**Hopedale Historical Commission Meeting Minutes**

**Wednesday, November 2, 2016**

**Little Red Shop Museum**

**12 Hopedale Street, Hopedale, Massachusetts**

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

**Absent:** Barbara Kochon

The meeting was called to order by Co-Chairman, Jonathan Chase at 7:04 p.m.

The **Minutes** of the **October 5, 2016 HHC Monthly Meeting**, prepared by Sue Ciaramicoli, were emailed to members of the HHC on 11/2/16 at 5:34 p.m. Sue also brought copies to the meeting for review. A motion was made by Kelly Merchant and seconded by Fred Oldfield, to accept the October 5, 2016HHC Meeting Minutes as presented. 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.

**Treasurer’s Report** – Ray Andreotti

**October expenses - LRSM**

* 9/29/16 $ 19.00 Eversource (posted 10/6/16)
* 10/10/16 $ 95.51 Comcast (posted 10/20/16)
* 10/18/16 $ 18.26 Verizon (posted 10/27/16)
* 10/11/16 $ 91.38 Water & Sewer (posted 10/20/16)

**October expenses – HHC**

* 9/15/16 $ 95.00 TwM Computer Systems (posted 10/13/16) annual cleaning/check-up, etc.
* 9/15/16 $ 240.00 TwM Computer Systems (posted 10/13/16) 12 mos. (disc.) Cloud storage

**Curator’s Report** – see attached.

Sue also reported on several items.

We need to prepare the Museum for the upcoming, very important, public presentation titled ***Establishing Local Historic Districts - Historic Preservation in Hopedale*** on Monday, November 14th, at 7 p.m. at the Little Red Shop Museum. The presentation will be done by Chris Skelley, Director of Local Government Programs at the Massachusetts Historical Commission.

* We need to make arrangements to pick-up the folding chairs stored at Gallo Moving and Storage in Milford.
* Kelly said she would help with cleaning the Museum in preparation for the presentation.
* Sue will post the flyer on the Museum’s Facebook page and ask that others share the post to help spread the word.
* Sue had spoken to Jeff Ellis, Hopedale Cable, when she attended the Friends of Adin Ballou Frederick Douglass presentation at Unitarian Church. If he is unavailable to tape the presentation, he will ask Marcia Matthews to videotape the presentation for broadcast on local cable television.

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**BHC Partnership Grant Project Reimbursement Status -** Jonathan and Sue are scheduled to meet with the Town Treasurer. Sue has spoken with Town Accountant, Julie Costello, concerning which account the check needs to be deposited into.

**LHDSC Special Meeting** – The meeting was held on Sunday, October 16th, noon. Sue purchased pizza and salad for the meeting. Sue did not yet prepare minutes for this meeting.

**Annual Report for FY2016** - Sue reported receiving an email from Susan Brouwer, Executive Assistant to Town Administrator Steve Sette, notifying us that the deadline for submitting our Annual Report for FY2016 (period July 1, 2015 to June 30, 2016)  is ***February 1, 2017***.   At the Annual Town Meeting in May 2016, there was an article that changed the due dates of the Annual Report from September 1 to February 1, with the distribution to voters on or before May 1.

A motion was made by Fred Oldfield and seconded by Kelly Merchant for the meeting to adjourn at 7:49 p.m.

Respectfully submitted by:

Sue Ciaramicoli, HHC Co-Chair and Recording Secretary

Attachment