

Wales Historical Commission
Wales, Massachusetts 01081

Meeting Minutes

Date: Saturday, May 13, 2023

Time: 10:00 AM

Location: 3 Main Street, Old Town Hall First Floor Museum

Present: Robyn Chrabaszcz, Rod Kincaid, Carolyn Boehne (late), Lynn Greene, Rebecca (Becky) Smith

Members Absent: None.

Public: (Denis Chretien made appearance while accessing Veteran's closet)

Call to Order: The meeting was called to order at 10:07AM.

Meeting Minutes:

MOTION: To approve the meeting minutes from 4/1/2023. Motion made by Chrabaszcz, seconded by Kincaid. 3-0-1, Smith abstained. Motion Passed.

Correspondence: None.

Funding opportunities:

Cultural Council 2022: Rod has ordered another quilt rack that will hopefully be here in August with latest update from vendor.

Cultural Council 2023: Becky has requested the funds.

OTH:

- Front door – no update; Robyn to email Peter a photo of the front door styles
- No update on security system
- Tantasqua electrical is tied up until Fall.
- Sign – no update
- Cleanup: Ann can bag trash and leave outside for DPW to pickup after she notifies Rod.

(Carolyn Arrived)

Opening museum for events: Denis Chretien happened to come in and the group asked him when the Memorial Day ceremony was – he thought it would be Sunday, May 28 at 2pm. Group discussed the following responsible parties for openings in 2023, subject to change.

- May 28 – Carolyn and Ann
- June 24 – Becky, Carolyn, Lynn (will confirm 2 at later date)
- July 15 – Becky
- August 5 – Ann (Becky is working on the float for the possible parade for Old Home Day)

- September 9 – Rod and Lynn
- October 21 – Rod and Ann, maybe Becky
- November 11 – Carolyn

New member and reorganization, upcoming reappointments: With full attendance, reorganization was completed.

MOTION: To appoint Robyn Chrabaszcz as Clerk. Motion made by Smith, seconded by Kincaid. All in favor. Motion Passed.

MOTION: To appoint Becky Smith as Chair. Motion made by Kincaid, seconded by Greene. All in favor. Motion Passed.

MOTION: To appoint Rod Kincaid as Vice-Chair. Motion made by Smith, seconded by Greene. All in favor. Motion Passed.

One-Stop/ Feasibility Study Project: KP sent a bill for over \$700. Rod will forward the invoice to Robyn and Robyn will review. There was discussion of where to post the bill – either to the Commission funds or to the grant funds. Robyn will also review the grant to see if that is possible.

NEW BUSINESS

Review and scoring of RFQs: Robyn had several requests for visits to the site in the final days before the due date – too close to the due date to provide access via an addendum site visit for everyone. Five submissions were received from, in no particular order, Spencer Preservation Group, David King Architects, Clark + Green, SSV Architects, and CSS Architects.

The group discussed the scoring matrix and any concerns. Of note were:

- Number of staff at each firm
- Submissions missing insurance certificates
- Submissions that were of quality, well put together
- Historic experiences of teams
- Funding experiences of teams
- Detailed work plans, some that aligned better than others with what was requested

The final scoring was as follows:

- Spencer Preservation Group – 3.867
- CSS Architects – 3.134
- SSV Architects – 2.934
- David King Architects – 2.300
- Clark + Green – 2.134

Spencer Preservation Group and CSS Architects moved to the interview round as the two scoring over 3 points. The group decided two interviews was sufficient.

Next Meeting: May 20 for RFQ and interviews.

MOTION: To adjourn made at 11:10AM. Motion made by Chrabaszcz, seconded by Greene. All in favor, Motion Passed.

DATE APPROVED: April 26, 2023