

MELROSE HISTORICAL COMMISSION MEETING MINUTES FOR MONDAY AUGUST 12, 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 7:00pm. Members present in addition to Chair Marolda were Vice Chair Tom Champoux, Treasurer Shane Egan, Secretary Rebecca Blumenthal, and Joseph Hunt. Members Darren Brown and George Biblos were absent. There were no members of the public present.

ORDERS OF BUSINESS

The first order of business was to approve the previous meeting's minutes from July 8, 2024. The Commission voted unanimously to approve the minutes.

The 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. *Historic Home Plaque Program Project Update*

- a. *See 10.16.23 meeting minutes for a summary of the Historic Home Plaque Program.*
- b. Members reviewed the final draft of the press release, the application, and the MACRIS form. Minor edits were suggested to make the information and applications clearer and more user-friendly.

III. *Mary Stetson Clarke Historical Recognition Award Update*

- a. *See 6.5.24 meeting minutes for earlier discussion of the proposal to create an honorary annual award for the purpose of recognizing a deserving recipient for their demonstrated commitment to the celebration and preservation of the history of Melrose, Massachusetts.*

- b. Members reviewed the final draft of the nomination application and discussed timing of announcing the inaugural award and upcoming annual presentations.

IV. *Planning of next Research Your Home Night*

- a. Chair Marolda reviewed details of the upcoming Research Your Home Night on September 29, 2024 at Mt Hood, 100 Slayton Rd.
- b. Setup starts at 6pm. The event will run from 7-9pm. Cleanup will be 9-930pm. Mt Hood will provide tables, chairs, linens, a screen and microphone. Chair Marolda will secure the purchase of a projector to use for this and future events.
- c. Shane Egan confirmed that the Melrose Library will make resources available for the event. Member Egan will confirm if the research/local history librarian and local historian Scott Macaulay will be able to attend.
- d. Chair Marolda will contact homeowners on the 2023 wait list with date/time details and request their response if they would like to attend this event. Once numbers are finalized, the event will be opened to more participants through the MHC's media platforms. Attendance will be capped at approximately 50 homes.
- e. MHC members will review the RYHN research techniques at September's meeting for the benefit of new committee members.

V. *Victorian Fair Participation*

- a. *See 7.8.24 meeting minutes for a summary of the MHC's Victorian Fair participation.*
- b. Chair Marolda confirmed the detail of the upcoming event. The Chamber of Commerce will provide a tent and a table. The MHC will provide the black + white historical local photos, a tablecloth and the MHC banner.
- c. MHC will have a laptop to provide information to local homeowners and access MACRIS listings. Emails will be collected from residents interested in receiving more information on how to research their homes.
- d. A high school volunteer will create a downtown-centered architectural scavenger hunt handout branded with the MHC logo and including a field to collect contact information. It will be forwarded to Chair Marolda for approval in advance of the event.

VI. *Other Business*

Mayor Jen Grigoraitis and a member of her team, Tom Dalton, will attend the September meeting of the MHC in order to discuss a prospective 175th anniversary celebration of Melrose. Chair Marolda requested members to preview any topics they would like discussed with the mayor with her in advance of the meeting.

NEXT MEETING

The next meeting will be Monday, September 9, 2024, at 7pm in the Cassidy Room of City Hall.

ADJOURNMENT

The meeting was adjourned by Chair Marolda at 8:53pm.