



MINUTES
PAUL REVERE HERITAGE COMMISSION MEETING

Remote meeting held via Zoom
Monday, Aug 31, 2020 07:00 PM Eastern Time
Meeting ID: 844 9814 6745

PRHC Members and Volunteers participating on Zoom meeting:

Bruce Beckham, Citizen At Large
Pam D'Agostino, Signage Committee
Victor Del Vecchio, Chairman PRHC
Nichola Gallagher, Canton Public Schools
Tom Scully, Planning Board
Lisa Lopez, Chair of the Open Space Committee and PRHC Sources of Revenue
Emily Prigot, PRHC Wayfinding/Interpretive Signage
Louis Jutras, Town of Canton IS Dept.
Joyce Stenmon, Preview Room Committee
Rachel Agiorgitis, PRHC Administrative Assistant
Mike Nourse, Historical Commission Representative
Chris Connolly, Select Board Representative
Alison Grossman, Parks and Recreation Representative
Betsy Sugameli, Co-chair Nonprofit Membership Initiative
Gene Boylan
Connie Spiros
Marilyn Curran
Frederick Fairfield, PRHC Marketing Committee
Julia Volfson, PRHC Marketing Committee

Time	Item	Speaker
7:00 PM	<p>Approval of Previous Minutes</p> <p>Chairman Del Vecchio introduced the PRHC's newest member, Alison Grossman of the Parks and Recreation Department.</p> <p>The motion was made and seconded to approve and accept the Minutes from July 13, 2020, which was unanimously approved by roll call, 5-0.</p>	G. Comeau

<p>7:01 PM</p>	<p>Interpretive signage update</p> <p>The Sign Committee met recently on July 28. They generated a long list of topics and places of interest for new interpretive sign panels to be placed on the Paul Revere Heritage site. The Committee met at the Historical Society on August 30 to view maps, images, etc. that could be used in new signs. In discussions, the group reviewed the fact that all signs must be accessible, such as along a path or adjacent to a parking lot. This limits the placement of new signs a bit. The goal remains to avoid clusters. Presently, the Committee has five signs and places in initial development, including the “Rules and Regulations” sign.</p>	<p>P. D’Agostino</p>
<p>7:04 PM</p>	<p>Preview/exhibition room update Preview Room Final Proposal for PRHC Approval</p> <p>The Preview Room Committee presented the Preview Room Design Proposal to the PRHC for review and approval. The Preview Room is located on the second floor of the Rolling Mill and will serve as a preview exhibit for the upcoming Paul Revere Museum. Ms. Gallagher began by saying this proposal is a long time coming and the project has gone through many transitions. The project began two years ago with writing the “Mission, Vision and Goals”. Since then, a large amount of research and work has taken place. The Committee is excited to present the final proposal tonight for the Preview Room. Several revisions have been done with the designer, Dan Wallis of The Square Office, and he is now ready to start producing plans and specifications.</p> <p>Mr. Comeau introduced the slide show presentation by further explaining the development of the “Mission, Vision and Goals”. He described how the project began with a grant application to the State. The slides went on to cover the process taken to develop the Preview Room, as well as details of the proposed design itself.</p> <p>The Committee began by constructing an overall narrative for the space to follow and from there individual story lines were developed. The slideshow illustrated the work of the designer, Dan Wallis, which has come a long way. One slide displayed a bubble diagram graphic by the designer, which showed how the Preview Room story lines intertwine and connect. Each artifact can support more than one story.</p> <p>The Preview Room space is architecturally beautiful, inside and out, with unique details of glass, wood and brick. The second floor Preview Room contains nine bays, which are spaces created by the beams that diagonally span the sides of the room. Work with the designer</p>	<p>N. Gallagher G. Comeau</p>

<p>resulted in each bay representing a story line.</p> <p>With each bay containing one piece of the story, numbered one through nine, the exhibit can be experienced in two ways; the active state and the passive state. In the active state, some exhibit items remain in place in the bays, while others move to the center of the room to be connected in a linear fashion. When the exhibit is in the passive state, the center of the room is empty and the exhibit materials are tucked within the side bays, still able to be accessed by interested visitors. This is achieved using panels that break apart and join together to create a seamless environment. Slides showed perspective renderings of the Preview Room in the active state and the passive state.</p> <p>Currently, the Committee and the designer are reviewing finishes and materials, such as copper edges and steel, as well as types of tables and tempered glass. Pinpoint lighting will be used, as well as projected images and animation. The panels will break apart and fit nicely into each bay, using ingenious ways to fasten them together. The designer has done a great job of combining the contemporary with the traditional, which why he was chosen and now is how the Preview Room is coming together.</p> <p>Mr. Comeau concluded the slide presentation by summarizing that this has been a complex process, dense with details. This is just the beginning of a long journey. The Preview Room merely lays the groundwork for the Museum, which will be worked upon for years to come.</p> <p>A group discussion followed about how the passive and active states give the room great flexibility, depending on the type of event. Technology will also play a role, with the back wall available for projections. The space will be interpreted differently by different people. It's not just walls, words, and graphics, but a hybrid of all three. In addition, the Committee is always trying to push the technology with the goal of making the exhibit interesting for all types of viewers.</p> <p>Ms. Gallagher reported that the designer confirmed that the space can be constructed within the \$50,000 budget. The ideas were tailored to meet the budget, including the physical materials as well as the animations and image mapping.</p> <p>Ms. Volfson took a moment to share the current state of the museum industry due to the COVID-19 restrictions. Museums are experiencing very tough times and a recent NPR study predicts that one-third of</p>	
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	<p>museums that exist today will soon be closing their doors. Established museums are trying to present themselves in entirely new ways to attract visitors and donors. Ms. Volfson raised questions on how the Paul Revere Museum will present itself to be relevant in the future and how funds will be raised privately to support it. She also emphasized the need to go digital.</p> <p>In response, Chairman Del Vecchio said that Commission started off the process with a conservative budget for the design and construction of the Preview Room. He is confident that private funds will be raised to move forward, especially with those generated by the two bays occupied by the Innovators Space, as led by Ms. Volfson and Mr. Beckham. Ms. Gallagher added that a portion of the Preview Room exhibit is dedicated to looking towards the future. Mr. Comeau said that they will test their assumptions about the museum by meeting and collaborating with experts in the field, such as the directors of the Paul Revere House in Boston.</p> <p>Mr. Beckham briefly reviewed the state of the Innovators Space, which is intended to be supported by Canton businesses and generate donations. There is work to be done, and right now none of us know our futures (due to the pandemic). In part, Mr. Beckham is working on an innovators video presentation that would highlight a celebrity introduction and be displayed in an attractive, high-tech fashion.</p> <p>Ms. Volfson inquired about the purpose of the Preview Room Committee meeting with the Paul Revere House. Mr. Comeau responded that the Paul Revere Museum must align itself with other non-profit friends to share information and grow. Ms. Volfson reiterated the need of museums to change and become more technology based.</p> <p>Chairman Del Vecchio requested that the Commission vote on the final plans as they are now. He asked the Commission members to endorse or not the plans presented tonight. The Preview Room Design Proposal was voted on by roll call and approved unanimously.</p> <p>Mr. Comeau said that they will give the designer the go-ahead to proceed with producing the plans and specifications. Chairman Del Vecchio thanked everyone for their hard work and expressed optimism for the project's future.</p>	
7:50 PM	<p>Status of Rolling Mill Renovations</p> <p>Chairman Del Vecchio reported that discussions took place with the restaurant and the developer. Construction is moving along. The flooring is on site, but still waiting for the HVAC to be installed and dust</p>	V. Del Vecchio

	<p>to be removed. After that is complete, there will be punch list items and the Certificate of Occupancy. It is predicted that the restaurant can be operational in eight to eleven weeks, which means October or November. The restaurant recognizes that their customer capacity will be lower due to the COVID-19 restrictions.</p> <p>The bridge is not open to the public, but it is drivable. The factory artifact to be located near Neponset Street will be installed when the ground is frozen to cause less damage to the grounds. Chairman Del Vecchio presented a slide show, which showed the restaurant's equipment is in place, as well as the pipes and the color finishes. Slides went on to show the reception area, projection wall upstairs, storage behind the bays, elevator, restaurant booths, completed upstairs bathroom, and clubhouse. Outside, the landscape is complete and people are enjoying the space. The irrigation still has some small issues to work out, but overall everything looks great.</p>	
	<p>Paul Revere Day Grand Opening *On Hold*</p>	
7:57 PM	<p>Legislative Update and Introduction to Nonprofit Membership Initiative</p> <p>Chairman Del Vecchio reported that the special act of the legislature passed, but not without its moments at the end. The Governor's office had some last minute questions, but in the end nothing was changed and Governor Baker signed it into law on August 7, 2020. Now, the first five board members to the non-profit need to be designated. Mr. Scully and Ms. Sugameli agreed to be on the Committee to create the job descriptions, propose & vet candidates, propose bi-law language, and consider other related topics.</p>	V. Del Vecchio
8:01 PM	<p>Revere & Son Heritage Trust Corporation Nonprofit Membership Initiative</p> <p>Ms. Sugameli presented a slide show to outline the process of starting the non-profit and appointing the first board members. She explained that this is a framework that can be amended as needed. The first slides listed the constraints and considerations when choosing qualified candidates. She emphasized that the process must be transparent. The type of people needed are those who will ask and answer questions. The legislation sets guidelines and provides insight into the board member job descriptions. It is vital that all members of the new non-profit engage with the community and diversity is of utmost importance. Board members will be responsible for raising funds and/or having funds to contribute. Board members also bring knowledge, experience and skills. Ms. Sugameli went on to review the</p>	B. Sugameli T. Scully

	<p>sources for potential board members, the process of bringing them in, and the timeline. She also reviewed the structure and lifecycle of a non-profit organization.</p> <p>In the short-term, the legislation requires that five board members need to be appointed by October 6. The five initial members will then tap into additional people to join and expand the non-profit. Mr. Scully may need to interview board candidates. Everyone involved with the Paul Revere Heritage Commission is encouraged to submit names, to self-nominate or for another candidate. Nominees will be vetted and considered. The new board members will be treated as quasi town employees and be trained to follow the state ethic and procurement rules. In the long-term, a seal for the new non-profit needs to be designed.</p> <p>Ms. Sugameli concluded by saying that any of the information presented here can be amended and diversity should stream through all of the steps taken.</p> <p>Mr. Scully said that the deadline for choosing the first five board members is October 6, which means the five board members need to be submitted to the Select Board at their September 29 meeting. He suggested all candidate names to be submitted to him by September 4 and then they can be reviewed at the next PRHC meeting. Mr. Scully added that the document used to evaluate candidates needs to be identified and there are likely going to be many candidates for the five initial spots. With that in mind, Chairman Del Vecchio proposed the next PRHC meeting to be on September 21.</p> <p>There was a brief discussion about the tax exempt status (501C3) of the new non-profit. Mr. Comeau explained that a bank account needs to be established and an EIN set up for the new non-profit. The board structure is unique, so it will be interesting to see how things develop from there.</p>	
8:42 PM	<p>Sources of Revenue</p> <p>The state has sent confirmation of the match contribution by the town for the Massachusetts Cultural Council Grant recently awarded for the purpose of creating a master plan for the museum. Ms. Lopez reported that Laura Smead, Town Planner, is currently working on the draft RFP for the designer of the museum master plan. People are needed to review and edit the RFP with her, so as soon as the contract is signed with MCC, the RFP will be ready. If anyone is interested in assisting, please contact Ms. Lopez.</p>	L. Lopez

8:44 PM	Next steps and future meeting Next meeting is proposed for Monday, September 21. Chairman Del Vecchio closed the meeting by encouraging the group to start to consider how the role of the PRHC will change as the non-profit grows.	V. Del Vecchio
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Respectfully submitted,

George T. Comeau

George T. Comeau
Clerk