**BROOKS ACADEMY MUSEUM COMMISSION**

**MINUTES**

**MAY 25, 2016**

MEMBERS PRESENT: Jeremy Gingras, Chair

 Peggy Rose, Clerk

 Sandra Hall

 Barry Knowles

OTHERS: Janet Cassidy, Executive Director, Harwich Historical Society0 Eileen Brady, President, Harwich Historical Society

 Jane Martin, Garden Club of Harwich

**I. Call to Order**

 The Chair called the meeting to order at 3:30 PM.

**II. Crowell Barn Update**

 The Chair advised that he had met with David Ottinger and Town Planner David Spitz. Mr. Ottinger was told that the town would like to see work completed on the barn by June 10. The town is holding a $50,000. bond and a $10,000. payment to be issued upon completion of work. Trim work and shingling are the majority of the work left to do. Ms. Hall suggested sending Mr. Ottinger a certified letter outlining the Commision’s request. The letter should be checked by Town Counsel. Mr. Gingras stated that Mr. Ottinger has a punch list to complete. Eileen Brady suggested supplying that list to the barn curator, Jim Parker.

**III. Crowell Barn Sign Update**

 The Chair will check with Jim Parker regarding progress on the sign.

**IV. Brooks Canon Update**

 The CPC grant to refurbish the canon will be available on July 1. At that time, the person who will do the work can be contacted about starting the job.

**V. Status of Roadway and Hedges**

 The hedges will be cut back to five feet after the second week of June. Roadway work will be done in the fall.

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**VI. Other**

 The possibility of obtaining CPC funding for replacing the mismatched flooring will be explored.

**VII. Adjourn**

 There being no further business, the Chair adjourned the meeting at 4:27 PM.

 Respectfully submitted,

 Peggy Rose

 Clerk

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