

SWAMPSCOTT HISTORICAL COMMISSION

MEETING MINUTES

MEETING LOCATION: Virtual Meeting

Thursday, September 24, 2020

6: 30 pm

<u>MEMBERS PRESENT:</u>	Dana Anderson, Jonathan Leamon, Justina Oliver, Nancy Schultz, Richard Smith, Kim Barry
<u>MEMBERS ABSENT:</u>	Jean Reardon
<u>OTHERS PRESENT:</u>	Alyce Deveau, Brad Graham
<u>MEETING CALLED TO ORDER:</u>	6:39 PM
<u>MINUTES:</u>	Not discussed
<u>RFP 86 BURRIL ST:</u>	<p>The Commission discussed the proposal for the reuse of 86 Burrill St. Alyce Deveau discussed the need for more meeting space at the Library. The grant project for the town wide assessment will be starting soon and completion due date August 2021. Alyce expressed the need for the town's archives to be centralized, organized, catalogued, and available for public access.</p> <p>The Commission reviewed the components of the RFP outline. Jonathan Leamon copied the RFI components into the RFP document. Kim Barry suggested the Commission prioritize the needs for the space and phase the projects. Justina Oliver suggested the lowest cost approach to making the 1st floor useable space. The archives project would be undertaken after the assessment is completed. Nancy added that the Historical Society has expressed a need for more storage space. Commission to recognize capital improvements and grants/funding available.</p>
<u>Other Items for discussion</u>	None

<u>Closing:</u>	J. Oliver requested a motion to adjourn, R. Smith so moved. 8:39 p.m
<u>Next meeting: Thursday, October 1, 6:30 p.m.</u>	

Respectfully submitted,

Justina Oliver