

Thursday, October 5, 2023

## October West Brookfield Historical Commission Meeting Minutes

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Louise Garwood, Rachel Gulen, Anne-Marie Nolan (3 of 5 members in attendance)

### Agenda

Determined quorum existed: 4 out of 5 members ( sworn in members).

Review Meeting Minutes from September meeting- minutes approved

Member Renewals & terms

Treasurer's Report

Action Items:

Town Hall Maintenance

Demo-Delay presentation progress update

175th town incorporation event planning

Jacob Knight - exhibit of work

### -NOTES

**Office Data Management** - Anne- Marie, Heather & Rachel to find a time to meet and discuss a strategy. Try to recruit a volunteer, interested community member to assist.

**2023 Scholarship** activities were completed. Anne- Marie & Louise to pick up 2024 activities at the end of December.

**Center Historic District-** This project can be on hold for now. ( **Prioritize 175th planning, Demo-Delay planning,** )Update sheets & photos is a 2 volume catalog of the houses in the historic district. Former Historical Commission President felt that it would be good to go through and collect the updates from the Accessors Office. Louise to reach out to her contact at the MA Historical Commission, Jenn Doherty, to find out how one makes an edit.(LG)

**Old Indian Cemetery-**Fannins have begun assessment- they will be in touch when completed. \$6k proposed cost for re-assessment of the Old Indian cemetery - \$10,000. estimated to do assessment and expected work. (email). Team discussed that we have other locations, like the older sections of Pine Grove, that may need attention as well. Put off immediate actions; research putting out RFP for future projects. ( LG look into)

**Old Methodist Cemetery-** Amy Dugas, expressed interest in moving forward with getting the cemetery into the historical register. Ben Haley of NPS at MHC determined ownership indeed is town of West Brookfield. **Waiting to hear from Fannins** if they want to pass project over to us ( Amy Dugas)

**Scenic Road** -Map and letter for 2024. Louise contacted Graphic designer to talk about redo of big Scenic Rd brochure.

**Historic Book Club** - No time to launch

**Rock House** - No time to launch work

**Demolition-Delay Bylaw** will be discussed fully in another agenda topic.

**Member Renewals & terms**-LG-6/30/2026

Heather Walker 6/30/ 2026

Anne-Marie Nolan- 6/30/2025

Jesse Morrison- 6/30/2023 ( have appt sheet- need to be sworn in)

Mike Sroka- 6/30/2023 (have appt sheet- need to be sworn in)

Ryan Gough-6/30/2026

Rachel Gulen-6/30/2024

Town Clerk is open 9-12 M-TH

**Secretary position-** R Gulen through year

**Treasurer position-** Heather through year

**Treasurer's Report-**Report was read and will be attached to the notes

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**- Action Item: Town Hall Maintenance**

- Question was raised if money awarded to paint building could be used for general town hall maintenance. We must use the awarded money for what is was intended for, Exterior paint and repairs exclusively. (The Town needs to start a new process for the other items on their list.)
- Louise will need to speak with the Town Administrator and ask that the requests for proposal (RFP) go out as soon as possible for our work to move forward.

**- Action Item: Demo-Delay presentation progress update**

- Heather and Jesse started on developing the presentation  
no current map showing all current towns & cities with a demo delay;
- Rg to test mapping ideas.
- We have been unable to find local grants that apply at a property owner level. In the Cape there is a bit of a coalition of professionals collaborating on preservation and addressing the property owner's needs.
- Proposing buildings older than 100 years which was compromise between ask of 75 and our idea of 125 years old.
- Idea was presented to visit Sturbridge and/or Amherst to see a by-law in action as our Building Inspector is not keen to get involved so we are a bit on our own and need to be buttoned up. West Brookfield averages 1.5 demo requests that meet our potential criteria. Jessie found that the Cape does have a workshop in place as well.
- no fall special town meeting
- Can we also collect a list of artisans and professionals are supportive by-laws goals?

**- Action Item: 175th town incorporation event planning**

- Will need to find a location for the event and plan publicity. Need to contact library to see if they will embrace as an adult program to take place in the town hall in November. Need to find someone skilled with video to preserve the talk. Sunday afternoon would be ideal.

**- Action Item: Jacob Knight - exhibit of work**

- Venue and map of the space is set
- April 2024, Ruth Wells Center in Southbridge
- Heather found 12 photos that will be loaned to us with frames
- Need to start publicity in January and the location will help with getting the word out.
- opening reception; do want to invite any notables