

**DRAFT**

**WAKEFIELD HERITAGE COMMISSION**

**June 6, 2012**

**Members Present:** Pam Judge (Chairperson), Peter Brown (Vice-Chairperson), Snooky Shea, Phil Twombly, Craig Farley (Alternate), Valerie Ward (Alternate), Peter Kasprzyk (Selectmen's Representative)

**Members Not Present:** Rod Cools, Nancy Hall, Cory Fothergill (Alternate)

The meeting opened shortly after 7:00 pm with the Pledge of Allegiance.

**Financials:** The report has not changed from last month. Invoices have been submitted for payment and donations have been deposited but nothing reflected on the Financial Report printed out this afternoon.

**Correspondence:** Pam Judge received a solicitation for a personalized wall plaque for a newspaper article. No one showed any interest in purchasing the plaque.

Hartford Insurance invoice for \$425.00 to insure the 1903 Russell Snow Plow was received. This was added to the warrant for payment.

NH Preservation Alliance would like us to renew our membership for \$50.00 for one year. Peter Brown made a motion to renew the membership. Craig Farley seconded the motion. Motion passed.

NEMA would like us to renew our membership for \$25.00 for one year. Peter Brown made the motion to continue this membership. Snooky Shea seconded the motion. Motion passed.

**E-Mail/Website Address:** Cory Fothergill has gotten the website up and running. It is [www.historicwakefieldnh.com](http://www.historicwakefieldnh.com). More content needs to be added and then it will be linked with the Towns website. WHC is also on Facebook now thanks to Cory.

**Capital Campaign:** There have been some donations received and more are coming in. Pam Judge suggested speaking with individuals may receive the best results.

**Pride Day:** After paying the bills the WHC netted \$134.69.

**Yard Sale:** After a one day yard sale the proceeds came to \$235.00

**T-Shirts:** Pam Judge ordered all the t-shirts. The order totaled \$583.50

**Books:** Pam Judge ordered the books and the total came to \$388.31

**Freight House:** Peter Brown and Craig Farley have reviewed the bids for the *Phase III Heat Pump System*. They have checked references and spoke to folks that have installed this system. They feel comfortable awarding the job to Aucella, LLC from Strafford. The bid is good for just a short time but the work can be done anytime.

Peter brought up discussion of insurance for the Freight House once we have it finished.

The bid received for insulating the Freight House is still good. The whole job is \$5,030.00. Craig Farley explained that it is not necessary to insulate under the Freight House yet. It can be done at a later date. After discussion Peter Brown made a motion to spend up to \$4,000.00 to insulate the Freight House. Phil Twombly seconded the motion. Motion passed with one abstention.

The bid received for installing sheetrock in the Freight House is still good. The whole job is \$4,750.00. This includes all material and labor. It also includes everything to be primed and the ceiling to be painted. After discussion Peter Brown made a motion to spend \$4,750.00 to get the sheetrock done in the Freight House. Phil Twombly seconded the motion. Motion passed with one abstention.

Don Silcocks has worked nine days in the Freight House as a donation, charging WHC for materials only. It was decided to hire Don to install the addition wiring needed for the heating system. Peter Brown made a motion to have Don Silcocks get the electricity ready for inspection. Craig Farley seconded the motion. Motion passed with one abstention. Craig Farley will take care of this.

Pam Judge asked the Commission to form a Subcommittee for Displays. Pam Judge, Nancy Hall and Craig Farley will be on this Subcommittee.

Cory Fothergill got a bid on three signs that would look like original railroad station signs for \$180.00. The Commission feels this may be a bit premature but would like to thank Cory for the effort.

**Heritage Park "To Do" List:** A thorough review of this list was discussed and prioritized.

- Install braces and flashing on semaphore post should be priority
- Install floor jacks in basement – Craig Farley will take a look and see what is needed.
- Clean out septic tank – Peter Brown made a motion to get it pumped. Craig seconded the motion. Motion passed.
- Rails for additional memory tiles – Bill Judge and Phil Twombly will get this done in June.
- Repair and repaint gutter – Craig Farley will see what is needed and report back to the Commission.
- Loam, reseed, fertilize land along the tracks is moved to priority
- Heritage Centre sign – will wait until next year
- Addition plantings on berm – will wait for later
- Iron Fence – Pam Judge reported that the Capital Improvements Commission felt this was a safety issue and has put it in their budget for 2014.
- The area for proposed additional siding was discussed. Phil Twombly will discuss our plans with the Town Administrator in case the town crew has time available to help with this.
- Other items were mentioned such as; lighting, storage in bathroom and storm windows

**Blacksmith Building/Old Maids Tavern Easement:** Pam Judge has contacted Attorney Sager. He will work on this. Pam also carbon copied the e-mails to the Town Administrator.

**Master Plan:** This continues to be on the agenda.

**Historic District Rules and Regulations:** Peter Brown reported that this Subcommittee has met twice and will meet again at the end of June and have the proposed guidelines written by then. He is hoping the Town Planner will be available for a meeting in July and come to WHC with the new guidelines in August. If it all goes as planned a Public Hearing should take place in September.

**Canal/Newichawannock Bridge:** The application for the grant for National Register nomination was submitted. Pam has been asked to participate at the Great East Lake Assn annual mtg to discuss our plans for this site. Peter Brown has offered to attend from WHC as well. Craig will be there as a member of the GELIA.

**Sign by Shunda:** Pam Judge met with Mr. Shunda yesterday. He gave her a few different options for a sandwich board style sign. It was the consensus everyone to purchase a sign.

**June 23<sup>rd</sup> update:** Pam Judge asked for one more volunteer that day. Snooky Shea volunteered. The Bristol S-Gauge Club is coming to the Station for a private tour.

**Meeting Schedule for Summer:** The WHC will meet Wednesday, June 6<sup>th</sup> and Thursday June 21<sup>st</sup>. The Commission will also meet Thursday, July 5<sup>th</sup> and Wednesday, July 18<sup>th</sup>.

**Docent Schedule for Summer:** The month of July was scheduled and some of August.

**Grand Opening – June 30** – The Grand Opening will be from 10:00 am to 3:00 pm. After discussion it was decided that the nine new plaques will be dedicated at 10:00 am. As part of the season's opening, there will be a preview of the Freight House.

**Minutes:** The minutes of May 2<sup>nd</sup> were reviewed. Peter Brown noted a change. Peter then made a motion to accept the minutes of May 2<sup>nd</sup> with correction of the windows. Phil Twombly seconded the motion. Motion passed.

The minutes of May 24<sup>th</sup> were reviewed. After discussion, Peter Brown made a motion to accept the minutes with the change of Bristol S-Gauge Club. Phil Twombly seconded the motion. Motion passed with one abstention.

**Town Alarm:** Peter Kasprzyk asked the Commission what they thought keeping and possibly using the Town alarm. At one time it had sounded when there was no school and for fire alarms. Everyone wanted to keep it and seemed to like the idea of hearing it again at noon each day and other set times.

Meeting adjourned at 9:20.

Respectfully Submitted,  
Valerie Ward, Secretary