

**MINUTES OF A MEETING
OF THE
DEERFIELD NH HERITAGE COMMISSION**

A meeting of the members of The Deerfield NH Heritage Commission (**DHC**) was held via Zoom on May 28, 2020 at 7:00 PM Eastern Time.

There were present:	Debra Murphy	Chair
	Dana van der Bijl	Member
	Deborah Boisvert	Member and Treasurer
	Karen Leavitt	Member
	Andrew Merrill	Member
	Erroll Rhodes	Member and Secretary
	Richard Boisvert	Alternate Member

Absent:	Andrew Robertson	Select Board Liaison
	Carol Levesque	Member
	James Deely	Alternate Member

Discussions occurred as follows.

1. A majority of the members of the DHC agreed to the holding of this meeting of the DHC, waiving prior notice. Ms. Murphy acted as Chair of the Meeting and Mr. Rhodes acted as Secretary of the meeting. The Chair stated that a quorum was present and that the purpose of the meeting was to discuss the agenda items previously circulated and any other business that might duly arise.
2. The minutes of the meeting of May 26, 2020, following a motion duly made (Mr. Merrill), seconded (Ms. van der Bijl) and voted upon, were approved.
3. There was a discussion of the status of DHC website and Facebook page and the timing for transition of content from the existing servers. As well, there was a discussion regarding the DHC page on town's website which related to the mechanics of updates, the desire to simplify the content to reflect the DHC mission, and queries regarding what flexibilities might exist to achieve this goal. Mr. Rhodes was asked to investigate this issue and propose a plan for the DHC page. Additionally, there was mention of the DHC web address, but discussion on this matter was deferred to a later time.
4. It was acknowledged that work on the Heritage Map had been affected by the Covid-19 situation but would resume shortly. Mrs. Boisvert and Mr. Rhodes gave a recap of the presentation to the Select Board on April 13th, during which, *inter alia*, the Select Board welcomed the idea of a quarterly presentation to that body by the DHC. The question was raised in this context, of a periodic (quarterly?) DHC communication to the citizens of Deerfield, perhaps in conjunction with other town bodies, and Mrs. Boisvert and Mr. Rhodes were asked to raise this matter at the next presentation to the Select Board.

5. Mr. Boisvert, who has become Deerfield's liaison to the Upper Lamprey Scenic Byway Committee, reported on the progress being made on the signage associated with that project. It was suggested that he might work with the Road Agent in this connection.
6. Mr. Rhodes gave an update on the Town Hall usage project reported on the progress being made on the signage associated with that project.
7. There was an extended discussion of DHC's communication strategy, including targeted letters to specific audiences (historic districts, town boards, town organizations, citizens, etc.) and the mechanics thereof, as well as informational articles in local publications. Communication channels were also discussed along with how the DHC might organize itself internally to be most responsive. Mr. Rhodes was asked to into the possibility of a town email address and telephone number for the DHC.
8. There was a brief discussion of program possibilities, with the National Register historic district nomination process, podcasts, and other presentations being suggested.
9. The next meeting of the DHC was noted to be held via Zoom on June 25, 2020.

Following a confirmation of there being no further business to be transacted at this Meeting it was declared closed and in witness thereof, these Minutes have been issued as of the date hereinabove written.

Debra Murphy
Chairman of the Meeting

Erroll Rhodes
Secretary of the Meeting