

MINUTES  
LANCASTER HISTORICAL COMMISSION  
February 29, 2016

The regular monthly meeting of the Lancaster Historical Commission (LHC) was held on Saturday, February 29, 2016 at 131 Main Street, South Lancaster, in the Historical Commission Office.

**Members Present:**

Heather Lennon, Joy Peach, Mark Schryver, Karen Silverthorn

**Associate Member(s) Present:** Joan Richards

**Absent:** Michael Sczerzen, Garrett Sheahan, Jean Watson

**Call to Order:**

Vice-Chairperson Heather Lennon called the meeting to order at 6:30 p.m.

**Approval of Minutes:**

The minutes of January 23, 2016, were read, corrected, and approved by unanimous vote on a motion made by Karen Silverthorn and seconded by Joy Peach.

**Prescott Building:**

An e-mail dated February 26<sup>th</sup> generated by Lynne Spencer to the AdHoc Committee for outlining future considerations for the Prescott Building Rehabilitation Project was discussed point by point. Recommendations pertaining to the Historical Commission input included: location of files, counter space for serving customers doing research, paint colors, number of coats, flooring choices, window shades, suppliers of quality used museum display pieces, moveable reference table, chairs, measurements of storage closet in museum room, OSHA requirements and IT connections required in all rooms for terminal connections. The LHC members emailed the information to Ryan McNutt following the LHC Meeting on February 29, 2016, and are listed in more detail on a separate document. (See attached.)

**Town Clock DVD:**

Heather Lennon reported that a revision will be made of the existing DVD when the weather improves in the next few months.

**Cemeteries:**

Joan Richards reported that no further information has been received. She will pursue this with the Cemetery Department as soon as time permits.

**Rowlandson Rock:**

There was nothing new to report.

Further action will be taken on the project when the weather improves over the next few months.

**Finance Report:**

Joan Richards reported that the Finance Committee had not yet sent out forms for FY17 and she is pursuing the matter.

**Bridecake Plain:**

There was nothing new to report.

**Accession(s):**

1. Two out of three boxes of donations from former Lancaster resident and TPAC Director Carol Swinyar, who now lives in Chino Valley, AZ were received. A third box was badly damaged and has been sent back to Carol for re-packing and re-sending. The items are things Carol collected and researched on the Thayer family.

**Future Meeting Dates:**

A calendar was consulted and members tentatively agreed on a list of future monthly meeting dates for the remainder of 2016.

**Adjournment:**

At 7:24 p.m. Mark Schryver made a motion to adjourn and Joy Peach seconded the motion. Heather Lennon called for the vote and it was unanimous.

Respectfully submitted,

Joan Richards, Recorder for the LHC Meeting