



Architecture • Land Planning • Space Planning

Pocopson Township Building Steering Committee

Meeting Notes – 4:30 p.m. – April 16, 2009
Pocopson Township Building at 740 Denton Hollow Road

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

General

1. Reviewed and approved Minutes dated 4/7/09.
2. The Space Requirements spreadsheet dated 4/16/09 was distributed for discussion at the next meeting.

Phase 1 – Programming:

1. Issues for the Underground Railroad building function were discussed and will be documented on the Space Requirements spreadsheet.
2. The next meeting will be Tuesday, April 28th. It was agreed that all future meetings will be held on Tuesdays at 4:30 p.m. at the Township Building.

Phase 2 – Existing Conditions:

1. Downspout Issue:
 - A. Susan Simone agreed to obtain the specifics of the grant timing.
 - B. Dennis Melton met with Bill Harwood to discuss gutters, downspouts, and seepage pits at the site on 4/13/09. Bill Harwood stated that he could install the seepage pits at any time and did not see a problem in waiting on decisions for gutters and downspouts. He identified some areas of concern including length of gutters and end conditions.

- C. Richard Basilio of MOBAC, Inc., offered to obtain two additional gutter/downspout quotes, and Dennis agreed to follow up with Richard.
 - D. It was agreed that Dennis Melton will specify aluminum half round gutters with round downspouts in a color to match the building mortar as close as possible and document locations.
2. Dennis met with Richard Basilio, MOBAC, Inc., to examine the existing conditions. A general walk through was accomplished. Windows were found to be generally in good shape, all needing re-roping and some damaged on the lower sash particularly on the first floor rear. A meeting at the site will be scheduled for week of April 20 with Richard and the structural engineer to continue existing conditions investigation focusing on HVAC, windows, and doors first as well as structural issues.
 3. Georgia Brutscher and Dennis Melton visited the Barnard Bailey house and the Stoltzfus house on Monday, April 13th. Similar details related to the Barnard house were noted including exterior and interior trim, windows, floor, and front gable. Dennis Melton agreed to provide photos with notes. Georgia Brutscher agreed to schedule additional house visits to the Davidsons, Enis Barnard house, and Curry's. Georgia will notify Jean Conary the date for these house visits so that any Historical Research Committee persons can attend.

Phase 3 – Historical Investigation:

1. Jean Conary gave a report on the April 15 meeting of the Historical Investigation Subcommittee:
 - A. Research history of house in relationship with people who lived there.
 - B. How the house evolved over time.
 - C. Questions on how house was used.
 - D. Need to be proactive on maintenance or potential maintenance issues: windows, floor, staircase, baluster, handrails, etc., floor in northern wing.
 - E. Next meeting will be held at the Barnard house coordinated by Jean.

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 (4/21/09)