

Deerfield Historical Commission

Aug. 12, 2013 Minutes

Chairman: Henrietta Kocot
Clerk: Jane Trigère

Cemetery Restoration sub-committee head: Jane Trigère
Historic Resources Inventory sub-committee acting head: Ken Schoen
Representative to the Community Preservation Committee: Jane Trigère

Current Term Dates

David (Bud) Driver	2/26/13 – 6/30/13	John Nove	7/1/12 – 6/30/14
Betty Hollingsworth	7/1/12 – 6/30/14	Kenneth Schoen	7/1/12 – 6/30/15
Henrietta Kocot	7/1/12 – 6/30/13	Jane Trigère	7/1/12 – 6/30/15
Todd Kmetz	2/26/13 – 6/30/13		

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

Agenda

Review July 1, 2013 Minutes

Correspondence:

Old Business:

Bill payment procedure

Archaeological Accountability and Site Proposal

Update on various projects

New Business:

The meeting was called to order at 5:45 pm by Ken.

Minutes

Ken moved to accept the Minutes of July 1, 2013 as amended; seconded and voted 5-0.

Correspondence

Todd Kmetz sent in his written resignation as of Aug 1, 2013. It was accepted.

OLD BUSINESS:

1. The Archaeological Accountability & Site Monitoring Proposal :
Discussion to refine the policy. Small corrections made. Voted unanimously to deliver it to the Interim Town Manager for the approval of the Selectmen.
2. Civil War Monument: Bud inquired and reported that the monument belongs to the Town and permission for restoration by work inspired by Academy students was requested and received.
3. Cemetery update: Jane reported that Kai is finished with the 2 West Deerfield Cemeteries. Bud moved the 'Thank you Deerfield CPA' sign from the Sugarloaf St. Cemetery to the smaller cemetery near Clarkdale Orchards.
4. Cemetery RFP. Bud will confirm by noon whether Howes Cem. is town owned. If not, Jane will remove it from the RFP. RFP and supporting attachments will be given to Wendy for posting.
5. Old Grammar School: a meeting is being scheduled between Bill Devlin and the Interim Town Manager to continue the process of agreeing and signing a contract for the projected work.
6. Inventory Project: Ken found out what Chris Skelly does exactly. He trains and advises Historical Commissions on management issues. Ken and Betty will continue to

supervise the project staff (Marilyn and Shirley). Their corrections have been made and a new submission will be mailed out by Ken to Mr. Stott at MHC after a rewrite.

7. DHC finances: We have decided to keep a financial ledger of our expenditures.

NEW BUSINESS:

1. Committee reorganization tabled to September meeting
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The next regular meeting will be Tuesday, September 3, 2013 at Town Hall at 5:30 pm. Henrietta moved to adjourn the meeting at 7:05; Betty seconded; Voted 5-0.

Respectfully submitted by Jane Trigère, clerk