



Architecture • Land Planning • Space Planning

## **Pocopson Township Building Steering Committee**

**Meeting Notes** – 4:30 p.m. – March 30, 2009  
Pocopson Township Building at 740 Denton Hollow Road

**Present:** Ann Brown, Georgia Brutscher, Jean Conary, Kris Firey-Poling, Alta Hoffman, Rusty Jones, Dennis Melton, John O'Neal, and Susan Simone

**Not Present:** Mary Dugan

### **New Business:**

#### 1. Introductions & Designation of Team Members:

##### A. Melton Architects Team:

- a) Dennis Melton, Architect
- b) Ron Hastings, Architect
- c) Eric Larsen, Structural Engineer
- d) Steve Krinsky, DEDC (Mechanical/Electrical Engineers)
- e) Richard Basilio, MOBAC

##### B. Pocopson Township Building Steering Committee:

- a) Ann Brown
- b) Georgia Brutscher
- c) Jean Conary
- d) Mary Dugan
- e) Kris Firey-Poling
- f) Alta Hoffman
- g) Rusty Jones

- h) John O'Neal
  - i) Susan Simone
  - A. Land Planning – Laressa McNemar
  - B. Civil Engineering – Jim Hatfield, Township Engineer
  - C. Landscape Architecture – Gary Burcham, Burcham Associates
  - D. Pocopson Historical Committee:
    - a) Jean Conary
    - b) Kris Firey-Poling
    - c) Alta Hoffman
  - E. Underground Railroad:
    - a) Mary Dugan
    - b) Rusty Jones
    - c) John O'Neal
2. Identification of Available Information Useful to the Project including Sources of Information:
- A. Site Plan Information to be obtained by Laressa McNemar.
  - B. Programmatic use very important.
  - C. Outdoor Program – What it would feel like to approach the house.
  - D. Underground Railroad:
    - a) Makes this building unique.
    - b) Underground railroad portion always staffed with a volunteer.
    - c) Wants access to the basement.
  - A. House involved in many things throughout history and should reflect; do not focus on one time in history.
  - B. Quaker farmhouse.
  - C. Rear area could have been a dormitory.

- D. Two equal entries on front.
  - E. Sistem in basement.
  - F. Show evolution of the building.
  - G. Whole farm parcel, other buildings, and out buildings.
  - H. Display area at entry.
3. Establish Process for Phase 3 – Historical Investigation:
- A. Jean Conary agreed to schedule the Historical Investigation Subcommittee meetings; Dennis to attend meetings.
  - B. Downspout problem; needs to be resolved ASAP. Melton Architects to investigate. Susan Simone to provide quotes obtained.
  - C. Maintenance – Susan Simone agreed to arrange for an inspection, maintenance information, and repairs completed.
4. Schedule Site Visit for Beginning of Phase 2 – Existing Conditions Assessment:
- A. Dennis Melton to coordinate with Georgia Brutscher to measure and photograph the Barnard House.
  - B. Georgia Brutscher agreed to coordinate site visits to similar homes on Friday, April 3<sup>rd</sup>, at 2:00 pm: Bailey house, Stoltzfus house, and Davidson property. Dennis to attend.
5. The first Programming meeting is scheduled for Tuesday, April 7<sup>th</sup>, at 4:30 pm at the Township Building.

The above summary is intended to be an accurate representation of the items discussed. Please notify the Architect if there are any discrepancies.

Summarized by Dennis Melton (4/2/09)