

Town of Maynard  
MAYNARD HISTORICAL COMMISSION MEETING  
Tuesday, May 14, 2013 - Maynard Town Hall

Meeting called to order by Jack MacKeen at 7:00pm

**Members Present:** Jack MacKeen, Lee Caras, Ellen Duggan, Dave Griffin

**Approve Minutes** of Apr 16th, by Dave, 2nd Lee. Unanimous approval.

OLD BUSINESS

**Glenwood Cemetery Fence**

Awaiting contract approval (some extra time expended so the new DPW Operations Manager can get up-to-speed on the project). No issues outstanding. Project work could start shortly.

**MHC File Cabinet**

General recommended storage items are: minutes, correspondence, inventory forms, financial records, annual reports and budgets.

Specifics: MACRIS survey and backing documents; copies of walking tours; applications for plaques, markers;

**Historic Markers**

Approved the proposed draft designs. They will now be presented to the building owners for their review and approval.

**Glenwood Cemetery National Register Sign**

Reviewed possible design alternatives and sizes. Will likely schedule a field trip to the cemetery to review paper prototypes *in situ*.

**Budget Review**

Reviewed expense control reports. MassCor invoice for walking tours came in at 35 cents/brochure.

**E Howard Scale**

We have received documents from the Massachusetts Archives providing some background on the scale. Awaiting the vote at Special Town Meeting on the CPA project request.

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NEW BUSINESS

**Freedom's Way Heritage Association Membership**

Tabled until June meeting.

**Grant Applications**

Commission members will seek out potential grant opportunities and potential projects which we will review at our June meeting.

**Town of Maynard Archives**

General discussion on town records and potential upcoming projects.

**Committee Re-appointments**

MOTION: Appoint Ellen Duggan to the CPC for fiscal year 2014, by Jack, 2nd by Dave. Unanimously approved.

**Member Concerns**

MOTION: Request that Town Administrator create an email address for the Commission: histcom@townofmaynard.net by Dave, 2nd Ellen. Unanimous.

Next Meeting: June 18th  
Motion to adjourn by Dave. Adjourned at 8:49pm