

# Town of Franklin, Massachusetts Historical Commission

## Meeting Minutes – November 10, 2015

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

**Absent:** None.

A. **APPROVAL OF MINUTES** from October 13th, approved as amended (6-0).

B. **CITIZEN COMMENTS** - None.

C. **APPOINTMENTS** — We have two applicants for the vacancy on the Commission: Mary O’Neill and Richard Remillard. Applying for the position requires submitting a letter of interest. We will vote to fill the vacancy at our next meeting in December.

D. **PRESENTATIONS** — None.

E. **DISCUSSIONS/VOTES**

1. Plans for January Historical Commission reorganization. Offices open are: Chair, Clerk, and Treasurer. Debbie is stepping down as Chair; no discussion as to her replacement. Bob expressed an interest in continuing as Clerk. Colette ceded her position as Treasurer to Phyllis.
2. We’ve been advised that it is a good idea for the Friends of the Franklin Historical Museum (FFHM) to hold a regular annual meeting. We decided this should take place each January. We scheduled the next meeting to take place at the Museum on Tuesday, January 12, 2016 at 1PM. (Officers of the Friends are currently: Chair - Debbie Pellegrini, Clerk - Bob Percy, Treasurer - Del Arnold.)

F. **SUBCOMMITTEE REPORTS**

1. PastPerfect Project (Bob) - Bob met with technology department person Dan Chase at the Museum to discuss our technology needs. Dan was able to create a network share so that all four computers (two in the Library Room, and two downstairs) can share files. We also discussed the current backup schedule and configuration of PastPerfect. Dan suggested installing the program on a website hosted by the town. It would then be accessible by any client machine that has the proper credentials. Bob will follow up with Dan on making this happen.
2. Record Project (Adding 78 RPM records to PastPerfect) (Mary and Phyllis) -- No new developments.
3. Digitized documents - Bob received our first digitized document (1905 Franklin Business Directory) back from Jake Sadow of [archive.org](http://archive.org), who is working out of the Boston Public Library in Copley Sq. Bob will meet with Felicia Oti to determine which documents the Library plans to digitize, so we don’t duplicate their efforts. Debbie suggested digitizing the papers of Barbara Smith which we currently have at the Museum.
4. Museum Siding - Currently in progress. The style of siding is called Brodie.
5. Textile Preservation - Connie has determined that Historic New England doesn’t advise on textiles. There is a textiles course held in the summer at URI, but it is full time over two weeks and costs \$900. We may want to contact a URI professor to suggest an intern that can visit us and examine our collection of textiles and advise us on a course of action for repairing and conserving them.

6. WWII Veterans Picture Display - We discussed various possible solutions for displaying the 14 frames of photographs.

#### **G. OLD BUSINESS**

1. Album Project at FHS - no news.
2. Museum Trek - no news.
3. Clothing Room - no news.
4. Reference Room - In progress.
5. Film Project (Bob Oliver) - In progress.

#### **H. NEW BUSINESS**

1. Mary received two responses from people who would like to volunteer as hosts. Mary is thinking that we should hold a volunteer meeting in January.
2. Based on Bob's meeting with Dan Chase, and by approval of the Commission, Bob will purchase a printer for use in the Library Room. Requirements: that it can scan, copy, print, and enlarge copy. No need for a fax feature. Needs to have powdered honor rather than liquid: the latter can dry out from infrequent use. Bob will then submit the receipt to the Commission for reimbursement.
3. Connie requested that we a) adjust the timer for the front porch light, and b) improve the lighting at the Museum's rear entrance.
4. We discussed the current decrepit state of the rolling display partition. Can it be repaired? Colette will discuss this option with Richard Remillard (aka Remy). If the panels can't be replaced, we discussed purchasing a new system called "Room Dividers", consisting of 4 freestanding panels, ideally for under \$500. Colette will research their cost and send out an email about it. On a related note, Phyllis mentioned that her employer might have cast off office furniture we might be able to use.
5. Someone had asked one of the Commissioners whether the Museum would be open on Veteran's Day this year. We had not planned to, but we discussed the possibility of keeping the Museum open on days on which children would be out of school, namely: Columbus Day, Veteran's Day, the day after Thanksgiving, Presidents' Day, and extra days during the February and April vacations.
6. The Holiday Stroll - Dec. 3rd. Colette can open at 4PM, and will be joined by other Commissioners who are available. We plan to provide hot chocolate, candy canes, some vintage Holiday decor, perhaps ink stamps and paper chains, and a possible visit from Mrs. Claus. (We will leave the Veteran's Display up during this event.)

**I. FINANCES (FFHM)** – The current balance is \$6,979. Debbie mentioned that the checkbook for the Friends resides at the Town Clerk's office.

**J. MEMBERS' COMMENTS** - Jim Johnston's house (the 1769 Oliver Pond House) is currently for sale, zoned Commercial. We should meet with him to discuss its future.

**K. DEMOLITION REQUESTS** – None.

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