

**CITY OF NORWALK
HISTORICAL COMMISSION
FEBRUARY 27, 2013**

ATTENDANCE: Peter Bondi, Chair; Suzanne Betts; Eric Chandler;
Holly Cuzzone; Thom Dunlap; Bruce Kimmel; John
Kurtzman;
David Westmoreland; Charles Yost

OTHERS: Patsy Brescia and Susan Gilgore, Lockwood Mathews
Mansion Museum; Jim Brown, Norwalk Public Library;
Matt Campbell, Eagle Scout

CALL TO ORDER

Mr. Bondi called the meeting to order at 7:00 p.m.

ACCEPTANCE OF MINUTES - January 30, 2013

The following correction was made to the minutes:

Page 5: correct spelling of obvious

**** MR. CHANDLER MOVED TO ACCEPT THE MINUTES AS
CORRECTED
** MR. DUNLAP SECONDED
** MOTION PASSED UNANIMOUSLY**

CHAIRMAN'S REPORT

Mr. Bondi said that he report throughout the agenda.

REPORTS - BOARDS

A. Norwalk Historical Society

Mr. Westmoreland reviewed his written report dated February 27, 2013 as follows:

1. The NHS has completed three of the seven sections of the American Association for State and Local History Organization's STEPs program and has submitted paperwork for the Bronze Level certification. The Bronze level certification means that we have met the minimum

guidelines for Audience Assessment, Management Practices, and Mission, Vision and Governance sections of the program. The NHS has set goals to complete Silver level certification by 2016 and Gold level by 2018.

2. We have submitted a small grant request to the CT Humanities Council that will focus on improving our financial reporting and accounting functions, This will include a dedicated computer and printer and **conversion of our bookkeeping functions to Intuit's QuickBooks for Non-Profits** software.
3. We are finalizing our schedule of events for 2013.
4. The Board of Directors unanimously approved the proposal to manage the collections of the Norwalk Museum at its monthly board meeting on February 13, 2013

Thank you for your continued support of the Norwalk Historical Society.

Respectfully submitted,
David Westmoreland, President

B. Lockwood Mathews Mansion Museum

Ms. Brescia reviewed her written report dated February 27, 2013 as follows:

Dear Commissioners:

Another month and we are soon to be in the spring season and looking forward to our Opening Gala on April 13th.

Our volunteers are focused on cleaning the interior of the Mansion and readying our spring exhibit which will be focused on the turn of the century **technologies entitled, "What Is It"** Technology & Discoveries of the Victorian Era. We are working with Dr. Steve Lubar from Brown University and formerly from the Smithsonian to create this exciting event.

Work began today on the restoration of the foyer fireplace which we hope will be completed for our opening. The funds for this project have been donated by one of our Trustees.

We attended an information session last week in Hartford at the State Historic Preservation Office of DECD. As you know, LMMM has been granted \$179,553 for the second phase of our mechanical upgrades. This phase includes the installation of an elevator, restoration of the public bathrooms, and ADA compliance requirements.

Thank you for moving the roof leak repair project forward. The recent rain has impacted the interior, especially the dining room ceiling. Please let us know if there is anything we can do to expedite this project.

Respectfully submitted,
Patsy Brescia, Board Chair
Susan Gilgore, Executive Director

REPORTS

A. Buildings

Mr. Bondi reported that the Cultural Alliance moved into the Gate House. Most of the leaks were fixed; the one leak that was missed damaged the wall. Mr. Mauro will repair that damage. The electrical service is being switched over on Friday. The southern part of the trail lights are now lit.

Mr. Bondi reported that Mr. Mauro has been working on the Jail. The work at the barn has to be bid out for FEMA. He said that he did repairs at Mill Hill. He said that they rely on Mr. Mauro is very reliable.

B. Cemetery

1. Discuss and Approve Eagle Scout, Matt Campbell's Pine Island Cemetery Project

Mr. Westmoreland introduced Matt Campbell who talked about his proposal for Pine Island Cemetery. He said that following Hurricane Sandy, there was a lot of damage at Pine Island Cemetery. His proposed project is to clean up the Cemetery. They plan to begin work during the first week of April and expect it to take one day. If it rains, they will reschedule for the following week.

Mr. Westmoreland reported that Recreation and Park has cut down some of the trees at Pine Island Cemetery.

**** MS. CUZZONE MOVED TO APPROVE EAGLE SCOUT, MATT
CAMPBELL'S PINE ISLAND CEMETERY PROJECT
** MS. BETTS SECONDED
** MOTION PASSED UNANIMOUSLY**

C. Finance

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Ms. Betts reported that there was a transfer for \$75,000 that came in at the end of January. Mr. Bondi reported that since the last Commission meeting, there was a capital budget public hearing that he and Mr. Westmoreland attended. The operating budget review will take place with the Board of Estimate and Taxation on March 6th.

Ms. Betts said that \$50,000 appeared in the Rogers - Ritch Merritt House line in January. Mr. Kimmel asked what had happened with that project. Mr. Chandler said that it died from a lack of interest. There are pieces of the home sitting in a trailer. Mr. Bondi said that the trailer is where the old Swank building used to be. Ms. Cuzzone said that all of the pieces were marked. Mr. Bondi said that the plans were in place to reconstruct the home, but the City would not fund the project at \$800,000.

D. Norwalk Museum

Mr. Bondi reported that he has been fielding telephone calls. He met with Brian Fitzgerald to look at photographs.

Mr. Bondi said that the Commission will re-visit the three Norwalk Museum proposals next month: the Historical Society takes everything; the Historical Society takes the archives; the Norwalk Library takes the collection.

Mr. Kimmel asked if they could have the square footage of the Lockwood House **for next month's meeting**. **Mr. Westmoreland said that there is some space** available at the Health Department. Mr. Kimmel noted that there are a variety of people who want to get into that space. Mr. Westmoreland said that the issue is that it will come down to how much they use the Health Department for storage. If they take the archives they will use that space to store the collection.

Mr. Kimmel asked Mr. Westmoreland how they would handle researchers. Mr. Westmoreland said that the basement of the Lockwood House is large and has a bigger room than the one available at the Library. Mr. Brown said that there are tables at the Library that people could use.

Mr. Kimmel said that when he thinks of museum, he thinks of exhibits. He said that it seems that most curators would want to maximize space to show as much of their collections as they can. Mr. Westmoreland said that they need to keep the exhibits fresh to keep people coming back. In their proposal they proposed to do a major exhibit that would be supplemented by collection items.

Mr. Bondi suggested that Mr. Kimmel visit the Lockwood House. Mr. Cuzzone

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asked Mr. Westmoreland if they will put an elevator in to make the Lockwood House handicap accessible. Mr. Westmoreland said that only the first floor is handicap accessible. He said that one of the benefits of moving to the Library is that all of the floors are handicap accessible.

Mr. Kurtzman asked about the space at the Library. Mr. Brown explained that it is an empty, freshly tiled room. He said that the contents will fit in there. They have been holding off making any changes to the room until this has been resolved. He invited the Commissioners to visit the Library to see the room.

Mr. Kurtzman asked if they would compromise the items, if they are moved into the space at the Library. Mr. Brown said that most of the items will fit; however, they will find a good home for duplicate items.

OLD BUSINESS

There was no old business discussed this evening.

NEW BUSINESS

There was no new business discussed this evening.

ADJOURNMENT

** MR. CHANDLER MOVED TO ADJOURN
** MR. WESTMORELAND SECONDED
** MOTION PASSED UNANIMOUSLY

There was no further business and the meeting was unanimously adjourned at 7:42 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services