

Lancaster Historical Commission  
Meeting Minutes for January 24, 2024  
Prescott Building 2nd Floor



Meeting called to order at 7pm.

Present: Amy Brown, Judy Elwell, John (Sandy) Foster, Marcia Jakubowicz, John Murphy, Karen Silverthorn

Absent: Ann Fuller, Mark Schryver

Visitors: Jason Allison, Joe Mulé, Martha Moore

**Minutes from December 27, 2023** presented. Marcia moved to accept, Amy seconded, unanimously accepted.

Next meeting scheduled for February 28 at 7pm

Joe Mulé was welcomed and asked to address the Commission about his recent work with CPA and the cemeteries. He spoke about LHC working together with the library and town museum for the benefit of residents and interested out of town residents.

Joe reported on three issues involving CPA:

1. Cemeteries: Old Common; Eastwood; North Village; and North Burial are ready to be added to the National Register. Public Archeology Laboratory has been working on the registration. Joe will give LHC a copy when complete.
2. Middle cemetery assessment is not done. Trees have been removed but markers need cleaning and repair. Contract for work has been signed and Joe, Amy, and John Murphy will work together on a file for the grants.
3. Joe has printed out Past Perfect records to see what artifacts and documents currently housed in the LHC office Archive Room is owned by whom. He spoke about the town museum in the library with 800 objects and the need for the town to provide funding for a Special Collections' Librarian to help run the museum. Joe suggested that LHC members need to work with archived items that are in the possession of the LHC, cataloging artifacts and objects first. Someone needs to touch everything including all paper and then get the info into a computer program. It was suggested that the LHC visit other towns' (like Concord) Historical Commissions for ideas. Also, there is a need for a memorandum of understanding between the LHC and library with goals and objectives and a shared mission.

**Old Business:** LHC members welcomed new Associate members Ann Fuller and John Murphy

**CPA :** This topic was covered above under Joe Mule'

**LHC /Finance:** Marcia reported that the LHC must to talk with Select Board before purchasing any large items. Office items may be obtained through Kate Hodges/Kathy Rocco. If members are shopping and see something that is essential to the needs of the LHC, they may purchase the item and seek reimbursement later with Kate Hodges. You must have a receipt for this. It is best to handle all purchases with Kathi instead of buying things ourselves from stores.

**Annual Report** This is due the end of February. Karen received detailed information for the style and format of the report.

**Historical Nuggets:** *Meeting of the Waters* flyer will be distributed by LHC members to town departments February 13. When we did this in December with our first flyer, it was felt to be a success because we got to meet many Lancaster employees and make connections.

**New Business:**

Past Perfect is not a perfect catalogue system for our needs. We need to have a system that makes info accessible to public. Looking for new software (Omeka)?

The LHC has many copies of "The Lancaster Towns" and wonders if they can be shared with town departments. A motion was made by Judy and seconded by Amy to "Recommend to Kate that books be distributed and displayed in town." The motion passed unanimously.

Jason will ask Kate if we can give books away to previous and current town board members. The idea of giving books to Lancaster schools was discussed but this idea needs clarification of legality. Since the books are really owned by the town, the LHC must seek permission as to how to deal with these. We are not permitted to sell items since we are a town commission.

No other items brought before the Commission.

Meeting was adjourned at 8:45pm

Submitted

Judy Elwell, Secretary  
Marcia Jakubowicz, Chair  
Amy Brown, Vice-Chair