

Brookfield Historical Commission
Approved Meeting Minutes – Thursday, 5/20/2010 `` 7:00 PM

Members in Attendance:

Matthew Custer, Ron Couture, Peg Puza, Bill Puza

Ron & Matt welcomed new member Peg & Bill Puza, sworn in 5/19/2010. Explained overall purpose of Historical Commission, gave brief history of the organization in Brookfield, described past projects and discussed future goals.

Motion made to select new Commission Chairperson: Ron Couture

Vote: 4 yeas, 0 nays

Motion made to select Commission Secretary: Peg Puza

Vote: 4 yeas, 0 nays

Budget Reports – overview of funds remaining.

Supplies Needed: Will order archival quality Heritage Albums to be used to preserve oversized documents & photos held by the Commission. Voted to spend \$500 on archival supplies

Vote: 4 yeas, 0 nays

Ongoing Projects –

- ◆ Office Space – Members toured basement office to view holdings and to assess cleaning, painting, & ventilation needs to make the space more usable. Discussed proper storage & handling of select items of historical significance currently being stored in the basement.
- ◆ Archiving & Inventory – Examined some of the materials and documents that need cataloging. Will get 2 historic Town Hall event posters to North East Document Center to get estimates on restoration and preservation. Also getting a custom display box built to house objects pertaining to the Spooner house including original door knocker, a sketch of Spooner house / floor plan, narrative about the murder, & possibly a reproduction print of Bathsheba Spooner portrait from Worcester courthouse. Voted to spend \$500 on display case & display processing of photos.
Vote: 4 yeas, 0 nays
- ◆ Care & Pruning of Cherry Tree – Commission members will choose a date – likely in first week of June – to begin this project.
- ◆ Town Pound site clean-up / Town Pound sign: Commission members to make plans to get this job done in the future.

Topics for Next Meeting – discussed the need to post meeting & agenda 48 hours in advance. Will have costs determined for document restorations and for Spooner display case. Next mtg will be @ 5:30 on June 10th, and adjourn by 7:00 PM for a site visit to the town pound on Foster Hill.

Future meeting date & time – Members agreed upon having a standard meeting time of 5:30 PM on the 2nd Thursday of each month in the Town Hall.