

**West Whiteland Township Historical Commission
Minutes of Meeting, April 13, 2010**

I. Call to Order

Mary Kivlin, Chairperson, called the meeting to order at 7:07P.M.
A quorum was noted.

Members in attendance included:

Kevin Kilgallen, Gail McCahon, Peg Osborne, Anne Rich, and Victoria Webb

Guest in attendance included:

Township Staff: John Weller, Director of Planning and Zoning
Township Manager: Michael Cotter (arrived at 8:15)

II. Old Business

There was no Old Business.

III. New Business

There was no New Business.

IV. Consideration of Minutes Process

Mr. Weller reported that the Township Manager would be meeting with all Commission chairs to review duties, including the Township policies on minutes.

V. Approval of Treasurer's Reports

Motion: Recommended approval of the Treasurer's Report for February, 2010. A Budget Memorandum was to be submitted to the Board of Supervisors.

Vote: Passed 6/0, (Kilgallen/McCahon)

VI. Historical Commission Concerns

A. Township Update

- Historic Site 336, (Class I Listed), Benjamin Pennypacker House: Mr. Weller said that Ed Culp, Superintendent of Parks Maintenance, had observed damage to the basement area of the house. Mr. Weller had asked Tom Scofield, Historic Commission Consultant, to assess the damage and submit a report. This should be completed by April 22, 2010.

B. Share Point Presentation

Kevin Kilgallen presented a video demonstration of the capabilities of Share Point, an intranet data base available to staff and volunteer board and

commission members within the Township. He demonstrated how to access the site and presented preliminary entries he had made illustrating the potential for site use. He had created "libraries" containing recordings, pictures and Historic Site descriptions.

Mr. Kilgallen asked members to consider categories. He said the Commission would need to decide what types of files (text, picture, audio) were desired and how they should be separated.

Members expressed appreciation of the potential the site offered and recognized the effort Mr. Killgallen had made to inform the Members.

C. Property Conditions

- Historic Site 102, (Class I, Eligible), Richard Ashbridge House: Mr. Weller said the collapsed roof had been stabilized. No further deterioration had taken place. However, he noted that the plastic sheeting protecting the several structures was tearing. He said he had notified management, but had not received a response. He said he would contact Ann Safley at the Pennsylvania Historical and Museum Commission.
- Historic Site # 107, (Class I Listed), Thomas Mill Miller's House: Mr. Weller said he had been in contact with Mr. Marc Shramm and had been assured that the contractor would be applying for a permit within the next week. The list of Historical Commission recommendations and requirements was given to Mark Moses to present to the roofing contractor when he applied for the permit. Mr. Weller said the sub-committee consisting of Members Mary Kivlin, Felix Presto, and Victoria Webb, appointed in 2009 to consider the roof issue, would be able to act in the interest of the Commission to expedite the issuance of the permit.
- Historic Sites, 339 (Class 2), 340 (Class 3) & 341 (Class I, Listed), Lochiel Farm: Mr. Weller explained that Mark Moses, Code Officer, had presented a letter to the principals of Whiteland Village, owner of record for the Lochiel Farm property, citing them for specific code violations. Mr. Moses had received notification that the violations had been addressed. Mr. Moses had visited the site and was satisfied the owner had completed the securing of the open buildings. Mr. Weller said that, to his knowledge, the demolition by neglect remained an outstanding issue.
- Historic Site 303 (Class I Listed), Massey House/Sleepy Hollow Hall: Mr. Weller said he had received the written report from Tom Scofield on his recommendations for treatment of the patio. He said he would email the letter to Members the next day, April 14, 2010. He said he would also compose a Memorandum for the site owner, Pennsylvania Real Estate Investment Trust, to be attached to Mr. Scofield's findings, and forward it to Members for review prior to the May meeting.
- Historic Site 170, (Class I Listed) George Hoffman House: Mr. Cotter responded to this concern. He said that because of complications with this issue involving the Township and the Pennsylvania Department of Transportation, he would take responsibility for contacting the owner regarding efforts to remediate the storm

water concern. He said he would notify the Members regarding the status of the project.

- Historic Sites 111 & 112 (Both Class 4) Whitford Farm Creamery: Mr. Weller said he had sent a reminder to WP Realty about the necessity for submitting the annual report and the need to repair and maintain the structures. He had not received a response, but the report was due April 15th. Mary Kivlin said she had observed that the door of the Creamery building had been secured, but the frame was split. Mr. Weller said he had sent police to check on Mary Kivlin's concerns regarding occupancy; the structure was not occupied.

D. Action List and Project Considerations

- 2010 Property Survey

Gail McCahon and Peg Osborne said they had completed their surveys. There were no questions from other Members.

- Historic Award Designation

Mary Kivlin said she had prepared the Memorandum requesting the Board of Supervisors consider the naming of the award. She said she would work to get it added to a Board of Supervisors agenda.

- Town Tours and Village Walks

Mary Kivlin described the plans made to date regarding the scheduling of a Town Tour for August 19, 2010. She led discussion of the suggested itinerary and the restraints imposed in the area by traffic and site configuration.

Mr. Cotter explained that Ship Road and Route 30 were responsibilities of the Pennsylvania Department of Transportation. Scheduling road closures or restrictions required permits that frequently took months to obtain.

In 2008, when the Commission had considered hosting a Town Tour for 2010, the Exton Hotel and Williams Deluxe Cottages improvements had been in planning stages. The Chester Valley Trail behind these properties was being considered for improvement. These sites and the trail would have provided safe transit for visitors without the need for traversing public roads. Members considered the difficulties of providing a safe, interesting tour for one to two hundred visitors.

After extensive discussion the Members decided to cancel the tour for 2010. It was decided that a request should be made to Karen Marshall, Historic Preservation Officer for Chester County and coordinator for the tours, that a date be established this year for 2011 to allow adequate planning. Kevin Kilgallen volunteered to chair the 2011 Town Tours and Village Walks.

Bobbie Eckman was to contact Karen Marshall to inform her of the Commission decision to cancel the 2010 tour and schedule for the following year. She was also to call Felix Presto to inform him of the decision.

- Site 231 Folly Cottage (Class I Listed)

No new information had been received about the disposition of the Folly Cottage estate. Members discussed the possibilities. It was decided to allow more time to observe the progress of probate.

Mr. Cotter said that Bud Turner, West Whiteland Fire Chief, had been a friend of the Royston family. He suggested that Mr. Turner might be a source for information regarding the Site. Mary Kivlin observed that Mr. Turner might be able to reach out to the descendant and facilitate documentation of the interior and exterior of the property by the Commission.

- Historical Archives

Mary Kivlin said she was working with Ed Culp, Supervisor of Parks Maintenance, to move the archived materials into a secure area on the main floor of the Boot Road Park building, and welcomed Members to join her.

Action List

Mary Kivlin distributed a draft Action List form to all Members and staff. She asked for comments. Members and staff were supportive of her efforts. It was suggested that reorganization could separate long and short term goals from items needing immediate action. Methods for response were to be considered.

VII. Adjournment

The meeting was adjourned at 9:58 P.M.

Respectfully submitted,



Roberta Eckman