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By Town Clerk's Office at 4:14 pm, Oct 05, 2023

## TOWN OF BURLINGTON

### Meeting Minutes

Email minutes to [meetings@burlington.org](mailto:meetings@burlington.org) or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT/BOARD: Historical Commission

DATE: September 20, 2023

TIME: 7:00 PM

PLACE: Grandview Meeting Room

**MEMBERS IN ATTENDANCE:** Joyce Fay, Mary Nohelty, Kathi Horton, Sandy Covenov, Peter Coppola, Andrew Rittenburg, Wayne Higden and Dan MacCormick.

### **PLEDGE OF ALLEGIANCE**

**SECRETARY AND TREASURER REPORTS** – Read and Accepted 4-0-2

**SHED** - James Covenov of Allen & Major Co. will proceed with the plans and lead with structural drawings and any other job that is needed to complete the project.

**MUSEUM** – The Storage Pod at the Museum will be used to clean out unnecessary objects of no historical value. The padlock key is in the basement.  
Andrew Rittenburg continues with cataloging in the Museum. He explained the Accession Numbering Method that typically museums use as a common numbering system that provides three pieces of information: the year of the accession, the number of donations in the given year, and a unique object ID for each item.  
Example: 2023.001.10

**WEST SCHOOL** – The School will be open for Halloween. Kathi Horton has notified the schools to set up times for tours for students in the coming months.

**225<sup>th</sup> TOWN CELEBRATION** - Discussed booking and scheduling a Trolley Bus. Robert Costa suggested training high school students to assist at the various historic places on the Trolley Tour. Mr. Costa suggested we contact BHS Civic teacher, Joyce Carey, about student participation for the 225<sup>th</sup>.

**HISTORICAL HOUSES BOOKLET** will be reprinted. We will change the front page with a grouping of Burlington historic places. The BHS Art Department could help us with this. We will add a page to list the homes we have lost and other historic houses.  
An estimate for printing is needed. Also the number of books to be printed.

**DONATION** – Robert Costa donated headstone rubbings completed by students 40 years ago. Some stones are presently unreadable in our Burial Ground.

MEETING ADJOURNED – 9:05 PM

