



Pocopson Township

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Barnard House (BH) Steering Committee Meeting Notes Tuesday, February 4, 2014 4:30 p.m.

Attendees – Georgia F. Brutscher, Chair; Committee – Laouessa McNemar, Jean Conary, Steve Conary, Susan Simone, Richard Jensen, Alta Hoffman, and Carol Haaf. Kennett Underground Railroad Center (KURC) Representatives: Karen Marshall, John O’Neal; Matt Read, Liaison, Board of Supervisors

1. **Wawaset Road Project Grant:** Brutscher summarized the pertinent points of the January 31st meeting with the Kennett Underground Railroad Center Board members which was also attended by BH Steering Committee members Steve Conary, Laouessa McNemar and Richard Jensen.
 - a. **Space allocation for KURC** – proposed park bathroom will be located central to the space allocated to KURC, that being the north kitchen and the stone breezeway area to be built-out by KURC. Steve Conary submitted a draft letter setting forth proposed terms for approximately 426 square feet designated for KURC. Following Township Solicitor review of the draft letter, including identifying provisions for indemnification/rental insurance, a presentation will be made by the BH Steering Committee during the February 24th Board of Supervisors meeting.
 - b. **Professional Service Authorizations (PSA)** – Brutscher and Read reported that the PSAs submitted by Richard Jensen for project management; James Hatfield, P.E., for engineering/exterior improvements; and Dennis Melton, AIA, Melton Architects, for interior improvements, were not approved during the January 27th Board meeting. While the Board tabled approval of the PSAs until the February 10th meeting, Read and Brutscher recognized the urgency in approving the PSAs so that the project can move forward given the two-year time limit for completion. A number of permits, including a PennDOT Highway Occupancy permit, require time to prepare and submit.
 - c. **Bid documents** – Jensen will review the engineering and architectural PSAs for duplication, and he is also tasked with drafting the bid documents. Presumably, once the PSAs are approved by the Board of Supervisors, the bid documents will be ready by early April with a three week response time, and a June or July start date for the project.
2. **KURC logo** – Marshall reported that KURC is working on the development of a logo that expresses the diversity of the organization. A redesigned logo will help to educate the public that the BH is surrounded by one of the greatest concentrations of stations in the country.
3. **Facility** – Jensen reported that the new HVAC system has been installed with a few adjustments to be made. Prior to the start of the cooling season, the installer will return to

the House to make the necessary adjustments. Marshall reported that there is a possibility that the House may qualify for the National Historic Registry as a site with a period of significance given that the son of Eusebius Barnard was a stationmaster. The House will not qualify under the Registry architectural guidelines. She will keep the Committee updated as she works through the registry process given that a successful registry will qualify the property for a Keystone Grant.

Next meeting – the meeting adjourned without setting a date for a future meeting.

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