**BROOKS ACADEMY MUSEUM COMMISSION**

**JANUARY 17, 2018**

**MINUTES**

MEMBERS PRESENT: David Spitz, Chair

 Peggy Rose, Clerk

 Barry Knowles

 Debora Miller

MEMBERS ABSENT: Sandra Hall

OTHERS: Janet Cassidy, Director, Harwich Historical Society/Brooks Academy Museum

 Taffy Androvandi, President, Harwich Historical Society

**I. Call to Order**

 The Chair called the meeting to order at 9:30 AM.

**II. Approval of Minutes**

 MOTION: Ms. Miller moved to approve the minutes of the meeting of October 18, 2017 as written; Mr. Knowles seconded; motion carried unanimously.

 MOTION: Ms. Miller moved to approve the minutes of the meeting of November 29, 2017 as written; Mr. Knowles seconded; motion carried unanimously.

**III. Old Business**

It was determined that if the shed were no more than 100 square feet. 12 feet and 5 feet from the property line, no building permit would be required. Janet Cassidy advised that an 8 X 12 shed from Pine Harbor would be $3,700. Ms. Miller suggested having a solar panel for lighting.

 The bench project is put on hold.

**IV. Report – December Walk Through**

 The Chair advised that he had accompanied Town Administrator Chris Clark and Facilities Manager Sean Libby on a tour of Brooks Academy. Mr. Libby will work on a maintenance plan.

 Ms. Cassidy advised that the heat was still not functioning properly and the downspouts need to be fixed.

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 The county Sheriff’s Department will be contacted about scheduling painting projects. The columns are in need of painting again. Ms. Rose will contact former Director Desiree Mobed regarding the company that did the work before. The Director would like to have the sink the basement removed.

**V. Community Preservation Committee Funding**

 The Chair advised that the CPC may take back some of the money from previously approved articles. A decision will probably be made soon. He is going to start with the Town Engineer regarding putting together an RFP about a building survey.

 It was mentioned that the price for a lift from Garavanta is $30,000.

**VI.** **Report – Harwich Historical Society**

 Director Janet Cassidy advised that the museum had had approximately 75 visitors on each of the 3 Saturdays it was open before Christmas.

**VII. Adjourn**

 There being no further business, the Chair adjourned the meeting at 10:25 AM.

 Respectfully submitted,

 Peggy Rose, Clerk

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