

September 8, 2025

West Brookfield Historical Commission Minutes

Attending: Louise Garwood, Dan Hamilton, Heather Walker, Anne-Marie Nolan, and Jesse Morrison

Agenda

Call to order

Minutes June review - vote

Treasurer's Report

Pending Business:

Jacob Knight Planning- exhibition changes and layout; mailing list?, refreshments

Re-assessment Old Indian Cemetery – Final decision for project continuing conversation

Website and Digital - Dan scanning updates

Town Hall Construction review updates

Scholarship naming update

New Business:

Office Stuff: What are we doing with retired office equipment; post digitizing, record storage or?

Curtains or louvered shades for blocking sun glare on computer screen/scanning

Meeting Opened: Louise called the meeting to order on September 8, 2025, at 7:02pm.

Call to order: Attending: Louise Garwood, Heather Walker, Jesse Morrison, Dan Hamilton, and Anne-Marie Nolan.

June Minutes Approval: Motion was raised by Anne-Marie, seconded by Jesse and motion carried with no discussion.

Treasurer's Report: Heather read the report with submitted payments and approved expenditures. The motion to approve the report was raised by Dan, seconded by Anne-Marie. Motion carried with no discussion. Dan received the 1st two payments for scanning. Stephen DiRado will submit a bill or donate his services. Town account includes the climate control storage expenditures. Approval was given with steps for the moving process. More to follow after the Jacob Knight exhibition.

Pending Business:

Jacob Knight Planning: Heather showed the mock-ups with detailed placements of JK paintings, etc. in each of the 4 rooms at the Mary Wells Center. Members will help decide what goes into the Ephemera room. Dan mentioned that the link to the Jacob Knight items is on the Jed Foster Google Drive site. Mailing list is of primary importance. Dan will need to compile list by mid-September to send to Jesse who will print the labels for the postcards. Posters will be distributed to Post Office and Library in following towns by: Dan-Brookfield, New Braintree, WB library, Salem Cross; Jesse-WB Post Office and Tavern; Louise-Ware, Workshop 13, Palmer, Warren; Anne-Marie-East Brookfield, North Brookfield, Spencer, Sturbridge Library and Publick House. 10 more posters and more postcards will need to be printed. Dan and Louise will post front of postcard on HC website and Facebook. Mailing is set for September 30. Reception: Sunday, November 9, at noon; rooms' set-up Saturday, November 8, 8 am-noon. Stamp and Label Party: Monday, September 29 at 6pm in HC office for mailing postcards next day. Heather will produce labels for the paintings by the end of October. The November 3rd monthly meeting will be dedicated to finalizing the Jacob Knight project.

Re-Assessment of OIC: Louise will contact TaMara Conde in December as to the contract for gravestone work and possible spring 2026 start. Amy Dugas will be invited to the January 2026 meeting to present her National Historic Register report on the Methodist Cemetery.

Demolition Delay: It was decided to reach out to the Ware contact person in December 2025.

Web/Digital Scanning Update: Dan finished scanning file cabinet C and is halfway through Bill Jenkins' sixth box. Photographs will be the next task. Discussion ensued on what is worth keeping. What we do with digital material will need to be addressed later.

Town Hall: Contractor submitted a series of photographs of needed repairs in addition to Haveles report.

New Business:

Scholarship in honor of William Jenkins: It was decided to honor Bill Jenkins by sponsoring an annual Memorial Lecture Series as he was known for his historical presentations. Heather suggested having Amy Dugas do a presentation on the Quaboag Historical Society and its holdings. Louise will contact Town Librarian Amy Agro for her input. A letter will be sent to the Jenkins' family once more details have been hammered out.

Curtains for Office: Curtain rod and curtain length (100% blackout curtains) were discussed. No decision was made.

Inventory of Equipment: Dan and Anne-Marie will update list of closet items.

Motion to adjourn the meeting: Motion was raised by Jesse, seconded by Louise, and carried with no discussion. The meeting ended at 8:35pm. Next meeting is scheduled for Monday, October 6, 2025, at 7pm.