

Field Recording Manual

Lyme Historians Cellar Hole Survey



1. Nearest Road - nearest road (whether abandoned or not)

Lyme Tax Map - map and lot number. Note if there are associated structures on adjacent lots.

Site Name/Number - the Lyme Historians will assign a name and number.

2. Date surveyed - indicate date and those participating in the field survey.

3. Owner - Identify current owner's name, address, and contact information.

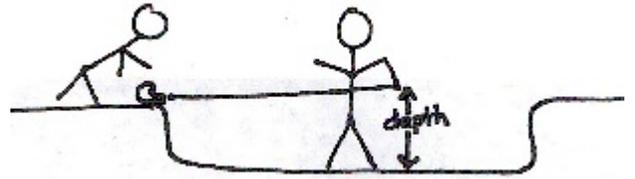
4. Historic owners - Note names associated with site on 1860 and 1892 maps, if applicable.

5. Latitude/longitude -using the GPS unit, record the site location at the northeast corner of the cellar hole (outside of the depression). Turn on the unit by pressing the button on the left side with the red light bulb icon. Wait for the unit to acquire satellite reception. The coordinates will appear at the bottom, with latitude (N) followed by longitude (W).

6. Elevation -use the GPS unit to read the elevation at the northeast corner of cellar hole. This reading may not be entirely accurate and should be checked against a topographic map. Turn off the unit by pressing the red button again.

7. Cellar Hole Size & Orientation – measure all four sides of the cellar hole, in feet. If the cellar hole contains stone foundation walls, take measurements from the outside of the walls. If not, take measurements at ground level, just outside of the depression. Sketch an outline of the cellar hole inside the circle of the compass. Orient the rectangle so that the direction of the walls corresponds to the direction of the compass (see example on form).

8. Cellar Hole Description - measure the depth of the depression in meters. One person should stand at the deepest point within the depression holding the end of a measuring tape. Another person positioned at the northeast corner of the cellar hole holds the other end of the tape at ground level. A third person should be present to verify that the tape is held properly following the level of the landscape. The person within the depression will note at what level the tape contacts him/herself. That person will then use the tape to measure the distance from the ground to the point of contact. This will indicate the depth of the cellar hole.



If the depression is deeper than the individual's height, take a depth measurement along the cellar wall and then use the technique above to measure the difference in depth between the bottom of the wall to the point of contact on the person standing at the deepest point. Add the two measurements together to get the overall depth.

Foundation stones - If foundation stones are present, are they natural fieldstones or have they been shaped or dressed? Are there breaks in the walls? Is there a clear entryway? Record anything else that describes the foundation.

Chimney base - Where is the base located in relation to the cellar hole? What are the measurements? What is the material (stone, brick, both?) Record anything else of note that further describes the chimney base.

Size of largest tree growing in hole - use a forester's tape to measure the largest tree growing in the cellar hole, to indicate age and general era of abandonment. Use the DBH side of the tape which converts circumference to diameter. Measure the tree at 4 ½ feet off the ground. (Diameter at breast height = DBH, in inches)

Current condition of cellar hole – Any signs of vandalism? Are the foundation walls intact? Are the walls caving in? Are the walls clearly visible or are they covered with vegetation? Record anything else of note that further describes the current condition of the cellar hole.

9. Historic site type - this may be filled in afterwards based on further research.

10. Current conditions of the surrounding area - The degree to which forest succession has taken over the area may be a clue to the time of abandonment.

11. Historic material or artifacts - record any historic materials found near the site: location, type, and quantity. Photograph but do not move or handle the objects. Also note any modern refuse or materials present.

12. Evidence of structures - Are there any features present that are associated with the cellar hole? If so, record the location and take measurements if possible. If an unrecognizable feature is found, assign a unique name to distinguish it from other features such as “feature #1”. English style barns had entrances on the broad side; entrances to the slightly later Yankee barns were on the narrow gable end.

13. Land use evidence - look at the nearby stone walls and check for embedded rocks to guess the land use.

14. Evidence of disturbance - has the site been disturbed, or does it appear in danger of disturbance?

15. Ornamental plantings - check for lingering exotic plant material, including “bride and groom” trees planted on each side of the former entrance.

16. Nearest surface water - measure distance to nearest surface water and include on sketch.

Sketch Map

Use graph paper to sketch the site layout. Use one piece of graph paper to record the entire site area (cellar hole and associated features). Record each feature on a separate piece of paper. Number each sheet of paper (ex. page 1 of 5).

Do not worry about drawing objects to scale...this is too time-consuming to attempt in the field.



Include the site name and north arrow on every piece of paper used during the recording process. Draw and write in pencil with a good eraser. Label everything. Write down each measurement taken. Use leaders and arrows to mark what is being measured.



18.2

Be sure to record the location of additional features in relationship to the cellar hole and/or other features. Whenever possible take a measurement...don't guess if you don't have to! If you cannot measure, use the GPS to record the location.

Photographs

Use a digital camera when possible. Clean the camera's memory before the survey to avoid confusion between sites and to ensure enough memory space for the recording process. Set the camera to a standard resolution (high enough to see details but not too high to be unmanageable). Mark the location of each photograph taken using a triangle (pointed in the direction the picture was taken). Record the photograph number inside the triangle.

Record each picture taken on the Photograph Log. Record the Site number, date and name of the camera being used at the top of the Photograph Log. Each picture should receive a unique photograph number. Indicate the approximate direction the photograph was taken (i.e. NW). Record the name of the individual who took the photograph and give a brief description of what is being photographed (try to give unique descriptions for each photo if possible).

Add each photo to the sketch map and label using the method described above. Download the pictures to a computer as soon as possible and copy them onto a disk. It is not possible to take too many pictures!

The Lyme Historians thank Tanya Kress of the New Hampshire Division of Historical Resources for her assistance in preparing this field recording manual and the field recording form.