Town of Franklin Massachusetts

Historical Commission

Meeting Minutes, October 14, 2020

Due to covid restrictions, the meeting was held via Zoom

Attending: Colette Ferguson, Phyllis Malcolm, Paul Pisani, Richard Remilard, Randy LaRosa

FFHM rep : Debbie Pellegri, Paula Vozella

Guests: Susan Spears, Cobi Frongillo

Minutes of the September were corrected: Colette was present, Paul was not. Amended minutes were accepted.

CITIZEN COMMENTS: Susan Spears discussed CPA which is question 3 on the November ballot. The CPA speaks to community issues, it is affordable to most homeowners. There is a live webinar Thursday 10/15. They have a FB page and can be contacted at [CPA4Franklin@gmail.com](mailto:CPA4Franklin@gmail.com). There will be one seat on the CPA committee for a historic commission member.

Cobi Frongillo introduced himself. He said he is running for the open Town Council seat and wanted to listen in on our meeting.

APPOINTMENTS: None

PRESENTATIONS: None

DEMOLITION REQUESTS: None

FFHM: A balance was not available. The Friends sold 22 ornaments over the weekend sale on the front porch. They had hoped for a better turnout but will continue to sell ornaments and new items as their major fundraiser this year. They are still waiting for shelves to be put up to finish merchandise display.

DISCUSSION AND VOTE: None

SUB COMMITTEE REPORTS:

* Treasurer’s report: Phyllis reported that there haven’t been any charges against our account yet this year.
* Archivist Report – Rebecca submitted the following update:
  + Update on Collections As of today, we have 68 processed collections. I relocated some of them so that they are in order in the basement. I ended up renumbering some of the COLs to make this process easier meaning that it will differ from the previous list I sent out. The current list of collections is attached below.
  + Protocols for Re-opening Some things to be aware of as we open to the public again:
    - I need a schedule of what volunteers are here and when so I can contact trace.
    - We will also need to conduct contact tracing for every visitor. This means someone needs to be at the front door at all times signing visitors in. I designed a form for us to use for this purpose. It includes name, hometown, cell, and email so we have multiple ways to contact visitors should something happen. There is a spot to write in the date on the top right corner. If a visitor declines to fill out the form, we cannot let them in.
    - We also cannot let anyone in without a mask. Jamie suggested we have the number for the police on hand in case there is any trouble. I would assume our normal clientele will be fine, but better to be safe than sorry.
    - There should probably be at least three volunteers here while we are open - one at the front door checking people in, one with the exhibits making sure visitors are social distancing and not touching anything, and one in the gift shop.
    - The max capacity for the Museum is 25 people. With three volunteers, that means we can have 22 visitors at a time. The volunteer working the front door will need to track numbers.
    - Because no one can touch anything, no one should be allowed in the library. If someone really needs research done, a volunteer can take their contact info and I will send them the information they were looking for. There is a large bulletin board behind the Franklin Quilt that can slide in and out to block the way.
    - The water fountains are currently unusable. They are covered, but just something to be aware of.
  + Trivia Tuesday I started Trivia Tuesdays on our Instagram story this month. The plan is to do it the second Tuesday of the month for now and possibly more frequently if it’s popular. It is a series of three questions, each with a different theme: Dates, History, and Biography. If anyone has any fun facts about Franklin to include please let me know

We agreed to have a training meeting, to review protocols on Wednesday October 28th in preparation for our reopening on Sunday November 1st. We will keep our regular 1-4PM Sunday hours, and for the time being will only be open on Sundays.

* Bathrooms will be open.
* Masks and hand sanitizer will be available.
* We will not be accepting donations at this time. If someone comes to the museum with a donation, please take their name and contact Mary.
* We will not allow people in the Library, if people have a research question, take their name and information and Rebecca will conduct the research.

EVENTS: No events scheduled at this time

OLD BUSINESS:

* J.Johnston donation update: no date set. Progress being made on the front room, but there was a delay because DPW had to direct their attention to the schools.
* Stationary – Mary is working on it with Allegra
* CPA Update (see previous notes) Debbie asked Mary if she could ask Mrs. Ober about putting a sign in her yard.

NEW BUSINESS: The museum will be re-opening on November 1st, but will not be a Grand Re-opening.

COMMISSIONER’S COMMENTS:

* Mary: We had talked about a scarecrow contest for this year but decided against it. But Mary heard from Griffin’s Mom (the young man who has won the past two years) and Mary agreed that he could put his ‘entry’ on the lawn of the museum 10/31 and we would come up with a little prize for him.
* Rich Remillard asked for clarification about spraying guests hands with sanitizer, it was decided they could use the hand sanitizer on their own. He stated he thought it would be better to spend money on cleaning supplies rather than masks.

There being no further discussion, the meeting was adjourned at 7:35PM