



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

Town of Franklin, Massachusetts Historical Commission

Meeting Minutes September 21, 2010

Attending:

Commissioners

Present:

Del Arnold
Dianne Brunner
Alan Earls
Mona Ghiringhelli
Marlene Oliver
Debbie Pellegri
Bob Percy
Alice Vendetti

Absent:

none

Associates

Colette Ferguson
Connie Lawson

Finances

No bills were received or paid this month.

Last Meeting's Minutes – Approved, with corrections. Bob to repost.

Commission Membership

The Town Council approved Mary Olsson as a new member of the Historical Commission. Congratulations!

(To become an Associate Member of the Historical Commission, prospective Associate Members need to a) send a letter of request to the Town Clerk and b) meet with the Town Administrator Jeff Nutting.)

Commission Subcommittees

In our last meeting, we discussed the need to define clearly our subcommittees, so we know who can follow up on a particular task. Bob put together a working list, and their associated duties, and the Commission reviewed this document. Bob will draft a final list, and send email it out for Commission members to have.

The monthly meeting agenda will now list these subcommittees, so each can report on current tasks.

Election of Officers

We discussed the need to elect Commission officers for the coming year. The positions are:

Chair – currently not filled

Treasurer – currently Alice V.

Secretary – currently Bob P.

We will elect officers at our October meeting.

Museum Operation

- We discussed the need to purchase some lightweight work tables, perhaps from BJs
- Visitors are bringing to the Museum items they want to donate. (For tax purposes, the donator determines the value of the items.)
- We would like to purchase a scanner to reproduce photos and documents for visitors. We will charge a nominal fee for copies.
- Debbie provided pens and tape so visitors can label pictures of veterans they can identify.
- It would be good to put all dishware away in the kitchen cabinets. This may be a task some museum hosts can take on.
- We discussed installing a lock on one of the Library cabinets, for storing DVDs and other similar items.

Museum Inventory

- On 8/21, Del, Dianne, Colette, Connie, and Bob helped move the vast majority of remaining items from 150 Emmons St. to the basement of the Museum. There are still items remaining at the old museum and at 150 Emmons St. Some at the latter are in our designated space, some are not. Marlene plans to assist in the process of determining which items are of display quality. For the larger items, we will need assistance from the DPW. There are three empty rooms on the upper level of the Museum for all of these items. They are:
 - 1 flat plan cabinet for newspaper storage (4' wide x 3' deep)
 - 3 flat plan cabinets for newspaper storage (20" wide x 24" deep)
 - 2 five drawer filing cabinets
 - 1 five drawer filing cabinet w. built-in safe (19" deep x 3' wide)

- 2 low tables
- 1 clothes rack
- 1 old wooden desk w. separate top (from the library)

Marian Bissanti and her sister Ruth Parks donated numerous lap blankets to the Museum. We would like to make these available for purchase in the Gift Shop, on a seasonal basis.

Museum Interns

- Nothing to report.

Museum Programs

- Bob and Alan will continue to touch base about past and future activities and events for the Museum.
- The Museum will be open on the day of the Harvest Festival (9/26), from 11 to 4. Events will include a car show and bake sale. Cider will be served.

Publicity

- Franklin's downtown revitalization was featured on Ch. 5's Chronicle. The Museum had a starring role.

Museum Hosting

- We need to add this info to the Hosting Procedures list: where the host should place donated funds, and where blank donation sheets can be found (inside desk near entranceway)

Friends of the Franklin Historical Museum (FFHM)

- There is currently \$2,864. In this account.
- Visitors have been using Dianne's donation box

Website

We need to provide a description about the new museum. Del agreed to help craft a new description.

Bylaws

Bob drafted a clause to the Demolition Delay Bylaw. Debbie plans to pass this draft by Jeff Nutting for comments. Bob will email a copy of this to the Commission.

Grants

Marlene is contacting people in NYC to prepare the way for the planning grant she is working on for the Town. The grant touches upon the historical development of film. This grant request includes a hologram, perhaps of Horace Mann, that we can install in the museum. Another organization currently has a hologram of Ben Franklin. We will find out whether this might also be available to us.

Correspondence – None

Housing Rehab Requests -- None

Demolition Requests – None

Research Requests -- None

New Business

(See donated lap blankets, under **Museum Inventory**)

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