

Deerfield Historical Commission

Minutes
May 8, 2012

Present: Betty Hollingsworth, Henrietta Kocot, Marilyn McArthur, John Nove, Pat Potter, Ken Schoen, and Jane Trigère

Absent:

Guest:

Agenda

Review and accept minutes of April meeting

Correspondence

Old Business

Next steps on all three projects

New Business

Congratulations to Betty Hollingsworth, our newest DHC member

Minutes

The minutes of April 10, 2012 were approved as amended.

The minutes of February 28, 2012 special meeting were approved as amended.

Correspondence

Yearly membership renewal of Assn. Gravestone Studies approved

Scenic Byway Meeting May 15th; John Nove will attend representing the town & DHC

Received invitations to PVMA Festive reception May 20th

Received a copy of Deerfield Annual Report

Old Business

Annual Town Meeting

Power point presentations were not presented at the Annual Town Meeting as per request of the organizers. Instead Jane created a flyer that was distributed and a visual display panel. 300 copies were made at Collective Copies, Florence and billed to the Town account.

The three proposals (Article Eight) were read by Daniel Graves, chair of the CPC (Community Preservation Committee). Jane and Marilyn fielded questions. The article was approved by acclamation on the second day of the Deerfield Annual Meeting on May 1, 2012.

Jane reports from her conversation with the Bernie Kubiak, Town Mgr.:

1. The RFP for CPC 2011 West Deerfield cemeteries will finally go out this week.
2. She will prepare a draft of the new RFP for Bernie to review.
3. She asked what the regulations are for getting proposal for the grammar school.
 - DHC to write a description of work to be accomplished and time frame. Jane asked what exactly are we looking for. Bernie said he will check with other town managers for similar town projects.
 - Bernie will find a standard contract that matches closely

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- Marilyn will search the data base of CPC contracts for similar proposals.
 - DHC makes a request to three “Companies” for proposals. Even though the sum is under \$10,000, the Town is obligated to follow “Best Business Practices.”
4. Discussed how to proceed with the inventory hiring: An individual versus a grad student? A likely good solution would be a combination. He suggested we call the circuit rider Michelle Barker (Mass Preservation) and the Amer. Antiquarian Society in Worcester for advice.

Jane in conversation with David Glassberg at Public History-UMass

He suggests writing three letters to 3 Public History- UMass faculty

1. Max Page for architectural inventory. Agreed that Marilyn will be the liaison for the Inventory project and will call Max. Money should be to hire a researcher now who would oversee the students in the fall semester.
2. Jon Olsen, the technologist re uploading to a web site.
3. Rachel Martin re cemetery inventories and possibly oral histories.

New Business

Betty was approved as our book keeper by acclamation. We needed someone to keep track of our administrative expenses and the costs and payments made for our various projects.

Jane presents some new ideas related the future building inventory.

1. Sample architectural guides from Springfield and UMass-Amherst campus. Discussed how to obtain more and where to store them. Jane will enquire again re proper storage unit.
2. “toy” blocks representing the interesting buildings of Deerfield. These are made commercially by Cat’s Meow (www.catsmeow.com)

The next meeting will be June 12, 2012.

Meeting adjourned at 7:50 pm

Respectfully submitted by Ken Schoen, clerk

We will attach the three CPC applications for 2012 which were presented to the CPC on April 7, 2012 (corrected date).