Brooks Academy Museum Commission Minutes

Wednesday, December 1, 2021

Brooks Academy

80 Parallel Street, Harwich, MA 02645

**Attendees**: Commission Members David Spitz, Sandra Hall, Debora Miller, Lynne Zalesak and Museum Director Marie Zahn. Absent: Janet Cassidy

**Guests:** Taffy Androvandi, President, Harwich Historical Society, and Project Architects Douglas Manley and Lynne Spencer.

**CALL TO ORDER**: The meeting was called to order at 10:30 a.m. by Chairman David Spitz.

**ELECTION OF OFFICERS**: Motions made and duly seconded to elect David Spitz, Chair; Sandra Hall, Vice Chair, and Janet Cassidy, Clerk, were unanimously approved.

**PUBLIC COMMENT**: None

**APPROVAL OF MINUTES**: Upon motion made and duly seconded, the minutes of the September 22, 2021, meeting were unanimously approved as submitted.

**STRUCTURAL REPAIRS TO FOUNDATION – Meeting with Project Architects**

Project Architects Manley and Spencer reported that this will be a phased project with the first phase to be focused on the foundation under the main part of the building. This will involve temporary footings and steel beams to hold the building up as the work is being done. The plan is to recreate the “look” of the old brick foundation for historical purposes.

Current schedule calls for the project to go to bid in January or February 2022 with a target for construction to begin in September. This will necessitate closing the museum for the coming summer to give time for the relocation artifacts and removal of displays. Some items can remain in place. Marie will be looking for options for temperature-controlled storage. Discussion ensued regarding future options for plans and various aspects of the planned renovation.

The Architects are looking to bring this to the Historic District Commission for their January 2022 meeting.

Chair Spitz reported that the Town Administrator considers this building to be an important aspect and is working it into the Capital Plan.

**OLD BUSINESS: Landscaping project for Crowell Barn**

Discussion around maintaining the lawn with minimal watering and no fertilizers.

**REPORT FROM THE MUSEUM DIRECTOR: 2021 Activities**

Museum Director Marie Zahn reported on 2021 events including the Harwich History Day for the Historical Society of Old Yarmouth, International Bike Group cranberry demonstration with Al Raneo and Marie at the Crowell Barn, tours in July and August of Captains Row and Pine Grove Cemetery; Harwich Hometown Parade presence with signs courtesy of the Chamber of Commerce; Ask a Curator Day, Exchange Building presentation by Nancy Viall, and Lantern Tours. She also discussed plans for the reinvigoration of the Cranberry Culture exhibit.

**APPROVAL OF EVENTS**: None

**APPROVAL OF BILLS**: None

**OTHER BUSINESS**: None

NEXT MEETING date tentatively set for March 2, 2022.

**ADJOURNMENT:**  The meeting was adjourned by the Chair at 11:40 a.m.

Respectfully submitted,

Sandra B. Hall

Sandra Hall, Clerk

Brooks Academy Museum Commission