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WESTFIELD CITY CLERK



Westfield Historical Commission Meeting  
December 17, 2018 Minutes

Councilors Cindy Gaylord, Carly Bannish, Debbie Oppermann, and Amanda Goodheart Parks, Ph.D., present. Councilor Cindy Bronson absent.

Commissioner Gaylord called the meeting to order at 7:00pm. Councilor Ellen McEwan arrived late at 7:04pm.

**Public Participation:**

None.

**Secretary's Report:**

Councilor Bannish distributed the October 2018 minutes which she received from former Councilor Deviny. Councilor Goodheart Parks made a motion to accept the minutes, Councilor McEwan seconded. The motion passed unanimously.

No minutes from November 2018 were accepted due to some commissioners having technological issues accessing their minutes via email. A vote on accepting these minutes is tabled until the January 2019 meeting.

**Treasurer's Report**

Councilor Bannish, Treasurer reported the following balances:

General Fund \$3,325.00

Historical Gift Account: Balance in October, \$12,514.714, Balance in November, \$15,288, Balance as of December 14, 2018, \$15,009.42.

G/L Account \$3,089

Councilor Bannish reported the bills for the Westfield Evening News and Sanitation Company were paid. She also reported that the balance for the Historical Gift Account was incorrect at the last meeting.

**Mail**

Councilor Gaylord read a letter from Robert Dewey and Denise Quinn addressed to Mayor Brian Sullivan and the Historical Commission regarding the HB Smith/Canal Basin Stone. Mr. Dewey and Ms. Quinn updated the Commission as to steps undertaken by them during the summer and fall of this year to reinstall the stone. Additional mail items include an invitation to the 41st annual Massachusetts Historical Commission Preservation Awards and a grant announcement from the Massachusetts Historical Commission, as well as a holiday card from Rick's Port a Potty, a vendor used by the Commission for the annual Old Burying Ground tours.

**Unfinished Business**

350th Committee Update: Councilor Gaylord reported marketing efforts are underway for Westfield's 350th First Night. First 350th lecture series event was very successful. Hats, books, and other 350th merchandise is selling well both online and in local businesses.

Sign for Old Burying Ground gate: Originally assigned to Councilor Deviny, who has resigned from the WHC. Tabled to January 2019 meeting.

**New Business:**

Pilgrim Candle Preservation Restriction Agreement: Councilor Gaylord presented Pilgrim Candle's Preservation Restriction Agreement for the property at 16 Union Street for discussion. Councilor McEwan made a motion to accept the agreement as presented, and Councilor Oppermann seconded. Motion passed unanimously.

350th Books: Councilor Gaylord suggested buying two copies of the book for former Councilors Deviny and Fogg as thank you gifts for their service. Further discussion tabled until January 2019 meeting.

Robert Madison Donation: Councilor Gaylord shared that Mr Madison and his donation is on the agenda for the next City Council meeting.

Commission Vacancies: Councilor Gaylord brought up the open vacancy on the commission for discussion. Further discussion tabled until January 2019 meeting.

Business Cards: Councilor Gaylord discussed purchasing new business cards for the Commission members. She will follow up with the Westfield Technical Academy as they printed the first round of cards for former Commission Fogg several years ago.

Supplies: Councilor Bannish brought up the need to purchase supplies for the annual spring Old Burying Ground clean up, Historical Tours, etc. Further discussion tabled until January 2019 meeting.

Councilor McEwan made a motion to adjourn. Councilor Bannish seconded. Motion passed unanimously. Meeting adjourned at 7:31pm.

Upcoming Meeting Dates: January 28, 2019, February 25, 2019, March 18, 2019

Respectfully submitted,  
Amanda Goodheart Parks, Ph.D.  
Secretary