

NEWBURY HISTORICAL COMMISSION

APPROVED MEETING MINUTES

THURSDAY, JULY 13, 2023

Regular meeting of the Newbury Historical Commission began at **7:05** p.m.

Members present: Channing Howard, Jan Forrest, Lon Hachmeister, and Rich Morin

Members absent: Eva Jackman, Rebecca Fuller

APPROVAL OF MINUTES: Minutes of the June 8, 2023 meeting were reviewed. A motion was made to accept the meeting minutes as written and approved by all.

TREASURER'S REPORT: Final Report for FY 2023 budget has a balance of \$0.90 left for last year's budget. Lon gave a brief explanation of purchases for the final budget of the year. Lon will purchase 2 fire extinguishers and 2 signs to identify where they are, and also purchase 2 containers of Damp Rid. Restoration of Schoolhouse book (1975-6) – progress is being made with getting a .pdf format to copy. A motion was made to accept the Treasurer's report as presented.

WEBSITE REPORT: Rebecca was absent from meeting, but did send info via e-mail: website is about 70% done. She has to sort through house info, legal document photos, etc. She is ready for Rich indigenous people information. Rich should email to Rebecca if he has page(s) ready to go. He is getting ready to send his information of the expert he has been working with for review and will then be set to give it to Rebecca. She needs Lon's "picture" for the group period "photos". He will send it to her.

CORRESPONDENCE:

Email from: Owners of 1 High St; ListServe – Burial grounds question info – lots of replies received; Karen Wakefield on 1st Parish Burial Ground – questions on why it was not mentioned specifically in the Master Plan (continued from prior month); Patrick Browne on his research on Newbury's Civil War monuments. He included a link, which can be put on our website.

Email to: ListServe – Burial grounds question info; DPW from Jan – holes again in the upper corner of the right side, back (if looking from High Rd.).

Phone Call(s): none

NOTES ON CORRESPONDENCE:

1. Brief discussion on e-mail from 1 High Rd. - questions from owner on dates in MACRIS. The dates for the building are apparently not correct. The dating was done by observation, not research, according to the forms. There is no definitive information determined at this time; more research is needed.
2. Burial Grounds discussion. Graveyards are associated with a church; cemeteries are not, and burial ground can be used for both. Jan got a lot of information via ListServ. Cemeteries, burial grounds, and graveyards – discussion on who owns the cemeteries, cares for them, etc. Jan found information on all of them and also all land under Trustees of Reservations, etc.
3. 15 Coleman Rd. – we are only responsible for stewardship of the Father Stone. Solar Request and any additions to the back of the house, etc. are not part of our protection of the Father Stone. We will only be involved in any future teardowns of the property.
4. War memorials - a brief discussion on memorials around Town and a question was raised if they are all on the visitor's map. This will be checked and revised in the future if need be. The map was created and saved digitally.

UNFINISHED BUSINESS UPDATES

1. Channing has repaired the 2nd floor window. He is still working on information for Roof.
2. Lon has the original book of the work done on the Schoolhouse for the Bi-Centennial. Lon prepped is working with the document to try making a .pdf that will be easier to reproduce.
3. Master Plan update – Jan detailed information that was old and problematic, e.g. Old Reconnaissance report. Many items on the report needing attention have since been updated and notations were made to correct these items, among them was the 1st Parish Burial Ground. LHDSC information also needed amendments to wording.
4. Rich found a “group” calendar for Schoolhouse coverage, not everyone is able to use it yet and it was apparently a trial offer only.
5. House plaques came up and we need to find a good sample as one person/company who did them has died. Lon will look for information he has from prior searches. Lon created detailed info on how to create signs. We need to get information to put on the website. Discussion of sign companies ensued.
6. Update from Lon on **LHDSC**: 1 member had to resign, a replacement is being sought. They had a discussion on the best way to send out information, mailings, etc. There was also a discussion to break into subcommittees to make information more manageable. They are going to send out a survey to residents. Channing mentioned that he just got new information from Town attorney no “work meetings”, no deliberations, no votes, etc. are allowed without filming, quorum, etc. First informational meeting for the general public was on Saturday, July 8th and held on the Lower Green. Future meetings will be held in Byfield and on Plum Island to cover distribution of information for all sections of Town. Next meeting is 8/15.
7. Channing contacted HC Chair in Essex, trying to get info on getting survey of houses completed. They have not done this yet.
8. Still need to get the back of the Schoolhouse pressure washed.
9. Channing looked at the list of things that are Unfinished Business; plastic box outside for materials needs replacing, old electric meter box outside needs repair.

DISCUSSION

1. Fire Extinguisher: Channing led discussion on annual checking, type, and signs needed to identify locations, etc. Led to discussion on revising the alarm system (town’s responsibility) and the question of smoke detectors being part of the alarm system.
2. We had a discussion on the need for the Inventory to get done, how to identify, how to get information from other cities/towns on how they got their grants. Jan has made inquiries through List Service, with poor results.
3. Schoolhouse coverage schedule was completed through July at this meeting.

DDB DISCUSSION

1. None

ADJOURNMENT

The next meeting of the Historical Commission should be on Thursday, **August 10, 2023**.

This meeting was adjourned at **8:15 p.m.**

Janice M. Forrest

08/10/2023

Janice Forrest

Date of approval: