Hopedale Historical Commission Meeting Minutes

Wednesday, April 5, 2017

Little Red Shop Museum

12 Hopedale Street, Hopedale, Massachusetts

**Present:** Jonathan Chase, Co-Chairman; Raymond Andreotti, Treasurer; Suzan Ciaramicoli, Co-Chairman and Recording Secretary; Barbara Kochon; and Kelly Merchant

**Absent:** Fred Oldfield

The meeting was called to order by Co-Chairman Jonathan Chase at 7:05 p.m.

The **Minutes of the March 1, 2017 HHC meeting**, prepared by Sue Ciaramicoli, were emailed to members of the HHC on 3/1/17 at 6:37 p.m. Sue also brought copies to the meeting for review. A motion was made by Kelly Merchant and seconded by Ray Andreotti, to accept the Meeting Minutes as emailed. Jonathan asked if there needed to be any further discussion about the last meeting’s minutes. There being none, and none opposed, the motion passed.

Barbara Kochon shared that she has accepted a part-time position with her former employee at one of their satellite locations in Sturbridge. She expressed concern about a possible conflict, from time to time, between her work hours and her commitments to both the Historical Commission and the Local Historic District Study Committee. Sue suggested that we revisit the topic should it become a concern sometime in the future.

**Treasurer’s Report** – Ray Andreotti

**March 2017 expenses**

National Grid - $102.26 (3/9)

NStar (Eversource) - $173.75 (3/5)

Comcast - $97.53 (3/10)

Verizon - $12.94 (3/6)

Cintas (annual monitoring fee) - $245.00

Kelly Merchant (snow removal) - $110.00

Reimbursement to Sue Ciaramicoli (stem sockets/casters) - $43.94

Reimbursement to Sue Ciaramicoli (two-tier folding chair dolly) - $219.26

Beginning budget balance as of 07/01/16 - $ 7,510.00 ($2,535.00 Historical Commission; $4,975.00 Red Shop)

Remaining budget balance as of 03/31/17 - $ 2,762.32 ($ 876.67 Historical Commission; $1,885.65 Red Shop)

Sue made a motion to pay an invoice submitted by Kelly Merchant for $132 for shoveling at the Museum for a large snowstorm on March 14th. It took two days to complete the task due to refreezing of the snow. The motion was seconded by Barbara Kochon, as presented. Jonathan asked if there needed to be any further discussion about the reimbursement request. There being none, and none opposed, the motion passed.

Sue shared that she has not yet followed-up with Town Administrator Steve Sette to see if the Town will do shoveling at the Museum next year, as they do for the Library.

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**Friends of Historic Hopedale** - Sue reported that she attended the Friends of Historic Hopedale on March 9th and shared with them the following:

* The final BHC Partnership Grant check had been deposited. The funds received will offset the purchases made with HHC funds for the Cataloging Project. Additionally, she reported to FoHH that she planned to check with Steve Sette to see if the BHC Grant money, received for prior FY purchases, might be used for such items as exterior paint. Sue also had a discussion with Steve Sette about the possibility of having the Worcester County Sheriff’s department assist with tasks at the Museum such as painting, and some window washing. The only supplies needed for the workers would be food, water; possibly to come from Atria Draper Place.
* The 2013 Gale Engineering Report and videos were sent to members of the FoHH for review on February 19th. The plan is for Bev Carver and Sue to meet with Town Administrator Steve Sette, at some point, to revisit the Study.
* Electrician, Joe Scanzaroli, will be coming to the Museum soon to complete work; much of which will be covered by funds pledged by FoHH.
* The framing of several Museum artifacts is complete. Receipts will be submitted to FoHH Treasurer, Jed Marshall, due to the fact that FoHH funds were used to frame some of the items.
* There is an issue with the paint used on the bookcase shelves. The paint was purchased from Lowe’s based on their recommendation. Sue returned to Lowe’s to voice concern about the poor coverage by the paint. She was told the she was given the wrong kind of product to use on shelves. She was given a credit back from the store for the faulty paint already used and sold an upgraded paint for just $5 to provide the additional coat of paint needed.
* The rolling chair rack dolly, funded by the Historic Commission, has arrived. This will now allow all chairs to be stored at the Museum, eliminating the need to move the chairs to and from storage at Gallo throughout the year. This had become a great inconvenience for both Gallo (has provided free storage to the FoHH) and volunteers.
* The FoHH needs to schedule time to get the Museum’s holiday decorations and Coffeehouse and leftover Oktoberfest supplies transported to Gallo for storage. Additionally, FoHH plans to consolidate the items remaining in the three storage containers, now that it is unlikely that they will have an Oktoberfest again. The last Oktoberfest took place in 2014. The plan is to tackle this in the warmer weather.

Sue reported that the FoHH held a successful wine and beer tasting fundraiser at the Hopedale Country Club on Saturday, March 25th. The wine and beer was provided by the Hopedale Package Store, light refreshments were sponsored by the FoHH and Tracy Liberatore (owner and chef of the Little White Market Takeout and Catering and her new restaurant ***TEE'S @ HOPEDALE COUNTRY CLUB)****,* and the FoHH raffled a basket that included items from the Museum Gift Shoppe, the Cozy Nook, and a gift card from Tracey Liberatore.

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**Local Historic District Study Committee** – Sue prepared a letter to the Board of Selectmen on March 3rd, which provided a list of appointees recommended by the Historical Commission for the Local Historic District Study Committee. The letter recommended the following for appointment: Raymond Andreotti, Beverly Carver, Suzan Ciaramicoli, Barbara Kochon, Virginia Larkin, and Walter Swift. Virginia Larkin withdrew her name from consideration after the letter was submitted to the Board of Selectmen. Appointments were in fact made by the Board of Selectmen on Monday, March 6th.

Sue reported that the Committee has not yet had its first meeting. It was noted that there are still two vacancies on the Committee. Jonathan offered to reach out to retired Hopedale High science teacher Larry Heron. Sue will attempt to reach out to Larry Winroth.

Sue reported that Susan Brouwer, Executive Assistant to the Town Administrator, had just late this afternoon forwarded a copy of a **Talent Bank Form** for someone interested in serving on the Historical Commission. Sue will follow-up with that person.

**Karen Pendleton** continues to work at the Museum with Sue as part of the **Senior (Citizen) Tax Program**. Additionally, Hopedale High School Senior **Alyssa Pool** continues to volunteer on Friday afternoons after school. Alyssa and her Girl Scout Troop assembled the **Hopedale History Bead Bracelet kits** for the Hopedale’s Third Grade classes. They will soon be coming for their in-town field trip to the Museum. Two classes are coming on Thursday, May 11th and two classes are coming on June 2nd.

Sue reported that she put together a schedule of extended hours for the Museum to be open in April to accommodate the third graders who will begin visiting the **Museum as part of their Hopedale Scavenger Hunt Project.** Sue said that she would send out an email to all HHC members the day after the meeting asking for help to staff the Museum during these times.

**Fire Alarm -** Sue spoke with Ann Fields, Library Director, and reached out to building manager Tom Hannamm, of the JSHS regarding their experience other alarm companies. Neither uses CINTAS.

A motion was made by Kelly Merchant and seconded by Barbara Kochon for the meeting to adjourn at 8:14 p.m.

Respectfully submitted by:

Sue Ciaramicoli, HHC Co-Chair and Recording Secretary