

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

Agenda

Call to order

Minutes February review - vote

Treasurer's Report

Pending Business:

Scholarship - update

Website and Digital - Dan scanning updates

Town Hall Construction review updates

Demo Delay updates

Goals 2026 – Add Annual Town Cultural donations: proceed

New Business:

Office files once digitized...

Budget meeting for clarification – Town Admin.

Move research collection etc. planning – CubeSmart holding until the 28th of Feb.

Correspondence: Anne Molloy for England Fund

Meeting Opened: Louise called the meeting to order on Feb 9, 2026, at 7:03 pm.

Call to order: Members Attending: Louise Garwood, Dan Hamilton, Jesse Morrison and Anne-Marie Nolan (quorum)

February Minutes Approval: Motion was raised by Jesse, seconded by Dan, and motion carried with no discussion.

Minutes will be posted by Dan on website.

Treasurer's Report: Heather was absent, so no report was given this month. Heather does receive the quarterly reports from Trista (Treasurer's Office).

Pending Business:

Scholarship: Anne-Marie reported that the scholarship letter and application were emailed as attachments to Quaboag, Quabbin, and Pathfinder schools in January as they had high school seniors from West Brookfield. Tantasqua did not reply after 2 attempts to contact Guidance. April 6, 2026 is the closing date for applications and essay submissions. The Quaboag Current and Spencer New Leader have printed our scholarship press release weekly since the beginning of February. The scholarship information is also available on the Commission website.

Web/Digital Scanning Update: The cabinet from the downstairs room is now empty and contents are in Commission office to go through. Dan reported scanning 2/3 of the 1972-1999 Commission minutes and two Poor Farm volumes. He also put a video, 1993 House Tour in North Brookfield with Dick Rossman narrating onto our website. He has finished scanning all of Jacob Knight, Cabinet C, and 2/3 of census reports. He did not scan excise tax. There is a mortgage book that may be valuable for researchers. There are no original documents. Land documents (deeds) even from 1600's can be found online. Website is fine. Dan procured extra storage and will submit an invoice for \$17 to Heather.

Town Hall: Louise had sent Bob Haveles a letter concerning the roofing situation and she had not heard back. She will reach out to him again for more information and estimates; she will contact Mass Historic as well. Dan reiterated that the Commission's position is to strongly recommend to the Selectboard that slate, the original material used, be the preferred roofing choice, in accordance with the Preservation Agreement.

Demolition Delay: Jesse spoke with Renee Adams-White (Administrative Assistant to Board of Assessors) who mentioned that a tech person was coming in the next day. Jesse will stop in next week seeking permission to download the Property Card Records' database (layout, owner(s), style, and date built) which would be extremely helpful in narrowing down which buildings would qualify for the Demo Delay bylaw. Louise brought up the possibility of applying next year for a grant with matching England Fund money to update our Historic Districts.

Donations: It was discussed last month to donate \$200 each to Asparagus Festival, White Christmas, and Bandstand annually, probably in January. Louise will work on this now for 2026. This was added to 2026 goals.

New Business:

Office Files once digitized: Keeping hard copies and filing cabinets was discussed. Our mission is not the same as in previous years when newspaper articles and documents concerning the town were copied and filed. The topic will be revisited as it is a matter of preference.

Budget meeting for clarification – Town Admin: ?

Move research collection etc planning – CubeSmart holding until Feb 28th:

Correspondence: Louise spoke with Ann Molloy as to the England Fund annual gift. It will be coming shortly.

Dan: Dan started the conversation relating to scanned photographs and material being made public, whether there are guidelines to follow, and making collections available to the other Quaboag towns on the website. Other ideas are to

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submit a newspaper ad describing what the Commission is and looking for new members and having an intern. Discussion ensued on security and guardrails with public access.

Motion to adjourn the meeting: Motion to adjourn was raised by Louise and seconded by Jesse at 8:00 pm. Next Meeting April 6 at 7pm.