

	A	B	C	D	E	F	K
1		<b>HISTORICAL COMMISSION ACTION ITEMS</b>					
2							<b>Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years</b>
							<b>NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.</b>
3	#	<b>Goal Actions</b>	<b>Primary Entity</b>	<b>Subentity(ies)</b>	<b>Evaluation Metrics</b>	<b>Priority</b>	<b>Status March 2023</b>
4	G1-10	Provide and support inter-generational programming.	Library	Council on Aging, <b>Historical Commission</b> , School Department	Number of offerings. Number of participants. Participant satisfaction. Ages of persons participating.	ST	The Historical Commission will contact the SH COA in April 2024 to offer a program about SH History
5	G1-12	Develop historic walks around town.	<b>Historical Commission</b>	Bike/Walk Committee, Commission on Disabilities	Number of walks developed. Number of maps downloaded. Feedback received.	ST	The Historical Commission has worked with SH resident Robert Comeau for two years concerning his historical tours (partly funded by the Holyoke Cultural Council) and will be pleased to continue to work with him
6	G1-13	Use the park adjacent to the Library to highlight South Hadley's historical, cultural and natural resources.	Library	<b>Historical Commission</b> , Cultural Council, Conservation Commission, Redevelopment Authority, HG&E	Number of people using park.	MT	Plan activities for a "Canal Day" at the site, which will include presentation(s) using the large volume of historical material already on hand
7	G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, <b>All entities</b>	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	The research that has been done into the history of BIPOC populations in SH is inadequate. The Historical Commission will seek to rectify that.
8	G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	<b>Other entities as appropriate</b>	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	As of March 2023, the Historical Commission is in discussion with a Professor of Anthropology at MHC about the possibility of students working with the Historical Commission to increase engagement with the residents of a theoretical Local Historic District in South Hadley Falls
9	G2-12	Create an inventory of historic structures and views.	<b>Historical Commission</b>	Commission on Disabilities	Date inventory created. Availability to others. Number and types of use of the inventory.	ST	The HistComm will meet with Diane Larocche of the South Hadley Historical Society in April 2023 and will offer to lead the effort to put the Old Firehouse Museum onto the Massachusetts Register of Historic Places
10	G2-13	Work with other Town entities to create and implement a plan to maintain viewsheds that currently exist.	Planning & Conservation Department	Department of Public Works, <b>Historical Commission</b> , Tree Committee and Tree Warden	Date plan approved. Number of views maintained.	MT	The Historical Commission will advise and work with the Canal Park Committee, the Conservation Commission, and any other relevant entity concerning the historical significance of these viewsheds
11	G2-15	Increase visibility of, communication about, and investment in the arts, education, and associated activities in the community.	Cultural Council	<b>Historical Commission</b> , Old Firehouse Museum, School Department, Library	Changes in participation. Change in financial support.  Primary entity would change depending on the project.	ST	The members of the Historical Commission have significant knowledge of SH's history. The members are ready to provide education about SH's history to any SH entity that is so interested
12	G2-16	Inventory and preserve archives at the Town of South Hadley Library and the Old Firehouse Museum.	<b>Historical Commission</b>	Town Clerk's Office, SHPLibrary	Date connections made. Number and type of actions undertaken. Number of documents preserved.	LT	The Historical Commission has met with the Library Director to discuss the excellent inventory of historical materials that he prepared. Historical Commission members have visited the Old Firehouse Museum many times and discussed with the Curator the valuable materials there. The Historical Commission will ask to meet with both parties again in 2023 to continue to refine the inventory and to assist the Curator in the preservation of those important materials.
13	G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	<b>All boards and committees</b>	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	

	A	B	C	D	E	F	K
14	G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	<b>All boards</b>		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
15	G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	<b>All boards, committees, and departments</b>	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued. Number of actions completed.	ST	
16	G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	<b>All other boards and committees</b>	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
17	G4-2	Conduct an annual joint meeting with other committees to share priorities.	Conservation Commission		Date meeting held. Number of entities participating. Resulting actions.	I	
18	G4-22	Post articles in area newspapers, Town's website and social media.	<b>All boards and committees</b>		Number of articles posted. Number of responses or other feedback.	ST/MT	The Historical Commission will be pleased to help publicize the effort to put the Old Firehouse Museum on the state's register of historic places
19	G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	<b>All boards, committees, and departments</b>	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	
20	G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	<b>All boards, committees, and departments</b>	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	
21	G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	<b>All boards, committees, and departments</b>	Date resource created. Relevance of information provided. Use of information.	ST/MT	