



Municipal Building – Town of Franklin  
355 East Central Street  
Franklin, MA 02038

## Town of Franklin, Massachusetts Historical Commission

### Meeting Minutes March 15, 2011

#### Attending:

##### Commissioners

##### Present:

Del Arnold  
Dianne Brunner  
Alan Earls  
Bob Percy (Secretary)  
Alice Vendetti (Treasurer)

##### Absent:

Debbie Pellegri (Chair)

##### Associates

Colette Ferguson  
Connie Lawson  
Eamon McCarthy Earls  
Mary O'Neill

##### Absent:

Marlene Oliver  
Mary Olsson

#### Key:

→ = an action item

A→ = a resolved action item

#### Finances

No bills were received or paid this month.

**Last Meeting's Minutes** – Approved.

## **Commission Membership**

Discussed the vacancy on the Commission. Three names were placed in nomination:

- Eamon McCarthy Earls
- Mary Olsson
- Mary O'Neill

→ Bob agreed to contact the Marys to make sure they know of the nominations!

We will discuss further at our next meeting.

## **SUBCOMMITTEE REPORTS**

### **⊗ Communications – (Bob, Alan, and Mary O'Neill)**

Bob and Alan are assisting Del with the brochure draft.

Bob reported on his meeting with Steve Sherlock, creator of many local websites, and an expert in social networking tools. There are a variety of options the Commission could use for its Museum website. We concluded that we might want a blog, but one that has a simple structure, is easy to maintain, and provides a stable structure for posting archival content (text and pictures). Who would host it? The Internet service provider (ISP) would host it for free.

We discussed creating a logo for the museum (think tee shirts and coffee mugs). Perhaps one of the statue of the boy.

Del will contact Bob Dean about filming the upcoming birthday party at the Museum.

Vicki Bushanio, reference librarian, told Alan she would be interested in partnering with us on a genealogy website.

### **⊗ Document Preservation and Policies – (Alan, Connie, Del, and Eamon)**

Alan reports that he is working on obtaining electronic (microfilm) versions of 80 years of Franklin High School yearbooks.

The scanner, printer and memory have been set up on the west side of the basement area behind the piano near the sink to provide access to a power outlet. One of the PCs from the library has been relocated to that area and the equipment is operational. Del and Alan plan to give Commission members a demo of the equipment at our next meeting in April.

Del mentioned the need for short written procedures for using this new equipment, and a plan for which projects to take on first.

Alan has been in touch with Felicia Oti at the Library about the project for converting the FHS yearbook microfilms (1900 to 1996) to PDF. FHS history teacher John Layton may be able to help us find an intern who could scan yearbooks from 1997 to 2010 directly to PDF.

The three PCs at the Museum have been updated with the addition of Adobe software which allows the reading of .PDF files such as the copies of the microfilm version of the FHS

yearbooks. They can be easily read with the use of the expansion tool to blow up the images and text.

A new locking fireproof cabinet was received on March 8 and placed under the shelf by the printer in the library.

Bob reported on a meeting he attended at the Boston city archives in West Roxbury. The MA Historical Records Advisory Board (MHRAB) was looking for input from members of town historical commissions and societies, in order to revise their mission statement. Bob expressed to the MHRAB an interest in resuming the kind of funding that allowed us to hire Millie O'Connell 5 or so years ago to conduct a survey of the town's historical records. He also expressed an interest in having the MHRAB expand its scope of funding to include document conversion to electronic formats, something they did not fund.

⊗ **Events - Debbie, Colette, Mary O'Neill, Eamon**

A family on Pond St. has a Boy Scout museum. We discussed having them display their items in the Museum, perhaps this summer. We might want to supplement this by showing Chilson films that show boy scouts.

We discussed showing an hour of silent films some Saturday. There are many absolutely wonderful films from the silent era (1903 to 1927) that are rarely seen.

Del reports that the Franklin Downtown Partnership is planning a Strawberry Festival in June and a Harvest Festival in October and is requesting cooperation and support. A repeat of the antique car collection display at the museum is suggested.

From January: Alan suggested a one year anniversary of the museum move "social" (for May) to which we could invite historical commissions and societies from neighboring towns. This will be added to events for the future.

→ Adding an events calendar would be a useful thing to include on our upcoming Museum website.

⊗ **Grants - Marlene, Alan**

Applications are due on 3/25 to the MA Historical Commission to apply for National Register status (see **New Business**). National Register buildings in town include [??is this accurate?] 8 Dean College buildings, Ginley's Funeral Home, the Brick School.

For the future: create a Google calendar of grant types and deadlines that we could keep online for Commission use only.

⊗ **Hosting - Debbie, Mona**

Museum school visit: Lisa Rein at Oak Street School has requested a visit of 3 classrooms of fifth graders on Wednesday May 25th with a rain date of May 26. The first class would come at 9 AM-another at 10 AM and the last at 11 AM. Del responded that we will have the museum open. Del will plan to host and a second member should be there also. It would be good to present a short program. Details to be worked out with Lisa.

→ What kind of program shall we provide?

⊗ **Intern Coordinators – Alan**

Alan had a good chat with Rob Lawson, who would like his students to become more involved (see Communications). Rob says he would be glad to come speak at the Museum on various subjects.

→Future: Pencil in speakers into our Events calendar.

Mr. Layton says he has a complete set of Town Reports. Which years are we missing?

→Do we know yet?

We discussed digitizing our annual reports as a possible intern project. Others include:

--digitizing our hardcopy yearbooks (perhaps making them text searchable)

--add properties to the National Register of Historic Places

--create advertising about the Museum

The best projects would require a minimum of supervision.

We need written guidelines about how we manage interns.

→Who might be able to begin looking at this?

⊗ **Museum Displays - Del, Alice, Dianne, Colette**

We've been approached by Pat Danson from Dean College, who can provide us with some Dean memorabilia. These would be considered long term loans, says College President Rooney. (Perhaps we can coordinate this with future Class reunions.)

Other possible displays: collector's items (April), Dean College display (May). We discussed perhaps using the cases that currently contain the tools and stereo opticons for these rotating display items.

→Future: Our schedule of rotating displays can be added to our events calendar on the website.

From last time: We need to obtain some Plexiglas (perhaps from Franklin Glass) to cover our display cabinet drawers.

→Can we determine how big and how many, then contact Franklin Glass for an estimate?

⊗ **Museum Operations - Del (inventory, requests), Alice (finances), Dianne**

Alice reports that there are no new bills.

From last time: We need an overall "Quick Reference of Policies," perhaps a distillation of the helpful info Alan has already put together.

→Will the end result be a PDF file? If so, we might want to post this to our website (private area?).

Old museum: We have a copy of the deed. We also have a 40 page copy of the 1853 minutes of the Church meetings held at the South Franklin School that tell of the planning and building of their church (the old museum). This copy was among Barbara Smith's items and given to her by Nina Santora. Gail Lembo had donated two copies of these minutes to the museum in 1973 but

so far they have not been located since the shuffling of documents after the move. Additional documents related to the old museum use and histories have also been assembled for information to support efforts to justify the continued use of that building.

A recent visitor to the museum, Paul Lacroix, leads the Millis Historical Society and is a Franklin resident. His strong interest in history preservation and active work could support our efforts of common activities.

→ Include Paul on our list of invitees for an upcoming inter-town event?

We received a request for info about the Franklin chapter of the International Order of Redmen. Alan will direct this person to Howard Crawford.

⊗ **Publicity - Mary Olsson, Mary O'Neill**

Mary O'Neill is going to Hampton Inn. The manager has agreed to hang a picture of the Museum there.

**Friends of the Franklin Historical Museum (FFHM)**

Things are proceeding well. Connie provided another lock and key for the donation box. Connie will also empty it.

Del reports that pricing marking is needed for some of the items in the gift shop.

From last time: We discussed the need for a Friends website. This would include postings about any needs, such as folding tables.

→ We may want the FFHM web presence to be on the Museum website. Comments?

**Correspondence -- None**

**Housing Rehab Requests -- None**

**Demolition Requests -- None**

**Research Requests -- None**

**New Business**

Neither the old nor the new Museum is on the Nat'l Register of Historic Places. Eamon has filled out an application for the Old Museum. This is an avenue for possible future grants, such as obtaining handicap access for this building.

\*\*\*\*\* \* \* \* \*