

Town of Franklin, Massachusetts
Historical Commission

Meeting Minutes – June 18, 2013

Commissioners Present: Del Arnold, Connie Lawson, Mary Olsson, Debbie Pellegrini (Chair), Bob Percy (Clerk). *Absent:* Marlene Oliver
Associates Present: Colette Ferguson. *Absent:* Kai Olsson, Mary O'Neill.

A. APPROVAL OF MINUTES FROM MAY 21, 2013 – Approved as amended (Vote: 5-0).

B. CITIZEN COMMENTS -- none

C. APPOINTMENTS (Commission Membership)

There is a vacancy on the Commission we would like to fill. No activity as yet.

Action Items - none

D. PRESENTATIONS

Visiting was Town Administrator Jeff Nutting to chat with us about the use of the Old South Meeting House (formerly the Horace Mann Museum) on Washington St.

It is a goal of the Town to maintain the historic nature of the edifice.

We would like to investigate grant opportunities.

Possible uses:

- One suggestion: the Franklin Housing Authority asked if they could make it a single family home.
- An art gallery?
- An event venue (live music, theatre)?

The Historical Commission has leverage – to determine what defines the historical value of the structure. Jeff might want to get an architect to see how much work would be involved to renovate it, but the Commission needs to decide what the finished space will consist of before we can get an architect to help us. The space is roughly 1600 sq. ft.

At issue with the property is the state of the septic, electrical service, and heating.

Jeff suggested sending mention of both the Old South Meeting House and the Historical Museum to the Master Plan Committee, to add to the Master Plan.

E. DISCUSSIONS/VOTES

E1. The paper deeds in the library room are duplicates of online deeds.

E2. No RFP – set up a meeting of the Historical Commission to brainstorm.

E3. We need to ask comparable museums how they increase foot traffic. Bob will investigate.
E4. We agreed to have 5 of Eamon's books to sell in the Museum Shop, to start. Bob will check with Alan to see about the best sale price.

F. SUBCOMMITTEE REPORTS – (details from subcommittees, if provided)

⊗ Communications – (Bob)

⊗ Document Preservation and Policies – (Alan, Connie, Del)

John C. has been adding items to our inventory in PastPerfect, and is using our accession procedures. He has stopped copying yearbooks. Members expressed an interest in having John come to a Commission meeting to talk about his work.

Debbie will email a list of hosts/volunteers to the Fire Department, and include John C.

Bob plans to meet with John Leighton to obtain the Civil War artifacts he has kindly helped make available to us.

Sorting old newspapers – we need to purchase more acid-free boxes from Gaylord Inc.

The FHS audio recording conversion project – the school has gotten the grant and the effort will proceed. This will include all audio recordings in the museum's collection.

⊗ Events – (Debbie, Colette, Connie)

⊗ Finance and Budget – (Debbie)

⊗ Grants – (Marlene, Alan)

⊗ Hosting – (Debbie)

⊗ Museum Display – (Colette, Connie, Debbie)

⊗ Museum Operations – (Del, Alan)

⊗ Outreach to Schools, Community – (Bob, Alan, Debbie)

⊗ Publicity – (Mary Olsson)

⊗ Strategic Plan – (Mary Olsson, Connie, Bob)

⊗ Website – (Bob, Alan, Mary Olsson)

G. OLD BUSINESS

- G1. Dean student intern John C. – see **Document Preservation and Policies**.
- G2. Volunteer to help downstairs – much progress sorting old newspapers.
- G3. Object Acquisition Plan – Bob and Del have finished this document and have posted it to our Dropbox repository.
- G4. Bob added a copy of our old strategic plan to Dropbox.
- G5. Oral history project – nothing new.
- G6. Display panels – nothing new.

H. NEW BUSINESS

Improving museum attendance – Bob will contact some other museums.

I. FINANCES

The new all-in-one printer/scanner/copier is now installed in the Library Room. Thanks to Del for helping make this happen.

J. MEMBERS' COMMENTS

K. Friends of the Franklin Historical Museum (FFHM)

Housing Rehab Requests – None.

Demolition Requests – None.

Research Requests – None

L. Voted to Adjourn, 5-0.