December 8, 2011 7:30 p.m.
Carriage House

The regular meeting of the Cheltenham Township Historical Commission was held tonight. Members present were: Steve Banks, Louise Cohen, Herschel Elias, David Harrower, Lois Hirsch, James McCann, Heidi Morein, Dorothy Spruill, Jack Washington, Mary Washington, Joyce Werkman and Tom Wieckowski. Staff present was: Bryan T. Havir, Assistant Township Manager and Carmen Reitano, Assistant to the Director of Engineering, Zoning and Inspections. (See attached attendance list).

1. ***Call to Order*** – Chairman Banks called the meeting to order at 7:35 P.M.

2. ***Acceptance of Minutes*** – Mr. Banks asked for approval of the November 13, 2011 meeting minutes. Mr. Jack Washington asked for a correction under Old Business: Item C. Fred Washington was Jack Washington's father. Mrs. Washington added that she had seconded the motion for adjournment. Mr. Jack Washington made a motion to accept the November 13, 2011 meeting minutes as corrected; seconded by Mr. McCann and unanimously approved.

3. ***Committee Reports***

A. Education Committee – Ms. Cohen inquired about applying for the Jenkinstown Lyceum grant for next year. Mr. Havir announced that he would be submitting a grant application in the amount of $400 to the Lyceum for 2012 to assist with providing public speakers for Black History Month and National Preservation Month.

Ms. Cohen circulated the docent schedule and noted that the Richard Wall Museum will be closed on Christmas Day and New Year's Day.

B. Preservation Committee Report – Mr. Harrower had no report to offer.

C. Museum Committee Report – Mrs. Spruill offered her report on the following:

- The Quilt Exhibit is in progress with 30 quilts on display with a majority from the Shoemaker family.

- Mrs. Spruill reported that she reviewed Mr. Skalar's photo slides of the renovation work completed in the 1980's at the Richard Wall Museum, and found 47 slides that she wished to have scanned for the Commission's archives. Mr. Harrower noted that he received quotes from Larmon Photo and Hibbert's with the best price at $.50 per slide and recorded on a DVD. Mr. Harrower made a motion to approve the expenditure in the amount of $23.50 and return the original slides to Mr. Skalar; seconded by Mrs. Washington and unanimously approved. Prints can be made later from the DVD. Mr. Wieckowski offered to assist with making prints in the future.
- Cynthia Breen and Louise Cohen will oversee the Wall House and Ms. Werkman will oversee the quilt exhibit in January.
- Mrs. Spruill will supply information on archival items needed to complete the cataloguing project on Friday, December 9, 2011.
- Mrs. Spruill stated she is out of light bulbs again for window candles and suggests looking for an alternative light bulb with better longevity.

*4. **Chairman's Report*** – Mr. Banks wished the members Happy Holidays and a Happy New Year.

*5. **Staff Report***

Mr. Havir stated that he was in the process of closing out the 2011 Jenkinstown Lyceum Grant.

Mr. Havir noted that he just received notice from The Conservation Center for Art and Historic Artifacts that the Commission's application filed in July 2011 was not selected for the Preservation Needs Assessment Program. The review committee suggested that the application would be more competitive by 1) defining and being more specific about desired

goals and outcomes related to the needs assessment process 2) further outlining collections management and preservation achievements since your 1999 CAP report and 3) summarizing broad goals for the collections and the institution as a whole. They did recommend that we apply for the Stewardship Program during the next round. Mr. McCann made a motion to encourage Mr. Havir to apply for this grant; seconded by Ms. Morein and unanimously approved.

Mr. Havir commented that Ms. Karuza's last invoice indicates a balance of $6,263 to complete the project by end of year. Mrs. Spruill felt that the project would not be complete by the end of the year and suggested that the project be extended through March, 2012. Mr. Havir stated that the overall management of the project comes from the Historical Commission Committee made up of Mr. Banks, Ms. Cohen and Mrs. Spruill. Mrs. Spruill stated that additional shelving and archival boxes are needed. Mrs. Spruill also stated that with the current status of the project, it is difficult to move around and get to the collection easily for exhibits. Ms. Morein offered her help to assist with moving shelving or boxes or whatever would be necessary to help with the storage. Mr. Harrower welcomed the offer and will reach out when this can be accomplished and asked everyone to be patient with the process.

Mrs. Spruill asked about the status of the Archival Room renovations. Mr. Havir stated that the project was in the Capital Budget for 2012. Ms. Cohen stated that she thought the entire Richard Museum should be climate controlled.

6. Old Business

Mr. Harrower reported that the best price for mounting and framing two watercolor paintings was quoted by Victoriannie at approximately $250.00 each. Mr. Harrower asked if there was $500 available in the budget. He also stated that he would like Mrs. Spruill to assist with the selection of the frame when she is available and he would like to table this item to next

month's agenda. Mr. Harrower made a motion to arrange for the framing of the two watercolors at a cost not to exceed $500; seconded by Ms. Morein and unanimously approved. Mr. Havir stated that the expense would be encumbered but not spent until the next meeting.

7. ***New Business*** - Demolition permits:

A. Mr. Carmen Reitano, Assistant to the Director of Engineering, Zoning and Inspections who is also a Pennsylvania certified building code inspection official was present to give some background on both commercial and residential demolition permits and on the demolition permits under review:

- Ashbourne Country Club, Cheltenham - Mr. Reitano noted that the owner/contractor had filled out a separate demolition permit application for each of the five ancillary buildings on the premises. Of the five applications, the Cottage House is considered by some as having the most historic value. The buildings have been subject to vandalism and therefore present some safety concerns. The Historical Commission has requested the opportunity to document the history of what was there. An appointment to visit the site with the contractor and Township staff would need to be set. During the interim, Mrs. Washington will undertake both deed and map research. Mr. Harrower, Mr. McCann and Ms. Morein and Mrs. Washington would like to walk the grounds to photograph the five buildings. Discussion ensued. Mr. Harrower made a motion to recommend that the Building and Zoning Department deem the application incomplete until the Historical Commission completes their deed and map research and visits the site. The Historical Commission will report on the research at the next Historical Commission meeting on January 12, 2012; seconded by Mr. McCann and approved with one exception; Mr. Jack Washington voted no.

- 1811 Willow Avenue, La Mott - Mr. Reitano gave a brief description of the background of the property. Discussion ensued. The La Mott BHAR did review the demolition permit application and did not have enough information on the house. The La Mott BHAR did request assistance from the Historical Commission to conduct additional research. Mr. Washington has looked into saving historic houses in the area in the past. Ms. Werkman indicated much to her surprise that the structure was not included in the National Historic District Register nomination submitted to the National Park Service. Mrs. Washington noted that the structure looks to be on the 1909 map but may not be on the 1897 map. Mrs. Washington will research further. Ms. Werkman thinks the nails in the structure are not machine made. Mrs. Spruill asked if the house has a street address because she noted there is a list in the Wall House Museum from Norristown with every street address from c. 1700. Mrs. Washington has resources from the Old York Road Historical Society. Mr. Harrower made a motion to recommend that the Building and Zoning

Department deem the application incomplete and that the Historical Commission will join with the La Mott BHAR members on research of the historical significance of the structure and report back to the La Mott BHAR their findings within the next thirty days; seconded by Ms. Cohen and unanimously approved.

- 140 Jefferson Avenue, Cheltenham Village – Mr. Reitano described the building structure on the demolition permit as an out building, one-story garage. A new structure is proposed to be constructed on same footprint. Mr. Harrower would recommend that the Building and Zoning Department request of the owner to submit higher quality digital images of all elevations as a condition for the demolition of the structure and to forward the photographs to him for the Commission's archives; seconded by Mr. McCann and unanimously approved.

B. Grant Opportunities - Mr. Havir announced that the deadline for filing applications for the Certified Local Government Grant (CLG) is January 13, 2012. Mr. Havir asked for a recommendation to file the application for a matching grant for preservation consultant services for the Wyncote BHAR. Township funds to pay for the La Mott BHAR consultant will serve as the match. Mr. Washington made the motion to encourage Mr. Havir to renew the application for the CLG grant; seconded by Mr. Harrower and unanimously approved. Additionally, grant applications are due for the Keystone Historic Preservation Project and Construction Grants on March 1, 2012. This grant is for bricks and mortar which has been used for various projects in the past. The grant has been reintroduced with limited funding for up to $25,000 in matching funds. Mr. Havir suggested resubmitting a grant for mortar repair work at the Cheltenham Arts Center (CAC). Mr. Washington made a motion to resubmit the application for the mortar work for the Cheltenham Arts Center; seconded by Mr. Harrower and unanimously approved.

Mr. Havir noted that the CAC had damage to the building during a recent storm which caused a large tree branch to fall and hit the side of the Heller School Building and damaged the rake board, cornice, stone work, mortar, a window pane as well as the electrical service.

At this point, Mr. Harrower mentioned blistering plaster on the wall of the third floor near the chimney of the Wall House museum caused probably by a leak in the roof or around the flashing. Mr. Havir stated he had not been aware of this. Mr. Havir stated that any maintenance issues should be reported via the Maintenance Request form to the Property Supervisor's attention. Mr. Havir will have the property supervisor look at the third floor wall.

C. Mr. Havir noted that an announcement will be placed on the Township website and Channel 42 regarding the Richard Wall House Museum being closed on Christmas Day, December 25, 2011 and New Year's Day, January 1, 2012.

8. Other Business – Mr. Jack Washington announced that Barbara Franco is no longer Director at the Pennsylvania Historical Museum Commission. A new director comes from Hagley Museum.

Mr. Washington thanked Mr. Havir for the help in coordinating manpower for the repair work to stabilize the Cider Press. Spare parts have been boxed and put away.

Mr. Washington noted that the Museum's main door was found open and alarm was not set on Monday, December 5, at 6:30 p.m.

9. ***Adjournment*** - There being no further business, upon motion of Mr. Jack Washington, seconded by Ms. Morein and approved by the Historical Commission, the meeting adjourned at 9:30 p.m.

David G. Kraynik
Township Manager

Submitted by: Kathryn McDevitt

MEETING ATTENDANCE LIST

Historical Commission Regular Meeting @ 7:30 P.M.

Thursday, December 8, 2011

Carriage House

One Wall Park Drive, Elkins Park, PA 19027

(Please Print Clearly)

Print Name	Mailing Address (only if different)	Telephone Number (only if different)	E-mail Address (only if different
Stephen Banks	Tom Wiecrowski		
Jim McCann	Herschel	Elias	
Dave Harrower			
Joyce Werkman			
Lottie Spriull			
Louise Cohen			
Lois H. Hirsch			
Heidi Morein			
Jack Washington			
Carmen Greitano			
Mary Washington			