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MELROSE HISTORICAL COMMISSION MEETING MINUTES FOR MONDAY MARCH 4, 2024 @ 7PM

This meeting of the Melrose Historical Commission was conducted via in-person participation in the Cassidy Room of City Hall, Melrose

CALL TO ORDER

This regular meeting of the Melrose Historical Commission was called to order by Chair Kimberly Marolda at 7:01pm. Members present in addition to Chair Marolda were Treasurer Shane Egan, Secretary Rebecca Blumenthal, George Biblios, Joseph Hunt, and Darren Brown. Vice Chair Tom Champoux was absent. There were no members of the general public present.

ORDERS OF BUSINESS

The first order of business was to approve the previous meeting's minutes from February 12, 2024. The Commission voted unanimously to approve the minutes.

Second order of business was to open the forum for comments from the public, of which there were none.

DISCUSSION

I. ***Review Public Comment Policy***

There was no need to review the Public Comment Policy as no members of the public were present.

II. ***Melrose Memorabilia Storage / Potential Permanent Showcase Update***

Per the discussion on 2.12.24, there are no further steps for the Commission to take currently. The Commission will apprise the Mayor of the situation at a future time.

III. ***Historic Home Plaque Program Project Update***

a. *See 10.16.23 meeting minutes for a summary of the Historic Home Plaque Program.*

b. Chair Marolda shared the City Solicitor's guidance after the project was reviewed by the City Hall for conflicts of interest.

i. The Commission has complied with advice to obtain multiple quotes from vendors and has verified that it has a city account.
ii. Based on the City Solicitor's survey of nearby municipalities offering similar programs, she advised that the Plaques should be offered at cost and the payment should be made directly from the homeowner to the vendor, Markarian Signs. Chair Marolda recommended we follow the City Solicitor's guidance on this matter.
iii. Joe Hunt will verify that the vendor is agreeable to this workflow. The Commission would still be responsible for vetting the homeowners' application information before signs are manufactured.

c. Joe Hunt recommended that the Commission continue to follow the policy of using a home age of 75+ years as a criterion for qualifying for a plaque. Members agreed to the 75+ age with exceptions for younger homes allowed per the discretion of the Historical Commission.

IV. ***Lifetime Achievement Award Update***

a. *See 1.8.24 meeting minutes for earlier discussion of the proposal to create an honorary annual award.*

b. It is proposed that the Mary Stetson Clark Historical Recognition Award will be presented annually by the Melrose Historical Commission for the purpose of recognizing a deserving recipient for their demonstrated commitment to the celebration and preservation of the history of Melrose, Massachusetts.

c. George Biblios presented award criteria along with a short biography outlining the life and contributions to local history of Mary Stetson Clarke, in whose honor it is proposed the award be named. Criteria include:

i. Exceptional accomplishments
ii. Exemplary leadership
iii. Creativity and innovation
iv. Achievement of significant improvements in the celebration and preservation of Melrose history
v. Preference that recipients are or were residents of Melrose

d. The Committee discussed options for accepting nominations and presenting the award. Consensus is to present the award at the main stage of the Victorian Fair in September. Nominations will be accepted through a dedicated email address after publicizing through the Commissions vetted media and social media outlets in early summer.

e. Joe Hunt and George Biblios will research trophy prices and seek recommendations on styles from several local companies and present their findings at the April meeting.

V. ***Planning of next Research Your Home Night***

a. The Commission continues to search for an affordable venue to hold the 2024 Research Your Home nights.

b. Shane Egan reported that Green Street Baptist Church has offered the use of a venue at no charge. He will visit the venue and report back to the Commission to verify if the space will meet the needs for this event.

c. City Hall provided a list of Melrose public and private event venues to Chair Marolda. Rebecca Blumenthal will provide members with more detailed cost information about locations that meet the Commission's needs.

d. Criteria include:
   i. A/V Hookup and equipment
   ii. Presentation Screen
   iii. WIFI
   iv. Table and Chairs for 50
   v. Accessibility
   vi. Availability in May or early June

VI. ***Other Business***

a. **Trinity Church**

The Commission received correspondence from an architecture firm involved in a renovation of the Trinity Church on West Emerson Street. Chair Marolda and Joe Hunt have provided feedback to the firm regarding their query about any historical restrictions that might apply to this structure.

b. **Curtis Goss Home**

The homeowner of the Curtis Goss home on Chestnut Park requested a letter from the Historical Commission recommending that their electrical company locate the new electrical service panel in a more discrete location to help preserve the historic nature of this structure's façade. Commissioner Hunt has agreed to draft such a letter.

c. **Mt. Hood Park Association**

Myron Dittmore, President of the Mt. Hood Park Association, invited the MHC to speak on a topic of Melrose history or architecture of its choice at the upcoming Senior Day event that will be held on May 14, 2024 at the Mt. Hood clubhouse. Chair Marolda has volunteered to speak.

NEXT MEETING

The next meeting will be Monday, April 8, 2024, at 7pm in the Cassidy Room of City Hall.

ADJOURNMENT

The meeting was adjourned by Chair Marolda at 8:30pm.