

# Deerfield Historical Commission

May 6, 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

## Agenda

Review April 1st & 15th minutes

Correspondence

Old Business: Review draft of the Accountability Policy

New Business: Results of Town Meeting

Meeting was called to order at 5:30 and chaired by John Nove in Henrietta's absence.

## Minutes reviewed

The minutes of March 4<sup>th</sup>, April 1<sup>st</sup> and 15<sup>th</sup> were reviewed and approved unanimously.

## Correspondence

A thank you note (for our thank you note) was received from David Barclay of Historic Deerfield. The Mass Historical Commission wants a list of members and job descriptions by regular mail. This has been sent to them already via email.

## Old Business

John will bring the bill from Siegel Signs to the Town Offices for payment. The question was raised as to whether there is a formal policy for payments of bills or treasury warrants. We will ask Henrietta for copies of bill schedules and Jane will prepare a binder for them.

We reviewed funds from the CPC report. The Cemetery Project has \$71,025 for the West Deerfield Project.

We approved membership in the Association of Gravestone Studies for another year. Todd will prepare the updated Accountability Policy for our next meeting. We confirmed that our meetings are on the first Mondays and need to let FCAT know. (JT note: Doug said it is Pat Kroll who is in charge of that on the town TV channel 12)

Jane reviewed proposals that were accepted at the Annual Town Meeting: the Cemetery Fence for \$16,500 and the Inventory Project for \$34,600.

Jane will continue working on the earlier cemetery RFP.

**New Business**

Todd reported that the GPR is scheduled for June 19.

Motion to adjourn made by Betty and seconded by Todd.

We adjourned at 7:15 pm.

Our next regular meeting will be June 3, 2013 at 5:30 P.M.

Respectfully submitted by Ken Schoen, clerk