

# Town of Franklin, Massachusetts Historical Commission

## Meeting Minutes – February 19, 2015

**Commissioners Present:** Colette Ferguson, Connie Lawson, Phyllis Malcolm, Mary Olsson, Debbie Pellegrini, Bob Percy.

**Absent:** None.

**A. APPROVAL OF MINUTES** from January 20, 2015. Approved as amended (4-0).

**B. CITIZEN COMMENTS** – None.

**C. APPOINTMENTS** — As Town Clerk, Debbie swore in Phyllis as a new member of the Commission. We still have a vacancy. Bob will post notice of this on the Commission's website.

**D. PRESENTATIONS** — None.

**E. DISCUSSIONS/VOTES**

1. In order to be able to place ads about upcoming events in newspapers at mid-month, we made a motion to move our monthly meeting from the third to the second Tuesday of each month. Motion passed 4-0.
2. Susan Elliot has transcribed some old diaries of Franklin residents. Justin, a student at Dean, may be able to assist in this project. Mary will follow up with Rob Lawson. Bob will send a query to Rob L about what he is looking for in the way of an internship experience for his students, and how we might help.
3. PastPerfect Training - Mary and Bob have investigated some options. Rather than take a full-blown course (expensive, time consuming, times not convenient), we already have some educational materials available to us (manuals, online videos) that we could use instead. Debbie knows someone who is willing to help us once we get the basics of the software.

**F. SUBCOMMITTEE REPORTS**

1. Town's Birthday Part (Mar. 1st). Schedule for 1-4 PM. We discussed food and drink items, name tags, balloons, easel with names. We also planned a workday on 2/28 to transcribe the timeline "Franklin Through the Ages" which had been published in the newspaper many years ago. Kai will investigate the microphone issue.

**G. OLD BUSINESS**

1. Preserving old audio recordings. This is a time consuming process. We need to standardize the PastPerfect entries we have already entered. Albums should be cleaned (made mold free) and placed in protective sleeves.
2. Computer inventory (see #1).
3. Museum Trek - Tim Cook is in the process of working on the project and will keep us posted.
4. Old Museum Update - Jeff N. and Debbie received a letter from the Federated Church saying they have renounced any claims to the structure. The Town plans to refurbish the floors. These will be supported structurally from underneath, not replaced. Commissioners asked to be more involved in this and future decisions regarding the refurbishment of this building. Debbie will inform Jeff N. that we would like to meet with the architect.
5. Clothing Room (Connie, Colette) - On hold.
6. Reference Room (Debbie) - Ongoing.

**H. NEW BUSINESS**

There will be a Franklin Arts Festival Week (7/25th - 8/1st). We plan to be involved. There will be outdoor performances.

We need to contact Mr. Ranieri about the old factory on Winter St. It may contain some materials he would like to donate to the Museum. He may have some panels we could use.

**I. FINANCES (FFHM)** – The current balance is \$5,969.

**J. MEMBERS' COMMENTS**

**K. MEMBERS' COMMENTS**

**L. DEMOLITION REQUESTS** – None.

**M. ADJOURN** - Voted to adjourn, 6-0.