 49 East Main Street Orange, MA	1912	Classical Revival	<i>Determined eligible for the National Register in 1989, but not listed to NR.</i> <sup>68</sup>

<sup>61</sup> Sanford Johnson with Betsy Friedberg, “National Register of Historic Places Registration Form – Westford Center Historic District: (1997).

<sup>62</sup> Anne Booth with Rosa S. Johnstone, “National Register of Historic Places Inventory – Nomination Form: Northfield Main Street Historic District” (June 1980).

<sup>63</sup> Lisa Mausolf, “Massachusetts Historical Commission Area Form A-Ashby Center” (1997).

<sup>64</sup> Frances Brawley Foster, “National Register of Historic Places Inventory-Nomination Form: Kimball Public Library” (September 1984).

<sup>65</sup> Lynn M Piotrowicz, “New Hampshire Division of Historical Resources Individual Inventory Form – Tucker Free Library (HEN0014)” October 2012.

<sup>66</sup> Lisa B. Mausolf, “National Register of Historic Places Registration Form – Goffstown Memorial Library”(July 1995).

<sup>67</sup> Penelope Pelham Behrens, “National Register of Historic Places Inventory-Nomination Form: Royalston Common Historic District” (May 1975).

<sup>68</sup> Alan S. Mason, “Massachusetts Historical Commission Form B-Building: Wheeler Memorial Library (ORA.57)” (June 1989).

## Part I: History and Development of the Clay Memorial Library

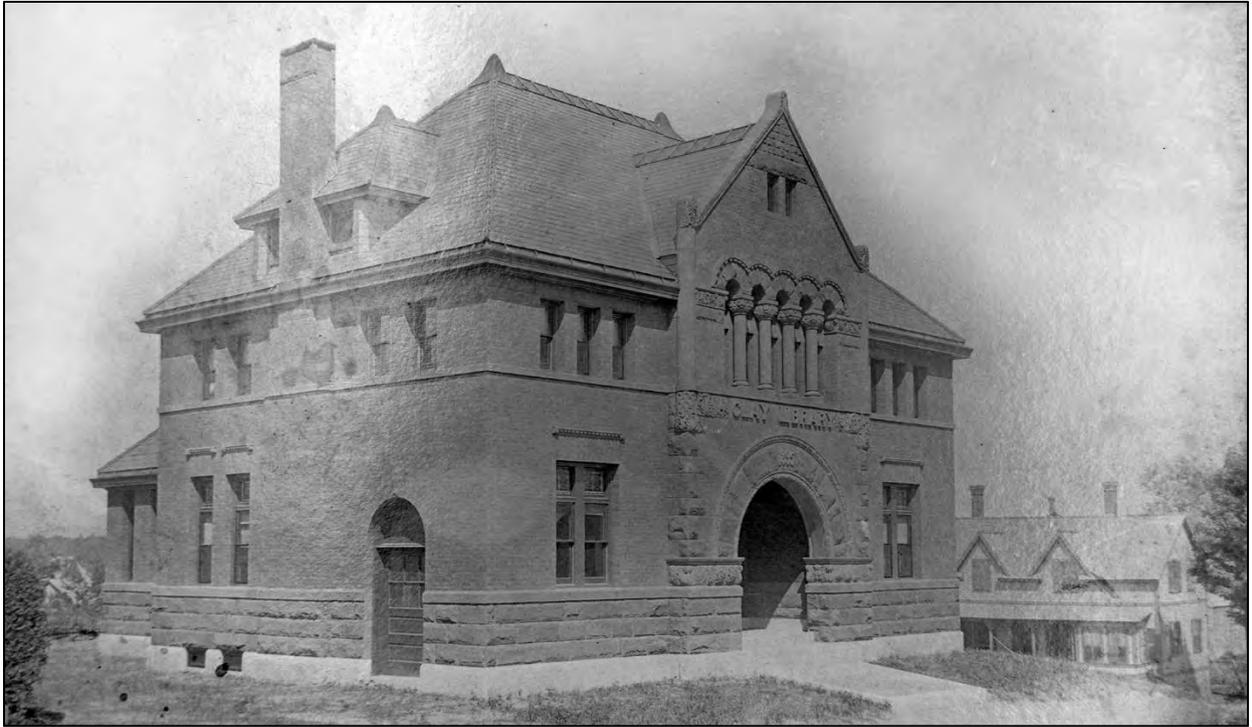


Figure 7: Clay Library Building ca. 1896 (Collection of the Jaffrey Public Library)

### THE CLAY MEMORIAL LIBRARY (1895-1972)

The construction contract for the Clay Memorial Library was awarded to **John Dudley Littlehale** (1847-1924),<sup>69</sup> of Fitchburg, Massachusetts.<sup>70</sup> After he was wounded serving in Company F of the Massachusetts 1<sup>st</sup> Calvary during the Civil War, Littlehale settled in Fitchburg, MA. By 1880, he was employed as a carpenter and living on Maple Street with his young family.<sup>71</sup> He was a common councilman for Fitchburg in 1885, and a member of the standing committee for the First Universalist Church of Fitchburg.<sup>72</sup> According to the Library Trustees, “his finished and faithful work has won the approbation of the executors of the [Clay] will, and of the people of the town”.<sup>73</sup>

Although Susan B. Clay left a sufficient estate to cover the cost of the building, construction was delayed somewhat, as some of the institutions with which she had deposits were in receivership, and the executors, after starting the construction, had to suspend operations in mid-air.<sup>74</sup> Articles 11 to 15 of the March 1896 Jaffrey Town Meeting all related to the Clay Library Building. Article 11 asked to raise and appropriate funding for the public dedication of the building, Article 12 asked to allow the Selectmen to appoint a five to seven member Board of Library Trustees, Article 13 asked to authorize the Selectmen to settle with the Executors of Susan B. Clay’s estate for “the legacy of two thousand dollars in favor of the town from said

<sup>69</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), John Dudley Littlehale (1847-1924) is buried at Forest Hill Cemetery in Fitchburg, MA.

<sup>70</sup> Jaffrey Library Trustees, *Dedication...*, 6.

<sup>71</sup> 1880 United States Federal Census of Fitchburg, MA: Household of John D. Littlehale (dwelling 190, family 302).

<sup>72</sup> William A. Emerson, publisher, *Fitchburg Past and Present: New Illustrated Edition 1903* (Fitchburg, MA: Sentinel Printing Company, 1903), 58 and 299.

<sup>73</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

<sup>74</sup> Annett & Lehtinen, 464.

## Part I: History and Development of the Clay Memorial Library

Estate”, Article 14 asked for \$700 to aid the Executors in the grading and fencing of the grounds, and Article 15 asked to authorize the Selectmen to arrange with Dr. Bradley and the Executors for a common road between Bradley’s driveway and the Library lot.<sup>75</sup> At the meeting the Town voted to accept “securities of the defunct institutions of a face value of \$2,700, in lieu of the specific request of two thousand dollars, as well as to purchase other similar securities of a face value of \$1,543.64 for \$1,200 cash.”<sup>76</sup> This liquidation would not be completed until 1907.<sup>77</sup>

When John Littlehale completed the construction 1896, the Clay Memorial Library housed the Jaffrey Public Library on the first floor and Town Offices on the second. The exterior was constructed of large sandstone blocks, and the entry was gained through an arched porch beneath a central projection on the front of the building. The floors throughout were covered in “southern rift hard pine” and supported by steel beams with intermediate arches of solid masonry. This, combined with the use of metal lath throughout made the building particularly fire-proof. When completed, the new building had a central furnace, and two toilet rooms, and the building was wired for electric lighting, though initially “lighted by suitable chandeliers”.<sup>78</sup>

There was a large “book or delivery counter” across the end of the main hall that was made of red birch with Knoxville marble veneer on the front to match the hall’s wainscot.<sup>79</sup> A door at the right (east) side of the hall led into a large reading room (with *en suite* toilet room), and one on the left (west) led into the “art or relic room, both of which are finished in paneled red birch and each is provided with a fireplace.”<sup>80</sup> The “book room” behind the counter at the end of the hall was “furnished with the latest style of adjustable shelves, made of cypress and supported by steel standards, which are finished in ivory white”.<sup>81</sup>

The second story was accessed by a staircase leading up from a side door within the recessed porch or a door at the west side of main hall. A large central hall at the second floor was fitted with a “platform at the rear, making it a suitable place for lectures and meetings for the transaction of town and library business.”<sup>82</sup> A door on the right side of the hall (east) led into room for the use of the town officers and complete with fire-proof vault for the storage of town papers and records (and *en suite* toilet room). A smaller room off of the left (west) side of the hall was for the use of the library trustees. The original layout of interior spaces is still relatively easy to read on the modern floor plans of the building (located at the end of the [Existing Conditions Assessment](#))

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<sup>75</sup> Town of Jaffrey, *Annual Reports...for the Year Ending February 15, 1896* (East Jaffrey: F. I. Stevens, Commercial Printer, 1896), 31-32.

<sup>76</sup> Annett & Lehtinen, 464.

<sup>77</sup> Annett & Lehtinen, 465.

<sup>78</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

<sup>79</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

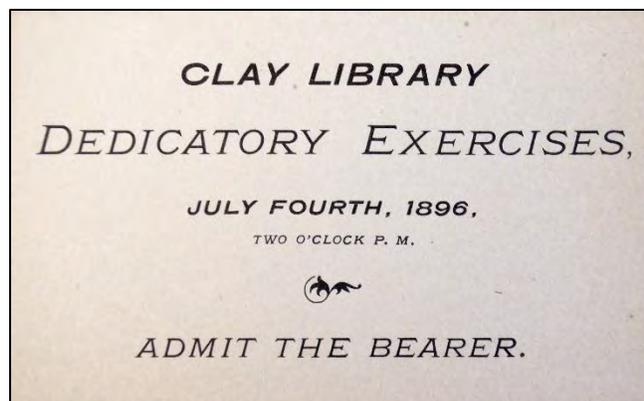
<sup>80</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

<sup>81</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

<sup>82</sup> Jaffrey Public Library Trustees, *Dedication...*, 6.

## Part I: History and Development of the Clay Memorial Library

The Town-appointed committee (appointed at the March Town Meeting and consisting of Rev. **Henry H. Manser** (1855-1905),<sup>83</sup> **Albert Annett** (1861-1936),<sup>84</sup> and **Russel B. Henchman** (1867-1931)<sup>85</sup> held the formal dedication of the Clay Memorial Library on Saturday July 4, 1896 in a “mammoth” tent on the common near the Baptist Church.<sup>86</sup> The ceremony kicked off at 11:00 AM with a concert by the East Jaffrey Coronet Band and throwing open of the library doors. Dinner was served at Mower’s Hall to the invited guests at noon, while the speakers were entertained at the Granite State Hotel by the executors of Ms. Clay’s will, Peter Upton and Alfred Sawyer.<sup>87</sup> The audience of over eight hundred reconvened in the tent at 2:00 PM for a program of music by Jaffrey’s Gressinger’s Orchestra before a convocation by Rev. **William W. Livingston** (d. 1910).<sup>88</sup> Handing the deed and keys to the building over to Jaffrey Selectmen **Burt Bacon**.<sup>89</sup> Hon. Peter Upton spoke about the conditions of Ms. Clay’s bequest and said, “May the library prove of great advantage to the people of the town as an educator, and long may it stand as a monument of the generosity of the donor, Susan B. Clay.”<sup>90</sup>



Several additional speeches rounded out the program. Rev. **Leonard J. Dean** of Hudson, NY memorialized Susan B. Clay, and Prof. **Charles F. Richardson** of Dartmouth College “delivered an address upon the Work of the Town Library”. Richardson discussed the rapid evolution of the public library across the state:

We have anticipated, as well as shared, that great work of public library development which has dotted all New England with buildings and influences as truly useful as those of our temples of worship – a development unprecedented in the world’s history and unequalled in other parts of this or any other country.<sup>91</sup>

<sup>83</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Henry Harrison Manser (1855-1905) is buried at Conant Cemetery in Jaffrey.

<sup>84</sup> Annett co-authored the *History of Jaffrey* that was published posthumously in 1937 (Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Albert Ingalls Annett (1861-1936) is buried at Conant Cemetery in Jaffrey).

<sup>85</sup> New Hampshire Bureau of Vital Records, “New Hampshire Death Records, 1654-1947), postmaster Russel B. Henchman of East Jaffrey died August 11, 1931 of apoplexy.

<sup>86</sup> Jaffrey Public Library Trustees, *Dedication...*, 9. Of note, the guest-list included **Rodney Wallace** (1823-1903) the benefactor of two of Francis’s other libraries: the Wallace Library and Art Building (1884, demolished 1964) in his hometown of Fitchburg, MA; and the Ingalls Memorial Library (1894) in Rindge, NH (Jaffrey Public Library Trustees, *Dedication...*16). For additional information on Wallace, please refer to Mae H. Williams, “Historic Building Assessment for the Ingalls Memorial Library, 204 Main Street, Rindge, NH” (July 2016), 8ff.

<sup>87</sup> Jaffrey Public Library Trustees, *Dedication...*, 9-10.

<sup>88</sup> New Hampshire Bureau of Vital Records, “New Hampshire Death Records, 1654-1947), clergyman William W. Livingston died October 11, 1910, of anemia (? Handwriting is difficult to read).

<sup>89</sup> Likely Burt Bacon (1851-1927) (Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Burt Bacon (1851-1927) is buried at Conant Cemetery in Jaffrey).

<sup>90</sup> Jaffrey Public Library Trustees, *Dedication...*, 12.

<sup>91</sup> Jaffrey Public Library Trustees, *Dedication...*, 22.

## Part I: History and Development of the Clay Memorial Library

To illustrate the rapid expansion from that first library in Peterborough in 1833, Richardson stated that by 1894, only 60 New Hampshire towns lacked the libraries. He went on to state that above all, the library should aim to make books available to all:

It is the most important item in the utilization of books, in public collections or private, in the largest libraries or the smallest, that they should be made accessible. Books out of sight or out of reach of an individual, have, for that individual, no value at all, and certainly those who cannot read books with convenience are not likely to feel that sense of companionship which comes after familiarity with them.<sup>92</sup>

The dedication ceremony was closed after the audience sung “America” and a benediction by Rev. Dean.

Around the time of the building dedication, the Jaffrey Public Library collections also received several donations of note, many of which remain in the library today. **Richard Burton** (1861-1940) of Hartford, CT donated a copy of a collection of his poems, entitled *Dumb In June*; **Joseph E. Gay** donated 180 volumes (including old and rare books); **Eliza Foster Lancaster** (1818-1903) of Souix City, IA, donated landscape painting she had done in Wyoming Valley, PA in memory of her parents, former Jaffrey residents **Samuel** (1785-1863) and **Sophia Spofford Foster** (1783-1866); Rev. William W. Livingstone donated an Armenian text from an old church in Asia Minor; **Francis J. Parker**, Esq. of Boston, MA donated Series 4 and 5 (9 volumes) of Peter Force’s *American Archives* rare six-series collection; **John Cutter Rice** of Providence, RI donated portraits of his grandparents, **John** (1765-1835) and **Abigail Demary Cutter** (1768-1866), who settled in Jaffrey in 1789; **Charles B. Robins** donated portraits of Susan B. Clay’s grandparents, Col **Benjamin Prescott** and his wife; **Dora Bascom Smith** of Boston donated an oil painting of her father, **Alonzo Bascom**, who was proprietor of the Jaffrey Cotton mills and a prominent Jaffrey businessman; and Peter Upton donated the six-volume *Century Dictionary*.<sup>93</sup> By 1897, the library collection had grown to contain 2,300 volumes.<sup>94</sup>

The first major change to the Clay Memorial Library property came in 1899-1900, when the Soldier’s Monument was added to the yard. The dressed granite monument is capped by a cast bronze Civil War soldier leaning on his musket and commemorates “the patriotism of her [Jaffrey’s] sons who served in the Union Army and Navy 1861-1865, the Mexican War, the War of 1812-1814, and the American Revolution”. The monument was designed by **N. C. Matthews** of Winchenden, MA, the granite dressed and erected by **McDonald, Cutler & Co.** of Barre, VT; and the solder cast by the foundry of **M. H. Mosman & Co.** of Chicopee, MA after initial inspiration from the George B. McClellan Post No. 56 of the Women’s Relief Corps. The Women’s Relief Corps. Raised and contributed \$1,100 toward the memorial with \$2,900 coming from the Town of Jaffrey.<sup>95</sup> The monument was dedicated on May 16, 1900.<sup>96</sup>

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<sup>92</sup> Jaffrey Public Library Trustees, *Dedication...*, 26. This sentiment still resonates today, as we endeavor to adapt historic library buildings to meet modern barrier-free codes and expand the universal access to knowledge to online and computer-based platforms in addition to books.

<sup>93</sup> Jaffrey Public Library Trustees, *Dedication...*, 8-9.

<sup>94</sup> Lehtinen, 124.

<sup>95</sup> Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey, N. H. for the Year Ending February 15, 1900* (East Jaffrey, NH: F. L. Stevens, Commercial Printer, 1900), 21.

<sup>96</sup> Lisa B. Mausolf, “National Register of Historic Places Registration Form for the Downtown Jaffrey National Register Historic District” (2002), 14.

## Part I: History and Development of the Clay Memorial Library



*Figure 9: Unlabeled photograph of Soldier's Monument, possibly taken during May 16, 1900 dedication (Jaffrey Public Library Collection)*



*Figure 10: Unlabeled photograph of Soldier's Monument, possibly taken during May 16, 1900 dedication (Jaffrey Public Library Collection)*

# Part I: History and Development of the Clay Memorial Library

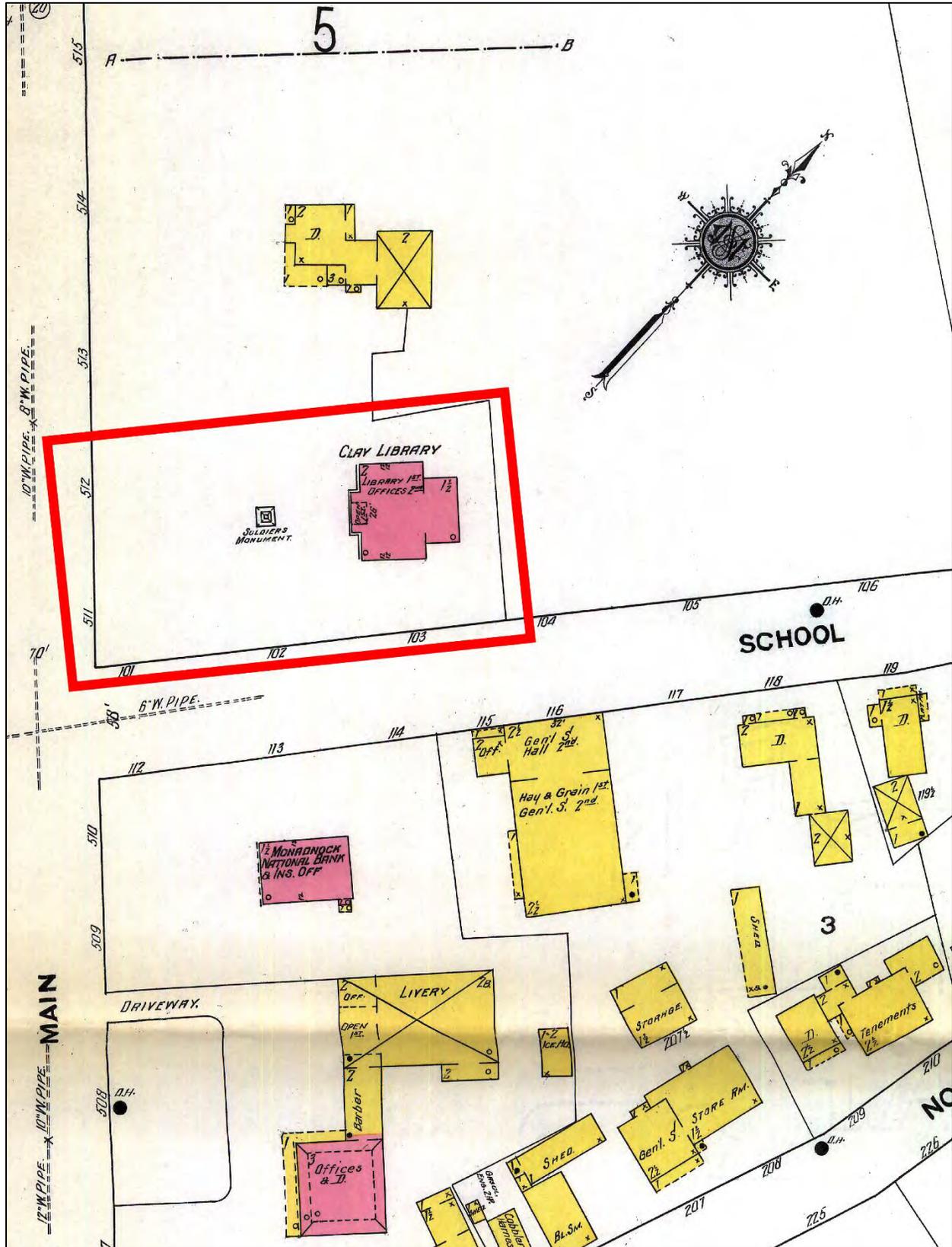
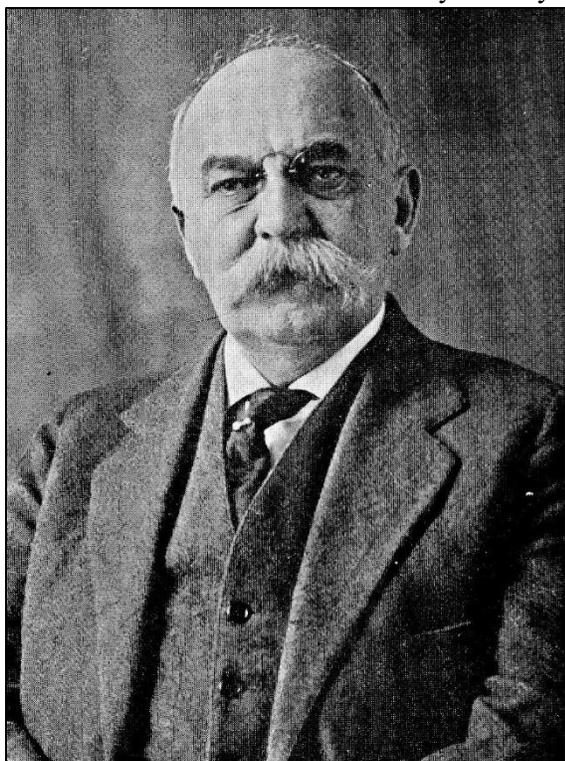


Figure 11: The layout of the Clay Library lot in 1911 (Sanborn Fire Insurance Map of East Jaffrey, 1911 sheet 2)

## Part I: History and Development of the Clay Memorial Library

The same year as the Soldier's Memorial was erected, the Town voted to officially refer to the building as the "Jaffrey Public Library" in the "Clay Library Building" to avoid unfairly recognizing a single donor.<sup>97</sup> This language would apply for all reports of the Jaffrey Public Library trustees and librarian, **Lucia B. Cutter** (librarian 1889-1918).<sup>98</sup>

At the March 9, 1909 Annual Town Meeting, the citizens of Jaffrey vote to expend \$250 "to purchase two steel cells to be placed in [the] basement of [the] Library building under supervision of [the] Chief of Police" and to also expend \$600 to construct a suitable building for "prisoners and tramps".<sup>99</sup> That summer some electrical work was done in the Clay Library Building: J. E. Prescott and Edward T. Shield did some



electrical wiring and Jaffrey & Troy Electric Light Co. installed electric lights in the building.<sup>100</sup> The nature of the electrical work is unspecified, and it is likely that the existing electrical was simply repaired and or upgraded at this time.

In the interwar years the Jaffrey Public Library had a series of librarians. In 1919, **Winnifred M. Coolidge** (librarian 1919-24) succeeded Lucia B. Cutter.<sup>101</sup> **Edna H. Wilkins** (librarian 1923-32) took over as librarian in 1923.<sup>102</sup> In 1929, Wilkins oversaw some changes to the building interior: a circulation desk replaced the original wall-to-wall library counter and new book stacks were installed between July 22 and September 7.<sup>103</sup>

When he died in 1924, **Jule Clinton Durant** (1856-1924)<sup>104</sup> left \$175,000 to the town of Jaffrey with the income from the Durant Fund to be split between the Jaffrey Public Library (1/3) and the public high school (2/3).<sup>105</sup> Durant was the European representative of the Buffalo, New York Foster-Milburn Company and died

<sup>97</sup> Annett & Lehtinen, 466.

<sup>98</sup> Lehtinen, 123.

<sup>99</sup> Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey...for the Year Ending February 15, 1910* (Peterboro, NH: Transcript Printing Company, 1910), 67. The 2000 history of Jaffrey states that "two cages were placed on the town farm property [a property on Old Peterborough Rd that the Town purchased in 1836] to confine 'lawbreakers' and disorderly tramps' thus the first lockup facilities were born". (Jaffrey History Committee, *History of Jaffrey, New Hampshire Vol. IV: Narrative and Genealogical* (Peterborough, NH: Transcript Printing Company, 2000), 18). The history goes on to say that these cages were retained and placed in the 'tramp house' at the end of Blake Street and makes no mention of cells within the library. As of writing, the only mention of the cells in the basement of the library is the 1910 *Annual Report* and no further information on these cells has been uncovered such as exactly where in the basement they were located or now long they were in use by the Jaffrey Police Department.

<sup>100</sup> 1911, 25....

<sup>101</sup> Lehtinen, 124.

<sup>102</sup> Lehtinen, 123. Wilkins lived next door to the Library and spent countless hours mending books.

<sup>103</sup> Lehtinen, 124-125.

<sup>104</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Jule Clinton Durant (1856-1924) is buried at Conant Cemetery in Jaffrey.

<sup>105</sup> Lehtinen, 122.

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in Harwich, England while traveling from London to Amsterdam.<sup>106</sup> Leaving no children, Durant's closest relatives at the time of his death are cousins and he decided to leave a large portion of his estate for the betterment of his hometown of Jaffrey, New Hampshire.<sup>107</sup>

When Wilkins left the Library in 1932, **Lana M. Rich** of the Board of Library Trustees suggested that the Library look further afield for trained librarians, leading to a more rapid turnover of librarians until approximately the end of World War II: **Constance Stone** of Essex Junction Vermont served from 1932-34, **Elizabeth Humphrey** of Sarasota Springs, NY from 1934-37; **Dorothy Brown** of Gloucester, MA from 1938-41, and **Margery/Marjorie D. Baird** of Ludlow, MA from 1942-44.<sup>108</sup>

In 1944, the Board of Library Trustees appointed former school teacher **Evelyn H. Ruffle** (1903-2002)<sup>109</sup> of Jaffrey as Librarian.<sup>110</sup> She served in this capacity until her retirement in 1974 and is the longest serving librarian in the history of the Jaffrey Public Library.

By the early 1950s the both the Library and the Town Offices were looking to expand their operations beyond their allotted space within the Clay Library Building. This need for expansion had been known since 1927, when the Town created the Town Hall Fund and Town Hall Capital Reserve Fund, In 1953, a committee was appointed to "investigate the feasibility of locating and erecting a structure of the 'Colonial' type, in harmony with traditional New England architecture".<sup>111</sup> At the March 9, 1954 Town Meeting, the Town authorized the construction of a Town Office Building.<sup>112</sup> At the same Town Meeting, \$7,300 was raised and appropriated to repair the Library Building as the Jaffrey Public Library prepared to expand into the second floor of the building.<sup>113</sup> In 1954, the Town paid **Theodore H.** (1889-1974)<sup>114</sup> and **E. J. Bergeron**<sup>115</sup> \$5,100 for unspecified repairs to the building, **Henry J. Belletete** (1909-84)<sup>116</sup> \$30.40 for

<sup>106</sup> "Durant Leaves \$175,000 to Joffrey [sic], N. H." newspaper clipping from the March 28, 1924 edition of *The Buffalo Times* (Buffalo, NY) from Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Jule Clinton Durant (1856-1924) is buried at Conant Cemetery in Jaffrey. The announcement of the bequest was apparently made by Judge Charles Rich of Meredith, New Hampshire.

<sup>107</sup> Jule C. Durant was born in Jaffrey in 1856 is listed as a resident of the Town on the 1860 and 1880 US Federal Census records (where his name was recorded as Julius C. Durant), and on various United States Passport applications in the early twentieth-century.

<sup>108</sup> Lehtinen, 124. Lehtinen spells Baird's first name "Marjorie" whereas a newspaper clipping from *The Jaffrey Recorder and Monadnock Bre...* (July 21, 1944) in the collection of the Jaffrey Public Library spells her first name "Margery".

<sup>109</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Evelyn H. Ruffle (1903-2002) is buried at Pine Grove Cemetery in Marlborough.

<sup>110</sup> Lehtinen, 124.

<sup>111</sup> Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey, N. H. for the year ending December 31, 1952* (No publisher, 1953), 5.

<sup>112</sup> Lehtinen, 77.

<sup>113</sup> Town of Jaffrey, *Annual Reports of the Town Officers of Jaffrey, NH for the Year Ending December 31, 1954* (No Publisher, 1955), 58.

<sup>114</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Theodore Helair V. Bergeron (1889-1974) is buried at Saint Joseph Cemetery in Keene.

<sup>115</sup> Possibly Theodore H. Bergeron's son Edward J. Bergeron (1915-1992) (Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Edward John Bergeron, Sr. (1914-1992) is buried at Monadnock View Cemetery in Keene) who was listed as employed as a Mason and Contractor on the 1950 US Federal Census (Keene: Household of Edward J. Bergeron, House 74, No. 2).

<sup>116</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Henry Joseph Belletete (1909-1984) is buried at Conant Cemetery in Jaffrey.

## Part I: History and Development of the Clay Memorial Library

unspecified repairs, **Goodnow Brothers Co.** \$18.90 for unspecified work, and **William W. Belletete** (1907-97)<sup>117</sup> \$40.45 for painting.<sup>118</sup>

Just six years later, in 1960, the Library Trustees constructed a small addition off of the rear of the Clay Library Building.<sup>119</sup> At a Special Town Meeting held on June 15, 1960, the “Town voted to accept with deep appreciation, the gift by **Delcie D. Bean** of a new reading room approximately sixteen by twenty-three feet to be added to the rear of the Clay Library Building, to be built and finished under the supervision of the Library Trustees, to be dedicated in memory of Mrs. **Ellen F. Bean** and known as the Ellen F. Bean Reading Room”.<sup>120</sup> Delcie David “D.D.” Bean (1883-1964)<sup>121</sup> was the founder of D. D. Bean & Sons Co. matchbook manufacturers and lost his wife, Ellen Frances *Holden* Bean (1885-1959)<sup>122</sup> suddenly when she died of acute coronary thrombosis on November 10, 1959.<sup>123</sup> Though the Bean reading room addition was privately funded, the Town report for the year ending December 31, 1960 shows that the Town did pay a total of \$1,991.27 for associated work on the library.<sup>124</sup> Electrical work was done by **Wilfred Boudrieau** (b. 1914),<sup>125</sup> **Elie Belletete & Sons** supplied materials, **Elmer H. Eaves** provided carpentry work, William W. Belletete painted, **Paul Poirier** and **James Baird** provided labor, and **M. S. Danforth** worked on the furnace.

At the March 12, 1968 Jaffrey Town Meeting, the Town voted to raise and appropriate \$3,500 to widen and repair the roadway at the Jaffrey Public Library that was constructed in about 1896.<sup>126</sup> The December 31, 1968 Report of the Jaffrey Highway agent reported that the Library Road was widened and rebuilt for \$3,539.78.<sup>127</sup> The Town paid **Raymond Baird, Bruce DeBonville, Edwin Dingman, Ernest LaFleur, John Reenstierna, John Devlin, Donald Sawtelle, Robert Ojala, Harold Turner, and R. H. Wilson** for their work on the road, and R. H. Wilson for the use of his equipment. Silver Ranch, Inc., Barretto Granite Corp, R. H. Wilson, Harris Construction Co., and Keene Paving Co. were compensated for supplies and materials.<sup>128</sup>

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<sup>117</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), William W. Belletete (1907-1997) is buried at Conant Cemetery in Jaffrey.

<sup>118</sup> Town of Jaffrey, *Annual Reports...for the Year Ending December 31, 1954*, 40.

<sup>119</sup> Photographs from the 1986 “New Hampshire Historic Property Documentation: Clay Library NH State No. 753” indicate that this 1960 addition was removed in approximately 1986 to make way for the planned library expansion, which is entered through the same opening in the north wall of the original library building.

<sup>120</sup> Town of Jaffrey, *Annual Reports of the Town of Jaffrey, N. H. for the year ending December 31, 1960* (No publisher, 1961), 88.

<sup>121</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Delcie David “D. D.” Bean (1883-1964) is buried at Conant Cemetery in Jaffrey.

<sup>122</sup> Anonymous, “Find A Grave...” ([www.findagrave.com](http://www.findagrave.com)), Ellen Frances *Holden* Bean (1885-1959) is buried at Conant Cemetery in Jaffrey.

<sup>123</sup> New Hampshire Bureau of Vital Records, “New Hampshire Death Certificates, 1938-1959”, death of Ellen Holden Bean.

<sup>124</sup> Town of Jaffrey, *Annual Reports...for the year ending December 31, 1960*, 54.

<sup>125</sup> 1950 US Federal Census of Jaffrey, household of electrician Wilfred H. Boudrieau (36), dwelling 119.

<sup>126</sup> Town of Jaffrey, *Annual Reports of the Town of Jaffrey, N. H. for the year ending December 31, 1968* (No Publisher), 45.

<sup>127</sup> Town of Jaffrey, *Annual Reports...for the year ending December 31, 1968*, 40.

<sup>128</sup> Town of Jaffrey, *Annual Reports...for the year ending December 31, 1968*, 44.

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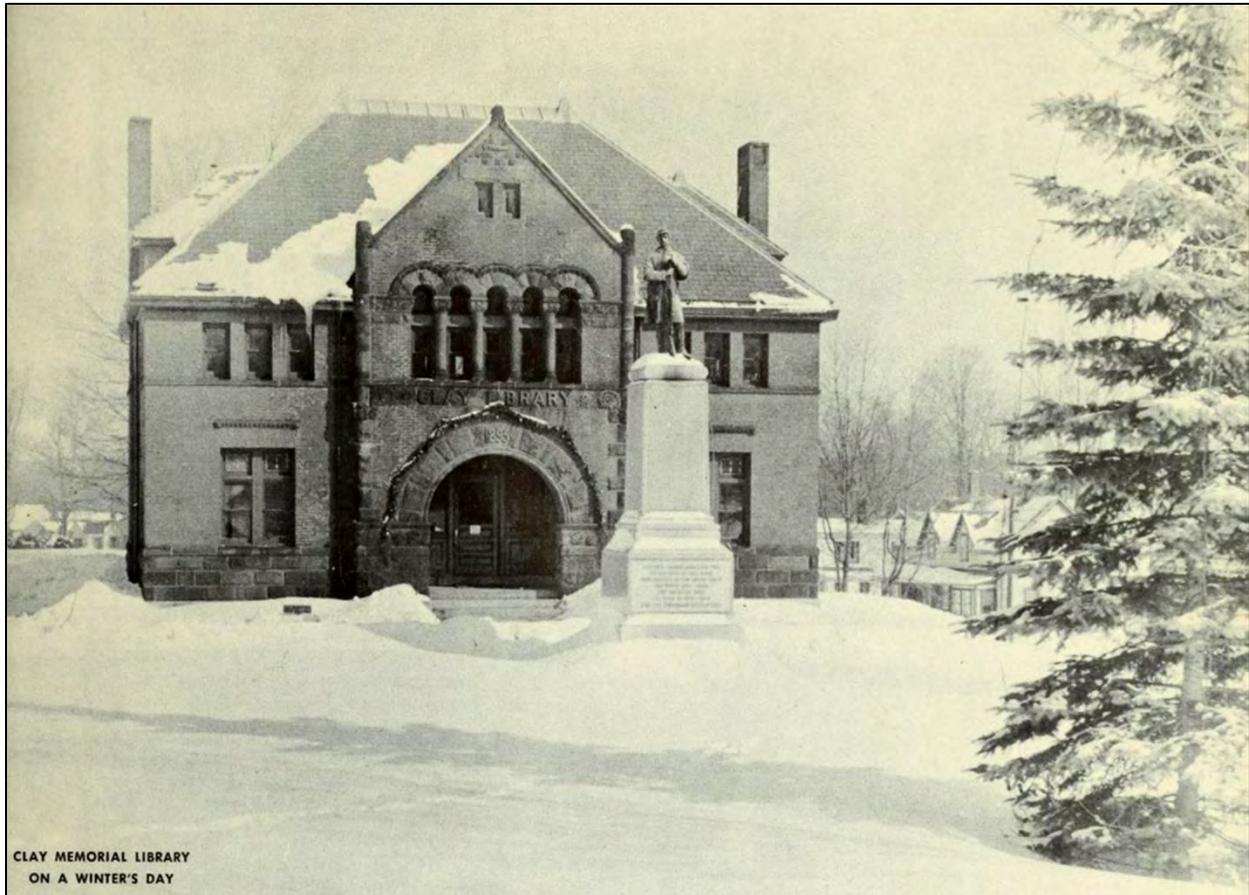


Figure 13: Clay Memorial Library prior to 1962 (Annual Report of the Town of Jaffrey for the year ending December 31, 1961)

By 1971, when Alice E. E. Lehtinen wrote an updated history of the Jaffrey Public Library for her *History of Jaffrey, New Hampshire*, the Jaffrey Public Library was the sole occupant of the Clay Library Building and was a very widely used institution with a strong endowment and several trust funds left to its benefit. At that time, Durant was still the Library's "greatest benefactor": in 1969, the Durant Fund provided the library with \$8,334.68.<sup>129</sup> This fund was also supported by Susan B. Clay Fund (for the care of library ground and books) and part of the **Joel E. Parker** Fund (the 1969 income of which was \$455.81), the **Julia A. Bradley**<sup>130</sup> Fund (\$117.17 in 1969), both of which were intended for the purchase of books. Library Trusts that were created prior to 1971 include: the **Clara L. Gilbert** Trust (\$1,500); the **Chrienheld Robinson** Trust (\$2,000), the ca. 1916 **Frank E. Shedd**<sup>131</sup> Trust (\$900), the ca. 1944 **Harrison T. Blaine**<sup>132</sup>

<sup>129</sup> Lehtinen, 123.

<sup>130</sup> Julia Ann Spaulding was the widow of the Clay Memorial Library lot donor, Oscar H. Bradley, and died in 1916 (Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Julia Ann Spaulding Bradley (1831-1916) is buried at Conant Cemetery in Jaffrey).

<sup>131</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Frank Edson Shedd (1856-1916) is buried at Conant Cemetery in Jaffrey.

<sup>132</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Harrison Tweed Blaine (1920-1944) is buried at Cutters Cemetery in Jaffrey and was killed in action in Saipan, where he was serving as a First Lieutenant in the 23<sup>rd</sup> Regiment of the 4<sup>th</sup> Division of the US Marine Corps Reserve.

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Trust (\$1,000), the ca. 1954 **Eugene F. Boynton**<sup>133</sup> Trust (\$18,400), the 1960 Ellen H. Bean Trust (\$393); and the ca. 1963 **Marion B. Whitney**<sup>134</sup> Trust (\$5,000). When former Library Trustee, **Ralph E. Boynton**<sup>135</sup> died in 1969, the income of his estate was left to **Alice Clarke Dowd** until her death, at which time the sum of \$30,000 was intended to be used for the construction of a Boynton wing off of the existing library building.<sup>136</sup>

### THE CLAY MEMORIAL LIBRARY IN THE MODERN ERA (1973-PRESENT)

After 30 years as Librarian of the Jaffrey Public Library, Evelyn Ruffle retired on April 25, 1974.<sup>137</sup> She was replaced by **Margaret Priest**. Priest was born in Loudon and came to the Library with 32 years of experience as a teacher.

During 1974, the Jaffrey Public Library received a large bequest from the estate of longtime Jaffrey Center summer residents, **Josephine B.** (1887-1974)<sup>138</sup> and **Lawrence H. Wetherell** (1885-1967).<sup>139</sup><sup>140</sup> The Jaffrey Public Library Trustees quickly worked to create a trust fund, the income of which they planned to use of the next few years to update the 1896 Clay Library Building and preserve and display historic items in the Library Collection such as the Amos Fortune papers and historic artwork.<sup>141</sup>

Priest oversaw a series of renovations between 1975 and 1979. Plans for an extensive interior renovation were drawn up in 1975. The first project commenced in the fall of 1975 with the addition of storm windows to all of the windows, and new plumbing work at the basement level that would allow for a public restroom and janitor's closet with sink at the basement-level.<sup>142</sup> Over the winter of 1975-76, the entire basement was rehabilitated for expanded use. The basement walls were sealed and painted and a de-humidifier was installed to create a more stable storage location and a place in which to view movies.<sup>143</sup> In the spring of 1976, shelving was added to the walls for books and magazines, and seating and display cases were added. The basement was even carpeted and tiled.<sup>144</sup>

<sup>133</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Eugene Frank Boynton (1883-1954) is buried at Conant Cemetery in Jaffrey.

<sup>134</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Marion L. Burns Whitney (1892-1963) is buried at Cutters Cemetery in Jaffrey.

<sup>135</sup> Ralph Boynton was Eugene F. Boynton's brother ( Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Ralph E. Boynton (1888-1969) is buried at Conant Cemetery in Jaffrey).

<sup>136</sup> Lehtinen, 123.

<sup>137</sup> Jaffrey History Committee, 163.

<sup>138</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Josephine Blaine Wetherell (1887-1974) is buried at Cutters Cemetery in Jaffrey,=.

<sup>139</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Lawrence Henry Wetherell (1885-1967) is buried at Cutters Cemetery in Jaffrey.

<sup>140</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey N. H. for the year ending December 31, 1974* (No publisher), 49.

<sup>141</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1974*, 50.

<sup>142</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N. H. for the year ending December 31, 1975*, 74.

<sup>143</sup> Jaffrey History Committee, 163.

<sup>144</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N.H. for the year ending December 31, 1976*, 65.

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Article 6 of the Mach 2, 1976 asked to raise and appropriate \$500 to repair the Library Building roof.<sup>145</sup> The motion carried<sup>146</sup> and **Arthur L. Johnson, Jr.** (1942-1998)<sup>147</sup> repaired the roof<sup>148</sup> (which ended up costing \$1,265<sup>149</sup> instead of the anticipated \$500).

The Wetherell Trust-funded renovation program continued in 1976-77 with the interior renovation of the second floor. The second-floor hall was divided to create an Office/Trustees' Room (presumably at the north end) with a study/display/book area for juniors and teenagers in the other portion of the hall.<sup>150</sup> The Trustees also prepared to move the Children's room upstairs to the area now occupied by the Library Director's office and the former Trustees room was reimagined as a multi-media room.<sup>151</sup> New carpeting was also installed on the stairs.<sup>152</sup>

Minor repairs were made to the exterior of the Clay Library Building in the late 1970s. On March 15, 1978 the Town approved allowing the Selectmen to appropriate another \$500 toward the library roof.<sup>153</sup> On March 13, 1979, the Town approved allowing the Selectmen to appropriate \$5,000 repointing the Library Building bricks.<sup>154</sup> Again, A. L. Johnson, Jr. was paid for both projects: \$200 for the roof repairs and \$5,000 for repointing bricks.<sup>155</sup>

The Children's Room and junior area were finally moved to the second-floor in 1979, marking the end of the interior renovation. During this renovation, the old town records in the Library vault were examined and a memorandum written on May 21, 1979 to the Town explained that many of these documents should be transferred to the Historical Society. The First Church of Jaffrey Center contributed \$5,450 to the Library toward the purchase of up-to-date AV equipment for the new 2<sup>nd</sup>-floor media room.<sup>156</sup>

On March 8, 1983, the Town voted to expend up to \$16,967 in support of improvements to heating, cooling, and humidity control at the Library Building.<sup>157</sup> Calvin A. Brown Associates, Inc. did the engineering work (\$3,287.77) and Dayspring Builders were the project contractors (\$13,574).<sup>158</sup> Meanwhile, Margaret Priest retired in April of 1983 and Jaffrey native and former assistant librarian, **Cynthia E. Hamilton**, took over the role of head librarian on May 1, 1983.<sup>159</sup>

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<sup>145</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1975*, A.

<sup>146</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1976*, 4

<sup>147</sup> Anonymous, "Find A Grave..." ([www.findagrave.com](http://www.findagrave.com)), Arthur L. "AJ" Johnson, Jr. (1942-1998) is buried at Mountain View Cemetery in Swanzey.

<sup>148</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1976*, 33.

<sup>149</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1976*, 18.

<sup>150</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1976*, 65. This reimagining of the second-floor space was part of the 1975 plan and was done in an effort to ease congestion at the first floor of the building.

<sup>151</sup> This was accomplished in 1977 (Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1977*, 50)

<sup>152</sup> The initial 1975 plans called for "the installation of safety doors throughout the building" as well, and it does not appear that this ever happened. The 1975 plans also called for the construction of a kitchenette in one of the first-floor rooms, and painting of the entire area for a total project cost of \$33,690, all of which was to be paid by the Wetherell Trust Fund (Town of Jaffrey, *Annual Report...for the year ending December 31, 1975*, 74).

<sup>153</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1978*, 7.

<sup>154</sup> Town of Jaffrey, *Annual Report.... for the year ending December 31, 1979*, 12.

<sup>155</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1979*, 36 and 38.

<sup>156</sup> Jaffrey History Committee, 163.

<sup>157</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1983*, 15.

<sup>158</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1983*, 41.

<sup>159</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1983*, 54.

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By 1985, the Clay Library Building was becoming overcrowded and needed some basic repairs. The building systems were tired and no longer complied with legal code requirements for fire safety and handicap accessibility, and the space had only had one expansion: the 1960 Bean Room addition. On March 12, 1985, the Town voted to carry warrant article 15, which enabled the Selectmen to expend \$2,500 for emergency electrical wiring repairs.<sup>160</sup> In their annual report, the Trustees of the Library lamented the lack of space both within the building (for staff work space, reference, coat rooms, and stacks) as well as the need for on-site public parking.<sup>161</sup> With a gift donated by the Boynton family, the Friends of the Library purchased a strip of land behind the library from **Virginia Quinlan** on September 13, 1985.<sup>162</sup> On November 3, 1985, the Friends of the Library presented the lot to the Town for a library addition.<sup>163</sup>

Both of the two articles of the March 15, 1986 Town Warrant were directed at the Clay Library Building were carried: Article 14 allowed the Selectmen to expend another \$3,000 for electrical wiring<sup>164</sup> and Article 27 asked for \$7,500 to fund a needs assessment for the Library.<sup>165</sup> In March, Library Consultant **Nolan Lushington** of Greenwich, Connecticut met with Jaffrey-Rindge School District Assistant Superintendent, **Larry Bramblett** and State Board of Education consultant for Construction and Finance, **Douglas H. Brown** to discuss the needs of both the Jaffrey Grade School and Jaffrey Public Library.<sup>166</sup> On March 23, 1986 Lushington presented a preliminary report with recommendations to the Jaffrey Library Trustees. The primary focuses of his report were improving handicapped access, improving AV services, and providing a plan for library service expansions through the year 2000.<sup>167</sup> Lushington's final report made recommendations to improve access (such as considering building a ramp to the front door, adding a basement-level addition, and adding off-street parking along Goodnow Street), improving staff work space (reconfiguring the work flow of the main floor), increasing AV/Computer access by moving those functions to the main floor, and considering a single-story addition.<sup>168</sup> In April 1986 "Sony and Voce" completed a site survey of the property and in May friends and volunteers conducted a telephone survey of the community.<sup>169</sup> The Library Trustees hired architect **John Jordan**<sup>170</sup> of Hancock to prepare and present

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<sup>160</sup> Town of Jaffrey, *Annual Report for the Town of Jaffrey, N. H. for the year ending December 31, 1985*, 20.

<sup>161</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1985*, 90.

<sup>162</sup> Cheshire County Registry of Deeds, book 1105, page 103; also plan book 52, page 65.

<sup>163</sup> Jaffrey Historical Committee, 165.

<sup>164</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1985*, 7 and Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1986*, 15.

<sup>165</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1985*, 8 and Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1986*, 16 and 69.

<sup>166</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1986*, 69.

<sup>167</sup> According to Lushington's report, the population of Jaffrey was expected to jump from 4,000 to 7,000 within twenty years (Noel Lushington, "March 23, 1986 Preliminary Report and Recommendations for the Jaffrey Public Library" (Collection of the Jaffrey Public Library)). The US Federal Census of 2000 recorded a Jaffrey population of 5,476, well below this prediction.

<sup>168</sup> Noel Lushington "Jaffrey Library" (undated report, in Collection of Jaffrey Public Library).

<sup>169</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1986*, 69.

<sup>170</sup> John D. Jordan received his Bachelor of Architecture from Cornell University then worked at Cambridge Seven Associates, Inc. before opening John Jordan Architect, PA in August of 1978. Jordan has had a prolific career in New Hampshire and is responsible for renovating many buildings in the 1980s and 1990s.

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schematic plans based on the information they gathered.<sup>171</sup> The group held a public meeting in September of 1986 to discuss the survey results and present their findings.<sup>172</sup>

In 1986, as part of Section 106 mitigation for the destruction of the 1960 Bean Reading Room, the NH Division of Historical Resources required that the Jaffrey Library have a New Hampshire Property Documentation survey of the Library.<sup>173</sup> The photographs for the documentation appear to be a set taken by Ernest Gould of Farmer Road in Hooksett and show that the 1960 Bean Reading Room had been removed by this time, and that materials for a ramped entrance were ready to be installed (figure 14; complete photo set Appendix B). Shortly after the building was photographed, a new temporary accessible entrance ramp with awning was constructed in with funds raised by the Friends of the Library.<sup>174</sup>



Figure 14: 1986 view of north and west elevations of Library (NH Property Documentation photo 2)

<sup>171</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1895*, 8 and Town of Jaffrey, *Annual Report...for the year ending December 31, 1986*, 69.

<sup>172</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1986*, 69.

<sup>173</sup> The existence of the survey strongly suggests that the Library received a federal grant to help fund the addition, possibly through the Library Services Construction Act (LSCA) program (author's email correspondence with Dr. James Garvin, former NH State Architectural Historian, and Linda Wilson, former Deputy State Historic Preservation Officer. January 2023). The New Hampshire Division of Historical Resources does not have any record on site to explain what drove the study. It is possible that further research at NH State Archives or at the NH State Library may reveal additional information about this project.

<sup>174</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N.H. for the year ending December 31, 1986*, 69.

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With preliminary expansion plans in hand, the Library Trustees, staff, and Friends of the Library campaigned vigorously for the addition during January and February of 1987, leading up to the March 12, 1987 Town Meeting Warrant Article 2.<sup>175</sup> The warrant article asked the voters to raise and appropriate \$1,270,000 for the addition (including construction plans and specifications, furnishings, etc.).<sup>176</sup> After a lengthy discussion at the deliberative session, the article, which needed a 2/3 majority, was taken to vote. 255 votes were cast in favor and 154 were cast against, resulting in a 62.324%<sup>177</sup> vote that was just 18 votes shy of the necessary majority.<sup>178</sup> In June a Building Committee was formed to meet with the architect and modify the schematic plans. This committee consisted of Chairman and Town Manager, **Donald Rich**; Selectman, **Robert Mitchell**; Librarian, Cynthia Hamilton; Chairman of the Jaffrey Public Library Trustees, **Elizabeth B. Shea**; Planning Board Member, **Stella Pillsbury**; and citizen members **Helen Krause** (1914-2000,<sup>179</sup> who was also the Library's director) and **Katherine Ayers**.<sup>180</sup> Updated plans for a two-story addition and changes to the second-floor of the historic library were presented by Jordan at the October 29, 1987 Library Trustees meeting.<sup>181</sup>

Article 2 of the March 12, 1988 Town Meeting Warrant sought a \$1,000,000 bond for the updated plans to expand and renovate the Library.<sup>182</sup> After a lengthy presentation and discussion at the public session, the poles were opened. This time 293 citizens voted in favor and 213 against resulting in a vote of 58%, far below the legal 2/3 majority needed to carry the motion and the library proponents returned to the drawing board discouraged and disheartened.<sup>183</sup> The Library Trustees created a Building Fund and associated Building Fund Drive Committee headed by Helen Krause to begin to raise money to help offset the addition's cost.<sup>184</sup> The Bean Foundation's generous \$50,000 marked the first donation.<sup>185</sup> "July 9, 1988 the Friends of the Library sponsored an antiques auction in the pouring rain on the library lawn that raised \$21,000 for furnishing in the new Children's area."<sup>186</sup> The Library Trustees and Librarian met with the Jaffrey Planning Board on September 20, 1988 and reported that their Building Fund had reached

<sup>175</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N.H. for the year ending December 31, 1987*, 69.

<sup>176</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1986*, 5 and *Annual Report...for the year ending December 31, 1987*, 15.

<sup>177</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1987*, 15.

<sup>178</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1987*, 69.

<sup>179</sup> Anonymous, "Find A Grave – Millions of Cemetery Records Online" ([www.findagrave.com](http://www.findagrave.com)), Helen Bean Krause (1914-2000) buried at Conant Cemetery, Jaffrey.

<sup>180</sup> Town of Jaffrey, *Annual Report...for the year ending December 31, 1987*, 69. Jaffrey History Committee, 165-66 states that the committee was chaired by Elizabeth Shea (who later took over for Donald Rich) and also included the rest of the Library Trustees (Frances X. Cheney, Charles H. Griswold, Jean B. Page, Frederick S. Richardson, and John J. Stone); selectmen Robert Chamberlain and Franklin Sterling; Jeanne LaBrie; Richard Grodin; Stephen Krause; advisor, Bissell Alderman; and architect, John Jordan.

<sup>181</sup> Apparently the March 1987 plans were for a single-story addition, whereas the updated plans called for two-stories with an elevator connecting the ground-floor level accessible entrance (off of Goodnow Street) up through the second-floor of the historic library. The plans were keyed separately, allowing the Library to close floors that were not in use ("Current Plans for a Library Addition October 29, 1987" Jaffrey Public Library Meeting Minutes (Manuscript in the Collection of the Jaffrey Public Library)).

<sup>182</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N. H. for the year ending December 31, 1987*, 7.

<sup>183</sup> Town of Jaffrey, *Annual Report of the Town of Jaffrey, N. H. for the year ending December 31, 1988*, 9.

<sup>184</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1988*, 3 and Jaffrey History Committee, 166. This committee consisted of Burgess Ayers, Clair and Christopher Bean, Homer Belletete, Herbert Bixler, Thomas Brennan, Patricia Cournoyer, Ruthanne Fyfe, Hellen and Stephen Krause, Jean Page, Doris Richmond, Charles Royce, Diane Schott, Elizabeth Shea, and Marc Tieger.

<sup>185</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1988*, 31.

<sup>186</sup> Jaffrey History Committee, 166.

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\$133,152.15 of the intended year-end total of \$350,000 the previous week.<sup>187</sup> The group explained to the Planning Board that they wanted to have construction documents in hand with the updated cost ahead of the March 1989 Town Meeting so that, if the bond were approved, they could hit the ground running and begin construction right away. By mid-December the Library Fund grew to \$208,000 and the Trustees voted unanimously to have Jordan prepare construction documents and a model of the expansion by the end of the year.<sup>188</sup>

The Building Fund reached \$283,460<sup>189</sup> ahead of the March 18, 1989 Town Meeting, allowing the initial bond estimate of \$920,000<sup>190</sup> for the Library expansion/renovation to be lowered to \$650,000.<sup>191</sup> Selectman, **Franklin W. Sterling, Jr.** presented the bond issue (Article 2) at the deliberative session and the citizens voted 314 for and 122 against the measure, achieving a 72% majority and allowing the renovation to move forward after years of delays.<sup>192</sup> The project was immediately put to bid and the construction contract was awarded to **R. M. Aho Construction, Inc.** of New Ipswich in April.<sup>193</sup> Aho broke ground at the west corner of the building amid a snow flurry at 3:30 PM on Monday April 10, 1989.<sup>194</sup> The Selectmen noted that the construction went very smoothly and the project was completed both ahead of schedule and under budget.<sup>195</sup> On October 28, 1989 library staff and volunteers moved the book collections into the addition, holding a pizza party for all who helped with the move.<sup>196</sup> The Library reopened on November 13, with all operations in the new addition in time for National Library Week while the 1896 building was closed off and renovated over the winter months.<sup>197</sup>

The formal rededication of the Jaffrey Public Library was held on Sunday, August 12, 1990 at 2:00 PM. Todd Lamoreaux led those gathered on the Library in a salute to the flag, and Rev. Francis X. Cheney, D.D. delivered the invocation.<sup>198</sup> Elizabeth “Betty” Shea welcomed the guests and introduced the Library Trustees. Jean Page spoke to the crowd about the history of Jaffrey Public Library before handing the ceremony over to **Shirley Gray Adamovich**, NH State Commissioner of Cultural Affairs (a former state Department that included both the NH State Library and Division of Historical Resources). Adamovich spoke about the history of the Library in New Hampshire, and the Friends of the Library organized an open-

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<sup>187</sup> “September 20, 1988 Library Trustees and Librarian met with planning board” notes on file with the Jaffrey Public Library.

<sup>188</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1988*, 31.

<sup>189</sup> Town of Jaffrey, *Annual Report for the Town of Jaffrey, N. H. for the year ending December 31, 1989*, 68.

<sup>190</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1988*, 94.

<sup>191</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1988*, 31.

<sup>192</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 19.

<sup>193</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 30. Both the 1989 Selectmen’s report (Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 68) and the 2000 Jaffrey History (Jaffrey History Committee, 166) mistakenly state that R. M. Aho Construction, Inc. is out of Nashua, however the corporation still exists at 30 Tricnit Rd, New Ipswich.

<sup>194</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 30. Present for the event were architect, John Jordan; Selectman, Franklin W. Sterling, Jr; chairman, Leanne L. Labrie; trustees Elizabeth Shea (chairman), Jean Page, John Stone, Francis Cheney, and Charles Griswold; project manager, Garry Manoogian; library director, Cynthia Hamilton; library staff; Friends of the Library, and various guests.

<sup>195</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, Selectmen’s Report, 30.

<sup>196</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 68.

<sup>197</sup> Town of Jaffrey, *Annual Report... for the year ending December 31, 1989*, 68 and Jaffrey History Committee, 166. Of note, the Library also applied for and received an unspecified federal grant of \$5,681 to use with matching funds toward “a construction project” and purchasing new furniture.

<sup>198</sup> Marian Houghton, “Jaffrey Library addition is a community Success Story.” (*Jaffrey-Rindge Chronicle Newspaper*, Vol. 45, No. 50, August 2, 1990), clipping in collection of the Jaffrey Public Library.

## Part I: History and Development of the Clay Memorial Library

house with tours and refreshments.<sup>199</sup> A plaque outside the entrance to the new Children's Library recognized the generosity of the Citizens of Jaffrey for the 1989 renovation/expansion. Another plaque, recognizing Ralph Boynton's \$45,000 bequest was mounted in the archway to the new adult library addition, and a chair was given in honor of Helen Bean Krause for her dedicated support of the library as Chairman of the Building Fund Drive Committee.<sup>200</sup>

The Jaffrey Public Library Trustees worked closely with the Bean Family through the renovation process, which included removing the 1960 Ellen Bean Reading Room to make way for the new addition. On Sunday August, 18, 1990 the new Bean Reading Room was celebrated within the historic section of the library, with the room decorated by **Bonnie Bean Bennett**. At 2:00 P. M. **Richard Whitney**'s painting of Mount Monadnock was unveiled in the Bean Room and dedicated to the memory of Barney English. "A lovely reception was hosted by **Virginia Warfield** and **Betty Billipp** followed."<sup>201</sup>

In 1993, the Jaffrey Public Library introduced computers for staff and public use, and on September 8, 1995, the staff began the process of barcoding the collection.<sup>202</sup>

100 years after the 1896 Clay Memorial Library dedication, the Jaffrey Public Library held a 100<sup>th</sup> birthday celebration for the Library Building on July 4, 1996. The University of New Hampshire theater group, the Little Red Wagon, kicked off the festivities with a morning performance on the Civic Center lawn. "A large and responsive audience of children enjoyed the show and refreshments furnished by Friends of the Library."<sup>203</sup> John J. Stone, chairman of the Library Trustees, made opening remarks and a representative from U. S. Senator Judd Gregg's office read a letter from the senator. **Virginia Eskin** held a piano concert in the Bean Room in the afternoon, and computers were set up "to how that automation had arrived."<sup>204</sup> The Friends of the Library served refreshments in the meeting room to attendants from the town and dignitaries from the NH State Library.

Cynthia Hamilton retired in August 1996 and **Joan A. Knight** of Fitzwilliam was hired as the new library director.

On June 13, 2002, the East Jaffrey Historic District was listed to the National Register of Historic Places, with the Clay Memorial Library Building included in the listing as a contributing resource to the district (for additional information, please see Appendix C).

Though the 1989 addition added 14,000 square feet to the library and included some work on the building systems, such as the replacement of the boilers, the plans for full renovation of the building systems and climate control throughout were not realized, as the project funding ran out. The building's ductwork was not updated, and the third-floor rehabilitation was left with plywood walls outside of the elevator and no finished floor. The new addition overheated in the summer, and black mold was discovered in the basement of the historic section of the building.

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<sup>199</sup> Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1990*, 73.

<sup>200</sup> Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1990*, 73. Ralph E. Boynton's estate left \$45,500 toward the construction of the Library Addition in 1986 (Town of Jaffrey, *Annual Report for the Town of Jaffrey, N. H. for the year ending December 31, 1986*, 69).

<sup>201</sup> Town of Jaffrey, *Annual Report for the Town of Jaffrey, N.H. for the year ending December 31, 1990*, 73.

<sup>202</sup> Jaffrey History Committee, 167.

<sup>203</sup> Jaffrey History Committee, 167.

<sup>204</sup> Jaffrey History Committee, 167.

## Part I: History and Development of the Clay Memorial Library

Realizing that they needed to develop a long-term maintenance plan for the Clay Memorial Library and other town-owned buildings, the Town hired H. L. Turner Group of Concord to perform assessments of all of their buildings in December of 2007. Section 3, which focused on the Library was completed in October 2008 (the final overall report, however, was not completed until early 2009). The report stated that, though the addition of roof gutters in ca. 2006 had helped with water issues, there were still significant water intrusion issues in the 1989 addition and signs of moisture in the basement of the original building. The report recommended continuing to improve the gutter system, regrading along the east wall of the addition, replacing water-damaged finishes in the modern addition, replumbing an interior door jamb that was “sticky”, installing additional balusters or screening at the railing of the historic stair to bring it into compliance with modern building code, installing a full air-lock at the main entrance to mitigate drafts, reconfiguring the second floor of the building to create a large meeting room, improving the heating system, adding insulation to the attic, upgrading the emergency lighting systems, and conducting “an in-depth study of the alternatives for improving the heating, cooling, and air distribution throughout the Library.”<sup>205</sup> Though some of these recommendations, like fixing the interior door and repairing water-damaged finishes in the modern addition were done, many of the recommendations were tabled.

The Trustees hired **Julie Perrin** as the new Library Director in December 2016, and immediately set to work addressing many of the issues of deferred maintenance raised by the Turner Group as she also tried to modernize the operation of the institution to keep the Library relevant in the 21<sup>st</sup> century. In 2017, a mold-remediation company removed many damaged finishes from the basement of the historic library and the second floor of the historic building was finally finished and reopened to the public. **Monadnock Security Systems** of New Ipswich upgraded the library security system (adding panic buttons, installing security cameras, and updating the fire security system). A new ductless VRF-HVAC system was installed in 2018 by **Monadnock Cooling Systems, Inc.** of Peterborough, and associated electrical work was performed by **Grace Electric**.

Between 2018 and 2021, **the Melanson Company, Inc.** of Keene was called repeatedly to the Library to assess and repair the roofs of both the original Library building and modern addition. On December 28, 2018, Melanson replaced a single roof slate to try to stop a roof leak.<sup>206</sup> When this proved ineffective, they returned on February 11, 2019 to “investigate the on-going slate roof leak” and installed a copper bib to the bond line at the area of concern.<sup>207</sup> May 4, 2021 Melanson installed missing flashing and sealed “on higher ballasted EPDM roof of the 1989 addition.”<sup>208</sup> Melanson returned December 13, 2021 to repair the copper ridge roll “as required” at the historic library roof.<sup>209</sup>

In 2021, Perrin was able to employ Michael A. Given (1952-2022) of **Given Masonry, Inc.** in Jaffrey to repair much of the exterior mortar of the original library building and rebuild the two chimneys above the roof. Given carefully removed old repairs to the exterior that had been made with miss-matched mortar and replaced the mortar to match the historic in terms of color and finish. Though he was able to complete

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<sup>205</sup> H. L. Turner Group, Inc., “Library Narrative.doc 3307”, 5.

<sup>206</sup> The Melanson Company, 12/28/18 Roofing Invoice S9101800608 for \$471.00 (on file with the Jaffrey Public Library).

<sup>207</sup> The Melanson Company, 02/11/19 Roofing Invoice S9101801120 for \$391.95 (on file with the Jaffrey Public Library).

<sup>208</sup> The Melanson Company, 05/07/21 Service Invoice S910182019 for \$376.98 (on file with the Jaffrey Public Library).

<sup>209</sup> The Melanson Company, 12/15/21 Service Invoice S9101814971 for \$1,115.53 (on file with the Jaffrey Public Library).

## **Part I: History and Development of the Clay Memorial Library**

the exterior repairs, several areas of concern were left at the interior of the building when he passed away in May of 2022.

Though several other repairs have been made in recent years (a new floor was laid outside of the elevator at the second floor of the historic building, new tile was laid in the Library directors office, the staff bathrooms were upgraded with the aid of a specific trustee donation, and repairs were made to the library lawn when a culvert collapsed), however the Library has no long-term holistic rehabilitation/maintenance plans for the building. Currently the Library serves approximately 500-1000 visitors each week (it was about 1,000 a week before the COVID-19 epidemic). As the Library has become busier and the Town of Jaffrey prepares for its 250<sup>th</sup> Anniversary, the deficiencies in the building have become more apparent. Instead of continuing on the route of putting plasters on to stop the bleeding of immediate areas of concern such as roof leaks, burst pipes, and sink-holes in the lawn, Perrin has realized the need for a long-term plan for the building in order to keep the Library a vibrant community center well into the future.

## **Part I: History and Development of the Clay Memorial Library**

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## Part II: Architectural Description with Character-Defining Features

The East Jaffrey Historic District was listed to the National Register of Historic Places in 2002 with significance in architecture and community planning and development and a period of significance of 1800 to 1952 (then the arbitrary 50-year cut-off date). The Clay Memorial Library building was included within this district as contributing resource No. 7 of 134 contributing (and 38 non-contributing) resources within the district. Although a NH Property Documentation Study in 1986 (NHD-0753) refers to an individual inventory done at that time (JAF0284), the NH Division of Historical Resources does not have a copy of the inventory readily available nor an individual Determination of Eligibility (DOE) for the building with an individual period of significance (as an individual National Register Nomination is underway, it is likely that the individual significance will be listed as criterion A for Education and C for Architecture with a period of significance from 1895 to 1973 as the current arbitrary 50-year cut-off date with the understanding that this may be updated in the future as the building continues the current use and significance in Education).

The identification of the character-defining features of historic properties like the Clay Memorial Library is a critical first step in planning for its future life. Before applying *The Secretary of the Interior's Standards*, it is important to understand what physical features of the building help to tell the story of its history and architectural importance. The *Standards* recognize the importance of maintaining these original features and spaces while rehabilitating the property for a compatible use and future life. Recognizing that a property may have original features throughout that are all “character defining,” the *Standards* allow for the categorization of the features into **primary** and **secondary** spaces and features.

**Primary** spaces and features are those that should not be changed or removed unless they are beyond repair (at which time they should be replaced to match the old in design, color, texture and materials).

**Secondary** spaces and features are those that can be altered *when necessary* to accommodate compatible change that allows new and continued use of the property.

Further, the guidelines of the *Secretary of the Interior's Standards* state that “identification, retention, protection and repair” should be given first priority in every rehabilitation project. Interior spaces are not only defined by their finishes and features, but by the size and proportion of the rooms themselves and how they functioned in the historic use of the space. Distinctive features and finishes should be retained as much as possible in primary interior spaces, whereas changes are more acceptable in the secondary interior spaces that service the primary or functional portion of the building. This does not mean that secondary spaces are insignificant or that all character-defining finishes can be removed from secondary spaces; it just means that more leeway is given for change needed to accommodate modern use in these areas.

## Part II: Architectural Description with Character-Defining Features

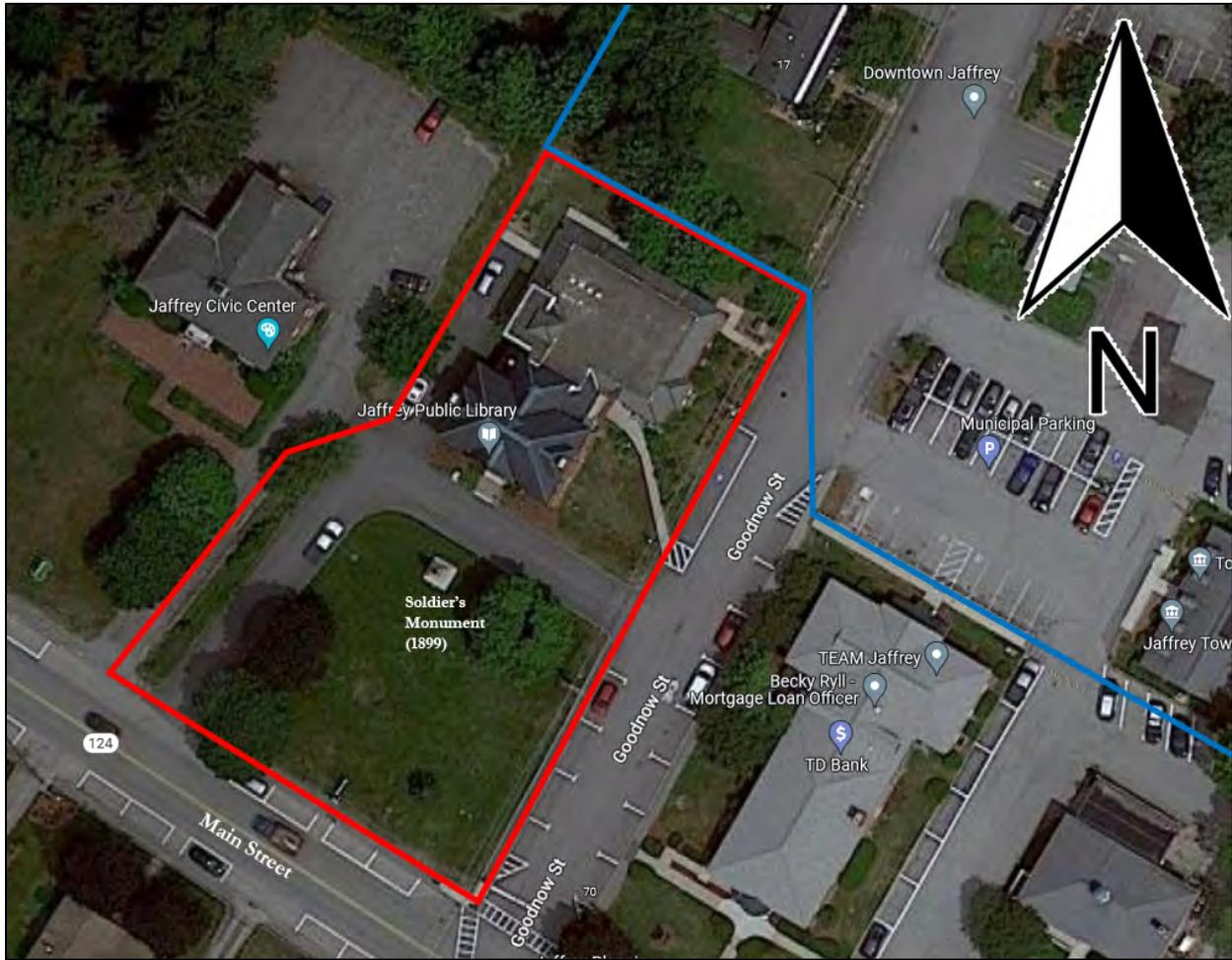


Figure 15: Aerial view of Clay Memorial Library/Jaffrey Public Library with approximate lot line in red and approximate National Register Historic District boundary in blue (google maps)

### SITE DESCRIPTION

The Clay Memorial Library is located on a 0.77-acre parcel at 38 Main Street (parcel 238-163), near the center of the village of East Jaffrey (figure 15). The Library faces southwest (project south), toward Main Street/NH Route 124, across a common. The parcel is bounded on the south by Main Street/NH Route 124; on the west by the 1966 Jaffrey Civic Center (40 Main Street/238-162.1, considered non-contributing due to age by the 2002 National Register District nomination); on the north by a ca. 1900<sup>210</sup> residence (17 Goodnow Street/238-180, located outside of the National Register District), and on the east by Goodnow Street (formerly School Street). The surrounding area is mixed use with a combination of civic buildings, churches, stores, residences and former mills in the community that grew around the reliable water source of the Contoocook River.

<sup>210</sup> Town of Jaffrey GIS Database.

## Part II: Architectural Description with Character-Defining Features



*Figure 16: Clay Memorial Library from project south, looking across Common at primary façade with Goodnow Street to right side of photograph*

The lot is relatively flat, and slopes away to the east, toward Goodnow Street. The one-way asphalt driveway leads from Main Street to the small employee parking area to the west of the building, then across between the primary (south) façade and common to exit on Goodnow Street. The employee parking area is quite small: limited by the proximity of the west lot line and the building, and the asphalt of the parking area runs right up against the historic building. Additional street-side parking is available along Main and Goodnow Streets (with designated accessible spots adjacent to the ramped side entry through the 1989 addition directly off of Goodnow Street), and a large municipal parking lot on the opposite side of Goodnow Street.

The common in front of the building is a large open lawn with several large mature trees. Several park benches dot the lawn, encouraging people to linger in the parklike space. The 1899 Soldier's Monument (which was included as contributing resource 7A to the 2002 National Register District) is located at the north side of this lawn, directly across from the primary library entrance. The multi-tier dressed granite monument with cast bronze Civil War soldier was added to the site in 1899 and designed by N. C. Matthews of Winchendon, MA. The inscription on the south elevation of the monument dedicates it to those serving in the United Army and Navy in the Mexican War, War of 1812, and the American Revolution. An inscription on the east side reads, "Liberty and Union, Now and Forever, One and Inseparable" and "1899" is inscribed on the north side.

A short concrete and granite path leads up from the driveway, up a set of granite steps and to the recessed primary entrance at the center of the south elevation of the historic building. There are metal pipe rails on

## Part II: Architectural Description with Character-Defining Features

either side of the path, which connect to the rails at the steps. Cast metal art-deco style lampposts frame this entry.

A concrete ramp with metal rails slopes up from the designated accessible spaces along Goodnow Street to the addition's basement-level entry (figure 17). The lawn on either side undulates and there are perennial plantings and shrubs along either side of the ramp. Deco-style cast iron lampposts along the south side of the ramp illuminate the entrance. A brick retaining wall at the top of the ramp holds allows for the at-grade entrance, diverts run-off from the entrance, and provides a somewhat sheltered entrance.



*Figure 17: Library as photographed from across Goodnow Street, showing south and east elevations, with 1989 ramped entrance and designated accessible parking spaces at the base of the ramp*

Additional plantings are located near the northeast corner of the modern addition. Another modern concrete path leads from emergency exit at the northeast corner of the building down to the sidewalk on Goodnow Street at this location, meeting a brick retaining wall at the corner of the property. The building's electricity is fed underground from a utility pole just south of the retaining wall, through a metal transformer at the retaining wall and to the northeast corner of the building (figure 18).

## Part II: Architectural Description with Character-Defining Features



Figure 18: Northeast corner of 1989 addition, photographed from Goodnow Street showing modern retaining wall and transformer (Photo by Brian Gallien).

The building is almost against the north lot line, and there is very little embellishment at this side of the building. A batten fence at the north elevation hides much of the building's exterior mechanical systems. Of note, a secondary concrete barrier-free ramp extends from the northwest corner staff parking area at the west elevation (at the west edge of the lot) up to two exterior first-floor entrances into the 1989 addition (figure 19).



Figure 19: West elevation, photographed from Jaffrey Civic Center Parking Lot (note end of ramp in foreground is just about at the west lot line)

## Part II: Architectural Description with Character-Defining Features

<i>Character-Defining Features of the Site</i>		
<i>Primary Features</i>	<i>Secondary Features</i>	<i>Non-Historic Features</i>
<ul style="list-style-type: none"> <li>• <i>Location near center of East Jaffrey</i></li> <li>• <i>Open Common south of the building</i></li> <li>• <i>Soldier's Monument (1899)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Paved driveways</i></li> <li>• <i>Mature trees in Common</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Barrier-free ramps (1989)</i></li> <li>• <i>Modern retaining walls</i></li> <li>• <i>Parking area adjacent to west side of building</i></li> <li>• <i>Municipal Lot across Goodnow Street to the east</i></li> </ul>



Figure 20: Primary facade of Clay Memorial Library with War Memorial in foreground

### EXTERIOR DESCRIPTION

The Romanesque Revival Clay Memorial Library Building faces southwest (project south) (figure 20). The two and a half story building is made of brick that is embellished with sandstone. The primary (south) façade is three bays wide, with a slightly-projecting central entrance pavilion and is two bays deep. This main block, and the 1 ½ story ell to the north were both constructed in 1895. An extension to the ell and large two-story addition were added to the north side of the building in 1989.

The Clay Memorial Library is capped with a slate-covered hip roof. The roofing slates have a square edge, are laid in regular rows (plain exposure), and are relatively even in color. The ridges are capped in rolled copper, with decorative crockets (hip knobs). Copper flashing is visible at the lower edge of the roof, and at the intersections of the valleys. The roof has copper boxed eaves with an integrated metal gutter system, some of which remains in use, but most of which was discontinued at some point in the building's past, likely due to the difficulty in maintaining it.

## Part II: Architectural Description with Character-Defining Features



*Figure 21: Hipped dormer with integrated end chimney*

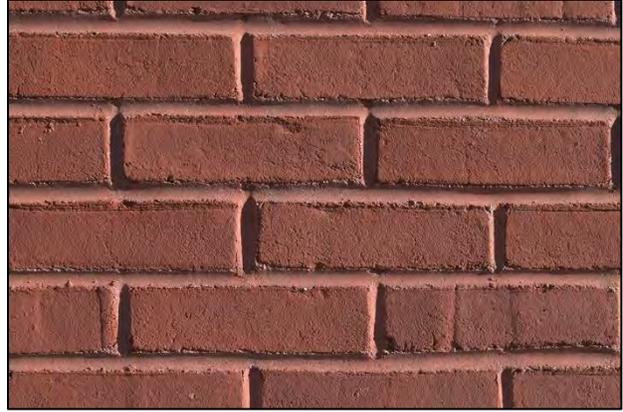
There are exterior brick chimneys at either end of the main block. These chimneys each have a pierced stack with a corbelled cap and flat chimney hood and integrated into a hip dormer window at either end of the attic, with a single fixed sash on either side of the chimney (figure 21). There is a very low eyebrow dormer window at the north side of the main block with a multi-light window with curved glass (figure 22).



*Figure 22: Eyebrow window at north roof slope (note detail of decorative ridge rolls)*

## Part II: Architectural Description with Character-Defining Features

The Clay Memorial Library building has brick walls with decorative red sandstone trim. The building sits on a high coursed quarry-faced sandstone block foundation above quarry-faced granite underpinning with a decorative tooled edge. The wall planes are composed of red brick, which is laid in common bond with Flemish bond every eighth course. The brick has red mortar with concave tooling (figure 23). A decorative sandstone belt-course circles the building just below the second-floor windows. There is also a rusticated sandstone frieze at the top of the wall plate.



The primary building entrance is through a slightly projecting gabled pavilion with rusticated quarry faced quoins at the first-floor and rounded corner caps at the second. The pavilion is dominated by a large semicircular arched recessed entry porch (figure 24). This porch has granite steps and a wide interior granite landing that is 12 by 7.5 feet and made of a single large granite block. Another step leads to the threshold beneath the door surround. The paneled entry consists of a central glass and panel door with three horizontal panels beneath a large glass window. The door is flanked by plate-glass sidelight windows. A three-part transom window spans the opening above, allowing natural light into the interior of the building. The porch ceiling is composed of beaded boards, and there is a very early pendant light fixture at the center of the ceiling (figure 25). A dedicatory bronze plaque adorns the east brick wall of the recessed porch (figure 26).

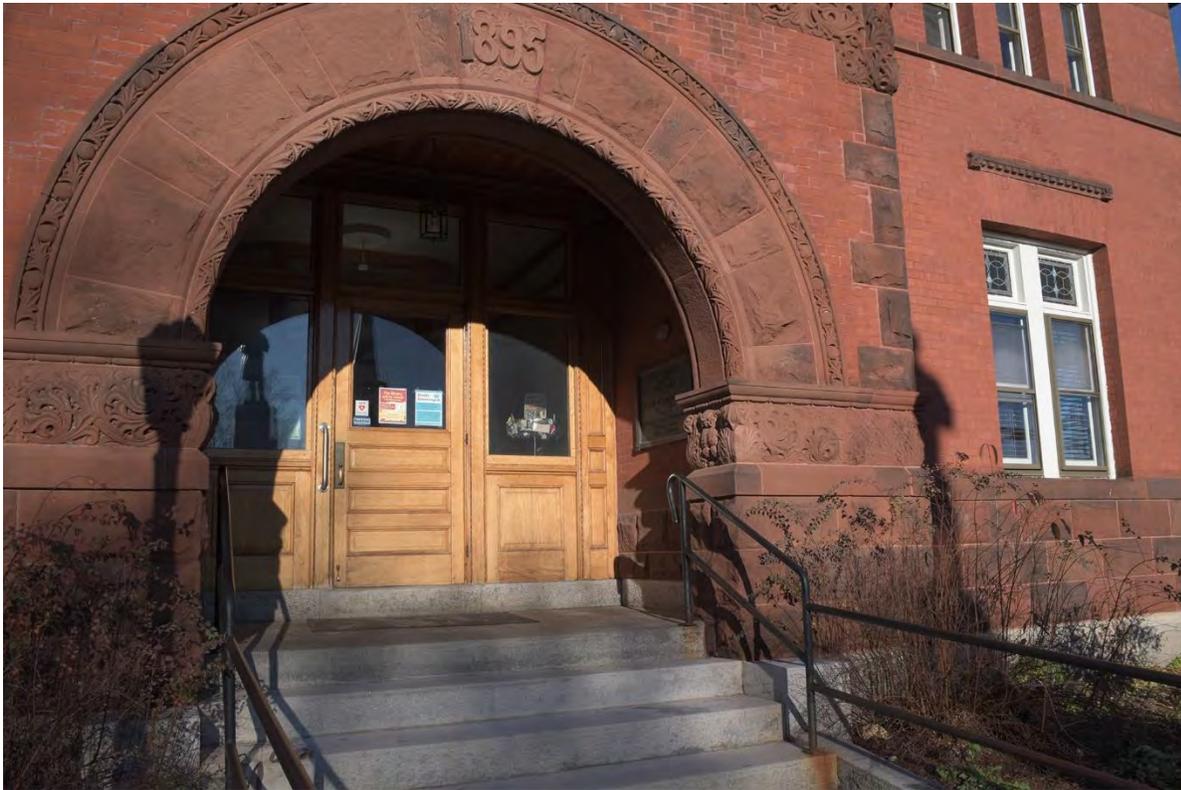


Figure 24: Primary entrance

## Part II: Architectural Description with Character-Defining Features



Figure 25: Historic light fixture inside porch



Figure 26: Bronze plaque

The semi-circular arch, has decorative foliate carved outer bands on either side of the quarry-faced voussoir blocks. The keystone is carved with the date, “1895” and a subtle foliate ground (figure 27). The impost blocks of the arch are also decorated with foliate carving, and set directly atop the high rusticated sandstone foundation. Each impost block has a decorative carved owl, facing in toward the center of the arch (figures 28 & 29). A common symbol of erudition, owls were credited by the Greeks with foresight and wisdom (likely because of their large eyes and ability to see at night), and became an attribute of the Athenian goddess of learning, Athena. Often owls are incorporated into library architecture, to mark the building as a place of learning.



Figure 27: Detail of keystone above entry

## Part II: Architectural Description with Character-Defining Features



Figure 28: Carved owl at east impost block



Figure 29: Carved owl at west impost block

The words “Clay Library” are carved in raised sandstone lettering between the top of the arch and the belt-course above at the face of the pavilion entrance. There is an arcade of five recessed composite windows above, the sills of which are integrated into the belt-course. The arcade has a denticulated molding and is supported by four smooth-sided columns on plinths with composite cushion capitals of two alternating foliate designs. Each window consists of a double-hung one-over-one wooden sash behind an aluminum storm beneath a fixed arched transom. A sandstone transom bar separates the transom and one-over-one window.

The pavilion entrance is surmounted by two small windows at the gable end above. They share a sandstone sill and lintel, and the small triangle above is decorated with ornamental sandstone. The sandstone acanthus carved crocket at the peak incorporates into the carved sandstone eave, which terminates in a decorative acanthus carved parapet pinnacle at the terminus of the corner round.

The first-floor windows of the main block, on either side of the entrance pavilion, are multipart: each window contains a pair of one-over-one wooden window beneath a stained-glass transom. There is a flat arch brick header over each pair of windows that is topped by sandstone drip caps with dentils and foliate pieces at each end. Each first-floor window sill is integrated into the top of the high sandstone foundation. There are three recessed one-over-one wooden window on either side of the pavilion at the second-floor level. The second-floor window sills are integrated into the sandstone belt-course, and the headers are integrated into the building’s sandstone frieze. Of note, all of the window sash throughout the building is painted white in contrast with the tones of the building, however, historic black and white photographs show that the trim was originally a medium to dark tone. Other than the change of paint scheme and addition of some storm windows in 1975, the façade is largely unchanged since the building was constructed in 1895.

A secondary entrance to the main block is located at the southwest corner of the building (figure 30). This doorway has a semi-circular arched top, with the arch itself constructed out of brick, save for the rusticated sandstone keystone. A modern metal exterior door with thumb latch is set beneath a blind vertical-beadboard transom. There is a late 20<sup>th</sup> century wall sconce at the impost of the arch. An historic photograph taken right after the building was completed (figure 7), shows the original exterior doorway. Although the transom window is shadowed in the photograph, making it difficult to discern the window’s configuration, the glass and panel door is clearly visible with six lights above the lock rail and two horizontal panels below.

## Part II: Architectural Description with Character-Defining Features



Figure 30: Clay Library from southwest, showing secondary entrance at west elevation of main block

The windows of the two-bay deep side elevations are quite similar to those of the primary elevation. The first-floor composite windows (stained glass transom over a one-over-one window) are paired, with the sills



integrated into the top of the high sandstone foundation and flat brick masonry headers with decorative sandstone drip caps. The second-floor level windows are one-over-one double-hung sash with the sills incorporated into the belt-course and headers incorporated into the sandstone frieze. Of note, there are four two-light basement windows at the east side of the main block (the north-east window sash, however, is removed, and replaced with a vent).

The historic ell behind the main block has very similar details to the main building and is likewise composed of brick and sandstone on a granite underpinning with a slate roof (figure 31). The roof at the northern end of this ell was altered slightly in 1989 to allow for the construction of the elevator hall to connect to the northern end of the second-floor hall. A copper roof ventilator was installed at the hip of the ell's roof when it was constructed, and has remained in place to this day. The small ventilator has a flared base, and pyramidal roof. A modern metal ventilator

## Part II: Architectural Description with Character-Defining Features

pierces the west roof slope and was added after the building was documented in 1986 to ventilate the modern public restrooms. Each side of the ell has four evenly spaced composite windows. The lintel of each window is integrated into the top of the sandstone foundation, and the header is integrated into the metal cornice. Each window has a stained-glass transom over a one-over-one operable wooden sash with exterior storm.

H. M. Francis designed the Clay Memorial Library building at the height of popularity of the Romanesque Revival. Many of the architects of the middle to late nineteenth-century looked to European models for romantic inspiration. In 1870-72, Boston architect, **Henry Hobson Richardson** (1838-86) looked to the Romanesque style of architecture for inspiration for his design of Boston's Brattle Square Church and Trinity Church. Romanesque architecture was the prominent architectural style of medieval Europe from approximately 800 through the 11<sup>th</sup> century (it was eclipsed by the Gothic style in the 12<sup>th</sup> century) and was characterized by the use of the semi-circular Roman style arch. Employed by the Saxons in the few surviving early medieval British buildings, the style was popularized by the Normans in the United Kingdom, particularly after their victory at Hastings in 1066. Richardson's interpretation of the English interpretation of the medieval style quickly took off, and Richardson completed many other public (and a few private) commissions in the style before his death in 1886. Many other Late Victorian architects followed Richardson's lead, particularly after the 1888 publication of a monograph on his work. Though it was too expensive for most to build private homes in this style, the solid masonry construction became quite popular in public architecture, particularly in the design of fire-resistant libraries.

The Clay Memorial Library Building retains many character-defining features of this style. Romanesque Revival buildings are always masonry, and usually show at least some rough-faced (ashlar) stonework. Often, the exterior is made of at least two contrasting colors or textures. Wide Roman style rounded arches (Romanesque) are incorporated into the exterior, as are columns with cushion capitals and foliate carving (often these columns or pilasters are grouped with two or three supporting each side of an arch). Windows are often recessed within the wall plane, and often have only one pane of glass per sash.

The large 1989 addition is connected to the historic building at the northern terminus of the historic ell, and occupies the entire northern edge of the modern library lot. Like the historic portion of the library, the walls are composed of brick (although here it is a veneer on top of a steel inner structure). The addition roof is a shallow mansard with a gravel nearly flat upper slope, and asphalt-shingled lower slope, giving the appearance from the ground level of a hip roof. The walls are decorated by two sandstone belt-courses: one that extends along the same plane as the upper edge of the sandstone foundation at the ell, and incorporates into the lower sills of the first-floor windows, and another lower course that merges with the headers of the basement-level windows. The windows throughout are composite with three fixed sash per opening mirroring the design of the windows of the historic portion of the building. The 1989 addition sits on a poured concrete foundation. The use of asphalt shingles (the color of which is quite similar to the slate of the main block), red brick and sandstone, and concrete in the addition mirrors the color scheme of the historic building. The overall design is similar to that of the main block with simplified details, creating a modern addition that is sympathetic to yet differentiated from the historic building. Though the addition is larger than the historic building, the new space remains subservient to the historic portion of the building because of how it is sited behind the historic structure and into the topography of the site. The primary entrance to the modern addition is through a basement-level entry at the east side, in the small sheltered area created by a modern brick retaining wall at the east side of the historic ell (figure 32). The metal and glass entrance door is flanked by full side-lights on either side and illuminated by a turn of the 20<sup>th</sup> century

## Part II: Architectural Description with Character-Defining Features

metal wall sconce which may have been reinstated at this location after being removed from the north side of the original ell.



Figure 32: 1989 addition photographed from southeast with ground-level entrance at left

<b><i>Character-Defining Features of the Building's Exterior</i></b>		
<b><i>Primary Features</i></b>	<b><i>Secondary Features</i></b>	<b><i>Non-Historic Features</i></b>
<ul style="list-style-type: none"> <li>• Height &amp; massing of the building and historic ell</li> <li>• Roof pitch &amp; eave detail</li> <li>• Window and door locations (fenestration)</li> <li>• Carved sandstone embellishment</li> <li>• Brick chimneys</li> <li>• Stained-glass windows</li> <li>• Wooden 1/1 window sash</li> <li>• Front door, with surround (1895)</li> </ul>	<ul style="list-style-type: none"> <li>• Recessed porch light fixture</li> <li>• Historic light fixture at addition</li> <li>• Historic dedicatory plaque in entrance alcove</li> <li>• Historic gutters</li> </ul>	<ul style="list-style-type: none"> <li>• Addition (1989)</li> <li>• Exterior concrete ramps (1989)</li> <li>• Modern exterior door, west elevation (bef. 1986)</li> <li>• Modern exterior light fixtures</li> </ul>

## Part II: Architectural Description with Character-Defining Features

### INTERIOR DESCRIPTION

The interior of the Clay Memorial Library reflects the original construction in 1895, renovations made to the building in the 1950s, and the changes to the building made with the 1989 addition. Many of the original design details and finishes remain in place in the first floor of the main block, however more extensive renovations have been made over time to the ancillary spaces in the historic ell and basement, and the second floor has been reconfigured several times in response to changes in use. Historically the main block consisted of entry halls (at both levels), an antiquarian room, reading room, library stacks, library trustees' room and Town/Selectmen's office. The original use of the basement is unknown, however, at one time the basement may have contained holding cells used by the Jaffrey police. Though the building was substantially enlarged by the 1989 addition, many of the original details remain in place within the historic part of the building, which also retains much of the original layout.

#### *First-Floor*

As is typical of many late nineteenth-century libraries, the library originally had a central hall with reading rooms off of either side and a circulation desk (with stacks behind) directly across from the entry. Though the usages of the spaces have changed somewhat over time, the layout of space in the main block of the historic library has remained unchanged. The original circulation desk and stacks were removed to make space for a corridor through to the modern library with circulation off to the side (within the original stacks) and the addition of barrier-free restrooms at the west side of the stacks. The large addition at the back (north) end of the historic building houses a large open multi-generational room, library, egress stair, Makerspace Lab and office (see building plans at end of [Assessment of Condition](#)).

Upon entering the building, one stands with a large open **entry** hall. The floor inside the entry is made of two shared pink marble with a dark band of trim around the edges. The floor at the north end of the entry is covered in modern carpet. The walls and ceilings are plaster, with a polished Knoxville marble wainscot along the east and west walls. Originally, a marble book counter/circulation desk with red birch top was located across the north end of the hall, separating this space from the adjacent stacks in the building's historic ell.<sup>211</sup> Although the desk was removed prior to 1960, and the hall now extends into the ell, the transition between the two areas is still delineated by a shallow arch over the north end of the hall that is supported by composite pilasters made up of seven grouped Romanesque columns (figure 33). The bottoms of the columns rest atop a wooden wainscot that has is composed of vertical beaded boards. The room has a crown molding, and a picture rail. In ca. 1989, a glass partition with wooden frame was constructed inside of the exterior door at the south end of the hall, to help mitigate the draft of hot or cold air from the direct entry (figure 34). Late 20<sup>th</sup> century drum-shaped ceiling light fixtures are suspended from the center of the ceiling. There is a recessed niche at the northeast corner of the hall with gypsum board back. This niche was likely originally a secondary door to the small janitor closet behind.

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<sup>211</sup> Jaffrey Library Trustees, *Dedication...*, 6.

## Part II: Architectural Description with Character-Defining Features



Figure 33: Arched opening between historic entry hall and circulation desk (Courtesy Brian Gallien)



Figure 34: South end of hall showing modern glass partition (Courtesy Brian Gallien)

## Part II: Architectural Description with Character-Defining Features



Figure 35: Fireplace surround in Wetherell Reading Room, facing west

A set of double pocket doors at the left (west) side of the hall leads into the **Wetherell Reading Room**. The pocket doors each have six panels with three horizontal panels above the lock rail, and paired panels above a single horizontal panel below. Originally constructed as the art or relic room, this room was re-dedicated in April 1976 in memory of Lawrence H. and Josephine B. Wetherell. The reading room has a carpeted floor and plaster walls and ceilings. Like the hall, the room has a crown molding and picture rail. There is a red birch<sup>212</sup> paneled wainscot along the walls.

There is a fireplace at the west wall of the Wetherell Reading Room with red birch surround (figure 35). The hearth is composed of earth-toned tiles with a matte finish, and the firebox is made of red brick. A mantel directly over the fireplace has a denticulated cornice. Three raised panels above separate the mantel from another upper shelf, which is supported on either side by Romanesque pilasters with smooth sides and cushion foliate capitals. The center panel of the



<sup>212</sup> Jaffrey Library Trustees, *Dedication...*, 6. Of note, true red birch (aka water birch) or *betula occidentalis* is native to western North America. “Red birch” can also refer to the naturally red-colored heartwood of the white birch (aka paper birch) or *Betula papyrifera*, a native species.

## Part II: Architectural Description with Character-Defining Features

over-mantel is decorated by a bronze plaque in memory of the Wetherell's.

A secondary single paneled door at the northeast corner of the room leads back into the entry hall (figure 36). This complex door matches the finish of the red birch throughout the room's interior and is composed of three panels below the lock rail (one horizontal at the bottom and then two raised panels) and three horizontal raised panels above. Of note, the room retains a turn of the 20<sup>th</sup> century metal floor grate.

The larger **Ellen F. Bean Reading Room** is located on the east side of the entry hall (figure 37). The finish of this room is very similar to that across the hall: the floor is covered in modern carpet, and the walls and ceilings are flat plaster. Like the Wetherell Room, the Bean Reading room has a red birch paneled wainscot, crown molding and picture rail. A very similar fireplace is located at the center of the east wall with matching surround and hearth (figures 38-40). The central panel above this fireplace holds a bronze plaque pronouncing the room the "Ellen F. Bean Reading Room" and notes that the original 1960 Bean Reading Room was relocated to this room on August 12, 1990. Of note, this room also has a surviving turn of the century floor grate, and early 20<sup>th</sup>-century craftsman style walls sconce light fixtures on either side of the fireplace (figure 41).



*Figure 37: Bean Reading Room, facing southwest from northeast corner*

## Part II: Architectural Description with Character-Defining Features



Figure 38: Fireplace in Bean Reading Room, facing east



Figure 39: Detail Bean Reading Room fireplace



Figure 40: Detail Bean Reading Room fireplace column

## Part II: Architectural Description with Character-Defining Features

Two small ancillary rooms are located off of the north side of the Bean Reading Room: a small janitor's closet and a small staff restroom. Each room has a six-panel birch door that matches those elsewhere within the historic portion of the building.

The library **circulation** desk is located in the historic ell at the north end of the entry hall (figure 42). When the library opened in 1896, this end of the hallway housed the library stacks and was not accessible to the public. As such, the interior finishes were similar to the front, public, section of the library but slightly less ornate. The room has a vertical pine beaded board wainscot with simple baseboard trim and hand rail as opposed to the paneled birch seen elsewhere. The walls and ceiling are plaster, however, the ceiling in this room has shallow vaults to conform to the fire-resistant underlying steel frame of the floor above. Though the room has a picture rail, it lacks the crown molding seen in the front rooms. This room also has a surviving cast-iron floor grate.



Figure 41: Wall sconce, Bean Reading Room

In the late twentieth century two barrier-free single-occupancy public restrooms were constructed within the west side of the original book room. The modern interior wall is sheathed in gypsum board, and the flat trim around the modern panel doors are painted. The circulation room is lit by a late-20<sup>th</sup> century drum-shaped ceiling pendant at the middle of the room with supplemental modern track lighting at the ceiling of the east side of the room.



Figure 42: Library Circulation desk, first floor of historic ell (Courtesy Brian Gallien)

## Part II: Architectural Description with Character-Defining Features



Figure 43: Multi-generational room in modern library addition facing northeast

A large opening at the north wall of the historic ell leads into the **modern library addition** (figure 43). This opening was first cut in 1960 when the original Bean Reading Room was constructed at the rear of the building. The modern (1989) addition has a combination of carpeted and vinyl tile floors. The walls are gypsum board with rubberized baseboard trim, and the ceilings are covered in acoustic tile. The rooms are lit by a combination of modern drum-shaped pendant light fixtures and surface-mounted florescent-style light fixtures.

Returning to the historic portion of the building, the second floor is reached by a **stair** in the southwest corner of the main block. This stairway is entered either from an exterior door at the west side of the recessed entry porch, from an exterior door at the southwest corner of the main block or through an interior door at the southwest corner of the entry hall.

The landing at the first-floor level of the **stair** has a marble floor that matches that at the south side of the entry hall with variant shades of pink marble bound by a border of black (figure 44). The walls and ceiling are plaster, and there is an old-growth heart pine vertical board wainscot throughout. There is a metal floor grate at the landing. When the building was originally dedicated in 1896, these stairs served as the public entrance to the town offices, which were located on the second floor of the Clay Memorial Library building. When the Selectmen moved into the new Jaffrey Town Offices in the mid-1950s, the Jaffrey public library expanded into the entire building. A flush-mount ceiling light fixture at the first-floor stair landing likely dates to shortly after the Selectmen vacated the building (figure 45).

## Part II: Architectural Description with Character-Defining Features



Figure 44: Marble floor at first-floor stair landing

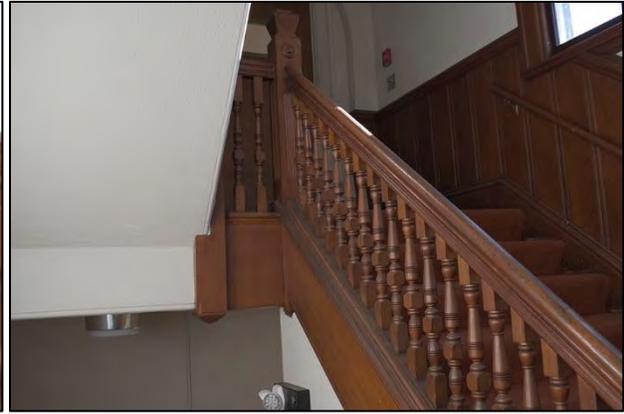
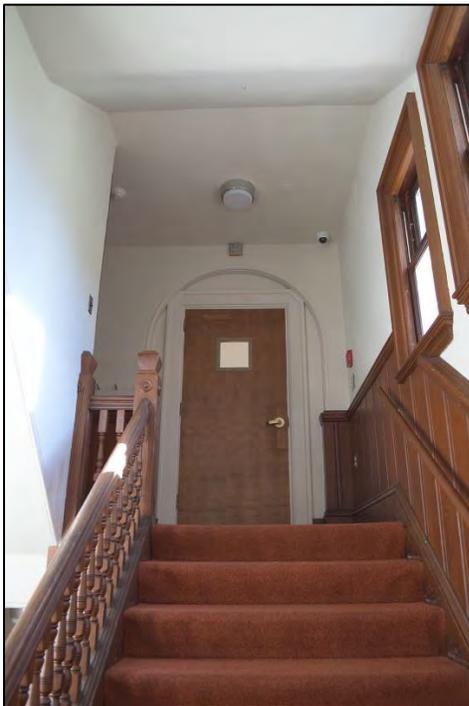


Figure 45: view southeast from landing between first and second floors with mid-century ceiling light at left

Two runs of stairs, separated by an intermediate landing lead up to the second-floor of the building (figures 45 & 46). The stairs have a closed stringer with decorative shoe rail at the top. Evenly spaced balusters along the top of the stringer support the hand-rail. The newel posts throughout are square, with bulls-eye decorations on each face and decorative caps. There is a secondary, simple hand rail on the exterior (wall) side of the stair. The treads are carpeted.

There appears to originally have been an arched opening between the top of the stairs and the second-floor hall (figure 46). This opening is infilled with a modern door in a metal frame with a small safety-glass panel in the top. This was likely added in the late-20<sup>th</sup> century as a fire-stop. A very low bench at the second-floor landing, beneath a double-row of pegs is likely a remnant of when the children's library was moved to the present Library Director's office in the late 1970s (figure 47).



Figures 46 & 47: View east towards second-floor stair hall landing (left) and low bench and coat hooks at second-floor stair hall landing (right)

## Part II: Architectural Description with Character-Defining Features



Figure 48: Second floor hall, facing south from historic ell

### *Second-Floor*

The layout of space within the second floor of the main block has changed little since the building was opened in 1896, despite changes in interior use. When it was first completed, the second floor of the main block had a twelve-foot wide hall that was twenty-five feet long with a low platform at the north end, over the historic ell that could be used for public presentations. The room on the left (west) above the Wetherell Reading Room served as an office for the Library Trustees, and the room on the right side of the hall (east) above the Bean Reading Room housed the Town Offices/Selectmen until the mid-1950s. The uses of these second-floor rooms changed after the Town Offices moved out in the mid-1950s, and the space at the north end of the hall in the ell was altered first at that time and again in ca. 1989, when the addition was constructed (see building plans at end of [Assessment of Condition](#)).

The second-floor **hall** has a wood floor and plaster walls with vertical beaded board wainscot (figures 48 & 49). The ceiling of the hall is curved at the east and west walls, with square flat-plaster panels at the center. The southern end of the hall is well illuminated by five one-over one windows with arched transoms. The hall has a crown molding and picture rail, and is illuminated by two late twentieth-century overhead drum-shaped pendant lights. The northern end of the hall, above the historic ell, originally had a raised platform, which was likely removed as part of the 1976-77 second-floor renovation. This end of the hall has four small under-eave closets. The doors to these closets are glass and panel, with crackle-glass in the upper section. Three square windows at the north end of the hallway historically supplied additional natural light, but were boarded over with plywood in ca. 1989, when the modern addition was created.

## Part II: Architectural Description with Character-Defining Features



*Figure 49: Second-floor hall, facing north into historic ell*

A set of double glass and panel pocket doors at the left (west) side of the hall leads into a **flexible meeting space** that was originally constructed for the Library Trustees (figure 50). This room has a wooden floor to match the hallway and plaster walls and ceilings. It also has vertical board wainscot, but lacks the crown molding and picture rails seen elsewhere throughout the building. Of note, the wood wainscot and window and door trim in this room is painted and was originally varnished or shellacked to match the rest of the building (the white paint was likely added in ca. 1976, when the room was refitted as a multi-media room). This room also has a modern drum-shaped ceiling pendant light fixture.



This room also has a modern drum-shaped ceiling pendant light fixture.

*Figure 50: Second-floor flexible meeting space, facing northwest*

## Part II: Architectural Description with Character-Defining Features



*Figure 51: Director's office, facing southwest*

The large **director's office** is located through a set of double glass and panel pocket doors at the east side of the second-floor hall, directly above the Bean Reading Room (figure 51). This room served as the Jaffrey Selectmen's office from 1896 until the mid-1950s, when the space was taken over by the Jaffrey Public Library. This room has a very modern and recently-installed vinyl tile floor, which was added directly on top of the damaged wooden floor. The walls and ceilings are plaster, and there is a vertical beaded board wainscot throughout, as well as a picture rail.

There is a fireplace at the center of the east wall, directly above the Bean Reading Room fireplace (figure 52). The fireplace surround is similar to but simpler than those of the first floor of the building. The hearth is also set with earth-toned matte-glazed tiles, and the firebox is constructed of red brick. This fireplace has a more simplified surround, however, with a denticulated cornice at the mantel and flat back board. A bronze plaque at the flat backboard of the mantel proclaims, "In grateful recognition of devoted service given by **B. Leonard Krause**, Architect, to the renovation to the Jaffrey Public Library 1976-1979". Benjamin Leonard Krause (1913-1995) was born in Indiana, studied architecture and engineering at Massachusetts Institute of Technology, and married Helen Bean in 1940. After serving in the War Department during World War II, the couple returned to Jaffrey where, among other things, Krause served

## Part II: Architectural Description with Character-Defining Features

on the Jaffrey Planning Board and helped to create the Jaffrey Center Historic District as well as serve on the building committee during the Library's expansion.<sup>213</sup>



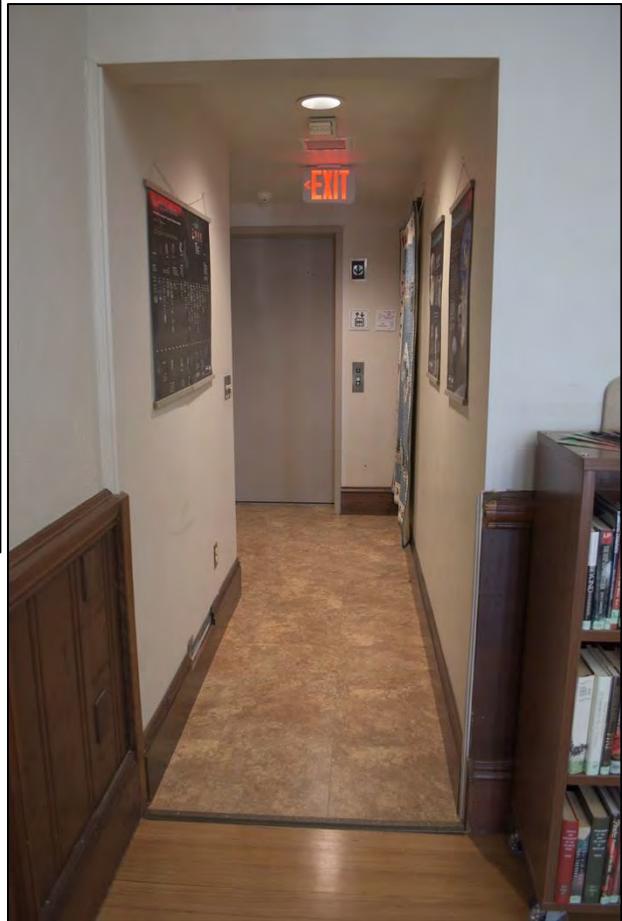
Figure 52: Library Director's office fireplace

At the northwest corner of the director's office is a large metal and brick **vault** (figures 53 & 54). The large heavy metal door is set behind a modern frame of flat wood that is set in front of the original wainscot, a frame that was likely added in the late 1970s, when the room was used as the Children's Library.<sup>214</sup> The outside of the vault door states that it was constructed by the Mosler Safe Co. of Boston, Massachusetts while the inside of the door shows that the patent for the door was held by the Mosler Safe Co. of Hamilton, Ohio. The Mosler Safe Company was created in about 1874 in Cincinnati Ohio and move to Hamilton, Ohio in about 1891. The Mosler family sold the company to American Standard Companies in 1967, and filed for bankruptcy in 2001 (the name was then purchased by Diebold, Inc.). The company specialized in safes and vaults for banks, and expanded into the field of manufacturing blast doors for bunkers and silos during the Cold War. The interior of the vault has brick walls and brick vaulted ceiling. The interior walls are covered by wooden shelving on adjustable metal racks. There is a single porcelain bulb pull-chain light fixture at the center of the ceiling.

<sup>213</sup> For more information on Krause, please refer to his obituary on Anonymous, "Find A Grave – Millions of Cemetery Records Online" ([www.findagrave.com](http://www.findagrave.com)), Benjamin Leonard "Lennie" Krause (1913-1995) buried at Conant Cemetery, Jaffrey.

<sup>214</sup> Why and when this frame was added is unknown as of writing.

## Part II: Architectural Description with Character-Defining Features



A door at the northeast corner of the director's office leads into a small **restroom/WC**. This room has vertical beaded board wainscoting and is divided into two smaller spaces: an outer sink room, and a single toilet stall. There is a coat rail in the outer room with cast metal hooks for hanging towels and jackets. Recently renovated, the sink is a modern molded plastic sink over cabinet. The toilet is also a modern replacement fixture. The bathroom floor is also covered in modern vinyl tile.

When the Library addition was constructed in 1989, a small connector was constructed at the north end of the second-floor of the ell, to connect through to the elevator and egress stairs that are housed within the modern volume (figure 55). The floor of this hallway is covered in vinyl tile, and the walls and ceilings are gypsum board.

## Part II: Architectural Description with Character-Defining Features

### *Attic*

A glass-and-panel door at the second-floor landing of the historic stairs grants access to the attic above the main block. The door has a large glass panel at the top above three panels in the lower section. The door has a brass knob. A set of steep wooden steps leads up directly from the threshold of the door. The stairs rise to a landing, and then curve to a second run (figure 56).

The attic room is built on several different levels, with a raised platform at the center, above the vaulted ceiling of the second-floor hall. The attic is unfinished, aside from having a full sub-floor throughout. The common-rafter roof structure is clearly visible in the largely open space, as is the unfinished brick. There are several fluorescent light fixtures at the ceiling. Built-in book shelves are constructed at the knee walls of the raised center section of flooring.

There is a small wooden storage room within the northwest corner of the attic. This room has vertical flush-board walls, and a batten door with thumb-latch. There is a single porcelain light fixture with pull chain at the interior, as well as a hard-wired smoke-detector. The date at which this room was constructed is unknown and is suspected that it was added in the mid-to-late 20<sup>th</sup> century, based on the type of construction and color of the wood (it is less oxidized than the original wooden surfaces).



*Figure 57: East side of attic, facing northeast from raised area above second-floor hall*

## Part II: Architectural Description with Character-Defining Features



### *Basement*

A six-panel door from the first-floor **stair** landing at the southwest corner of the main block leads down into the historic Clay Memorial Library basement (figure 58). The walls and ceiling of the basement portion of this stair hall are plaster, and the floor and stair treads are painted wood. There is a closed stringer along the exterior wall, below a simple hand rail. A mid-to-late 20<sup>th</sup> century built-in janitorial cabinet is located at the southwest corner of the stair, right inside of the exterior door, and the area beneath the lower run of stairs is left unfinished with a concrete floor and rubble stone walls. A modern metal fire-door separates the stair from the central basement hall.

In general, the basement has a concrete floor, brick interior walls, rubble-stone exterior walls (below grade), and a vaulted brick and steel ceiling. A basement **hall** extends to the south, beneath the recessed entry at the front of the building. From the area beneath the entry, one can see that the entry porch floor is made of a single large piece of granite. An opening at the left (west) side of the hall leads into the building's **mechanical room**. Several small rooms are located off of the right (east) side of the basement hall including a **storage** room, **server** room, second

**mechanical room**, and **janitor's** closet. All of these rooms are quite similar: with concrete floors (with traces of former linoleum or similar in scattered areas), and brick walls and ceilings (many of which have traces of paint) (figures 59 & 60). There is an historic five-panel door between the storage room and server room. A former door between the storage room and janitorial closet is blocked over with modern gypsum



board, and there is a modern interior wall inside of the historic exterior wall at the east side of the storage room.

## Part II: Architectural Description with Character-Defining Features



Figures 60 & 61: Floor of basement storage, showing signs of former finish (left) and modern staff kitchenette (right)

The basement level of the ell was heavily renovated in the late 20<sup>th</sup> century when barrier free restrooms were added at the west side (beneath those of the main level), and a staff kitchenette was constructed at the east wall (figures 61 & 62). Like the basement of the main block, the basement of the ell has a vaulted brick and steel ceiling, however, all of the walls of this level are covered in gypsum board and there are vinyl tiles on the floor throughout.

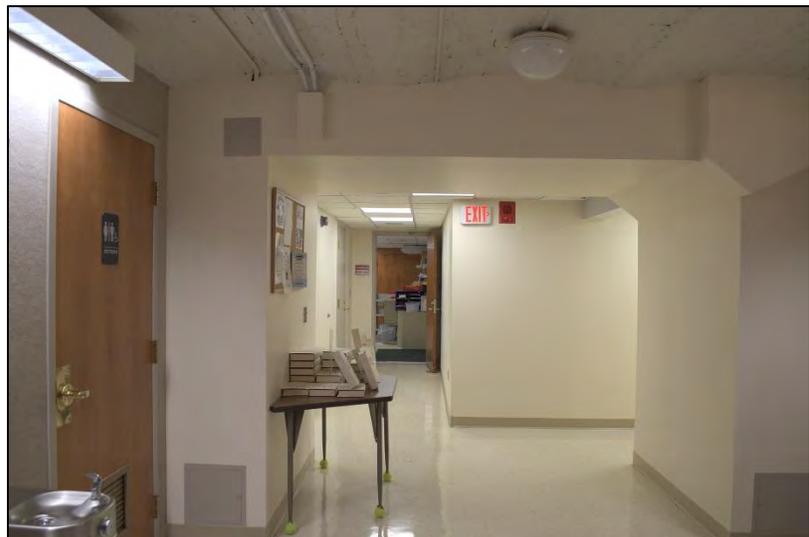


Figure 62: Basement of historic ell, facing north into modern addition (space transitions where ceiling drops)

## Part II: Architectural Description with Character-Defining Features

A large opening at the north end of the historic ell connects to the 1989 addition (figure 62). The finishes of the interior of the addition are much like those seen on the main level: the walls are gypsum board, there are acoustic tiles at the ceilings, and the floors are covered with vinyl tile (figure 63).



Figure 63: Basement of 1989 Library Addition, facing northeast

<b>Character-Defining Features of the Building's Interior</b>		
<b>Primary Features/Spaces</b>	<b>Secondary Features/Spaces</b>	<b>Non-Historic Features/Spaces</b>
<ul style="list-style-type: none"> <li>• General floor-plan with large reading rooms on either side of a central hall in main block</li> <li>• Marble floors and wainscot (1895)</li> <li>• Five and six panel interior doors and hardware, paneled wainscot and fireplace surrounds (1895)</li> <li>• Historic stair rail (1895) Craftsman style light fixtures in Bean Reading Room</li> </ul>	<ul style="list-style-type: none"> <li>• Ancillary rooms in historic ell</li> <li>• Window and door trim</li> <li>• Beaded board wainscot in building's ell</li> <li>• Vaulted ceiling</li> <li>• Vault</li> <li>• Mid-century light fixtures in historic stair</li> </ul>	<ul style="list-style-type: none"> <li>• Modern Addition (1989)</li> <li>• Modern public restrooms</li> <li>• Modern restroom fixtures</li> <li>• Modern kitchen appliances</li> <li>• Modern interior/exterior doors</li> </ul>

## Part III: Existing Conditions Assessment

The Clay Memorial Library Building is in overall good condition. Though the building has been cared for, there are some condition issues relating to deferred maintenance as there has not been an overall holistic study of the building since the construction of the modern addition in 1989. Although the Town and Library has continued to maintain the building, most of the building repairs have been made in response to immediate threats like roof leaks, lack of adequate staff restrooms, a sinkhole in the front yard, and mold rather than as part of a holistic maintenance plan. The current assessment is made in order to guide the Town and Library's long-term planning for the building's upkeep. As is typical for an historic public building, there are also some deficiencies in the historic section of the building with respect to modern building code for life-safety and accessibility that were noted.

### SITE INSPECTION

The Clay Memorial Library site is in good overall condition. As stated earlier, there is a large fairly flat common in front (south) of the building, and the site pitches to the east, toward Goodnow Street, allowing for the at grade basement-entry.

- **Parking:** Parking has always been somewhat of an issue with the limited size of the Library lot (see site map, figure 15). Currently, the on-site parking is limited to the small staff parking area to the west of the building. This lot is very narrow at best, and the entire east side of the parking area is off-limits in the winter, due to ice and snow cascading off of the roof and onto the paved area.<sup>215</sup>

There are designated ADA parking spaces at the east side of the lot, at the end of the access ramp off of Goodnow Street. Although these spaces are reported to be adequate for the library patrons, Library staff report that many people park along the one-way driveway at the front of the building instead, despite there being no legal parking along the driveway (which was expanded to the current width in 1968). Although small passenger cars can pass them, the driveway parking should not be encouraged, as it blocks the fire-lane and makes it difficult for emergency vehicles to access the building.

Despite the lack of on-site parking, there is street parking along main and Goodnow Streets in close proximity to the Library, and a large municipal lot across Goodnow Street, behind the TD Bank and Town Offices.

- **Drainage:** Although historic drainage issues are known at the Library, there is no longer active water infiltration into the building's basement. Physical evidence suggests that the historic main block and ell once had metal gutters incorporated into their roof system that connected to clay pipe drains around the building perimeter. While this system was in place and properly functioning, there were most-likely few (if any) drainage/moisture issues. The beauty of gutters is that they capture water at the source (the roof edge) and carry it away from the structure, preventing thousands of gallons of water from permeating the soil surrounding the building. Of course, maintenance is critical with any gutter system, this being the downfall of many a gutter. These historic gutters are disconnected at the roof, and many of the ground-level gutter drains are still in position. Several drains have been plugged with concrete (figure 64), while others have been left open and the soil around them has eroded, leaving

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<sup>215</sup> There is a significant paved parking area behind the adjacent privately-owned Jaffrey Civic Center. It is possible that, at some point in the future, the two organizations may be able to reach some kind of arrangement where the lot line is adjusted or there is some kind of shared parking between the two organizations.

### Part III: Existing Conditions Assessment

large voids that allow water to flow down toward the foundation. How these drain lines connect with the building foundation is unknown.

It appears that, when the gutters were in active use, there was a concrete apron around the edges of the building that likely channeled surface run-off toward the clay drainpipes. This has been chipped away at the east and south sides of the main block and replaced with pea stone. It is unclear if there is a sub-surface drain on these two elevations.



*Figure 64: Remains of historic concrete apron at east elevation of main block with plugged drainpipe at right*



*Figure 65: Modern apron at intersection of east side of historic ell and sub-grade entry to 1989 addition*

A modern concrete apron with central drain was added to the east elevation of the historic main block and ell to help divert water away from the basement-level modern entry (figure 65). Differentiated colors and textures of the material at the intersection between the concrete pad and building indicate a series of repairs made where water has continually leaked behind the pad and into the basement of the

### Part III: Existing Conditions Assessment

ell (possibly in response to the 2009 Turner Group study). At present, this apron does seem to be adequate, as there is no reported additional water issue at the sub-grade entrance below. However, this area should be continually monitored as a known source of moisture. The east eave, above the apron is also fitted with a metal gutter and downspout, which connect into a PVC drainpipe at the apron, helping to direct some of the water flow off of the roof away from the apron in the first-place. It is imperative that the Town/Library make sure that all actively used gutters are cleaned as part of their cyclical building maintenance.



Figure 66: 1989 barrier-free entry threshold and drains (Courtesy of Brian Gallien)

Below the east side of the historic ell, there is at/below-grade basement entry door which serves as the barrier-free entrance to the building. A concrete pad outside of the entry connects directly to the ramped path off of Goodnow Street. There is a very small grate outside of the door with a second, slightly larger catch basin just to the right (figure 66). Again, discolored concrete at the threshold indicates that attempts have been made to make the location water-tight. The bottom frames of the metal side-light windows are also recently repainted, indicating continual moisture issues at this location.

Additional gutters have been added along the east roof of the 1989 addition. Though currently functioning, they must be maintained regularly.

The asphalt staff parking area to the west side of the building runs right up against the west side of the historic ell and main block of the building, and has a very slight slope away from the building. The level of the asphalt is just below the basement level window openings at the west side of the main block, which may give water an opportunity to enter the building in a storm or with sudden snow melt (figure 67), and the flat grade does not help divert water away from the building.

### Part III: Existing Conditions Assessment



Figure 67: West side of main block, showing asphalt poured directly against basement window sills

- **Landscaping:** The plantings throughout the Library grounds are well-maintained, and there appears to be adequate exterior lighting.

It was noted that the concrete path by the emergency basement exit at the northeast corner of the modern addition is cracked in several places, and that the concrete pavers are beginning to degrade (figure 68). One of the concrete walkways has shifted a few inches, a sign that is indicative of a drainage issue.



Figure 68: Cracked modern concrete path



Figure 69: Damaged granite curb at main entry

The metal hand-rails at the main entrance to the building (south side of the main block) are quite rusted, with rusted anchor points, and cracked granite at the intersection with the driveway curb. The base of the east handrail is no longer adequately supported, due to damage of this granite base (figure 69).

Of note, there was a strip of newly planted grass across the common in front of the library during the site-visit. A culvert that collapsed across the driveway and lawn about five years ago was removed and properly back-filled during the summer of 2022.

#### EXTERIOR INSPECTION

The exterior of the Clay Memorial Library is in generally good condition, with some areas of deferred maintenance.

### Part III: Existing Conditions Assessment

- Roof:** Though the majority of the original Monson slate roofing appears to be in good condition, there is a significant amount of slate that needs to be replaced in order to completely stabilize the roof. Several small patch repairs to the historic slate roof of the Clay Memorial Library have been made in recent years, but there has been no full study of the roof's condition. A preliminary assessment of the roof, from the ground level, revealed that there are several missing and or cracked slates at both the main block and historic ell, particularly at areas where two roof planes intersect (figures 70 & 71). The slate repair should be done by someone well-versed in traditional slate repair methodologies and should include going over the entire roof and replacing any missing, broken or loose slate with the appropriate thickness, size, and color, matching as close as possible to the existing in order to maintain the overall integrity of the roof.<sup>216</sup>

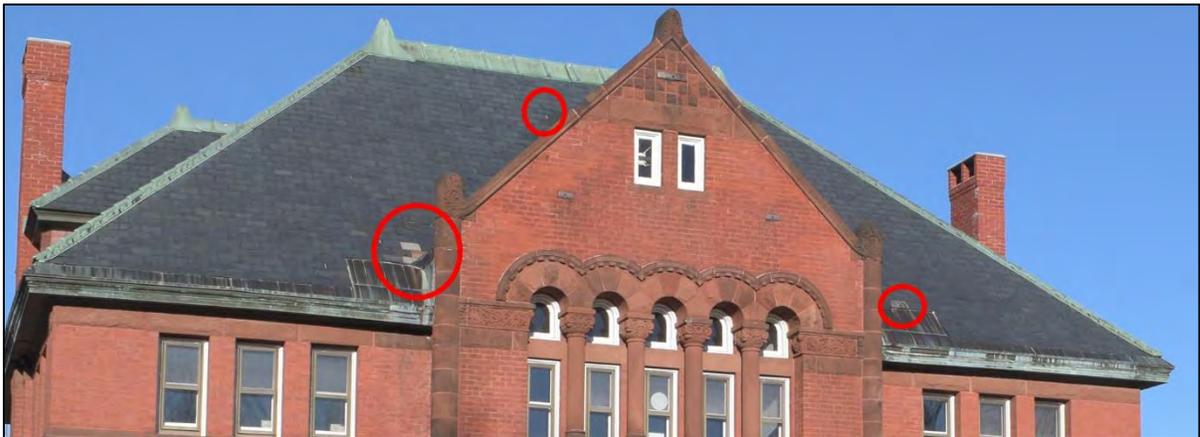


Figure 70: South slope of historic slate roof, showing areas with damaged and or missing slate



Figure 71: Damaged slates at west roof slope

<sup>216</sup> Of note, a cache of roof slates was noted in the mechanical room at the north east corner of the basement of the main block. Though several of the slates were broken, it is possible that this much of this stock may be used to repair the existing roof.

### Part III: Existing Conditions Assessment

Although no currently active attic leaks were reported by library staff at the time of the site visit, the wood in the attic is stained by many historic leaks. The roof sheathing boards and rafters are all water-stained (figure 72). This is particularly prevalent at the hips and at areas of flashing such as adjacent to the eyebrow window at the north slope, at the intersection of dormer roofs (figure 73), and at roof/chimney penetrations.



Figure 73: Water-staining at south side of west attic dormer (Note: hardware cloth at eave to prevent pests)

- **Foundation:** The exposed exterior foundation of the Clay Memorial Library Building is in good condition, however, there is some concern for the foundation masonry below grade due to continuing issues with moisture infiltration in the basement of the building (for additional information see interior inspection).

### Part III: Existing Conditions Assessment



Figure 74: Small crack in exterior masonry at southeast corner of main block

- **Exterior Brickwork & Chimneys:** Overall, the brick exterior is in excellent condition having recently been repointed by Given Masonry. As a company with experience with historic buildings, Given used techniques which matched the modern repairs with the color, texture, and profile of the historic masonry. A single crack in the exterior brickwork was noted, at the southeast corner of the main block (figure 74). The crack should be monitored to ensure that it is not new and indicative of a larger problem than a spot that was overlooked during the recent work.

Small areas of efflorescence were discovered at either cheek of the entrance pavilion, behind the top of the hand rail at the west side of the entrance stairs (figure 75). There is no known source of additional moisture that these particular blocks are subjected to, making it difficult to pinpoint the source. The only things these two face blocks have in common is that they are both placed in the thickest portion of the front wall. With no observed efflorescence on any other exterior block on the building, one concludes that this process has to do with the cut and/or grain of these particular blocks combined with the southern exposure. Areas of porous rock absorb more moisture, which, in turn, wicks out the salts with the help of the temperature extremes and drying effects of the sun.



Each historic chimney also appears to be in good condition on the exterior, having been recently repointed. Each chimney is fitted with an adequate rain cap. Though the exteriors of the chimneys were repaired in 2021, the interior masonry has never been repaired as far as it is known. At the attic level, the brick is stained from historic flashing leaks and resulting efflorescence. Some of the porous lime mortar is also missing at the attic level, and some of the bricks have spalled (figure 76).

### Part III: Existing Conditions Assessment



*Figure 76: Stained and spalled brick of west chimney, photographed from attic*

The masonry of the 1989 addition was noted to be in good condition as well. A large patch was noted at the east side of the building. Though the color of the patched brick and mortar does not exactly match the 1989 wall, the patch appears structurally sound (figure 77).



*Figure 77: Repaired wall at east elevation of 1989 addition*



*Figure 78: Typical first-floor windows with operable one-over-one sash beneath a fixed stained-glass transom*

### Part III: Existing Conditions Assessment

- **Windows:** The Clay Memorial Library Building retains all of its original 1895 wooden window sash. As described earlier, most of the windows of the first floor are composite with one-over-one operable sash beneath a fixed stained-glass transom (figure 78). The second-floor windows are a combination of one-over-one sash and one-over-one sash beneath arch-topped transoms. Historic black and white photographs of the building show that all window sash was originally painted a dark color, and was repainted white by 1986.



*Figure 79: Damaged basement storm window at east side of main block*

The basement windows of the east elevation of the main block have plexiglass storm windows. One of these windows was noted as cracked and broken during the site-visit (figure 79).

All operable sash have sash-weights on window cords and were fitted with metal exterior storm windows in 1975. The caulking around the storm windows is cracking and the paint of the wooden sill that holds them into place is peeling. Modern caulking between the historic wooden window frame and brick is also peeling away.

None of the transom windows (stained or otherwise) have storms. Library staff notes that the historic windows are not weather tight and produce a noticeable draft. The lower sash of the north window of the second-floor staff restroom was noted as cracked, and the sash cord on this window was also discovered to be broken during the site-visit (figure 80).

### Part III: Existing Conditions Assessment



Figure 80: Broken sash cord of 1895 historic window



Figure 81: Rusted header and failing caulking at 1989 window

The windows of the 1989 addition are all metal-clad modern double-glazed sash (figure 81). The exposed galvanized window lintels of these modern windows is begging to rust, and the caulking around the window units is beginning to show signs of wear.

Of note, a set of paired louvered openings at a wall-dormer in the south side of the 1989 addition (above the basement-level entry) allow air-circulation within the mechanical area beneath the roof of the addition. The paint of the surround and slats is peeled, and the lower slats appear to be dislodged (figure 82).



Figure 82: Damage to attic-level louvered opening at 1989 addition

- Exterior Doors:** The exterior doors of the historic portion of the Clay Memorial Library are in good condition. Though the historic front door is in excellent physical condition and is structurally sound and well-maintained, it is not barrier-free as it is up a set of steps and has a significant threshold, and has no automatic door-opener. There is damage to the footings of the metal pipe rails at the stairs to this entrance, as described earlier. The modern exterior door at the southwest corner of the main block is also in good condition, and is, likewise, non-ADA-compliant. The modern basement-level/at grade entrance does comply with ADA and has an automatic door opener.

### Part III: Existing Conditions Assessment

- Fascia, Trim, Soffits & Overhangs: The soffits and overhangs of the Clay Memorial Library appears to be in good condition. The presence of hardware cloth at the attic-level suggests that there have been historic problems with animal infiltration, however, no active damage to the soffits was observed at the site-visit. As stated earlier, the wooden window trim is in good to fair condition with areas of peeling paint and loose caulking, however, the wood beneath appeared to be in good condition.
- Exterior Lighting: The exterior light fixtures of the Clay Memorial Library are in fair condition. The early pendant light fixture at the interior of the recessed porch entry retains its original finish, but is extremely dirty and is missing the original glass shade (figure 83). A modern light fixture at the southwest exterior entrance is filled with dead bugs (figure 84).



*Figures 83 & 84: Historic porch light (left)with missing glass shade and modern wall sconce at southwest entrance (right)*

## Part III: Existing Conditions Assessment

### INTERIOR INSPECTION

The interior condition of the Clay Memorial Library is generally good, with some minor condition issues throughout and some minor concerns relating to modern building code. Building floor plans can be found at the end of the [Existing Conditions Assessment](#).

- **Structural:** No obvious structural concerns were noted during the inspection of the Clay Memorial Library. There were no significant signs of building subsidence, and the roof structure appears to be true.
- **Basement:** Water infiltration into the basement of the historic portion of the Clay Memorial Library has been an ongoing issue. Though the site-visit was made on a dry date, the basement-level of the historic stair was distinctly damp, with areas of discolored mortar at the rubble stone wall beneath the stairs betraying moist conditions (figure 85). The brick of the walls of this room, between it and the adjacent mechanical room and hall were also noted to be spalling, another telltale sign of moisture. There was also significant spalling noted at the base of the brick wall in the adjacent mechanical room (figure 86). Of note, the moisture in the basement was most prominent on the west elevation, where the adjacent grade is nearly flat and the asphalt staff parking area abuts the building, giving water little option than to travel down through the semi-porous foundation walls and into the building interior.



*Figure 85: Discolored mortar at rubble stone foundation (west wall) inside of historic stair. Note: traces of white sealant was added to these walls in 1975-1976.*

### Part III: Existing Conditions Assessment



Figure 86: Spalling brick at north wall of mechanical room

- **Floors:** The floors throughout the main and second floors are in fair to good condition. The majority of the interior floors of both the historic building and modern addition are covered with either modern carpet or modern vinyl tiles, which are in good condition. In ca. 2017, when the second floor of the historic section of the building was reopened to the public, a modern sheet-vinyl floor was installed in the Director’s office and adjacent staff restroom. This floor is raised slightly at the lip of the hearth, suggesting that it may be installed as a sacrificial surface over sections of worn original wood flooring.

The historic marble floors of the first-floor hall and historic stair landing are in good condition, however, areas of historic linoleum tile at the thresholds of the pocket doors between the first-floor hall and reading rooms has come loose, and there are sections missing (figure 87). The wood floors are exposed at the second-floor hall and second-floor reading room and are in good condition. The historic

stairs are covered in carpeting which is quite old and dirty and may be the same surface that was installed in 1976-77 (figures 45-47).



Figure 87: Damage to linoleum at threshold between hall and reading rooms

### Part III: Existing Conditions Assessment



Figure 88: Peeling paint at southeast corner of first-floor landing in historic stair

- Walls/Ceilings:** Generally, the walls and ceilings throughout the Clay Memorial Library are in good condition. The walls throughout the historic section of the building are mostly plaster (with some areas of gypsum board), and the ceilings are a combination of plaster and vaulted brick. The plaster is in excellent condition, with no obvious cracks. One section of peeling paint was observed at the southeast corner of the historic stair landing (figure 88). The wall at this location felt slightly damp. The area beneath this landing is quite damp (figure 85), and there is evidence of efflorescence at the sandstone directly outside the location, possibly caused by condensation (figure 75).
- Trim:** The varnished or shellacked trim throughout the historic section of the Library Building is in good condition. Most of the interior wainscoting and trim has survived in excellent condition, however, there are some cracks in the wooden columns of the east fireplace (figure 89), and sections of missing interior trim at the arched transom windows at the south side of the second-floor hall (figure 90).



### Part III: Existing Conditions Assessment

- **Insulation & Air-Infiltration:** Though the solid masonry construction of the Clay Memorial Building allows little room for added insulation, it was added to the attic floor within the past twenty years (between when it was suggested by the 2009 building study and the installation of the new heating system in 2018). The attic floorboards were carefully pulled up to allow insulation to be added between the bays of the floor. The original floor was then laid back in place.

In 1989, a glass screen was added to the south end of the first-floor hall to try to mitigate hot and cold drafts caused by the frequent opening of the main door to the building. The screen was clearly designed to minimally effect the historic fabric and feeling of the entry room. Unfortunately, the present design does not work effectively. The 2009 Turner Group study suggested creating a full air-lock to create a small foyer inside the hall to further mitigate heat loss and gain.

- **Life-Safety and Code:** The Clay Memorial Library has multiple points of entry and well-lit points of egress, with the historic stair at the southwest corner of the main block serving as an emergency egress only at present. The historic stairs do not meet current building code for public use because of the height of the rail (less than 36”), and have only been used as emergency egress in recent years for this reason. Code also stipulates that the balusters must have a minimal spacing of 4”, a stipulation that the current railing meets as the baluster spacing is 3 ½” on center with the maximum spacing between balusters being 2 ½” (figure 91). Because the Library is a contributing resource to the Downtown Jaffrey National Register Historic District, and thus deemed “historic”, the current railing configuration may be acceptable as is under the International Existing Building Code unless there is a substantial building renovation (over 50%).

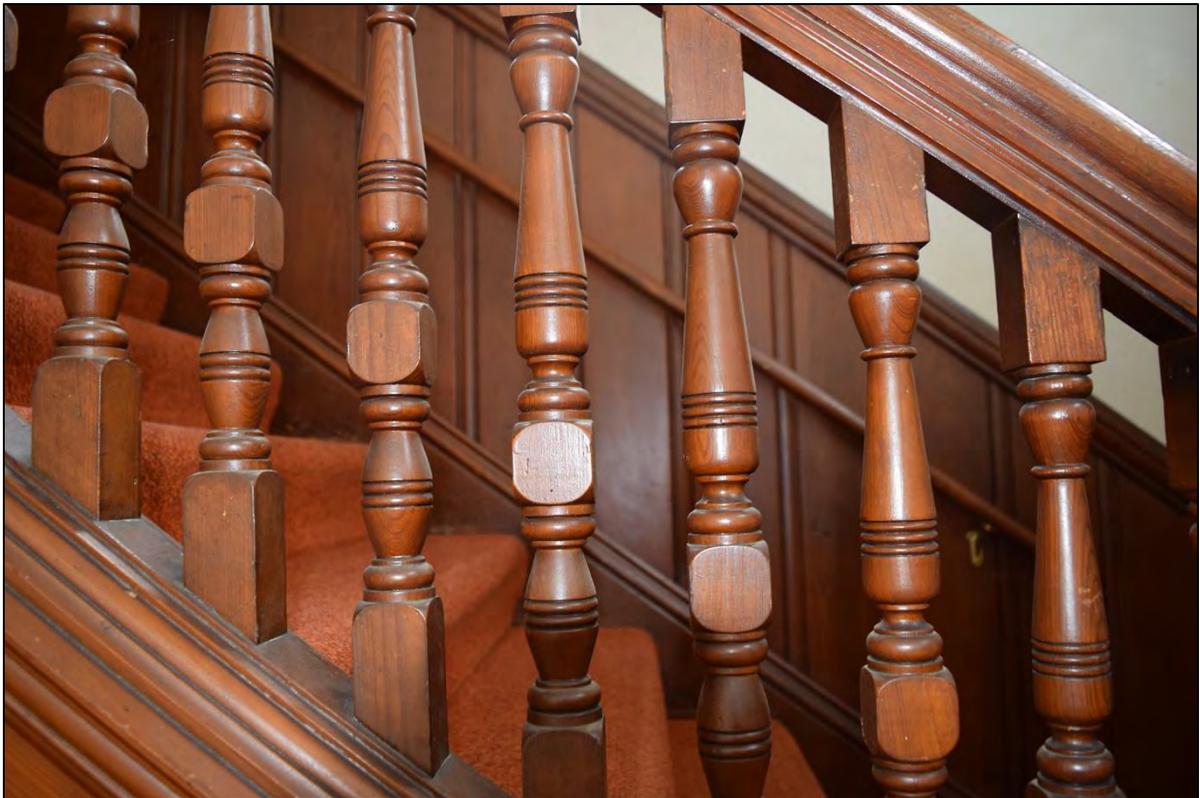


Figure 91: Detail of historic balusters, front stair (Courtesy Brian Gallien)

## Part III: Existing Conditions Assessment

Though the primary entrance at the front of the historic building does not conform with ADA, the modern side-entrance off of Goodnow Street does conform with wide at-grade entrance with minimal threshold, ADA-compliant door hardware, and an automatic door-opener. A modern elevator in the addition allows for travel to all three public levels of the building. A secondary ramp at the rear of the building provides egress from the main floor of the building, in case of emergency. The public restrooms are adequately sized and have appropriate hardware and fixtures.

### BRIEF DESCRIPTION AND EVALUATION OF MEP SYSTEMS

The MEP systems of the Clay Memorial Library are in generally good condition.

- **Heating & Cooling:** The Clay Memorial Library has an oil-fired boiler located in the large mechanical room in the basement of the 1895 main block. In the Hydro-air hybrid system, water is heated by boiler and then passes through copper tubing set into ductwork. Air is then blown through the tubing and heated and the distributed through the building, utilizing historic ductwork locations and historic floor grates.

In 2018, a new ductless Variable Refrigerant Flow (VRF)-HVA system was installed in both the 1895 and 1989 sections of the Clay Memorial Library Building. This system, which is basically the commercial version of a residential mini-split system, has a different compressor set up which allows for multiple head units to be fed from one condenser unit, equating to a very efficient system. Depending on the configuration, VRF systems can be utilized for both heating (to a certain degree) and cooling. Utilizing VRF for both heating and cooling works very efficiently in more southern climates. The heads are located high up on the walls in several interior rooms (figure 92) and the condenser unit is located at the rear elevation of the modern addition (figure 93).



*Figures 92 & 93: Typical VRF head unit (left) in historic building and condenser outside modern addition (right) (Photographs courtesy Brian Gallien)*

- **Electrical:** The Clay Memorial Library electrical service enters the building through underground conduit from a transformer off of Goodnow Street through the 1989 addition. Multiple electrical panels were observed during the site visit. Several large electrical panels were observed in the server room in the basement of the main block (figure 94). Another Underwriters Laboratories Inc. panel, is located in the attic of the 1895 main block, and was replaced recently after a lightning strike (figure 95). The circuit diagram for the panel shows that it serves all of the second floor and some of the air conditioner

### Part III: Existing Conditions Assessment

units. All of the wires associated with this panel were observed to be covered in BX or Metal Clad cable to protect them from rodents.



Figure 94: Electrical panels in basement of main block (photo BG)



Figure 95: Electrical panel in attic

- Plumbing:** The Clay Memorial Library is on Town water. The building supply pipes are cast iron, and are likely original to 1895. Many of these pipes are extremely corroded, as observed in the basement server room (figure 96). The major waste-water pipes are also cast-iron, and a known active leak was observed in the small mechanical room at the northeast corner of the basement of the main block (figure 97).



Figure 96: Extremely rusted cast-iron pipe



Figure 97: Actively leaking pipe

There is a hot water tank located in the main mechanical room in the basement of the main block. The Reliance hot water tank is relatively modern (figure 98).

### Part III: Existing Conditions Assessment



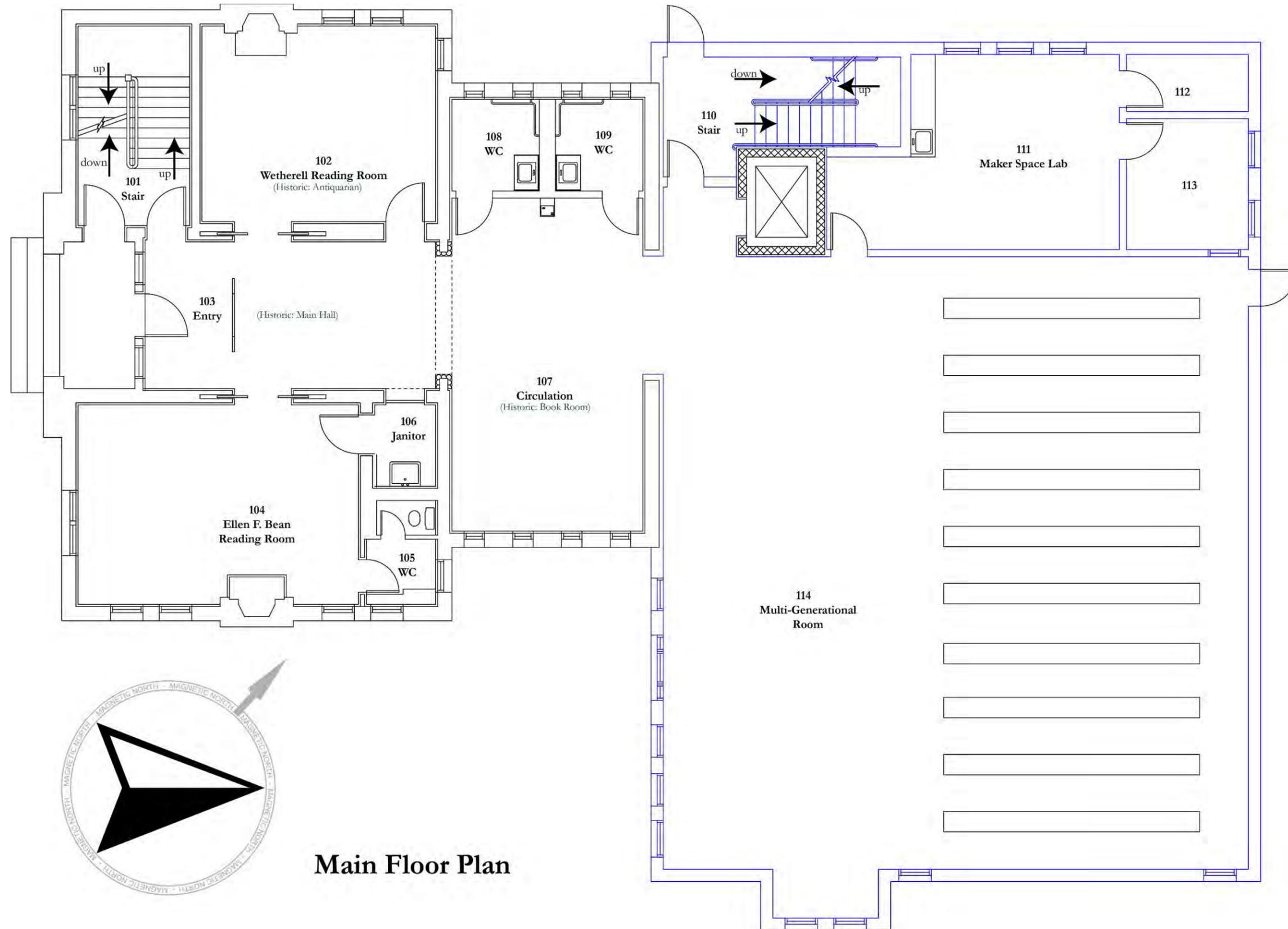
Figure 98: Hot water tank



Figure 99: Fire Protection system (Photo by B. Gallien)

- Fire-Protection: Smoke and carbon monoxide detectors were observed during the site-visit, and there is a modern fire-protection system in the server room in the basement of the main block (figure 99). This fire-protection system has been completely upgraded in recent years.
- Security: The building security system was upgraded through several projects between 2017 and 2021. Panic buttons were upgraded, and new security cameras installed.

**Part III: Existing Conditions Assessment**

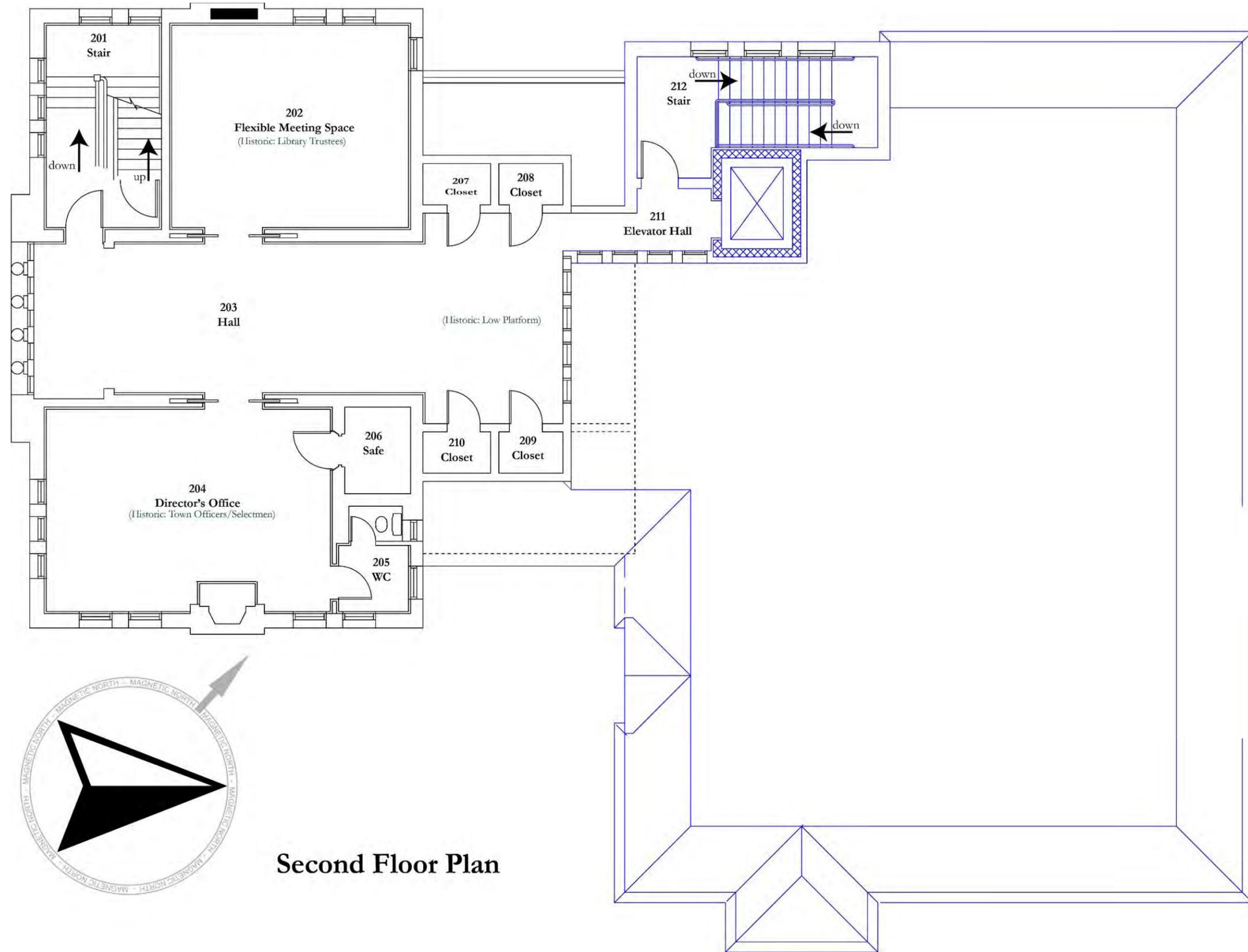


**Main Floor Plan**

### **Part III: Existing Conditions Assessment**

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**Part III: Existing Conditions Assessment**

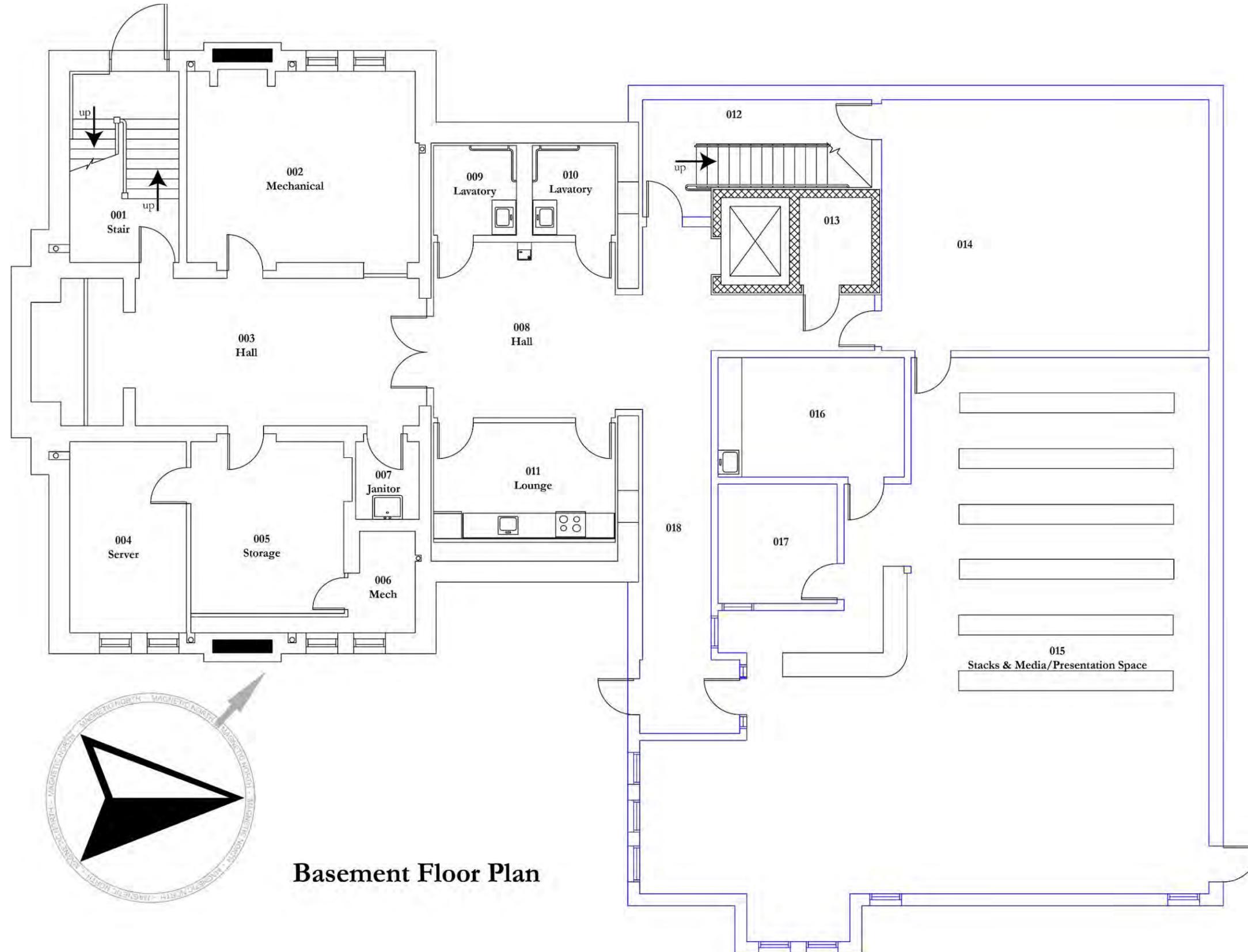


**Second Floor Plan**

### **Part III: Existing Conditions Assessment**

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**Part III: Existing Conditions Assessment**



**Basement Floor Plan**

### **Part III: Existing Conditions Assessment**

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## Part IV: Recommendations for the Clay Memorial Library

It is recommended that all work to the Clay Memorial Library be undertaken in accordance with the *Secretary of the Interior's Standards for Rehabilitation* (Appendix A). There are four different treatment approaches under the guidelines of the Secretary of the Interior: Preservation, Rehabilitation, Restoration, and Reconstruction. Because the Library evolved over time, the *Standards for Rehabilitation* are the most appropriate guidelines to use for the building. These *Standards* acknowledge the need to alter and add to historic properties to meeting continuing or changing use while maintaining the property's historic character.

As the Clay Memorial Library was listed as a contributing resource to the Jaffrey Downtown National Register Historic District in 2002, the building is defined as "historic" in relation to modern building codes. For instance, the Americans with Disabilities Act (ADA) explicitly includes particular and more flexible allowances for historic properties, so that modifications do not "threaten or destroy" architecturally and historically significant building elements. Further, the 2015 International Existing Building Code (effective in NH as of Sept. 2019), and NH State Fire Code NFPA 914, explicitly grant variances for historic structures.

The recommendations listed in this Historic Building Assessment provide a list of needed building improvements in an effort to physically secure the existing building and refurbish the character-defining features while also adapting the structure to comply with the appropriate modern building codes for continued use as a communal meeting space. The recommendations are made in a suggested phased approach according to the immediacy of the condition issues and programmatic needs of the Library. As funding becomes available, the Library Trustees will want to create more detailed architectural and engineering drawings and specifications for each item, based on National Park Service recommendations. It is recommended that the Trustees consult with the NH Division of Historical Resources and New Hampshire Land and Community Heritage Investment Program (if utilizing grant funding) prior to beginning any construction.

Though it is most cost-effective to tackle all of the suggested renovations at once, the building renovations can be broken down into short, mid, and long-range priorities to create more manageable projects that may appeal to various granting agencies. As with any historic building, the greatest priority should be given to keep water out of the building and prevent further decay and making sure that the building is structurally-sound. Once the building is safe and secure, efforts can focus on building maintenance and compliance with life-safety codes. Depending on funding resources, undertaking roof, cornice work, storm windows, window trim, and repointing work within one project scope could prove to be far more efficient (and economical). If the Library decided to do so, all sides of the historic building could be staged. Higher quality work is rendered off of staging as compared to ladders and/or lifts: having a safe and secure platform from which to perform your work with room for tools and supplies makes a world of difference. In this instance, the roof and cornice work should be completed first, then repointing, removal of existing storm windows and measuring for new storms, repair and repainting of window surrounds, and then new storm windows installed, with all work from the same staging.

The division of recommendations into short, mid, and long-range recommendations is made as a general guideline with things relating to securing the building listed as high priority, the mid-range recommendations focused on increasing current functionality, and the long-range recommendations devoted to long-term planning and more aesthetic issues. The Jaffrey Library Trustees may choose to move items up on the list for economic and construction efficiency as funding becomes available.

## Part IV: Recommendations for the Clay Memorial Library

GENERAL REPAIRS AND MAINTENANCE BY PRIORITY	
SHORT-RANGE RECOMMENDATIONS (AS SOON AS POSSIBLE/LEVEL 1)	ANTICIPATED COST*
<p><b>1. Repair Historic Slate Roof &amp; Copper Flashing</b> – Consult with a roofer who is well-versed in traditional slate repair methodologies. Carefully inspect the historic slate roof for any signs of loose, missing or cracked slates. Though the majority of the roof looks to be in excellent condition, with very few damaged slates visible from the ground-level with binoculars, there may be a more substantial amount of slate the needs to be replaced to fully stabilize the roof to create a weather-tight cap on the building. The approach should include going over the entire roof and replacing any missing, broken or loose slate with the appropriate thickness, size, and color, matching as close as possible to maintain the overall integrity of the roof.</p> <p>The Monson Slate quarry in Monson, Maine is no longer in operation, so first choice for repairs will be to use reuse the basement slates. Second choice will be to source salvaged Monson slate from companies like New England Slate Company or Vermont Slate Company. If salvaged Monson slate is available, a recommendation would be to purchase perhaps 60 pieces that match the dimensions of the existing slate (paying particular attention to thickness). In addition, purchase 10 more pieces of salvaged Monson slate that are 2”-3” wider than the field slate, to use for repairing around valleys, dormers, etc. This inventory can be kept in the building’s basement, stacked on edge (stacking horizontally can crack the slate). If salvaged Monson is unavailable, another black slate with similar mineral composition such as North Country Unfading Black will need to be sourced (available from companies like New England Slate Company or Vermont Slate Company). Having the correct slate in inventory can go a long way in facilitating the proper maintenance of this historic roof for the foreseeable future. Most importantly, slate should be “sounded” prior to installation to ensure there are no internal cracks or defects which can lead to premature failure of the particular piece of slate. All work is to be done in accordance with the National Park Service <i>Preservation Brief 4: Roofing for Historic Buildings</i> and <i>Preservation Brief 29: The Repair, Replacement, and Maintenance of Historic Slate Roofs</i>.</p> <p>In conjunction with the roof repair, possibly utilizing the skills of a slater and a mason. It might be possible to find a slater who would be willing to install new counter flashing and base flashing where needed. All replacement shall match the existing material in terms of texture, dimensions and design to ensure proper flashing at all roof penetrations.</p>	\$3,500-6,000

**Part IV: Recommendations for the Clay Memorial Library**

<p><b>2. Exterior Trim Repairs/Painting</b> – Carefully inspect all of the exterior wooden elements, repair them, and apply the appropriate finishes as follows:</p> <ul style="list-style-type: none"> <li>• <u>Historic Exterior Window Trim</u>: Remove storm windows (where present), then any failing caulking and any additional caulking that can be carefully removed with moderate effort. Carefully inspect wooden trim for areas of rot, excessive paint cracking resulting in exposed wood surfaces, and areas of crazing. In some instances, it may be possible to repair split or otherwise damaged material with products such as PC Products Rot Terminator or PC Woody epoxy. Where rot is found, replacement shall be kept to a minimum, and all replacement shall match the exiting material in terms of texture, dimensions and design. Once repaired, ensure that surface is completely cleaned of dirt and grime, and loose paint has been removed by lightly scraping and hand-sanding. Once prepped, spot prime and then full prime with linseed oil-based primer. Apply new caulking such as OSI Quadmax (solvent-based) and coat with two coats high-quality exterior latex paint. <span style="float: right;"><i>\$11,200-15,300</i></span></li> <li>• <u>Eyebrow Window</u>: Remove eyebrow window and restore. While window is out of place, carefully restore the existing jamb so that it will securely hold the sash with a weathertight seal. This includes reconfiguring the copper roof edge to form a drip edge preferably 1 ½” past the face of the vertical surface. <span style="float: right;"><i>\$2,800-3,600</i></span></li> <li>• <u>New Addition Windows</u>: While other exterior trim repairs are ongoing, the metal-clad windows of the modern addition should also be carefully inspected, with all failing caulking carefully removed and replaced with a product such as OSI QuadMax, a solvent-based caulking. Rusted headers should also be inspected, hand scraped or wire brushed to remove loose paint and light rust, and painted with rust-resistant paint in order to keep rust from spreading. <span style="float: right;"><i>\$2,800-3,600</i></span></li> <li>• <u>Inset Portico</u>: Carefully prep and complete any small necessary repairs to main entry door, side door, surrounding woodwork and ceiling of recessed porch and coat with three coats of marine-grade varnish to match the existing ceiling hue as close as possible. <span style="float: right;"><i>\$3,000-3,500</i></span></li> <li>• <u>Cornices</u>: All copper cornices should be fully inspected, any areas where metal has pulled away from adjacent material, failing solder joints, voids or large holes should be repaired. These repairs should be completed with great care and by someone with experience working with historic metal building elements. <span style="float: right;"><i>With staging \$1,800-2,400</i> <i>Without staging \$2,800-3,400</i></span></li> </ul> <p>As the historic portion of the building predates 1978, one may assume that the building has lead paint, and it is imperative that Lead Safe practices are followed. All work is to be performed in accordance with the National Park Service <i>Preservation Brief 10: Exterior Paint Problems on Historic Woodwork</i></p>	<p><i>\$21,600-29,400</i></p>
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## Part IV: Recommendations for the Clay Memorial Library

and <i>Preservation Brief 37: Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing</i> and following appropriate lead-safety protocols.	
<p><b>3. Window Restoration</b> – Perform a through physical inspection of each of the historic window sash in the main block and ell for rot, loose glazing, and operability. If significant damage is discovered, price may be altered, however, window sash appeared to be in overall very good condition. Repair, re-glaze, and re-putty the historic windows as needed (118 sash including 20 stained-glass transoms, 5 arch-topped transoms, 84 one-light operable sash, 2 basement sash, 6 fixed attic sash, and the single eyebrow window), securely reinstalling the sash in their historic locations. Each window shall be stripped of all paint to not only remove flaking paint but also remove all lead paint from the surface, making the windows safe for use. Window sash shall be re-glazed, primed, and painted with two coats of finish paint on both sides to match the existing. Each operable sash should also have additional weather-stripping to mitigate drafts. All work is to be performed in accordance with the National Park Service <i>Preservation Brief 9: The Repair of Historic Wood Windows</i>.</p> <p>While restoring the historic sash, the Library may consider replacing the original sash weights with spring balances, as this would allow the weight cavities to be filled with insulation and help with energy efficiency and climate control within the building without negatively impacting the historic window sash. Although this change <i>would</i> introduce substitute materials, the new material would be largely unseen, and could be done in such a way as to be theoretically reversible. If the change is viewed as too lenient from a strict preservation perspective, the Library may consider leaving some areas, such as the primary façade, untouched but swapping the window weights out on the side (secondary) elevations.</p>	\$33,000-38,500
<p><b>4. Continue with 2021 Masonry Repairs</b> – Employ a mason with experience in working with historic buildings to continue the masonry repairs that were started by Given Masonry in 2021 at the few remaining exterior locations and interior at the basement and attic levels of the building. Carefully remove any spalled brick, then repair as necessary matching the historic brick as closely as possible. Repoint all damaged mortar joints, matching the existing mortar as closely as possible in terms of color, composition, and finish. All work to be done in accordance with National Park Service <i>Preservation Brief 2: Repointing Mortar Joints in Historic Masonry Buildings</i>.</p>	\$4,300-7,000
<p><b>5. Plumbing Inspection</b> – Employ a plumber to inspect old cast iron drain lines with a borescope. Pay particular attention to lines enclosed in walls, ceilings, and horizontal runs.</p>	\$1,800-2,200
<b>TOTAL SHORT-RANGE</b>	<b>\$64,200-83,100</b>

*\*All preliminary estimates are provided for planning purposes only and are based on May 2023 prices. A new quote or RFP will be required for each phase of this project as prices may vary over time.*

**Part IV: Recommendations for the Clay Memorial Library**

MID-RANGE RECOMMENDATIONS (1-5 YEARS/LEVEL 2)	ANTICIPATED COST*
<p><b>6. Drainage Work and Moisture Mitigation</b> – Several different factors are contributing to the rising damp and water infiltration issues at the basement-level of the Clay Memorial Building. Water always follows the path of least-resistance, and it is important to ensure that all surface runoff is channeled well away from the building’s foundation and basement.</p> <ul style="list-style-type: none"> <li>• <u>West Elevation Grade &amp; Drainage</u> - The hard asphalt surface up against the west side of the 1895 building may be inadvertently directing water back against the building and creating an area for water to puddle. It may be necessary to slightly regrade the staff parking area to ensure that water from the roof travels away from the building. Installing a stone drip edge around this side of the building with a sub-surface drain, may further divert water away from the side of the building and out of the basement area and prevent splash-back against the walls. <span style="float: right;">\$15,000-21,000</span></li> <li>• <u>Misc. Drainage Historic Building</u> – Ensure that all of the grade around the historic building slopes gently away from the historic structure, encouraging surface water to run downhill and away from the structure. <span style="float: right;">\$7,300-10,000</span></li> <li>• <u>New Addition Entry Drainage</u> - It may also be necessary to slightly adjust the area outside of the at-grade basement-entry into the 1989 addition. Installing snow guards and diverters on the roof on either side of the entry may help to direct both rain and snow away from the entry in the first place. Increasing the size of the drain outside the door may also help prevent water and snow from piling up outside the threshold. <span style="float: right;">\$3,500-6,500</span></li> </ul> <p>All work on the foundation and drainage is to be done in accordance with National Park Service <i>Preservation Brief 39: Controlling Unwanted Moisture in Historic Buildings</i>.</p>	<p>\$25,800-37,500</p>
<p><b>7. Main Entry Railing &amp; Granite Repair</b> – Several of the anchor points for the metal railings are failing. Best practice is to first remove the railing, which may require cutting the anchor rods that extend down into the granite (it may be possible to gently pry any loose connections, which will save on work later). Next, remove all the anchor points from the granite, which is critical as they can continue to corrode, expand and further damage the granite. If they cannot be drilled out directly, this can be done by drilling a series of small holes around the anchor point and chiseling it out. Next, repair the granite. Where pieces are missing, best practice is to form a piece to match the existing void, matching the grain, texture and color to as great an extent as is possible. Drill holes (on the inside faces) to accept stainless steel threaded rod or fiberglass re-bar and adhere the new piece with epoxy specifically designed for stone. When drilling, save granite dust, sprinkle this on the epoxy joint when cleaned up but still wet, as it will help blend the joint. Appropriate epoxy products can be found at places like Epoxy.com, Bronstone Materials, etc. A low viscosity epoxy can be</p>	<p>\$3,300-4,700</p>

## Part IV: Recommendations for the Clay Memorial Library

<p>worked into cracks with granite dust used to blend the repair. While it may be possible to re-use the existing railings, modifications would probably be necessary because anchor points will need to change due to the existing damage to the granite, changing the railing geometry. Whether reusing the exiting railing or fabricating new ones, the new anchor rods should be made out of stainless steel and set into the granite with anchoring epoxy.</p>	
<p><b>8. Install New Storm Windows/Panels</b> – Currently, storm sash is only added over the operable 1/1 windows, and two surviving basement sash. The 1//1 storm windows date to 1975, and the Library may consider replacing these with more-energy efficient storms as part of their long-term planning. The installation of new triple-track aluminum storm windows with UV-coated glass throughout the building will further protect the historic window sash and provide additional air sealing. The basement storm sash is damaged and needs to be repaired or replaced now. Adding storm panels over the transoms (such as those manufactured by Allied Window), particularly those which are made of stained-glass, will further insulate the building and protect the fragile stained-glass. It is imperative that the new storm windows are properly ventilated (with weep holes) to prevent condensation and excessive heat between the new storms and historic sash. All work is to be performed in accordance with the National Park Service <i>Preservation Brief 3: Improving Energy Efficiency in Historic Buildings</i>, <i>Preservation Brief 9: The Repair of Historic Wood Windows</i>, and <i>Preservation Brief 33: The Preservation and Repair of Stained and Leaded Glass</i>.</p>	<p>\$36,000-40,000</p>
<p><b>9. Repair Concrete Walkways</b> – Repair the damaged concrete pavers at the 1989 emergency egress path at the northeast corner of the building. Remove damaged sections of concrete, ensure that drainage issues have been addressed, and repour walkway up to the remaining undamaged walkway with a control joint where they meet. Alternatively, a more economical approach may be to simply patch the walkway in place.</p>	<p>\$800-3,700</p>
<p><b>10. Repair Historic Exterior Light Fixtures</b> – Though most if not all of the interior electrical wiring at the Clay Memorial Library has been recently updated, there are several historic light fixtures that may require wiring updates. In order to create a safe environment, it is recommended that these historic fixtures are rewired by an electrician to ensure that they conform to modern safety measures and that all historic fixtures are fitted with LED bulbs to lower energy consumption.</p> <p>As part of this effort, it is recommended that the recessed entry ceiling pendant light fixture is restored and fitted with new glass panels to ensure its longevity.</p>	<p>\$1,800-2,300</p>
<p><b>11. Plumbing Repair and Associated Trades</b>– Replace corroded pipes with new cast iron pipe with no-hub connections. This may require opening up ceilings and/or walls, if so, this should be coordinated with other trades so that access can be provided for the plumbers with great care taken in these processes.</p>	<p>\$7,500-12,000</p>

**Part IV: Recommendations for the Clay Memorial Library**

<p><b>12. Miscellaneous Minor Interior Repairs</b> – The following miscellaneous interior repairs be made as funding becomes available and before materials degrade further:</p> <ul style="list-style-type: none"> <li>• <u>Repair Interior Trim</u> - Carefully inspect all of the interior wood trim at both the historic building and modern addition for areas of loss and damage. Where damage is found, replacement shall be kept to a minimum, and all replacement shall match the existing material in terms of texture, dimensions, and design. Refinish to match existing. <i>\$900-1,400</i></li> <li>• <u>Repair/Replace Damaged Linoleum</u> – Realizing that the historic linoleum may contain hazardous materials, it might be able to consolidate the historic linoleum surface in place (\$800-1,000). Linoleum deterioration has three primary causes: wear, water, and chemical changes within the product itself. The brittle nature of the Library’s linoleum suggests that the linseed oil has oxidized over time. Carefully clean areas beneath damaged surfaces using mechanical rather than chemical means to bring the subfloor back of the bare substrate. When reinstated, install a protective coating on the linoleum such as wax or aliphatic polyurethane. To preserve the linoleum, clean the area by sweeping or using a dry mop and limit contact with water or chemical cleaners. When necessary, mop with a damp (not wet) mop and a small amount of non-ionic, pH-neutral cleaner and rinse with clear water.<sup>217</sup> Alternately, the Library chooses to abate the material and substitute new modern material in the location, matching the existing material to as great a degree as is possible in terms of design, color texture and material (\$3,200-4,700) <i>\$800-4,700</i></li> <li>• <u>Repair Interior Paint &amp; Plaster</u> – Inspect interior plaster surfaces for areas of damage and wear. Clean surfaces of all dirt and grime, and any loose paint shall be removed by lightly scraping and hand sanding. As the historic portion of the building predates 1978, one may assume that the building has lead paint, and it is imperative that Lead Safe practices are followed. Where required, additional sanding by mechanical means may occur, in the most sensitive fashion to remove unstable paint. Once surfaces are prepared, spot prime with an oil-based primer, followed by two coats of high-quality latex paint to encapsulate any remaining lead paint. All work to be done in accordance with National Park Service <i>Preservation Brief 28: Painting Historic Interiors</i> and <i>Preservation Brief 37: Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing</i>. <i>\$7,000-12,000</i></li> </ul>	<p><i>\$8,700-18,100</i></p>
<p><b>Total Mid-Range Recommendations</b></p>	<p><b><i>\$83,900-118,300</i></b></p>

*\*All preliminary estimates are provided for planning purposes only and are based on May 2023 prices. A new quote or RFP will be required for each phase of this project as prices may vary over time.*

<sup>217</sup> Thomas C. Jester, ed. *Twentieth-Century Building Materials: History and Conservation* (Los Angeles: Getty Conservation Institute, 2014 [1995]), 183-189.

## Part IV: Recommendations for the Clay Memorial Library

LONG-RANGE RECOMMENDATIONS (5-10 YEARS/LEVEL 3)	<i>ANTICIPATED COST*</i>
<p><b>13. Monitor Gutters/Downspouts</b> – Continue to monitor water infiltration in the library building and make sure that the building’s gutters are cleaned out at least semi-annually to ensure that they are in working order. While the original built-in gutter system has been removed, there could be a consideration for the restoration of this system. The beauty of gutters is that they capture water at the source (the roof edge) and carry it away from the structure, and are significantly less costly than perimeter drains, catch basins and such. The seal at the point where these drain lines penetrate the basement foundation should be checked and repaired as needed, and the voids around the pipes filled to provide drainage away from the building.</p>	\$400-600
<p><b>14. Consider further Dehumidification of Basement Area</b> – As part of the Library’s long-term planning, the Library may consider further addressing the unwanted moisture in the basement of the historic portion of the building, should the basement humidity continue to be a concern after water is further directed away from the building by improvements to site drainage. As a simple solution, the library may consider installing household dehumidifiers in some of the basement rooms that are hooked into the buildings drains and set to maintain a relative humidity of between 30-50 or as elaborate as a commercial system. Depending on the severity of the issue, they may install a relative humidity monitoring system and commercial dehumidifier.</p>	TBD
<p><b>15. Return Historic Stairs to Use</b> – Consult with a licensed architect who is well-versed in historic preservation to further explore life-safety codes as they relate to the historic stairway and what can be done to address code concerns and return the stair to public use and whether these changes are required by modern building code or if they can be grandfathered for the historic building. Modifications to the stairway may include adding a rail above the hand-rail to achieve the 36” height required by code. These modifications should be additive in nature, clearly differentiated from the historic fabric and reversible to as great an extent as is practical.</p>	\$4,400-8,600
<p><b>16. Reconfigure Staff Parking Area</b> – The Clay Memorial Library may consider working with the adjacent Jaffrey Civic Center to adjust the lot lines between the two buildings and or create an agreement for shared parking for library staff during times that do not interfere with events held by the Jaffrey Civic Center.</p>	\$7,800-10,600
<p><b>Total Long-Range Recommendations</b></p>	<b>\$12,600-19,800</b>

*\*All preliminary estimates are provided for planning purposes only and are based on May 2023 prices. A new quote or RFP will be required for each phase of this project as prices may vary over time.*

**Part IV: Recommendations for the Clay Memorial Library**

<b>SUMMARY OF COSTS:</b>	
<b>SHORT-RANGE RECOMMENDATIONS (AS SOON AS POSSIBLE)</b>	<b>ANTICIPATED COST</b>
1. Repair Historic Slate/Flashing	\$3,500-6,000
2. Exterior Trim Repairs/Painting	\$21,600-29,400
3. Window Restoration	\$33,000-38,500
4. Continue 2021 Masonry Repairs	\$4,300-7,000
5. Plumbing Inspection	\$1,800-2,200
<b>Total Short-Range Recommendation Range</b>	<b>\$64,200-83,100</b>
<b>MID-RANGE RECOMMENDATIONS (1-5 YEARS)</b>	<b>ANTICIPATED COST</b>
6. Drainage Work & Moisture Mitigation	\$25,800-37,500
7. Main Entry Railing & Granite Repair	\$3,300-4,700
8. Install New Storm Windows/Panels	\$36,000-40,000
9. Repair Concrete Walkways	\$800-3,700
10. Repair Historic Light Fixtures	\$1,800-2,300
11. Plumbing Repairs & Associated Trades	\$7,500-12,000
12. Misc. Minor Interior Repairs	\$8,700-18,100
<b>Total Mid-Range Recommendations</b>	<b>\$83,900-118,300</b>
<b>LONG-RANGE RECOMMENDATIONS (5-10 YEARS)</b>	<b>ANTICIPATED COST</b>
13. Monitor Gutters/Downspouts	\$400-600
14. Consider further Dehumidification of Basement Area	
15. Return Historic Stair to Use	\$4,400-8,600
16. Reconfigure Staff Parking Area	\$7,800-10,600
<b>Total Long-Range Recommendations</b>	<b>\$12,600-19,800</b>
<b>Project Subtotal</b>	<b>\$160,700-221,200</b>
<b>Contingency (+10%)</b>	<b>\$16,070-22,120</b>
<b>Management Fee/General Conditions (+10%)</b>	<b>\$16,070-22,120</b>
<b>Total Project Construction Cost</b>	<b>\$192,840-265,440</b>

*\*All preliminary estimates are provided for planning purposes only and are based on April 2023 prices. A new quote or RFP will be required for each phase of this project as prices may vary over time.*

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## Appendices/Supplemental Information

The following appendices have been assembled as supplementary information to accompany the *Clay Memorial Library Historic Building Assessment*. The information is added for any reader who wishes to read further into reports and discussion points raised by this report, and for use in creating finalized plans for implementing the recommendations. This report aims to create a general list of recommendations for future work on the building, to be further explored as funding becomes available. Because the report does not include Specifications for the future work, the information from appropriate National Park Service guiding documents has been included here for use in helping to create the Architectural & Engineering Specifications ahead of specific construction projects.

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## Appendix A: Secretary of the Interior's Standards

### The Secretary of the Interior's Standards for the Treatment of Historic Properties

National Park Service, U.S. Department of the Interior

The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. They provide practical guidance for decision-making about work or changes to a historic property. Applicants to the Land and Community Heritage Investment Program (LCHIP) and some other preservation grant programs must be willing to adhere to these Standards. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility. Of the four treatment approaches, the Standards for Rehabilitation apply to most buildings in current use.

#### Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

More on the Standards and associated Guidelines, which offer general design and technical recommendations to assist in applying the Standards, can be found at:

<https://www.nps.gov/tps/standards.htm>. Together, the Standards and Guidelines provide guidance and a framework for decision-making about work or changes to an historic property.

## Appendix B: 1986 NH Historic Property Documentation

### NEW HAMPSHIRE HISTORIC PROPERTY DOCUMENTATION

#### CLAY LIBRARY

NH State No. 753

**LOCATION:** 38 Main Street, Jaffrey, Cheshire County, New Hampshire  
State Plan Coordinate: NAD83 X: 888210 Y: 115348

**SIGNIFICANCE:** The Jaffrey Clay Library is part of a National Register eligible historic district.

**DESCRIPTION:** See individual inventory form #JAF0284 for more information.\*

**HISTORY:** See individual inventory form #JAF0284 for more information.\*

**SOURCES:** Individual inventory form #JAF0284.\*

**HISTORIAN(s):** Unknown.

**PROJECT INFORMATION:** Unknown.

\*The NH Division of Historical Resources has no record of Individual Inventory Form #JAF0284.

**Appendix B: 1986 NH Historic Property Documentation**

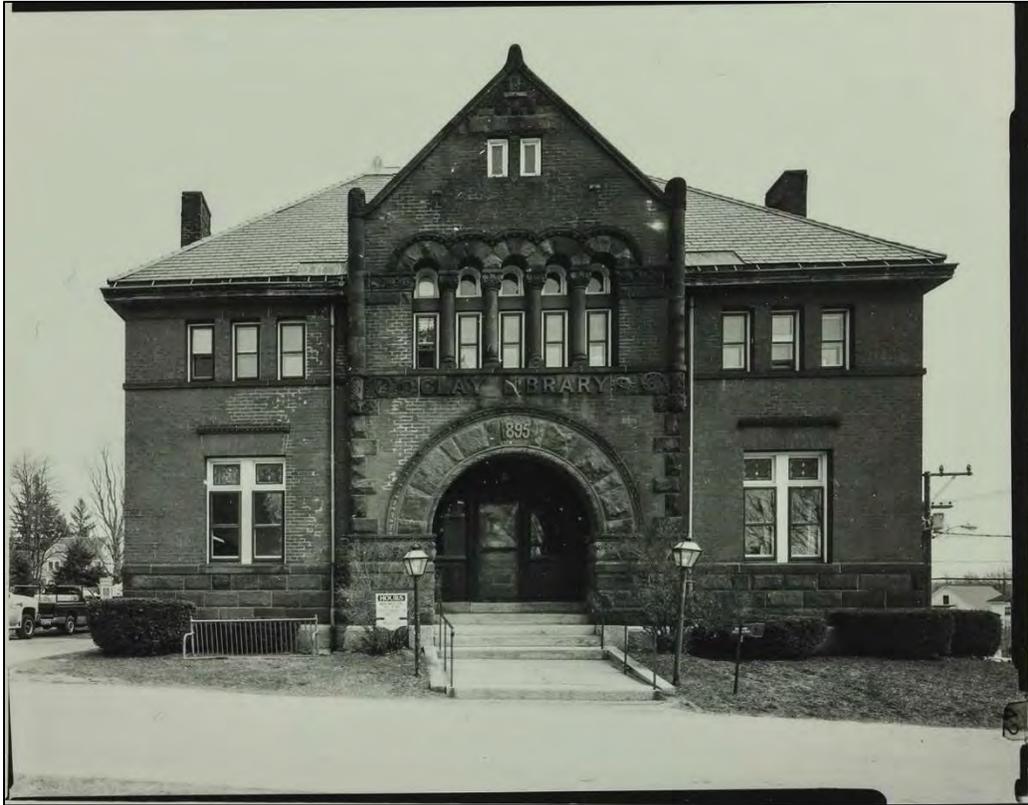


*1986-NH-253-Photo 1*



*1986-NH-253-Photo 2*

**Appendix B: 1986 NH Historic Property Documentation**



*1986-NH-253-Photo 3*



*1986-NH-253-Photo 4*

**Appendix B: 1986 NH Historic Property Documentation**



*1986-NH-253-Photo 5*



*1986-NH-253-Photo 6*

**Appendix B: 1986 NH Historic Property Documentation**



*1986-NH-253-Photo 7*

# Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

NPS Form 10-900  
(Oct. 1990)

OMB No. 10024-0018

United States Department of the Interior  
National Park Service

## National Register of Historic Places Registration Form



This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in *How to Complete the National Register of Historic Places Registration Form* (National Register Bulletin 16A). Complete each item by marking "x" in the appropriate box or by entering the information requested. If an item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets (NPS Form 10-900a). Use a typewriter, word processor, or computer, to complete all items.

### 1. Name of Property

historic name East Jaffrey Historic District  
other names/site number Downtown Jaffrey National Register Historic District (preferred)

### 2. Location

street & number parts of Main St., Blake St., Bradley Ct., Christian Court, ELISON ST., North St., Peterborough St., River St., School St., Stratton Rd., Turnpike Rd., Union St.  not for publication  
city or town Jaffrey  vicinity  
state New Hampshire code NH county Cheshire code 005 zip code 03452

### 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended, I hereby certify that this  nomination  request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property  meets  does not meet the National Register criteria. I recommend that this property be considered significant  nationally  statewide  locally. ( See continuation sheet for additional comments.)

James McConaha 4/29/02  
Signature of certifying official/Title Date

NEW HAMPSHIRE  
State of Federal agency and bureau

In my opinion, the property  meets  does not meet the National Register criteria. ( See continuation sheet for additional comments.)

\_\_\_\_\_  
Signature of certifying official/Title Date  
\_\_\_\_\_  
State or Federal agency and bureau

### 4. National Park Service Certification

I hereby certify that the property is:

- entered in the National Register.  See continuation sheet.
- determined eligible for the National Register  See continuation sheet.
- determined not eligible for the National Register.
- removed from the National Register.
- other, (explain): \_\_\_\_\_

Signature of the Keeper Date of Action

Beth Savage 6/13/02

# Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

Downtown Jaffrey National Reg. Historic District      Cheshire Co., New Hampshire  
 Name of Property      County and State

**5. Classification**

<p><b>Ownership of Property</b> (Check as many boxes as apply)</p> <p><input checked="" type="checkbox"/> private  <input checked="" type="checkbox"/> public-local  <input checked="" type="checkbox"/> public-State  <input type="checkbox"/> public-Federal</p>	<p><b>Category of Property</b> (Check only one box)</p> <p><input type="checkbox"/> building(s)  <input checked="" type="checkbox"/> district  <input type="checkbox"/> site  <input type="checkbox"/> structure  <input type="checkbox"/> object</p>	<p><b>Number of Resources within Property</b> (Do not include previously listed resources in the count.)</p> <table border="0"> <tr> <td style="text-align: center;">Contributing</td> <td style="text-align: center;">Noncontributing</td> <td></td> </tr> <tr> <td style="text-align: center;">125</td> <td style="text-align: center;">29</td> <td style="text-align: right;">buildings</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">9</td> <td style="text-align: right;">sites</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: right;">structures</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">0</td> <td style="text-align: right;">objects</td> </tr> <tr> <td style="text-align: center;">134</td> <td style="text-align: center;">38</td> <td style="text-align: right;">Total</td> </tr> </table>	Contributing	Noncontributing		125	29	buildings	2	9	sites	3	0	structures	4	0	objects	134	38	Total
Contributing	Noncontributing																			
125	29	buildings																		
2	9	sites																		
3	0	structures																		
4	0	objects																		
134	38	Total																		

**Name of related multiple property listing**  
 (Enter "N/A" if property is not part of a multiple property listing.)  
 \_\_\_\_\_ N/A \_\_\_\_\_

**Number of contributing resources previously listed in the National Register**  
 \_\_\_\_\_ 4 \_\_\_\_\_

**6. Function or Use**

<p><b>Historic Functions</b> (Enter categories from instructions)</p> <p>DOMESTIC/single dwelling _____          DOMESTIC/multiple dwelling _____          COMMERCE/TRADE/department store _____          GOVERNMENT _____          EDUCATION _____          RELIGION _____          RECREATION AND CULTURE _____</p>	<p><b>Current Functions</b> (Enter categories from instructions)</p> <p>DOMESTIC/single dwelling _____          DOMESTIC/multiple dwelling _____          COMMERCE/TRADE _____          GOVERNMENT _____          EDUCATION _____          RELIGION _____          RECREATION AND CULTURE _____</p>
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**7. Description**

<p><b>Architectural Classification</b> (Enter categories from instructions)</p> <p>MID 19TH CENTURY/Greek Revival _____          LATE VICTORIAN/Queen Anne _____</p>	<p><b>Materials</b> (Enter categories from instructions)</p> <p>foundation Granite _____          walls Wood _____          Brick _____          Asphalt _____          roof Asphalt _____          other N/A _____</p>
--	---

**Narrative Description**  
 (Describe the historic and current condition of the property on one or more continuation sheets.)

# Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

Downtown Jaffrey National Register Historic District Cheshire Co., New Hampshire  
 Name of Property County and State

**8. Statement of Significance**

**Applicable National Register Criteria**  
 (Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- A** Property is associated with events that have made a significant contribution to the broad patterns of our history.
- B** Property is associated with the lives of persons significant in our past.
- C** Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- D** Property has yielded, or is likely to yield, information important in prehistory or history.

**Criteria Considerations**  
 (Mark "x" in all the boxes that apply.)

Property is:

- A** owned by a religious institution or used for religious purposes.
- B** removed from its original location.
- C** a birthplace or grave.
- D** a cemetery.
- E** a reconstructed building, object, or structure.
- F** a commemorative property.
- G** less than 50 years of age or achieved significance within the past 50 years.

**Areas of Significance**  
 (Enter categories from instructions)

Architecture  
Community Planning and Development  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Period of Significance**  
c.1800-1952  
 \_\_\_\_\_  
 \_\_\_\_\_

**Significant Dates**  
c.1800-1952  
 \_\_\_\_\_  
 \_\_\_\_\_

**Significant Person**  
 (Complete if Criterion B is marked above)  
N/A  
 \_\_\_\_\_

**Cultural Affiliation**  
N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

**Architect/Builder**  
see continuation sheet  
 \_\_\_\_\_  
 \_\_\_\_\_

**Narrative Statement of Significance**  
 (Explain the significance of the property on one or more continuation sheets.)

**9. Major Bibliographical References**

**Bibliography**  
 (Cite the books, articles, and other sources used in preparing this form on one or more continuation sheets.)

**Previous documentation on file (NPS):**

- preliminary determination of individual listing (36 CFR 67) has been requested
- previously listed in the National Register
- previously determined eligible by the National Register
- designated a National Historic Landmark
- recorded by Historic American Buildings Survey # \_\_\_\_\_
- recorded by Historic American Engineering Record # \_\_\_\_\_

**Primary location of additional data:**

- State Historic Preservation Office
- Other State agency
- Federal agency
- Local government
- University
- Other

Name of repository:  
 \_\_\_\_\_



# Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

NPS Form 10-900-a  
(8-86)

OMB Approval No. 1024-0018

United States Department of the Interior  
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Downtown Jaffrey National Register Historic District  
Jaffrey (Cheshire County)  
New Hampshire

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supported by two Roman Doric columns which are echoed by pilasters. Immediately on either side of the entrance is a 6/6 window with blinds. Each of the outer bays on the first floor contains a three-sided bay window comprised of a 5 x 4-light window on the front face, flanked by 4/4 windows. On the second story of the facade, the three central bays contain 6/6 sash. The outer bays contain tripartite windows featuring 6/6 windows flanked by 4/4 sash. All of the windows are fitted with shutters. The side elevations measure three bays deep and have a mix of 6/6, 6/9 and arched windows. Behind the main building is a two-story, gable-roofed ell with 8/8 and 8/12 windows and exterior chimney. A row of old maple trees lines the driveway.

The Jaffrey Civic Center was opened to the public in 1966 on the site of the former Dr. O.H. Bradley House. The nonprofit, multi-cultural facility was conceived, funded and built by Marion Mack Johnson (1905-1987), a Jaffrey native and teacher who wanted to provide a center for educational and artistic purposes. The building was designed by architect John Radford Abbot, whose other works include the Merrimack Valley Textile Museum in North Andover, Massachusetts.

### 7. Clay Library, 38 Main Street, 1895-6/1990 addition. Contributing building.

An excellent example of the Romanesque Revival style, the Clay Library is a 2 1/2-story brick building laid in a red mortar with sandstone trim. The building is capped by a slate, hip roof adorned by copper ridges and hip knobs. The building is set above a high, rusticated, rough-faced foundation of sandstone blocks. Centered on the facade is a projecting gabled pavilion dominated by a large round arched ground floor entry displaying raised numerals reading "1895" in the central keystone. Above the entrance is an arcade of five 1/1 windows capped by arched transoms. The windows are separated by four smooth columns with composite capitals of two alternating designs. In addition to the main arch and window lintels, the gable finials are also of sandstone and are decorated with a foliate design. At the top of the gable there are two small vertical windows set above a rectangular sandstone block with additional decorative details in sandstone above.

On either side of the central gable, the first floor facade openings consist of a pair of 1/1 windows separated by a wide wooden member and topped by a stained glass transom. The continuous flat arch brick lintel which extends over each pair of windows is topped by a projecting course of dentils with foliate pieces on the ends. A projecting sandstone belt course wraps around the building below the smaller second story windows which contain 1/1 sash.

## Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

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### National Register of Historic Places Continuation Sheet

Downtown Jaffrey National Register Historic District  
Jaffrey (Cheshire County)  
New Hampshire

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The side elevations are two bays deep. There is a secondary entrance on the west side and an exterior chimney on the east side that breaks through the edge of the roof and the hip-roofed dormer above. Windows contain double-hung 1/1 sash with some stained glass transoms on the first floor. Behind the main library there is a single-story, hip-roofed ell on the west side.

The 1990 addition is two stories in height and, like the original library building, displays a red brick exterior laid with a red mortar. There are rough concrete block beltcourses below the second story windows and atop the windows on the lower level. The hip roof is sheathed in asphalt shingles with a gable wall dormer on the front facade. Windows include transomed units on the lower level and windows divided into three parts vertically on the upper level. A concrete ramp fronts the lower level entrance facing Goodnow Street.

Clay Library was constructed with funds donated by Susan Bethiah Clay (1826-1893) on land purchased from O.H. Bradley. The construction of the library was overseen by the executors of Clay's estate - Peter Upon and Alfred Sawyer. H.M. Francis of Fitchburg, Massachusetts was the architect of the building; it was dedicated on July 4, 1896.

For many years the town office occupied a room on the second floor of the library. A memorial reading room addition at the rear of the building was constructed in 1960 by Delcie D. Bean in memory of his wife, Ellen Holden Bean. The rear addition was dedicated on August 12, 1990. The project architect was John Jordan and Aho Construction of Nashua served as the contractor.

#### 7A. Soldiers' Monument, 1899. Contributing object.

Located in the lawn in front of the Clay Library, the Soldiers' Monument consists of a bronze statue of a Civil War Union soldier standing with his left hand resting on top of his musket. The statue is set on a massive, graduated, multi-tiered granite pedestal. The base of the pedestal has a rough face with an angled top. The next two levels consist of dressed, rough granite above which the next stage is polished with raised polished letters projecting from a rough background. The inscription on the front face dedicates the monument to those serving in the Union Army and Navy, the Mexican War, the War of 1812 and the American Revolution. The words on the east side face "Liberty and Union, Now and Forever, One and Inseparable" and at the rear is the date, "1899". Above this level are a number of decorative moldings and the polished dado which supports the bronze statue.

# Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination

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Downtown Jaffrey National Register Historic District,  
Jaffrey (Cheshire County)  
New Hampshire

Section number \_\_\_\_\_ Page \_\_\_\_\_

Map #	Tax Map	Historic Name	Street Address	Const. Date	Arch. Style	Contrib./ Non.
1	238/153	House	88 Main Street	c.1830		C
1A	238/153	Garage	88 Main Street	c.1930		C
2	238/154	Jonas Melville House	74 Main Street	1829	Federal	C
3	238/154	St. Patrick's School	70 Main Street	1952/ 1966-7	Contemporary	NC (age)
4	238/155	United Church of Jaffrey	54 Main Street	1850	Greek Revival (alt.)	C
4A	238/155	Parish Hall	54 Main Street	1970		NC (age)
5	238/156	Merrill & Marion Symonds House	5 Bradley Court	1923	Dutch Colonial Revival	C
6	238/162	Jaffrey Civic Center	40 Main Street	1965-6	Col. Revival	NC (age)
7	238/163	Clay Memorial Library	38 Main Street	1895-6	Romanesque Revival	C
7A	238/163	Soldiers' Monument	in front of 38 Main Street	1899		C (O)
8	238/164	Monadnock Bank	28 Main Street	1878/ 1961/ 1978	Colonial Revival	NC (alt.)
9	238/166	Former Town Office (Police Station)	26 Main Street	1954-5	Georgian Revival	NC (age)
10	238/166	Town Square	Main St. & North St.	c.1850		C (Si)
10A	238/166	World War I Memorial		1930		C (O)
10B	238/166	Bandstand		c.1880/ 1986		C
10C	238/166	Gold Star Mothers Monument		1949		C (O)
11	238/167	Wright-Lacy Store	5 North Street	1827	Greek Revival	C
12A	238/257	White Bros. Cotton Mill Office	10 Main Street	1868	Second Empire	C (NR)
12B	238/257	West Mill		1868/		C (NR)

## Appendix C: Excerpts from Downtown Jaffrey National Register Historic District Nomination



*Downtown Jaffrey National Register Historic District Photo #7, taken Dec. 2001 by Lisa Mausolf*

Looking north at southwest (façade) and southeast elevations of Jaffrey Civic Center (#6), Soldier's Monument (#7A) and Clay Memorial Library (#7).

## **Appendix D: Weblinks for Preservation Briefs Mentioned in IV:**

### **Recommendations**

The following National Park Service Preservation Briefs were referenced in the IV-Recommendations section of this report. To find these reports in full, please refer to the website links below:

**Preservation Brief 2: Repointing Mortar Joints in Historic Masonry Buildings**, by Robert C. Mack, FAIA, and John P. Speweik. 1998:

<https://www.nps.gov/orgs/1739/upload/preservation-brief-02-repointing.pdf>

**Preservation Brief 3: Improving Energy Efficiency in Historic Buildings**, by Jo Ellen Hensley and Antonio Aguilar, 2011:

<https://www.nps.gov/orgs/1739/upload/preservation-brief-03-energy-efficiency.pdf>

**Preservation Brief 4: Roofing for Historic Buildings**, by Sara M. Sweester, 1978.

<https://www.nps.gov/orgs/1739/upload/preservation-brief-04-roofing.pdf>

**Preservation Brief 9: The Repair of Historic Wooden Windows**, by John H. Myers, 1981

<https://www.nps.gov/orgs/1739/upload/preservation-brief-09-wood-windows.pdf>

**Preservation Brief 10: Exterior Paint Problems on Historic Woodwork**, by Kay D. Weeks and David W. Look, AIA, 1982:

<https://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm>

**Preservation Brief 24: Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches**, by Sharon C. Park, AIA, 1991

<https://www.nps.gov/orgs/1739/upload/preservation-brief-24-heating-cooling.pdf>

**Preservation Brief 28: Painting Historic Interiors**, by Sara B. Chase, 1992:

<https://www.nps.gov/orgs/1739/upload/preservation-brief-28-painting-interiors.pdf>

**Preservation Brief 29: The Repair, Replacement, and Maintenance of Slate Roofs**, by Jeffrey S. Levine, 1992

<https://www.nps.gov/orgs/1739/upload/preservation-brief-29-slate-roofs.pdf>

**Preservation Brief 33: The Preservation and Repair of Stained and Leaded Glass**, by Neal A. Vogel and Rolf Achilles, updated 2007

<https://www.nps.gov/orgs/1739/upload/preservation-brief-33-stained-leaded-glass.pdf>

**Preservation Brief 37: Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing**. Sharon C. Park, AIA, and Douglas C. Hicks, updated 2006.

Under revision to reflect current Federal laws and regulations concerning lead-based paint.

**Preservation Brief 39: Holding the Line: Controlling Unwanted Moisture in Historic Buildings**, by Sharon C. Park, AIA, 1996:

<https://www.nps.gov/orgs/1739/upload/preservation-brief-39-controlling-moisture.pdf>