

Town of Franklin, Massachusetts Historical Commission

Meeting Minutes – October 9, 2018, 6:30 PM

Commissioners Present: Phyllis Malcolm, Mary Olsson, Bob Percy, Paul Pisani, Jeremy Ball, Colette Ferguson

Absent: Richard Remillard

Visiting: Debbie Pellegri, Bruce Varjian

A. APPROVAL OF MINUTES – Minutes from August 14th, approved as corrected.

B. CITIZEN’S COMMENTS - None.

C. APPOINTMENTS - None.

D. PRESENTATIONS - None.

E. DEMOLITION REQUESTS – 286 Lincoln Street was discussed at the public hearing prior to this meeting, where it was decided on a 5-1 vote to allow the demolition permit to be issued with no delay

F. FRIENDS OF THE FRANKLIN HISTORICAL MUSEUM (FFHM) -

- a. FFHM has about \$8000
- b. FHS sign will be delivered in a couple of weeks
- c. FFHM will start documenting the structures for demolition requests
- d. Franklin ornaments will be sold in upcoming events
- e. Poor results at the gift shop

G. DISCUSSION/VOTE - None.

H. SUBCOMMITTEE REPORTS -

- a. Treasurer’s Report (Phyllis) – nothing new to report
- b. Active subcommittees
 - i. Hosting schedule – Mary continues to work these out and publish them in a timely fashion
 - ii. Volunteer training, scheduling, and coordination – there will be a meeting on February 3rd to handle feedback and miscellaneous concerns
 - iii. Events & scheduling
 1. all to contribute and attend, where possible
 - iv. Event preparation and display – Colette & Phyllis
 - v. Accessioning donations into Past Perfect – Jeremy & Paul
 1. Paul, Remi, and Jeremy have been reading through Bob’s instructions and will start accessioning, targeting one night a week, where possible
 2. Need to be sure to properly store accessioned materials
 - vi. Monthly publicity – Mary continues to compile and send this out on 15th of every month
 - vii. Social media – Mary maintaining Facebook page with updates and events
 - viii. Downtown Partnership – Phyllis
 1. Harvest Festival is set for October 13th, rain date will be October 14th
 2. Holiday Stroll will run from December 6th through 9th
 - ix. Cultural District – Kai
 1. September 20th event was hugely successful, and the Cultural District is up for approval review in January

I. EVENTS -

- a. Second Sunday Speakers – this series is going very well and is accomplishing the goal of increasing attendance, visibility, and community engagement!
 - i. October, Mike Tougias, subject: King Phillip’s War

1. Thank you to the FFHM for sponsoring this speaker!
- ii. November, cancelled to encourage full attendance at Veterans' Memorial Walk dedication on November 11th ; maybe schedule this in December if Mr. Johnston needs to cancel?
- iii. December, James Johnston, subject: The Oliver Pond House in Context, Part II (tentative)
- b. Harvest Festival - Oct. 13th (raindate Oct. 14th)
 - i. Scarecrow contest rules have been published
 - ii. 1st & 2nd Place ribbons, maybe a gift basket for winner? Collette will handle this
 - iii. Scarecrows will not be displayed after the contest due to concerns about weather and vandalism making them an eyesore
 - iv. Phyllis will bring cider and pumpkin cookies, which will be served on the porch
 - v. FFHM will sell Franklin ornaments
- c. Holiday Stroll – December 6th through 9th
- d. Event Subcommittee - October planning pre-meeting is done, and the follow-up meeting will be held at 6:30 PM on November 6th to finalize the plans for 2019.

J. OLD BUSINESS -

- a. New Logo For Museum – no change
- b. Second Sunday speakers – will discuss at the planning meetings, but we will continue to hold this successful and popular series
- c. Sign for old Horace Mann School - In progress; Debbie showed a mockup, and the sign is out for production at the same company who did the sign for the Four Corners School –
 - i. thank you, again, to the FFHM for their work on this!
- d. 'Franklin' Trowbridge piano – No news on this project
- e. Museum Website – work in progress, we can go ahead and repoint and update on the fly, once passwords are worked out
- f. Digital Commonwealth Scanning (Bob) – Bob will work to get sets of Sentinels & WWII documents together, and Jeremy can help to deliver these on Fridays through the end of the year
- g. Changes to Demo Delay Bylaw – no progress; need to schedule a follow-up meeting, especially in light of recent attention to Demolition Requests
- h. Scanning parties – will be held next year, dates as determined by the planning meeting
- i. iC4K content maintenance – Jeremy working to figure out how the FTP process works
- j. Community Concerts – will discuss at the November planning meetings
- k. Annual Report – Mary and Bob have reviewed the report and submitted it before the deadline

K. NEW BUSINESS –

- a. Mary will be meeting with an archivist on November 1st. Archivist is sponsored by the Massachusetts Historical Commission (thanks to Jamie Hellen's work!), after which they will provide a report and recommendation
- b. Due to current lack of guests on Thursdays and a poor outlook due to weather and time change, it was voted 6-0 that Winter Hours will start in November, so the Museum will only be open on Saturdays and Sundays; Mary will handle publicity to communicate this change.
- c. Siding work is underway, and pictures have been taken and published to Facebook; cupola work will be done in the Spring, possibly?
- d. Judy Ross is a new volunteer who will be working with Diane to transcribe the Museum's collection of letters

L. COMMISSIONERS' COMMENTS – none

M. ADJOURN - Voted 6-0 to adjourn, 7:57 PM.