

**HERITAGE  
COMMISSION  
September 24, 2020**



Attendees: John Katwick, Ryan Thibeault, Eric Salomonsen, Katherine Ayers, Amy Winslow-Weiss, Matt Morrill, Guest (??) from Wakefield Heritage Commission

- 1.) Each member introduced themselves to the group and explained of their interest in being part of this group.
- 2.) Selectman Matt Morrill swore in the members.
- 3.) Prior to official meeting start, Mr. Thibeault recommended John Katwick to be Chair of this newly established commission. All present agreed. Mr. Katwick then recommended Ryan Thibeault as Vice-Chair. All present agreed. Amy Winslow-Weiss volunteered to function as secretary. Mr. Katwick recommended the committee leave the bookkeeping position open for the foreseeable future. Katherine Ayers is an alternate.
- 4.) Mr. Katwick officially opened the meeting at 5:15PM.
- 5.) Mr. Thibeault gave an overview of what a heritage commission is, their overall functions and responsibilities. In the most basic terms a heritage commission's function can be compared to a conservation committee, except the heritage commission main focus is on the historic and cultural resources of a town.
- 6.) It was recommended from John ?? (Representative from Wakefield Heritage Commission) that the committee focus on crafting and adopting an overall mission statement and establish by-laws. Mr. Katwick indicated that this will be added to the committee's next meeting agenda.
- 7.) John ?? recommended we contact the Concord Division Historical Resources for guidelines around budgeting and finances. A budget will need to be established. It was recommended that for this year and short-term future, the committee refrain from being part of the budget and instead focus on establishing other means of collecting funds – examples include donations, grants, fundraisers, etc. Mr. Salomonsen will reach out to the DHR for follow-up.
- 8.) Mr. Katwick began discussion of the restoration of the Town Pound. (Refer to handouts) He noted that there may be monies available through the Daniel and Generva Lockhart fund for this restoration project. Additional suggestions included a potential partnership with the Humane Society as the original function of a Town Pound was as a safe holding place for lost livestock.
- 9.) Mr. Katwick began discussion of other possible projects the commission may want to entertain including the Plummer School House's need for the roof to be reshingled. It was recommended for Mr. Katwick to email all corresponding documentation to all committee members prior to next meeting.

- 10.) Because there was another meeting scheduled for 6PM in the meeting room, the group felt it was best to stop the meeting and table further discussions to next meeting.
- 11.) Motion to close meeting by Mr. Katwick. Motion was seconded by Mr. Thibeault. All members were in favor.
- 12.) Meeting closed at 6:00PM.

Submitted

Amy Winslow-Weiss, 9/28/2020

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