

## Deerfield Historical Commission

July 17, 2012 Minutes

Chairman: Henrietta Kocot

Clerk: Kenneth Schoen

Bookkeeper: Betty Hollingsworth

Representative to the Community Preservation Committee: Marilyn McArthur

Cemetery Restoration sub-committee head: Jane Trigère

Historic Inventory sub-committee head: Marilyn McArthur

Scenic Byways Liaison: John Nove

### Current Term Dates

Henrietta Kocot July 1, 2012 - June 30, 2013

Betty Hollingsworth July 1, 2012 - June 30, 2014

John Nove July 1, 2012 - June 30, 2014

Marilyn McArthur July 1, 2012 - June 30, 2015

Kenneth Schoen July 1, 2012 - June 30, 2015

Jane Trigère July 1, 2012 - June 30, 2015

### Present:

Betty Hollingsworth, Henrietta Kocot, Marilyn McArthur, Ken Schoen, and Jane Trigère

**Absent:** John Nove. **Guest:** Shirley Majewski.

### Agenda

Review and accept minutes

Correspondence

Old Business

New Business

### Review Old Minutes

The minutes of June 12, 2012 were approved with a slight amendment.

### Correspondence

We received a letter from Peter Reiss notifying us of a project-accessibility for the Center for the Arts Building at Deerfield Academy. Marilyn will review document and give us a summary report at our next meeting.

Peter Pelletier of N Main Street discovered some old wooden water pipes.

### Old Business

#### Old Grammar School Proposal

Jane reported that Kuhn Riddle Architects came to look at the building on July 17<sup>th</sup> and Tom Douglas is coming July 24<sup>th</sup>. Town Building Inspector Dick Calisewski has been invited to be present. She

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also expects to hear from Bill Devlin, the first architect who visited the site. The proposal deadline is July 31, 2012.

### 2012 RFP West Deerfield Cemeteries

Bernie Kubiak has listed the RFP on the town website and other places with a deadline of July 25<sup>th</sup>. So far we had interest expressed by New England Gravestone Services (Kai Nalenz), Evergreen Construction and William Parsons.

### Historic Inventory

Marilyn reports that a lease has been signed with CISA for one year starting July 1 at a rate of \$300/month. The office is in the CISA building on the corner of Sugarloaf and Graves Streets. The move-in date is July 18<sup>th</sup>. (CISA: Community Involved In Sustaining Agriculture)

### Of Note:

Let the minutes show that the town administrator has been apprised of two important discoveries that the Cemetery Restoration Project has made during the past year's work:

1. That the town needs to proceed with legal arrangements for formal control of the Captain Lathrop stone at 100 North Main Street.
2. That on Upper Road in West Deerfield a private home was constructed on existing cemetery land now referred to as Howes Cemetery or Orchard.

### New Business

1. Betty reported for the fiscal year 2012 that \$294.18 had been expended from the total budget of \$1800. \$1561.72 was returned to the town.
2. Jane will seek prices for storage cabinets with glass and a lock.
3. Shirley Majewski has been hired as researcher on the Historic Inventory Project.

Shirley will keep a research time log for her work and will go to Henrietta every two weeks for her to sign off. She started on July 10<sup>th</sup> and will be working fifteen hours a week. (Tuesdays, Wednesdays and Thursdays 8:30-1:30). She is being paid \$20/hour, thus earning \$300/week. She agreed to look into where and what school records were kept.

She described and gave a list of resources at PVMA. She also gave out a recent Recorder article about towns getting CPA funds.

4. Jane expressed concern about excessive use of paper. We should strive to conserve and not duplicate copies.
5. Betty brought a list of issues to discuss re the reorganization of the Commission. After much preliminary discussion, Marilyn made a motion to table the reorganization of the Commission until the next meeting September 11. The Motion carried unanimously.

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6. The budget discussion tabled to until our August meeting for the same reason. Unanimously agreed.
7. Jane will prepare a draft of the next cemetery work RFP (2014 CPC) for our October 2012 meeting.

The next meeting will be August 14<sup>th</sup> 2012.

Meeting adjourned at 7:30 pm

Respectfully submitted by Ken Schoen, clerk