

**EAST COVENTRY TOWNSHIP
HISTORICAL COMMISSION
March 10, 2010
SCHEDULED MEETING MINUTES**

(Pledge of Allegiance)

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

The meeting was called to order at 7:08 PM.

Motion - L. Tietjen made a motion to put January Agenda on the Website.
G. Brown seconded the motion. The motion was unanimously approved 7-0-0.

The Minutes of January 13th were again discussed and the Historical Commission (HC) agreed to revise and place the revision on the Website. P. Snyder will contact Bonnie Frisco with these revisions and the January Agenda.

Minutes

Minutes of February 17, 2010 were reviewed. R. Miller made the motion to approve the Minutes.

A. Keen seconded the motion. The motion was approved 7-0-0.

Public Comment - None

Action Items

2009 Annual Report – approved previously by e-mail from HC members. L. Coine turned the report into the Township for review by the Board of Supervisors at their regular March 8, 2010 meeting. This ratified and final report, signed by the H C members at tonight's meeting, will be submitted to the Township for their official permanent record.

Subdivision and Land Development – SALDO

G. Brown and L. Tietjen discussed the SALDO review. G. Brown stated she had discussed the Department of Environment Protection (DEP) Cultural Resource Notice requirements with K. Marshall, Historical Preservation Coordinator, Chester County. K. Marshall stated the township has review responsibilities and liabilities as related to the correct and completed process by developers for the Cultural

Resource Notice. G. Brown and L. Tietjen agreed to contact the county as to where they would suggest the Cultural Resource Notice should be included in SALDO. There was discussion regarding definition of stone walls, not currently considered as a structure, but a fence. As the SALDO draft currently reads, the Township Engineer is responsible for determining when the Historical Commission should receive a copy the Subdivision and Land Development package.

As stated in a township meeting by M. Hosterman, Township Solicitor, Class I properties apply. L. Coine stated she did not see where we were responsible for review of the SALDO and had to trust someone. G. Brown and R. Miller explained the review process of Township ordinances by Commissions and Committees. HC is an advisory Commission.

G. Brown and L. Tietjen will prepare a written report on SALDO review progress to the HC at the April regular meeting.

Open Issues

- a) Update on calendars - L. Coine has taken pictures of A. Keen's outbuildings and a group picture of East Coventry Historical Commission. She will continue to find interesting outbuildings for the calendars.
- b) Update on Oral History – R. Caldwell asked if the Oral History Release Form had been adopted by the Board of Supervisors. L. Coine stated the Board of Supervisors received a copy of the Oral History Release Form in their March package. She will verify acceptance with the Township.
R. Caldwell and P. Snyder will send a letter to potential interviewees explaining the purpose and process of an Oral History interview.
- c) Laptop and Software – G. Brown suggested exploring software developed for Historical Society archives; some is advertised as free. L. Coine stated these free advertisements often have hidden costs. "Microsoft Word" will be the software with Word, Access and Excel available to type the information in the file cabinet as well as other HC business.
L. Coine will talk to B. Frisco about the program.

Other Business

Upcoming Events –

- a) East Coventry Community Day – June 5, 2010
Discussion on information the HC might want to present:
 - 1. Oral History – G. Brown suggested running an Oral History DVD on the HC laptop computer showing one of the many applications to be utilized on the new computer.
 - 2. Slide Show of Old Houses – could use J. Michael's pictures

3. Catalog books HC has in their library and are available to the public by appointment.
- b) Annual Banquet –
June, 2010 – Welkenweir – East Vincent and East Nantmeal Historical Commissions have volunteered to host this event. The banquet is the Chester County Historic Society/
Chester County Preservation Network 2010 Volunteer Recognition Celebration. All volunteers are invited to attend.
- c) Chester County Historical Society
HC has received their membership renewal in the Chester County Historical Society. There are 2 tickets in the file cabinet if any member wishes to use them to visit the Chester County Historical Society. Please return them to A. Keen or the file cabinet when you return from your visit.
- d) Meeting of Fricks Locks Stakeholders in March has been cancelled and is being rescheduled possibly for April 25, 2010 or May 5, 2010 – date to be announced.
- e) The demolition hearing process has been extended 90 days from March 31. The hearing must be held by June 30 or extended another 90 days.
- f) Chester County Antique Show – March 20th and March 21st, 2010 at the Westtown School. An expert appraiser of antiques will be the speaker.

Adjournment

R. Caldwell made the motion to adjourn. L. Tietjen seconded the motion. The motion was unanimously approved 7-0-0.

The meeting was adjourned at 8:20PM.

Respectfully Submitted,

Phyllis Snyder (Secretary)