

**MINUTES**  
**LANCASTER HISTORICAL COMMISSION**  
**May 22, 2017**

A meeting of the Lancaster Historical Commission (LHC) was held on Monday, May 22, 2017 at 6:30 pm at 131 Main Street, South Lancaster, in the Historical Commission Office.

**MEMBER(S) PRESENT:**

Heather Lennon, Joy Peach, Joan Richards, Michael Sczerzen, and Jean Watson

**ASSOCIATE MEMBER(S) PRESENT:** Marcia Jakubowicz and Jay Moody

**ABSENT:** Karen Silverthorn and Mark Schryver

**GUEST(S):**

Ted Manning, DPW Commissioner

**CALL TO ORDER:**

Michael Sczerzen called the meeting to order at 6:30 p.m.

**PRESCOTT BUILDING UPDATE:**

Michael Sczerzen reported the brick pointing is proceeding along nicely. Further, at the AD HOC meeting of May 17, 2017, it was reported that National Grid's slow action will be impacting other contracted jobs. Electricity is required to accomplish work in a timely manner to avoid added costs to the town. This issue will be addressed immediately. The elevator installation is dependent on the electrical issues being resolved.

Occupancy is still on track for late December of 2017. LHC members discussed issues related to moving our office contents and items in storage safely with professional movers.

The LHC received a copy of a letter from the Massachusetts Historical Commission (MHC) stating that the deadline for the most recent Massachusetts Preservation Project Fund (MPPF) grant-funding round has closed. Notification of their selections will be published in June. Several entities are requesting MPPF grants. Hopefully Lancaster will receive an award this time around.

**HISTORIC CEMETERIES INITIATIVE:**

Heather Lennon reported that she was informed via email from Kevin Bartlett that a prisoner work crew will be here soon to do clean-up in the Old Settlers' Burial Yard. Heather will further follow-up with Bartlett to obtain information related to the MCI-Shirley work crew and their potential help as well. The LHC has received a few calls from individuals interested in volunteering to do clean-up work in the old cemeteries. Jay Moody said that Martha Firth has information related to cleaning historic stones and monuments and she should be contacted.

Michael Sczerzen and Heather Lennon met with Orlando Pacheco and updated him on the National Register (NR) submission of the documentation to MHC for consideration of the seven historic cemeteries for NR status. Heather Lennon will contact Betsy Friedberg at MHC for an update shortly. Discussion also included moving ahead with formulating a plan to remove hazardous trees.

**ROWLANDSON ROCK:**

A site maintenance plan needs to be drawn up by the ConCom, DPW, and LHC as soon as possible. Other suggestions included help from Boy Scouts who are preparing for their Eagle Badge or volunteers coordinated by the LHC.

**TOWN CLOCK:**

**No report given.**

This matter remains on indefinite hold.

**LHC COLLECTIONS DEVELOPMENT POLICY:****Through the State Historical Records Advisory Board (SHRAB):**

Heather Lennon said she has had a reply from Rachael Onuf and will arrange a follow-up appointment with her soon.

**FINANCE REPORT/BUDGET FOR FY17:**

Joan Richards reported that the invoice for Past Perfect technical support has been received, and, because we have a membership with the American Association of State and Local History (AASLH), we will receive a 20% discount. Andrew Lane from W.B. Mason has visited the office and will send a quote for assembled office chairs we wish to purchase. The LHC will use the remainder of their office expense account and any other available funds to purchase as many chairs as possible in FY17.

**CORRESPONDENCE, ACCESSIONS, ANNOUNCEMENTS:**

The Bartlett Pond area parking lot pavement was discussed and Ted Manning said the area needs to have a re-design of the pavement to bring it up to level with the road. The present condition is a concern. Joan Richards asked Ted Manning why the work at the Bartlett Pond area potholes was done by the DPW at night? Also, why was the sweeping of Seven Bridge Road done at night? Ted said he would look into the matter.

On a motion made by Joan Richards and seconded by Joy Peach, the LHC voted to schedule their summer monthly meetings for **June 26, 2017 at 6:30 p.m. and July 31, 2017 at 6:30 p.m.** An August meeting will not be scheduled. The office will be closed on Tuesdays during June, July and August. Special appointments can be made by phone. Heather Lennon, Joan Richards, and Michael Sczerzen will come into the office when they are available to keep things up-to-date.

**MEMORIAL SCHOOL RE-USE STUDY COMMITTEE:**

Jay Moody said the committee has met with a representative from Mass Development. The resulting recommendation was that the town vote to declare the building as "surplus". A warrant article will need to be submitted to do this. Once this is accomplished, Mass Development can provide a list of potential occupants who are not-for-profit organizations. Issues related to construction costs were discussed and the committee will meet again soon. Jay mentioned that demolishing the building would exceed \$1,000,000. The LHC recommended that Orlando Pacheco be asked to attend future meetings.

The Town Hall will be a separate project for discussion and a committee will be formed in the near future.

**DIRECTIONAL SIGNAGE FOR TOWN GREEN CAMPUS:**

Heather Lennon distributed a sample of the precision board that the Wass-Arthur Sign Company of Fitchburg recommended for the proposed sign. A copy of the design and cost estimates were

reviewed and it was reported that funding from Cumberland Farms had been sought but was denied. Heather Lennon will speak to town administrator Orlando Pacheco for his input regarding this project.

It was noted by Jean Watson that the present Community Center sign near the sidewalk on the east side of the Town Hall has been damaged, possibly by a DPW truck.

**TOWN FLASHING SIGN:**

The LHC was concerned that the spring town meeting information was not on the flashing board sign on Main Street prior to May 1<sup>st</sup>. This method of publicity would be very advantageous when we start our cemetery stone/marker restoration project with volunteers.

**MEETING MINUTES:**

The April 24, 2017 meeting minutes were reviewed, corrected and approved on a motion made by Joy Peach and seconded by Jean Watson.

**ADJOURNMENT:**

The meeting was adjourned at 7:33 pm. Joan Richards moved to adjourn, Joy Peach seconded the motion and it was approved unanimously.

Respectfully submitted,

Joan Richards, Recorder for the Meeting