

**EAST COVENTRY TOWNSHIP
HISTORICAL COMMISSION
June 10, 2009
SCHEDULED MEETING MINUTES**

(Pledge of Allegiance)

Attendance: Gail Brown (Chairman), Jim Michael (Vice Chairman-Absent), Lynn Coine (Member-Absent), Ann Keen (Member), Rugene Caldwell (Member), Larry Tietjen (Member), Rich Marchetti (Member), Phyl Snyder (Secretary)

Meeting called to order at 7:05 PM

Public Comment – None

Minutes

Minutes of Workshop Meeting of May 27, 2009 were reviewed. A. Keen made the motion to accept the Minutes as amended. L. Tietjen seconded the motion. The Minutes were approved 6-0-0.

Action Items

Goals

Since June is the halfway point through the 2009 year, the goals set forth on January 14, 2009 were reviewed.

- Welcome Letter – We are now receiving information from Township administration on homes sold (quarterly). G. Brown will request both the Information List Disclaimer and generic ‘Release Form’ be reviewed by the Township Solicitor when Historical Commission development and review is completed.
- Oral History –

Report by L. Tietjen - Professional digital recorder would cost around \$200.00. Add \$20.00 to for telephone attachment for telephone interview - USB cord provided to download to computer. The oral interview would still need to be transcribed. L. Tietjen to submit written information on the proposed professional digital recorder. There was discussion on preparing a list of questions for ‘oral interviews’, possibly more generic than specific. Possibly interface with other

commissions/committees on their process. There was also discussion on who to interview and also possibly advertisement for individuals who would wish to participate in the 'oral history' project.

Release Form for oral histories should be ready for next meeting – possible to use same form for calendars/photographs, etc.

- Web Page Update: The Historical Commission is reassigning the web page update project. L. Tietjen to inquire whether his son would be interested in assisting the Historical Commission with this project. The Historical Commission members have decided to keep it simple with a possibility for expansion as we build our files and continue our research.
- Chester County Photograph Workshop – July 22, 2009
G. Brown and R. Caldwell will coordinate a day to distribute flyers for display in area businesses. R. Caldwell has contacted "The Mercury" to publicize our program.
- L. Tietjen will obtain the necessary documents to set up a Township account the next time he is at the Pennsylvania and Historical Commission archives in Harrisburg.
- 2010 Parker Ford Tour – G. Brown will speak with the chairman of the East Vincent Historical Commission for this combined tour.
- Township Meeting Room Display Cases – G. Brown, at the Community Day' celebration, inquired of Mrs. Willow whether she would be interested in loaning photographs to the Historical Commission for display. If the Historical Commission concurs, G. Brown will follow-up with Mrs. Willow.
- Chester County Historic Preservation Network Volunteer Recognition Celebration – Board of Supervisors approved the Historical Commission's request to fund Historical Commission members P. Snyder, R. Caldwell, L. Coine, J. Michael and G. Brown's attendance on June 24, 2009 – total \$125.00. The Oxford Town Tour will begin at 5:00 PM and the dinner at 6:45 PM.
- Bi-Annual Budget Review – G. Brown left copies of current budget status in printer at home. This item is tabled until the next meeting. G. Brown did state that we should be able to obtain a new file cabinet as P. Snyder and A. Keen have requested. She will discuss the cost with Township Administration.
- Historical Commission 2009 Goals Status – The Welcome Letter, Historical Commission webpage, Public Speaker Program, Oral Histories, Pennsylvania Historical and Museum Commission archives account, 2010 Chester County Town Tour, Display Case have been previously discussed and are on-going. Review of the Township Zoning Ordinance, Article XII and Historic Resource Surveys have not had any action. G. Brown to begin discussions with B. Rodgers

about possibilities to obtain grants for professionals to review the Ordinance and conduct the Historic Resource Surveys. Most of the Historical Commission goals for 2009 should be completed by the end of the year. Some will be long term, such as research, surveys, town tour, etc.

Discussion Items

- Fricks Lock's Update – July 13, 2009 is the date for the next Fricks Lock's Stakeholders' Meeting. David Kimmerly of Preservation Pennsylvania will be a new Stakeholder member.
- Community Day – G. Brown set up a Historical Commission table with flyers for the Chester County Town Tours 2009' and the July 22, 2009 'Speaker Program' for attendees. We also displayed a new book, "The Drum: Women at the Valley Forge Encampment". The Parks and Recreation Committee were selling 'Save the Maack Property' t-shirts and tote bags. The day was very successful and the East Coventry Parks and Recreation Committee is to be commended!
We also had an inquiry for Historical Commission membership.
- In our efforts to train/refresh members in 'deed research', Karen Marshall has recommended we engaged a professional (possibly J. Davidson) as our budget allows.
- G. Brown proposed we might wish to consider a list of 'recommended reading' for Township residents. We should also continue to compile a list of books to be purchased for the Historical Commission library.
- We have not reviewed photographs from the Chester County Archives and chose those we should request for reproduction. This request would be submitted to the Township Manager for action.

Subdivision and Land Development

Bittersweet on the Schuylkill – This project is currently in consideration for a 'Special Use' and hearings are in process. G. Brown has noted that upon hearing the proposals from various owners/developers, including Bittersweet on the Schuylkill, these projects often change ownership one or more times prior to and after completion. Based on this fact, we should consider long term effect on Historical properties and recommend 'Historic Resource Impact Studies' whenever a historic resource is involved. A recent case in the Pottstown area was quoted as a good example.

Other Business

A. Keen stated Louise Tietjen has graciously volunteered to enter our Historical Files Indexes onto the computer.

Due to unexpected scheduling conflict, K. Marshall, Chester County Historical Preservation Coordinator asked G. Brown to attend the ‘Cultural Resources Essentials – Best Practices’ Conference in Harrisburg . Report from G. Brown in progress.

R. Marchetti will be visiting the Parker Tavern tomorrow, June 11, 2009 with the construction manager.

G. Brown copied Historical Commission minutes from 1994 through 1999 for Historical Commission members to review. Although these minutes are incomplete, many are missing, they provide a lot of insight into the previous efforts of the Historical Commission and provide a historical reference to past achievements, goals, and research.

Adjournment

P. Snyder made the motion to adjourn. R. Caldwell seconded the motion. The motion was unanimously approved 6-0-0.

The meeting adjourned at 8:55 PM.

Respectfully Submitted,

Phyllis Snyder
Secretary