

**SWAMPSCOTT HISTORICAL COMMISSION**  
**MEETING MINUTES**

**MEETING LOCATION:** Virtual Meeting  
Thursday, November 3, 2022  
6:30 p.m.

<u>MEMBERS PRESENT</u>	Nancy Schultz, Jonathan Leamon, Brad Graham, Ryan Judkins, Justina Oliver, Richard Smith, Kim Barry
<u>MEMBERS ABSENT</u>	Franceska O'Reilly, Jean Reardon
1. <u>MEETING CALLED TO ORDER</u>	N. Schultz called the meeting to order at 6:31 p.m.
2. <u>APPROVAL OF MINUTES OF OCTOBER 6, 2022</u>	R. Judkins moved to approve the minutes as amended, J. Leamon seconded. Unanimously approved, with J. Oliver abstaining.
3. <u>TREASURER'S REPORT</u>	R. Judkins reported no changes in accounts since October 2022 meeting.
4. <u>ESSEX HERITAGE GRANT/ REVOLVING FUND</u>	<p>Discussion of manner in which expenses are funded and reimbursed. Town has agreed to pay, up front and out of a temporary account, those expenses falling within the grant, then get reimbursed from the grant funds. Up-front payments will no longer come out of Commission's revolving fund.</p> <p>Revolving fund requires cap on maximum funds held, but Commission can set a new cap with town meeting approval. <b>Commission to discuss further prior to Spring 2023 Town Meeting.</b></p> <p>If Commission levies fines on property owner for violation of preservation by-law, state law requires the fine to go into the town's general fund. <b>Commission to discuss requesting that town earmark funds from fines for historic preservation.</b></p>

<b>OLD BUSINESS</b>	
5. <u>INDIGENOUS PEOPLES MONTH</u>	<p>J. Leamon reports that Town Hall exhibit is open through end of November. Exhibit includes baskets on loan from Danielle and Matt Strauss, which Maryellen Lepionka reviewed and determined were appropriate for display. R. Judkins moved to amend Commission's prior allocation for M. Lepionka's honorarium from \$100 to \$200, K. Barry seconded. Unanimously approved. Funds to come from Essex Heritage Grant.</p> <p>Tad Baker's talk on the native inhabitants of Swampscott will be live-streamed on November 12, 2022. Local students are assisting with technology and publicity. T. Baker will assist with timeline of settlements in Swampscott area for possible use in Town Hall mural.</p>
6. <u>PLAQUE PROGRAM</u>	<p>Discussion of cost to residents of plaque and historical research report. Cost to Commission is \$350 for research, \$85 for plaque, but there is concern about rising costs, and a desire to use plaque program to fundraise for Commission. J. Oliver suggested giving residents printed research report instead of electronic report only. R. Judkins moved to set the resident price for plaque and report at \$495, J. Oliver seconded. Unanimously approved.</p> <p>Discussion of offering option to get plaque only (without research report), if Commission confirms accuracy of information to be included on plaque. J. Oliver moved to set the resident price for plaque only at \$150, K. Barry seconded. Unanimously approved. <b>J. Oliver to update application form, update Facebook page to announce resumption of program.</b></p>
7. <u>INTERPRETIVE SIGNAGE</u>	K. Barry received clarification of quote on additional signs from Vacker. The quote of \$1776 includes Lilac Garden sign with

	<p>frame/post, Blythwood sign (no frame/post, as we have those already), design of both signs, and shipping. J. Oliver suggested dedicating Lilac Garden sign in the spring while lilacs blooming.</p> <p>Discussion of White Court/Blythwood easement. Easement has expanded into White Court property, but there is now a fence on White Court side that could interfere with easement. <b>J. Leamon to discuss with town officials.</b></p>
<p>8. <u>FACEBOOK UPDATE</u></p>	<p>K. Barry changed the initial post approval question as discussed during October 2022 meeting. There has been no significant change in mechanics since question was changed.</p>
<p>9. <u>COLLECTIONS POLICY</u></p>	<p>B. Graham provided overview of formal collections policy, including how the Commission acquires rights in donated items and desire to avoid future disputes over those rights. B. Graham suggested appointing an archivist to manage collection and track acquisitions. K. Barry and N. Schultz raised potential for sharing hired archivist with Swampscott Library, and generally promoting collaboration with Swampscott Library on collections. That collaboration could support Library's request for archivist.</p> <p>J. Leamon moved to adopt formal collections policy as amended, J. Oliver seconded. Unanimously approved.</p>
<p>10. <u>35 PITMAN ROAD</u></p>	<p>N. Schultz met with Habitat for Humanity representative Meegan O'Neil and Affordable Housing Chair Kim Martin-Epstein. N. Schultz has been in communication with owner of property to which house could be moved. Affordable Housing will be discussing the issue during December 1, 2022 meeting.</p>

<p>11. <u>GENERAL GLOVER PROPERTY</u></p>	<p>Several Commission members attended site inspection on October 27, 2022. <b>N. Schultz will circulate draft letter to Planning Board stating Commission’s interest in the property.</b> The letter will reference incorporating existing items/features into new development, preservation of items such as stained glass, iron fence, lampposts, and sun dial. Planning Board meeting scheduled for November 14, 2022, to discuss property.</p> <p>N. Schultz raised potential for archaeological dig on site, potentially with students from UMass Boston’s archaeology program. Potential issues include short time frame before property development begins, safety concerns.</p> <p>Discussion of Massachusetts Historical Commission Survey and Planning Grant, which is used for MACRIS inventory work and other property research. Intent to apply is due November 14, 2022. N. Schultz suggested grant money, or current Commission funds, could be used to perform deed research on Glover property. <b>J. Oliver to get quote for research from Lisa Mausolf. Commission to discuss further at December meeting once quote obtained.</b> Grant money also could be used to add other properties to MACRIS, particularly properties near train station which are under development pressure.</p>
<p><b>NEW BUSINESS</b></p>	
<p>12. <u>PLANNING FOR NEXT TOWN HALL EXHIBIT</u></p>	<p>Next Town Hall exhibit will focus on hotels in Swampscott. J. Leamon requested assistance with research on hotels before exhibit opens in December 2022. Historical Society is willing to loan items for use in exhibit.</p>
<p>13. <u>TOWN HALL TIMELINE</u></p>	<p>N. Schultz suggested postponing discussion until after T. Baker’s talk, as he will be preparing a timeline on local settlements to</p>

	assist with project. <b>J. Oliver will circulate her planning document in advance of next meeting.</b>
	Motion to adjourn by J. Oliver, J. Leamon seconded. Meeting ended at 8:36 p.m.
<u>NEXT MEETING</u> : Thursday, December 8, 2022, at 6:30 p.m.	Commission has agreed by consensus to continue to meet via Zoom until current rules expire.

Respectfully submitted,



Brad W. Graham, Secretary  
Swampscott Historical Commission