Springfield Township Historical Commission

AUGUST 4, 2020 MINUTES OF MEETING OF REGULAR MEETING **HC-4**

ZOOM DIGITAL BROADCAST

NOTICE: The Historical Commission of Springfield Township is an advisory board appointed by the Board of Commissioners. The actions of the Historical Commission on any agenda items does not reflect a final decision. The Board of Commissioners must render the final decision on any agenda items

Meeting was called to order at 6:00 PM with roll call

MEETING ATTENDEES

Name:		**Name:**	
Scott Kreilick	Commission Chair	Heather Snyder-Killinger	Commission Member
Matthew Harris	Commission Vice Chair	Mark Penecale	Staff Liaison
Al Comly	Commission Secretary	Baird Standish	Commissioner Liaison
David Sands	Commission Member		
Joseph Devine	Commission Member		

Not on the call: Brandon Ford (Assistant to Township Manager) Mr Comly arrived approximately 6:15 PM

No guests were on the call

Approval of Minutes from previous meeting: The minutes from the July 7, 2020 meeting were reviewed, noting a missing name in the approval of the June 16, 2020 meeting minutes. It was Mr. Devine who had abstained. The minutes will be corrected to show that abstention. With the noted correction, the minutes were approved by motion from Mr. Sands with a second by Mr. Devine.

Previous Business

HC-1.2 Mr. Harris presented the updated Scope of Work he had prepared for use in the selection of a firm to assist in preparing the inventory of properties as outlined in the Historical Preservation Ordinance. Discussion continued noting:

- The inventory is really the foundation of the Historical Preservation Ordinance.
- Time frame for the inventory or the "cut-off date" for initial inclusion in the inventory consideration. 50 years is a typically quoted time, but this might result with the inclusion of an exceptionally large number of properties in the inventory. Mr. Penecale was asked to investigate the availability of data regarding structures and their ages in the township. Montgomery County does have the capability to create a list of properties with presumed construction date, address and owner. Consensus was reached on structures built prior to 1970. Once the list is available, the time frame could then be adjusted and further focused
- Survey Guidelines and level of detail. Section 106 of the Secretary of the Interior's Standards is a baseline. Generally, this survey will not extensive review a structure's history or detail. Once the Scope is further developed, this can be reviewed with Corey Kogerise of the State Historic Preservation Office (SHPO) for additional comments and suggestions.
- Previous lists and surveys. Previous lists of buildings in the township that might be considered for the inventory and survey information will be made available to the proposers—to the extent these lists are available
- Project Duration will be dependent upon the number of structures that might be included
- Proposal process will follow township protocol for professional services regarding distribution, delivery and the responses to questions and requests for clarification.
- A budget has been established for this inventory—assumed to be approximately $30,000. Inventory scope can be refined to fall within this estimate and still provide the needed inventory

Discussion ended with the following "next steps":

- Secure the list as discussed
- Review the draft scope of work further (Mr. Harris will forward this to Commission members)
- Be prepared to finalize scope at the next meeting—noting the highlighted sections to be finalized

2020-07.07—update: Discussion continued focusing on finalizing the scope of work for the RFP, noting:

Previous surveys will be made available to the successful proposing firm to the extent they are available in the Township archives. Mr. Kreilick will check to see if any additional materials are available in the archives of the Historical Society. Surveys discussed included:

- Temple survey (by students from Temple University). Involved 255 properties (selection process for the 255 was not completely clear). Focus of survey was to inventory and prioritize. Group resource is available, but the existence of the analysis is unknown. Temple will not be open for inquiry until mid-August
- 1995 survey of Flourtown & Erdenheim (done through a grant) contents were done with 2 accompanying photographs. Some of this material is available at the Springfield Township Historical Society (STHS)archives, but the inventory has not been located. This list originated with Mari KItto, and was expanded by Cindy Hamilton (STHS member). It was believed to have been included in the Township Comprehensive Plan.

It was agreed that the discussion would continue next month when Mr. Harris could join the conversation. The concern remains that trying to inventory 1600 buildings constructed prior to the World War II would be beyond the scope and budget of this inventory

2020-08.04—update. Discussion continued on the scoping for the RFP, noting that this inventory would represent the basis for the application of the Historical Ordinance and the operation of the Historical Commission. Key items discussed included the following:

a) Review of the Township Comprehensive Plan confirmed the plan places value on the historical sites in the Township—noting 28 sites therein.
b) 1600 properties are thought to be too many for the initial scope. The 256 properties identified in the Temple study and follow-up were considered as a more reasonable focus for the initial scope. These are essentially what is referred to as the "Marie Kitto List"—prepared by Marie Kitto as a result of her investigations into township properties. This list was updated by Cindy Hamilton of the Springfield Township Historical Society after Ms. Kitto's passing. Mr. Kreilick had contacted Ms. Hamilton about the list, receiving the following comment:
c) Ms. Hamilton had started with the list prepared by Ms. Kitto. The Kitto list had been a result of requests she had received from residents for information about buildings in the Township. Ms. Hamilton had enhanced the list to the current 256 properties after Ms. Kitto's death, again based primarily on reference requests to the Historical Society and not as a defining list of township historic properties. This was the list that was given to the Temple students for their report.
d) Ms. Hamilton is not aware of receiving any "final report" from the Temple effort. Mr. Kreilick has contacted the head of the Planning Program at Temple to see if any additional information is available. The person at Temple is due back in his office toward the end of August and will check on what might be available—noting the study was done circa 2005.
e) The essential point the Kitto List is not a defining list and may have important omissions, the thought that the committee could assemble the inventory was dismissed. It was noted the committee prepared inventory effort could be time consuming and might linger, where engaging a consultant to identify this initial inventory would move things

forward at a better pace. Commissioner Standish supports the effort to achieve progress now that the ordinance has been enacted.

f) The goal of establishing the starting list or scope is the next step forward. To avoid delay, consideration could be given to creating the RFP with the "Kitto" or "Temple" list as the starting scope and including a means to set a "unit cost" to add properties during the inventory if a property was identified by the consultant as worthy, but was previously not on the list.
g) Commissioner Standish added that it might be reasonable to begin with the 25 or so in the Comprehensive Plan, then add properties once there is agreement as to what it means to be included in the inventory (structure with a notable designer, site of a historic event or home to a notable owner)

New Business

HC-4.1 No other business was discussed

HC-2.1 All agenda items must be forwarded to Mr. Penecale at least one week prior to the meeting to assure inclusion on the meeting agenda

Next Meeting **Tuesday September 1, 2020 at 6:00 PM**. Moving forward meetings will be scheduled for the 1st Tuesday of the month.

Adjournment Motion by Mr. Sands, seconded by M. Harris carried at 6:56PM

Respectfully Submitted

Albert M. Comly, Jr., AIA