

Wakefield, New Hampshire
Heritage Commission
September 5, 2018, 7 PM – Heritage Centre at Wakefield Corner
Regular Meeting Minutes – Approved as amended

Members & staff in attendance: Pam Wiggin, Rick Poore, Snooky Shea, Phil Twombly, Connie Twombly-BOS Rep., Nancy Hall, Annette Perry, Tracey Kolb, Ann Bell and Larissa Mulkern, administrative assistant.

Guests: Bill Blackwood, Jeanne Loughan, and Donna Martin (videographer.)

Pledge: The meeting was opened at 7 p.m. with the Pledge of Allegiance. *Note: Ann Bell was activated as member until Tracey and Connie arrived shortly into the meeting.*

Minutes: Feb. 21, April 4, August 1: **Motion: Connie made a motion, seconded by Annette, to approve the Feb. 21 minutes [attended by Phil, Annette, Tracey and Connie.] The attendees voted all in favor, the motion passed. Motion: Annette made a motion, seconded by Tracey, to accept the April 4 minutes as submitted [attended by Phil, Annette, Nancy and Tracey.] The attendees voted all in favor, the motion passed. Motion: Phil made a motion, seconded by Rick, to accept the Aug. 1 minutes of the regular meeting as submitted. Members voted all in favor, the motion passed.** [The sealed nonpublic meeting minutes of Aug. 1 will be presented at the October meeting for approval and filing.]

Financials: The warrant was signed. It included the final invoice from archivist Craig Evans, who donated \$476.25 in labor to keep our costs down. Pam read the summary of the Lovell Union Grange Records Archive Project, dated August 31, 2018 into the record. Copy attached. Pam had a question about a \$51 invoice from the Seacoast Media Group; Annette will inquire about this invoice, which was not submitted for payment at this time. Phil asked about the format of the Fund 4 budget. Discussion ensued. It was concurred that the report could include a line that shows the balance of Fund 4 more clearly, rather than depict any expenditure in the red. Pam will ask the Finance Clerk to include the fund balance.

Discussion ensued about creating an appropriate, temperature & humidity controlled storage place for the archived documents. Members agreed the storage room in the Heritage Centre would be appropriate since it is heated and cooled year round; it may not need a dehumidifier and if necessary the room can be vented.

Membership: Pam reviewed the NH RSA regarding qualifications of heritage commission members. Jeanne Loughan had presented an application for membership on the Wakefield Heritage Commission. [Rick made a quick trip to the house to pick up Jeanne's application prior to the discussion.] Jeanne's qualifications include experience at the Willowbrook Museum Village (in Newfield, Maine), a minor degree in history, and prior volunteer service with the Wakefield Heritage Commission. She has agreed to play the role of a teacher at the East Wakefield School, and to work with the commission to develop an educational program. **Motion: Rick made a motion to accept Jeanne's application to nominate her to the BOS for membership as a commission alternate, three year term. Nancy seconded the motion, members voted all in favor and the motion passed.** Pam will sign and the Board of Selectmen will decide at the next meeting, after which Jeanne will get sworn in by the Town Clerk.

Heritage Centre/Grange: Pam updated the commission on Craig Evans' weaving demonstration and display held at the Heritage Centre in August. Several people attended, having seen a story on the event in the newspaper. Discussion ensued regarding refreshing the exhibits at the Heritage Centre and adding a textiles exhibit next summer from Craig, an awarding winning weaver. Larissa suggested having an opening reception for such an exhibit. In addition, two people from Wolfeboro are interested in becoming docents at the school; one has an early textile collection.

Heritage Park:

- Plow Car: Rick reported on the progress of repairs. The back needs a new floor but part of the roof leaks. The plan is to put one coat of primer on this year, then do the roof and interior. Frank Judge, a train expert, took a look inside and said most of the woodwork was done by someone else and that originally most of the mechanical stuff in the plow car was exposed. Discussion ensued. **Motion: Annette made a motion, seconded by Nancy, to approve the concept of moving forward with repairs to the Plow Car and to purchase primer and eventually get the roof and interior restored. Members voted all in favor and the motion passed.**
- Union Station: Phil reported that the Semaphore flag is broken, and that it might just be a broken cotter pin on the roof. The Commission will vote on renting a lift from Longmeadow Hardware at the October meeting. Pam noted that members of the Lake Shore Park Association would like to pull together another exhibit at the Water Tower. She has spoken with Pam Penney who has items they will get to the commission. Required are two hollow doors that can be used to create an exhibit space. **Motion: A motion was made and seconded to purchase two hollow core doors for a total of \$60. Members voted all in favor, the motion passed.**

Discussion ensued regarding docent recruitment and a name change from 'docent' to volunteer. We will work on creating a docent/volunteer program and guidebook.

- Turbine: The Union Village Community Association would like to have the turbine engine as a permanent display at Drew Mill. It is being reassembled. **Motion: Rick made a motion seconded by Phil to offer the turbine on loan to the UVCA. Members voted all in favor and the motion passed.**

East Wakefield School: Tracey reported that the docent program started at the school on Aug. 1, with a lot of help from Jeanne, Ann Bell, Rick, Pam, Bill and Tracey serving as docents. There is tremendous interest in the school and its history. The Friends of the East Wakefield School has been launched. Amy Bintz is interested in participating, as is Tom Daniels. She'll come up with a date for a Friends meeting at the school. Additional exhibits on the 12 school districts of Wakefield are in progress. **Motion: Annette made a motion seconded by Connie to purchase two doors for three exhibits at the school for approximately \$80. Members voted all in favor and the motion passed.**

Discussion ensued regarding heating and cooling at the school. Members concurred that an air conditioner was needed in the summer, but that the building does not need to be heated. Members discussed purchasing additional artifacts for the school house, including an antique clock and an engraving of Abraham Lincoln. Pam said these antique items can be purchased for an estimated \$350. **Motion: Connie made a motion to allocate up to \$400 for the clock and**

the Abe Lincoln artwork. Ann seconded the motion, members voted all in favor and the motion passed.

Spinney Meeting House: The roof needs over \$5,000 in repairs. **Motion: Connie made a motion seconded by Phil to put the roof repair job out to bid. Members voted all in favor and the motion passed.**

Spinney Meeting House Open House: The open house will be held in the spring 2019. Previously, the Friends of Spinney Meeting House committed to covering the cost of restoring the chandelier up to \$1,500. Rick can make a copy of the cast iron arms out of hardwood, as the cast iron original cannot be repaired. Also required are five glass oil lamps for each of the five arms.

East Wakefield School reproduction coat hook purchase: **Motion: Connie made a motion seconded by Rick to purchase about 20 hooks for \$5 a piece (some of the funds can come from the \$200 donations to the school). Members voted all in favor and the motion passed.**

Other: Phil said it has been five years since the septic tank at Heritage Park Union Station was pumped and it should be pumped out this fall. The funds can come out of the Historic Site Renovation line item (\$1,400). **Motion: Phil made a motion seconded by Rick to have the septic tank pumped out this fall.**

The furnace needs to be cleaned; it was not done last year. **Motion: Snooky made a motion seconded by Connie to hire Irving Oil (the Town's supplier) to clean the furnace. Members voted all in favor and the motion passed.**

Annette said the New Hampshire Farm Museum would like the pond saw at Union Station for its exhibit on ice harvesting in the barn. **Motion: Nancy made a motion seconded by Connie to donate the pond saw to the Farm Museum. Members voted all in favor and the motion passed.**

Docents: Discussion ensued regarding the availability of docents in the coming weekends. Members concurred to close Heritage Park and other venues for the season after Sept. 23. We will work on getting more volunteers next year. Phil will put a sign at Union Station that it will be closed on Sept. 15, but he can be there on the 16th.

Adjournment: A motion to adjourn was made by Phil and seconded by Connie at approximately 9:10 p.m. Members voted and the motion passed.

Respectfully submitted:
Larissa Mulkern
Administrative Assistant

The next meeting of the Heritage Commission will be held on Wednesday, October 3, 2018, 7 p.m., at the Heritage Centre of Wakefield Corner, 26 Province Lake Road, Wakefield.