

Wales Historical Commission
Wales, Massachusetts 01081

Meeting Minutes

Date: Friday, May 26, 2023

Time: 5:00 PM

Location: 3 Main Street, Old Town Hall First Floor

Present: Robyn Chrabascz, Rod Kincaid, Lynn Greene, Rebecca (Becky) Smith, Carolyn Boehne.

Members Absent: None.

Public: Pam Leduc (Executive Secretary/Accountant/Procurement Officer)

Call to Order: The meeting was called to order at 5:05PM. Meeting is recorded on Zoom by the Chair.

Meeting Minutes:

MOTION: To approve the meeting minutes from 5/13/2023 with change of name from Peter Haley to Denis Chretien. Motion made by Chrabascz, seconded by Boehne. All in Favor. Motion Passed.

MOTION: To approve the meeting minutes from 5/20/2023. Motion made by Kincaid, seconded by Smith. 4-0-1, Boehne abstained. Motion Passed.

Correspondence: None.

Front Door Design: Peter Hamm is gearing up to complete the front door project – and a conversation has started on the style of the front door for reconstruction. Robyn found an old photo (pre-1920 concrete porch) that shows a partial front door with a different style. Robyn stated that style is likely 5-panel and that is more of a Greek Revival like the porch style. The existing 6-panel door is date unknown, but there is the option to stay with that style. Peter stated in email that if we stay with the existing front door he can restore it and add an 180 degree hinge with hold-open for a savings of \$1650. Pam confirmed for Robyn that the encumbered FY22 funds for the door can be carried into FY24 until the project is complete. Group will revisit the fire escape door at the next meeting as the savings for the front door are not sufficient to complete repairs on the second door as a bonus.

MOTION: To approve the restoration of the existing door and to keep the existing style. Motion made by Kincaid, seconded by Smith. 4-0-1, Chrabascz abstained as she felt unable to properly vote without the historical research to back up keeping the door style. Motion Passed.

FY23 Spending: Becky authorized and had Rodney paint the ramp for Memorial Day. Rod brought to the table that Ann Chrabascz requested \$34.88 open flag with mount to use in front of building with museum is open, and that style can be reinstalled on the new sign when that arrives. Ann also requested \$38.00 for a pack of 10 signs for the next cemetery walk.

MOTION: To approve the purchase of the above items using Historical Commission FY23 funds. Motion made by Kincaid, seconded by Smith. All in Favor. Motion Passed.

Feasibility Project – Use of Funds: Robyn followed up with the One-Stop grant contact at the state, who emailed back that it is not ideal to change funds as 100% of the grant was designated to professional fees. However, it is possible to submit paperwork to change the grant allocations. Robyn stated her preference is to use FY23 Commission funds to save the grant for the professional fees. Becky and Rod stated they anticipated the grant to cover all its costs. Final legal fees are not yet known until the contract is signed, and the advertising invoice has not yet arrived.

MOTION: To have Robyn alter the grant allocation to include legal and advertising fees. Motion made by Kincaid, seconded by Smith. 4-0-1, Chrabasz abtained. Motion Passed.

Designer Selection: Rod and Becky requested this meeting to discuss the designer selection process due to their concerns that the process was not tainted. The summary of the discussion included the following points:

- Becky and Rod are pleased with Robyn’s work on the entire grant, and that they did give the authority to run with it to Robyn.
- However, since SSV submitted a response and Robyn is actively working with them through her employment in Sturbridge, the question of Robyn remaining impartial is a concern for Rod and Becky.
- Robyn sent an email of facts during the week to the Commission.
- Becky requested all correspondence between Robyn and SSV from SSV since they helped her with the grant application in May of 2022.
- Robyn confirms she had no correspondence or discussion with SSV on the topic of Wales during the RFQ process except for a phone call about drop-off.
- Robyn mentioned when we scored as a committee her working and past working experience with many of those on the teams submitted due to her practice as an architect that she felt she could remain impartial during this process as this was about reviewing submissions for the criteria set forth in the Wales RFQ for the Wales project.
- Becky confirmed that Robyn’s scores did not skew the group’s scores and rankings.
- Pam addressed the group stating that a formal disclosure from Robyn would have been ideal in this situation; that Robyn recusing herself from scoring would have been ideal; and that SSV could not be excluded from responding to the RFQ.
- Robyn also mentioned that the KP Law lawyer said this RFQ process was not necessary for a scope as defined but Pam and Robyn agree that this RFQ process is better for the town to have documented for any next steps.

MOTION: To have Pam and/or Becky confirm with the Attorney General’s office that the process is clean and can move forward. Motion made by Smith, seconded by Kincaid. 4-0-1, Chrabasz abtained due to being the topic of discussion. Motion Passed.

NEW BUSINESS

Museum: Lynn and Ann spontaneously re-arranged the museum while cleaning for Memorial Day; the group likes the change, and it is more wheelchair friendly. Ann and Robyn also took Commission binders from the library historical area for display in the museum like last year for when the museum is open. Nancy was at the library when the Commission’s binders were removed and was so informed by Robyn and Ann.

Rod and Becky requested that they are told when people come in the building for security purposes. They may put out a log-in sheet.

Recording was stopped.

MOTION: To adjourn made at 6:19PM. Motion made by Chrabaszcz, seconded by Greene. All in favor, Motion Passed.

DATE APPROVED: September 9, 2023

Approved