

# Deerfield Historical Commission

April 1, 2013 Minutes

Chairman: Henrietta Kocot

Cemetery Restoration sub-committee head: Jane Trigère

Clerk: Kenneth Schoen

Historic Resources Inventory sub-committee head: John Nove

Betty Hollingsworth

Scenic Byways Liaison: John Nove

Representative to the Community Preservation Committee: Jane Trigère

## Current Term Dates

Henrietta Kocot 7/1/12 – 6/30/13

Jane Trigère

7/1/12 – 6/30/15

Betty Hollingsworth 7/1/12 – 6/30/14

David (Bud) Driver

2/26/13 – 6/30/13

John Nove 7/1/12 – 6/30/14

Todd Kmetz

2/26/13 – 6/30/13

Kenneth Schoen

7/1/12 – 6/30/15

**Present:** Bud Driver, Betty Hollingsworth, Todd Kmetz, John Nove, Ken Schoen, and Jane Trigère  
**Absent:** Henrietta Kocot

Todd chaired the meeting which was called to order at 5:40 pm

## Agenda

Review February 25th and March 4th minutes

### Old Business

1. Review decision to postpone work on Old Grammar School
2. Assess supervision, needs and process for the ongoing Inventory Project
3. Discuss CPC suggestions as explained in Jane's email report re scanning
4. Continue discussion of proposed Town Archaeology Policy
5. Possible ground penetrating radar scan project of the Old Deerfield Cemetery - Details to follow by Todd

### New Business

1. Plan presentations for **Annual Town Meeting April 29!!!**
2. John - talk about a gift from Historic Deerfield and talk about a couple MHC issues
3. As time allows, continue introducing ourselves and our skills to each other.

## Review old Minutes

The February 25th minutes were unanimously approved with Betty making the motion, John seconding. Considerable corrections were made to the March 4<sup>th</sup> minutes. They will be reviewed again at the May 6<sup>th</sup> meeting.

## Correspondence

None reported

## Old Business

1. Review Decision re Old Grammar School work

The DHC confirmed the prior decision to postpone the OGS project. Approved unanimously.

2. John will be supervising the project and is satisfied with the work. He signs off on Shirley's time sheets.

3. CPC meeting March 7<sup>th</sup> & our proposals

- a. They accepted the phase 2 inventory project proposal with some suggestions.

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b. The Sugarloaf Cemetery Fence Project also was accepted narrowing down optional materials. Jane will present again on April 4<sup>th</sup> to CPC to finalize.

c. Out of Betty's personal proposal came some possible solutions to the DHC (as well as Betty's) needs. Jane went to speak with Doug Finn at FCAT. FCAT can design and set up a web site for all DHC findings (photographs, maps, research, etc). They will access their available funds to do this and to get a digital scanner that we will be able to use. FCAT can hire someone to scan and create a web site for Betty. Jane will meet again with Doug Finn at FCAT to explore how we can proceed.

Jane continues her work on the RFP for the assessment of the Old Albany Rd. Cemetery & the repair of some gravestones at all the remaining cemeteries.

Continued discussion of the Accountability Policy proposed by Todd and Bud. We are working on clear language for a policy to inform us when entities are coming into Deerfield to do any archaeological work.

Todd described a possible Ground Penetrating Radar study proposed and conducted by EMIS and the CT State Archaeologist. It is a non-invasive procedure and would help us with our own future work. The work could be done in June. The Proposal was unanimously accepted with a motion by Ken and seconded by Jane. Todd will confirm with EMIS.

### **New Business**

1. Annual Town Meeting.

Jane will present the Sugarloaf Cemetery proposal and John will present the Inventory proposal.

2. John reports

a) Historic Deerfield donated a set of the HD magazine to the DHC. We will write a thank you to David Barclay, Director of Development at HD.

b) He submitted a request for \$50 from our funds to pay for a sign for the DHC Inventory project to be placed in front of CIS building. Bud made a motion to approve and was seconded by Betty. Unanimously carried.

c) Ken was reminded to write a letter to MHC listing all the DHC members so that they can communicate officially with any one of.

3. No time to continue introducing ourselves to each other.

Motion to adjourn was made by Bud and seconded by Betty. Meeting adjourned at 7:15.  
Our next regular meeting will be May 6, 2013 5:30 P.M.

Respectfully submitted by Ken Schoen, clerk

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Special Meeting of the DHC April 15 2013 Todd absent

Meeting was called to order at 12 by Henrietta. The proposal by David Bosse before the CPC for funding for book preservation and microfilming was submitted by Jane. The proposal was read and discussed. It involves binding and paper repairs for ten account books ie ledgers and microfilms of the ledgers.

Betty made a motion to accept the request for a letter of support from the DHC. Seconded by Ken. The motion was carried was John absenting. Clerk will send a letter to the CPC and a copy to David Bosse.

There was further discussion of an Accountability Policy for h ton for any archaeological digs.

Began crafting wording: We propose the following policy

The Town of Deerfield requires an application process for the monitoring for any archaeological entity (possessing an MHC permit) before beginning any archeological work.

To be further discussed with the rest of the proposal,

Motion to adjourn made by Bud and seconded by John.

We adjourned at 1:15 pm.

Submitted by

Ken Schoen

Clerk