



Municipal Building – Town of Franklin
355 East Central Street
Franklin, MA 02038

Town of Franklin, Massachusetts Historical Commission

Meeting Minutes September 30, 2008

Attending:

Commissioners:

Del Arnold
David Cargill
Alan Earls
Mona Ghiringhelli
Debbie Pellegrini
Bob Percy

Meeting Minutes

The Commission approved the last meeting's minutes, as amended by Del, from 8/19/08.

Commission members are welcome to check the Commission's mail box at the Town Offices, and to notify Commission members of any timely issues before the next meeting.

Finances

No news to report.

Projects

Housing Rehab Requests -- None

Demolition Requests

David Roche forwarded to us a demolition request from Richard R. Cornetta Jr. for three structures:

- The Four Corners School at 160 E. Central St.
- House at 8 Cross St.
- Garage at 24 Cross St.

The Commission approved these demolitions, with the clarification that the form that requests the demolition for 24 Cross St. applies to the garage only, and not the primary residence on that property.

Obtaining 501 (c) 3 Status

Accountant Herb Hunter spoke to us about this process, and provided very useful materials and information. Some notes from this info session:

- He reminded us that gifts to a public (the Historical Commission) or private (a Friends of the Historical Commission) are both tax deductible
- Any gifts to the Historical Commission would be tossed into a general public funds pool
- A non-profit entity can be incorporated
- To form a non-profit 501 c 3 organization, we need to fill out a 30-page application, and return it to Herb H. (Alan E. and Mona G. agreed to look at this together.) The completed application goes to the IRS office in Brooklyn, NY.
- The Historical Commissioners would be the Trustees of the new organization.
- If the new 501 c 3 folds, we will have to specify where its funds would go. (They would go to the Town.)
- One option is to incorporate as a non-profit organization.
- Fees associated with the application process:
 - Filing to the State of MA for corporation status (\$135.). This is MA Form PC (Public Charity)
 - Filing to the IRS (Form 1023) (\$300.)

These are one-time filings. We would need to solicit donations for these fees: we cannot use Historical Commission funds.

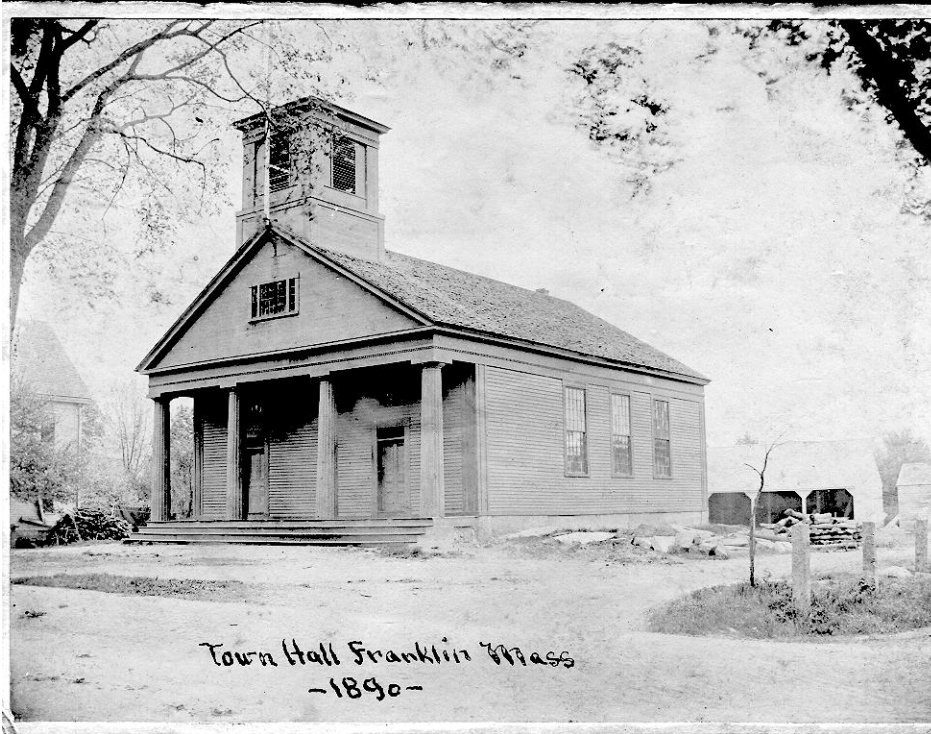
The US Gov't requires no filings unless you receive over \$25,000. in one year.

- To form a corporation, we'll need a lawyer to assemble the forms. Herb H. said he would assist us in this process.
- The Commission agreed to name the new organization "Friends of the Franklin Museum."
- The Friends of the Franklin Museum (FFM) will be on the US list of public charities. This will assure donors large and small that they can safely donate to us.
- The FFM itself needs a set of bylaws. Bob P. will search for a set of templates we can use as a base.

Donations

Victor Pisani is donating 5 modern display cases to us: three are 60"x36"x20"; two are 72"x36"x20". Alan E. and Del A. examined them and found them to be suitable to our needs.

Del reminded the Commission that we need to give credit to people who donate items.



Refurbishing the Museum (80 West Central St.)

Joseph Rizza of Court Street Architects, who will be managing the museum's refurbishment, met with town officials, including Debbie Pellegri, to discuss the firm's ongoing plans. Individual contracts are currently out to bid. Work will likely not begin for 12 weeks. Mr. Rizza said he would be glad to meet with the Historical Commission to get our input in various areas. Current work items include:

- Replace the HVAC system
- Install a new alarm system
- Install indoor and outdoor lighting
- Install new front doors (to make the building inviting)
- Construct a gift shop on the left as you walk in

Dave and Mona plan to review the Architect's agreement and provide comments to the Commission.

Del agreed to prepare preliminary details of our requirements for the museum so we would be better prepared to discuss them with the Architect.

Museum Inventory and Related Items

Del reminded the Commission that we need to store any recent correspondence in our filing cabinets (currently in the basement of 150 Emmons St.).

Vault space at 150 Emmons is becoming full.

Volunteers – Dave C. plans to contact Rob Lawson to see if we can enlist the services of some Dean students who would like to help with inventorying.

Research Requests

Lewis of Medway contacted the Commission to locate a historical map of Lincoln St. Del responded to him to the effect that none of our antique town maps include the Lincoln St. area.

Town Website

Bob P. plans to ask whether our old town website was archived anywhere. One Commission member authored some articles which are no longer posted.

Bob P. plans to obtain a login from Maxine in the Town Administrator's office.

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