



# Springfield Township Historical Commission

**October 3, 2023**

MINUTES OF MEETING OF REGULAR MEETING

**HC-35**

Meeting held in the Conference Room at Springfield Township Building 1510 Paper Mill Road, Wyndmoor, PA 19038

**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 ATTENDEES

**Name:**

**Name:**

David Sands	Commission Vice Chair	Heather Snyder-Killinger	Commission Member
Al Comly	Commission Secretary		
		Mark Penecale	Staff Liaison

Not present: M Harris, J Devine, B Standish (1 vacancy remains for alternate)

Guests: None

- 1) **Call by Order by the Chairperson**      **Called to order at 6:02 PM by Vice Chair David Sands. Roll was taken and absentees noted.**
- 2) **Approval of Minutes**      **Meeting HC-33 (August 15, 2023) Motion by D. Sands, second by H Killinger--approved**
- 3) **Update by Board of Commissioners' Liaison:**      **Commissioner Standish was unable to attend. Mark Penecale noted that the budget request is being reviewed by the Commissioners. Suggested a conversation with Baird regarding the need and the importance of the inventory**

**4) Review of Agenda**

**Mr. Penecale reported that there were no changes in status relative to Knipe (Willow Grove Ave) or Wild (Manor Road).**

**5) Discussion Items and Appropriate Action (“Previous Business” and “New Business” in earlier minutes).**

**HC-34.1 The Commission discussed the merits of the Pennsylvania Certified Local Government Program (CLG)** administered by the Pennsylvania State Historic Preservation Office (PA SHPO) for the Pennsylvania Historical and Museum Commission (PHMC). Attached to these minutes are the Guidelines & Procedures for Pennsylvania Communities and checklists relative to the requirements to participate in the CLG. Becoming certified in the CLG program offers opportunities in funding and technical assistance not otherwise available. It was agreed that more discussion was needed and closer review of our current status relative to the requirements would be undertaken.

**Update—October 3, 2023 No additional action at this time.**

**HC-33.1 The Commission discussed the best path forward—noting the items that have been recorded in HC-30.1 and HC-30.2 below.** Summary points from the discussion are:

- Discussion of ordinance changes will not prove effective at the current time
- The inventory task is greater than can be performed by the Commission. Engaging a qualified firm to develop a list, that will be informal at this time,
- Scope of work for a consultant has been discussed in the past—Commission will return to that effort to get the progress started. Issues such as the variety of existing lists, their accuracy, level of survey (ie desk top, windshield survey, evaluation of properties to prioritize), and what information will be needed will be discussed on the basis of the initial budget request.
- It was agreed to request \$25,000 for the 2024 budget year. The final consultant scope will be tailored to the final budget allocation.
- The Commission agreed that a report of the Commission's activities should be prepared and forwarded to the Board of Commissioners. This report should be available for November when the BOC reviews the budget requests. Mr. Comly will prepare a draft for review at the next Commission meeting.

Update--September 5, 2023 \$25,000 has been included in the draft township budget for 2024 and a draft narrative has been circulated to the commission members. All are requested to review and comment so we can provide supporting information to the Commissioners for final township budget decisions.

**Update—October 3, 2023 Discussion continued regarding the budget request and how best to emphasize the need. Previous draft narrative was discussed and determined to be too long for the purpose. A shorter narrative will be prepared and circulated.**

6) **Citizen Comments**

None

7) **Assignment of Member Action Items**

- **Prepare a revised draft report for presentation to the BOC in November.—Al Comly—Draft has been circulated, commission members have been asked to review and comment.**

8) **Agenda for next meeting** *All new agenda items shall be forwarded to Mr. Penecale at least one week prior to scheduled meeting date*

9) **Adjournment** Adjournment at 7:02 PM on Motion by Heather Killinger, second by David Sands. Next meeting date has been changed from the standard first Tuesday of the month at 6:00PM to **Tuesday November 21, 2023 at 6:00 PM.**

Respectfully Submitted

Albert M. Comly, Jr., AIA  
Secretary