

Meeting Minutes
Danville Heritage Commission
September 23, 2015

Present: Regular Members: Carol Baird (Chair), Joshua Horns (Selectmen Member), Amber-Rose McIntyre (Alternate)

Also Present: Laurie Crevatis (Clerk), Joe Crawford (Resident of Danville)

Absent and Excused: Linda Roth (Vice Chair), Mary Ann DiStefano (Member), Michele Boyd (Alternate)

The meeting was called to order by Carol Baird at 7:30 p.m. The meeting was televised. Carol appointed Amber-Rose as a voting member in the absence of the regular members.

Draft Minutes of September 9, 2015 Meeting

The draft minutes of the September 9, 2015 meeting were reviewed and changes made. Amber-Rose made a motion to accept the minutes as amended. Joshua seconded the motion. Amber-Rose abstained. The motion passed unanimously.

Mail/Announcements

- Carol announced the Heritage Commission has one full member opening (three year term expiring in 2018) and one alternate member opening (three year term expiring in 2018). If anyone is interested, contact the Board of Selectmen or send a letter of interest to the Heritage Commission.

DISCUSSION

1. 2016 Budget

Carol passed out a document she got from the Board of Selectmen with the 2014 and 2015 budgets. The Heritage Commission is scheduled to meet with the Selectmen on October 19, 2015 so the budget must be finalized before that date. Carol announced that Heritage has spent about 40% of its budget to date. Approximately \$170 more will be spent before year's end. Mileage and workshops exceeded their allotment last year. Whatever is unspent for the clerk is turned back to the town.

The budget was gone over line by line and some changes made. Carol will bring a new draft to the next meeting. She asked members to think about any projects

for next year such as disaster planning for the town's historic records and the town's historic properties.

2. Town Website

Carol contacted Nikki DiSantis, as discussed at the last meeting, to see if the fourth graders would be interested in working on the Kids' Page. Nikki thought it was an excellent idea and said she will get back to Carol.

3. Stagecoach Stop & Store Sign

It was noticed that a large chunk of wood has come off of the sign which had been created from a large piece of wood found in the building which was probably over 100 years old. It now has dry rot. The Commission members need to decide whether they want to hire someone to make a new sign. Joe offered to talk to Bob Pothier about some old wood pieces he may have. He also offered to check it out, measure it, and possibly paint it. Joe will get back to everyone.

4. Stagecoach Stop & Store Brochure and Bookmarks

Carol did not have Mary Ann's template so she created her own when she found out Mary Ann would not be available for tonight's meeting. She had Amber-Rose's section on the postal history and her own on Nathaniel Webster. Everyone agreed it looks good. Joshua made a motion to send an email with the current state of the brochure to the rest of the Heritage Commission members. Amber-Rose seconded the motion and it passed unanimously.

Carol asked for permission to order the brochure paper. Discussion followed regarding prices and companies. Amber-Rose made a motion to purchase a 250 pack of ecru paper for \$61. Joshua seconded the motion and it was unanimous.

Regarding the bookmarks, the choices discussed were from www.uptime.com and Hampstead Printing. The format had previously been agreed on but no vote had been taken to order. From Uptime with a hole pre-drilled the cost would be 250 14 point cards stock gloss for \$57.91. From Hampstead Printing the cost would be \$250 same quality digital color with the hole for \$42.93 and the format must be perfect and provided in PDF or there is a \$75 charge. Shipping is free on each. Amber-Rose made a motion to order the bookmarks from Uptime. Joshua seconded the motion and it passed unanimously. Carol will order the paper and bookmarks. It was decided not to include the QR code on the bookmarks.

ADJOURNMENT

Joshua moved to adjourn the meeting at 8:53 p.m. Aamber-Rose seconded the motion and it passed unanimously.

MINUTES PREPARED BY LAURIE J. CREVATIS, CLERK

Amended/Approved on October 14, 2015 by majority vote of the Heritage Commission.

Next Meeting: Regular Meeting on October 14, 2015 at 7:30 p.m.